



CMCOG Meeting Notice

Thursday, August 24, 2023 ♦ 12:00 P.M.

**Midlands Technical College – Harbison Campus (in person)
7300 College Street, Irmo, SC 29063
Continuing Education Center, Room 113**

DATE: August 17, 2023

TO: CMCOG Board of Directors

FROM: Will Brennan, CMCOG Board Chair

SUBJECT: CMCOG Board Meeting – August 24, 2023 at 12:00 P.M.

Please be advised that the next meeting of the Central Midlands Council of Governments Board of Directors will be held on **Thursday, August 24, 2023 at Midlands Technical College Harbison Campus, Continuing Education Center, Room 113. See attached map of the campus for additional information.**

The meeting will start promptly at 12:00 P.M., so please arrive on time. We need a quorum to conduct business, so it is very important for you to plan to attend each meeting. The meeting packet has been mailed and emailed to you.

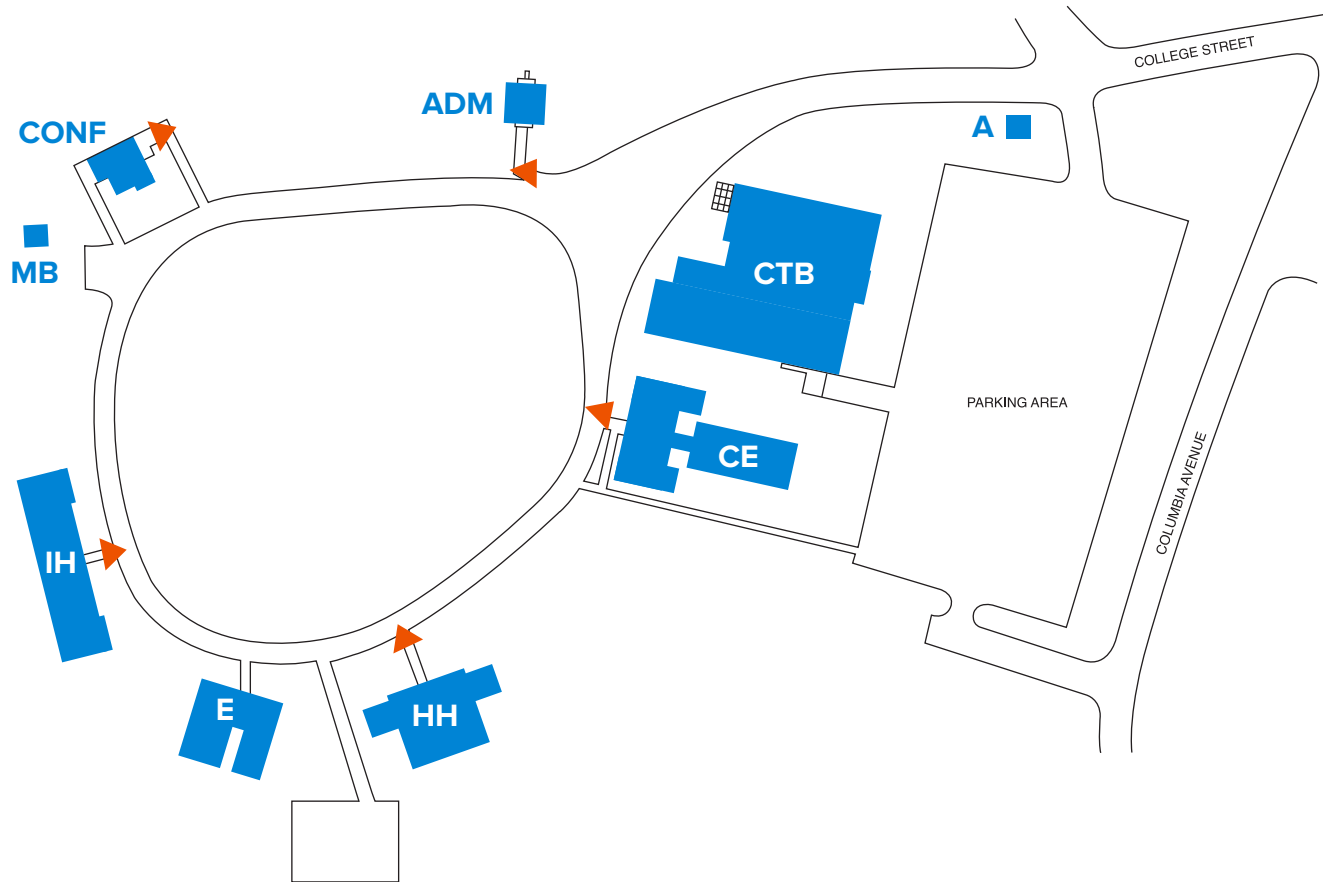
I thank you for your time and service to the Central Midlands Council of Governments.

Enclosures

BUILDING LOCATION MAP HARBISON CAMPUS



7300 College Street
Irmo, SC 29063



Building Legend Harbison Campus

- A - Guard Station
 - ADM - Administration
 - CONF - Conference Center
 - IH - Irmo Hall
 - E - Storage
 - HH - Harbison Hall
 - CE - Continuing Education Center
 - MB - Maintenance Building
 - CTB - Classroom and Theatre Building
- ▲ Curb access ramps for students with disabilities



Board of Directors Meeting

Thursday, August 24, 2023 ♦ 12:00 p.m.

Midlands Technical College – Harbison Campus (in person)

7300 College Street, Irmo, SC 29063

Continuing Education Center, Room 113

OVERALL AGENDA

ACTION

A. Call to Order and Introductions

Will Brennan, Chair

1. Determination of a Quorum
2. Approve Order and Contents of the Overall Agenda
3. Invocation
4. Introduction of Guests and New Board Members
 - a. Vivian Clark, City of Columbia
5. Recognition of Steve MacDougall
6. Chairman’s Introduction
Good News from CMCOG – Around the Region

Will Brennan
Will Brennan
Will Brennan

B. Consent Agenda

1. Approval of the June 22, 2023 Board Meeting Minutes (*Enclosure 1*)
2. *2020 – 2027 TIP Amendment – SC 6 Corridor Feasibility Study (*Enclosure 2*)
3. *2020 – 2027 TIP Amendment – Section 5310 Projects (*Enclosure 3*)

C. Regular Agenda

1. Year End Financial Status Report (thru June 30, 2023) (*Enclosure 4*)
2. Briefing on Financial and Compliance Report for FY 2022 (*Enclosure 5*) (*Will send later*)
3. Resolution on the CMCOG Board of Directors Bylaws (*Enclosure 6*)
4. *2020 – 2027 TIP Amendment – Assembly St. Railroad Separation Project (*Enclosure 7*)
5. Resolution on the EDA Authorized Representative Designation (*Enclosure 8*)

Melissa Labbe
Melissa Labbe
Will Dillard
Reginald Simmons
Gregory Sprouse

INFORMATION

D. Announcements / Committee or Staff Reports / Correspondences

1. Area Agency on Aging Program Update
2. Executive Director’s Report (*Enclosure 9*)

Anna Harmon
Britt Poole

E. Old/New Business

F. Other Business

G. Adjourn

REMINDER: The next CMCOG Board Meeting will be held on Thursday, September 28, 2023

Note: Full Agenda packets can be found on the CMCOG website at www.cmcog.org.

*Denotes item is an Metropolitan Planning Organization (MPO) Urbanized Area Request



**Board of Directors Meeting of the
Central Midlands Council of Governments
Thursday, June 22, 2023 ♦ 12:00 p.m. ♦ Midlands Technical College
Harbison Campus – 7300 College Street, Irmo, SC 29063
Continuing Education Center, Room 113 and Zoom Meeting (Virtual)
Meeting ID: 844 2498 6547 ♦ Passcode: 312766 ♦ Dial-In Number (929) 205-6099**

BOARD MEMBERS PRESENT:

Vina Abrams, Newberry County
Todd Beasley, Richland County
Will Brennan, Vice-Chair, Columbia City Council
Susan Brill, Richland County
Peter Brown, Richland County Council
David Busby, Lexington County
Brian Carter, City of West Columbia
Kyle Crager, Fairfield County
Rebecca Connally, Lexington County
Glen Conwell, Lexington County Council
Smokey Davis, Lexington County
William “Rusty” DePass, City of Columbia
Howard Duvall, City of Columbia
Clarence Gilbert, Fairfield County Council
Shaun Greenwood, Forest Acres
Bob Hall, Batesburg-Leesville
Darrell Hudson, Lexington County Council
Haskell Kibler, Forest Acres
Robert Liming, City of Columbia
Steve MacDougall, Town of Lexington
Annie McDaniel, Fairfield County Del.
Walton McLeod, Newberry County
Chakisse Newton, Richland County Council
Stephanie O’Cain, Richland County
Foster Senn, Chair, Mayor, City of Newberry
Lynn Sturkie, Lexington County`
Charli Wessinger, Lexington County Council
Lindsey Yarborough, Lexington County Council

GUESTS PRESENT:

Britt Poole, Town of Lexington
Jim Walden, SCDOT
Samantha Carr, SCDOT
Cheryl Johnson Benjamin, United Way
Jacob Quinonez, Irmo High School
Albert Koon, Town of Chapin
Nicholle Burroughs, Town of Chapin
Administrator

STAFF MEMBERS PRESENT:

Fretria Addison, LTC Ombudsman Volunteer
Coordinator/Information Support Specialist
Roland Bart, Senior Planner
Shelia Bell-Ford, SHIP Coordinator
Tammy Beagan, Workforce
Anna Harmon, Director, LTCOP
Jason Kent, GIS Manager
Missi Labbe, Finance Director
Cindy Muldrow, CDBG Planner
Reginald Simmons, Deputy Executive Director/
Transportation Director
Artellia Shaw, Family Caregiver Advocate
Gregory Sprouse, Director, Planning, Research
Rebecca Vance, Interim Executive Director

A1. CALL TO ORDER

Chairman Foster Senn called the meeting to order at 12:07 p.m. on June 22, 2023.

A2. Approve Order and Contents of the Overall Agenda

Chairman Senn stated that a quorum was present. He also mentioned the Monthly Dashboard Overview is not available and will be emailed later.

MOTION, *approved*

Robert Liming moved for approval, seconded by Walton McLeod to approve the Order and Contents of the Overall Agenda. The motion was approved.

A3. Invocation

The invocation was given by Smokey Davis.

A4. Introduction of Guests

Chairman Senn welcomed and introduced our guests for today's meeting.

B. CONSENT AGENDA

B1. Approval of the June 1, 2023 Board Meeting Minutes.

MOTION, *approved*

Smokey Davis moved for approval, seconded by Shaun Greenwood to approve Consent Agenda with 3 amendments to the minutes noted by Chairman Foster Senn. The motion was approved.

C. REGULAR AGENDA

C1. FY 2024 CMCOG Annual Budget and Work Program

Rebecca Vance, Missi Labbe, and the Program Directors provided an overview of the FY 2024 CMCOG Annual Budget and Work Program.

A brief discussion took place.

MOTION, *approved*

Smokey Davis moved for approval, seconded by Will Brennan to approve the FY 2024 CMCOG Annual Budget and Work Program. The motion was approved.

C2. *2020 – 2027 TIP Amendment – SC 6 Corridor Feasibility Study

Reginald Simmons requested approval to amend the 2020 – 2027 Transportation Improvement Program to add \$100K to the SC 6 Corridor Feasibility Study. As part of implementation of the 2045 LRTP, SCDOT requires a feasibility analysis for any project that is to be considered for future funding. Last year as part of

the US 76/176 Corridor Feasibility Study discussion, the SC 6 Corridor was approved for funding to conduct a feasibility study from US 76 to the Lake Murray Dam. The funding for this analysis was set at \$150K.

The characteristics of the SC 6 corridor include:

- Approximately 4.5 miles long
- Also know Dreher Shoals Road and North Lake Drive
- Heavily residential corridor with limited commercial along the corridor which includes churches, grocery store, gas stations, and a pharmacy.
- Is buffered by Lake Murray, which allows access to most homes only from SC 6.
- Traffic counts along the corridor average 14,300 vehicles per year.

The cost of corridor studies has averaged approximately \$250K. This request will add \$100K to the current budget to increase it to \$250K.

A brief discussion took place.

MOTION, approved

Smokey Davis moved for approval, seconded by Todd Cullum to amend the *2020 – 2027 TIP to add \$100K to the SC 6 Corridor Feasibility Study. The motion was approved.

C3. *2020 – 2027 TIP Amendment – Section 5310 Projects

Reginald Simmons requested approval to add Section 5310 Projects to the 2020 - 2027 TIP and the Human Services Transportation Coordination Plan. CMCOG is the designated recipient for the Section 5310 Program. The goal of the program is to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services. The grant funds can be used for several functions which include capital needs, operating assistance, and mobility management.

In the past year, CMCOG has solicited a call for projects. On May 11th, CMCOG released the call for projects for the FFY 2021 funding cycle. CMCOG received four (4) applications that requested a total of five (5) vehicles and one purchase of service. All six projects were determined to be eligible to receive federal funds. With the inclusion of project administration, the following allocations were made:

	Federal	Local	Total
Senior Resources (1 vehicle)	\$88,000	\$22,000	\$110,000
Babcock Center (2 vehicles)	\$79,382	\$19,846	\$99,228
Transitions (2 vehicles)	\$175,319	\$43,830	\$219,149
CMRTA Purchase of Service	\$167,292	\$41,823	\$209,115
Total	\$509,993	\$127,499	\$637,492

A brief discussion took place.

MOTION, approved

Robert Liming for approval, seconded by Shaun Greenwood to add Section 5310 Projects to the 2020 - 2027 TIP and the Human Services Transportation Coordination Plan. The motion was approved.

C4. *Census 2020 – New MPO Boundary

Reginald Simmons requested approval to adopt a new MPO Boundary based on the 2020 Census. On Thursday, December 29, 2022, the US Census Bureau released their new 2020 Urbanized Areas. The release of these new urbanized areas denoted that per federal requirements, Metropolitan Planning Organizations (MPOs) such as the Columbia Area Transportation Study (COATS) will have to adjust their metropolitan planning area boundary to encompass the contiguous census designated urbanized area and the area projected to be urbanized over the next 20 years. Federal requirements also denoted that the COATS MPO may consider adjusting its Policy Committee composition to ensure that adequate representation for all necessary jurisdictions has been addressed.

The 2020 US Census produced a new census designated urbanized area that receded the existing COATS MPO Boundary in three (3) locations. The nearby municipalities in these reduced areas were the Town of Chapin in Lexington and Newberry Counties, Town of Swansea in Lexington County, and the Lugoff/Elgin Area in Kershaw County. Please be advised that the Lugoff/Elgin area was designated by the Census Bureau as an urban cluster and was not included as part of the census designated urbanized area for Columbia.

The SCDOT Planning Office has been working with all the MPOs to discuss changes to the urbanized areas and any resulting changes to the study boundaries. SCDOT has provided a schedule to all COGs and MPOs which outlined SCDOT's accelerated schedule for receiving updates resulting from the 2020 Census. This accelerated schedule will allow the next Regional Mobility Program (RMP) allocation increase to be based on the 2020 Census population rather than the 2010 population numbers.

The COATS MPO has created an updated MPO Boundary based on the 2020 Census for review and approval.

A brief discussion took place.

MOTION, approved

Brian Carter moved for approval, seconded by Charli Wessinger to adopt a new MPO Boundary based on the 2020 Census. The motion was approved.

D. Announcements / Committee or Staff Reports / Correspondences

D1. Executive Directors Report

Rebecca Vance stated in the interest of time, the Executive Director's Report would be emailed to all members along with the PowerPoint Presentation.

D2. Recognition of Outgoing Chair and Committee Chairpersons

Rebecca Vance thanked all our Committee Chairpersons and our Outgoing Chair Foster Senn for his dedicated work and service with CMCOG. The Chairman was presented with a plaque for his appreciation of service to our COG Board of Directors and staff.

D3. Recognition of Incoming Chair

Rebecca Vance recognized and welcomed our new Incoming Chair, Mr. Will Brennan, who represents the City of Columbia. Mr. Brennan will be our chairman for FY 2023 – 2025.

D4. Recognition of Incoming Executive Director

Rebecca Vance welcomed and introduced our New Executive Director for the COG, Mr. Britt Poole. Mr. Poole's first day will be on July 3, 2023.

E. OLD / NEW BUSINESS

E1. Monthly Dashboard Overview – June 2023

Chairman Foster Senn mentioned that the Monthly Dashboard Overview for June 2023 will be emailed later.

F. OTHER BUSINESS

Next Meeting is scheduled for August 24th.

G. Adjourn

There being no further business, the meeting was adjourned at 1:45 pm.

Britt Poole, Secretary-Treasurer

Will Brennan, Chairman



Approved by the CMCOG Board/MPO Policy Committee on June 15th

Public comment period ends on September 15th.

Approval contingent upon on any public comments that are received.

Memorandum

TO: All Members of the CMCOG **Board of Directors**

FROM: Reginald Simmons, Deputy Executive Director/Transportation Director

DATE: June 15, 2023

SUBJECT: Feasibility Study: SC 6

REQUESTED ACTION

The Central Midlands Council of Governments' staff requests approval to amend the 2020 – 2027 Transportation Improvement Program to add \$100K to conduct a feasibility analysis for the SC 6 Corridor.

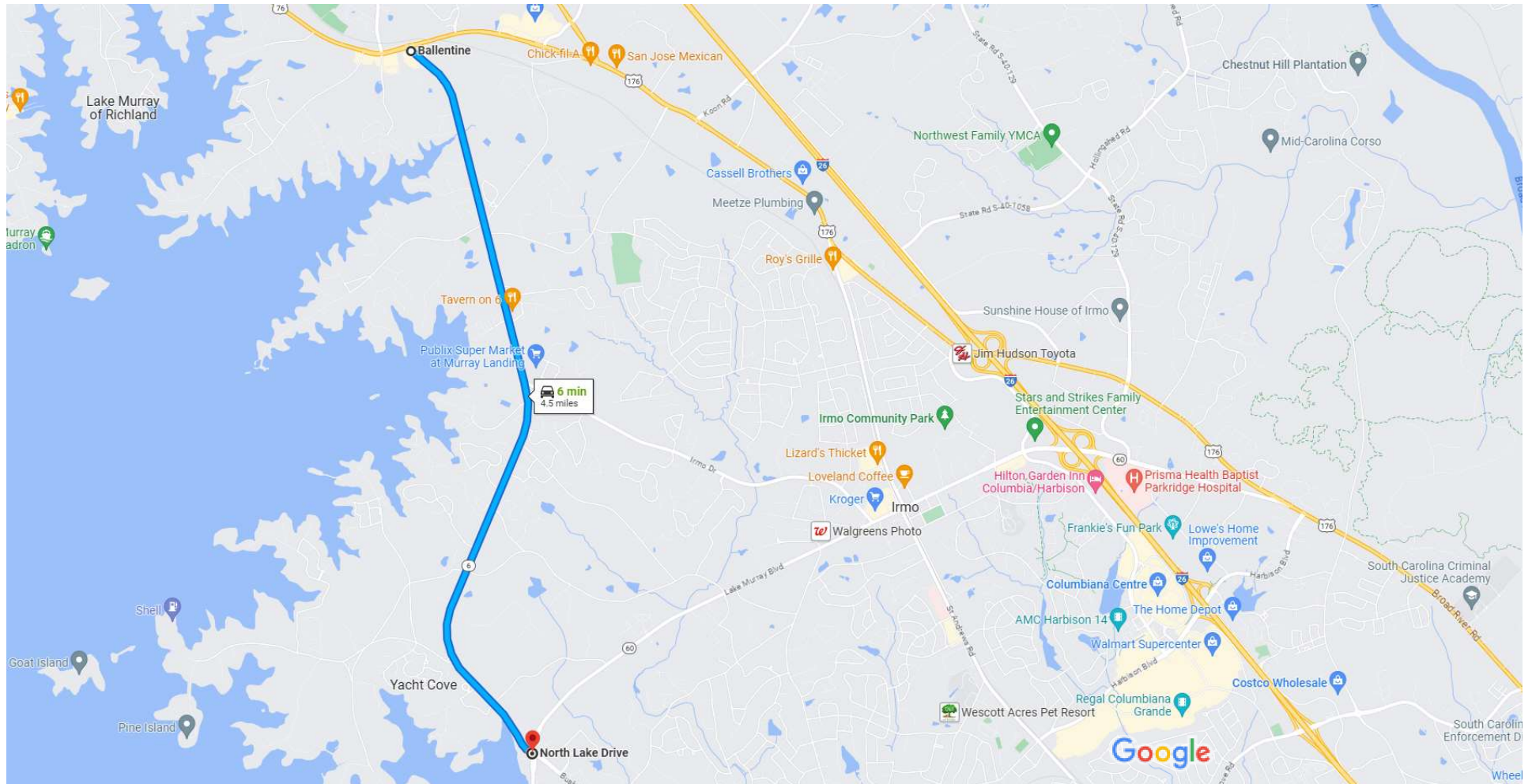
BACKGROUND

The Central Midlands Council of Governments and Columbia Area Transportation Study (COATS) Metropolitan Planning Organization (MPO) 2045 Long-Range Transportation Plan (LRTP) serves as the comprehensive plan for transportation investment to support the safe and efficient movement of people and goods within the CMCOG region and the Columbia urbanized area through the plan horizon year of 2045. It establishes the purpose and need for major projects included in the federal transportation funding program, identifies activities to address major transportation issues, and prioritizes investments in the transportation system.

Based on this plan, a feasibility study has been requested for the SC 6 corridor. This analysis will be conducted as part of the SCDOT Feasibility Report. CMCOG will devise a project development team that will define the project scope, goals and objectives, purpose and need, potential environmental, cultural, and social impacts, estimated cost, schedule, benefit/cost analysis, and risk analysis.

The following segment have been identified for the feasibility analysis:

- SC 6 from Bush River Road to US 76



Map data ©2023 Google 2000 ft



via SC-6 E

6 min

Fastest route now due to traffic conditions

4.5 miles



Approved by the CMCOG Board/MPO Policy Committee on June 15th

Public comment period ends on September 15th.

Approval contingent upon on any public comments that are received.

Memorandum

TO: All Members of the CMCOG **Board of Directors**

FROM: Reginald Simmons, Deputy Executive Director/Transportation Director

DATE: June 15, 2023

SUBJECT: **Section 5310 Projects**

REQUESTED ACTION

The Central Midlands Council of Governments' staff requests approval to amend the 2020 - 2027 TIP and the Human Services Coordination Plan to add the FY 2024 Section 5310 Projects for the Large Urban Area.

PROGRAM DESCRIPTION

On June 6, 2014, the [Final FTA Circular FTA C 9070.1G](#) was published, incorporating project types, from the repealed New Freedom program into the new Section 5310 Program. The vehicle projects and related equipment under the previous 5310 Program are now called Traditional 5310 Projects and comprise at least 55% of the available funding; the former New Freedom projects are called Expanded 5310 Projects and comprise up to 45% of available funding.

The goal of the new 5310 Program is to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding the transportation mobility options available. The FTA 5310 Program provides financial assistance for transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities.

This program provides grant funds for capital, mobility management, and operating expenses for:

- Public transportation projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable;
- Public transportation projects that exceed the requirements of the Americans with Disabilities Act (ADA);
- Public transportation projects that improve access to fixed-route service and decrease reliance on complementary paratransit; and
- Alternatives to public transportation projects that assist seniors and individuals with disabilities and with transportation.

On May 11th staff released a call for projects for the FFY 2021 funding cycle. Staff will present those requests for inclusion in the Human Services Coordination Plan and the 2020 - 2027 TIP.



Letter of Intent

Name of Agency: Babcock Center, Inc.

Contact Person: Phillip Powell, Director of Support Services

2725 Banny Jones Avenue, West Columbia, SC 29170

Phone: 803-608-8085 Fax: 803-799-3418

Amount of Request: \$39,691.00

Local Match: Total revenue for the Babcock Center for fiscal year ending June 30, 2022 was \$36,248,168. Revenue from state agencies (primarily the SC Department of Disabilities and Special Needs) totaled \$29,618,158. None of these funds were provided by the SCDOT. All revenue (unless otherwise restricted) is pooled together for the operations of the agency, including transportation needs. The total cost for the requested vehicle is \$49,614. Babcock Center will secure the \$9,926 in match through funds obtained from the SC Department of Disabilities and Special Needs.

Project Category: Capital Equipment

- Ford Transit ADA Passenger Van

Project Scope: Babcock Center currently serves residents with intellectual disabilities, autism, head and spinal cord injuries and related disabilities within Richland and Lexington counties in South Carolina. Our mission is to empower people with lifelong disabilities to enjoy life by promoting abilities and respecting choice.

Babcock Center currently provides transportation services to approximately 730 individuals with disabilities in the urban and rural areas of Richland and Lexington counties. Of these individuals, 319 reside within Babcock Center residential programs and receive care 24 hours per day, 7 days a week and 411 are individuals we provide transportation to and from our Work Activity Centers five days per week during working hours.

Babcock Center's fleet is composed of (136) vehicles leased through the State of SC and (20) owned by Babcock Center, for a total of (156) vehicles. Our request is to purchase an ADA vehicle that will allow for the safe transportation of individuals with cognitive and physical disabilities. This vehicle will transport (4) individuals, multiple trips per day, (7) days per week. The route originates at 1011 Lydia Drive in Pelion, SC and travels through Columbia, Lexington and West Columbia.

Project Budget: See attached.

- Statement of Match: Babcock Center, Inc. has within our organizations' financial capacity the appropriate local match for this project in the amount \$9,926.

President/CEO Signature:



Date: 5-19-23

Thoyd B. Warren

Babcock Center Inc.

Large Urban Section 5310

FY 2023 -2024

Budget

<u>Project</u>	<u>Total Amount</u>	<u>Local Share</u>
ADA Vehicle	<u>\$ 49, 614</u>	<u>\$9,926</u>
<hr/> <hr/>		
TOTAL	<u>\$49,614</u>	<u>\$9,926</u>
	Total Funding Request	Total Local Match

**Large Urban Section 5310
Enhanced Mobility of Seniors and
Individuals with Disabilities Program
(Federal Funding Fiscal Year 2021)**

Application Form

Federal Fiscal Year 2023-2024

Name of Applicant: **Babcock Center, Inc.**

Amount Requested: \$ **39,691**

Type of Request: **Purchase of Vehicle**

Capital

(Purchase of Service or Vehicle)

County Where Service to be Provided: **Lexington**

Agency DUNS Number: **07799840**

Return To: Attention: Reginald Simmons

Central Midlands Council of Governments

236 Stoneridge Drive

Columbia, South Carolina 29212

803-744-5133

www.centralmidlands.org

Letter of Intent Deadline: May 25, 2023 @ 2 p.m.

Full Application Deadline: May 25, 2023 @ 2 p.m.

APPLICATION

“Part Two”

(Original due to CMCOG by May 25, 2023)

Please submit part two of the application in narrative proposal format. Each applicant must provide information for each area listed below. Please provide detailed, clear and concise information not exceeding 15 pages (this does not include the actual announcement pages). Information should be directly related to the Section 5310 project and how this project will enhance the proposed clients served. Do not forget to complete the front of the application including Agency name and other important information.

MPO: Columbia Area Transportation Study

Primary Service Area: Large Urban (Please review the Columbia Urbanized Area Map in Appendix C)

1. Agency Name: **Babcock Center, Inc.**

Agency DUNS: **007799840**

Required for All Applicants

Point of Contact: **Phillip**

Title: **Director, Support Services**

Address: **2725 Banny Jones Ave.**

City: **West Columbia**

9-digit Zip Code: **2917**

Phone: **803-608-8085**

FAX: **803-799-3418**

E-mail: **ppowell@babcockcenter.org**

Web Site Address (if any): **www.babcockcenter.or**

2. Agency Type:

- Private Non-Profit (501(c)(3))
- Public
- Tribal Government or Community
- Other Agency (Specify):

3. Applicant Status:

- New Applicant
- Continuing Applicant (List Contract Number)

4. This application contains funding requests for:

Purchase of Service (POS) \$

Expansion Capital Equipment

- ADA Accessible Cut-A-Way \$
- ADA Mini Van \$
- Purpose Built \$ 49,614

Replacement Capital Equipment (Must Complete this information)

- ADA Accessible Cut-A-Way \$
- ADA Mini Van \$
- Purpose Built \$

Please provide information regarding the vehicle that's being replaced

- Make of Vehicle: _
- Model of Vehicle: _
- VIN: _
- Current Mileage: _
- Who holds title to vehicle? _

Mobility Management: §

Mobility Management is an innovative approach for managing and delivering coordinated transportation services to our customers. Mobility management focuses on meeting individual customer needs through a wide range of transportation options and service providers. It also focuses on coordinating these services and providers in order to achieve a more efficient transportation service delivery system. Mobility Management Services under Section 5310 must coordinate transportation services for older adults and individuals with disabilities. The project must serve more than one agency within the region and must be able to provide performance measures to include:

1. Number of Individuals served per invoice period (month);
2. Number of Individuals connected to a ride or transportation related services;
3. Summary of Project to include success of project

Eligibility: (Briefly describe the individuals the agency serves and whether they are elderly and or have disabilities).

Babcock Center provides transportation services to approximately (730) individuals with lifelong disabilities within the urban and rural areas of Richland and Lexington counties. Of these, (319) reside within Babcock Center residential programs and receive care 24/7. (411) are individuals that reside at home with family and attend our Work Activity Centers and receive transportation services 5 days per week.

Babcock Center's fleet is composed of (136) vehicles leased through the State of SC and (20) owned by Babcock Center, for a total of (156) vehicles. Our request is to purchase an ADA vehicle that will allow for the safe transportation of individuals with cognitive and physical disabilities. This vehicle will transport (4) individuals, multiple trips per day, (7) days per week. The route originates at 1011 Lydia Drive in Pelion, SC and travels through Columbia, Lexington and West Columbia.

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Project Budget: See attached.

- Statement of Match: Babcock Center, Inc. has within our organizations' financial capacity the appropriate local match for this project in the amount \$16,383.

President/CEO Signature:



Date: ~~June 7, 2022~~

5-19-23

Thoyd B. Warren

Babcock Center Inc.
Large Urban Section 5310
FY 2023 -2024
Budget

<u>Project</u>	<u>Total Amount</u>	<u>Local Share</u>
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Enhanced Mobility of Seniors and
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(Federal Funding Fiscal Year 2021)**

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Primary Service Area: Large Urban (Please review the Columbia Urbanized Area Map in Appendix C)

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- Public
- Tribal Government or Community
- Other Agency (Specify):

3. Applicant Status:

- New Applicant
- Continuing Applicant (List Contract Number)

4. This application contains funding requests for:

- Purchase of Service (POS) \$
- Expansion Capital Equipment
 - ADA Accessible Cut-A-Way \$
 - ADA Mini Van \$
 - Purpose Built \$ 49,614
- Replacement Capital Equipment (Must Complete this information)
 - ADA Accessible Cut-A-Way \$
 - ADA Mini Van \$
 - Purpose Built \$

Please provide information regarding the vehicle that's being replaced

- Make of Vehicle: _
- Model of Vehicle: _
- VIN: _
- Current Mileage: _
- Who holds title to vehicle? _

Mobility Management: §

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Reginald Simmons
Deputy Executive Director/Transportation Director
Central Midlands Council of Governments
236 Stoneridge Drive
Columbia, SC 29210

May 23, 2023

Dear Mr. Simmons,

The Central Midlands Regional Transit Authority (The COMET) is submitting this letter of intent to the Central Midlands Council of Governments (CMCOG) for the pursuit of Federal Transit Administration (FTA) Section 5310 funding. Specifics on The COMET's request is below:

Name of Agency: Central Midlands Regional Transit Authority

Contact Person: Michelle Ransom, Grants and Regional Coordination Manager, 803-255-7134, MRansom@theCometSC.gov.

Amount of FTA Request: \$363,728

Local Match: Up to \$90,932 in matching funds would be provided Feonix Mobility Rising who will provide the service. Any remaining matching funds will be provided by private partners and/or The COMET from Richland County Transportation Penny. This Transportation Penny is committed to The COMET for 22 years or \$300,991,000, whichever comes first. This is a local option sales tax.

Project Scope: This funding request is to continue the ongoing Access to Care project that resulted from a federal Innovative Coordinated Access and Mobility (iCAM) grant that was awarded to The COMET and implemented during FY 2022/FY 2023. The project has established best practices in transportation for coordinated care in serving disabled individuals, veterans and seniors with Mobility as a Service. A first and last mile shuttle system was created in hopes of increasing use of the fixed route transit services for accessing medical care as well as a door-to-door shuttle for those needing critical care. The popularity of this project continues to increase which is why The COMET requests funding to continue providing these services to existing and new clientele.

The project will operate within Lexington and Richland Counties.

Central Midlands Regional Transit Authority
3613 Lucius Road
Columbia, SC 29201

803.255.7133 - p
803.255.7113 - f
info@TheCOMETSC.gov

CatchTheCOMETSC.gov

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Allison Terracio, Chair
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Board Members:

Will Brennan, Stephen Cain, Carolyn Gleaton, Mike Green, Tina Herbert, Leon Howard, Skip Jenkins, Al Koon, Lill Mood, Geraldine Robinson, Andy Smith, Debbie Summers, William (B.J.) Unthank, Barry Walker, Overture Walker

Overall Project Budget: \$454,660

Should you have any questions regarding this letter, please contact me at (803) 255-7081 or email me at LDesChamps@thecometsc.gov.

Sincerely,



LeRoy DesChamps
Interim Executive Director

cc: Rosalyn Andrews, Director of Finance/Chief Financial Officer
Michelle Ransom, Grants and Regional Coordination Manager

Central Midlands Regional Transit Authority
3613 Lucius Road
Columbia, SC 29201

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APPLICATION

"Part Two"

(Original due to CMCOG by May 25, 2023)

Please submit part two of the application in narrative proposal format. Each applicant must provide information for each area listed below. Please provide detailed, clear and concise information not exceeding 15 pages (this does not include the actual announcement pages). Information should be directly related to the Section 5310 project and how this project will enhance the proposed clients served. Do not forget to complete the front of the application including Agency name and other important information.

MPO: Columbia Area Transportation Study

Primary Service Area: Large Urban (Please review the Columbia Urbanized Area Map in Appendix C)

1. Agency Name: Central Midlands Regional Transit Authority - The COMET

Agency DUNS: 148132322

Required for All Applicants

Point of Contact: Michelle Ransom

Title: Grants & Regional Coordination Manager

Address: 3613 Lucius Road

City: Columbia

9-digit Zip Code: 29201-1108

Phone: 803-255-7134

FAX: 803-255-7113

E-mail: mransom@thecometsc.gov

Web Site Address (if any): catchthecomet.org

2. Agency Type:

- Private Non-Profit (501(c)(3))
- Public
- Tribal Government or Community
- Other Agency (Specify): _____

3. Applicant Status:

- New Applicant
- Continuing Applicant (List Contract Number _____)

4. This application contains funding requests for:

Purchase of Service (POS) \$ 363,728 - Federal

Expansion Capital Equipment

- ADA Accessible Cut-A-Way \$ _____
- ADA Mini Van \$ _____
- Purpose Built \$ _____

Replacement Capital Equipment (Must Complete this information)

- ADA Accessible Cut-A-Way \$ _____
- ADA Mini Van \$ _____
- Purpose Built \$ _____

Please provide information regarding the vehicle that's being replaced

- Make of Vehicle: _____
- Model of Vehicle: _____
- VIN: _____
- Current Mileage: _____
- Who holds title to vehicle? _____

_____ Mobility Management: \$ _____

Mobility Management is an innovative approach for managing and delivering coordinated transportation services to our customers. Mobility management focuses on meeting individual customer needs through a wide range of transportation options and service providers. It also focuses on coordinating these services and providers in order to achieve a more efficient transportation service delivery system. Mobility Management Services under Section 5310 must coordinate transportation services for older adults and individuals with disabilities. The project must serve more than one agency within the region and must be able to provide performance measures to include:

1. Number of Individuals served per invoice period (month);
2. Number of Individuals connected to a ride or transportation related services;
3. Summary of Project to include success of project

Eligibility: (Briefly describe the individuals the agency serves and whether they are elderly and or have disabilities).

The COMET provides fixed route transit as well as complementary paratransit services within the Midlands of South Carolina. Eligible persons may receive The COMET half-fare ID which are used to purchase Half-Fare passes for the fixed-route transit system. Eligible recipients include veterans, seniors (65+), youth (ages 16-18), Medicare card holders and persons with disabilities. Paratransit riders partake in functional ability testing to determine their eligibility. Once eligibility is established, paratransit customers may ride free on the fixed route transit system.

Letter of Intent Deadline: May 25, 2023 @ 2 p.m.

Full Application Deadline: May 25, 2023 @ 2 p.m.



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Lourie Life & Health

Andrew Boozer
Executive Director

May 19, 2023

Reginald Simmons
Central Midlands Council of Governments
236 Stoneridge Drive
Columbia, SC 29212

Dear Mr. Simmons:

Please see the attached Letter of Intent information from Senior Resources, Inc. to apply for Large Urban Section 5310 funding.

I request a meeting for clarifying on the application process. Please contact me at (803) 252-7734, ext. 261.

Thank you for the opportunity to apply for this funding.

Sincerely,

Andrew Boozer
Executive Director

Letter of Intent to Apply

Large Urban Section 5310

Name of Agency:

Senior Resources, Inc.

Contact Person:

Andrew Boozer, Executive Director

Senior Resources, Inc.

2817 Millwood Avenue

Columbia, SC 29201

(803) 2523-7734, ext. 261

aboozer@seniorresourcesinc.org

Amount of Request:

\$110,000.00

Local Match:

Senior Resources, Inc. has the ability to provide the required local match. This match will be met through funding provided to Senior Resources from Richland County, South Carolina, and privately raised funds from the community.

Project Category:

Capital

Project Type:

Purchase of Vehicle (Replacement) 14 Passenger cut-a-way

Replaces: 1FDEE3FLXCDA29198, 2013 FORD E350, 121,443, SCDOT Owned?: No

Project Scope:

Senior Resources, Inc. has been providing services to the frail and elderly in the Midlands for over 46 years, and has provided transportation services since 1976. We are a non-profit organization whose mission is to provide coordinated services, resources and personal choices to promote healthy, independent living through the support of staff and volunteers. Our goal is to allow seniors to remain in their own homes as long as possible. The programs we provide are in-home and community-based and can be delivered at a fraction of the cost of institutional care. National surveys indicate that seniors want to remain in their own homes and in their own communities as they age. Without the support of in-home and community-based services, this goal would be impossible for many of our seniors.

The Transportation Program of Senior Resources has traditionally provided door-to-door transportation for congregate meal clients throughout Richland County, South Carolina to one of our four Wellness Centers, located throughout the County. In the year ended June 30, 2022, Senior Resources provided 93,148 passenger miles to 99 clients through our Transportation program.

We expect this replacement vehicle to regularly serve our Wellness Center clients to provide roundtrip door to door transportation to 12 seniors, 5 days a week for 50 weeks each year, or the equivalent of 6,000 one way trips per year. Seniors attending this center primarily reside in the city of Columbia and areas within the Columbia Urbanized Area. Our Wellness Centers include an active partnership with Columbia Housing Authority to transport senior public housing residents to the center.

All of the clients served in our Transportation Program are classified as elderly and/or disabled. Almost 88% of the clients served are considered low income, being below 200% of poverty level, with almost half were at or below poverty level, as described in the Federal Poverty Level guidelines. The most common types of disabilities among the clients are ambulatory and mental capacity challenges, loss of hearing and loss of sight.

These conditions create difficulty with access to public transportation. Without transportation services, these seniors will not be able to access daily nutrition, exercise, and socialization activities that enable them to remain healthy and independent. The vehicle purchase will meet goal #1 as stated in the Regional Coordination Plan.

Project Budget:

Total Vehicle Purchase:	5310 Request:	Local Match (20%):
\$110,000.00	\$88,000.00	\$22,000.00

Senior Resources, Inc. has the ability to provide the required local match. This match will be met through funding provided to Senior Resources from local appropriations by Richland County Council and privately raised funds from the community.

Signature:



Andrew Boozer, Executive Director

Date: 5/19/23

**Large Urban Section 5310
Enhanced Mobility of Seniors and
Individuals with Disabilities Program
(Federal Funding Fiscal Year 2021)**

Application Form

Federal Fiscal Year 2023-2024

Name of Applicant: SENIOR RESOURCES

Amount Requested: \$ 88,000.00

Type of Request: CAPITAL

**Capital
(Purchase of Service or Vehicle)**

County Where Service to be Provided RICHLAND

Agency DUNS Number: 070372099

Return To: Attention: Reginald Simmons

Central Midlands Council of Governments

236 Stoneridge Drive

Columbia, South Carolina 29212

803-744-5133

www.centralmidlands.org

Letter of Intent Deadline: May 25, 2023 @ 2 p.m.

Full Application Deadline: May 25, 2023 @ 2 p.m.

APPLICATION
“Part Two”

(Original due to CMCOG by May 25, 2023)

Please submit part two of the application in narrative proposal format. Each applicant must provide information for each area listed below. Please provide detailed, clear and concise information not exceeding 15 pages (this does not include the actual announcement pages). Information should be directly related to the Section 5310 project and how this project will enhance the proposed clients served. Do not forget to complete the front of the application including Agency name and other important information.

MPO: Columbia Area Transportation Study

Primary Service Area: Large Urban (Please review the Columbia Urbanized Area Map in Appendix C)

1. Agency Name: SENIOR RESOURCES

Agency DUNS: 070372099

Required for All Applicants

Point of Contact: ANDREW BOOZER

Title: EXECUTIVE DIRECTOR

Address: 2817 MILLWOOD AVE

City: COLUMBIA

9-digit Zip Code: 29205

Phone: 803-256-7734

FAX: 803-929-0349

E-mail: ABOOZER@SENIORRESOURCESINC.ORG

Web Site Address (if any): SENIORRESOURCESINC.ORG

2. Agency Type:

- Private Non-Profit (501(c)(3))
- Public
- Tribal Government or Community
- Other Agency (Specify):

3. Applicant Status:

- New Applicant
- Continuing Applicant (List Contract Number _____)

4. This application contains funding requests for:

Purchase of Service (POS) \$ _____

Expansion Capital Equipment

- ADA Accessible Cut-A-Way \$ _____
- ADA Mini Van \$ _____
- Purpose Built \$ _____

Replacement Capital Equipment (Must Complete this information)

- ADA Accessible Cut-A-Way \$ 110,000 _____
- ADA Mini Van \$ _____
- Purpose Built \$ _____

Please provide information regarding the vehicle that's being replaced

- Make of Vehicle: 2013 FORD _____
- Model of Vehicle: E350 _____
- VIN: 1FDEE3FLXCDA29198 _____
- Current Mileage: 121,443 _____
- Who holds title to vehicle? SENIOR RESOURCES _____

_____ Mobility Management: \$ _____

Mobility Management is an innovative approach for managing and delivering coordinated transportation services to our customers. Mobility management focuses on meeting individual customer needs through a wide range of transportation options and service providers. It also focuses on coordinating these services and providers in order to achieve a more efficient transportation service delivery system. Mobility Management Services under Section 5310 must coordinate transportation services for older adults and individuals with disabilities. The project must serve more than one agency within the region and must be able to provide performance measures to include:

1. Number of Individuals served per invoice period (month);
2. Number of Individuals connected to a ride or transportation related services;
3. Summary of Project to include success of project

Eligibility: (Briefly describe the individuals the agency serves and whether they are elderly and or have disabilities).

SENIOR RESOURCES SERVES FRAIL AND ELDERLY INDIVIDUALS IN RICHLAND COUNTY, THE CLIENTELE IS PRIMARILY

OVER THE AGE OF 60. THOSE FEW CLIENTS UNDER THE AGE OF 60 HAVE PHYSICAL AND/OR MENTAL IMPAIRMENTS THAT

CAUSE THEM TO BE UNABLE TO DRIVE. THE MOST COMMON DISABILITIES FOUND IN RIDERS ARE AMULTARY, MENTAL

CAPACITY, AND LOSS OF HEARING/VISION. OF THE CLIENTS TRANSPORTED, NEALY 80% ARE AT OR BELOW 150% OF THE

POVERTY LEVEL. RIDERS NEED TRANSPORT TO SENIOR CENTERS, MEDICAL APPOINTMETNS, AND ESSENTIAL SHOPPING

TO STAY HEALTHY AND INDEPENDENT.

Letter of Intent Deadline: May 25, 2023 @ 2 p.m.

Full Application Deadline: May 25, 2023 @ 2 p.m.



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CMO, Lexington Medical Center

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FACHE, NCC
Senior VP and Chief Nurse Executive,
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Representative, Richland County Council

Glenda Thompson
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Agfirst Farm Credit Bank

Rev. Allen Tipping
Lead Pastor, Midtown Fellowship

Dr. Peter Zvejnieks
Owner/Physician, Carolina Metabolic

May 22, 2023

Reginald Simmons
Central Midlands Council of Governments
236 Stoneridge Drive
Columbia, SC 29210

RE: FY2024 CMCOG Large Urban- Section 5310

Mr. Simmons,

Midlands Housing Alliance, Inc. (DUNS: 10034618) respectfully request \$36,790 in funding from the Central Midlands Council of Government to assist elderly participants in attending community activities. Midlands Housing Alliance, Inc. operates Transitions, whose primary goal is to move people from homelessness to permanent housing. Funds will be used to purchase a KIA minivan, that will operate in Richland County to serve the elderly and developmentally challenged homeless population residing at Transitions. In the fiscal year ending June 2022, we served over 3000 individuals each year through all of our including 180 elderly individuals and 245 individuals with developmental disabilities. We anticipate serving 300 individuals through this project making a minimum of 100 trips into the community. Our matching funds are from private donations.

Our organization was founded in 2011 and has been serving the homeless of Midlands of South Carolina through our residential program, day services, after care program, and Adult Day Care. We have served over 20,000 unique individuals since our inception. We currently serve the 13 counties of the Midlands region including Richland, Lexington, Newberry, and Fairfield Counties. We are located in downtown Columbia. This van will make an immediate difference in the lives of our by allowing them to reengage in community activities as homeless are typically isolated from the greater community.

We believe this project is aligned with the council goals of enhancing access to food and medical services for unserved or underserved individuals in Richland and Lexington Counties. The contact person for this project is Monica Haddock. My email address is mhaddock@transitionssc.org and my direct line is (803)724-1081.

Please find our completed application attached.

Sincerely,

Monica Haddock
Vice-President of Operations

Midlands Housing Alliance, Inc. (DUNS: 10034618) respectfully request \$36,790 in funding from the Central Midlands Council of Government to assist elderly participants in attending community activities. Midlands Housing Alliance, Inc. operates Transitions, whose primary goal is to move people from homelessness to permanent housing. Funds will be used to purchase a KIA minivan, that will operate in Richland County to serve the elderly and developmentally challenged homeless population residing at Transitions. In the fiscal year ending June 2022, we served over 3000 individuals each year through all of our including 180 elderly individuals and 245 individuals with developmental disabilities. We anticipate serving 300 individuals through this project making a minimum of 100 trips into the community.

People experiencing homelessness have lost the protection of a home and their community. They are often marginalized and isolated within the larger society. Also, people with mental and/or substance use disorders frequently face challenges in building and maintaining social connections. Social inclusion offers opportunities to re-engage with the community and form positive relationships. Helping people experiencing homelessness overcome these beliefs and participate in treatment is a key step in recovery. The KIA minivan will help individuals reengage by taking them to positive activities in the community.

The KIA minivan will take homeless clients and Adult Day Care participants to daily activities in Richland and Lexington County. Having clients reengage in the community is vital to recovery. These trips will help improve cognitive ability, mental function, and physical fitness. Example trips will include trips to Riverbanks Zoo and Garden, exercise classes through the Richland and Lexington Recreation Commission, National Parks, festival and fairs, and shopping trips.

In 2008, Midlands Housing Alliance, Inc. (MHA) was formed by a community coalition to help end homelessness in the greater Midlands area. After acquiring land at Main and Elmwood in downtown Columbia, MHA began to build the facilities now known as Transitions. On June 15, 2011, Transitions was opened to provide basic shelter and comprehensive services to individuals, 18 and older, in the Greater Midlands area who were homeless. Clients entered the following week, and supportive services began immediately. When it opened, Transitions had 201 beds (137 emergency shelter beds and 64 transitional housing beds). By June 2012, 59 additional emergency beds had been added, bringing the total number of beds to 260. Transitions' residential programs have maintained that number of bed units today, with 64 emergency beds, 14 convalescent beds, 114 program beds, and 64 extended program beds. Our residential programs maintain a 90% bed utilization rate. Transitions also operates a Day Center which is open 7 days a week 8:30am-5:00pm to provide an alternative to the street during the day and to allow homeless individuals an opportunity to get services, treatment, and lunch. On average, 68 individuals use the Day Center and its services daily. Combining all programs, Transitions serves approximately 325 homeless individuals each day.

Transitions' goal is to assist all of our clients into stable, permanent housing as quickly as possible. To accomplish this goal, we provide levels of services individually tailored to the needs, ability, and commitment level of the client. The benefits include a safe place to sleep, handicap accessible facility, refuge from the weather, meals, showers, laundry, linens and

towels, emergency clothing, a quiet library with books, computer lab with Wi-Fi, job training and life skills classes, financial planning and budgeting, legal aid and homeless court, an onsite health clinic, mail delivery, access to a case manager and community resources, and transportation to various agencies. Our case management staff takes a “client-centered” approach, working with clients to help them identify barriers to housing and address those barriers positively through a variety of supportive services and programs. Most of these services are offered at our facility, for accessibility. These services are provided by our professional staff in coordination and collaboration with over 45 Partners in Excellence, area agencies that provide a range of services to homeless individuals on-site at Transitions. Major services include mental health and substance abuse counseling, health care, employment training and job skills, life skills, legal assistance, housing assistance, and veterans’ services. In addition, Transitions conducts a monthly Client Advisory Council (CAC) to incorporate lived experience into current policy and procedures.

We currently employ two full-time drivers, a transportation manager, facilities supervisor, VP of Operations and an Executive Director who are all available to support the project. Our drivers undergo a defensive driving course biannually through 911 driving school. Every driving day, each vehicle undergoes a pre and post trip visual inspection. Our cars received routine maintenance from Firestone and are covered under our fleet maintenance contract. When a particular vehicle is out for maintenance, we attempt to cover the route with a different vehicle. Maintenance files are filed at Transitions with the Transportation manager. In addition, Midlands Housing Alliance has allocated \$24,000 from our operational budget for fuel, maintenance, and insurance expenditures for KIA minivan that will be used to transport clients to activities. These funds are acquired from various funding sources, but not from SCDOT. Midlands Housing Alliance is funded by a diverse base of funding providers. Operational and support services are funded through grants from Housing and Urban Development, an Emergency Shelter Grant, Community Development Block Grant funds, city and county funding, and private donations from individuals and private businesses. Our matching funds for the initial purchase are from private donations.

The contact person for this project is Monica Haddock, VP of Operations. She can be reached at mhaddock@transitionssc.org or via phone at (803) 724-1081. Our address is 2025 Main St, Columbia, SC 29201. We can be reached on the web at www.transitionssc.org.



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President/CEO, City Center Partnership

Kevin W. Lindler
Senior VP, First Citizens Bank

Cornell Livingstone
Community Leader / Veteran

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Partner, Adams and Reese LLP

Rich O'Dell
GM, WLTX

Brent M. Powers, MD
CMO, Lexington Medical Center

Sidney Heyward Rex
CFO, W.B Guimarin & Company

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Senior VP and Chief Nurse Executive,
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Agfirst Farm Credit Bank

Rev. Allen Tipping
Lead Pastor, Midtown Fellowship

Dr. Peter Zvejnieks
Owner/Physician, Carolina Metabolic

May 22, 2023

Reginald Simmons
Central Midlands Council of Governments
236 Stoneridge Drive
Columbia, SC 29210

RE: FY2024 CMCOG Large Urban- Section 5310

Mr. Simmons,

Midlands Housing Alliance, Inc. (DUNS: 10034618) respectfully request \$138,529 in funding from the Central Midlands Council of Governments to assist homeless persons with disabilities and senior citizens in accessing government resources in the downtown area to include the DMV, Harvest Hope, medical facilities, and banking facilities. The funding will be used to purchase a replacement 14 passenger cut-away that is no longer in service. We are replacing a 2012 Ford Goshen GCII (VIN: IFDEE3FL3CDA29138 mileage 297,000). The vehicle was sold at auction at the motor died. We anticipate serving 450 individuals who are elderly, disabled, or homeless. Our matching funds are from private donations.

Our organization was founded in 2011 and has been serving the homeless of Midlands of South Carolina through our residential program, day services, after care program, and Adult Day Care. We have served over 20,000 unique individuals since our inception. We currently serve the 13 counties of the Midlands region including Richland, Lexington, Newberry, and Fairfield Counties. We are located in downtown Columbia. This bus will make an immediate difference in the lives of our clients who are unable to afford COMET services which are the only form of public transportation in Richland and Lexington County.

We believe this project is aligned with the council goals of enhancing access to food and medical services for unserved or underserved individuals in Richland and Lexington Counties. The contact person for this project is Monica Haddock. My email address is mhaddock@transitionssc.org and my direct line is (803)724-1081.

Please find our completed application attached.

Sincerely,

Monica Haddock
Vice-President of Operations

Midlands Housing Alliance, Inc. (DUNS:10034618) is requesting funding to support our efforts to end homelessness in the Greater Midlands Area. Midlands Housing Alliance, Inc. operates Transitions, whose primary goal is to move people from homelessness to permanent housing. Funds will be used to replace our cut-a-way, the Route to Success, that operates in Richland and Lexington County to serve the elderly and disabled homeless population residing at Transitions. We are replacing a 2012 Ford Goshen GCII (VIN: IFDEE3FL3CDA29138 mileage 297,000). The vehicle was sold at auction after the motor died. This project will serve low-income individuals, the aging population and the disabled. In the fiscal year ending June 2022, we served over 3000 individuals through all of our programs including 180 elderly individuals and 620 individuals with disabilities. In addition, Transitions operates an Adult Day Care which served an additional 34 people. We anticipate serving 450 individuals who are elderly, disabled, or homeless through this project each fiscal year.

The Route to Success (RtS) operates on a primarily fixed schedule each day, connecting the elderly and disabled clients to local and regional service providers (for example, The Department of Social Services, Columbia Area Mental Health, The Department of Motor Vehicles, Richland Primary Care, and Dorn Veterans Hospital). Case Managers will also be able to schedule additional stops as necessary. Clients are offered multiple opportunities to board the bus at our facility to be transported to various community service providers in the urban and rural areas in and around Columbia, SC. Regularly scheduled services/destinations include the bank, pharmacy, grocery stores, post office, medical appointments, and other service providers. Operating hours are from 8:00AM to 4:30 PM.

The RtS helps to end homelessness in the Midlands by allowing clients to access government resources. Gaining access to the social security office, the DMV, medical care, and other agencies are the foundation to both employment and housing. Additionally, 75% of our clients come to Transitions with no income and are unable to pay for COMET Bus Tickets. Transitions Transport is offered at no cost to the clients and operates daily. Without transportation, clients are unable to access resources in the community to get their lives back.

After we house individuals in permanent housing, food insecurity continues to be an issue for our clients. The average amount of assistance from the Supplemental Nutrition Assistance Program (SNAP) is \$121 per month or \$4.00 per day. On Tuesday and Thursday by request, the bus will take after care clients from Lexington and Richland Counties to Harvest Hope food Bank, the grocery store, or other local food banks or feeding sites.

The Route to Success helps the CMCOG achieve the goal of enhancing access to food and medical services in unserved or underserved communities. Transitions serves over 3000 people experiencing homelessness every year. Our minibus will be dedicated to serving this community with daily drop-offs to the Cooperative Health campus on Monticello Rd, Dorn Medical Center, and other medical and mental health providers in Richland and Lexington Counties. The RtS will also serve recently housed individuals with trips to local food banks and grocery shopping.

Transitions coordinates services for the homeless with over 30 partner agencies. We will be coordinating client trips with Cooperative Health, Lexington Richland Drug and Abuse Council, Columbia Area Mental Health, the Richland County Public Library, The Department of Motor Vehicles, and other medical providers. The continued operation of Route to Success is supported through funding from private donations, community foundations and other government grants.

The Route to Success line would be operational immediately after purchase. Our personnel are already in place as the vehicle is a replacement for a vehicle that is no longer operational. This project is crucial to achieving our mission of engaging and equipping the homeless of the Midlands into stability and permanent housing. One of the first steps in that process is getting IDs and social security cards for our clients which has to be applied for in person. Most of our clients lack the monetary resources to ride the existing COMET buses. The Route to Success operates free of charge daily from our facility in downtown Columbia. Even though we are a few blocks away from the Strom Thurmond building, about 30% of our clients identify as elderly or disabled and have difficulty walking to the Social Security office. The bus routes will be posted outside Transitions and on our website. Appointments for the bus can also be made with our receptionist. The route map and times of operation are below.

TRANSITIONS BUS ROUTE

8:00 Transitions Campus 2025 Main St

8:30 DHEC Bull St

8:45 Columbia Area Mental Health/LRADAC Campus

8:50 Department of Social Services/ Wateree Community Action

9:00 AM SC Works

9:15 Cooperative Health Monticello Campus/ Dedicated Senior Care

10:00 Strom Thurmond Building

10:15 Richland County Public Library

10:15 Optus Bank Main St

10:30 Department of Motor Vehicles – Shop Rd

11:00 CAMH/LRADAC

11:15 SC Works

12:00 Transitions Campus

1:30 – 4:30 Pickups by Appointment

We currently employ two full-time drivers, a transportation manager, facilities supervisor, VP of Operations and an Executive Director who are all available to support the project. Our drivers undergo a defensive driving course biannually through 911 driving school. Every driving day, each vehicle undergoes a pre and post trip visual inspection. Our cars received routine maintenance from Firestone and are covered under our fleet maintenance contract. When a particular vehicle is out for maintenance, we attempt to cover the route with a different vehicle. In addition, Midlands Housing Alliance has allocated \$48,000 from our operational budget for fuel, maintenance, and insurance expenditures for the minibus that will be used to transport clients to activities. These funds are

acquired from various funding sources, but not from SCDOT. Midlands Housing Alliance is funded by a diverse base of funding providers. Operational and support services are funded through grants from Housing and Urban Development, an Emergency Shelter Grant, Community Development Block Grant funds, city and county funding, and private donations from individuals and private businesses. Our matching funds for the initial purchase are from private donations.

In 2008, Midlands Housing Alliance, Inc. (MHA) was formed by a community coalition to help end homelessness in the greater Midlands area. After acquiring land at Main and Elmwood in downtown Columbia, MHA began to build the facilities now known as Transitions. On June 15, 2011, Transitions was opened to provide basic shelter and comprehensive services to individuals, 18 and older, in the Greater Midlands area who were homeless. Clients entered the following week, and supportive services began immediately. When it opened, Transitions had 201 beds (137 emergency shelter beds and 64 transitional housing beds). By June 2012, 59 additional emergency beds had been added, bringing the total number of beds to 260. Transitions' residential programs have maintained that number of bed units today, with 64 emergency beds, 14 convalescent beds, 114 program beds, and 64 extended program beds. Our residential programs maintain a 90% bed utilization rate. Transitions also operates a Day Center which is open 7 days a week 8:30am-5:00pm to provide an alternative to the street during the day and to allow homeless individuals an opportunity to get services, treatment, and lunch. On average, 68 individuals use the Day Center and its services daily. Combining all programs, Transitions serves approximately 325 homeless individuals each day.

Transitions' goal is to assist all of our clients into stable, permanent housing as quickly as possible. To accomplish this goal, we provide levels of services individually tailored to the needs, ability, and commitment level of the client. The benefits include a safe place to sleep, handicap accessible facility, refuge from the weather, meals, showers, laundry, linens and towels, emergency clothing, a quiet library with books, computer lab with Wi-Fi, job training and life skills classes, financial planning and budgeting, legal aid and homeless court, an onsite health clinic, mail delivery, access to a case manager and community resources, and transportation to various agencies. Our case management staff takes a "client-centered" approach, working with clients to help them identify barriers to housing and address those barriers positively through a variety of supportive services and programs. Most of these services are offered at our facility, for accessibility. These services are provided by our professional staff in coordination and collaboration with over 45 Partners in Excellence, area agencies that provide a range of services to homeless individuals on-site at Transitions. Major services include mental health and substance abuse counseling, health care, employment training and job skills, life skills, legal assistance, housing assistance, and veterans' services. In addition, Transitions conducts a monthly Client Advisory Council (CAC) to incorporate lived experience into current policy and procedures.

The contact person for this project is Monica Haddock, VP of Operations. She can be reached at mhaddock@transitionssc.org or via phone at (803) 724-1081. Our address is 2025 Main St, Columbia, SC 29201. We can be reached on the web at www.transitionssc.org.

Central Midlands Council of Governments
Draft Financial Statement
June 30, 2023

	<u>Approved Budget</u>	<u>Y-T-D Actual</u>	<u>Percent of Budget</u>
Revenue			
Local Revenue			
Member Governments	700,353	626,977	90%
State Aid	70,407	294,690	419%
Interest Income	75	213	283%
WorkKeys	0	46,111	
Local Revenue	35,500	113,534	320%
Fringe Recovery	1,090,327	852,057	78%
Indirect Cost Recovery	965,310	675,713	70%
Total Local Revenue	<u>2,861,972</u>	<u>2,609,295</u>	<u>91%</u>
Regional and Other Programs			
Aging Planning & Administration	1,282,793	997,461	78%
Ombudsman Program	482,574	535,276	111%
Midlands Workforce Development Board	940,194	1,089,808	116%
Transportation	1,470,608	1,458,928	99%
Transportation Authorizations*	756,250	756,250	100%
Regional Planning	120,000	8,472	7%
Community Development	183,000	92,113	50%
Economic Development Administration	290,000	251,456	87%
Transfer To Other Program Areas	481,641	38,395	8%
Total Regional and Other Programs	<u>6,007,060</u>	<u>5,228,159</u>	<u>87%</u>
Contracted Services Revenue			
MWDB Contractors Revenue	2,409,953	2,871,008	119%
Aging Contractor Revenue	3,673,468	3,886,965	106%
Total Contracted Service	<u>6,083,421</u>	<u>6,757,974</u>	<u>111%</u>
Total Revenue	<u>14,952,453</u>	<u>14,595,428</u>	<u>98%</u>
Expenses			
Operating Expenses			
Personnel Costs	3,343,133	2,824,900	84%
Fringe and Indirect Cost Allocation	2,055,637	1,536,700	75%
Operations and Maintenance	988,754	867,075	88%
Employee Training & Development	83,050	40,086	48%
Travel, Transportation & Board Expense	164,476	95,287	58%
Capital Outlays	284,000	100,358	35%
Consultants and Contracts	1,468,340	1,793,768	122%
Transfer To/(From) Other Programs	481,641	38,395	8%
Total Operating Expenses	<u>8,869,032</u>	<u>7,296,570</u>	<u>82%</u>
Contracted Services Expense			
MWDB Contractors	2,409,953	2,871,008	119%
Aging Contractors	3,673,468	3,886,965	106%
Total Contractor Expense	<u>6,083,421</u>	<u>6,757,974</u>	<u>111%</u>
Total Expenses	<u>14,952,453</u>	<u>14,054,543</u>	<u>94%</u>
Revenue Over/(Under) Expenses	<u>0</u>	<u>540,885</u>	

* Obligation of Planning Funds for Regional Bike and Pedestrian Master Plan & COATS Congestion Management Process

MEMORANDUM

To: Board of Directors, Central Midlands Council of Governments

From: William C. Dillard, Jr., Esq.

Re: Bylaws Amendments

Date: August 17, 2023

Subject: Summary of Proposed Bylaws Amendments

- a. References to the “Council” are replaced by the “Board” where appropriate.
- b. Voting requirements for election of officers (4.3) and amendment of the Bylaws (16.2) are revised to be consistent with the requirement specified in 6.10 that these votes be by majority of the entire membership (not just members present at a meeting).
- c. The Executive Committee membership description is revised to be consistent with the Agreement creating CMCOG (5.1).
- d. Details are added to the description of the Executive Committee’s functions (5.2).
- e. Member attendance requirements are established, and the Chairman would be required to notify appointing bodies of failure to satisfy attendance requirements (8.1).
- f. Procedures are established for agenda setting (9.2 – 9.4) and strategic planning (11.1 - 11.4).
- g. An article is added for the “Executive Director and Other Personnel”, to include:
 1. Executive Director authority over personnel, including authority to enter the Council into term employment contracts and to adopt/revised employee handbooks (12.2 – 12.4)
 2. Requirement that Board communications be directed to the Executive Director (12.5 – 12.6)
 3. Deletion of the requirement that the Chairman countersign checks (12.7)
- h. Board adoption of a procurement policy would be required (13.1).
- i. A code of civility (based on the S.C. Municipal Association’s “Civility Pledge”) is adopted (14.1).



RESOLUTION NO. 2023-1

A RESOLUTION PROVIDING FOR AMENDMENT OF THE BYLAWS OF THE CENTRAL MIDLANDS COUNCIL OF GOVERNMENTS

WHEREAS, the Agreement creating the Central Midlands Council of Governments (“the Council”) provides that the Board of Directors of the Council shall adopt Bylaws governing the conduct of Council business; and,

WHEREAS, the Bylaws were first adopted by the Board on July 29, 1969, and have been amended several times since; and,

WHEREAS, Section 6.7 of the Bylaws provides that the provisions of the Bylaws may be amended by an affirmative vote of a simple majority of the total membership of the Board of Directors at a regular meeting; and,

WHEREAS, the Board of Directors of the Council deems it necessary and desirable to further amend the Bylaws in order to clarify the distinction between the Council and the Board, to further delineate the functions of the Executive Committee, to provide for Board membership attendance requirements, to provide procedures for agenda setting and strategic planning, to further delineate the role of the Executive Director in personnel management and other respects, to adopt a code of civility, and to make such other revisions as are reflected in the amended Bylaws attached hereto as “Exhibit 1”; and,

WHEREAS, pursuant to Section 12.2 of the Bylaws, the proposed revisions to the Bylaws reflected in “Exhibit 1” were submitted to the Board membership in writing at least seven (7) days before the meeting at which this Resolution was adopted;

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CENTRAL MIDLANDS COUNCIL OF GOVERNMENTS:

Section 1. That, as approved by an affirmative vote of a simple majority of the total membership of the Board of Directors at a regular meeting, the Bylaws of the Central Midlands Council of Governments are hereby amended to read as set forth in “Exhibit 1” attached hereto and incorporated here by reference.

Section 2. Should any provision, section, paragraph, sentence or word of this Resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by

reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences, or words of this Resolution as hereby adopted shall remain in full force and effect.

Section 3. That all resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.

Effective date. The effective date of this Resolution shall be immediately upon its adoption.

RESOLVED AND ADOPTED by the Board of Directors of the Central Midlands Council of Governments, this 24th day of August, 2023.

CERTIFICATION

THE UNDERSIGNED are the duly qualified Chairman and Secretary-Treasurer of the Board of Directors of the Central Midlands Council of Governments, and hereby certify that the foregoing is a true and correct copy of a Resolution adopted at an open meeting of the Board of Directors on the date set forth above.

Witness

Councilman Will Brennan
Chairman
Central Midlands Council of Governments

Witness

Britt Poole, Executive Director
Secretary-Treasurer
Central Midlands Council of Governments

EXHIBIT 1

Amended Bylaws of the Central Midlands Council of Governments
August 24, 2023



BY-LAWS

Adopted July 29, 1969

Section 3.5-1 Amended May 10, 1973

Section 6.1 Amended January 27, 1977 (time)

Section 6.1 Amended April 13, 1978 (dates)

Section 6.1 Amended April 10, 1980 (dates)

Section 6.1 Amended June 25, 1987 (time)

Section 6.7 Amended June 22, 1995

Revised March 27, 1997

Revised March 23, 2000

Section 2.6 Added October 28, 2004

Revised June 27, 2013

Revised April 23, 2020

Revised August 24, 2023

**BYLAWS
CENTRAL MIDLANDS COUNCIL OF
GOVERNMENTS**

**ARTICLE I
Purpose and Objectives**

- 1.1 The purpose and objectives of the Central Midlands Council of Governments, hereinafter referred to as “the Council”, shall be as set forth in the "Agreement To Amend The Agreement Creating The Central Midlands Regional Planning Council And To Rename The Council As The Central Midlands Council Of Governments" as approved by the Governor on December 12, 1996.
- 1.2 The mission of the Council is to promote cooperation among, and to provide the highest quality of services to, the member governments on issues transcending city and county boundaries in the areas of water quality, transportation, economic and community development, planning, public administration and human services for the citizens of the region.
- 1.3 The purposes of the Council include:
- 1.3-1 Serving as a mutual forum to identify, discuss, study, and bring into focus regional challenges and opportunities.
 - 1.3-2 Serving as a vehicle for the collection and exchange of information of regional interest.
 - 1.3-3 Providing a continuing organization to ensure effective communication and coordination among governments and agencies.
 - 1.3-4 Fostering, developing, and reviewing policies, plans, and priorities for regional growth, development, and conservation.
 - 1.3-5 Maintaining liaison with members, governmental units, and groups or organizations.
 - 1.3-6 Furnishing general and technical assistance to member governments.
 - 1.3-7 Reviewing and coordinating federal, state, and local programs of regional importance.

**ARTICLE II
Board Membership**

- 2.1 The members of the governing board of the Council (“the Board of Directors” or “the Board”) shall consist of the representatives appointed by the cities, counties and county legislative

delegations in the area served by the Council.

- 2.2 Board members who represent the cities, counties and county legislative delegations participating in the financial support of the Council shall be eligible to discuss matters before the Council, vote on matters requiring action, and hold Council offices.
- 2.3 Board members who represent cities and counties who do not participate in the financial support of the Council may participate in discussions of matters before the Board but shall not be eligible to vote on matters requiring action or hold Board offices; however, such members may be appointed to serve on committees which may be established by the Board.
- 2.4 If a vacancy shall occur on the Board by reason of death, resignation, change of residence, or any other cause, it shall be filled for the duration of the unexpired term in the same manner as the original appointment.
- 2.5 The Council may grant special Board membership to local governmental entities who contract with the Council for specific services in accordance with Article 8 of the Creating Agreement. The membership shall entitle each contracting non-member government one vote. The authority to vote shall be limited to specific policy decisions affecting the purpose of the contract.
- 2.6 The Board shall serve as the policy board for the Metropolitan Planning Organization (MPO) required by federal transportation planning legislation. In the event that areas outside the CMCOG boundaries are added to the MPO, representatives of those areas may be appointed to the MPO Board at the request of the Chairperson of CMCOG, provided that these representatives may only vote on MPO business.

ARTICLE III Officers and Their Duties

- 3.1 Officers of the Board shall consist of a Chairman, Vice-Chairman and Secretary-Treasurer.
- 3.2 The Chairman shall preside at all meetings and hearings of the Board and have the duties normally conferred on such office. The Chairman shall have the privilege of discussing all matters before the Board and to vote thereon.
- 3.3 The Vice-Chairman shall assume the duties of the Chairman in the absence of the Chairman.
- 3.4 In the event of the absence of both the Chairman and Vice-Chairman from a meeting of the Board, the members present may by simple majority vote of such members elect a temporary Chairman for that meeting and proceed with the order of business.
- 3.5 The Chairman or his designee shall represent the Board on the policy boards of other regional organizations if the Council accepts membership in such organizations.
- 3.6 The Executive Director of the Council or his designee shall serve as Secretary-Treasurer.

He shall keep the minutes and records of the Board, prepare with the Chairman the agenda for regular and special meetings, provide notice of meetings, attend to correspondence of the Board and such other duties normally carried out by a Secretary. He shall maintain the records and accounts of the Council.

ARTICLE IV Election of Officers

- 4.1 Officers shall be elected at the May meeting of the Board.
- 4.2 The Nominating Committee shall present a slate of candidates for Board officers (see Article 5, Sec. 5). Additional nominations may be made from the floor.
- 4.3 The nominees for each office receiving an affirmative vote of a simple majority of the total Board membership shall be declared elected.
- 4.4 The officers shall be elected to serve a two-year term or shall serve until their successors are elected and qualified. The officers will assume their office on July 1.
- 4.5 In any given year the Chairman and Vice-Chairman shall not be representatives of the same governmental unit.
- 4.6 Vacancies in the office of Chairman or Vice-Chairman shall be filled at the next regular meeting after the vacancy occurs for the unexpired term by regular election procedure.

ARTICLE V Committees

- 5.1 An Executive Committee consisting of the Chairman, Vice-Chairman, Immediate Past Chairman and two additional representatives from each of the member counties and the City of Columbia shall be appointed by the Chairman on an annual basis. The Executive Committee will also include one (1) representative for the urban communities and one (1) for the rural communities appointed by the Chairman. A county representative on the Executive Committee may be a member county's representative or the representative from a member municipality located within the county. The majority of the Executive Committee members shall be elected officials and five of the fifteen members must represent the minority community. The Chairman of the Board shall serve as Chairman of the Executive Committee.
- 5.2 The Executive Committee shall be responsible for:
 - 1.) Reviewing the annual program of work and budget of the Council and making recommendations to the Board on the same.
 - 2.) Coordinating the activities of the Board and its advisory committees.

- 3.) Advising as to whether the Council should become involved in new activities.
 - 4.) Advising as to how the Council should respond to unique or special problems or opportunities.
 - 5.) Making recommendations for the revision and updating of the Board's strategic plan.
 - 6.) Coordinating periodic evaluation of the Executive Director as directed by the Board.
 - 7.) Providing study and recommendations upon matters of Council policy as may be referred by the Board prior to its taking action.
 - 8.) Performing such other functions as may from time to time be assigned by the Board.
- 5.3 The Executive Committee shall meet at the call of the Chairman and at such other times as the Committee may determine.
 - 5.4 Eight Members of the Executive Committee shall constitute a quorum.
 - 5.5 A Nominating Committee consisting of five (5) members of the Board shall be appointed by the Chairman prior to the end of the Council's fiscal year. The Nominating Committee's slate of officers shall be mailed to Board members prior to the May meeting.
 - 5.6 Advisory Committees may be established from time to time by the Board. Members of such advisory committees shall be appointed by the Chairman and the membership of such committees shall not be limited to members of the Board.
 - 5.7 The Chairman and Vice-Chairman of advisory committees established by the Board shall be appointed by the Chairman. Technical, ad hoc or other working committees needed to support advisory committees will be chaired by Council staff. Such working sub-committees shall not be established unless consistent with the Council's work program and mission and upon a determination by the Chairman and Executive Director that sufficient staff and other resources are available to support the effort.

ARTICLE VI

Meetings

- 6.1 Regular meetings of the Board shall be held on the fourth Thursday of the month at 12:00 noon at such places as the Board shall determine or at such other time, date and place as called by the Chairman; provided that the Board meets at least once every three months.
- 6.2 Special meetings may be called by the Chairman on his own initiative or must be called by him upon request of twenty percent or more of the Board. Such meetings shall be at such place and time as the Chairman deems appropriate.
- 6.3 The Board shall be notified by the Secretary of the time and place of meetings at least seven

days in advance of regular meetings. A majority present at any meeting may approve shorter notice thereof.

- 6.4 A majority of the Board shall constitute a quorum. A quorum shall be present before any business is transacted.
- 6.5 All meetings at which official actions are taken shall be open to the public. All Board and Committee meetings will be handled consistent with the S.C. Freedom of Information Act.
- 6.6 Parliamentary procedure in Board meetings shall be governed by the latest edition of Robert's Rules of Order to the extent that such rules are not in conflict with these bylaws.
- 6.7 Each representative of the Board shall have one vote; the Chairman shall have the right to vote, but shall vote last in a recorded vote. Voting shall be by voice and shall not be recorded by yeas and nays unless requested by a Board representative.
- 6.8 Board representatives shall not vote on issues in which they have a personal or financial interest. Penalties for violation of this section are specified under Federal and State law.
- 6.9 When a Board representative is unable to attend a meeting or must leave a meeting before a vote is taken, no proxy shall be accepted.
- 6.10 For all matters except elections, amendment of the bylaws, adoption or amendment of the strategic plan, and the appointment or dismissal of the Executive Director, a simple majority vote of those members voting at a meeting shall be required to adopt or reject a motion. For elections, amendments of the bylaws, adoption or amendment of the strategic plan, and the appointment or dismissal of the Executive Director, an affirmative vote of a simple majority of the total membership shall be required.
- 6.11 All meetings will normally be held with individuals physically located at a designated location as determined by the Chairman, but when such a meeting is unavailable and/or inappropriate as determined by the Chairman, meetings may be held through a virtual platform which allows the presence of the individuals attending and their participation in discussion and voting to be verified.
- 6.12 Virtual meetings at which official actions are taken shall be open to the public and will be handled consistent with the S.C. Freedom of Information Act.

ARTICLE VII

Records

- 7.1 The Board shall keep a record of its recommendations, transactions, findings, determinations and member attendance which record shall be a public record.

ARTICLE VIII
Member Attendance

- 8.1 In order for the Board to carry out its duties and responsibilities members are strongly encouraged to attend the meetings. Members who are unable to attend Board meetings on a regular basis or who for other reasons cannot fulfill their duties as Board members should notify the appropriate appointing body to determine if replacement is warranted. Council attendance records shall be referred to appointing member governments annually. If any member fails to attend three (3) consecutive regular or special Board meetings or at least sixty (60%) percent of regular or special Board meetings over the course of at least five (5) meetings, and except where such member has notified the Chairman in writing that such absence was due to illness, disability, family medical care, or other substantially similar circumstances or good cause, the Chairman shall notify such member's appointing body in writing and on behalf of the Board request consideration of whether replacement is warranted.

ARTICLE IX
Order of Business and Agenda

- 9.1 The order of business at regular meetings shall be:
- a. Call to order;
 - b. Attendance;
 - c. Determination of a Quorum;
 - d. Invocation;
 - e. Approval of Minutes of Previous Meeting;
 - f. Reports of Officers and Committees;
 - g. Old Business;
 - h. New Business; and
 - i. Adjourn.
- 9.2 The Chairman, with the assistance of the Executive Director, shall set the agenda for all regular and special meetings of the Board.
- 9.3 After a meeting of the Board begins, items may be added to the agenda in the manner authorized by the S.C. Freedom of Information Act.
- 9.4 Any member of the Board may request the Chairman to place an item on a future agenda by making such a request at a Board meeting. Unless a member of the Board objects, the requested item shall be included on the next available agenda. If a member of the Board has an objection, the matter shall be put to a vote and the requested item shall be included on the next available agenda if a majority of the membership present votes in favor of such inclusion.

ARTICLE X
Hearings

- 10.1 The Board may conduct such hearings or general informational meetings as is deemed appropriate and desirable by the Board.
- 10.2 Notice of such hearings or general informational meetings shall be provided in such a manner as will, in the judgment of the Board, best serve to notify interested parties.

ARTICLE XI
Strategic Planning

- 11.1 The Board shall adopt a written strategic plan and shall update such plan at least once every two (2) years.
- 11.2 The strategic plan shall include, at a minimum, identification of goals and measurable objectives in furtherance of the work of the Council and Executive Director.
- 11.3 The strategic plan shall serve as a general guide to the work of the Executive Director; provided, however, that the strategic plan shall not in any way diminish or constrain the power of the Board to direct the Executive Director, by simple majority vote of membership present at a meeting, to take or refrain from taking certain action even if inconsistent with the strategic plan.
- 11.4 Adoption and amendment of the strategic plan shall require an affirmative vote of a simple majority of the total membership of the Board.

ARTICLE XII
Executive Director and Other Personnel

- 12.1 The Executive Director may be appointed and removed by an affirmative vote of a simple majority of the Board and shall be responsible to the Board for the proper administration of the affairs of the Council.
- 12.2 The Executive Director shall be responsible for appointing, removing, supervising and directing all other employees of the Central Midlands Council of Governments.
- 12.3 The Board may employ the Executive Director on an at-will basis or otherwise. All other employees of the Council shall be employed on an at-will basis; provided, however, that the Executive Director shall have the authority to enter the Council into a contract of employment with an employee where the terms are put in writing and such document is labeled "Contract," states the term of employment, and is signed by the Executive Director.
- 12.4 The Executive Director is authorized to adopt and from time to time revise a personnel manual or other similar employment policy document(s). The Executive Director shall

rely on assistance from labor counsel in drafting, revising, and periodically reviewing such documents.

- 12.5 The Board shall direct inquiries, instructions and other directives and communications to the Executive Director. Members of the Board shall direct inquiries and other communications to the Executive Director.
- 12.6 Neither the Board nor its members shall deal with Council employees except through the Executive Director, and neither the Board nor its members shall give orders to any other such officer or employee, either publicly or privately. However, the Board, Executive Committee or Chairman may authorize some other individual, including but not limited to a Board member or outside legal counsel, to communicate with employees for purposes of inquiries and investigations.
- 12.7 The Executive Director shall be bonded for such amounts as may be determined from time to time by the Board. With the exception of payroll checks, all checks or other instruments authorizing disbursement of Council funds shall be signed by the Executive Director or his designee. Payroll checks shall be signed by the Executive Director or his designee unless the check is directly deposited to an employee's bank account.
- 12.8 While the Executive Director is authorized to execute and expend funds that are contained in the approved budget; approval shall be required from the Executive Committee of the Board if funds are to be moved from one line item to another line item in the approved budget.

ARTICLE XIII Procurement

- 13.1 The Board shall adopt, and may from time to time revise, a procurement policy governing the Council's purchase of goods and services.

ARTICLE XIV Code of Civility

- 14.1 In deliberating on business before the Board, and without prejudice to the right to engage in robust debate, good faith disagreement, and constitutionally protected freedom of expression, the members of the Board shall strive to promote and preserve civility by acting respectfully toward others and their viewpoints; by maintaining openness, honesty, and transparency in spoken and written communications; by recognizing that patience, tolerance and civility are imperative to success in achieving Council goals; and by seeking solutions to disputed matters while actively listening and thoughtfully participating in Board deliberations.

ARTICLE XV
Bylaws Supplementary

- 15.1 These bylaws are intended to supplement the State Enabling Act authorizing the creation of the Central Midlands Council of Governments and the Agreement executed by the local governing bodies creating the Council.
- 15.2 In the event of conflict between the provisions of these bylaws and the Agreement creating the Council or the State Enabling Act, the Agreement or the State Enabling Act shall prevail.

ARTICLE XVI
Adoption and Amendment

- 16.1 These bylaws may be adopted by an affirmative vote of a simple majority of the total membership of the Board at a regular meeting.
- 16.2 The bylaws may be amended by an affirmative vote of a simple majority of the total membership of the Board at a regular meeting, provided the proposed amendment has been submitted to the Board membership in writing at least seven (7) days before the meeting.

Engineering Division
PO Box 147 | Columbia, SC 29217 | (803) 545-3300

August 3, 2023

Mr. Reginald Simmons
Central Midlands Council of Governments
236 Stoneridge Drive
Columbia, SC 29210

RE: Request to place Assembly Street Rail Separation Project in the 2020 – 2027 Transportation Improvement Program

Dear Mr. Simmons,

The City of Columbia is working in partnership with the South Carolina Department of Transportation to bring the Assembly Street Railroad Separation Project to design and construction. The CMCOG/COATS MPO 2045 Long Range Transportation Plan proposes a railroad bridge over Assembly Street near Whaley Street which would remove five grade crossings. The comprehensive Assembly Street project will eliminate 15 grade crossings. Currently, funding totals \$40 million via Federal, State and City funds. The City is requesting this project be placed in the 2020 – 2027 TIP in order to continue our development efforts and strengthen our ability to build a more robust funding package. Our financial breakdown and project components are listed below:

The current funding package is as follows:

- \$5 million - Repurposed Assembly Street Railroad Consolidation ISTEAA Authorization 1991, 2003 Appropriations Act, 2004 Appropriations Act and 2006 Appropriations Act.
- \$5 million - City of Columbia
- \$30 million - South Carolina Department of Commerce

The city is requesting for this project to be included in the 2020 -2027 TIP with funding for the following phases:

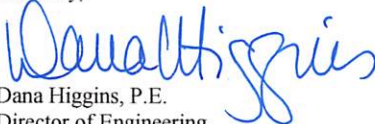
- PE – 2023 – \$5 million
- PE – 2024 – \$18 million
- ROW – 2024 – \$17 million

Preliminary engineering has already begun through the repurposed earmarks. The environmental analysis is currently being conducted with a Finding of No Significant Impact expected by spring of 2024.

Once that has been received, the city intends to begin surveying and engineering design plans in FY 2024. Once finalized, right of way acquisition will begin. We currently do not have enough funding to complete the construction phase but with this inclusion into TIP, it will strengthen our opportunities to increase our funding package.

Please let us know if you would like to review this project in greater detail. Any questions or comments should be directed to me at 803-545-3285.

Sincerely,



Dana Higgins, P.E.
Director of Engineering
City of Columbia

cc: Teresa Wilson, City Manager
Jeff Palen, Assistant City Manager
Clint Shealy, PE, Assistant City Manager
Missy Gentry, PE Assistant City Manager
Joey McIntyre, PE SCDOT



Assembly St. Railroad Separation Project



ASSEMBLY STREET RAILROAD SEPARATION PROJECT

Information Packet:

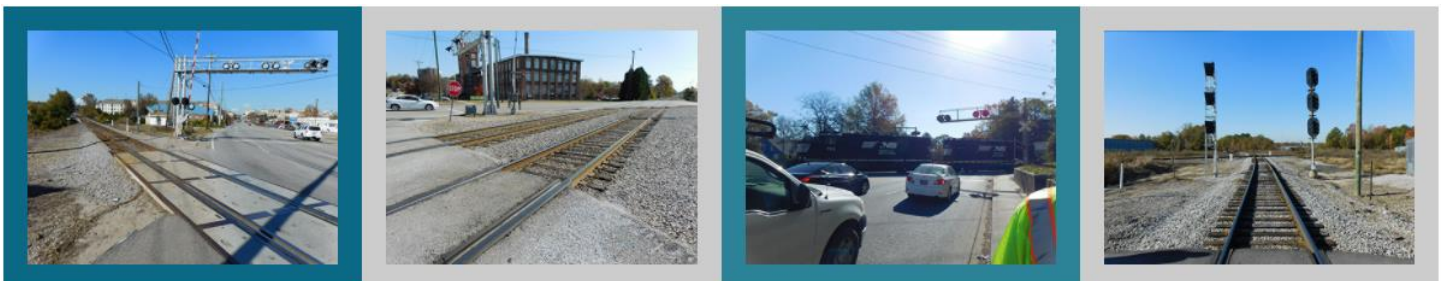
Purpose

Components

Status

Potential Funding Sources

07/28/23





Assembly St. Railroad Separation Project

Purpose

Columbia is the crossroads of the state of South Carolina with government, industry and education all coming together in the Capital City. Thousands of people go to work here, attend college here, and serve the people of South Carolina here in various capacities. With that comes thousands of commuters coming to the City daily, and thousands more on the weekends for conventions and events. Assembly Street is a heavily traveled artery and the combination of increased vehicular traffic congestion, freight rail volume and slow train traffic speeds results in unacceptable delays (both to vehicles and trains), increased air and noise pollution, and increased danger to pedestrians.



The Assembly Street Railroad Separation Project and Huger Street Connector seeks to address one of the state's highest profile traffic areas where both vehicle and train traffic meet on a daily basis. Located adjacent to Williams Brice Stadium and minutes from the State House, this project will separate train and vehicular traffic permanently, allowing both to move freely through Columbia.

Project Components

Although the preferred alternative has not been selected, the below description focuses on one of the leading alternatives. A map of this option is on the next page of this flyer.

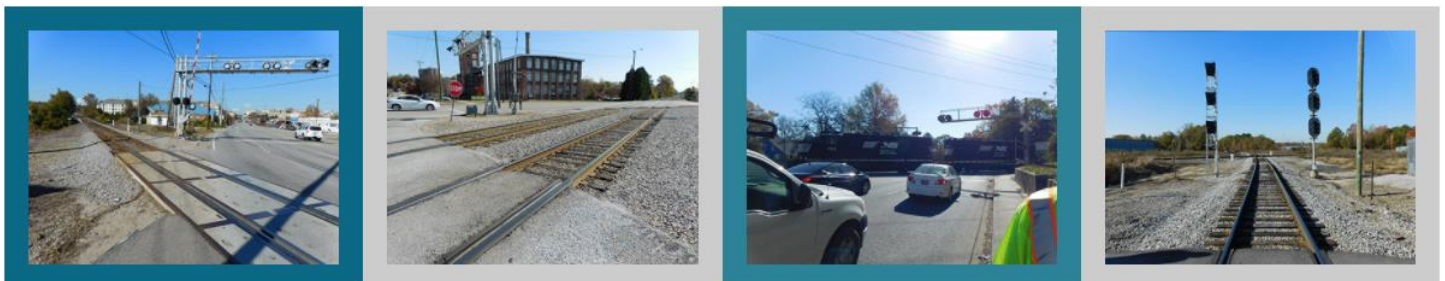
Alternative A (Formerly 320): Eliminates 15 grade crossings (6 via horizontal; 9 via raised profile). Assembly Street would be lowered and the rail tracks would be elevated at Catawba and Whaley Streets. The existing at grade crossings at Dreyfuss and Assembly (near Capital City Stadium) and Rosewood and Assembly (near the Fairgrounds) would be removed. Road closures would occur for Lincoln and Flora Streets. The rail line crossing Assembly Street near the California Dreaming Restaurant (400 block of Assembly Street) will remain – the low volume of train traffic has minimal impact on vehicular congestion.

Huger Street Connector:

As part of the project, a proposed new vehicular road with bridge over the current rail line would be built connecting Huger Street with Wayne Street. The at grade crossing at Huger Street would remain for local traffic.

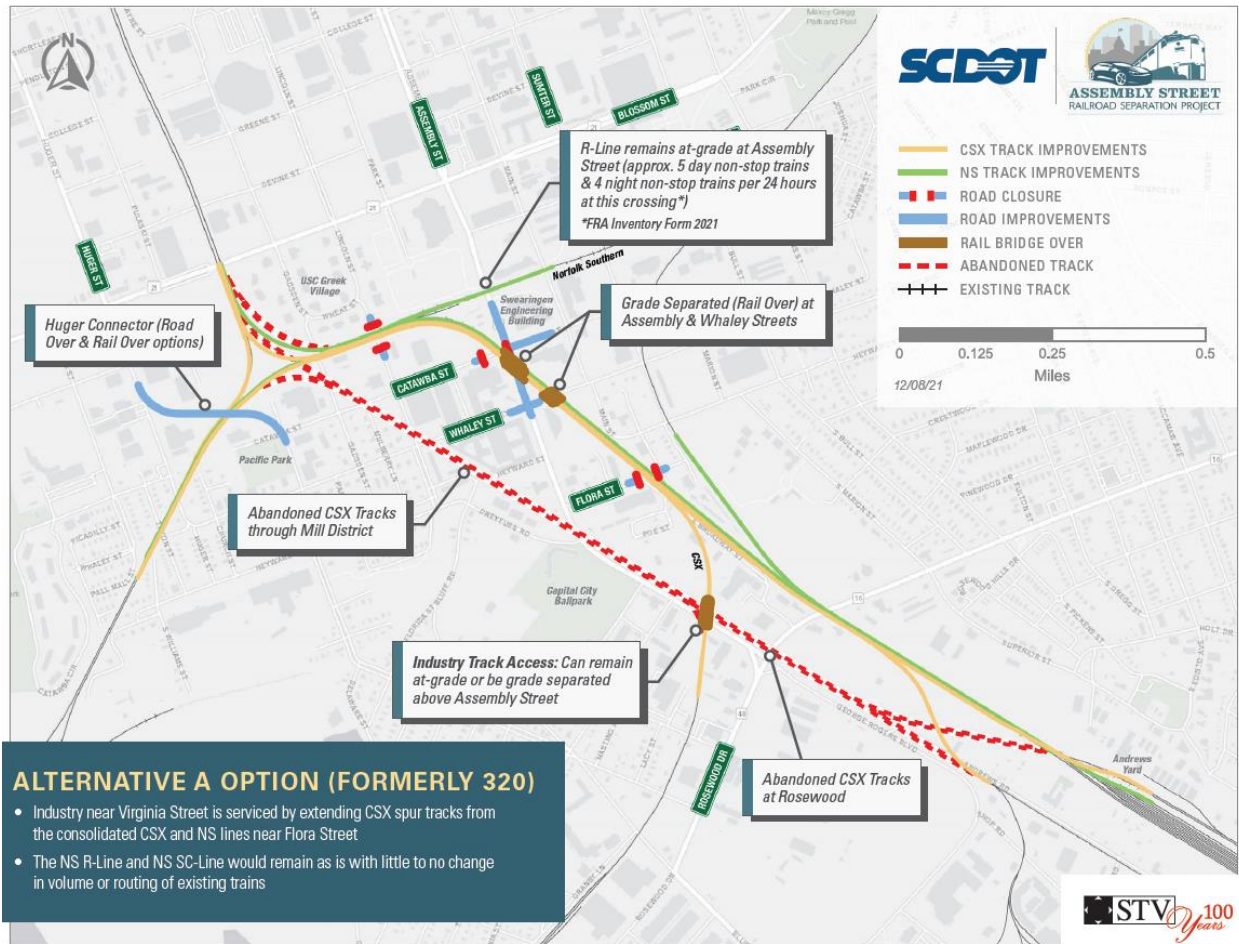
Status

The City of Columbia and the South Carolina Department of Transportation (SCDOT) are collaborating to advance the project forward while securing funding for the next steps. Preliminary Engineering Agreements have been established with CSX and Norfolk Southern. The railroads have provided comments to alternatives and SCDOT reviewing them internally. The EA (Environmental Assessment) and the FONSI (Finding of No Significant Impact) are expected to be complete by 2nd quarter 2024. Because of the preliminary status of the project, a final project cost estimate has not yet been determined. However, the current estimated range as provided by the SCDOT is \$ – \$3 million for the entire project.





Assembly St. Railroad Separation Project

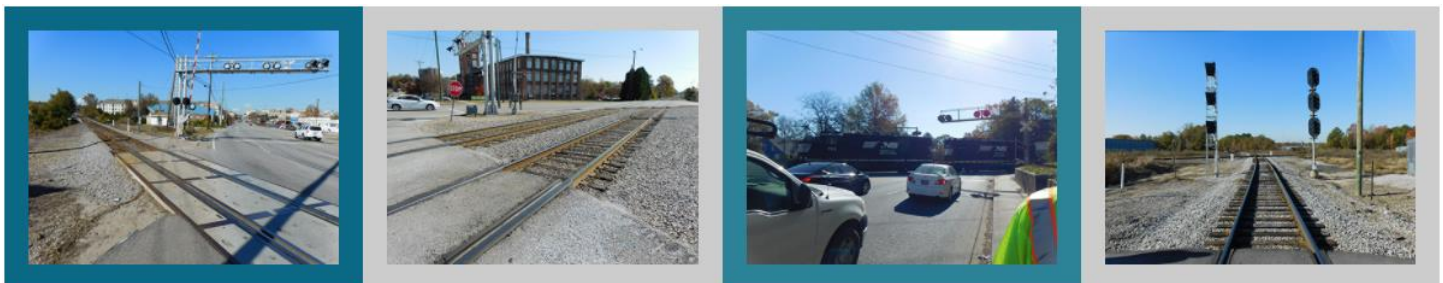


A larger map can be found at

www.assemblystreetrailproject.com.

More Information

The South Carolina Department of Transportation has created a website where citizens can provide input and learn more about the project. It is at www.assemblystreetrailproject.com.





Assembly St. Railroad Separation Project

Infrastructure Investment and Jobs Act

The \$1.2 Trillion Infrastructure Investment and Jobs Act (IIJA), signed into law in November 2021, includes \$550 billion in new funding to rebuild roads and bridges, water infrastructure, resilience, internet, and more. Congress intends the competitive grant programs to fund transformational and generational projects.

The Assembly Street Project falls squarely in this category. It also meets most, if not all, of the Administration's equity, climate, and state of good repair goals and is a project of regional significance with broad community and regional support across a diverse group of stakeholders.

Competitive Transportation Grant Programs

IIJA provides funding over five years (FY 2022-FY 2026) as follows.

- Mega Projects: \$1 billion per year for FY 2022-FY 2026 (total of \$5 billion over 5 years)
- INFRA: \$1.64 billion per year for FY 2022-FY 2024 and \$1.54 billion per year for FY 2025 and FY 2026 (total of \$8 billion over 5 years)
- CRISI: \$1 billion per year FY 2022-FY 2026 (total of \$5 billion over 5 years)
- Railroad Grade Crossing Discretionary: \$600 million per FY 2022-FY 2026 (total of \$3 billion over 5 years)

Note that these funds are either Highway Trust Fund contract authority or General Fund advance appropriations provided by IIJA. Congress could choose to provide additional funding for any of these programs in any given fiscal year, similar to how they provided an additional \$775 million for RAISE this year.

Funding Options

Mega/INFRA is the Infrastructure for Rebuilding America funding opportunity made available through the U.S. Department of Transportation for highway and rail projects.

1. Application due February 1, 2022 with request of \$1 million
2. Match requirement: 40% (\$ million)

CRISI is the Consolidated Rail Infrastructure and Safety Improvements Grant funding opportunity made available through the Federal Railroad Administration.

1. Application submitted December 1, 2022
2. 20% match required, 50% preferred
3. Can be phased (PE/NEPA – 30% design)

SCTIB is the South Carolina Transportation Infrastructure Bank funding opportunity made available through the South Carolina State Government.

1. Due – No date posted
2. 25% match required
3. Match funds can be federal or local

Railroad Grade Crossing Elimination is a funding opportunity made available through the Federal Railroad Administration.

1. Application submitted October 4, 2022
2. Match requirement: 20%

Potential Grant Opportunity Schedule

202	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
FONSI		Finding of No Significant Impact (expected completion 2Q Spring 2024)									
INFRA/Mega											
CRISI											
SCTIB		Ongoing									





RESOLUTION

DESIGNATION OF BRITT POOLE, CMCOG EXECUTIVE DIRECTOR, AS THE RECIPIENT AUTHORIZED REPRESENTATIVE FOR UNITED STATES ECONOMIC DEVELOPMENT ADMINISTRATION GRANTS

WHEREAS, Central Midlands Council of Governments receives federal grants from the United States Economic Development Administration; and

WHEREAS, the United States Economic Development Administration requires grant recipients to designate an authorized representative to oversee the programmatic and financial administration of United States Economic Development Administration grants; and

WHEREAS, Britt Poole is the Executive Director of Central Midlands Council of Governments and has the designated authority by the Central Midlands Council of Governments Board of Directors to assume responsibility for the oversight of grants received from Federal agencies such as the United States Economic Development Administration;

NOW, THEREFORE, BE IT RESOLVED that the Central Midlands Council of Governments Board of Directors hereby designates Britt Poole to serve as the designated Recipient Authorized Representative for all US Economic Development Administration grants.

CERTIFICATION

THE UNDERSIGNED is the duly qualified Chairman of Central Midlands Council of Governments Board of Directors, and hereby certify that the foregoing is a true and correct copy of a resolution adopted at an open meeting of the Central Midlands Council of Governments held on August 24, 2023.

Will Brennan, Chairman
Central Midlands Council of Governments

D. Britt Poole, Executive Director
Central Midlands Council of Governments

Witness

Witness

Enclosure 9

SC WORKS MIDLANDS ANNUAL CAREER FAIR

Dutch Square Center



*Wednesday
20th September from
10am-1pm*



*421 Bush River Rd,
Columbia, SC 29210*



CALLING ALL MIDLANDS BUSINESSES WITH APPRENTICESHIP PROGRAMS

JOIN US AT THE MIDLANDS
APPRENTICESHIP FAIR ON
OCTOBER 12TH, 2023 FROM
9-1:30, AT DUTCH SQUARE
CENTER

Are you passionate about nurturing talent and investing in the future workforce? Look no further than the Midlands Apprenticeship Fair.

Should We Participate?

The event is intended to showcase the wide variety of careers available through apprenticeship. This event will give you an opportunity to highlight your company to a diverse group of potential and current job seekers and build your talent pipeline.



Why Attend?

- **Access top-tier talent:** Attract ambitious individuals who are eager to kick-start their careers and learn from industry experts within your organization.
- **Boost your workforce:** Bridge the skills gap by nurturing young apprentices who can be trained to meet your specific business needs.
- **Strengthen your brand:** Demonstrate your commitment to local development and showcase your company's dedication to investing in the community.
- **Network with peers:** Connect with other businesses that share your passion for apprenticeships, exchange best practices, and explore potential collaborations.



To reserve your spot or inquire about further details, please contact our event organizers at bbuchanan@midlandsworkforce.org or Call 803.744.1680.



PRESS RELEASE

Citizen Input Sought for Columbia East Traffic Improvement Area Plan

*August 29th, 2023, Public Information Meeting
Richland County Library Southeast*

CMCOG (Central Midlands Council of Governments) is conducting a Traffic Improvement Area Plan in southeast Columbia and adjacent portions of Richland County, SC. The Columbia East Study focuses on transportation and land use in the area surrounding the growing Garners Ferry Road corridor from Fort Jackson Boulevard to Trotter Road. This study will guide CMCOG and local efforts to address present and future development along the corridor. High priority projects will be recommended to address driver, cyclist, and pedestrian safety as well as traffic congestion.

A public information meeting has been scheduled for **August 29th, 2023, from 5:00 pm to 7:00 pm at Richland Library Southeast, 7421 Garners Ferry Road, Columbia, SC 29209**. The purpose of this meeting is to provide an opportunity to discuss initial findings from the study, as well as to gather feedback from the public on potential project recommendations. The meeting will be a drop-in format and will include displays and handouts for viewing as well as the opportunity to discuss specifics of the Traffic Improvement Area Plan with the project team.

Citizens may also provide written comments in the following ways:

- Attend the August 29th, 2023 in-person meeting and place a written comment in the comment box provided
- Mail written comments to CMCOG (Central Midlands Council of Governments) at 236 Stoneridge Drive, Columbia, SC 29210

Comments will be accepted through September 29th, 2023.

For more information, please contact:

- Joe Robertson, Kimley-Horn, Email: joseph.robertson@kimley-horn.com or Phone: 803-403-8557