

**RICHLAND COUNTY COUNCIL  
ADMINISTRATION AND FINANCE COMMITTEE  
TUESDAY, JUNE 24, 2003  
5:30 P.M.**

**MEMBERS PRESENT:** Kit Smith, Chair; Anthony Mizzell; Joan Brady; Paul Livingston; James Tuten

**OTHERS PRESENT:** Joseph McEachern, Susan Brill, L. Gregory Pearce, Jr., Bernice G. Scott, Thelma M. Tillis, Doris Corley, T. Cary McSwain, Michielle Cannon-Finch, Larry Smith, Amelia Linder, Pam Davis, Ashley Bloom, Stephany Snowden, Tony McDonald, Roxanne Matthews, Sherry Wright-Moore, Michael Chris, Frank Frierson, Janet Claggett, Marsheika Martin, Carrie Neal

**CALL TO ORDER** – The meeting was called to order at approximately 6:05 p.m.

**APPROVAL OF MINUTES – May 27, 2003**

Ms. Brady moved, seconded by Mr. Mizzell, to approve the minutes. The vote in favor was unanimous.

**ADOPTION OF AGENDA –**

Mr. Tuten moved, seconded by Mr. Mizzell, to adopt the agenda as submitted. The vote in favor was unanimous.

**ITEMS FOR ACTION**

**a. Grants: Housing Policies and Procedures**

Mr. Livingston moved, seconded by Mr. Mizzell, to approve the policies and procedures manual for the Community Development Department to implement three housing programs. The vote in favor was unanimous.

**b. Ordinance Establishing Internal Audit Committee**

Mr. Tuten moved, seconded by Mr. Mizzell, to defer this item for one month. The vote in favor was unanimous.

**Items Pending Analysis**

- a. Policies Relating to Government Participation in Business Improvement Districts**
- b. Richland County Recreation Commission Oversight Committee** – Ms. Scott requested for this item to be placed on next month's agenda.

**ADJOURNMENT** – The meeting adjourned at approximately 6:08 p.m.

Submitted by,

Kit Smith  
Chair

The minutes were transcribed by Marsheika G. Martin