



Enriching Lives & Connecting Communities

Property Management and Utility Provider Contact Numbers

Property Management
Policy No. 12075

Revision Date: November 18, 2013
Last Revised: January 24, 2011

Policy Statement

Cell phones are used to contact Property Management Personnel regarding maintenance issues at the parks during normal work hours (7:00 a.m. thru 3:30 p.m.). This policy dictates who to call and when these cell phone numbers should be utilized. Also see RCRC Policy No. 12090 for after-hour contact procedures.

Property Management staff to include District Maintenance Supervisors can be contacted by Richland County Recreation Commission issued cell phones during normal working hours. Commission Staff is asked to exercise reasonable judgment in using the cell phone numbers and refrain from giving these numbers to anyone other than Richland County Recreation Commission staff.

Property Management Cell Phone Numbers (To be used Monday-Friday, 7:00 a.m. – 3:30 p.m.)

Division Head of Property Management	606-3489
Director of Construction	528-5433
Superintendent of Horticulture and Turf.....	465-3144
Director of Fleet Services.....	727-2063
Director of Support Services.....	351-1973
District 1 Maintenance Supervisor.....	834-0311
District 2 Maintenance Supervisor.....	834-0244
District 3 Maintenance Supervisor.....	727-2063
District 4 Maintenance Supervisor.....	834-0344

EMERGENCY UTILITY NUMBERS
(Water, Sewer, Electric, Gas, Phone)

Specific utility emergency numbers are listed below for you to call if you have an emergency and are unable to reach anyone by using the emergency pager:

City of Columbia – Water:	1-803-545-3300
City of Columbia – Sewer:	1-803-545-3300
Mid-Carolina Electric:	1-803-749-6444
Tri-County Electric Cooperative:	1-803-874-1215
SCE&G – Leaks/Emergencies/Gas:	1-800-217-9462
SCE&G – Lights Out/Power Out:	1-888-333-4465
Bell South:	1-800-847-3595
Town of Winnsboro – Water	1-803-635-4121
Town of Eastover – Water	1-803-353-2881
East Richland Co. Public Service	1-803-788-1570
Palmetto Richland County LLC	1-803-699-2422

ADOPTED BY RICHLAND COUNTY RECREATION COMMISSION BOARD

BOARD MEETING DATE: November 18, 2013
(Date Approved)

APPROVED: J. Marie Green
J. Marie Green, Chair

For more information about this policy, contact the Executive Department.