

Mayor  
Elise Partin

Mayor Pro-Tem  
Tara S. Almond

Council Members  
Phil Carter  
Eva Corley  
James E. Jenkins

City Manager  
Tracy Hegler



**CITY OF CAYCE**  
**Regular Council Meeting**  
**February 5, 2019**

The February Regular Council Meeting was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. City Manager Tracy Hegler, Assistant to the City Manager Rachelle Moody, Municipal Clerk Mendy Corder, Municipal Treasurer Garry Huddle, Planning and Development Director Carroll Williamson, Utilities Director Blake Bridwell, Director of Human Resources Lynn Dooley, Director of Public Safety Byron Snellgrove, Special Projects Coordinator John Rabon and City Attorney Danny Crowe were also in attendance.

Mayor Partin asked if members of the press and the public were duly notified of the Council Meeting in accordance with the FOIA. Ms. Corder confirmed they were notified.

**Call to Order**

Mayor Partin called the meeting to order. Council Member Corley gave the invocation. Mayor Partin stated that the City is proud to honor military veterans by inviting them to lead the assembly in the Pledge of Allegiance at every regular Council Meeting. She stated that Dr. Demarcus F. Bush is a native of South Carolina and resides in Cayce along with his wife Regina. He is a graduate of Winthrop University, Howard University, and the University of Louisville. He will be awarded an MBA with a specialization in Healthcare Management from South Carolina State University in May 2019. Dr. Bush is an Assistant Professor of Audiology at South Carolina State University. Dr. Bush comes from a family with a long line of military service. He served 8 years in the U.S. Army Reserve as a proud serviceman of the 175<sup>th</sup> Maintenance Company and the 7226<sup>th</sup> Medical Support Unit. He has trained at several military installations across the country such as Fort Leonard Wood in Missouri, Fort Jackson in South Carolina, Camp Dodge in Iowa, Fort Bragg in North Carolina, and the Sierra Army Depot in California. Because of Dr. Bush's experience as a service member, he continues to exude discipline, maturity, adaptability and dedication. Mayor Partin stated that Mr. Bush is also a member of the Cayce Arts Guild and makes amazing hats. She stated that his work could be viewed online at Fitz Gerald.

Mayor Partin stated that the Municipal Association's Hometown Legislative Action Day was held that day and Inman Mayor Cornelius Huff and Surfside Beach Council Member Mark Johnson were in attendance at the Council Meeting. Mayor Partin thanked them for attending.

### **Approval of Minutes**

Council Member Carter made a motion to approve the January 8, 2019 Regular Council Meeting minutes. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

### **Public Comment Regarding Items on the Agenda**

No one signed up for Public Comment.

### **Ordinances**

- A. Discussion and Approval of Ordinance 2019-01 Amending City Code Sections 2-66 and 2-72 Concerning Council Meetings and Agendas for Council Meetings – Second Reading

Council Member Corley made a motion to approve Ordinance 2019-01 on second reading. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

### **Other**

- A. Discussion and Authorization for the City Manager to Negotiate and Sign a Lease Purchase Agreement to Purchase the Fire Department SCBA Units (Air Packs)

Ms. Hegler stated that the Fire Department's SCBA units (air packs) that were purchased in 2009 are at the end of their usable life span, rendering them unserviceable. She stated that the neighboring Fire agencies in Richland and Lexington Counties have upgraded to the newest SCBA equipment. Cayce's older model SCBA is not compatible with the new devices. Thus, neighboring agencies are not able to share equipment with Cayce Fire or properly back up Cayce firefighters during emergency mutual aid operations.

Ms. Hegler stated that the Fire Department has received a quote from the MSA representative for the area (Safe Industries) and received a price of \$335,909.35 to purchase 32 MSA G1 SCBA, 64 cylinders, 40 masks, and three Rapid Intervention Team (RIT) packs. This price is to purchase the product out right, and all at once. She stated that shortly after this quote was received, staff was notified by Safe Industries that there was an option to purchase the SCBA at a lesser price, \$283,556.39. The reason for the drop in price is these items are in stock due to the over-purchase of another Fire Department, and do not classify as a special order. This is a rare discounted purchase

opportunity for Cayce Fire Department. Included in this pricing is a 10-year service contract that covers annual face fit testing, flow testing, and the 5-year hydrostatic testing. This reduces the cost of the service contract budget item by having these required tests conducted by one vendor, and in the event there is a mechanical issue, the repairs and/or replacements will be covered as well.

Ms. Hegler stated that Council can choose to purchase the SCBA in one payment, or enter into a lease purchase agreement to spread the cost over multiple years. In a lease purchase agreement, the City is estimated to pay up to \$62,000 per year for up to five years. This estimate is based on a quote received from Safe Industries bank for a lease purchase option. However, as is standard practice, the City would put the lease purchase contract out for bid, and would utilize the lowest responsive, responsible bidder. Thus, the lease purchase may come in lower. If the lease purchase were to begin, and payment need to be made prior to June 30, 2019, the Public Safety Department would have sufficient funds to cover a payment through cost savings in other budget line items.

Council Member Jenkins asked if the new air packs would be compatible with the surrounding community's equipment. Ms. Hegler confirmed that they would be compatible. Council Member Almond made a motion to authorize the City Manager to negotiate and sign a lease purchase agreement to purchase the SCBA units; and utilize the General Fund to make the lease purchase payments, which will be allocated in the appropriate fiscal years for the term of the lease agreement. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

#### B. Discussion and Approval of Hospitality Tax Fund Requests for 2019

Mr. Rabon stated that the City received 15 Hospitality Tax Fund grant requests totaling \$285,425. Applications were accepted for a six week period from October 5 through November 16, 2018. Requests were made for grant funding for events and/or projects taking place during calendar year 2019. Mr. Rabon stated that as of July 1, 2018, the City had a Hospitality Tax Fund balance of approximately \$571,000. Fiscal year to date (July 1 to date), revenues collected total \$567,251 and staff estimates collecting an additional \$567,000 between July 1, 2018 and June 30, 2019. Based on revenues collected to date, staff projects a FY19 total Hospitality Tax revenue collection of at least \$1,100,000.

Mr. Rabon stated that during the 2019/2020 fiscal year, staff anticipates using \$817,000 in Hospitality Tax Funds for 2019-2020 operation and maintenance of tourism-related activities and capital items. He stated that staff recommends holding back \$75,000 in the fund balance as reserve.

Mr. Rabon stated that staff has discussed and recommends changing H-Tax Grant awards from a calendar year to a fiscal year. Such a change would make it easier for staff to provide more accurate calculations for Hospitality Tax Fund balance and projected Hospitality Tax revenue. This change will be similar to the grant cycle that Accommodations Tax utilizes. He stated that very few organizations that receive H-Tax Grant funds would be affected by the change. Presently, only two make reimbursement requests throughout the year: Girls on the Run (for races held in the Spring and Fall) and the River Alliance (for 12,000 Year History Park tours conducted throughout the year). Staff has contacted these two organizations and both are amenable to the change. Mr. Rabon stated that staff is requesting that Council approve \$136,500 in 12 grant awards for the remainder of FY19.

Mr. Rabon stated that a change in the grant award year would necessitate other changes to the application and award process that would not be difficult for staff to implement. One change would be a new application cycle for FY20 that would be hosted between April 26, 2019 and May 31, 2019 to coincide more closely with the City's fiscal year and provide a more accurate projection of FY20 Hospitality Tax revenue. For the purpose of awarding funding for the remainder of FY19, the applications would break down as following:

1. Organizations with events **only in the Spring** will still be awarded H-Tax Grant funds as normal.
2. Organizations with events **only in the Fall** will have their applications held until the next application period.
3. Organizations with events in **both Spring and Fall** will have their Spring awards funded and will have to resubmit an application in the next application period for FY20.

Council Member Almond made a motion to approve staff's recommendation as discussed. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

### **City Manager's Report**

Ms. Hegler stated that she did not have anything to report.

### **Committee Matters**

- A. Approval to enter the following Committee approved Minutes into the City's Record  
Planning Commission – October 15, 2018  
Zoning Board of Appeals – November 19, 2018

Council Member Corley made a motion to enter the approved Planning Commission and Zoning Board of Appeals meeting minutes into the record. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

**B. Appointments and Reappointments  
Events Committee – One (1) Position**

Mayor Partin stated that the City had received a potential member application from Mr. Tevin Spruill. Mr. Spruill attended the January Events Committee and the Committee unanimously voted to recommend him for appointment. Council Member Carter made a motion to appoint Mr. Spruill to the Events Committee. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

**Council Comments**

Council Member Almond welcomed Mayor Huff and Council Member Johnson and the other people in attendance. She stated that often there is only staff in attendance so it was nice to see other people there as well. Mayor Partin stated that Council appreciates the communities trust in them but stated that it is wonderful to see people at the meetings.

**Executive Session**

- A. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by the attorney-client privilege
- B. Receipt of legal advice relating to and discussion of negotiations incident to proposed franchise agreements for SCE&G and Mid-Carolina Electric Cooperative

Council Member Jenkins made a motion to move into Executive Session. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

**Reconvene**

After the Executive Session was concluded, Council Member Almond made a motion to reconvene the Regular meeting. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Mayor Partin announced that no action was taken in Executive Session other than to adjourn and resume the Regular meeting.

**Possible Actions by Council in follow up to Executive Session**

- A. Discussion and Approval of Ordinance 2018-15 Granting a Franchise to SCE&G for Electric Service, Gas Service, and Communication Lines – First Reading

Council Member Almond made a motion to table this item until the next regular Council Meeting. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

- B. Discussion and Approval of Ordinance 2018-16 Granting a Franchise to Mid-Carolina for Electric Service and Communication Lines – First Reading

Council Member Almond made a motion to table this item until the next regular Council Meeting. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

**Adjourn**

There being no further business, Council Member Almond made a motion to adjourn the meeting. Council Member Corley seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 7:07 p.m.

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Elise Partin, Mayor

ATTEST:

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Mendy C. Corder, CMC, Municipal Clerk

