



CITY OF CAYCE

MAYOR
ELISE PARTIN

MAYOR PRO-TEM
JAMES E. JENKINS

COUNCIL MEMBERS
TARA S. ALMOND
PHIL CARTER
EVA CORLEY

CITY MANAGER
REBECCA VANCE

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

**City of Cayce
Regular Council Meeting
Tuesday, March 1, 2016
6:00 p.m. – Cayce Tennis and Fitness Center – 1120 Fort Congaree Trail
www.cityofcayce-sc.gov**

I. Call to Order

- A. Invocation and Pledge of Allegiance
- B. Approval of Minutes
February 2, 2016 Regular Meeting
February 17, 2016 Special Meeting

II. Public Comment Regarding Items on the Agenda

III. Proclamations and Presentations

- A. Approval of Proclamation – March for Meals Month
- B. Approval of Proclamation – End Racism Day
- C. Presentation of Whole Sole Award

IV. Other

- A. Discussion and Approval of RFP Award for Cayce Public Safety Department Electrical Upgrades

V. City Manager's Report

VI. Committee Matters

- A. Approval to enter the following approved Committee Minutes into the City's Record

Museum Commission – November 4, 2015
Board of Zoning Appeals – January 25, 2016
- B. Appointments and Reappointments
Accommodations Tax Committee – One (1) Position
Events Committee – One (1) Position

VII. Council Comments

VIII. Executive Session

- A. Receipt of legal advice relating to claims and potential claims by the City and other matters covered by the attorney-client privilege
- B. Discussion of matter relating to the proposed location of businesses in an area served by the City of Cayce

IX. Possible Actions by Council in follow up to Executive Session

X. Adjourn

SPECIAL NOTE: Upon request, the City of Cayce will provide this document in whatever form necessary for the physically challenged or impaired.



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CITY OF CAYCE Regular Council Meeting February 2, 2016

The February Regular Council Meeting was held this evening at 6:00 p.m. at the Cayce Tennis and Fitness Center. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood, Municipal Clerk Mendy Corder, Municipal Treasurer Garry Huddle, City Attorney Danny Crowe, Director of Utilities Blake Bridwell, and Chief Charles McNair 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 Almond gave the invocation. Mayor Partin introduced Cayce Public Safety Officer Moira Smoak to lead the assembly in the Pledge of Allegiance. Officer Smoak started her career with the City of Cayce Department of Public Safety in 2008 in the position of Public Safety Officer. A graduate of Lexington High School, Moira Smoak enlisted in the United States Army two weeks after graduating from high school and served on both active duty and National Guard status for 12 years as a Military Police Officer. Moira Smoak was deployed in 2007 with the South Carolina National Guard to Iraq for Operation Enduring Freedom, where her unit trained Iraqi police officers and worked in joint tasks with the Iraqi Army.

Approval of Minutes

Council Member Almond made a motion to approve the January 5, 2016 Regular Council Meeting minutes and the January 20, 2016 Special Council Meeting minutes as written. 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.

Presentations

A. Recognition of Mr. Larry Watts re Flood Waters Rescue

Mr. Watts did not attend the meeting.

B. Recognition of Mr. Elijah Jordan for Little Free Library Eagle Scout Project

Mayor Partin invited Mr. Jordan to stand with her before the assembly. She stated that Mr. Jordan built the Little Free Library that was at the front of the room. She explained that a Little Free Library is a “take a book, return a book” free book exchange. Anyone may take a book or bring a book to share. The assembly then watched a brief video regarding how summer learning loss puts students at a disadvantage academically and widens the achievement gap.

Mayor Partin explained that she and City staff met with the City's Pastors recently and Mr. Jordan attended the meeting as well. He offered to build a Little Free Library for a small cost for any church that was interested in having one for their parishioners and the community to enjoy. Mayor Partin stated that All Saints Episcopal, Grace Chapel, Transfiguration Lutheran and Broadacres Baptist Churches now have libraries on their church grounds due to Mr. Jordan's efforts.

Mayor Partin stated that the Cayce West Columbia Library placed a Little Free Library in Granby Gardens Park at Cayce City Hall two years ago. She stated that now children can visit the park to play and get a book to read. Mayor Partin thanked Mr. Jordan for building the Little Free Libraries and doing such a great job.

Ordinances and Resolutions

A. Discussion and Approval of Master Bond Ordinance 2016-01 Collapsing and Terminating an Amended and Restated Indenture of Trust in Order to Provide for the Issuance and Sale of Water and Sewer System Revenue Bonds of the City of Cayce, South Carolina, and Other Matters Relating Thereto – Second Reading

Ms. Vance stated that the City currently has an indentured trust for all of its bonds. She explained that in the future the City will have a Master Bond Ordinance and will no longer have indentures. Therefore any time the City does a new bond it will be a Series.

Mr. Lawrence Flynn explained that the Master Bond will make the City's documents up to date with all the changes that have occurred in the market. He stated that there were a few small changes made to the Ordinance since first reading at the suggestion of the City's Auditor and Underwriter Counsel.

Council Member Almond made a motion to approve the second reading of the Master Bond Ordinance. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

- B. Discussion and Approval of Ordinance 2016-02 Providing for the Issuance and Sale of Water and Sewer System Refunding Revenue Bonds, to be Designated Series 2016, in the Principal Amount of Not Exceeding Fifteen Million Dollars (\$15,000,000), of the City of Cayce, South Carolina, and Other Matters Relating Thereto – Second Reading

Ms. Vance stated that the refinancing and refunding of the 2007(A) bonds will allow the City to reduce its annual debt service and reduce some of the pressure on its water and sewer customers. She stated there were a few small changes made to the Ordinance at the advice of the City's Auditor. Mayor Partin explained to the assembly that the City was not financing a new loan but restructuring current loans to free up cash for other projects.

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

- C. Consideration and Approval of Resolution Authorizing the Imposition of Financial Policies for the Waterworks and Sewer System of the City of Cayce, South Carolina; and Other Matters Relating Thereto

Ms. Vance stated that staff has created a financial policy for the City's water and sewer system at the recommendation of the City's Bond Counsel. The policy addresses revenue, capital improvement plans, debt administration and governs the way the City does business.

Council Member Almond made a motion to approve the Resolution. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

- D. Discussion and Approval of Ordinance 2016-03 Amending Section 6.10-3 ("Development Standards") of the Zoning Ordinance of the City of Cayce - Second Reading

Ms. Vance stated that staff is requesting to amend Section 6.10-3 Development Standards of the Zoning Ordinance to add language that will require all signage in the Knox Abbott Drive Overlay District (OD) to conform to C-3 (Central Commercial) district standards. She explained that the Knox Abbott OD begins at the Blossom Street Bridge and ends at 12th Street. The zoning within this overlay district has been uniformly C-3 (Central Commercial) in the past, but recent re-zonings have included various zoning

districts. Staff believes it is the intention of the Zoning Ordinance to require all signage in the Knox Abbott Drive OD to be uniform and consistent. The C-3 zoning district permits signs to have a maximum height of 7 feet. The amendment will ensure that all future development on Knox Abbott Drive and in the OD will follow the same standards regardless of zoning district.

Ms. Vance stated that the Planning Commission considered the request for the text amendment at its regular meeting on December 21, 2015. The text amendment request was opened for public hearing. No one from the public was present to speak for or against the text amendment. She stated that the Planning Commission voted unanimously to recommend the requested text amendment.

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

- E. Discussion and Approval of Ordinance 2016-04 Annexing Property Located at the Corner of Ninth Street and F Avenue (TMS# 004675-01-004 (P)) and Properties Located at Still Hopes Drive (TMS# 004675-01-007 and TMS# 04675-01-005 (P)) into the City Limits Under the Provisions of South Carolina Code Section 5-3-150(3) – Second Reading

Ms. Vance stated that the owner of the property located at the corner of Ninth Street and F Avenue (TMS# 004675-01-004(P)) and properties located at Still Hopes Drive (TMS# 004675-01-007 and TMS# 04675-01-005(P)) has requested to be annexed into the City. The properties are undeveloped and currently in Lexington County. The applicant wishes to annex so that each parcel, in its entirety, will be under the jurisdiction of the City. The requested C-3 zoning designation is in compliance with surrounding parcels.

Ms. Vance stated that the Planning Commission considered the request for annexation in conjunction with a C-3 zoning designation at its regular meeting on December 21, 2015. The annexation request was opened for public hearing. A few from the public were present to speak for and against the map amendment. Comments against the development of the land mostly centered on the issue of the trees that will be removed in conjunction with any new development. The Planning Commission voted unanimously to recommend the request for annexation in conjunction with a C-3 zoning designation.

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

F. Consideration and Approval of Resolution Approving Multijurisdictional Law Enforcement Gang Investigation Agreement

Ms. Vance explained that Council approved the agreement at the January 20, 2016 Council Meeting but another municipality involved asked for minor changes to the agreement so Council consideration and approval is needed.

Council Member Corley made a motion to approve the agreement with the changes. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Other

A. Discussion and Approval for Funding of Bicycle and Pedestrian Plan

Mayor Partin stated that City staff has been working with Central Midlands Council of Governments (COG) to develop a complete bicycle and pedestrian mobility plan for the City of Cayce. The City is working with West Columbia and Springdale to ensure that their community have a safe place to travel via bicycle. Ms. Vance stated that the COG has set aside planning funds and is willing to assist Cayce, Springdale and West Columbia with developing such a comprehensive plan. The City will need to provide matching funds in the amount of \$10,000 from the General Fund Fund Balance.

Council Member Jenkins made a motion to authorize the City Manager to use General Fund fund balance monies to provide \$10,000 in matching funds for the bicycle/pedestrian plan. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval for Funding of New Offices and Storage for Parks and Sanitation Departments

Ms. Vance stated that Council approval is needed to move forward with plans to construct a new "Pole" style building that will create storage space for equipment, special event materials and City records. The building will also provide office space, a break room and bathroom facilities for the Parks and Sanitation Departments.

Mr. Greenwood stated that over the past several years, the City has steadily been outgrowing its current facilities. Staff believes a viable option for satisfying some of those needs is to construct a "pole" style building near the City Garage. With the current design, this new building will resolve numerous issues the City currently has relating to storage. Specifically, all Christmas in Cayce, Congaree Bluegrass Festival and other special event materials will have a dedicated storage room. The Parks Department will be able to store and repair equipment in another room that will be

dedicated specifically to them. There will also be two climate controlled rooms specifically for the storage of the City Clerk's and Planning and Development's records.

Mr. Greenwood stated that in addition to the storage areas, the proposed building will serve as the new offices for the Directors of Parks and Sanitation. Currently they share a small office at City Hall. A break room and bathroom facilities are also included in the plans. These facilities include a shower that will provide better access for emergency washing when there is accidental exposure to waste or chemicals.

Mr. Greenwood stated that the initial estimates set the cost of this building anywhere from \$140,000-\$150,000. From experience with similar projects, staff believes it would be prudent to budget an additional \$15,000 to \$20,000 so that any unforeseen issues can be handled without having to place the project on hold. Because portions of the building are going to be used to store special events materials and equipment used to maintain the Riverwalk, Hospitality Tax Funds will be able to be utilized to pay for the appropriate portion of the building.

Council Member Corley asked where the proposed building was going to be located. Ms. Vance stated it would be behind City Hall where the City's Maintenance Garage is located. Council Member Jenkins asked if the requested amount included the project being turnkey. Mr. Greenwood stated it would be bid out as a turnkey project. Mr. Greenwood stated staff is currently working to reconfigure the building and to make changes to reduce the cost. He stated staff will also perform any work in-house that is possible throughout the process in order to reduce costs.

Mayor Partin thanked staff for their diligence regarding saving money but stated that she felt staff time would be better served working on their daily duties. She stated she did not want to overtax the City's employees with such a big project when contractors can be hired to do it. She stated that Council and staff know that a completely new City Hall is needed but it was decided to do minor renovations to save taxpayer dollars. She stated where it makes sense staff can use the City's electrician and Utility staff but stated it would be best to hire contractors to do the actual moving and other projects.

Council Member Carter stated that he agreed with Mayor Partin and Council Member Jenkins. He stated that the City would not save enough money by using the City's electrician to make it worthwhile. He asked if the plan was design build. Mr. Greenwood stated that the City's Building Official and the Manager of the City's Garage worked with a building systems company to create the design of the building. Council Member Carter asked Ms. Vance why the proposed building was not included in the current budget if it has been needed for the past few years. Ms. Vance stated that staff recently received the Audit Report detailing the City's fund balance and once she knew the City's General Fund balance amount she felt comfortable asking Council for the

money needed for the building. She explained that she knew an approximate amount for the fund balance but wanted a firm number before proceeding. Mr. Greenwood stated that the project became a priority once it was obvious that staff has outgrown the current municipal buildings. At this point, the City cannot hire any new personnel because there is not any additional room for more staff.

Council Member Carter stated that the City's employees currently have more work than they can get done and he agrees the best solution is to hire out the entire project. Ms. Vance stated that the Municipal Clerk was very concerned with how the City's Christmas decorations were being stored. They are currently stored in tractor trailers that do not have doors and often get damaged by the weather and animals. Ms. Vance stated that the Parks and Sanitation departments provide essential services to the citizens and need their own offices and facility to perform these services.

Council Member Jenkins made a motion to authorize the City Manager to utilize funds not to exceed \$170,000 from Fund Balance and Hospitality Tax funds to construct this multi-use building. Council Member Carter seconded the motion which was unanimously approved by roll call vote. Council Member Corley asked what the timeline was for having the building built. Mr. Greenwood stated that hopefully it can be completed in two months.

City Manager's Report

Ms. Vance stated that a flyer detailing the new Rental Registration Program was being placed on all resident's roll carts. She stated that the information was also on the City's website. She stated that anyone with rental property or vacant property should contact Layne West, the Director of Planning and Development, to register their property. She stated that staff also plans to send letters to everyone that owns residential rental property in the City. She explained that this program was implemented to assist with beautifying the City and increasing property values. Mr. West stated that everyone he had talked to was very supportive of the program.

Ms. Vance stated that the economic development consultant's market analysis for the City will be presented to Council at the second Council Meeting in February. She asked Council to email her five businesses that they would like to see locate in the City. She stated once the consultants have that information they can see if those businesses match up to the City's trade area demographics. Ms. Vance stated that staff is meeting with local realtors and developers on March 2, 2016 to discuss the market analysis data and update them on all the City's current projects.

Ms. Vance distributed the budget schedule for FY2016/2017 to Council. She stated that staff will present the draft Utility Fund budget to Council at the second Council Meeting in March.

Ms. Vance stated that staff recently received the denial letter from the City's insurance company for the Riverwalk and the Thomas Newman Boat Landing repairs. She stated the next step was to ask FEMA for full funding to repair both. She explained that the City has to hire an engineer to engineer the project and bid it out. Those bids will go to FEMA for their consideration. She explained that FEMA's funds are reimbursable so the City will have to expend the funds first then be reimbursed.

Ms. Vance stated that the Knox Abbott Drive/Charleston Highway improvements will be starting soon. She explained that Ms. Tara Greenwood will be contacted when there is a start date. At that point, staff will contact the City's neighborhood leader's with that information and use social media and the City's website to distribute the information. She stated that the Neighborhood Walmart plans to open by June 2016 so the intersection improvements will start in the near future.

Ms. Vance stated that she will be attending the City's neighborhood's monthly meetings to discuss the waterline replacement project and to answer any questions.

Committee Matters

A. Approval to Enter the Following Approved Committee Minutes into the City's Official Record

Council Member Corley made a motion to approve entering the following Committee minutes into the City's official record:

Cayce Housing Authority – August 18, 2015
Events Committee – November 12, 2015
Board of Zoning Appeals – December 21, 2015
Planning Commission – December 21, 2015

Council Member Almond seconded the motion which was unanimously approved by roll call vote.

B. Appointments and Reappointments

Mayor Partin stated there was one open position on the Museum Commission. Ms. Judy Corbitt has submitted a potential member application for this Commission. Council Member Jenkins made a motion to appoint Ms. Corbitt to the Museum Commission. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Mayor Partin updated the assembly on the City Committees and Foundations with open positions. They are listed below.

Accommodations Tax Committee – Three (3) Positions

These positions must be filled by someone in the restaurant or hotel industry in the City.

Beautification Board – Three (3) Positions

Consolidated Board of Appeals – One (1) Position

Members who serve on this Board must either be an Engineer, Contractor, Architect or Design Professional.

Events Committee – Two (2) Positions

Public Safety Foundation – Five (5) Positions

Council Comments

Mayor Partin stated that Mr. Jordan built an extra Little Free Library for the City to use wherever they see fit. She asked the assembly to let staff know of any suitable place within the City. She explained that a group would need to commit to maintaining the Little Free Library.

Executive Session

- A. Receipt of legal advice relating to claims and potential claims by the City and other matters covered by the attorney-client privilege
- B. Discussion and receipt of legal advice concerning proposed contractual arrangements for refinancing of utility debt
- C. Discussion of employment status of an employee

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.

Possible Actions by Council in follow up to Executive Session

Mayor Partin stated that no action was taken in Executive Session.

Adjourn

There being no further business, Council Member Carter made a motion to adjourn the meeting. Council Member Almond seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 7:45 p.m.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, Municipal Clerk



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City of Cayce Special Council Meeting February 17, 2015

A Special Council Meeting was held this afternoon at 5:00 p.m. at the Cayce Tennis and Fitness Center. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley, and James Jenkins. City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood, Municipal Clerk Mendy Corder, City Treasurer Garry Huddle, Chief Charles McNair 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 meeting in accordance with the FOIA. Ms. Corder confirmed they were notified.

Call to Order

Mayor Partin called the meeting to order and Council Member Carter gave the invocation. Mayor Partin led the assembly in reciting the Pledge of Allegiance.

Public Comment Regarding Items in the Agenda

Ms. Corder stated no one had signed up for public comment.

Resolutions and Ordinances

A. Discussion and Approval of Naming Park in Riverland Park

Ms. Vance stated that Council needs to choose a name for the park since it is close to being completed. She stated that Martin Marietta donated a large granite stone that the name of the park will be placed on. She stated that she had talked to the Riverland Park Neighborhood Association regarding the name and they voted to recommend to Council that the park be named after Mr. Kelley Jones who helped facilitate having the property donated to the City.

Council Member Jenkins asked if it was possible to make the name of the park permanent so it could not be changed in the future. Mr. Crowe stated that it was not possible to bind a future Council to the name of the park. Mayor Partin asked if Martin Marietta's name would also be listed on the park's sign since they donated the granite stone. Ms. Vance stated that it would be listed underneath the name of the park on the granite stone.

Council Member Jenkins made a motion to name the park in Riverland Park the H. Kelly Jones Park and also list Martin Marietta on the granite stone. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

B. Presentation of City of Cayce Economic Development Study

Ms. Vance stated that the City's representative with the Retail Coach was not available to attend a Council Meeting to present the data until March 16, 2016. She explained that she wanted Council to have the information before staff's meeting on March 2, 2016 with local realtors and developers since the data will be presented at that meeting. She stated that the study will be placed on the One Drive and the Economic Development page on the City's website. The PowerPoint presentation that Ms. Vance presented to Council is attached.

Ms. Vance stated that staff is meeting on March 8, 2016 with the State Street property owners to discuss future development of State Street and the property owners plans for their property. The goal is to brainstorm about the area and see what can be done to jumpstart future development.

Ms. Vance stated that The Retail Coach interviewed ten to fifteen retailers in each of Cayce's retail districts so they could gain insight into the primary trade area of consumers across national brands already in the community. She stated that staff can use the data from the economic development study to recruit potential businesses to the City.

Ms. Vance stated that Council and staff have to be cognizant of the importance of recruiting businesses that are a good fit for the City and that would be successful in the City's market. She stated it would be detrimental to have a business locate in the City and fail. She explained that when a business fails it resonates throughout the retailer community and the development community. She stated the goal is to recruit businesses that Cayce residents need and want and for those businesses to be successful.

Ms. Vance stated that The Retail Coach will perform a retail match list for the City that will tell which type of retailers match with the City's demographics and will be a good fit. She stated that The Retail Coach has also created a feasibility package and a retail market profile for the City. She stated that the consultants will also do a site inventory of three sites in the City chosen by staff and do a site profile. They will then give staff ideas and contacts for the development of the sites.

Ms. Vance asked Council to review the Economic Development Study and let her know if they have any questions. She stated that The Retail Coach could attend a future meeting to answer any questions and discuss the study in more detail. Council Member Almond asked of the City's leakage was still in line with what the Charrette showed in 2009. Ms. Vance stated that there was not much change in the leakage.

Council Comments

There were no Council comments.

Executive Session

- A. Receipt of legal advice relating to claims and potential claims by the City and other matters covered by the attorney-client privilege

Mayor Partin stated there were not any items to be discussed in Executive Session.

Adjourn

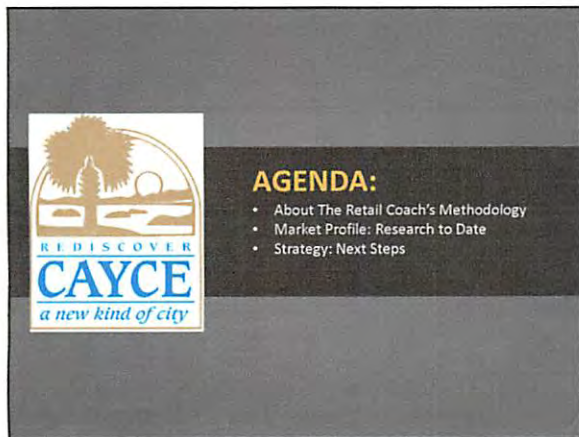
Council Member Almond made a motion to adjourn the meeting. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 5:45 p.m.

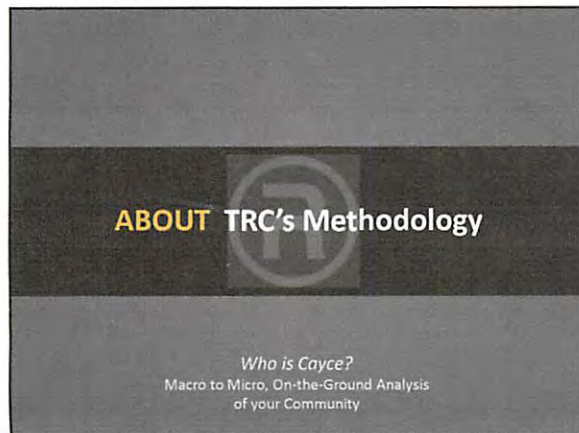
Elise Partin, Mayor

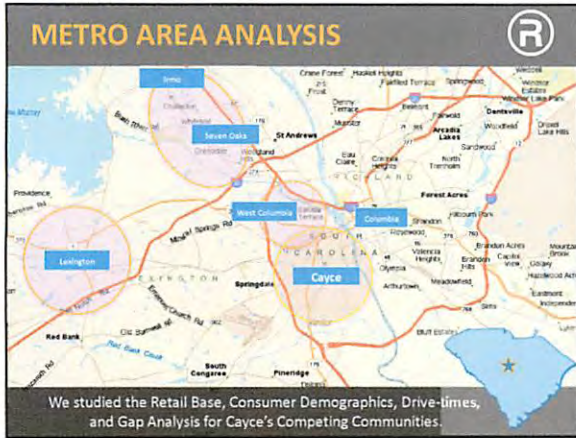
ATTEST:

Mendy Corder, Municipal Clerk

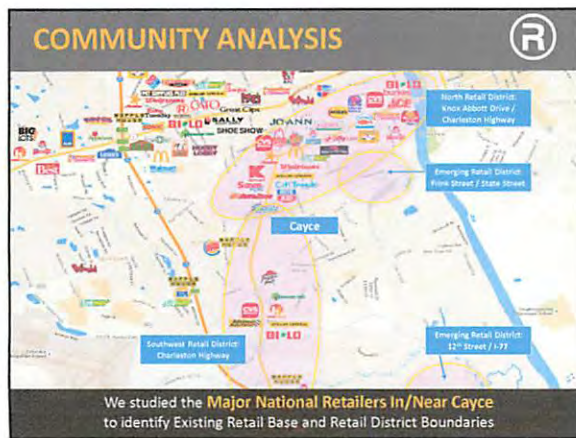












Retail Trade Area: the geographical area from which a community's retailers derive a majority (approximately 85%) of their business.

Cayce's Retail Trade Area

The Retail Trade Area Map for Cayce is **UNIQUE** and tells more about consumer trends than a typical Radial or Drive-Time Analysis.





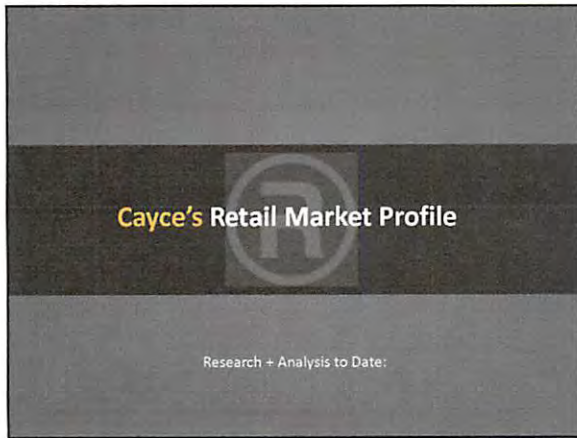
Retailer Interviews: Retail Trade Area

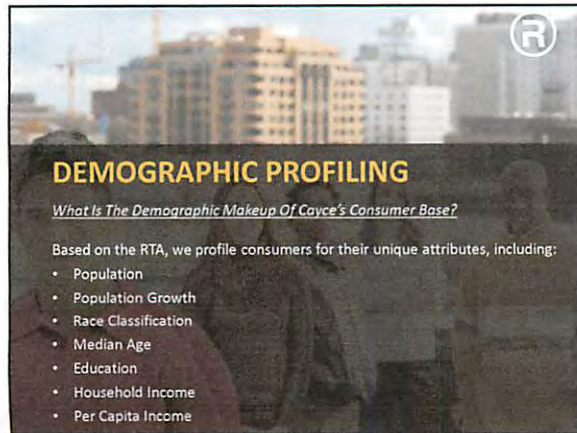
TRC interviewed 10-15 Retailers in each Retail District (25+ total) giving you first-hand insight into the primary trade area of consumers across national brands already in your community.





Mapping: Cayce's Retail Trade Area







PSYCHOGRAPHIC SEGMENTATION 



LifeMode Group • Homeowner

100 SMALL TOWN SIMPLICITY

Small Town Simplicity includes young families and senior householders that are bound by community ties.

The lifestyle is down-to-earth and unpretentious, with a penchant for entertainment and social, and emphasizes convenience for both young parents and aging adults. Residents pursue a variety of interests including gardening, fishing, shopping, and their children like fishing and riding bikes. About 1 in 4 households is either empty nest, parents are back in the home, or young adults are in college and visiting home.

US Household // 2,305,000
Average Household Size // 2.25
Median Age // 30.0
Median Household Income // \$22,000

PSYCHOGRAPHIC SEGMENTATION 




LifeMode Group • GenX/Urban


100 MIDLIFE CONSTANTS

Middle Constants residents are seniors at or approaching retirement with below average labor force participation and above average net worth.

Although they live in urban centers or metropolitan areas, they live outside the inner city. Middle Constants residents are generally more conservative than urban. They are generally not big spenders.

US Household // 2,843,000
Average Household Size // 2.30
Median Age // 45.3
Median Household Income // \$49,000

PSYCHOGRAPHIC SEGMENTATION 



LifeMode Group • Senior Styles

100 RETIREMENT COMMUNITIES

Retirement Communities neighborhoods are evenly distributed across the country.

They combine single-family homes and independent living with apartments, assisted living, and continuous care housing facilities. Over half of the housing units are in multiunit structures, and the majority of residents have a lease. This group enjoys watching cable TV and stays up-to-date with newspapers and magazines. Residents take pride in fiscal responsibility and keep a close eye on their finances. Although income and net worth are well above national averages, residents enjoy going to the theater, golfing, and taking vacations. While some residents enjoy cooking, many have paid their dues in the kitchen and would rather dine out.

US Household // 1,451,000
Average Household Size // 1.90
Median Age // 62.0
Median Household Income // \$36,000



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PROCLAMATION

WHEREAS, on March 22, 1972, Richard Nixon signed into law a measure that amended the Older Americans Act of 1965 and established a national nutrition program for seniors 60 years and older; and

WHEREAS, Meals on Wheels America established the National March for Meals campaign in March 2002 to recognize the historic month, the importance of the Older Americans Act Nutrition programs, both congregate and home-delivered, and raise awareness about the escalating problem of senior hunger in America; and

WHEREAS, the 2016 observance of March for Meals provides an opportunity to support Meals on Wheels programs that deliver vital and critical services by donation, volunteering and raising awareness about senior hunger and isolation; and

WHEREAS, Meals on Wheels programs – both congregate and home-delivered, in Cayce, South Carolina have served our communities admirably for more than 40 years; and

WHEREAS, volunteers for Meals on Wheels programs in South Carolina are the backbone of the program and they not only deliver nutritious meals to seniors and individuals with disabilities who are at significant risk of hunger and isolation, but also caring, concern and attention to their welfare; and

WHEREAS, Meals on Wheels programs in Cayce, South Carolina provide nutritious meals to seniors throughout the City that help them maintain their health and independence, thereby preventing unnecessary falls, hospitalizations and/or premature institutionalization; and

WHEREAS, Meals on Wheels programs in South Carolina provide a powerful socialization opportunity for millions of seniors to help combat loneliness and isolation;

WHEREAS, Meals on Wheels programs in South Carolina deserve recognition for the contributions they have made and will continue to make to local communities, our State and our Nation; and

NOW THEREFORE, I, Elise Partin, Mayor of Cayce, South Carolina, do proclaim March 2016 as March for Meals Month and urge every citizen to take this month to honor our Meals on Wheels programs, the seniors they serve and the volunteers who care for them. Our recognition of, and involvement in, the national 2016 March for Meals campaign can enrich our entire community and help combat senior hunger and isolation in America.

Dated this 1st day of March 2014

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, Municipal Clerk



CITY OF CAYCE

MAYOR
ELISE PARTIN

MAYOR PRO-TEM
JAMES E. JENKINS

COUNCIL MEMBERS
TARA S. ALMOND
PHIL CARTER
EVA CORLEY

CITY MANAGER
REBECCA VANCE

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

PROCLAMATION

WHEREAS, the 21st day of March 2016 marks the commemoration of End Racism Day, officially observed since 1966 by the United Nations as The International Day for the Elimination of Racial Discrimination; and

WHEREAS, End Racism Day will become an annual observance, led by the South Carolina Human Affairs Commission whose duty is to prevent and eliminate unlawful discrimination; and

WHEREAS, the observance of End Racism Day will be an effort to continue the healing of our state after the Emanuel AME Church shooting; and

WHEREAS, End Racism Day is an opportunity to further the resolve as we pause to celebrate the diversity of the human race rather than allow our dissimilarities to become a reason for racial separation; and

WHEREAS, we encourage all communities across this state to rejoice in the differences in each other such as; race, color, national origin, gender, age, disability and religion; and

WHEREAS, we resolve to, on this commemorative End Racism Day to invite fellow citizens to reaffirm their commitment to combating racism, whatever its form.

NOW THEREFORE, I, Elise Partin, Mayor of Cayce, South Carolina, do proclaim the 21st day of March 2016 End Racism Day.

Dated this 1st day of March 2016

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, Municipal Clerk

ITEM III. C.

On February 5, 2016, off-duty Master Public Safety Officer Luis Feliciano was preparing to celebrate his 25th Wedding Anniversary with his wife. While en route to buy her a card he observed that a residence was on fire and saw the female resident enter the burning home. He immediately called 911 to report the fire then returned to his nearby home, gathered his firefighting gear and returned to the scene.

MPSO Feliciano urged the resident to evacuate and attempted to escort her to safety. However in an extremely distraught state, she refused to leave without her pets. MPSO Feliciano ultimately had to physically remove the resident from her burning home. The residence was a total loss, but thanks to MPSO Feliciano's heroic actions, the resident suffered only minor injuries from an event that could have resulted in loss of life.

Battalion Chief Justin Buck wrote in his letter thanking MSPO Feliciano, "This incident had the positive outcome it did because the right person was at the right place early on when it mattered most...shortly after our arrival he continued to assist by stretching a hand line and 'continue the fight'. Only after I made contact with him and instructed him to take a break would he leave his task."

MPSO Feliciano certainly went above and beyond in putting his own life at risk to save his neighbor. Additionally, he sacrificed his 25th Anniversary dinner with his wife to do so. Because of this, I would like to nominate MPSO Luis Feliciano for the Whole Sole Award.

Respectfully Submitted,
Chief Charles McNair

Memorandum

To: Mayor and Council

From: Rebecca Vance, City Manager
Mendy Corder, Municipal Clerk

Date: February 26, 2016

Subject: Bid Award – Cayce Public Safety Department Electrical Upgrades

ISSUE

Council approval is needed in order to accept the proposal from Gregory Electrical for electrical upgrades in the Public Safety building and to authorize the City Manager to execute a contract between the City of Cayce and Gregory Electrical.

BACKGROUND/DISCUSSION

New electrical panel installations and other electrical upgrades are needed in the Public Safety buildings. Presently the panels are not adequate enough to maintain the amount of electrical service needed. The current system is a single phase residential which needs to be upgraded to a three phase commercial system. This would increase the amps from 150 to 300.

The Public Safety buildings also have an air quality issue that needs to be addressed. The current HVAC units throughout the buildings do not provide any outside ventilation air. New units need to be installed based on the sizes required to provide ventilation. The ductwork in the buildings is in poor condition and is not sealed. It needs to be replaced per the mechanical survey report that was performed by the consulting engineers.

The current electrical system is operating at maximum capacity and would not sustain a new unit. A licensed contractor would need to be hired to perform the necessary work. After the electrical improvements are made, the HVAC system improvements can be designed and funding for those improvements will be requested.

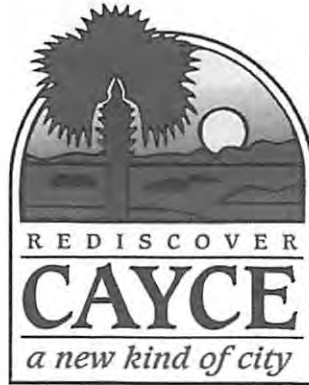
City staff has obtained quotes from two reputable, fully bonded and insured electrical companies for the electrical upgrades of the Public Safety building. Those companies are L&L Contractors and Gregory Electric. Both of the company's quotes are based upon the written RFP, written scope of work, and additional questions the City responded to in writing to the Contractors. The quotes obtained for the project (attached) are as follows:

Gregory Electric	\$78,341.00
L&L Contractors	\$110,400.00

Council approved using up to \$100,000 of General Fund fund balance to upgrade the electrical at the Public Safety building at the January 5, 2016 Council Meeting.

RECOMMENDATION

Staff recommends that Council approve the low bid from Gregory Electric in the amount of \$78,341.00 and authorize the City Manager to execute a contract between the City of Cayce and Gregory Electrical.



City of Cayce
 Bid Opening for Public Safety Electrical Upgrades
 Bid Tab Sheet
 Tuesday, February 16, 2016 – 2:00pm

Firm Name:	Contact Person/Info:	Bid Price:	Total Bid with Add Alt:
Premier Constructors	DID NOT BID	_____	
DNB Electric	DID NOT BID	_____	
L&L Contractors Inc	DeAnna Higbee	\$86,900	\$110,400
Gregory Electric	Sealed bid hand delivered b/f 2pm	\$43,885	\$78,341

Signed By: Tara Greenwood

Date: 2/16/16

Tara Greenwood, City Representative

Cayce Historical Museum Complex Commission Meeting – November 4, 2015

Members present: Archie Moore, Ann Diamond, Mary Sharpe, AG Dantzler, Cyndy Peake, Marion Hutson, and Alice Brooks
Executive Director: Leo Redmond

Absent: Dale Gaskins, Lynn Summers

- Commission Chairman Archie Moore called the meeting to order.
- Commissioner Dantzler offered the invocation.
- Since there was no quorum at the October meeting (due to flood issues), no minutes were taken

Christmas Traditions – December 5th Theme: *Santa Claus Is Coming to Cayce*

- All trees, rooms, and decorated areas have been assigned to those volunteer groups and individuals who have expressed interest in doing so.
 - Trees are already up and ready to go
 - Tuesday, November 17, 5:30 pm, has been designated for group decorating, pizza party for volunteers, etc. (although those using live greenery can decorate closer to the event, if they choose). Director Redmond will get pizza and soft drinks.
 - Commissioner Hutson has worked diligently lining up entertainment for the event, which will include some new and different groups this year.
- In a joint effort among Director Redmond, Commissioner Hutson and others, the reenactor groups have all agreed to continue working with the Museum.
 - The Living History encampments will include Civil War Northern troops and Southern units, as well as Native American groups and Revolutionary War tableaux and reenactors.
 - Director Redmond provided the names and contact information for some individuals who have expressed interest in “getting more involved with” the Museum. They will be contacted by Commissioners and Redmond and encouraged to volunteer for Christmas Traditions, including the community decorating event on November 17th.

Director’s Report

- Council and City staff approved the requests for improvements.
 - Commissioners approved the type of tile/color chosen for the roof. The tiles have a 50-year guarantee.
 - Handicapped/safety rails will also be installed prior to Christmas Traditions. The rails will be powdered-coated and made of a material resembling wrought iron so as not to detract from the historical look of the Complex.
 - The Caboose, and possibly the Fire Truck, will be painted/refurbished in early 2016. Rails with a locked gate will also be installed around the Caboose to protect the updated display.

- Having no further business, Commissioner Dantzler moved that the meeting be adjourned. Commissioner Brooks seconded and the motion was carried.

Note: *Since Christmas Traditions and the other activities surrounding it take the place of the monthly business meeting, the next meeting of the Museum Commission is set for Wednesday, January 6, 2016, 4:00 pm.*

Respectfully submitted,
Alice Brooks
Secretary, Board of Commissioners

CC: Museum Commission Chair Archie Moore and Museum Complex Commissioners
Leo Redmond, Museum Complex Director; Rachel Steen, Assistant Director



AGENDA
BOARD OF ZONING APPEALS
CAYCE TENNIS CENTER
1120 FORT CONGREE TRAIL, CAYCE SC
Monday, January 25, 2016
6:00 PM

I. CALL TO ORDER

The meeting was called to order at 6:00 pm. Members present were Robert McLeod, Jason Simpson, Frank Dickerson, and Bob McArver. Robin DiPietro was absent excused. Staff present was Layne West and Monique Ocean.

II. APPROVAL OF MINUTES

A motion was made by Jason Simpson to approve the minutes from the December 21, 2015, meeting. Frank Dickerson seconded the motion. All were in favor.

III. STATEMENT OF NOTIFICATION

Mr. McLeod asked if the public and media had been notified of the meeting and the public hearing. Monique Ocean confirmed that everyone had been notified.

IV. NEW BUSINESS

a. Nomination and election of Officers for 2016

A motion was made by Frank Dickerson to keep Robert McLeod as Chair and Jason Simpson as the Vice-Chair. Bob McArver seconded the motion. All were in favor and the vote passed unanimously.

b. Nomination of Monique Ocean as Secretary for 2016

A motion was made by Bob McArver to nominate Monique Ocean as Secretary. Frank Dickerson seconded the motion. All were in favor and the vote passed unanimously.

c. Approval of meeting schedule for 2016

A motion was made by Bob McArver to approve the meeting schedule. Frank Dickerson seconded the motion. All were in favor and the vote passed unanimously.

V. PUBLIC HEARING – Variance Request No. 002-15 [A request, by the owner, for a variance to exceed the general requirements for accessory building and uses (*Zoning Ordinance Section 5.6-2*).]

a. Opening Statement

Mr. McLeod recused himself from the vote due to a personal relationship with the applicant. Layne West explained that the applicant's request for an additional accessory structure was denied because the existing accessory structures exceed the quantity, height, and size of what is allowable by the Ordinance. Mr. West explained that allowing another accessory use would increase the non-conformity. The applicants, Mr. and Mrs. Martin, came before the Board to discuss the issue. Mr. Martin explained that one of his accessory buildings was destroyed by a tree. Mr. Martin stated that he wished to replace the destroyed unit without increasing the

size. Mrs. Martin presented the Board with a signed petition from neighbors approving the new accessory structure. Mr. Martin pointed out that he is aware his house is small in square footage but his lot is larger than others in the neighborhood. Mr. Martin suggested that the Ordinance should be revised to regulate accessory structures by the size of the lot and not the size of the principle building.

b. Public Testimony

Mr. Freddy Lloyd of 1303 Northland Drive and Mr. Wendell Hathcox of 1312 Northland Drive appeared before the Board to voice approval of the variance request. No one was present to speak against the variance request.

c. Adjourn Hearing

With no further discussion, Mr. Simpson closed the public hearing.

VI. MOTION – Variance Request No.002-15

Mr. Dickerson made a motion to approve Variance No.002-15. Mr. McArver seconded the motion, with the condition that the variance only applies as long as Mr. and Mrs. Martin reside in the home. All were in favor. The vote passed unanimously.

VII. OTHER BUSINESS

There was no other business.

VIII. ADJOURNMENT

Mr. Dickerson made a motion to adjourn. Mr. Simpson seconded the motion. All were in favor.

A quorum of Council may be present.

No discussion or action on the part of Council will be taken.

All open positions will be advertised on the City's website and Facebook page.

COUNCIL ACTION REQUIRED

ACCOMMODATION TAX COMMITTEE – ONE (1) POSITION

Mr. Mark Burt's term expired in February and he would like to serve again. He has served on the Committee since 1988 and consistently attends the meetings. His reappointment application is attached for Council's review.

EVENTS COMMITTEE – ONE (1) POSITION

Ms. Cindy Pedersen's term expires in March and she would like to serve again. She has served on the Committee since 2001 and consistently attends the meetings. Her reappointment application is attached for Council's review.

NO COUNCIL ACTION REQUIRED

The following positions have been postponed by Council until receipt of potential member applications.

ACCOMMODATIONS TAX COMMITTEE – THREE (3) POSITIONS

Ms. Cherelle Davis is no longer employed with the Country Inn & Suites. Ms. Sue Wofford is no longer with Knights Inn. These positions must be filled by someone from the motel industry in Cayce. The staff liaison is currently speaking with motel managers regarding this position. Mr. Peter Fikas is no longer employed with Red Lobster. This position must be filled by someone from the restaurant industry in Cayce.

BEAUTIFICATION BOARD – THREE (3) POSITIONS

Ms. Sue Perry and Ms. Sue Miles both resigned from the Board in October. There is also one additional open position on the Board. The Board has no recommendations at this time.

CONSOLIDATED BOARD OF APPEALS – ONE (1) POSITION

Mr. Charles Mellette has moved out of the City and is no longer able to serve on the Board. Members who serve on this Board must be either an Engineer, Contractor, Architect or Design Professional. There are no recommendations at this time.

EVENTS COMMITTEE – TWO (2) POSITIONS

Ms. Ellen Mancke resigned from the Committee in November. There is also one additional open position on the Committee. There are no recommendations at this time.

PUBLIC SAFETY FOUNDATION – FIVE (5) POSITIONS

At the February 3, 2015 Council Meeting Council approved amendments to the Cayce Public Safety Foundation's Bylaws. In order to ensure that Council is able to recruit more directors to the Foundation, the Foundation Bylaws now read that Council may appoint directors from within the City at large and directors need not be from particular Council districts.

Also, the amended Bylaws state a quorum consists of the number of directors attending a meeting; provided, that in no event shall a quorum consist of fewer than two (2) directors. Therefore any action needed can be taken at each meeting.

CITY OF CAYCE COMMITTEE REAPPOINTMENT APPLICATION



FEB 1 2016

Name: Mark Burt
Home Address: [REDACTED] Deliesseline Dr City, Cayce State, SC Zip 29033
Telephone: [REDACTED] E-Mail: [REDACTED]
Resident of Cayce: Yes No Number of Years: 32

Please indicate the Committee(s) for which you are applying:

- Accommodations Tax Committee Beautification Board Events Committee
 Cayce Housing Authority Museum Commission Planning Commission
 Consolidated Board of Appeals Board of Zoning Appeals

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation? Yes No **If yes, please specify below.**

Work Address

Company: D1 Technologies Position: CEO
Address: 989 Knox ABBOTT DR City, CAYCE State SC, Zip 29033
Telephone: [REDACTED] E-Mail: [REDACTED]

Work Experience: CEO AND PARTNER FOR D1 TECHNOLGIES, AN SAP GOLD PARTNER.

Educational Background: THE CITADEL B.S. BUSINESS ADMINISTRATION

Membership Information (Professional, Neighborhood and/or Civic Organizations):

PRESIDENT OF BC EDUCATION FOUNDATION
LEXINGTON COUNTY RECREATION COMMISSIONER
CO-CHAIR OF RIVERS EDGE RETREAT
COACH OF WEST COLUMBIA POST 79 AMERICAN LEGION BASEBALL TEAM

Volunteer Work: _____

Hobbies: GOLF, BOATING

Return to:
Mendy Corder, Municipal Clerk
City of Cayce, PO Box 2004, Cayce, SC 29171-2004
Telephone: 803-550-9557 • Fax: 803-796-9072 • Email: mcorder@cityofcayce-sc.gov



**CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION**

Name: Cynthia "Cindy" Pedersen

Home Address: [REDACTED] Michaelmas Ave City, State, Zip: Cayce, SC 29033

Telephone: [REDACTED] E-Mail Address [REDACTED]

Resident of Cayce: X{ Yes { No Number of Years: 23

Please check the Committee for which you are applying for reappointment:

{ Accommodations Tax Committee { Beautification Board X{ Event Committee
{ Cayce Housing Authority { Museum Commission { Planning Commission
{ Consolidated Board of Appeals { Board of Zoning Appeals

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation? { Yes X{ No **If yes, specify below:**

Work Address

Company: SCDHHS Position: Program Coordinator II

Address: 1801 Main Street P O Box 8206

City, State, Zip: Columbia, SC 29202-8206 Telephone: [REDACTED]

Fax: 803-255-8204 E-Mail: [REDACTED]

Work Experience:

1983-1989 – Empire Returns, Utica, NY; 1989-1990- Eli Witt Co., West Columbia, SC

1990-present – SC Dept. of Health and Human Services, Columbia, SC

Educational Background:

Regents Diploma, Waterville Central School 1979, BA, Potsdam College, 1983

Membership Information (Professional, Neighborhood and/or Civic Organizations):

Volunteer Work: Meals on Wheels, Breast Cancer Awareness, SC Guardian Ad litem Program, Animal Rescue

Hobbies: Camping, gardening, music

Return to:

**Mendy Corder, Municipal Clerk
City of Cayce, P.O. Box 2004, Cayce, SC 29171-2004
Telephone: 803-550-9557 • Fax: 803-796-9072
mcorder@cityofcayce-sc.gov**