



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 September 1, 2015

The September 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, Eva Corley, Tim James and James Jenkins. City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood and 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 James invited his Pastor, Dr. Eddie Coakley of Trinity Baptist Church, to give the invocation. Mayor Partin introduced Mr. Dolph Varner to lead the assembly in the Pledge of Allegiance. Mr. Varner graduated from Brookland-Cayce High School in 1963 before heading to the Citadel where he graduated in 1967. Afterwards he joined the United States Army where he served in Vietnam from 1969-70 as a Calvary Officer in the Phoenix Program. Mr. Varner resides in Cayce with his wife. They have one son who is a Major in the Army Reserves and a Veteran of Afghanistan. Additionally, Mr. Varner's father-in-law served in the military during World War II and Korea. Mr. Varner retired from the auto parts industry in 2012.

Approval of Minutes

Council Member Corley made a motion to approve the August 4, 2015 Regular Council Meeting minutes and the August 19, 2015 Special Council Meeting minutes as written. Council Member James seconded the motion which was unanimously approved by roll call vote.

Public Comment Regarding Items on the Agenda

Ms. Corder advised that no one had signed up for Public Comment.

Ordinances and Resolutions

- A. Approval and Presentation of Resolution recognizing Council Member Tim James

Council Member Almond made a motion to approve the Resolution. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Mayor Partin asked Council Member James to join her at the podium where she read the Resolution. It stated that Mr. Timothy M. "Tim" James graduated from Brookland-Cayce High School, earned a Bachelor's Degree in Criminal Justice and is a graduate of the Federal Bureau of Investigation National Academy, the FBI-Carolina Command College, the JFK School of Government at Harvard University and the Municipal Association of South Carolina's Municipal Elected Official Institute of Government. As a young boy he was a Cayce Explorer with Cayce Public Safety and in 1983 he began his career in law enforcement as a dispatcher and jailer with the Cayce Department of Public Safety. He rose through the ranks to serve as Chief of Police for the City of Cayce and Director of the Cayce Department of Public Safety, managing law enforcement and fire suppression services for the City and establishing a reputation as an innovative law enforcement administrator.

Mayor Partin stated that Council Member James was deeply dedicated to his community as a lifelong resident of Cayce and was elected to serve on Cayce City Council in 2010. His daughters, Taylor and Megan, are now being reared in his hometown and attend the same schools that their father did. He is an active member of Trinity Baptist Church and has served the congregation in several leadership capacities, including Chairman of Deacons.

Mayor Partin stated that she and Council join together in expressing their heartfelt appreciation and gratitude to Tim James for his many years of service, leadership and friendship to the City of Cayce, its Council, staff and its citizens. They also extend their best wishes to him and wish him well in his future endeavors as he becomes Vice President and Director of Public Safety for Ocean Reef Community Association in Florida.

Council Member James thanked everyone in attendance and stated that he always had wonderful mentors to support him. He asked everyone to pay it forward since often people achieve success in their lives through the help of others. Mayor Partin stated that she had learned a lot from Council Member James and stated it had been an honor working with him.

B. Discussion and Approval of Ordinance 2015-07 Amending the City's Regulations for Council Expense Reimbursement – Second Reading

Council Member James made a motion to approve the Ordinance with the additional changes that were made since the First Reading. Council Member Almond seconded the motion. Mayor Partin explained that one line was deleted from the section regarding out of state travel since it was redundant. The line stating that only

one Council Member could travel out of state at a time was deleted. The section stating that a list of Council's travel reimbursements be audited was deleted since those expenses are already part of the annual budget.

Council Member James stated that the Ordinance was amended because it created extra work for staff since all the items required in the Ordinance are already done for the annual budget. Mayor Partin called the question and it was unanimously approved by roll call vote.

C. Discussion and Approval of Ordinance 2015-08 Amending Section 103.5 "Fees" of the International Property Maintenance Code to Set a Fee Schedule Relating To the Removal of Unsafe Structures – First Reading

Council Member James made a motion to approve the Ordinance on First Reading. Council Member Corley seconded the motion. Ms. Vance stated that City Council recently adopted staff's recommendation for policy guidelines related to the removal of dilapidated and unsafe structures throughout the City. She explained that in an effort to ensure that all associated costs can be charged against the property and can be ultimately recovered by the City, a fee structure needs to be inserted into the International Property Maintenance Code. Staff believes the suggested fees will cover the immediate costs of demolition and any ancillary costs related to the administration of the program. Ms. Vance explained that additional fees can be added at a later date if they become necessary. She stated that in accordance with State Law, the establishment of new fees requires a Public Hearing. The Public Hearing for these fees is scheduled before the Second Reading at the September 16, 2015 Special Council Meeting. Mayor Partin called the question and it was unanimously approved by roll call vote.

D. Discussion and Approval of Ordinance 2015-09 Amending Section 6.6 Table 2 ("Schedule of Uses and Off-Street Parking Requirements for Commercial, Industrial & Development Districts") of the Zoning Ordinance of the City of Cayce – First Reading

Ms. Vance stated that over the past four years staff has been systematically working to ensure that excessive asphalt parking areas were not included in new developments. She explained that with the pending development of a new hotel and the potential for several others, staff conducted a review of the current Zoning Ordinance and discovered that the current parking requirements for hotels and motels is well outside of the industry standard. Prospective developments of this nature would have some onerous land use requirements placed on them with the current requirements.

Planning staff conducted a survey of other South Carolina cities to discover their parking requirements. The results showed that Cayce is placing an undue burden on hotels and motels with the parking requirement of 1.5 spaces per rental unit.

Council Member Jenkins made a motion to approve the Planning Commission's recommendation and the Ordinance on First Reading. Council Member James seconded the motion which was unanimously approved by roll call vote.

E. Discussion and Approval of Ordinance 2015-10 Adopting Five Year Update to the City of Cayce Comprehensive Plan – First Reading

Ms. Vance explained that the existing Comprehensive Plan was adopted on May 6, 2010 and is the long-range planning document that has helped guide the City over the last five years. In an effort to maintain its relevance and in keeping with State law, as contained in the South Carolina Local Government Comprehensive Planning Enabling Act of 1994 (S.C. Code section 6-29-310 et seq.), Staff conducted a Comprehensive Plan Five Year Update throughout 2015. Staff has used current information to make updates where needed. The Planning Commission met on August 17, 2015, to hear Public Comment about the suggested changes. No members of the public were present at the meeting. The Planning Commission voted unanimously to recommend the updates. Ms. Vance explained that there were not any substantive changes made but the census information was updated.

Council Member Corley made a motion to approve the Planning Commission's recommendations. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

F. Consideration and Approval of Resolution Approving Financing Terms for Utility Department Vehicle Lease Purchases

Ms. Vance explained that a Resolution is required whenever the City does a lease purchase. She stated that BB&T was the low bidder for the lease purchase. She explained that this lease purchase is for the Utility Department's equipment that was approved in the FY2015/2016 budget. Council Member James made a motion to approve the Resolution approving the financing terms. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Other

A. Discussion and Approval of Hospitality Tax Fund Request Application Amendment – Native American Cherokee River Fest

Ms. Vance explained that the Circle of Native Americans are requesting to be allowed to amend their Hospitality Tax Funds application to move funding from the TV/Billboard advertisement line item to pay for the City's Fire Marshal. It is a requirement to have the Fire Marshal on site during an entire event when a gas fuel powered generator is in use. The funds will be reduced from the previously awarded \$16,177 to \$15,540.31. The festival will still have a TV Ad but not a billboard according to the amended budget page.

Council Member Almond stated that Hospitality Tax Funds are to be used to promote tourism in the City. The billboard was intended to market the festival and help attract more people to the event therefore not getting the billboard goes against what the funds are supposed to be used for. She stated that it also concerned her that this festival was funded entirely with Hospitality Tax and Accommodations Tax funds whereas most other festivals have other sources of income. The request was denied.

City Manager's Report

Ms. Vance stated that the Highway 321 waterline project is progressing quickly. The line is being replaced and will have new valves. She stated that the Town of Lexington is taking their Coventry Woods Waterwater Plant off line soon and the City will begin receiving all of the Town's flow. In the near future staff will advertise that the 2016 Hospitality Tax Fund applications will be due mid-November. Staff requests can be done at any time but outside events will be done once a year.

Ms. Vance stated that currently there have been three applicants for the Façade Grant Program. She asked the assembly to let any business on State Street or Knox Abbott Drive know about the enhancement program since there is still funding available. The newspaper articles regarding the City's Demolition Program have led to three property owners contacting City Hall regarding their willingness to assist the city with the demolition process with their property. She stated staff will be reviewing the plans for Guignard Park soon and bidding out the project. Staff has applied for an Energy Grant for LED lights for the parking lot at City Hall. Ms. Vance stated that the contractors have started on the overlook at the park in Riverland Park and the large rock donated from Martin Marietta is now on the property. The name of the Park will be engraved on the rock.

Ms. Vance stated that staff has been working with the Army Corp of Engineers on the Riverwalk Phase 2 repairs and there may be possible funding available through the Corp for bank stabilization. She stated the City also may not be required to get a permit to do the work above the riverbank which is good news since it can take up to nine months to get a permit through the Army Corp of Engineers. The City's partnership with Lexington County for Animal Services is going well and there have not been any problems or complaints from citizens.

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:

Beautification Board – July 14, 2015
Cayce Housing Authority – April 14, 2015
Cayce Housing Authority – June 16, 2015
Events Committee – June 11, 2015
Events Committee – July 16, 2015
Planning Commission – May 18, 2015
Planning Commission – July 20, 2015

Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Council Member Almond requested that Council receive the City's Committee's draft minutes once they are completed since occasionally Council does not see the approved minutes for months. She stated the draft minutes would help Council stay current with the Committees.

B. Appointments and Reappointments

Mayor Partin stated that there is an open position on the Beautification Board and the Beautification Foundation. Ms. Maryann Dowd has submitted a potential member application for both. Council Member James made a motion to appoint Ms. Dowd to the Beautification Board. Council Member Almond seconded the motion which was unanimously approved by roll call vote. Council Member Corley made a motion to appoint Ms. Dowd to the Beautification Foundation. Council Member James seconded the motion which was unanimously approved by roll call vote.

Council Comments

Council Member Corley asked that everyone keep the young lady who was killed in a car accident that morning in their prayers. She was a 21 year old Cayce resident and former Brookland-Cayce High School student who was hit by a drunk driver.

Council Member Almond reiterated how much Council was going to miss Council Member James. Council Member Jenkins stated he and Council Member James have known each other a long time and he hope their friendship continues.

Council Member Jenkins stated that there is a SCE&G light out in Burnette Park and asked staff to contact SCE&G so a work order can be issued for its repair.

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 employment of Economic Development Consultant
- C. Discussion of negotiations incident to proposed contractual arrangements with McKay Public Affairs

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

Item VIII. B.

Council Member James made a motion for the City to renew the contract with McKay Public Affair Strategies and authorize the City Manager to move forward with signing the contract. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Item VIII. C.

Council Member James made a motion to authorize the City Manager to enter into a contract with The Retail Coach and authorize the City Manager to sign the contract for the services discussed in Executive Session. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Adjourn

There being no further business, Council Member James 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 7:37 p.m.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, Municipal Clerk

