



Mayor
Elise Partin

Mayor Pro-Tem
James E. Jenkins

Council Members
Phil Carter
Tim James
Hunter Sox

City Manager
Tracy Hegler

Deputy City Manager
Jim Crosland
Assistant City Manager
Michael Conley

**City of Cayce
Regular Council Meeting
Tuesday, December 6, 2022**

The December Regular Council Meeting was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Mayor Pro Tem James Jenkins and Council Members Phil Carter, Tim James and Hunter Sox. City Manager Tracy Hegler, Deputy City Manager Jim Crosland, Assistant City Manager Michael Conley, Municipal Clerk Mendy Corder, Finance Director Kelly McMullen, Human Resources Director Lynn Dooley, Police Chief Chris Cowan, Fire Chief Steven Bullard, IT Director Jamie Beckham 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 Mayor Pro Tem Jenkins gave the invocation. Mayor Partin led the assembly in the Pledge of Allegiance.

Approval of Minutes

Council Member Carter made a motion to approve the November 1, 2022 and November 16, 2022 Regular Council Meeting minutes as written. Council Member Sox 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. Presentation of Cayce Calendar Photo Contest Winners

Mayor Partin stated that every year the City had a photo contest for the Cayce Calendar that was given to all residents. She stated that Mr. Kevin White's photo, "The Cayce Riverwalk Railroad Bridge", was chosen as the 2023 winner and was featured on the cover of the calendar and for the month of December. Mayor Partin presented Mr. White with a \$200 check and thanked him for his beautiful photograph. Mayor Partin presented a \$100 check to each of the other winners and thanked them for their participation. She advised that calendars were available to be picked up at City Hall.

Mr. Grant Davis, a partner with Mauldin & Jenkins, reviewed the City's Annual Comprehensive Financial Report for FY 2020-2021. He stated that the total assets of the City's General Fund were approximately \$9.9 million and \$7.6 million of that was cash. He stated that a very significant portion of the City's assets were liquid cash versus liabilities of about \$776,000. He stated that the liabilities were trade accounts payable to vendors, accrued salaries to employees and other things of that nature. He stated that the City's fund balance was almost \$9 million. Mr. Davis stated that it was important to look at the total fund balance including the unassigned portion. He stated that was the portion that was not restricted by some external party that it was assigned to or committed to by Council for any specific purpose. He stated that the unassigned total was essentially available to spend. Mr. Davis stated that it was a very liquid balance sheet for the general fund.

Mr. Davis stated that the City had a very healthy General Fund. He stated that the City had almost eight (8) months of fund balance on hand. He stated that if the City spent at the 2021 level and did not have even \$1 of revenue it still had enough fund balance for operating expenses for eight (8) months. He stated that there was an increase in the fund balance from 2020 to 2021 of about \$1.2 million therefore the fund balance was going up. He stated that the General Fund budgeted revenues were \$12.6 million but the City actually took in \$13.6 million. He stated that \$14.2 million was budgeted to be spent but only \$14 million was actually spent.

Mr. Davis stated that the Utility Fund had \$162 million in assets and the most significant element of that total were capital assets, which were things like infrastructure and vehicles. He stated those were reported on the balance sheet net of any accumulated depreciation, so it was a net number. He stated that the Utility Fund had liabilities of \$64.5 million. He stated that the bigger elements of the liabilities were revenue bonds outstanding at about \$54 million. Mr. Davis stated that the water and sewer portion of the City's overall net pension liability was \$7.8 million but that was not uniquely big for city governments. He stated that the remaining liabilities were post-employment benefits liability, which was retiree health insurance that quantified so all these liabilities gave the utility about \$97 million in net position or equity.

Mr. Davis stated that equity decreased in the utility by about \$500,000 but it was important to note that the depreciation was depreciation expense on the capital assets included in the income statement which was \$6 million and a noncash item. He stated therefore there was a big expense for depreciation that did not impact the City's cash flows. He stated that the water sewer utility generated cash flows from operations of about \$6.5 million. He stated that \$500,000 was spent on acquisition and construction of capital assets which was the utility reinvesting in itself by investing in the infrastructure of the utility. Mr. Davis stated that that the interest paid on that debt that was issued was to finance all those capital assets, or at least a portion of them. He stated that \$24.6 million was used for an issuance of bonds to refund prior bonds. He stated there was an increase in cash and utility of \$2 million which was very positive.

Mr. Davis stated that as part of the audit Mauldin & Jenkins issued two (2) reports. The first was an unmodified report on the financial statements. He stated that the second report was a report on internal controls and compliance with laws, regulations, and grant agreements and so on in accordance with government auditing standards. He stated that this report was not designed to offer an opinion or provide an opinion. He stated that they conducted an audit in accordance with government auditing standards, which required certain things and if they noted any deficiencies in internal controls, they were required to communicate that. Mr. Davis stated that there were three (3) deficiencies in internal controls that were noted as a part of the audit. He stated that he and his team were very impressed with the finances of the General Fund. He asked Council if they had questions or anything he could try to address.

Council Member James stated that Mr. Davis presented a good overview. He stated that the very healthy and liquid fund balance was certainly a testimony to staff. He stated that was needed in a city to be able to continue to provide services. Mayor Partin thanked Mr. Davis for his presentation.

Items for Discussion and Possible Approval

A. Discussion and Approval of 2023 Council Meeting Dates

South Carolina state law requires a municipality to make public the dates of Council Meetings at the beginning of each calendar year and provide Council with a suggested schedule. Mayor Partin stated that the Regular Council Meetings were held the first Tuesday and the third Wednesday of the month. She stated that the February, March, July and November Special Council Meetings would be held the fourth Wednesday of the month due to schedule conflicts.

Council Member James made a motion to approve the Council Meeting dates as submitted. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote.

Committee Matters

- A. Approval to Enter the following Committee approved Minutes into the City's Record
 - Zoning Board of Appeals – September 19, 2022
 - Museum Commission – October 5, 2022

Council Member Carter made a motion to accept the Committee approved minutes into the record. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote.

B. Reappointments
Events Committee – One (1) Position

Council Member James made a motion to reappoint Mr. Dave Caps to the Events Committee. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Hegler stated that staff was excited to release the resident calendars to the public the next day. She stated that she wanted to compliment staff for their hard work on the Christmas in Cayce events. She stated that they did a fantastic job and Ms. Corder was at the helm. She stated that she was continuing to get compliments from the public who were able to participate in the events. She stated that the events took a lot of work and dedication, but it was worth it. She stated that the Abbott Arms Apartments rehab was underway nicely and they were getting ready to break ground on the community center. She stated that the City was completely off of the bypass for Six Mile Creek, the emergency sewer line repair the City had to do outside of Moss Creek. Ms. Hegler stated that the construction was complete but the rest of the system still needed to be lined so it would be in good standing for future mishaps. She stated that the lining would start at the beginning of January so the bypass might be needed at that time. She stated that the Utility staff did a great job of managing the massive sewer line repair project.

Ms. Hegler stated that staff was busy preparing their floats and hanging lights for the Chamber's upcoming Christmas parade. She stated that she thought everyone would be super impressed with staffs work on the floats. She stated that they did the work on their lunchtime and they did it because they love being a part of the parade. She stated that she had more compliments on staff to share with Council. She stated that she continued to get so many compliments on the City's Police Officers. She stated that it was so nice that people took the time to write in. She stated one was about Officer Misty Burroughs who was seen providing food and water to a gentleman outside of a local church. She stated that Officers Ware and Sinnott were given kudos from the City of West Columbia. She stated that they had a shots fired call in West Columbia and within 20 minutes, Cayce Officers saw the car, picked it up and had the suspects under arrest. Ms. Hegler stated that Officer Tyler was commended for taking care of someone's aging parents with grace and dignity and this made them so happy that they took time to call. She stated that Lieutenant Harlow was asked recently to speak at the MHRA annual meeting in Myrtle Beach for the Municipal Association and its human resource group. She stated that he did a session on active shooter prevention and had been asked to do it again. Ms. Hegler stated that the City's staff were asked to give statewide trainings often. She stated another staff kudo she had involved an Officer doing extra duty work at Steel Hands and jumped into action and took care of someone that had a lot of sugar issues.

Ms. Hegler stated that after Thanksgiving the City's Utility Department had quite a few people that were out sick. The staff that normally does not work in the office stepped up and worked in the front office for a week. She stated that while one of those staff members, Ben McCartha, was working in the office providing customer service a woman came in to pay her bill and asked Ben if he knew of anyone or any organization that would deliver a Christmas tree to her house. She stated that she lived with her elderly mom who was very sick with infections in her leg and the customer was recovering from back surgery herself. She stated that when the customer came in the next time she told Ms. Kay Hutchinson, the Utility Department Manager, that Ben personally delivered a tree and two boxes of lights to her house. Ms. Hegler stated that was a good example of the customer service the City's staff provided. Mayor Partin thanked Administration for supporting staff so well so they could deliver that level of customer service.

Council Comments

There were no Council comments.

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. Discussion of negotiations incident to proposed contractual arrangements with a consultant related to proposed location of facilities and economic development

Mayor Pro Tem Jenkins made a motion to enter into Executive Session. Council Member James seconded the motion which was unanimously approved by roll call vote.

Reconvene

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

Adjourn

Council Member James made a motion to adjourn the meeting. Council Member Carter seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 7:18 p.m.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk

IF YOU WOULD LIKE TO SPEAK ON A MATTER APPEARING ON THE MEETING AGENDA, PLEASE COMPLETE THE INFORMATION BELOW PRIOR TO THE START OF THE MEETING.* *THANK YOU.*

COUNCIL MEETING SPEAKERS' LIST

Date of Meeting December 6, 2022

Name	Address	Agenda Item

*Appearance of citizens at Council meetings - City of Cayce Code of Ordinances, Sec. 2-71. Any citizen of the municipality may speak at a regular meeting of the council on a matter pertaining to municipal services and operation, with the exception of personnel matters, by notifying the office of the city manager at least five working days prior to the meeting and stating the subject and purpose for speaking. Additionally, during the **public comment period** as specified on the agenda of a regular meeting of the council, a member of the public may speak on a matter appearing on the meeting agenda, with the exception of personnel matters by signing a speakers list maintained by the city clerk prior to the start of the public comment period. The number of speakers at a council meeting may be limited in the discretion of the mayor or presiding officer, the length of time for any speaker's presentation is limited to a maximum of five minutes, and a presentation may be curtailed if determined to be uncivil, contentious, or disruptive in the discretion of the mayor or presiding officer or by majority of vote of council.