

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, October 4, 2022
6:00 p.m. – Cayce City Hall – 1800 12th Street
www.caycesc.gov**

I. Call to Order

- A. Invocation and Pledge of Allegiance
- B. Approval of Minutes
September 6, 2022, Regular Council Meeting

II. Public Comment Regarding Items on the Agenda

III. Presentations

- A. Presentation by Mr. John Jones of the South Carolina Law Enforcement Accreditation Council for the Reaccreditation of the Cayce Police Department

IV. Proclamations

- A. Approval of Proclamation – South Carolina Latino Business Day

V. Ordinances

- A. Discussion and Approval of Ordinance 2022-14 Amending the Zoning Map and Rezoning Properties Located at 2216 Taylor Road (TMS#005759-07-030), a portion (approximately .047 acres) of 2218 Taylor Road (TMS#005759-07-003 (P)) and 2220 Taylor Road (TMS#005759-07-004) from C-2 to RS-3 – First Reading
- B. Discussion and approval of Ordinance 2022-15 Annexing 74.28 acres in Conjunction with RG-1 Zoning Designation. The properties are located at Idlewild Boulevard, Richland County. The properties are further identified as Tax Map Numbers R11111-01-55, R11114-01-13, R11111-01-02, R11114-01-62, R11114-01-61 and R11114-01-02 – First Reading

VI. Items for Discussion and Possible Approval

- A. Discussion and Approval of Order in Our Place Lounge, LLC Business License Revocation Matter
- B. Discussion and Approval of Accommodations Tax Requests for FY2022/2023
- C. Discussion and Approval of Hospitality Tax Fund Requests for FY2022/2023

- D. Discussion and Approval of a Grant Award for a Victim's Advocate Position for the Police Department through the South Carolina Attorney General's Office

VII. Committee Matters

- A. Approval to Enter the following Committee approved Minutes into the City's Record
 - Cayce Housing Authority – June 28, 2022
 - Museum Commission – August 3, 2022
 - Events Committee – August 11, 2022
 - Zoning Board of Appeals – August 15, 2022
 - Planning Commission – August 15, 2022
- B. Reappointments
 - Events Committee – Three (3) Positions
- C. Discussion and Approval of Proposed Amendments to the Cayce Events Committee By-Laws
- D. Discussion and Approval of Proposed Amendments to the Planning Commission By-Laws
- E. Discussion and Approval of Proposed Amendments to the Zoning Board of Appeals By-Laws
- F. Discussion and approval of Proposed Amendments to the Accommodations Tax Committee By-Laws

VIII. City Manager's Report

IX. Council Comments

X. 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

XI. Reconvene

XII. Possible actions by Council in follow up to Executive Session

XIII. 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
Tuesday, September 6, 2022**

The September Regular Council Meeting was held this evening at 6:30 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, Human Resources Director Lynn Dooley, Finance Director Kelly McMullen and IT Director Jamie Beckham 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 the Pledge of Allegiance.

Approval of Minutes

Mayor Pro Tem Jenkins made a motion to approve the August 2, 2022 Regular Council Meeting and the August 17, 2022 Regular 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

No one signed up for Public Comment.

Presentations

A. Recognition of Lt. Danielle McCord for receiving the Order of the Palmetto

Mayor Partin stated that Lieutenant Danielle McCord recently received the Order of the Palmetto from Governor Henry McMaster for her many accomplishments in law enforcement. She stated that it was such a surprise that Lt. McCord's family did not get to be there. She stated that the City wanted to take the opportunity to celebrate Lt. McCord and have her family there.

Lt. McCord stated that her position within the Cayce Police Department is very special to her. She stated that the School Resource Officer unit and the Community Services Division were very near and dear to her heart so everything she and her fellow

officers did inside those buildings was teamwork. She stated that even though she won this award, it was a team effort. Lt. McCord stated that no one could do their jobs by themselves, it truly was a team effort. She stated that she personally believed that she had one of the best teams in the Midlands. She stated that they loved the kids they worked with and loved every single person that came inside the schools no matter what background they had. She stated that they welcomed them fully. Lt. McCord stated that she and her fellow officers pride themselves in the passion they all had for their job. Mayor Partin thanked Lt. McCord for her passion and heart for her job.

- B. Presentation of a Request for Saxe Gotha Industrial Park Wastewater Gravity Line Capacity by Ms. Lou Kennedy, CEO of Nephron Pharmaceuticals Corporation and Mr. Kyle Clampitt, Alliance Consulting Engineers, Inc.

Mr. Clampitt stated that he was with Alliance Consulting Engineers. He stated that he had positive news and developments from the prior week. He stated that he served as Vice President and Principal of Alliance Consulting Engineers and the firm served as the engineer of record for Lexington County for the infrastructure within Saxe Gotha Industrial Park. He stated that they also were the engineer of record for Nephron Pharmaceuticals current campus as well as the Nephron Nitrile Facility. Mr. Clampitt stated that his firm had been coordinating with City of Cayce personnel over the last several months to determine capacity in the existing system at the Saxe Gotha Industrial Park. He stated that on August 29, 2022, there was a coordination meeting that took place with City personnel, Lexington County Election personnel, American Engineering, which is the City of Cayce's engineering consultant, and Alliance Consulting Engineers. He stated that he was happy to report that the City of Cayce personnel issued email correspondence which provided a confirmation that there was currently sufficient capacity in the system to provide a commitment in the amount of 171,000 gallons per day, or equivalent to 118.74 gallons per minute. Mr. Clampitt stated that would allow Nephron Nitrile to begin operations as early as October 2022. He stated that was equivalent to three (3) production lines for Nephron's system as well. He stated that it was their understanding that the capacity approval was connected to currently underway wastewater system improvements that were being completed by the County of Lexington within the corridor as well. He stated that they had expressed their appreciation for this outcome and positive impact this economic development project would have in the state, county and local community.

Resolutions

- A. Consideration and Approval of Resolution Approving Financing Terms for General Fund Vehicles and Equipment Lease Purchase

Ms. Hegler stated that Council did approve purchases of these vehicles in the current fiscal year budget. She stated that it consisted of eight (8) Police Department vehicles, one (1) Fire Department vehicle and seven (7) mobile radios. She stated that

City staff submitted and issued an RFP and received three (3) responses. She stated that Truist Financial had the best response, offering four (4) years at 2.86%. She stated that the annual payments, with no down payment, would be \$120,257 annually for four (4) years at 2.86%. Ms. Hegler stated that was for \$488,000 worth of vehicles and the total interest paid would be \$29,026.24. She stated that the payments would be made monthly in arrears. She stated that funding for this lease purchase contract was included in the City's current fiscal year General Fund budget and would be included in successive years.

Council Member James made a motion that the lease purchase contract be awarded to Truist Financial for a four (4) year term contract at 2.86% with annual payments in arrears of \$120,257 for principal and interest and made a motion to approve a Resolution approving that financing through Truist Financial and that the City Manager be authorized to execute the contract documents. Mayor Pro Ten Jenkins seconded the motion which was unanimously approved by roll call vote.

Items for Discussion and Possible Approval

A. Discussion and Approval to Purchase a Replacement Sanitation Truck and Issue an RFP for Lease purchase

Ms. Hegler stated that the City had been presented with a unique opportunity to replace one of the older sanitation trucks. She stated that Council approved a new sanitation truck with the first tranche of ARPA money and that truck should be completely built soon. She stated that Sanitation Manager Thomas White's relationship with local vendors allowed a vendor to come forward because he knew the City had another Sanitation truck that needed to be replaced. The vendor had a demo that they were not intending to sell but was willing to sell it to the City. Ms. Hegler stated that the purchase of the truck was not in the current budget because staff thought there would not be any available because of the supply chain issues. She stated that staff was told if a vendor currently started processing a vehicle, it would take years to build because of supply issues.

Ms. Hegler stated that the City's current Sanitation truck was built in 2000 and had 10,300 hours on it which computed to 257,000 miles. She stated that the truck was at end of life and it would be a good idea to replace it. She stated that the replacement truck was expected to cost \$246,370 from Amick Equipment and would be a 2023 Peterbilt 567 with a new Cobra Magnum hopper. She stated it was expected to give 20 years of service. She stated that staff proposed funding the new sanitation truck via a lease purchase and she would identify the lease payment funding source after receiving those terms.

Ms. Hegler stated that staff's recommendation was for Council to approve the issuance of an RFP for the lease purchase financing of the Sanitation truck and an

amount not to exceed \$250,000. She stated that because it was a little bit outside of the City's normal procurement practice, but because of supply chain issues, staff would ask Council to waive that process. She stated that once the results of the financing terms have been presented to staff they would be brought to Council for approval. She stated that for reiteration for the public in attendance, the City had been awarded \$6.9 million dollars from the American Rescue Plan Act (ARPA).

Council Member Carter made a motion approve the issuance of an RFP not to exceed \$250,000 and to waive the City's usual procurement process. Council Member Sox seconded the motion. Council Member Carter asked once the two (2) new Sanitation trucks were included in the City's fleet where would it stand. Ms. Hegler stated that the City's two (2) oldest trucks would be replaced which would leave the fleet in good standing. Council Member Carter asked how staff disposed of older vehicles. Ms. Hegler stated that it might be that someone was interested in purchasing it as is or it could be sold for parts. Mayor Partin called the question which was unanimously approved by roll call vote.

B. Discussion and Approval of Cooperative Agreement to Participate in Richland County's Urban County Community Development Block Grant (CDBG) Program for Federal Fiscal Years 2023-2025

Ms. Hegler stated that the City did not receive community development block grants through HUD. She stated that the City opted in by participating with its counties and had done that for years with Lexington County. She stated that the City had an agreement in place for that. She stated that the City was approached by Richland County about entering into the same program for them for the area the City has in Richland County. She stated that she did confirm that the City could be in both as long as the projects were separated by those counties. Ms. Hegler stated that she did know for sure what the City would do yet with CDBG dollars on the Richland County side but there was no cost involved in participating. She stated this would open the door for potential grant opportunities should any present themselves. She stated that staff recommended Council approve the cooperative agreement to participate in Richland County's urban county community development block grant program for fiscal years 2023 to 2025 for the areas the City has within that county.

Mayor Pro Tem Jenkins made a motion to approve the cooperative agreement. Council Member Carter 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
Museum Commission – June 1, 2022

Zoning Board of Appeals – June 27, 2022
Cayce Housing Authority – June 28, 2022
Events Committee – July 14, 2022
Planning Commission – July 18, 2022

Council Member Carter made a motion to enter 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 – Two (2) Positions
Planning Commission – One (1) Position

Council Member James made a motion to reappoint Mr. Danny Creamer and Ms. Maxine Creamer to the Events Committee. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote.

Council Member James made a motion to reappoint Mr. Ed Fuson to the Planning Commission. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Hegler stated that the City's Fall Fest was October 1 from 12pm to 6pm and Mendy, Amanda and the City's Events Committee were working hard on it. She stated that there was a new fall tour scheduled for the 12,000 Year History Park. She stated that the City's Beautification Foundation was hosting their first fundraiser farm-to-table dinner at the Guignard Brick Kilns on October 26 and tickets were on sale for that dinner. She stated that Axon would be at the Police Department working on implementing the new body worn cameras and issuing new Tasers. She stated this was part of the ARPA funding that Council approved in this year's budget. Ms. Hegler stated that staff was really happy that they were able to come to some solution with Nephron Nitrile that could get them started. She stated that had been the City's hope and dream all along. She stated that staff was happy to get some information from Nephron last week that they knew would be helpful in that regard. She stated that it was something staff had said all along would be helpful.

Council Comments

Council Member James congratulated Council Member Carter on the birth of his new grandbaby.

Mayor Partin stated that she was slightly disappointed that City staff got spoken ill about at a press conference for Nephron Nitrile when City staff had gone above and beyond helping even more than they normally do. She thanked staff for always doing the right thing and for customer service being their focus. She stated that she was sorry that staff still got spoken poorly about and in a way that was not correct. She thanked all staff who always do a great job.

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

There were not any items to discuss in Executive Session.

Adjourn

Council Member James made a motion to adjourn the meeting. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 6:50 p.m.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk



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PROCLAMATION

Whereas, September 15th through October 15th is National Hispanic Heritage Month in which Hispanic culture and heritage is celebrated around the United States; and

Whereas, Latino communities and business owners contribute over \$700 billion dollars nationally to the economy; and

Whereas, there are over 4.4 million Latino business owners nationally; and

Whereas, across the United States, Latinos are represented in all the major industry sectors, owning businesses in manufacturing, education, health services, finance, construction and more, and

Whereas, Latino-owned businesses employ more than 3 million people; and

Whereas, South Carolina is home to 833,233 Latino businesses that bring in over \$1.6 billion of income into the state's economy; and

Whereas, upcoming organizations are committed to promote entrepreneurship in our state for the fastest growing economic sector in our state, "the Hispanic Business Community;" and

Whereas, the Hispanic population in South Carolina is 267,398 with the largest population being Mexicans, next being Puerto Ricans, followed by Cubans amongst other Hispanic-Latino communities in our state; and

Whereas, the State of South Carolina celebrates contributions of Hispanic/Latino Business and will recognize events and festivities during October 15, 2022 as South Carolina Latino Business Day during Hispanic Heritage Month; and

THEREFORE, BE IT RESOLVED, that I Elise Partin, Mayor of the City of Cayce, South Carolina, along with fellow members of the Cayce City Council, do hereby recognize South Carolina Latino Business Day to be celebrated on October 15, 2022 in recognition of Latino-owned businesses and their contributions to the State of South Carolina.

Dated this 4th day of October 2022.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, CMC, Municipal Clerk

Memorandum

To: Mayor and Council

From: Tracy Hegler, City Manager
Monique Ocean, Planning & Zoning Administrator

Date: September 29, 2022

Subject: First Reading of an Ordinance to re-zone properties located at 2216 Taylor Road (Tax Map Number 005759-07-030), a portion (approx. 0.47 acres) of 2218 Taylor Road (Tax Map Number 005759-07-003) and 2220 Taylor Road (Tax map Number 005759-07-004) from C-2 (Neighborhood Commercial) to RS-3 (Single Family, Small Lots)

Issue

Council approval is needed for the First Reading of an Ordinance to re-zone properties located at 2216 Taylor Road (Tax Map Number 005759-07-030), a portion (approx. 0.47 acres) of 2218 Taylor Road (Tax Map Number 005759-07-003) and 2220 Taylor Road (Tax map Number 005759-07-004) from C-2 (Neighborhood Commercial) to RS-3 (Single Family, Small Lots).

Discussion

The rezoning request consists of three properties to include 2216 Taylor Road, a portion (approximately 0.47 acres) of 2218 Taylor Road and 2220 Taylor Road. Each property is currently zoned C-2. The applicant wishes to rezone two (2) of the existing parcels to RS-3 and the applicant intends to subdivide the parcel at 2218 Taylor Road (TMS 005759-07-003) to create two (2) new lots. The new lots will consist of approximately 0.25 acres and 0.22 acres, each. The owner/applicant requests to rezone these lots to RS-3 and the remaining section of the parcel at 2218 Taylor Road will keep its C-2 zoning designation.

The RS-3 zoning designation is described as single family residential, small lots. The subject properties are adjacent to RS-3, RG-1 and C-2 zoned properties.

The subject properties are located under the Residential Conservation/Infill (RC) classification of the Future Land Use Map. The objective of the RC classification is to protect existing residential areas for single family use and promote “infill” of single-family housing. The request is in compliance with the Comprehensive Plan’s Future Land Use Map

The requested RS-3 zoning designation is compatible with the existing single-family use of the properties at 2216 Taylor Road and 2220 Taylor Road.

The applicant has submitted a model survey to indicate the proposed property lines and setbacks to the existing buildings. The proposed parcels appear to meet the minimum size requirements for the RS-3 zoning district. The minimum size for a new parcel in the RS-3 zoning district must be at least 60 feet in width and at least 7,200 square feet (.165 acres) in area.

Staff would like to note that the proposed rezoning would create a situation where a commercially-zoned parcel is situated in back of four residentially-zoned parcels, creating potential use conflicts and a nontraditional commercial location with limited street frontage.

Recommendation

The Planning Commission unanimously voted to recommend that City Council approve the rezoning request for 2216 Taylor Road (Tax Map Number 005759-07-030), a portion (approx. 0.47 acres) of 2218 Taylor Road (Tax Map Number 005759-07-003) and 2220 Taylor Road (Tax Map Number 005759-07-004) from C-2 (Neighborhood Commercial) to RS-3 (Single Family, Small Lots).

STATE OF SOUTH CAROLINA)
)
COUNTY OF LEXINGTON)
)
CITY OF CAYCE)

ORDINANCE 2022-14
Amending the Zoning Map and Rezoning
Properties Located at 2216 Taylor Road
(TMS 005759-07-030), 2218 Taylor Road (P)
(TMS 005759-07-003(P) and 2220 Taylor
Road (TMS 005759-07-004) from C-2 to RS-3

WHEREAS, the Owner/Applicant requested that the City of Cayce amend the Zoning Map to re-designate the properties comprising and shown as 2216 Taylor Road, a portion of 2218 Taylor Road (approx. 0.47 acres) and 2220 Taylor Road, further identified as Tax Map Numbers 005759-07-030, 005759-07-003(P) and 005759-07-004 from C-2 (Neighborhood Commercial) to RS-3 (Single Family, Small Lots), and

WHEREAS, the Planning Commission held a public hearing on this request to receive comments from the public and adjacent property owners, and

WHEREAS, the Planning Commission met on September 19, 2022, to receive public comments and vote on whether to recommend the rezoning request, and has decided, by a unanimous vote, that it does recommend this change to the existing zoning,

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Cayce, in Council, duly assembled, that the property hereinafter listed, and as shown on the attached sketch, is hereby rezoned and reclassified on the Zoning Map of the City of Cayce as RS-3 (Single Family, Small Lots):

2216 Taylor Road
TMS 005759-07-030

2218 Taylor Road
TMS 005759-07-003 (P)

2220 Taylor Road
TMS 005759-07-007

This Ordinance shall be effective from the date of second reading approval by Council.

DONE IN MEETING DULY ASSEMBLED, this _____ day of _____ 2022.

Elise Partin, Mayor

Attest:

Mendy Corder, CMC, Municipal Clerk

First Reading: _____

Second Reading and Adoption: _____

Approved as to form: _____
Danny C. Crowe, City Attorney


Rezoning Request
EXISTING ZONING

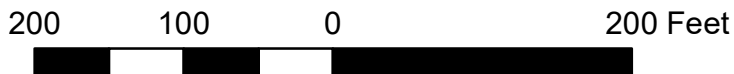
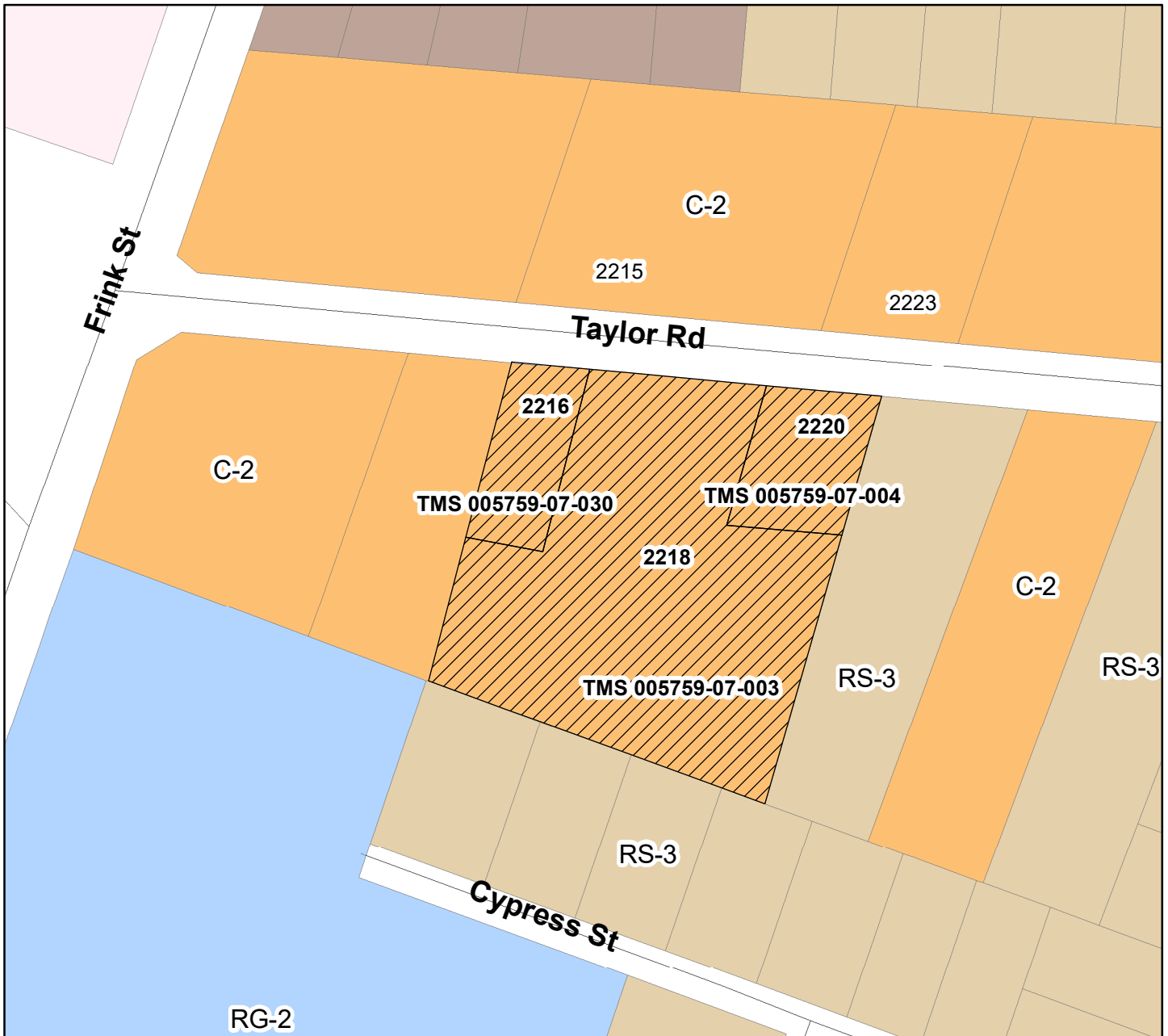
2216 Taylor Road
TMS 005759-07-030

2218 Taylor Road
TMS 005759-07-003 (P)

2220 Taylor Road
TMS 005759-07-007

Legend

 Re-zoning Request



City of Cayce
South Carolina

Planning Commission Zoning Map Amendment

Date Filed: 8/15/22 Request No: _____ Fee: _____ Receipt No: _____

A zoning map amendment may be initiated by the property owner(s), Planning Commission, Zoning Administrator, or City Council. If the application is on behalf of the property owner(s), all owners must sign. If the applicant is not an owner, the owner(s) must sign the Designation of Agent section.

THE APPLICANT HEREBY REQUESTS that the property described as above be considered for rezoning from C-2 to RS-3

The descriptive narrative of the proposed development is as follows:

As shown on the attached drawing entitled "Exhibit A", this rezoning applies to the following four (3) properties:

- 1) Tax Map Number: 005759-07-030
Property Address: 2216 Taylor Road;
- 2) Tax Map Number: 005759-07-004
Property Address: 2220 Taylor Road;
- 3) Tax Map Number: 005759-07-003
Property Address: 2218 Taylor Road;
- 4) Tax Map Number: 005759-07-002
Property Address: Vacant lot next to 2216 Taylor Rd.

These are contiguous properties owned by Kennedy Price Investments, LLC bordering Taylor Rd. These being the same properties convade from Willam M. McMillan to Kennedy Price Investments, LLC. Total number of acres for said properties is 2.15 more or less.

The justification for this change is as follows:

None of the current uses of other properties on Taylor Road are according to the present zoning. The past uses for my property have historically been mixed use. We would like zoning that is reasonable considering the neighborhood and the structures on the property.

APPLICANT(S) [print]: Kennedy Price Investments, LLC Address: 203 Calcutta Dr. West Columbia, SC 29172 Telephone: 910.217.2181 [Business] _____
[Residence] Interest: Owner(s): X Agent of owner(s): Other: ___

OWNER(S) [if other than Applicant(s)]: _____

Address: _____ Telephone: _____ [Business] _____ [Residence]

1. PROPERTY ADDRESS: 2216 Taylor Road Cayce, SC 29033 Lot 1 Block _____
Subdivision _____ Tax Map No. 005759-07-030 Plat Book
36-G Page 194 Lot Dimensions: _____ Area: [sq. ft. or acreage]
Approximately .18 acres proposed Deed restrictions/limitations on property: N/A
 - Current Use: Single-Family Residential and occupied.
 - Proposed Use: Remain Single-Family Residential; but lot lines may be adjusted to reflect proposed acreage. See Exhibit B
 - Lot 1 shall follow all RS-3 Zoning District uses and standards in accordance with the Cayce Zoning Ordinance.

2. PROPERTY ADDRESS: 2220 Taylor Road Cayce SC, 29033 Lot 2 Block _____
Subdivision _____ Tax Map No. 005759-07-004
Plat Book 9297 Page 182 Lot Dimensions: _____ Area:[sq. ft. or
acreage] Approximately .38 acres proposed Deed restrictions/limitations on property: N/A
 - Current Use: Single-family residential house and is currently occupied.
 - Proposed: Adjust property lines as shown in Exhibit B to reflect proposed acreage. Single-Family Residential house will maintain that use.
 - Lot 2 shall follow all RS-3 Zoning District uses and standards in accordance with the Cayce Zoning Ordinance.

3. PROPERTY ADDRESS: 2218 Taylor Road Cayce, SC 29033 Lot 3 Block _____
Subdivision _____ Tax Map No. 005759-07-003 & 005759-07-002
Plat Book 9297 Page 182 Lot Dimensions: _____ Area: [sq. ft.
or acreage] approximately 1.59 acres Deed restrictions/limitations on property: N/A
 - Current Use: Commercial as shown on Exhibit B once lot lines are adjusted.
 - Proposed Use: Commercial use only; Proposed property line to be adjusted as shown in Exhibit B to reflect proposed acreage.
 - Lot 3 shall follow all C-2 Zoning District uses and standards in accordance with the most current Cayce Zoning Ordinance.

4. PROPERTY ADDRESS: Partial of 2220 Taylor Road Cayce SC, 29033 Lot 2
Block _____ Subdivision _____ Tax Map No. _____ Plat Book
9297 Page 182 Lot Dimensions: _____ Area:[sq. ft. or acreage]
Approximately .22 acres proposed Deed restrictions/limitations on property: N/A
 - Current Use: Single-family residential house and is currently occupied.
 - Proposed: Adjust property lines as shown in Exhibit A (Lot 3) to reflect proposed acreage. Single-Family Residential house will maintain that use.

- Lot 2 shall follow all RS-3 Zoning District uses and standards in accordance with the Cayce Zoning Ordinance.

5. PROPERTY ADDRESS: Partial of 2220 Taylor Road Cayce SC, 29033 Lot 2
 Block _____ Subdivision _____ Tax Map No. _____ Plat
 Book 9297 Page 182 Lot Dimensions: _____ Area:[sq. ft. or
 acreage] Approximately .25 acres proposed Deed restrictions/limitations on property: N/A

- Current Use: Single-family residential house and is currently occupied.
- Proposed: Adjust property lines as shown in Exhibit A (Lot 4) to reflect proposed acreage. Single-Family Residential house will maintain that use.
- Lot 2 shall follow all RS-3 Zoning District uses and standards in accordance with the Cayce Zoning Ordinance.

I (we) certify that to the best of my (our) knowledge that the information contained herein is accurate and correct.

Date: _____

_____ Kennedy Price Investments, LLC _____



 Applicant signature(s)

Official Use Only:

Property posted: 9-2-22 By: SHJ, RW

Published in Newspaper on: 9-1-22

PLANNING COMMISSION: 9-15-22

RECOMMENDATION: Recommendation for approval

CITY COUNCIL [1st Reading] _____

ACTION: _____

CITY COUNCIL [Final Reading] _____

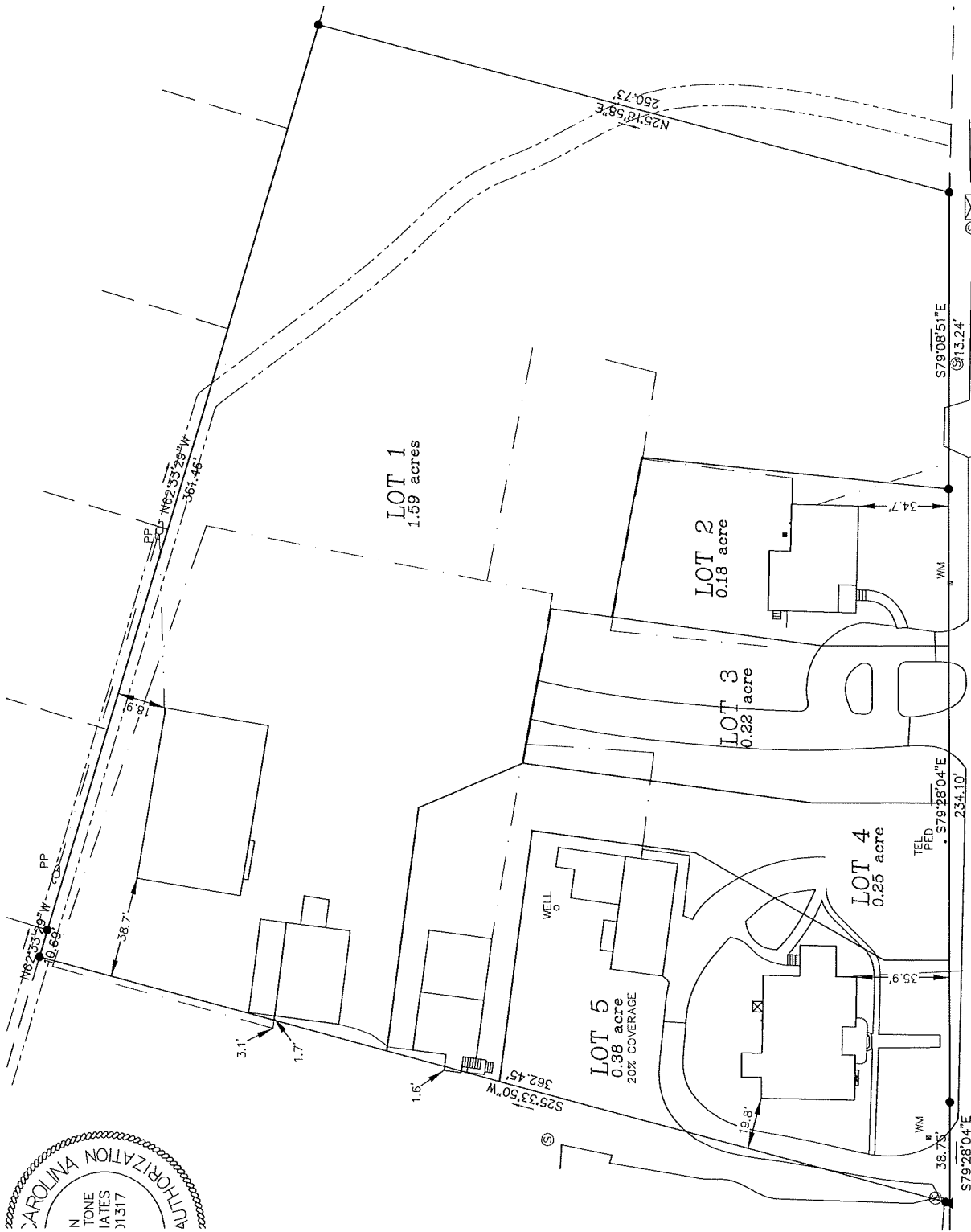
ACTION: _____

Notice to applicant sent on _____ advising of Councils action. If approved a statement to the effect that our zoning maps and records now reflect the new zoning of the property. If disapproved, the

reasons for disapproval, a statement that any other request for rezoning on the same piece of property will not be accepted for a period of one (1) year from Councils action.

Legal Descriptions

- TMS: 00579-07-030
 - All that certain piece, parcel or lot of land, with the improvements thereon, situate, lying and being, near the Town of Cayce, in the County of Lexington, in the State of South Carolina being composed and embracing the northern portion of Tract #2 as shown on a plat prepared for H.R. Oxner by Claude R. McMillan, Jr., dated March 7, 1955 and recorded in the Office of the Clerk of the Court for Lexington County in Plat Book 36-G at page 194, in the shape of a parallelogram, measuring on its northern and southern sides sixty-five (65') feet and on its eastern and western sides one hundred fifty (150') feet, bounded on the north by Taylor Road, on the east by a portion of Tract #1 as shown on a said plat, property of H.R. Oxner, on the south by the remaining portion of Tract #2 of said plat and on the west by lands now or formerly of Taylor. All measurements being little more or less.
- TMS: 005759-07-004
 - All that certain piece, parcel or lot of land, situate in Congaree Township, Brookland Cayce School District and State of South Carolina and County of Lexington, containing one-fourth (1/4) of an acre, adjoining lands of Grantee on the East 330 feet; G. F. Geiger on the South 34 feet; Grantor on the West 321 feet and Taylor Road on the North 34 feet. All measurements being a little more or less.
- TMS: 005759-07-003 Street Address: 2218 Taylor Road
 - All that piece, parcel or lot of land, situate in Congaree Township, Brookland Cayce School District and State of South Carolina and County of Lexington being a lot of three fourths(3/4) acres, and adjoining lands of Grantor on the West 330 feet, County road on the North 95 feet, M.E. Martin on the East 360 feet and Grover F. Geiger on the South 95 feet. All measurements being a little more or less. This being the identical property conveyed to Marilyn O. McMillan by Deed of Daisy Irene Oxner, dated May 25, 2004, and recorded May 28, 2004 in the Lexington County ROD Office in Deed Book 9297 at Page 182.
 - Also: All that parcel or lot of land, situate in Congaree Township, School District No. 2 and State of South Carolina and County of Lexington, being a lot with the following boundaries and measurements, on the South by Grantor 96 feet, also on the West 120 feet, East by Wilford Martin 120 feet and North by Taylor Road 96 feet. All measurements being a little more or less.



LOT 1
1.59 acres

LOT 2
0.18 acre

LOT 3
0.22 acre

LOT 4
0.25 acre

LOT 5
0.38 acre
20% COVERAGE

TAYLOR ROAD
(S-32-472) - (40' R/W)

N62°33'38"W - 70' - PP
18.89'

N62°33'29"W - 361.46' - PP
38.7'

N25°18'58"E - 250.73'

S79°08'51"E - 13.24'

S79°28'04"E - 234.10'

S25°33'50"W - 362.45'

3.1'

1.7'

1.6'

19.8'

35.9'

38.73'

WM

TEL
PED

WM

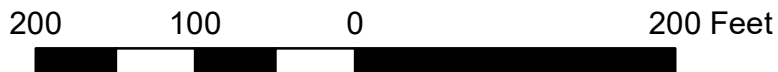
34.7'

Rezoning Request

2216 Taylor Road
TMS 005759-07-030

2218 Taylor Road
TMS 005759-07-003 (P)

2220 Taylor Road
TMS 005759-07-007



Memorandum

To: Mayor and Council

From: Tracy Hegler, City Manager
Monique Ocean, Planning & Zoning Administrator

Date: October 4, 2022

Subject: First Reading of an ordinance to annex in conjunction with an RG-1 zoning designation. The properties are located near Idlewild Boulevard, Richland County and are further identified as Tax Map Numbers R11111-01-55, R11114-01-13, R11111-01-54, R11111-01-02, R11114-01-62, R11114-01-61, and R11114-01-02.

Issue

Council approval is needed for the First Reading of an ordinance to annex properties in conjunction with an RG-1 zoning designation. The properties are located near Idlewild Boulevard, Richland County and are further identified as Tax Map Numbers R11111-01-55, R11114-01-13, R11111-01-54, R11111-01-02, R11114-01-62, R11114-01-61, and R11114-01-02.

Discussion

The request includes seven (7) parcels, located near Idlewild Boulevard, Richland County. The applicant wishes to annex the properties into the Cayce City Limits, in conjunction with an RG-1 zoning designation.

The requested zoning designation was chosen by the applicant because of the allowable uses in the RG-1 zoning designation, such as multi-family.

The subject properties are adjacent to PDD zoned property in the City of Cayce. The subject properties are also adjacent to residential properties, Rural District RU, residential, single family – medium density RM-MD, and Light Industrial M-1 zoned properties in Richland County.

The subject properties are located adjacent to the LD (Limited Development) area of the Future Land Use Map. The objective of the LD classification is to ensure the proper planning in environmentally fragile areas and development of large undeveloped tracts. Compatible zoning districts include D-1 (Developmental District) and PDD (Planned Development District).

Alternative districts are to be reviewed for compatibility. Table 9.3 Future Land Use Compliance Index list compatible zoning districts as existing zoning, D-1 and PDD.

The requested RG-1 zoning designation is in not in compliance with the Comprehensive Plan's Future Land Use Map.

Sonoco Recycling, 1132 Idlewild Boulevard, submitted a letter stating their opposition to the request. The Attorney for Sonoco was present to speak against the request. There was no one present to speak in favor of the request.

Recommendation

The Planning Commission, by a majority of 5 to 1, voted against the recommendation for approval to annex the properties in conjunction with an RG-1 zoning designation.

Five members of the Planning Commission stated they voted against recommendation for approval because:

1. There is not enough information on how the annexation would impact/stress the City's public safety services;
2. The City should not expand any more into Richland County;
3. The requested zoning does not comply with the City's Comprehensive Plan;
4. The annexation does not appear to be a financial benefit to the City.

Commissioner Stockton Wells, who voted in favor of the recommendation for approval, stated the proposed use seems like good use of the land, although Cayce police and fire needs to be consulted for more information regarding public safety. Commissioner Richard Boiteau recused himself from voting because of his acquaintance with Sonoco Recycling Corporate Real Estate Manager, Scott Cameron.

STATE OF SOUTH CAROLINA)
)
COUNTY OF LEXINGTON)
)
CITY OF CAYCE)

ORDINANCE 2022-15
Annexing Properties Located Near
Idlewild Boulevard, Richland County,
Further Identified as Tax Map Numbers
R11111-01-55, R11114-01-13, R11111-01-
54, R11111-01-02, R11114-01-62, R11114-
01-61, and R11114-01-02, in Conjunction
with an RG-1 Zoning Designation, into the
City Limits Under the Provisions of South
Carolina Code Section 5-3-150(3)

WHEREAS, a proper petition has been filed with the City of Cayce by the owner of 100 percent of the assessed value of the contiguous properties hereinafter described petitioning for annexation of the properties to the City of Cayce under the provisions of S.C. Code 5-3-150(3); and

WHEREAS, it appears to Council that annexation would be in the best interest of the property owners and the City of Cayce, and

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Cayce, in Council, duly assembled, that the properties hereinafter described are hereby annexed to and become a part of the City of Cayce:

PROPERTY DESCRIPTIONS

All those certain pieces, parcels, or lots of land, situate, lying and being near the City of Cayce in the County of Richland, State of South Carolina, being shown on attached Exhibit "A" which is made part of this Ordinance and consisting of approximately 74.28 acres:

- (1) The parcel of property not currently within the City that is located at the end of Idlewild Boulevard, Richland County, further identified as Richland County Tax Map Number R11111-01-55 and adjacent to N/S S. Beltline Boulevard (Tax Map Number R11100-01-10),
- (2) The parcel of property not currently within the City that is located near Barnes Street, Richland County, further identified as Richland County Tax Map Number R11114-01-13, and adjacent to 1929 Bluff Road (Tax Map Number R11114-01-14),
- (3) The parcel of property not currently within the City that is located at 1134 Bluff Industrial, Richland County, further identified as Richland County Tax Map Number R11111-01-54 and adjacent to N/S S. Beltline Boulevard (Tax Map Number R11100-01-10),
- (4) The parcel of property not currently within the City that is located at the Situs Address: 605 Sugar Hill Lane, Richland County, further identified as Richland County Tax Map Number R11111-01-02 and adjacent to 1112 Pasture Lane (Tax Map Number R11100-01-46),
- (5) The parcel of property not currently within the City that is located at S/S Barnes Street, Richland County, further identified as Richland County Tax Map Number R11114-01-62 and adjacent to 1929 Bluff Road (Tax Map Number R11114-01-14),

- (6) The parcel of property not currently within the City that is located at 626 Barnes Street (Lot 1), Richland County, further identified as Richland County Tax Map Number R11114-01-61 and adjacent to 630 Barnes Street (Tax Map Number R11114-01-03),
- (7) The parcel of property not currently within the City that is located at 626 Barnes Street (Tract B), Richland County, further identified as Richland County Tax Map Number R11114-01-02 and adjacent to SE/S Bluff Road (Tax Map Number R11114-01-13)

The properties shall be zoned RG-1 (General Residential), in accord with City of Cayce Zoning Ordinance, Section 3.15, and this classification shall become effective upon the effective date of this annexation ordinance. These properties are added to voting district Number Four (4).

This Ordinance shall be effective from the date of second reading approval by Council.

DONE IN MEETING DULY ASSEMBLED, this _____ day of _____ 2022.

Elise Partin, Mayor

Attest:

Mendy Corder, CMC, Municipal Clerk

First Reading: _____

Second Reading and Adoption: _____

Approved as to form: _____
Danny C. Crowe, City Attorney

100 Percent Petition Form

TO THE MAYOR AND COUNCIL OF THE CITY OF CAYCE, SOUTH CAROLINA:

The undersigned, being 100 percent of the freeholders owning 100 percent of the assessed value of the property in the contiguous territory described below and shown on the attached plat or map, hereby petition for annexation of said territory to the City of Cayce by ordinance effective as soon hereafter as possible, pursuant to South Carolina Code Section 5-3-150(3). I (we) also acknowledge receipt of the Resolution adopted April 13, 2004 by the City "Approving the Method and Criteria for Annexing and Zoning Property in the City Limits of the City of Cayce".

The territory to be annexed is described as follows:

Legal descriptions do not exist for a majority of the parcels. However, the territory includes the 7 adjacent tax parcels found at the end of Idlewilde Blvd.

The property is designated as follows on the Lexington/Richland County tax maps:

R11111-01-55 / R11114-01-13 / R11111-01-54 / R11111-01-02 / R11114-01-62 / R11114-01-61 / R11114-01-02

It is requested that the property be zoned as follows: RG-1

Existing/proposed use of the property to be annexed: Existing Use: Vacant Land / Proposed: Multifamily Apartments

Signature: HS Russell, 5/31/2022 8:56:01 PM EDT

Date: 05/31/2022

Authentisign Signature: 5/31/2022 6:46:31 PM EDT

514 N Trenholm, 29206

Date: 05/31/2022

Street Address, City

Date

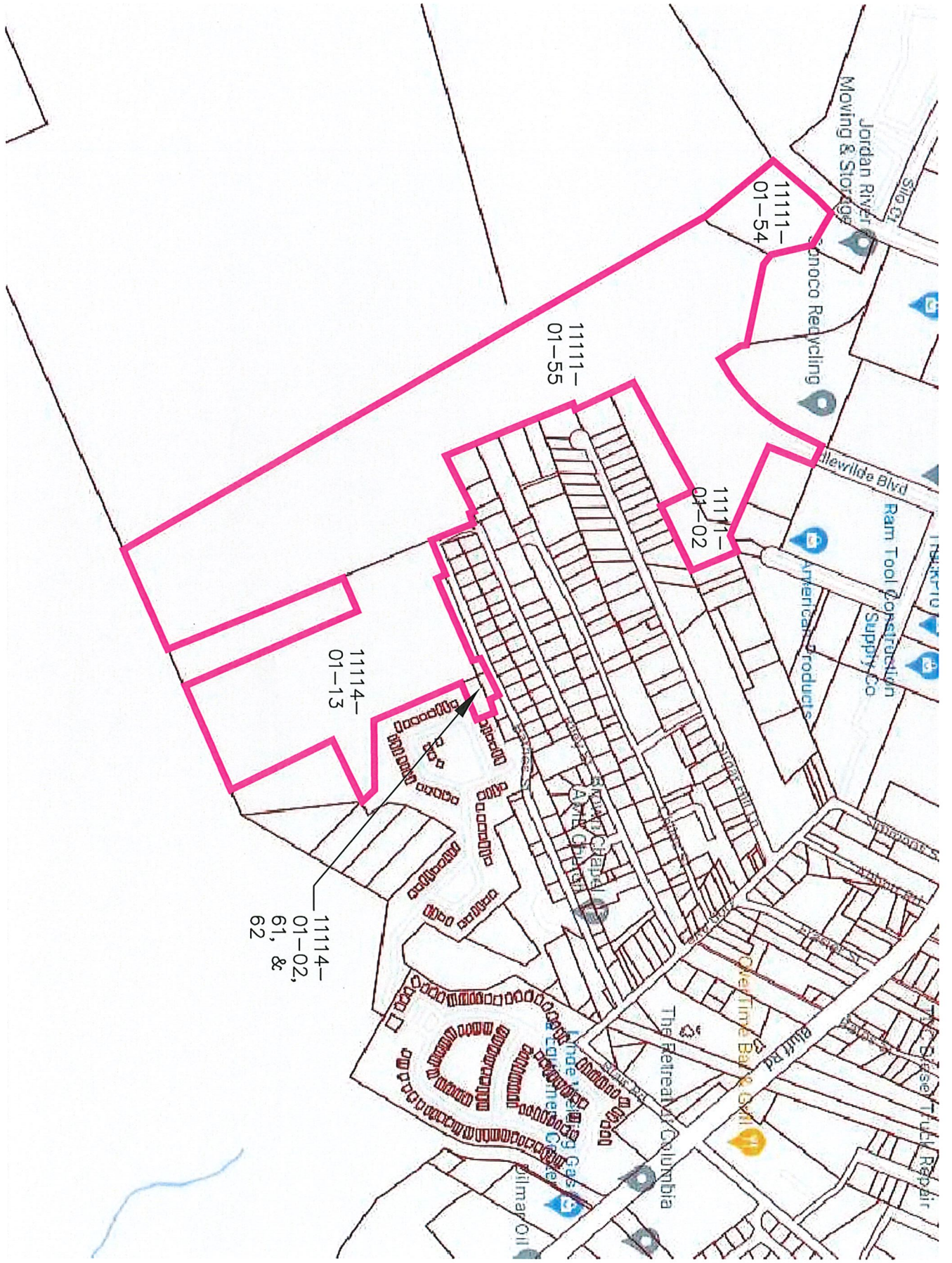
For Municipal Use:

Petition received by: MO, Date: 7-27-22

Description and Ownership verified by: MO, Date: 7-27-22

Recommendation: Recommendation to deny approval

By: Planning Commission, Date: 9-15-22



11111-01-54

11111-01-55

11111-04-02

11114-01-13

11114-01-02, 61, & 62

Jordan River Moving & Storage

Senoco Recycling

Hewilde Blvd

Ram Tool Construction Supply Co

American Products

The Retreat at Columbia

Overline Bar & Grill

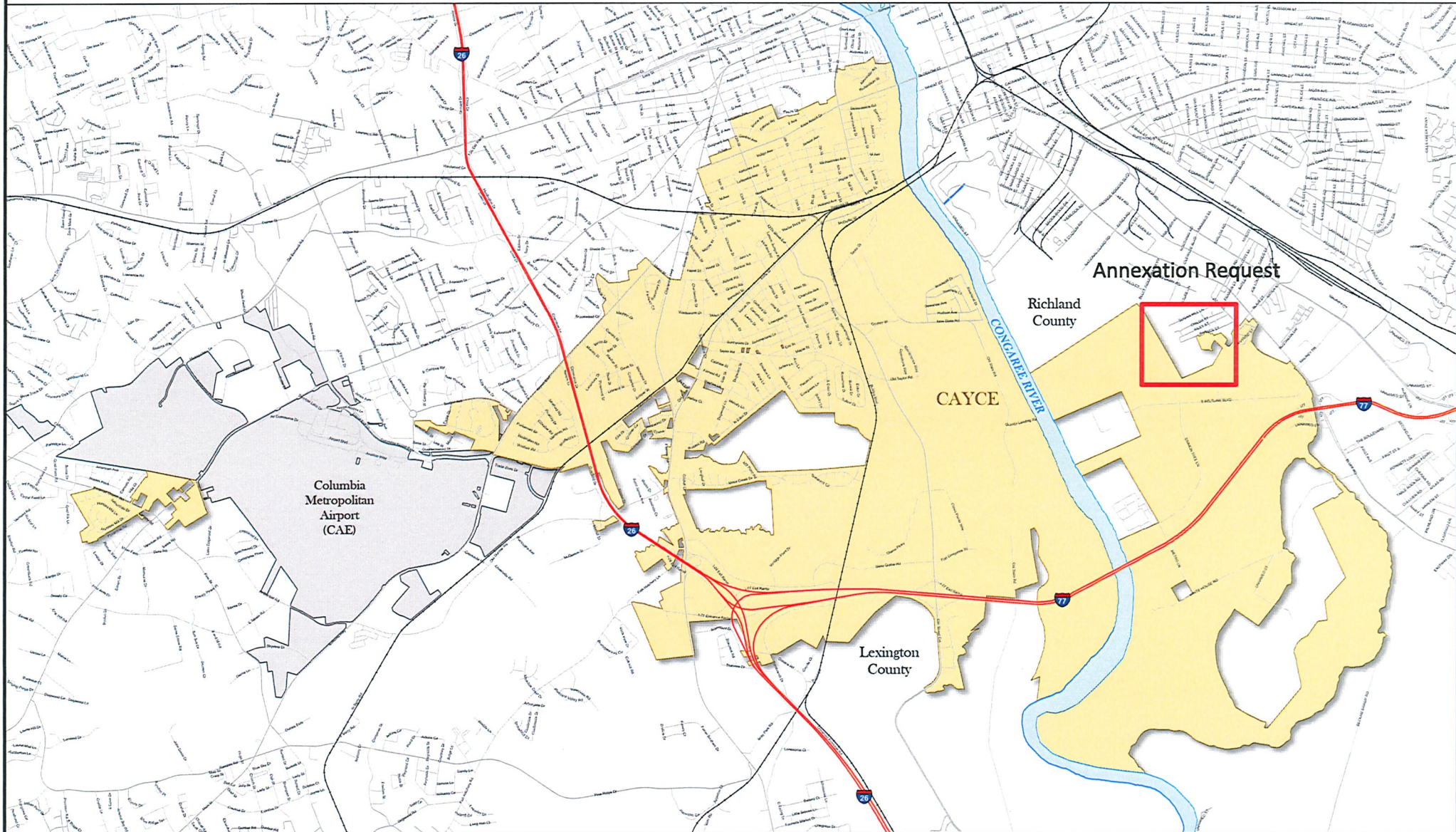
Propane Gas & Equipment Center

Illmar Oil

CAYCE MUNICIPAL LIMITS MAP

ALSO SHOWING COLUMBIA METROPOLITAN AIRPORT (CAE)

ITEM V. B.

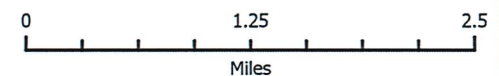


- Interstate Highways
- Major Roads
- Local Roads
- Railroads
- Congaree River
- Columbia Metropolitan Airport (CAE)
- Cayce Municipal Limits

GIS DATA DISCLAIMER: The City of Cayce disclaims all warranties and assumes no liabilities for any errors, omissions, or inaccuracies in the information provided regardless of how caused, or any decision made or action taken or not taken by any person in reliance upon any information or data furnished hereunder. Some features may not be fully georeferenced and vetted, and as such may not be positioned at their exact geographical coordinates. Portions of the data on this map were provided by Lexington County. For a complete copy of the Lexington County data disclaimer, please visit the following site: <https://lex-co.sc.gov/departments/planning-gis/gis-disclaimer>.

Sources: The data on this map was provided by the following sources:
The City of Cayce Utilities Department, South Carolina.
Lexington County GIS, South Carolina.

Created by the City of Cayce, 4/28/2021.





W&A Engineering

CIVIL ENGINEERING • LANDSCAPE ARCHITECTURE
TRAFFIC ENGINEERING • SURVEYING
ECONOMIC DEVELOPMENT

355 Onefa Street, Suite D100
Athens, GA 30601
P: (706) 310-0400 • F: (706) 310-4011
waengineering.com

ALL DRAWINGS SHALL REMAIN THE PROPERTY OF W&A ENGINEERING. THESE INSTRUMENTS OF SERVICE ARE TO BE USED SOLELY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. W&A ENGINEERING SHALL BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE PROJECT AND SHALL RETAIN FULL PROTECTION UNDER UNITED STATES COPYRIGHT LAW.

COTTAGES AT COLUMBIA
RICHLAND COUNTY, SOUTH CAROLINA
74.28 ACRES

Know what's below. Call before you dig.

REVISIONS

| DATE | COMMENT |
|----------|-------------------------|
| 08/25/21 | Revise Amenity Location |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

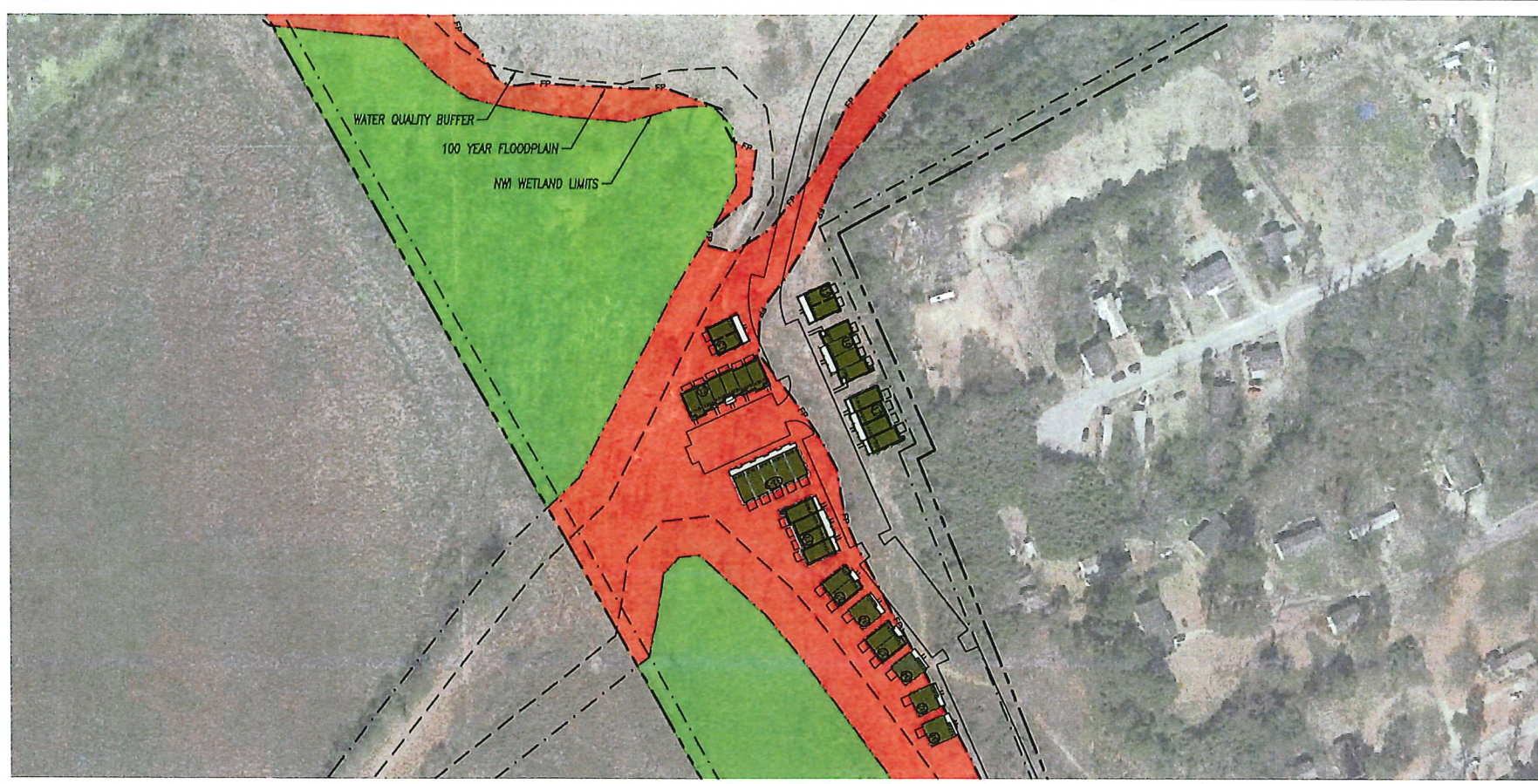
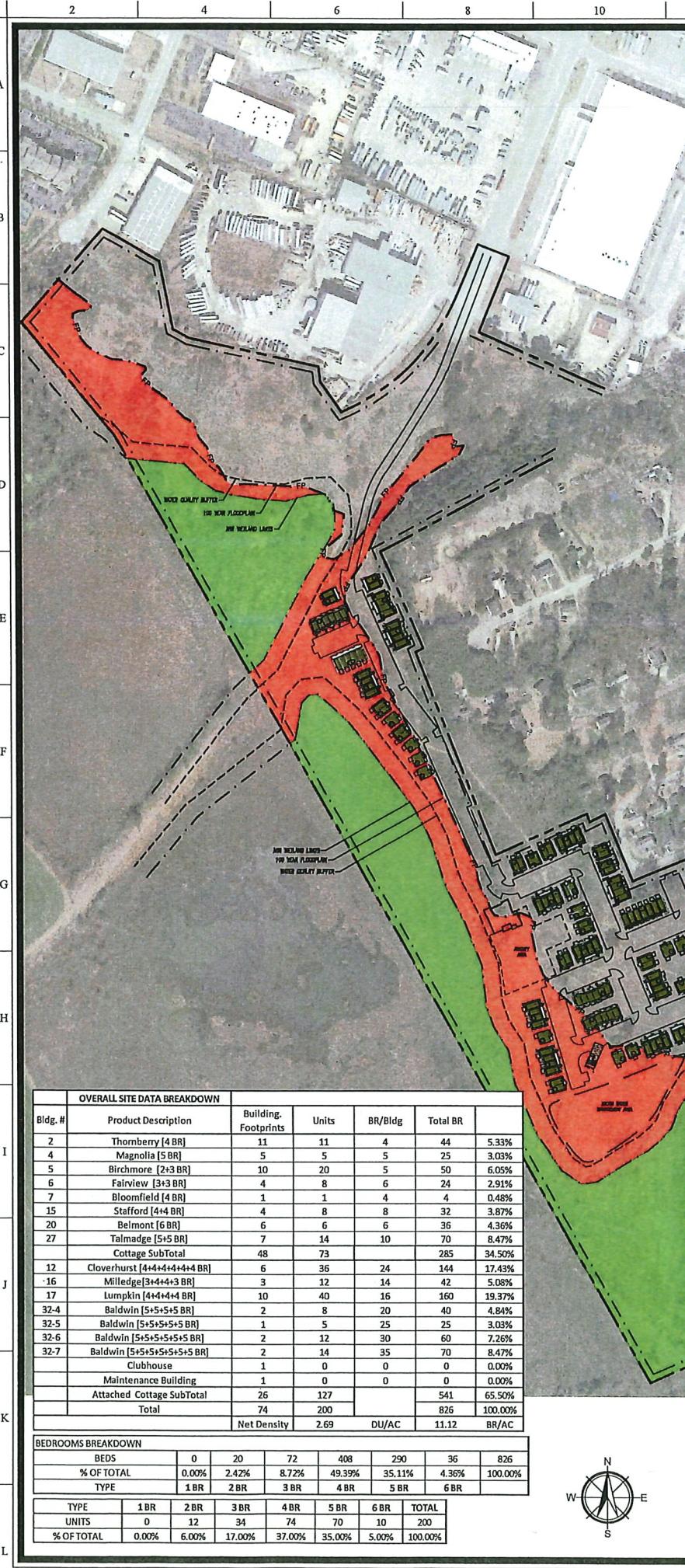
INITIAL SUB. DATE: ---

ISSUANCE DATE: 8/24/2021

W&A PROJECT #: ---

CONCEPT B

1



NORTHERN ENLARGEMENT SCALE 1" = 100'



OVERALL PLAN SCALE 1" = 200'



SOUTHERN ENLARGEMENT SCALE 1" = 100'

| OVERALL SITE DATA BREAKDOWN | | | | | | |
|-----------------------------|----------------------------|---------------------|-------|---------|----------|---------|
| Bldg. # | Product Description | Building Footprints | Units | BR/Bldg | Total BR | |
| 2 | Thornberry [4 BR] | 11 | 11 | 4 | 44 | 5.33% |
| 4 | Magnolia [5 BR] | 5 | 5 | 5 | 25 | 3.03% |
| 5 | Birchmore [2+3 BR] | 10 | 20 | 5 | 50 | 6.05% |
| 6 | Fairview [3+3 BR] | 4 | 8 | 6 | 24 | 2.91% |
| 7 | Bloomfield [4 BR] | 1 | 1 | 4 | 4 | 0.48% |
| 15 | Stafford [4+4 BR] | 4 | 8 | 8 | 32 | 3.87% |
| 20 | Belmont [6 BR] | 6 | 6 | 6 | 36 | 4.36% |
| 27 | Talmdge [5+5 BR] | 7 | 14 | 10 | 70 | 8.47% |
| Cottage SubTotal | | 48 | 73 | | 285 | 34.50% |
| 12 | Cloverhurst [4+4+4+4+4 BR] | 6 | 36 | 24 | 144 | 17.43% |
| 16 | Milledge [3+4+4+3 BR] | 3 | 12 | 14 | 42 | 5.08% |
| 17 | Lumpkin [4+4+4+4 BR] | 10 | 40 | 16 | 160 | 19.37% |
| 32-4 | Baldwin [5+5+5+5 BR] | 2 | 8 | 20 | 40 | 4.84% |
| 32-5 | Baldwin [5+5+5+5+5 BR] | 1 | 5 | 25 | 25 | 3.03% |
| 32-6 | Baldwin [5+5+5+5+5 BR] | 2 | 12 | 30 | 60 | 7.26% |
| 32-7 | Baldwin [5+5+5+5+5 BR] | 2 | 14 | 35 | 70 | 8.47% |
| Clubhouse | | 1 | 0 | 0 | 0 | 0.00% |
| Maintenance Building | | 1 | 0 | 0 | 0 | 0.00% |
| Attached Cottage SubTotal | | 26 | 127 | | 541 | 65.50% |
| Total | | 74 | 200 | | 826 | 100.00% |
| Net Density | | | 2.69 | DU/AC | 11.12 | BR/AC |

| BEDROOMS BREAKDOWN | | | | | | | |
|--------------------|-------|-------|--------|--------|--------|-------|---------|
| BEDS | 0 | 20 | 72 | 408 | 290 | 36 | 826 |
| % OF TOTAL | 0.00% | 2.42% | 8.72% | 49.39% | 35.11% | 4.36% | 100.00% |
| TYPE | 1BR | 2BR | 3BR | 4BR | 5BR | 6BR | |
| UNITS | 0 | 12 | 34 | 74 | 70 | 10 | 200 |
| % OF TOTAL | 0.00% | 6.00% | 17.00% | 37.00% | 35.00% | 5.00% | 100.00% |



X:\Projects\082021\United States\South Carolina\Columbia, SC\21-0000-Building\Design\Concept\B_3-Building\Concept\B_3-Building.dwg 8/24/21 09:19:38 AM pwwor

Memorandum

To: Mayor and Council

From: Mendy Corder, Municipal Clerk
Tracy Hegler, City Manager

Date: October 4, 2022

Subject: Accommodations Tax Funds – Recommendation for Distribution of Funds

Issue

Council's approval is needed to proceed with distribution of accommodations tax funds to organizations planning events and activities open to the public that will promote tourism to the City of Cayce during FY22-23.

Council approval is also needed to proceed with distribution of accommodations tax funds to nonprofit organizations such as a chamber of commerce, visitor and convention bureau, or regional tourism commission, which has an existing, ongoing tourist promotion program.

South Carolina state law has always required municipalities to report their 65 percent expenditures (funds given to organization's planning events) to the South Carolina Tourism Expenditure Review Committee (TERC). In 2021, a Supreme Court ruling changed that and now the TERC requires local governments to provide accounting of how 30 percent nonprofit recipients spend their funds as well.

Discussion

Funding is provided by Accommodations Tax revenues to qualifying applicants and is based on the percentage of attendees who travel 50 or more miles to attend the event. Funding is contingent upon the City maintaining the estimated funding level. The City's Accommodations Tax Committee met on September 20, 2022, after not having a quorum in two previously scheduled meetings, and reviewed applications received from the organizations planning events and the local nonprofits, both who requested accommodations tax funds. Attached is a chart detailing the amounts requested and the funding amount the Committee recommends for Council's approval.

In summary, six (6) grant applications are recommended for approval in the amount of \$28,250 and three (3) nonprofits are recommended to receive a total of \$36,858, which is estimated to be 30% of FY23 accommodation tax collections.

Recommendation

The Accommodations Tax Committee recommends awarding \$28,250 in accommodations taxes to six (6) grant requests and \$36,585 to nonprofits for a total of \$64,835.

ITEM VI. B.

ACCOMMODATIONS TAX GRANT FUNDING REQUESTS FY23

| Name | Request | Committee Recomm | Requested Items | Council Approved (10/4/22) | Prior FY22 Request | Prior FY22 Awarded |
|--|-----------------|---------------------|--|----------------------------------|-----------------------|-----------------------|
| City of Cayce Ad Specialties (replenish stock) | \$3,000 | \$3,000 | funds to create printed t-shirts, hats, coffee mugs, pens, pencils, magnets, etc. to be used as promotional items | | \$2,000 | \$2,000 |
| Airport High School JV Soccer Tournament | \$2,500 | \$2,500 | game balls; field maintenance, security, custodians, trainers, trophies, lighting, paint | | \$2,500 | \$2,500 |
| Airport High School Girls Soccer Tournament (Crescent Cup) | \$2,500 | \$2,500 | game balls; field maintenance, security, custodians, trainers, trophies, lighting, paint | | \$2,500 | \$2,500 |
| Cayce Historical Museum - Colonial Children's Fair | \$1,000 | \$1,000 | artisans and re-enactors; materials; printings | | \$5,000 | \$5,000 |
| Cayce Historical Museum - Christmas Traditions | \$4,250 | \$4,250 | decorations; food; refreshments; office supplies; advertising; entertainment; lantern tour performers | | \$5,000 | \$5,000 |
| The River Alliance/Tartan Day South | \$15,000 | \$15,000 | marketing; entertainment; exhibits; tents; restroom rentals; facility rentals; power; labor; insurance; lodging for performers and judge | | \$12,000 | \$12,000 |
| Totals | \$28,250 | \$28,250 | | \$ - | \$29,000 | \$29,000 |

ACCOMMODATIONS TAX NONPROFIT FUNDING REQUESTS
FY23

| 30% Designees | Request | Committee Recomm | Recomm %* | Requested Items | Council Approved (10/4/22) | Prior FY22 Request | Prior FY22 Awarded |
|----------------------------------|-----------------|---------------------|-----------|---|----------------------------------|-----------------------|-----------------------|
| Greater CWC Chamber of Commerce | \$30,000 | \$20,122 | 55% | social media costs; out of state targeted advertisements; rack card printing; website advertising | | \$30,000 | \$11,000 |
| Capitol City Lake Murray Country | \$8,000 | \$9,146 | 25% | print media; television; web; digital boards; brochures; radio; special events; welcome centers | | \$25,000 | \$8,000 |
| Experience Columbia | \$20,000 | \$7,317 | 10% | print advertising; digital advertising (web and email marketing); digital advertising (billboard) | | \$6,000 | \$6,000 |
| Totals | \$58,000 | \$36,585 | | | \$ - | \$61,000 | \$25,000 |

*Notes - \$35,585 is the estimated 30% amount for FY23

Memo

To: Accommodations Tax Committee
From: Amanda Rowan, Administrative Coordinator
Date: May 11, 2021
Re: **FY 22-23 Accommodations Tax Request**

We are requesting \$3,000 in funding for FY22-23 to replenish the City's supply of advertising specialty items. These imprinted items include t-shirts, hats, coffee mugs, pencils, pens, magnets, etc. The items are used to promote tourism to the City through distribution at the Greater Cayce West Columbia Visitors Center, events and other activities.

The funds will be used on a "draw-down" or as needed basis. Thank you.

AR/



CITY OF CAYCE
ACCOMMODATIONS TAX FUND REQUEST FY 2022-2023

Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.

1. **The Applicant** must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant's 501 (C) (3) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization Airport High School

Federal ID No. _____ Non-Profit Status: _____

Contact Person Keith Morris/Zach Rivers Telephone 803-822-5600 ext. 206

Address 1315 Boston Ave. West Columbia SC 29170

Email keithm@lex2.org/zrivers@lex2.org

2. **Project Category (check one)**

Tourism Advertising and Promotion

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

Tourism-Related Expenditures

(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.) Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.



City of Cayce

Accommodations Tax Fund Request

3. Project/Event name and general description with specific reference to what will be accomplished with City funds.

The Cayce West Columbia Girls JV Challenge Tournament is a JV soccer tournament hosted by Airport High School. It is made up of 20 teams making it the largest JV tournament for high schools in SC. Teams from all over the state (AC Flora, Eastside, Greenbriar, Bishop England, Catawba Ridge, Fort Mill, Byrnes, Ashley Ridge, Dreher, Nation Ford, Dutch Fork, River Bluff, Chapin, Fox Creek, Spring Valley, Richland North East, North Augusta, Hammond, Brookland-Cayce, and Airport) will attend. The city funds will help supply items such as game balls, field maintenance, security, custodians, trainers, etc.

4. Project Period: Begin Feb. 17th End Feb. 19th

One important factor in allocating these funds is that there should be more hotel/motel activity in our community due to the funding provided. For events projects, answer questions 5 (a) (b) & (c) below.

5. For Tourism-related expenditures: The following questions must be answered in order for your request to be considered for funding.

- a) Which hotels in the City of Cayce have you contacted to arrange rooms for your overnight visitors? [] Courtyard by Marriott (1125 Fort Congaree Trail) [] Country Inn & Suites (2245 Airport Blvd.) [] Econo Lodge Inn (1935 Airport Blvd.) Total rooms booked _____
b) Total number of visitors expected to attend your event? 1800-2400
c) What percentage of visitors outside the Cayce community (50 miles or more) will be attending your event? 60-75%

Describe how your project/event will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities. (Attach a sheet, if necessary)

This tournament will bring hundreds of visitors to the Cayce area for 3 days and 2 nights. Visitors (parents, players, coaches) will spend money at local hotels, restaurants, convenience stores, and gas stations.

Multiple horizontal lines for additional text input.



6. List the method(s) used to track tourist:

- Web page inquiries – estimated inquiries per month _____
- Brochure mailings – estimated brochures mailed per month _____
- Event ticket sales – estimated tickets sold per event ¹⁸⁰⁰⁻²⁴⁰⁰ _____
- Event registration – estimated registrants per event _____
- Hotel room sales – estimated # of rooms per event/per month _____
- Phone call inquiries – estimated phone calls per month _____
- Surveys – estimated percent of “tourist” responses per survey _____
- License plates – estimated count per event _____

7. Do/will you advertise outside a 50-mile radius? Yes No

a. If yes, please check all that apply to advertising sources outside a 50-mile radius:

- Rack cards - # distributed _____
- Brochures - # distributed _____
- Posters - # distributed _____
- Magazine Ads - # ads _____ (list ads & distribution range on separate sheet)
- Newspaper Ads - # ads _____ (list newspapers & distribution on separate sheet)
- Television Ads - # ads _____ (list stations & viewing range on separate sheet)
- Radio Ads - # ads _____ (list stations & listening range on separate sheet)
- Billboards - # ads _____ (list number & locations on separate sheet)
- Websites - # web pages other than primary website: 2 (list on separate sheet the target audience)
- Other (list on separate sheet along with target audience)

b. If no, is there any group/agency who will be responsible for advertising? If so, who? _____

8. Estimated Cost of Project \$ 10,500

9. Total Accommodations Tax Funds Requested from the City of Cayce for FY22-23 \$ 2,500, which represents 24 % of the total event/project budget. Please include this amount when listing proposed sources of income on budget page. (Unless otherwise approved, funds must be spent within the funding year: July 1, 2022 – June 30, 2023)

10. Has your project/event or organization received Accommodations Tax Funds from any source in the last 3 years? Yes No

a. If yes,

FY 2021-2022: \$ _____; source: _____; purpose: _____
 FY 2020-2021: \$ 2,500; source: Cayce; purpose: tournament
 FY 2019-2020: \$ _____; source: _____; purpose: _____

b. For each award year, did you expend 100% of the Accommodations Tax Funds you were awarded? Yes No



c. If no, please explain and give amount not used:

11.

digitally signed. did not carry over on combining

7/24/22

Signature of Applicant

Date

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

Submit completed application form and required attachments to:

City of Cayce
ATTN: Amanda Rowan
P.O. Box 2004
Cayce, SC 29171-2004
Or
Fax to 803-796-9072

DEADLINE IS JULY 25, 2022

Completed application form and attachments can also be dropped off at

Cayce City Hall
1800 12th Street
Cayce, SC 29033

| For Office Use Only | |
|------------------------------|---------------------------|
| Date Received _____ | Council Action Date _____ |
| Recommendation _____ | Amount Approved _____ |
| Date of Recommendation _____ | |



Organization Airport High School Girls Soccer

List all expenses associated with this event.

| Type of Expenditure | FY2022-2023 |
|---|-----------------|
| Custodians | \$700 |
| Gate/Ticket Sales | \$800 |
| Trainers | \$1000 |
| Officials | \$4,000 |
| Game Balls | \$400 |
| Trophies | \$400 |
| Lighting | \$500 |
| Assigner Fee for Refs | \$500 |
| Security | \$400 |
| Field Paint | \$400 |
| Field Marshalls | \$400 |
| Miscellaneous Supplies (Programs, etc.) | \$700 |
| Scoreboard Operator | \$300 |
| | |
| | |
| TOTAL* | \$10,500 |

*NOTE: This amount should equal the amount of revenues on page 1.

City of Cayce Accommodations Tax Funds

To whom it may concern,

During February of this past year, Airport High School Girls Soccer hosted their 8th annual “Challenge Cup” JV girls Soccer Tournament. The weekend was a huge success as one of our team’s big fundraisers. The funds were used to help pay athletic trainers, officials, trainers, etc. Without the help of the City of Cayce, it would be very difficult to financially put on such a high-class tournament.

Over the course of the weekend, approximately 1,500-2,000 fans attended the tournament. 20 teams attended the tournament from Friday to Sunday. The visiting teams in the tournament helped to boost the sales of local restaurants, hotels, and convenience stores. Teams stayed at multiple local hotels. The hotels were very helpful in accommodating our out of town guests.

We had many local sponsors who I also believed benefited from this year’s tournament. For example-Sun Printing provided us with programs and posters for score reports. Overall, I believe the City of Cayce benefited greatly from the Crescent Cup Tournament. The hotels were booked, the local area restaurants saw an increase in sales, and local area convenience stores benefited from the influx of visitors to Cayce. We are very thankful that the City of Cayce continues to support our endeavors to creating one of the best girls’ soccer tournaments in the state. Thanks in advance for your continued support.

Sincerely,

Keith Morris

Airport High School

Challenge Cup Tournament

Tournament Director



CITY OF CAYCE
ACCOMMODATIONS TAX FUND REQUEST FY 2022-2023

Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.

- 1. **The Applicant** must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant’s 501 (C) (3) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization _____

Federal ID No. _____ Non-Profit Status: _____

Contact Person _____ Telephone _____

Address _____

Email _____

2. **Project Category (check one)**

_____ **Tourism Advertising and Promotion**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

_____ **Tourism-Related Expenditures**

(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)

Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.



6. List the method(s) used to track tourist:

- _____ Web page inquiries – estimated inquiries per month _____
- _____ Brochure mailings – estimated brochures mailed per month _____
- _____ Event ticket sales – estimated tickets sold per event _____
- _____ Event registration – estimated registrants per event _____
- _____ Hotel room sales – estimated # of rooms per event/per month _____
- _____ Phone call inquiries – estimated phone calls per month _____
- _____ Surveys – estimated percent of “tourist” responses per survey _____
- _____ License plates – estimated count per event _____

7. Do/will you advertise outside a 50-mile radius? _____ Yes _____ No

a. If yes, please check all that apply to advertising sources outside a 50-mile radius:

- _____ Rack cards - # distributed _____
- _____ Brochures - # distributed _____
- _____ Posters - # distributed _____
- _____ Magazine Ads - # ads _____ (list ads & distribution range on separate sheet)
- _____ Newspaper Ads - # ads _____ (list newspapers & distribution on separate sheet)
- _____ Television Ads - # ads _____ (list stations & viewing range on separate sheet)
- _____ Radio Ads - # ads _____ (list stations & listening range on separate sheet)
- _____ Billboards - # ads _____ (list number & locations on separate sheet)
- _____ Websites - # web pages other than primary website: _____ (list on separate sheet the target audience)
- _____ Other (list on separate sheet along with target audience)

b. If no, is there any group/agency who will be responsible for advertising? If so, who? _____

8. Estimated Cost of Project \$ _____

9. Total Accommodations Tax Funds Requested from the City of Cayce for FY22-23 \$ _____, which represents _____% of the total event/project budget. Please include this amount when listing proposed sources of income on budget page. (Unless otherwise approved, funds must be spent within the funding year: July 1, 2022 – June 30, 2023)

10. Has your project/event or organization received Accommodations Tax Funds from any source in the last 3 years? _____ Yes _____ No

a. If yes,

FY 2021-2022: \$ _____; source: _____; purpose: _____
 FY 2020-2021: \$ _____; source: _____; purpose: _____
 FY 2019-2020: \$ _____; source: _____; purpose: _____

b. For each award year, did you expend 100% of the Accommodations Tax Funds you were awarded? _____ Yes _____ No



c. If no, please explain and give amount not used:

11. Digitally signed. Did not carry over on combining

Signature of Applicant

Date

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

Submit completed application form and required attachments to:

City of Cayce
ATTN: Amanda Rowan
P.O. Box 2004
Cayce, SC 29171-2004
Or
Fax to 803-796-9072

DEADLINE IS JULY 25, 2022

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Cayce, SC 29033

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City of Cayce Accommodations Tax Funds

To whom it may concern,

During February of this past year, Airport High School Girls Soccer hosted their 8th annual “Challenge Cup” JV girls Soccer Tournament. The weekend was a huge success as one of our team’s big fundraisers. The funds were used to help pay athletic trainers, officials, trainers, etc. Without the help of the City of Cayce, it would be very difficult to financially put on such a high-class tournament.

Over the course of the weekend, approximately 1,500-2,000 fans attended the tournament. 20 teams attended the tournament from Friday to Sunday. The visiting teams in the tournament helped to boost the sales of local restaurants, hotels, and convenience stores. Teams stayed at multiple local hotels. The hotels were very helpful in accommodating our out of town guests.

We had many local sponsors who I also believed benefited from this year’s tournament. For example-Sun Printing provided us with programs and posters for score reports. Overall, I believe the City of Cayce benefited greatly from the Crescent Cup Tournament. The hotels were booked, the local area restaurants saw an increase in sales, and local area convenience stores benefited from the influx of visitors to Cayce. We are very thankful that the City of Cayce continues to support our endeavors to creating one of the best girls’ soccer tournaments in the state. Thanks in advance for your continued support.

Sincerely,

Keith Morris

Airport High School

Challenge Cup Tournament

Tournament Director



CITY OF CAYCE
ACCOMMODATIONS TAX FUND REQUEST FY 2022-2023

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1. **The Applicant** must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant’s 501 (C) (3) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization Cayce Historical Museum - Colonial Village at Tartan Day South

Federal ID No. _____ Non-Profit Status: _____

Contact Person Andy Thomas Telephone (803)-550-9530

Address 1800 12th Street, Cayce, SC 29033

Email athomas@caycesc.gov

2. **Project Category (check one)**

Tourism Advertising and Promotion

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

Tourism-Related Expenditures

(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)
Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.



6. List the method(s) used to track tourist:

- Web page inquiries – estimated inquiries per month _____
- Brochure mailings – estimated brochures mailed per month _____
- Event ticket sales – estimated tickets sold per event _____
- Event registration – estimated registrants per event _____
- Hotel room sales – estimated # of rooms per event/per month _____
- Phone call inquiries – estimated phone calls per month _____
- Surveys – estimated percent of “tourist” responses per survey _____
- License plates – estimated count per event _____

7. Do/will you advertise outside a 50-mile radius? _____ Yes No

a. If yes, please check all that apply to advertising sources outside a 50-mile radius:

- Rack cards - # distributed _____
- Brochures - # distributed _____
- Posters - # distributed _____
- Magazine Ads - # ads _____ (list ads & distribution range on separate sheet)
- Newspaper Ads - # ads _____ (list newspapers & distribution on separate sheet)
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- Radio Ads - # ads _____ (list stations & listening range on separate sheet)
- Billboards - # ads _____ (list number & locations on separate sheet)
- Websites - # web pages other than primary website: _____ (list on separate sheet the target audience)
- Other (list on separate sheet along with target audience)

b. If no, is there any group/agency who will be responsible for advertising? If so, who? Tartan Day South

8. Estimated Cost of Project \$ 1,000

9. Total Accommodations Tax Funds Requested from the City of Cayce for FY22-23 \$ 1,000, which represents 100 % of the total event/project budget. Please include this amount when listing proposed sources of income on budget page. (Unless otherwise approved, funds must be spent within the funding year: July 1, 2022 – June 30, 2023)

10. Has your project/event or organization received Accommodations Tax Funds from any source in the last 3 years? _____ Yes No

a. If yes,

FY 2021-2022: \$ _____; source: _____; purpose: _____

FY 2020-2021: \$ _____; source: _____; purpose: _____


FY 2019-2020: \$ _____; source: _____; purpose: _____

b. For each award year, did you expend 100% of the Accommodations Tax Funds you were awarded? _____ Yes _____ No

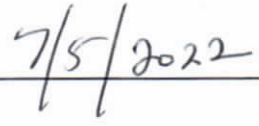


c. If no, please explain and give amount not used:

11.



Signature of Applicant



Date

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

Submit completed application form and required attachments to:

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P.O. Box 2004
Cayce, SC 29171-2004
Or
Fax to 803-796-9072**

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4a. See Tartan Day South's Advertising Plan in its Acc. Tax Application for 2022-2023.

6. Sign-in sheets and books will be used to track persons visiting and where they are from for this project.

Cayce Historical Museum's Colonial Children's Fair FY 21-22

Accommodations Tax Report (7/8/2022)

The Cayce Historical Museum did not use the money granted for this because Tartan Day South provided an opportunity at their event in April 2022 for a colonial village at Tartan Day South and paid for the cost associated with this event. This colonial village was in line with the requests for funding for the colonial children's fair and instead of conducting two events the museum opted to not use the funds from taxpayers (i.e. accommodations tax) to put on a second event.

Mayor
Elise Partin

Mayor Pro-Tem
James E. Jenkins

Council Members
Ann Bailey-Robinson
Phil Carter
Tim James

City Manager
Tracy Hegler

Assistant City Manager
James E. Crosland



September 9, 2021

Mr. Andrew Thomas
Cayce Historical Museum – Colonial Children’s Fair
1800 12th Street
Cayce, SC 29033

Dear Mr. Thomas:

Enclosed please find our check in the amount of \$5,000.00 for the Cayce Historical Museum’s Colonial Children’s Fair for FY 21-22. The funding for this project was recommended by the City’s Accommodations Tax Committee and approved by Council.

As stated in the attached guidelines, recipients of funds are required to list the City of Cayce as a sponsor of your promotional efforts and events and must submit a final written report with proper attachments on the success of your marketing efforts and how it affected tourism in Cayce. Please submit this report within 60 days from the close of the fiscal year.

We wish you much success with your promotional efforts and look forward to receiving your report.

Sincerely,

A handwritten signature in black ink that reads "Tracy Hegler".

Tracy Hegler, AICP
City Manager

TH/ar

Enclosures

cc: Ms. Kelly McMullen, Municipal Treasurer
Mr. Mark Burt, Chairman, Accommodations Tax Committee



CITY OF CAYCE
ACCOMMODATIONS TAX FUND REQUEST FY 2022-2023

Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.

1. **The Applicant** must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant's 501 (C) (3) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization Cayce Historical Museum -Christmas Traditions

Federal ID No. _____ Non-Profit Status: _____

Contact Person Andy Thomas Telephone (803)-550-9530

Address 1800 12th Street, Cayce, SC 29033

Email athomas@caycesc.gov

2. **Project Category (check one)**

Tourism Advertising and Promotion

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

Tourism-Related Expenditures

(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)
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Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.



City of Cayce

Accommodations Tax Fund Request

2

3. Project/Event name and general description with specific reference to what will be accomplished with City funds.

The annual Christmas Traditions Open House has been a popular holiday event for decades. It is offered free to the public with music and other entertainment and refreshments. There will be historic lantern tours showcasing the history of Cayce or Cayce's citizens and the museum is also decorated extensively with beautiful period decor for the holiday season and event.

4. Project Period: Begin Mid-October 2022 End December 31, 2022

One important factor in allocating these funds is that there should be more hotel/motel activity in our community due to the funding provided. For events projects, answer questions 5 (a) (b) & (c) below.

5. For Tourism-related expenditures: The following questions must be answered in order for your request to be considered for funding.

- a) Which hotels in the City of Cayce have you contacted to arrange rooms for your overnight visitors? Courtyard by Marriott (1125 Fort Congaree Trail) Country Inn & Suites (2245 Airport Blvd.) Econo Lodge Inn (1935 Airport Blvd.) Total rooms booked N/A
- b) Total number of visitors expected to attend your event? 1,500
- c) What percentage of visitors outside the Cayce community (50 miles or more) will be attending your event? 25%

Describe how your project/event will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities. (Attach a sheet, if necessary)

The event celebrates the holiday season while sharing Cayce's rich cultural and historical heritage. It is perfect for all those who love Christmas and South Carolina history. The event attracts a wide demographic of visitors from the local area and from across the state. Docents are stationed at the museum in period costumes to greet the visitors and make them feel at home, all while creating positive memories for those in attendance. Christmas traditions has continued to grow over the years and in addition to returning guests, the museum sees new visitors every year. The event is truly a beloved Christmas tradition.



6. List the method(s) used to track tourist:

- Web page inquiries – estimated inquiries per month _____
- Brochure mailings – estimated brochures mailed per month _____
- Event ticket sales – estimated tickets sold per event _____
- Event registration – estimated registrants per event _____
- Hotel room sales – estimated # of rooms per event/per month _____
- Phone call inquiries – estimated phone calls per month _____
- Surveys – estimated percent of “tourist” responses per survey _____
- License plates – estimated count per event _____

7. Do/will you advertise outside a 50-mile radius? Yes No

a. If yes, please check all that apply to advertising sources outside a 50-mile radius:

- Rack cards - # distributed _____
- Brochures - # distributed _____
- Posters - # distributed _____
- Magazine Ads - # ads _____ (list ads & distribution range on separate sheet)
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- Radio Ads - # ads _____ (list stations & listening range on separate sheet)
- Billboards - # ads _____ (list number & locations on separate sheet)
- Websites - # web pages other than primary website: _____ (list on separate sheet the target audience)
- Other (list on separate sheet along with target audience)

b. If no, is there any group/agency who will be responsible for advertising? If so, who? MPA Strategies

8. Estimated Cost of Project \$4,250

9. Total Accommodations Tax Funds Requested from the City of Cayce for FY22-23 \$4,250

which represents 100% % of the total event/project budget. Please include this amount when listing proposed sources of income on budget page. (Unless otherwise approved, funds must be spent within the funding year: July 1, 2022 – June 30, 2023)

10. Has your project/event or organization received Accommodations Tax Funds from any source in the last 3 years? Yes No

a. If yes,

FY 2021-2022: \$5,000 ; source: City of Cayce ; purpose: Christmas, Fair

FY 2020-2021: \$4,000 ; source: City of Cayce ; purpose: Christmas, worker

FY 2019-2020: \$4,000 ; source; City of Cayce ; purpose: Christmas, worker


b. For each award year, did you expend 100% of the Accommodations Tax Funds you were awarded?
 Yes No



c. If no, please explain and give amount not used:

Christmas Traditions items and services did not cost as much as budgeted.

11.



Signature of Applicant

Date 7/5/2022

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

Submit completed application form and required attachments to:

City of Cayce
ATTN: Amanda Rowan
P.O. Box 2004
Cayce, SC 29171-2004
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Fax to 803-796-9072

DEADLINE IS JULY 25, 2022

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| Date Received _____ | Council Action Date _____ |
| Recommendation _____ | Amount Approved _____ |
| Date of Recommendation _____ | |

6. Sign-in sheets and books will be used to track persons visiting and where they are from for this project.

Cayce Historical Museum's Christmas Traditions FY 21-22

Accommodations Tax Report (7/8/2022)

The Cayce Historical Museum held its annual Christmas Traditions Open House on December 4th, 2021. This is a beloved Holiday Season event in the City of Cayce. Cost were kept low with many of the performers and re-enactors agreeing to volunteer their time with the event. Over 250 people attended this event, despite still being under Covid protocols. Many were from the Cayce area and surrounding communities but some were from various other parts of South Carolina. The museum did not spend the entire amount of the grant of \$5,000.00. A little over \$3,000 was left. See accompanying financial documents and copies of receipts for detailed information.

Christmas Traditions Open

House-Museum Budget: \$5,000

(#44-1175-281-000)

| Name/Item | Cost | Date | Other |
|--|----------|---|--|
| Vernon Terry 4882 Stoneridge Road Catawba, SC 29704 | \$200.00 | Check cut 1 week before (November 22 nd) | 4882 Stoneridge Road, Catawba, SC 29704 |
| Debra Watkins 2123 Porter Drive Columbia, SC 29040 | \$100.00 | Check cut 1 week before (November 22 nd) | 2123 Porter Drive, Columbia, SC 29201 |
| George Kliewer 40 Huron Court Sumter, SC 29150 | \$100.00 | Check cut 1 week before (November 22 nd) | 40 Huron Court, Sumter, SC 29150 |
| Kevin Jarvis P.O. Box 211 Daltzell, SC 29040 | \$100.00 | Check cut 1 week before (November 22 nd) | P.O. Box 211, Daltzell, SC 29040 |
| Jesse Soles 1604 Terrace View Drive West Columbia, SC 29169 | \$100.00 | Check cut 1 week before (November 22 nd) | 1604 Terrace View Drive, West Columbia, SC 29169 |
| 25 American Flags from American Flag | \$12.04 | 10/14/2021 | 633 Meeting Street |

| | | | |
|--|----------|----------------------|--|
| and Sign Company | | | West Columbia, SC 29169 |
| Mary Sharpe (Carolina Pottery) | \$122.87 | Turned in 11/4/2021 | 929 Indigo Cayce, SC 29033 |
| Lexington Printing (150 Flyers) | \$84.53 | Turned in 11/15/2021 | P.O. Box 4672 Cayce-West Columbia, SC 29171 |
| Food Lion (Drinks and snacks for Pizza Party) | \$23.53 | Turned in 11/22/2021 | 300 Knox Abbott Drive, Cayce, SC |
| Little Caesar's (Pizzas for Pizza Party) | \$99.52 | Turned in 11/24/2021 | West Columbia, SC |
| Low Country Greenhouses, Inc. (Poinsettias) | \$579.92 | Turned in 12/2/2021 | 326 Possum Corner Road, Walterboro, SC 29488 |
| Walmart (Food items for Christmas Event) | \$20.93 | Turned in 12/2/2021 | 1355 Knox Abbott Drive Cayce, SC |
| Food Lion (Box of Apples, Candy Canes, Other food for Christmas Event) | \$85.37 | Turned in 12/2/2021 | 300 Knox Abbot Drive, Cayce, SC |
| Ace Hardware (2 electrical ext. cords) | \$9.62 | Turned in 12/2/2021 | 815 State Street, Cayce, SC 29033 |
| Paper Pro, Inc. | \$123.05 | Turned in 12/7/2021 | 1039 Meeting Street |

| | | | |
|---|---------|--|---------------------------------------|
| | | | West Columbia, Sc 29169 |
| Food Lion | \$9.51 | Turned in 12/7/2021 | 300 Knox Abbot Drive, Cayce, SC |
| Sub Station II | \$68.63 | Turned in 12/7/2021 | 503 Knox Abbot Drive, Cayce, SC |
| Total Costs to date (12/7): \$1,939.52 | | Money Left to date (12/7): \$3,060.48 | |

Mayor
Elise Partin

Mayor Pro-Tem
James E. Jenkins

Council Members
Ann Bailey-Robinson
Phil Carter
Tim James

City Manager
Tracy Hegler

Assistant City Manager
James E. Crosland

September 9, 2021

Mr. Andrew Thomas
Cayce Historical Museum – Christmas Traditions
1800 12th Street
Cayce, SC 29033

Dear Mr. Thomas:

Enclosed please find our check in the amount of \$5,000.00 for the Cayce Historical Museum's Christmas Traditions for FY 21-22. The funding for this project was recommended by the City's Accommodations Tax Committee and approved by Council.

As stated in the attached guidelines, recipients of funds are required to list the City of Cayce as a sponsor of your promotional efforts and events and must submit a final written report with proper attachments on the success of your marketing efforts and how it affected tourism in Cayce. Please submit this report within 60 days from the close of the fiscal year.

We wish you much success with your promotional efforts and look forward to receiving your report.

Sincerely,



Tracy Hegler, AICP
City Manager

TH/ar

Enclosures

cc: Ms. Kelly McMullen, Municipal Treasurer
Mr. Mark Burt, Chairman, Accommodations Tax Committee

CITY OF CAYCE

Check Request Journal Voucher

| | | | |
|---------------|-----------------|------------------|---|
| Number | LEO001 | 28-Jan-22 | |
| | | | Mr. Leo Redman |
| Amount | \$159.01 | | |
| | | | Put check in Andy Thomas's city mailbox |
| Fund | 44-1175-290-000 | | |

Various food items for 2021 Christmas Open House at the Museum

Prepared By: Andy Thomas **Requested By:** Andy Thomas **App. By:** Tracy Hegler

| Account Title | Account Number | Debit | Credit |
|---------------|----------------|--------|--------|
| Food Lion | | 7.14 | |
| Family Dollar | | 16.00 | |
| Food Lion | | 42.38 | |
| Mast Store | | 88.49 | |
| Family Dollar | | 5.00 | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | 159.01 | |

Details for Order #114-5390431-1633068

Print this page for your records.

* New chris
memo #

Order Placed: January 26, 2022
Amazon.com order number: 114-5390431-1633068
Order Total: \$11.76

#44-1175-

290-221-000

Not Yet Shipped

~~Handwritten signature~~

Items Ordered

Price

1 of: Christmas Tree Storage Bag - Stores a 9-Foot Artificial Xmas Holiday Tree. Durable Waterproof Material to Protect Against Dust, Insects, and Moisture. Zippered Bag with Carry Handles. (Red) \$10.99
Sold by: Handy Laundry Products Corp. (seller profile)

Condition: New

Shipping Address:

Cayce Historical Museum
1800 12TH ST
CAYCE, SC 29033-2935
United States

Shipping Speed:

FREE Prime Delivery

Payment information

Payment Method:

Visa | Last digits: 0772

Item(s) Subtotal: \$10.99
Shipping & Handling: \$0.00

Billing address

Cayce Historical Museum
1800 12TH ST
CAYCE, SC 29033-2935
United States

Total before tax: \$10.99
Estimated tax to be collected: \$0.77

Grand Total: \$11.76

To view the status of your order, return to [Order Summary](#).

#44-1175-281-000

meal
for
Crew
Crew
Chris of Home



SUB STATION II - 208

503 Knox Abbott Drive
Cayce, SC 29033
8037918693

<https://www.substationii.com>

ORDER: 035

Cashier: Carla W.
04-Dec-2021 1:17:06P

Transaction **137297**

2 #13-Ham, Salami,
Pepperoni & Cheese Sub
Large \$20.58

1 #6-Roast Beef & Cheese
Sub
Large \$11.19

2 #17-Roast Beef, Ham,
Turkey Breast & Cheese
Sub
Large \$22.98

Subtotal \$54.75
Sc Tax 9% \$4.93

Total \$59.68
Tip \$8.95

CREDIT CARD SALE \$68.63
VISA 0772

04-Dec-2021 1:18:17P
\$68.63 | Method: EMV
VISA CREDIT XXXXXXXXXXXX0772
ANDREW R THOMAS II
Reference ID: 133800896949 | Auth ID:
052845
MID: *****7247
AID: A0000000031010
SIGNATURE VERIFIED

Order XHEEWZNE5BB0
Payment HTXJROK98G68

Clover Privacy Policy
<https://clover.com/privacy>

Food Lion #2801 (803) 926-0312
300 Knox Abbott Dr - Cayce, SC

Chris of Home

#44-1175-281-000
meal for crew-crew

GROCERY

| | | | |
|----------------------|---|-------|----------|
| FL 18 CT CLASSIC MIX | M | 10.99 | A * |
| RUFFLES ORIGINAL | M | | |
| 1 @ 2 FOR | | 9.58 | 4.79 A * |
| 6PK 1/2LT CLSSIC CKE | M | | |
| 1 @ 4 FOR | | 19.16 | 4.79 A * |
| 6PK 1/2LT DT COKE | M | | |
| 1 @ 4 FOR | | 19.16 | 4.79 A * |
| 6PK 1/2LT SPRITE | M | | |
| 1 @ 4 FOR | | 19.16 | 4.79 A * |

Savings

You saved:

| | |
|----------------------|-------|
| FL 18 CT CLASSIC MIX | -1.60 |
| RUFFLES ORIGINAL | -1.79 |
| 6PK 1/2LT CLSSIC CKE | -2.04 |
| 6PK 1/2LT DT COKE | -2.04 |
| 6PK 1/2LT SPRITE | -2.04 |

Tax Paid
0.00% Tax 1 20.64 0.00

5 BALANCE DUE 20.64
VISA \$20.64

12/04/2021 13:10:31
VISA CREDIT Entry Method: Chip
CARD #: XXXXXXXXXXXX0772
PURCHASE - APPROVED
AUTH CODE:078577

| | |
|-------------|----------------------|
| Mode: | Issuer |
| AID: | A0000000031010 |
| TVR: | 8000008000 |
| IAD: | 06C11203A00000 |
| TST: | 6800 |
| ARC: | 00 |
| TC: | 1BE0556C7C9EB902 |
| MID: 262801 | TID: 001 SEQ: 028314 |

Total: USD\$ 20.64

CHANGE 0.00

You saved \$9.51!

* Year to Date
* Savings 0.00

We value your opinion!
Tell us about your visit for a chance
to win \$500 in free groceries.

Within the next 5 days please visit:
www.TalkToFoodLion.com

También disponible en español.
10 winners each quarter
See website for complete rules.

PIN: 1204280120020036

Loyalty Customer 4699999999

STORE:02801 REGISTER:002 CASHIER:0135
TICKET#:0036 4DEC2021 13:10:35



INVOICE

1039 Meeting Street
 West Columbia, SC 29169
 (803) 796-2304 (803) 794-8432
 (803) 791-8749 Fax
 (803) 794-8373 Ad Specialty Division

#44-1175-
 281-000
 Check Trade
 pg - Hours
 mus -
 Program flyers

| | |
|-----------|-----------|
| Date | Invoice # |
| 12/3/2021 | 45311 |

**REMIT WITHIN 10 DAYS
 NO STATEMENT WILL BE SENT
 PLEASE PAY FROM THIS INVOICE**

| |
|--|
| Bill To |
| Cayce Museum Jerry Kirkland 739-5385 / 312-1847 gkirkland@cityofcayce-sc.gov Andy Thomas 739-5385 / 550-9530 |
| P.O. No. |
| ANDY |

| | |
|--------|------------|
| Terms | Due Date |
| Net 10 | 12/13/2021 |

| Item | Catalog # | Qty | Description | Rate | Amount |
|-------|-----------|-----|--|--------|---------|
| Misc. | | 1 | LOT (150) BROCHURE/PROGRAM, SUPPLIED FLAT TO CUSTOMER 8.5"X11", 80 LB COVER WEIGHT COUGAR NATURAL STOCK, PRINTED FULL COLOR 2 SIDES, NO BLEED (PRINTED 2-UP ON 17X11) ART PROVIDED PRINT READY WITH ONLY MINOR ADJUSTMENTS REQUIRED | 115.00 | 115.00T |

Subtotal \$115.00

Sales Tax (7.0%) \$8.05

Total \$123.05

MERCHANDISE / ORDER PROBLEMS WILL BE CORRECTED IF PAPER PRO IS NOTIFIED WITHIN 1 BUSINESS DAY OF DELIVERY / PICKUP.

RETURN POLICY: Returns within 30 to 45 days are subject to a 15% restocking charge. After 45 days, a 25% restocking charge will apply. NO RETURNS AFTER 60 DAYS.

44-1125-281-000
Mus - op - H
Christ
Evel

THANK YOU FOR SHOPPING AT
SOUTH EAST ACE, INC.
815 STATE STREET
CAYCE, SC 29033
ACEHARDWARE.COM
(803) 391-4ACE

30 Day Rtn / 7 Day STIHL Satisf

12/02/21 10:03AM KRK 552 SALE

32680 2 EA \$4.59 EA
CORD EXTN16/2SPT-2BRN15' \$9.18

SUB-TOTAL:\$ 9.18 TAX: \$.64
TOTAL: \$ 9.82
BC AMT: \$ 9.82

BK CARD#: XXXXXXXXXXXX0772
MID:*****0880 TID:***2928
AUTH: 042696 AMT: \$ 9.82
Host reference #:998483 Bat#

Authorizing Network: VISA

Chip Read
CARD TYPE:VISA EXPR: XXXX
AID : A000000000001010
TVR : 808000800C
IAD : 06011203600000
TSI : 6800
ARC : 00
MODE : Issuer
CVM : No CVM
Name : VISA CREDIT
ATC :0005
AC : OCA11EE3246552C5
TxnID/ValCode: 610109

Bank card USD\$ 9.82

Total Items: 2



==>> JRNL#J98483/1 <<==
CUST NO:*5

THANK YOU ANDREW R THOMAS II
FOR YOUR PATRONAGE

LOW COUNTRY GREENHOUSES, INC.

326 Possum Corner Road
WALTERBORO, SOUTH CAROLINA 29488
Federal Tax ID #57-0907679
(843) 893-3723

| | | | | | | |
|---|----------------------------------|--------|--------|-------------------|-------------|----------|
| CUSTOMER'S ORDER NO. | | PHONE | | DATE 12-1-2021 | | |
| NAME <i>Dayce Museum</i> | | | | | | |
| ADDRESS | | | | | | |
| | | | | | | |
| SOLD BY | CASH | C.O.D. | CHARGE | ON ACCT. | MDSE. RETD. | PAID OUT |
| QTY. | DESCRIPTION | | | PRICE | AMOUNT | |
| 10 | 10" Red Poin wrapped Gold/Red | | | 36 ⁹⁵ | 369 | 50 |
| 6 | 6" Red Poin wrapped Gold/Red | | | 17 ⁹⁵ | 107 | 70 |
| <i>Thank you for this order</i> | | | | | | |
| Fuel Surcharge / Delivery | | | | 50 ⁰⁰ | 50 | 00 |
| Terms: COD OR NET 30 DAYS | | | | | | |
| A 2% late fee will be added on all balances over 30 days. | | | | | | 527 20 |
| PLANTS RECEIVED IN GOOD CONDITION | | | | TAX | 52 | 72 |
| RECEIVED BY | | | | TOTAL | 579 | 92 |

All claims and returned goods MUST be accompanied by this bill.

18674

Thank You

Little Caesars

Store ID 01466-00005
Phone

Order #51051522
ANDY

Fri, Nov 19, 2021 11:47am

Estimated for Tue, Nov 23, 2021 05:30pm
Your Cashier Today is Crystal C.

SALE

| Item | Price |
|-----------------------------|----------------|
| (4) Classic Pepperoni | \$22.20 |
| (2) Classic Cheese | \$11.10 |
| (4) Ultimate Supreme | \$44.00 |
| (2) Classic Italian Sausage | \$14.00 |
| <hr/> | |
| Item Count | 12 |
| Taxable Total | \$91.30 |
| <hr/> | |
| Sales Tax | \$8.22 |
| Total | \$99.52 |



Account: VISA CREDIT*****0772

Cardholder: ANDREW R THOMAS II

Result: CAPTURED

Authorization Code: 015400

Approved Amount: 99.52

Application Label: VISA CREDIT

Chip Indicator: Chip Read

CVN: Signature

Sequence #001-673-0

AID: A0000000031010

TVR: 8080001000

TSI: 6800

AID: A0000000031010

IAD: 06011203609000

ARC: 00

TID: 016

Node: issuer

#44-1175-281-000
Pizza for chris & house
Decorating Party

CITY OF CAYCE

Check Request Journal Voucher

| | | | |
|--|-----------------------|----------------------------------|------------------------------|
| Number | KEV002 | 23-Nov-21 | |
| | | Kevin Jarvis | |
| Amount | \$100.00 | P.O. Box 211 | |
| | | Dalzell, SC 29040 | |
| Fund | 44-1175-281-000 | | |
| Singer/Entertainer for Christmas Open House-Museum | | | |
| Prepared By: Andy Thomas | | Requested By: Andy Thomas | App. By: Tracy Hegler |
| Account Title | Account Number | Debit | Credit |
| | | 100.00 | |
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| | | | |
| | | 100.00 | |
| | | | |

#44-1175-281-000 / Christmas
Sp-Ho
Pizza Decent
Food Lion

Food Lion #2801 (803) 926-0312
300 Knox Abbott Dr - Cayce, SC

GROCERY

| | | | |
|----------------------|---|-------|-----|
| LAYS CLSC CHIPS | M | 4.09 | A * |
| Lays Chips Disc | | -2.05 | A * |
| LAYS SCO CHIPS | M | 4.09 | A * |
| Lays Chips Disc | | -2.05 | A * |
| LAYS SWT HEAT BBQ CH | M | 4.09 | A * |
| Lays Chips Disc | | -2.05 | A * |
| FL FUDGE STRIP SHB | | 1.99 | A * |
| FL GLDN CREME-O'S DB | | 1.59 | A * |
| 2LT CLASSIC COKE | M | | |
| 2 @ 1.99 | | 3.98 | A * |
| 2LT DT COKE | M | | |
| 2 @ 1.99 | | 3.98 | A * |
| 2LT SPRITE | M | 1.99 | A * |
| STAUF GINGER SNAPS | | 2.39 | A * |
| SOH MINI PRETZELS | | | |
| 1 @ 2 FOR 6.00 | | 3.00 | A * |
| DEER PRK 12PK SPR WT | | 3.99 | A * |

Savings

You saved:

| | |
|------------------|-------|
| 2LT CLASSIC COKE | -2.20 |
| 2LT DT COKE | -2.20 |
| 2LT SPRITE | -1.10 |

Tax Paid

| | | |
|----------------|-------|---------|
| 0.00% Tax 1 | 23.53 | 0.00 |
| 13 BALANCE DUE | | 23.53 |
| VISA | | \$23.53 |

11/22/2021 13:30:14
VISA CREDIT Entry Method: Chip
CARD #: XXXXXXXXXXXX0772
PURCHASE - APPROVED
AUTH CODE:036255
Mode: Issuer
AID: A0000000031010
TVR: 8000008000
IAD: 06011203A01000
TSI: 6800
ARC: 00
TC: 9870B75CC655247B
MID: 262801 TID: 001 SEQ: 034574
Total: USD\$ 23.53

CHANGE 0.00

You saved \$11.65!

* Year to Date

* Savings 0.00

We value your opinion!

Tell us about your visit for a chance
to win \$500 in free groceries.

Within the next 5 days please visit:
www.TalkToFoodLion.com

También disponible en español.

10 winners each quarter

See website for complete rules.

PIN: 1122280140030177

Loyalty Customer 4699999999

STORE:02801 REGISTER:003 CASHIER:0218

TICKET#:0177 22NOV2021 13:30:17

www.foodlion.com

CUSTOMER SERVICE 1-800-210-9569

THANK YOU FOR SHOPPING AT FOOD LION

CITY OF CAYCE

Check Request Journal Voucher

| | | | |
|--|-----------------------|----------------------------------|------------------------------|
| Number | | 15-Nov-21 | |
| | | Lexington Printing, LLC | |
| Amount | \$84.53 | P.O. Box 4672 | |
| | | Cayce-West Columbia, SC 29171 | |
| Fund | 44-1175-281-000 | | |
| 150 advertising flyers for Christmas Event | | | |
| Prepared By: Andy Thomas | | Requested By: Andy Thomas | App. By: Tracy Hegler |
| Account Title | Account Number | Debit | Credit |
| | | 84.53 | |
| | | | |
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| | | 84.53 | |
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#44-1175-
281-000

83937



INVOICE NUMBER _____

post office box 4672 / cayce-west columbia, south carolina 29171 / telephone: area code (803) 356-2009 / fax (803) 356-1163

SHIP TO: (Same as "Sold To" Unless Indicated)

SOLD TO
Cayce museum

| CUSTOMER ORDER NO. | DATE SHIPPED | SHIPPED VIA | INVOICE DATE | TERMS |
|--------------------|--------------|-------------|--------------|-----------|
| | | | 11-10-27 | SEE BELOW |

| ORDER | DESCRIPTION | BACK ORDERED | SHIPPED | PRICE | AMOUNT |
|-------|---------------|--------------|---------|-------|--------|
| 150 | museum Flyers | | | | 79.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

PAY THIS INVOICE - NO STATEMENT RENDERED

TERMS: Invoice amount immediately due and payable. A time-price differential (Finance Charge) of 1.5% per month (\$2.00 minimum) will be charged on past due charges not paid within 30 days. If any unpaid balance is referred for collection, you will pay, to the extent permitted by law, reasonable collection fees incurred by us in collecting the balance.

Thank You

| | |
|-------------|-------|
| MDSE. TOTAL | 79.00 |
| Sales Tax | 5.50 |
| Freight | |

PLEASE PAY THIS AMOUNT



84.50

Received By _____ Date _____

CITY OF CAYCE

Check Request Journal Voucher

| | | | |
|---------------|-----------------|-----------------|------------------|
| Number | MAR014 | 4-Nov-21 | |
| | | | Mrs. Mary Sharpe |
| Amount | \$122.87 | | 929 Indigo |
| | | | Cayce, SC 29033 |
| Fund | 44-1175-281-000 | | |

Ribbon and Supplies for Museum Open House Christmas Event purchased by Mary Sharpe from Carolina Pottery.

Prepared By: Andy Thomas | **Requested By:** Andy Thomas | **App. By:** Tracy Hegler

| Account Title | Account Number | Debit | Credit |
|---------------|----------------|--------|--------|
| | | 122.87 | |
| | | | |
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| | | | |
| | | 122.87 | |

#44-1125-281-000

Carolina Pottery

Hwy 1 @ I-26 (exit October 29, 2021
111-A), 2816 Augusta 1:46 PM
Rd. Diane
West Columbia, SC 29170
(803) 936-1447
www.carolinapottery.com

PURCHASE

Receipt: PZnP
Authorization: 62661C

VISA CREDIT
AID A0 00 00 00 03 10 10

| | |
|-----------------------|---------|
| 07 SEASONAL | \$5.99 |
| 16 FLORAL ACCESS | \$12.99 |
| 07 SEASONAL x 3 | \$11.97 |
| 16 FLORAL ACCESS x 12 | \$83.88 |

| | |
|-----------|----------|
| Subtotal | \$114.83 |
| Sales Tax | \$8.04 |

| | |
|------------------|-----------------|
| Total | \$122.87 |
| Visa 0890 (Chip) | \$122.87 |
| Mary P Sharpe | |

Now Hiring Cashiers and Sales
Associates!

Please See Store Management!

Christmas Return Policy
Returns valid for 30 days with receipt
until December 15, 2021. No returns/
exchanges on Christmas merchandise
after December 15, 2021. After then, ALL
Christmas items are Final Sale. No
returns or exchanges on sales,
red-tagged items, earrings, wine, food
items and custom floral arrangements.



CITY OF CAYCE

Check Request Journal Voucher

| | | | |
|---|-----------------------|----------------------------------|------------------------------|
| Number | COL012 | 14-Oct-21 | |
| | | Columbia Flag & Sign Company | |
| Amount | \$12.04 | 633 Meeting Street | |
| | | West Columbia, SC 29169 | |
| Fund | 44-1175-281-000 | | |
| 25 American Flags for Museum Open House Christmas Event | | | |
| Prepared By: Andy Thomas | | Requested By: Andy Thomas | App. By: Tracy Hegler |
| Account Title | Account Number | Debit | Credit |
| | | 12.04 | |
| | | | |
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| | | | |
| | | 12.04 | |
| | | | |



Invoice 195749

Customer COC2

"DEFINING YOUR BUSINESS IMAGE."

633 Meeting Street
 West Columbia, SC 29169
 803-748-8524 / FAX: 803-748-8519
 WATS: 1-800-922-2176

Bill To:

City of Cayce
 P.O. Box 2004
 Cayce, SC 29171

Ship To:

City of Cayce
 P.O. Box 2004
 Cayce, SC 29171

Phone: 803/796-9020

Phone: 803/796-9020

| Date | | Ship Via | | F.O.B. | | Terms | | |
|-----------------------|-------|-----------|-------------|----------------------------------|-------------|-------------|------------------|--------|
| 10/14/21 | | Delivered | | Origin | | Net 30 Days | | |
| Purchase Order Number | | | Order Date | | Salesperson | | Our Order Number | |
| Verbal | | | 10/14/21 | | DM | | None | |
| Quantity | | | Item Number | Description | | Tax | Unit Price | Amount |
| Required | Ship | B.O. | | | | | | |
| 25.00 | 25.00 | | 41100 | 4X6 IN UNITED STATES COTTON FLAG | | Y | 0.45 | 11.25 |

| | |
|---------------------|--------------|
| NonTaxable Subtotal | 0.00 |
| Taxable Subtotal | 11.25 |
| Tax @ 7.000% | 0.79 |
| Total | 12.04 |
| Paid | 0.00 |
| Due | 12.04 |

Customer Original



CITY OF CAYCE
ACCOMMODATIONS TAX FUND REQUEST FY 2022-2023

Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.

1. **The Applicant** must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant's 501 (C) (3) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization Tartan Day South / The River Alliance
Federal ID No. 57-1024824 Non-Profit Status: 501-C-3
Contact Person John Banks Telephone 803-772-6500 / cell 803-665-7620
Address 301 Candi Lane, Columbia, SC 29201
Email johnbanks@columbiaspeedway.com

2. **Project Category (check one)**

Tourism Advertising and Promotion

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

Tourism-Related Expenditures

(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)

Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.



City of Cayce

Accommodations Tax Fund Request

3. Project/Event name and general description with specific reference to what will be accomplished with City funds.

Tartan Day South is a four day celebration of Celtic Culture. Tartan Day South is a festival built around the National Tartan Day Holiday. The event features Highland Athletics, live celtic music, interesting exhibitions and more. The festival celebrated it's 10th anniversary in 2022. The event was cancelled in 2020 and 2021 because of Covid 19. The funds are used for Marketing outside of 50 miles and logistics for the thousands of tourists that visit Tartan Day South annually. In 2022 the festival drew 2,300 tourists from 29 states and another 3,700 from South Carolina outside of 50 miles from Cayce.

4. Project Period: Begin March 30th 2023 End April 2nd 2023

One important factor in allocating these funds is that there should be more hotel/motel activity in our community due to the funding provided. For events projects, answer questions 5 (a) (b) & (c) below.

5. For Tourism-related expenditures: The following questions must be answered in order for your request to be considered for funding.

- a) Which hotels in the City of Cayce have you contacted to arrange rooms for your overnight visitors? [X] Courtyard by Marriott (1125 Fort Congaree Trail) [] Country Inn & Suites (2245 Airport Blvd.) [] Econo Lodge Inn (1935 Airport Blvd.) Total rooms booked 13
b) Total number of visitors expected to attend your event? 15,000
c) What percentage of visitors outside the Cayce community (50 miles or more) will be attending your event? 43 %

Describe how your project/event will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities. (Attach a sheet, if necessary)

Tartan Day South is a cultural event that interests many cultures. The Carolinas have the largest population of Scottish and Irish decedents outside New York. By collecting zip codes we are able to track the homes of the patrons that visit the festival. By having over 6,200 patrons at our event in 2022 from outside the 50 mile radius, we are able to open new eyes to our Cayce community. These patrons eat in restaurants and spend more dollars in our city. Using the SCPRT metrics, we are able to calculate that Tartan Day South had a \$1.74 million dollar impact on our local economy.

Blank lines for additional text or calculations.



6. List the method(s) used to track tourist:

- Web page inquiries – estimated inquiries per month 12,000
- Brochure mailings – estimated brochures mailed per month _____
- Event ticket sales – estimated tickets sold per event 8,000
- Event registration – estimated registrants per event _____
- Hotel room sales – estimated # of rooms per event/per month _____
- Phone call inquiries – estimated phone calls per month _____
- Surveys – estimated percent of “tourist” responses per survey 4,021 Zip Codes Collected
- License plates – estimated count per event _____

7. Do/will you advertise outside a 50-mile radius? Yes _____ No

a. If yes, please check all that apply to advertising sources outside a 50-mile radius:

- Rack cards - # distributed 2,000
- Brochures - # distributed _____
- Posters - # distributed 300
- Magazine Ads - # ads Attached (list ads & distribution range on separate sheet)
- Newspaper Ads - # ads Attached (list newspapers & distribution on separate sheet)
- Television Ads - # ads Attached (list stations & viewing range on separate sheet)
- Radio Ads - # ads Attached (list stations & listening range on separate sheet)
- Billboards - # ads Attached (list number & locations on separate sheet)
- Websites - # web pages other than primary website: _____ (list on separate sheet the target audience)
- Other (list on separate sheet along with target audience)

b. If no, is there any group/agency who will be responsible for advertising? If so, who? _____

8. Estimated Cost of Project \$ \$150,000

9. Total Accommodations Tax Funds Requested from the City of Cayce for FY22-23 \$ \$15,000, which represents 10 % of the total event/project budget. Please include this amount when listing proposed sources of income on budget page. (Unless otherwise approved, funds must be spent within the funding year: July 1, 2022 – June 30, 2023)

10. Has your project/event or organization received Accommodations Tax Funds from any source in the last 3 years? Yes _____ No

a. If yes, All years we recieved A Tax from Cayce, West Columbia, and Town of Lexington

FY 2021-2022: \$ 36,000 ; source: _____ ; purpose: Marketing and Logistics
 FY 2020-2021: \$ 0.00 ; source: _____ ; purpose: _____
 FY 2019-2020: \$ 31,000 ; source; _____ ; purpose: Marketing and Logistics

b. For each award year, did you expend 100% of the Accommodations Tax Funds you were awarded?

Yes 2020 **No



c. If no, please explain and give amount not used:

** 2020 Tartan Day South had to be cancelled via the Governors Executive order 15 day prior. Most of the marketing was already running and was paid for. We pulled back as much as we could and some was credited forward. There was \$13,000 of the 2020 A tax funding that was left over after all bills were paid. The three cities agreed to leave the balance of that funding for the next event which ended up being 2022.

11.

John R. Banks
Signature of Applicant

July 20th 2022
Date

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

Submit completed application form and required attachments to:

City of Cayce
ATTN: Amanda Rowan
P.O. Box 2004
Cayce, SC 29171-2004
Or
Fax to 803-796-9072

DEADLINE IS JULY 25, 2022

Completed application form and attachments can also be dropped off at

**Cayce City Hall
1800 12th Street
Cayce, SC 29033**

| For Office Use Only | |
|------------------------------|---------------------------|
| Date Received _____ | Council Action Date _____ |
| Recommendation _____ | Amount Approved _____ |
| Date of Recommendation _____ | |

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: OCT 17 2000

RIVER ALLIANCE
506 GERVAIS STREET
COLUMBIA, SC 29201

Employer Identification Number:
57-1024824
DLN:
17053267748030
Contact Person:
FRANCIS E BERNHARDT ID# 31258
Contact Telephone Number:
(877) 829-5500
Our Letter Dated:
AUGUST 1996
Addendum Applies:
NO

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Letter 1050 (DO/CG)

RIVER ALLIANCE

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

A handwritten signature in cursive script that reads "Steven T. Miller".

Steven T. Miller
Director, Exempt Organizations

Tartan Day South

2022 Final Books

Marketing Expenses

Operating Expenses

Revenues

2020 and 2021 Roll Over 13,462.57

| | | | | | | |
|---|----------------------|---|----|-------------------|------------------------------|----------------------|
| The Graphic Source | 230.74 | Vendor Theft Reimbursement | \$ | 1,000.00 | | |
| Paul Pope Photography | \$ 500.00 | Misc Hardware | \$ | 780.06 | | |
| Paper Pro | \$ 800.48 | Scanners | \$ | 1,282.00 | | |
| Field Signs | \$ 1,857.04 | Tent Rentals | \$ | 19,487.85 | Grants & Sponsors | |
| Printing | \$ 3,000.00 | Vip Tent Expenses | \$ | 2,112.97 | | |
| Celtic Life | \$ 895.00 | Golf Carts | \$ | 1,403.84 | West Columbia A-Tax | \$ 10,000.00 |
| 102.3 Fox | \$ 3,000.00 | T Shirts Expense (Vol, Ath, Sales) | \$ | 3,383.00 | Cayce A-Tax | \$ 12,000.00 |
| 98.5 Steve WVOC 560 AM | \$ 10,455.00 | Restroom Services | \$ | 2,400.00 | Lexington Beverage Tax | \$ 2,500.00 |
| 97.5 WCOS FM 104.7 fm | | Trash Services | \$ | 1,000.00 | Cayce H-Tax | \$ 20,455.00 |
| | | Athletic Equipment | \$ | 450.00 | Town of Lexington A-Tax | \$ 14,000.00 |
| 107.5 The Game | | Feeding Athletes | \$ | 600.00 | Grants | |
| WIS TV Full Market | \$ 10,000.00 | Credit Card Fees | \$ | 2,358.94 | Guinness | \$ 2,000.00 |
| Peach Jar | \$ 1,120.00 | Electrical and Logistics Rentals | \$ | 10,363.76 | Vital Chiropractic | |
| | | Police and Fire | \$ | 1,021.00 | McDaniels | \$ 2,000.00 |
| Billboard CVB | \$ 1,750.00 | Music Artists, Pipe Bands, Sound | \$ | 21,350.00 | | |
| | | Dogs and Birds, Judges | | | | |
| Lexington Chronical | | Tasting Supplies | \$ | 592.83 | | |
| The State | | Pipe Band Coordinator | | \$1,000.00 | Code Ninjas Lexington | \$ 482.06 |
| Social Media Consultant | \$ 750.00 | | | | McCray Meadows | \$ 750.00 |
| Free Times | | Ice | \$ | 445.50 | AOH | \$ 1,000.00 |
| Hometown radio | \$ 2,500.00 | Kirkin of Tartans | \$ | 300.00 | Nephron | |
| Grace Bill Boards | \$ 950.00 | Rooms for Bands & Judges | \$ | 2,720.61 | Oharas Pub | \$ 1,000.00 |
| WXRY | | Event Insurance | \$ | 651.00 | Culpepper | \$ 2,500.00 |
| Web Redesign and Maintana | \$ 8,377.00 | Facility Rental | \$ | 15,000.00 | First Community | \$ 1,000.00 |
| Total Marketing | \$ 45,954.52 | Awards | | | | |
| Operating Expenses | | Miscelanous Labor | \$ | 5,170.00 | Total G & S | 83,149.63 |
| | | Ammusement Taxes | \$ | 3,141.19 | | |
| | | Grant Writers Fees and sales Comr | \$ | 10,543.25 | Vendor Income | \$ 6,440.00 |
| Total Expenses | \$ 156,962.32 | Fairy | \$ | 250.00 | Car Club Fees and Income | \$ 2,087.00 |
| | | Highland Dancers | \$ | 200.00 | Program Sales, Shirt, Scotch | \$ 3,820.00 |
| | | Retained Earnings | \$ | 3,000.00 | Ticket Sales | \$ 65,965.00 |
| | | Operating Expenses | \$ | 111,007.80 | Beverage Income | \$ 5,795.52 |
| | | | | | Tasting | \$ 1,440.00 |
| | | | | | Total Revenues | \$ 168,697.15 |
| Final Amount donated to the River Alliance | | | \$ | 11,734.83 | | |



Tartan Day South 2022 by the Numbers

13,630 Total Attendees over 4 Days

4,021 Zip Codes were collected
over 2 days (April 1 and 2)

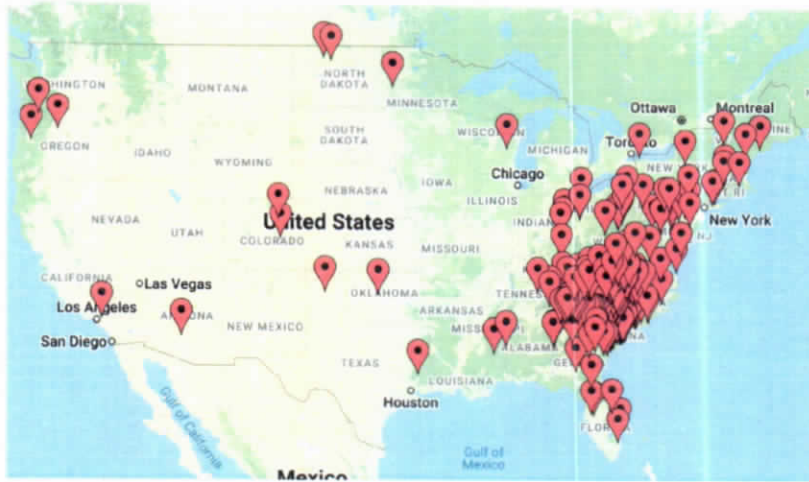
Attendees from 187 Unique Zip Codes from
29 states outside of South Carolina

An estimated 2,300 visitors were from outside
of South Carolina

Zip Codes were collected from 191 Unique
Zip Code Areas in South Carolina

Over 3,900 Patrons were from 126 Unique
Zip Codes in South Carolina outside
of 50 Miles of Lexington County

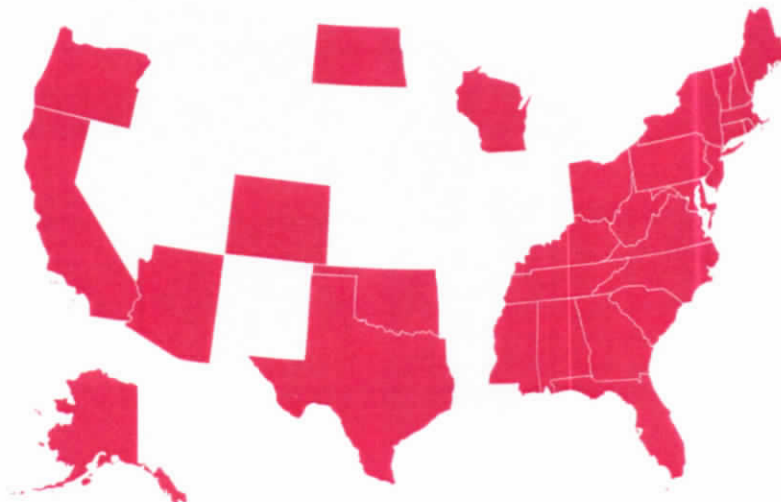
Tartan Day South 2022 Economic Impact
\$1.74 Million Dollars on the local Economy



Patrons from 346 Unique Zip Codes in the US



Patrons from 191 Unique Zip Codes in the SC



Patrons from 30 States Visited TDS in 2022

Tartan Day South Patrons Traveling in from outside of South Carolina. 2,300 from 187 Zip Codes in 29 states.

| Rhode Island | | | North Carolina | | | North Carolina | | |
|--------------|----------------------|----|----------------|-----------------|----|----------------|----------------|----|
| 2920 | CRANSTON | RI | 27078 | YADKINVILLE | NC | 28615 | CRESTON | NC |
| | | | 27150 | WINSTON SALEM | NC | 28681 | TAYLORSVILLE | NC |
| | New Hampshire | | 27172 | WINSTON SALEM | NC | 28711 | BLACK MOUNTAIN | NC |
| | | | 27201 | ALAMANCE | NC | 28712 | BREVARD | NC |
| 3867 | ROCHESTER | NH | 27205 | ASHEBORO | NC | 28722 | COLUMBUS | NC |
| | | | 27215 | BURLINGTON | NC | 28734 | FRANKLIN | NC |
| | Maine | | 27223 | BURLINGTON | NC | 28739 | HENDERSONVILLE | NC |
| | | | 27230 | CEDAR FALLS | NC | 28754 | MARS HILL | NC |
| 4080 | HARPSWELL | ME | 27263 | HIGH POINT | NC | 28782 | TRYON | NC |
| | | | 27281 | JACKSON SPRINGS | NC | 28792 | HENDERSONVILLE | NC |
| | Vermont | | 27376 | WEST END | NC | 28803 | ASHEVILLE | NC |
| | | | 27410 | GREENSBORO | NC | 28805 | ASHEVILLE | NC |
| 5036 | BROOKFIELD | VT | 27526 | FUQUAY VARINA | NC | | | |
| | | | 27540 | HOLLY SPRINGS | NC | | | |
| | Connecticut | | 27576 | SELMA | NC | | | |
| | | | 27705 | DURHAM | NC | 20877 | GAITHERSBURG | MD |
| 6074 | SOUTH WINDSOR | CT | 27902 | WOODLAND | NC | 20877 | GAITHERSBURG | MD |
| | | | 28054 | GASTONIA | NC | 21009 | ABINGDON | MD |
| | New Jersey | | 28056 | GASTONIA | NC | 21220 | MIDDLE RIVER | MD |
| | | | 28079 | INDIAN TRAIL | NC | | | |
| 8360 | VINELAND | NJ | 28105 | MATTHEWS | NC | | | |
| | | | 28173 | WAXHAW | NC | | | |
| | New York | | 28205 | CHARLOTTE | NC | 22967 | ROSELAND | VA |
| | | | 28207 | CHARLOTTE | NC | 23139 | POWHATAN | VA |
| 11704 | WEST BABYLON | NY | 28209 | CHARLOTTE | NC | 23421 | PARKSLEY | VA |
| 11752 | ISLIP TERRACE | NY | 28210 | CHARLOTTE | NC | 23454 | VIRGINIA BEACH | VA |
| 13480 | WATERVILLE | NY | 28211 | CHARLOTTE | NC | 24073 | CHRISTIANSBURG | VA |
| 14028 | BURT | NY | 28217 | CHARLOTTE | NC | 24523 | BEDFORD | VA |
| | | | 28227 | CHARLOTTE | NC | | | |
| | Pennsylvania | | 28277 | CHARLOTTE | NC | | | |
| | | | 28278 | CHARLOTTE | NC | | | |
| 15201 | PITTSBURGH | PA | 28306 | FAYETTEVILLE | NC | 25410 | BAKERTON | WV |
| 15458 | MC CLELLANTOWN | PA | 28307 | FORT BRAGG | NC | 26154 | MUNDAY | WV |
| 16028 | EAST BRADY | PA | 28327 | CARTHAGE | NC | 26334 | BRIDGEPORT | WV |
| 16601 | ALTOONA | PA | 28376 | RAEFORD | NC | 26464 | WYATT | WV |
| 17003 | ANNVILLE | PA | 28390 | SPRING LAKE | NC | 26501 | MORGANTOWN | WV |
| 17112 | HARRISBURG | PA | 28422 | BOLIVIA | NC | | | |
| 18301 | EAST STROUDSBURG | PA | 28461 | SOUTHPORT | NC | | | |
| 18974 | WARMINSTER | PA | 28560 | NEW BERN | NC | | | |
| 19333 | DEVON | PA | 28601 | HICKORY | NC | 40461 | PAINT LICK | KY |
| 19390 | WEST GROVE | PA | 28610 | CLAREMONT | NC | 41053 | KENTON | KY |

Tartan Day South Patrons Traveling in from outside of South Carolina. 2,300 from 187 Zip Codes in 29 states.

| | | | | | | |
|-------|----------------------|----|-------|---------------------|-----------|----|
| | Florida | | | North Dakota | | |
| 32694 | WALDO | FL | 58105 | FARGO | ND | |
| 32941 | MELBOURNE | FL | 58701 | MINOT | ND | |
| 33065 | CORAL SPRINGS | FL | 58719 | BERTHOLD | ND | |
| 33478 | JUPITER | FL | | | | |
| 33565 | PLANT CITY | FL | | | | |
| 33810 | LAKELAND | FL | | | | |
| | | | 73099 | YUKON | OK | |
| | Alabama | | | Oklahoma | | |
| 36907 | CUBA | AL | | | | |
| | | | 77399 | LIVINGSTON | TX | |
| | Tennessee | | | 79036 | FRITCH | TX |
| 37026 | BRADYVILLE | TN | | | | |
| 37343 | HIXSON | TN | | | | |
| 37604 | JOHNSON CITY | TN | 80221 | DENVER | CO | |
| 37801 | MARYVILLE | TN | 80906 | COLORADO SPRINGS | CO | |
| 37821 | NEWPORT | TN | | | | |
| 37830 | OAK RIDGE | TN | | | | |
| | Massachusetts | | | 85138 | MARICOPA | AZ |
| 39106 | LUDLOW | MA | | | | |
| | Mississippi | | | 91773 | SAN DIMAS | CA |
| 39422 | BAY SPRINGS | MS | | | | |
| | Ohio | | | 97236 | PORTLAND | OR |
| 43123 | GROVE CITY | OH | 97478 | SPRINGFIELD | OR | |
| 43223 | COLUMBUS | OH | 97741 | MADRAS | OR | |
| 44820 | BUCYRUS | OH | | | | |
| 45244 | CINCINNATI | OH | | | | |
| 45459 | DAYTON | OH | 99829 | HOONAH | AK | |
| | Wisconsin | | | | | |
| 54937 | 1 FOND DU LAC | WI | | | | |

Tartan Day South Patrons from South Carolina

191 Unique Zip Codes Accounting for 2,874 Groups

| | | | | | | | | |
|-------|-----------------|-----|-------|---------------|-----|-------|------------------|----|
| 29006 | BATESBURG | 16 | 29138 | SALUDA | 5 | 29326 | CLINTON | 2 |
| 29009 | BETHUNE | 1 | 29146 | SPRINGFIELD | 1 | 29332 | CROSS HILL | 1 |
| 29010 | BISHOPVILLE | 1 | 29148 | SUMMERTON | 1 | 29349 | INMAN | 3 |
| 29015 | BLAIR | 1 | 29150 | SUMTER | 12 | 29356 | LANDRUM | 6 |
| 29016 | BLYTHEWOOD | 33 | 29152 | SHAW AFB | 2 | 29360 | LAURENS | 3 |
| 29020 | CAMDEN | 10 | 29153 | SUMTER | 1 | 29384 | WATERLOO | 1 |
| 29023 | CAMDEN | 1 | 29154 | SUMTER | 13 | 29401 | CHARLESTON | 8 |
| 29025 | CAMDEN | 1 | 29160 | SWANSEA | 22 | 29403 | CHARLESTON | 2 |
| 29030 | CAMERON | 2 | 29163 | VANCE | 1 | 29405 | NORTH CHARLESTON | 9 |
| 29032 | CASSATT | 4 | 29164 | WAGENER | 6 | 29407 | CHARLESTON | 4 |
| 29033 | CAYCE | 68 | 29167 | WARD | 1 | 29412 | CHARLESTON | 6 |
| 29036 | CHAPIN | 89 | 29168 | WEDGEFIELD | 2 | 29414 | CHARLESTON | 5 |
| 29038 | COPE | 3 | 29169 | WEST COLUMBIA | 71 | 29420 | NORTH CHARLESTON | 3 |
| 29040 | DALZELL | 8 | 29170 | WEST COLUMBIA | 89 | 29429 | AWENDAW | 1 |
| 29044 | EASTOVER | 5 | 29172 | WEST COLUMBIA | 33 | 29449 | HOLLYWOOD | 1 |
| 29045 | ELGIN | 43 | 29179 | WHITMIRE | 1 | 29451 | ISLE OF PALMS | 5 |
| 29053 | GASTON | 39 | 29180 | WINNSBORO | 8 | 29455 | JOHNS ISLAND | 8 |
| 29054 | GILBERT | 43 | 29201 | COLUMBIA | 25 | 29456 | LADSON | 2 |
| 29055 | GREAT FALLS | 1 | 29202 | COLUMBIA | 4 | 29461 | MONCKS CORNER | 1 |
| 29058 | HEATH SPRINGS | 1 | 29203 | COLUMBIA | 17 | 29464 | MOUNT PLEASANT | 6 |
| 29061 | HOPKINS | 15 | 29204 | COLUMBIA | 32 | 29465 | MOUNT PLEASANT | 2 |
| 29063 | IRMO | 101 | 29205 | COLUMBIA | 35 | 29466 | MOUNT PLEASANT | 7 |
| 29069 | LAMAR | 1 | 29206 | COLUMBIA | 57 | 29472 | RIDGEVILLE | 1 |
| 29070 | LEESVILLE | 34 | 29207 | COLUMBIA | 2 | 29474 | ROUND O | 1 |
| 29071 | LEXINGTON | 1 | 29209 | COLUMBIA | 46 | 29483 | SUMMERVILLE | 14 |
| 29072 | LEXINGTON | 220 | 29210 | COLUMBIA | 52 | 29485 | SUMMERVILLE | 7 |
| 29073 | LEXINGTON | 158 | 29212 | COLUMBIA | 105 | 29486 | SUMMERVILLE | 6 |
| 29075 | LITTLE MOUNTAIN | 8 | 29216 | COLUMBIA | 2 | 29487 | WADMALAW ISLAND | 1 |
| 29078 | LUGOFF | 20 | 29220 | COLUMBIA | 4 | 29488 | WALTERBORO | 1 |
| 29079 | LYDIA | 1 | 29222 | COLUMBIA | 5 | 29492 | CHARLESTON | 3 |
| 29090 | LODGE | 3 | 29223 | COLUMBIA | 40 | 29501 | FLORENCE | 5 |
| 29102 | MANNING | 2 | 29225 | COLUMBIA | 3 | 29504 | FLORENCE | 2 |
| 29106 | MONETTA | 1 | 29227 | COLUMBIA | 6 | 29520 | CHERAW | 1 |
| 29107 | NEESES | 3 | 29229 | COLUMBIA | 60 | 29526 | CONWAY | 2 |
| 29108 | NEWBERRY | 13 | 29236 | COLUMBIA | 6 | 29527 | CONWAY | 1 |
| 29112 | NORTH | 3 | 29250 | COLUMBIA | 3 | 29532 | DARLINGTON | 3 |
| 29115 | ORANGEBURG | 6 | 29273 | COLUMBIA | 6 | 29536 | DILLON | 2 |
| 29118 | ORANGEBURG | 2 | 29284 | COLUMBIA | 2 | 29545 | GREEN SEA | 1 |
| 29120 | ORANGEBURG | 1 | 29285 | COLUMBIA | 4 | 29550 | HARTSVILLE | 6 |
| 29123 | PELION | 12 | 29290 | COLUMBIA | 8 | 29556 | KINGSTREE | 2 |
| 29127 | PROSPERITY | 11 | 29301 | SPARTANBURG | 4 | 29566 | LITTLE RIVER | 1 |
| 29128 | REMBERT | 3 | 29302 | SPARTANBURG | 2 | 29569 | LORIS | 1 |
| 29130 | RIDGEWAY | 7 | 29306 | SPARTANBURG | 5 | 29572 | MYRTLE BEACH | 3 |
| 29135 | SAINT MATTHEWS | 10 | 29323 | CHESNEE | 1 | 29575 | MYRTLE BEACH | 5 |
| 29137 | SALLEY | 2 | 29325 | CLINTON | 2 | 29576 | MURRELLS INLET | 6 |

Tartan Day South Patrons from South Carolina

191 Unique Zip Codes Accounting for 2,874 Groups

| | | | | | |
|-------|----------------|----|-------|---------------------|---|
| 29579 | MYRTLE BEACH | 4 | 29824 | EDGEFIELD | 1 |
| 29588 | MYRTLE BEACH | 2 | 29829 | GRANITEVILLE | 5 |
| 29601 | GREENVILLE | 2 | 29832 | JOHNSTON | 1 |
| 29605 | GREENVILLE | 4 | 29841 | NORTH AUGUSTA | 6 |
| 29607 | GREENVILLE | 2 | 29847 | TRENTON | 1 |
| 29609 | GREENVILLE | 1 | 29856 | WINDSOR | 1 |
| 29615 | GREENVILLE | 1 | 29860 | NORTH AUGUSTA | 1 |
| 29617 | GREENVILLE | 3 | 29902 | BEAUFORT | 4 |
| 29620 | ABBEVILLE | 1 | 29906 | BEAUFORT | 1 |
| 29621 | ANDERSON | 5 | 29907 | BEAUFORT | 4 |
| 29632 | CLEMSON | 1 | 29909 | OKATIE | 6 |
| 29642 | EASLEY | 4 | 29910 | BLUFFTON | 8 |
| 29644 | FOUNTAIN INN | 1 | 29920 | SAINT HELENA ISLAND | 1 |
| 29646 | GREENWOOD | 6 | 29926 | HILTON HEAD ISLAND | 3 |
| 29649 | GREENWOOD | 5 | | | |
| 29650 | GREER | 7 | | | |
| 29655 | IVA | 1 | | | |
| 29663 | MAULDIN | 2 | | | |
| 29666 | NINETY SIX | 5 | | | |
| 29670 | PENDLETON | 2 | | | |
| 29673 | PIEDMONT | 1 | | | |
| 29680 | SIMPSONVILLE | 2 | | | |
| 29680 | SIMPSONVILLE | 5 | | | |
| 29681 | SIMPSONVILLE | 3 | | | |
| 29687 | TAYLORS | 1 | | | |
| 29690 | TRAVELERS REST | 1 | | | |
| 29697 | WILLIAMSTON | 1 | | | |
| 29702 | BLACKSBURG | 2 | | | |
| 29706 | CHESTER | 5 | | | |
| 29707 | FORT MILL | 6 | | | |
| 29708 | FORT MILL | 7 | | | |
| 29710 | CLOVER | 6 | | | |
| 29712 | EDGEMOOR | 1 | | | |
| 29720 | LANCASTER | 1 | | | |
| 29732 | ROCK HILL | 9 | | | |
| 29745 | YORK | 1 | | | |
| 29801 | AIKEN | 4 | | | |
| 29803 | AIKEN | 14 | | | |
| 29805 | AIKEN | 3 | | | |
| 29810 | ALLENDALE | 1 | | | |
| 29812 | BARNWELL | 1 | | | |
| 29817 | BLACKVILLE | 4 | | | |



May 30th 2022

Tartan Day South 2022 Final Report

Tartan Day South 2022 was the largest festival in in the ten years it was hosted since 2011. The festival drew 13,630 patrons over the 4-day run of the event. We had tourists visit from 29 states outside South Carolina represented. These visitors accounted for approximately 2,300 patrons. An additional 3,900 patrons came from 126 unique Zip Codes in South Carolina outside 50 Miles of Cayce. We had 683 Cayce residents visit meaning 12,947 patrons came from outside of Cayce. Based on this data the festival had a \$1.74 million dollar impact on the local economy via SCPRT models.

Tartan Day South is a festival built around the ancient Scottish sports, Highland Games. The festival also includes traditional and current Celtic music, massed bag pipe bands, traditional dancing exhibitions, herding exhibitions, Celtic Clans, genealogy, archery exhibitions, fencing exhibitions, medieval encampment, falconry, and much more. We host the largest Classic British Car Show in South Carolina with 37 incredible machines from 9 states surrounding South Carolina.

Tartan Day South has been spread over four days to encourage longer stays by our travelers. Other Tartan Day Celebrations are scattered about the country. We are making our area the destination for those Celtic Americans to celebrate this National Holiday in the Southeast. The Coordinators of Tartan Day South were invited to Washington DC in April following the 2018 event to participate in a Symposium on the 20th Anniversary of National Tartan Day. The National Capital Tartan Day Committee invited the team to speak at the Symposium about the event and it's growth. Of the current 102 Tartan Day Celebrations, large and small, in the United States only three were invited to this prestigious event San Antonio, Texas, Ellis Island, New York, and Tartan Day South in Cayce, South Carolina.

The biggest budget item for us is of course advertising and Marketing. Getting the word out is a very difficult task because patrons get their information from so many different media outlets today. We know that we generally have to touch someone six times for it to register with them. We have grown this aspect of our budget each year. In 2022 we spent over \$45,000

marketing that made the marketing portion 30% of the entire 2022 expenditures. Those additional touches are the most integral cog in building the festival to 20,000 attendees in the coming years. We also have been building our brand awareness in person by having booths at 8 other Highland Games festivals throughout the Southeast and with booths at St. Patty's Day Celebrations in Savannah and Columbia as well as at Soda City downtown in March each year.

The continued success is most obviously been affected by the Cities and County and their tremendous support through these Tax funds. These marketing dollars touch visitors in ways that would not be possible without these gracious grants. Total Marketing funds spent in 2022 for the ads that were seen or heard by collectively well over five million people.

Locations of ads:

Advertising Produced for Tartan Day South 2022

Radio Ads:

IHeart Radio 97.5 WCOS FM , 96.7 Steve WLTU FM, 104.7 WNOK FM, 560 WVOC AM
(205) 60 Second Commercials Ran between March 21st and April 2nd

Alpha Media 102.3 FM The Fox, Rock 99.7 FM, The Palm 94.9, Q 93.5 FM
(288) 60 Second Commercials Ran between March 21st and April 2nd

Midlands Media Group

94.3 FM The Dude (60) 60 Second Commercials

93.1 FM The Lake (60) 60 Second Commercials

Ran between March 14th and March 31st

Television

WIS TV 10 State Wide Broadcasts (47) 30 Second Commercials

Ran between March 22nd and April 1st

Streaming Television

(47,312) Targeted Streaming ads on Peacock and Hulu

Focused in Atlanta, Charlotte and Jacksonville

(2) Magazines Full Page Ad Celtic Life Magazine 535,000 North American Subscribers

December/January Issue and March/February Issue

Billboard 48 Digital Billboards around the midlands Reaching into Florence and Augusta

- 1 On I-77 South Leaving Charlotte 1 in the Epicenter Downtown Charlotte
- 2 On 1-26 West Leaving Charleston

Newspapers

The State Paper (2) 1/4 page ads 140,000 distribution

The Lexington Chronicle ½ Page ads on Front Cover 2 Issues 22,000 distribution

(3) Full Page ads in the Free Times

Websites:

National Tartan Day Website

One Day Takeover of Raleigh Today webpage March 23, 2022 940,000 daily visitors

One Day Takeover of Asheville Today webpage March 25, 2022 376,000 daily visitors

WISTV.com 56,000 Unique Visitors per day

WCOSFM.com 24,000 Unique Visitors per day

Thestate.com 63,000 Unique Visitors per day

Facebook

Page likes increased by 819 to 5,038

Page Reach (number of people reached based)

High: 156,762

- Organic: 22,010

- Paid: 137,256

- Viral: 17,560

Impressions (number of times appeared in news feeds)

High: 715,289

- Organic: 45,900

- Paid: 608,467

- Viral 23,267

Video

Total Video Views: 28,664

- Organic: 9,541

- Paid: 19,123

30 second view: 12,531

95% view: 8,349

Engaged Users: 3,682

Engagement:

Likes 3,682

Shares 349

Comments 368

Clicks on Links 743

Other Clicks 3,353

Photo Views 548

Facebook Event Page

Reach 27,929

Responses 12,379

Click for Tickets 47

Instagram

Total Followers: 844 (+166)

Analytics January 14 to April 13

- Reach 55,600

- Accounts Engaged: 420

- 171 followers

- 249 non-followers

- Post Interactions: 1,267

- Likes 1,112

- Comments 31

- Saves 24

- Shares 66

Instagram Stories

- Interactions 15

- Replies 10
- Shares 5

Twitter

Total Followers: 471 (+13)

March and April 2022

Total Impressions: 2,295

Profile Visits: 529

Mentions: 31

Tartan Day South Patrons Traveling in from outside of South Carolina. 2,300 from 187 Zip Codes in 29 states.

| Rhode Island | | | North Carolina | | | North Carolina | | |
|--------------|----------------------|----|----------------|-----------------|----|----------------|----------------------|----|
| 2920 | CRANSTON | RI | 27078 | YADKINVILLE | NC | 28615 | CRESTON | NC |
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| | New Hampshire | | 27172 | WINSTON SALEM | NC | 28711 | BLACK MOUNTAIN | NC |
| | | | 27201 | ALAMANCE | NC | 28712 | BREVARD | NC |
| 3867 | ROCHESTER | NH | 27205 | ASHEBORO | NC | 28722 | COLUMBUS | NC |
| | | | 27215 | BURLINGTON | NC | 28734 | FRANKLIN | NC |
| | Maine | | 27223 | BURLINGTON | NC | 28739 | HENDERSONVILLE | NC |
| | | | 27230 | CEDAR FALLS | NC | 28754 | MARS HILL | NC |
| 4080 | HARPSWELL | ME | 27263 | HIGH POINT | NC | 28782 | TRYON | NC |
| | | | 27281 | JACKSON SPRINGS | NC | 28792 | HENDERSONVILLE | NC |
| | Vermont | | 27376 | WEST END | NC | 28803 | ASHEVILLE | NC |
| | | | 27410 | GREENSBORO | NC | 28805 | ASHEVILLE | NC |
| 5036 | BROOKFIELD | VT | 27526 | FUQUAY VARINA | NC | | | |
| | | | 27540 | HOLLY SPRINGS | NC | | Maryland | |
| | Connecticut | | 27576 | SELMA | NC | | | |
| | | | 27705 | DURHAM | NC | 20877 | GAITHERSBURG | MD |
| 6074 | SOUTH WINDSOR | CT | 27902 | WOODLAND | NC | 20877 | GAITHERSBURG | MD |
| | | | 28054 | GASTONIA | NC | 21009 | ABINGDON | MD |
| | New Jersey | | 28056 | GASTONIA | NC | 21220 | MIDDLE RIVER | MD |
| | | | 28079 | INDIAN TRAIL | NC | | | |
| 8360 | VINELAND | NJ | 28105 | MATTHEWS | NC | | Virginia | |
| | | | 28173 | WAXHAW | NC | | | |
| | New York | | 28205 | CHARLOTTE | NC | 22967 | ROSELAND | VA |
| | | | 28207 | CHARLOTTE | NC | 23139 | POWHATAN | VA |
| 11704 | WEST BABYLON | NY | 28209 | CHARLOTTE | NC | 23421 | PARKSLEY | VA |
| 11752 | ISLIP TERRACE | NY | 28210 | CHARLOTTE | NC | 23454 | VIRGINIA BEACH | VA |
| 13480 | WATERVILLE | NY | 28211 | CHARLOTTE | NC | 24073 | CHRISTIANSBURG | VA |
| 14028 | BURT | NY | 28217 | CHARLOTTE | NC | 24523 | BEDFORD | VA |
| | | | 28227 | CHARLOTTE | NC | | | |
| | Pennsylvania | | 28277 | CHARLOTTE | NC | | West Virginia | |
| | | | 28278 | CHARLOTTE | NC | | | |
| 15201 | PITTSBURGH | PA | 28306 | FAYETTEVILLE | NC | 25410 | BAKERTON | WV |
| 15458 | MC CLELLANDTOWN | PA | 28307 | FORT BRAGG | NC | 26154 | MUNDAY | WV |
| 16028 | EAST BRADY | PA | 28327 | CARTHAGE | NC | 26334 | BRIDGEPORT | WV |
| 16601 | ALTOONA | PA | 28376 | RAEFORD | NC | 26464 | WYATT | WV |
| 17003 | ANNVILLE | PA | 28390 | SPRING LAKE | NC | 26501 | MORGANTOWN | WV |
| 17112 | HARRISBURG | PA | 28422 | BOLIVIA | NC | | | |
| 18301 | EAST STROUDSBURG | PA | 28461 | SOUTHPORT | NC | | Kentucky | |
| 18974 | WARMINSTER | PA | 28560 | NEW BERN | NC | | | |
| 19333 | DEVON | PA | 28601 | HICKORY | NC | 40461 | PAINT LICK | KY |
| 19390 | WEST GROVE | PA | 28610 | CLAREMONT | NC | 41053 | KENTON | KY |

Tartan Day South Patrons Traveling in from outside of South Carolina. 2,300 from 187 Zip Codes in 29 states.

| | | | | | |
|----------------------|---------------|----|---------------------|------------------|----|
| Florida | | | North Dakota | | |
| 32694 | WALDO | FL | 58105 | FARGO | ND |
| 32941 | MELBOURNE | FL | 58701 | MINOT | ND |
| 33065 | CORAL SPRINGS | FL | 58719 | BERTHOLD | ND |
| 33478 | JUPITER | FL | | | |
| 33565 | PLANT CITY | FL | | | |
| 33810 | LAKELAND | FL | | | |
| | | | 73099 | YUKON | OK |
| Alabama | | | Texas | | |
| 36907 | CUBA | AL | | | |
| | | | 77399 | LIVINGSTON | TX |
| | | | 79036 | FRITCH | TX |
| Tennessee | | | Colorado | | |
| 37026 | BRADYVILLE | TN | | | |
| 37343 | HIXSON | TN | | | |
| 37604 | JOHNSON CITY | TN | 80221 | DENVER | CO |
| 37801 | MARYVILLE | TN | 80906 | COLORADO SPRINGS | CO |
| 37821 | NEWPORT | TN | | | |
| 37830 | OAK RIDGE | TN | | | |
| | | | 85138 | MARICOPA | AZ |
| Massachusetts | | | California | | |
| 39106 | LUDLOW | MA | | | |
| | | | 91773 | SAN DIMAS | CA |
| Mississippi | | | Oregon | | |
| 39422 | BAY SPRINGS | MS | | | |
| | | | 97236 | PORTLAND | OR |
| | | | 97478 | SPRINGFIELD | OR |
| | | | 97741 | MADRAS | OR |
| Ohio | | | Alaska | | |
| 43123 | GROVE CITY | OH | | | |
| 43223 | COLUMBUS | OH | | | |
| 44820 | BUCYRUS | OH | | | |
| 45244 | CINCINNATI | OH | | | |
| 45459 | DAYTON | OH | 99829 | HOONAH | AK |
| Wisconsin | | | | | |
| 54937 | 1 FOND DU LAC | WI | | | |

Tartan Day South Patrons from South Carolina

191 Unique Zip Codes Accounting for 2,874 Groups

| | | | | | | | | |
|-------|-----------------|-----|-------|---------------|-----|-------|------------------|----|
| 29006 | BATESBURG | 16 | 29138 | SALUDA | 5 | 29326 | CLINTON | 2 |
| 29009 | BETHUNE | 1 | 29146 | SPRINGFIELD | 1 | 29332 | CROSS HILL | 1 |
| 29010 | BISHOPVILLE | 1 | 29148 | SUMMERTON | 1 | 29349 | INMAN | 3 |
| 29015 | BLAIR | 1 | 29150 | SUMTER | 12 | 29356 | LANDRUM | 6 |
| 29016 | BLYTHEWOOD | 33 | 29152 | SHAW AFB | 2 | 29360 | LAURENS | 3 |
| 29020 | CAMDEN | 10 | 29153 | SUMTER | 1 | 29384 | WATERLOO | 1 |
| 29023 | CAMDEN | 1 | 29154 | SUMTER | 13 | 29401 | CHARLESTON | 8 |
| 29025 | CAMDEN | 1 | 29160 | SWANSEA | 22 | 29403 | CHARLESTON | 2 |
| 29030 | CAMERON | 2 | 29163 | VANCE | 1 | 29405 | NORTH CHARLESTON | 9 |
| 29032 | CASSATT | 4 | 29164 | WAGENER | 6 | 29407 | CHARLESTON | 4 |
| 29033 | CAYCE | 68 | 29167 | WARD | 1 | 29412 | CHARLESTON | 6 |
| 29036 | CHAPIN | 89 | 29168 | WEDGEFIELD | 2 | 29414 | CHARLESTON | 5 |
| 29038 | COPE | 3 | 29169 | WEST COLUMBIA | 71 | 29420 | NORTH CHARLESTON | 3 |
| 29040 | DALZELL | 8 | 29170 | WEST COLUMBIA | 89 | 29429 | AWENDAW | 1 |
| 29044 | EASTOVER | 5 | 29172 | WEST COLUMBIA | 33 | 29449 | HOLLYWOOD | 1 |
| 29045 | ELGIN | 43 | 29179 | WHITMIRE | 1 | 29451 | ISLE OF PALMS | 5 |
| 29053 | GASTON | 39 | 29180 | WINNSBORO | 8 | 29455 | JOHNS ISLAND | 8 |
| 29054 | GILBERT | 43 | 29201 | COLUMBIA | 25 | 29456 | LADSON | 2 |
| 29055 | GREAT FALLS | 1 | 29202 | COLUMBIA | 4 | 29461 | MONCK'S CORNER | 1 |
| 29058 | HEATH SPRINGS | 1 | 29203 | COLUMBIA | 17 | 29464 | MOUNT PLEASANT | 6 |
| 29061 | HOPKINS | 15 | 29204 | COLUMBIA | 32 | 29465 | MOUNT PLEASANT | 2 |
| 29063 | IRMO | 101 | 29205 | COLUMBIA | 35 | 29466 | MOUNT PLEASANT | 7 |
| 29069 | LAMAR | 1 | 29206 | COLUMBIA | 57 | 29472 | RIDGEVILLE | 1 |
| 29070 | LEESVILLE | 34 | 29207 | COLUMBIA | 2 | 29474 | ROUND O | 1 |
| 29071 | LEXINGTON | 1 | 29209 | COLUMBIA | 46 | 29483 | SUMMERVILLE | 14 |
| 29072 | LEXINGTON | 220 | 29210 | COLUMBIA | 52 | 29485 | SUMMERVILLE | 7 |
| 29073 | LEXINGTON | 158 | 29212 | COLUMBIA | 105 | 29486 | SUMMERVILLE | 6 |
| 29075 | LITTLE MOUNTAIN | 8 | 29216 | COLUMBIA | 2 | 29487 | WADMALAW ISLAND | 1 |
| 29078 | LUGOFF | 20 | 29220 | COLUMBIA | 4 | 29488 | WALTERBORO | 1 |
| 29079 | LYDIA | 1 | 29222 | COLUMBIA | 5 | 29492 | CHARLESTON | 3 |
| 29090 | LODGE | 3 | 29223 | COLUMBIA | 40 | 29501 | FLORENCE | 5 |
| 29102 | MANNING | 2 | 29225 | COLUMBIA | 3 | 29504 | FLORENCE | 2 |
| 29106 | MONETTA | 1 | 29227 | COLUMBIA | 6 | 29520 | CHERAW | 1 |
| 29107 | NEESES | 3 | 29229 | COLUMBIA | 60 | 29526 | CONWAY | 2 |
| 29108 | NEWBERRY | 13 | 29236 | COLUMBIA | 6 | 29527 | CONWAY | 1 |
| 29112 | NORTH | 3 | 29250 | COLUMBIA | 3 | 29532 | DARLINGTON | 3 |
| 29115 | ORANGEBURG | 6 | 29273 | COLUMBIA | 6 | 29536 | DILLON | 2 |
| 29118 | ORANGEBURG | 2 | 29284 | COLUMBIA | 2 | 29545 | GREEN SEA | 1 |
| 29120 | ORANGEBURG | 1 | 29285 | COLUMBIA | 4 | 29550 | HARTSVILLE | 6 |
| 29123 | PELION | 12 | 29290 | COLUMBIA | 8 | 29556 | KINGSTREE | 2 |
| 29127 | PROSPERITY | 11 | 29301 | SPARTANBURG | 4 | 29566 | LITTLE RIVER | 1 |
| 29128 | REMBERT | 3 | 29302 | SPARTANBURG | 2 | 29569 | LORIS | 1 |
| 29130 | RIDGEWAY | 7 | 29306 | SPARTANBURG | 5 | 29572 | MYRTLE BEACH | 3 |
| 29135 | SAINT MATTHEWS | 10 | 29323 | CHESNEE | 1 | 29575 | MYRTLE BEACH | 5 |
| 29137 | SALLEY | 2 | 29325 | CLINTON | 2 | 29576 | MURRELLS INLET | 6 |

Tartan Day South Patrons from South Carolina

191 Unique Zip Codes Accounting for 2,874 Groups

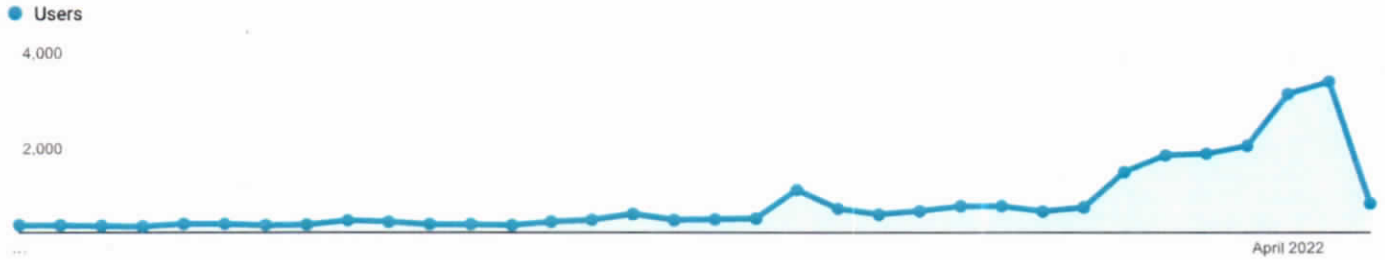
| | | | | | |
|-------|----------------|----|-------|---------------------|---|
| 29579 | MYRTLE BEACH | 4 | 29824 | EDGEFIELD | 1 |
| 29588 | MYRTLE BEACH | 2 | 29829 | GRANITEVILLE | 5 |
| 29601 | GREENVILLE | 2 | 29832 | JOHNSTON | 1 |
| 29605 | GREENVILLE | 4 | 29841 | NORTH AUGUSTA | 6 |
| 29607 | GREENVILLE | 2 | 29847 | TRENTON | 1 |
| 29609 | GREENVILLE | 1 | 29856 | WINDSOR | 1 |
| 29615 | GREENVILLE | 1 | 29860 | NORTH AUGUSTA | 1 |
| 29617 | GREENVILLE | 3 | 29902 | BEAUFORT | 4 |
| 29620 | ABBEVILLE | 1 | 29906 | BEAUFORT | 1 |
| 29621 | ANDERSON | 5 | 29907 | BEAUFORT | 4 |
| 29632 | CLEMSON | 1 | 29909 | OKATIE | 6 |
| 29642 | EASLEY | 4 | 29910 | BLUFFTON | 8 |
| 29644 | FOUNTAIN INN | 1 | 29920 | SAINT HELENA ISLAND | 1 |
| 29646 | GREENWOOD | 6 | 29926 | HILTON HEAD ISLAND | 3 |
| 29649 | GREENWOOD | 5 | | | |
| 29650 | GREER | 7 | | | |
| 29655 | IVA | 1 | | | |
| 29663 | MAULDIN | 2 | | | |
| 29666 | NINETY SIX | 5 | | | |
| 29670 | PENDLETON | 2 | | | |
| 29673 | PIEDMONT | 1 | | | |
| 29680 | SIMPSONVILLE | 2 | | | |
| 29680 | SIMPSONVILLE | 5 | | | |
| 29681 | SIMPSONVILLE | 3 | | | |
| 29687 | TAYLORS | 1 | | | |
| 29690 | TRAVELERS REST | 1 | | | |
| 29697 | WILLIAMSTON | 1 | | | |
| 29702 | BLACKSBURG | 2 | | | |
| 29706 | CHESTER | 5 | | | |
| 29707 | FORT MILL | 6 | | | |
| 29708 | FORT MILL | 7 | | | |
| 29710 | CLOVER | 6 | | | |
| 29712 | EDGEMOOR | 1 | | | |
| 29720 | LANCASTER | 1 | | | |
| 29732 | ROCK HILL | 9 | | | |
| 29745 | YORK | 1 | | | |
| 29801 | AIKEN | 4 | | | |
| 29803 | AIKEN | 14 | | | |
| 29805 | AIKEN | 3 | | | |
| 29810 | ALLENDALE | 1 | | | |
| 29812 | BARNWELL | 1 | | | |
| 29817 | BLACKVILLE | 4 | | | |

Audience Overview

Mar 1, 2022 - Apr 3, 2022

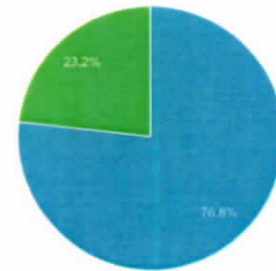
All Users
100.00% Users

Overview



| | | |
|---|---|---|
| <p>Users</p> <p>16,033</p> | <p>New Users</p> <p>15,870</p> | <p>Sessions</p> <p>26,206</p> |
| <p>Number of Sessions per User</p> <p>1.63</p> | <p>Pageviews</p> <p>60,958</p> | <p>Pages / Session</p> <p>2.33</p> |
| <p>Avg. Session Duration</p> <p>00:02:07</p> | <p>Bounce Rate</p> <p>49.77%</p> | |

New Visitor Returning Visitor



| City | Users | % Users |
|------------------|-------|---------|
| 1. Charlotte | 2,713 | 14.60% |
| 2. Columbia | 1,950 | 10.49% |
| 3. Atlanta | 1,225 | 6.59% |
| 4. Lexington | 1,184 | 6.37% |
| 5. West Columbia | 936 | 5.04% |
| 6. Irmo | 924 | 4.97% |
| 7. Raleigh | 770 | 4.14% |
| 8. (not set) | 396 | 2.13% |
| 9. Chapin | 362 | 1.95% |
| 10. Dentsville | 327 | 1.76% |

Tartan Day South

2022 Final Books

| Marketing Expenses | | Operating Expenses | | Revenues | |
|---|----------------------|---|----------------------|------------------------------|----------------------|
| | | | | 2020 and 2021 Roll Over | 13,462.57 |
| The Graphic Source | 230.74 | Vendor Theft Reimbursement | \$ 1,000.00 | | |
| Paul Pope Photography | \$ 500.00 | Misc Hardware | \$ 780.06 | | |
| Paper Pro | \$ 800.48 | Scanners | \$ 1,282.00 | | |
| Field Signs | \$ 1,857.04 | Tent Rentals | \$ 19,487.85 | Grants & Sponsors | |
| Printing | \$ 3,000.00 | Vip Tent Expenses | \$ 2,112.97 | West Columbia A-Tax | \$ 10,000.00 |
| Celtic Life | \$ 895.00 | Golf Carts | \$ 1,403.84 | Cayce A-Tax | \$ 12,000.00 |
| 102.3 Fox | \$ 3,000.00 | T Shirts Expense (Vol, Ath, Sales) | \$ 3,383.00 | Lexington Beverage Tax | \$ 2,500.00 |
| 98.5 Steve WVOC 560 AM | \$ 10,455.00 | Restroom Services | \$ 2,400.00 | Cayce H-Tax | \$ 20,455.00 |
| 97.5 WCOS FM 104.7 fm | | Trash Services | \$ 1,000.00 | Town of Lexington A-Tax | \$ 14,000.00 |
| | | Athletic Equipment | \$ 450.00 | Grants | |
| 107.5 The Game | | Feeding Athletes | \$ 600.00 | Guinness | \$ 2,000.00 |
| WIS TV Full Market | \$ 10,000.00 | Credit Card Fees | \$ 2,358.94 | Vital Chiropractic | |
| Peach Jar | \$ 1,120.00 | Electrical and Logistics Rentals | \$ 10,363.76 | McDaniels | \$ 2,000.00 |
| | | Police and Fire | \$ 1,021.00 | | |
| Billboard CVB | \$ 1,750.00 | Music Artists, Pipe Bands, Sound | \$ 21,350.00 | | |
| | | Dogs and Birds, Judges | | | |
| Lexington Chronical | | Tasting Supplies | \$ 592.83 | | |
| The State | | Pipe Band Coordinator | \$1,000.00 | Code Ninjas Lexington | \$ 482.06 |
| Social Media Consultant | \$ 750.00 | | | McCray Meadows | \$ 750.00 |
| Free Times | | Ice | \$ 445.50 | AOH | \$ 1,000.00 |
| Hometown radio | \$ 2,500.00 | Kirkin of Tartans | \$ 300.00 | Nephron | |
| Grace Bill Boards | \$ 950.00 | Rooms for Bands & Judges | \$ 2,720.61 | Oharas Pub | \$ 1,000.00 |
| WXRY | | Event Insurance | \$ 651.00 | Culpepper | \$ 2,500.00 |
| Web Redesign and Maintana | \$ 8,377.00 | Facility Rental | \$ 15,000.00 | First Community | \$ 1,000.00 |
| Total Marketing | \$ 45,954.52 | Awards | | | |
| Operating Expenses | | Miscelanous Labor | \$ 5,170.00 | Total G & S | 83,149.63 |
| | | Ammusement Taxes | \$ 3,141.19 | Vendor Income | \$ 6,440.00 |
| | | Grant Writers Fees and sales Comr | \$ 10,543.25 | Car Club Fees and Income | \$ 2,087.00 |
| Total Expenses | \$ 156,962.32 | Fairy | \$ 250.00 | Program Sales, Shirt, Scotch | \$ 3,820.00 |
| | | Highland Dancers | \$ 200.00 | Ticket Sales | \$ 65,965.00 |
| | | Retained Earnings | \$ 3,000.00 | Beverage Income | \$ 5,795.52 |
| | | Operating Expenses | \$ 111,007.80 | Tasting | \$ 1,440.00 |
| | | | | Total Revenues | \$ 168,697.15 |
| Final Amount donated to the River Alliance | | | \$ 11,734.83 | | |



CITY OF CAYCE
ACCOMMODATIONSTAX FUND REQUEST FY 2022-2023

Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.

1. **The Applicant** must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant’s 501 (C) (3) certification letter **and** a copy of a current Secretary of State charity registration letter.

Columbia Metropolitan CVB dba Experience Columbia SC

Applicant/Organization _____

57-0778557

501 (c) (3)

Federal ID No. _____ Non-Profit Status: _____

Kelly Barbrey

803-545-0018

Contact Person _____ Telephone _____

1101 Lincoln Street Columbia SC 29201

Address _____

kbarbrey@experiencecolumbiasc.com

Email _____

2. **Project Category (check one)**

Tourism Advertising and Promotion

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.

Tourism-Related Expenditures

(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)

Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.



6. Estimated Cost of Project \$76,890

7. Total Accommodations Tax Funds Requested for FY22-23 \$20,000

Kelly Bailey
Signature of Applicant

7/25/22
Date

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

Submit completed application form and required attachments to:

City of Cayce
ATTN: Amanda Rowan
P.O. Box 2004 Cayce,
SC 29171-2004
Or
Fax to 803-796-9072

DEADLINE IS JULY 25, 2022

Complete application form and attachments can also be dropped off at

City Hall
1800 12th Street
Cayce, SC 29033

| For Office Use Only | |
|------------------------------|---------------------------|
| Date Received _____ | Council Action Date _____ |
| Recommendation _____ | Amount Approved _____ |
| Date of Recommendation _____ | |



Organization Columbia Metropolitan CVB dba Experience Columbia SC

Provide the best description possible for the source of revenue (example – are other grant funds committed through grant award or written notification?). Identify by name, sponsors, agencies, etc. contributing.

| Type of Revenue | FY2022-2023 |
|--|-----------------|
| City of Cayce Accommodations Tax | \$20,000 |
| Town of Lexington Accommodations Tax | \$10,000 |
| Lexington County Accommodations Tax | \$40,000 |
| City of West Columbia Accommodations Tax | \$6,890 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL * | \$76,890 |

*NOTE: This amount should equal the amount of expenses on page 2.

City of Cayce Accommodations Tax Expenditures FY 21-22
 Experience Columbia SC

| Ad Placement | Ad Type | Date | Amount Spent |
|---|--|-----------------------------|-----------------|
| ECSC Featured E-News Content | Cayce-specific promotion | February 2022 | \$250 |
| ECSC Featured E-News Content | Cayce-specific promotion | March 2022 | \$250 |
| ECSC Custom Email | Cayce-specific promotion | April 2022 | \$500 |
| Photography | Cayce-specific photography for advertising use | Winter 2022 and Spring 2022 | \$2,000 |
| Digital Billboard | Cayce-specific promotions in Augusta and Charlotte | May 2022 + June 2022 | \$2000 |
| ECSC Custom Email | Cayce-specific promotion | May 2022 + June 2022 | \$1000 |
| Southern Living Digital Advertising w/ Meredith Corporation | General Regional Marketing | June 2022 | \$6,755.40 |
| Search Engine Marketing with Simpleview | General Regional Marketing | Spring 2022 | \$5,379.6 |
| TOTAL SPEND | | | \$18,135 |





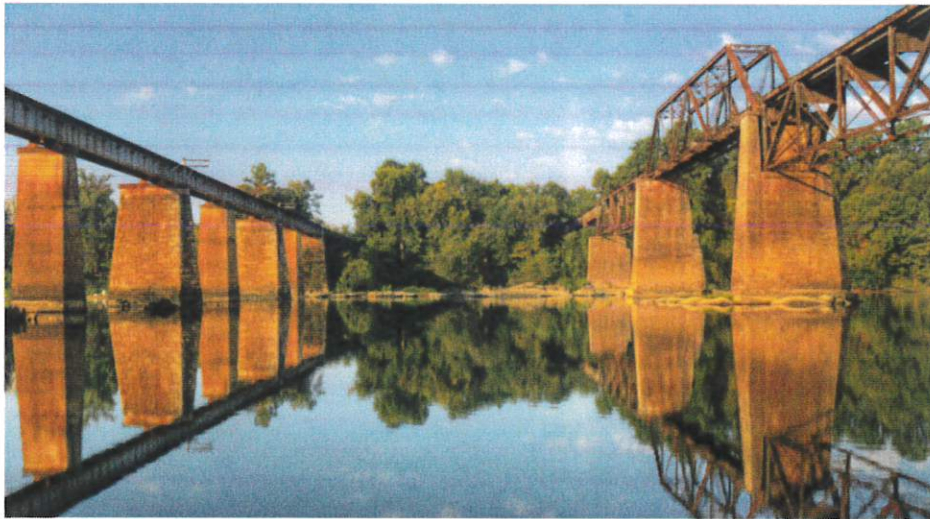
SPONSORED

Explore the City of Cayce

You'll find all kinds of locals just across the river from the state's capital in Cayce - a city rooted in history (12,000 years to be exact). Here you can learn about the history from Native American settlers to Civil War soldiers, with easy access to the heart of SC's abundant natural offerings. From hiking on the Timmerman Trail and visiting the River Arts district to unique food offerings and entertainment, the City of Cayce might just be the change of scenery you're looking for.



Explore the City of Cayce



You'll find a variety of personality just across the river from the state's capital in Cayce - a city rooted in history (12,000 years to be exact). Here, you can learn about our history, from Native American settlers to Civil War soldiers, or hike the Timmerman Trail and visit the River Arts District for unique food offerings and entertainment. With easy access to the heart of SC's abundant natural offerings, the City of Cayce might just be the change of scenery you're looking for.

[PLAN YOUR TRIP >](#)

Cayce
Time for Life

City of Cayce Accommodations Tax PROPOSED Expenditures FY 22-23
 Experience Columbia SC

| Ad Placement | Ad Type | Date | Proposed Spend |
|---|--|------------------------------|-----------------|
| ECSC Featured E-News Content for 3 months | Cayce-specific promotion | Dates TBD per City of Cayce | \$750 |
| ECSC Custom Email for three months | Cayce-specific promotion | Dates TBD per City of Cayce | \$1500 |
| Digital Billboards | Cayce-specific promotions in Augusta and Charlotte | Six months of coverage (TBD) | \$6,000 |
| Geo-targeted advertising campaign in feeder markets in SC, NC, GA | Cayce-specific promotion | TBD | \$5,000 |
| General Marketing in Experience Columbia SC preferred outlets ex: Southern Living, AJC, Search Engine Marketing, etc. | Digital | TBD | \$6,750 |
| TOTAL PROPOSED SPEND | | | \$20,000 |



...Regional Tourism District
Promoting Columbia, Lake Murray, Lexington, Newberry, Richland & Saluda

Jewel of South Carolina™

July 26, 2022

Ms. Amanda Rowan
City of Cayce
P.O. Box 2004
Cayce, SC 29171-2004

Dear Amanda:

On behalf of Capital City/Lake Murray Country Regional Tourism Board, we are enclosing our 2022-2023 application for funding through the Accommodations Tax Funds.

Our destination marketing organization is continuing our work on the Rev War Project which will bring a new awareness to the City of Cayce along with numerous tours we have booked. We look forward to being to share this and more information with the committee.

We have also enclosed our year-end information and invoices for the previous funding year of 2021-2022.

Please let us know if you have any questions or concerns on our information.

We *GREATLY* appreciate the opportunity to work with the City of Cayce to promote tourism into our region and *South Carolina*.

Sincerely,

A handwritten signature in blue ink that reads "Miriam".

Miriam Atria
President/CEO

Ma
Enclosures



CITY OF CAYCE
ACCOMMODATIONS TAX FUND REQUEST FY 2022-2023

Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.

1. **The Applicant** must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant's 501 (C) (3) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization Capital City/Lake Murray Country Regional Tourism Board
Federal ID No. 57-0738559 Non-Profit Status: 501(c)6
Contact Person Miriam Atria Telephone 803-781-5940 ext.204
Address P O Box 1783 Irmo, SC 29063
Email miriam@lakemurraycountry.com

2. **Project Category (check one)**



Tourism Advertising and Promotion

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.



Tourism-Related Expenditures

(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)

Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.



3. Project/Event name and general description with specific reference to what will be accomplished with city funds.

CCLMC continues the mission and goal of promoting tourism & our great outdoors in this 4 county region encompassing the small towns and communities within those counties. Funding requested from ATAX goes directly towards marketing and promotion of the region to leisure visitors for tourism. CCLMC advertises the City of Cayce, encourages visitors to patron your attractions and hotels. As the destination marketing organization for this region, CCLMC is tracking visitor's of the region. . Our advertising message has never been more robust. Since Covid, the the popularity of outdoor recreation has grown exponentially and continues to drive tourism. SEE ATTACHMENT FOR CONTINUATION

4. Project Period: Begin 07/01/2022 End 06/30/2023

5. For Tourism-related expenditures: The following questions must be answered in order for your request to be considered for funding.

One important factor in allocating these funds is that there should be more hotel/motel activity in our community due to the funding provided. Which hotels in the City of Cayce have you contacted to arrange rooms for your overnight visitors? Courtyard by Marriott
Country Inn & Suites

Total number of visitors expected to attend your event? 275,550

What percentage of visitors outside the Cayce community (50 miles or more) will be attending your event? 90%

Describe how your project/event will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities. (Attach a sheet, if necessary)

As a destination marketing organization, CCLMC is promoting the City of Cayce and the region through our website, Visitor's Guide, digital marketing, print ads/publications, special events, tourism related businesses, media writers which target across all leisure visitor mediums (golf, boating, fishing, vacationing families, retirement, relocation, events, etc.). Our marketing plan is bringing awareness to all that this region has to offer and specifically Cayce's history, arts, places to stay and things to do. Based on previous years performance, we expect similiar results in 2022-23 fiscal year. Some results from last year's efforts are: *681,047 in regional funding went into the promotions; *Social media engagement increased by 390%; *162 articles published providing 18 billion media impressions; *Lake Murray region featured on: PBS, The Outdoor Channel, Fox Sports South, The Food Network, FS1 Fox Sports Go, Destination America, Pursuit Channel, CBS Sports Network, Bally Sports; *World Food Championship-received national press and recognition for regional culinary scene. Our regional approach eliminates duplication of efforts and really stretches your marketing dollars, while highlighting the City of Cayce. Due to CCLMC's efforts, Lake Murray Country was named "Top Southern Destination" by Forbes and a "Top Summer Destination" by Travel & Leisure, bringing more national attention to our region. For 2022-23, we have planned SC Welcome Center conference and Congressional FAM tour that will be held in parts of Cayce, SC.

City of Cayce Accommodations Tax Fund Request

Capital City/Lake Murray Country

CONTINUATION OF # 3

Since Covid, the popularity of OUTDOOR RECREATION has grown exponentially and continues to drive tourism. CCLMC has capitalized on this trend through CCLMC's STAY/PLAYcation Campaign and marketing our assets. Our extensive marketing plan and planned events for 2022-23 will benefit Town of Cayce, while luring visitors into our region. Current planned events for 2022-2023 to date:

*World Bass Championship-October 2022 (20 countries);

*Southeast State Parks Conference-October 2022;

*SC State Welcome Center Conference-November 2022;

*Congressional FAM TOUR-November 2022

*World Food Championship-November 2022; and

*Big Bass (Spring, 2023), Major League Fishing (October, 2022 and April, 2023), and yet to be released a major National Fishing Tournament is under contract for 2023



6. Estimated Cost of Project \$772,981

7. Total Accommodations Tax Funds Requested for FY22-23

\$8,000 or named 30% recipient

Miriam Atia
Signature of Applicant

7-26-22
Date

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

Submit completed application form and required attachments to:

City of Cayce
ATTN: Amanda Rowan
P.O. Box 2004 Cayce,
SC 29171-2004
Or
Fax to 803-796-9072

DEADLINE IS JULY 25, 2022

Complete application form and attachments can also be dropped off at

City Hall
1800 12th Street
Cayce, SC 29033

| For Office Use Only | |
|------------------------------|---------------------------|
| Date Received _____ | Council Action Date _____ |
| Recommendation _____ | Amount Approved _____ |
| Date of Recommendation _____ | |



Department of the Treasury
Internal Revenue Service

CINCINNATI, OH 45999

In reply refer to: 1765826258
Dec. 26, 2001 LTR 252C
57-0738559 200109 01

01322

CAPITAL CITY LAKE MURRAY COUNTRY
% MIRIAM S ATRIA
PO BOX 1783
IRMO SC 29063-1783830

Taxpayer Identification Number: 57-0738559
Tax Period(s): Sep. 30, 2001

Form: 941

Dear Taxpayer:

Thank you for your Form 941.

We have changed your business name as requested. The number shown above is valid for use on all tax documents. For your convenience, we have ordered corrected Forms 8109, Federal Tax Deposit Coupons for you to make your deposit. You should receive them in five to six weeks. REMINDER - Your new business name should also be used if you deposit electronically. You can make Electronic Funds Transfer (EFT) payments using the government's Electronic Federal Tax Payment System (EFTPS) through a financial agent designated to process tax payments.

If you have any questions, please call our Customer Service area at 1-800-829-8815 between the hours of 8:00 A.M. and 10:00 P.M. EST. If you prefer, you may write to us at the address shown at the top of the first page of this letter.

Whenever you write, please include this letter and, in the spaces below, give us your telephone number with the hours we can reach you. Also, you may want to keep a copy of this letter for your records.

Telephone Number () _____ Hours _____

Internal Revenue Service
District Director

Department of the Treasury

Date: 11/18/87 1983

Employer Identification Number
57-0738559
Internal Revenue Code
Section 501(c)(6)

Lake Murray Tourism and Recreation
Association, Inc.
Route 2, Box 270
Irmo, South Carolina 29063

Accounting Period Ending:
March 31
Form 990 Required: Yes No

Person to Contact:
T. Watkins/cjs
Contact Telephone Number:
(404)221-4516

Dear Applicant:

File Folder Number 580008732

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under the provisions of the Internal Revenue Code section indicated above.

Unless specifically excepted, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) for each employee to whom you pay \$100 or more during a calendar year. And, unless excepted, you are also liable for tax under the Federal Unemployment Tax Act for each employee to whom you pay \$50 or more during a calendar quarter if, during the current or preceding calendar year, you had one or more employees at any time in each of 20 calendar weeks or you paid wages of \$1,500 or more in any calendar quarter. If you have any questions about excise, employment or other Federal taxes, please address them to this office.

If your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status. Also, you should inform us of all changes in your name or address.

The block checked at the top of this letter shows whether you must file Form 990, Return of Organization Exempt from Income Tax. If the Yes box is checked, you are only required to file Form 990 if your gross receipts each year are normally more than \$10,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. The law provides for a penalty of \$10 a day, up to a maximum of \$5,000, when a return is filed late, unless there is reasonable cause for the delay. This penalty may also be charged if a return is not complete. So, please make sure your return is complete before you file it.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Internal Revenue

(over)

275 Peachtree Street, N.E., Atlanta, GA 30043

Letter 942(DO) (3-79)

The State of South Carolina



Office of Secretary of State Jim Miles Certificate of Existence, Non-Profit Corporation

I, Jim Miles, Secretary of State of South Carolina Hereby certify that:

CAPITAL CITY/LAKE MURRAY COUNTRY REGIONAL TOURISM BOARD, A Non-Profit Corporation duly organized under the laws of the State of South Carolina on April 3rd, 1981, has as of the date hereof filed as a non-profit corporation for religious, educational, social, fraternal, charitable or other eleemosynary purpose, and has paid all fees, taxes and penalties owed to the Secretary of State, that the Secretary of State has not mailed notice to the company that it is subject to being dissolved by administrative action pursuant to section 33-31-1404 of the South Carolina code and that the non-profit corporation has not filed articles of dissolution as of the date hereof.

Given under my Hand and the Great Seal of the State of South Carolina this 26th day of October, 2001.

A handwritten signature in cursive script that reads "Jim Miles".

Jim Miles, Secretary of State

State required
Accommodations Tax Detail Form for City of Cayce

Use the following space to record information regarding your FY 21-22 Accommodations Tax expenditures.

Organization: Capital City/Lake Murray Country RTB Nonprofit status: 501(c)(6)
Project Name: Capital City/Lake Murray Country Leisure Marketing Promotion/Visitors Center

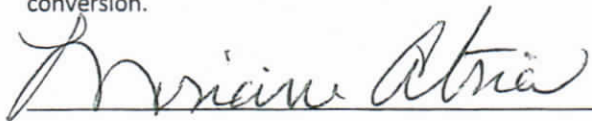
Project/Event Description:

Our marketing efforts included: national television such as "The Excursion Show" and Major League Fishing, print magazine ads, digital boards, web ads, and social media campaigns targeting tourist throughout our nation highlighting what City of Cayce and the entire region have to offer. The promotion of the Rev War Trail, Cayce art district, the hotels and restaurants in our region, the Staycation/Playcation campaign, a vacation package promotion to families to plan their vacations in our region, hosting of World Food Championship's The Final Table provided impressive results through **296 published articles, which provided 24,348,687,138 total impressions with a \$225,221,751 total estimated marketing value.**

Our successful marketing tactics resulted in: Website performance averaging 2.5 million impressions. Through our OTT marketing efforts, Charlotte is still performing best by driving a higher share of website visits vs how impressions delivered – the web response share for Charlette being 59.95% vs August-Aiken 29.87% and Atlanta 10.18%. Our top followers are branded as travel ambassadors, influences, and Bass fishing folks – the next levels being vacationing families. Our social media traffic increased 8 times over normal traffic and Page reach is up 21% Outdoor Recreation brought a 67% increase in visitation into our four-county region over last year.

| | FY2020/2021 | FY2021/2022 |
|---|---------------|--------------|
| | Previous year | Current year |
| Total budget of event/project | 681,047 | 815,503 |
| Amount funded by City of Cayce accommodations taxes | 0 | 8,000 |
| Amount funded by A-tax from all sources* | 317,881 | 507,750 |
| Total attendance | 129,887 | 242,231 |
| Total tourists** | 78,998 | 145,339 |

Method to capture data: Event surveys, special event hotel group bookings, license plates count, park reports, non-resident license reports, zip code responses to media advertising and special social media marketing campaigns conversion.



Name and Title



Date



Organization Capital City/Lake Murray Country Regional Tourism Board

Provide the best description possible for the source of revenue (example – are other grant funds committed through grant award or written notification?). Identify by name, sponsors, agencies, etc. contributing.

| Type of Revenue | FY2022-2023 |
|-------------------------|------------------|
| City of Cayce A-TAX | 8,000 |
| City of Columbia A-TAX | 416,508 |
| Richland County A-TAX | 7,000 |
| Richland County H-TAX | 150,000 |
| Lexington County A-TAX | 117,598 |
| Newberry County A-TAX | 18,875 |
| Town of Lexington A-TAX | 5,000 |
| Town of Bythewood A-TAX | 25,000 |
| Town of Irmo A-TAX | 25,000 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL * | \$772,981 |

*NOTE: This amount should equal the amount of expenses on page 2.



CITY OF CAYCE
ACCOMMODATIONS TAX FUND REQUEST FY 2022-2023

Funding provided by Accommodations Tax must be used for promotion and advertising specifically designed to bring tourists to the City of Cayce and is done so under the provision that the City of Cayce will be listed as a co-sponsor on all advertising including, but not limited to, print media, radio spots, television ads, etc. Funds can only be given if it is more likely that you will attract people to stay overnight in City of Cayce local motels and frequent City of Cayce restaurants.

1. **The Applicant** must be a public or private non-profit organization. Provide Federal ID number and non-profit status for applicant and the name, address, phone, number, address, and email of the contact person for the project. **Attach** a copy of the applicant’s 501 (C) (3) certification letter **and** a copy of a current Secretary of State charity registration letter.

Applicant/Organization Greater CWC Chamber & Visitor Programs
Federal ID No. 57-0380729 Non-Profit Status: 501(c)6
Contact Person Christina West Telephone 803-794-6504
Address 1006 12th St., Cayce, SC 29033
Email info@cwccchamber.com

2. **Project Category (check one)**



Tourism Advertising and Promotion

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.



Tourism-Related Expenditures

(Definition: Tourism/tourist means the action and activities of people taking trips 50 miles outside their home communities for any purpose, except daily commuting to and from work.)

Tourism-related expenditures include advertising and promotion; promotion of arts or cultural events; construction, maintenance and operation of civic or cultural facilities; public services, such as utilities or facilities to serve tourists; parks, recreation or beautification; tourism-related transportation services; waterfront erosion control or repair; operation of visitor information centers. **Distribution of funds will be based on the percentage of visitors who travel 50 or more miles from outside your community to attend or visit your event, activity, or facility.**

Organizations must submit a budget of planned expenditures with application and an accounting of how funds were spent at the end of the funding year.



3. Project/Event name and general description with specific reference to what will be accomplished with city funds.

Please see Attachment #1

4. Project Period: Begin July 1, 2022 End June 30, 2023

5. For Tourism-related expenditures: The following questions must be answered in order for your request to be considered for funding.

One important factor in allocating these funds is that there should be more hotel/motel activity in our community due to the funding provided. Which hotels in the City of Cayce have you contacted to arrange rooms for your overnight visitors? All area hotels are equally a part of the Greater CWC Visitor Programs

Total number of visitors expected to attend your event? 100s

What percentage of visitors outside the Cayce community (50 miles or more) will be attending your event? 20%

Describe how your project/event will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities. (Attach a sheet, if necessary)

Please see Attachment #2



6. Estimated Cost of Project \$100,000 +/-

7. Total Accommodations Tax Funds Requested for FY22-23

\$87,500

Chris West
Signature of Applicant

8-1-2022
Date

Please attach:

1. Form listing actual and requested revenues; actual and anticipated expenditures (Attachment 1, pages 1 and 2).
2. One page brief history of organization, if first-time applicant.
3. Copy of your IRS 501 (C) (3) certification letter.
4. Copy of a current South Carolina Secretary of State charity registration letter.

Submit completed application form and required attachments to:

City of Cayce
ATTN: Amanda Rowan
P.O. Box 2004 Cayce,
SC 29171-2004
Or
Fax to 803-796-9072

DEADLINE IS JULY 25, 2022

Complete application form and attachments can also be dropped off at

City Hall
1800 12th Street
Cayce, SC 29033

For Office Use Only

Date Received _____
 Recommendation _____
 Date of Recommendation _____

Council Action Date _____
 Amount Approved _____



Organization Greater CWC Chamber & Visitor Programs

List all expenses associated with this event.

| Type of Expenditure | FY2022-2023 |
|--|-----------------------------|
| Visitor's Center (Building) Rent | \$2,600 |
| Social Media | \$4,400 |
| Targeted Advertisements (Outside 50 miles) | \$6,000 |
| Web Hosting - Search Engine | \$260 |
| Visitor Program Staff | \$41,000 |
| Print Advertising | \$15,000 |
| Printing (Brochures, Rack Cards, etc.) | \$6,000 |
| Web Site - Online Advertising | \$8,200 |
| Printer/Office Equipment | \$2,240 |
| Office Supplies | \$3,600 |
| Business Insurance for Visitor Programs | \$1,200 |
| | |
| | |
| | |
| | |
| TOTAL* | Anticipated \$90,500 |

*NOTE: This amount should equal the amount of revenues on page 1.



**Project/Event name and general description
with specific reference to what will be accomplished with city funds.**

Tourism is more than just a brick-and-mortar building, it is indeed a program that reaches well beyond a location that interested travelers can receive information. Over the last two years, we have promoted this fact and the results are overwhelming. The social media platform has grown exponentially, specifically when promoting community events such as the annual Holiday Parade of Lights. Our reach on Facebook during promotion of the parade was well over 14,000 people and were from all areas of the state. Our Facebook page has over 4,000 followers, up 140% in the last year, and an average reach of 31.1K. We have about 1.3K followers on our Instagram. These numbers allow us to act as a resource for promoting all the things to do in the area (Please see attached 1-B).

Additionally, our social media team tracks local events to encourage travelers to the area to stay and enjoy all that the area has to offer by promoting all the things to do and places to stay when visiting the area. One of the many examples is a Gamecock Baseball game – this is a great opportunity for visitors to spend a weekend in the community. Leading up to the event, we were able to create a “geo-fence” to target the visitors travelling up for the game. We were able to share the numerous things to do in the area, such as our parks on the riverfront, the Cayce Arts district, and the Riverbanks Zoo. (Please see attached 1-C and 1-D)

Our brick-and-mortar Visitor Center remains invaluable, with people stopping in regularly to pick up hotel and tourism brochures for their visiting families or new neighbors. We also provide a Greater CWC Visitor Programs brochure (please see attached 1-E) that quickly highlights our areas best features. We are happy to always receive and fulfill requests for our brochures to be sent to neighboring organizations and Visitors Centers. In the past 18 months, we have sent Greater CWC Visitor Programs information to eleven welcome centers throughout the state. The continued interest lets us know that travelers to those centers are picking up the brochure for information on the area.

GREATER CWC CHAMBER & VISITOR PROGRAMS

Example of Visitor Programs Geo-Fencing during Gamecock Baseball Games

promoting hotels accommodations and things to do in the area

Going to Founders Park? Stay on the West Side!

The areas of West Columbia, Cayce and Springdale offer:

- ✓ Less traffic and easy routes to Founders Park
- ✓ Safe running & biking trails at our major parks
- ✓ Craft beer, outdoor patios, and legendary sports bars
- ✓ Friendly people and attractive, clean hotels
- ✓ Instagram-worthy foodie restaurants and cafes
- ✓ Vintage, antique, thrift, and Army/Navy stores
- ✓ Our Congaree River is warm for fishing all year

Make it a long weekend and enjoy all that we have to offer!

- Courtyard by Marriott
Columbia Cayce
1125 Fort Congaree Trail
- Hampton Inn Columbia I-26
Airport - 1054 Chris Dr
- Residence Inn by Marriott
Columbia West / Lexington
122 Mathias Rd
- Hilton Garden Inn
Columbia Airport
110 McSwain Dr
- Double Tree by Hilton Hotel
2100 Bush River Rd
Columbia
- Wingate by Wyndham
Columbia/Lexington
106 Sakula Pointe Ct

Area public parking to access restaurants:

West Columbia free parking:
 Inclusive Art Park - 425 Meeting St
 Public Parking Garage - 340 Coast Ave
 Carriage Park at Riverwalk - 212 Hudson St
 Capitol Square - 483 Spruce Blvd. (Please use designated crosswalks for safety)

Cayce free parking:
 1600 State St, Cayce
 201 Natchez Ave (Plowman Park access)
 Carbus Signature Transportation for shuttles
 here, etc. (803) 237-6666

**Greater Cayce West
Columbia Chamber and
Visitors Programs**

For vacation ideas,
all nearby hotels,
food, and more:
viscaycewestcolumbia.com

Explore Local.
This ad is co-sponsored
by the City of West Columbia
and the City of Cayce



Greater Cayce-West Columbia Chamber & Visitors Program

Posted by Michael Norris
Mar 28 · 🌐

👋 Welcome, Georgia Bulldog visitors! 👋

If you're coming to South Carolina's Founders Park on April 8, 9, & 10 for the baseball games, visit Cayce and West Columbia, just across the bridge from the ballpark!

Lots of shops, legendary restaurants, rooftop dining, breweries, and miles of parks along the River!

- 👋 April 8: UofSC vs. Georgia, 7pm
- 👋 April 9: UofSC vs. Georgia, 4pm
- 👋 April 10: UofSC vs. Georgia, 12pm

Need a place to stay? : <https://visitcaycewestcolumbia.com/cayce-west-columbia-hotels/>



#NCAA #SinnerRegional #VisitCWC

People Placeme... Locations

Where people saw this ad.

Mobile app News Feed

5325

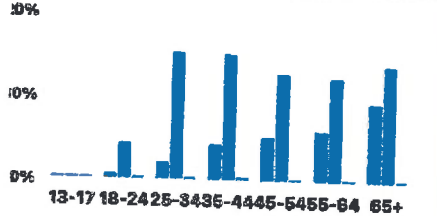
Marketplace mobile

136

Instagram Feed

The estimated breakdown of people who saw your ads.

26.6% Women 72.8% Men 0.6% Non-Bins



Where people were located when they saw this ad.

Georgia

10052

South Carolina

3860

Unknown

0



Greater Cayce-West Columbia Chamber & Visitors Program

Posted by Michael Norris
3d · 🌐

👋 Welcome, Ole Miss Rebels visitors! 👋

If you're coming to South Carolina's Founders Park on April 14, 15, & 16 for the UofSC vs. Ole Miss baseball games, visit Cayce and West Columbia, just across the bridge from the ballpark!

Lots of shops, legendary restaurants, rooftop dining, breweries, and miles of parks along the River!

- 👋 April 14: UofSC vs. Ole Miss, 7pm
- 👋 April 15: UofSC vs. OleMiss, 7pm
- 👋 April 16: UofSC vs. Ole Miss, 1pm

Need a place to stay? :

[https://visitcaycewestcolumbia.com/cayce-west-columbia-hotels/?fbclid=IwAR2ZqcL-](https://visitcaycewestcolumbia.com/cayce-west-columbia-hotels/?fbclid=IwAR2ZqcL-ut1bJzINUIG5WKwM1bZqvLF3hIOE3nd5v1)

[ut1bJzINUIG5WKwM1bZqvLF3hIOE3nd5v1](https://visitcaycewestcolumbia.com/cayce-west-columbia-hotels/?fbclid=IwAR2ZqcL-ut1bJzINUIG5WKwM1bZqvLF3hIOE3nd5v1)



People Placeme... Locations

Where people saw this ad.

Mobile app News Feed

13104

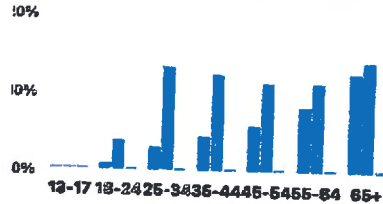
Marketplace mobile

198

Instagram Feed

0

34.2% Women 65.3% Men 0.5% Non-Bins



People Placeme... Locations

Where people were located when they saw this ad.

Mississippi

12548

Tennessee

696

Unknown

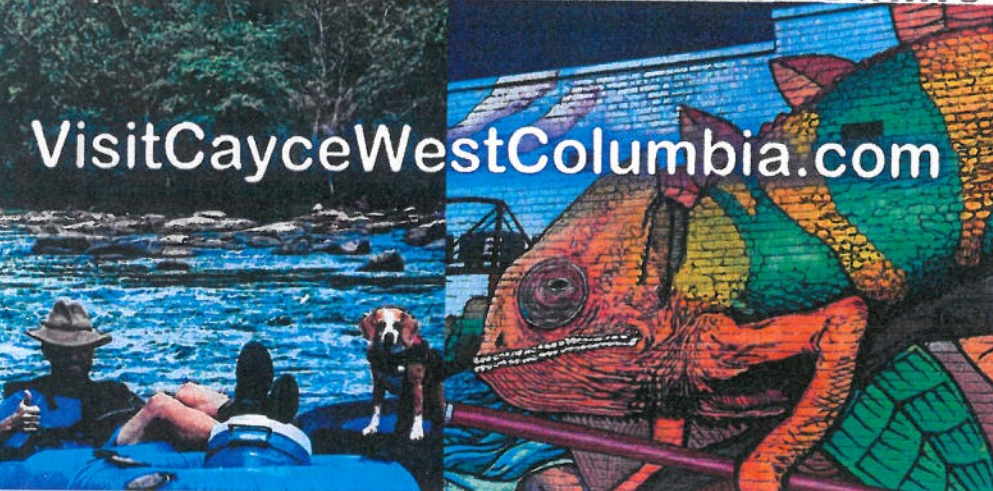
12

Vacation Ideas?

We're here to help ...



Bike 🚲 **Walk** 🚶 **Fish** 🐟 **Canoe** 🚣
Tube down the Congaree River
NATIONAL PARK beer gardens
ANTIQUES/VINTAGE SHOPS RIVERBANKS ZOO
10+ art murals ROOFTOP DINING



VisitCayceWestColumbia.com

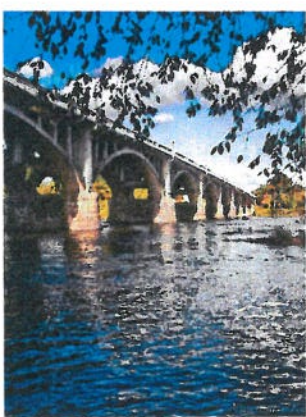
Need an escape?







VisitCayceWestColumbia.com

- Visitors are drawn to our river, the Congaree. It is home to the Riverwalk – over 25 miles of trails. You can walk, bike, bird watch or fish here! Get your tube, kayak and canoe rentals locally through PalmettoOutdoor.com. Modern and clean hotels, all near the river!
- Take Instagram-worthy photos at over 10 new street murals!
- Ranked as a Top 10 zoo in all of North America, Riverbanks Zoo & Botanical Gardens has an entrance here in West Columbia, too. SC's only national park, Congaree National Park, is a very short drive away...you'll want to stay here near all the food & hotels.
- The cuisine scene is delish with farm-to-table cafes and rooftop dining on the river. Try South Carolina staples like BBQ and legendary burgers or new hits like street tacos. So many options!
- Stay near all the action! For a list of nearby hotel rooms, see our website www.visitcaycewestcolumbia.com today!

Greater CWC Visitors Center: 1006 12th Street, Cayce, SC 29033
Phone: (803) 794-6504



-  Cayce West Columbia Chamber
Tag us #VisitCWC
-  Greater Cayce-West Columbia Chamber
& Visitors Program
-  @CWCCChamber
-  Cayce West Columbia SC Outdoor
Vacation Ideas

Printing costs sponsored by Lexington County, the City of West Columbia, and the City of Cayce. Thank you! 5/1/2021



Describe how your project/event will attract and promote tourism, civic and cultural events, or help provide services and facilities that are needed to attract and provide for tourists, civic and cultural activities.

The mission of the Greater CWC Visitor Programs is to educate visitors on the great places to stay, play and shop in the area. Our Visitor Programs website at <http://www.visitcaycewestcolumbia.com/> is constantly updated with local events, places to stay, restaurant specials and activities. We have created a QR code that directly links to the Visitor Program site and comes in the form of a sticker that can be placed on storefronts (Please see attached). We make it a point to share this sticker with area businesses - local shops, hotels, and restaurants, to showcase at their place of business.

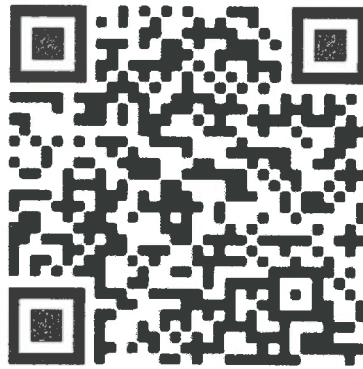
Our mission as the Chamber is to promote the Greater CWC as the best place to live, work, shop and stay. This comes full circle in that our QR code highlights what's going on in our community. For example, when someone eats out at Henry's in Cayce, they can scan the QR Code and see classes at State of the Art, opening receptions at Rob Shaw Gallery, community events such as Soiree on State and the Holiday Parade of Lights, local parks to visit and hotels to book for their next weekend visit. This encourages visitors to stay for the afternoon, return with their families and make a weekend out of visiting the area.

We make it a point to use our resources as a Chamber and Visitor Programs to highlight all area businesses and what they have to offer for visitors to the area. In addition to the Visitor Programs site, we are sure to post community events, from classes to concerts, to the Chamber calendar, in our newsletter, and online so that our members and visitors the Chamber website at <http://www.cwcchamber.com/> are educated on all the great things to experience here in the area.



GREATER CWC CHAMBER & VISITOR PROGRAMS

1006 12th Street, Cayce, SC 29033 | P 803-794-6504 | CWCCHAMBER.COM | VISITCWSC.COM



SCAN FOR MORE THINGS TO DO



Local businesses in the area can post the QR Code at their storefront to allow customers and visitors an opportunity to see what's going on their community.

The folks at First Citizens Bank in Cayce love to support local!



GREATER CWC CHAMBER & VISITOR PROGRAMS

1006 12th Street, Cayce, SC 29033 | P 803-794-6504 | CWCCHAMBER.COM | VISITCWCSC.COM



STATS & INFO

Total # of Facebook
Page Followers

4065

Facebook Reach

31.1K

Total # of Instagram
Followers

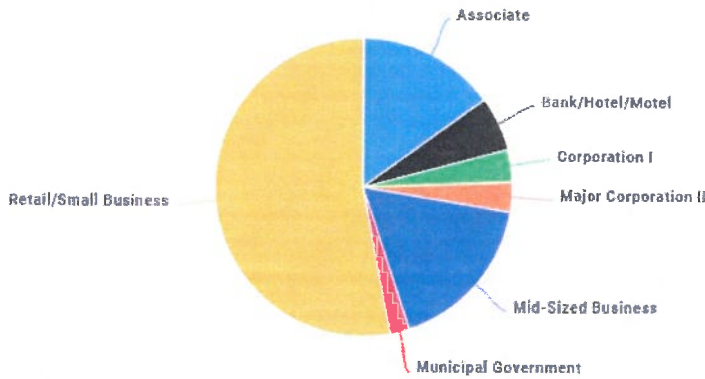
1.3K

Total # of
Chamber Members

336

Chamber Member
Retention Rate

97%



| | |
|-----------------------|-------|
| Retail/Small Business | - 181 |
| Mid-Sized Business | - 59 |
| Associate | - 51 |
| Bank/Hotel/Motel | - 20 |
| Municipal Government | - 7 |
| Corporation I | - 12 |
| Major Corporation II | - 11 |



Weekly Member Newsletter:

Reach
400 people

Open Rate
53%

Average Total Clicks
115

Palmetto Prime PaceSetters are leading the way for our community to support the Visitor Programs and showcase all that our area has to offer as the best place to live, stay, and explore.

Tim James
President & CEO



P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248364843
May 04, 2012 LTR 4168C E0
57-0380729 000000 00

00020178
BODC: TE

WEST COLUMBIA-CAYCE CHAMBER OF
COMMERCE
% WEST COLUMBIA CAYCE CHAMBER OF CO
1006 12TH ST
CAYCE SC 29033-3303



09965

Employer Identification Number: 57-0380729
Person to Contact: Ms. Osborne
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Apr. 25, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(6) of the Internal Revenue Code in a determination letter issued in January 1965.

Because you are not an organization described in section 170(c) of the Code, donors may not deduct contributions made to you. You should advise your contributors to that effect.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

S. A. Martin, Operations Manager
Accounts Management Operations

The State of South Carolina



Office of Secretary of State Mark Hammond

Certificate of Existence

I, Mark Hammond, Secretary of State of South Carolina Hereby Certify that:

GREATER CAYCE-WEST COLUMBIA CHAMBER OF COMMERCE, THE, a nonprofit corporation duly organized under the laws of the State of South Carolina on October 9th, 1957, has as of the date hereof filed as a nonprofit corporation for religious, educational, social, fraternal, charitable, or other eleemosynary purpose, and has paid all fees, taxes and penalties owed to the State, that the Secretary of State has not mailed notice to the company that it is subject to being dissolved by administrative action pursuant to S.C. Code Ann. §33-31-1421, and that the nonprofit corporation has not filed articles of dissolution as of the date hereof.

Given under my Hand and the Great Seal
of the State of South Carolina this 6th day
of April, 2021.


Mark Hammond, Secretary of State

Greater Cayce-West Columbia Chamber & Visitor Center

Balance Sheet
As of December 31, 2021

| ASSETS | TOTAL |
|--|---------------------|
| Current Assets | |
| Bank Accounts | |
| 103 First Citizens-Visitor Center | 96,611.14 |
| 1040 First Community - Money Market | 76,071.88 |
| 1045 First Community - Checking | 44,991.07 |
| <u>Total Bank Accounts</u> | <u>177,674.09</u> |
| <u>Total Current Assets</u> | <u>177,674.09</u> |
| Fixed Assets | |
| 213 Computer Equipment | 5,631.48 |
| 218 Machinery & Equipment | 6,800.07 |
| 222 Furniture & Fixtures | 59,039.88 |
| 237 Less Accumulated Depreciation | -71,471.43 |
| <u>Total Fixed Assets</u> | <u>100,000.00</u> |
| Other Assets | \$0.00 |
| 244 Tradebank - Columbia | 4,470.81 |
| <u>Total Other Assets</u> | <u>4,470.81</u> |
| TOTAL ASSETS | \$222,144.90 |
| LIABILITIES AND EQUITY | \$222,144.90 |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| 506 Notes payable - SBA Loan | 121,400.00 |
| <u>Total Other Current Liabilities</u> | <u>121,400.00</u> |
| <u>Total Current Liabilities</u> | <u>121,400.00</u> |
| <u>Total Liabilities</u> | <u>121,400.00</u> |
| Equity | \$121,400.00 |
| 32000 Unrestricted Net Assets | 6,009.43 |
| 481 Donated Capital | 12,979.00 |
| 483 Fund Balance | 36,314.52 |
| Net Revenue | 45,441.95 |
| <u>Total Equity</u> | <u>100,744.90</u> |
| TOTAL LIABILITIES AND EQUITY | \$222,144.90 |

Greater Cayce-West Columbia Chamber & Visitor Center

Profit and Loss
January - December 2021

| | TOTAL |
|--------------------------------------|----------------------|
| 1820 Postage | 112.86 |
| 1827 Professional Fees | 5,849.45 |
| 1838 Rent | 5,370.00 |
| 1840 Repairs & Maintenance | 439.71 |
| 1848.01 Fall-Rhythm on the River- | 7,209.01 |
| 1856 Speed Networking Exp | 800.00 |
| 1869 Supplies | 369.25 |
| 1870 1870 Staff Development | 197.15 |
| 1872 Taxes - Payroll | 7,230.81 |
| 1875 Telephone | 585.31 |
| 1875.1 Internet Expense | 1,625.43 |
| 1885 Utilities | 474.59 |
| 1888 Web Site | 4,590.65 |
| 1900 Merchant Fees | 997.53 |
| 1995 Reimbursement | 241.92 |
| 2711 Administration Tourism Director | 51,791.81 |
| 2713 Advertising - Print | 2,161.00 |
| 2714 Advertising -TV | 1,000.00 |
| 2714.01 Advertising- Web | 450.00 |
| 2714.02 Advertising -Radio | 1,000.00 |
| 2715 Re-branding | 34,045.74 |
| 2717 Office Equipment -Computer | 176.93 |
| 2718 Software Fees and Dues- | 32.10 |
| 2730 Bank Charges- | 102.00 |
| 2760 Dues & Subscriptions | 4,374.21 |
| 2815 Office Supplies- | 2,722.00 |
| 2816 Insurance-Vc | 1,073.20 |
| 2827 Professional Fees- | 3,668.96 |
| 2835 Public Relations- | 19.32 |
| 2838 Rent- | 2,180.00 |
| 2840 Repairs & Maintenance- | 409.82 |
| 2872 Taxes -Payroll | 4,820.53 |
| 2873 Telephone -Vc | 600.70 |
| 2875 Internet Expense - VC | 424.56 |
| 2885 VC Utilities | 291.80 |
| 2888 Website | 2,520.31 |
| Total Expenditures | \$261,444.62 |
| NET OPERATING REVENUE | \$ -30,563.80 |
| Other Revenue | 13,000.00 |
| 1950 EIDL Grant | 63,284.50 |
| 4999 Other income | \$76,284.50 |
| al Other Revenue | |



Greater Cayce-West Columbia Chamber of Commerce

Profit and Loss
January - December 2021

| Revenue | TOTAL |
|--------------------------------------|---------------------|
| 1510 Membership - Renewals | |
| 1511 Memberships - New | 54,899.42 |
| 1512 Members Renewals - Pace Setter | 21,500.09 |
| 1525 Chamber Breakfast | 37,000.00 |
| 1527 Christmas Parade | 500.00 |
| 1529 CWC Cares | 1,251.12 |
| 1550 Golf Tournament | 119.00 |
| 1557 Meeting Rm Rental | 13,371.83 |
| 1561 Misc. Receipts-BCBS Rebate | 587.50 |
| 1580 Speed Networking Income | 321.50 |
| 1810 Interest Income | 709.95 |
| Total Revenue | 91.23 |
| GROSS PROFIT | \$130,351.64 |
| Expenditures | \$130,351.64 |
| 1711 Administration Payroll - Office | |
| 1713 Advertising - Print | 77,598.75 |
| 1714.01 Advertising - Web | 2,501.22 |
| 1714.03 Advertising - Radio | 2,445.10 |
| 1715 After Hours Expense | 1,000.00 |
| 1730 Bank Charges | 77.26 |
| 1735 Board Meetings | 705.94 |
| 1740 Chamber Breakfast | 135.03 |
| 1745 Christmas Parade | 5,659.91 |
| 1760 Dues and Subscriptions | 1,633.34 |
| 1766 Equipment Lease (Copier) | 6,715.53 |
| 1780 Golf Tournament | 691.99 |
| 1785 Insurance | 1,657.86 |
| 1799 Marketing | 2,447.65 |
| 1800 Meals & Entertainment | 803.50 |
| 1815 Office Supplies | 1,006.06 |
| 1816 Office Equipment - Computer | 2,552.53 |
| 1817 Software Fees and Dues | 2,597.71 |
| 1820 Postage | 1,262.58 |
| 1827 Professional Fees | 112.86 |
| 1838 Rent | 5,848.45 |
| 1840 Repairs & Maintenance | 5,370.00 |
| 1848.01 Fall-Rhythm on the River- | 439.71 |
| 1856 Speed Networking Exp | 7,209.01 |
| 1869 Supplies | 800.00 |
| 1870 1870 Staff Development | 363.25 |
| | 197.15 |



Greater Cayce-West Columbia Visitor Center

Profit and Loss
January - December 2021

| | TOTAL |
|--------------------------------------|----------------------|
| Revenue | |
| 2300 Hospitality - Tax | |
| 2300.2 H-Tax Cayce | 0.00 |
| Total 2300 Hospitality - Tax | 6,031.44 |
| 2515 Accommodations Tax | 8,031.44 |
| 2515.1 A- Tax - Lexington | 0.00 |
| 2515.2 A- Tax - West Columbia | 8,250.00 |
| 2515.3 A-Tax City of Cayce | 61,994.67 |
| Total 2515 Accommodations Tax | 24,253.07 |
| Total Revenue | 94,497.74 |
| GROSS PROFIT | \$100,529.18 |
| Expenditures | |
| 2711 Administration Tourism Director | |
| 2713 Advertising - Print | 51,791.81 |
| 2714 Advertising -TV | 2,161.00 |
| 2714.01 Advertising- Web | 1,000.00 |
| 2714.02 Advertising -Radio | 450.00 |
| 2715 Re-branding | 1,000.00 |
| 2717 Office Equipment -Computer | 34,045.74 |
| 2718 Software Fees and Dues- | 176.93 |
| 2730 Bank Charges- | 32.10 |
| 2760 Dues & Subscriptions | 102.00 |
| 2815 Office Supplies- | 4,374.21 |
| 2816 Insurance-Vc | 2,722.00 |
| 2827 Professional Fees- | 1,073.20 |
| 2835 Public Relations- | 3,668.96 |
| 2838 Rent- | 19.32 |
| 2840 Repairs & Maintenance- | 2,180.00 |
| 2872 Taxes -Payroll | 409.82 |
| 2873 Telephone -Vc | 4,820.53 |
| 2875 Internet Expense - VC | 600.70 |
| 2885 VC Utilities | 424.56 |
| 2888 Website | 291.80 |
| Total Expenditures | 2,520.31 |
| NET OPERATING REVENUE | \$113,864.99 |
| NET REVENUE | \$ -13,335.81 |
| | \$ -13,335.81 |

Visitor Center

Profit and Loss

July 2021 - June 2022

| Revenue | TOTAL |
|--------------------------------------|--------------------|
| 2515 Accommodations Tax | |
| 2515.1 A- Tax - Lexington | 0.00 |
| 2515.2 A- Tax - West Columbia | 2,625.00 |
| 2515.3 A-Tax City of Cayce | 33,569.67 |
| Total 2515 Accommodations Tax | 24,253.07 |
| Total Revenue | 60,447.74 |
| GROSS PROFIT | \$60,447.74 |
| Expenditures | \$60,447.74 |
| 2711 Administration Tourism Director | |
| 2713 Advertising - Print | 30,938.73 |
| 2714.01 Advertising- Web | 1,464.00 |
| 2715 Re-branding | 900.00 |
| 2730 Bank Charges- | 18,359.98 |
| 2760 Dues & Subscriptions | 37.50 |
| 2815 Office Supplies- | 2,648.83 |
| 2816 Insurance-Vc | 1,147.13 |
| 2835 Public Relations- | 794.00 |
| 2838 Rent- | 19.32 |
| 2872 Taxes -Payroll | 560.00 |
| 2873 Telephone -Vc | 2,427.17 |
| 2875 Internet Expense - VC | 135.98 |
| 2885 VC Utilities | 360.57 |
| 2888 Website | 291.80 |
| Total Expenditures | 847.00 |
| NET OPERATING REVENUE | \$60,932.01 |
| NET REVENUE | \$ -484.27 |
| | \$ -484.27 |

Memorandum

To: Mayor and Council

From: Tracy Hegler, City Manager

Date: October 4, 2022

Subject: Discussion and Approval of Hospitality Tax Grant Funding for Fiscal Year 2022 - 2023

Issue

Council's approval is needed to issue Hospitality Tax funds to award grants during FY2022 - 2023.

Discussion

- During FY2021, \$60,000 in hospitality funds were issued.
- The City received ten (10) Hospitality Tax Fund grant requests for FY22-23 totaling \$111,625.00.
- Staff recommends awarding a total of \$99,200 for ten (10) projects in FY22-23.

During this fiscal year, Council approved using \$1,050,000.00 in Hospitality Tax Funds for FY23 operation and maintenance of tourism-related activities and capital items.

| | |
|---|-----------------------|
| 2022-2023 Projected Revenue | \$1,458,144.12 |
| Budgeted transfer to FY23 operation and maintenance capital items. | \$1,050,000.00 |
| Hold in reserve | \$100,000.00 |
| Eligible for grant making or undesignated fund balance. | \$207,688.70 |

Recommendation

Staff recommends that City Council hold back **\$100,000** for hospitality tax projects related to Christmas in Cayce and Soiree on State, in the fund balance as a designated reserve. Staff recommends issuance of a total of ten (**10**) grants for 99,200.00.

A breakdown of grant requests and recommendations from the staff, can be viewed in the attached chart.

Council may approve, deny or reduce any of the grant requests and/or the reserve amount.

**HOSPITALITY TAX GRANT FUNDING REQUESTS
FY23**

| Name | Request | Staff Recomm | Notes | Council Approved (10/4/22) | Prior FY22 Request | Prior FY22 Awarded |
|---|------------------|-------------------------|---|---|-------------------------------|-------------------------------|
| Cayce Museum African American Exhibit | \$2,000 | \$2,000 | materials to build exhibit; printing; misc advertising | | N/A | N/A |
| Cayce Museum Roof repair on Historical Kitchen | \$11,000 | \$11,000 | cabin roof repair and replacement; contractor fees | | N/A | N/A |
| Cayce Museum Police and Fire Building | \$7,000 | \$7,000 | remove and replace ceiling tiles and fans; add lights; rewire lights; paint ceiling grids | | N/A | N/A |
| Cayce Museum Window Repair | \$25,000 | \$25,000 | remove existing windows, sash and jamb; install new windows, flashing, reinstall exterior casements and trim interior of new windows | | N/A | N/A |
| Cayce Public Safety Foundation - Cayce Serves | \$5,525 | \$2,200 | t-shirts; advertising, banners, signs, print | | \$5,525 | \$5,000 |
| Cayce Police Pickleball | \$5,050 | \$4,200 | medals; advertising; t-shirts; paddles | | N/A | N/A |
| Cayce West Columbia Jaycees Junior Chamber - Hall of Horrors Haunted Attraction | \$11,000 | \$7,000 | advertising; volunteers; merchandise | | \$13,700 | \$5,000 |
| Greater CWC Chamber and Visitors Center - Parade of Lights and Christmas Season Advertising | \$5,000 | \$5,000 | advertising for facebook and instgram; advertising for radio; t-shirts; out of state advertising; television advertising; banners, posters, inc. | | \$5,000 | \$5,000 |
| Tartan Day South Highland Games and Celtic Festival | \$30,000 | \$30,000 | radio advertising; tv advertising; facebook and instgram advertising; billboards Columbia, Charleston, Greenville, Charlotte; newspaper ad; national magazine - Celtic Life; printed marketing and signage; streaming service | | \$30,000 | \$24,000 |
| The Woman's Club of Cayce - Hot Flash 5K | \$10,050 | \$5,800 | t-shirts; medals; advertising and signage | | \$9,500 | \$5,000 |
| Totals | \$111,625 | \$99,200 | | \$ - | \$63,725 | \$44,000 |

FY22-23 City of Cayce Hospitality Tax Grant Application

| Project Information | |
|---|---------------------------|
| Project Name: African American Exhibit | |
| Project Address/Location: Cayce Historical Museum | |
| Project Date(s): October 2022 - June 2023 | Amount Requested: \$2,000 |

| Organization Information | |
|---|-----------------------------|
| Organization: Cayce Historical Museum | |
| Mailing Address: 1800 12th Street | |
| City/State/Zip: Cayce, SC 29033 | |
| Phone: 803-550-9530 | Alternate Phone: |
| Fax: | E-Mail: athomas@caycesc.gov |
| Executive Director: | |
| Contact Person (if other than Executive Director): Andy Thomas, Curator | |
| How many years has this organization existed?: 22 years | |

| Project Description |
|--|
| <p>This would be a new exhibit in the Cayce Historical Museum showcasing the African American Legends of Cayce playing cards and highlighting the persons shown in the cards with objects given to the Museum or loaned to the Museum. There will also be people selected from the Legends that will be subjects of recorded interviews that can be watched in the Museum by activating a QR code. This will be the first exhibit in the Cayce Historical Museum dedicated to local African Americans.</p> |

Tourist Information

Estimated number of **total attendees** to be attracted by this project: 1,500

Estimated number of attendees **from outside of Cayce** to be attracted: 400

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.):

Sign in sheets and a visitor sign in book are utilized to document the people who visit the Museum and where they reside.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined:

This will be the first exhibit at the Cayce Historical Museum dedicated to local African Americans and their history. Because of this, the Museum might have seemed unwelcoming and unrepresentative to African American visitors. But hopefully the new exhibit will be seen as embracing diversity and inclusion of this significant and important group in Cayce. The exhibit will increase visits to the Museum which will increase the people who visit the City and eat in the restaurants in Cayce.

Statement of Assurances/Certification

The applicant has reviewed the full FY22-23 Cayce Hospitality Tax Grant Information and Application document and understands the hospitality law, eligibility criteria, funding guidelines, application process, payment process and reporting requirements set forth. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change/and or variation must be reported immediately, otherwise funding may be withheld.

If awarded, the applicant agrees:

- Promotional materials for the project (including, but not limited to: brochures, flyers, advertisements, etc.) must include a statement that “Funding assistance provided by City of Cayce Hospitality Tax Funds.”
- Revenue generated by the project must benefit a community or organization within the Cayce city limits.
- Financial records, support documents, statistical records, and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised, shall be conducted in a manner that provides maximum competition. The grant recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves or others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by the City of Cayce upon request.
- Unspent funding or funding that has spent in any other way than as described and approved per the application must be returned to the City of Cayce.
- No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by Hospitality Tax funds.
- Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin.
- None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.
- That the organization carries liability insurance in the amount of \$_____ and agrees to include the City of Cayce as a named insured for purposes of this project. The organization assumes full legal responsibility for any suit or action at law or equity, and any or all claims arising from this project/activity, and do hereby indemnify and hold harmless the City of Cayce and its staff from any liability in any action at law or equity associated with its support for this project/activity.
- A Final Report of the project will be submitted upon project conclusion including the items as outlined in section VI of the FY22-23 Information and Application document.

Board Chairperson Signature:

Board Chairperson Name (printed):

Date:

Executive Director Signature: Andy Thomas, Curator

Executive Director Name (printed):

Date:

FY22-23 City of Cayce Hospitality Tax Grant Application

| Project Information | |
|---|----------------------------|
| Project Name: Repair/replacement of the roof on the 1749 detached kitchen at Museum | |
| Project Address/Location: Cayce Historical Museum | |
| Project Date(s): July 2022 - December 2022 | Amount Requested: \$11,000 |

| Organization Information | |
|--|-----------------------------|
| Organization: City of Cayce Historical Museum | |
| Mailing Address: 1800 12th Street | |
| City/State/Zip: Cayce, SC 29033 | |
| Phone: 803-550-9530 | Alternate Phone: |
| Fax: | E-Mail: athomas@caycesc.gov |
| Executive Director: | |
| Contact Person (if other than Executive Director): Andy Thomas, Museum Curator | |
| How many years has this organization existed?: 22 years | |

| Project Description |
|---|
| <p>Repairs and additional work on the roof of the 1749 detached kitchen which is located behind the Museum. This structure is believed to be the oldest structure in Lexington County and is in need of repairs and preservation.</p> |

Tourist Information

Estimated number of **total attendees** to be attracted by this project: 1,500 a year

Estimated number of attendees **from outside of Cayce** to be attracted: 375

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.):

Sign in sheets and a visitor sign in book are utilized to track the numbers of people who visit the Museum and where they are traveling from.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined:

Buff Plantation kitchen/cabin, a 1749 structure moved to the Cayce Historical Museum in the 1990's, is a significant jewel for the Museum and the residents of Cayce. It is believed to be the oldest remaining structure in Lexington County. It was used in many ways - it was a detached kitchen, a possible slave quarters, and a possible sharecropper's residence.

It is used to tell the story of the Saxe Gotha German community, the African American slave community and many other times of history in Cayce. To maintain this important cultural resource, repairs need to be made on the structure's roof. This structure is one of the highlights of the Cayce Historical Museum and needs to be preserved so visitors can experience the food demonstrations that take place there as well as the various exhibits.

Statement of Assurances/Certification

The applicant has reviewed the full FY22-23 Cayce Hospitality Tax Grant Information and Application document and understands the hospitality law, eligibility criteria, funding guidelines, application process, payment process and reporting requirements set forth. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change/and or variation must be reported immediately, otherwise funding may be withheld.

If awarded, the applicant agrees:

- Promotional materials for the project (including, but not limited to: brochures, flyers, advertisements, etc.) must include a statement that “Funding assistance provided by City of Cayce Hospitality Tax Funds.”
- Revenue generated by the project must benefit a community or organization within the Cayce city limits.
- Financial records, support documents, statistical records, and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised, shall be conducted in a manner that provides maximum competition. The grant recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves or others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by the City of Cayce upon request.
- Unspent funding or funding that has spent in any other way than as described and approved per the application must be returned to the City of Cayce.
- No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by Hospitality Tax funds.
- Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin.
- None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.
- That the organization carries liability insurance in the amount of \$_____ and agrees to include the City of Cayce as a named insured for purposes of this project. The organization assumes full legal responsibility for any suit or action at law or equity, and any or all claims arising from this project/activity, and do hereby indemnify and hold harmless the City of Cayce and its staff from any liability in any action at law or equity associated with its support for this project/activity.
- A Final Report of the project will be submitted upon project conclusion including the items as outlined in section VI of the FY22-23 Information and Application document.

Board Chairperson Signature:

Board Chairperson Name (printed): Andy Thomas

Date: August 2, 2022

Executive Director Signature:

Executive Director Name (printed):

Date:

FY22-23 City of Cayce Hospitality Tax Grant Application

| Project Information | |
|--|---------------------------|
| Project Name: Repair ceiling of Fire & Police Exhibit Building on the Museum grounds | |
| Project Address/Location: Cayce Historical Museum | |
| Project Date(s): October 2022 - March 2023 | Amount Requested: \$7,000 |

| Organization Information | |
|---|-----------------------------|
| Organization: Cayce Historical Museum | |
| Mailing Address: 1800 12th Street | |
| City/State/Zip: Cayce, SC 29033 | |
| Phone: 803-550-9530 | Alternate Phone: |
| Fax: | E-Mail: athomas@caycesc.gov |
| Executive Director: | |
| Contact Person (if other than Executive Director): Andy Thomas, Curator | |
| How many years has this organization existed?: 22 years | |

| Project Description |
|---|
| <p>Repairs and work on the building that houses the Fire and Police Exhibit on the Museum grounds. The grant money will be used to repair and update the ceiling in the building in preparation of completing the exhibit and opening it to the public.</p> |

Tourist Information

Estimated number of **total attendees** to be attracted by this project: 1,500

Estimated number of attendees **from outside of Cayce** to be attracted: 375

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.):

Sign in sheets and a visitor sign in book are utilized to track the number of people that visit the Museum and its outbuildings and where they reside.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined:

The Fire and Police Exhibit will be a significant draw for the Museum once it is completed. The building will house the 1936 REO Speedwagon Firetruck among other items. Once the ceiling repairs are done, the next stage of the project will be to paint the walls, build out the exhibit cases and finish the exhibits.

Statement of Assurances/Certification

The applicant has reviewed the full FY22-23 Cayce Hospitality Tax Grant Information and Application document and understands the hospitality law, eligibility criteria, funding guidelines, application process, payment process and reporting requirements set forth. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change/and or variation must be reported immediately, otherwise funding may be withheld.

If awarded, the applicant agrees:

- Promotional materials for the project (including, but not limited to: brochures, flyers, advertisements, etc.) must include a statement that “Funding assistance provided by City of Cayce Hospitality Tax Funds.”
- Revenue generated by the project must benefit a community or organization within the Cayce city limits.
- Financial records, support documents, statistical records, and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised, shall be conducted in a manner that provides maximum competition. The grant recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves or others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by the City of Cayce upon request.
- Unspent funding or funding that has spent in any other way than as described and approved per the application must be returned to the City of Cayce.
- No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by Hospitality Tax funds.
- Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin.
- None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.
- That the organization carries liability insurance in the amount of \$_____ and agrees to include the City of Cayce as a named insured for purposes of this project. The organization assumes full legal responsibility for any suit or action at law or equity, and any or all claims arising from this project/activity, and do hereby indemnify and hold harmless the City of Cayce and its staff from any liability in any action at law or equity associated with its support for this project/activity.
- A Final Report of the project will be submitted upon project conclusion including the items as outlined in section VI of the FY22-23 Information and Application document.

Board Chairperson Signature:

Board Chairperson Name (printed): Andy Thomas, Curator

Date: August 1, 2022

Executive Director Signature:

Executive Director Name (printed):

Date:

FY22-23 City of Cayce Hospitality Tax Grant Application

| Project Information | |
|---|----------------------------|
| Project Name: Replacement of rotted wood and mildewed windows in the Museum | |
| Project Address/Location: Cayce Historical Museum | |
| Project Date(s): January 2023 - June 2023 | Amount Requested: \$25,000 |

| Organization Information | |
|--|-----------------------------|
| Organization: Cayce Historical Museum | |
| Mailing Address: 1800 12th Street | |
| City/State/Zip: Cayce, SC 29033 | |
| Phone: 803-550-9530 | Alternate Phone: |
| Fax: | E-Mail: athomas@caycesc.gov |
| Executive Director: | |
| Contact Person (if other than Executive Director): Andy Thomas, Museum Curator | |
| How many years has this organization existed?: 22 | |

| Project Description |
|---|
| <p>There are seven rotten and mildewed windows in the Museum's upstairs rooms that need to be replaced for aesthetic purposes but more importantly to protect the objects in these rooms.</p> |

Tourist Information

Estimated number of **total attendees** to be attracted by this project: 1,500

Estimated number of attendees **from outside of Cayce** to be attracted: 375

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.):

Sign in sheets and visitor sign in books are utilized to document the persons who visit the Museum and where they reside.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined:

New windows will guarantee that the many priceless objects in the Museum are protected and maintained for years to come. This investment in the building will also provide conditions to create and display new exhibits in the Museum. The use of wooded windows, while more expensive than other modern materials, is important to preserve the integrity of the replica of the 1765 Cayce House. Maintaining current exhibits and creating new exhibits will ensure more visitors which will have an economic impact on the City of Cayce.

Statement of Assurances/Certification

The applicant has reviewed the full FY22-23 Cayce Hospitality Tax Grant Information and Application document and understands the hospitality law, eligibility criteria, funding guidelines, application process, payment process and reporting requirements set forth. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change/and or variation must be reported immediately, otherwise funding may be withheld.

If awarded, the applicant agrees:

- Promotional materials for the project (including, but not limited to: brochures, flyers, advertisements, etc.) must include a statement that “Funding assistance provided by City of Cayce Hospitality Tax Funds.”
- Revenue generated by the project must benefit a community or organization within the Cayce city limits.
- Financial records, support documents, statistical records, and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised, shall be conducted in a manner that provides maximum competition. The grant recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves or others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by the City of Cayce upon request.
- Unspent funding or funding that has spent in any other way than as described and approved per the application must be returned to the City of Cayce.
- No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by Hospitality Tax funds.
- Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin.
- None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.
- That the organization carries liability insurance in the amount of \$_____ and agrees to include the City of Cayce as a named insured for purposes of this project. The organization assumes full legal responsibility for any suit or action at law or equity, and any or all claims arising from this project/activity, and do hereby indemnify and hold harmless the City of Cayce and its staff from any liability in any action at law or equity associated with its support for this project/activity.
- A Final Report of the project will be submitted upon project conclusion including the items as outlined in section VI of the FY22-23 Information and Application document.

Board Chairperson Signature:

Board Chairperson Name (printed): Andy Thomas, Curator

Date: August 1, 2022

Executive Director Signature:

Executive Director Name (printed):

Date:

FY22 City of Cayce Hospitality Tax Grant Application

| Project Information | |
|---------------------------|--|
| Project Name: | Cayce Serves |
| Project Address/Location: | 1120 Fort Congaree Trail Cayce, SC 29033 |
| Project Date(s): | TBD June 2023 |
| Amount Requested: | \$5525 |

| Organization Information | |
|--|---------------------------------|
| Organization: | Cayce Public Safety Foundation |
| Mailing Address: | PO Box 5422 |
| City/State/Zip: | Cayce, SC 29073 |
| Phone: | 803-546-2121 |
| Alternate Phone: | |
| Fax: | E-Mail: khutchinson@caycesc.gov |
| Executive Director: | Pamme Eades |
| Contact Person (if other than Executive Director): | Kay Hutchinson |
| How many years has this organization existed: | 11 |

| Project Description |
|---|
| <p>The Cayce Serves Tennis Tournament will be held at the nationally recognized Cayce Tennis and Fitness Center at Otarre Pointe in June 2023. The site is in a strategic area of Cayce where players and guests can enjoy the natural beauty of the City by walking its trails that lead to the Riverwalk, which is only a few steps away from the complex. This is an ongoing fundraiser presented by the Cayce Public Safety Foundation in order to raise funds for the Cayce Public Safety Department not available through other means.</p> <p>Previous tournaments have produced revenue in the amount of \$32,969. Items purchased for the department include: CALEA Certification fees, K9 equipment and training, air monitors, taser packages, chain saws, industrial fans, smoke detectors, flash hoods, boots, meals and groceries for Public Safety Officers and a training simulator. There have also been major gifts which have allowed purchases for the K-9 Unit, including a Pickup Truck. These items help to ensure Cayce Public Safety is properly supported and equipped to “Protect and Serve” its citizens.</p> <p>The tournament is a USTA sanctioned doubles, one day, round robin event that includes breakfast, lunch, T-Shirts and a “Clock Your Serve” Contest. Prizes and awards are given, including medals for 1st and 2nd place Male and Female Teams and the 1st and 2nd place “Clock Your Serve” winner.</p> <p>The tennis facility and players continue to be excited about the event and would love to see it expand to include Mixed Doubles and a Players Party on Friday evening.</p> |

| Tourist Information |
|--|
| Estimated number of total attendees to be attracted by this project: 120 |
| Estimated number of attendees from outside of Cayce to be attracted: 100 |
| <p>Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.):</p> <p>Registration entries show where the players are from. In 2019, the tournament attracted 82 players. All players were from outside of Cayce, including players from New Jersey and Georgia. There were also family and friends who came to support them.</p> |
| <p>Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined:</p> <p>Meals from Cayce restaurants are purchased for lunch. Last year, Sub Station II provided sandwiches and Piggie Park provided boxed lunches (their sauce plant is in Cayce). Other local restaurants also include coupons and donate gift cards which are used after the tournament.</p> <p>Cayce businesses are also interested in growth of the tournament as shown by their continued support, which included \$3337 in cash sponsorships and \$2241 from registration in 2019. Over \$1500 of dollars raised was put directly back into Cayce businesses, some of which included medals from The Trophy and Gift Shop, lunch from Sub Station II, court fees and balls from the Tennis Center, etc.</p> |

| Total Project Costs | |
|---|---------------|
| Itemize Total Project Expenses Below | Amount |
| Food | 1700 |
| T-Shirts | 1400 |
| Court Fees | 150 |
| Balls | 150 |
| Awards and Prizes | 500 |
| Liability Insurance | 600 |
| Advertising, banners, signage, print | 800 |
| USTA Membership/Tournament Fee | 80 |
| Supplies, decorations, etc. | 150 |
| Total Project Cost | 5530 |

| Hospitality Tax Grant Project Costs | |
|--|---------------|
| Itemize Hospitality Tax Grant Expenses Below | Amount |
| Food | 1700 |
| T-Shirts | 1400 |
| Court Fees | 150 |
| Balls | 150 |
| Awards and Prizes | 500 |
| Liability Insurance | 600 |
| Advertising, banners, signage, print | 800 |
| USTA Membership/Tournament Fee | 75 |
| Supplies, decorations, etc. | 150 |
| Amount Requested (must equal Amount Requested on first page of application) | 5530 |

| All Sources of Project Funds | | |
|-------------------------------------|---|---------------|
| Source of Funds | Status of Funds (Proposed, Requested, Received) | Amount |
| Registration Fees | Proposed | 3400 |
| Sponsorships | Proposed | 2000 |
| | | |
| | Total | 5400 |

Statement of Assurances/Certification

The applicant has reviewed the full FY22 Cayce Hospitality Tax Grant Information and Application document and understands the hospitality law, eligibility criteria, funding guidelines, application process, payment process and reporting requirements set forth. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change/and or variation must be reported immediately, otherwise funding may be withheld.

If awarded, the applicant agrees:

- Promotional materials for the project (including, but not limited to: brochures, flyers, advertisements, etc.) must include a statement that “Funding assistance provided by City of Cayce Hospitality Tax Funds.”
- Revenue generated by the project must benefit a community or organization within the Cayce city limits.
- Financial records, support documents, statistical records, and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised, shall be conducted in a manner that provides maximum competition. The grant recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves or others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by the City of Cayce upon request.
- Unspent funding or funding that has spent in any other way than as described and approved per the application must be returned to the City of Cayce.
- No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by Hospitality Tax funds.
- Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin.
- None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.
- That the organization carries liability insurance in the amount of \$ 1,000,000 and agrees to include the City of Cayce as a named insured for purposes of this project. The organization assumes full legal responsibility for any suit or action at law or equity, and any or all claims arising from this project/activity, and do hereby indemnify and hold harmless the City of Cayce and its staff from any liability in any action at law or equity associated with its support for this project/activity.
- A Final Report of the project will be submitted upon project conclusion including the items as outlined in section VI of the FY20 Information and Application document.

Board Chairperson Signature:

Board Chairperson Name (printed): Kay Hutchinson

Date: 07/29/2022

Executive Director Signature:

Executive Director Name (printed): Pamme Eades

Date: 07/29/2022

FY20 City of Cayce Hospitality Tax Grant Application

| Project Information | |
|--|-------------------|
| Project Name: Cayce Police Pickleball Partnership | |
| Project Address/Location: 1120 Fort Congaree Trail Cayce, SC 29033 | |
| Project Date(s): May 1, 2022 | Amount Requested: |

| Organization Information | |
|---|---------------------------------|
| Organization: Cayce Public Safety Foundation | |
| Mailing Address: PO Box 5422 | |
| City/State/Zip: Cayce, SC 29033 | |
| Phone: 803-546-2121 | Alternate Phone: 803-550-9529 |
| Fax: | E-Mail: khutchinson@caycesc.gov |
| Executive Director: Pamme Eades | |
| Contact Person (if other than Executive Director): Kay Hutchinson | |
| How many years has this organization existed? 12 | |

| Project Description |
|---|
| <p>The Cayce Police Department is hosting its first pickleball tournament that will not only benefit Special Olympics, but also include them in a unified Athletes vs Law Enforcement match! It will be held at the Cayce Tennis and Fitness Center. Approximately 50 players plus the Special Olympics athletes and Law Enforcement Athletes will participate. Families of the athletes will also be in attendance. There will be a draw of participants from over a 100 mile radius and their addresses will be documented on the registration form. The Special Olympics athletes will be awarded a custom designed paddle with the Cayce Police Department and City of Cayce logo on them. For the advanced Matches, medals will be awarded for the top 3 finishers in each division. This event will provide community engagement with Cayce Police Officers and further enhance the bond between the Cayce Police Department and Special Olympics.</p> <p>Food and drinks will be served at the event and City of Cayce Police vehicles will be available for Special Olympics Athletes and families to view. The proceeds from this event will go to Special Olympics of South Carolina.</p> |

Tourist Information

Estimated number of **total attendees** to be attracted by this project: 100

Estimated number of attendees **from outside of Cayce** to be attracted: 75

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.):

Registration and possible raffle tickets with zip codes on them.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined:

Press and advertisement of the event will spotlight the City of Cayce, its facilities and its hospitality. The USTA award winning Cayce Tennis and Fitness Center will be showcased as a premier spot to host pickleball tournaments. Swag bags will include coupons for Cayce restaurants and businesses. This is the first year of the event and it is projected to grow into a state and region wide event. For this year, the Special Olympics of South Carolina Coordinator anticipates participants from Columbia, Aiken, Camden, Greenville and other areas of SC.

| Total Project Costs | |
|---|---------------|
| Itemize Total Project Expenses Below | Amount |
| Court Fees and Balls and Paddles | 300 |
| Medals | 300 |
| T-Shirts | 900 |
| Food and Drinks | 500 |
| Custom Paddles | 2000 |
| Supplies | 200 |
| Advertising | 1000 |
| Insurance | 350 |
| | |
| Total Project Cost | 5550 |

| Hospitality Tax Grant Project Costs | |
|--|---------------|
| Itemize Hospitality Tax Grant Expenses Below | Amount |
| Court Fees and Balls and Paddles | 300 |
| Medals | 300 |
| T-Shirts | 900 |
| Supplies | 200 |
| Insurance | 350 |
| Advertising | 1000 |
| Custom Paddles | 2000 |
| | |
| | |
| Amount Requested (must equal Amount Requested on first page of application) | 5050 |

| All Sources of Project Funds | | |
|-------------------------------------|---|---------------|
| Source of Funds | Status of Funds (Proposed, Requested, Received) | Amount |
| Registration | Proposed | 1500 |
| Sponsorships | Proposed | 1000 |
| Walmart Grant | Received | 500 |
| | Total | 3000 |

Statement of Assurances/Certification

The applicant has reviewed the full FY21 Cayce Hospitality Tax Grant Information and Application document and understands the hospitality law, eligibility criteria, funding guidelines, application process, payment process and reporting requirements set forth. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change/and or variation must be reported immediately, otherwise funding may be withheld.

If awarded, the applicant agrees:

- Promotional materials for the project (including, but not limited to: brochures, flyers, advertisements, etc.) must include a statement that “Funding assistance provided by City of Cayce Hospitality Tax Funds.”
- Revenue generated by the project must benefit a community or organization within the Cayce city limits.
- Financial records, support documents, statistical records, and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised, shall be conducted in a manner that provides maximum competition. The grant recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves or others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by the City of Cayce upon request.
- Unspent funding or funding that has spent in any other way than as described and approved per the application must be returned to the City of Cayce.
- No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by Hospitality Tax funds.
- Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin.
- None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.
- That the organization carries liability insurance in the amount of \$_____ and agrees to include the City of Cayce as a named insured for purposes of this project. The organization assumes full legal responsibility for any suit or action at law or equity, and any or all claims arising from this project/activity, and do hereby indemnify and hold harmless the City of Cayce and its staff from any liability in any action at law or equity associated with its support for this project/activity.
- A Final Report of the project will be submitted upon project conclusion including the items as outlined in section VI of the FY21 Information and Application document.

Board Chairperson Signature:

Board Chairperson Name (printed):

Date:

Executive Director Signature:

Executive Director Name (printed):

Date:

FY22-23 City of Cayce Hospitality Tax Grant Application

| Project Information | |
|---|----------------------------|
| Project Name: Hall of Horrors Haunted Attraction | |
| Project Address/Location: CWC Jaycee Hut (1153 Walter Price Street) | |
| Project Date(s): Select Nights in October 2022 | Amount Requested: \$11,000 |

| Organization Information | |
|--|---------------------------------|
| Organization: Cayce-West Columbia Jaycees (Junior Chamber International) | |
| Mailing Address: 1153 Walter Price Street | |
| City/State/Zip: Cayce, SC 29033 | |
| Phone: (803) 814-5858 | Alternate Phone: (803) 586-6156 |
| Fax: N/A | E-Mail: info@cwcyjcees.org |
| Executive Director: Shelby Spencer | |
| Contact Person (if other than Executive Director): Jimmy Wall | |
| How many years has this organization existed?: 63 years | |

| Project Description |
|--|
| <p>Hall of Horrors is a non-profit haunted attraction located in Cayce, South Carolina organized by the Cayce-West Columbia Jaycees. For over 40 years, Hall of Horrors, the longest-running haunted attraction in South Carolina, has been scaring guests and raising money for many local and state charities, including South Carolina Jaycee Camp Hope, Harvest Hope, Wounded Warriors, Hidden Wounds, and the FealGood Foundation.</p> <p>The Cayce-West Columbia Jaycees, or Junior Chamber of Commerce, is a non-profit organization that has offered leadership training through community service in the Cayce and West Columbia areas for over 50 years. The Jaycees give adults between the ages of 18 and 40 the tools they need to build the bridges of success for themselves in the areas of community service, individual development, management skills, and business connections. With the focus on volunteerism, the Jaycees are enlarging areas of opportunity for adults who want to not only improve themselves but enrich the lives of others. Since 1958, our chapter has donated its time and money to such charities as Relay For Life, Harvest Hope, SisterCare, Families Helping Families, Support Our Troops, and Jaycee Camp Hope--a camp specifically designed for children and adults with cognitive disabilities--which is sponsored by the South Carolina Jaycees.</p> |

Tourist Information

Estimated number of **total attendees** to be attracted by this project: 4000

Estimated number of attendees **from outside of Cayce** to be attracted: 3500

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.):

We are able to capture patron residency via our point-of-sale system (HauntPay). This information can be reported at the close of the season. Additionally, we intend to collect zip codes at the door when tickets are collected. This will provide a more accurate reflection of our total reach because the POS system will only count transactions, not total attendees.

We have found great success with social media advertising in the past. We intend to use Facebook and Instagram for their ability to target advertising based on geographic area. Not only would our advertising dollars be directed outside of Cayce, but we would be able to generate reports at the close of the season demonstrating the reach and performance of our advertising campaigns.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined:

Since 2008, we have attracted roughly 40,000 people to our non-profit haunted attraction. We have a prominent location with frontage on 12th Street, right across from Cayce Municipal Complex. This requires our patrons to drive through either the Business District (Knox Abbott Road) or the Arts District (State and Frink Street Corridor). Both districts are full of restaurant, bar, and brewery offerings. Since we open at 8:00 pm, and since visiting haunted attractions is a social affair, patrons regularly meet-up with their friends for dinner and drinks prior to arriving.

We attract a diverse range of patrons including many high school and college students, young professionals, families, and haunted attraction enthusiasts. We make every effort to ensure that anyone who wants to experience our attraction can do so. In fact, the Hall of Horrors is currently the only haunted attraction in the Midlands that is compliant with the Americans with Disabilities Act.

It must be stated that our patrons are a "captive audience" in that we have their attention while they wait to enter the attraction. This provides advertising opportunities for would-be sponsors to directly reach our patrons through banners and posters, as well as fliers handed out with admission tickets.

Finally, there is a small but dedicated demographic who will travel far and wide to visit a cluster of area haunts in one night. Since this will be our first year in operation since 2017, we anticipate there will be a lot of interest in this crowd. These "haunt tourists" will invariably spend money in Cayce, either before or after they visit our attraction.

| Total Project Costs | |
|--|----------------|
| Itemize Total Project Expenses Below | Amount |
| Construction Materials (Lumber, Fasteners/Hardware, and Paint) | \$2,000 |
| Technical Equipment (Lights, Audio, and Special Effects) | \$1,200 |
| Actors (Costumes, Props, Makeup) | \$1,300 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| Total Project Cost | \$4,500 |

| Hospitality Tax Grant Project Costs | |
|--|-----------------|
| Itemize Hospitality Tax Grant Expenses Below | Amount |
| Advertising (Website, Social Media, Billboards, Flyers) | \$5,000 |
| Volunteers (Food, Water, Appreciation, First Aid) | \$1,200 |
| Customers (PortaPotties, Merchandise, Tickets, Misc.) | \$800 |
| Management (Insurance, Fire Watch Officials, Fire Code Compliance) | \$4,000 |
| | |
| | |
| | |
| | |
| | |
| | |
| Amount Requested (must equal Amount Requested on first page of application) | \$11,000 |


| All Sources of Project Funds | | |
|-------------------------------------|---|-----------------|
| Source of Funds | Status of Funds (Proposed, Requested, Received) | Amount |
| CWC Jaycees | Received | \$4,500 |
| Hospitality Tax Grant | Requested | \$11,000 |
| | | |
| | Total | \$15,500 |

Statement of Assurances/Certification

The applicant has reviewed the full FY22-23 Cayce Hospitality Tax Grant Information and Application document and understands the hospitality law, eligibility criteria, funding guidelines, application process, payment process and reporting requirements set forth. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change/and or variation must be reported immediately, otherwise funding may be withheld.


If awarded, the applicant agrees:

- Promotional materials for the project (including, but not limited to: brochures, flyers, advertisements, etc.) must include a statement that "Funding assistance provided by City of Cayce Hospitality Tax Funds."
- Revenue generated by the project must benefit a community or organization within the Cayce city limits.
- Financial records, support documents, statistical records, and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised, shall be conducted in a manner that provides maximum competition. The grant recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves or others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by the City of Cayce upon request.
- Unspent funding or funding that has spent in any other way than as described and approved per the application must be returned to the City of Cayce.
- No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by Hospitality Tax funds.
- Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin.
- None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.
- That the organization carries liability insurance in the amount of \$ 1,000,000 and agrees to include the City of Cayce as a named insured for purposes of this project. The organization assumes full legal responsibility for any suit or action at law or equity, and any or all claims arising from this project/activity, and do hereby indemnify and hold harmless the City of Cayce and its staff from any liability in any action at law or equity associated with its support for this project/activity.
- A Final Report of the project will be submitted upon project conclusion including the items as outlined in section VI of the FY22-23 Information and Application document.

Board Chairperson Signature: 

Board Chairperson Name (printed): James Wall

Date: 7/25/2022

Executive Director Signature: 

Executive Director Name (printed): Shelby Spencer

Date: 7/28/2022



July 25, 2022

Dear Cayce City Council:

On behalf of the membership of the Cayce-West Columbia Jaycees, I would like to thank you for bringing back the Hospitality Tax Grant this fiscal cycle. I cannot overstate how thrilled we were to receive your support last year! It had been four years since we opened the Hall of Horrors Haunted Attraction—and it was a hit! The chapter added 8 enthusiastic members because of the project and reactivated our existing members. You can easily say that the haunt brought us back from the dead. We cannot wait to open our doors in 2022 where we will continue providing leadership opportunities for our members, and most importantly, [creating positive change in our community.](#)

Within this application you will find the required documentation requesting financial assistance for our flagship and award-winning project, the Hall of Horrors Haunted Attraction. What you will not find, however, are the voices of those impacted by the funds we raise. Over the decades our chapter has donated nearly \$100,000 to local charities and non-profits, with the lion's share supporting SC Jaycee Camp Hope. In fact, because of your support last year, the chapter was able to donate \$6000 to SC Jaycee Camp Hope in 2021! The nightmares we created last year made many camper's dreams come true this summer. In short, this project is immensely important to our members and our community.

The Jaycees have partnered with the city many times over my years in the organization, notably by running Kids Zone at Soirée on State. We look forward to working together again and believe that together we can build a better and brighter Cayce!

Thank you for your support over the years and thank you for considering this project for the Hospitality Tax Grant Award!

Sincerely,

Shelby Spencer
2022 Local Chapter President
Cayce-West Columbia Jaycees

Cayce-West Columbia Junior Chamber

1153 Walter Price Street, Cayce, SC 29033
tel. (803) 814-5858 • www.cwcjaycees.org



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- North Dakota
- Ohio
- Oklahoma
- Oregon
- Pennsylvania
- South Carolina
- South Dakota
- Tennessee
- Texas
- Virginia
- Washington
- West Virginia
- Wisconsin
- Wyoming



State of South Carolina
Office of the Secretary of State
The Honorable Mark Hammond

Apr 28, 2022

Cayce-West Columbia Jaycees
Mr. Shelby Spencer
1153 WALTER PRICE RD
CAYCE, SC 29033-3526

RE: Registration Confirmation

Charity Public ID: P1922

Dear Mr. Shelby Spencer :

This letter confirms that the Secretary of State's Office has received and accepted your Registration, therefore, your charitable organization is in compliance with the registration requirement of the "South Carolina Solicitation of Charitable Funds Act." The registration of your charitable organization will expire on May 15, 2023.

If any of the information on your Registration form changes throughout the course of the year, please contact our office to make updates. It is important that this information remain updated so that our office can keep you informed of any changes that may affect your charitable organization.

If you have not yet filed your annual financial report or an extension for the annual financial report, the annual financial report is still due 4 ½ months after the close of your fiscal year.

- Annual financial reports must either be submitted on the Internal Revenue Service Form 990 or 990-EZ or the Secretary of State's Annual Financial Report Form.
- If you wish to extend the filing of that form with us, please submit a written request by email or fax to our office using the contact information below. Failure to submit the annual financial report may result in an administrative fine of up to \$2,000.00.

If you have any questions or concerns, please visit our website at www.sos.sc.gov or contact our office using the contact information below.

Sincerely,

Kimberly S. Wickersham
Director, Division of Public Charities

Department of the Treasury
Internal Revenue Service

for Tax-Exempt Organization not Required to File Form 990 or 990-EZ

2021

Open to Public Inspection

A For the **2021** Calendar year, or tax year beginning **2021-01-01** and ending **2021-12-31****B** Check if available

-
- Terminated for Business
-
-
- Gross receipts are normally \$50,000 or less

C Name of Organization: **UNITED STATES JUNIOR CHAMBER
OF COMMERCE****1153 Walter Price rd, Cayce,
SC, US, 29033****D** Employee Identification
Number **57-1115194****E** Website:**www.cwcjaycees.org****F** Name of Principal Officer: **Shelby Spencer****1153 Walter Price, Cayce,
SC, US, 29033**

Privacy Act and Paperwork Reduction Act Notice: We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in code section 6104.

The time needed to complete and file this form and related schedules will vary depending on the individual circumstances. The estimated average times is 15 minutes.

Note: This image is provided for your records only. Do Not mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.



CAYCE-WEST COLUMBIA JUNIOR CHAMBER INTERNATIONAL

1153 Walter Price Street | Cayce, SC 29033
info@cwcejaycees.org
(803) 814-5858

2022 BOARD OF DIRECTORS

Shelby Spencer
Local Chapter President

Jimmy Wall
Chairman of the Board

Catherine Beltran
Vice President of External Affairs

Alex Spencer
Vice President of Internal Affairs

Coral Gresham
Treasurer

Cole Link
Secretary

Shaun England
Director of Communications

Joni Lumsden
Treasurer-Elect

Mary Anne Deal Jenkins
Advisor to the Board

76 This **Spectrum Policy** consists of the Declarations, Coverage Forms, Common Policy Conditions and any
32 other Forms and Endorsements issued to be a part of the Policy. This insurance is provided by the stock
RQ insurance company of The Hartford Insurance Group shown below.
SBA

INSURER: HARTFORD CASUALTY INSURANCE COMPANY
ONE HARTFORD PLAZA, HARTFORD, CT 06155
COMPANY CODE: 3



Policy Number: 22 SBA RQ3276 SA

SPECTRUM POLICY DECLARATIONS

Named Insured and Mailing Address: CAYCE-WEST COLUMBIA JAYCEES
(No., Street, Town, State, Zip Code)

1153 WALTER PRICE ST
CAYCE SC 29033

Policy Period: From 10/10/21 To 10/10/22 1 YEAR
12:01 a.m., Standard time at your mailing address shown above. **Exception:** 12 noon in New Hampshire.

Name of Agent/Broker: GMM INSURANCE INC
Code: 291916

Previous Policy Number: 22 SBA RQ3276

Named Insured is: ASSOCIATION

Audit Period: NON-AUDITABLE

Type of Property Coverage: SPECIAL

Insurance Provided: In return for the payment of the premium and subject to all of the terms of this policy, we agree with you to provide insurance as stated in this policy.

TOTAL ANNUAL PREMIUM IS: \$1,915

Countersigned by *Suean S. Castaneda*
Authorized Representative

06/30/21
Date

SOUTH CAROLINA SECRETARY OF STATE

PUBLIC CHARITIES DIVISION ANNUAL FINANCIAL REPORT

Filing Instructions

- Organizations who file the IRS 990-N or are not required to file with the IRS should complete this form.
- **Please follow the instructions provided on pages 4 and 5 to complete this form.** You may contact our office with any questions at 803-734-1790 or email charities@sos.sc.gov.
- **We do not accept this filing by fax or email;** you may upload this report using our online filing system at www.sos.sc.gov or mail this form to: South Carolina Secretary of State, Attn: Division of Public Charities, 1205 Pendleton St., Suite 525, Columbia, SC 29201.

For the fiscal year ending 12/31/21 (mm/dd/yy) EIN: 57 - 1115194 Charity ID: C1922

Organization's Name: Cayce-West Columbia Junior Chamber

Part I— Fundraising Events or Contracts

If your organization held any fundraising events, or used a commercial co-venturer (CCV) or professional fundraising company (PFR) during the previous fiscal year, you must report all revenue and expenses in the following table. Events include, but are not limited to, carnivals, dinners, galas, raffles, and bingo games. If you need additional space, you may list additional events on a separate sheet and include the amounts in the total revenue and expenses on this table.

| (A) Name of Event, CCV or PFR | (B) Gross Receipts & Contributions | (C) Cash & Noncash Prize Expenses | (D) Other Expenses | (E) Total Expenses | (F) Net Revenue |
|--|---|---|--------------------------|--------------------------|-----------------------|
| 1. Hall of Horrors | \$ 20,417.92 | \$ 0.00 | \$ 4,551.71 | \$ 4,551.71 | \$ 15,866.21 |
| 2. | | | | \$ 0.00 | \$ 0.00 |
| 3. | | | | \$ 0.00 | \$ 0.00 |
| 4. | | | | \$ 0.00 | \$ 0.00 |
| 5. | | | | \$ 0.00 | \$ 0.00 |
| 6. | | | | \$ 0.00 | \$ 0.00 |
| 7. | | | | \$ 0.00 | \$ 0.00 |
| 8. | | | | \$ 0.00 | \$ 0.00 |
| 9. | | | | \$ 0.00 | \$ 0.00 |
| 10. | | | | \$ 0.00 | \$ 0.00 |
| 11. Gross Revenue → (add 1B through 10B) | \$ 20,417.92 | 12. Total Expenses → (add 1E through 10E) | | \$ 4,551.71 | \$ 15,866.21 |

Part II— Gross Revenue

Organizations must report their gross receipts from all sources of revenue.

| | |
|---|--------------|
| 1. Fundraising events (from page 1, part I, box 11B) | \$ 20,417.92 |
| 2. Fundraising activity revenue not reported on line 1 | \$ 0.00 |
| 3. Federated campaigns (such as United Way) | \$ 0.00 |
| 4. Membership dues | \$ 710.43 |
| 5. Related organizations (such as related parent or national organizations) | |
| 6. Government grants (from federal, state or local governments) | \$ 0.00 |
| 7. All other contributions, gifts, grants not listed above | |
| 8. Program service revenue | |
| 9. Other income | |
| 10. Total revenue (add lines 1 through 9) | \$ 21,128.35 |

Part III— Program Service Expenses

Describe the organization's program accomplishments and the amount spent on each. If more space is needed you may attach an additional sheet if necessary.

| | |
|--|----------|
| 11. <u>West Columbia City Wide Litter Pickup Day (trash pickup partnership</u> <u>with City of West Columbia, West Columbia Beautification Foundation</u> | \$ 55.83 |
| 12. _____ | \$ _____ |
| 13. Total Program Service Expenses (add lines 11 and 12) | \$ 55.83 |

Part IV— Management, General and Fundraising Expenses

| | |
|---|--------------|
| 14. Program expenses (from part III, line 13) | \$ 55.83 |
| 15. Direct expenses from fundraising events and contracts (box 12E) | \$ 4,551.71 |
| 16. Fundraising expenses (not included in the amount on line 15) | |
| 17. Payments to related organizations | \$ 1,418.00 |
| 18. Salaries and other compensation | |
| 19. Management and general expenses | \$ 8,549.06 |
| 20. Professional fees and other payments to independent contractors | |
| 21. Other expenses not listed above | \$ 600.00 |
| 22. Total expenses (add lines 14 through 21) | \$ 15,174.60 |
| 23. Excess or (deficit) for the year (subtract line 22 from line 10) | \$ 5,953.75 |
| 24. Fund balances/net worth at the beginning of the fiscal year | \$ 16,078.84 |
| 25. Changes in fund balances/net worth (attach explanation) | |
| 26. Fund balances/net worth at the end of the fiscal year (add lines 23 through 25) | \$ 22,032.59 |

Part V— Balance Sheet

| | |
|--|---------------|
| 27. Total assets | \$ 312,032.59 |
| 28. Total liabilities | |
| 29. Net assets or fund balances at end of year (subtract line 28 from line 27) | \$ 312,032.59 |

Certification

As required by Section 33-56-60 of the Solicitation of Charitable Funds Act, this form shall be signed by the Chief Executive Officer and the Chief Financial Officer of the charitable organization. (If one person serves as both CEO and CFO, he or she should sign in both places below.)

We certify that the information furnished in this statement is true and correct to the best of our knowledge and belief.

CEO/President

Name: Shelby Spencer

Signature: *Shelby Spencer*

Date: 4/27/22

CFO/Treasurer

Name: Coral Gresham

Signature: *Coral Gresham*

Date: 4/27/22

Mailing Address: 1153 Walter Price Rd

Email Address: info@cwcyjcees.org Phone Number: 803-446-5133

SOUTH CAROLINA SECRETARY OF STATE

PUBLIC CHARITIES DIVISION ANNUAL FINANCIAL REPORT

Filing Instructions

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- **We do not accept this filing by fax or email;** you may upload this report using our online filing system at www.sos.sc.gov or mail this form to: South Carolina Secretary of State, Attn: Division of Public Charities, 1205 Pendleton St., Suite 525, Columbia, SC 29201.

For the fiscal year ending 12/31/20 (mm/dd/yy) EIN: 57 - 1115194 Charity ID: C1922

Organization's Name: Cayce-West Columbia Junior Chamber

Part I— Fundraising Events or Contracts

If your organization held any fundraising events, or used a commercial co-venturer (CCV) or professional fundraising company (PFR) during the previous fiscal year, you must report all revenue and expenses in the following table. Events include, but are not limited to, carnivals, dinners, galas, raffles, and bingo games. If you need additional space, you may list additional events on a separate sheet and include the amounts in the total revenue and expenses on this table.

| (A) Name of Event, CCV or PFR | (B) Gross Receipts & Contributions | (C) Cash & Noncash Prize Expenses | (D) Other Expenses | (E) Total Expenses | (F) Net Revenue |
|--|---|---|--------------------------|--------------------------|-----------------------|
| 1. | | | | \$ 0.00 | \$ 0.00 |
| 2. | | | | \$ 0.00 | \$ 0.00 |
| 3. | | | | \$ 0.00 | \$ 0.00 |
| 4. | | | | \$ 0.00 | \$ 0.00 |
| 5. | | | | \$ 0.00 | \$ 0.00 |
| 6. | | | | \$ 0.00 | \$ 0.00 |
| 7. | | | | \$ 0.00 | \$ 0.00 |
| 8. | | | | \$ 0.00 | \$ 0.00 |
| 9. | | | | \$ 0.00 | \$ 0.00 |
| 10. | | | | \$ 0.00 | \$ 0.00 |
| 11. Gross Revenue → (add 1B through 10B) | \$ 0.00 | 12. Total Expenses → (add 1E through 10E) | | \$ 0.00 | \$ 0.00 |

Part II— Gross Revenue

Organizations must report their gross receipts from all sources of revenue.

| | |
|---|------------------|
| 1. Fundraising events (from page 1, part I, box 11B) | \$ 0.00 |
| 2. Fundraising activity revenue not reported on line 1..... | \$ 0.00 |
| 3. Federated campaigns (such as United Way)..... | \$ 0.00 |
| 4. Membership dues | \$ 669.17 |
| 5. Related organizations (such as related parent or national organizations) | |
| 6. Government grants (from federal, state or local governments) | \$ 0.00 |
| 7. All other contributions, gifts, grants not listed above | |
| 8. Program service revenue | |
| 9. Other income..... | |
| 10. Total revenue (add lines 1 through 9) | \$ 669.17 |

Part III— Program Service Expenses

Describe the organization's program accomplishments and the amount spent on each. If more space is needed you may attach an additional sheet if necessary.

| | |
|---|----------------|
| 11. <u>Bingo with the residents at Jenni-Lynn Assisted Living</u> | \$ 0.00 |
| | |
| 12. _____ | |
| | |
| 13. Total Program Service Expenses (add lines 11 and 12)..... | \$ 0.00 |

Part IV— Management, General and Fundraising Expenses

| | |
|--|--------------------|
| 14. Program expenses (from part III, line 13) | \$ 0.00 |
| 15. Direct expenses from fundraising events and contracts (box 12E) | \$ 0.00 |
| 16. Fundraising expenses (not included in the amount on line 15)..... | |
| 17. Payments to related organizations | \$ 1,292.00 |
| 18. Salaries and other compensation | \$ 60.00 |
| 19. Management and general expenses | \$ 7,811.83 |
| 20. Professional fees and other payments to independent contractors | |
| 21. Other expenses not listed above..... | \$ 325.53 |
| 22. Total expenses (add lines 14 through 21) | \$ 9,489.36 |
| 23. Excess or (deficit) for the year (subtract line 22 from line 10) | (\$ 8,820.19) |
| 24. Fund balances/net worth at the beginning of the fiscal year | \$ 24,899.03 |
| 25. Changes in fund balances/net worth (attach explanation)..... | |
| 26. Fund balances/net worth at the end of the fiscal year (add lines 23 through 25)..... | \$ 16,078.84 |

Part V— Balance Sheet

| | |
|---|----------------------|
| 27. Total assets | \$ 306,078.84 |
| 28. Total liabilities | |
| 29. Net assets or fund balances at end of year (subtract line 28 from line 27) | \$ 306,078.84 |

SOUTH CAROLINA SECRETARY OF STATE

PUBLIC CHARITIES DIVISION ANNUAL FINANCIAL REPORT

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- **We do not accept this filing by fax or email;** you may upload this report using our online filing system at www.sos.sc.gov or mail this form to: South Carolina Secretary of State, Attn: Division of Public Charities, 1205 Pendleton St., Suite 525, Columbia, SC 29201.

For the fiscal year ending 12/31/19 (mm/dd/yy) EIN: 57 - 1115194 Charity ID: C1922

Organization's Name: Cayce-West Columbia Junior Chamber

Part I— Fundraising Events or Contracts

If your organization held any fundraising events, or used a commercial co-venturer (CCV) or professional fundraising company (PFR) during the previous fiscal year, you must report all revenue and expenses in the following table. Events include, but are not limited to, carnivals, dinners, galas, raffles, and bingo games. If you need additional space, you may list additional events on a separate sheet and include the amounts in the total revenue and expenses on this table.

| (A) Name of Event, CCV or PFR | (B) Gross Receipts & Contributions | (C) Cash & Noncash Prize Expenses | (D) Other Expenses | (E) Total Expenses | (F) Net Revenue |
|--|---|---|--------------------------|--------------------------|-----------------------|
| 1. Run for Our Troops 5k | \$ 2,258.80 | \$ 1,519.96 | \$ 1,085.00 | \$ 2,604.96 | (\$ 346.16) |
| 2. | | | | \$ 0.00 | \$ 0.00 |
| 3. | | | | \$ 0.00 | \$ 0.00 |
| 4. | | | | \$ 0.00 | \$ 0.00 |
| 5. | | | | \$ 0.00 | \$ 0.00 |
| 6. | | | | \$ 0.00 | \$ 0.00 |
| 7. | | | | \$ 0.00 | \$ 0.00 |
| 8. | | | | \$ 0.00 | \$ 0.00 |
| 9. | | | | \$ 0.00 | \$ 0.00 |
| 10. | | | | \$ 0.00 | \$ 0.00 |
| 11. Gross Revenue → (add 1B through 10B) | \$ 2,258.80 | 12. Total Expenses → (add 1E through 10E) | | \$ 2,604.96 | (\$ 346.16) |

Part II— Gross Revenue

Organizations must report their gross receipts from all sources of revenue.

| | |
|---|--------------------|
| 1. Fundraising events (from page 1, part I, box 11B) | \$ 2,258.80 |
| 2. Fundraising activity revenue not reported on line 1 | \$ 35.20 |
| 3. Federated campaigns (such as United Way) | |
| 4. Membership dues | \$ 801.06 |
| 5. Related organizations (such as related parent or national organizations) | |
| 6. Government grants (from federal, state or local governments) | \$ 601.21 |
| 7. All other contributions, gifts, grants not listed above | |
| 8. Program service revenue | |
| 9. Other income | |
| 10. Total revenue (add lines 1 through 9) | \$ 3,696.27 |

Part III— Program Service Expenses

Describe the organization's program accomplishments and the amount spent on each. If more space is needed you may attach an additional sheet if necessary.

| | |
|--|-----------------|
| 11. <u>Bingo with the residents at Jenni-Lynn Assisted Living</u> | \$ 27.80 |
| 12. <u>City of Cayce Soiree on State Kids Zone</u> | \$ 14.98 |
| 13. Total Program Service Expenses (add lines 11 and 12) | \$ 42.78 |

Part IV— Management, General and Fundraising Expenses

| | |
|---|---------------------|
| 14. Program expenses (from part III, line 13) | \$ 42.78 |
| 15. Direct expenses from fundraising events and contracts (box 12E) | \$ 2,604.96 |
| 16. Fundraising expenses (not included in the amount on line 15) | |
| 17. Payments to related organizations | \$ 2,164.00 |
| 18. Salaries and other compensation | \$ 180.00 |
| 19. Management and general expenses | \$ 6,275.83 |
| 20. Professional fees and other payments to independent contractors | \$ 1,500.00 |
| 21. Other expenses not listed above | \$ 1,052.70 |
| 22. Total expenses (add lines 14 through 21) | \$ 13,820.27 |
| 23. Excess or (deficit) for the year (subtract line 22 from line 10) | (\$ 10,124.00) |
| 24. Fund balances/net worth at the beginning of the fiscal year | |
| 25. Changes in fund balances/net worth (attach explanation) | |
| 26. Fund balances/net worth at the end of the fiscal year (add lines 23 through 25) | (\$ 10,124.00) |

Part V— Balance Sheet

| | |
|---|----------------------|
| 27. Total assets | \$ 314,899.03 |
| 28. Total liabilities | |
| 29. Net assets or fund balances at end of year (subtract line 28 from line 27) | \$ 314,899.03 |

Certification

As required by Section 33-56-60 of the Solicitation of Charitable Funds Act, this form shall be signed by the Chief Executive Officer and the Chief Financial Officer of the charitable organization. (If one person serves as both CEO and CFO, he or she should sign in both places below.)

We certify that the information furnished in this statement is true and correct to the best of our knowledge and belief.

CEO/President

Name : James Wall

Signature: *James Wall*

Date: 6/30/2020

CFO/Treasurer

Name : Coral Gresham

Signature: *Coral Gresham*

Date: 6/30/20

Mailing Address: 1153 Walter Price Road, Cayce, SC 20933

Email Address: treasurer@cwcyjcees.org Phone Number: 803-446-5133

FY22-23 City of Cayce Hospitality Tax Grant Application

| Project Information | |
|---|-------------------------------------|
| Project Name: <u>Parade of Lights 2022</u> | |
| Project Address/Location: <u>1006 12th Street</u> | |
| Project Date(s): <u>Dec. 10, 2022</u> | Amount Requested: <u>\$5,000.00</u> |

| Organization Information | |
|---|------------------------------------|
| Organization: <u>Greater CWC Chamber of Commerce</u> | |
| Mailing Address: <u>1006 12th Street</u> | |
| City/State/Zip: <u>Cayce, SC 29033</u> | |
| Phone: <u>803-794-6504</u> | Alternate Phone: |
| Fax: | E-Mail: <u>info@cwcchamber.com</u> |
| Executive Director: <u>Hayley Bowers, Board Chair</u> | |
| Contact Person (if other than Executive Director): <u>Lisa Breese</u> | |
| How many years has this organization existed?: <u>60+ years</u> | |

| Project Description |
|---|
| <p><u>Annual Parade of Lights</u></p> <p><u>A Parade that is comprised of area schools, bands, businesses and related attractions that don vehicles & floats with lights and traverse through the city in front of thousands of spectators.</u></p> |

Tourist Information

Estimated number of **total attendees** to be attracted by this project: 7,000 - 10,000

Estimated number of attendees **from outside of Cayce** to be attracted: 5,000 - 6,000

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.):

Volunteers with the Parade of Lights will be assigned to various zones & will project estimates in various areas.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined:

The Parade of Lights is known as an annual event that draws crowds from outside the Midlands area, as it is the only premier night parade - the parade is designed to begin at dusk for illumination, but also to promote a time when attendees will visit area eating establishments and shopping.

| Total Project Costs | |
|---|-------------|
| Itemize Total Project Expenses Below | Amount |
| Advertisement | 3,500 |
| Volunteer Costs (equip., food, materials) | 2,500 |
| AWARDS | 500 |
| JUDGE STAND, BLEACHERS, ETC | 2,500 |
| PARADE BANNERS - POSTERS | 2,000 |
| Insurance | 1,500 (EST) |
| UNEXPECTED - Reserve | 1,500 |
| | |
| | |
| (Projected) Total Project Cost | 14,000. |

| Hospitality Tax Grant Project Costs | |
|--|--------|
| Itemize Hospitality Tax Grant Expenses Below | Amount |
| Volunteer Apparel (T-shirts) | 600 |
| OUT OF STATE ADVERTISEMENT (Electronic) | 500 |
| SOCIAL MEDIA ADVERTISEMENT (BOOST'S) | 600 |
| TELEVISION ADV. (CHRISTMAS CHANNELS) | 1200 |
| Volunteer Food, Beverages | 600 |
| PARADE BANNERS, POSTERS, ETC. | 1,000 |
| UNEXPECTED COSTS - Reserve | 500 |
| | |
| | |
| Amount Requested (must equal Amount Requested on first page of application) | 5,000 |

| All Sources of Project Funds | | |
|------------------------------|--|--------|
| Source of Funds | Status of Funds (Proposed, Requested, Received) | Amount |
| SPONSORS/ IN-KIND/ CHAMBER | PROPOSED | 5,000 |
| CITY OF West Columbia | PROPOSED | 3,000 |
| CITY OF CAYCE | PROPOSED | 5,000 |
| | Total | 13,000 |

Statement of Assurances/Certification

The applicant has reviewed the full FY22-23 Cayce Hospitality Tax Grant Information and Application document and understands the hospitality law, eligibility criteria, funding guidelines, application process, payment process and reporting requirements set forth. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change/and or variation must be reported immediately, otherwise funding may be withheld.

If awarded, the applicant agrees:

- Promotional materials for the project (including, but not limited to: brochures, flyers, advertisements, etc.) must include a statement that "Funding assistance provided by City of Cayce Hospitality Tax Funds."
- Revenue generated by the project must benefit a community or organization within the Cayce city limits.
- Financial records, support documents, statistical records, and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised, shall be conducted in a manner that provides maximum competition. The grant recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves or others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by the City of Cayce upon request.
- Unspent funding or funding that has spent in any other way than as described and approved per the application must be returned to the City of Cayce.
- No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by Hospitality Tax funds.
- Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin.
- None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.
- That the organization carries liability insurance in the amount of \$_____ and agrees to include the City of Cayce as a named insured for purposes of this project. The organization assumes full legal responsibility for any suit or action at law or equity, and any or all claims arising from this project/activity, and do hereby indemnify and hold harmless the City of Cayce and its staff from any liability in any action at law or equity associated with its support for this project/activity.
- A Final Report of the project will be submitted upon project conclusion including the items as outlined in section VI of the FY22-23 Information and Application document.

Board Chairperson Signature:

Board Chairperson Name (printed):

Date:

Executive Director Signature:

Executive Director Name (printed):

Date:

Statement of Assurances/Certification

The applicant has reviewed the full FY22-23 Cayce Hospitality Tax Grant Information and Application document and understands the hospitality law, eligibility criteria, funding guidelines, application process, payment process and reporting requirements set forth. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change/and or variation must be reported immediately, otherwise funding may be withheld.

If awarded, the applicant agrees:

- Promotional materials for the project (including, but not limited to: brochures, flyers, advertisements, etc.) must include a statement that "Funding assistance provided by City of Cayce Hospitality Tax Funds."
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- Unspent funding or funding that has spent in any other way than as described and approved per the application must be returned to the City of Cayce.
- No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by Hospitality Tax funds.
- Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin.
- None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.
- That the organization carries liability insurance in the amount of \$ _____ and agrees to include the City of Cayce as a named insured for purposes of this project. The organization assumes full legal responsibility for any suit or action at law or equity, and any or all claims arising from this project/activity, and do hereby indemnify and hold harmless the City of Cayce and its staff from any liability in any action at law or equity associated with its support for this project/activity.
- A Final Report of the project will be submitted upon project conclusion including the items as outlined in section VI of the FY22-23 Information and Application document.

Board Chairperson Signature: *Hayley Bowers*

Board Chairperson Name (printed): *Hayley Bowers* Date: *July 20, 2022*

Executive Director Signature:

Executive Director Name (printed): _____ Date: _____

The State of South Carolina



Office of Secretary of State Mark Hammond

Certificate of Existence

I, Mark Hammond, Secretary of State of South Carolina Hereby Certify that:

GREATER CAYCE-WEST COLUMBIA CHAMBER OF COMMERCE, THE, a nonprofit corporation duly organized under the laws of the State of South Carolina on October 9th, 1957, has as of the date hereof filed as a nonprofit corporation for religious, educational, social, fraternal, charitable, or other eleemosynary purpose, and has paid all fees, taxes and penalties owed to the State, that the Secretary of State has not mailed notice to the company that it is subject to being dissolved by administrative action pursuant to S.C. Code Ann. §33-31-1421, and that the nonprofit corporation has not filed articles of dissolution as of the date hereof.

Given under my Hand and the Great Seal
of the State of South Carolina this 6th day
of April, 2021.


Mark Hammond, Secretary of State

Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248364843
May 04, 2012 LTR 4168C E0
57-0380729 000000 00
00020178
BODC: TE

WEST COLUMBIA-CAYCE CHAMBER OF
COMMERCE
% WEST COLUMBIA CAYCE CHAMBER OF CO
1006 12TH ST
CAYCE SC 29033-3303



009965

Employer Identification Number: 57-0380729
Person to Contact: Ms. Osborne
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Apr. 25, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(6) of the Internal Revenue Code in a determination letter issued in January 1965.

Because you are not an organization described in section 170(c) of the Code, donors may not deduct contributions made to you. You should advise your contributors to that effect.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,


S. A. Martin, Operations Manager
Accounts Management Operations

Greater Cayce-West Columbia Chamber & Visitor Center

Balance Sheet
As of December 31, 2021

| ASSETS | TOTAL |
|--|---------------------|
| Current Assets | |
| Bank Accounts | |
| 103 First Citizens-Visitor Center | 96,611.14 |
| 1040 First Community - Money Market | 76,071.88 |
| 1045 First Community - Checking | 44,891.07 |
| <u>Total Bank Accounts</u> | <u>217,574.09</u> |
| <u>Total Current Assets</u> | <u>217,574.09</u> |
| Fixed Assets | |
| 213 Computer Equipment | 5,631.48 |
| 218 Machinery & Equipment | 6,800.07 |
| 222 Furniture & Fixtures | 59,039.98 |
| 237 Less Accumulated Depreciation | -71,471.43 |
| <u>Total Fixed Assets</u> | <u>0.00</u> |
| Other Assets | |
| 244 Tradebank - Columbia | 4,470.81 |
| <u>Total Other Assets</u> | <u>4,470.81</u> |
| TOTAL ASSETS | \$222,144.90 |
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| 506 Notes payable - SBA Loan | 121,400.00 |
| <u>Total Other Current Liabilities</u> | <u>121,400.00</u> |
| <u>Total Current Liabilities</u> | <u>121,400.00</u> |
| <u>Total Liabilities</u> | <u>121,400.00</u> |
| Equity | |
| 3200 Unrestricted Net Assets | 8,009.43 |
| 481 Donated Capital | 12,979.00 |
| 483 Fund Balance | 36,314.52 |
| Net Revenue | 45,441.95 |
| <u>Total Equity</u> | <u>100,744.90</u> |
| TOTAL LIABILITIES AND EQUITY | \$222,144.90 |



AUTO › HOME › BUSINESS › LIFE › HEALTH › LONG-TERM CARE

July 20, 2022

RE: Greater Cayce West Columbia Chamber of Commerce Christmas Lights Parade Insurance

To whom it May Concern,

The Greater Cayce West Columbia Chamber of Commerce has obtained insurance for the Cayce Christmas Lights Parade through our Insurance Agency since 2014. GMM Insurance Inc. and the Greater CWC Chamber of Commerce are in the process of obtaining insurance for the parade scheduled for December 2022.

Respectfully submitted,

Steven Highberger

Vice President

GMM Insurance Inc.

115-A Library Hill Ln.

Lexington, SC 29072

803.739.2345

steve@gmminsurance.com

FY22-23 City of Cayce Hospitality Tax Grant Application

| Project Information | |
|--|--------------------------------------|
| Project Name: Tartan Day South Highland Games & Celtic Festival | |
| Project Address/Location: Historic Columbia Speedway 2001 Charleston Hwy. Cayce, SC 29033 | |
| Project Date(s): March 30th - April 2nd 2023 | Amount Requested: \$30,000.00 |

| Organization Information | |
|--|---|
| Organization: The River Alliance | |
| Mailing Address: 300 Candi Lane Columbia, SC 29033 | |
| City/State/Zip: Columbia, SC 29210 | |
| Phone: 803-765-2200 | Alternate Phone: 803-665-7620 |
| Fax: 803-765-9600 | E-Mail: johnbanks@columbiaspeedway.com |
| Executive Director: Mike Dawson | |
| Contact Person (if other than Executive Director): John Banks | |
| How many years has this organization existed?: 24 | |

| Project Description |
|--|
| <p>Tartan Day South is a four day celebration of Celtic Culture. Americans of Scottish and Irish descent have played a vibrant and influential role in the development of the United States. From the framers of the Declaration of Independence to the first man on the moon. Eleven million Americans claim Scottish and Scotch-Irish roots -- making them the eighth largest ethnic group in the United States. Congress has designated April 6th National Tartan Day. The largest population of Scotch-Irish descendants outside of New York reside in South and North Carolina. The festival is designed to grow into the largest Tartan Day Celebration in the Southeast.</p> <p>Tartan Day South is a festival built around the ancient Scottish sports, Highland Games. The festival also includes traditional and current Celtic music, massed bag pipe bands, traditional dancing exhibitions, herding exhibitions, Celtic Clans, genealogy, Axe throwing and archery exhibitions, fencing exhibitions, medieval encampment, falconry, and much more. We host the largest Classic British Car Show in South Carolina with over 140 incredible machines from many states.</p> <p>We have continued to add new components to each years event, this year will add some new performances of classic instruments like the Dulcimer. We will be adding in some programming attached to the highly popular TV show "Outlander". This will add a new audience to our festival that is a high interest point currently.</p> <p>Tartan Day South has grown tremendously over the first 10 events. We brought in travelers from 29 states as well as hundreds of cities and towns in South Carolina outside of Lexington County again in 2022. Our event was recognized by the National Tartan Day Committee in Washington DC as one of the top three Tartan Day Celebrations in the United States. We hope to make Cayce the destination for those Celtic Americans to celebrate this National Holiday in the Southeast. The multi-faceted nature of the event gives it a wide appeal to many demographics. Added interesting data from our most recent Cayce Demographics state that 1,578 residents are of Scottish, Irish, or Scotch-Irish ancestry. That is more than 12% of our Cayce residents.</p> |

Tourist Information

Estimated number of **total attendees** to be attracted by this project: 16,000

Estimated number of attendees **from outside of Cayce** to be attracted: 15,000

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.):

We ask for Zip Codes and the number in their parties as each patron enters the gate to all the events each day. We then confirm the location of the zip code and devise a report of where our visitor have traveled. The 2022 report is attached to this package. This also give us an idea of how many days that many of our patrons are staying. We count those folks from outside 50 miles of 29033 to be traveling tourists. We are also collecting e-mail addresses on our new web site as people enter. We survey those people as well. We also have an incredible social media reach. Through our Social Marketing Consultant we had a total reach of 2,969,369 people. Through our web site analytics Atlanta, Charlotte, and Raliegh were in our top 7 cities of users who used our site in the month leading up to the 2022 event.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined:

The biggest budget item for us is of course Advertising and Marketing. Getting the word out is a very difficult task because patrons get their information from so many different media sources today. We know that we generally have to touch someone six times for it to register with them. We have done a very good job growing each year by expanding that part of our budget each year. The additional dollars will all be earmarked to grow those marketing efforts through many avenues billboard, TV, radio, Celtic publications, newspapers, internet media, and social networking. Those additional touches are the most integral cog in building the festival to 20,000 attendees by the end of the decade. By creating a catchy Tartan Day Jingle in 2016 we are learning to maximize our advertising effectiveness. We also have been building our brand awareness in person by having booths at 13 other Highland Games festivals throughout the Southeast and with booths at St. Patty's Day Celebrations in Savannah and Columbia as well as at Columbia's Home and Garden Show in March each year. The total marketing budget for TDS in 2023 will exceed \$45,000, which will be one third of all expenditures.

We try new avenues each year to reach previously untouched patrons. We used targeted ads on social media and on streaming TV platforms like Peacock, and Hulu in 2022. This program reaches out and follows any potential person having interest in festivals and Scottish or Irish culture. Their programs allow us to target very specific demographics in specified large markets within reasonable travel markets like Atlanta, Raleigh, Jacksonville, and Charlotte.

We know the impact of the festival through talking with our local businesses. The Cayce Farmers Market down the street tells us they have one of their largest sales days of the year on that Saturday with tons of new faces from the event. Many of the local eateries like Vella's, D's Wings, and Murray's have made comments about kilted people visiting during the run of the festival. We know even the folks inside 50 miles who are eating and visiting our Cayce restaurants, gas stations and shops. We have made an emphasis of bringing in some of our local artist to give they event a true Cayce feel. Last year four of our locals participated, and we expect more to join in this year. We are given a matrix from SCPRT to calculate economic impact on the area. Proudly in 2022 there was a \$1.74 million dollar impact on our local economy.

| Total Project Costs | |
|---|------------------|
| Itemize Total Project Expenses Below | Amount |
| Marketing all forms | \$45,000 |
| Entertainors, Ahtletics and Exhitors | \$30,000 |
| Tents | \$25,000 |
| Restrooms | \$5,000 |
| Facity Rentals and Power Logistics | \$25,000 |
| Staffing, mangement and misc labor | \$10,000 |
| Event Insurance | \$3,000 |
| Lodging for Performers and Judges | \$4,000 |
| SC Amusement Taxes | \$3,000 |
| Total Project Cost | \$150,000 |

| Hospitality Tax Grant Project Costs | |
|--|-----------------|
| Itemize Hospitality Tax Grant Expenses Below | Amount |
| I Heart Radio 7 radio stations over 300 60 second ads Includes targeted social media ads on Facebook and Instagram 500,000 digital impressions | \$12,000 |
| WIS TV Grey Media Includes 70 Full Market 30 second ads on WIS News programming. Includes target digital chasing on Facebook with 200,000- impressions. 40,000 OTT 30 second TV ads on streaming platforms like You Tube, Peacock, Hulu and other platforms. | \$12,000 |
| Alpha Media 4 Radio stations 300 60 second spots | \$4,000 |
| Midlands Media Group 2 Radio Stations 160 60 Second Spots | \$2,000 |
| | |
| Amount Requested (must equal Amount Requested on first page of application) | \$30,000 |

| All Sources of Project Funds | | |
|-------------------------------------|---|---------------|
| Source of Funds | Status of Funds (Proposed, Requested, Received) | Amount |
| List Attached | | |
| | | |
| | | |
| | Total | |

All Sources of Project Funds

| Source of Funds | Proposed, Requested, Received | Amount |
|-----------------------------------|--------------------------------------|------------------|
| City of Cayce H Tax Grant | Requested | \$ 30,000.00 |
| City of Cayce A Tax Grant | Requested | \$ 15,000.00 |
| City of West Columbia A tax Grant | Received | \$ 10,000.00 |
| Town of Lexington A-Tax | Requested | \$ 15,000.00 |
| Lexinton County Beverage Tax | Received | \$ 2,500.00 |
| Sponsors | Proposed | \$ 17,500.00 |
| Vendor Fees | Proposed | \$ 5,000.00 |
| Beverage Sales and Car Show Fees | Proposed | \$ 5,000.00 |
| Ticket Sales | Proposed | \$ 50,000.00 |
| | Total Funds for Project | \$150,000 |



May 30th 2022

Tartan Day South 2022 Final Report

Tartan Day South 2022 was the largest festival in in the ten years it was hosted since 2011. The festival drew 13,630 patrons over the 4-day run of the event. We had tourists visit from 29 states outside South Carolina represented. These visitors accounted for approximately 2,300 patrons. An additional 3,900 patrons came from 126 unique Zip Codes in South Carolina outside 50 Miles of Cayce. We had 683 Cayce residents visit meaning 12,947 patrons came from outside of Cayce. Based on this data the festival had a \$1.74 million dollar impact on the local economy via SCPRT models.

Tartan Day South is a festival built around the ancient Scottish sports, Highland Games. The festival also includes traditional and current Celtic music, massed bag pipe bands, traditional dancing exhibitions, herding exhibitions, Celtic Clans, genealogy, archery exhibitions, fencing exhibitions, medieval encampment, falconry, and much more. We host the largest Classic British Car Show in South Carolina with 37 incredible machines from 9 states surrounding South Carolina.

Tartan Day South has been spread over four days to encourage longer stays by our travelers. Other Tartan Day Celebrations are scattered about the country. We are making our area the destination for those Celtic Americans to celebrate this National Holiday in the Southeast. The Coordinators of Tartan Day South were invited to Washington DC in April following the 2018 event to participate in a Symposium on the 20th Anniversary of National Tartan Day. The National Capital Tartan Day Committee invited the team to speak at the Symposium about the event and it's growth. Of the current 102 Tartan Day Celebrations, large and small, in the United States only three were invited to this prestigious event San Antonio, Texas, Ellis Island, New York, and Tartan Day South in Cayce, South Carolina.

The biggest budget item for us is of course advertising and Marketing. Getting the word out is a very difficult task because patrons get their information from so many different media outlets today. We know that we generally have to touch someone six times for it to register with them. We have grown this aspect of our budget each year. In 2022 we spent over \$45,000

marketing that made the marketing portion 30% of the entire 2022 expenditures. Those additional touches are the most integral cog in building the festival to 20,000 attendees in the coming years. We also have been building our brand awareness in person by having booths at 8 other Highland Games festivals throughout the Southeast and with booths at St. Patty's Day Celebrations in Savannah and Columbia as well as at Soda City downtown in March each year.

The continued success is most obviously been affected by the Cities and County and their tremendous support through these Tax funds. These marketing dollars touch visitors in ways that would not be possible without these gracious grants. Total Marketing funds spent in 2022 for the ads that were seen or heard by collectively well over five million people.

Locations of ads:

Advertising Produced for Tartan Day South 2022

Radio Ads:

IHeart Radio 97.5 WCOS FM , 96.7 Steve WLTY FM, 104.7 WNOK FM, 560 WVOC AM
(205) 60 Second Commercials Ran between March 21st and April 2nd

Alpha Media 102.3 FM The Fox, Rock 99.7 FM, The Palm 94.9, Q 93.5 FM
(288) 60 Second Commercials Ran between March 21st and April 2nd

Midlands Media Group

94.3 FM The Dude (60) 60 Second Commercials

93.1 FM The Lake (60) 60 Second Commercials

Ran between March 14th and March 31st

Television

WIS TV 10 State Wide Broadcasts (47) 30 Second Commercials

Ran between March 22nd and April 1st

Streaming Television

(47,312) Targeted Streaming ads on Peacock and Hulu

Focused in Atlanta, Charlotte and Jacksonville

(2) Magazines Full Page Ad Celtic Life Magazine 535,000 North American Subscribers

December/January Issue and March/February Issue

Billboard 48 Digital Billboards around the midlands Reaching into Florence and Augusta

1 On I-77 South Leaving Charlotte 1 in the Epicenter Downtown Charlotte

2 On I-26 West Leaving Charleston

Newspapers

The State Paper (2) 1/4 page ads 140,000 distribution

The Lexington Chronicle 1/2 Page ads on Front Cover 2 Issues 22,000 distribution

(3) Full Page ads in the Free Times

Websites:

National Tartan Day Website

One Day Takeover of Raleigh Today webpage March 23, 2022 940,000 daily visitors

One Day Takeover of Asheville Today webpage March 25, 2022 376,000 daily visitors

WISTV.com 56,000 Unique Visitors per day

WCOSFM.com 24,000 Unique Visitors per day

Thestate.com 63,000 Unique Visitors per day

Facebook

Page likes increased by 819 to 5,038

Page Reach (number of people reached based)

High: 156,762

- Organic: 22,010

- Paid: 137,256

- Viral: 17,560

Impressions (number of times appeared in news feeds)

High: 715,289

- Organic: 45,900

- Paid: 608,467

- Viral 23,267

Video

Total Video Views: 28,664

- Organic: 9,541

- Paid: 19,123

30 second view: 12,531

95% view: 8,349

Engaged Users: 3,682

Engagement:

Likes 3,682

Shares 349

Comments 368

Clicks on Links 743

Other Clicks 3,353

Photo Views 548

Facebook Event Page

Reach 27,929

Responses 12,379

Click for Tickets 47

Instagram

Total Followers: 844 (+166)

Analytics January 14 to April 13

• Reach 55,600

• Accounts Engaged: 420

- 171 followers

- 249 non-followers

• Post Interactions: 1,267

- Likes 1,112

- Comments 31

- Saves 24

- Shares 66

Instagram Stories

• Interactions 15

- Replies 10
- Shares 5

Twitter

Total Followers: 471 (+13)

March and April 2022

Total Impressions: 2,295

Profile Visits: 529

Mentions: 31

TENTH TARTAN DAY SOUTH ANNUAL
Highland Games & Celtic Festival
 4 Cities, 4 Events, 4 Days
March 31st - April 3rd
 FOR MORE INFORMATION VISIT:
TARTANDAYSOUTH.COM

Cayce

CULPEPER WEST JEFFERSON GRACE lexington

Free Times Full Page Ad

TENTH TARTAN DAY SOUTH ANNUAL
Highland Games & Celtic Festival
March 31st - April 3rd
 FOR MORE INFORMATION VISIT:
TARTANDAYSOUTH.COM

Cayce

CULPEPER WEST JEFFERSON GRACE lexington

HIGHLAND GAMES TARTAN DAY SOUTH & CELTIC FESTIVAL
TENTH ANNUAL
MARCH 31 - APRIL 3 2022
COLUMBIA, SOUTH CAROLINA
 FOR INFORMATION VISIT: **TARTANDAYSOUTH.COM**

Cayce WEST JEFFERSON lexington

Full Page Ad Celtic Life Magazine

Tenth Annual
 Thursday March 31st
 "Kick-Off Party"
 British Bulldog Pub
 Columbia

Friday April 1st
 "Celtic Commotion Concert"
 Icehouse Amphitheater
 Lexington

Saturday April 2nd
 Tartan Day South "Main Event"
 Historic Columbia Speedway, Cayce
 Highland Athletics, Traditional Dancing,
 Pipe Bands, World Class Celtic Music,
 Sheep Dog Herding, Birds of Prey, Traditional
 Food & Drink, Genealogy, Clans & Societies
 Classic British Car Show, Axe Throwing,
 Swordplay, Historic encampments, Celtic
 Marketplace, Kids Rides & Play Area,
 "Wee Games", and More

Sunday April 3rd
 "Kirklin of the Tartans"
 Riverwalk Amphitheater
 West Columbia

Lexington Chronicle Full Page Ad

WIS 10

FINAL FOUR
 COACH & JUDICATSON
 FINAL FOUR: Coach Staley named Coach of the Year, Aliyah Boston named Defensive Player of the Year

TOP HEADLINES

WIS TV Homepage Takeover



2022 Tartan Day South Billboard Samples.



Tartan Day South 2022 by the Numbers

13,630 Total Attendees over 4 Days

4,021 Zip Codes were collected
over 2 days (April 1 and 2)

Attendees from 187 Unique Zip Codes from
29 states outside of South Carolina

An estimated 2,300 visitors were from outside
of South Carolina

Zip Codes were collected from 191 Unique
Zip Code Areas in South Carolina

Over 3,900 Patrons were from 126 Unique
Zip Codes in South Carolina outside
of 50 Miles of Lexington County

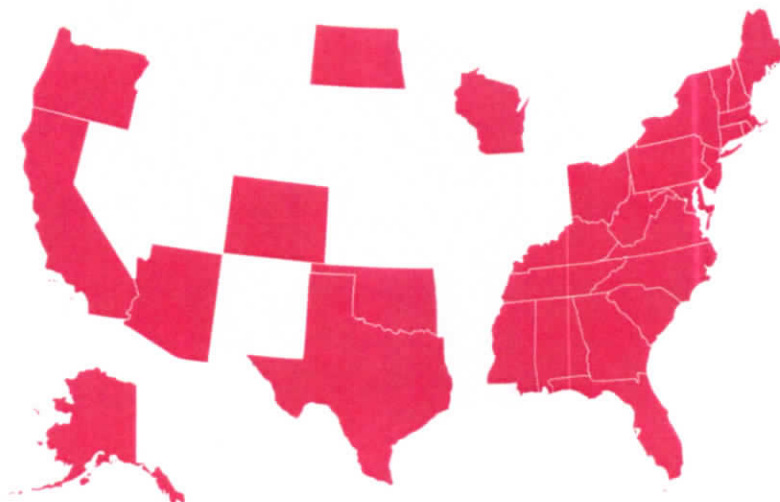
Tartan Day South 2022 Economic Impact
\$1.74 Million Dollars on the local Economy



Patrons from 346 Unique Zip Codes in the US



Patrons from 191 Unique Zip Codes in the SC



Patrons from 30 States Visited TDS in 2022

Tartan Day South Patrons Traveling in from outside of South Carolina. 2,300 from 187 Zip Codes in 29 states.

| Rhode Island | | | North Carolina | | | North Carolina | | |
|--------------|----------------------|----|----------------|-----------------|----|----------------|----------------------|----|
| 2920 | CRANSTON | RI | 27078 | YADKINVILLE | NC | 28615 | CRESTON | NC |
| | | | 27150 | WINSTON SALEM | NC | 28681 | TAYLORSVILLE | NC |
| | New Hampshire | | 27172 | WINSTON SALEM | NC | 28711 | BLACK MOUNTAIN | NC |
| | | | 27201 | ALAMANCE | NC | 28712 | BREVARD | NC |
| 3867 | ROCHESTER | NH | 27205 | ASHEBORO | NC | 28722 | COLUMBUS | NC |
| | | | 27215 | BURLINGTON | NC | 28734 | FRANKLIN | NC |
| | Maine | | 27223 | BURLINGTON | NC | 28739 | HENDERSONVILLE | NC |
| | | | 27230 | CEDAR FALLS | NC | 28754 | MARS HILL | NC |
| 4080 | HARPSWELL | ME | 27263 | HIGH POINT | NC | 28782 | TRYON | NC |
| | | | 27281 | JACKSON SPRINGS | NC | 28792 | HENDERSONVILLE | NC |
| | Vermont | | 27376 | WEST END | NC | 28803 | ASHEVILLE | NC |
| | | | 27410 | GREENSBORO | NC | 28805 | ASHEVILLE | NC |
| 5036 | BROOKFIELD | VT | 27526 | FUQUAY VARINA | NC | | | |
| | | | 27540 | HOLLY SPRINGS | NC | | Maryland | |
| | Connecticut | | 27576 | SELMA | NC | | | |
| | | | 27705 | DURHAM | NC | 20877 | GAITHERSBURG | MD |
| 6074 | SOUTH WINDSOR | CT | 27902 | WOODLAND | NC | 20877 | GAITHERSBURG | MD |
| | | | 28054 | GASTONIA | NC | 21009 | ABINGDON | MD |
| | New Jersey | | 28056 | GASTONIA | NC | 21220 | MIDDLE RIVER | MD |
| | | | 28079 | INDIAN TRAIL | NC | | | |
| 8360 | VINELAND | NJ | 28105 | MATTHEWS | NC | | Virginia | |
| | | | 28173 | WAXHAW | NC | | | |
| | New York | | 28205 | CHARLOTTE | NC | 22967 | ROSELAND | VA |
| | | | 28207 | CHARLOTTE | NC | 23139 | POWHATAN | VA |
| 11704 | WEST BABYLON | NY | 28209 | CHARLOTTE | NC | 23421 | PARKSLEY | VA |
| 11752 | ISLIP TERRACE | NY | 28210 | CHARLOTTE | NC | 23454 | VIRGINIA BEACH | VA |
| 13480 | WATERVILLE | NY | 28211 | CHARLOTTE | NC | 24073 | CHRISTIANSBURG | VA |
| 14028 | BURT | NY | 28217 | CHARLOTTE | NC | 24523 | BEDFORD | VA |
| | | | 28227 | CHARLOTTE | NC | | | |
| | Pennsylvania | | 28277 | CHARLOTTE | NC | | West Virginia | |
| | | | 28278 | CHARLOTTE | NC | | | |
| 15201 | PITTSBURGH | PA | 28306 | FAYETTEVILLE | NC | 25410 | BAKERTON | WV |
| 15458 | MC CLELLANTOWN | PA | 28307 | FORT BRAGG | NC | 26154 | MUNDAY | WV |
| 16028 | EAST BRADY | PA | 28327 | CARTHAGE | NC | 26334 | BRIDGEPORT | WV |
| 16601 | ALTOONA | PA | 28376 | RAEFORD | NC | 26464 | WYATT | WV |
| 17003 | ANNVILLE | PA | 28390 | SPRING LAKE | NC | 26501 | MORGANTOWN | WV |
| 17112 | HARRISBURG | PA | 28422 | BOLIVIA | NC | | | |
| 18301 | EAST STROUDSBURG | PA | 28461 | SOUTHPORT | NC | | Kentucky | |
| 18974 | WARMINSTER | PA | 28560 | NEW BERN | NC | | | |
| 19333 | DEVON | PA | 28601 | HICKORY | NC | 40461 | PAINT LICK | KY |
| 19390 | WEST GROVE | PA | 28610 | CLAREMONT | NC | 41053 | KENTON | KY |

Tartan Day South Patrons from South Carolina

191 Unique Zip Codes Accounting for 2,874 Groups

| | | | | | | | | |
|-------|-----------------|-----|-------|---------------|-----|-------|------------------|----|
| 29006 | BATESBURG | 16 | 29138 | SALUDA | 5 | 29326 | CLINTON | 2 |
| 29009 | BETHUNE | 1 | 29146 | SPRINGFIELD | 1 | 29332 | CROSS HILL | 1 |
| 29010 | BISHOPVILLE | 1 | 29148 | SUMMERTON | 1 | 29349 | INMAN | 3 |
| 29015 | BLAIR | 1 | 29150 | SUMTER | 12 | 29356 | LANDRUM | 6 |
| 29016 | BLYTHEWOOD | 33 | 29152 | SHAW AFB | 2 | 29360 | LAURENS | 3 |
| 29020 | CAMDEN | 10 | 29153 | SUMTER | 1 | 29384 | WATERLOO | 1 |
| 29023 | CAMDEN | 1 | 29154 | SUMTER | 13 | 29401 | CHARLESTON | 8 |
| 29025 | CAMDEN | 1 | 29160 | SWANSEA | 22 | 29403 | CHARLESTON | 2 |
| 29030 | CAMERON | 2 | 29163 | VANCE | 1 | 29405 | NORTH CHARLESTON | 9 |
| 29032 | CASSATT | 4 | 29164 | WAGENER | 6 | 29407 | CHARLESTON | 4 |
| 29033 | CAYCE | 68 | 29167 | WARD | 1 | 29412 | CHARLESTON | 6 |
| 29036 | CHAPIN | 89 | 29168 | WEDGEFIELD | 2 | 29414 | CHARLESTON | 5 |
| 29038 | COPE | 3 | 29169 | WEST COLUMBIA | 71 | 29420 | NORTH CHARLESTON | 3 |
| 29040 | DALZELL | 8 | 29170 | WEST COLUMBIA | 89 | 29429 | AWENDAW | 1 |
| 29044 | EASTOVER | 5 | 29172 | WEST COLUMBIA | 33 | 29449 | HOLLYWOOD | 1 |
| 29045 | ELGIN | 43 | 29179 | WHITMIRE | 1 | 29451 | ISLE OF PALMS | 5 |
| 29053 | GASTON | 39 | 29180 | WINNSBORO | 8 | 29455 | JOHNS ISLAND | 8 |
| 29054 | GILBERT | 43 | 29201 | COLUMBIA | 25 | 29456 | LADSON | 2 |
| 29055 | GREAT FALLS | 1 | 29202 | COLUMBIA | 4 | 29461 | MONCK'S CORNER | 1 |
| 29058 | HEATH SPRINGS | 1 | 29203 | COLUMBIA | 17 | 29464 | MOUNT PLEASANT | 6 |
| 29061 | HOPKINS | 15 | 29204 | COLUMBIA | 32 | 29465 | MOUNT PLEASANT | 2 |
| 29063 | IRMO | 101 | 29205 | COLUMBIA | 35 | 29466 | MOUNT PLEASANT | 7 |
| 29069 | LAMAR | 1 | 29206 | COLUMBIA | 57 | 29472 | RIDGEVILLE | 1 |
| 29070 | LEESVILLE | 34 | 29207 | COLUMBIA | 2 | 29474 | ROUND O | 1 |
| 29071 | LEXINGTON | 1 | 29209 | COLUMBIA | 46 | 29483 | SUMMERVILLE | 14 |
| 29072 | LEXINGTON | 220 | 29210 | COLUMBIA | 52 | 29485 | SUMMERVILLE | 7 |
| 29073 | LEXINGTON | 158 | 29212 | COLUMBIA | 105 | 29486 | SUMMERVILLE | 6 |
| 29075 | LITTLE MOUNTAIN | 8 | 29216 | COLUMBIA | 2 | 29487 | WADMALAW ISLAND | 1 |
| 29078 | LUGOFF | 20 | 29220 | COLUMBIA | 4 | 29488 | WALTERBORO | 1 |
| 29079 | LYDIA | 1 | 29222 | COLUMBIA | 5 | 29492 | CHARLESTON | 3 |
| 29090 | LODGE | 3 | 29223 | COLUMBIA | 40 | 29501 | FLORENCE | 5 |
| 29102 | MANNING | 2 | 29225 | COLUMBIA | 3 | 29504 | FLORENCE | 2 |
| 29106 | MONETTA | 1 | 29227 | COLUMBIA | 6 | 29520 | CHERAW | 1 |
| 29107 | NEESES | 3 | 29229 | COLUMBIA | 60 | 29526 | CONWAY | 2 |
| 29108 | NEWBERRY | 13 | 29236 | COLUMBIA | 6 | 29527 | CONWAY | 1 |
| 29112 | NORTH | 3 | 29250 | COLUMBIA | 3 | 29532 | DARLINGTON | 3 |
| 29115 | ORANGEBURG | 6 | 29273 | COLUMBIA | 6 | 29536 | DILLON | 2 |
| 29118 | ORANGEBURG | 2 | 29284 | COLUMBIA | 2 | 29545 | GREEN SEA | 1 |
| 29120 | ORANGEBURG | 1 | 29285 | COLUMBIA | 4 | 29550 | HARTSVILLE | 6 |
| 29123 | PELION | 12 | 29290 | COLUMBIA | 8 | 29556 | KINGSTREE | 2 |
| 29127 | PROSPERITY | 11 | 29301 | SPARTANBURG | 4 | 29566 | LITTLE RIVER | 1 |
| 29128 | REMBERT | 3 | 29302 | SPARTANBURG | 2 | 29569 | LORIS | 1 |
| 29130 | RIDGEWAY | 7 | 29306 | SPARTANBURG | 5 | 29572 | MYRTLE BEACH | 3 |
| 29135 | SAINT MATTHEWS | 10 | 29323 | CHESNEE | 1 | 29575 | MYRTLE BEACH | 5 |
| 29137 | SALLEY | 2 | 29325 | CLINTON | 2 | 29576 | MURRELLS INLET | 6 |

Tartan Day South Patrons from South Carolina

191 Unique Zip Codes Accounting for 2,874 Groups

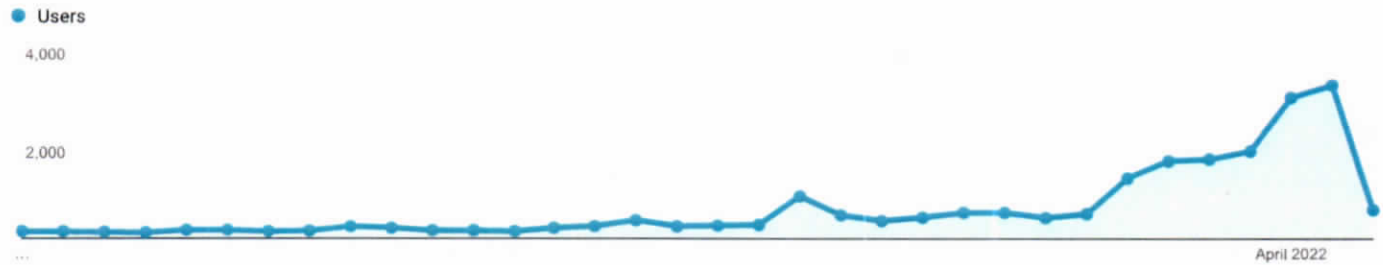
| | | | | | |
|-------|----------------|----|-------|---------------------|---|
| 29579 | MYRTLE BEACH | 4 | 29824 | EDGEFIELD | 1 |
| 29588 | MYRTLE BEACH | 2 | 29829 | GRANITEVILLE | 5 |
| 29601 | GREENVILLE | 2 | 29832 | JOHNSTON | 1 |
| 29605 | GREENVILLE | 4 | 29841 | NORTH AUGUSTA | 6 |
| 29607 | GREENVILLE | 2 | 29847 | TRENTON | 1 |
| 29609 | GREENVILLE | 1 | 29856 | WINDSOR | 1 |
| 29615 | GREENVILLE | 1 | 29860 | NORTH AUGUSTA | 1 |
| 29617 | GREENVILLE | 3 | 29902 | BEAUFORT | 4 |
| 29620 | ABBEVILLE | 1 | 29906 | BEAUFORT | 1 |
| 29621 | ANDERSON | 5 | 29907 | BEAUFORT | 4 |
| 29632 | CLEMSON | 1 | 29909 | OKATIE | 6 |
| 29642 | EASLEY | 4 | 29910 | BLUFFTON | 8 |
| 29644 | FOUNTAIN INN | 1 | 29920 | SAINT HELENA ISLAND | 1 |
| 29646 | GREENWOOD | 6 | 29926 | HILTON HEAD ISLAND | 3 |
| 29649 | GREENWOOD | 5 | | | |
| 29650 | GREER | 7 | | | |
| 29655 | IVA | 1 | | | |
| 29663 | MAULDIN | 2 | | | |
| 29666 | NINETY SIX | 5 | | | |
| 29670 | PENDLETON | 2 | | | |
| 29673 | PIEDMONT | 1 | | | |
| 29680 | SIMPSONVILLE | 2 | | | |
| 29680 | SIMPSONVILLE | 5 | | | |
| 29681 | SIMPSONVILLE | 3 | | | |
| 29687 | TAYLORS | 1 | | | |
| 29690 | TRAVELERS REST | 1 | | | |
| 29697 | WILLIAMSTON | 1 | | | |
| 29702 | BLACKSBURG | 2 | | | |
| 29706 | CHESTER | 5 | | | |
| 29707 | FORT MILL | 6 | | | |
| 29708 | FORT MILL | 7 | | | |
| 29710 | CLOVER | 6 | | | |
| 29712 | EDGEMOOR | 1 | | | |
| 29720 | LANCASTER | 1 | | | |
| 29732 | ROCK HILL | 9 | | | |
| 29745 | YORK | 1 | | | |
| 29801 | AIKEN | 4 | | | |
| 29803 | AIKEN | 14 | | | |
| 29805 | AIKEN | 3 | | | |
| 29810 | ALLENDALE | 1 | | | |
| 29812 | BARNWELL | 1 | | | |
| 29817 | BLACKVILLE | 4 | | | |

Audience Overview

Mar 1, 2022 - Apr 3, 2022

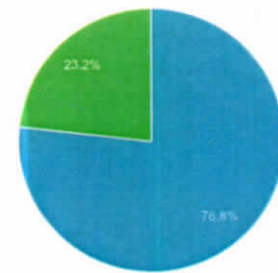
All Users
100.00% Users

Overview



| | | |
|---|---|---|
| <p>Users</p> <p>16,033</p> | <p>New Users</p> <p>15,870</p> | <p>Sessions</p> <p>26,206</p> |
| <p>Number of Sessions per User</p> <p>1.63</p> | <p>Pageviews</p> <p>60,958</p> | <p>Pages / Session</p> <p>2.33</p> |
| <p>Avg. Session Duration</p> <p>00:02:07</p> | <p>Bounce Rate</p> <p>49.77%</p> | |

■ New Visitor ■ Returning Visitor



| City | Users | % Users |
|------------------|-------|---------|
| 1. Charlotte | 2,713 | 14.60% |
| 2. Columbia | 1,950 | 10.49% |
| 3. Atlanta | 1,225 | 6.59% |
| 4. Lexington | 1,184 | 6.37% |
| 5. West Columbia | 936 | 5.04% |
| 6. Irmo | 924 | 4.97% |
| 7. Raleigh | 770 | 4.14% |
| 8. (not set) | 396 | 2.13% |
| 9. Chapin | 362 | 1.95% |
| 10. Dentsville | 327 | 1.76% |

Tartan Day South

2022 Final Books

| Marketing Expenses | | Operating Expenses | | Revenues | |
|---|----------------------|---|----------------------|------------------------------|----------------------|
| | | | | 2020 and 2021 Roll Over | 13,462.57 |
| The Graphic Source | 230.74 | Vendor Theft Reimbursement | \$ 1,000.00 | | |
| Paul Pope Photography | \$ 500.00 | Misc Hardware | \$ 780.06 | | |
| Paper Pro | \$ 800.48 | Scanners | \$ 1,282.00 | | |
| Field Signs | \$ 1,857.04 | Tent Rentals | \$ 19,487.85 | Grants & Sponsors | |
| Printing | \$ 3,000.00 | Vip Tent Expenses | \$ 2,112.97 | West Columbia A-Tax | \$ 10,000.00 |
| Celtic Life | \$ 895.00 | Golf Carts | \$ 1,403.84 | Cayce A-Tax | \$ 12,000.00 |
| 102.3 Fox | \$ 3,000.00 | T Shirts Expense (Vol, Ath, Sales) | \$ 3,383.00 | Lexington Beverage Tax | \$ 2,500.00 |
| 98.5 Steve WVOC 560 AM | \$ 10,455.00 | Restroom Services | \$ 2,400.00 | Cayce H-Tax | \$ 20,455.00 |
| 97.5 WCOS FM 104.7 fm | | Trash Services | \$ 1,000.00 | Town of Lexington A-Tax | \$ 14,000.00 |
| | | Athletic Equipment | \$ 450.00 | Grants | |
| 107.5 The Game | | Feeding Athletes | \$ 600.00 | Guinness | \$ 2,000.00 |
| WIS TV Full Market | \$ 10,000.00 | Credit Card Fees | \$ 2,358.94 | Vital Chiropractic | |
| Peach Jar | \$ 1,120.00 | Electrical and Logistics Rentals | \$ 10,363.76 | McDaniels | \$ 2,000.00 |
| | | Police and Fire | \$ 1,021.00 | | |
| Billboard CVB | \$ 1,750.00 | Music Artists, Pipe Bands, Sound | \$ 21,350.00 | | |
| | | Dogs and Birds, Judges | | | |
| Lexington Chronical | | Tasting Supplies | \$ 592.83 | | |
| The State | | Pipe Band Coordinator | \$1,000.00 | Code Ninjas Lexington | \$ 482.06 |
| Social Media Consultant | \$ 750.00 | | | McCray Meadows | \$ 750.00 |
| Free Times | | Ice | \$ 445.50 | AOH | \$ 1,000.00 |
| Hometown radio | \$ 2,500.00 | Kirkin of Tartans | \$ 300.00 | Nephron | |
| Grace Bill Boards | \$ 950.00 | Rooms for Bands & Judges | \$ 2,720.61 | Oharas Pub | \$ 1,000.00 |
| WXRY | | Event Insurance | \$ 651.00 | Culpepper | \$ 2,500.00 |
| Web Redesign and Maintana | \$ 8,377.00 | Facility Rental | \$ 15,000.00 | First Community | \$ 1,000.00 |
| Total Marketing | \$ 45,954.52 | Awards | | Total G & S | 83,149.63 |
| Operating Expenses | | Miscelanous Labor | \$ 5,170.00 | Vendor Income | \$ 6,440.00 |
| | | Ammusement Taxes | \$ 3,141.19 | Car Club Fees and Income | \$ 2,087.00 |
| | | Grant Writers Fees and sales Comr | \$ 10,543.25 | Program Sales, Shirt, Scotch | \$ 3,820.00 |
| Total Expenses | \$ 156,962.32 | Fairy | \$ 250.00 | Ticket Sales | \$ 65,965.00 |
| | | Highland Dancers | \$ 200.00 | Beverage Income | \$ 5,795.52 |
| | | Retained Earnings | \$ 3,000.00 | Tasting | \$ 1,440.00 |
| | | Operating Expenses | \$ 111,007.80 | Total Revenues | \$ 168,697.15 |
| Final Amount donated to the River Alliance | | | \$ 11,734.83 | | |

FY22-23 City of Cayce Hospitality Tax Grant Application

| Project Information | |
|---|----------------------------|
| Project Name: Hot Flash 5k | |
| Project Address/Location: Timmerman Trail | |
| Project Date(s): March 2023 | Amount Requested: \$10,050 |

| Organization Information | |
|---|---------------------------------|
| Organization: The Woman's Club of Cayce | |
| Mailing Address: PO Box 4273 | |
| City/State/Zip: Cayce, SC 29171 | |
| Phone: (803)546-2121 | Alternate Phone: (803)546-2121 |
| Fax: | E-Mail: khutchinson@caycesc.gov |
| Executive Director: Vicki Jones | |
| Contact Person (if other than Executive Director): Kay Hutchinson | |
| How many years has this organization existed?: 85 | |

| Project Description |
|--|
| <p>The Woman's Club of Cayce Hot Flash 5k is a fun way to celebrate life's challenges by getting out and embracing the scenic USATF Certified Course which winds its way around the Timmerman Trail. The spotlight is on the changes we all go through as we age, both men and women. Sponsors and vendors will se up a variety of health-driven booths. For example, in past runs, HealthSource participated by providing pre and post run stretching and massages. They also provided pre run kinesio taping. Lexington Medical has provided pre and post run blood pressure screens. For 2023, we are targeting health related businesses and facilities once again to educate participants on the options they have for a healthier lifestyle. Runners and walkers will enjoy music, food, beverages, goode bags, t-shirts prizes, awards, and most importantly they will be exposed to the beauty and accessibility of Cayce's Park System.</p> <p>About the Woman's Club of Cayce: The proceeds fro this event support the community programs of the Woman's Club of Cayce. Organized in 1937, the mssion of the club is to promote the community of Cayce and the health and well-being of its citizens. For over 80 years, the Woman's Club of Cayce has supported Cayce and the Lexington County community by providing a yearly scholarship to a qualified Cayce High School Senior, hosting the annual Cayce Christmas Tree Lighting and Cayce Cares event, fundraising for God's Helping Hands, Supporting the Cayce Public Safety Foundation and Police and Fire Departments, Assisting with cancer patients, and raising funds for the Cayce-West Columbia Library (which the club started). Your support of the Hot Flash 5k helps us reach our service goals. Proceeds will also assist in maintaining a valuable community asset, our 1940 log cabin at 701 Oakland Avenue. The cabin was built by the WPA on land donated by the Guignard family. The clubhouse is available for rent for special occassions and is in need of renovations, especially to the kitchen.</p> |

Tourist Information

Estimated number of **total attendees** to be attracted by this project: 200

Estimated number of attendees **from outside of Cayce** to be attracted: 165

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.):

Registration is the primary means of gathering the number of attendees from outside of Cayce.

Feedback from local restaurants and businesses that sponsor the event are another means of determining where the participants are from.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined:

In the Spring of 2022, the goal of the Hot Flash 5k was to attract runners from across the state to promote Cayce as a healthy place to live, work, play and visit. The final totals included 144 runners, of which 120 came from outside of Cayce. This included 9 from over 50 miles away, 11 from out of state and 1 from Kenya, plus their family and supporters who accompanied them.

Five Cayce restaurants and nine other Cayce businesses sponsored the 2022 Hot Flash 5k, which shows the support local businesses have for the event. Discount coupons were provided for after race refreshments that brought runners to Cayce establishments. The run also showcases one of the finest assets the City has to offer, the Timmerman Trail on the Cayce Riverwalk.

For 2023, we plan to use more promotion and advertising to spread enhance the event.

| Total Project Costs | |
|---|---------------|
| Itemize Total Project Expenses Below | Amount |
| Race Management (Strictly Running) | 2300 |
| T-Shirts | 2000 |
| Insurance | 350 |
| City of Cayce Police | 425 |
| Cash Awards and Prize/Finisher Medals | 2325 |
| Supplies/Postage | 300 |
| Advertising/Signage | 1500 |
| Music/Food | 600 |
| Course Mapping | 250 |
| Total Project Cost | 10,050 |

| Hospitality Tax Grant Project Costs | |
|--|---------------|
| Itemize Hospitality Tax Grant Expenses Below | Amount |
| Race Mgmt (Strictly Running) | 2300 |
| T-Shirts | 2000 |
| Insurance | 350 |
| City of Cayce Police | 425 |
| Cash Awards and Prize/Finisher Medals | 2325 |
| Supplies/Postage | 300 |
| Advertising/Signage | 1500 |
| Music/Food | 600 |
| Course Mapping | 250 |
| Amount Requested (must equal Amount Requested on first page of application) | 10,050 |

| All Sources of Project Funds | | |
|-------------------------------------|---|---------------|
| Source of Funds | Status of Funds (Proposed, Requested, Received) | Amount |
| Registration Fees | Proposed | 4500 |
| Sponsorships | Proposed | 5000 |
| Raffle | Proposed | 1000 |
| Total | | 10,500 |

Statement of Assurances/Certification

The applicant has reviewed the full FY22-23 Cayce Hospitality Tax Grant Information and Application document and understands the hospitality law, eligibility criteria, funding guidelines, application process, payment process and reporting requirements set forth. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change/and or variation must be reported immediately, otherwise funding may be withheld.

If awarded, the applicant agrees:

- Promotional materials for the project (including, but not limited to: brochures, flyers, advertisements, etc.) must include a statement that “Funding assistance provided by City of Cayce Hospitality Tax Funds.”
- Revenue generated by the project must benefit a community or organization within the Cayce city limits.
- Financial records, support documents, statistical records, and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised, shall be conducted in a manner that provides maximum competition. The grant recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves or others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by the City of Cayce upon request.
- Unspent funding or funding that has spent in any other way than as described and approved per the application must be returned to the City of Cayce.
- No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by Hospitality Tax funds.
- Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin.
- None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.
- That the organization carries liability insurance in the amount of \$_____ and agrees to include the City of Cayce as a named insured for purposes of this project. The organization assumes full legal responsibility for any suit or action at law or equity, and any or all claims arising from this project/activity, and do hereby indemnify and hold harmless the City of Cayce and its staff from any liability in any action at law or equity associated with its support for this project/activity.
- A Final Report of the project will be submitted upon project conclusion including the items as outlined in section VI of the FY22-23 Information and Application document.

Board Chairperson Signature:

Board Chairperson Name (printed):

Date:

Executive Director Signature:

Executive Director Name (printed):

Date:

Memorandum

To: Mayor and Council
From: Tracy Hegler, City Manager
Date: September 29, 2022
Subject: Victim's Advocate Program

Issue

Council approval is requested to accept a grant from the Office of the Attorney Generals, State Victim's Assistance Program for the addition of a Victim's Advocate position.

Discussion

The Police Department currently has one Victim's Advocate and with the expansion of our community policing services and outreach to our diverse community, it is necessary to expand our victim's services. The City was fortunate to be awarded another position through the SC Attorney Generals Office for the amount of up to \$77,763. This position will aid our current Victim's Advocate in assisting our victims with court process and procedures, as required by state law. This position will also be able to implement a social work program utilizing the University of South Carolina's graduate students to help assist with mental illness and identifying our at-risk senior citizens. The grant position is renewed on a yearly basis as long as there is funding. The grant will cover 100% of the position's salary and benefits.

Recommendation

Staff recommends Council approval for accepting the awarded grant through the SC Attorney General's Office for the additional Victim's Advocate position and for a reimbursable amount of up to \$77,763.00.



**Minutes for June 28, 2022, Regular Board Meeting
of the Housing Authority of the City of Cayce, SC**

The Board of Commissioners of the Housing Authority of the City of Cayce, SC held its Regular Board Meeting on Tuesday, June 28, 2022, at Cayce City Hall.

Chairman Jack Sightler called the meeting to order at 5:03 pm. A copy of the agenda was posted on the Housing Authority’s website. Roll call was conducted, and the following members of the Board and staff were present:

| CH Board Members | | | Columbia Housing Authority Staff Present |
|----------------------|-----------------|---------|--|
| Chairman | Jack Sightler | Present | Yvonda Bean, Interim CEO |
| Vice-Chairman | Bruce Smith | Present | Lucinda Herrera, SVP Development |
| Commissioner | Silvia Sullivan | Absent | Marissa Phoenix, CFO |
| Commissioner | Cheryl Seymour | Present | Lee McRoberts, COS |
| Commissioner | Johnetta Riley | Present | Gloria Warner, Regional Property Manager |
| | | | Belkis Encarnacion, Community Property Manager |
| | | | Visitors |
| | | | Jarrett Epperson, City of Cayce |
| | | | Mike Corley, City of Cayce |

APPROVAL OF MINUTES:

Mr. Sightler called for approval of the minutes for the Regular Meeting held April 12, 2022. Commissioner Riley questioned the discrepancy between the reported April statistics versus what is on the report in the June packet, Ms. Warner explained that the numbers noted in the April minutes for April were for the first week of the month only and that the information included in the June packet shows the totals for the full month. Upon motion of Mr. Smith, seconded by Ms. Seymour the minutes were approved.

| Board Member | | Aye | Nay | Absent |
|----------------------|-----------------|-----|-----|--------|
| Chairman | Jack Sightler | X | | |
| Vice-Chairman | Bruce Smith | X | | |
| Commissioner | Silvia Sullivan | | | X |
| Commissioner | Cheryl Seymour | X | | |
| Commissioner | Johnetta Riley | X | | |

CEO REPORT:

Chairman Sightler congratulated Mrs. Bean on her appointment as CEO. Mrs. Bean thanked the Board and stated she is grateful for the opportunity to serve. Mrs. Bean introduced CFO Marissa Phoenix and said she will present the proposed annual budget later in the meeting. Mrs. Bean asked Mrs. Herrera to give an update on development activities.

Mrs. Herrera said that the bond transaction for Abbot Arms has closed and Cayce Housing received \$146,000 as an administrative fee at closing. Interior rehab work is in progress and staff anticipates work to be complete by mid-October. Supplies have been an issue in some cases; microwaves and ice makers are currently on back order and will be installed upon arrival. Photos of completed work was included in the packet. The conversion of Cayce Housing units to the rental assistance demonstration project (RAD) will begin once rehab work is complete, staff anticipates beginning to meet with residents in July.

An arborist has reviewed all Cayce Housing sites and has identified 35 trees to be removed and 19 to be pruned; those trees will be ranked and prioritized and bids obtained to complete the work, staff estimates the work to be in excess of \$100,000. Commissioner Riley stated that the large pine tree in front of the unit on Byron next to the unit that was damaged by a similar tree last summer needs to be addressed as soon as possible. Commissioner Riley asked if the empty unit will be filled when work is complete; Mrs. Herrera said that an existing family will be moved into the vacant unit when all work is complete. Some termite damage was identified at the unit and some studs are being replaced in addition to the work to correct the tree damage. Commissioner Riley stated the area around Byron and Toole is experiencing a lot of vandalism at this time and staff should be aware of that issue and ensure CH homes and construction materials stay secured.

Commissioner Smith asked what will be done with the money earned from the Abbot Arms bond transaction. Mrs. Herrera said that the money is being held in reserves. Commissioner Smith asked if there had been any overages on the current work being performed; Mrs. Herrera said that to date only one change order had been received.

Commissioner Seymour asked about the road at Spencer Place. Mrs. Herrera said that an old agreement from the 1980's has been located through legal research and it appears that an easement was granted to the City of Cayce for the road at that time. Additional information will be presented to the Board as the process progresses.

OPERATIONS REPORT:

Ms. Encarnacion presented the Operations Report for April, May, and June.

| | April | May | June |
|-----------------------------|--------------|------------|-------------|
| Accounts sent to Magistrate | 1 | 0 | 3 |
| Account more than 30 days | 3 | 5 | 7 |
| Work Orders received | 42 | 45 | 8 |
| Work Orders Completed | 42 | 37 | 1 |
| Work Orders Remaining | 0 | 8 | 7 |
| Emergency Work Order | 0 | 0 | 0 |

Commissioner Riley asked about the status of the cases sent to the Magistrate. Ms. Encarnacion stated that she is waiting on court dates for residents who have not made repayment agreements or brought their accounts current, Commissioner Riley asked that the status of magistrate cases be included in the report going forward. Commissioner Smith asked why the work order numbers were so high. Ms. Warner said that the work orders were generated internally as staff prepares for upcoming inspections.

BUDGET PRESENTATION:

Mrs. Bean asked Ms. Phoenix to present the proposed Annual Budget. Ms. Phoenix presented the proposed budget.

Operating revenue is planned to be \$349,552 and is comprised of operating subsidy from HUD, capital fund revenue and tenant revenue. Expenses are projected to be \$239,293. After expenses there will be a positive cash flow of \$110, 260. Ms. Phoenix opened the floor to questions.

| Public Housing | Annual Budget 6-30-2022 | Annual Budget 6-30-2023 |
|--|------------------------------------|------------------------------------|
| Operating Income | | |
| Tenant Revenue | 97,330 | 84,400 |
| HUD Operating Grant Revenue | 158,000 | 149,529 |
| COVID Operating Grant Revenue | - | - |
| CFP Operating Revenue | 219,990 | 112,224 |
| Other Revenue | 15,000 | 3,400 |
| Total Operating Income | 490,320 | 349,553 |
| Operating Expenses | | |
| Administrative Expenses | 99,427 | 99,012 |
| Tenant Services | 12,617 | 5,864 |
| Utilities | 6,950 | 6,189 |
| Maintenance (see below detail) | 192,507 | 98,180 |
| Protective Services | 9,165 | 9,573 |
| Insurance Expense | 5,500 | 10,930 |
| Real Estate Taxes-PILOT | 9,038 | 7,821 |
| Other General Expenses, Collection Losses | 18,500 | 1,724 |
| Equipment Replacements | - | - |
| Total Routine Operating Expenses | 353,704 | 239,293 |
| Cash Flow (Deficit) from Operations | 136,616 | 110,260 |

| Property Maintenance | Annual Budget 6-30-2021 | Annual Budget 6-30-2023 |
|---------------------------------------|------------------------------------|------------------------------------|
| Maintenance | | |
| Maintenance Salaries and Benefits | 34,007 | 44,983 |
| Maintenance Materials | 10,000 | 1,570 |
| Garbage | 4,500 | 3,980 |
| Contract Cost - Other Misc Repairs | 60,000 | 13,005 |
| Plumbing-Electrical | 4,000 | 890 |
| Mowing | 38,000 | 24,200 |
| Pest Control | 1,000 | 9,552 |
| Sub-Total Maintenance Expenses | 211,507 | 98,180 |

Commissioner Riley asked why insurance has increased. Ms. Phoenix said that the projections are based on actuals year to date and a rate increase is anticipated for 2023. Commissioner Riley asked if the concerns about properties being under-insured has been addressed. Mrs. Herrera said that the SC State Insurance Reserve Fund sets replacement values and staff challenges those values regularly. Commissioner Riley asked what replacement values the state uses, Mrs. Herrera said that she would provide the Board with that information.

Chairman Sightler asked why the drop in expenses from 2022 to 2023. Ms. Phoenix said that maintenance costs are projected to be less due to the renovations currently in progress. Chairman Sightler asked why tenant revenue is projected down. Ms. Phoenix said that staff used an occupancy rate of 95% and the average rent of \$193 per month. Mrs. Herrera said that cash flow will be better after the RAD conversion due to higher rents in the program. Commissioner Smith asked why mowing expenses were down. Ms. Phoenix said that year to date actual expenditures were used to project the budgeted number; Mrs. Herrera said that another vendor has been identified also and their annual contract price is lower. Commissioner Riley inquired about trash expenses that were noted on the budget. Ms. Warner said that there are several commercial dumpsters that have to be serviced privately. Chairman Sightler thanked Ms. Phoenix and staff for the presentation and called for a motion to approve Resolution 2022 – 004: Approval of the 2023 Operating Budget, upon motion of Commissioner Riley, seconded by Commissioner Smith it was unanimously approved.

| Board Member | | Aye | Nay | Absent |
|----------------------|-----------------|------------|------------|---------------|
| Chairman | Jack Sightler | X | | |
| Vice-Chairman | Bruce Smith | X | | |
| Commissioner | Silvia Sullivan | | | X |
| Commissioner | Cheryl Seymour | X | | |
| Commissioner | Johnetta Riley | X | | |

OTHER ITEMS:

The Resident Appreciation event scheduled for June had to be postponed due to bad weather and will be rescheduled soon.

ADJOURNMENT

There being no further business and upon motion of Mr. Sightler, seconded by Ms. Seymour, it was unanimously approved to end the meeting at 5:40 pm.

Prepared by:

Yvonda A. Bean
Secretary/Interim Chief Executive Officer

Cayce Historical Museum Commission August 3, 2022, Meeting Minutes

The August 3, 2022, meeting of the Cayce Historical Museum Commission (CHMC) was held in the Cayce Visitors Center. The meeting was convened at 4:03 by Chair Archie Moore. The following individuals attended the meeting:

| Name | Status |
|------------------|--------------------------------------|
| Archie Moore | Chair |
| Mary Sharpe | Vice Chair – absent, excused |
| James Stewart | Secretary |
| A.G. Dantzler | Commissioner |
| Charlita Earle | Commissioner -absent |
| Pamela Sulton | Commissioner |
| Garrett Creasman | Commissioner |
| David Brinkman | Commissioner |
| Marcy Hayden | Commissioner |
| Andy Thomas | Cayce Museum Curator |
| Leo Redmond | Former Museum Director |
| Michael Conley | City of Cayce Assistant City Manager |

Upcoming Events:

12/1 Cayce Drive-Thru

12/3 Christmas Traditions

Invocation: Commissioner Dantzler

Action Items:

July Meeting Minutes:

Following a review of the minutes from the last meeting, Commissioner Sulton motioned that the meeting minutes be accepted with no revisions. Commissioner Creasman seconded the motion and it was by unanimous vote.

Genesis Studios

The subcommittee met to compile a list of topics for Genesis to develop. On July 25, Genesis staff members visited the museum to better understand spatial limitations and gather information before providing recommendations for arrangement of the space. There was also a discussion of whether a digital kiosk could be useful in the space.

Museum Funds in City Account

According to the Chair the funds held in the City Account, aka the '42' account, were intended to build a large event community center or carriage house suitable for displaying the larger items in the Museum collection. Mr. Conley brought copies of city records for the account, which show that the account was used to fund a series of repairs to the Museum's firetruck.

Mr. Redmond stated that the fund was created through the individual donations with between four and six thousand dollars raised each year from gala events and the sale of Christmas Trees. Mr. Conley added that the fund included \$50,000 from the State of South Carolina through State

Senator Nikki Setzler's office. Mr. Redmond's solicitation for the funds stated that it would be used for various projects at the Museum.

Following these discussions, it was apparent that new procedures were needed to exercise better oversight of funds donated for the Museum. In this context, Commissioner Stewart motioned that the Commission create a subcommittee tasked with the setup of a non-profit to assist the Museum with fundraising. This motion was seconded by Commissioner Sulton and passed by unanimous vote. Commissioner Sulton also motioned that the '42' account continue in its current state with monthly statements provided to the Commission until a nonprofit is set up. Commissioner Stewart seconded that motion, and it was also approved by unanimous vote. Volunteers for the nonprofit subcommittee include Commissioners Hayden, Sulton, Stewart and Chair Moore.

Strategic Planning

The need for strategic planning is an upfront concern for the Museum Commission. This topic was brought up as new business. Commissioner Stewart motioned that a subcommittee be set up a framework for strategic planning sessions. Commissioner Sulton seconded the motion and the Commission voted unanimous approval. Commissioners Hayden, Sulton, Stewart and Chair Moore

Museum Staff Report

The Museum has hired Elizabeth Lundston to assist Curator Thomas. She was scheduled to begin work on August 4. The African American committee have developed a new exhibit for the Museum and will present to the Commission at the September Commission meeting. Several museum professionals have been invited to review and report on Museum conditions to help identify targets for strategic planning goals. The donation of Mr. Lake High's Catawba pottery collection was re-scheduled to August 17, due to Commissioner Stewart's scheduling conflict.

Following the staff report and a brief discussion of new business (Strategic Planning) Commissioner Dantzler motioned to adjourn the meeting. Commissioner Creasman seconded the motion and the Commission voted unanimously to adjourn the meeting at

5:40 PM.

CITY OF CAYCE
EVENTS COMMITTEE MEETING MINUTES
City Council Chambers
August 11, 2022

Present: Danny Creamer, Dwede Dennis, Maxine Creamer, Johnathon Moore, Robert Cathcart, Alexis Moore, Megan Lightle, Evony Reed, Cindy Pedersen, Brianne Siciliano

Absent: Dave Capps

City Representative: Amanda Rowan, Mendy Corder, James Denny

Chairperson Danny Creamer called the meeting to order and led the group in the Pledge of Allegiance. Ms. Dennis led the invocation.

Review of July 14, 2022, minutes. Ms. Lightle made a motion to accept the minutes, Ms. Dennis seconded. The minutes were approved.

Old Business:

Mr. Creamer explained to the group that all bands had been booked and confirmed. Mr. Moore is still waiting on an invoice from the DJ hired. Ms. Rowan went over some of the food vendors that are confirmed. Ms. Moore asked if there would be alcohol available for purchase and Ms. Corder stated there would. Ms. Rowan asked Mr. Creamer if he would be willing to reach out to Willie Wells for a head shot as his band was the only one that had not sent that in yet and Mr. Creamer agreed. Logos were passed around for the group to vote on. One logo was selected by number of tallies next to it. That logo will be sent to the City's marketing to be added to posters and social media advertising. Ms. Pedersen stated that a poster should be placed at Zesto's for visibility. Ms. Pedersen also requested having a sign advertising Christmas in Cayce at Fall Fest. Ms. Rowan will look into having signs created.

Event Committee Cookout: Mr. Creamer reminded the Committee of the cookout that will be held September 18th. No one reported any food allergies. Ms. Lightle will send around a sign-up sheet for other dishes and number of guests closer to the date. Ms. Siciliano asked if Mr. Creamer would like monetary donations, but he declined.

New Business: Ms. Corder discussed the Beautification Foundation's Farm to Table event coming up October 26th. The Foundation is looking for volunteers if anyone is interested. Tickets for the event are \$100.00 a person and funds will be used for a new mural under the Blossom Street Bridge.

Bylaws: Ms. Corder explained to the Committee that the City's lawyer has requested the Committee remove the section in Bylaws regarding Committee members making recommendations on new member to Council and Mayor. Ms. Corder explained that it in the bylaws it states that any changes considered must be given a 7-day written notice, and the Committee would be unable to vote at this meeting as a written notice was not put out. Ms. Pedersen made a motion to move the vote to the September meeting. Mr. Cathcart seconded. Motion was passed unanimously.

Mr. Creamer reminded the Committee that five members are up for term expiration in September. Those members are Mr. Creamer, Ms. Creamer, Ms. Pedersen, Mr. Moore, and Ms. Moore. All five would like to be reappointed.

There being no further business, Ms. Moore made a motion to adjourn. Ms. Lightle seconded the motion. The meeting was adjourned.

The next Events Committee meeting is Thursday, September 8 at 5:30pm.

Respectfully submitted,
Maxine Creamer



**APPROVED MINUTES
BOARD OF ZONING APPEALS
CAYCE CITY HALL
1800 12th Street Extension
Monday, August 15, 2022
6:00 PM**

I. CALL TO ORDER

The meeting was called to order at 6:00 pm by Chair Jason Simpson. Cenetha Muller was present and Matt Stroud was present. Robin DiPietro was absent and Scott Miller was absent. Staff present was Monique Ocean.

II. APPROVAL OF MINUTES

Cenetha Muller made a motion to approve the minutes of the June 27, 2022, meeting. All were in favor.

III. STATEMENT OF NOTIFICATION

Ms. Ocean confirmed that the media and public were made aware of the meeting.

IV. NEW BUSINESS

1st Annual Review of By-Laws for the Board of Zoning Appeals

Matt Stroud made a motion to approve the By-Laws, as written. Cenetha Muller seconded the motion. All were in favor.

V. ADJOURNMENT

Jason Simpson made a motion to adjourn the meeting. Matt Stroud 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.**



**APPROVED MINUTES
PLANNING COMMISSION
CAYCE CITY HALL
1800 12th Street Extension
Monday, August 15, 2022
6:30 PM**

I. CALL TO ORDER

The meeting was called to order by Chair Ed Fuson at 6:30 pm. Members present were Stockton Wells, Richard Boiteau, and Michael Wuest. Robert Power and Michael Mahoney were absent. Staff present was Monique Ocean.

II. APPROVAL OF MINUTES

Stockton Wells made a motion to approve the minutes of the July 18, 2022, meeting with the correction of a typographical error. Michael Wuest seconded the motion. All were in favor.

III. STATEMENT OF NOTIFICATION

Monique Ocean confirmed that the media and public were made aware of the meeting.

IV. NEW BUSINESS

a. 1st Annual Review of By-Laws for the Planning Commission

Richard Boiteau made a motion to approve the By-Laws, as presented. Michael Wuest seconded the motion. All were in favor.

V. ADJOURNMENT

Richard Boiteau made a motion to adjourn. Stockton Wells 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.**

COUNCIL ACTION REQUIRED

EVENTS COMMITTEE – THREE (3) POSITIONS

Mr. Johnathon Moore, Ms. Alexis Moore and Ms. Cindy Pedersen's terms on the Committee expired in September 2022. Mr. Moore has served on the Committee since 2018 and is the Vice Chairperson of the Committee. Ms. Moore has also served on the Committee since 2018. Ms. Pedersen has served on the Committee since 2001 and has served as Chairperson and Vice Chairperson in the past. Their reappointment applications are attached for Council's review.

NO COUNCIL ACTION REQUIRED

The following positions remain open until receipt of potential member applications.

EVENTS COMMITTEE – ONE (1) POSITION

Works with City staff to plan and coordinate community events that encourage and foster good community relations and citizen participation. Ms. Bri Siciliano recently resigned due to a new job with more time obligations. There are no recommendations at this time.

PUBLIC SAFETY FOUNDATION – ONE (1) POSITION

The foundation is a 501 (c) 3 organization that raises funds to provide the members of the Cayce Police and Fire Departments with equipment and resources to make their jobs and the community safer. There are no recommendations at this time.

STANDARD TECHNICAL CODES BOARD OF APPEALS – TWO (2) POSITIONS

Reviews citizen appeals to ensure building codes, property maintenance codes and fire codes are properly interpreted and implemented fairly. Members who serve on this Board must be either an Engineer, Contractor, Architect or Design Professional. There are no recommendations at this time. There are no recommendations at this time.

Cayce citizens have an opportunity to actively participate in the City through their services on a number of advisory boards, commissions, foundations and committees. These groups help shape and carry out policy.

APPOINTMENT PROCESS

Applications are accepted at any time for all City of Cayce boards, commissions, foundations and committees. Cayce citizens wishing to apply for appointment may submit a potential member application to the Municipal Clerk, P. O. Box 2004, Cayce, SC 29171. More information and a copy of the application can be found on our website at <https://www.caycesc.gov/boards.php> or by calling City Hall at 803-796-9020.

City Council considers applications at a meeting immediately following an opening.

CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: Johnathon O. Moore
Home Address: Dunbar Rd City, State, Zip CAYCE, SC 29033
Telephone: _____ E-Mail Address _____
Resident of Cayce: Yes No Number of Years 5 years

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

- | | | |
|-------------------------------|-------------------------|---|
| Accommodations Tax Committee | Beautification Board | Event Committee <input checked="" type="checkbox"/> |
| 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, specify below:

Work Address

Company: SC Dept. of Agriculture Position HR Manager
Address: 1200 Senate Street Cayce, SC 29033 ~~560230~~ Fifth Floor
City, State, Zip Cayce, SC 29033 Telephone: 803-734-7063
Fax: _____ E-Mail Jomoore@scda.sc.gov
Work Experience: state employee 5+ years

Educational Background: MBA, B.S. in Business Administration

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

SHRM member, Church member,

Volunteer Work: City of Cayce Event Planning Committee.

ECHS Alumni Association, ECHS Career Professional

Hobbies: Car Detailing, Light construction work, lawn maintenance,

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



CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: Alexis Moore

Home Address: Dunbar Rd City, State, Zip Cayce, SC 29033

Telephone: (803) E-Mail Address _____

Resident of Cayce: Yes No Number of Years 9

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

- Accommodations Tax Committee
- Beautification Board
- 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 No If yes, specify below:

Work Address

Company: Labcorp Position Key Account Executive

Address: 2 Southern Ct.

City, State, Zip Cayce, SC 29033 Telephone: (803) 201-9015

Fax: _____ E-Mail _____

Work Experience: Sales / Interior Design

Educational Background: Biomedical Engineering (Clemson)

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

Volunteer Work:

Hobbies: DIY/Decorating, Sewing, wood working,

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

**CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION**

Name: Lindy Pedersen
Home Address: M Ave City, State, Zip Cayce SC 29033
Telephone: 803- E-Mail Address _____
Resident of Cayce: Yes No Number of Years 26 years

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

- | | | |
|--|--|---|
| <input type="checkbox"/> Accommodations Tax Committee | <input type="checkbox"/> Beautification Board | <input checked="" type="checkbox"/> Event Committee |
| <input type="checkbox"/> Cayce Housing Authority | <input type="checkbox"/> Museum Commission | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Consolidated Board of Appeals | <input type="checkbox"/> Board of Zoning Appeals | |

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

Work Address

Company: SC DHHS Position Prog Coord II
Address: PO Box 8206
City, State, Zip Columbia, SC 29201 Telephone: 803-898-2037
Fax: 803-255-8179 E-Mail pedersen@scdhhs.gov
Work Experience: 6 years as Project Administrator
32 years as Project Coord at State Medicaid Agency

Educational Background:

B.A. Potsdam College

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

Volunteer Work: Meals on Wheels, Cayce Museum Christmas Tradition, Mobile Monography, former Beautification Bd,
Hobbies: Gardening, Music festivals, animal rescue

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

Cayce Events Committee

Bylaws

Article I Organization

SECTION 1 - ESTABLISHMENT

The name of this organization shall be the *EVENTS COMMITTEE* established in 2003 by the Cayce Mayor and City Council. This Committee's name replaces the Holiday Event Committee established in 1998.

SECTION 2 - PURPOSE

The purpose of the EVENTS COMMITTEE is to plan and organize special events sponsored by the City of Cayce under the approval of Mayor and Council.

SECTION 3 - MEMBERS

Members of the EVENTS COMMITTEE are appointed by the City Council to one- or two-year terms. The total number of members is as determined by City Council. Currently the Committee consists of eleven members.

Members/potential members must be residents of the City of Cayce and/or operate a business in the City of Cayce.

SECTION 4 - OFFICERS

The Officers of the EVENTS COMMITTEE shall be the Chairman, Vice-Chairman and Secretary. These officers shall be elected by the EVENTS COMMITTEE members. Elections will be held during the first meeting in each calendar year. The officers shall perform the duties described in these bylaws and in accordance with the rules of order. No person shall hold office that is not a member. No one shall hold more than one office at the same time.

SECTION 5 - CHAIRMAN

The Chairman shall be a voting member of the EVENTS COMMITTEE. The responsibilities and authorities of the Chairman shall be:

- Call meetings of the EVENTS COMMITTEE

- Approve the agenda
- Preside at meetings
- Act as spokesperson of the EVENTS COMMITTEE
- Sign documents approved by the members for the EVENTS COMMITTEE
- Transmit reports and recommendations to the City Manager and Mayor and Council through the City's staff liaison
- Appoint and charge sub-committees from members of the EVENTS COMMITTEE and/or volunteers from the general public
- Perform other duties approved by the Committee

SECTION 6 -VICE-CHAIRMAN

The Vice-Chairman shall exercise the duties of the Chairman in the absence or disability of the Chairman. In the absence of both the Chairman and the Vice-Chairman, an Acting Chairman shall be elected by the members present to preside at the meeting.

SECTION 7 - SECRETARY

The Secretary shall, with the support of City of Cayce staff:

- Provide timely notice of meetings to the members of the EVENTS COMMITTEE
- Assist the Chairman in the preparation of the agenda
- Keep minutes of meetings
- Maintain the documents related to the EVENTS COMMITTEE as a public record through the support of the City's staff liaison
- Prepare correspondence for the approval and/or signature of the EVENTS COMMITTEE officers or members
- Perform other duties customarily conducted by a secretary as approved by the Committee

ARTICLE II MEETINGS

SECTION 1 - TIME AND PLACE

The regular meetings of the EVENTS COMMITTEE shall be held monthly on the second Thursday of each month at 5:30 p.m. A schedule of regular meetings shall be prepared and made available to the public. Special meetings may be called by the Chairman upon twenty-four hours' notice, posted and delivered to all EVENTS COMMITTEE members. Meetings shall be held at the time, date and place stated on the meeting notice. All meetings of the EVENTS COMMITTEE shall be open to the public.

SECTION 2-AGENDA

A written agenda as approved by the Chairman may be furnished by the secretary to each member of the EVENTS COMMITTEE. The agenda shall be sent by mail or distributed at

the meeting to each EVENTS COMMITTEE member. The agenda may be modified, e.g. an item added at the meeting upon presentation and a second and a majority vote of the Committee.

SECTION 3 - QUORUM

A majority of the members of the EVENTS COMMITTEE shall constitute a quorum. The Chairman shall determine the presence of a quorum at each meeting. A quorum shall be present before any business is conducted other than to reschedule the meeting.

SECTION 4 - RULES OF ORDER

Robert's Rules of Order (The Modern Edition) shall govern the conduct of meetings except as otherwise provided by these Bylaws. In the event of conflict or controversy, the Chairman shall control the floor and no person shall speak at the EVENTS COMMITTEE meeting without the permission of the Chairman.

SECTION 5-VOTING

A member must be present to vote.

Article III RECORDS

SECTION 1 - MINUTES

The Secretary shall prepare minutes of each meeting for the approval of the EVENTS COMMITTEE at the next regular meeting. Minutes shall be maintained as public record by the City's staff liaison.

SECTION 2 - ATTENDANCE

The minutes shall show the members in attendance at each meeting. In the event that a member misses one third of all meetings within a 12 month period of service, the member shall be subject to removal for cause by the council.

SECTION 3 - REPORTS

The Secretary shall assist in the preparation and forwarding of all reports and recommendations of the EVENTS COMMITTEE in appropriate form. Copies of all correspondence, reports and recommendations shall be maintained as public record by the City of Cayce.

ARTICLE IV ADOPTION AND AMENDMENT

SECTION 1 -ADOPTION

These Bylaws were adopted by a vote of the majority of the members of the EVENTS COMMITTEE at the regular public meeting of _____, 2022.

SECTION 2 - AMENDMENT

These Bylaws may be amended at any regular meeting of the EVENTS COMMITTEE by a majority vote of the members of the EVENTS COMMITTEE. Amendments of these Bylaws must be placed on the agenda of a regular meeting, and any proposed amendments to the Bylaws shall be sent to each member in writing. Members of the EVENTS COMMITTEE must be given at least seven days notice of any meeting when By-law amendments are to be considered

DATE

APPROVED:

, 2022

City of Cayce
**PLANNING COMMISSION
BYLAWS**

**ARTICLE I
ORGANIZATION**

SECTION 1 – RULES

The rules of procedure are adopted pursuant to S.C. Code 6-29-360 for the City of Cayce Planning Commission, which consists of members appointed by City Council.

SECTION 2 – OFFICERS

The Officers of the Commission shall be the Chairman, Vice-Chairman and a Secretary elected for one-year terms at the January meeting.

SECTION 3 – CHAIRMAN

The Chairman shall be a voting member of the Commission and shall:

- Call meetings of the Commission
- Preside at meetings and hearings
- Act as spokesperson for the Commission
- Sign documents for the Commission
- Transmit reports and recommendations to Council
- Perform other duties approved by the Commission

SECTION 4– VICE-CHAIRMAN

The Vice-Chairman shall exercise the duties of Chairman in the absence or disability, or disqualification of the Chairman. In the absence of both the Chairman and the Vice-Chairman, the members present shall elect an acting Chairman.

SECTION 5 – SECRETARY

- Provide notice of meetings
- Assist the Chairman in the preparation of the agenda
- Keep minutes of the meetings and hearings
- Maintain Commission records as public records
- Attend to Board correspondence
- Perform other duties normally carried out by a secretary.

ARTICLE II MEETINGS

SECTION 1 – TIME AND PLACE

The regular meetings of the Planning Commission shall be held on the third Monday of each month at 6:00 p.m. or immediately following the Board of Zoning Appeals at the City of Cayce meeting room. A schedule of the regular meetings shall be published and posted at City Hall in January of each year. Special Meetings may be called by the Chairman upon 24-hours notice, posted and delivered to all members and local news media. Meetings shall be held at the place stated on the notice, and shall be open to the public.

SECTION 2 – AGENDA

A written agenda shall be furnished by the Secretary to each member of the Commission and the news media, and shall be posted at least five (5) days prior to each regular meeting, and at least twenty-four (24) hours prior to a special meeting. Items may be removed from the agenda or postponed at a meeting by majority vote.

SECTION 3 - QUORUM

A majority of the members of the Commission shall constitute a quorum. A quorum shall be present before any business is conducted other than rescheduling the meeting.

SECTION 4 – RULES OF ORDER

Robert's Rules of Order shall govern the conduct of meetings except as otherwise provided by these Rules of Procedure.

SECTION 5 – VOTING

A member must be present to vote. Each member shall vote on every question unless disqualified by law. The question of disqualification shall be decided by the member affected, who shall announce the reason for disqualification, give it to the chairman in writing, have it placed in the minutes, and refrain from deliberating or voting in the question.

SECTION 6 – CONDUCT

Except for public hearings, no person shall speak at a Commission meeting unless invited to do so by the Commission.

ARTICLE III PUBLIC HEARING

SECTION I – NOTICE

The secretary shall give the notice required by statute or ordinance for all public hearings conducted by the Commission. Members of the public desiring to be heard shall give written notice to the secretary prior to commencement of the hearing.

SECTION II – PROCEDURE

In matters brought before the Commission for public hearing which were initiated by the applicant, staff shall be heard first, followed by the applicant or an appointed representative, and members of the public next. The applicant shall have the right to reply last. No person may speak for more than five (5) minutes without consent of the Commission. No person speaking at the public hearing shall be posed by members of the Commission. In matters not initiated by the applicant, members of the public shall speak in order in which requests were received, or in such order as the Commission shall determine.

ARTICLE IV RECORDS

SECTION 1 – MINUTES

The secretary shall record all meetings and hearings of the Commission. A copy of the recording shall be preserved until final action is taken on all matters presented. The secretary shall prepare minutes of each meeting for approval by the Commission at the next regular meeting. Minutes shall be maintained as public records.

SECTION 2 – REPORTS

The Secretary shall assist in the preparation and forwarding of all reports and recommendations of the Commission in appropriate form. Copies of all notices, correspondence, reports and forms shall be maintained as public record.

SECTION 3 – ATTENDANCE

The minutes shall show the members in attendance at each meeting and the reason for absence submitted by any member. In the event that any appointee to a committee misses one third of all meetings of the committee to which the member has been appointed, within a 12 month period of service, the member shall be subject to removal for cause by the council. The chairman of the

committee shall notify the mayor, in writing, when any member is absent a third of all meetings within a 12 month period of service.

ARTICLE V REVIEW PROCEDURE

SECTION 1 – ZONING AMENDMENTS

Proposed zoning text and district amendments shall be considered and recommendations shall be forwarded to the governing body within thirty (30) days after receipt of the proposed amendments, unless the governing body gives additional time. When so authorized, the Planning Commission shall conduct any required public hearing prior to making a recommendation.

SECTION 2 - PLATS

Plats submitted for review pursuant to land development regulations shall be reviewed by designated staff members who may approve for recording plats of existing lots of record, minor subdivisions of land, which meet all zoning requirements, and subdivision, which are exempt from regulation pursuant to S.C. Code 6-29-1110 (2). The Commission shall be informed in writing of all staff approvals at the next regular meeting, and a public record of such actions shall be maintained. All other plats shall be subject to review and approval by the Commission.

SECTION 3 – COMPREHENSIVE PLAN

All zoning and land development regulation amendments shall be reviewed first for conformity with the comprehensive plan. Conflicts with the comprehensive plan shall be noted in any report to the governing body on a proposed amendment. The elements of the comprehensive plan shall be reviewed and updated on a schedule adopted by the Commission meeting the requirements of S.C. Code 6-29-510 (E).

SECTION 4 - RECONSIDERATION

The Commission may reconsider any review when so requested by the governing body, or when an applicant brings to the attention of the Commission new facts, a mistake of fact in the original review, correction of clerical error, or matters not the fault of the applicant which affect the result of review.

**ARTICLE VI
FINANCES**

SECTION 1 - BUDGET

The Commission shall submit written recommendations to the governing body for funding in the annual budget. The recommendations shall include an explanation and justification for proposed expenditures.

SECTION 2 - EXPENDITURE

Budgeted funds shall be expended only for approved purposes in accordance with financial policies and procedures set by the governing body, including procurement rules. Upon adoption of a budget by the governing body, the Commission may adopt an authorization for specified expenditures by designated staff members within the limits provided. Reimbursement for the actual expenses incurred in the performance of official duties approved in advance by the Commission and staff upon submission of vouchers supported receipts.

SECTION 3 - PERSONNEL

The Commission shall employ such staff and consultants as may be authorized and funded by budget or make recommendations for staff members to be employed by the City of Cayce. Consultants shall be engaged by majority vote of the Commission after review of proposals invited by public notice and mail, and personal interviews with applicants by the Commission, or a committee of the Commission members and staff.

**ARTICLE VII
ADOPTION AND AMENDMENT**

SECTION 1 – ADOPTION

These Bylaws were adopted by a vote of the majority of the members of the Planning Commission at the regular public meeting of March 20, 1995. These Bylaws were reviewed and deemed approvable by City Council on (Date). These by laws were amended at the regular public meeting of 8-15-22 and deemed approvable by City Council on _____.

SECTION 2 – AMENDMENT

These Bylaws may be amended at any regular meeting of the Planning Commission. Amendments of these Bylaws must be placed on the agenda of a regular meeting, and any proposed amendments to the Bylaws shall be sent to each member in writing. Members of the Planning Commission must be given at least seven days notice of any meeting when Bylaw amendments are to be considered. Approved amendments must be reviewed and deemed approvable by City Council.

Mr. E. Furr
Chair

Monique Oca
Secretary

[Signature]
Vice Chair

8-15-22
Date

**City of Cayce
Board of Zoning Appeals
BYLAWS**

**ARTICLE I
ORGANIZATION**

SECTION 1 – RULES

These rules of procedure are adopted pursuant to S.C. Code 6-29-790 for the City of Cayce Board of Zoning Appeals, which consists of 5 members as provided in the City of Cayce Zoning Ordinance.

SECTION 2 – OFFICERS

The officers of the Board shall be a chairman and a vice-chairman elected for one-year terms in the month of March. The chairman may serve a maximum of two successive terms or until his successor is elected. The Board shall appoint a member of the Staff of the City of Cayce as secretary of the Board.

SECTION 3 – CHAIRMAN

The chairman shall be a voting member of the Board and shall:

- a. Call meetings of the Board
- b. Preside at the meetings and hearings; and swear in witness
- c. Act as spokesperson for the Board
- d. Sign documents for the Board
- e. Have orders of the Board served on parties
- f. Perform other duties approved by the Board.

SECTION 4– VICE-CHAIRMAN

The vice-chairman shall exercise the duties of the chairman in the absence, disability, or disqualification of the chairman. In the absence of the chairman and vice-chairman, the members present shall elect an acting chairman.

SECTION 5 – SECRETARY

The secretary shall:

- a. Provide and publish notice of appeals and meetings
- b. Assist the chairman in the preparation of the agenda
- c. See the property involved in appeals for variances or special exceptions is properly posted
- d. Keep recordings and minutes of meetings and hearings
- e. Maintain Board records as public records

- f. Serve Board decisions on parties
- g. Attend to Board Correspondence
- h. Perform other duties normally carried out by a secretary.

ARTICLE II MEETINGS

SECTION 1 – TIME AND PLACE

An annual schedule of regular meetings shall be adopted, published and posted at Cayce City Hall in December of each year. The regular Board meeting date shall be the 3rd Monday of each month. Special meetings may be called by the chairman upon 24 hours notice, posted and delivered to all members and local news media. Meetings shall be held at the place stated in the notices, and shall be open to the public.

SECTION 2 – AGENDA

A written agenda shall be furnished by the secretary to each member of the Board and the news media, and shall be posted at least five (5) days prior to each regular meeting, and at least twenty-four (24) hours prior to a special meeting. Items may be removed from the agenda or postponed at a meeting by majority vote.

SECTION 3 - QUORUM

A majority of the members of the Board shall constitute a quorum. A quorum shall be present before any business is conducted other than rescheduling the meeting.

SECTION 4 – RULES OF ORDER

Robert's Rules of Order shall govern the conduct of meeting except as otherwise provided by these Rules of Procedure.

ARTICLE III APPEALS PROCEDURE

SECTION I – FORM OF APPEAL

Appeals from administrative decisions, applications for variances, and applications for special exceptions shall be filed on forms approved by the Board and provided to applicants by the secretary. The Board may require additional information deemed necessary. The failure to submit adequate information may

be grounds for dismissal. An application filed by an agent shall be accompanied by written designation of the agent signed by the applicant or party in interest.

SECTION 2 – TIME FOR APPEAL

An appeal from an administrative decision must be filed within thirty (30) days after actual notice of the decision by delivery of the approved appeal form to the secretary of the Board who shall notify the official appealed from.

SECTION 3 – CALENDAR

Appeals and applications shall be marked with the date of receipt and placed on the hearing calendar in the order in which received. Appeals shall be heard in the order on the calendar unless otherwise set by the Board for good cause shown.

SECTION 4 – WITHDRAWAL OF APPEAL

Any appeal or application may be written notice delivered to the secretary prior to action by the board. An appeal from an administrative decision, which is withdrawn, may not be refiled after the fifteen (15) day time for appeal has expired. Withdrawn applications for variances and special exceptions may be refiled after six (6) months and shall be placed on the calendar according to the date refiled.

SECTION 5 – CONTINUANCES

The Board for good cause shown may continue the hearing of an appeal or application one time.

SECTION 6 – NOTICE

Public notice of a hearing of the Board shall be published in a local newspaper and posted on or adjacent to the property affected at least fifteen (15) days prior to the hearing. The notice shall contain a description of each matter to be heard and identify the applicant and property affected.

ARTICLE IV HEARING PROCEDURE

SECTION 1 – APPEARANCES

The applicant or any party in interest may appear in person or by agent or attorney. The Board may postpone or proceed to dispose of a matter on the records before it in the absence of an appearance on behalf of an applicant.

SECTION 2 - WITNESS

Parties in interest may present testimony under oath. Witnesses may be compelled to attend by subpoena requested at least ten (10) days prior to a hearing and signed by the chairman. The Board may call its own witnesses when deemed appropriate.

SECTION 3 – CROSS-EXAMINATION

No party shall have the right to cross-examine witnesses; however, the opportunity to examine opposing witnesses may be freely extended when conducted in an orderly manner. Intimidation of witnesses will not be allowed.

SECTION 4 – EVIDENCE

Relevant documents, photographs, maps, plans, drawings, etc., will be received in the record without authentication in the form of legible copies. Relevant testimony, which is not cumulative, or hearsay will be received. The chairman will rule on all evidentiary matters. Evidence may be placed in the record with an objection noted.

SECTION 5 – CONDUCT OF HEARING

The normal order of hearing, subject to modification by the chairman, shall be:

- a. Statement of matter to be heard (chairman or secretary)
- b. Presentation by applicant (5 minute limit)
- c. Presentation by official appealed (5 minute limit)
- d. Presentation by opponents (5 minute limit)
- e. Rebuttal by applicant (3 minute limit)
- f. Unsworn public comment when appropriate
- g. The Board may question participants at any point in the hearing
- h. Matters in which additional time is granted may be moved to the end of the agenda.

SECTION 6 – DISPOSITION

The Board may deliberate and make a final disposition of a matter by majority vote of members present at the hearing and qualified to vote; provided that not less than a quorum are qualified to vote. The vote may be taken at the same time or a subsequent meeting. A member may not vote on a matter which the member has not heard. Deliberations shall be conducted and voting shall be public.

SECTION 7 – FORM OF ORDER

An order shall be issued disposing of a matter by granting or denying relief with such conditions may be deemed necessary; or affirming, modifying, or reversing an administrative decision. A matter may be dismissed for lack of jurisdiction or prosecution. Findings of fact and conclusions of law shall be separately stated in an order.

SECTION 8 – SERVICE OF ORDER

The secretary shall deliver a copy of an order to each party in interest by certified mail immediately upon execution of the order by the chairman.

ARTICLE V RECORDS

SECTION 1 – MINUTES

The secretary shall record all meetings and hearings of the Board on tape, which shall be preserved until final action is taken on all matters presented. The secretary shall prepare minutes of each meeting for approval by the Board at the next regular meeting. Minutes shall be maintained as public records.

SECTION 2 – ORDERS AND DOCUMENTS

The secretary shall assist in the preparation and service of all orders of the Board in appropriate form. Copies of all notices, correspondence, documentary, evidence, and forms shall be maintained as public records.

SECTION 3 – ATTENDANCE

The minutes shall show the members in attendance at each meeting and the reason for absence submitted by any member. In the event that any appointee to a committee misses one third of all meeting of the committee to which the member has been appointed, within a 12 month period of service, the member shall be subject to removal for cause by the council. The chairman of the committee shall notify the mayor, in writing, when any member is absent a third of all meetings within a 12 month period of service.

ARTICLE VI ADOPTION AND AMENDMENT

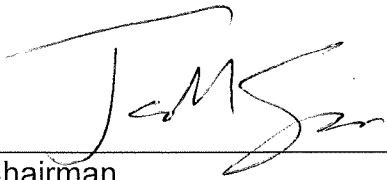
SECTION 1 - ADOPTION

These Bylaws were adopted by a vote of the majority of the members of the Board of Zoning Appeals at the regular public meeting of March 18, 1996. These Bylaws were reviewed and deemed approvable by City Council. These by laws were amended at the regular public meeting of 8-15-22 and deemed approvable by City Council on _____.

SECTION 2 – AMENDMENT

These rules may be amended at any regular meeting of the Board by majority vote of the members of the Board at least seven (7) days after the written amendment is delivered to all members.

Date Adopted August 15, 2022



Chairman

Vice-Chairman

City of Cayce

**ACCOMMODATIONS TAX
COMMITTEE****Bylaws****ARTICLE I - ORGANIZATION****SECTION 1 - ESTABLISHMENT**

The name of this organization shall be the *Accommodations Tax Advisory Committee* established in 1984 by the Cayce Mayor and City Council.

SECTION 2 - PURPOSE

The purpose of the Accommodations Tax Advisory Committee is review requests for funding from organizations that meet the funding requirements stated in the Accommodations Tax Act, Chapter 4 of Title 6 of the South Carolina Code of Laws and make appropriate recommendations to Council for final approval.

SECTION 3 - MEMBERS

Members of the Accommodations Tax Advisory Committee are appointed by the City Council to four-year terms. The total number and occupational category of members is as determined by State Law.

SECTION 4 - OFFICERS

The Officers of the Accommodations Tax Advisory Committee shall be the Chairman, Vice-Chairman and Secretary. These officers shall be elected by the Accommodations Tax Advisory Committee members. Elections will be held during the first meeting in each calendar year. The officers shall perform the duties described in these bylaws and in accordance with the rules of order. No person shall hold office that is not a member. No one shall hold more than one office at the same time.

Accommodations Tax Advisory Committee Bylaws

SECTION 5 - CHAIRMAN

The Chairman shall be a voting member of the Accommodations Tax Advisory Committee. The responsibilities and authorities of the Chairman shall be:

- Call meetings of the Accommodations Tax Advisory Committee
- Approve the agenda
- Preside at meetings
- Act as spokesperson of the Accommodations Tax Advisory Committee
- Sign documents approved by the members for the Accommodations Tax Advisory Committee
- Transmit reports and recommendations to the City Manager and Mayor and Council
- Appoint and charge sub-committees from members of the Committee and/or volunteers from the general public with Council's approval
- Perform other duties approved by the Committee

SECTION 6 - VICE-CHAIRMAN

The Vice-Chairman shall exercise the duties of the Chairman in the absence or disability of the Chairman. In the absence of both the Chairman and the Vice-Chairman, an Acting Chairman shall be elected by the members present to preside at the meeting.

SECTION 7 - SECRETARY

The Secretary shall, with the support of City of Cayce staff:

- Provide timely notice of meetings to the members of the Accommodations Tax Advisory Committee
- Assist the Chairman in the preparation of the agenda
- Keep minutes of meetings
- Maintain the documents related to the Accommodations Tax Advisory Committee as a public record
- Prepare correspondence for the approval and/or signature of the Committee officers or members
- Perform other duties customarily conducted by a secretary as approved by the Committee

Accommodations Tax Advisory Committee Bylaws

ARTICLE II - MEETINGS

SECTION 1 - TIME AND PLACE

The regular meetings of the Accommodations Tax Advisory Committee shall be held monthly on the second Tuesday of each month at 8:00 a.m. A schedule of regular meetings shall be prepared and made available to the public. Special meetings may be called by the Chairman upon twenty-four hours notice, posted and delivered to all Committee members. Meetings shall be held at the time, date and place stated on the meeting notice. All meetings of the Accommodations Tax Advisory Committee shall be open to the public.

SECTION 2 - AGENDA

A written agenda as approved by the Chairman shall be furnished by the secretary to each member of the Accommodations Tax Advisory Committee. The agenda shall be sent by mail or distributed at the meeting to each Accommodations Tax Advisory Committee member. The agenda may be modified, e.g. an item added at the meeting upon presentation and a second and a majority vote of the Committee.

SECTION 3 - QUORUM

A majority of the members of the Accommodations Tax Advisory Committee shall constitute a quorum. The Chairman shall determine the presence of a quorum at each meeting. A quorum shall be present before any business is conducted other than to reschedule the meeting.

SECTION 4 - RULES OF ORDER

Robert's Rules of Order (the latest edition) shall govern the conduct of meetings except as otherwise provided by these Bylaws. In the event of conflict or controversy, the Chairman shall control the floor and no person shall speak at the Accommodations Tax Advisory Committee meeting without the permission of the Chairman.

SECTION 5 - VOTING

A member must be present to vote.

Accommodations Tax Advisory Committee Bylaws

ARTICLE III - RECORDS

SECTION 1 - MINUTES

The Secretary shall prepare minutes of each meeting for the approval of the Accommodations Tax Advisory Committee at the next regular meeting. Minutes shall be maintained as public record.

SECTION 2 - ATTENDANCE

The minutes shall show the members in attendance at each meeting. In the event that any appointee to a committee misses one third of all meetings of the committee to which the member has been appointed, within a 12 month period of service, the member shall be subject to removal for cause by the council.

SECTION 3 - REPORTS

The Secretary shall assist in the preparation and forwarding of all reports and recommendations of the Accommodations Tax Advisory Committee in appropriate form. Copies of all correspondence, reports and recommendations shall be maintained as public record by the City of Cayce.

ARTICLE IV - ADOPTION AND AMENDMENT

SECTION 1 - ADOPTION

These Bylaws were adopted by a vote of the majority of the members of the Accommodations Tax Advisory Committee at the regular public meeting of June 8, 1999.

SECTION 2 - AMENDMENT

These Bylaws may be amended at any regular meeting of the Accommodations Tax Advisory Committee by a majority vote of the members of the Accommodations Tax Advisory Committee. Amendments of these Bylaws must be placed on the agenda of a regular meeting, and any proposed amendments to the Bylaws shall be sent to each member in writing. Members of the Accommodations Tax Advisory Committee must be given at least seven days notice of any meeting when By-law amendments are to be considered.

DATE APPROVED: _____, 1999

Accommodations Tax Advisory Committee Bylaws

Mark Burt, Chairman