



Mayor
Elise Partin

Mayor Pro-Tem
James E. Jenkins

Council Members
Tara S. Almond
Phil Carter
Eva Corley

Interim City Manager
Rachelle Moody

CITY OF CAYCE
Regular Council Meeting
June 5, 2018

The June Regular Council Meeting was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. Interim City Manager Rachelle Moody, Municipal Clerk Mendy Corder, Planning & Development Director Carroll Williamson, Municipal Treasurer Garry Huddle, City Attorney Danny Crowe, and Director of Public Safety Byron Snellgrove were also in attendance.

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

Call to Order

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

Approval of Minutes

Council Member Almond made a motion to approve the May 1, 2018 Regular Council Meeting minutes and the May 16, 2018 Special Council Meeting minutes as written. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Public Comment Regarding Items on the Agenda

No one signed up for Public Comment.

Presentations and Proclamations

- A. Recognition of the Cayce West Columbia Junior Chamber for Hosting the Kid's Area at the 2018 Soiree on State

Mayor Partin stated that Ms. Katie Moore with the Cayce West Columbia Junior Chamber contacted City staff as soon as the date for the 2018 Soiree on State was announced. Ms. Moore stated that the Jaycees would love to host the Kid's Area during the Soiree. She was so enthusiastic and had so many great ideas that City staff immediately agreed to the generous offer. Mayor Partin stated that thanks to the Jaycees the kid's area was by far the most popular area at the Soiree.

She stated that they had so many fun activities for the kids. There was a scavenger hunt, rock painting, free tennis lessons, a Giant Connect 4, Corn hole, Jenga, giant checkers, a bucket toss, hula hoops and jump ropes. The Jaycees also hosted games of kickball and GaGa ball which all the kids loved. The Cayce West Columbia Junior Chamber member's generous commitment of their time and the efforts they made to ensure that the kid's area was a huge success was so appreciated by all the families that attended the Soiree on State.

Mayor Partin stated that the Jaycees also host the Cayce Field Days in Memorial Park on State Street. The event promotes keeping kids active and social in the summer, which is so important to their development. Cayce Field Days is an opportunity for kids of all ages to enjoy a free fun day and get a healthy snack. Ms. Moore stated that during Cayce Field Days, GaGa Ball, Kickball, Tennis, and other fun games and crafts, will be featured. The event is open to kids all over the Midlands.

B. Presentation of Whole Sole Award

Mayor Partin read the nomination written recommending Officer Eddie West for the City's Whole Sole Award. Officer West joined Cayce Public Safety in 2017. While assigned to patrol he immediately began to impact the community with his efforts to reach citizens by attending events and encouraging communication between residents and the Public Safety Department. He was transferred to the Community Services Unit when Cayce Elementary School opened in August 2017. As a School Resource Officer, Officer West implemented many student-centered programs. One of the programs, Cayce Safety Patrol, allows 5th graders to escort younger students in the afternoon car line. Officer West mentors the students selected for Safety Patrol in the areas of academics, conduct, and community service.

Officer West is integral in Cayce Public Safety's Explorer Program. He recruits and mentors the youth and educates them on law enforcement. In October 2017, Officer West was presented with the Law Enforcement Officer of the Month award by the Greater Cayce-West Columbia Chamber of Commerce. Also, as the Resource Officer for the newly built Cayce Elementary, he was awarded the prestigious honor of School Resource/Community Services Officer of the Year by the School District. Officer West was a recipient of the Cayce S.O.A.R. award (which recognizes staff members who go above and beyond) for his continuing dedication to students, staff, and their families. Officer West pioneered the Cayce Ballers to foster the relationship between police officers and community members. It is a weekly basketball game including Officer West, school faculty and parents, allowing them to view law enforcement officers in a positive light.

Officer West is extremely involved in helping to make the community a safer environment for all by working closely with the citizens and addressing any concerns they may have. He is also deeply involved in recruitment for new employees for the Department. Officer West always has a can do attitude and always volunteers without hesitation to assist with community events, where he not only keeps the people safe, but serves as a liaison between the Department and the residents of the community. Mayor Partin presented Officer West with the Cayce Whole Sole Award and thanked him for always going above and beyond.

C. Approval of Proclamation – Say Something Nice Day

Council Member Almond made a motion to approve a Proclamation proclaiming June as Communications Month and June 1, 2018 as Say Something Nice Day in Cayce. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Mayor Partin stated that in that vein she would like to thank Council for being such a wonderful Council to work with. Council Member Almond stated that Mayor Partin was the best Mayor in the Midlands.

D. Approval of Proclamation – Mayor's Monarch Pledge Day

Mayor Partin stated that the number of monarch butterflies has decreased significantly over the last 20 years. She stated that Girl Scout Troop 824 members Ms. Cassie Drew, Ms. Kaitlyn Remia and Ms. Chloe Sturkie decided as their Silver Award Project to play a role in saving the monarch butterfly. They built a butterfly garden in Timmerman Trail which provides a habitat for the monarch butterfly and pollinators. By doing this the Girl Scouts brought the plight of the monarch butterflies to Mayor Partin's attention. Mayor Partin stated that she recently signed the National Wildlife Federation's Mayor's Monarch Pledge. The City of Cayce is the first city in South Carolina to sign the Pledge.

Council Member Jenkins made a motion to approve a Proclamation proclaiming May 8, 2018 as Mayor's Monarch Pledge Day in the City since that is the day that Mayor Partin signed the Pledge. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

Ordinances and Other

- A. Discussion and Approval of Ordinance 2018-06 Amending Zoning Map And Rezoning Properties Located at 1328 Poplar Street (Tax Map Number 005765-03-002) and Poplar Street (Tax Map Number 005765-03-001) from C-1 to RG-2 – First Reading

Council Member Jenkins made a motion to approve Ordinance 2018-06 on First Reading. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval of Ordinance 2018-07 to Adopt an Annual Budget, Levy a Property Tax, and Provide Revenue for the City of Cayce for the Fiscal Year Ending June 30, 2019 – First Reading

Ms. Moody stated that the General Fund Budget is balanced at \$13,554,433 and includes:

- \$373,000 in Grant Income
- \$267,300 from Lexington School District Two for SRO cost sharing at 75%
- \$1,800,000 transfer from Utility Fund for Indirect Costs
- \$839,073 transfer from Hospitality Tax Fund
- \$95,927 from an increase of 2 mils in property taxes, per the allowed amount within the look back. One mil is valued at \$52,134. Anticipated revenue is calculated at 92% collection rate per historical collection records. The current millage is 47.69 mils and this increase would bring it to 49.69 mils. A 2 mil increase would cost the average \$100,000 home an additional \$8 per year.
- \$82,728 additional revenue due to \$1.50/month increase to residential sanitation fee, for a total of \$744,728 total sanitation fee revenue
- \$438,462 in capital expenditures. This includes vehicles and equipment for public safety, replacement servers for the City, an easy dump truck and digital waste management website/app for Sanitation.
- A 2% COLA for all full time employees
- Six new positions, including:
 - 3 Fire Fighters
 - 1 Public Safety Officer
 - 2 School Resource Officers

Ms. Moody stated that the revenues in the General Fund have remained fairly stagnant over the past year, except for increases in the Hospitality Tax revenue. She stated that in balancing the budget staff has worked to purchase one-time capital purchases and keep recurring costs low because of the future budget projections.

Ms. Moody stated that the Utility Fund Budget is balanced at \$15,381,815 and includes:

- A 1.5% rate increase as required by the terms of the SRF Loan

- \$930,848 in capital expenditures, including:
 - A new generator and transfer switch for the raw water intake facility (75% reimbursed by FEMA grant)
 - A mini excavator
 - Three vehicle replacements
- One new position: Administrative Assistant for Septage and Grease
- \$438,750 in Grant Income
- 15% debt coverage for the City’s utility fund debt
- \$1,800,000 transfer to General Fund for Indirect Costs
- A 2% COLA for all full time employees

Council Member Almond made a motion to approve Ordinance 2018-07 on First Reading. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

C. Discussion and Approval of Bid Award for an Aerial Lift for Parks Department

Ms. Moody stated that the FY 2017-2018 budget includes an appropriation for a capital purchase of a new Compact Aerial Lift for the Parks Department. The lift will primarily be used in the Riverwalk Park and Timmerman Trail. This lift can also be used throughout the City for other needs.

Ms. Moody stated that a Request for Bids was prepared along with specifications and sent to various equipment dealers who sell this type of equipment. Sealed bids were received and publicly opened on May 16, 2018. The Garage and Parks staff reviewed the bids and compared them to the specifications set forth. The following companies supplied the following quotes for the lift:

Company	Quote
Carolina Construction Equipment	\$101,341.20
Teupen North America, Inc.	\$114,682.60
Blanchard Compact Equipment	No bid received

Council Member Carter made a motion to award the bid to the low quote provided by Carolina Construction Equipment at \$101,341.20 for a 60 HD Arbor Compact Aerial Lift. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

D. Discussion and Approval of Memorandum of Understanding and

Agreement between City of Cayce and Town of Springdale

Ms. Moody stated that on December 18, 2014, Cayce City Council and Springdale City Council signed a Memorandum of Understanding and Agreement for Cayce's Building Official to provide plan review and inspection services for \$1,000 per month starting on January 1, 2015 and ending on January 1, 2016. Since January 1, 2015, Steve Martin, Cayce's Building Official has faithfully provided these services and kept detailed records of the work he conducted in Springdale. Staff was unaware that the contract had not been renewed past January 1, 2016, so Mr. Martin continued his work for Springdale. In order for this Agreement to go into effect, Springdale Town Council must also approve it. It will be on their agenda at their next meeting on June 5, 2018.

Council Member Corley made a motion to approve the agreement between the City and the Town of Springdale. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Moody stated that the Cayce Public Safety Foundation received \$462 through Midlands Gives which will be used to purchase needed items for Public Safety. She stated that the Cayce Serves Tennis Tournament is scheduled for Saturday, June 16. The Tennis Tournament is a fundraiser presented by the Cayce Public Safety Foundation. She stated that Public Safety is offering golf cart tours of the Cayce Riverwalk exclusively for seniors and residents with limited mobility. Ms. Moody stated that code enforcement staff will start working flex time this summer so they can make contact with residents before and after work hours. She stated that residents Ms. Alice Brooks and Ms. Adaylia Stark judged the calendar photo contest that day and picked the twelve winners who will be recognized at the July 3 Council Meeting.

Committee Matters

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

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

Planning Commission – March 19, 2018
Museum Commission – May 2, 2018

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

Council Comments

Council Member Almond stated that staff did an excellent job on the FY18/19 budget and thanked them for their hard work during the interim. Council Member Jenkins stated that he agreed that staff did a great job on the budget. Council Member Carter stated that he recently did a ride along with Lt. Dave Hoffman and thoroughly enjoyed it. He stated that the City's Public Safety Department is managed very professionally and is very organized.

Executive Session

- A. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by the attorney-client privilege
- B. Discussion of Employment for City Manager Position
- C. Personnel Matter – Discussion of the Cayce Historical Museum
- D. Discussion of negotiations incident to proposed contractual arrangements concerning a possible economic development project
- E. Discussion of negotiations incident to proposed contractual arrangements relating to the Brickworks Apartments Project

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

Reconvene

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

Possible Actions by Council in follow up to Executive Session

VIII. D.

Council Member Almond made a motion to authorize the Mayor to communicate an additional credit for the upgrade of the sewer lift station as discussed in Executive Session. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Adjourn

There being no further business, Council Member Almond made a motion to adjourn the meeting. Council Member Corley seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 8:07 p.m.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, Municipal Clerk

