



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
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**City of Cayce
Regular Council Meeting
August 3, 2021**

A Regular Council Meeting was held this evening at 6:00 p.m. via Zoom video and conferencing software. Those present included Mayor Elise Partin, Mayor Pro Tem James Jenkins and Council Members Ann Bailey-Robinson, Phil Carter and Tim James. City Manager Tracy Hegler, Assistant City Manager Jim Crosland, Municipal Clerk Mendy Corder, Planning Director Wade Luther, Finance Director Kelly McMullen, IT Director Jamie Beckham and City Attorney Danny Crowe were also in attendance.

Mayor Partin asked if members of the press and the public were duly notified of the meeting in accordance with the FOIA. Ms. Corder confirmed they were notified. Mayor Partin stated that the meeting was being recorded through Zoom. She stated that the public was provided a call in number to be able to follow all of the City business as normal. She asked any caller to mute their audio so there would not be any feedback. She stated that the meeting organizer was also able to mute calls. Mayor Partin stated that the public could speak on any item on the agenda if they prearranged speaking with the City's Municipal Clerk.

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 July 14, 2021 Regular Council Meeting minutes as written. Council Member Bailey-Robinson seconded the motion which was unanimously approved by roll call vote.

Public Comment Regarding Items on the Agenda

Mayor Partin stated that anyone who contacted the Municipal Clerk regarding speaking at the meeting would be called on by Ms. Corder. She stated that Ms. Corder would call their name in the order in which they called in to speak. She stated that when Ms. Corder called a name, the City's IT Director would unmute that person, if on camera. If calling by phone, one would need to press *6, when called upon. She stated staff would help any speaker if needed. Mayor Partin stated that per the guidelines for Public Comment via Zoom, only those who signed up with the Clerk prior to the Council Meeting would be called upon during the meeting. She asked that when one began to speak to please give their name and full address and proximity to the item they were addressing.

Ms. Nancy Stone-Collum, 1222 H Avenue, signed up to speak on Item III. A. She stated that she lived directly across the street from the proposed Cook Out Restaurant location. She stated that since the decision on the rezoning was a foregone conclusion and votes would not be changed she wanted to address the process. She stated that she and her neighbors did not initially meet with the Cook Out representatives because it was too soon and they had just begun their research. Ms. Stone-Collum provided comments about various conversations she has had with residents, City staff and the rezoning applicant. Lastly, she stated that she understood that the City could not require a deed restriction but could urge a corporate citizen to implement one. Ms. Stone-Collum stated that there were two (2) more split zoned properties between Knox Abbott Drive and H Avenue and they would have to be addressed at some point. She stated that they both still had the forty foot buffer.

Ms. Nancy Drew, 921 M Avenue, signed up to speak on Item III. A. She stated that she agreed with Ms. Stone-Collum that the results were a foregone conclusion and she found that to be very grievous. She stated that she did not feel that the people had been properly listened to. She stated that she read the minutes from the July 14, 2021 Council Meeting and did not agree with everything they said. Ms. Drew read a section of the City's Comprehensive Plan that she stated pertained to the area on H Avenue that was being discussed.

Ms. Janet Burke, 1234 H Avenue, signed up to speak on Item III. A. She stated that she had some questions she would like answered. She asked why the lots on Knox Abbott Drive were initially zoned commercial and residential. She stated that she believed it was done to provide a buffer for the 1200 block of H Avenue, to limit encroachment of commercial use and to ensure the integrity of the neighborhood and the community. She stated that she believed it was Council's responsibility to find out why and when it was split zoned and identify and clarify and investigate any and all deed restrictions that may apply to the property.

Ms. Jackie Banton, 1226 H Avenue, signed up to speak on Item III. A. She stated that she agreed with everything the previous speakers said and wanted to thank her neighbors for gathering information. She stated that she was devastated because she thought the proposed rezoning would greatly affect her neighborhood. She stated that she would like the current zoning to stay in place until a deed restriction was agreed to be placed on the lot by Cook Out. Ms. Banton stated that she knew the City could not enforce a deed restriction but stated that it affected the livelihoods of the people who lived in that area.

Ordinances and Resolutions

- A. Discussion and Approval of Ordinance 2021-17 Amending Zoning Map and Rezoning Split Zoned Property Located at 1204 Knox Abbott Drive (TMS#

004633-06-009) from RS-3 (Single Family Residential) and C-4 (Highway Commercial) to C-4 (Highway Commercial) – Second Reading

Mayor Partin asked if Item III. A. could be postponed. She stated that she was concerned about something she saw on the proposed drawing. She stated that she did support the commercial use of the property and believed Council did as well, because it was a commercial corridor. She stated some new concerns were identified in the City's Land Development Regulations such as a lack of regulating cross access to other parcels. She stated that it was different than direct access onto H Avenue from the subject property which the City did have an Ordinance that addressed that. She stated that the deficiencies should be addressed before any rezoning of a property was approved abutting a residential street and homes. Mayor Partin stated that it would ensure that the City's regulations and Ordinances led to harmonious development. She asked if Council was amenable to defer the second reading of the rezoning up to ninety days to allow staff to address those items in the City's Zoning Ordinance and Land Development Regulations.

Council Member James stated that he believed that Mayor Partin and staff had been very open in working with others throughout the process and in as much when Council and staff learned something that caused them to want to look further than it's just part of good leadership to do so. Council Member James made a motion to postpone Item III. A. up to ninety days. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote.

B. Consideration and Approval of Resolution Declaring Filing Dates for Candidacy for Municipal Elections

Council Member James made a motion to approve the Resolution declaring filing dates for candidacy for municipal elections. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

C. Consideration and Approval of Resolution Approving Financing Terms for General Fund Vehicle Lease Purchases

Ms. Hegler stated that eight (8) new Public Safety vehicles and one (1) City Administrative vehicle were approved for purchase by Council in the 2021-2022 Fiscal Budget. She stated that the total value and thus financing for all vehicles and equipment would total \$429,034. City staff contacted 18 financial institutions and requested lease purchase financing proposals for the vehicles and equipment based on the purchase price. The City received three (3) responses - First Citizens Bank: three (3) years at 1.16% fixed or four (4) years at 1.34% fixed, United Bank: three (3) years at 0.99% fixed or four (4) years at 1.24% fixed and US Bank: three (3) years at 1.311% fixed or four (4) years at 1.454% fixed. Ms. Hegler stated that if the City approved the United Bank quote, annual payments (with no down payment) would be as follows: \$145,205 annually for

three (3) years at 0.99% (total interest paid \$6,581) or \$109,996 annually for 4 Years at 1.24% (total interest paid \$10,950). She stated that the payments would be monthly in arrears. Funding of \$61,060.00 (for six (6) months of lease payments) was included in the FY 2021-2022 General Fund budget and would be included in successive years.

Ms. Hegler stated that staff recommended that the lease/purchase contract be awarded to United Bank for a four (4) year term contract at 1.24% with annual payments in arrears of \$109,996 for principal and interest. She stated that staff also recommended that Council approve a Resolution Approving Financing through United Bank and that the City Manager be authorized to execute the contract documents.

Council Member Carter made a motion to approve a Resolution authorizing and approving financing through a Lease/Purchase with United Bank and awarding of the Lease/Purchase Contract to United Bank for eight (8) Public Safety Vehicles and one (1) City Administrative Vehicle. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote.

Discussion Items

A. Discussion and Approval of Bid Award for Professional Auditing Services

Ms. Hegler stated that Council approval was needed to accept the proposal from Mauldin & Jenkins Certified Public Accountants for the City's professional auditing services and to authorize the City Manager to negotiate and execute a contract between the City of Cayce and Mauldin & Jenkins. She stated that as part of the City's efforts to update contracts and ensure best practices for procurement of services and competitiveness, the City issued an RFP for professional auditing services. She stated that due to the distinctive nature of the City's services within the local region, staff detailed the RFP so that qualified vendors would understand the overall complexity of the City's water and sewer utilities and its impact on general fund operations.

Ms. Hegler stated that the City issued the RFP for Professional Auditing Services on June 4, 2021 and received proposals from four (4) firms. She stated that at their initial meeting, the RFP Committee chose to request additional information from two (2) top firms in lieu of a formal interview process. Those top two (2) firms and their fees were Mauldin & Jenkins CPAs at \$64,500 and Robert E. Milhous CPA at \$81,000. She stated that after being provided with the additional information requested, the RFP Committee scored all responding firms based on the following criteria: responsiveness to the City's RFP Requirements, scope and extent of services offered, experience of Auditor and individuals assigned to the City's Municipal and Utility engagements and the cost of services proposed. Ms. Hegler stated that City staff then contacted similar clients of the top auditing firm whose proposal provided the best combination of those core criteria. After the conclusion of internal discussions and scoring, staff recommended that the City award its Professional Auditing Services to Mauldin &

Jenkins Certified Public Accountants.

Council Member Bailey-Robinson made a motion to approve the proposal from Mauldin & Jenkins Certified Public Accountants and authorize the City Manager to negotiate and execute a contract, not to exceed \$65,000, between the City of Cayce and Mauldin & Jenkins. Council Member Carter seconded the motion. Mayor Pro Tem Jenkins asked what the length of the contract was. Ms. McMullen stated that the contract was for two (2) years with two (2) one (1) year extension options. Mayor Partin called the question which was unanimously approved by roll call vote.

B. Discussion and Bid Award for Public Safety Fire Ladder Truck

Ms. Hegler stated that Council approval was needed in order to accept the proposal from Safe Industries for the purchase of a new Public Safety Fire Ladder Truck and to authorize the City Manager to negotiate and execute a contract between the City of Cayce and Safe Industries. She stated that in November 2019, the City applied for a Community Development Block Grant (CDBG) for a Fire Ladder Apparatus. In September 2020, the City was awarded \$600,000 in CDBG funds from Lexington County for this purchase. Subsequently, an RFP was issued by the City for the purchase of a Fire Ladder in May 2021. She stated that the RFP was advertised on a dedicated City webpage and was also made available on the South Carolina Business Opportunities (SCBO) portal. Ms. Hegler stated that the City received two (2) proposals: Safe Industries/E-One for \$1,415,000 and Phoenix Fire/Rosenbauer for \$1,105,671.

Ms. Hegler stated that the Phoenix Fire proposal did not properly follow the City's RFP instructions and was overall unclear. The RFP Committee could not determine if their proposed apparatus would fit in the City's fire house bay, which was detailed in the City's specifications. Also, the proposed list price of \$1,105,671 was not inclusive of all the specifications staff requested, and which were included in Safe Industries' price. She stated that because of these issues, and after consultation with Lexington County Procurement, the RFP Committee determined the Phoenix Fire proposal to be "unresponsive" and, therefore, scored only Safe Industries based on the following criteria: responsiveness to the City's needs/technical specifications and quality, experience, reputation and resources of the vendor, quality and location of service/repair facility and cost. Ms. Hegler stated that City staff also submitted questions to the vendor in lieu of a formal interview in order to clarify whether the proposal provided the best combination of the core criteria. After the conclusion of external communications, internal discussions and scoring, staff recommended that the City award the Public Safety Fire Ladder to Safe Industries.

Ms. Hegler stated that funding for the ladder truck included a combination of CDBG grant award and other reimbursements, leaving a remaining balance of \$125,304.00. She stated that staff recommended Council approve the proposal from Safe Industries and authorize the City Manager to negotiate and execute a contract

between the City of Cayce and Safe Industries. Further, staff recommended the balance not to exceed \$125,304.00, and if necessary after contract negotiations, be funded by the General Fund Reserves. Ms. Hegler stated that this recommendation offered the best combination of competitive costs and suitable equipment necessary to meet the needs of the City.

Council Member James made a motion to accept the proposal from Safe Industries for the purchase of a new Public Safety Fire Ladder Truck and to authorize the City Manager to negotiate and execute a contract between the City of Cayce and Safe Industries. Council Member Bailey-Robinson seconded the motion. Council Member James stated that Ms. Hegler, City staff and Council had done a great job of being able to work outside the box to get the funds for such a large purchase. He stated that a ladder truck was extremely needed and helped fire fighters save lives. Mayor Partin called the question which was unanimously approved by roll call vote.

C. Discussion and Approval Authorizing the City Manager to Enter into an Agreement with Synovus Bank for a Purchasing Card

Ms. Hegler stated that at the February 17, 2021 Council Meeting Council approved staff's recommendation to award the City's banking services to Synovus Bank. Ms. Hegler stated that as part of that award, the City Finance Office needed to transition its current credit card program for City staff from BB&T to Synovus Bank. She stated that the Purchasing Card platform available through Synovus Bank would also aid in the City's technological growth by allowing the addition of an Accounts Payable (AP) Solutions product, where vendor payments could be made by the City via credit card and Automated Clearing House (ACH). She stated that this future AP Solutions service would also earn monetary annual rebates. She stated that the City currently had a combined credit limit for all purchasing cards with BB&T totaling \$45,000. Ms. Hegler stated that currently, City staff was seeking approval from Council to transition the City's current credit card accounts from BB&T to Synovus. She stated that Synovus Bank required this action of Council, separate from the approval of their agreement.

Ms. Hegler stated that staff recommended Council approve the City Manager entering into the purchasing card agreement with Synovus Bank and authorize the City Treasurer to act as Administrator to the program. She stated that Staff also recommended Council approve a combined credit limit of \$45,000 for the Purchasing Card and AP Solutions products from Synovus.

Council Member Bailey-Robinson made a motion to approve the City Manager entering into the purchasing card agreement with Synovus Bank, authorize the City Treasurer to act as program administrator and approved the combined credit limit of \$45,000. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Hegler stated that City staff would be assisting DOT with grass cutting on 12th Street and the Interstate 77 bridges. She stated that Court was completely caught up with nine (9) jury trials being scheduled for August thru October. She stated that the reservoir had been cleaned, repaired, and refilled so it would be ready for the rest of the storm season. She stated that brick and mortar business licenses were 100% accounted for. She stated that City staff members Kelly McMullen and Sarah Harris did an excellent job with current RFP's. She stated that kudos should be given to staff for preparing and processing several very professional and thorough RFP's.

Committee Matters

- A. Approval to Enter the following Committee Approved Minutes in the City's Record
Museum Commission – April 7, 2021
Cayce Housing Authority – April 13, 2021
Museum Commission – May 5, 2021
Events Committee – June 10, 2021

Council Member James made a motion to approve entering the Committee approved April 7, 2021 Museum Commission minutes, the April 13, 2021 Cayce Housing Authority minutes, the May 5, 2021 Museum Commission minutes and the June 10, 2021 Events Committee meeting minutes into the record. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

- B. Reappointments
Standard Technical Codes Board of Appeals – Two (2) Positions

Mayor Partin stated that there were two (2) terms on the Standard Technical Codes Board of Appeals that had expired. Mr. Craig Kirby and Mr. William Michael Sexton had been contacted by staff and both wished to serve again. Council Member Carter made a motion to reappoint Mr. Kirby and Mr. Sexton to the Standard Technical Codes Board of Appeals. Council Member Bailey Robinson seconded the motion which was unanimously approved by roll call vote.

Council Comments

Mayor Partin thanked City staff for being so hard working. She stated that the agenda packets that staff put together for each Council Meeting was for Council and also the public to know everything that staff and Council were doing on a regular basis. She thanked Council for being thoughtful about the decisions they made and stated she was honored to serve with them.

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 be discussed in Executive Session.

Adjourn

Mayor Pro Tem Jenkins made a motion to adjourn the meeting. Council Member James seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 6:41 p.m.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk

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

COUNCIL MEETING SPEAKERS' LIST

Date of Meeting August 3, 2021

Name	Address	Agenda Item
Nancy Stone-Collum	1222 H Avenue	III. A.
Nancy Drew	921 M Avenue	III. A.
Janet Burke	1234 H Avenue	III. A.
Jackie Banton	1226 H Avenue	III. A.

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