



## CITY OF CAYCE

*MAYOR*  
ELISE PARTIN

*MAYOR PRO-TEM*  
JAMES E. JENKINS

*COUNCIL MEMBERS*  
TARA S. ALMOND  
EVA CORLEY  
TIMOTHY M. JAMES

*CITY MANAGER*  
REBECCA V. RHODES

*ASSISTANT CITY MANAGER*  
SHAUN M. GREENWOOD

### CITY OF CAYCE Public Hearing and Regular Council Meeting February 4, 2014

A Public Hearing was held at 6:00 p.m. in Council Chambers to obtain public comment on the proposed fees to dispose of fats, oil and grease at the Septage and Grease Receiving Facility. Those present included Mayor Elise Partin, Council Members Tara Almond, Tim James, and James Jenkins. City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood, Mendy Corder, Municipal Clerk, Garry Huddle, Municipal Treasurer and Danny Crowe, City Attorney were also in attendance. Mayor Partin asked if members of the press and the public were duly notified of the Public Hearing in accordance with the FOIA. Ms. Corder confirmed they were notified.

#### **Opening Statement**

Mayor Partin stated that the purpose of the Public Hearing was to obtain public comment regarding the proposed fees to dispose of fats, oil and grease at the Septage and Grease Receiving Facility.

#### **Public Testimony**

No one from the public in attendance offered any public testimony or comment.

#### **Close Hearing**

Mayor Partin closed the public hearing noting that no public comment was received.

The Regular Council Meeting immediately followed the Public Hearing at 6:10 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Tim James, and James Jenkins. City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood, Mendy Corder, Municipal Clerk and Garry Huddle, Municipal Treasurer, City Attorney, Danny Crowe and Public Safety Director Charles McNair were also in attendance. Mayor Partin asked if members of the press and the public were duly notified of the Public Hearing in accordance with the FOIA. Ms. Corder confirmed they were notified.

Mayor Partin called the meeting to order. Councilmember Jenkins gave the invocation and Mr. Frank Cornell led the assembly in reciting the Pledge of Allegiance. Mayor Partin advised that Mr. Cornell served in the Army for nine years and is also the Great Grandfather of Council Member Eva Corley's new baby daughter who was born

the previous night. Mayor Partin explained that Council Member Corley was not able to attend the meeting due to her baby's arrival.

### **Approval of Minutes**

Council Member Almond made a motion to approve the minutes of the January 7, 2014 Regular Meeting and the January 22, 2014 Special Meeting as submitted. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

### **Presentations and Other**

#### **A. Presentation of Whole Sole Award**

Mayor Partin presented the Whole Sole Award to Mr. Ken Walters and Mr. Erick Kennedy for their hard work and many hours of their own time updating the City's Christmas float. Council thanked them both for creating such a beautiful float.

#### **B. Presentation by Mr. Brian Huskey re Midlands Housing Trust Fund**

Mr. Brian Huskey is the Executive Director of the Midlands Housing Trust Fund. He explained that the Midlands Housing Trust Fund was created as an initiative of United Way of the Midlands to address the community's critical need for quality, affordable housing. The mission of Midlands Housing Trust Fund (MHTF) is to create and preserve quality affordable housing in the Midlands. The MHTF is a 501(c)(3) organization incorporated in South Carolina. The MHTF increases housing stock through financing, technical assistance, and advocacy.

Mr. Huskey explained that the MHTF exists to provide financing for developers who want to provide affordable housing projects in the Midlands. The data shows there are over 50% of households in the Midlands who are rent cost burdened. This means they are paying more than 30% of their annual household income for rent and utility expenses. MHTF focuses on people who struggle to secure housing including people who work at low wage jobs, people with disabilities and other special needs.

Mr. Huskey stated the MHTF is funded by public/private partnership. He explained the MHTF is a revolving loan fund modeled after the two other housing trust funds in South Carolina. MHTF provides financing for acquisition and rehab, predevelopment costs, infrastructure, construction and feasibility studies. He explained that traditional lenders are reluctant to provide funding for these types of projects. MHTF provides financing at lower interest rates for developers to rehab unused properties to provide affordable housing. The fund is intended to serve people up to 80% area median income which is about \$51,000 for a family of four.



Mr. Huskey stated he recently learned that 60% of the residents of the City of Cayce are renters and stated it would be great to increase the amount of home ownership in the City. He explained one of the ways the MHTF might be able to help with that is to find funding from a private foundation or some other source and operate a City revolving loan fund. It would loan funds to first time home buyers that are low to median income. Council Member Jenkins asked which areas in the City would be targeted for MHTF loans. Mr. Huskey explained MHTF prefer to focus on a particular neighborhood one street, one block at a time which creates a greater probability of increasing property values for everyone on that street and in that neighborhood. Mayor Partin stated she and Ms. Vance met with Mr. Huskey previously and discussed looking at the City's staff that fit the model of low and median income to see how they can support home ownership with that group of employees. Mayor and Council thanked Mr. Huskey for his informative presentation.

C. Discussion and Approval of design Firm for Riverland Park and Andrew J. Burnette Park

Ms. Vance explained that staff accepted RFQ's for the design of Riverland Park and the renovations of Andrew J. Burnette Park. She stated ten RFQ's were received and the Rating and Ranking Committee ranked the firms. The Rating and Ranking Committee consisted of herself, Mr. Greenwood, Ms. Yates, Council Member Jenkins and James Denny. The firms were rated and ranked on nine different criteria. The top three candidates were LandPlan Group South, the Cardno Group and Grimbell Cotterall.

Ms. Vance stated the City's procurement process does not require that staff interview any candidates but does allow for interviews if needed. She explained since the first and second firms are more than 30 points apart, she would suggest that Council approve and authorize the City Manager to negotiate a contract with the top firm, LandPlan Group South, and she would bring the contract back to Council for approval as soon as possible.

Council Member Jenkins made a motion to authorize the City Manager to negotiate a contract with LandPlan Group South. Council Member James seconded the motion which was unanimously approved by roll call vote. Ms. Vance explained one of the criteria in the RFQ is that the City will require meetings with both neighborhoods where the parks are to receive feedback on what will best suit each neighborhood.

**Public Comment Regarding Items on the Agenda**

No public comment was given.

## Ordinances

- A. Approval of Amendment to the City of Cayce Sewer Use Ordinance -  
Second Reading

Mayor Partin stated she was notified before the Council Meeting that staff is asking to postpone the approval of the amendment to the Sewer Use Ordinance since one of the Purchasers of the site would like more time to review the amendment to the Ordinance. Ms. Vance stated that one of the requirements of the Wastewater Services Agreement with the two purchasers is that the City is required to run amendments to the Sewer Use Ordinance by them so they can review it. She explained that this item will be on the February 19, 2013 Special Council Meeting agenda. Council Member James made a motion to postpone the amendment to the Sewer Use Ordinance until the next scheduled Council Meeting. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

- B. Approval of Ordinance to Amend the Code of Ordinances to Add a New City Code Sec. 40-119 ("Fees related to Fats, Oil and Grease")  
Concerning Rates at the City of Cayce Septage and Grease Facility –  
Second Reading

Mayor Partin explained that the Ordinance to Amend the Code of Ordinances to add a new City Code Sec.- 40-119 will need to be postponed as well since it is related to the amendment to the Sewer Use Ordinance. Council Member James made a motion to postpone the Ordinance to the next scheduled Council Meeting. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

- C. Approval of Ordinance Amending Sec. 10-31 ("Adoption of codes by reference") of Chapter 10 ("Buildings and Building Regulations") of the Code of Ordinances of the City of Cayce – First Reading

Mr. Greenwood explained that in May 2013, City Council adopted the most recent versions of the Technical Codes that were approved by the Building Codes Council. In adopting these Codes, the City officially started enforcing the new regulations as of July 1, 2013. In order to more effectively enforce all aspects of the most recent Codes, the City is required to adopt Chapter 1 specifically for each code. Chapter 1 gives the specific enforcement authority and due process requirements for each Code. Mr. Greenwood explained by adopting Chapter 1 for each of these Codes it will ensure that the City is in compliance with State Law. Council Member James made a motion to approve an Ordinance amending Sec. 10-31 of Chapter 10 of the Code of Ordinances of the City of Cayce and adopt Chapter 1. Council Member Almond seconded the motion which was unanimously approved by roll call vote.



### **City Manager's Report**

Ms. Vance stated that the Penny for Progress submittals are almost complete and will be delivered this week since the deadline was moved because of the snow last week. She thanked the Department Heads who did their department's submittals and stated it was a good learning experience for staff to learn how to make their projects competitive since they are competing against other municipalities. She stated the City is applying for the MASC Achievement Award again this year and staff will begin work on this project as soon as the Penny for Progress submittals are turned in. Ms. Vance stated she will present the Comp Plan update at the second Council Meeting in February.

Ms. Vance stated that staff has planned a meeting on February 27, 2014 at 10am at the Tennis Center to meet with City real estate agents and developers. The goal of the meeting is to inform everyone about what is currently happening in the City so they will be well informed when selling property in the City. Hopefully someone from Lexington II School District will also attend to talk about the local schools.

Ms. Vance stated Mr. Greenwood and the Planning Commission have been working on updating the Land Development Regulations and the updates should come before Council in the near future. She stated that at the February 19<sup>th</sup> Special Council Meeting budget discussions will start with the Utility Budget. She informed the assembly that Council, Mr. Greenwood, Ms. Corder and herself have all received Surface Pros and the City is moving towards a completely paperless agenda packet. Ms. Vance stated that with the new Surface Pros the budget process will also be paperless. She explained that there will be an Excel spreadsheet that clearly notes the date of each change to the budget so it will be easier to track all the changes.

Ms. Vance stated that the new recycling roll carts for Concord Park will be distributed the following week. Flyers will be distributed this week to all the residents explaining what can be recycled and the dates of each pickup. Mayor Partin stated she thinks residents will be excited to use the larger recycling carts. Council Member James asked how staff was going to get feedback on the carts. Mr. Greenwood answered that they will be using surveys to receive responses. Ms. Vance explained that the refuse collectors have been picking up Concord Park's refuse separately so they can record the before and after tonnage to see if there is an increase in recycling.

Council Member Jenkins asked if staff has considered what they will do if residents accidentally use the wrong cart to dispose of their trash. Ms. Vance stated the recycling carts do have a different color lid than the garbage carts so hopefully that will help with any confusion.

Mayor Partin asked if staff has current numbers on how many homes have sold in Concord Park. Ms. Vance stated she did not have the most recent numbers but did learn recently that Concord Park was the number one subdivision in the Midlands for both Mungo Homes and Hurricane Builders last year.

### **Committee Matters**

- A. Approval to Enter the Following Committee Minutes into the City's Official Record

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

Museum Commission – November 5, 2013  
Beautification Board – November 12, 2013  
Events Committee – November 14, 2013  
Planning Commission – December 16, 2013

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

- B. Committee Appointments/Reappointments

#### Accommodations Tax Committee – Two (2) Positions

Mr. John Hert's term expired in January and he would like to serve again. The Committee has recommended him for reappointment. Mr. Peter Fikas' term expired in February and he would like to serve again. The Committee has also recommended him for reappointment. Council Member Jenkins made a motion to reappoint both members to the Accommodations Tax Committee. Council Member James seconded the motion which was unanimously approved by roll call vote. Council Member Almond asked what the attendance history was for Mr. Hert and Mr. Fikas. Ms. Corder stated both committee members regularly attend the majority of all the Accommodations Tax Committee meetings.

#### Museum Commission – One (1) Position

Ms. Alice Brooks' term expired in January and she would like to serve again. The Commission has recommended her for reappointment. Council Member Almond made a motion to reappoint Ms. Brooks to the Museum Commission. Council Member James seconded the motion which was unanimously approved by roll call vote.

#### Public Safety Foundation – One (1) Position

There is one open position in District 2. A potential member application has been received from Pamme Eades who lives in District 2. Council Member Jenkins made a



motion to appoint Ms. Eades to the Public Safety Foundation. Council Member James seconded the motion which was unanimously approved by roll call vote.

**Executive Session**

- A. Receipt of legal advice relating to claims and potential claims by the City  
And other matters covered by the attorney-client privilege
- B. Discussion of negotiations incident to purchase of property for new City Hall
- C. Discussion of negotiations concerning proposed contractual arrangements as it relates to the 12,000 Year History Park

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

**Reconvene**

After the Executive Session was concluded, Council Member James 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**

No action was taken by Council in follow up to Executive Session.

There being no further business, Council Member Almond made a motion to adjourn the meeting. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 7:40 p.m.

  
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Elise Partin, Mayor

ATTEST:

  
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Mendy C. Corder, Municipal Clerk

