

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, February 7, 2023
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
January 10, 2023 Regular Council Meeting
January 25, 2023 Regular Council Meeting

II. Public Comment Regarding Items on the Agenda

III. Ordinances

- A. Discussion and Approval of Ordinance 2023-02 Rezoning Property located at 1403 Dunbar Road (Tax Map Number 005766-03-007) from RG-2 (General Residential) to M-1 (Light Industrial) – First Reading

IV. Items for Discussion and Possible Approval

- A. Discussion and Approval of a Budget Amendment for an Increase in Travel for Police Week in Washington D.C.
- B. Discussion and Approval for Submitting Grants to the Department of Justice for two Investigator Positions

V. Committee Matters

- A. Approval to Enter the following Committee approved Minutes into the City's Record
Museum Commission – November 9, 2022
Zoning Board of Appeals – November 21, 2022
Events Committee – September 8, 2022
Events Committee – November 28, 2022
- B. Appointment and Reappointment
Planning Commission – Two (2) Positions

VI. City Manager's Report

VII. Council Comments

VIII. Executive Session

- A. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by the attorney-client privilege
 - B. Discussion of negotiations incident to proposed contractual arrangements with a consultant related to proposed location of facilities and economic development
- IX. Reconvene**
- X. Possible actions by Council in follow up to Executive Session**
- A. Approval to proceed with proposed contractual arrangements with a consultant related to proposed location of facilities and economic development in an amount not to exceed \$30,000 utilizing hospitality tax fund balance
 - B. Other
- XI. Adjourn**

SPECIAL NOTE: Upon request, the City of Cayce will provide this document in whatever form necessary for the physically challenged or impaired.



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
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City of Cayce
Regular Council Meeting
Tuesday, January 10, 2023

The January Regular Council Meeting was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Mayor Pro Tem James Jenkins and Council Members Phil Carter and Tim James. City Manager Tracy Hegler, Deputy City Manager Jim Crosland, Assistant City Manager Michael Conley, Municipal Clerk Mendy Corder, Finance Director Kelly McMullen, Utility Director Betsy Catchings, Human Resources Director Lynn Dooley and City Attorney Danny Crowe were also in attendance.

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

Call to Order

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

Approval of Minutes

Council Member James made a motion to approve December 6, 2022 Regular Council Meeting minutes as written. Mayor Pro Tem 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.

Ordinances

- A. Discussion and Approval of Ordinance 2023-01 Amending City Code Section 28-117 ("Penalties for Repeated False Alarms") - First Reading

Ms. Hegler stated that the City's Police Department had responded to 377 false alarms in the last year. She stated that the false alarms tied up a lot of the City's valuable resources. She stated that due to the new community policing proactive mindset that Police Chief Cowan brought to the City, he and Administration felt it was necessary to create more of an education and enforcement based Ordinance instead of one that was purely punitive. Ms. Hegler stated that the primary amendments to the proposed amended Ordinance included requirements for working with the Police Department to recommend prevention measures, training and assessments and

penalties. She stated that the amendment included opportunities for the City to work with the businesses and residents to ensure their alarm systems were working and being reviewed, assessed and tested. She stated that Chief Cowan's opinion was that this would help to get the people with false alarms in a better position to deal with those issues without just simply being given a fine.

Council Member James made a motion to approve the amendment to City Code Section 28-117. Mayor Pro Tem Jenkins seconded the motion. Council Member James stated that he appreciated Ms. Hegler giving a good overview of the importance of the amendment to the Ordinance especially with 377 false alarm calls. He stated that it was indeed an expense upon the City's resources and in addition it was a huge liability to have the police and fire vehicles traveling in an emergency-type fashion. He stated that it was not only a liability, but a danger. Council Member James stated that he appreciated it being looked at as education.

Mayor Partin stated that she appreciated the proactive approach, the continuation of community-oriented policing and the focus on making sure to get in front of the issue and also to educate. Mayor Partin called the question which was unanimously approved by roll call vote.

Items for Discussion and Possible Approval

- A. Discussion and Approval to Authorize the Mayor to Execute for the City an Agreement and Memorandum of Understanding with City Manager on Previously Agreed Terms

Ms. Hegler stated that the agreement and memorandum of understanding was a formality and it was a two (2) year contract that was updated every two (2) years based on the annual evaluation that Council performed in November.

Council Member James made a motion to approve Mayor Partin executing for the City an Agreement and Memorandum of Understanding with the City Manager on previously agreed terms. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

Committee Matters

- A. Appointment
Standard Technical Codes Board of Appeals – One (1) Position

Mayor Partin stated that the City received a potential member application for the Standard Technical Codes Board of Appeals from Mr. Derrick Hutton. Council Member Carter made a motion to appoint Mr. Hutton to the Board. Council Member James seconded the motion which was unanimously approved by roll call vote.

B. Annual Appointment of Council Members to City Foundations

Mayor Partin stated that per the City's Foundation's by-laws the Mayor sits on the Beautification Foundation and the Mayor Pro Tem sits on the Public Safety Foundation. She stated that currently Council Member Sox served on the Beautification Foundation and Council Member James served on the Public Safety Foundation.

Mayor Pro Tem Jenkins made a motion for Council Member Sox and James to continue to serve on the Foundations they were currently serving on. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Hegler stated that there were two (2) updates on some of the ARPA funding projects. She stated that Axon was on site that week installing the new technology in the City's patrol cars. She stated that in a few weeks when all the kinks were worked out, she asked Chief Cowan to schedule time for Council to see and witness demos of the new technology. She stated that another project that was funded by ARPA was the new security doors being installed in City Hall. Ms. Hegler stated that the new doors had been installed and the contractors were installing the new card program that was part of securing and making City Hall safer.

Ms. Hegler stated that the new Patrol Headquarters on Knox Abbott Drive would be up and running soon once the Wi Fi was installed. She stated there would be a ribbon cutting eventually that Council would be invited to. She stated that the Sanitation Department was in the process of putting together a schedule for the City's new street sweeper and would be starting on 12th Street Extension. She stated that Council would be sent pictures once the street sweeper was running regularly. Ms. Hegler stated that the septage and grease facility upgrades were 95% complete. She stated that the upgrades were being funded with a SRF loan from a couple years ago and included a new additional belt press and staging lane. She stated that it should be fully operational by mid-February and it would increase the City's ability to receive septage and grease.

Ms. Hegler stated that staff distributed flyers on roll carts throughout much of the Avenues in relation to the Avenues drainage project. She stated this was done to let the residents know where the project was and what the next stage would be since it included a few more road shutdowns. She stated that the project had to be completed by mid-March but the rainy weather was slowing the project down and the completion was dependent on the weather. Ms. Hegler reminded Council that she had reported in the past that two (2) social work interns would be working with the Police Department from the University of South Carolina's Social Workers program. She stated that they were starting the following week and they would be conducting assessments, providing brief interventions and referrals. She stated that the interns would be doing some follow up with some of the City's mental health cases, as well as looking at cases to see if

there were repetitive issues that they could help with and try and get more proactive assistance to the City's Police Officers. Ms. Hegler stated that the interns would be reporting to the City's new Victims Advocate.

Ms. Hegler stated that earlier that week the City received an email from Dominion stating they would be starting tree trimming in Edenwood in 2023. She stated that she had asked for more details specifically when the trimming would start and specific locations. She stated that she would follow up with Council once she had that information but wanted to make Council aware. She stated that staff held the kickoff meeting with Stantec who would be doing the African American Cemetery study. She stated that Stantec was holding a public input session tentatively scheduled for January 24 at 5:30pm. Ms. Hegler stated that Fire Chief Bullard and Council Member Sox were both chosen as Lexington's Top 20 under 40 and everyone was very proud of them.

Ms. Hegler stated that she had a few staff kudos to share. She stated that one (1) was a really nice letter submitted to Councilman James that stated "I'm writing you today about my recent move to Cayce. I moved here on December 9 from Augusta. I'm going to be a Drill Sergeant at Fort Jackson. From September to November, I attended the United States Drill Sergeant Academy and had the opportunity on weekends to explore the Columbia area. As I look for a place to live there are many choices and I'm very glad I chose Cayce. The most important thing to look for when you look finding a new home was community safety. It's vital to have a safe community I wanted to ensure my area was a safe place to live. I contacted the Cayce Police Department to receive insight into my neighborhood. And Sergeant West from the Community Services Unit provided me with a very thorough information on the neighborhood. I greatly appreciated that and I'm happy to know that Cayce Police Department truly values community policing. I encourage you to recognize his dedication to the community." Ms. Hegler stated that he also thanked Councilman James for his years of service. She stated that it was special to have someone take time to do that kind of research and then thank the City after they have moved there.

Ms. Hegler stated that there were a lot of calls about burst water pipes over the holidays with the extreme cold and the City received a couple kudos for how grateful they were to the staff that worked quite a number of hours to repair those burst water pipes. She stated that Officer West was acknowledged for helping at Newbridge Academy by the principal when an adult student needed aid and Officer West provided EMS. She stated that there was a natural death in November or December that the City's Officers responded to and the brother of the deceased wrote and thanked staff for how they handled the situation. He said it was the worst and hardest day of his life but that the compassion of EMS, the City's Fire Department and Police Department helped him get through it. Ms. Hegler stated that the previous year a City employee's father lived in the area was helped by both the City's Police Department and Fire Department. She stated that the employee's father was not breathing but staff were very professional and compassionate which meant a lot to her and her family.

Council Comments

Mayor Partin stated that there was a resident who attended every single one of the City's Council Meetings and it was his birthday that day. Everyone wished Mr. Gerald Cromer a happy birthday. Council Member James thanked Ms. Corder for all her work on Christmas in Cayce. He stated that everyone on staff including the Police Department helped with the Greater Cayce West Columbia Chamber's Holiday Parade and it was just a great Christmas. He congratulated the City's Utility Department for all their work on their float and for winning a prize for their float.

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

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

Reconvene

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

Adjourn

Council Member James made a motion to adjourn the meeting. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 7:00 p.m.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk



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
Wednesday, January 25, 2023**

The January Regular Council Meeting was held this evening at 5:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Mayor Pro Tem James Jenkins and Council Members Hunter Sox, Phil Carter and Tim James. City Manager Tracy Hegler, Deputy City Manager Jim Crosland, Assistant City Manager Michael Conley, Municipal Clerk Mendy Corder, Finance Director Kelly McMullen, Human Resources Director Lynn Dooley, Assistant Chief of Police Shawn Grant, Fire Chief Steven Bullard and City Attorney Danny Crowe were also in attendance.

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

Call to Order

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

Public Comment Regarding Items on the Agenda

Mr. Carl Sherwood, Item IV. A. Mr. Sherwood stated that he was not in favor of the proposed amendment to Chapter 10 of the Cayce City Code. He stated that the City should not be able to dictate what a commercial property owner could or could not have in their own building.

Presentations

- A. Presentation by Stantec regarding the City of Cayce African American Cemeteries Project

Ms. Kimberly Hinder of Stantec gave an overview of the project to Council. She stated that finding and documenting lost cemeteries was an important part of preserving the culture of a community and honoring those who built it. She stated cemeteries provided a more complete picture of the history of a neighborhood and supported descendants in their search for reconciliation. Ms. Hinder stated that there were multiple sources of information that was used to find cemeteries such as plats, deeds, maps, photographs, oral histories and newspapers. She stated the most important source was the people in the community and their input. She stated that she and her coworkers were looking forward to working in the City and surveying the African American cemeteries within the City.

Ordinances

- A. Discussion and Approval of Ordinance 2022-17 Amending Chapter 10 (“Buildings and Building Regulations”) of the Cayce City Code to Add a New Article V (“Vacant Commercial and Industrial Building Registration”) – Second Reading

Ms. Hegler stated that over the past several years, City Council and staff had been working to revitalize areas in the City and address community issues related to vacant properties – specifically, empty and underutilized commercial and industrial buildings that often led to blight and underinvestment in surrounding neighborhoods. She stated that staff researched best practices and received advice on this issue from industry experts.

Ms. Hegler stated that the proposed Ordinance encompassed the elements of a property registration program with escalating fees that would apply to vacant commercial and industrial properties only. She stated that generally, the program would identify and register vacant commercial and industrial buildings, clearly express the responsibilities of the building owners, and provide for administration, enforcement and penalties. She stated that at the November 16, 2022 Council Meeting, Council voted to give the draft Ordinance First Reading, and strategically deferred Second Reading for two months to allow staff to reach out to the property owners that would be affected by the amendment, hold a meet and greet between affected property owners and potential businesses City staff have heard from that are looking for places to locate in Cayce and address questions received.

Ms. Hegler stated that since First Reading of the Ordinance staff had sent two (2) notices to property owners letting them know about the proposed Ordinance and the meet and greet opportunity, a Meet and Greet was held at Piecewise Coffee on January 12, 2023 with almost equal attendance from property owners as prospective businesses and staff held a meeting with Board members from the Greater Cayce West Columbia Chamber of Commerce to discuss the Ordinance, which was very well received. She stated that the Ordinance was also presented to stakeholders such as commercial realtors to solicit feedback. Ms. Hegler stated that staff had proposed solutions to several questions and items of clarification in the revised draft Ordinance presented for Second Reading.

Council Member James made a motion to defer Second Reading to the March 7, 2023 Council Meeting. Council Member Sox seconded the motion.

Council Member James noted the reasons for requesting a deferral were not because the Ordinance was bad or that the intended goal was not a good one, but rather that he wanted to take some additional time to clarify a few things and make sure

all questions were addressed. Council Member James specifically noted that the City does a great job in producing best practice Ordinances and this additional time would ensure the Ordinance was even better.

Council Member Carter concurred with Council Member James and was grateful for the hard work of the staff and stated he knew a lot had gone into developing this plan.

Council Member Sox concurred with his colleagues and thought the additional time would afford the Council time to meet about it and get on the same page. He stated that they might even consider holding a work session and soliciting further feedback from affected property owners.

Mayor Pro Tem Jenkins asked if the deferral would create additional work on staff and how that would affect their timing and work on other things. Ms. Hegler responded that they would juggle it and work at Council's pleasure to get everything done that was most important to them.

Mayor Partin noted that the City does a great job of doing its homework and being prepared. She noted that the process for developing and rolling out this Ordinance was very transparent and advised attendees that a full agenda packet, with all relevant materials, was always published before a Council Meeting. She further noted that the City knew where these vacant properties were and that staff had already done a lot of work to communicate with them. She applauded the work of staff on this Ordinance and the amount of thought and time that went into its development and stated that she looked forward to its adoption in March. She further stated that there was already a penalty for vacant properties, but it was on existing businesses that are adjacent to vacant properties. She stated that these vacant properties negatively affect the values of the City's good, existing businesses.

Mayor Partin called the question, which was unanimously approved by roll call vote.

B. Discussion and Approval of Ordinance 2023-01 Amending City Code Section 28-117 ("Penalties for Repeated False Alarms") – Second Reading

Council Member Carter made a motion to amend Ordinance 2023-01 to add the words "shall read" before Section A. Council Member James seconded the motion which was unanimously approved by roll call vote. Council Member Carter made a motion to approve the amended Ordinance. Council Member James seconded the motion which was unanimously approved by roll call vote.

Items for Discussion and Possible Approval

A. Discussion and Approval of Memorandum of Understanding for the Regional Gateways Project

Ms. Hegler stated that for several years, the City had been working with the Midlands Business Leadership Group (MBLG) to establish regional gateways, which was identified by the MBLG as an area of the midlands that was affecting its overall business competitiveness. She stated that other local municipalities and Richland and Lexington Counties were also involved. She stated that the team, through multiple conversations and meetings, agreed upon beautifying the Midlands through the following Gateway projects (listed in no particular order):

- Airport Boulevard Gateway: One-mile stretch beginning at I-26 & S.C. 302 continuing to the Airport Expressway
- Fort Jackson Gateway: I-77 & Forest Drive
- Lexington Gateway: I-20 & U.S. 1
- Harbison Gateway: I-26 & Harbison Boulevard
- Downtown Connector Gateway: I-20 & S.C. 277
- I-20 & I-26
- I-20 & I-77
- I-77 & I-26

Ms. Hegler stated that the team further identified two (2) priority projects for which to begin: Airport Boulevard and Ft. Jackson Gateways. She stated that they developed full designs, cost estimates and solicited donations for the construction of the two (2) projects, which they have successfully secured. She stated that the City received a presentation with this information at the June 16, 2021 Council Meeting. She stated that since that time, the team had been drafting related agreements, such as the Memorandum of Understanding on that night's meeting agenda, which set out the following:

- The Central Midlands Council of Government would project manage the initial improvements
- On-going maintenance of all gateways after construction would be paid for by all parties involved proportionate to population (including Lexington and Richland Counties and the City of Columbia who have all previously approved an Intergovernmental Agreement).
 - Cayce's portion cost for maintenance after all gateways are constructed was estimated to be about \$16,500 per year (around \$2,000 for Airport Boulevard alone).

Council Member James made a motion to approve the memorandum of understanding. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Hegler stated that Sanitation Manager Thomas White was running the City's new street sweeper early in the mornings in the City's neighborhoods and was training his staff on operating the street sweeper as well. She stated that the installation of the Axon project at the Police Department was complete and there would be a demo soon for Council to see the new technology. She stated that the new doors had been installed at City Hall and the prox cards would be in effect soon. Ms. Hegler stated that business license renewals were ongoing.

Council Comments

Council Member James stated that Council and staff met recently with the City's representatives, Senator Nikki Setzler and Representative Micah Caskey, to discuss upcoming legislative initiatives. He stated that it was very helpful and informative for the City's Representatives to hear the City's position on various legislation and how it affects the City and its residents.

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

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

Reconvene

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

Adjourn

Council Member James made a motion to adjourn the meeting. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 6:11 p.m.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk

Memorandum

To: Mayor and Council

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

Date: February 7, 2023

Subject: First Reading of an Ordinance to re-zone property located at 1403 Dunbar Road (Tax Map Number 005766-03-007) from RG-2 (General Residential) to M-1 (Light Industrial).

ISSUE

Council approval is needed for the First Reading of an Ordinance to re-zone properties located At 1403 Dunbar Road (Tax Map Number 005766-03-007) from RG-2 (General Residential) to M-1 (Light Industrial).

DISCUSSION

On December 8, 2022, the applicant was denied a zoning permit for an event hall to be located in an existing building at 1403 Dunbar Road. The use of the property has been nonconforming in the past, with a residential rental in the front and a medical supply warehouse in the rear of the property. The ordinance states that if a non-conformity has gone vacant for at least 6 months or if the proposed use would increase the nonconformity, the nonconformity may not be allowed to continue. Staff feels the proposed change of use from a medical supply warehouse to an event hall, would increase the nonconformity.

After the zoning permit was denied, the applicant requested to rezone the property so it may be used as he intended. The requested zoning designation was chosen because of the adjoining M-1 zoned property and because the proposed use is allowed in the M-1 zoning District. The Zoning Ordinance requires a map amendment request containing less than 2 acres to be an extension of an existing zoning, which in this case is M-1.

Notification of the rezoning request was posting on the property and published the in the Lexington Chronicle on January 5, 2023. January 11, 2023, the applicant stated his desire to withdraw the application to staff by phone and by email. The applicant was informed by staff that it would be necessary for the Planning Commission to call a vote to decide if the withdrawal would be granted, since the request had already been publicly noticed.

By a majority vote of 4 to 2, at their regular meeting on January 23, 2023, the Planning Commission voted to deny the request for withdrawal of the rezoning application. The two votes against the denial were because the applicant was not present.

The Planning Commission then considered the rezoning request.

The property is located in the RD Residential Density-Flex Areas of the Comprehensive Plan. The purpose of the RD classification is to provide flexibility to meet future housing demands and preferences by allowing a range of housing types. Compatible zoning districts are RS-1, RS-2, RS-3, RS-4, RG-1 and RG-2.

The rezoning request is not in compliance with the Comprehensive Plan.

The public hearing was then opened to the public for comments. There was no one present to speak for or against the rezoning request.

RECOMMENDATION

The Planning Commission unanimously voted to recommend that City Council deny approval of the request to re-zone the property located at 1403 Dunbar Road (Tax Map Number 005766 03-007) from RG-2 (General Residential) to M-1 (Light Industrial). The reasons given for the recommended denial were because the rezoning request is not in compliance with the Comprehensive Plan and the request is inconsistent with the area.

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

ORDINANCE 2023-02
Amending the Zoning Map and Rezoning
Property Located at 1403 Dunbar Road
(TMS 005766-03-007 from RG-2 to M-1.

WHEREAS, the Owner/Applicant requested that the City of Cayce amend the Zoning Map to re-designate the properties comprising and shown as 1403 Dunbar Road further identified as Tax Map Numbers 005766-03-007 from RG-2 (General Residential) to M-1 (Light Industrial), 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 January 23, 2023, 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 M-1 (Light Industrial):

1403 Dunbar Road
TMS 005766-03-007

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

DONE IN MEETING DULY ASSEMBLED, this _____ day of _____ 2023.

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


1403 Dunbar Rd

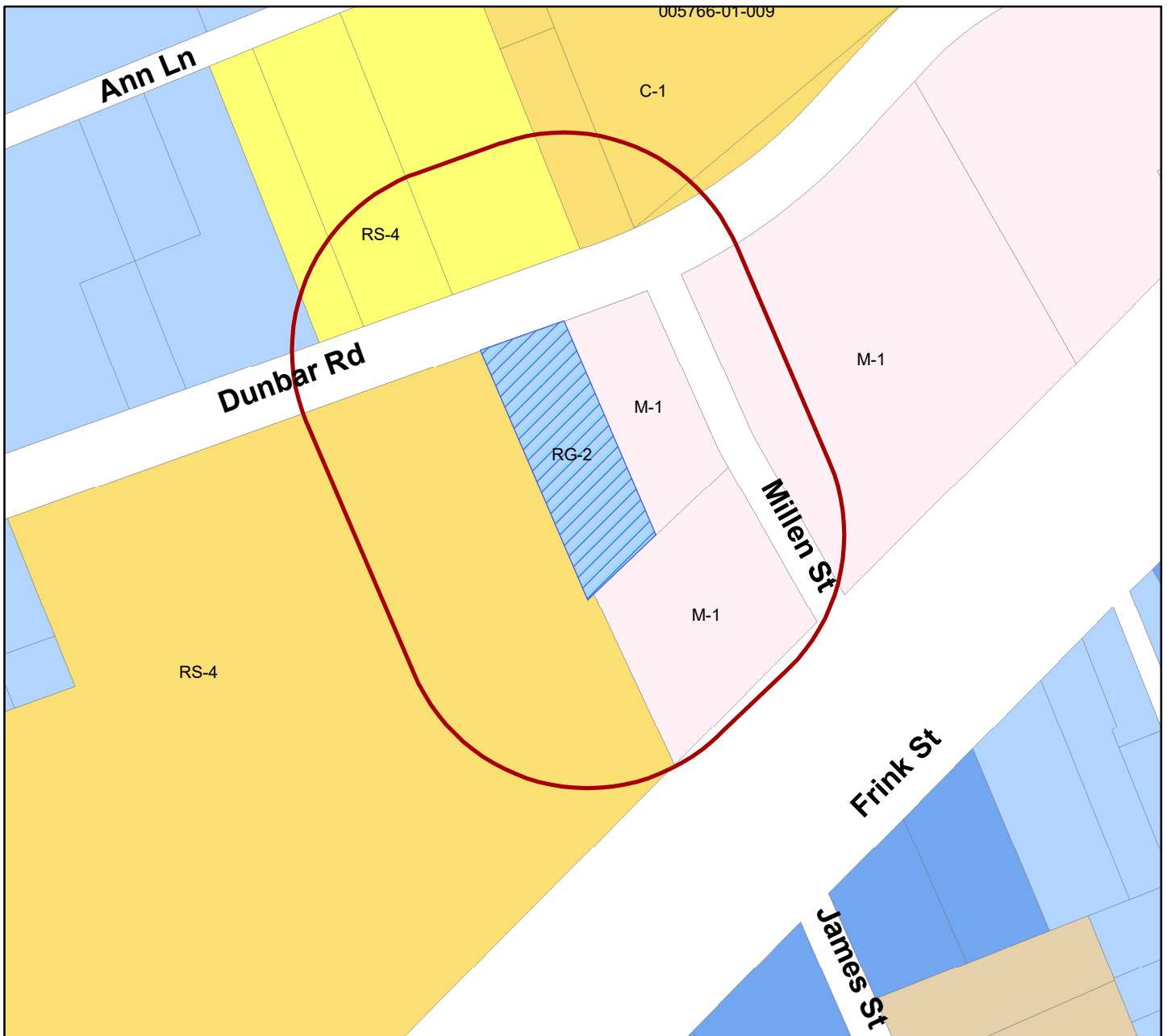
EXISTING ZONING

Legend

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Rezoning Request

 1403 Dunbar Rd



Rezoning Request


ITEM III. A.

1403 Dunbar Rd

EXISTING LAND USE

Legend

Rezoning Request

 1403 Dunbar Rd

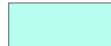
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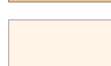
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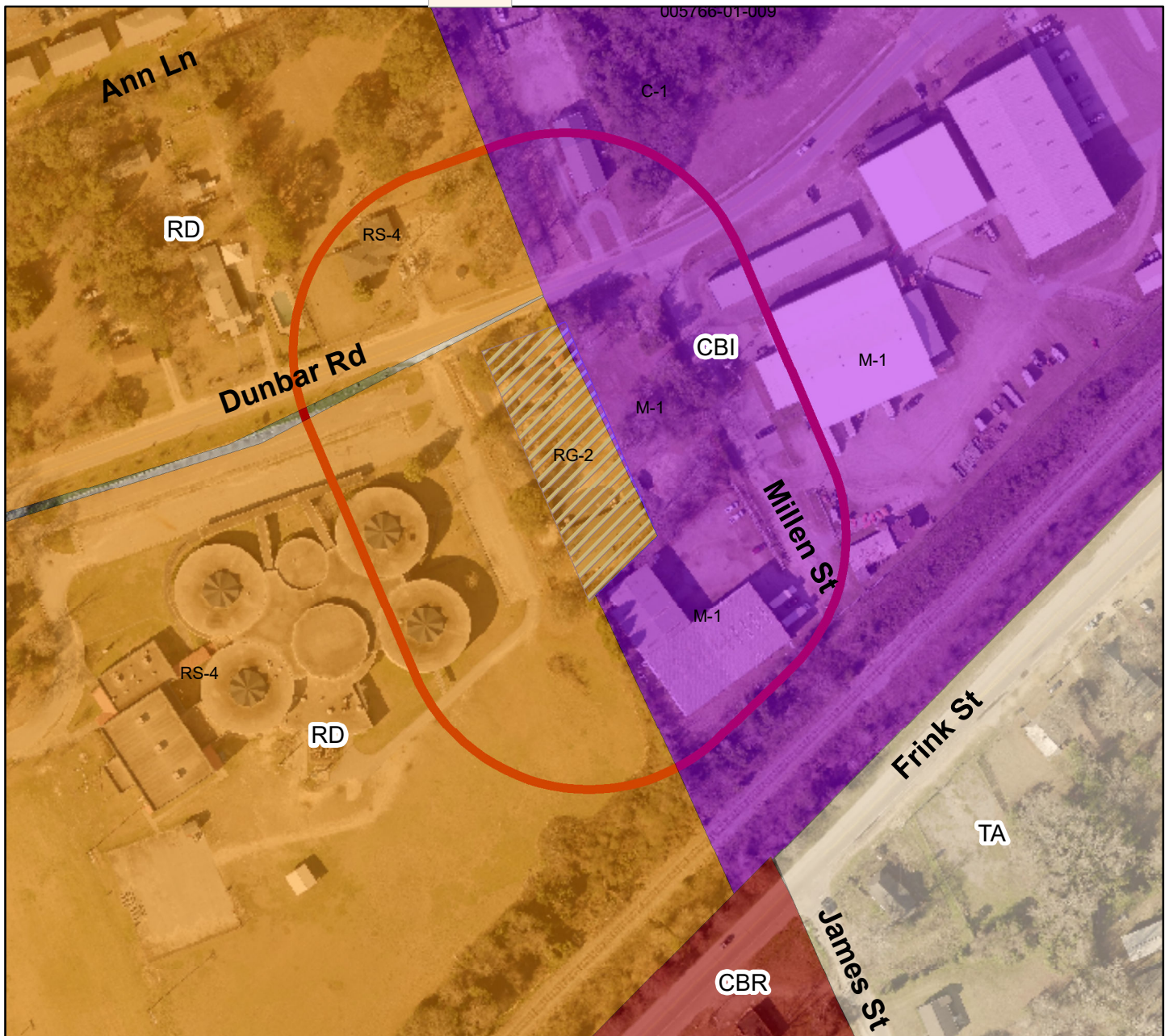
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 RA

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Memorandum

To: Mayor and Council

From: Tracy Hegler, City Manager

Date: February 7, 2023

Subject: Discussion and Approval of a Budget Amendment for an Increase in Travel for Police Week in Washington DC

ISSUE

Council approval is needed for a FY22-23 budget amendment for increase to cover unbudgeted expenses for Police Week in Washington DC.

BACKGROUND/DISCUSSION

On April 24, 2022, Corporal Drew Barr was killed in the line of duty while on a call for a domestic situation. Along with many, our community has grieved and are still grieving the loss of one of our Cayce family members. May 11- 17 is Police Week in Washington DC where Drew's name will officially be placed on the National Law Enforcement Memorial. As is customary, the City would like to send his original shift members along with Victim's Advocate Juana Saavedra, Chief Chris Cowan, Deputy City Manager Jim Crosland, City Manager Tracy Hegler and Mayor Elise Partin for Police Week to represent the Barr family and the City of Cayce.

This funding, which is unbudgeted, would be for travel, hotel, and per diem per City travel policy. Specifically, our team will be there May 12-16 to participate in the following:

- May 12 – travel
- May 13 – candlelight vigil and other events TBD
- May 14 – attend the Survivor's Conference/the Blue Honor Gala that night
- May 15 – attend Memorial service
- May 16 – travel

RECOMMENDATION

Staff recommends Council approve a budget amendment to the FY22-23 budget for travel not to exceed \$25,000.00 from the General Fund Fund Balance.

Memorandum

To: Mayor and Council

From: Tracy Hegler, City Manager

Date: February 7, 2023

Subject: Discussion and Approval for Submitting Grants to the Department of Justice (DOJ) for two Investigator Positions

ISSUE

Council approval is needed to approve the City applying for Department of Justice grants that would fund two investigator positions.

BACKGROUND/DISCUSSION

Violent crime in South Carolina is at an all-time high with a 22% increase in murders, a 10% increase in aggravated assaults, and increases in other violent felonies. During 2022, the Cayce Police Department seized a total of 85 firearms that were associated with criminal charges. Many of these firearms were used in the commission of violent crimes or seized in conjunction with distribution levels of illegal drugs. Many of these violent crimes can be traced back to gang activity, gang initiation, and rival aggression that impacts our neighborhoods and schools.

Receiving these grants would be critical in assisting our team meet the demands of our community due to the impact of guns, drugs, domestic violence, human trafficking, gang activity, and other crimes being committed throughout the state. We must be able to help prevent these crimes from occurring, conduct thorough investigations when they do occur, and prosecute to the fullest extent of the law. We also must continue to provide the level of service our victims deserve, while avoiding staff burnout and manpower issues.

These grants would fund two positions – a Violent Crimes Investigator and a Gang Investigator - who will be assigned to the Investigation’s Division at the Cayce Police Department. The positions will be funded at 90% by the DOJ and 10% by the City of Cayce, estimated to cost \$12,000 per position to be budgeted in Fiscal Year 24. The grants include salaries, benefits, with the request to include equipment, training, and vehicles. DOJ projects may be funded on a yearly basis for a period not to exceed three years, based on an annual evaluation of current-year grant performance. Other agencies who have been awarded these grants have been approved for all three years.

RECOMMENDATION

Staff recommends Council approve applying for these grants for a Violent Crimes Investigator and a Gang Investigator through the Department of Justice, understanding that if awarded, would require a 10% commitment of the City, estimated to cost \$24,000 per year for both positions. If we are awarded the grants, the positions will be brought back to Council for final approval.

Cayce Historical Museum Commission November 9, 2022, Meeting Minutes

The regularly scheduled commission meeting was postponed from November 2 so that Commissioners could attend funeral services for Mrs. Rachel Steen, former Museum employee. The November 9, 2022, meeting of the Cayce Historical Museum Commission (CHMC) was held in the Cayce Visitors Center. The meeting was convened at 4:11 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
Pamela Sulton	Commissioner
Garrett Creasman	Commissioner
David Brinkman	Commissioner
Marcy Hayden	Commissioner -absent
Andy Thomas	Cayce Museum Curator

Upcoming Events:

11/22 Museum Decorating Party

12/1 Cayce Drive-Thru

12/3 Christmas Traditions

Invocation: Commissioner Dantzler

Action Items:

October Meeting Minutes:

The Commission reviewed the previous meeting minutes. Commissioner Sulton motioned that the meeting minutes be accepted with no revisions. Commissioner Creasman seconded the motion, and the minutes were approved by unanimous vote.

Museum Staff Report

Genesis Studios seeks participants for filming an ad reel about the museum in the springtime. The City Accommodations Tax (ATAX) fund request for repairs to the kitchen roof was approved. Crescent Roofing was selected to perform the work. Initial funding will be paid from the Museum's 42 account, which will then be replaced by the ATAX grant. Updates to the Museum insurance policy are pending appraisals of new acquisitions. The Museum distributed the collections care audit to the Commissioners. A full discussion of the report's recommendation will be taken up in 2023. The Museum participated in the Archaeological Society of South Carolina's Fall Field Day Event at the Twelve Thousand Year History Park on October 8, 2022. Mr. Thomas also gave presentations to the Colonial Dames (10/20) and the Farm to Table Dinner (10/26). Eleven people attended Mr. Elmore's "Fifty Shades of Blue and Gray" talk. Mr. Thomas also met with employees of the South Carolina Visitors Centers to market the Museum on November 2. Commissioner Hayden also provided a program on Native

Americans for the West Columbia Library. The Librarian sent a letter of appreciation in thanks (attached) for the presentation.

South Carolina 250th Anniversary of Revolutionary War

Commissioners Earle and Sulton attended the Lexington County meeting for the SC250th committee. There are funds available for local organizations to develop content for the anniversary celebrations in 2024.

African American Committee

Plans are proceeding for the new exhibit. This exhibit will include an antique gas pump from a local African American-owned gas station. There is also some discussion of holding a gallery showing of Mr. Larry Lebby's artwork. Mr. Lebby was a self-trained African American artist from Dixiana that has works on display at state and national museums.

Christmas Events

Students from Brookland-Cayce High School volunteered to help set up decorations for the Christmas Traditions event (12/3). A decorating party was also scheduled for 11/22.

Ida Bull Project

The Commission was asked to support the installation of a new commemorative marker for Ida Bull and the Wilkinson School. Commissioner Dantzler made a motion that \$200 from the 42 account be used to help fund the historical marker. The motion was seconded by Commissioner Creasman and approved by unanimous vote.

Having no further business, Chair Moore motioned for the meeting to adjourn. The motion was seconded by Commissioner Dantzler and the meeting was adjourned at

5:16 PM.

Native American Program

Springer, Kelley <KSpringer@lex.lib.sc.us>

Mon 11/7/2022 10:28 AM

To: Andrew Thomas <AThomas@cityofcayce-sc.gov>

Good morning,

Andy, the program was fantastic. Thank you so much for your assistance with making this a success. We would like to partner with you to present more programs. There is such a wealth of knowledge and history that we need to share with the community. Marcy Hayden and her brother did a terrific hands-on presentation.

Thanks and looking forward to working with you in the future.

Have a wonderful day!

Kelley Springer, MLIS
Reference Librarian II
Cayce-West Columbia Library
1500 Augusta Rd.
West Columbia, SC 29169
(803) 794-6791
kspringer@lex.lib.sc.us



**APPROVED MINUTES
BOARD OF ZONING APPEALS
CAYCE CITY HALL
1800 12th Street Extension**

**Monday, November 21, 2022
6:00 PM**

I. CALL TO ORDER

The meeting was called order by Chair Jason Simpson. The members present were Scott Miller and Matt Stroud. Absent members were Cenetha Muller and Robin Dipietro.

II. APPROVAL OF MINUTES

Scott Miller made a motion to approve the minutes of the September 19, 2022, meeting. Jason Simpson seconded the motion. All were in favor.

III. STATEMENT OF NOTIFICATION

Monique Ocean, Planning and Zoning Administrator, confirmed that the media and public were notified of the meeting and public hearing.

IV. PUBLIC HEARINGS

1. Variance 002-22

A request by the applicant, Jimmie Owens, for a variance from the Zoning Ordinance Section 6.7 Table 3, Schedule of Lot Area, Setbacks, Height, & Lot Coverage Requirements, by Zoning Districts, to reduce the required minimum lot width (60 feet) for a new parcel in the RS-3 zoning district by 5 feet. The property is located in the 600 block of Railroad Street (Tax Map Number 005769-10-010).

2. Variance 003-22

A request by the applicant, Jimmie Owens, for a variance from the Zoning Ordinance Section 6.7 Table 3, Schedule of Lot Area, Setbacks, Height, & Lot Coverage Requirements, by Zoning Districts, to reduce the required minimum lot area (7,200 sq feet) for a new parcel in the RS-3 zoning district. The property is located in the 600 block of Railroad Street (Tax Map Number 005769-10-010).

A. Opening Statement

Mr. Owens came before the Board, as the applicant, to discuss the variance request. Mr. Owens stated that his company, New Level Construction, had constructed several homes around Cayce. Mr. Owens stated that his goal would be to split the large lot into 2 lots. Mr. Owens stated that way he could have a house on each lot. Mr. Owens stated that it would make more sense to have two smaller lots instead of one large lot that could not meet price points for the area.

B. Public Comment

Trudy Burnett, 635 Holland Avenue, came before the Board to ask questions about the variance.

C. Adjourn Public Hearings

With no further discussion, the public hearing was adjourned.

V. MOTIONS

- A. Scott Miller made a motion to deny Variance Request 002-22. Matt Stroud seconded the motion. All were in favor.
- B. Matt Stroud made a motion to deny Variance Request 003-22. Scott Miller seconded the motion. All were in favor.

VI. OTHER BUSINESS

Status of education requirements for all members of the Board of Zoning Appeals

- A. Ms. Ocean informed the Board that anyone who has not completed the educations would need to do so as soon as possible.

VII. ADJOURNMENT

Scott Miller made a motion to adjourn. 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.**

**CITY OF CAYCE
EVENTS COMMITTEE MEETING MINUTES
City Council Chambers
September 8, 2022**

Present: Danny Creamer, Dwede Dennis, Maxine Creamer, Johnathon Moore, Robert Cathcart, Alexis Moore, Megan Lightle, Evony Reed, Cindy Pedersen, Dave Capps

Absent:

City Representative: Amanda Rowan, Mendy Corder, James Denny

Vice Chairperson Jonathon Moore called the meeting to order and led the group in the Pledge of Allegiance. Ms. Reed led the invocation.

Review of August 11, 2022, minutes. Ms. Lightle made a motion to accept the minutes, Mr. Cathcart seconded. The minutes were approved.

Old Business:

Mr. Creamer went over the final details for the Fall Fest. Ms. Rowan confirmed that there were spaces for all vendors and could fit a few more if needed. The Kids Area was finalized, and has face painting, haystack and inflatables. New signs were ordered. Mr. Creamer had spoken to Locklear regarding hay and noted it would be available for the festival. Mr. Denny stated hay would be needed for the kids' area hay pile as straw would be too sharp.

Bylaws: The Committee reviewed the requested changes and amendments made to the By-Laws regarding attendance and suggestions. Amendments were accepted. Ms. Pederson made a motion to accept all suggested amendments. Ms. Lightle seconded. The amendments were approved.

Event Committee Cookout: Mr. Creamer reminded the Committee of the cookout that will be held September 18th.

New Business: Christmas in Cayce will take place December 1-3. The Caroling on the Riverwalk will take place Friday, December 2, 2022. Ms. Rowan stated that she would check with last year's bands to see if they still wanted to participate this year. She had checked previously, and all stated they were on board. The Cayce Drive through would be staffed by city staff and the Cayce Woman's Club. Ms. Pedersen offered to contact Mr. Bryan Conner to see if students would be interested in performing. More will be discussed at the next meetings.

Ms. Corder asked if Rudy Mancke had resumed nature walks and would reach out to see if he wanted to come back to Cayce.

Ms. Corder reminded members of their expiring terms and asked that any member who would like to remain on the board, please turn in new applications. Members whose terms are expiring at Mr. Danny Creamer, Ms. Maxine Creamer, Ms. Cindy Pedersen, Mr. Johnathon Moore, and Ms. Alexis Moore.

There being no further business, Ms. Lightle made a motion to adjourn. Mr. Cathcart seconded the motion. The meeting was adjourned.

The next Events Committee meeting is Thursday, October 13h at 5:30pm.

Respectfully submitted,
Maxine Creamer

**CITY OF CAYCE
EVENTS COMMITTEE MEETING MINUTES
Cayce Riverwalk
November 28, 2022**

Present: Dwede Dennis, Evony Reed, Danny Creamer, Johnathon Moore, Alexis Moore, Megan Lightle, Maxine Creamer, Robert Cathcart, Bryron Thomas, Cindy Pedersen.

Absent: Dave Capps.

City Representatives: Mendy Corder, Amanda Rowan, James Denny

Old Business:

The committee did not have a meeting on October 13, 2022, or November 10, 2022 due to lack of quorum.

New Business:

The Committee met at the Riverwalk on November 28, 2022 to walk through the park to determine placement of the bands. All members will meet at the park between 3-4 PM on Friday, December 2 to start decorate and prepare for the Carols Along the Riverwalk.

With no further business the meeting was adjourned.

The next Events Committee meeting is January 12, 2023 at 5:30PM

COUNCIL ACTION REQUIRED

PLANNING COMMISSION – ONE (1) POSITION

Mr. Richard Boiteau's term expires in February and he would like to serve again. Mr. Boiteau was filling an unexpired term and has served on the Commission since January 2022. He is currently the Vice Chairman of the Commission. His reappointment application is attached for Council's review. Mr. Stockton Wells no longer lives in the City which has created an open position on the Commission. The City has received potential member applications from Mr. Danny Creamer, Ms. Nancy Stone-Collum, and Ms. Donna Zeigler. Their applications are attached for Council's review.

NO COUNCIL ACTION REQUIRED

The following positions remain open until receipt of potential member applications.

PUBLIC SAFETY FOUNDATION – ONE (1) POSITION

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.

APPOINTMENT PROCESS

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.

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 caycesc.gov 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: RICHARD BOITEAU
Home Address: Lafayette Ave City, State, Zip CAYCE 29033
Telephone: E-Mail Address
Resident of Cayce: (Yes) (No) Number of Years 3

- 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 [X] No If yes, specify below:

Work Address RETIRED
Company: Position
Address:
City, State, Zip Telephone:
Fax: E-Mail

Work Experience: SALES MANAGEMENT, MANUFACTURING, PROCUREMENT, SONUCU PRODUCTS Co; BUSINESS DEVELOPMENT, PLITER LLC,

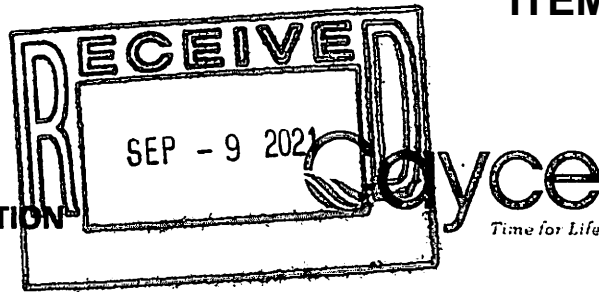
Educational Background: B.S. FOOD SCIENCE, UNIV OF MASS
EXEC. BUSINESS PROGRAM UNIV OF N.C.

Membership Information (Professional, Neighborhood and/or Civic Organizations):

Volunteer Work: PLANNING COMMISSION CITY OF HARTSVILLE, SC -15yrs
HABITAT FOR HUMANITY BOARD OF DIRECTORS, DARTMOUTH CITY, &

Hobbies: CYCLING, COOKING

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
POTENTIAL COMMITTEE MEMBER APPLICATION**

Name: Danny Creamer
 Home Address M Ave City, State, Zip Cayce, SC 29033
 Telephone: _____ E-Mail Address: _____
 Resident of Cayce: Yes No Number of Years LIFE

Please indicate the Committee(s) for which you are applying:

- Accommodations Tax Committee
- Beautification Board
- Event Committee
- Cayce Housing Authority
- Museum Commission
- Planning Commission
- Housing/Constr 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 Retired

Company: _____ Position: _____

Address: _____

City, State, Zip _____ Telephone: _____

Fax: _____ E-Mail: _____

Work Experience: 31 yrs SERVICE dept. Jim Hudson Automotive
P.T. DRIVER ENTERPRISE Holding Company

Educational Background: BC #2, BC J.R.H., BC HS CLASS '72

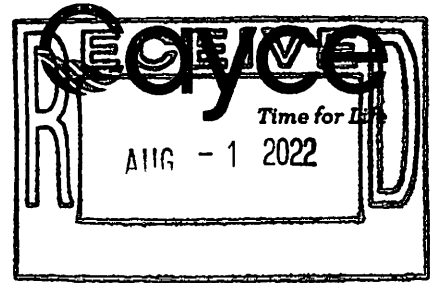
Membership Information (Professional, Neighborhood and/or Civic Organizations):

CHAR - Events Committee

Volunteer Work: MASONIC Lodge # 382, Cayce Events
Committee. MUNICIPAL Election Commissioner

Hobbies: RACING, MUSIC, GARDENING.

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



CITY OF CAYCE
POTENTIAL MEMBER APPLICATION

Name: Donna Kaye Zeigler Date 08/01/2022
Home Address: N. Eden Dr. City, State, Zip Cayce, SC 29033
Telephone: E-Mail:
Resident of Cayce: [X] Yes [] No Number of Years: 38

Please indicate the Committee(s) for which you are applying:

- [] Accommodations Tax Committee [] Cayce Housing Authority [] Events Committee
[] Consolidated Board of Appeals [] Municipal Election Comm [] Museum Commission
[X] Planning Commission [] Board of Zoning Appeals

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation?

[] Yes [X] No If yes, specify below.

Work Address

Company: Columbia Marking Products Position: Office Manager
Address: 727 Meeting St. City, State, Zip West Columbia, SC 29169
Telephone: 803-781-7048 E-Mail: GCOLUMBIAMARKING@SC.SC.COM
Work Experience: Public Safety Dispatcher, C & A
Timekeeper Admin. Assistant
Educational Background: High School Graduate

Membership Information (Professional, Neighborhood and/or Civic Organizations):

Board member for The Avenues Association

Volunteer Work:

Hobbies: Shopping

Return to:
Mendy Corder, Municipal Clerk
City of Cayce, PO Box 2004, Cayce, SC 29171-2004
Telephone: 803-550-9557 ♦ Fax: 803-796-9072 ♦ Email: mcorder@caycesc.gov