



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 VANCE

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

CITY OF CAYCE Regular Council Meeting March 3, 2015

The March Regular Council Meeting was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Eva Corley, Tim James and James Jenkins, City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood and Municipal Clerk Mendy Corder. Municipal Treasurer Garry Huddle, City Attorney Danny Crowe, Director of Utilities, Blake Bridwell, and Chief Charles McNair were also in attendance.

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

Call to Order

Mayor Partin called the meeting to order. Council Member Tim James gave the invocation. Mayor Partin introduced Mr. Hubert Smoak, a United States Military Veteran, to lead the assembly in the Pledge of Allegiance. Mr. Smoak served during the Vietnam War as a French language specialist at the National Security Agency at Ft. Meade, Maryland for three years. His responsibilities included the tracking of American anti-war activists, such as Timothy O'Leary, throughout North Africa, especially Algeria and Morocco. Mr. Smoak also translated and processed Algerian radio intercept of military and police transmissions.

Approval of Minutes

Council Member Almond made a motion to approve the February 3, 2015 Regular Council Meeting minutes as written. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Presentations and Proclamations

A. Approval of Proclamation – March for Meals Month

Council considered for approval a Proclamation designating March as March for Meals Month. Council Member James made a motion to approve the Proclamation as presented. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Mayor Partin stated that every year the Meals on Wheels program invites local Mayors to participate in the Mayors for Wheels program where Mayors deliver meals to seniors who are homebound. She explained that she

participates every year and anyone is welcome to volunteer to take seniors healthy meals.

B. Approval of Proclamation – Multiple Sclerosis Awareness Week

Council considered for approval a Proclamation designating March 2 – 8, 2015 as Multiple Sclerosis Awareness Week. Council Member Jenkins made a motion to approve the Proclamation as presented. Council Member James seconded the motion which was unanimously approved by roll call vote.

C. Presentation of the Comprehensive Annual Review

Ms. Vance explained that the Comprehensive Plan was adopted in 2010. The Planning Commission is currently reviewing all of the elements and are also considering updating the goals since many of them have been achieved.

Ms. Vance stated that the Land Development Regulations have been amended which affects the zoning and land development changes that were suggested in the Comprehensive Plan. The City has acquired ownership of the 12,000 Year History Park property and has created a working group of stakeholders to help the Park come to fruition. Ms. Vance stated that the City has completed Phase V of the Riverwalk using PRT funding and the City received SCDOT funds to connect Phase II and III of the Riverwalk with a sidewalk through the Riverland Park neighborhood. The City also acquired the Timmerman Trail and surrounding properties and is operating it as part of the City's Riverwalk trail system. Ms. Vance stated that the renovations and improvements to Burnette Park are complete and the Reopening Ceremony will take place later in the month.

Ms. Vance stated that the City has SCDOT TAP grants for sidewalk improvements on Julius Felder Street and Riverland Drive. She stated that all the HOME funds were utilized for renovations on LMI homes and that this program encouraged those renovations to be energy efficient. She explained that improvements were made to nine houses.

Ms. Vance stated that the City has received CDBG funding for a water line repair on Lexington Avenue and a wastewater line. She confirmed that construction will begin in April on the Hwy 321 Line and staff is also working on funding for the replacement of a large portion of the City's older water lines.

Ms. Vance stated that the Concord Park subdivision is currently in Phase 2B which is the final phase. She stated there are also two new apartment complexes under construction in the City. Staff is currently working on a demolition program to demolish homes in the City that are uninhabitable. Staff is also working on a façade program where the City will offer façade reimbursement grants to property owners on Knox

Abbott Drive and State Street to do façade improvements on the outside of their buildings.

Ms. Vance explained that staff is researching options to fund replacing the older water lines in the City. She stated that the City is in the process of beginning a search for a Director of Planning and Development so Mr. Greenwood can focus more on the goals in the Comprehensive Plan that are currently not being addressed. He is currently Assistant City Manager/Director of Planning and Development so his time is limited. Ms. Vance explained that some of the goals in the Comprehensive Plan are items that the City has to work with other entities on but overall a lot has been accomplished in the past year that address a number of the elements and goals in the Comprehensive Plan.

Public Comment Regarding Items on the Agenda

Ms. Corder advised that no one had signed up for Public Comment.

Ordinances

- A. Discussion and Approval of Ordinance 2015-03 Amending Article 7 ("Conditional Use and Special Exception Regulations") of the Zoning Ordinance of the City of Cayce – First Reading

Ms. Vance stated that Council approval is needed for the First Reading of an Ordinance amending Article 7 ("Conditional Use and Special Exception Regulations") of the Zoning Ordinance of the City of Cayce to include regulations allowing for the subdivision of properties included in a "Group Development." She explained that the term group development refers to commercial developments like a strip mall or shopping center.

Ms. Vance explained that in response to concerns from the developers, staff has been researching ways to deal with a new trend in commercial developments. Historically, commercial properties that contain multiple buildings or multiple uses in one building (Group Developments) use a horizontal ownership structure. Several developers have recently approached the City to request the subdivision of new or existing developments in to what would be considered a fee simple ownership. What this means is that instead of one big piece of property, the development would be subdivided into multiple pieces.

Ms. Vance explained that the existing Ordinance does not currently allow for the subdivision of property in the manner that most of the developers are requesting. The setback, buffering and landscaping requirements make it impossible to include internal property lines. The proposed Ordinance will allow the Zoning Administrator to reduce

the setback, buffering and landscape requirements to zero (0) where applicable to property lines that are internal to the Group Development. The new Ordinance also includes requirements that agreements and/or contracts be in place to ensure the maintenance and common use of stormwater systems, landscaping, parking areas, buffer yards and signage plans. Staff believes this language is necessary to ensure there are no issues with the property owners in the future.

Mr. Greenwood stated that the Planning Commission held a Public Hearing on this matter at its regularly scheduled meeting on February 23, 2015. No members of the public were present to speak in favor of or against the Ordinance. The Planning Commission voted unanimously to recommend Council approve the Ordinance.

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

Other

A. Discussion and Approval of Hospitality Tax Fund Request – Cayce Easter Eggstravaganza

Ms. Vance explained that City Staff is requesting to be allowed to utilize up to \$1,500 of Hospitality Tax Funds for an Easter event on April 4, 2015. The event would be from 10am to 1pm at Granby Gardens Park. She stated there will be an Easter egg hunt, face painting, snacks and pictures with the Easter Bunny. This will be a free event that is intended to bring children and their families into the City to celebrate Easter. Council Member Corley asked why there was not a completed application with the request. Ms. Vance explained since it was a City event an application was not required.

Council Member James made a motion to approve the hospitality tax fund request. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval of Hospitality Tax Fund Request – Cayce Festival of the Arts

Ms. Vance explained that the Avenues Association is hosting a Festival of the Arts on Saturday, April 11, 2015 at the Brickworks Property. Council Member Almond made a motion to approve the request. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

C. Discussion and Approval to Move Forward with Landplan Group South for

Guignard Park Redevelopment Project

Council Member Corley made a motion to move forward with Landplan Group South for the Guignard Park redevelopment project. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Vance stated that the Burnette Park reopening ceremony is Sunday, March 22, 2015. The renovations to the park are a vast improvement and staff and the community are looking forward to the reopening. She explained that the bid for the Riverland Park park is going out in the near future and the construction process will begin soon.

Ms. Vance stated that it was decided at the last Council Strategic Planning Session to move forward with hiring an Economic Development Consulting firm to help staff with the recruitment of businesses. A Request for Qualifications was put out and two firms replied. Ms. Vance stated staff would like Council to interview the two firms. After discussion, it was decided that the best time for all of Council was 5pm on April 7, 2015 so the Meet with the Mayor will have to be cancelled before the Council Meeting since Council will use that time to interview the two firms.

Committee Matters

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

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

Cayce Housing Authority – December 16, 2014
Cayce Events Committee – January 8, 2015
Beautification Board – January 13, 2015
Planning Commission – January 26, 2015

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

B. Committee Recommendations

1. Discussion and Approval of the Beautification Board's recommendation to remove a member due to three or more unexcused absences

Ms. Corder explained that one of the Beautification Board members has been absent from the last five (5) regularly scheduled meetings and has not returned phone calls or emails inquiring of his interest to remain on the Board. She stated that in Article III Section 2 - Attendance the Beautification Board's Bylaws reads "The minutes shall show members in attendance at each meeting. At the January 6, 1998 Council Meeting, Council established a policy requiring any member with three consecutive, unexcused absences to step down. The Beautification Board may recommend to Mayor and Council the removal for cause of any member and may recommend individuals to be considered for open positions on the Committee."

The Beautification Board recommends that Council approve removing this member from the Board due to non-attendance. Council Member Almond made a motion to remove this member. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

C. Appointments and Reappointments
Public Safety Foundation – One Position

The City received a potential member application from Mr. Hubert Smoak who would like to serve on the Foundation. Council Member James made a motion to appoint Mr. Smoak to the Foundation. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Council Comments

Council Member James asked staff to publicize that the City's ISO rating has improved a great deal so the citizens will be aware of this. He also asked that the procedure for reporting potholes be in the next City newsletter so residents will know who to contact to have them repaired.

Ms. Vance stated that the City and Council have received complaints about the newspaper circulars that are distributed in resident's driveways. Staff researched this issue and discovered that in order for people to opt out of the delivery process for "The Extra" from the State Newspaper, they will either need to call 1-800-888-3566 or email customerservice@thestate.com. They simply need to give their address and indicate that they would no longer like "The Extra" delivered to their house. She stated that staff will get this information out to residents so they can opt out of receiving the circulars.

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 the proposed purchase of property
- C. Discussion of negotiations incident to proposed contractual arrangements with Lexington County
- D. Discussion of City Manager's Annual Evaluation
- E. Discussion of negotiations incident to proposed contractual arrangements For street lighting services between the City of Cayce and SCE&G

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

Reconvene

After the Executive Session was concluded, Council Member Jenkins made a motion to reconvene the Regular meeting. Council Member Corley 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

- IX. A. Consideration and Approval of Resolution Authorizing a Condemnation Action for Sewer Line Easements

Council Member Corley made a motion to approve a Resolution authorizing a condemnation action for sewer line easements. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

- B. Receipt of Legal Advice relating to claims and potential claims by the City and other matters covered by attorney-client privilege

Council Member James made a motion to authorize the City Manager to put out a Request for Qualifications for financial advisor services for the City. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

- E. Discussion of negotiations incident to to proposed contractual arrangements for street lighting services between the City of Cayce and SCE&G

Council Member Almond made a motion to authorize the City Manager to sign a lighting contract with SCE&G for the 12th Street lighting project and she made a motion to approve funding for the project. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Adjourn

There being no further business, Council Member Corley 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 8:02 p.m.



Elise Parlin, Mayor

ATTEST:



Mendy C. Corder, Municipal Clerk

