



CITY OF CAYCE

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CITY MANAGER
REBECCA VANCE

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

**City of Cayce
Public Hearing and Special Council Meeting
Wednesday, September 16, 2015
5:00 p.m. – Council Chambers - 1800 12th Street
www.cityofcayce-sc.gov**

PUBLIC HEARING – Proposed Fee Schedule for the International Property Maintenance Code

- I. Opening Statement
- II. Public Testimony
- III. Close Hearing

REGULAR COUNCIL MEETING

- I. **Call to Order**
 - A. Invocation and Pledge of Allegiance
- II. **Public Comment Regarding Items on the Agenda**
- III. **Presentation**
 - A. Presentation by Assistant City Manager Shaun Greenwood re Rental Registration Policy Research
- IV. **Ordinances and Other**
 - A. Discussion and Approval of Ordinance 2015-08 Amending Section 103.5 “Fees” of the International Property Maintenance Code to Set a Fee Schedule Relating to the Removal of Unsafe Structures – Second Reading
 - B. Request by Beautification Board to Revise the Decorate Cayce Contest
- V. **Council Comments**
- VI. **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
- VII. **Possible actions by Council in follow up to Executive Session**
- VIII. **Adjourn**

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

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WEBSITE ADDRESS: www.cityofcayce-sc.gov

Memorandum

To: Mayor and Council

From: Rebecca Vance, City Manager
Shaun Greenwood, Asst. City Manager

Date: September 14, 2015

Subject: Approval of an Ordinance amending Section 103.5 "Fees" of the International Property Maintenance Code to set a fee schedule relating to the removal of unsafe structures.

ISSUE

Council approval is needed for the Second Reading of an Ordinance amending Section 103.5 "Fees" of the International Property Maintenance Code to set a fee schedule relating to the removal of unsafe structures.

BACKGROUND/DISCUSSION

City Council recently adopted staff's recommendation for policy guidelines related to the removal of dilapidated and unsafe structures throughout the City. In an effort to ensure that all associated costs can be charged against the property and can be ultimately recovered by the City, a fee structure needs to be inserted into the International Property Maintenance Code. Staff believes the suggested fees will cover the immediate costs of demolition and any ancillary costs related to the administration of the program. Additional fees can be added at a later date if they become necessary.

In accordance with State Law, the establishment of new fees requires a Public Hearing. The Public Hearing for these fees is scheduled before the Second Reading at the September 16, 2015 Special Council Meeting.

RECOMMENDATION

Staff recommends Council approve Second Reading of an Ordinance amending Section 103.5 "Fees" of the International Property Maintenance Code to set a fee schedule relating to the removal of unsafe structures.

Property Maintenance Code

Item/Description	Basis	Fee
Board of Appeals Application for Appeal	Per Application	\$ 150.00
Legal Fees Fees for Legal Services	Charges incurred by the City for the related legal services of its retained attorneys	Actual Charges
Demolition Fees Fees for Demolition Services	Charges incurred by the City for the Demolition services of the chosen Contractor	Actual Charges
Fees for Lot Clearing	Charges incurred by the City for the Lot Clearing services of the chosen Contractor	Actual Charges
Fees for Environmental Cleanup - Includes reseeding and any other measures required for proper soil stabilization or other stormwater requirements	Charges incurred by the City for Environmental Cleanup services	Actual Charges
Unsafe Structure Inspection Fees Fees for Inspection Services Preliminary Site Inspection Re-Inspection	1 st Inspection Per Inspection	Free \$50. 00
Administrative Fees Condemnation Resulting in Demolition	Per Property	\$250.00
Utility Fees Water and Sewer shutoff fees and Water Meter removal	Per Property	\$50.00

Memorandum

To: Mayor and Council

From: Mendy Corder, Municipal Clerk

Date: September 14, 2015

Subject: Request by Cayce Beautification Board to Revise the Decorate Cayce Contest

ISSUE

The Cayce Beautification Board is requesting Council's approval to revise the Decorate Cayce Contest.

BACKGROUND/DISCUSSION

The Decorate Cayce Contest is sponsored by the City of Cayce Beautification Board and is part of the Christmas in Cayce events. Currently a home has to be nominated to be considered for the contest. In mid-December the Beautification Board rides throughout the City viewing the nominated homes and chooses a 1st, 2nd and 3rd Place Winners and the awards are presented at the January Council Meeting.

The Beautification Board has suggested changing the contest from the best decorated house or yard to a best decorated front door. The Board felt that this would enable more residents to participate since it would not be as costly to decorate one's front door. The Board also felt that the City's senior population would be more likely to participate in a contest that is not so labor intensive.

The Board is also requesting to give more than the three prizes that are currently awarded. There is \$475 budgeted for the contest so they could award a \$100 grand prize and five \$75 prizes for a total of six prizes.

RECOMMENDATION

The Beautification Board recommends that Council approve the request to Revise the Decorate Cayce Contest.