



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 November 18, 2014

The November 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, Director of Utilities, Blake Bridwell, Chief Charles McNair 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 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 Skip Jenkins gave the invocation. Mayor Partin introduced her father Mr. Ron Vaughn who led the assembly in the Pledge of Allegiance. Mr. Vaughn is a United States National Guard Veteran who joined the 129th Special Forces in the Alabama National Guard in April 1959. He did basic training at Ft. Jackson and attended Jump School at Ft. Benning. While he was in college, the Cuban Missile Crisis broke out and President Kennedy sent Mr. Vaughn's unit to Ft. Polk, Louisiana. Ft. Polk was a deactivated base which had been closed and Mr. Vaughn's unit was assigned the task of re-opening the base in preparation for troops to train for the Cuban Missile Crisis.

Oaths of Office

- B. Oath of Office Administered by Judge Keabii Henderson
Office of Mayor, Council Member District 2 and Council Member District 4

Judge Henderson administered the oaths of office to Mayor Partin, Council Member James Jenkins and Council Member Tim James.

- C. Oath of Office Administered by Judge Keabii Henderson
Offices of City Manager, Municipal Treasurer, Municipal Clerk

Judge Henderson administered the oaths of office to the City's appointed officers, the City Manager, Municipal Treasurer and Municipal Clerk.

- D. Election of Mayor Pro-Tem

Mayor Partin advised that in accordance with City Code, the Mayor Pro-Tem is to be elected after each municipal election. Council Member James made a motion to

appoint Council Member James "Skip" Jenkins as Mayor Pro-Tem to serve a two-year term. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Approval of Minutes

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

Presentations and Proclamation

A. Presentation of Whole Sole Award

Mayor Partin presented the Whole Sole Award to Mr. Charles Newton for assisting a resident when her car ran out of gas on N Avenue. She thanked Mr. Newton for always going above and beyond to help the City's residents and customers.

B. Presentation by Mr. Ray Mixon

Mr. Ray Mixon appeared before Council to present his concerns on Council's recent salary increase, transparency and the City's 2% Hospitality Tax. He stated he felt serving on Council is a public service and the costs of Council should not be a burden on the City's budget. He requested that paper copies of the agenda for each Council meeting be placed at City Hall as soon as the agenda is finalized. Ms. Vance explained that copies of Council Meeting agendas are always placed in the lobby of City Hall. Mr. Mixon requested that a sheet listing the balance of hospitality tax funds received each month be placed in Council Chambers for each Council Meeting. He also asked that staff give an update at each Council Meeting on what projects the hospitality tax revenue is being spent on.

Mr. Mixon read Mr. Hubert Smoak's recent letter to the editor of the State Newspaper regarding Council's salary increase. Mr. Mixon then requested that Council come up with new revenue sources to pay for their salary increase. He also asked that Council avoid having the second monthly Council Meeting unless there is a dire emergency. Mayor Partin thanked Mr. Mixon for his comments.

C. Approval of Proclamation – Arbor Day

Council Member James made a motion to approve the Proclamation for Arbor Day. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Public Comment Regarding Items on the Agenda

Ms. Corder advised that no one signed up for public comment.

Ordinances and Other

- A. Approval of Ordinance Amending Article 2 (“Definitions”) and Article 9 (“Supplemental Off-Street Parking and Loading Regulations”) of the Zoning Ordinance of the City of Cayce – First Reading

Ms. Vance advised that in response to concerns from the community, Council Members asked staff to research effective ways to limit the use of portable storage containers in residential areas. Staff researched the issue by comparing Ordinances from around the state and nation. Staff also had several discussions with the Planning Commission regarding how this issue should be regulated in the City of Cayce. These discussions focused mainly on the types of containers that should be allowed, the size of containers allowed and how long a container can be stored on a residential property. The Planning Commission and staff believe the resulting language is appropriate for the community.

The Planning Commission held a Public Hearing on this matter at its regularly scheduled meeting on November 17, 2014. 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 James made a motion to approve the Ordinance on first reading amending Article 2 and Article 9 of the City’s Zoning Ordinance. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

- B. Approval of Ordinance Amending the City Code to Address the Discharge of Fireworks within the City - First Reading

Ms. Vance explained that at the Council Strategic Planning Session, Council discussed the possibility of amending the City Ordinances to add restrictions for the use of fireworks in the City. Currently fireworks are not mentioned specifically in the Ordinance. She stated Council specifically requested changes to the Code that would limit the use of fireworks to specific times on the 4th of July and New Years Eve. Language was also added to allow fireworks at special events provided the event is duly permitted and the fireworks have prior approval from City Council.

Ms. Vance stated that in order to comply with State Law, staff created a new Division in the “Nuisance” section of the City Code. Additionally, the penalties for

violating these specific regulations will be civil in nature and not criminal. Each violation may result in a \$100 fine. Toy cap pistols and sparklers were also specifically excluded from the regulations.

Council Member Corley made a motion to approve the Ordinance on first reading amending the City Code to address the discharge of fireworks with the City. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

C. Approval of Ordinance Amending City Code Section 40-119 ("Fees Related to Fats, Oil and Grease") Concerning rates at the City of Cayce Septage and Grease Facility - First Reading

Ms. Vance advised that construction of the new Septage and Grease Facility at the City's regional wastewater treatment facility was completed and it started generating business in May 2014. She explained that, at that time, the City only accepted hauled waste from Lexington County. Shortly thereafter, the City received approval to accept hauled waste from Richland County. In October 2014, the City received approval to accept hauled waste from all South Carolina (SC) counties. Ms. Vance stated advertisements were placed on the City website and an informational flier was mailed to an extensive list of SC haulers.

Ms. Vance explained that since starting operations, the volume/revenues have not been realized as projected. There are several contributing factors to this shortfall and the Utilities Department has been researching the best possible ways to mitigate as many of these factors as possible. Specifically, the initial startup cost has been a fairly consistent complaint from potential customers. For this reason, staff believes reducing the permit fee from \$250.00 to \$0 will allow for a more attractive option to potential customers. Additionally, in order to be more competitive in the existing market, staff believes reducing the septic waste disposal fee from \$.010 to \$0.09 would be helpful in recruiting new customers.

Ms. Vance advised that business is slowly increasing at this time, but it is not on pace to meet the projected revenues. Staff believes the recommended changes will allow the City to attract additional haulers to the facility in order to increase the volume/revenues at the Septage and Grease Facility. The volume of material must be increased in order for the facility to run at optimal efficiency and for the City to realize the best return on investment.

Council Member Almond made a motion to approve the Ordinance on first reading amending City Code Section 40-119 concerning rates at the City's Septage and Grease Facility. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

- D. Approval of Ordinance Providing for the Issuance and Sale of a Water and Sewer System Improvement Revenue Bond, Series 2014, of the City of Cayce, South Carolina, in the Aggregate Principal Amount not exceeding \$3,671,416 plus Capitalized Interest If Any, Pursuant to the Amended and Restated Indenture of Trust as Supplemented; and other matters related thereto – First Reading

Ms. Vance stated that the City has received approval from the State Revolving Loan Fund for approximately \$3,671,416 to repair and improve the Highway 321 line that leads away from the City's water plant. She explained that the Highway 321 line is the line that broke last fall and left the City without water for over 16 hours. This project will replace and upsize the water lines and valves leading out of the City's Water Plant.

Ms. Vance advised that funding for the bond payment and the debt coverage for this increased debt were included in the 2014-2015 Budget. If approved the project should be able to begin in January. Council Member James made a motion to approve the Ordinance on first reading to provide for the issuance and sale of a water and sewer system revenue bond. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

- E. Approval of Ordinance Acknowledging Changes to the Program Policies of the South Carolina Water Quality Revolving Fund Authority; Approving Changes to the Loan Agreements Between the City of Cayce, South Carolina and the South Carolina Water Quality Revolving Fund Authority; Authorizing Amendments to Certain Supplemental Indentures; Acknowledging and Approving the Amendment and Restatement of Certain Debt Service Fund and Debt Service Reserve Fund Agreements; and Other Matters Relating Thereto – Second Reading

Ms. Vance stated that recently, the State Revolving Loan Fund, the bondholder for the City's Series 2002 Bond and Series 2009 Bond, revised its policies and procedures. The terms of the revision allow issuers maintaining an "A" rating from the rating agencies to reduce the reserve requirement for their bonds to \$0. The City currently maintains an "A+" rating from Standard and Poors and, as a result, the City is authorized to reduce the reserve fund amount on the above-mentioned bonds to \$0.

Ms. Vance advised that currently the City maintains a balance of \$52,599 in the debt service reserve fund for the Series 2002 Bond and \$757,604 in the debt service reserve fund for the 2009 Bond. This money will be transferred from each of the debt service reserve funds into the respective debt service funds for both issues. Once transferred, the City can utilize these funds to defer up to 6 months of debt payments on both of these bonds.

Ms. Vance stated that the Ordinance authorizes the release and transfer of the debt service reserve fund monies in accordance with the SRF policies and further authorizes the amendments of the various agreements as necessary to implement the changes. Council Member Almond made a motion to approve the Ordinance on second reading. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

F. Discussion and Approval to move forward with Council Strategic Planning and Session Goals and Action Items

Ms. Vance stated that during the 2014 City Council Strategic Planning Session, Council discussed several goals, action items and purchases for the upcoming year. The purchases discussed were a new fire truck, five police vehicles, a roll off truck for the Sanitation Department, and fifteen in car digital recording systems for Public Safety Officers. The City has increased business license revenue for this year so Council also asked staff to implement some new programs. Staff has researched hiring an economic development consultant, a façade grants program, a demolition program, the completion of the 12th Street lighting project and renovations to City Hall. Ms. Vance stated that staff would like approval to move forward with the purchases and implementation of these projects. She explained that the equipment purchases would happen relatively quickly but the other items would require further approval from Council for agreements or policies.

Ms. Vance advised that the costs for each item are currently estimates and the final numbers would be brought back to Council for approval in January as a mid-year Budget Amendment. She stated these amendments would also include the Hospitality Tax funds since the City would have two full months of revenues and staff should be able to more accurately project the rest of the year's collections.

Ms. Vance explained that she would need approval from Council to purchase the items requested and approval to move forward with the items that will require requests for proposals and qualifications. Council Member Almond made a motion to authorize the City Manager to purchase the requested items and move forward with RFP's and RFQ's for the other items which will then come back before Council for final approval. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Vance stated that the waterline project on Lexington Avenue is completed and the sewer line project on State Street is scheduled to start soon. She stated staff plans to apply for a CDBG grant to fund the demolition of the Cayce Grammar School

but CDBG prefers that the City own the property before they give any funding and staff is working on options for ownership of the property. The RFQ's for the Knox Abbott streetscaping project are due by December 1st and will come before Council for the bid award after that. Ms. Vance advised that the City received the Land Water Conservation grant to renovate Guignard Park and secure the creek bed in the park. Staff plans to get a RFQ out for this project soon. She stated the Burnette Park renovations are underway. The new lighting will be installed by mid-January and staff is presently researching new playground equipment for the park. The renovations to Riverland Park's new park will be ready for RFQ's as soon as the renderings for a new picnic area and restroom are complete. The 12,000 Year History Park's lighting project is underway and should be finished by the end of the year.

Ms. Vance explained that the Avenues, North Frink Street, Glenn Street water tank and Broadacres water line project is a project that would upgrade all the water lines in these areas and the water tank for the older part of the City. She advised that staff intends to apply for a SRF loan for this project and the total cost of the project is approximately 16 million dollars. Ms. Vance reminded Council that water and sewer rates would have to be raised to cover the bond payment for this project. She stated staff is meeting with the City Auditors to discuss all the City's options for borrowing such a large amount of money with as minimal of a rate increase on our citizens as possible.

Committee Matters

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

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

Board of Zoning Appeals – July 21, 2014
Cayce Events Committee – September 11, 2014
Planning Commission - September 15, 2014
Cayce Municipal Election Commission – October 9, 2014

Council Member Corley 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 proposed contractual arrangements

- C. Discussion of negotiations incident to proposed contractual arrangements between the City of Cayce and Lexington Two School District
- D. Discussion of Appointment of City Judge and City Attorney

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

Council Member Jenkins made a motion to move out of Executive Session and 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

Council Member Almond made a motion for approval, subject to finalization by the City Manager and the City Attorney, of the agreement for gift of property for the 12,000 Year History Park. Council Member Jenkins 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 8:25 p.m.



Elise Partin, Mayor

ATTEST:



Mendy C. Corder, Municipal Clerk

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

COUNCIL MEETING SPEAKERS' LIST

Date of Meeting November 18, 2014

Name	Address	Agenda Item

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