



# CITY OF CAYCE

*MAYOR*  
ELISE PARTIN

*MAYOR PRO-TEM*  
JAMES E. JENKINS

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

*CITY MANAGER*  
REBECCA V. RHODES

*ASSISTANT CITY MANAGER*  
SHAUN M. GREENWOOD

**City of Cayce  
Public Hearings and Regular Council Meeting  
Tuesday, June 4, 2013  
6:00 p.m. – Council Chambers – 1800 12<sup>th</sup> Street  
[www.cityofcayce-sc.gov](http://www.cityofcayce-sc.gov)**

**PUBLIC HEARING – Proposed Increase in the Residential Sanitation Fee**

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

**PUBLIC HEARING – Establishment of a Transaction Fee charged to the City's customer utility service account for online and telephone payments on the customer's account**

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

**PUBLIC HEARING – Establishment of a Utility Service Account Fee**

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

**PUBLIC HEARING – Annual Budget for the City of Cayce for FY13-14**

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

**REGULAR COUNCIL MEETING**

**I. Call to Order**

- A. Invocation and Pledge of Allegiance
- B. Approval of Minutes  
May 7, 2013 Regular Council Meeting  
May 21, 2013 Special Council Meeting

## **II. Presentation**

- A. Presentation of Whole Sole Award

## **III. Public Comment Regarding Items on the Agenda**

## **IV. Ordinances and Other**

- A. Approval of Ordinance to Adopt an Annual Budget for the City of Cayce For FY13-14 – Second Reading
- B. Approval of Ordinance Repealing City Code Section 40-61 (“Service Deposits”), Providing for Credits for Deposits, and Adding a New City Code Section 40-4 (“Setup and Transaction Fees”) Relating to Utility Service Accounts – Second Reading
- C. Approval of Ordinance Amending the Amount of the Fee for Residential Sanitation Service – Second Reading
- D. Approval of Ordinance to Rezone Cayce Grammar School Property from PDD to RS-3 Single Family, Small Lot – Second Reading
- E. Approval of Ordinance to Amend the Development Agreement with Lexington School District II for Land Use Development of Brookland Cayce High School – First Reading
- F. Approval of Ordinance to Amend Sec. 10-31 to Adopt the Most Recent Technical Codes – First Reading
- G. Discussion and Approval of Funding for Engineering for Riverwalk Phase IV

## **V. City Manager’s Report**

## **VI. Committee Matters**

- A. Approval to Enter the following approved Committee Minutes into the City’s Official Record
  - Planning Commission – March 18, 2013
  - Events Committee – April 4, 2013
  - Board of Zoning Appeals – April 15, 2013
- B. Appointments and Reappointments

Beautification Foundation – One Position

**VII. Executive Session**

- A. Receipt of legal advice relating to a claim and a potential claim by the City and other matters covered by the attorney-client privilege
- B. Discussion of negotiations incident to proposed contractual arrangements regarding proposed redevelopment of 800 Lexington Avenue (Cayce Grammar School)
- C. Discussion of negotiations incident to purchase of property for new City Hall
- D. Discussion of contractual matters as it relates to sewer service
- E. Discussion of negotiations incident to proposed contractual arrangements for animal services
- F. Discussion of negotiations incident to a contractual arrangement with SC DOT for interchange improvements
- G. Discussion of negotiations incident to a contractual arrangement with SCANA for interchange improvements

**VIII. Possible Actions by Council to follow up to Executive Session**

**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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- II. Public Comment
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**NOTICE OF PUBLIC HEARING ON PROPOSED FEES  
AND PROPOSED INCREASE IN FEES**

Notice is hereby given that members of Council of the City of Cayce will hold a Public Hearing for the purpose of obtaining public comment on the establishment of a utility service account fee of \$50 for in-city customers and \$75 for out of city customers. A Public Hearing will also be held for the purpose of obtaining public comment on an increase in the residential sanitation fee from \$1.50 per month to \$4.50 per month and an establishment of a transaction fee of \$1.00 per transaction to be charged to the City's customer's utility service account for online and telephone payments on the customer's account.

Date: June 4, 2013  
Time: 6:00 p.m.  
Location: Council Chambers, Cayce City Hall  
1800 12<sup>th</sup> Street  
Cayce, SC

A copy of the proposed ordinance will be available for inspection at City Hall, 1800 12<sup>th</sup> Street, Cayce, SC between the hours of 8:30 am and 5 pm Monday through Friday. The public is also invited to submit any written comments to the City Manager at 1800 12<sup>th</sup> Street, Cayce, SC 29033.

Second and final reading and vote by the Council on the proposed fees will be held following the Public Hearing.

## NOTICE OF PUBLIC HEARING ON THE PROPOSED BUDGET FOR THE CITY OF CAYCE

Pursuant to Section 6-1-80 of the SC Code of Laws, public notice is hereby given that the City of Cayce City Council will hold a Public Hearing on the municipal budget for the 2013-2014 fiscal year:

**Date: June 4, 2013**  
**Time: 6:00 p.m.**  
**Location: Cayce City Hall**  
**1800 12<sup>th</sup> Street Ext.**  
**Cayce, SC 29033**

Current Fiscal Year <u>Revenues</u> \$9,622,823	Proposed Projected Revenue <u>FY 2013-14</u> \$9,863,494	Proposed Percentage Change in <u>Revenue</u> 2%	Current Fiscal Year <u>Millage</u> 43.27
Current Fiscal Year <u>Expenses</u> \$9,622,823	Proposed Projected Expenses <u>FY 2013-14</u> \$9,863,494	Proposed Percentage Change in <u>Expenses</u> 2%	Estimated Millage for <u>2013-14</u> 44.17

One mill equals \$42.86 Per \$1,000 of Assessed Property Value.





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**City of Cayce  
Regular Council Meeting  
May 7, 2013**

The May 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 Rhodes, Assistant City Manager Shaun Greenwood, Municipal Clerk Mendy Corder and Municipal Treasurer, Garry Huddle. City Attorney, Danny Crowe, Blake Bridwell, Director of Utilities and Charles McNair, Director of Public Safety 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. Councilmember Jenkins gave the invocation and the assembly recited the Pledge of Allegiance.

### **Approval of Minutes**

Council Member Almond made a motion to approve the minutes of the March 20, 2013 Special Meeting, April 2, 2013 Regular Meeting and April 17, 2013 Special Meeting as submitted with one correction to the April 17, 2013 minutes. She noted on page 3, 4<sup>th</sup> paragraph, Council Member Corley asked the question regarding the residential sanitation fee, not Council Member Almond. Council Member Jenkins seconded the motion. The motion was unanimously approved by roll call vote.

### **Re-Appointment of Municipal Judge**

Council Member James made a motion to re-appoint Judge Kenneth Ebener to a two year term. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

### **Presentations and Proclamations**

- A. Presentation by Mr. Jack Priestly and Ms. Baldwin Hall regarding a sustainability study for the City of Cayce

Mr. Shaun Greenwood explained that Mayor Partin suggested that the City partner with Sustainable Carolina, a branch of the University of South Carolina, to address various sustainability issues with the City. Ms. Baldwin Hall and Mr. Jack Priestly are students at the University of South Carolina and worked as interns for the City. Ms. Hall addressed overall sustainability policy and Mr. Priestly addressed land development regulations.

Ms. Hall gave a brief overview of her study. Among other things, she suggested the City adopt a sustainable procurement policy for items the City purchases for its offices. She also suggested that the City apply for Green Office Certification. Sustainable Carolina has developed a program that helps offices be more green. This program teaches offices how to conserve energy, save paper and save water and other small steps to improve sustainability.

Ms. Rhodes stated the City is already participating in the Green Business Initiative with Lexington County and is currently going through all the things we do on a day to day basis to see if we can be greener.

Mr. Priestly explained he reviewed the existing Land Development Regulations for the City of Cayce and offered suggestions of how they may be updated and improved. His report also addressed a number of goals to help Cayce be a prosperous, safe, healthy and sustainable city.

Ms. Rhodes reminded Council that the Central Midlands Council of Government's was hired to assist the City is re-writing the Land Development Regulations and some of Mr. Priestly's recommendations will be included in that. Mr. Greenwood stated a complete re-write should be done in six to eight months.

Mayor Partin thanked Ms. Baldwin and Mr. Priestly for their time and expertise.

**B. Approval of Proclamation – Peace Officer's Memorial Day**

Council Member Jenkins made a motion to approve the Peace Officer's Memorial Day Proclamation. Council Member James seconded the motion which was unanimously approved by roll call vote.

**Public Comment regarding Items on the Agenda**

No public comment was given.

**Other**

**A. Consideration of Letter of Support for New Carolina's South Carolina Education Initiative**

Ms. Rhodes explained that Brookland-Cayce High School is applying to be a pilot site for New Carolina's Education Innovation Initiative. Lexington School District II plans to implement a New Tech "School Within A School" program at BC High School. Mayor and Council expressed their excitement over this new program that will benefit all students in Cayce. Council Member James made a motion to move forward with the letter of support. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

B. Discussion of FY13-14 Draft General Fund Budget

Ms. Rhodes explained that the first draft of the General Fund Budget with all the requests included was approximately \$2.7 million out of balance. The current budget is \$310,000 out of balance, with revenues of \$9,789,312 and expenditures of 10,099,321. She stated the items that have been included, and not cut; address the City's overall commitments to safety for its employees, safety for Cayce citizens through enhanced police and fire protection, improving the court system and a continued commitment to the City's five year plans for capital improvement. Ms. Rhodes stated staff had cut the budget as much as they felt comfortable without receiving guidance from Council.

Ms. Rhodes stated the FY13-14 budget is only \$166,489 higher than last year's budget which is impressive considering the City's health care cost increased by 19%. Therefore, the current budget started out with a \$ 235,000 increase that had to be budgeted for. She explained the current budget includes an increase in the residential sanitation fee in the hopes that one day this service will be self supporting so the funds currently spent on this service can be applied to improve police and fire service.

Ms. Rhodes stated one of Council's main priorities is to hire more firemen solely dedicated to the firehouse. Currently the City has two firemen per shift so when there is a fire call the two firemen go to the scene and have to wait for Public Safety Officers to arrive for assistance. It is proposed to add three firemen, one for each shift, over the next four years. The current proposed budget includes the addition of three firemen.

Ms. Rhodes explained another one of Council's main priorities was a Cost of Living Adjustment for all employees. She stated they understand that Cayce's employee's salaries have not kept up with surrounding municipalities and Council does not want to lose any staff for this reason. Ms. Rhodes stated for the City to fund these two priorities there will be very little or no capital expenditures in the FY13-14 budget.

Ms. Rhodes stated two other funding sources are the Local Government Fund and a possible increase in funds from the City of West Columbia for the increased cost of operating the Cayce Animal Adoption Center. She stated if there were no concerns then staff will begin the communication plan to get the word out about the budget to as many Cayce citizens as possible. The plan includes putting a budget fact sheet on every resident's roll cart, using Facebook, Twitter and the Cayce website to communicate with residents and customers. Staff will also speak at committee meetings and Neighborhood Association meetings.

Ms. Rhodes introduced Ms. Ashley Hunter to the assembly. She explained Ms. Hunter works with McKay Public Affairs and is the new Public Relations representative for the City. Ms. Hunter has already begun work on the quarterly newsletter for Cayce residents and increased the City's presence on Facebook and Twitter.

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

Ms. Rhodes stated the Cayce Riverwalk Park is currently closed due to flooding. She said a swift water rescue was performed recently on the Congaree River by Cayce Public Safety personnel. WLTX happened to be on the scene doing a segment on the rising river and want to do a follow up story on the rescue. Ms. Rhodes explained that three Cayce Public Safety officers went to Maine to be trained to perform swift water rescues and to be actual instructors.

Ms. Rhodes stated the Cayce Sunrise Newsletter is at the printers and will be mailed to residents soon. In the newsletter there is an article about Cayce residential recycling going single stream. All recyclable items will be put in one trash truck and not have to be separated by hand. She stated Cayce now accepts magazines and cardboard to be recycled. She stated that the old China Buffet building on Knox Abbott Drive is being demolished soon and the owners of the property have given Public Safety permission to do entry fire training there before it is torn down.

Ms. Rhodes stated the second council meeting in May is scheduled for May 15, 2013 but she would like to move it to the week of May 20<sup>th</sup> so there will be two weeks between the council meetings. Ms. Corder will contact Council to see which date works best for them.

### **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 that the following Committee Minutes be entered into the City's official record. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Beautification Board – February 12, 2013 & March 12, 2013  
Cayce Historical Museum Commission – March 5, 2012  
Cayce Events Committee – March 14, 2013  
Board of Zoning Appeals – March 18, 2013

- B. Appointments and Reappointments

Beautification Foundation – Two (2) Positions

Mr. Ronnie Brazell and Ms. Debra Carter's terms expired in April. They both would like to serve again and the Foundation has recommended them for reappointment. Council Member James made a motion to reappoint Mr. Brazell and Ms. Carter. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

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

Mr. Scott Morgan's term expired in February. He would like to serve again and the Commission has recommended him for reappointment. Council Member James made a motion to reappoint Mr. Morgan. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

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

Mr. Pound's and Ms. Spires' terms have expired and Council has already postponed these two positions. Mr. Brice Corbitt has also advised he will be unable to serve again. In addition, Ms. Kay Hutchinson has resigned due to the fact she is now an employee of the city. A potential member application has been received from Ms. Terri Camp for District 1. Council Member Almond made a motion to appoint Ms. Camp to the Foundation. Council Member James seconded the motion which was unanimously approved by roll call vote.

**Board of Zoning Appeals – One (1) Position**

Mr. David Murray recently resigned from the Board. A potential member application has been received by Mr. Jason Simpson and the Board recommends the appointment of Mr. Simpson to fill Mr. Murray's unexpired term. Council Member James made a motion to appoint Mr. Simpson to the Board. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

**C. Council Appointments to the Beautification Foundation and the Public Safety Foundation**

In accordance with the bylaws for both the Beautification Foundation and the Public Safety Foundation, Sec 3.4 (c)(2), Council Members are to be elected to serve each January.

**Beautification Foundation –** Mayor Elise Partin and Council Member Tim James are currently serving on the Beautification Foundation. Council Member James made a motion to appoint Council Member Eva Corley to the Foundation. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

**Public Safety Foundation –** Council Member Skip Jenkins is currently serving as Mayor Pro-Tem on the Public Safety Foundation and former Council Member Ken Jumper was serving as a Board Member. Council Member James made a motion to appoint Council Member Tara Almond to the Foundation. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Mayor Partin informed everyone in attendance that the Cayce Tennis and Fitness Center was recently named the 2013 Public Facility of the Year.

**Executive Session**

- A. Receipt of legal advice related to a potential claim involving business license tax
- B. Discussion of contractual matters as it relates to sewer service
- C. Receipt of legal advice relating to claims and potential claims by the City and other matters covered by the attorney-client privilege

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 James 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 Corley made a motion to authorize City Administration to proceed with enforcement of the business license ordinance as to insurance companies within the City. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

There being no further business, Council Member James made a motion to adjourn the meeting. Council Member Jenkins seconded the motion which was unanimously approved. The meeting adjourned at 8:15 p.m.

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Elise Partin, Mayor

ATTEST:

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Mendy C. Corder, Municipal Clerk





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### City of Cayce Special Council Meeting May 21, 2013

A Special Council Meeting was held this afternoon at 5 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 Rhodes, Assistant City Manager Shaun Greenwood, Municipal Clerk Mendy Corder, Chief Charley McNair, Utilities Director Blake Bridwell, 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 Jenkins gave the invocation. Mayor Partin led the assembly in the Pledge of Allegiance.

#### Other

- A. Presentation by Lexington School District II regarding Final Plans of the DAD, Development Agreement District

Ms. Rhodes explained that as part of the Development Agreement Lexington School District II is required to come before Council and present their final plans. Dr. Venus Holland and architect Mr. Todd Sease were in attendance to make the presentation. Dr. Holland thanked Ms. Rhodes and Mr. Greenwood for all their assistance during the lengthy process. She stated the Design Committee for the new stadium has finalized the plans and stated there will be a groundbreaking celebration in conjunction with the City Cayce since it is a win-win for both the City and School District.

Mr. Todd Sease, the architect of the new stadium, showed Council renderings of the stadium and answered questions from Mayor and Council. Council Member James asked what was the total amount of parking spaces. Mr. Sease stated initially there were 965 parking spaces on campus but after some revisions the total is now 984. Ms. Rhodes stated the development agreement is very specific so Council will need to discuss amending the agreement. She explained the amount of parking spaces is the same but the exact totals are not in the areas specified in the agreement.

Council Member James asked if there was a vehicle access route on the visitor's side of the stadium. Mr. Sease explained there is but it is an egress only driveway. Council Member Jenkins voiced concern over people crossing Knox Abbott Drive to go



to a game. Mayor Partin asked what the seating capacity was in the stadium, Mr. Sease stated it was 4,500.

Mayor Partin asked what the plans were for the property line at the Masters Inn. She stated she was concerned how it would look from Knox Abbott Drive. Mr. Sease stated there will be a black vinyl coated fence installed that will replace the chain link fence that is currently there. Council Member Corley asked if the driveway between the BC cafeteria and the field would be used to drop people off. Mr. Sease stated that driveway was for emergency vehicles only.

B. Approval of Ordinance to Rezone Cayce Grammar School Property from PDD to RS-3 Single Family, Small Lot – First Reading

Mr. Greenwood stated the City was approached by Mr. David Bryant who was interested in building 16 single family detached houses on the Cayce Grammar School property at 800 Lexington Avenue. The property is currently zoned a PDD (Planned Development District). The proposed development will require a Special Exception under the City's zoning ordinance to allow for "zero lot lines." Zero lot lines means that the house may be built on one of the side property lines, provided there is at least 5ft. between the next house.

Mr. Greenwood explained that RS-3 (Single family, small lot) is the requested zoning because it is the contiguous zoning district and it will allow the developer to build what he wants with the smallest potential negative impact to the existing community. The re-zoning is necessary because state law does not allow for PDD developments that do not contain commercial entities.

Mr. Greenwood stated the Cayce Board of Zoning Appeals met recently and granted the special exception contingent upon successful re-zoning to RS-3 and the Board also granted a variance to reduce the common open space requirement in the ordinance to zero. The common open space requirement says for any development with 7 or more houses 15% of the total property has to be left as a common open space for neighborhood use. Mr. Greenwood explained that it would be a difficult application since every bit of property is needed to make the development profitable for the builder.

Mr. Greenwood stated the Planning Commission considered the re-zoning request at their May meeting. He stated there were no members of the public present to speak against the request. The Planning Commission voted unanimously to recommend rezoning the property. He stated the requested zoning will be in compliance with the Comprehensive Plan.

Mr. Greenwood explained that initially the requested rezoning was for a RG-2 district. The public did not feel the RG-2 zoning was appropriate for this property since multifamily housing could be built on that small property if it was zoned RG-2. Mr. Greenwood and the City Attorney reviewed the ordinance and they came up with a way to do the special exception with RS-3. The property owner was more than willing to pull the application when he was told there was public concern with the RG-2 zoning.

Council Member Jenkins made a motion to approve the rezoning of 800 Lexington Avenue from PDD to RS-3. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

C. Approval of Ordinance to Adopt an Annual Budget for the City of Cayce for FY13-14 – First Reading

Ms. Rhodes explained that she took Council's recommendations from the previous Council Meeting and the balanced budget before them reflects these priorities. Council's priorities were funding for three new firefighter positions, funding for a part time position in the Recorder's Court Department to assist with cleaning up the backlog of cases and a 2% cost of living raise for all employees. Ms. Rhodes explained that all capital items were cut from the General Fund budget except bunker gear, the equipment for the three new firefighters and computer equipment. She explained funding to repair Public Safety's parking lot was also cut out of the budget.

Ms. Rhodes stated the General Fund budget includes a .9 mill increase in property taxes. She explained 1 mill in the City of Cayce brings the City approximately \$42,860 and will cost the owner of a \$100,000 home \$4.00. The budget also includes a \$3.00 per month increase in the residential sanitation base fee.

Council Member Almond voiced concern over raising resident's taxes, residential sanitation fees and water and sewer rates but the City's employees are receiving a cost of living raise and the 19% increase in health insurance is not being passed on to employees. Ms. Rhodes explained the 19% increase in health insurance equaled a \$141,000 increase in the General Fund and a \$90,000 increase in the Utility Fund.

Council Member James stated that the City's salaries compared to other municipalities are very low and explained that even with a 2% COLA the City is still not catching up with other municipalities salaries. He explained that the City loses employees due to low salaries and ends up spending more on recruiting new employees and training them. Ms. Rhodes stated the 2% COLA costs the General Fund \$117,300 and the Utility Fund \$56,600.

Council Member Almond asked if there was a current salary survey. Ms. Rhodes stated there was one done around 2000. The survey was presented to Council and no salary increases were made at that time. Ms. Rhodes advised that a salary survey costs approximately \$20,000 and she stated there was no point in doing one if the City is not willing to bring the salaries up to where they need to be. Council Member Almond stated that she felt if the salary survey was done in 2000 than those salaries have probably actually come down comparatively since then. She explained that had been her experience in the private sector.

Ms. Rhodes explained that the property tax increase only generates approximately \$40,000 which does not cover the COLA increases in either fund. She stated the increase in residential sanitation rates is necessary so the service can pay for itself. Council Member Almond stated she agrees with all the increases that have been proposed but finds it hard to justify a COLA for employees and the City also paying for the 19% increase in health insurance. She suggested possibly giving employees that make under a certain amount a COLA. Ms. Rhodes stated staff looked into only giving employees who make under \$50,000 an increase in salary which would save \$30,000 in the General Fund and \$14,000 in the Utility Fund.

Ms. Rhodes stated the Ms. Barkley did a salary survey before she retired and it showed that the City's department heads, water plant operators and Public Safety Officers salaries were all very low comparatively. Council Member Almond stated she could empathize but stated the City thankfully had not had any layoffs.

Mayor Partin explained she felt it was a better use of taxpayer dollars to show value to the employees than using the money to recruit new employees and train them. Council Member Almond stated that based on the current workforce in the private sector you can actually hire people with advanced degrees and a higher education for the salary of someone with a Bachelor's Degree. Mayor Partin stated she agreed that is currently true but eventually those same people will look for a job that is equivalent to their degree. Council Member Almond stated that they are only talking about one budget year and it is hard to justify to citizens all the increases in rates and justify COLA's for staff.

Ms. Rhodes stated that employees have not received a COLA every year. She explained there are studies that show that retention and recruitment are a major cost and the importance of keeping the people you have and their knowledge and consistency. She explained that even though the City pays for its employee's health insurance, any employee that has family coverage will also have to pay the 19% increase.

Council Member Almond commented that a COLA for employees was not in the first draft of the budget and once it was added almost all of the capital items were cut. She voiced concern over how important the capital items really were since they were cut from the budget. Ms. Rhodes explained that after meeting with Council one on one, she included their priorities in the budget. She stated all items in the budget are important but when choosing priorities other items have to be cut.

Council Member Almond voiced concern over the safety of the employees since so many capital items were cut. Ms. Rhodes explained that she meets with each individual department head and they prioritize what is needed and what can wait another year. She stated in the Utility Fund budget the dump trailer and the sewer machine were the most important items needed and they are both included in the budget. In the General Fund budget the firemen's bunker gear was the most important safety equipment and it is in the budget as well.

Council Member Corley stated she initially was concerned about the safety of employees since so many capital items were cut from the budget but she stated after meeting with Ms. Rhodes she felt much better. She stated Ms. Rhodes explained to her that she met with each department head and discussed what they absolutely had to have and staff made sure those items were included in the budget.

Council Member Jenkins asked Ms. Rhodes if there was a priority list for all the items that were cut from the budget so when funds do become available these items can be purchased. She explained that each department has a Five Year Plan and these items stay in their plan and are purchased as soon as funds are available.

Ms. Rhodes stated the Risk Manager was a new position that was included in the Utility Fund budget this year and was not cut. She explained this new position will help greatly with safety for staff. This new position will be able to address any safety concerns that need to be addressed and create new safety policies.

Mayor Partin asked Council Member Almond to meet with her before the second reading of the budget if she thinks of any safety issues that need to be addressed. Council Member James stated that he knows staff is going to make it a priority to over communicate with the City's residents regarding the budget and increases so they will be well informed.

Mayor Partin stated that she feels the Council Members who have served on Council the longest have comfort with the budget because they have seen the improvements in the last few years in the quality of the equipment that staff needs to do their jobs. She stated they have also seen improvements in taking care of things that would cause an OSHA violation. When they first began to serve on Council, employees

were doing what had to be done with duct tape and equipment that didn't work. Mayor Partin stated that staff loves the City and are invested and do a great job with what they have.

Council Member James made a motion to approve the Ordinance to adopt the annual budget for the City of Cayce for FY13-14 for first reading. Council Member Jenkins seconded the motion which passed with a four to one vote with Council Member Almond voting no.

- D. Approval of Ordinance Repealing City Code Section 40-61 ("Service Deposits"), Providing for Credits and Deposits, and Adding a new City Code Section 40-4 ("Setup and Transaction Fees") Relating to Utility Service Accounts – First Reading

Ms. Rhodes stated it was discussed in previous Council Meetings that Council would like to discontinue the City's current practice of taking deposits when a utility service account is set up and, instead accept a non-refundable set up fee. She explained this will allow the revenue from accounts being set up to be used as a revenue and not a liability.

The proposed Ordinance further allows for the City to return those deposits that are currently on the books to residents in the form of a credit on their utility bills. This will remove these deposits from the City's finances as a liability. The Ordinance also allows the City to pass on the \$1 transaction fee that is charged for using online payment service to the City's customers.

Ms. Rhodes explained the proposed Ordinance further establishes a new set up fee of \$50 for in-city customers and \$75 for out of city customers. She stated previous information presented to Council shows that this fee is reasonable compared to other municipalities and will make the City's account set up process more fair and efficient.

Council Member Almond made a motion to approve the Ordinance as stated. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

- E. Approval of Ordinance Amending the Amount of the Fee for Residential Sanitation Service – First Reading

Ms. Rhodes explained the proposed Ordinance amends the fee for residential refuse collection from \$1.50 a month to \$4.50 a month. Council Member Almond made a motion to approve the Ordinance. Council Member James seconded the motion which was unanimously approved by roll call vote.

Ms. Rhodes explained to all present at the meeting that the new fee for residential refuse collection is part of the Five Year Plan and it will be analyzed every year. She stated if the City has more growth then the fee will not be raised as much each year. The City does not want to make any revenue off of residential sanitation pick-up and only wants the service to be a self supporting function of the City so resident's taxes and business license funds can be used for core functions like Public Safety and City parks.

Council Member James asked Ms. Rhodes to forward Council the Budget Fact sheet, the survey on water and sewer rates, the survey on sanitation service fees and the Five Year Plans for Public Safety and Sanitation.

Council Member Almond made a motion to approve the Ordinance amending the amount of the fee for residential sanitation service. Council Member James seconded the motion which was unanimously approved by roll call vote.

Mayor Partin asked that staff find a way to communicate to utility customers about the deposit credit they will receive. Ms. Rhodes stated the new water bill format will be in use soon so the information can be put on all water bills.

### **Executive Session**

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

- A. Discussion of negotiations incident to proposed contractual arrangements for public relation services
- B. Discussion of negotiations incident to proposed contractual arrangements with the Town of Pine Ridge

### **Possible Actions by Council in follow up to Executive Session**

Council Member James made a motion to move out of Executive Session and reconvene the regular meeting. Council Member Jenkins 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.

There being no further business, Councilmember James made a motion to adjourn the meeting. Councilmember Jenkins seconded the motion which was unanimously approved. The meeting adjourned at 6:40 p.m.

ATTEST:

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Elise Partin, Mayor

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Mendy C. Corder, Municipal Clerk

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# Memorandum

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**To:** Mayor and Council

**From:** Rebecca V. Rhodes, City Manager

**Date:** May 31, 2013

**Subject:** Second Reading of the City of Cayce FY 2013-2014 General and Utility Budget

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## **Budget Discussions**

### **General Fund**

The attached General Fund budget is balanced at \$9,863,494 and includes:

- A .9 mill increase (2.07%) in property taxes. 1 mill in the City of Cayce brings the City approximately \$42,860 and will cost the owner of a \$100,000 home \$4.00. This is the increase that is allowed under State law, and it is based on the CPI for this year.
- A \$3.00 per month increase in the residential sanitation base fee. The monthly bill will be \$4.50 and the bi-monthly bill will be \$9.00. This increase is part of a five year plan to make residential sanitation service self sufficient. A self- supporting residential sanitation service will allow the City to utilize property taxes and business licenses to improve core services, such as police and fire. This increase will bring the City approximately \$158,400 more revenue per year.
- The payment of \$1.5 million from the Utility Department for Indirect Costs.
- A 19% increase in our health insurance costs.
- Funding for three new firefighter positions and their equipment.
- Funding for a part time position in the Recorder's Court Department.
- A reduced list of the capital items that only includes bunker gear for firefighters and computer equipment.
- A 2% cost of living raise for all employees.

### **Utility Fund**

The attached Utility Fund budget is balanced at \$9,325,738 and includes:

- A 3% increase in water and sewer rates. This increase allows us to meet the 110/120% debt coverage requirement for our current bonded indebtedness.
- Revenue from the Non-refundable Connection Fee.
- Revenue from the discontinuation of the City paying the convenience fee for online payments.



- Revenue for the Septage and Grease Facility equal to 115% of the total cost of the department.
- A Risk Manager for the City.
- Four new employees to help reduce the amount of overtime for emergency calls in the Water Distribution and Wastewater Collections Departments. This actually saves the City money because of the reduction in expensive overtime.
- A reduced list of Capital Expenditures.
- A 19% increase in medical insurance expense
- A 2% cost of living raise for all employees.

This budget is the same as the one that Council reviewed before with the exception that some changes were made to find the money to give the Utility Fund employees the same 2% raise as proposed for the General Fund employees.

**Recommendation**

Staff recommends approval of Second Reading of the City of Cayce FY 2013- 2014 General and Utility Budget.

<b>STATE OF SOUTH CAROLINA</b> <b>COUNTY OF LEXINGTON</b> <b>CITY OF CAYCE</b>	) ) ) )	<b>ORDINANCE</b> <b>To Adopt an Annual Budget, Levy a</b> <b>Property Tax, and Provide Revenue</b> <b>for the City of Cayce for the</b> <b>Fiscal Year Ending June 30, 2014</b>
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**WHEREAS**, State law requires that the Council adopt by ordinance an annual municipal budget and also requires that the Council act by ordinance to levy taxes; and

**WHEREAS**, the Council wishes to comply with these requirements of State law and believes it is in the interest of the City to adopt the attached Budget and levy a property tax as provided herein; and

**WHEREAS**, the Council, in order to balance the annual municipal budget as adopted, is required to adjust the millage rate by .9 mills, which the Council finds to comply with the millage rate limitations in S.C. Code section 6-1-320(A); and

**NOW, THEREFORE, BE IT ORDERED AND ORDAINED** by the Mayor and Council of the City of Cayce, in Council, duly assembled, as follows:

**Section 1.** That a property tax, to cover the period from the first day of July, 2013, to the thirtieth day of June, 2014, both inclusive, for the sums and in the manner hereinafter mentioned, at a rate of 44.17 mills on the value of all real estate and personal property of every description owned and used in the Lexington County portion of the City of Cayce, and at a rate of 44.17 mills on the value of all real estate and personal property of every description owned and used in the Richland County portion of the City of Cayce, except such property in either County as is exempt from taxation under the Constitution and laws of the State of South Carolina, is and shall be levied, collected and paid into the Treasury of the County in which the property is situated, for credit to the City of Cayce and for the use and service of the City, including for corporate purposes, for permanent improvements, for the payment of current expenses, and for the payment of interest on and retiring of outstanding bonds of the City. Such

tax is levied on such property as is assessed for taxation for County and State purposes.

**Section 2.** That the Budget attached hereto, the property tax, and the estimated revenue for the payment of the Budget as provided in the Budget are hereby adopted, and the attachment to the original of this Ordinance is hereby incorporated and made a part hereof as fully as if stated word for word herein.

**Section 3.** That the billing dates, the penalty dates, and the amount of penalty which shall be levied for delinquent taxes shall be the same as those established by the County in which the taxed property is situated and pursuant to State Law.

**Section 4.** That the City Manager shall administer the Budget and, in doing so and in order to achieve the goals of this Budget, may, among other things, do the following:

- a. Transfer appropriated funds within and between departments and funds as necessary,
- b. Implement controls by fund appropriation, and
- c. Designate continuing projects from fund balances.

Encumbrances will be carried over to the next fiscal year as a reserve to the fund balance. Expenditures approved by Council shall automatically carry amendments to fund appropriations when necessary.

**Section 5.** If for any reason any sentence, clause or provision of the ordinance shall be declared invalid, such shall not affect the remaining provisions hereof.

This Ordinance shall take effect on the later of second reading approval by Council or July 1, 2013.

DONE IN MEETING DULY ASSEMBLED, this \_\_\_\_\_ day of June, 2013.

\_\_\_\_\_  
Elise Partin, Mayor

**ATTEST:**

Mendy C. Corder  
Mendy C. Corder, Municipal Clerk

First Reading: 5-21-13

Public Hearing held: \_\_\_\_\_

Second and Final Reading: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney

# General Fund Revenue Detail

**FINAL**

REVENUE CLASS	Actual FY 11-12	Budget FY12-13	Actual To 03/22/2013 FY12-13	Proposed Budget FY13-14	Approved Buget FY13-14
<b>PROPERTY TAXES</b>					
Current Property Taxes	\$ 1,941,559	\$ 1,862,000	\$ 1,684,301	\$ 2,050,000	
Property Tax Revenue Richland Cty				\$ 120,000	
Penalties- Current Taxes	3,844	2,600	1,428	2,600	
Prior Year Property Taxes	37,489	50,000	35,825	40,000	
Penalties-Prior Year Taxes	6,891	15,000	7,136	10,000	
Other Personal Property Tax	113,891	100,000	30,913	105,000	
Local Hopsitality Tax	0	0	0	0	
Local Option Sales Tax	5,137	12,000	8,893	12,000	
County Municipal Revenue Fund	906	1,000	1,680	2,000	
Fee In Lieu of Taxes (FILOT)	765,861	770,000	743,000	770,000	
<b>SUBTOTAL</b>	<b>\$ 2,875,578</b>	<b>\$ 2,812,600</b>	<b>\$ 2,513,176</b>	<b>\$ 3,111,600</b>	
<b>LICENSES AND PERMITS</b>					
Business Licenses	\$ 3,409,264	\$ 3,500,000	\$ 546,482	\$ 3,600,000	
Business Licenses-Prior Year	673,543	2,000	200	1,000	
Penalties-Business Licenses	4,414	5,500	680	3,000	
Building Permit Fees	45,242	97,855	57,601	85,000	
Electrical Permit Fees	4,987	5,000	4,033	5,500	
Plumbing Permit Fees	4,147	3,000	3,957	5,000	
Gas Permit Fees	2,992	2,200	2,357	3,000	
Garage Sale Permit Fees	990	1,200	670	1,000	
Miscellaneous Permit Fees	135	500	155	250	
<b>SUBTOTAL</b>	<b>\$ 4,145,714</b>	<b>\$ 3,617,255</b>	<b>\$ 616,135</b>	<b>\$ 3,703,750</b>	<b>\$ -</b>
<b>FINES AND FORFEITURES</b>					
Criminal Fines	\$ 44,990	\$ 58,000	\$ 27,320	\$ 45,000	
Traffic Fines	231,507	240,000	155,502	235,000	
Parking Fines	1,130	2,000	180	1,000	
Victim's Assistance Revenues	38,977	38,000	20,963	32,000	
<b>SUBTOTAL</b>		<b>338,000</b>	<b>\$ 203,965</b>	<b>\$ 313,000</b>	

<b>INTEREST EARNED</b>	\$ 1,985	1,900	\$ 1,215	1,800	
<b>SUBTOTAL</b>	\$ 1,985	\$ 1,900	\$ 1,215	\$ 1,800	\$ -
<b>STATE AID TO SUBDIVISIONS</b>					
Local Government Fund Revenue	\$ 233,094	285,000	\$ 212,687	271,326	
Merchants Inventory Tax	71,566	71,568	53,675	71,568	
<b>SUBTOTAL</b>	\$ 304,660	\$ 356,568	\$ 266,362	342,894	0
<b>CURRENT SERVICES</b>					
Hydrant Charge Fees	\$ 204,224	200,000	\$ 138,121	200,000	
Animal Control Contract & Fees	20,120	20,000	20,060	55,000	
Spec Govt Transfer-PS SRO Program	67,358	63,000	47,060	63,000	
LRADAC/AET Agreements		25,000	18,591	25,000	
Parks Contract with WWTP & WTP	0	0	0	0	
Commercial Sanitation&Tipping Fees	281,991	300,000	204,848	0	
Duplication Service Fees	3,157	3,300	1,906	2,750	
Residential Sanitation Service Fees	81,245	87,000	38,918	239,000	
Residential Sanitation Operation Fees					
<b>SUBTOTAL</b>		698,300	\$ 469,504	584,750	0
<b>MISCELLANEOUS REVENUE</b>					
O&M Indirect Cost	\$ 459,257	1,500,000	\$ 1,125,000	1,500,000	
Miscellaneous Revenues	26,226	27,000	21,221	28,000	
Resale-Plastic Refuse Bag	3,668	3,500	3,180	4,000	
Sale of Personal Property	34,832	30,000	4,950	225,000	
Admissions & Rents	490	700	468	600	
Recycling Revenue	7,308	9,000	5,378	2,000	
Transfer Accom Tax Revenue	37,747	38,000	38,089	38,100	
Other Financing Sources-Lease Note	755,402	190,000	186,434	0	
DOJ Grant Revenue				8,000	
COPS Grant Revenue	87,750				
Public Safety Grant Revenue	30,776				
<b>SUBTOTAL</b>	\$ 1,443,456	\$ 1,798,200	\$ 1,384,720	1,805,700	0
<b>TOTAL GENERAL FUND</b>	<b>\$ 8,771,393</b>	<b>9,622,823</b>	<b>\$ 5,455,077</b>	<b>9,863,494</b>	

## City of Cayce FINAL General Fund Expenditure Detail

Department	Actual FY11-12	Budget FY12-13	Actual to 03/22/2013 FY12-13	Propopsed Budget FY13-14	Adopted Budget FY13-14
<b>1101-LEGISLATIVE</b>					
Salaries & Wages	\$ 23,700	\$ 23,700	\$ 16,446	\$ 23,700	
Printing & Office Supplies	621	600	1,492	1,500	
Postage	456	282	226	300	
Dues & Memberships	1,055	2,756	2,559	4,521	
Travel	3,915	7,950	2,526	13,950	
Telephone Expense		1,950	1,494	2,000	
Advertising	133	500	488	500	
Employee Training		3,060	1,010	5,120	
Employee Awards	4,506	4,875	3,162	4,875	
City Election Expense		2,000	1,295	0	
City Hosted Events		700		1,500	
Other Operating Expense	3,415	2,850	702	1,500	
SCRS Expense	1,054	1,158	554	1,665	
SCRS Pre-Ret Death Benefits	13	27	8	34	
FICA Expense	1,813	1,815	1,209	1,815	
General Insurance					
Workers Comp. Ins. Expense	61	310	238	322	
Medical Insurance					
Unemployment Insurance					
Health Reimbursement					
<b>TOTAL</b>	<b>\$ 40,742</b>	<b>\$ 54,533</b>	<b>\$ 33,409</b>	<b>\$ 63,302</b>	
<b>1110-ADMINISTRATION</b>					
Salaries & Wages	\$ 308,331	\$ 327,982	\$ 232,959	\$ 343,853	
Printing/Office Supplies	2,563	3,200	3,313	4,500	
Postage	1,397	563	452	1,000	
Publications	454	300	40	300	
Dues & Memberships	2,394	1,800	1,958	2,562	
Travel	7,878	8,400	6,922	8,260	
Auto Operating Expense	6,600	9,400	4,549	6,600	
Car Lease Expense					
Telephone Expense	1,200	9,546	7,453	11,784	

Service Contracts	4,446	2,550	422	500
Professional Services - HR		2,210	1,890	3,300
Advertising	0	11,000	1,259	5,000
Vehicle Insurance		1,600		800
Employee Training	3,181	4,670	3,554	3,935
Prof Service-Tech Assist	131	300		
Other Operating Expense	1,067	1,000	1,430	1,750
Machines & Equipment				0
SCRS Expense	30,140	34,652	22,829	37,213
SCRS Pre-Ret Death Benefits	488	491	335	529
FICA Expense	23,925	25,008	15,734	26,984
General Insurance	2,774	3,100	2,939	3,175
Workers Comp. Ins. Expense	4,282	3,346	2,941	4,050
Medical Insurance	29,387	30,074	21,013	35,943
Unemployment Insurance				
Health Reimbursement	1,040	1,050	1,000	2,000
<b>TOTAL</b>	<b>\$ 431,678</b>	<b>\$ 482,242</b>	<b>\$ 332,992</b>	<b>\$ 504,038</b>
<b>1121-RECORDER'S COURT</b>				
Salaries & Wages	\$ 30,834	\$ 67,757	\$ 51,047	\$ 82,881
Juror Fees Compensation	1,109	3,000	870	1,500
Printing/Office Supplies	987	2,500	1,954	3,000
Postage	187	5,912	4,738	5,980
Dues	95	250	120	175
Travel	0	1,160	613	2,489
Professional Services - HR				
Employee Training	0	870	260	1,550
Special Contract - Magistrate	9,583	9,590	7,426	10,000
Special Dept Supplies	1,461	1,180	943	2,000
SCRS Expense	2,405	7,157	4,242	8,776
SCRS Pre-Ret Death Benefits	38	102	61	125
FICA Expense	1,952	5,165	2,999	6,363
General Insurance	514	514	1,192	1,280
Workers Comp. Ins. Expense	883	814	715	450
Medical Insurance	4,899	12,030	6,994	17,972
Unemployment Insurance				
Health Reimbursement			988	1,000
<b>TOTAL</b>	<b>\$ 54,947</b>	<b>\$ 118,001</b>	<b>\$ 85,162</b>	<b>\$ 145,541</b>
<b>1140-LEGAL</b>				



Printing/Office Supplies	0	75		75
Postage	186	423	339	500
Professional Serv. - Attorney Fee	72,137	70,000	45,704	60,000
Professional Serv. - Prosecutor Fee	11,906	16,000	6,281	16,000
City Code Supplement	1,560	1,575		1,575
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 88,073</b>	<b>\$ 52,324</b>	<b>\$ 78,150</b>
<b>1150 - IT</b>				
Salaries & Wages	\$ 42,212	\$ 83,700	\$ 61,181	\$ 85,313
Printing/Office Supplies	\$ 85	600	\$ 177	800
Postage Expense		140	\$ 112	140
Publications		100		100
Dues & Membership Expense		688	\$ 335	483
Travel Expense		576	\$ 713	750
Telephone Expense		1,150	\$ 752	1,050
Service Contracts		3,896	\$ 2,865	10,864
Equipment Repair Expense		500	\$ 201	1,000
Software/Licenses Expense		10,627	\$ 5,972	21,257
Employee Training		2,190	\$ 15	4,300
Prof Service - Tech Assist		13,300	\$ 10,963	13,300
Prof Services - Web Site Expense	\$ 588	1,000	\$ 751	450
Other Operating Expenses		200	\$ 403	500
Machines & Equipment Exp		26,207	\$ 20,063	27,229
SCRS Expense	\$ 3,729	8,866	5,721	9,011
SCRS Pre-Ret Death Benefit	\$ 60	126	82	128
FICA Expense	\$ 2,836	6,399	3,856	6,534
General Insurance Expense		500	704	636
Workers Comp Ins Expense	\$ 327	1,465	1,288	1,375
Medical Insurance Expense	\$ 1,953	6,015	4,501	7,189
Health Reimbursement Acct Exp	\$ 363	1,000	\$ 1,000	1,000
<b>TOTAL</b>	<b>\$ 52,153</b>	<b>\$ 169,245</b>	<b>\$ 121,655</b>	<b>\$ 193,409</b>
<b>1170-COMMUNITY RELATIONS</b>				
Central Midlands COG Dues	\$ 7,047	\$ 8,000	\$ 9,396	\$ 9,396
Municipal Assoc. of S.C. Dues	5,402	5,500	5,402	5,500
Lex. County Mun. Assoc. Dues	0	500	500	500
Christmas Decorations & Citizen Drop-in	3,776	4,400	3,562	4,400

Prof Fees-Consultant for Public Relations	15,000	15,000	11,250	15,000
River Alliance Dues	10,000	10,000	10,000	10,000
Employee & Family Christmas Party	2,299	2,800	2,761	2,800
CMRTA Contribution	15,968	22,784	12,611	22,800
City Newsletter	16,419	12,600	3,887	13,000
Community Programs	35,535	7,950	1,387	12,700
<b>TOTAL</b>	<b>\$ 111,446</b>	<b>\$ 89,534</b>	<b>\$ 60,756</b>	<b>\$ 96,096</b>
<b>1181-FINANCE &amp; ACCOUNTING</b>				
Salaries & Wages	\$ 170,998	\$ 145,413	\$ 107,004	\$ 156,486
Overtime				
Printing/Office Supplies	3,189	4,000	739	3,500
Postage	2,573	704	563	705
Dues & Memberships	465	500	225	500
Travel				
Auto Operating Expense	647	1,200	608	0
Car Lease Expense	3,732	3,735	2,799	0
Telephone Expense		2,362	1,627	2,600
Service Contracts	14,603	13,150	6,191	11,322
Professional Services - HR				
Vehicle Insurance	826	900	768	0
Employee Training	162	900		900
Prof. Ser. - Audit Expense	17,192	17,500	17,228	17,500
Advertising Expense	0			
Machines & Equipment				
SCRS Expense	16,026	15,338	10,034	16,585
SCRS Pre-Ret Death Benefits	256	217	144	236
FICA Expense	11,781	11,069	6,764	12,026
General Insurance	2,218	2,300	1,757	1,950
Workers Comp. Ins. Expense	3,058	1,068	938	800
Medical Insurance	23,371	18,050	13,504	21,570
Unemployment Insurance				
Health Reimbursement	2,000	1,000	1,000	1,000
<b>TOTAL</b>	<b>\$ 273,097</b>	<b>\$ 239,406</b>	<b>\$ 171,893</b>	<b>\$ 247,680</b>
<b>1183-TAX COLLECTION</b>				
Printing/Office Supplies	0	\$ 50		\$ 50

Postage	50	60		60
Publications				
Prof. Service - Tax Contract	19,938	19,950		20,200
<b>TOTAL</b>	<b>\$ 19,988</b>	<b>\$ 20,060</b>	<b>\$ -</b>	<b>\$ 20,310</b>
<b>1190-PUBLIC BUILDINGS</b>				
Salaries & Wages	\$ 23,517	\$ 29,824	\$ 22,157	\$ 30,420
Overtime	261	200	277	300
Electric & Gas	27,199	30,000	22,459	32,000
Telephone	24,068	10,000	8,198	12,000
Service Contracts	1,477	2,500	41,672	2,500
Equipment Repair	2,066	3,500	39	2,000
Building Repair	9,894	10,300	3,961	10,000
Paint Supplies	0	400		400
Electric/Light Supplies	1,620	500	216	500
Uniforms	179	250		650
Janitorial Supplies	2,101	2,800	1,857	3,000
Copy Machine Contract	5,120	5,325	3,784	5,325
Other Operating Expenses	1,306	1,300	20	1,300
Machines & Equipment	69,280			
ECCGB Grant				
SCRS Expense	2,323	3,157	2,080	3,266
SCRS Pre-Ret Death Benefits	37	45	30	46
FICA Expense	1,700	2,279	1,470	2,368
General Insurance	832	778	838	917
Workers Comp. Ins. Expense	1,080	1,032	906	2,500
Medical Insurance	4,903	6,015	4,501	7,190
Unemployment Insurance				
Health Reimbursement				1,000
<b>TOTAL</b>	<b>\$ 178,963</b>	<b>\$ 110,205</b>	<b>\$ 114,465</b>	<b>\$ 117,682</b>
<b>1210-PUBLIC SAFETY ADMIN</b>				
Salaries & Wages	\$ 177,837	\$ 227,893	\$ 176,483	\$ 236,781
Printing/Office Supplies	10,960	10,200	6,630	10,200
Postage	1,395	2,533	2,032	2,600
Dues & Memberships	400	655	540	655
Travel	521	2,000	677	2,000
Auto Operating Expense	5,268	4,000	3,014	4,500

Electric & Gas	41,764	42,500	31,712	45,000	
Telephone	28,807	38,479	34,263	50,196	
Service Contracts	5,349	7,500	2,688	7,500	
Building Repair	14,688	20,000	11,894	0	
Uniform Expense		1,200	300	1,200	
Janitorial Supplies	1,007	300	607	600	
Medical, Doctor, Physical	7,800	8,500	6,329	9,000	
Professional Services - HR		0			
Advertising	0	1,000	75	1,000	
Vehicle Insurance	826	1,652	1,535	1,650	
Employee Training	133	500	90	600	
Special Contracts	4,522	5,125	3,638	5,125	
Explorer Scouts	0	500		500	
Other Operating Expense					
Machines & Equipment					
Community Relations Expense	221	1,000	740	1,000	
SCRS Expense	7,576	8,855	5,463	9,600	
SCRS Pre-Ret Death Benefit	121	126	78	136	
SC PORS	9,394	17,638	12,058	19,224	
SC PORS Pre-Ret Death Benefit	165	287	203	293	
SC PORS Accident Death Benefit	165	287	203	293	
FICA Expense	12,072	17,360	12,182	18,187	
General Insurance	4,715	4,623	5,122	5,558	
Workers Comp. Ins. Expense	4,499	3,762	3,306	5,000	
Medical Insurance	18,877	24,059	18,059	28,754	
Unemployment Insurance					
Health Reimbursement				1000	
<b>TOTAL</b>	<b>\$ 359,082</b>	<b>\$ 452,534</b>	<b>\$ 339,921</b>	<b>\$ 468,152</b>	
<b>1211-PUBLIC SAFETY INVESTIGATION</b>					
Salaries & Wages	\$ 440,315	\$ 357,238	\$ 267,423	\$ 367,712	
Overtime	14,636	14,351	9,149	14,500	
Dues & Memberships	470	650	235	650	
Travel	878	1,500	393	4,600	
Auto Operating Expense	51,905	55,665	24,102	35,000	
Service Contracts	3,568	5,914	3,752	7,348	
Equipment Repair	0	200		200	
Radio Supplies	499	350		350	
Uniform	5,453	4,800	3,312	4,800	

Professional Services - HR				
Vehicle Insurance	9,088	10,738	8,832	10,500
Employee Training	529	2,500	1,069	3,400
Special Dept. Supplies	2,110	3,000	1,391	3,000
Machines & Equipment	14,265		327	0
SCRS Expense				
SCRS Pre-Ret Death Benefit				
SC PORS	49,520	45,491	29,886	50,298
SC PORS Pre-Ret Death Benefit	871	740	502	768
SC PORS Accident Death Benefit	871	740	502	768
FICA Expense	33,546	28,293	18,480	29,372
General Insurance	10,410	9,245	10,098	11,050
Workers Comp. Ins. Expense	11,668	15,355	13,764	15,200
Medical Insurance	52,891	48,117	35,996	57,510
Unemployment Insurance				2,000
Health Reimbursement	2,008	4,000	2,039	4,000
<b>TOTAL</b>	<b>\$ 705,501</b>	<b>\$ 608,887</b>	<b>\$ 431,252</b>	<b>\$ 623,026</b>
<b>1212-PUBLIC SAFETY TRAFFIC</b>				
Salaries & Wages	\$ 2,090,889	\$ 1,652,624	\$ 1,205,060	\$ 1,738,894
Overtime	106,855	108,630	99,927	134,925
Fire Response OT Fees	30,566			0
Dues & Memberships	1,442	1,040	1,065	1,150
Travel	1,210	1,200	464	1,200
SCMIT/DOJ Vest Grant Expense	0	10,000		10,000
Auto Operating Expense	224,317	129,664	115,936	140,000
Service Contracts	10,625	18,000	8,776	20,000
Equipment Repair	5,777	9,500	825	9,500
Building Repairs - Dog Pound	9	0		0
SLED-N.C.I.C. Equipment Expense	3,186	2,185	576	2,185
Hand Tools & Supplies	1,623	500	86	500
Radio Supplies	500	500	150	500
Safety Supplies	3,046	2,600	5,147	2,600
Uniforms	60,381	32,000	9,658	32,000
Jail Detention Expense	559	400	540	600
Laundry/Linen	0	100		100
Air Pack & Fire Extinguisher Expense	0			
Professional Services - HR				
Vehicle Insurance	42,140	39,648	38,817	34,800

Employee Training	11,538	15,000	13,938	15,000
Victim Advocate Assessments Expense	49,448	58,046	36,977	58,046
Dept of Juvenile Justice Expense	6,620	10,000	2,375	7,500
Special Dept. Supplies	36,268	20,000	7,268	25,000
Animal Control Expense	4,898			0
Machines & Equipment	81,133	18,250	18,727	0
Machines & Equipment - Highway	991			
SCRS Expense	26,235	21,583	11,120	19,291
SCRS Pre-Ret Death Benefit	419	305	160	274
SC PORS	221,415	194,813	127,252	222,494
SC PORS Pre-Ret Death Benefit	4,189	3,168	2,139	3,397
SC PORS Accident Death Benefit	3,616	3,168	2,139	3,397
FICA Expense	165,350	136,741	85,910	143,918
General Insurance	62,575	49,692	54,463	57,000
Workers Comp. Ins. Expense	68,570	61,833	57,803	64,000
Medical Insurance	294,429	252,366	175,210	283,925
Unemployment Insurance	8,675	15,000	7,865	11,000
Health Reimbursement	5,974	13,000	6,817	13,000
<b>TOTAL</b>	<b>\$ 3,635,468</b>	<b>\$ 2,881,556</b>	<b>\$ 2,097,190</b>	<b>\$ 3,056,196</b>
<b>1213 - PUBLIC SAFETY FIRE</b>				
Salaries & Wages		357,751	263,521	442,841
Overtime		20,400	16,862	30,000
Fire Response OT Fees		22,412	23,607	25,081
Dues & Memberships		545	460	885
Travel		1,000	15	1,000
Auto Operating Expense		60,868	9,428	45,000
Service Contracts		5,235	2,139	7,750
Equipment Repair Expense		1,500	568	1,500
Building Repair Expense		13,000	291	0
Hand Tools and Supplies		1,000	215	4,076
Radio Expense		300		500
Safety Supplies		3,500	1,733	3,500
Uniform Expense		5,500	2,685	5,500
Janitorial Supplies		600	363	600
SCBA & Fire Extinguisher Expense		3,460	1,272	3,460
Vehicle Insurance Expense		7,434	6,147	9,605
Employee Training		5,000	618	5,000
Special Department Supplies		5,000	-53,668	5,000

Machines & Equipment	29,115	15,300	16,000
SC PORS	49,070	30,353	65,440
SC PORS Pre-Ret Death Benefit	798	510	999
SC PORS Accident Death Benefit	798	510	999
FICA Expense	30,519	19,205	38,215
General Insurance	10,401	11,384	12,405
Workers Comp. Ins. Expense	16,615	3,555	15,066
Medical Insurance	54,132	35,997	80,263
Unemployment Insurance	3,000		2,000
Health Reimbursement	3,000	1,000	3,000
<b>TOTAL</b>	<b>\$ 711,953</b>	<b>\$ 394,070</b>	<b>\$ 825,685</b>
<b>1214 - PUBLIC SAFETY ANIMAL SERVICES</b>			
Salaries & Wages	74,705	51,315	71,656
Overtime	5,152	2,961	5,269
Printing and Office Supplies	500	44	500
Dues & Memberships	400	40	400
Travel	500		500
Auto Operating Expense	4,880	993	5,760
Utilities Expense	12,000	2,281	5,340
Service Contracts	540		14,040
Equipment Repair Expense	2,500	214	2,500
Building Repair Expense	2,500	1,558	2,500
Radio Expense	100		100
Uniform Expense	926	547	1,038
Janitorial Supplies	1,500	411	1,500
Advertising Expense	6,000		6,000
Vehicle Insurance Expense	1,660	1,160	1,600
Employee Training	1,175	150	2,000
Shelter Operations Expense	2,933	3,515	4,500
Animal Control Supplies	9,628	12,643	15,935
Machines & Equipment		17,383	0
SCRS Expense	7,582	5,088	8,147
SCRS Pre-Ret Death Benefits	119	73	116
FICA Expense	6,086	3,554	5,908
General Insurance	2,312	2,531	2,760
Workers Comp. Ins. Expense	1,284	2,590	2,500
Medical Insurance	12,029	7,997	14,380
Unemployment Insurance	1,000	1,630	1,000

Health Reimbursement		2,000		2,000	
<b>TOTAL</b>		<b>\$ 160,011</b>	<b>\$ 118,678</b>	<b>\$ 177,949</b>	
<b>1325-STREET LIGHTING</b>					
Electric & Gas Expense	\$ 146,380	\$ 150,000	\$ 110,977	\$ 150,000	
Machines & Equipment					
<b>TOTAL</b>	<b>\$ 146,380</b>	<b>\$ 150,000</b>	<b>\$ 110,977</b>	<b>\$ 150,000</b>	<b>\$ -</b>
<b>1337-STREETS AND SANITATION</b>					
Salaries & Wages	\$ 517,277	\$ 547,135	\$ 399,629	\$ 565,779	
Overtime	1,358	1,500	434	1,500	
Printing/Office Supplies	456	800	333	700	
Postage	1,628	640	838	1,000	
Dues & Memberships	246	300		583	
Travel	554	500	15	1,020	
Auto Operating Expense	236,441	165,421	117,210	140,500	
Telephone Expense		7,000	3,147	7,000	
Service Contracts	0	400	1,038	900	
Building Repairs					
Equipment Repair	13,593	2,500	1,461	5,500	
Waste Disposal & Tipping Fees	139,150	152,000	107,152	10,000	
Hand Tools & Supplies	2,125	4,000	582	4,000	
Safety Supplies	2,029	3,000	1,091	3,450	
Uniforms	4,213	8,000	4,768	6,500	
Janitorial Supplies	276	450	123	450	
Medical, Doctor, Physical	1,232	1,850	1,240	2,000	
Signs and Signs Supplies	60				
Software/Licenses Expense		456		0	
Professional Services - HR					
Vehicle Insurance	14,046	17,091	15,768	14,240	
Employee Training	343	500	60	700	
Contract Labor Expense	361	500	1,053	500	
Special Supplies - Plastic Garbage Bags	3,310	3,500	4,533	3,850	
Special Sup- Recycle Bins & Leaf Bags	1,951	2,200	409	2,325	
Machines & Equipment	4,724	5,850	6,260	0	
Capital Outlay					
SCRS Expense	48,248	57,809	37,508	60,196	
SCRS Pre-Ret Death Benefits	771	818	538	856	



FICA Expense	36,713	41,720	25,818	43,649
General Insurance	8,278	7,681	9,664	10,550
Workers Comp. Ins. Expense	19,659	21,865	19,747	24,000
Medical Insurance	95,340	102,249	73,527	119,806
Unemployment Insurance		2,000		1,000
Health Reimbursement	3008	1,000	1216	1,000
<b>TOTAL</b>	<b>\$ 1,157,390</b>	<b>\$ 1,160,735</b>	<b>\$ 835,162</b>	<b>\$ 1,033,554</b>
<b>1463-PLANNING &amp; DEVELOPMENT</b>				
Salaries & Wages	\$ 239,713	\$ 233,413	\$ 204,477	\$ 233,996
Printing/Office Supplies	2,019	2,700	2,450	2,700
Postage	1,411	282	226	282
Dues and Memberships	1,265	1,600	1,698	1,735
Travel Expense	1,371	3,500	2,570	4,285
Auto Operating Expense	3,287	1,600	1,408	2,600
Telephone	724	5,530	4,426	5,990
Building Repairs		300	1,737	500
Service Contracts				
Building Code Enforcement Expense				
Hand Tools and Supplies	50	500		500
Radio Supplies				
Uniform Expense	248	400		300
Professional Services - HR				
Advertising	1,817	1,500	1,146	1,500
Vehicle Insurance	1,652	1,730	768	810
Employee Training	2,833	3,330	2,422	5,294
NPDES Phase II Project Expense	47,684	47,000	2,000	47,000
Professional Contract Services-Comp Plan	15,350	10,000	2,899	10,000
Zoning Board of Appeals Expense				
Special Dept. Supplies	1,201	4,100	1,624	4,800
City Newsletter Expense			2,371	
Special Contract - Copier	2,560	2,650	1,892	2,650
Machines & Equipment	984			
SCRS Expense	23,510	24,640	19,716	24,788
SCRS Pre-Ret Death Benefits	498	349	376	352
FICA Expense	17,807	17,783	13,661	17,974
General Insurance	2,841	3,000	3,245	3,265
Workers Comp. Ins. Expense	4,213	3,485	2,670	2,365
Medical Insurance	28,407	30,074	24,497	35,945

Unemployment Insurance				
Health Reimbursement	3,015	2,500	1,028	2,500
<b>TOTAL</b>	<b>\$ 404,460</b>	<b>\$ 401,966</b>	<b>\$ 299,307</b>	<b>\$ 412,131</b>
<b>1465-MUSEUM</b>				
Salaries & Wages	\$ 83,725	\$ 83,785	\$ 54,658	\$ 93,050
Printing/Office Supplies	395	600	444	600
Postage	415	140	112	140
Dues & Membership	0	200		200
Travel Expense	535	1,000	50	500
Electric & Gas	5,317	6,000	4,594	6,000
Telephone Expense		2,200	3,014	2,200
Service Contracts		800	475	800
Equipment Repair Expense	43	500		500
Building Repair Expense	1,022	700	1,241	700
Professional Services - HR				
Acc Tax Project Expense				
Vehicle Insurance			392	810
Machines & Equipment				
SCRS Expense	6940	7,823	5,118	8,865
SCRS Pre-Ret Death Benefits	138	111	74	126
FICA Expense	5658	5,646	3,747	6,428
General Insurance	1628	1,795	1,625	1,690
Workers Comp. Ins. Expense	1538	2,592	477	410
Medical Insurance	11706	12,030	8,956	14,380
Unemployment Insurance				
Health Reimbursement	2000	1,000		1,000
<b>TOTAL</b>	<b>\$ 121,060</b>	<b>\$ 126,922</b>	<b>\$ 84,977</b>	<b>\$ 138,399</b>
<b>1720-PARK/GROUNDS MAINTENANCE</b>				
Salaries & Wages	\$ 253,658	\$ 274,376	\$ 196,708	\$ 282,532
Overtime	1,118	1,500	897	1,500
Printing & Office Supplies	255	300	141	300
Postage		140	112	140
Membership & Dues	551	500	190	605
Travel	554	310	15	700
Auto Operating Expense	25,518	28,000	11,510	20,000
Electric & Gas	14,861	16,000	12,173	16,800
Telephone Expense		3,850	2,372	3,850

Service Contracts (Tree Maint)	1,750	1,750	374	1,750	
Equipment Repair	8,977	5,000	6,688	12,000	
Building Repair	510	2,000	14,554	18,000	
Hand Tools & Supplies	2,065	1,450	1,167	1,400	
Safety Supplies	1,715	1,900	963	2,000	
Uniforms	1,907	2,200	749	3,000	
Janitorial Supplies	1,963	2,000	1,518	2,200	
Chemicals	698	700	437	800	
Medical, Doctor, Physical	200	600	602	600	
Signs and Signs Supplies	1,112	1,500	1,103	1,000	
Software/Licenses Expense		456			
Advertising				1,500	
Professional Services - HR					
Vehicle Insurance	4,958	8,500	6,611	10,280	
Employee Training	383	1,690	780	1,635	
Special Dept. Supplies	4,058	4,000	3,384	4,000	
Beautification Board Projects	785	750	359	750	
Forestry Grant					
Machines & Equipment	33,117			0	
Capital Outlay					
SCRS Expense	23,762	29,124	18,011	30,130	
SCRS Pre-Ret Death Benefits	353	412	258	428	
FICA Expense	18,414	21,019	12,960	21,848	
General Insurance	5,534	6,680	6,438	6,920	
Workers Comp. Ins. Expense	7,863	11,120	4,115	5,500	
Medical Insurance	39,648	54,132	30,475	66,495	
Unemployment Insurance		1,000		750	
Health Reimbursement	99	1,000		1,000	
<b>TOTAL</b>	<b>\$ 456,386</b>	<b>\$ 483,959</b>	<b>\$ 335,664</b>	<b>\$ 520,413</b>	
<b>1750-AUTOMOTIVE GARAGE</b>					
Salaries & Wages	\$ 198,780	\$ 206,438	\$ 153,027	\$ 220,817	
Overtime	661	1,500	2,129	2,500	
Printing/Office Supplies	289	400	189	400	
Travel	1,509	1,000	485	1,500	
Auto Operating Expense	5,862	6,000	3,891	5,000	
Electric & Gas	7,314	8,000	6,139	8,000	
Telephone Expense		3,650	1,778	3,000	
Service Contracts	2,795	1,500	1,995	3,500	

Equipment Repair	4,290	4,000	1,723	4,000	
Building Repair	2,337	2,000	2,118	13,000	
Hand Tools & Supplies	4,587	5,000	4,211	5,000	
Paint Supplies	0	300		300	
Electric/Light Supplies	152	300		300	
Uniforms	2,284	2,400	1,563	2,400	
Software/Licenses Expense		10,379		0	
Professional Services - HR					
Vehicle Insurance	1,652	2,550	1,535	2,400	
Employee Training	35	6,800	570	3,500	
Special Dept. Supplies	7,038	7,000	7,551	7,000	
Other Operating Expense					
Machines & Equipment	70,564			0	
SCRS Expense	18,488	21,956	14,502	23,649	
SCRS Pre-Ret Death Benefits	296	311	208	336	
FICA Expense	14,825	15,845	10,465	17,148	
General Insurance	2,955	3,000	3,147	3,500	
Workers Comp. Ins. Expense	5,696	8,000	5,837	7,500	
Medical Insurance	27,426	30,074	20,511	35,943	
Unemployment Insurance					
Health Reimbursement	859	2,000		2,000	
<b>TOTAL</b>	<b>\$ 380,694</b>	<b>\$ 350,403</b>	<b>\$ 243,574</b>	<b>\$ 372,693</b>	
<b>1800-NON-DEPARTMENTAL</b>					
Medical Insurance Expense - Retirees	22,542	24,059	16,515	28,800	
Bonds & Securities	1,427	500			
Cost of Living Fringe					
Merit Pool Increase					
Bonus Pool		3,520		42,000	
GASB 45-OPEB Expense		130,490		130,490	
Interest on Debt Expense	25,145	27,901	21,552	23,398	
Gen Fund Principal Payments	294,974	409,657	311,935	394,400	
Cayce Web Site Expense	588		31		
Other Financing Uses-Lease Note Equip	755,402	190,000	186,434		
Computer Consultant Contract Expense	37,688				
Merit Pool Fringe					
Computer Network Equip & IT Supplies	56,951				
Allocation for Prior Year Unreserved Funds	0	92,471			

TOTAL	\$ 1,194,717	\$ 878,598	\$ 536,467	\$ 619,088	
GENERAL FUND TOTAL	<u>\$ 9,251,732</u>	<u>\$ 9,738,823</u>	<u>\$ 6,799,895</u>	<u>\$ 9,863,494</u>	

GF Revenue

9,863,494

Net Revenue or Loss

0

**CITY OF CAYCE**  
**Gross Revenue Fund Revenue Detail**

**FINAL**

	Actual FY11-12	Budget FY12-13	Actual to 02/28/2013 FY12-13	Proposed Budget FY13-14	Adopted Budget FY13-14
<b>Operating Revenues</b>					
Water Sales	\$ 4,732,797	\$ 5,065,687	\$ 2,675,780	5,199,598	
Water Taps - Material & Labor	82,864	80,000	18,626	40,000	
Sewer Service Charges	6,958,593	7,799,813	4,504,616	8,423,027	
Pretreatment Plant Revenue	0	0	0	141,086	
Sewer Taps - Material & Labor	6,662	10,000	4,070	7,500	
Re-connection Fees	43,220	37,000	17,025	35,000	
Capacity Fees Wa & Sw CFC's	1,009,767	804,912	73,902	592,800	
Miscellaneous Revenue	99,373	798,000	844,445	50,000	
Penalties	189,722	145,000	122,202	150,000	
Interest	5,592	100	7	40	
Set Up Fees	0	0	0	105,000	
<b>TOTAL OPERATING REVENUE</b>	<u>\$ 13,128,590</u>	<u>\$ 14,740,512</u>	<u>\$ 8,260,673</u>	<u>\$ 14,744,051</u>	<u>\$ -</u>

## CITY OF CAYCE Gross Revenue Fund Expenditure Detail

EXPENDITURES & TRANSFERS	Actual FY11-12	Budget FY12-13	Actual to 02/28/2013 FY12-13	Proposed Budget FY13-14	Adopted Budget FY13-14
<b>Gross Revenue Fund Expense</b>					
Revenue Bonds of 2004	1,017,200	1,017,200.00	674,890	978,200	
Revenue Bonds of 2007A	1,608,488	1,608,488.00	1,073,082	1,604,425	
Bonds of 2009 P&I	\$ 722,054	2,170,209.00	1,446,807	2,174,048	
Transfer Out to O&M Fund	9,726,086	9,209,451.00	5,708,638	9,258,098	
15 % Transfer to Meet Coverage	418,250	735,164.00	735,164	729,280	
Bad Debt Expense		0.00	0	0	
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,492,078</b>	<b>\$ 14,740,512</b>	<b>\$ 9,638,581</b>	<b>\$ 14,744,051</b>	<b>\$ -</b>

# CITY OF CAYCE

## O & M Fund Revenue Detail

05/30/2013

REVENUES	Actual FY11-12	Budget FY12-13	Actual to 03/08/2013 FY12-13	Proposed Budget FY13-14	Approved Budget FY13-14
<b>OPERATING REVENUES</b>					
Interest Earned	\$ 26,801	\$ 21,000	\$ 6,945	\$ 10,000	
Sale of Property	-844	5,000	1,219	4,000	
Miscellaneous Revenue		2,500	860	1,300	
Transfer in From Gross Revenue		9,209,451	5,708,638	9,258,098	
Springdale Contract Revenue	105,194	105,194	48,120	105,194	
<b>TOTAL OPERATING REVENUES</b>		<b>\$9,343,145</b>	<b>\$ 5,765,782</b>	<b>\$ 9,378,592</b>	



# CITY OF CAYCE

## O & M UTILITIES FUND EXPENDITURES

FINAL

	Actual FY11-12	Budget FY12-13	Actual to 03/08/2013 FY12-13	Proposed Budget FY13-14	Adopted FY13-14
<b>UTILITIES-1910 ADMINISTRATION</b>					
Salaries & Wages	\$ 337,299	363,705	239,888	250,225	
Overtime	1,650	1,500	1,420	0	
Printing/Office Supplies	10,643	9,000	5,561	4,300	
Postage	39,062	36,500	31,063	4,000	
Dues & Membership	870	920	158	742	
Travel	952	1,980	807	2,370	
Auto Operating Expense	2,733	3,000	1,731	4,500	
Pagers & Telephone	2,194	8,150	5,183	8,150	
Service Contracts	22,441	23,800	16,846	7,816	
Equipment Repair	111	360	101	860	
Safety Supplies	374	250	0	5,250	
Uniform	288	150	0	150	
Medical, Doctor, Physical	3,251	4,100	2,049	4,100	
Professional Services - HR	31,743	0	0	0	
Advertising	2,857	8,000	2,470	8,000	
Vehicle Insurance	2,478	2,000	2,309	2,400	
Employee Training	654	2,565	1,760	2,525	
Professional Service - Audit		40,000	31,778	40,000	
Professional Service - Attorney	26,484	35,000	13,726	35,000	
Professional Service - Engineer	28,233	29,000	8,649	29,000	
Consultant Fees	22,683	29,988	22,943	29,988	
Special Contract-Copier	2,560	2,675	1,702	2,675	
Spec Dept Fees-Collect, Chg Card, & On-Line	76,782	87,200	52,453	0	
Easement Contracts-CSX	250	0	0	0	
Machines & Equipment	5,171	18,000	13,342	0	
SCRS	31258.29	38,623	20,996	26,462	
SCRS Pre-Retirement Benefit	499.94	547	302	376	
FICA Expense	24918.29	27,874	16,874	19,188	
General Insurance	4343	4,500	4,743	2,640	
Workers Compensation Insurance	3235.29	4,775	3,164	3,000	
Medical Insurance	40650.39	48,117	39,302	28,755	

Unemployment Compensation	5868	1,500	4,560	1,500
Health Reimbursement Account Expense	0	2,000	3,021	2,000
OPEB Expense	0	4,810	0	4,810
Christmas Bonus Pool	0	0	0	600
Paying Agent Fee/Bonds	8000	8,000	7,233	8,000
Website Expense		2,750	2,750	2,750
<b>Total</b>	<b>\$ 740,536</b>	<b>\$ 851,339</b>	<b>558,885</b>	<b>\$ 542,132</b>

## CITY OF CAYCE

### O & M UTILITIES FUND EXPENDITURES

	Actual FY11-12	Budget FY12-13	Actual to 03/08/2013 FY12-13	Proposed Budget FY13-14	Adopted FY13-14
<b>UTILITIES-1909 BILLING</b>					
Salaries & Wages				276,894	
Overtime				23,423	
Printing/Office Supplies				5,000	
Postage				42,000	
Dues & Membership				1,010	
Travel				1,360	
Auto Operating Expense				17,500	
Pagers & Telephone				5,646	
Service Contracts				15,650	
Hand Tools & Supplies				1,200	
Safety Supplies				600	
Uniform				1,400	
Vehicle Insurance				3,200	
Employee Training				2,470	
Spec Dept Fees-Collect, Chg Card, & On-Line				58,000	
Special Contract-Copier				900	
Machines & Equipment				0	
SCRS				31,835	
SCRS Pre-Retirement Benefit				453	
FICA Expense				23,084	
General Insurance				5,090	
Workers Compensation Insurance				3,400	
Hospital Insurance				57,509	

Unemployment Compensation				5,000	
Health Reimbursement Account Expense				5,000	
OPEB Expense				0	
Christmas Bonus Pool				1,440	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>589,064</b>	

## CITY OF CAYCE

### O & M UTILITIES FUND EXPENDITURES

	Actual	Budget	Actual to 03/08/2013	Proposed Budget	Adopted
<b>1911 WATER TREATMENT PLANT</b>					
Salaries & Wages	\$ 400,172	408,654	288,367	432,463	
Overtime	41,653	41,000	31,535	42,494	
Printing/Office Supplies	573	600	-1,398	650	
Postage	112	250	200	250	
DHEC Permit Fees & CCR	26,532	27,000	22,608	24,500	
Dues & Membership	977	1,000	384	852	
Travel	349	2,360	952	2,360	
Auto Operating Expense	8,130	8,500	4,617	8,500	
Electric & Gas	259,911	270,000	178,687	275,000	
Telephone	4,583	5,000	6,210	5,000	
Lubrication Supplies	894	900	0	900	
Service Contracts	10,614	27,499	8,944	52,093	
Equipment Repair	55,701	119,000	16,713	75,000	
Building Repair	-112	500	443	500	
Hand Tools & Supplies	798	900	625	900	
Electric/Light Supplies	270	600	374	600	
Safety Supplies	1,701	1,500	1,247	1,500	
Uniform Expense	2,020	2,000	1,938	2,100	
Janitorial Supplies	583	600	485	600	
Chemical	134,581	155,400	122,060	194,077	
Laboratory Supplies	20,369	23,500	8,237	23,500	
Professional Services - HR	0	0	0	0	
Vehicle Insurance	2,478	3,000	2,309	2,375	
Employee Training	1,041	3,000	1,238	2,008	
Consultant Service/Lab Tests	2,468	9,000	11,074	17,000	

Machines & Equipment	8,228	49,300	17,412	75,000	
SCRS	40,809	47,591	27,951	50,254	
SCRS Pre-Retirement Benefit	652	673	401	715	
FICA Expense	32,829	34,346	22,282	36,440	
General Insurance	24,967	30,886	20,278	13,660	
Workers Compensation Insurance	11,331	12,986	8,606	16,170	
Medical Insurance	56,266	66,646	45,734	71,886	
Unemployment Compensation	0	500	0	500	
Health Reimbursement Account Expense	3,111	2,500	1,010	2,500	
OPEB Expense		5,411	0	5,411	
Christmas Bonus Pool		0	0	1,380	
<b>Total</b>	<b>\$ 1,154,592</b>	<b>\$ 1,362,602</b>	<b>851,527</b>	<b>\$ 1,439,138</b>	<b>\$ -</b>

## CITY OF CAYCE

### O & M UTILITIES FUND EXPENDITURES

	Actual FY11-12	Budget FY12-13	Actual to 03/08/2013 FY12-13	Proposed Budget FY13-14	Adopted FY13-14
<b>1912 WATER DISTRIBUTION &amp; MAINTENANCE</b>					
Salaries & Wages	\$ 456,466	461,386	297,643	495,636	
Overtime	117,606	102,500	54,856	16,100	
Printing & Office Supplies	-	0	39	3,000	
Dues & Membership	443	1,500	690	1,500	
Travel	0	500	195	1,800	
Auto Operating Expense	59,287	45,000	37,475	35,000	
Electric & Gas	34,268	35,000	24,339	37,500	
Telephone	6,901	15,000	7,229	20,000	
Service Contracts	909	7,000	4,392	179,681	
Equipment Repair	8,845	10,000	6,332	30,000	
Building Repairs	189	250	0	500	
Hand Tools & Supplies	3,794	4,000	869	6,000	
Masonry/Cement Supplies	2,269	3,000	1,227	3,000	
Asphalt/Grading Supplies	27,821	32,000	10,969	25,000	
Radio Supplies	0	250	0	250	
Safety Supplies	2,951	4,750	2,345	5,200	
Uniform	1,785	3,600	973	4,200	
Chemical	0	200	0	736	

Professional Services - HR	0	0	0	0
Water Distribution Repair	246,081	190,000	94,855	60,000
Vehicle Insurance	9,914	12,310	11,207	12,655
Employee Training	4,355	4,750	4,399	5,000
Water Distribution Meters	11,547	13,293	1,814	15,000
Machines & Equipment	18,562	258,100	270,929	93,250
SCRS	53,960	59,518	30,570	54,210
SCRS Pre-Retirement Benefit	861	842	439	771
FICA Expense	42,874	42,954	24,660	39,308
General Insurance	11,100	11,100	11,271	9,540
Workers Compensation Insurance	13,387	9,133	7,268	10,000
Health Insurance	75,391	84,205	52,492	97,046
Unemployment Compensation	0	4,000	0	4,000
Health Reimbursement Account Expense	38	2,000	3,000	2,000
OPEB Expense	0	7,816	0	7,816
Christmas Bonus Pool	0	0	0	2,100
<b>Total</b>	<b>\$ 1,211,603</b>	<b>1,425,957</b>	<b>962,476</b>	<b>1,277,799</b>

## CITY OF CAYCE

### O & M UTILITIES FUND EXPENDITURES

	Actual FY11-12	Budget FY12-13	Actual to 03/08/2013 FY12-13	Proposed Budget FY13-14	Adopted FY13-14
<b>1916 WASTEWATER TREATMENT PLANT</b>					
Salaries & Wages	\$ 483,450	502,757	351,637	535,122	
Overtime	34,264	38,000	31,417	41,255	
Printing/Office Supplies	449	525	250	525	
Postage		250	200	250	
State of S.C. Permit Fees	2,739	3,250	2,973	3,250	
Dues & Membership	713	1,315	365	1,500	
Travel	2,330	2,350	500	4,262	
Auto Operating Expense	66,872	45,000	30,795	45,000	
Water Expense	130,168	160,000	30,833	50,000	
Electric & Gas	510,673	543,200	471,747	740,000	
Telephone	3,930	10,855	11,691	12,650	
Lubrication Supplies	2,685	5,000	676	3,000	

Service Contracts	2,670	18,800	1,626	92,060
Equipment Repair	95,929	45,800	16,700	30,000
Building Repairs	297	800	186	800
Sludge Disposal Fees	408,733	226,000	137,456	200,000
Hand Tools & Supplies	2,916	2,000	532	3,700
Electric/Light Supplies	0	210	0	210
Radio Supplies	0	200	0	200
Safety Program and Supplies	7,547	7,500	2,877	3,000
Uniform	455	3,200	1,462	4,500
Janitorial Supplies	515	800	273	1,000
Chemical	243,173	325,000	149,164	280,000
Laboratory Supplies	23,001	33,550	14,178	26,200
Force Main/Line Repair Expense	0	0	232	0
Professional Services - HR	0	0	0	0
Vehicle Insurance	6,612	9,000	8,097	9,490
Employee Training	1,809	6,053	1,723	6,073
Professional Serv. - Lab Tests	17,957	26,500	11,844	23,900
Machines & Equipment	16,710	34,110	29,688	58,700
SCRS	\$ 48,080	57,072	33,292	61,048
SCRS Pre-Retirement Benefit	\$ 769	808	478	868
FICA Expense	\$ 36,319	41,189	25,834	44,267
General Insurance	\$ 21,498	113,750	37,944	52,897
Workers Compensation Insurance	\$ 13,806	16,260	11,892	18,500
Health Insurance	\$ 67,100	72,176	51,502	86,263
Unemployment Compensation	0	2,000	0	2,000
Health Reimbursement Account Expense	\$ 1,008	1,500	0	1,500
OPEB Expense		6,615	0	6,615
Depreciation Expense	0	0	0	0
Christmas Bonus Pool	0	0	0	2,280
<b>Total</b>	<b>2,255,176</b>	<b>2,363,395</b>	<b>1,470,064</b>	<b>2,452,885</b>

**CITY OF CAYCE**  
**O & M UTILITIES FUND EXPENDITURES**

	Actual FY11-12	Budget FY12-13	Actual to 03/08/13 FY12-13	Proposed Budget FY13-14	Adopted FY13-14
<b>1917 WASTEWATER COLLECTION</b>					
Salaries & Wages	\$ 300,269	376,742	236,959	408,913	

Overtime	83,132	80,000	47,943	16,100	
Dues & Membership	75	350	100	910	
Travel Expense	0	300	18	2,070	
Auto Operating Expense	95,498	93,000	68,885	95,000	
Electric & Gas	114,553	115,000	83,441	115,000	
Telephone Expense	22,206	34,300	24,513	36,000	
Lubrication Supplies	106	300	0	300	
Service Contracts	6,995	12,500	9,684	14,388	
Equipment Repair	118,240	103,000	55,729	103,000	
Hand Tools & Supplies	3,131	4,000	2,135	6,000	
Masonry/Cement Supplies	563	400	835	1,500	
Asphalt/Grading Supplies	29,466	25,000	5,118	25,000	
Radio Supplies	0	250	0	250	
Safety Supplies	3,097	5,800	1,808	15,000	
Uniform	1,272	3,100	2,718	4,200	
Janitorial Supplies	194	300	119	300	
Chemical	43,448	23,050	15,965	25,000	
WW Collection Repair	79,365	45,471	22,296	50,000	
Transmission Line Operation & Maint	0	0	0	5,000	
Professional Services - HR	0	0	0	0	
Vehicle Insurance	9,914	13,310	13,116	14,236	
Employee Training	93	1,500	200	918	
Easement Contracts	0	400	0	0	
Machines & Equipment	10,240	136,900	133,826	20,000	
SCRS	35,326	48,262	24,940	45,029	
SCRS Pre-Retirement Benefit	565	683	358	640	
FICA Expense	27,887	34,831	20,089	32,651	
General Insurance	11,911	11,912	12,430	12,175	
Workers Compensation Insurance	12,620	9,803	6,721	18,000	
Health Insurance	50,188	72,176	48,493	93,452	
Unemployment Compensation	645	1,000	0	1,000	
Health Reimbursement Account Expense	1,030	2,000	1,000	2,000	
OPEB Expense	0	5,411	0	5,411	
Christmas Bonus Pool	0	0	0	1,800	
Springdale Contract Expense	105,194	105,194	0	105,194	
<b>Total</b>	<b>1,167,224</b>	<b>1,366,245</b>	<b>839,439</b>	<b>1,276,437</b>	<b>\$ -</b>

**CITY OF CAYCE**

## O & M UTILITIES FUND EXPENDITURES

	Actual FY11-12	Budget FY12-13	Actual to 03/08/2013 FY12-13	Proposed Budget FY13-14	Adopted FY13-14
<b>1920 WASTEWATER PRETREATMENT</b>					
Salaries & Wages				38,811	
Overtime				0	
Printing/Office Supplies				200	
Postage				100	
State of S.C. Permit Fees				0	
Dues & Membership				236	
Travel				1,402	
Auto Operating Expense				2,000	
Electric & Gas				12,000	
Telephone				600	
Sludge Disposal Fees				8,400	
Hand Tools & Supplies				1,000	
Electric/Light Supplies				0	
Radio Supplies				0	
Safety Program and Supplies				200	
Uniform				750	
Janitorial Supplies				0	
Chemical				2,250	
Laboratory Supplies				0	
Professional Services - HR				0	
Vehicle Insurance				0	
Employee Training				534	
Professional Serv. - Lab Tests				0	
Machines & Equipment				20,000	
SCRS				4,107	
SCRS Pre-Retirement Benefit				58	
FICA Expense				2,978	
Workers Compensation Insurance				0	
Hospital Insurance				5,391	
Unemployment Compensation				0	
Health Reimbursement Account Expense				0	
OPEB Expense				0	
Christmas Bonus Pool				120	



Total	0	0	0	101,137
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**CITY OF CAYCE**  
**O & M UTILITIES FUND EXPENDITURES**

	Actual FY11-12	Budget FY12-13	Actual to 03/08/2013 FY12-13	Proposed Budget FY13-14	Adopted FY13-14
<b>1990 NON-DEPARTMENTAL</b>					
Medical Insurance Expense - Retiree	0	0	55	0	
O&M Indirect Cost Transfer	1,690,835	1,500,000	1,000,000	1,500,000	
Contra Water Expense	0	0	-30,833	0	
Capital Equipment Replacement Reserve	85,000	85,000	56,664	100,000	
Capital Improvement Projects Reserve	85,000	85,000	56,664	100,000	
Depreciation Expense	0	298,607	0	0	
<b>Total</b>	<b>1,860,835</b>	<b>1,968,607</b>	<b>1,082,550</b>	<b>1,700,000</b>	

Grand Total	\$	8,389,966	\$	9,338,145	\$	5,764,940	\$	9,378,592	\$	-
O&M Revenue								\$ 9,378,592		
Net Revenue/(Shortage)								\$ -		

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# Memorandum

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**To:** Mayor and Council

**From:** Rebecca V. Rhodes, City Manager

**Date:** May 31, 2013

**Subject:** Ordinance Repealing City Code Section 40-61 (Service Deposits), Providing for Credits for Deposits and Adding a New City Code Section 40-4 (Account Set-up and Transaction Fees) Relating to Utility Service Accounts

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## **Issue**

Council Approval is needed for a Second Reading of an Ordinance Repealing City Code Section 40-61 (Service Deposits), Providing for Credits for Deposits and Adding a New City Code Section 40-4 (Account Set-up and Transaction Fees) Relating to Utility Service Accounts

## **Background/Discussion**

As was discussed during our budget discussions, Council would like to discontinue our current practice of taking deposits when a utility service account is set up and, instead accept a non-refundable set up fee. This fee will allow the revenue from accounts being set up to be used as a revenue and not a liability.

This Ordinance further allows for the City to return those deposits that are currently on the books to residents in the form of a credit on their utility bills. This will remove these deposits from our finances as a liability. This Ordinance further establishes this new set up fee as \$50 for in-city customers and \$75 for out of city customers. As was shown in the Power point that was presented to Council on this matter, this fee is reasonable compared to other municipalities and will make our account set up process more fair and efficient.

This Ordinance also allows the City to pass along to the customer the \$1.00 convenience charge that is charged when a citizen pays their bill online.

## **Recommendation:**

Staff recommends approval of Second Reading of this Ordinance.

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

**ORDINANCE**  
**Repealing City Code Section 40-61**  
**("Service Deposits"), Providing for Credits**  
**for Deposits, and Adding a New City Code**  
**Section 40-4 ("Account Setup and**  
**Transaction Fees") Relating to Utility**  
**Service Accounts**

**WHEREAS**, the Council has determined that it is in the interest of the City and the financial condition of its utility service to eliminate the requirement of deposits for utility service accounts, to provide for a credit in the amount of any previously unreimbursed deposit paid by a current utility customer, and to establish a nonrefundable account setup fee in the place of a deposit for utility accounts to be opened; and

**WHEREAS**, the Council further has determined that it is in the interest of the City and the financial condition of its utility service to establish a transaction fee in a fixed amount for online and telephone payments of utility accounts so as to offset the imposition of transaction fees on the City by the third-parties through whom such payments are made,

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Cayce, in Council duly assembled, that:

(1) Section 40-61 ("Service deposits") of the Cayce City Code is hereby repealed. The City Manager shall arrange for a credit to the utility account of a current customer in the amount of any deposit now held by the City for such account.

(2) Article I ("In General") of Chapter 40 ("Utilities") of the Cayce City Code is hereby amended to add a new Section 40-4 to read as follows:

**Sec. 40-4. Account setup and transaction fees.**

(a) As a condition for establishment of a new utility service account, a customer shall pay, in addition to any other fees and charges required by this Chapter, a nonrefundable account setup fee in the amount of \$50.00 for inside-city customers and \$75.00 for outside-city customers. Upon payment of the account setup fee, the customer shall enter into a meter contract acknowledging responsibilities and provisions of this chapter.

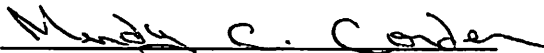
(b) A transaction fee of \$1.00 per transaction shall be charged to the customer's utility service account for online and telephone payments on the account.

This Ordinance shall take effect upon the second and final reading.

DONE IN MEETING DULY ASSEMBLED, this \_\_\_\_\_ day of \_\_\_\_\_,  
2013.

\_\_\_\_\_  
Elise Partin, Mayor

ATTEST:

  
\_\_\_\_\_  
Mendy C. Corder, Municipal Clerk

First reading: 5-21-13

Public Hearing held: \_\_\_\_\_

Second reading and adoption: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney

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

**ORDINANCE**  
**Amending the Amount of the Fee for**  
**Residential Refuse Collection**

**WHEREAS**, the City previously, by Ordinance adopted on June 24, 1999, authorized and imposed a fee for residential refuse collection, also sometimes referred to as a fee for sanitation services or a sanitation fee, and amended the amount of the fee by Ordinance adopted on June 22, 2012; and

**WHEREAS**, the City has experienced increased costs in connection with the providing of the service of residential refuse collection and disposal; and

**WHEREAS**, the Council has determined that it is in the best interest of the City and its citizens and taxpayers and its service customers to amend the amount of the fee,

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Cayce, in Council duly assembled, that the amount of the fee for residential refuse collection, also sometimes referred to as the fee for sanitation services or the sanitation fee, is hereby set at \$4.50 per month per residential household, billed every two months.

This Ordinance shall take effect upon the second and final reading.

**DONE IN MEETING DULY ASSEMBLED**, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Elise Partin, Mayor

ATTEST:

  
Mendy C. Corder, Municipal Clerk

First reading: 5-21-13

Public Hearing held: \_\_\_\_\_

Second reading and adoption: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney

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# Memorandum

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**To:** Mayor and Council

**From:** Rebecca Rhodes, City Manager  
Shaun Greenwood, Asst. City Manager

**Date:** May 28, 2013

**Subject:** Second Reading of an ordinance to rezone the property located at 800 Lexington Avenue (Cayce Grammar School) from PDD (Planned Development District) to RS-3 (Single Family, Small Lot).

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## ISSUE

Council approval is needed for the Second and Final Reading of an ordinance to re-zone Cayce Grammar School identified as TMS# 005769-04-001 from PDD (Planned Development District) to RS-3 (Single Family, Small Lot).

## BACKGROUND/DISCUSSION

City staff has been working with a developer, David Bryant, to come up with a plan to redevelop the property known as the Cayce Grammar School. The old school building is falling down and is considered to be a nuisance by the citizens in the surrounding area. The property is currently zoned a PDD (Planned Development District). The planned development never materialized on the property and the current owner has no plans to develop the property.

Mr. Bryant has the property under contract and has a plan to build 16 single family detached houses. The proposed development will require a Special Exception under our zoning ordinance to allow for "zero lot lines." Zero lot lines means that the house may be built on one of the side property lines, provided there is at least 5ft. between the next house. RS-3 is the requested zoning because it is the contiguous zoning district and it will allow Mr. Bryant to build what he wants with the smallest potential negative impact to the existing community. The re-zoning is necessary because state law does not allow for PDD developments that do not contain commercial entities.

The Planning Commission considered the request for re-zoning at its regular meeting on May 20, 2013. The re-zoning request was opened for public comment. There were no members of the public present to speak against the request. One person spoke in favor of the rezoning. The Planning Commission

voted unanimously to recommend rezoning the property. The requested zoning will be in compliance with the Comprehensive Plan.

### **RECOMMENDATION**

The Planning Commission recommends Council approve Second and Final Reading of an ordinance to re-zone 800 Lexington Ave from PDD (Planned Development District) to RS-3 (Single Family Residential, Small Lot).



<p><b>STATE OF SOUTH CAROLINA</b> )</p> <p><b>COUNTY OF LEXINGTON</b> )</p> <p><b>CITY OF CAYCE</b> )</p>	<p><b>ORDINANCE</b></p> <p><b>Amending Zoning Map and Rezoning</b></p> <p><b>Property at 800 Lexington Avenue</b></p> <p><b>From PDD, Planned Development District</b></p> <p><b>to RS-3, Single Family, Small Lot</b></p>
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**WHEREAS**, David Bryant, as authorized agent for the property owner Strategies Development Group Inc., requested that the City of Cayce amend the Zoning Map to re-designate the zoning of the property at TMS# 005769-04-001, (800 Lexington Avenue) now zoned Planned Development District, PDD; 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 May 20, 2013, to review public comments and vote on recommending the rezoning request and unanimously decided that they do recommend this change in the existing zoning; and

**WHEREAS**, the Council has determined that it is appropriate that the property be rezoned as requested,

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Cayce, in Council, duly assembled, that the property hereinafter listed be reclassified on the Zoning Map of the City of Cayce and rezoned as RS-3, Single Family, Small Lot:

**TMS# 005769-04-001 (800 Lexington Avenue)**

This Ordinance shall take effect on the date of second reading approval by Council.

**DONE IN MEETING DULY ASSEMBLED**, this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Elise Partin, Mayor

ATTEST:

Mendy C. Corder  
Mendy C. Corder, Municipal Clerk

First reading: 5-21-13  
Second reading and adoption: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney

RECEIVED

MAR 20 2013

City of Cayce  
South Carolina

Planning Commission Zoning Map Amendment

Date Filed: 4-8-13

Request No: MA001-13

Fee: \$125.00

Receipt No: 00279709

*A zoning map amendment may be initiated by the property owner(s), Planning Commission, Zoning Administrator, or City Council. If the application is on behalf of the property owner(s), all owners must sign. If the applicant is not an owner, the owner(s) must sign the Designation of Agent section.*

**THE APPLICANT HEREBY REQUESTS** that the property described as above be considered for rezoning from PDD to RS-3

The justification for this change is as follows:

Change zoning of parcel to allow for Detached single family dwellings

APPLICANT(S) [print]: David Bryant

Address: 1530 Main St Columbia, SC 29201

Telephone: (803) 251-3565 [Business] \_\_\_\_\_ [Residence]

Interest: \_\_\_\_\_ Owner(s): Agent of owner(s):  Other: \_\_\_\_\_

OWNER(S) [if other than Applicant(s)]: Strategies Development Group, Inc

Address: PO Box 11565 Columbia, SC 29211

Telephone: 803-977-3627 [Business] \_\_\_\_\_ [Residence]

PROPERTY ADDRESS: 800 Lexington Avenue

Lot 1-6 & 9-14 Block A Subdivision n/a

Tax Map No. 005769-04-001 Plat Book 12672 Page 54

Lot Dimensions: 340x 270 Area: [sq. ft. or acreage] 1.97AC

Deed restrictions/limitations on property: \_\_\_\_\_

DESIGNATION OF AGENT [complete only if owner is not applicant]

I (we) hereby appoint the person named as Applicant as my (our) agent to represent me (us) in this request.


Date: 3/19/13

Phillip Mims  
\_\_\_\_\_  
Phillip Mims  
\_\_\_\_\_  
Owner signature(s)

I (we) certify that to the best of my (our) knowledge that the information contained herein is accurate and correct.

Date: 3/19/13

David M Bryant

  
\_\_\_\_\_

Applicant signature(s)

Official Use Only:

Property posted: 5-2-13 By: Steve Martin

Published in Newspaper on: 5-2-13

PLANNING COMMISSION: \_\_\_\_\_

RECOMMENDATION: \_\_\_\_\_

CITY COUNCIL [1<sup>st</sup> Reading] \_\_\_\_\_

ACTION: \_\_\_\_\_

CITY COUNCIL [Final Reading] \_\_\_\_\_

ACTION: \_\_\_\_\_

Notice to applicant sent on \_\_\_\_\_ advising of Councils action. If approved a statement to the effect that our zoning maps and records now reflect the new zoning of the property. If disapproved, the reasons for disapproval, a statement that any other request for rezoning on the same piece of property will not be accepted for a period of one (1) year from Councils action.

**CITY OF CAYCE  
PLANNING COMMISSION  
STAFF EVALUATION REPORT**

**CASE NO. MA002-13**

**APPLICANT:** David Bryant  
**TYPE OF REQUEST:** Map Amendment / Re-Zoning  
**LOCATION/ADDRESS:** 800 Lexington Avenue  
**TAX MAP NUMBER:** TMS# 005769-04-001  
**NUMBER OF ACRES:** 1 or more

**EXISTING ZONING CLASSIFICATION:** PDD

**REQUESTED ACTION:**

The applicant is requesting to change the current zoning to RS-3 (Single Family Residential, Small lots).

**COMPLIANCE WITH COMPREHENSIVE PLAN:**

The proposed zoning is in compliance with the adopted plan for the area and the surrounding neighborhood.




**STAFF COMMENTS/CONCERNS:**

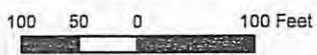
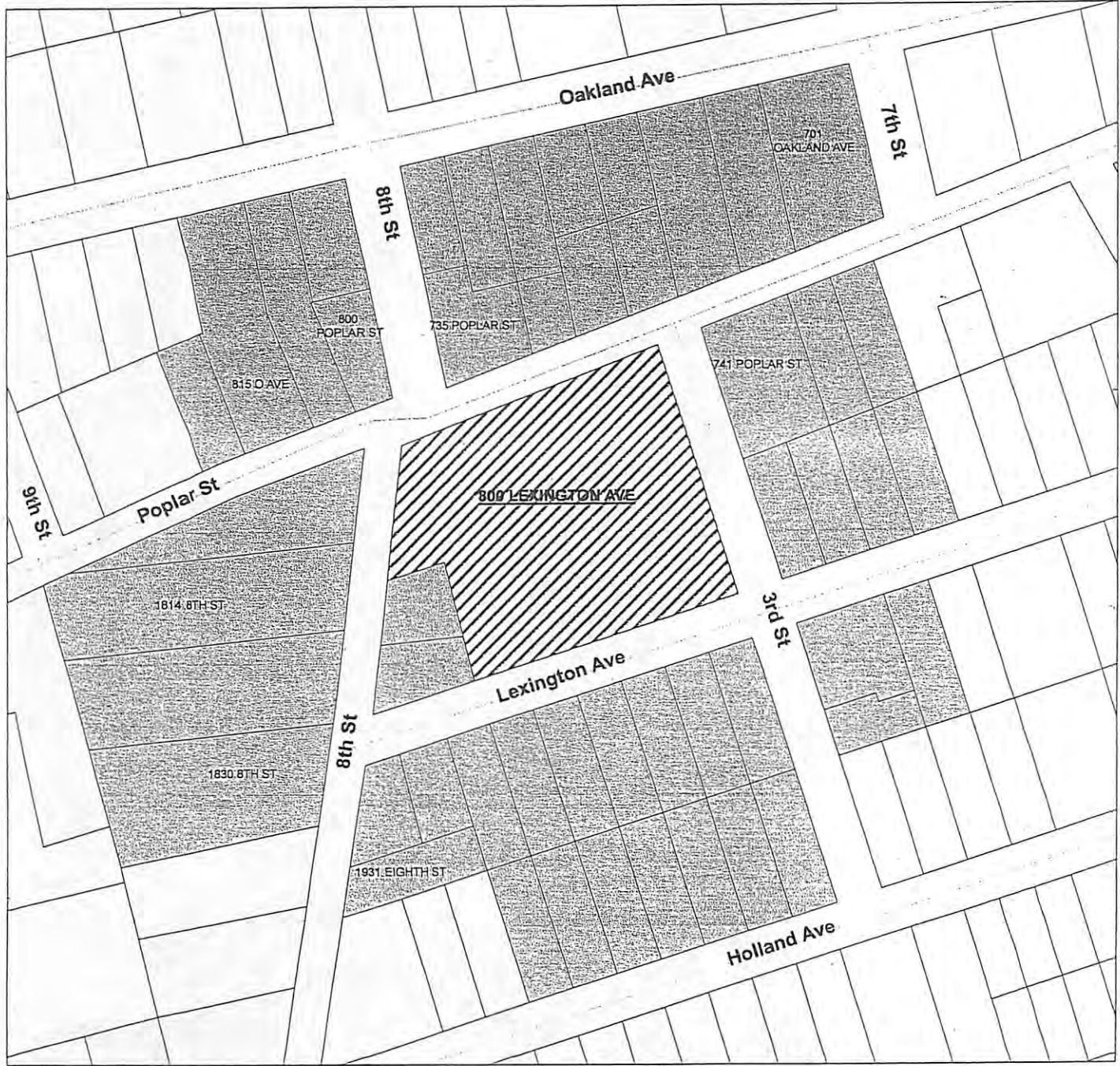
The property located at 800 Lexington Avenue was approved by Council on March 13, 2007, as a PDD zoned district. The approved plan requires construction of 24 single family townhomes. Currently, the applicant does not wish to abide by the approved plan and would like to make changes in order to build patio homes (single family detached houses with a zero lot line). According to State law, major modifications are not permitted in a previously approved PDD. Therefore, the applicant's only option to use the property as desired is to request a rezoning to RS-3. RS-3 permits patio homes as a special exception (Section 7.2 Patio and Zero Lot Line Housing). Zero lot line refers to a development where the required side yard setback for each house can be reduced to 0 ft. provided there is at least 5 ft. on the other side of the house to serve as a shared maintenance easement.

MA002-13  
Re-Zoning Request  
800 Lexington Ave.



**Legend**

-  Property Lines
-  Properties within 200' of Re-Zoning request
-  800 Lexington Ave. Re-Zone Request



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**Jeff Riley**

www.CourtyardsAtTheAvenues.com

**PUBLIC HEARING NOTICE**  
THE CITY OF GAYCE  
Board of Planning & Zoning Appeals  
WILL CONDUCT A PUBLIC HEARING ON  
MAY 20, 2013 @ 6:00 P.M.  
AT CITY HALL - 1605 12th St. S.W.  
CITY OF GAYCE  
796-9020

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CITY OF GAYCE  
796-9020

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# Memorandum

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**To:** Mayor and Council

**From:** Rebecca Rhodes, City Manager  
Shaun Greenwood, Asst. City Manager

**Date:** May 29, 2013

**Subject:** First Reading of an Ordinance to amend the Development Agreement between the City of Cayce and Lexington County School District Two for Land Use Development of Brookland-Cayce High School

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## **ISSUE**

Council approval is needed for the First Reading of an Ordinance to amend the Development Agreement with Lexington County School District Two for Land Use Development of Brookland-Cayce High School.

## **BACKGROUND/DISCUSSION**

In January, City Council and the School District entered into a Development Agreement. This agreement dictates the terms under which BCHS can facilitate further development. The issue of special event "overflow" parking is specifically addressed in the agreement. The District is required to have a minimum of 965 on-site/off-street parking spaces. In order to accommodate that number, it was agreed that parking will be allowed on the various fields on the campus. The language in the agreement sets specific parking numbers for each field and internal parking area. The most recent site analysis from the engineer requires these numbers to be altered. With the new parking layout, the District will be able to accommodate the required 965 spaces, but these spaces will not be in the exact locations as specified in the agreement.

The required changes are minor administrative adjustments to the language in the agreement. The amendment will adopt a new Exhibit C, Site Analysis prepared by Jumper Carter Sease. The amendment will also change the wording of subsection 'g' (Parking and Loading) to eliminate the specific number of parking spaces required in each designated internal parking area. Staff does not believe the language is necessary as long as the minimum number of 965 spaces is achieved.

## **RECOMMENDATION**

Staff recommends Council approve First Reading of an Ordinance to amend the Development Agreement with Lexington County School District Two for Land Use Development of Brookland-Cayce High School.



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

**ORDINANCE**

**Approving Amendments to the  
Development Agreement with Lexington  
County School District Two for Land Use  
Development of Brookland-Cayce High  
School**

**WHEREAS**, Lexington County School District Two ("the School District"), the owner of the real property comprising the campus of Brookland-Cayce High School, applied for and received from the City a rezoning of the property in 2012 to a Development Agreement District (DAD) zoning designation with certain specified features of future development; and

**WHEREAS**, the School District and the City followed the process and procedures required by the South Carolina Local Government Development Agreement Act (S.C. Code section 6-31-10 et seq.) for a development agreement between the School District and the City; and

**WHEREAS**, the City approved the Development Agreement by Ordinance adopted on February 5, 2013, and the School District and the City subsequently executed the Development Agreement; and

**WHEREAS**, the School District has requested two minor amendments to the Development Agreement to accommodate its latest construction plans and the Council believes that the proposed amendments to the Development Agreement are sound and in the public interest and the interest of the School District and the City and are appropriate for approval and execution by the City,

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Cayce, in Council, duly assembled, as follows:

1. The Brookland-Cayce High School Development Agreement between Lexington County School District Two and the City of Cayce is amended, and amendment is approved, as follows:

(a) Exhibit C is amended by substituting a new Site Analysis Plat of Brookland-Cayce High School prepared by Jumper Carter Sease Architects dated

\_\_\_\_\_.

(b) The seventh sentence of Subsection "g" ("Parking and Loading") of Section 8 ("Permitted Uses") of the Development Agreement is amended to read: "These spaces shall be as shown on the attached Exhibit C."

2. The Mayor is authorized to sign an amended Development Agreement on behalf of the City.

This Ordinance shall be effective from the date of second and final reading.

**DONE IN MEETING DULY ASSEMBLED**, this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Elise Partin, Mayor

ATTEST:

\_\_\_\_\_  
Mendy C. Corder, Municipal Clerk

First reading: \_\_\_\_\_

Second reading and adoption: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney

---

# **Memorandum**

---

**To:** Mayor and Council

**From:** Rebecca Rhodes, City Manager  
Shaun Greenwood, Director P & D  
Steve Martin, Building Official

**Date:** May 29, 2013

**Subject:** First Reading of an ordinance amending Section 10-31 of the City of Cayce Code of Ordinances relating to Technical Codes.

---

## **ISSUE**

Council approval is needed for the First Reading of an ordinance amending Section 10-31 to adopt the most recently approved Technical Codes.

## **BACKGROUND/DISCUSSION**

The South Carolina Building Codes Council formally adopts new construction related technical codes when changes are needed. It is mandatory that all municipalities and counties enforce these codes. The City currently enforces the Codes that were previously adopted by the Building Codes Council. The SC Building Codes Council has formally adopted a number of new technical codes and the effective date is July 1, 2013. No revisions or modifications are permitted to the codes without prior approval of the Building Codes Council.

Due to this mandate, the City needs to adopt the new versions of the codes by reference through an ordinance.

## **RECOMMENDATION**

Staff recommends that Council approve First Reading of an ordinance amending the City of Cayce Code of Ordinances to adopt the Technical Codes as listed in the Ordinance.

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

**ORDINANCE**  
**Amending Sections 10-31 of the**  
**Cayce City Code Relating to**  
**Technical Codes**

**WHEREAS**, the Council has determined that it is necessary and proper for the security, general welfare and convenience of the City and to preserve safety, health, order and good government in the City, that the City amend the current wording of its Code in Section 10-31 to provide for adoption and enforcement of the latest versions of certain standard building and safety codes approved by the South Carolina Building Codes Council and authorized by State law,

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Cayce, in Council, duly assembled, as follows:

(A) The standard codes identified by number and listed in Section 10-31 of the Cayce City Code are amended to read correspondingly:

- (1) 2011 National Electrical Code.
- (2) 2012 International Building Code.
- (3) 2012 International Plumbing Code.
- (4) 2012 International Mechanical Code.
- (5) 2012 International Fire Code.
- (7) 2012 International Residential Code.
- (8) 2012 International Property Maintenance Code.
- (11) International Existing Building Code, current edition.
- (12) International Swimming Pool Code, current edition.
- (13) 2012 International Fuel Gas Code.
- (14) 2009 International Energy Conservation Code.

All codes are adopted with all modifications approved by the South Carolina Building Codes Council and with no appendices.

This Ordinance shall be effective from the date of second and final reading, but no earlier than July 1, 2013.

**DONE IN MEETING DULY ASSEMBLED**, this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Elise Partin, Mayor

ATTEST:

\_\_\_\_\_  
Mendy C. Corder, Municipal Clerk

First reading: \_\_\_\_\_

Second reading and adoption: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney

## Building Codes in Effect for South Carolina

Every municipality and county in South Carolina that does not legally "Opt out" of the Code Enforcement Program, must enforce the mandatory building codes referenced in Section 6-9-50 of the South Carolina Code of Laws, 1976 as Amended (SC Code), after they are reviewed and adopted by the Building Codes Council (Council). Municipalities and counties are restricted from promulgating their own building codes, in whole or in part or adopting and enforcing building codes other than those referenced in Section 6-9-50 of the SC Code. Unless modified by the Council, all chapters (except the Administrative Chapter) of all codes must be enforced in their entirety.

Only the mandatory building codes listed below are adopted by the Council and enforced at the local level. Any code used to regulate the construction or alteration of buildings or structures, including their systems or components, not listed below are not valid and cannot be legally promulgated, adopted or enforced by a local jurisdiction.

On November 28, 2007, the Council updated the mandatory building codes to be used within South Carolina. The Council established the implementation date for local jurisdictions as July 1, 2008 for all codes. The implementation date for the International Residential Code, however, was reestablished as July 1, 2009 by 2008/2009 budget proviso 182 (65.10). All local jurisdictions must enforce the mandatory codes, and may adopt and enforce the permissive codes.

Mandatory Building Codes adopted for current use in South Carolina and which must be enforced by all municipalities and counties include the:

- 2006 International Building Code with SC modifications;
- 2006 International Residential Code with SC modifications;
- 2006 International Fire Code with SC modifications;
- 2006 International Plumbing Code;
- 2006 International Mechanical Code;
- 2009 International Energy Conservation Code;
- 2006 International Fuel Gas Code with SC modifications; and,
- 2008 National Electrical Code.

The latest edition of ICC/ANSI A117.1, Accessible and Useable Buildings and Facilities, is adopted by the Accessibility Act and mandatory for use in all municipalities and counties within the state. Although other standards for building accessibility exist, the latest published edition of the ICC/ANSI A117.1 is the only accessibility document required by state law to be enforced by the local building officials. All plan reviews and inspections conducted by local Building Inspection Departments, therefore, will be based on ICC/ANSI A117.1. It is important to note, however, that other accessibility documents are also law and cannot be ignored. Legal action can be taken against a building owner, manager or any person involved in design or construction/renovation of a building or structure requiring accessibility, under any of the accessibility laws. Therefore, before construction or renovation of a building or structure that requires accessibility, all applicable accessibility laws should be considered.

Additional accessibility laws that must be considered and their enforcement entities include the: Americans With Disabilities Act (ADA) published and enforced by the US Department of Justice (DOJ); Fair Housing Act Amendments of 1988, published and enforced by the US Department of Housing and Urban Development (HUD), and, South Carolina Fair Housing Law published and enforced by the SC Human Affairs Commission.

The Building Energy Efficiency Standards Act is adopted by statute and mandatory for use in all jurisdictions within the state.

The codes are to be used in conjunction with the latest code modifications authorized by the Council. Only the modifications authorized and listed on this website are valid for use in the state. Building code modifications that have not received prior approval by the Council are invalid and cannot be adopted, employed or enforced by local jurisdictions.

As permitted by Section 6-9-60 of the SC Code, "permissive codes" may be used as needed by a local jurisdiction, but the codes must first be adopted by ordinance before enforcement can begin. The permissive codes are the latest editions of the International Property Maintenance Code; International Existing Building Code; International Performance Code for Buildings and Facilities; and, International Swimming Pool Code.

Adoption of the mandatory and permissive codes does not include the chapters, sections or provisions addressing administrative policies or procedures. Administrative policies and procedures are the sole responsibility of each local jurisdiction. If the governing body of a local jurisdiction desires to use the administrative provisions in one or more of the adopted building codes, it must first adopt the chapters or sections by ordinance. In lieu of adopting the administrative provisions contained in the adopted building codes, the governing body of a local jurisdiction may develop specific administrative policies and procedures for the operation of its Building Inspection Department. If administrative policies and procedures are developed at the local level, they must be adopted by ordinance before they can take effect.

Appendixes to the mandatory codes may not be used at the local level unless specifically adopted or authorized as a local modification, by the Building Codes Council. Currently, no appendixes are adopted for use statewide. Greenville County was authorized a local modification to use Appendix F in the 2009 International Residential Code. No other jurisdictions are authorized to use appendixes to the mandatory codes.

Order copies of the International Codes, the National Electrical Code or the ICC/ANSI A117.1 document.

**Jurisdiction that are currently, legally opted out of the code enforcement program:**  
None.

**Code Adoption History:**

The following information is provided for research purposes and may used to verify the official dates for which local jurisdictions were or are required to enforce certain editions of the mandatory building codes.

The International Code Series was developed as a joint project by the Southern Building Code Congress, International, the International Conference of Building Officials and the Building Officials and Code Administrators, International (referred to as model code organizations) and replaced the Standard, National and Uniform Building Code Series. The 1997 Editions of the Standard, National and Uniform Codes (which were regional), and the 1995 Edition of the CABO One and Two Family Dwelling Code (which was national) were the last to be published. The International Building Code Series replaced those documents and provided a single set of National Codes. Simultaneously, the three model code organizations merged and created the International Code Council. All codes training and Code Enforcement Officer Certification examinations for the State of South Carolina are now based on the International Code series.

Prior to June 13, 1997, local jurisdictions that desired to adopt building codes were permitted to do so by local ordinance. If a jurisdiction did adopt building codes, it was required to adopt only the codes authorized by the Building Codes Act. Once adopted, the jurisdiction was obligated to continue adoption of each new edition within one year after it was made available by the publisher. The implementation date for enforcement was established by the local jurisdiction.

Starting July 13, 1997, all local jurisdictions that did not legally "opt out" of the mandatory building code program were required to adopt building codes by local ordinance, after they were authorized by the Council. The Council was also required to establish the date of implementation for each of the adopted codes.

Starting July 2, 2003, the Council was charged with the responsibility for adopting all mandatory building codes and establishing the date of implementation for the local jurisdictions.

Starting with the 2006 code adoption cycle, the Council local jurisdictions no longer adopt appendices.

Building codes authorized or adopted by the Building Codes Council, and their corresponding implementation dates, starting with the current codes and going back to the 2000 International Code Series include the following.

<b>Codes Adopted</b>	<b>Adoption Date</b>	<b>Implementation Date</b>
2012 International Residential Code	August 29, 2012	July 1, 2013
2012 International Building Code	August 29, 2012	July 1, 2013
2012 International Fire Code	August 29, 2012	July 1, 2013
2012 International Plumbing Code	August 29, 2012	July 1, 2013
2012 International Mechanical Code	August 29, 2012	July 1, 2013
2012 International Fuel Gas Code	August 29, 2012	July 1, 2013
2009 International Energy Conservation Code <sup>1</sup>	April 2, 2012	January 1, 2013
2011 National Electrical Code <sup>2</sup>	August 29, 2012	July 1, 2013
2009 International Residential Code	March 22, 2010	Not Implemented <sup>3</sup>
2009 International Building Code	March 22, 2010	Not Implemented <sup>3</sup>
2009 International Fire Code	March 22, 2010	Not Implemented <sup>3</sup>
2009 International Plumbing Code	March 22, 2010	Not Implemented <sup>3</sup>
2009 International Mechanical Code	March 22, 2010	Not Implemented <sup>3</sup>
2009 International Fuel Gas Code	March 22, 2010	Not Implemented <sup>3</sup>
2008 National Electrical Code	March 30, 2009	July 1, 2009
2006 International Residential Code <sup>4</sup>	November 28, 2007	July 1, 2009
2006 International Building Code	November 28, 2007	July 1, 2008
2006 International Fire Code	November 28, 2007	July 1, 2008
2006 International Plumbing Code	November 28, 2007	July 1, 2008
2006 International Mechanical Code	November 28, 2007	July 1, 2008
2006 International Fuel Gas Code	November 28, 2007	July 1, 2008
2006 International Energy Conservation Code <sup>1</sup>	November 28, 2007	July 1, 2008
2005 National Electrical Code	February 22, 2006	July 1, 2007
2003 International Residential Code	May 26, 2004	July 1, 2005
2003 International Fuel Gas Code	May 26, 2004	July 1, 2005
2003 International Building Code	May 26, 2004	January 1, 2005
2003 International Fire Code	May 26, 2004	January 1, 2005
2003 International Plumbing Code	May 26, 2004	January 1, 2005
2003 International Mechanical Code	May 26, 2004	January 1, 2005
2003 International Energy Conservation Code	May 26, 2004	January 1, 2005
2002 National Electrical Code	May 22, 2002	July 1, 2002
2000 International Residential Code	May 24, 2000	July 1, 2002
2000 International Energy Conservation Code	May 24, 2000	July 1, 2001
2000 International Building Code	May 24, 2000	July 1, 2001
2000 International Fire Code	May 24, 2000	July 1, 2001
2000 International Plumbing Code	May 24, 2000	July 1, 2001
2000 International Mechanical Code	May 24, 2000	July 1, 2001
2000 International Fuel Gas Code	May 24, 2000	July 1, 2001

**Footnotes:**

<sup>1</sup> The 2006 International Energy Conservation Code (IECC) was adopted by the SC Legislature as the minimum standard for compliance with the State Energy Standard, thus removing it from the normal adoption process. The legislature updated the IECC to the 2009 Edition during the 2012 legislative session (Act 143) with an effective date of January 1, 2013. Future updated versions must also be adopted by statutory amendment.

<sup>2</sup> The Building Codes Council included the adoption of the National Electrical Code with the International Code Series, starting with the 2012 Code Adoption Cycle.



<sup>3</sup> The 2009 International Code Series was formally adopted by the Building Codes Council May 10, 2010. Implementation did not occur, however, due to a request to remove the regulations from the administrative procedures process by the South Carolina House Labor, Commerce and Industry Committee.

<sup>4</sup> The implementation date for the International Residential Code was delayed until July 1, 2009 by 2008/2009 budget proviso 182 (65.10).

### **History of the SC Energy Standards**

The SC Energy Standards started as House Bill 2863 (Act 156) and became effective 7/6/79. The standards were adopted as state law and were applicable and mandatory in every municipality and county in South Carolina.

In 1979, the state standard referenced "the current addition of Appendix J Energy Conservation" of the 1979 edition of the Standard Building Code, which in turn referenced the "Code for Energy Conservation in New Buildings" (published jointly by the Southern Building Code Congress, International Conference of Building Officials and Building Officials, Code Administrators International and National Conference of States for Building Codes and Standards) and "ASHRAE Standard 90" as methods of compliance with state law.

In 1982, the state standard automatically updated to reference Appendix J of the 1982 edition of the Standard Building Code, which referenced the "Code for Energy Conservation in New Buildings" and "ASHRAE Standards 90A and 90B" as methods of compliance.

In 1985, the state standard automatically updated to reference Appendix J of the 1985 edition of the Standard Building Code, which referenced the "CABO Model Energy Code" (published by the Council of American Building Officials) and "ASHRAE Standards 90A and 90B" as methods of compliance.

In 1988, the state standard automatically updated to reference Appendix J of the 1988 edition of the Standard Building Code, which referenced the "CABO Model Energy Code" and "ASHRAE Standards 90A and 90B" as methods of compliance.

In the 1991 edition of the Standard Building Code, the Energy Conservation provisions were moved from Appendix J to Appendix E. The state standard, however, continued to reference Appendix J of the Standard Building Code. Appendix E referenced the "CABO Model Energy Code" and "ASHRAE Standards 90.1" as methods of compliance.

In the 1994 edition of the Standard Building Code, the Energy Conservation provisions remained in Appendix E. The state standard continued to reference Appendix J of the Standard Building Code. Appendix E referenced the "CABO Model Energy Code" and "ASHRAE Standards 90.1" as methods of compliance.

In the 1997 edition of the Standard Building Code, the Energy Conservation provisions remained in Appendix E. The state standard continued to reference Appendix J of the Standard Building Code. Appendix E referenced the "CABO Model Energy Code" and "ASHRAE Standards 90.1" as methods of compliance.

On July 1, 2001 the state implemented the 2000 edition of the International Building Code and on July 1, 2002; the state implemented the 2000 edition of the International Residential Code. The state standard, however, continued to reference Appendix J of the Standard Building Code.

In 2005, the state implemented the 2003 editions of the International Building and Residential Codes. The state standard continued to reference Appendix J of the Standard Building Code.

In 2008 the state implemented the 2006 edition of the International Building Code and in 2009; the state implemented the 2006 edition of the International Residential Code. The state standard, however, continued to reference Appendix J of the Standard Building Code.

On July 1, 2009, by Act 46 (H3550) The SC Energy Standard was updated to the 2006 International Energy Conservation Code for all commercial and residential buildings.

On April 2, 2012, by Act 143 (H4639) The SC Energy Standard was updated to the 2009 International Energy Conservation Code for all commercial and residential buildings.

10/27/2006 [http://staging.llr\\_net.local/POL/BCC/GENERAL\\_CodesInEffect%20\(backup\).htm](http://staging.llr_net.local/POL/BCC/GENERAL_CodesInEffect%20(backup).htm)

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# Memorandum

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**To:** Mayor and Council

**From:** Rebecca Rhodes, City Manager  
Shaun Greenwood, Director P & D

**Date:** May 31, 2013

**Subject:** Discussion and Approval of Engineering services for Phase IV of the Riverwalk

---

## **ISSUE**

Council approval is needed to utilize TIF Funds for Landscape Architect and Construction Management services for Phase IV of the Riverwalk.

## **BACKGROUND/DISCUSSION**

Currently Staff is working on the pre-planning for Phase IV of the Riverwalk. At this point, professional services are required to ensure that the project is progressing in a matter that will be sufficient to ensure our eligibility for grant funds. The project needs to be "shovel ready" by December in order to be considered for the next round of Parks Recreation and Tourism funds.

The required services will include Landscape Architectural Design and Construction Management, once the project is underway. In addition a FEMA No Impact Study must be conducted due to the fact that this phase will require some small bridges.

## **RECOMMENDATION**

Staff recommends that Council give approval to use TIF funds in the approximate amount of \$50,000 for engineering services for Phase IV of the Riverwalk.



**City of Cayce  
South Carolina**

**APPROVED MINUTES  
PLANNING COMMISSION  
Monday March 18, 2013  
City of Cayce Council Chambers  
6:30 p.m.**

**I. CALL TO ORDER**

Chair Ed Fuson called the meeting to order at 6:30 pm. Members present were R. Power, J. Raley, E. Fuson, C. Kueny and Mr. Broehm. B. Kelly and L. Mitchell were absent unexcused. Staff present was Shaun Greenwood, Monique Ocean and Michelle Paulchel.

**II. APPROVAL OF MINUTES**

Mr. Raley made a motion to approve the minutes from the February 25, 2013, meeting. Mr. Broehm seconded the motion. The vote passed unanimously.

**III. STATEMENT OF NOTIFICATION**

Chair Ed Fuson asked if the public and media had been duly notified of the meeting. Michelle Paulchel stated everyone had been notified.

**IV. OPEN PUBLIC HEARING – Text Amendment**

Chair Ed Fuson opened the public hearing: A request by the Planning Director of the City of Cayce, SC to amend the Zoning Ordinance to revise section 7.8 Communication Towers and Antennas.

Monique Ocean presented the Planning Commission with a draft copy of the proposed changes to the ordinance. A discussion was held about the changes the Planning Commission requested to see in the final draft of the ordinance. Concerns about tower placement and tower safety were discussed with the Planning Commission. The Planning Commission agreed that all previous concerns had been addressed and revised according to their wishes.

## **V. CLOSE PUBLIC HEARING – Text Amendment**

Chair Ed Fuson closed the public hearing.

## **VI. MOTION – Text Amendment**

Mr. Raley made a motion to approve the draft of the zoning ordinance as written. Mr. Powers seconded the motion. The motion was unanimously approved.

## **VII. OTHER BUSINESS**

Shaun Greenwood mentioned to the Planning Commission that staff was working on revising sections of the ordinance pertaining to wall or building signs and to sections pertaining to carports.

## **VIII. ADJOURNMENT**

Mr. Powers made a motion to adjourn. Mr. Broehm seconded the motion. All were in favor.

**MINUTES OF EVENTS COMMITTEE  
CITY OF CAYCE  
April 4, 2013**

**Present:** Brenda Cole, Mendy Corder (City Representative), Danny Creamer, Kirsten Davis (City Representative), James Denny (City Representative), Julie Isom, Ellen Mancke, Cindy Pedersen, and Rachel Scurry

**Absent, Excused:** Dr. Pete Cassidy, Frankie Newman, and Jay Thompson

Chairperson Julie Isom called the meeting to order. The minutes of the March 14, 2013, meeting were reviewed and approved as written.

**GUIDED NATURE TOURS**

Dr. Rudy Mancke will guide two nature tours on Saturday, April 13, 2013, in Cayce Riverwalk Park. Water will be provided for workers and participants of the Nature Tours. Giveaway items for the children will be available: tattoos, nets, and bug boxes

**CONGAREE BLUEGRASS FESTIVAL**

Mr. Creamer, Mr. Denny, and Ms. Pedersen will walk the property to find two areas plus one alternate area for jam sessions. The parking area left of City Hall and the back porch of the Museum were suggested. Signs will be posted to identify these areas. Mr. Creamer is also checking with Mike Compton about a possible mandolin clinic the day of CBF.

Ms. Davis reported on some of the items she has researched, but emphasized these are estimates. Final prices will depend on quantities, colors, sizes, etc. ordered: CBF T-shirts (\$12), ball caps (\$8-10), koozies (100 @ \$0.43 ea with \$43 setup charge), and lapel pins (depends on material and colors).

The Committee discussed the possibility of charging for events such as Congaree Bluegrass Festival beginning in 2014. Mr. Creamer reported that ticket prices range anywhere from \$25 per person for one-day to \$80 per person for a three-day event. He would like to see us keep it simple at first and recommends \$15-20 for a family of four. We will talk more in the future about pricing since our 2013 event will still be free.

Ms. Davis reported that crowd control barricades (fencing) would cost approximately \$2.49/linear foot.

Ms. Corder reported that the city lawyer stated that we could have a drawing for an item as long as we do not charge more than the designated price of admission to enter the drawing.

## **BUDGET UPDATES**

We will discuss the budget in more detail in August, but we can be thinking about what we will need for Christmas in Cayce. We may want to go to LED lights that will be an added expense at first, but may be more economical in the long run. Mr. Denny suggested the possibility of applying for a grant to cover new lights and decorations. We may have the city electrician meet with us to talk about needs, costs, etc.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Rachel R. Scurry, Secretary

Ellen Mancke, Acting Secretary



**City of Cayce  
South Carolina**

**APPROVED MINUTES  
Board of Zoning Appeals  
Monday April 15, 2013  
City of Cayce Council Chambers  
6:00 p.m.**

**I. CALL TO ORDER**

Interim Chairman Leo Dryer called the meeting to order at 6:00pm. Board members present were Robert McLeod and Robert McArver. Frank Dickerson was absent-excused. Staff present was Shaun Greenwood, Monique Ocean and Michelle Paulchel.

**II. APPROVAL OF MINUTES**

A motion was made by Mr. McLeod to approve the March 18, 2013, minutes as written. Mr. McArver seconded the motion and it passed unanimously.

**III. OPEN PUBLIC HEARING VA005-13**

Interim Chairman Leo Dryer opened the public hearing: A request by Palmetto Bay Realty Management to be granted a variance to erect a sign with a total sign area of 302.5 square feet.

Mr. Connor Altenhoff began by stating he is with Palmetto Bay Realty located in Fountain Inn, SC. Mr. Altenhoff went on to state Palmetto Bay Realty Management is looking to enlarge the current sign at the Cayce Commons Shopping Center. Mr. Altenhoff discussed that the management company did not think the current sign was large enough to attract adequate exposure to the businesses in the shopping center. Mr. Altenhoff mentioned that as part of an upfit to the shopping plaza, the building and all building signs will be renovated within the next 12 to 18 months.

Shaun Greenwood mentioned to the Board that the proposed sign will not exceed the maximum permitted sign height of 40 feet. Mr. Greenwood explained that height is not an issue, but the applicant is requesting more sign face area in order to have larger letters and larger signage. Mr. Greenwood told the Board, according to the



Ordinance, the shopping center may be permitted to have 2 free standing signs because it is located on a corner lot and has two street frontages.

The Board discussed granting the variance with a condition that the shopping center only has one free-standing sign. Mr. Altenhoff agreed and said he could abide by that condition.

No one was in attendance to oppose the variance request.

Mr. Leo Dryer closed the public hearing. Mr. McLeod made a motion to grant the variance with the condition that only one free standing sign may be erected on the property. Mr. Mc Aver seconded the motion, which passed unanimously.

#### **IV. OTHER BUSINESS**

A motion was made by Mr. McArver to recommend to Council to appoint Mr. James Simpson as a member of the board. The motion was seconded by Mr. McLeod and unanimously approved.

#### **V. ADJOURNMENT**

Mr. McArver made a motion to adjourn. Mr. McLeod seconded the motion and all were in favor.

**City of Cayce  
Committee Appointments/Reappointments  
June 4, 2013**

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**All open positions will be advertised on the City's website and Facebook page.**

**BEAUTIFICATION FOUNDATION – ONE (1) POSITION**

Mr. George Caulder's term expired in May. Mr. Caulder would like to serve again and the Foundation has recommended him for reappointment. His reappointment application is attached for Council's review.

**NO COUNCIL ACTION REQUIRED**

**The following positions have been postponed by Council until receipt of potential member applications.**

**ACCOMMODATIONS TAX COMMITTEE – ONE (1) POSITION**

Ms. Cherelle Davis is no longer employed with the Country Inn & Suites. This position must be filled by someone from the motel industry in Cayce. The staff liaison is currently speaking with motel managers regarding this position.

**BEAUTIFICATION BOARD – FOUR (4) POSITIONS**

Ms. Ashley Batson, Ms. Morgan Gauthreaux, Ms. Pat Burton and Ms. April Blake have advised that they will no longer be able to serve on the Board. Ms. Blake's letter of resignation is attached. There are no recommendations at this time.

**CAYCE HOUSING AUTHORITY – ONE (1) POSITION**

Mr. Xen Motsinger's term expired August, 2012 and he has resigned from the Authority. There is no recommendation at this time.

**CAYCE MUNICIPAL ELECTION COMMISSION – ONE (1) POSITION**

One open position remains and there is no recommendation at this time.

**CONSOLIDATED BOARD OF APPEALS – THREE (3) POSITIONS**

Mr. Ron Lawson's term has expired. We have been unable to reach Mr. Lawson by phone. A letter has been sent to Mr. Lawson to inquire about his interest in serving on this Board. No response to the City's letter has been received. Mr. Frank Strange and Mr. Lemuel Knight both passed away recently. There are no recommendations at this time.

**PUBLIC SAFETY FOUNDATION – THREE (3) POSITIONS**

Mr. Pound's and Ms. Spires' terms have expired and Council has already postponed these two positions. In checking with all the members of the foundation, Mr. Brice Corbitt has advised he will be unable to serve. Ms. Joan Hoffman's term expired in May and she is unable to serve again at this time.

In summary, we have the following open positions:

District 3 – two positions

Mayor – two positions

Mayor and Council Members in these districts will need to submit potential members for Council review and approval.



CITY OF CAYCE  
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: George E. Caulder Jr.

Home Address: [REDACTED] City, State, Zip Cayce, S.C. 29033

Telephone: [REDACTED] E-Mail Address [REDACTED]

Resident of Cayce:  Yes  No Number of Years 8

Please check the Committee for which you are applying for reappointment:

- Accommodations Tax Committee
- Beautification Board <sup>Foundation</sup>
- 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  No If yes, specify below:

\_\_\_\_\_  
\_\_\_\_\_

Work Address

Company: business owner Position \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_ E-Mail \_\_\_\_\_

Work Experience: \_\_\_\_\_

\_\_\_\_\_

Educational Background: College

\_\_\_\_\_

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

\_\_\_\_\_

Volunteer Work: \_\_\_\_\_

\_\_\_\_\_

Hobbies: \_\_\_\_\_

\_\_\_\_\_

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