



CITY OF CAYCE

MAYOR
ELISE PARTIN

MAYOR PRO-TEM
JAMES E. JENKINS

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

CITY MANAGER
REBECCA VANCE

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

CITY OF CAYCE Special Council Meeting April 16, 2014

A Special Council Meeting was held this afternoon at 5:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Eva Corley, Tim James, James Jenkins, City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood, Mendy Corder, Municipal Clerk, Blake Bridwell, Director of Utilities, Garry Huddle, Municipal Treasurer and Danny Crowe, City Attorney. Council Member Almond was unable to attend the meeting due to a work commitment. 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. Discussion and Approval of Resolution Authorizing Application for SC Parks, Recreation and Tourism Land Water Conservation Funds Grant

Ms. Vance explained Council approval is needed for a Resolution allowing the City to apply for the Land Water Conservation Fund grant through the South Carolina Department of Parks, Recreation, and Tourism. This money can be utilized to upgrade and revitalize Guignard Park. As part of the grant program requirements, entities that are pursuing funds through the Land Water Conservation Fund (LWCF) must approve a Resolution stating they will keep the property as a public park and provide a dollar-for-dollar match. The City can request up to \$250,000 for park renovations. Ms. Vance stated the City attorney and staff have reviewed the resolution, and determined it meets the program requirements.

Council Member Jenkins made a motion to approve the Resolution allowing the City to apply for the Land Water Conservation Fund grant. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

- B. Discussion and Approval of the Accommodations Tax Committee's Recommendation for Distribution of Funding for FY14-15

Ms. Corder presented the Accommodations Tax Committee's recommendations for funding for FY14-15 to Council. She explained that \$10,000 was requested for the City's Centennial Celebration Concert but only \$5,000 was recommended by the Committee. She suggested not funding the City's \$1,200 request for purchasing advertising specialty items, decreasing the High School Soccer Tournaments from \$2,500 to \$2,000 and reducing the funding for the Cherokee Trail Riverfest from \$4,000 to \$1,700. Ms. Corder explained these reductions would make it possible to fund the Centennial Celebration Concert for the full amount requested.

Mayor Partin stated she heard the Cherokee Trail Riverfest drew a huge crowd last year. Ms. Corder explained that City staff is going to assist the Native Americans this year with set up and marketing. They are moving the event from the Museum grounds to Granby Gardens Park to accommodate the large crowd. Council Member James suggested letting the group know as soon as possible that they were not funded the requested amount so they can plan accordingly.

Council Member James made a motion to approve the amended accommodations tax funds distribution as recommended by the Municipal Clerk. Council Member Corley seconded the motion which was unanimously approved. The approved accommodations tax fund distribution chart is attached.

C. Discussion of Proposed FY2014-2015 General Fund Budget

Ms. Vance reviewed the City's revenues for the fiscal year ending June 30, 2013. She explained that the City's revenues were down by \$323,431. Lexington County's collection rate has dropped from a 95% rate to an 89% rate for property taxes. The County collected almost \$60,000 less in property taxes for this time period due to foreclosures and people not paying their taxes. Ms. Vance explained that Licenses and Permits revenue were down approximately \$215,000. \$150,000 of that amount is due to one insurance company that SCANA uses switching to a risk management company as well as an insurance company so they are no longer covered under the ITCP Program.

Ms. Vance stated that Fines and Forfeitures were down by approximately \$115,000 due to some of the City's biggest ticket producers changing positions in Public Safety or no longer working for the City. She explained that this year Public Safety is back on par to reach their projected numbers.

Ms. Vance explained that the City's budgeted expenditures were actually under by \$85,000. The fund balance total is \$632,419 and \$476,000 of that amount is unrestricted. The remaining balance has to be used for inventories and the tank program at the Garage. Mayor Partin asked if the City received quarterly reports on

property taxes or business licenses so corrections could be made to the budget throughout the year accordingly. Ms. Vance explained that the property taxes are not due until January and business licenses aren't due until mid-April.

Ms. Vance reviewed the proposed revenues for FY2014-2015. She stated that the General Fund revenues are \$730,000 below what was budgeted last year. She explained that the City is not seeing any marginal growth in its General Fund revenues. These revenues are used to pay for basic services and every year the cost of basic services increases.

Ms. Vance stated that the total proposed General Fund revenue amount is \$9,132,778 and the total proposed General Fund expenditure amount is \$12,276,251 so currently the budget is out of balance by \$3,163,473. She stated the budget may be at the point where none of the General Fund Department's can get any capital equipment or new employees and some things may have to be cut out of the budget. She explained that the Special Projects Coordinator position probably will not be able to be replaced in this budget and nor will a Planning Director be hired. She explained that until the City can find ways to increase its reliable revenue sources it will be an issue. She stated that of the \$3,163,473 variance in the budget \$1.75 million is in capital and \$449,059 is the increases in employee costs.

Mr. Greenwood explained that some of the capital items are items that the City has to have. For example, bunker gear for the firefighters. Ms. Vance explained that a service may need to be cut or reduced so necessary capital items can be purchased. She stated a position may have to be cut if a service is not cut. She explained that necessary capital items and items that could violate an OSHA standard have to be purchased and staff and Council have to find a way to make that possible.

Ms. Vance asked Council to let staff know what their priorities are so these items won't be cut out of the budget. Council Member James stated he and Council would need some time to review the entire budget before they can list their priorities. Mayor Partin asked Ms. Vance to contact Council the following week for feedback regarding the proposed budget. Ms. Vance asked that Council consider what their order of importance is for core services, what they consider core services and what can make the City leaner. Mr. Greenwood asked Council to review the Capital Equipment Schedule so they can let staff know what items they feel are a necessity.

Executive Session

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

- A. Receipt of legal advice relating to claims and potential claims by the City and other matters covered by the attorney-client privilege
- B. Discussion of negotiations concerning proposed contractual arrangements as it relates to Centennial Square
- C. Discussion of negotiations concerning proposed contractual arrangements as it relates to the 12,000 Year History Park

Reconvene

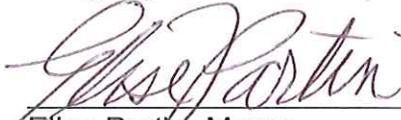
After the Executive Session was concluded, Council Member James made a motion to reconvene the Regular meeting. Council Member Corley seconded the motion which was unanimously approved by roll call vote. Mayor Partin announced that no vote was taken in Executive Session other than to adjourn and resume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

Possible Actions by Council in follow up to Executive Session

No action by Council was taken in follow up to Executive Session.

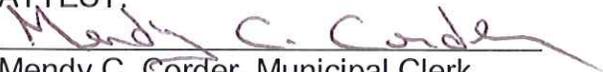
Adjourn

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



Elise Partin, Mayor

ATTEST:



Mendy C. Corder, Municipal Clerk

**ACCOMMODATIONS TAX FUNDING REQUESTS
FY14-15**

Name	Request	Recomm	Approved	Notes	FY 13-14	
					Request	Received
Ad Specialties (replenish stock)	\$1,200	\$1,200	\$0		\$1,200	\$1,200
Airport High School Boys Soccer Tournament	\$2,500	\$2,500	\$2,000		\$2,500	\$2,500
Airport High School Girls Soccer Tournament	\$2,500	\$2,500	\$2,000		\$2,500	\$2,500
Brookland-Cayce High School Boys Soccer	\$5,000	\$2,500	\$2,000		\$5,000	\$2,500
Cayce Centennial Celebration Concert	\$10,000	\$5,000	\$10,000		N/A	N/A
Cayce Museum - Centennial Event	\$3,500	\$3,450	\$3,450		N/A	N/A
Cayce Museum - Christmas Traditions 2014	\$3,800	\$3,350	\$3,350		\$3,350	\$3,350
Cayce Museum Aide's Salary	\$11,500	\$11,500	\$11,500		\$11,500	\$11,500
Cherokee Trail Riverfest	\$10,000	\$4,000	\$1,700		\$5,750	\$3,000
Christmas In Cayce Festival of Lights	\$8,500	\$4,500	\$4,500		\$4,500	\$4,500
Columbia Metro Convention & Visitors Ctr	\$5,000	\$500	\$500	Or up to 30% according to State law	\$5,000	\$1,500
Congaree Bluegrass Festival	\$16,700	\$13,000	\$13,000		\$12,500	\$12,500
The River Alliance/Tartan Day South	\$3,000	\$3,000	\$3,000		\$3,000	\$3,000
West Metro Visitors Center	\$18,000	\$18,000	\$18,000	Or up to 30% according to State law	\$18,000	\$18,000
TOTAL FUNDS REQUESTED/APPROVED	\$101,200.00	\$75,000	\$75,000		\$74,800	\$66,050