

CITY OF CAYCE
Regular Council Meeting
April 6, 2010

The Regular April 2010 Council meeting was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council members Steve Isom, James Jenkins, Kenneth Jumper and Rick Myers, City Manager John C. Sharpe, Mendy Corder, Administrative Coordinator and Garry Huddle, Municipal Treasurer. Municipal Clerk, Tammy Barkley was unable to attend. City Attorney, Danny Crowe, Frank Robinson, Director of Utilities, and Chief Charles McNair, Director of Public Safety, were also in attendance. Mayor Partin advised that members of the press and the public were duly notified of the meeting in accordance with the FOIA.

Mayor Partin called the meeting to order. Mr. Jumper gave the invocation and Mayor Partin led everyone in the Pledge of Allegiance.

Approval of Minutes

The minutes of the March 2, 2010 Regular Meeting were presented for approval. Mr. Myers made a motion to approve the minutes. Mr. Jumper seconded the motion. Mr. Isom asked that the minutes be revised on page 8, third paragraph, to reflect Mayor Partin's comments during the discussion held on Council term limits as follows: Mayor Partin stated that if Council is going to do anything to encourage the legislators, she would prefer to encourage them to allow Home Rule to really exist and it does not right now. She stated that she did not see any interest in encouraging them to consider this, take staff time, and that it bothers her that the city has already paid the city attorney to spend time on preparing a resolution. She stated that is taxpayer dollars that could go to something else. After discussion, Mr. Myers withdrew his motion and Mr. Isom withdrew with second to the motion. Mr. Myers made a motion to postpone the approval of the minutes until the May Council meeting. Mr. Isom seconded the motion which was unanimously approved by roll call vote.

The minutes of the March 15, 2010 Special Meeting were presented for approval. Mr. Myers made a motion to approve the minutes. Mr. Isom seconded the motion. Mayor Partin asked that the minutes be revised on page 1, first paragraph to state that Ed Fuson, a member of the Planning Commission, was in attendance and that the Planning Commission minutes also reflect his attendance. After discussion the motion was unanimously approved by roll call vote.

Presentations and Proclamations

- A. Approval of and Presentation of Resolution to Aline Coggins in celebration of her 100th Birthday

Council considered for approval a resolution honoring Ms. Aline Coggins in celebration of her 100th birthday. Mr. Isom made a motion to approve the Resolution as presented. Mr. Jumper seconded the motion which was unanimously approved by roll call vote. Mayor Partin presented the Resolution to Ms. Coggins and congratulated her on reaching this milestone.

- B. Approval of Proclamation – Administrative Professionals Week/Day

Council considered for approval a Proclamation recognizing the week of April 18-24 as Administrative Professionals Week and Wednesday, April 21 as Administrative Professionals Day. Mr. Myers made a motion to approve the Proclamation as presented. Mr. Isom seconded the motion which was unanimously approved by roll call vote. Mayor Partin presented the proclamation to Cynthia Gates, President of the SC Palmetto Chapter of the International Association of Admin Professionals and members.

- C. Presentation of the Employee of the Quarter Award

Mayor Partin presented the Employee of the Quarter Award, first quarter of 2010, to Officer Adrian Robinson. She thanked Officer Robinson for his dedication to his profession and to the City of Cayce.

- D. Presentation of District and State Water Operator of the Year Awards by Ms. Betsy Catchings

Ms. Betsy Catchings of American Engineering, Inc. appeared before Council to present the District and State Water Operator of the Year Awards to the City's Assistant Superintendent of the Water Treatment Plant, Vince Osborne. Council congratulated Mr. Osborne on winning these awards and thanked him for being a vital part of the City of Cayce's success.

- E. Presentation by Elry Denton re Citizens Issues

Mr. Elry did not appear.

Public Comment Regarding Items on the Agenda

Mr. Talbert Black, Jr., Item IV. A. – Mr. Black spoke on the importance of citizen involvement and in favor of the City's support for a State law authorizing municipalities to impose term limits for Mayor and Council and encouraged Council to vote in favor of the resolution.

Mr. Gary Taylor, Item IV. A. – Mr. Taylor spoke in favor of the City's support for a State law authorizing municipalities to impose term limits for Mayor and Council and encouraged Council's favorably vote on the resolution.

Mr. Cory Norris, Item IV. A. – Mr. Norris encouraged Council to pass the resolution in support for a State law authorizing municipalities to impose term limits for Mayor and Council.

Mr. Earle Smith, Item IV. G. – See notes attached.

Resolutions and Other

- A. Discussion and Approval of Resolution Expressing the Support of Cayce City Council for a State Law Authorizing Municipalities to Impose Term Limits for Mayor and Council

Mayor Partin stated she wanted to take a minute and talk about what happened at the last meeting to make sure that Council does not end up there again. She stated that the City Manager's memo explains what happened but it does not talk about how it happened. The City Manager advised that this resolution was presented in oral form and written form at the request of Councilman Isom by the City Attorney at the March Council meeting. He stated that after approval, it was determined that City Code was not followed and the resolution is being brought back to Council for formal approval and ratification. He stated that the resolution was not brought forward from the City Manager's level or from the Mayor's level, but by one of the Council members through the City Attorney. Mayor Partin asked the City Attorney to speak on this issue as well. The City Attorney provided Council with an explanation of the City Code on this issue. Mayor Partin inquired if the original resolution was shared for public inspection. The City Attorney advised that it was not presented prior to the meeting for public inspection. Mayor Partin stated that she wanted to be clear about what all of Council has stated in that transparency is important to all of Council collectively and wants to make sure that Council commit to that individually. She stated this agenda does not belong to Council, but to the city's residents and if Council is going to take action on an item, they have the right to know that is going to happen so that they can weigh in as planned tonight. She stated that transparency is important to live by and everyone needs to be involved in that and follow the rules of procedure.

Mr. Myers stated that he agreed with Mayor Partin's statements and did not feel there was any ill intent on the City Attorney's or Councilman Isom's part and Council as a group has amended the agenda and added items to it previously at the point of the meeting, so that is not out of order. However, he stated that he understands the principle of an item like this being looked at and supports it. He stated that he did not want it to appear that someone was trying to sneak something by the public, because he did not think that was the intent. Mayor Partin agreed that Council has amended the agenda in the past and usually that is an issue where there is an emergency situation

which had to be addressed quickly and felt that situation is entirely appropriate and understandable by the public as a reason to change the agenda. She stated, however, to change the agenda for something that is not an emergency issue is not transparent.

Mr. Isom stated that transparency does not mean truth. He stated transparency is making the information available. He stated that truth is in terms of looking at the information and is subject to the interpretation of the individual. He asked that Council not confuse what transparency means versus getting information out and making it clear to the public. He stated that he was happy to see that there are several video cameras present tonight. He stated getting back to the matter at hand, he was in agreement with Councilman Myers that it was never intended to obfuscate in any fashion the whole idea of transparency. He stated that he remembered when Richard Eckstrom attended the Council meeting and Council had to amend the agenda due to guests who had not yet shown up for the meeting and it had nothing to do with an emergency, but trying to get information out in an orderly fashion. He stated that the resolution would allow the citizens of Cayce the option of setting term limits. He stated that by changing the State law it would allow the citizens of each municipality the same option. He stated he was hoping that Council will approve the Resolution and say let's give the citizens of Cayce the option to set term limits if they so choose by changing the State law. He asked the City Attorney to provide input on what it would do to the rights of the citizens of Cayce. The City Attorney provided an explanation of the State Attorney General's opinions which have been issued over the past several years regarding this issue. He stated the proposed Resolution would not require term limits, but would ask the State legislature to authorize municipalities to set term limits. He stated the presence of that law on the books would also give the citizens an opportunity to formally ask through referendum that term limits be set. Mr. Isom stated that is the objective--giving the citizens the power of limiting their local officials' terms. He stated that he did not think it will happen in Cayce, but all it is saying is give us the option.

Mr. Jenkins stated it has been said several times that "it allows our citizens..." He stated he did not think it has been taken into consideration how unfair it is to set term limits. He stated that an individual is elected to Council for four years and during that four years that person is learning. He stated that he has not heard what the term limit should be. He stated that if you get elected, for the first year you are learning how to be a city councilman. He stated that if this person is fortunate enough to get elected to a second term, then they have a better opportunity to do good for the city. By approving this resolution, he stated Council would be taking something away from the citizens because you are taking away an advantage to them. He stated Council can be voted out the same way you vote them in. He stated that he did not see the point or the benefit of the resolution. He stated that if you change out Council members, then the city will become stagnant because no one on Council would know what they are doing because you are constantly having a turnover and no body constantly knows what they are doing—they have to learn. He stated that if term limits are set they should be set for twelve (12) years—the first 4 for learning and then hopefully re-elected for the next two terms. He stated he felt it would be hurting the city to set term limits and did not think Council was thinking this issue through.

Mr. Myers stated that the intent of the Resolution is not set term limits but to try to grab back some power from the legislature that they have taken from the Home Rule that cities had in the 1970s and they have constantly eroded Home Rule. He stated that all this resolution is asking for is for the state legislature to pass a law giving the authority back to the citizens of an area whether it is a county, city or school board to decide if they want their elected officials to have term limits and then at that point in time if they did want to set term limits, it would be structured in a way that term limits would be determined. He stated that he did not think it would pass at the State level, but if it does it will be great and he will support it. He stated he thought it was a step in the right direction to give the authority back to the people.

Mayor Partin stated she would rather spend the time on following Councilman Myers' point and lobby the state legislature to get Home Rule back in effect. She stated this is one small piece of that puzzle and Council is spending a lot of time when Council could send a message that is a lot stronger about the broader issue of what would effect our citizens on a daily basis from the money that comes in, the services we can offer our citizens, to the ability of the decisions we can make. Mr. Myers stated that this Council and the Municipal Association of South Carolina has been fighting that battle for as long as he has been on Council or 12 years now, and they are not going to give us Home Rule back as a full piece of the pie. He stated that he felt that Mr. Isom's approach is to try to get back a small sliver of the pie and then maybe you have to go back for another small sliver. He stated that Mr. Isom has some legislative support on this issue and felt it was an important issue and a way to retrieve some of the authority back. Mayor Partin inquired about the legislative support on the issue. Mr. Isom stated that Rep. Nikki Haley has said she would introduce a bill regarding the resolution. He stated that the bill being proposed will be much broader than this issue which would give more control back to the cities.

Mr. Jumper inquired if there are any other cities considering this type of Resolution. Mr. Isom stated that he did not know if any other cities who were considering the Resolution at this point in time. Mr. Jenkins again questioned setting term limits. Mr. Isom again stated that the Resolution does not set term limits, but gives citizens the opportunity to choose to set term limits. Mayor Partin stated she would hope that Council would abide by both truth and transparency. Mr. Isom agreed 100%. After discussion, Mr. Isom made a motion to approve the Resolution as presented. Mr. Myers seconded the motion. After discussion, the motion failed by roll call vote with Mr. Isom and Mr. Myers voting yes, Mr. Jenkins, Mr. Jumper and Mayor Partin voting no.

B. Discussion and Approval of Resolution Approving Lease-Purchase Financing for SCBA Equipment

Council considered for approval a Resolution approving the lease-purchase financing for the SCBA equipment. The City Manager stated that at the March Council meeting, Council approved the purchase of the replacement of self contained breather apparatus from SAFE Industries for the MSA Fire Hawk air packs. He stated that a

purchase order was issued and tweaked and the final cost would be \$156,113.00. He stated that quotes for the lease-purchase financing had been received and recommended that the lease-purchase contract be awarded to BB&T for a 5 year term contract at 2.99%. He stated annual payments would be \$34,078.25 for principal and interest. He also recommended that Council approve the Resolution and authorize the City Manager to execute the contract documents. Mr. Jenkins made a motion to approve the Resolution and authorizing the City Manager to execute the contract documents. Mayor Partin asked Mr. Jumper if he would like to second the vote. Councilman Isom asked the Mayor not to suggest how someone should vote. He asked Mr. Crowe to approach the podium. He asked the City Attorney if it was appropriate for another Council member while Council is in session to tell another Council member how to vote. The City Attorney advised that this Council does not have any rules that address that. He stated that presumably each Council member would vote their own mind. Mr. Jumper stated he would second the motion to see where it goes. After discussion, the motion was unanimously approved by roll call vote.

C. Discussion and Approval of Resolution Authorizing the Formation of the Cayce Beautification Foundation and Authorizing the City Manager to take the Necessary Actions to Establish the Foundation

The City Manager stated that the white paper included discussion points for both Items C. and D. He stated that Council had previously approved the formation of the Beautification Foundation and since that time the City Attorney has been working on the bylaws and necessary paperwork together to properly form the foundation. He stated that information has been provided to Council for review. Mr. Myers suggested that separate discussion take place on Items C. and D. Mr. Myers made a motion to approve the Resolution and authorize the City Manager to take the necessary actions to establish the foundation. Mr. Isom seconded the motion which was unanimously approved by roll call vote.

D. Discussion and Approval of Cayce Beautification Foundation By Laws and Articles of Incorporation

Mr. Myers made a motion to approve the Cayce Beautification Foundation by laws and articles of incorporation with the following potential changes for discussion: Page 2 under section 3.4, item c. the Mayor and Mayor Pro-Tem is named and recommends that it be one or the other and the other serve on the Public Safety Foundation and then a Councilmember would serve on the Foundations as well. On page 3, under item 4.1 Place of Meetings, add "within the city." Page 6, section 5.8 mentions that an annual audited report should be provided to City Council but it does not mention that this is a part of the Treasurer's responsibilities or President's responsibility. It states that the Treasurer has to provide the report to the Board of Directors, but does not state who actually provides it to City Council and felt it should be the Treasurer's responsibility. Mr. Crowe stated this could be added. Mr. Myers asked for clarification of section 5.11 on page 6 which states "The executive director may not be elected to serve on the Board of Directors but may simultaneously hold one or more

of the offices of the corporation.” Mr. Crowe stated that the main point is that the executive director could not be a board member director and will review the bylaws to ensure that is consistent in the document. He stated section 5.1 the executive director could be president or any officer. Mr. Myers stated his preference was that the executive director would be an individually held office. Mr. Crowe stated that the executive director is the individual responsible for the day to day activities and would not ordinarily be a member of the board. Mr. Myers stated he felt the executive director should be a separate and distinct person. Mr. Crowe stated that could be addressed in 5.11 and say “but may simultaneously hold one or more offices except president” if Council desires. Mayor Partin inquired how Irmo and West Columbia handled that issue. Mr. Crowe stated Cayce’s bylaws mirror those of the West Columbia Beautification Foundation. Mayor Partin inquired if West Columbia has a paid executive director. Mr. Crowe stated he did not know, but there was a provision in their bylaws for a paid executive director. Mayor Partin stated that she would hate to see money come in to pay an executive director and would rather see it go into making a difference. Mr. Myers stated that is a long term plan and believed that West Columbia is moving in that direction and is looking to bring someone in at a paid position. Mayor Partin asked Mr. Myers to repeat the changes:

- 1) Mayor or Mayor Pro-Tem to serve on the Foundation and add Council member to replace Mayor Pro-Tem, section 3.4
- 2) That “within the city” be added to section 4.1
- 3) That the responsibility of the Treasurer be to provide an annual audited report to Council, section 5.8
- 4) Section 5.11 be revised regarding executive director would not serve as an officer of the Foundation, section 5.11 and 5.1

Mayor Partin asked Mr. Myers if these revisions would also be suggested for the Public Safety Foundation bylaws. Mr. Myers stated they would be very similar. Mr. Isom seconded the motion which was unanimously approved by roll call vote.

- E. Discussion and Approval of Resolution Authorizing the Formation of the Cayce Public Safety Foundation and Authorizing the City Manager to take the necessary Actions to Establish the Foundation

Mr. Myers made a motion to approve a resolution authorizing the formation of the Cayce Public Safety Foundation and authorizing the City Manager to take the necessary actions to establish the Foundation. Mr. Jenkins seconded the motion which was unanimously approved by roll call vote.

- F. Discussion and Approval of Cayce Public Safety Foundation By Laws and Articles of Incorporation

Mr. Myers made a motion to approve the Cayce Public Safety Foundation bylaws and articles of incorporation with revisions as stated above relating to the Beautification Foundation. Mr. Jenkins seconded the motion. Mr. Myers inquired about staggered

terms for members appointed by Council and suggested that when members are appointed that some be appointed for two years and some for three years. Mayor Partin asked if this should be considered for the Beautification Foundation as well. Mr. Myers stated yes. Mr. Myers withdrew his motion regarding the approval of the Public Foundation bylaws.

Mr. Myers made a motion to add staggered terms of two years for 5 members and three years for 5 members to the appointed directors of the Beautification and Public Safety Foundations bylaws. Mr. Isom seconded the motion which was unanimously approved by roll call vote.

Mr. Myers made a motion to approve the Cayce Public Safety Foundation bylaws and articles of incorporation with revisions as stated above relating to the Beautification Foundation. Mr. Isom seconded the motion which was unanimously approved by roll call vote.

G. Discussion of Council Priorities and Values, Department's Budget Requests, Annual Goals and Capital Needs for FY10-11 Budget

The City Manager stated that he had previously provided Council with a rough draft of the FY10-11 budget as submitted by Departments. He stated he was in the midst of finalizing insurance costs and stated that the revenue portion of the budget is a little more difficult in that information has not yet been received.

Mayor Partin shared the following that she would like to see incorporated in the budget. She asked that she be provided a list of things such as fire engine trucks, NFPA guidelines, how old the trucks are and projections on when they need to be replaced. She stated that she did not care if the city can only put aside \$5,000 a year but wants the city to put aside funds for needs that we know we're going to have at one point. She stated she wanted to see a grid on when those things are going to come in need as far as capital needs; i.e., garbage trucks, etc. so that the city can plan to include in the budget when the time comes. The City Manager stated that the city already sets aside capital equipment reserves. He stated it is a small amount and they are set aside and restricted. He stated that on larger capital the city uses capital lease-purchases similar to one Council approved tonight and the capital reserves are used for those purposes.

She stated she would like to see each department increase their grant income and that the city needs to be going after every grant possible so that the city can continue a high level of service even in tough economic times.

In reference to the water infrastructure plan, she asked that money be set aside even if it is to replace one pipe a year so that the city can begin work on this project.

She stated she wanted a stormwater plan, one that would address getting the water off of private property into the right of ways. She stated she would like more

information on stormwater as this is not her expertise and asked the City Manager to pull some people together and set up a meeting.

She stated she would like staff to look into a CPAC which stands for Climate Protection Action Committee similar to Columbia's to research and see if that would help save taxpayer dollars so the money saved can be funneled elsewhere and on other energy efficient issues.

She stated she would like to consider giving staff a bonus for FY10-11. The City Manager stated a budget workshop would be scheduled and would be able to provide Council with an update on these issues.

Mr. Myers stated that it is very important that this Council understand that it is in a city manager form of government and by ordinance, the city manager is required to present Council a recommendation of a budget and a balanced budget so while Council can provide direction, it is really important that Council does not allow the static and rumors that go within the city to overstep the City Manager's authority on what he is recommending on budget. He stated that if Council is going to make recommendations on capital equipment, that they do not allow rumors to drive this budget and let the City Manager do his job to present his recommendations and a balanced budget.

The City Manager stated that all he can do is project the revenues and craft the expenses towards those revenues. He stated that if expenses exceed those revenues, then he and Council would need to figure out how to raise those revenues which is hard to do in today's economy or cut expenses. He stated that as Council knows, the city is in the same situation as last year with little or no capital equipment in the budget. With limited resources in terms of revenues, expenses either have to be cut or the revenue will need to be raised and he does not see that happening. Mr. Myers stated that Council's goal was to maintain all the employees which was accomplished and try to offset some of the health care cost.

Mr. Jenkins inquired as to how the city is billed for attorney fees. The City Manager stated the City Attorney was retained by Council on an hourly basis and the city is billed monthly on an hourly rate based on documents, phone calls, etc. Mr. Jenkins inquired if the City Attorney is contacted every day, 10 times a day that cost is already billed into a rate. The City Manager stated it is billed into an hourly rate. Mr. Jenkins inquired as to how many hours the City Attorney is retained. The City Manager stated that Council voted to hire the City Attorney based on an hourly rate not on a retainer fee and there is no specific amount of hours. Mayor Partin stated that it would be wise for Council to be careful on contacting the City Attorney to do work and would be wise to be sure that Council is on board with issues before we make that expenditure. Mr. Jenkins stated that Council needed to be aware of the tab being run up for attorney services or either renegotiate the contract with the City Attorney.

Mr. Myers asked if this Council had the authority to go outside the City of Cayce and approach other counsel or professionals for advice or whatever may be and have it

billed to the city. Mayor Partin stated that the expense ordinance recently passed did not include anything in that regard. Mr. Myers stated he was talking about professional expenses and not personal expenses. Mr. Myers stated he was asking the question because it was brought up that a Council member should not have the authority to go to the City Attorney which he completely disagrees with because the city attorney is retained by this Council and he is subject to answering to this Council. Mr. Jenkins stated that if there is an issue that needs advice from the City Attorney, then he is already on a retainer and should not be getting hourly rates. The City Manager again stated that he was retained as the City Attorney based on hourly rates. Mr. Jenkins stated then the city is not paying the city attorney a retainer. The City Manager stated that is correct in that he is retained, but is paid on an hourly rate. Mr. Myers stated that this Council should have the ability and authority to go to speak with any of the city's professional service providers. He stated that his opinion is and what he does is goes through the City Manager and discuss it with him first and think that is the proper way it should be done. Mr. Jenkins stated that his question had been answered.

Mayor Partin reviewed the Department goals. She stated her questions come in the specificity of some of the goals and believe the more specific they are the more helpful they can be. She stated that under Public Safety Administration one of the goals is to continue to work on employee retention program. She stated she would like to see what kind of employee retention plans the department is utilizing. Under Utilities, she stated that continuing education for South Carolina and North Carolina engineering license was included and inquired as to why both were needed. Blake Bridwell, the city's engineer stated he was dual certification and pays for the North Carolina license himself. Under the Water Treatment and Wastewater Treatment Plants, it is stated "to comply with upcoming EPA and DHEC regulation changes and asked for information on that issue if Council will be involved budgetary-wise.

Committee Matters

A. Committee Minutes

Council reviewed the following Committee meeting minutes for approval to enter into the official city record:

Beautification Board – March 9, 2010
Cayce Museum Commission – March 10, 2010
Cayce Events Committee – March 11, 2010

Mr. Myers made a motion that the Committee meeting minutes be entered into the official city record. Mr. Isom seconded the motion. Mr. Jenkins stated that he was concerned with the number of people who were resigning for the boards/committees and inquired if exit interviews are done. The City Manager stated that exit interviews are not conducted with volunteers. Mr. Jenkins inquired as to how the city finds out why they are resigning. The City Manager stated that for the most part, people move out of the city, loose interest, or schedules change. Mayor Partin suggested that a thank you

letter be sent to those who resign. Mayor Partin asked that all Planning Commission members who were in attendance be listed in the "For the Record" minutes. After discussion the motion was unanimously approved by roll call vote.

Mayor Partin announced that there are several openings on the boards and committees and encouraged those in attendance to spread the word to their neighbors.

B. Committee and Other Appointments/Reappointments

Beautification Board – One (1) Position

Carrie Sulton has advised that she is resigning from the Committee. There are no recommendations at this time. The Committee asks that the openings be advertised on the website to obtain potential members.

Cayce Housing Authority – One (1) Position

Mr. Jack Sightler's term expires April, 2010. There is no recommendation at this time.

Consolidated Board of Appeals – Seven (7) Positions

The Housing/Construction Board of Appeals has been replaced with the Consolidated Board of Appeals. We have written the seven (7) members of the previous board asking if they would like to serve on the Consolidated Board and awaiting their reply. Ms. Maryellyn Cannizzaro and Mr. Frank Strange have agreed to serve on the new Board. Their applications are attached for Council's review.

Mr. Jenkins made a motion to appoint Ms. Cannizzaro and Mr. Strange to the Consolidated Board of Appeals. Mr. Isom seconded the motion which was unanimously approved.

Cayce Beautification Foundation – Ten (10) Positions

Mr. Isom and Mr. Jumper stated he would provide his appointees at the next meeting.

Mr. Jenkins recommended the appointment of Cynthia Freeman to a two-year term; and stated that either Dennis Malatek or Gary Tomlin would serve a three-year term. He stated he would let the City Manager know final decision tomorrow.

Mr. Myers recommended the appointment of Debra Carter to a three-year term and Tim James to a two-year term.

Mayor Partin recommended Mark Gardner for a two-year term and Therese Griffin to a three-year term.

Mr. Myers made a motion to appoint Cynthia Freeman, Debra Carter, Tim James, Mark Gardner and Therese Griffin to the Cayce Beautification Foundation for the terms listed above. Discussion took place on when the Foundation members would

meet for the first time. Mr. Isom seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

The City Manager advised that the March financial reports would be sent to Council by end of the week.

He provided Council with the following dates:

April 7	Employee Health Fair, 7:30-10:30 am, City Hall
April 7-10	18 th Annual Palmetto Cup Soccer Classic, BC High School
April 8 – May 8	Art + Cayce featuring photographer Larry Racipoppo
April 14-17	2 nd Annual Love Chevrolet Racers Reunion, Historic Columbia Speedway
April 21-25	Cayce Spring Fair sponsored by American Legion Post 6, Historic Columbia Speedway
April 24	Cayce Spring Plant Exchange, City Hall
April 27	Airport High School Education Foundation Dinner, 6 pm, Brookland Baptist Church
April 30	American Engineering is hosting a lunch at the WWTP
May 6	Regular Council Meeting – Date changed

The City Manager asked Council to set a date for the FY2010-2011 Budget Workshop. Mayor Partin stated she would provide the City Manager available dates by email tomorrow and staff can poll Council.

He stated that staff has filed a Transportation Enhancement Grant Application for the Airport Boulevard project in conjunction with West Columbia and Springdale. He stated that Lexington County Council has voted to use C-funds as the city's 20% match and will provide each city \$30,000 for the grant match. He stated the grants will be awarded in the fall and at that time the City will have to come up with the difference of \$6,000 for the remainder of the match.

He stated that he has provided Council a proposed schedule for final review of the Comprehensive Plan and the amendment to the land use element map. He stated that the Planning Commission would be meeting on April 19th and the agenda will include the amendment to the land use element map.

Brick Works Project – The City Manager stated that the City Attorney and staff have scheduled a meeting on April 8th to draft an agreement for the project and will hopefully have that on the May agenda for Council's review.

The City Manager advised Council that he would be providing them with written updates on Friday regarding the financing options for the Tennis Complex and Cayce River walk Repairs.

The City Manager stated that Mr. Bill Bingham of American Engineering has provided the Capital Investment Plan Years 2010 to 2015 project for Council's review and have also provided Council with a letter of where the city would like to go with the plan and how to proceed. He stated that Mr. Bingham has suggested that Council read the document thoroughly and while that is being done, form a Capital Projects Administrative Review Team to consist of the City Manager, Utilities Director, City Engineer and two representatives from American Engineering. He stated the sole purpose of this team would be to go through the 24 projects and rate them on a grading scale. He stated once the projects are ranked, then the 24 project list would be rearranged by priority and would then be recommended back to Council for review.

The City Manager stated that the plan also includes a mechanism whereby we can go through to see which ones we'd like to do and how it will be funded. He stated at this point, he is asking for Council's approval to form the Capital Projects Administrative Review Team to begin the process. Council agreed that the Capital Projects Administrative Review Team should be formed and begin the process as explained.

Mayor Partin inquired if the city has purchased a multi-page scanner. The City Manager advised that this equipment has been purchased. Mayor Partin asked that the agenda packets be scanned and placed on the city's web site.

Mr. Isom recognized Dr. Bruce Reeves who was in attendance.

There being no further business, the meeting adjourned at 8:15 p.m.

Elise Partin, Mayor

ATTEST:

Tammy P. Barkley, CMC, Municipal Clerk