

**CITY OF CAYCE
Council Retreat
January 28, 2009**

The City of Cayce Council Retreat was held this morning at 10:30 a.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, and Tammy Barkley, Municipal Clerk. Mayor Partin advised that members of the press and the public were duly notified of the meeting in accordance with the FOIA.

Mayor Partin welcomed the group and introduced Ms. Anne Sinclair who served as the facilitator for the Retreat. Ms. Sinclair advised Council of the guidelines for the Retreat.

Administrative Processes

City Attorney, Danny Crowe provided Council with detailed information regarding the city's form of government and the State and local laws that governs this form of government. He provided Council with a presentation on Council communications, and rules of procedure and answered questions from Council.

Ms. Clare Morris of the Clare Morris Agency provided Council with information on best practices in dealing with both proactive and reactive media relations.

City Manager's Overview

The City Manager briefly shared with Council his vision for the future of the City and his goals and objectives for 2009.

Department Overviews & Discussion

City department heads made presentations to Council and shared their goals, challenges and issues for their respective department.

At 12:45 p.m., Council adjourned briefly for lunch. The meeting resumed at 1:10 p.m. and continued with the department heads presentations.

Budget Process Overview

The City Manager provided Council with an overview of the budget process and answered questions from Council. Discussion took place regarding the process and ideas on how to streamline the process.

Wrap-Up and Next Step

Council asked that a preliminary budget/planning workshop be scheduled.

There being no further business, the Retreat adjourned at 5:00 p.m.

Elise Partin, Mayor

ATTEST:

Tammy P. Barkley, CMC, Municipal Clerk