



## CITY OF CAYCE

*MAYOR*  
ELISE PARTIN

*MAYOR PRO-TEM*  
JAMES E. JENKINS

*COUNCIL MEMBERS*  
TARA S. ALMOND  
PHIL CARTER  
EVA CORLEY

*CITY MANAGER*  
REBECCA VANCE

*ASSISTANT CITY MANAGER*  
SHAUN M. GREENWOOD

### CITY OF CAYCE Regular Council Meeting May 2, 2017

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 Phil Carter, Eva Corley and James Jenkins. City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood, Municipal Clerk Mendy Corder, Municipal Treasurer Garry Huddle, City Attorney Danny Crowe, and Director of Public Safety Byron Snellgrove were also in attendance.

Mayor Partin asked if members of the press and the public were duly notified of the Council Meeting in accordance with the FOIA. Ms. Corder confirmed they were notified.

#### **Call to Order**

Mayor Partin called the meeting to order. Council Member Carter gave the invocation. Mayor Partin stated that the City invites Veterans and local students to lead the assembly in the Pledge of Allegiance before every Council Meeting. She stated that Miss Cate Hunter was going to recite the Pledge of Allegiance in both English and Mandarin. Miss Hunter is 5 years old and is in K4, Mrs. Watson's Class, at East Point Academy. Cate has 4 older brothers, 1 older sister and 4 stepsisters. She also has a dog, Lola that she loves very much. Cate is very kind-hearted, funny and fearless. She loves school where she learns Mandarin daily. Cate also loves competing at Silver Jax Cheer, swimming and playing with her sister, Lillie.

#### **Approval of Minutes**

Council Member Corley made a motion to approve the April 4, 2017 Regular Council Meeting minutes and the April 19, 2017 Special Council Meeting minutes as written. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

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

No one signed up for Public Comment.

#### **Presentations**

A. Presentation of Ambassador Award

Ms. Corder stated that Mr. Dallas Craft was unable to attend the meeting therefore the presentation would need to be tabled until the June 6, 2017 Council Meeting.

**B. Presentation of West Metro Bike and Pedestrian Master Plan Update**

Mr. Charles Howell with the LandPlan Group stated that the City of Cayce, in partnership with the Central Midlands Council of Governments, City of West Columbia, and Town of Springdale is undertaking a bicycle and pedestrian planning process. The planning process is called the West Metro Bike and Pedestrian Master Plan and the cities will develop a comprehensive plan for the future of pedestrian transportation. Simultaneously, the cities are also performing a Bike Share Feasibility Study to determine the viability of a bike share system.

Mr. Howell stated that during the planning process, the cities will identify ways to be more pedestrian and bicycle friendly. He stated that creating active transportation access to destinations in the cities of Cayce, West Columbia and the Town of Springdale, will improve the quality of life for residents, enhance the experience of visitors, and positively impact the region's health and economic vitality.

Mr. Howell stated that as part of the planning process, the Cities need resident feedback. Residents are invited to provide comments and suggestions for new bike and pedestrian routes through an interactive WikiMap. The WikiMap is a web-based mapping system that allows for "crowdsourcing" of data. Residents are able to locate the full length of routes that they enjoy biking and walking, as well as pinpoint destinations of interest, safety concerns, conflict points, and other information relevant to the study process. The WikiMap also allows users to view data input by other users and to agree, disagree, and/or comment on individual items.

Mr. Howell invited everyone to look at the map of the City of Cayce in the lobby of Council Chambers and draw where they live and where they would like to be able to walk safely in the City. Mayor Partin asked what the timeline was for the final plan. Mr. Howell stated that it would be complete in late fall.

**Resolutions and Proclamations**

**A. Approval and Presentation of Resolution recognizing Ms. Willie Dean Anderson**

Council Member Jenkins made a motion to approve a Resolution recognizing Ms. Willie Dean Anderson. Council Member Carter seconded the motion which was unanimously approved by roll call vote. Mayor Partin stated

that Ms. Anderson would soon be turning 105 years old. She is better known as Momma Dean by her 3 adopted children and the almost 70 children she has fostered during her lifetime. Ms. Anderson is cherished by her family as a loving mother, grandmother and great-grandmother and is deeply appreciated in the community.

Mayor Partin stated that the City takes great pride in the fact that Ms. Anderson has been a Cayce resident for nearly 40 years. She stated Ms. Anderson is a loyal church member at New Life Baptist Church in Cayce, and St. Peter AME Church in North, South Carolina. She stated that Cayce City Council join in celebrating the 105<sup>th</sup> birthday of Ms. Willie Dean Anderson and express their heartfelt appreciation and gratitude to Ms. Anderson, for sharing her heart and home with many children in the community.

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

Council Member Carter made a motion to approve the Proclamation declaring May 15, 2017 as Peace Officer’s Memorial Day. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

**C. Approval of Proclamation – Building Safety Month**

Council Member Corley made a motion to approve the Proclamation declaring May Building Safety Month. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

**D. Approval of Proclamation – Midlands Gives Giving Day**

Council Member Carter made a motion to approve a Proclamation declaring May 2, 2017 as Midlands Gives Giving day. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Mayor Partin stated that Midlands Gives brings the region together as one community, raising money and awareness for Midlands nonprofits during the 24-hour online giving. She stated that the Cayce Public Safety Foundation was one of the nonprofits that was part of Midlands Gives.

Mayor Partin stated that she participated in the Mayor’s Hoop Challenge where each participating Mayor had a chance to make a basket and if they successfully made the basket then money was donated to a nonprofit of their choice. Mayor Partin made her basket and \$250 was given to the Cayce Public Safety Foundation.

**Ordinances**

A. Discussion and Approval of Ordinance 2017-02 Providing for the Issuance and Sale of Tax Increment Revenue Bonds, in One or More Series, of the City of Cayce, South Carolina, and Other Matters Relating Thereto – First Reading

Mr. Lawrence Flynn, the City's Bond Attorney, stated that the Ordinance lays out all the provisions for the issuance of this series of bonds and explicitly states that the bonds are secured by a pledge of only those revenues generated from the tax increment financing district and those revenues that have been allocated as repayment. He stated that the both the City's underwriter and financial advisor recommended having a backup pledge of the City's utility system to provide additional security for the bonds and ensure that the City get the best rate possible. He stated that if the City failed to generate sufficient revenue from the TIF to pay the bonds back the City could appropriate money on a junior lien basis from the utility system to make the bond payments. He stated that the City's bonds from 2002 were structured with this backup as well.

Mr. Flynn stated that the documents being discussed would have a few substantive changes made to them between first and second reading. He stated that the documents have continued to be in flux since City staff would like to have the waterline replacement project underway the same time as the Knox Abbott Drive improvements project so that area only has to be under construction once. Mr. Flynn stated that the trustee wants specific language in the documents in case of a default.

Council Member Carter asked what the 2002 bonds were used for. Mr. Flynn stated that the City bonded out \$5 million dollars to build the Riverwalk and a portion of that money was also for the Cayce Tennis & Fitness Center. Council Member Carter asked if the City made the incremental increase every year since 2002 to pay the debt. Mr. Flynn stated that the City has generated substantially more money than its debt service on the bonds. Ms. Vance stated that the first few years the increases were not substantial but in the past five to seven years the increases have been as much as 19% a year. Council Member Carter asked how the bond was paid if the increases were not substantial. Ms. Vance stated that the City did not borrow any money during that time.

Council Member Carter asked Mr. Flynn if he knew of any cases where a municipality did the backup pledge of its utility system and the increment was not there so they had to back up to the utility system. Mr. Flynn stated that has not incurred in any cases he has worked on in South Carolina. Council Member Carter asked if the School District's executed agreement had been received yet. Mr. Flynn stated that it was approved but he has not received it yet.

Council Member Corley made a motion to approve first reading of the Ordinance. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval of Ordinance 2017-03 Amending Section 12-157 of the City Code to Broaden the Geographic Area of the Incentive Reimbursement Grant Program for Façade Improvements for Commercial Buildings, Amending The Provisions for Program Funding, and Approving an Updated Program Policy – First Reading

Council Member Corley made a motion to approve on first reading. Council Member Carter seconded the motion. Ms. Vance stated that due to the success of the façade improvement program and the potential to improve additional commercial buildings, staff recommends expanding the boundaries of the program to include Frink Street, from State Street to 12<sup>th</sup> Street. This expansion allows 32 additional properties to be eligible for the Façade Improvement Grant Program. Staff also recommends allocating \$40,000 from Fund Balance to fund the program. The motion was called and unanimously approved by roll call vote.

C. Discussion and Approval of Ordinance 2017-04 Amending the Plan Compliance Index (Table 35) of the Cayce Comprehensive Plan to Add the Development Agreement District (DAD) as an Alternative Zoning District – First Reading

Council Member Carter made a motion to approve the amendment to the Ordinance on first reading. Council Member Corley seconded the motion. Ms. Vance stated that staff is proposing to amend the Plan Compliance Index (Table 35) of the Cayce Comprehensive Plan to add the Development Agreement District (DAD) as an Alternative Zoning District. She stated that Table 35 establishes criteria and parameters for determining if a request for rezoning is in compliance with the Future Land Use Plan. It shows compatible zoning districts as well as alternatives to aid in the decision of whether or not to rezone property. Districts not listed in the compatible column or the alternative column, relative to the Future Land Use Map, should not be considered for rezoning.

Ms. Vance stated that the DAD was added to the zoning ordinance in May 2011 and, currently, the City has one property zoned as DAD (BC High School). The intent of DAD is to encourage large scale development that includes flexible land use. Each agreement is specific to the particular site and must receive the recommendation of the Planning Commission and approval of the City Council. The Planning Commission unanimously recommends City Council approve the amendment to the Plan

Compliance Index (Table 35) to add DAD as an alternative zoning district. The motion was called and unanimously approved by roll call vote.

### **Other**

#### **A. Discussion of Proposed FY2017/2018 General Fund Budget.**

Ms. Vance stated that currently the General Fund Revenues are projected at \$12,728,009 and include:

- \$780,000 in Hospitality Tax Revenue. This would mean that there will only be \$200,000 available for grants in the spring.
- \$1,021,885 in Grant Income
- \$1,600,000 transfer from Utility Fund for Indirect Costs

She stated that revenues have remained fairly stagnant except for the increases in Hospitality Tax. General Fund Expenditures are projected at \$15,579,370. This budget currently includes:

- \$ 2,834,379 in capital expenditures
- Funding for three new firefighters to continue the four year plan to add twelve firefighters in four years. At present, only six firefighters have been hired as part of this plan.
- Funding for 2 new personnel; 8 new Public Safety Officers, a full time Museum Aide position.
- A 6.3% increase in health insurance costs and a 2% increase in dental insurance.
- A 2% increase in the State Retirement System Contribution. This is the worst case scenario and will hopefully be reduced by 1%.

Ms. Vance stated that currently the General Fund is out of balance by \$2,861,351. Options for Balancing the General Fund Budget are as follows:

- \$ 82,728 increase for a \$1.50 increase in Residential Sanitation Fees to continue our five year plan to make the Sanitation Department self-sufficient. This will take that fee to \$13.50. There has been an increase in the number of residential sanitation customers to 4,596.

- Raise property taxes by the allowed amount. We do not have that amount yet but it will most likely be around 1 mill, which brings the City approximately \$47,000
- Cut the three new firefighter positions for a savings of \$151,252.30
- Cut all new personnel
- Completely eliminate the purchase of capital items, not paid for by Hospitality Tax, for a savings of \$2,634,668
- \$373,459 Other Financing Sources (Lease Purchases)

Ms. Vance stated that each year Council tries to give COLA increases to City employees. Those increases are not currently included in these budgets. For the General Fund, a 2% COLA would require an extra \$169,664. For the Utility Fund, a 2% COLA would cost an extra \$84,062.

Ms. Vance stated that she gave Council various options on how to balance the general fund budget. She stated she also gave Council an updated Capital Equipment Schedule. She stated that staff has reduced the capital equipment requests, put some of the requests as a lease purchase and also plan on purchasing some of the requested items in the current budget year.

Ms. Vance stated that Ms. Rachelle Moody created an Excel spreadsheet that details the Sanitation Department's cost of service. She stated that in 2013 it was discussed to have a plan in place to raise the residential sanitation rate enough to make it self-sufficient. She stated that the rate has increased each year for the past three years and this year's proposed increase would raise the rate to \$13.50. She stated that the cost of sanitation service has outpaced the 2% growth that was used for the projections. Ms. Vance stated that moving forward Council has to decide if they want to fund sanitation service through raising the fees or supplement the cost through property taxes. She asked Council to review all the information they were given and then she would meet with each Council Member individually in the following week to discuss their preference on how to balance the budget.

**B. Discussion and Approval of the Accommodations Tax Committee's Recommendation for Distribution of Funding for FY17/18**

Council Member Carter made a motion to table this item until the May 17, 2017 Council Meeting. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

**C. Discussion and Approval of Hospitality Tax Fund Request – Governor's Cup Road Race**

Council Member Corley made a motion to approve the hospitality tax fund request. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

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

Ms. Vance stated that the first Coffee with the Cops was being held that weekend at Krispy Kreme. Public Safety was also hosting a birthday party for Ms. Willie Dean Anderson whose home burned recently. Ms. Anderson is turning 105. She stated that staff applied for a TAP Grant to improve the lighting on Blossom Street Bridge. The improvements would include painting the light posts and replacing the bulbs with LED lights. Ms. Vance stated that the Riverwalk repairs were ongoing. She stated that clearing and prepping had started in Phase 2 and a retaining wall was being installed behind the bathrooms at the N Avenue entrance to the Riverwalk.

### **Committee Matters**

- A. Approval to enter the following approved Committee Minutes into the City's Record

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

Museum Commission – March 1, 2017  
Events Committee – March 9, 2017  
Planning Commission – March 20, 2017  
Accommodations Tax Committee – April 11, 2017

Council Member Carter seconded the motion which was unanimously approved by roll call vote.

- B. Appointments and Reappointments  
Museum Commission – One (1) Position

Mayor Partin stated that Ms. Mary Sharpe's term on the Museum Commission expired in April. Ms. Sharpe has served on the Commission since 1994 and is the past Chairperson of the Commission. Council Member Carter made a motion to reappoint Ms. Sharpe to the Museum Commission. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

### **Council Comments**



There were no Council comments.

**Executive Session**

- A. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by the attorney-client privilege
- B. Discussion of negotiations incident to proposed contractual arrangements Relating to the City's Tax Increment Finance District
- C. Discussion of negotiations incident to proposed contractual arrangements concerning possible property access to Riverwalk

Council Member Corley made a motion to move into Executive Session. Council Member Carter 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 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**

There was no action taken in follow up to Executive Session.

**Adjourn**

There being no further business, Council Member Jenkins made a motion to adjourn the meeting. Council Member Carter seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 7:21 p.m.



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Elise Partin, Mayor

ATTEST:

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Mendy C. Corder, Municipal Clerk

