

Mayor Elise Partin	Mayor Pro-Tem Tim James	Council Members Phil Carter Hunter Sox Byron Thomas	City Manager Jim Crosland	Deputy City Manager Mike Conley Assistant City Manager Wesley Crosby
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**City of Cayce
Regular Council Meeting
Tuesday, May 6, 2025
6:00 p.m. – Cayce City Hall – 1800 12th Street
www.caycesc.gov**

**To Access Council Meeting Livestream, click
<https://www.youtube.com/@cityofcayce1137/streams>**

REGULAR COUNCIL MEETING

I. Call to Order

- A. Invocation and Pledge of Allegiance
- B. Approval of Minutes
 - April 1, 2025, Budget Work Session
 - April 1, 2025, Regular Council Meeting
 - April 16, 2025, Regular Council Meeting, Budget Work Session

II. Public Comment Regarding Items on the Agenda

III. Ordinances and Resolutions

- A. Discussion and Approval of Ordinance 2025-04 Amending the Code of Ordinances for the City of Cayce by Adding Section 2-97 to Provide for Adoption of Proclamations and Ceremonial Resolutions – First Reading
- B. Consideration and Approval of Resolution to Declare May 4-10, 2025, as Professional Municipal Clerks Week in South Carolina
- C. Consideration and Approval of Resolution Approving and Consenting to the Inclusion of Certain Property in a Joint County Industrial Park Within the City of Cayce, South Carolina with Continuing Conditions; and Other Matters Related Thereto

IV. Items for Discussion and Possible Approval

- A. Discussion and Approval of Purchase of Utilities Equipment Requests

V. Committee Matters

- A. Approval to Enter the Following Committee Approved Minutes Into the City's Record
Museum Commission – March 5, 2025
- B. Appointments and Reappointments
Accommodations Tax Committee – One (1) Position
Beautification Foundation – Four (4) Positions
Events Committee – One (1) Position
Museum Commission – One (1) Position

VI. City Manager's Report

VII. Council Comments

VIII. Executive Session

- A. Discussion of Lexington County economic development projects relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other businesses within the City
- B. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by the attorney-client privilege
 - i. Zoning appeal litigation (1028 Michaelmas Avenue)
- C. Receipt of legal advice and discussion of proposed contractual arrangements relating to:
 - i. Spencer Place – Request for Letter of Support
- D. Discussion of negotiations incident to proposed donation of real property (Tax Map No. 004652-08-012).

NOTE: Items discussed in Executive Session may result in action by City Council upon its return to general session

IX. Possible Action by Council in follow up to Executive Session

- A. Ratification of Prior Resolution Authorizing the Acceptance of Real Property by Donation of Approximately .50 Acres Consisting of Tax Map No. 004652-08-012

X. Reconvene

XI. Adjourn

SPECIAL NOTE: Upon request, the City of Cayce will provide this document in whatever form necessary for the physically challenged or impaired.



Mayor
Elise Partin

Mayor Pro-Tem
Tim James

Council Members
Phil Carter
Hunter Sox
Byron Thomas

City Manager
James Crosland

Deputy City Manager
Michael Conley

**City of Cayce
Special Council Meeting
Budget Work Session
Tuesday, April 1, 2025**

The April 1, 2025, Budget Work Session Meeting was held this evening at 4:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Mayor Pro Tem Tim James and Council Members Phil Carter, Hunter Sox and Byron Thomas. City Manager Jim Crosland, Deputy City Manager Michael Conley, Assistant City Manager Wesley Crosby, Municipal Clerk Mendy Corder, Utilities Director Betsy Catchings, Finance Director Kelly McMullen, Human Resources Director Lynn Dooley, IT Director Jamie Beckham and City Attorney Will Dillard 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 Sox gave the invocation. Mayor Partin led the assembly in the Pledge of Allegiance.

Discussion Items

A. Discussion of Proposed FY2025/2026 Utility Fund Budget

Mayor Partin stated that this was one of her favorite times of the year because she loved being with the City's team and meeting with them in a close setting. She stated that it was special this year, because Utilities Director Betsy Catchings was back. She stated that meant a lot to Council because Ms. Catchings' excellence in her job was unparalleled. She stated that it was an important thanks to all of Utilities staff because they stood in there when needed when Ms. Catchings was not able to be there every day. She thanked the rest of the Utilities team that was not there and stated that Council wished they were there because they loved staff members to be there with them because Council made those decisions with them.

Finance Director Kelly McMullen welcomed Council to the 2026 budget process. She stated that there were a couple of things that had changed this year to include staff implementing a Capital Improvement Plan which segregated capital improvement items from the normal operating budget so staff could focus on operating first and then see how much money was leftover for capital projects. She stated that the requested budget included all operating expenses and small capital items such as tools and equipment and did not include large capital projects. She stated that once staff finished the operating budget, they looked at revenues and expenses and any excess revenues at that time would be allocated to the Capital Improvement Plan. Ms. McMullen stated

that since COVID, inflation had a tremendous increase on the Utilities budget. She stated that the Utilities budget was operating capital heavy and salaries and fringes only accounted for about 25% of the Utilities fund budget. She stated that inflation costs impacted the Utilities budget more than the General Fund budget since it was so reliant on chemicals. She stated that from 2020 to 2025, looking at budgeted expenses, the sludge disposal cost increased 175%, liability insurance on employees and vehicles increased 114%, the employer portion of health insurance increased anywhere from 22% to 38% and the cost of operating a vehicle increased 18%. She stated that the Utilities budget paid more for operating which meant it had less money left over for capital. Ms. McMullen stated that pre-COVID, \$609,000 in capital was allocated every single year and after COVID it became more around \$200,000 and the City had to start using money from reserves. She stated that the rate increase in 2025 had so many positive effects on the budget and now the Utilities budget had sufficient revenues to allocate some money back to capital. She stated that staff would always remain vigilant in their pursuit of grant funds and alternative funding sources to try to alleviate budget constraints.

Utilities Director Betsy Catchings thanked Council for having staff sit down with them again and stated that staff were always very grateful to have that opportunity. She stated that the recent rate increase that occurred was not an easy thing but she wanted to review the positive impacts that it had on the City's utilities. She stated that Council had approved purchase of some large items over the last year that were really making a big difference for the Utilities Department. She stated that approximately 2,030 new meters were purchased with ARPA funds and this allowed staff to start replacing old meters, which allowed them to be more efficient. She stated that they had a new coordination system that was installed at the Highway 321 booster pump station that replaced a manual system that was very inefficient. She stated that a chlorination upgrade was in the works for the Water Treatment Plant which would eliminate the use of the gaseous chlorine that was currently on site and provide a safer environment for staff. Ms. Catchings stated that there was an RFQ for a Sewer System Master Plan and a hydraulic model that had been advertised and staff was in the process of selecting a consultant to guide them through the process to look at the big picture and help staff prioritize needs. She stated that this was the first time that this had ever happened and the first time that they were going to get a true glimpse into the future to help staff better prepare for where they needed to go and even look at what potential needs were within the system for wastewater capacity and things of that nature. Ms. Catchings stated that a good many pumps had been purchased over the last year and that included a new raw water pump and a new high service pump that were being installed for the water plant to provide better redundancy and sustainability. She stated that the department also had a few replacements for aging pumps in the wastewater system and at the Wastewater Plant. She stated that all of these things helped tremendously with reducing the downtime of equipment and helped with keeping operations going smoothly.

Ms. Catchings stated that Mr. June with the Septage and Grease Facility was the most excited about the terminal tractor that was purchased in this year's budget and the reason he got so excited about it was because it had made them more efficient with sludge processing. She stated that the Utilities Department had two (2) big projects currently, with Pump Station Number One and Six Mile Creek. She stated that the Pump Station Number One project would upgrade the City's largest pump station, making it more reliable, more efficient, and again, helping them to be more sustainable. She stated that construction on that should be completed around October of this year. She stated that the Six Mile Creek project was behind the Moss Creek subdivision and was the City's largest transmission line, a 36 inch line that was in deteriorating shape and needed to be lined. She stated that it was being lined and that project should be completed in June of this year. Ms. Catchings stated that these projects had come to fruition partially because the City had been able to secure funding through grants and partially because Council had approved funding for it in other ways.

Ms. Catchings stated that the City continued to see growth outside of the City in its industrial parks. She stated that it was not always an immediate thing that one could see but staff thought the City would likely see a huge impact in FY26. She stated that Lexington County did announce that an industry was coming to the Saxe Gotha industrial Park that was a very large water user and would be using about a million gallons a day in water. She stated that it was a huge addition for the City and would be a very big boost for the Water Treatment Plant as far as water usage, as well as revenue. She stated that it was all the more reason for staff to make sure that the City's pumps and equipment were in good operating shape, because once flow started ramping up there was not a lot of room for error.

Ms. Catchings stated that Council received the breakdown on Utilities proposed expenditures for FY26 and they had the operational budget and the Capital Improvements Plan budget. She stated that the proposed FY26 operations budget was exactly where the department was for FY25 and part of the reason for that was the managers had done a fantastic job of controlling cost. She stated that they had gone through and taken a hard look at things and where they had the ability to do so, made reductions and they controlled spending in the few areas where there might be a little bit of flexibility. She stated that there were no big increases at all but they could not control the inflationary side of things and that impacted them more than anything. She stated that there were across the board inflationary increases for service contracts, for chemicals, materials, sludge and insurance had skyrocketed. She stated that they were coming up on the end of their three (3) year term for sludge disposal and would have to negotiate a contract that started in September. Ms. Catchings stated that typically costs were going to go up and they expected there to be a significant increase in the landfill disposal cost account. She stated that she had reached out to Waste Management and was waiting on some information back from them. She stated that they hoped to have more definitive information to help staff to make some decisions before they brought back a recommended budget for Council. She stated that unfortunately, the City was

way ahead of where Waste Management was as far as the renewal date of the contract with it being in September. She stated that it was currently at an audit time and she would like to change that, and that was part of her request so they could align it better with the City's fiscal year.

Ms. Catchings stated that the only other item that was significantly new for the operating budget was one new full time employee (FTE) that was proposed for the Wastewater Plant. She stated that they needed more run time on the solids handling, therefore a new staff person was needed so they could have two (2) shifts that overlapped to get more run time out of the equipment. She stated that eventually they might need a 24 hour shift, but they were proceeding gradually, and first the second shift that would be added. She stated that they would have at least two (2) people present for safety reasons and to be there to run everything. Ms. Catchings stated that the biggest costs for the department were capital items and if one looked at the department's historical trends, in the last few years they had not invested significantly in capital until they had some market funding and reserve funds that were transferred over last year. She stated that pulling money out of reserves was not sustainable at that level for very long, so that was not something that they were planning on doing this year. She stated that if one looked at the revenues and expenses that the City's Finance Director projected, you would see that there was about \$612,000 but that was not surplus. She stated that it was \$600,000 outside of the operating budget that could be put towards capital. She stated that currently the operating budget did not include capital. City Manager Crosland stated that was still very good, because they were able to cover the operations already. Ms. Catchings stated that she wanted to review the department's needs with Council so they could decide what to do with the \$600,000. She stated that the department's Capital Improvement Projects (CIP) chart had almost \$12 million in requests. She stated that staff knew it was not possible to fund all of that and a lot of hard decisions would have to be made. She stated that staff was going to be as creative as possible with bonds or grants, as well as cost share funding from different sources and doing what they could to squeeze as much out as they could with what their needs were, because if they did not continue to put money back into the system, then it would definitely catch up with them, and had been, so they would take it step by step to get where they needed to be.

Ms. Catchings stated that she was going to review the Utility Administration Department budget requests next. Council Member Thomas stated that Ms. Catchings mentioned that a company was coming that was going to be pulling 1 million gallons of water and asked if there were any other companies in Cayce that used that much water. Ms. Catchings stated that the City had some that used that much but a lot of industries were moving towards water conservation so it was not typical to see industries that used that much water now. Mayor Partin stated that the City had one (1) current large industry. Ms. Catchings stated that the biggest item for the CIP and Utility Administration was the Asset Management Software request. She stated that staff was evaluating the Asset Management Software to determine how it would assist staff and

help in managing the City's assets and tracking issues, scheduling maintenance and replacements.

Ms. Catchings stated that she was going to review the Customer Service and Billing budget but that department's Manager, Kay Hutchinson, was there if Council had any questions. She stated that the City currently had approximately 1,500 backflow devices that staff monitored throughout the City and they were required to make sure that those devices were tested when they were required to be tested and track all that information on an annual basis. She stated that staff was currently manually tracking all of that information so they had requested backflow prevention software to speed up their efficiencies and speed up the processing time for entering that information. Ms. Catchings stated that the second capital request item was the Advanced Meter Infrastructure (AMI). She stated that the City currently had the drive by system where staff drives by to receive the meter information. She stated that the AMI was a fixed system that read the meter and reported back to staff and would enable customers to have the ability to get more information and monitor their daily usage and monitor for leaks. She stated that it was the next step in technology and also helped with the safety of the meter techs. She stated that there were locations along Airport Boulevard and some areas where it was not safe for staff to get out in the traffic. Mayor Partin asked if this would be phased in over three (3) years to get everything system wide. Ms. Hutchinson stated that the City did the meter replacement project through 2018 and replaced 75% of the inside City meters and ARPA money was used last year to purchase 2,000 3-quarter inch meters. She stated that it would take a year and a half to two (2) years to get those meters in the ground fully.

Ms. Catchings stated that she was going to review the Water Treatment Plant budget next. She stated that the City's plants had more capital requests. She stated that they had requested replacement of some of the transmitters for the filters that were originally installed when the plant was built in 2002 so those were at the end of useful life. She stated that they had six (6) filter waste drain actuators that had exceeded their useful life as well as replacement of one (1) of the transmission pumps at the raw water station. She stated that they also requested security camera upgrades since the cameras were installed in the early 2000s and had exceeded their useful life. Ms. Catchings stated that the variable frequency drive had exceeded its useful life and was no longer supported by the manufacturer.

Mayor Partin stated that she would love as the budget process moved forward, to understand what things were asked for last year that were being requested this year again, because she would like to be aware of what did not get addressed last year so Council would be aware of that.

Ms. Catchings stated that she was reviewing the Water Distribution and Wastewater Collection departments budget next and Superintendent of Field Operations Ben Wright was there to answer any questions. She stated that she would

start with Water Distribution. She stated that the first request was a spare pump for a 321 Booster Pump Station. She stated that currently if one of the pumps went down, it puts the City in an emergency situation, and it could take two (2) to six (6) months to get a replacement pump. She stated that a dump truck was requested to replace a 1996 model dump truck that had the equivalent of 740,000 miles on it and the City's Fleet Manager had recommended it be replaced. She stated that a utility truck was also requested. She stated that the current truck had 145,000 miles on it and was a service truck. Ms. Catchings stated that staff knew all of the requests would not be filled, but they wanted Council to know what requests had been submitted by staff. She stated that Etmf was the City's tank on Highway 321 and it had a booster pump station next to it that had not worked for a long time. She stated that the intent of it was to provide boosted pressure in certain areas of the system. She stated that it had been put off for a long time and needed to be addressed. She stated that it needed to be refurbished and staff needed to figure out what was needed in order to get that booster pump up and running. Council Member Carter asked if anyone knew how long the pump had not worked. Mr. Wright stated that it had not worked since he had been with the City. Council Member Carter asked if it had been brought to Council before. Ms. Catchings stated that she did not know. She stated that it was in the CIP that was put together in the early 2000's but she could not answer why it was not done, other than it just kept getting cut for financial reasons. Council Member Carter asked how much it would cost. Ms. Catchings stated that she thought it would cost \$400,000 but it would be split between two (2) years. Council Member Carter stated that they could weigh the amount of customers that would be affected to justify \$400,000. Ms. Catchings stated that there were limitations to what was allowed on the regulatory side and they were on that edge.

Ms. Catchings reviewed the Wastewater Collections budget next. She stated that an upgrade for the Arbor Gate pump station had been requested. She stated that it was part of the old Midlands Utilities system that the City took over years ago and it had been giving staff a lot of trouble. She stated that it was outdated and needed to be overhauled. She stated that most of the work would be done in house, but the materials were needed. She stated that the next requests were a portable pump and a portable generator that were both replacements to units that had extended their feasible life and the City's Fleet Manager has begged staff to get rid of them and get new items for emergency situations. She stated that the Platt Springs pump station had also exceeded its useful life and had been on the list for a long time, and due to financial restraints, had never come to fruition. She stated that it was at capacity and the City could not accept additional flows currently and that created the potential for overflows. Ms. Catchings stated that this station also prevented growth from the whole Three Fountains Airport area so it was an important pump station from a regional standpoint. She stated that the department had two (2) vacuum trucks, both of which have had some issues, and staff had requested replacement of one of those vac trucks that had, according to the City's Fleet Manager, approximately 365,000 miles equivalent on it. She stated that the last request was the number one (1) priority for Wastewater Collections. She stated that the City had approximately 120,000 linear feet of concrete

sewer pipe in the system and it needed to be addressed. She stated that concrete pipe just did not hold up, and a lot of it had been in the ground for nearly 100 years, especially over on The Avenues therefore staff was looking at options to try to handle that. She stated that staff knew it was a monumental task and were looking at possibly doing different phases and trying to tackle some of the worst areas first. She stated that it would still be a huge task and staff was looking at creative ways to get it started. She stated that it was much better to do it before there was a complete failure and then they would have to dig, because a lot of the sewer lines were in the road, under the asphalt. Ms. Catchings stated that was something they would be looking at, hopefully with the master plan consultants and they could give staff guidance. Council Member Carter stated that he assumed that staff used that truck every day. Ms. Catchings stated that the truck was pretty much their life.

Mayor Partin stated that as they continued to work on the budget this year, she would like to see what was asked for last year and not funded added. She stated for example, last year, Council did not fund a generator that was asked for, and then the generator went down an emergency one had to be rented. She stated that one could not always guess or know those things but if it was a 90% it was going to fail, or even a 100% it was going to fail, that information would be helpful for Council to know, because if it was inevitable and it was not going to be funded they were going to end up wasting taxpayer dollars, because the City would be coming in after the fact, renting equipment in an emergency. Mayor Partin stated that Council had a history of doing things really thoughtfully and carefully. She stated that the City replaced 70% of its water lines and that was proactive work that a lot of municipalities were in no position to do. She thanked staff for arming Council with all of this information.

Council Member Thomas asked if it was possible to give Council a list of items that were requested along with what budget years they were requested and not funded so they would be aware of how long it had been requested. Ms. Catchings stated that she could only speak on what had been requested since she had been with the City but thought that in the past some things did not make it to Council. City Manager Crosland stated that with the new software Council could see what was requested each year moving forward. Ms. Catchings stated that the asset management software would be very helpful as well. She stated that all the City's assets would be in the system and staff could track what the condition was and when maintenance was needed and when replacement was needed. She stated that it would give staff a really good plan and a really good look at what needed to be done.

Ms. Catchings stated that the Wastewater Treatment Plant budget would be discussed next and Legrand June, the Superintendent over the Septic and Grease Facility was there to answer any questions. She stated that there were always items that needed to be refurbished or replaced at the plant. She stated that the first item was motor controls for some existing building doors and next was gate actuators. She stated that this was a continuation of something that was approved for FY25 that

basically would allow staff to control the sludge blankets a little bit more remotely so when staff was on call, they could look at things, and it improved the safety for on-call staff. She stated that a pump truck was requested. Mr. June stated that staff wanted to repurpose the old pump truck that had the diesel tank on it and use that for operations only, and then dedicate the new one to the control technician. Ms. Catchings stated that Mr. June had indicated to her his highest priority was the grit snail belt. She stated that it was a belt that helped staff to remove the grit coming into the plant and it would consist of rebuilding three (3) belts. She stated that staff had requested replacement of some air conditioning units that were part of the control panels at the head works, which was where everything comes into it. She stated that staff was also requesting the continuation of replacing the membrane units and that was something that staff was doing over the course of three (3) years and each unit needed to be changed about every eight (8) years. She stated that an aeration blower control panel upgrade that needed replacing was also requested.

Ms. Catchings reviewed the Septage and Grease Facility budget next. She stated that a replacement semi-truck was requested because the truck that the septic side was using to haul the sludge to the landfill had the equivalent of 630,000 miles on it. She stated that staff would try to do a lease purchase on the replacement truck. She stated that a concrete pad was requested for a tractor trailer as well as the continuation of the belt press rebuild. She stated that they were currently rebuilding the electrical side of the old belt press and the mechanical side would be the continuation. She stated that a roll up door and motor to replace the original door was also requested. She stated that it was not functioning well and was a safety concern.

Mayor Partin stated that originally the Grease and Septage Facility was paying for itself and asked Ms. Catchings to remind her where they were with the balance of expenses and revenue. Ms. Catchings stated that in FY24 the total revenue was around \$1.6 million and the O and M expenses were \$710,000 but that did not include the bond. Mayor Partin asked if there was a plan to see if the State would pay some of the costs. Ms. Catchings stated that she did not think they would be too sympathetic but staff could ask. Mayor Partin stated that it would be worth reminding them of why they came to the City.

Council Member Thomas stated that hearing all these items that needed to be purchased or considered, especially after the budget process last year, he asked if there was a plan moving forward so Council could not be able to kick the can down the road, but also not ask the citizens to pay a big increase. He asked how they could be proactive with making sure they did not allow these capital items to continue to pile up. Deputy City Manager Conley stated that last year all of the capital items were funded out of reserves. He stated that the revenue increase was for O and M operational costs. He stated that the items that were requested in the draft budget was all the needs the Directors had and it was Administration's hard job to prioritize those and see what was direly needed and prioritize some of the others. He stated that staff would

look at other revenue sources, whether it was grants, or Federal funding, or a partnership with other organizations. Deputy City Manager Conley stated that for example, the Platt Springs Pump Station was on last year's budget requests and was pushed off of last year's because staff thought there was an avenue that the City could get help with a partner from a Federal agency. He stated that the City tried to partner with them but they chose not to go after that grant.

Mayor Pro Tem James stated that Ms. Catchings opened up by saying what Council did last year about the rate increases was not easy, but it made a huge impact. He stated that time had a way of allowing people to get really what took place last year but Council had a group say they needed an increase of about 40% but the proof in the pudding was going back to Ms. Catchings and her team and saying sharpen your pencil and help us through this, because the impact of 40% on the City would have been tremendously hard. He stated that they did it with less than and now they were coming back to the table being able to celebrate what took place last year. He thanked staff for working hard to where it did not all fall back on the shoulders of the citizens and customers beyond where the City's water and sewer goes.

Mayor Partin stated that she wanted to clarify something. She stated that when someone talks about a 40% increase it sounds really large and really scary. She stated that Council would never take for granted any penny from their citizens yet what they knew was, even if they had gone with a 40% increase, the City would have still been the second lowest water and sewer provider in the entire region. She stated that the City was literally charging half what the customers of the Joint Municipal Water and Sewer Commission customers paid. She stated that they had to be really careful not to talk about 40% and things that scare people when they were not also telling the rest of the picture, which was literally that this team did so much with so little, and yet the City was the sixth largest utility provider in the entire State. Mayor Partin stated that she had been thrilled to hear Council say that there was definitely a focus on giving staff a cost of living adjustment at the very minimum this year, but, she wanted Council to be empowered with the language that helped the citizens know what was the reality and to not talk in 40% in a way that would scare people. She stated that Council was told if you do not do this, this happens and that was not a hypothetical. She stated that there were laws and rules Council had to follow and regulations the City had to meet with the City's equipment and they did not get a choice. She stated that there were things that ensured that the City provided clean drinking water for the citizens and that cost money, and all of those costs everywhere just went up. She stated that the City treated its water that went back into the river to a higher level than anybody else in the entire region. She stated that the City's permits were higher and better than almost anybody else's in the entire region.

Adjourn

Mayor Pro Tem James made a motion to adjourn. Council Member Sox seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 5:55 p.m.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk



Mayor Elise Partin	Mayor Pro-Tem Tim James	Council Members Phil Carter Hunter Sox Byron Thomas	City Manager James Crosland	Deputy City Manager Michael Conley
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**City of Cayce
Regular Council Meeting
Tuesday April 1, 2025**

The April 1, 2025, Regular Council Meeting was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Mayor Pro Tem Tim James and Council Members Phil Carter, Hunter Sox and Byron Thomas. City Manager Jim Crosland, Deputy City Manager Michael Conley, Assistant City Manager Wesley Crosby, Municipal Clerk Mendy Corder, Finance Director Kelly McMullen, Human Resources Director Lynn Dooley, IT Director Jamie Beckham and City Attorney Will Dillard 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. Mayor Pro Tem James asked Council Member Thomas to include Lawrence Gardner's family in his prayer. He stated that Mr. Gardner was a long time fireman and engineer for the City and he recently passed away. He stated that Mr. Gardner's family was a big part of the City. He stated that not only was Lawrence a great firefighter and public servant, but he also volunteered countless number of hours to Airport High School for 30 plus years. Council Member Thomas gave the invocation. Mayor Partin led the assembly in the Pledge of Allegiance.

Approval of Minutes

Council Member Sox made a motion to approve the March 4, 2025, and March 19, 2025, Regular Council Meeting minutes as written. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

Public Comment Regarding Items on the Agenda

There was no public comment.

Presentations

A. Presentation of the Whole Sole Award

Mayor Partin stated that the Whole Sole award was a time to recognize when City staff went above and beyond, and usually it was a surprise. She asked IT Director Jamie Beckham and IT team member Ryen Kelly to join her at the podium. She stated

that Chris Bowe was also part of the IT team, but was not able to make the meeting, but was absolutely included in the Whole Sole award. Mayor Partin read the nomination, "the city is full of quiet employees who stay behind the scenes but perform critical roles in our city. The IT team is no exception, from fixing computers to cyber security, this team is tasked with the responsibilities vital to the strength and stability of our city and every service that we provide to our citizens. Jamie Beckham, Chris Bowen and Ryen Kelly epitomize the principles of the Whole Sole award, whether Chris is building out a new facility for the Utility Administration Department, or Ryen is helping the garage outfit police vehicles, or Jamie is upgrading the audio visual equipment right here in Council Chambers. This IT team is rarely ever in the same place at the same time but are always on the same page in regard to their dedication, their flexibility and their unwavering support of city operations. Their hours are not the usual eight to five that most of us work, but more late nights. Their tireless contributions are the backbone of what make this city great, and their quiet dedication to Cayce and its citizens may often go unnoticed. In fact, I venture to guess they might be a little uncomfortable being up here for that reason. " Mayor Partin thanked Mr. Beckham and Mr. Kelly for all their great work.

Items for Discussion and Possible Approval

A. Discussion and Approval of Bid Award for Brownfield Environmental Consulting Services

City Manager Crosland stated that Council approval was needed to accept the proposal from Stantec Consulting Services for the consulting services for implementation of the City's Brownfields Environmental Program and authorize the City Manager to negotiate and execute a contract between the City and Stantec Consulting Services. He stated that the City sought professional services from a qualified and experienced environmental consulting firm to conduct consulting services for the Environmental Protection Agency's Brownfields Assessment Grant, which was awarded to the City in the amount of \$500,000. He stated that the consultant would assist the City with the management and execution of the grant program. City Manager Crosland stated that the grant and its implementation were of no cost to the City and solicitation complied with the Federal Procurement Standard outlined in CFR 200.318 and CFR 200.327, which were applicable to hiring and consulting firms to assist the communities with grants awarded. He stated that the City issued a Request for Proposal complying with the City's procurement policy as well as the Federal standards noted above for Brownfield Environment Consulting Services on February 10, 2025. He stated that the City received proposals from four (4) firms - BL Companies, Incorporated, CHH Consulting Incorporated, Stantec Consulting Services Incorporated, and Weston and Sampson. He stated that the Evaluation Committee, consisting of City staff, determined that Stantec Consulting Services was the most responsive, responsible responder.

Council Member Sox made a motion to approve the proposal from Stantec Consulting Services as the most responsive and responsible proposer and authorize the City Manager to negotiate and execute a contract between the City and Stantec Consulting Services. Council Member Thomas seconded the motion. Mayor Partin stated that this item might sound like it was environmental, but it was actually economic development. She stated that Brownfields grants did come from the EPA, but they were designed to help properties that have been sitting, languishing, not being revitalized because of things that were not regulated decades ago. She stated it gave a property owner some support to be able to get a new business in their building and revitalize their property and did a lot of things that would help to bring some more economic development into the City. Mayor Partin stated that Council knew this was something she had wanted for a very long time and the City finally got this grant this year after many times of trying, because it was not an easy grant to get. Mayor Partin called the question which was unanimously approved by roll call vote.

Committee Matters

- A. Approval to Enter the Following Committee Approved Minutes into the City's Record
 - Cayce Housing Authority Annual Board Meeting – January 27, 2025
 - Cayce Housing Authority – January 27, 2025
 - Museum Commission – February 5, 2025
 - Events Committee – February 13, 2025

Council Member Sox made a motion to enter the Committee approved minutes into the record. Council Member Thomas seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

City Manager Crosland thanked City staff and residents for their commitment to the Soiree on State. He stated that over 3,800 people attended the Soiree this year which was 1,000 more than last year's Soiree. He stated that the Cayce Museum just unveiled their Columbia Airport Exhibit which covered the history of the Airport transforming from an Army base to commercial traffic. He stated that the pre-bid meeting was held earlier that day for the 12,000 Year History Park and 10 contractors attended the meeting. He stated that the Fire Department was expecting delivery of their new fire truck that Council approved either by the end of the week or next week and he would share the projected date of the ceremony once it was set. He stated that landscape lighting was added to City Hall recently as part of improvements to the grounds. He stated that the lights change from color to color and coordinate with music and would be utilized for Christmas in Cayce and to celebrate Law Enforcement Week and Fire Department Week.

Council Comments

Council Member Thomas reminded everyone that the City's Fire Department replaced smoke detectors for free and that was an amazing service that the Fire Department offered citizens. He stated that the Soiree on State was Mayor Partin's baby and the crowd at the event was just amazing and congratulated Mayor Partin for that. He stated that Lexington Two School District was having their registration for next school year and asked everyone to get their student registered. He stated that he spoke with some of the administrators for the schools and they would love it if parents could get their students registered early, because that helped them with figuring out class sizes and if more teachers were needed for the next school year.

Council Member Sox stated that at the last Council Meeting he provided some updates on the Glenwood Park renovations and he got more updates that day. He stated that the basketball goal was installed and the basketball court would be painted that week and landscaping, seed, pine straw and grass would be installed that week as well. He stated once that was done the grand reopening ceremony would be scheduled. He stated that an invite would be sent to the school district and groups from the neighborhoods around the park and then a flyer would be put on resident's roll carts. He stated that the Soiree on State was amazing and everyone had a great time.

Mayor Partin thanked Council Member Thomas for his kind words and stated that the Soiree was another thing that did not look like economic development but actually was. She stated that the Soiree on State was an economic development engine. She stated that in 2015 she was invited to go to the Mayor's Institute for City Design, which was a collaboration of the US Conference of Mayors, the National Endowment for the Arts and the American Institute of Architects and it was at no cost to the City. She stated that everyone had to bring an opportunity or a challenge to the Institute, and the City was trying to revitalize the original heart of the City which was languishing. Mayor Partin stated that she learned so much that she brought back, and this street party was one of those things that had been a really important part of helping to revitalize that area and create the Cayce River Arts District. She stated that it was important that all of those buildings were vibrant and great small businesses since those small businesses were the fabric of the community.

Mayor Partin stated that before the Council Meeting, Council had a Budget Workshop. She stated that the Director of Utilities, Betsy Catchings, attended the budget workshop and everyone was thrilled to have her back after a horrible car accident. She stated Ms. Catchings was really good and she did a great job of taking care of the City's utilities. She stated that Council put all information out for residents so they knew the decisions Council made and had the same information Council did. She stated that she started the idea of putting informational flyers on resident's roll carts since everyone had to put their roll cart back by their house so they knew all citizens would get the information and be informed of what Council was doing on their behalf,

because it was a collaboration. Mayor Partin stated that it was a great, inexpensive way to make sure that they were communicating with citizens. She stated that the City's utility rates were literally half what most of the Midlands utility rates were for their citizens. She stated that they had all that data for anyone to look at and the City was the sixth largest utility provider in the entire state. She stated that the City had such a professional utilities team that did an absolutely phenomenal job of providing professional level water and wastewater treatment to citizens and to those outside the City that was serviced by the City.

Executive Session

- A. Discussion of Lexington County economic development projects relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other businesses within the City
- B. Receipt of legal advice and discussion of proposed contractual arrangements relating to:
 - i. Fire-truck warranty litigation

Council Member Carter made a motion to move into Executive Session. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

Reconvene

After the Executive Session was concluded, Mayor Pro Tem James made a motion to reconvene the Regular meeting. Council Member Thomas 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 in follow up to Executive Session

There were no actions in follow up to Executive Session.

Adjourn

Council Member Sox made a motion to adjourn the meeting. Council Member Carter seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 6:55pm.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk

IF YOU WOULD LIKE TO SPEAK ON A MATTER APPEARING ON THE MEETING AGENDA, PLEASE COMPLETE THE INFORMATION BELOW PRIOR TO THE START OF THE MEETING.* *THANK YOU.*

COUNCIL MEETING SPEAKERS' LIST

Date of Meeting **April 1, 2025**

[illegible]

***Appearance of citizens at Council meetings - City of Cayce Code of Ordinances, Sec. 2-71.** Any citizen of the municipality may speak at a regular meeting of the council on a matter pertaining to municipal services and operation, with the exception of personnel matters, by notifying the office of the city manager at least five working days prior to the meeting and stating the subject and purpose for speaking. Additionally, during the **public comment period** as specified on the agenda of a regular meeting of the council, a member of the public may speak on a matter appearing on the meeting agenda, with the exception of personnel matters by signing a speakers list maintained by the city clerk prior to the start of the public comment period. The number of speakers at a council meeting may be limited in the discretion of the mayor or presiding officer, the length of time for any speaker's presentation is limited to a maximum of five minutes, and a presentation may be curtailed if determined to be uncivil, contentious, or disruptive in the discretion of the mayor or presiding officer or by majority of vote of council.



Mayor Elise Partin	Mayor Pro-Tem Tim James	Council Members Phil Carter Hunter Sox Byron Thomas	City Manager James Crosland	Deputy City Manager Michael Conley
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**City of Cayce
Regular Council Meeting
Budget Work Session
Wednesday April 16, 2025**

The April 16, 2025, Regular Council Meeting and Budget Work Session was held this evening at 5:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Mayor Pro Tem Tim James and Council Members Phil Carter, Hunter Sox and Byron Thomas. City Manager Jim Crosland, Deputy City Manager Michael Conley, Assistant City Manager Wesley Crosby, Municipal Clerk Mendy Corder, Finance Director Kelly McMullen, Human Resources Director Lynn Dooley, IT Director Jamie Beckham and City Attorney Will Dillard 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 Sox gave the invocation. Mayor Partin led the assembly in the Pledge of Allegiance.

Public Comment Regarding Items on the Agenda

There was no public comment.

Discussion Items

A. Discussion of Proposed FY2025/2026 General Fund Budget

City Manager Crosland stated that staff was going to do an overview of the General Fund and reminded Council that the draft budget was what was requested by staff and not the final recommended budget from Administration. He stated that there was an 114% increase in liability insurance, a 22% to 38% increase in health insurance, and an 18% increase in fuel and repairs. He stated that the City did see some increases in franchise fees this past year and also expected to see anticipated growth in the Local Government Fund.

Finance Director Kelly McMullen stated that staff member Allison Barrs, the Reporting Financial Manager, was going to start the budget discussion. Ms. Barrs stated that she was going to review some of the trends and revenue and reminded Council that the Capital Improvement Plan (CIP) was separate from the operating budget. She stated that in the requested budget, Council would only see operating expenses and small capital and each department had their large capital project requests

separate. She stated that was done so Council could make the decisions on CIP with any excess revenues that was left to allocate towards those purchases and projects. She stated that staff talked about how inflation had fluctuated during the Utilities Fund budget meeting but were going to review it again. She stated that from FY11 to FY22 the Consumer Price Index (CPI) averaged 1.66%, in FY24 the CPI peaked at 8% and then it started to come back down and in FY25 the CPI was at 4.12%. She stated that currently the CPI was at 2.9%. Ms. Barrs stated that unlike the Utility Fund budget, the General Fund budget was very personnel heavy and the salaries and fringes accounted for 75% of the overall budget. She stated that this created a different kind of challenge for the General Fund budget with insurance and workers compensation. She stated that the General Fund was less prone to negative impacts from the inflation increases but still had several inflationary increases that had a significant impact on it.

Ms. Barrs stated that before COVID, the General Fund was able to historically allocate \$600,000 to \$800,000 to capital projects without having to use reserves or fund balance. She stated that changed last year and dropped to no funding for capital projects but they were able to allocate \$620,000 to capital purchases. She stated that thanks to Council actions, staff was able to use alternative funding. She reviewed fund balance and reserves accounts next and stated all those numbers were in in the FY24 ACFR and were available online for everyone to see. Ms. Barrs stated that the City had \$196,542 in State Accommodations Tax funds available for restricted purchases related to tourism and community development and \$1,682,705 in hospitality tax funds in restricted funds for tourism and community development. She stated that local option permit, or ABC funds, had \$71,681 but were also restricted for certain activities. She stated that the fund balance for the City's TIF debt service was \$5,046,605 and that was restricted for just debt service. She stated that the City's TIF redevelopment fund had \$900,662 and was restricted for capital projects and lastly the General Fund unassigned balance was \$8,174,721 and that number represented 43% of the FY26 requested budget expenses or five (5) months of operating funds.

Ms. McMullen stated that she was going to review the City's revenue sources and the different revenue streams. She stated that some of the City's biggest contributions to revenues included franchise fees, business licenses and property taxes. She stated that from 2022 to 2024 there was pretty good growth in the City's franchise fees. She stated that the market economy was doing well. She stated that the City had \$1.77 million in revenues in 2022 and that increased to \$3.26 million in 2024 and they were predicting that would probably stabilize somewhere around \$3.5 million depending on the market. She stated that business licenses were stable in FY2022 at \$2.6 million and in 2024 they were also \$2.6 million. Ms. McMullen stated that the City's sanitation fees, the fees charged to citizens for residential sanitation service, were \$775,000 which was no different than last year. She stated that the requested budget for sanitation was a little over \$1.5 million which meant about 51% of the sanitation budget was being funded from the sanitation fee, and the other 49% was being funded from General Fund revenues.

Ms. McMullen stated that the local government fund was planning to increase with the State and the State's budget increased 5% or more, so staff was anticipating a 5% increase to the local government fund this year. She stated that this was a reassessment year for Lexington County and with reassessment came roll back millage calculations. She stated that when comparing this year to next year, the City's assessment values increased from about \$66 million this current fiscal year to \$73 million in FY2026, which meant that the City could not have a windfall due to a reassessment so staff would have to calculate a roll back millage. She stated that staff would have to figure it out so the City could earn the same amount of tax revenues. She stated that staff was calculating the millage rate to drop from 62.1 to 56.4 and the City's value of one (1) mill would increase from \$66,000 to about \$73,000. Ms. McMullen stated that the City's tax revenues this current year were estimated at 4.1 and next year were estimated at 4.1 even with the new millage rate.

Ms. McMullen stated that the City did have some anticipated additional revenues for growth that amounted to \$100,000 meaning that next year, they were anticipating tax revenues to be a little over \$4.2 million which meant that if a homeowner owned a property currently valued at \$175,000 that was owner occupied receiving the 4% credit then the home had now increased 10% in value. She stated that the City had some unused look back for FY2024 that was approximately four (4) mills and the value of those mills was \$296,000. She stated that the look back for 2025 was currently two and a half mills, valued at approximately \$187,000 and the CPI was 2.95% this year which equated to 1.66 mills, or an additional \$120,000. Ms. McMullen stated that staff did not have the population data yet but the RFA was saying that it should come out in May.

Mayor Partin stated that Ms. McMullen stated that the reassessment would not cost citizens anything more but asked if their tax bill was going to go up at all. Ms. McMullen stated that some could go up but some would not. She stated that every home was revalued on a reassessment year but it was capped at a 15% increase by law, but that did not include things like if they had added a structure or enclosed a patio. She stated things like that that were exempt from a reassessment recalculation. She stated that most people would probably not see an additional increase.

City Manager Crosland reviewed Council's Legislation budget. He stated that the only increase was \$18,000 for Election expenses. He stated that the Administration department had requested a municipal complex space study, which was estimated to cost \$50,000. He stated that it was in last year's budget but was cut. He stated that an administration prox card project was included in the budget and would get all City buildings onto the prox card program. Mayor Pro Tem James asked what the municipal complex space study could possibly staff and Council that they did not already know. Deputy City Manager Conley stated that staff did not know each individual space needs and the study would tell them that for each office. He stated that they used software that could design what the spacing looked like for those needs. He stated that the study could also tell them about funding mechanisms and how much it would cost so staff and

Council could start making decisions. City Manager Crosland stated that it would also give them design examples. Council Member Sox asked if all that was included for \$50,000. City Manager Crosland stated yes and stated that did not mean that the City had to use the group who did the study as engineers later to design anything. Mayor Partin asked if the study that was done several years ago would be helpful and suggested that staff take another look at that study.

IT Director Jamie Beckham reviewed his budget. He stated that the biggest difference in his budget was they had significant operational cost increases. He stated that Microsoft had a huge increase with the City's regular base license changes. He stated that the operating budget, as far as capital, only included standard replacements for equipment that needed to be rolled off every five (5) years. Mayor Pro Tem James stated that he did not see a huge amount of money for equipment in the IT budget and asked if it was spread out throughout all the other departments. Mr. Beckham stated that he took the utility side and spread it out between IT's budget. He stated that it was a light year for the General Fund but in a few years a lot of laptops would need to be replaced and they had to find a way to spread that cost out. City Manager Crosland stated they would start searching for grants now for that. Ms. McMullen stated that Finance's budget included a maintenance fee for the new software and it was a 50/50 split with utilities.

City Manager Crosland stated that he would review the Police Administration budget next. He stated that Chief Wade just started with the City the day before so staff would be working with his budget with him the next week. He stated that Police Administration was requesting one (1) vehicle and Police Investigations was requesting two (2) vehicle replacements – one was a F150 with 180,000 miles on it and one was a police vehicle. He stated that the Police Parks department was requesting two (2) additional golf carts and two (2) replacement vehicles.

Fire Chief Steven Bullard thanked Council for their continued support. He stated that they had requested a set of extrication equipment that costs \$55,000. He stated that the equipment was hydraulic so there were no cords that could be a trip hazard on the scene. He stated that they requested to replace their mobile and portable radios since they were at the end of their life and would no longer be able to be serviced. He stated that they were trying to spread the cost out over a couple of years and replace all the mobile radios that were in the trucks this year and then work on replacing the portable radios which were the ones the firefighters carry. He stated that they requested to continue the station improvement project and continue to make the firehouse a comfortable place for staff to eat and sleep. Chief Bullard stated that the new engine should be delivered any day and they would immediately start planning a big ceremony once it arrived. He stated that the rescue vehicle was back in service and the service truck that Council approved last year, should be delivered sometime in May and they would have a ceremony for that as well.

Mayor Pro Tem James thanked Chief Bullard for a great job and how he had led his staff. He stated that the City now had an ISO of two, which Mayor Partin and he continued to tout to make sure that citizens understood that was saving them a great deal of money on their insurance. He stated that the Fire Department staff often responded to medical emergencies and saved lives by getting there first. He stated that he appreciated Chief Bullard's leadership and the phenomenal job he and his staff were doing.

Sanitation Manager Thomas White reviewed the status of roll carts and the roll cart program. He stated that he was constantly looking for grants to fund replacement roll carts and was currently trying to get grant monies through DES to purchase an additional 250 recycling roll carts. He stated that in his Capital Improvement Plan, he requested a load of regular roll carts, so they could continue to change out the old ones. Mr. White stated that they had already changed out two (2) neighborhoods old roll carts. He stated that the only increase in his department's budget was in employee training because one could never have too much training. Council Member Thomas stated that during last year's budget process Council Member Sox asked if the City made any money from recycling and he believed Mr. White said no and asked if that was still correct. Mr. White stated that the City did not make any money from recycling and had to stop recycling glass which helped with the cost. He stated that the City currently paid \$67 per ton to SONOCO. Council Member Thomas asked if the City ever had situations where the recycling had to come back to the City. Mr. White stated that rarely happened. City Manager Crosland stated that he did not know that roll carts could be rebuilt. Mayor Pro Tem James stated that the community must know because they put their old roll cart and wheels out for the Sanitation Department to get. He stated that everything ran smoothly in Mr. White's department because that was the culture that he established in his department. He stated that Mr. White was one of the longest serving employees of the City and had truly built a culture in sanitation. Mayor Pro Tem James stated that kids ran to the sanitation trucks like they did to fire trucks and were just as excited to see them and it was phenomenal. He asked Mr. White to make sure that his staff truly understood how much Council appreciated them. He stated that Council got so many compliments on them.

Museum Curator Andy Thomas reviewed the Museum's programs. He stated that he was very grateful for their support for the Museum. He stated that most of his operating costs remained the same. He stated that he requested \$2,000 for gutters and \$1,200 for new conference chairs for the Visitors Center. He stated that as far as events and exhibits, he was making requests for six (6) different items out of Accommodations and Hospitality taxes. He stated that three (3) of them would come out of the operating budget for City events. He stated that the Colonial Village they had at Tartan Day South was very successful and thousands of people came through. Mr. Thomas stated that the African American Legends event was very successful as well as the Christmas Traditions Open House that they had held for over 30 years and was their signature event. He stated that there were also three (3) items in the Hospitality Tax

funding that he was requesting funding for to include development of exhibits. Mr. Thomas stated that the Public Safety exhibit needed just a little bit more time and money to be completed. He stated that he also requested monies to create a Revolutionary War exhibit and were hoping this would be a signature exhibit for the 250th anniversary of the Revolutionary War, which was coming up. He stated that he also requested money for their Catawba pottery exhibit that included 85 pieces of modern Catawba pottery. He stated that they would like the money to be used for design and development stage for that exhibit, since they thought it could be a really big draw for the museum.

Mayor Partin stated that she wished she had recorded the previous night's African American Legends event because it was so phenomenal and the story of the City that was told and the City's connection to the Smithsonian and to the Vatican was really impressive. She thanked Mr. Thomas for all that he was doing to aid that and to help bring history alive in the City and to make sure that the whole story was being told.

Deputy City Manager Conley stated that Parks staff did a wonderful job of really keeping their budget consistent and conservative. He stated that most of the items requested were items that they direly needed to make themselves efficient. He stated that more and more was being put on Parks as the demand on the City increased so anything that they could do to help them not only with efficiency but quality, they would definitely take a hard look at those items. City Manager Crosland stated that a lot of their capital items could be paid for out of Hospitality Tax funds such as an excavator, lawn mower replacements and a trailer mounted pressure washer.

Fleet Manager Bill Clark stated that he had requested an additional service truck since he often had to wait to respond to a call until the service truck came back from being on another call. He stated that the diesel diagnostic equipment they had was eight (8) years old and out of date and needed to be updated so they could work on the newer trucks.

City Manager Crosland stated that he wanted to commend staff and the directors for really reaching down and looking at their budgets to see what they really needed. He stated that Administration and Finance would review the capital items and look back to what was requested last year to the current year. He stated that the General Fund was currently out of balance by \$194,900 and that included a 4% cost of living adjustment for staff which Council asked staff to make sure was included. He stated that he thought they were in a good position for the General Fund and should be able to balance with no problem. Mayor Pro Tem James stated that staff started the budget work session by listing several inflationary items that would impact the budget that was out of their hands and asked staff to review those again. City Manager Crosland stated that there was an 114% increase in liability insurance, a 22% to 38% increase in health insurance and an 18% increase in fuel and repairs. Mayor Pro Tem James stated that staff had done a great job of managing the budget. He stated that obviously the City

was doing a good job of saving everything they possibly could. He stated that one of the budget line items was for streetlights and he did not think that citizens knew that the City paid close to half a million dollars for streetlights. He stated that Patrol Officers were the people who knew first when a streetlight was out since they were patrolling at night. He stated that it was important to get the outages reported so they could keep the lights shining and crime prevention going. Mayor Partin stated that amount was a \$100,000 more than the previous year. City Manager Crosland stated that Dominion had a rate increase. Mayor Partin stated that she would like to have the list of inflationary items and to include Dominion's rate increase as well as the City's overall Dominion costs.

Mayor Partin stated that she appreciated knowing that the local government funds were going up but \$17,000 based on all the other increases was not much. She stated that one had to take into account that the State was cutting everything else. She stated that it was unprecedented and a massive problem so anyone that wanted to call the City's State Representatives and ask them to figure out how they could get that money back because that would have a huge impact on what citizens got. She stated that the City was the lowest taxing entity and if one looked at their bill what the City got was so small compared to what the County and School Board got. She stated that it was absurd and the City's amazing team did so much with too little. She stated that she loved that Council said they were absolutely, without a doubt, making sure staff received a cost of living adjustment this year. Mayor Partin stated that Council needed to revisit some things that they had talked about over the years. She stated that they had a commitment for many years for the Sanitation Department to pay for itself and stated that every private sanitation company out there that people outside of the City paid for their services either made a profit or broke even and were not running at a deficit like the City's was. She stated that they were paying for half of it out of the General Fund and it was supposed to pay for itself. She stated that at the Federal level items would continue to increase in cost and be affected by the tariffs. She stated that she was curious how many of the capital items the City needed to buy would be affected and only get more expensive. Mayor Partin asked Council if they would be interested in having Administration gather a list of all the capital improvement needs that were going to be affected by tariffs and possibly go ahead and spend some of that money so Council was doing a good job for citizens in spending less of that money. Mayor Pro Tem James stated that was very proactive and stated that it should be pretty easy for Administration to take a look at what items in the budget would be impacted.

City Manager's Report

City Manager Crosland introduced new Police Chief Bruce Wade and stated that he was excited to have him there. He stated that Chief Wade walked in his office the day before in a Cayce uniform with Cayce patches and had already met with his executive command staff for two and a half hours and then had a full department

meeting that afternoon. He stated that Chief Wade knew the area and the people and was what Cayce needed.

Council Comments

Council Member Carter stated that he appreciated all the work that went into the budget and it was the most informative flow of information he had seen. He stated that the details were phenomenal and he could understand it, which was really appreciated. He stated that there was not anything where he could come back in six (6) months and say he did not know about it because absolutely everything was there.

Council Member Thomas congratulated DeZyah DeWitt of Cayce Elementary School on her amazing cheeseburger cupcakes and winning the annual Future Chef's Challenge. He stated that she was in the running for the nationals. He stated that voting would start May 1 through May 7 and asked everyone to be on the lookout for that information on the School District's website, because it would be an honor to see her win that. He told Mayor Partin he would love to work with her in recognizing DeZyah and her family in Council Chambers. He stated that Mayor Partin was doing a great job working with the youth in the schools and he would like to invite them once a quarter to a Council Meeting to lead in the Pledge of Allegiance. He stated that there were several schools in Lexington School District Two that were in the City so why not have their student council members lead in the Pledge of Allegiance since it was their Council Chambers as well. He stated that the best way for the youth to get involved was by Council giving them opportunities and he would be honored to work with Council to see how to get the City more involved with the youth.

Mayor Partin stated that she received a text from Pope Walker with Rose Talbert saying that he met three (3) Cayce Police Officers that morning at their store and the City had first class men. She stated that she also received the sweetest picture of five (5) little kids sitting on steps along with a text from one of the moms thanking her for making Cayce a community where they could meet neighbors in real life, on the streets, walking, playing at parks, getting their caffeine fix and stated that was rare these days. Mayor Partin stated that she could not wait to get the attendance numbers from Tartan Day South since it seemed to be one of the most heavily attended ones and between that and the City's Soiree on State more and more people were enjoying the City and coming there.

Executive Session

- A. Receipt of legal advice and discussion of proposed contractual arrangements relating to
 - i. Avenues Drainage Project – Agreement with American Engineering
 - ii. SCDOT Intergovernmental Agreement regarding Avenues Drainage Project

Mayor Pro Tem James made a motion to move into Executive Session. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

Reconvene

After the Executive Session was concluded, Mayor Pro Tem James made a motion to reconvene the Regular meeting. Council Member Thomas 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 in follow up to Executive Session

A. Approval of an agreement with American Engineering

Council Member Sox made a motion to authorize the City Manager to sign the letter reinstating the construction supervision service agreement with American Engineering. Council Member Carter seconded the motion. Mayor Partin stated that she would not be able to support this, even though she was thrilled for American Engineering to do the work, but she did not have data on whether or not it would have saved the City money to go with SCDOT. She called the question. Mayor Pro Tem James and Council Members Carter, Sox and Thomas voted yes. Mayor Partin voted no.

B. Approval of SCDOT Intergovernmental Agreement regarding the Avenues Drainage Project

Council Member Sox made a motion to approve and authorize the City Manager to sign the revised IGA agreement with SCDOT for the Avenues Drainage project. Council Member Thomas seconded the motion. Mayor Pro Tem James and Council Members Carter, Sox and Thomas voted yes. Mayor Partin voted no.

Adjourn

Council Member Sox made a motion to adjourn the meeting. Mayor Pro Tem James seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 7:31pm.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk

IF YOU WOULD LIKE TO SPEAK ON A MATTER APPEARING ON THE MEETING AGENDA, PLEASE COMPLETE THE INFORMATION BELOW PRIOR TO THE START OF THE MEETING.* *THANK YOU.*

COUNCIL MEETING SPEAKERS' LIST

Date of Meeting **April 16, 2025**

[illegible]

***Appearance of citizens at Council meetings - City of Cayce Code of Ordinances, Sec. 2-71.** Any citizen of the municipality may speak at a regular meeting of the council on a matter pertaining to municipal services and operation, with the exception of personnel matters, by notifying the office of the city manager at least five working days prior to the meeting and stating the subject and purpose for speaking. Additionally, during the **public comment period** as specified on the agenda of a regular meeting of the council, a member of the public may speak on a matter appearing on the meeting agenda, with the exception of personnel matters by signing a speakers list maintained by the city clerk prior to the start of the public comment period. The number of speakers at a council meeting may be limited in the discretion of the mayor or presiding officer, the length of time for any speaker's presentation is limited to a maximum of five minutes, and a presentation may be curtailed if determined to be uncivil, contentious, or disruptive in the discretion of the mayor or presiding officer or by majority of vote of council.

Memorandum

To: Mayor and Council

From: Jim Crosland, City Manager

Date: May 6, 2025

Subject: Discussion and Approval to Adopt Proclamations and Ceremonial Resolutions

Issue

Council approval is needed to amend the City Code of Ordinances by adding Section 2-997 to Provide for adoption of Proclamations and Ceremonial Resolutions.

Discussion

Council is often asked to recognize a group, business or individual. The City currently does not have a policy for Proclamations and Resolutions. By adopting a policy Council may formally and publicly honor events, achievements, individuals, entities, groups and causes of interest and importance to the City.

Recommendation

Staff recommends Council give First Reading to Ordinance 2025-04 that adds Section 2-997 to Provide for adoption of Proclamations and Ceremonial Resolutions.

STATE OF SOUTH CAROLINA)	ORDINANCE 2025-04
)	
COUNTY OF LEXINGTON)	AMENDING THE CODE OF
)	ORDINANCES FOR THE CITY OF
CITY OF CAYCE)	CAYCE BY ADDING SECTION 2-97
)	TO PROVIDE FOR ADOPTION
)	OF PROCLAMATIONS AND
)	CEREMONIAL RESOLUTIONS

WHEREAS, the residents, civic groups, businesses, and other constituents and community participants in the City of Cayce often have reason to celebrate notable achievements and milestones; and,

WHEREAS, the City Council for the City of Cayce finds that it is desirable and in furtherance of the general welfare of the City that Council, from time to time, formally and publicly honor, recognize, and commemorate events, achievements, individuals, entities, groups, and causes of interest and importance to the City;

NOW, THEREFORE, pursuant to the power vested in the Council of the City of Cayce by virtue of Sections 5-7-30 and 5-7-250(b), Code of Laws of South Carolina, 1976, as amended; and to promote and preserve the general welfare of the City;

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

Section 1. That the Code of Ordinances, City of Cayce, South Carolina, is hereby amended by adding a section, to be numbered 2-97 and codified within Chapter 2, Article II, Division 4 (Ordinances and Resolutions) of the Code, which section shall read as follows:

Sec. 2-97. – Proclamations and Ceremonial Resolutions

A proposed proclamation, ceremonial resolution, or ceremonial letter, honoring, recognizing, or commemorating some event, achievement, individual, entity, group, or cause of interest or importance to the city, shall be placed on the agenda for a regular or special meeting of city council upon timely advance written request of the mayor or two members of council to the city manager.

Section 2. Should any provision, section, paragraph, sentence or word of this Ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences, or words of this Ordinance as hereby adopted shall remain in full force and effect.

Section 3. That all ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

This Ordinance shall be effective from the date of second reading approval by Council.

DONE IN MEETING DULY ASSEMBLED, this _____ day of _____ 2025.

Elise Partin, Mayor

Attest:

Mendy Corder, CMC, Municipal Clerk

First Reading: _____

Second Reading and Adoption: _____

Approved as to form: _____
William C. Dillard, Jr., City Attorney



Mayor
Elise Partin

Mayor Pro-Tem
Tim James

Council Members
Phil Carter
Hunter Sox
Byron Thomas

City Manager
Jim Crosland

Deputy City Manager
Mike Conley
Assistant City Manager
Wesley Crosby

Resolution to Declare May 4 – 10, 2025, as “Professional Municipal Clerks Week in South Carolina” to Recognize and Honor the Valuable Contributions that Municipal Clerks Make to Cities and Towns in South Carolina

Whereas, the position of municipal clerk is the only municipal staff role that is required by state law, regardless of a municipality’s size or form of government; and

Whereas, all 271 cities and towns in the state are required to have a municipal clerk; and

Whereas, Mendy Corder plays a critical and varied role to support the mayor, city council and city staff; and

Whereas, municipal clerks’ responsibilities under state law include giving notice of meetings to council members and the public, keeping minutes of its proceedings, and performing other duties; and

Whereas, regardless of city size, municipal clerks have seen their roles and responsibilities expand with changing times; and

Whereas, with advancements in software and hardware, municipal clerks have become increasingly adept/skilled at using technology to prepare materials for meeting agenda packets, to record meeting minutes and to manage public records; and

Whereas, municipal clerks get their professional training from the South Carolina Municipal Finance Officers, Clerks and Treasurers Association, an affiliate organization of the Municipal Association of South Carolina;

NOW, THEREFORE, be it resolved by the Council of the City of Cayce declares May 4 – 10, 2025, as “Professional Municipal Clerks Weeks in Cayce to recognize and honor the valuable contributions that Mendy Corder makes to our city.

ADOPTED this 6th day of May, 2025.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk

Memorandum

To: Mayor and Council

From: Jim Crosland, City Manager

Date: May 6, 2025

Subject: Consenting to the Inclusion of Lexington County Tax Map Numbers: 006899-01-027, 006899-01-029, and 006899-01-030 located within the City of Cayce into the Lexington County Multi-County Industrial Park

Issue

Council approval is needed for a Resolution consenting to the inclusion of Lexington County Tax Map Numbers: 006899-01-027, 006899-01-029, and 006899-01-030 located within the City of Cayce into the Lexington County Multi-County Industrial Park.

Discussion

Techno-Bloc Corp. has proposed the construction of a new manufacturing facility located within the County and the City (as recently partially annexed), such property identified as Lexington County Tax Map Numbers: 006899-01-027, 006899-01-029 and 006899-01-030. The reference tax map numbers are physically located along Dixiana Road south of Interstate 77. The parcels total approximately 97 acres.

Lexington County is authorized pursuant to Article VIII, Section 13(D) of the Constitution of South Carolina 1895, as amended, and Section 4-1-170 of the Code of Laws of South Carolina 1976, as amended to enter into agreements with other counties within the State for the purpose of creating joint county industrial and business parks. Pursuant to Section 4-1-170(C) of the MCIP Law, if any Park encompasses all or a portion of a municipality, the counties must obtain the consent of the municipality prior to the creation of the park.

Additionally, the City's share of the net FILOT revenues shall be calculated in the manner set forth at Section 12-44-80(A) of the Code of Laws of South Carolina 1976, as amended, as if the Project were not located in a park.

Recommendation

Staff recommends Council approve the Resolution consenting to the inclusion of Lexington County Tax Map Numbers: 006899-01-027, 006899-01-029, and 006899-01-030 into the Multi-County Industrial Park within the City of Cayce.

Mayor Elise Partin	Mayor Pro-Tem Tim James	Council Members Phil Carter Hunter Sox Byron Thomas	City Manager Jim Crosland	Deputy City Manager Mike Conley Assistant City Manager Wesley Crosby
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Resolution Approving and Consenting to the Inclusion of Certain Property in a Joint County Industrial Park Within the City of Cayce, South Carolina with Continuing Conditions; and Other Matters Related Thereto

WHEREAS, Lexington County, South Carolina (the “*County*”) is authorized pursuant to Article VIII, Section 13(D) of the Constitution of South Carolina 1895, as amended, and Section 4-1-170 of the Code of Laws of South Carolina 1976, as amended (together, the “*MCIP Law*”) to enter into agreements (a “*Park Agreement*”) with other counties within the State for the purpose of creating joint county industrial and business parks (the “*Park*”). Pursuant to Section 4-1-170(C) of the MCIP Law, if any Park encompasses all or a portion of a municipality, the counties must obtain the consent of the municipality prior to the creation of the Park.

WHEREAS, the County and Calhoun County, South Carolina (together, the “*Counties*”) previously authorized and created a Park pursuant to a Park Agreement dated December 11, 1995, as amended.

WHEREAS, the Counties plan to enter into or have entered into a Multi-County Park Agreement (the “*Master Agreement*”), the provisions of which govern (i) the operation of the Park, including the sharing of expenses and revenues of the Park, and (ii) the manner in which the fee-lieu of tax (“*FILOT*”) revenue is to be distributed to each of the taxing entities within each of the Counties, including the standard 1% allocation of FILOT revenue to Calhoun (the “*Calhoun Allocation*”). The FILOT revenue less the Calhoun Allocation is defined for the purposes herein as the “*Net FILOT Revenue*”.

WHEREAS, Techno-Bloc Corp. (the “*Company*”) has proposed the construction a new manufacturing project (the “*Project*”) located within the County and the City (as recently annexed), such property identified as Lexington County Tax Map Numbers: 006899-01-027, 006899-01-029 and 006899-01-030 (the “*Parcels*”), all as more particularly described on Exhibit A attached hereto.

WHEREAS, the Company has requested that the County place the Parcels within the Park.

WHEREAS, pursuant to Section 4-1-170(C) of the MCIP Law, the City must consent to the inclusion of the Parcels in the Park prior to such inclusion.

WHEREAS, the City is agreeable to the inclusion of the Parcels within the Park, but such approval and consent is subject to certain continuing conditions as established herein.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cayce, South Carolina, in meeting duly assembled, as follows:

1. Consent; and Limitations of Consent. The City consents to the inclusion of the Parcels within the Park. However, the foregoing consent is expressly subject to the following conditions, and if any of the following conditions are not met or sustained, the City’s consent shall be immediately and automatically revoked:

- (i) The County shall not enlarge or diminish the boundaries of the Park through the addition or

or subtraction of the property located within the City without receiving the City's prior written consent to any such enlargement or diminution.

(ii) No amendments or modifications to the Fee Agreement or the Calhoun Allocation, the terms of which change the distribution of Net FILOT Revenues, shall be permitted without the written consent of the City.

(iii) The City's share of the Net FILOT Revenues (the "***City's FILOT Portion***") shall be calculated in the manner set forth at Section 12-44-80(A) of the Code of Laws of South Carolina 1976, as amended, as if the Project were not located in a Park.

(iv) The City agrees and understands that the County has negotiated that certain "Fee in Lieu of Ad Valorem Taxes and Special Source Revenue Credit Agreement" with the Company (the "***Fee Agreement***"), the terms of which authorize SSRs (as defined in the Fee Agreement) equal to \$310,000 for a twenty year period (as may be potentially extended), all as more particularly described in Section 5.6 of the Fee Agreement. The City acknowledges and understands that the City's FILOT Portion will be reduced on a dollar-for-dollar basis by the amount of the SSRs, and the City agrees to such reduction so long as the Fee Agreement is not amended, or the SSRs modified in any way, without the City's written consent and approval.

2. Effective Date. This Resolution is to be effective as of its date of adoption.

ADOPTED in a meeting duly assembled this 6th day of May 2025.

CITY OF CAYCE, SOUTH CAROLINA

Elise Partin, Mayor

(SEAL)

ATTEST:

Mendy Corder, CMC, Municipal Clerk

EXHIBIT A

DESCRIPTION OF THE PARCEL

All those certain pieces, parcels or tracts of land, together with any buildings and improvements thereon, situate, lying and being shown and designated as Tract "I", containing 82.03 acres, more or less, and as an unnamed parcel, formerly known as "Rice Beans & Potatoes LLC TMS No. 006899-01-030", containing 8.60 acres, more or less, and as an unnamed parcel, formerly known as "Rice Beans & Potatoes LLC TMS No. 006899-01-029", containing 6.00 acres, more or less, and containing in total 96.63 acres, more or less, on that certain plat entitled "Plat Prepared For Rice Beans & Potatoes LLC" prepared by Rosser W. Baxter, Jr., SCRLS No. 7813, on behalf of Baxter Land Surveying Co., Inc., in the Office of the Register of Deeds for Lexington County, South Carolina in Plat Book 21149 at Page 3799. Said lots having such size, shape, dimensions, buttings and boundings as will reference to said plat will more fully appear.

TMS Numbers: 006899-01-027; 006899-01-029; and 006899-01-030

Memorandum

To: Mayor and Council

From: James Crosland, City Manager

Date: May 6, 2025

Subject: Purchase of Utilities Equipment Requests

Issue

Council approval is needed to sole-source the purchase of water and sewer equipment for Utilities Field Operations.

Background

Sewer Jetter Machine

Utilities Field Operations owns and operates two sewer jetter machines that are used on a daily basis for cleaning lines and addressing sewer blockages that occur within the system. One unit has failed. It is obsolete and cannot be repaired. Our second unit is a Harben machine and, although it continues to operate like new, it is greater than 22 years old. The quality of the Harben unit is unmatched and Jet-Vac is a sole supplier. In addition, parts continue to be made for the older Harben unit. It is critical to have a second machine in case there is an emergency call while the other is in use. A Harben Model DTK 375 unit has been priced, and it will cost approximately \$82,604.

Replacement Sewer Pump

On the recommendation of the Fleet Manager, Field Operations is in the process of replacing current Thompson pumps that are no longer reliable and are obsolete. Parts for these pumps are no longer available or are very hard to get when a pump is down. In addition, Thompson pumps are not Dri-Prime and cannot run on a float ball system. This makes operation more difficult and they have to be run manually. Godwin pumps that have been purchased and are currently in use have been very reliable and parts are readily available. The quality and longevity of the pumps are outstanding. The Godwin pumps are Dri-Prime pumps, and they are specifically designed to automatically prime after the pump shuts off. Therefore, the pump can run in manual or automatic with a float ball system. The preliminary FY26 budget includes the purchase of a Godwin pump to replace an aged Thompson pump. Funds are available to purchase this pump in FY25, which means pricing will be locked in and not subject to increases. Xylem is the sole supplier of the Godwin pump, and they have this pump in stock. It is proposed to purchase a Godwin Model CD150S pump. The pump has been priced and will cost approximately \$72,075.

Highway 321 Booster Pump Station Pump

The Highway 321 Booster Pump Station feeds our Gaston water tank. The station operates on two pumps, which is required by the South Carolina Department of Environmental Services. When one pump is down the station is in emergency status. Lead times for repairs or replacements are two to six months. The preliminary FY26 budget includes the purchase of a spare pump that will ensure we are prepared during emergencies. Funds are available to purchase this pump in FY25, which means pricing

will be locked in and not subject to increases. The booster station currently uses Aurora Model 421A pumps, which have been reliable. It is proposed to purchase the same pump for the spare to provide continuity. Mechanical Equipment Company is the sole supplier of the Aurora pump. The pump has been priced and will cost approximately \$49,655.

Sole-Source

City Council may waive the formal bid procedures as established by Ordinance when it is to the City's advantage to sole source in certain situations.

Sec. 2-144(9). – Procurements and contracts.

City council may wave the informal and formal bid procedures when it is to the advantage of the city to acquire goods and/or services on a most convenient source basis or sole-source basis in situations of prolonged supply chain delays or on the basis of a previously awarded bid or contract, and for professional services when the person employed is customarily employed on a fee basis rather than by competitive bidding (such as, by way of example, for an appraiser, attorney or physician).

(Code 1975, § 2-57)

Recommendation

Staff recommends City Council waive the formal bid process and allow the purchase of a new Harben sewer jetter machine, Godwin sewer pump, and Aurora booster pump. The total approximate cost (including tax) and the funding sources are as follows:

Harben Sewer Jetter Machine - \$82,604 from Utilities Wastewater Collection O&M
Godwin Sewer Pump - \$72,075 from Utilities Wastewater Collection O&M
Aurora Booster Pump - \$49,655 from Utilities Water Distribution O&M

Cayce Historical Museum Commission

March 5, 2025

Meeting Minutes

The March 5, 2025 meeting of the Cayce Historical Museum Commission (CHMC) was held in the Cayce Visitors Center. The meeting was convened at 5:04pm by Chair James Stewart. The following individuals attended the meeting:

Name	Status
James Stewart	Chair
Pamela Sulton	Vice Chair
Marcy Hayden	Secretary
Archie Moore	Commissioner
A.G. Dantzler	Commissioner (absent) (resigned)
Charlita Earle	Commissioner (absent)
Keith Stephenson	Commissioner (absent)
David Brinkman	Commissioner
Will Britz	Commissioner (absent)
Andy Thomas	Cayce Museum Curator
Mike Conley	Deputy City Manager
Wesley Crosby	Assistant City Manager
Elizabeth Lumsden	Cayce Museum Assistant

Upcoming Events:

3/22/25-Soiree on State Street

4/5/25-Tartan Day South Colonial Village

4/19/2025- REV250 Event at Old Mill in Lexington (Shot Heard 'Round the World)

5/2025-African American Legends of Cayce Event (TBA)

6/2025-Juneteenth Event (TBA)

Invocation: Vice Chair Sulton

Action Items:

February Meeting Minutes:

The Commission reviewed the previous meeting minutes. Vice Chair Sulton made the motion that the meeting minutes be accepted and Commissioner Brinkman seconded the motion. The minutes were approved.

Donations

Gift of Cayce Grammar School Photo (Jeannie Mack) and Early Phonographs(Eleanor Manken)

Motion to accept donated items due to their significance and added value to current exhibits was made by Commissioner Moore and seconded by Commissioner Hayden. Motion passed.

Museum Staff Report

Museum staff and volunteers are making progress on the NAGPRA inventory having recorded around 6,074 objects to date. The NAGPRA report work continues until all Native American Indian items are cataloged. Additionally, volunteers are working on archival items in the storage building to catalog and organize items in the collection.

The Columbia Airport Exhibit display is at the printer. The exhibit does not have an opening date, but should be announced soon.

The Battle of Congaree Creek Anniversary took place at the Museum on Feb. 15th from 9am-3pm and featured an encampment with Union and Confederates with about 8 attendees. There were also tours of the Battle of Congaree Creek at the 12,000 History Park at 9am and 1pm on Feb. 15th that had approximately 9 attendees.

Facebook Engagement: Ms. Lumsden provided an overview of Facebook post engagement from 2024 vs. 2025 mainly highlighting African American Heritage Month history/Legends of Cayce posts with over 10,300 interactions and over 149,600 views from the 12 postings in 2025 which increased from 2024.

Exhibits: Public Safety exhibit and REV250 exhibits are being worked on current. The Public Safety building needs additional funding for ongoing electrical issues. Language for the REV250 exhibit is currently being drafted by Commissioner Brinkman, Ms. Sue Kelly and Museum staff and exhibit is expected to open in 2026.

Budget Requests: Staff is currently working on Budget requests for 2025-26 which will include the two exhibits, electrical issues, and public restrooms (outdoors).

Upcoming Events: March 22nd will be the Soiree on State Street event and the Museum will have a table. Tartan Day South-Colonial Village will be April 5th. The Museum staff will have tables at both events and have asked Commissioners to volunteer if available. April 19th REV250 Event Committee hosting “Shot Heard ‘Round the World” Event at the Old Mill in Lexington, SC. Future events will include weaving and crocheting class, archeology day, artifact identification and Juneteenth event. Dates are TBA.

Ongoing Business:

By-Law Committee:

Proposed update to by-laws to change the “Ad Hoc” African American Committee to a “Standing Committee” under the Commission. Mr. Thomas will provide the original ad-hoc committee description to the Commissions for review and changes. A vote will take place to approve the amendment before sending the updates to the City Council for approval.

Strategic Planning-Historic Preservation

Cayce Historical Locations Document and App.: Commissioners were reminded to document a few locations for the test before the next meeting.

Threewitts House: As part of ongoing preservation efforts, locations are being identified around the Cayce area that are “endangered.” Chair Stewart, Commissioner Moore and others visited the Threewitts House located on the property of Copart. This home is from the 1760-1825 and is a great example of timber frame building with original hand-made bricks still on site although the chimneys have now fallen. This home is connected in Cayce History, being the 3rd oldest home in Lexington County. The house could possibly be preserved onsite or moved to the Cayce Museum. Commissioner Moore and Chair Stewart will be researching this possibility further.

Cayce Historic Foundation:

The Cayce Historic Foundation is officially 501c3 certified which will help with fundraising efforts for the Museum and historic preservation.

Old State Road NRHP Nomination

No updates at this time.

New Business:

No updates at this time.

Additional Business:

No updates at this time.

With no other business on the meeting agenda and a motion to adjourn was made by Commissioner Moore and seconded by Commissioner Brinkman. The meeting adjourned at **5:55PM.**

COUNCIL ACTION REQUIRED

ACCOMMODATION TAX COMMITTEE

Ms. Sophia Chen recently resigned from the Accommodation Tax Committee. This position must be filled by someone in the restaurant industry in Cayce. The City has received a potential member application from Ms. Ashley Lambert, the Marketing Director for Steel Hands. Her application is attached for Council's review.

BEAUTIFICATION FOUNDATION

Ms. Christy Corley, Ms. Barbara Lawson, Ms. Forrest Ryan and Mr. Ross Shealy's positions expire on the Beautification Foundation in May. All attend meetings regularly and would like to serve again. Their reappointment applications are attached for Council's review.

EVENTS COMMITTEE

Ms. Jean Boiteau's position on the Events Committee expires in May, she is currently serving an unexpired term and would like to serve again. Ms. Boiteau regularly attends meetings. Her reappointment application is attached for Council's review.

MUSEUM COMMISSION

Ms. Pamela Sulton's position on the Museum Commission expires in May and she would like to serve again. Ms. Sulton regularly attends meetings and is also a member of the Museum's African American sub-committee. Her 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.

EVENTS COMMITTEE – FOUR (4) POSITIONS

This committee is actively involved in working with City staff to plan and coordinate City events and works the events with staff.

APPOINTMENT PROCESS

Cayce citizens have an opportunity to actively participate in the City through their services on a number of advisory boards, commissions, foundations and committees. These groups help shape and carry out policy.

Applications are accepted at any time for all City of Cayce boards, commissions, foundations and committees. Cayce citizens wishing to apply for appointment may submit a potential member application to the Municipal Clerk, P. O. Box 2004, Cayce, SC 29171. More information and a copy of the application can be found on our website at caycesc.gov or by calling City Hall at 803-796-9020.

City Council considers received applications at a meeting immediately following an opening.



CITY OF CAYCE POTENTIAL MEMBER APPLICATION

Name: Ashley Lambert Date 5/1/25
 Home Address: Blossom Street City, State, Zip Coulmbia, SC 29205
 Telephone: _____ E-Mail: ashley@steelhandsbrewing.com
 Resident of Cayce: ☐ Yes ☒ No Number of Years: _____
 Business in Cayce: ☒ Yes ☐ No Number of Years: 6.5 Years

On which Board, Commission or Foundation are you interested in serving? Information on each can be found at caycesc.gov/boards. Accommodations Committee

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation?

☐ Yes ☒ No If yes, specify below.

The applicant acknowledges that he or she is aware that a City of Cayce records check will be performed by the Cayce Police Department and that information could be public. ☒ Yes

Work Address

Company: Steel Hands Brewing Position: Marketing Director
 Address: 2350 Foreman Street City, State, Zip Cayce, SC 29033
 Telephone: 7707570198 E-Mail: ashley@steelhandsbrewing.com

Work Experience: Current: 6.5 Years - Marketing Director, Steel Hands Brewing; Previous: 11+ Years
working with firms in Marketing and Interior Design with experience in Architecture, Retail and Furniture Design.

Educational Background:

Samford University; Birmingham, AL, Bachelors of Arts, Cum Laude, Dean's List Interior Design, CIDA Accredited Program; Minor in Art
~~August 2004 - May 2006~~

Membership Information (Professional, Neighborhood, Civic Organizations...), Volunteer Work and/or Hobbies:
Steel Paws Committee, Columbia Food/Wine Strategic Planning Committee, charitable contributions

Please answer the following questions as thoroughly as possible for the indicated committee:

- Why do you want to serve on a City of Cayce Board, Commission or Foundation?
I'm passionate about supporting the growth and vitality of our community, and I believe serving o
n the Accommodations Tax Committee is a meaningful way to contribute.
- What specific contributions do you hope to make? I'm particularly interested in helping identify and
support deserving opportunities for the use of our hospitality tax.
- What community topics concern you that relate to this Board, Commission or Foundation?
Ensuring that hospitality tax dollars are directed toward projects that truly boost tourism and benefit
both visitors and residents.
- What experience/training do you have for this particular Board? Through my role at Steel Hands Brewing
I've had the opportunity to support and collaborate with a wide range of community-focusd initiatives.
Our mission has always centered on giving back, fostering local partnership, and creating experiences
that draw both residents and visitors to Cayce.

Return to:

Mendy Corder, Municipal Clerk
 City of Cayce, PO Box 2004, Cayce, SC 29171-2004
 Telephone: 803-550-9557 • Fax: 803-796-9072 • Email: mcorder@caycesc.gov



ITEM V. B.

CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: Christy Corley
Home Address: Tamwood Circle City, State, Zip Cayce SC 29033
Telephone: 803- E-Mail Address _____
Resident of Cayce: ☒ Yes ☐ No Number of Years 50 years

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

☐ Accommodations Tax Committee ☒ Beautification Foundation ☐ Event Committee
☐ Cayce Housing Authority ☐ Museum Commission ☐ Planning Commission
☐ Consolidated Board of Appeals ☐ Board of Zoning Appeals ☐ Public Safety Foundation

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: Nephron Pharmaceuticals Position Quality Continuous Improvement Manager
Address: 4500 12th Street Extension
City, State, Zip West Columbia, SC 29172 Telephone: 803-569-2800
Fax: n/a E-Mail ccorley@nephronpharm.com
Work Experience: Nephron Pharmaceuticals 10 years

Educational Background: Medical Transcriptionist Certification - Midlands Technical College and Columbia Junior College

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

Volunteer Work: Cayce Beautification Foundation

Hobbies: Reading, gardening, crafting, baking and antique shopping

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



CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: Barbara Lawson
Home Address: Tamwood Cr. City, State, Zip Cayce, SC 29033
Telephone: 803- E-Mail Address _____
Resident of Cayce: ☒ Yes ☐ No Number of Years 40

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

☐ Accommodations Tax Committee ☒ Beautification Foundation ☐ Event Committee
☐ Cayce Housing Authority ☐ Museum Commission ☐ Planning Commission
☐ Consolidated Board of Appeals ☐ Board of Zoning Appeals ☐ Public Safety Foundation

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: Christian Blds. Position administrative
Address: 230 Tamwood Cr.
City, State, Zip Cayce, SC 29033 Telephone: 803-331-8252
Fax: _____ E-Mail bjlaw230@aol.com
Work Experience: administration for our construction company and a non-profit

Educational Background: High school grad. Interior Decorator from Midlands Tech.

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

Volunteer Work: Master Gardeners, Trinity Baptist church missions and other areas in the church.

Hobbies: Family, gardening, arts & crafts.

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



**CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION**

Name: Forrest Ryan
 Home Address: Stratford, City, State, Zip Cayce, SC 29033
 Telephone: _____ E-Mail Address _____
 Resident of Cayce: ☒ Yes ☐ No Number of Years 3 years

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

☐ Accommodations Tax Committee ☒ Beautification Foundation ☐ Event Committee
☐ Cayce Housing Authority ☐ Museum Commission ☐ Planning Commission
☐ Consolidated Board of Appeals ☐ Board of Zoning Appeals ☐ Public Safety Foundation

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: Coldwell Banker Position Realtor
 Address: 7464 Woodrow St,
 City, State, Zip Irmo, SC 29063 Telephone: _____
 Fax: _____ E-Mail _____

Work Experience: Coldwell Banker 5 years, Halls Chophouse 3 years, Cafe Strudel 3 years

Educational Background: High School with some college

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

Volunteer Work: Christ Central

Hobbies: Gardening, eating and meeting people

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



CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: S. ROSS SHEALY

Home Address: FERNWOOD CIR. City, State, Zip CAYCE SC 29033

Telephone: 803 E-Mail Address _____

Resident of Cayce: ☒ Yes ☐ No Number of Years 21

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

- ☐ Accommodations Tax Committee ☒ Beautification Foundation ☐ Event Committee
☐ Cayce Housing Authority ☐ Museum Commission ☐ Planning Commission
☐ Consolidated Board of Appeals ☐ Board of Zoning Appeals ☐ Public Safety Foundation

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: SC ADMINISTRATIVE LAW COURT Position STAFF ATTORNEY

Address: 1205 PENDLETON ST.

City, State, Zip COLUMBIA SC 29201 Telephone: 803-734-3227

Fax: 803-734-3200 E-Mail SSHEALY@SCALC.NET

Work Experience: ATTORNEY (2010 - PRESENT); SUBMARINE OFFICER (1999-2006)

Educational Background: B.S. ECONOMICS, US NAVAL ACADEMY; M.E.M. OLD DOMINION UNIVERSITY; J.D. UNIV. OF SC. SCHOOL OF LAW

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

CAYCE UMC; JOHN BELTON O'NEALL INN OF COURT; SC BAR

Volunteer Work: UNUMB CENTER (BOARD MEMBER); CAYCE BEAUTIFICATION FOUNDATION (SECY); LEADERSHIP COLUMBIA 2002-2016.

Hobbies: MUSIC

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



CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: Jean Boiteau
 Home Address: Holland Ave City, State, Zip Cayce 29033
 Telephone: _____ E-Mail Address _____
 Resident of Cayce: ☒ Yes ☐ No Number of Years 8+

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

- ☐ Accommodations Tax Committee ☐ Beautification Foundation ☒ Event Committee
☐ Cayce Housing Authority ☐ Museum Commission ☐ Planning Commission
☐ Consolidated Board of Appeals ☐ Board of Zoning Appeals ☐ Public Safety Foundation

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: Springdale Elementary Position: Music teacher
 Address: 301 Watling Rd.
 City, State, Zip West Columbia 29170 Telephone: 803-739-4175
 Fax: _____ E-Mail jboiteau@lex2.org

Work Experience: music performance, elementary music teacher, insurance sales, business management

Educational Background: Undergrad & graduate degree in education

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

Social Media/photographer for Live Music Cayce West Cola.
Social media, board member for S.I.T Foundation
 Volunteer Work: Current member of Events Committee

Hobbies: photography, social media management, live music events, civic activities, performing, songwriting.

Return to:

Mendy Corder, Municipal Clerk

City of Cayce, P.O. Box 2004, Cayce, SC 29171-2004

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CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: Pamela Sulton

Home Address: Lee street City, State, Zip Cayce SC 29033

Telephone: 803- E-Mail Address _____

Resident of Cayce: ☒ Yes ☐ No Number of Years 35

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

☐ Accommodations Tax Committee ☐ Beautification Foundation ☐ Event Committee
☐ Cayce Housing Authority ☒ Museum Commission ☐ Planning Commission
☐ Consolidated Board of Appeals ☐ Board of Zoning Appeals ☐ Public Safety Foundation

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: Lexington Medical Center Position Doula

Address: 2720 Sunset Blvd

City, State, Zip West Cola SC 29169 Telephone: 803-926-2026

Fax: _____ E-Mail _____

Work Experience: Working in labor and delivery with mothers, new born babies and their family during birth and postpartum in the hospital and at home.

Educational Background: Certified birth and postpartum doula by Dona International, Certified Safekid Carseat Passenger Safety Technician

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

Volunteer Work: Lexington Medical Foundation, Central South Carolina Habitat for Humanity, Current Cayce Museum Member, Election Commission

Hobbies: Riverbank Zoo & Garden Horticulture Department, Julius Felder Coalition for Change

Return to:

Mendy Corder, Municipal Clerk

City of Cayce, P.O. Box 2004, Cayce, SC 29171-2004

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