

## CITY OF CAYCE

*MAYOR*  
ELISE PARTIN

*MAYOR PRO-TEM*  
JAMES E. JENKINS

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

*CITY MANAGER*  
REBECCA VANCE

*ASSISTANT CITY MANAGER*  
SHAUN M. GREENWOOD

**City of Cayce  
Regular Council Meeting  
Tuesday, November 18, 2014  
6:00 p.m. – Council Chambers - 1800 12<sup>th</sup> Street  
[www.cityofcayce-sc.gov](http://www.cityofcayce-sc.gov)**

**I. Call to Order**

- A. Invocation and Pledge of Allegiance
- B. Oath of Office Administered by Judge Kaebi Henderson  
Office of Mayor, Council Member District 2 and Council Member District 4
- C. Oath of Office Administered by Judge Kaebi Henderson  
Offices of City Manager, Municipal Treasurer, Municipal Clerk
- D. Election of Mayor Pro-Tem
- E. Approval of Minutes  
October 7, 2014 Regular Meeting  
October 22, 2014 Special Meeting

**II. Presentations and Proclamation**

- A. Presentation of Whole Sole Award
- B. Presentation by Mr. Ray Mixon
- C. Approval of Proclamation – Arbor Day

**III. Public Comment regarding Items on the Agenda**

**IV. Ordinances and Other**

- A. Approval of Ordinance Amending Article 2 (“Definitions”) and Article 9 (“Supplemental Off-Street Parking and Loading Regulations”) of the Zoning Ordinance of the City of Cayce – First Reading
- B. Approval of Ordinance Amending the City Code to Address the Discharge of Fireworks within the City – First Reading

- C. Approval of Ordinance Adding a New City Code Section 40-119 ("Fees Related to Fats, Oil and Grease") Concerning rates at the City of Cayce Septage and Grease Facility – First Reading
- D. Approval of Ordinance Providing for the Issuance and Sale of a Water and Sewer System Improvement Revenue Bond, Series 2014, of the City of Cayce, South Carolina, in the Aggregate Principal Amount not exceeding \$3,671,416 plus Capitalized Interest If Any, Pursuant to the Amended and Restated Indenture of Trust as Supplemented; and other matters related thereto – First Reading
- E. Approval of Ordinance Acknowledging Changes to the Program Policies of the South Carolina Water Quality Revolving Fund Authority; Approving Changes to the Loan Agreements Between the City of Cayce, South Carolina and the South Carolina Water Quality Revolving Fund Authority; Authorizing Amendments to Certain Supplemental Indentures; Acknowledging and Approving the Amendment and Restatement of Certain Debt Service Fund and Debt Service Reserve Fund Agreements; and Other Matters Relating Thereto – Second Reading
- F. Discussion and Approval to move forward with Council Strategic Planning Session Goals and Action Items

**V. City Manager's Report**

**VI. Committee Matters**

- A. Approval to Enter the following approved Committee Minutes into the City's Official Record
  - Board of Zoning Appeals – July 21, 2014
  - Museum Commission – September 2, 2014
  - Cayce Events Committee – September 11, 2014
  - Planning Commission – September 15, 2014
  - Cayce Municipal Election Commission – October 9, 2014

**VII. Executive Session**

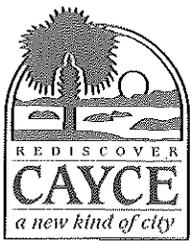
- A. Receipt of legal advice relating to claims and potential claims by the City and other matters covered by the attorney-client privilege
- B. Discussion of negotiations incident to proposed contractual arrangements for the 12,000 Year History Park
- C. Discussion of negotiations incident to proposed contractual arrangements between the City of Cayce and Lexington Two School District

D. Discussion of Appointment of City Judge and City Attorney

**VIII. Possible Actions by Council in follow up to Executive Session**

**IX. Adjourn**

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



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**CITY OF CAYCE**  
**Regular Council Meeting**  
**October 7, 2014**

The October Regular Council Meeting was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Eva Corley, Tim James, and James Jenkins, City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood and Municipal Clerk Mendy Corder. Municipal Treasurer Garry Huddle, Director of Utilities, Blake Bridwell, and Chief Charles McNair were also in attendance. Mayor Partin asked if members of the press and the public were duly notified of the Council Meeting in accordance with the FOIA. Ms. Corder confirmed they were notified.

**Call to Order**

Mayor Partin called the meeting to order. Council Member Skip Jenkins gave the invocation. United States Navy Veteran Mr. Paul Cupstid led the assembly in the Pledge of Allegiance. Mr. Cupstid served in the Navy from 1974 to 1980 and 1990 to 1993. He helped build the aircraft carrier USS Nimitz and had a small part in the movie Final Countdown with Kirk Douglas which was filmed on the USS Nimitz.

**Approval of Minutes**

Council Member James made a motion to approve the minutes of the September 2, 2014 Regular Meeting and the September 17, 2014 Special Meeting as submitted. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

**Presentations**

**A. Introduction of Young Miss Cayce, Miss Catarina Costa**

Mayor Partin introduced Miss Catarina Costa, Young Miss Cayce. Miss Costa is nine years old and a fourth grade honors student at Duncan Elementary. She will represent the City of Cayce at the Little Miss and Teen Miss South Carolina Scholarship Pageant in Hartsville, SC in July 2015.

Mayor Partin stated Miss Costa is actively involved with donating her time to the Palmetto Children's Hospital in Columbia as well as promoting her personal platform, Bee Buzzingly Bright with Books, which encourages reading at a young age.

**B. Presentation by Mr. Bill Shanahan re Cayce Night at Lexington County Baseball Stadium**

Mr. Bill Shanahan announced that construction has begun on the new Lexington County baseball stadium which will be the home of the Lexington County Blowfish. He explained the state-of-the-art complex will be available for other uses including collegiate and high school baseball championships, baseball camps, tournaments, concerts and other local events. This will make the grounds a hub for entertainment, not just in Lexington County but in the Midlands. Mr. Shanahan invited Council to attend Opening Day on May 27, 2015.

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

Mr. Gerald Cromer regarding Item IV. D. – please see comments attached.

### **Ordinances and Other**

- A. Discussion and Approval of a Funds Commitment Letter and TIF Funds to Match the FEMA Hazard Mitigation Grant

Ms. Vance advised that Council approval is needed for a Funds Commitment Letter allowing the City to apply for the Hazard Mitigation Grant through FEMA. These funds will be utilized to provide soil stabilization to a portion of Phase I of the Riverwalk.

Ms. Vance explained that as part of the grant program requirements, entities that are pursuing funds through FEMA's Hazard Mitigation Grant must provide a letter committing 25% match funds for the project. The City can use TIF funds for the match of this project since it is benefiting the Riverwalk. The total project cost is \$29,557. The grant will provide \$22,167.75 in funds, leaving only \$7,389.25 to be paid by the City as a match. Council Member James made a motion to authorize the City Manager to move forward with the funds commitment letter and provide the 25% match from TIF Funds. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

- B. Approval of Ordinance Establishing a Temporary Moratorium on Certain Requests for Revenue from the City's Local Hospitality Tax Account – First Reading

Ms. Vance explained that on August 1, 2014 the City of Cayce enacted by Ordinance a local Hospitality Tax of two percent on all prepared food and beverage sold within the City. Staff researched and determined a one year moratorium on all outside City requests for use of H-Tax funds may be in the best interest of the City. Staff believes the first year's revenue should be focused on inside City projects. Staff also believes that limiting the number of projects and events is prudent until the first year of collections is complete. This will allow the City to more accurately account for this revenue stream. Additionally, if the Capital Project Penny Tax passes in Lexington

County the City's Hospitality Tax will be cut and therefore staff needs to be sure the revenue meets the justification of the tax for City projects like the Riverwalk and Museum.

Ms. Vance explained that Council can renew the moratorium when the year is over. Council Member James made a motion to approve the moratorium on certain requests for expenses and that the Ordinance come back before Council in one year. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Council Member James stated that he initially thought that hospitality tax funds would only be spent on projects inside the City. Ms. Vance explained that some cities only give funding to inside projects and others give funding to projects that benefit their City's citizens even if it is outside their city. Mayor Partin thanked staff for being clear on the funding guidelines for the first year so everyone will know what projects are eligible.

C. Approval of Ordinance Establishing an Incentive Reimbursement Grant Program for Insurance Companies with Corporate Headquarters in the City – Second Reading

Council Member James made a motion to approve an Ordinance establishing an incentive reimbursement grant program for insurance companies with their corporate headquarters in the City. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

D. Approval of Ordinance Setting Salaries for the Mayor and Members of Council – First Reading

Council Member Jenkins made a motion to increase the Mayor's salary to \$18,000 annually and Council's salary to \$15,000 annually. Council Member James seconded the motion. Council Member Almond explained to the assembly that Council put much thought into this issue and did not take it lightly. She stated that the City's Mayor and Council salaries do not include health benefits nor are they compensated for any travel within fifteen miles of the City. She stated most municipalities Councils consist of seven to nine members and meet once a month whereas Cayce's Council has five members and meet twice a month. Council Member Almond explained that City staff was able to research Council's compensation back to 1995 and their current salaries are the same amount as they were in 1995.

Council Member Corley made a motion to amend the original motion and increase the Mayor Pro-Tem's salary to \$16,500 annually since he has additional

duties. Council Member Almond seconded the amended motion. Ms. Vance stated that other municipalities have similar salary structures for their Mayor Pro-Tem as well.

Mayor Partin stated that in the agenda packet there is a salary comparison of surrounding municipalities Council's salaries and she reminded Council that those numbers do not include what the other Council's are compensated for health insurance. Ms. Vance explained that the Town of Lexington's Council receives a \$2,400 stipend if they opt to not be on the Town's health insurance.

Ms. Vance stated that when comparing municipalities you have to consider that the City of Cayce is a full service City and most other municipalities are not. For example, the Town of Lexington does not have a water or wastewater plant nor do they have a Sanitation Department, Animal Services Department or a Fire Department. Lexington has 143 employees and the City of Cayce has 180 employees. The City of West Columbia has a water plant but does not have a wastewater plant.

Mayor Partin explained that she and Council hope that comparable salaries to other municipalities Councils will encourage other people to serve on Council in the future. Council is concerned that such a low salary will only allow people who are independently wealthy to serve on Council and that will cause it to not be a representative Council. She stated that Council hopes that this will open up an opportunity for more people to serve their municipality.

Council Member Almond stated that the majority of the City's Council have to use annual leave from their jobs to attend City meetings and conferences. She explained that it is important for Council to attend since they receive training and legislative updates. Council Member James stated that he feels it is important to view serving on Council as a duty which equates to it being a job and it is important to compensate for that job adequately. He stated he believes the City has a Council which is moving the City in the direction it needs to go. Council Member James stated that Council should not have to look at serving as an absorption of their personal finances and the increase in salaries will assist those who serve in the future. Council Member Jenkins stated he agrees that this issue is very important for the City's future. Council Member Jenkins agreed to put the amended motion in his original motion. Ms. Corder called the question which passed unanimously by roll call vote.

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

Ms. Vance stated the contractor has finally been able to start on the Riverwalk Park since it is not raining as much. She explained that Mr. Crowe is in the process of reviewing the contract for Burnette Park. Ms. Vance stated that the Planning Commission is about to start on the five year update on the Comprehensive Plan. She advised that Dr. Eric Poplin will give a presentation on the results of the new analysis on

the Battle of Congaree Creek on October 15, 2014 at 5:30 p.m. in Council Chambers. These conclusions are based on recent archeology and in depth historical research. She explained that the research gives much more detail into the events of February 14 and 15, 1865. Ms. Vance stated all City committees and commissions are invited as well as the public.

### **Committee Matters**

- A. Approval to Enter the Following Approved Committee Minutes into the City's Official Record

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

Planning Commission – June 16, 2014  
Museum Commission – August 5, 2014  
Beautification Board – August 12, 2014  
Cayce Events Committee – August 14, 2014

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

Mayor Partin commented on what a success the Congaree Bluegrass Festival was. She thanked staff for all their hard work and asked staff to let the Events Committee know what a phenomenal job they did. Ms. Vance explained that Ms. Corder is the staff liaison for the Events Committee and works diligently on the festival four months out of the year. Council Member James stated that all of staff was working extremely hard the day of the festival to make the event a success.

- B. Appointments

#### **Beautification Board – One Position**

There is one open position on the board since Ms. Katie Scott resigned. Staff has received a potential member application from Ms. Sherree Thompson who would like to serve on the Board. Her application is attached for Council's review. The Beautification Board does recommend Ms. Thompson for appointment. Council Member Jenkins made a motion to appoint Ms. Thompson to the Beautification Board. Council Member James seconded the motion which was unanimously approved by roll call vote.

#### **Events Committee - Three (3) Positions**

Ms. Ellen Mancke's term expired in October and she would like to serve again. Ms. Mancke has served on the Committee since 2005 and has never had an unexcused absence and consistently attends the meetings. Her application is attached for Council's review. Mr. Dave Capp's application is attached for Council's review. He would like to serve on the Committee. The Events Committee does recommend him for appointment. Council Member James made a motion to re-appoint Ms. Mancke to the Events Committee and appoint Mr. Dave Capps to the Committee. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

#### Planning Commission – One Position

Mr. Butch Kelly's term expired and he indicated that he could not serve again at this time due to an increased workload. There are four potential member applications attached for Council's review. Council Member Almond made a motion to appoint Ms. Maryellyn Cannizzaro to the Commission. Council Member James seconded the motion which was unanimously approved by roll call vote. Council Member James stated that Mr. Earle Smith and Mr. Chris Jordan are interested in serving on the Planning Commission and are both real go-getters. He stated the City definitely needs to use them on a committee if possible. Mayor Partin asked Ms. Corder to call all the interested applicants to see if they are willing to serve on one of the City's committees that has an opening.

#### Executive Session

- A. Receipt of legal advice relating to claims and potential claims by the City and other matters covered by the attorney-client privilege

Ms. Vance advised that there were not any matters to discuss in Executive Session.

#### Adjourn

There being no further business, Council Member Jenkins made a motion to adjourn the meeting. Council Member Almond seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 6:45 p.m.

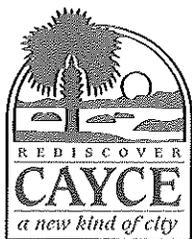
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Elise Partin, Mayor

ATTEST:

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Mendy C. Corder, Municipal Clerk



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### **City of Cayce Special Council Meeting October 22, 2014**

A Special Council Meeting was held this afternoon at 5:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Eva Corley and James Jenkins, City Manager Rebecca Vance and Assistant City Manager Shaun Greenwood. Municipal Clerk Mendy Corder, Municipal Treasurer Garry Huddle and City Attorney, Danny Crowe 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 Jenkins gave the invocation. Mayor Partin led the assembly in reciting the Pledge of Allegiance.

Mayor Partin explained to the assembly that the agenda for each Council Meeting is always placed on the board outside of City Hall and there are copies in the lobby of City Hall. The meeting agendas are always on the City's website and the City's social media. She stated that there are typically two readings of any item on the agenda therefore public comment is received during the first Council Meeting of the month. The regular Council Meeting is held the first Tuesday of the month. She explained that agenda packets are the backup documents to each item on the agenda and the packet is always available at City Hall for anyone who is interested as well as online.

Mayor Partin reminded the assembly that they can always contact their Council Member or herself via phone call, email or written letter. She stated City staff keeps citizens informed through social media and constant updates to the City's website. Flyers are also placed on each resident's roll cart if there is important information to get out quickly. Mayor Partin stated she meets with the City's neighborhood leaders once a month where the leaders discuss issues affecting their neighborhoods and she and staff update them on everything going on in the City. She stated new Ordinances have come from these important neighborhood meetings.

Mayor Partin stated that Council Meeting dates are set in January of every year. She explained that on a rare occasion a meeting has to be rescheduled. October's second Council Meeting was moved back a week since the first and second meeting would have been only seven days apart. Mayor Partin stated Council Member James had a prior work commitment and was unable to attend the rescheduled Council Meeting. She advised that Council Member James asked her to let the assembly know he was sorry he was unable to attend the meeting but each second reading item on the

agenda had his full support since he had already participated in discussion during first reading.

#### **Other**

- A. Approval of Ordinance Acknowledging Changes to the Program Policies of the South Carolina Water Quality Revolving Fund Authority; Approving Changes to the Loan Agreements Between the City of Cayce, South Carolina and the South Carolina Water Quality Revolving Fund Authority; Authorizing Amendments to Certain Supplemental Indentures; Acknowledging and Approving the Amendment and Restatement of Certain Debt Service Fund and Debt Service Reserve Fund Agreements; and Other Matters Relating Thereto – First Reading

Ms. Vance explained approval was needed to amend the agreements with the South Carolina Water Quality Revolving Loan Fund Authority. She stated recently the State Revolving Loan Fund, the bondholder for the City's Series 2002 Bond and Series 2009 Bond, revised its policies and procedures. The terms of the revision allow issuers maintaining an "A" rating from the rating agencies to reduce the reserve requirement for their bonds to \$0. The City currently maintains an "A+" rating from Standard and Poors and, as a result, the City is authorized to reduce the reserve fund amount on the above-mentioned bonds to \$0.

Ms. Vance advised that the Series 2002 Bond are the bonds for the sewer line that was installed in the Town of Springdale. She explained Springdale paid the debt reserve fund and pays the actual payments for the bond so they will receive a refund of \$52,599. The Series 2009 Bond is the \$33 million bond for the waste water treatment plant. The City and the Joint Water and Sewer Commission pay jointly for this bond since the Commission is a party to the bond with the City. The City will receive a \$757,604 credit and the Commission will receive a \$327,500 credit. This money will be transferred from each of the debt service reserve funds into the respective debt service funds for both issues. Once transferred, the City can utilize these funds to defer up to 6 months of debt payments on both of these bonds.

Ms. Vance explained that the Ordinance authorizes the release and transfer of the debt service reserve fund monies in accordance with the SRF policies and further authorizes the amendments of the various agreements as necessary to implement the changes. She stated the City Attorney made one minor change to page three of the Ordinance. The change was to the format of the Ordinance so it would read as all other City Ordinances. Council Member Jenkins made a motion to approve the Ordinance. Council Member Almond seconded the motion which was unanimously passed by roll call vote.

- B. Approval of Ordinance Establishing a Temporary Moratorium on Certain Requests for Revenue from the City's Local Hospitality Tax Account – Second Reading

Ms. Vance explained that the Ordinance establishes a one year moratorium on all outside City requests for use of Hospitality Tax funds. Staff believes the first year's revenue should be focused on projects and events located inside the City limits. Staff also believes that limiting the number of projects and events is prudent until the first year of collections is complete. This will allow the City to more accurately account for this revenue stream. Additionally, if the Capital Project Penny Tax passes throughout Lexington County, the City's Hospitality Tax will be reduced to 1%. This reduction will require staff to reevaluate planned expenditures to ensure compliance with state law. Ms. Vance explained that the moratorium is only for 365 days but can be renewed on a yearly basis as long as Council sees fit. Council Member Almond made a motion to pass the Ordinance. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

- C. Approval of Ordinance Amending Zoning Map and Rezoning properties located at Tax Map Numbers 004652-08-001(002)(003) from C-3 to RG-2 – Second Reading

Ms. Vance explained that the owner of these properties asked staff to delay second reading of the Ordinance rezoning the property from C-3 to RG-2 because they needed more time to work on some of their agreements but are now ready to proceed. The applicants have requested re-zoning the properties located at 111 and 199 Knox Abbott Drive in order to construct high end multi-family apartments. Mayor Partin asked if the concerns expressed at the Planning Commission meeting had been addressed by the developer. Ms. Vance stated that the same concerns were discussed at the Planning Commission meeting and the Zoning Board of Appeals meeting and both the Commission and the Board felt they were addressed by the developer. Council Member Almond made a motion to approve the Ordinance amending the zoning map and rezoning the properties from C-3 to RG-2. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

- D. Approval of Ordinance Amending Zoning Map and rezoning Property located at Tax Map Number 004652-08-012 (Portion) from PDD to RG-2 – Second Reading

Council Member Corley made a motion to approve the Ordinance amending the zoning map and rezoning the property from PDD to RG-2. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

E. Approval of Ordinance Setting Salaries for the Mayor and members of Council – Second Reading

Council Member Jenkins made a motion to approve the Ordinance setting salaries for Mayor and Council. Council Member Corley seconded the motion. Council Member Almond stated she was asked to reiterate her comments from the October 7, 2014 Council Meeting. Please see the attached for a full copy of the comments offered by Council Member Almond.

Mayor Partin stated that on the City's website there is a chart in the agenda packet that illustrates the total benefits for surrounding municipalities and the City's. She explained that even with the salary increase the City of Cayce is still approximately \$15,000 lower annually for total compensation for Mayor and Council than Lexington and West Columbia. Mayor Partin called the question and the motion was unanimously approved by roll call vote.

**Executive Session**

Council Member Jenkins made a motion to move into Executive Session. Council Member Almond seconded the motion which was unanimously approved by roll call vote. Mayor Partin explained to the assembly that action was never taken in Executive Session. If there is any action that needs to be taken it will happen after Executive Session in the meeting so the assembly will be aware of it. She explained that Executive Session is only allowed for contractual matters, legal matters and personnel matters.

- A. Receipt of legal advice relating to claims and potential claims by the City and other matters covered by the attorney-client privilege
- B. Discussion of negotiations incident to proposed contractual arrangements for the 12,000 Year History Park
- C. Discussion of negotiations incident to proposed contractual arrangements for a lighting contract for Phase IV of Riverwalk

**Reconvene**

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

### **Possible Actions by Council in follow up to Executive Session**

#### **II. A.**

Council Member Corley made a motion to approve the River Alliance proposal and budget request for Congaree Creek and authorize the City Manager to fund the event with hospitality tax revenues. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Mayor Partin explained that in January and March there will be a celebration of the 150<sup>th</sup> Anniversary of the Burning of Columbia. She stated part of that battle occurred at Congaree Creek in Cayce so there will be events held in the City to highlight the history of the area. Ms. Vance explained that this issue was an Executive Session matter since the City has an agreement with the River Alliance and the contract had to be amended to pay them for these additional services.

#### **II. B.**

Council Member Almond made a motion to approve a lighting contract for the proposed 12,000 Year History Park and to authorize the City Manager to sign said contract conditioned on approval of the property transfer by all governing bodies. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

#### **II. B.**

Council Member Almond made a motion to approve call boxes for the 12,000 Year History Park funded with TIF Funds and authorize the City Manager to sign any necessary documents. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

#### **II. C.**

Council Member Jenkins made a motion to approve the lighting contract for the Riverwalk Phase IV and authorize the City Manager to sign said contract. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

### **Adjourn**

Council Member Corley made a motion to adjourn the meeting. Council Member Almond seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 6:00 p.m.

I have been asked to reiterate some of my comments from the last meeting regarding the increase in council salaries. If you'll bear with me, I'm going to read from my notes so that I don't forget anything.

As I said before, this is not a decision that we take lightly or without a lot of soul-searching. We don't do this for the money – we do this because we love our city and want to see it and its citizens prosper. Having said that, there is a personal cost to each of us to serve. The majority of us have full-time positions outside the city and being business people we are able to use our knowledge of business to conduct our city's business in the most efficient and effective way possible and be good stewards on behalf of the citizens of our city.

We use our personal vacation time to attend meeting and training events held by the Municipal Association which takes a minimum of 5 vacation days per year not to mention smaller functions that are held during working hours which may require more time off. For most of us that doesn't leave much (if any) vacation time for personal use. These meetings are an important way of getting necessary training on evolving issues directly related to our city and properly governing our city so it is vital that we attend.

There are countless nights that we spend reading and studying our materials before coming to council meetings so that we can understand and ask the appropriate questions and get the answers needed to make good decisions. We spend time talking with our residents, business leaders and staff on a regular basis regarding issues of concern to them and the city.

We accomplish a lot and being business-minded people we work together to move Cayce forward.

Salaries for the Mayor and Council have not been raised in over 20 years so for many years we have been behind our neighboring cities and other cities our size around the State in adequately compensating our elected officials. We do not receive any other form of compensation other than a salary.

Cayce is a full-service city and we are one of the few if not the only city in the state that offers all that we do. We have police, fire, dispatch, sanitation, animal services, water and sewer just to name a few. Because we have a Utility Department for water & sewer, we are tasked with 2 separate budgets every year instead of one by law.

We meet twice a month and many of the cities in our state only meet once a month.

We do not receive any health insurance benefits. Both the City of West Columbia and the Town of Lexington do have health insurance benefits offered. The cost of health insurance is significant and increases annually so this amounts to a savings for Cayce because whatever compensation we affix to Mayor and Council remains the same year after year and doesn't increase annually because of rising health insurance costs.

We conduct the business of a full-service city with 5 members as opposed to West Columbia with 9 and the Town of Lexington with 7. Overall, that equates to the City of Cayce spending less than our neighboring cities annually on Mayor and Council salaries even before you factor in their health insurance benefits.

Even with this increase, we are still only now getting up to the salaries that neighboring cities have had for many years. Cayce must stay current in order attract the kind of leaders you want to be making decisions for your city.

## ITEM II. A.

10/09/2014

Michelle Massoni came to City Hall today to compliment Charles Newton for going out of his way to help her. Her car was stranded on N Avenue and she was pushing it. Charles was reading meters in the area and noticed her struggling. He asked if he could help and found that she was out of gas. Charles found out she had a gas can, so he offered to go get her a can of gas. He did and she was so pleased that she made sure to come to City Hall and personally tell me.

This is not the first time Charles has seen someone in need and immediately assisted them. I believe his efforts and concern for others qualify him for the City of Cayce Whole Sole Award.

Thanks,



Kay Hutchinson

Customer Accounts Manager  
City of Cayce  
803-550-9529  
[khutchinson@cityofcayce-sc.gov](mailto:khutchinson@cityofcayce-sc.gov)



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### **PROCLAMATION**

WHEREAS, the State of South Carolina has observed the first Friday in December as Arbor Day, and has done so since 1937; and

WHEREAS, trees are essential to the quality of life in the City of Cayce in that they purify the air, reduce soil erosion, conserve water and energy, improve recreational areas, and provide habitat to wildlife; and

WHEREAS, trees make our communities more livable; fostering economic vitality of business areas, and helping sustain the value of our homes; and

WHEREAS, the City of Cayce calls upon on all residents to support and observe Arbor Day 2014 by planting trees.

NOW, THEREFORE, I, Elise Partin, Mayor of the City of Cayce, South Carolina, along with fellow members of the Cayce City Council, do hereby proclaim December 5, 2014 as **ARBOR DAY** in the City of Cayce, South Carolina and hereby commemorate this day with the planting of a new tree at the City Hall Complex.

In witness thereof, I have hereunto set my hand this 18<sup>th</sup> day of November, 2014.

\_\_\_\_\_  
Elise Partin, Mayor

ATTEST:

\_\_\_\_\_  
Mendy Corder, Municipal Clerk

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# Memorandum

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**To:** Mayor and Council

**From:** Rebecca Vance, City Manager  
Shaun Greenwood, Asst. City Manager

**Date:** November 12, 2014

**Subject:** Approval of an Ordinance amending the Cayce City Zoning Ordinance to address the use of portable storage structures within the City limits

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## **ISSUE**

Council approval is needed for the First Reading of an Ordinance amending the Cayce City Zoning Ordinance to limit the use of portable storage structures within the City limits.

## **BACKGROUND/DISCUSSION**

In response to concerns from the community, Council Members asked staff to research effective ways to limit the use of portable storage containers in residential areas. Staff researched the issue by comparing Ordinances from around the state and nation. Staff also had several discussions with the Planning Commission regarding how this issue should be regulated in the City of Cayce. These discussions focused mainly on the types of containers that should be allowed, the size of containers allowed and how long a container can be stored on a residential property. The Planning Commission and staff believe the resulting language is appropriate for the community.

The Planning Commission will hold a Public Hearing on this matter at its regularly scheduled meeting on November 17, 2014.

## **RECOMMENDATION**

Staff recommends Council approve First Reading of an Ordinance amending the Cayce City Zoning Ordinance to limit the use of portable storage structures within the City limits.



**Construction Trailer/Container/Portable Structure:** A trailer, portable temporary container, or portable structure with or without axles and wheels intended to support construction activity at a site with an active building permit.

**Bulk Solid Waste Container:** A container intended for construction waste material or other refuse, excluding garbage, for the purpose of removing said material from a site.

2. Section 9.10 (“Temporary Storage Structures”) of the Zoning Ordinance of the City of Cayce is hereby created to include the text as attached to this Ordinance.
3. Any nonconforming temporary storage structure shall be removed or brought into compliance with the provisions of this ordinance no later than 90 days following the date of adoption.

This Ordinance shall be effective from the date of second and final reading.

**DONE IN MEETING DULY ASSEMBLED,** this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Elise Partin, Mayor

ATTEST:

\_\_\_\_\_  
Mendy C. Corder, Municipal Clerk

First reading: \_\_\_\_\_

Second reading and adoption: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney

## **Section 9.10 Temporary Storage Structures**

Temporary storage structures are intended to provide temporary storage of household goods on residential property and business specific goods on professional, commercial, or industrial used and/or zoned lands. Such temporary structures shall not interfere with the normal operation of the permanent use on the property and shall not be detrimental to property or improvements in the surrounding areas. There shall also be no risk of injury to persons as a result of such storage.

The following conditions shall apply to all temporary storage structures:

1. Cargo containers shall not exceed industry standards for width and height, and shall not exceed fifty-three (53) feet in length. The use of such containers shall be limited to commercial or industrial used land. Such containers shall be located to the rear or side of the principal building and set back a minimum of five (5) feet from side and rear property lines.
2. Portable storage containers shall not exceed industry standard for width, height and length, not to exceed 10' wide by 10' high by 20' in length in residential used land. The use of such containers shall be limited to residential, professional, or commercial used land. On commercial and professional used land, such containers shall be located to the rear or side of the principal building and set back a minimum of five (5) feet from side and rear property lines. On residential used land, such containers shall be set back a minimum of five (5) feet from side and rear property lines and ten (10) feet from front property lines. These setbacks may be decreased by the Zoning Administrator in cases where the layout of the property or an obstruction makes it impossible or impractical to comply with the setbacks. There shall be a maximum of one (1) container per site.

These containers shall be limited to:

- a. Uses in conjunction with an active construction project, duly permitted, and located on the construction site, provided such container(s) are removed within six (6) months of the date located on any property within the City unless otherwise permitted for a longer period of time as a result of the duration of the construction project. Such containers shall be removed within one (1) week of the demolition or building permit expiration, the issuance of a Certificate of Occupancy, or the issuance of a Certificate of Completion;
- b. Uses in conjunction with relocating or moving to or from the site for the purposes of packing or unloading due to shipping for the purpose of relocation, provided any such container is removed within two (2) weeks of the date first located on any property.

3. Semi-truck trailers shall not exceed fifty-three (53) feet in length. The use of trailers shall be limited to commercial or industrial used land. No wide or high loads will be allowed.

4. Construction trailers/containers/portable structures may be used on residential, professional, commercial, or industrial zoned land provided there is an active building permit in place. Such structures shall be set back a minimum of five (5) feet from side and rear property lines and ten (10) feet from front property lines. Such structures shall be removed within one (1) week of the building permit expiration, the issuance of a Certificate of Occupancy, or the issuance of a Certificate of Completion. No wide or high loads will be allowed.

5. Bulk solid waste containers may be used on residential, professional, commercial, or industrial used land. Such containers shall be set back a minimum of five (5) feet from side and rear property lines and ten (10) feet from front property lines. Such containers used in conjunction with a demolition or building permit shall be removed prior to the demolition or building permit expiration, the issuance of a Certificate of Occupancy, or the issuance of a Certificate of Completion.

Bulk solid waste containers may also be used for the removal of miscellaneous waste without a demolition or building permit. In this case, the use of such containers shall be limited to no more than fourteen (14) days per use.

6. No temporary storage structure shall be located so as to interfere with traffic visibility.

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# Memorandum

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**To:** Mayor and Council

**From:** Rebecca Vance, City Manager  
Shaun Greenwood, Asst. City Manager

**Date:** November 12, 2014

**Subject:** Approval of an Ordinance amending the Cayce City Code to address the discharge of fireworks within the City limits.

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## **ISSUE**

Council approval is needed for the First Reading of an Ordinance amending the Cayce City Code to limit the discharge of fireworks within the City limits.

## **BACKGROUND/DISCUSSION**

At the Council Strategic Planning Session, Council discussed the possibility of amending the City Ordinances to add restrictions for the use of fireworks in the City. Currently fireworks are not mentioned specifically in the Ordinance. Specifically, Council requested changes to the Code that would limit the use of fireworks to specific times on the 4<sup>th</sup> of July and New Years Eve. Language was also added to allow fireworks at special events provided the event is duly permitted and the fireworks have prior approval from City Council.

In order to comply with State Law, Staff created a new Division in the "Nuisance" section of the City Code. Additionally, the penalties for violating these specific regulations will be civil in nature and not criminal. Each violation may result in a \$100 fine. Toy cap pistols and sparklers were also specifically excluded from the regulations

## **RECOMMENDATION**

Staff recommends Council approve First Reading of an Ordinance amending the Cayce City Code to limit the discharge of fireworks within the City limits.



- (4) The discharging or shooting of fireworks in conjunction with a special event to the extent allowed under the terms of the permit issued by the Public Safety Director and approved by City Council.
- (5) The provisions of this Division shall not include nor prevent the possession or use of toy cap pistols and toy pistol paper caps which contain not more than twenty hundredths (0.20) of a grain of explosive mixture and fireworks known as sparklers. The use and possession of such toy cap pistols, toy pistol paper caps and sparklers shall be permitted at all times.

**Sec. 20-48. Use of signal fireworks.**

Nothing contained in Section 20-46 shall be construed as prohibiting the use of signals necessary for the safe operation of buses, trucks or boats within the City.

**Sec. 20-49. Jurisdiction, enforcement and penalties.**

- (1) A person who uses, fires, shoots, or discharge any fireworks within the corporate limits of the City or fails to comply with the provisions of Section 20-46 shall be deemed guilty of an infraction for each occurrence of noncompliance.
- (2) An infraction is punishable by a fine of \$100.00. Each occurrence of a violation of this Division shall be considered a separate and distinct infraction. A violation of this Division is further declared to be a public nuisance.
- (3) This Division shall be enforced by the City Manager or an authorized designee of the City Manager.

This Ordinance shall be effective from the date of second and final reading.

**DONE IN MEETING DULY ASSEMBLED**, this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Elise Partin, Mayor

ATTEST:

\_\_\_\_\_  
Mendy C. Corder, Municipal Clerk

First reading: \_\_\_\_\_

Second reading and adoption: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney

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# Memorandum

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**To:** Mayor and Council

**From:** Blake Bridwell, Director of Utilities  
Keith Murphy, Superintendent of Treatment Facilities  
Neal Klimek, Asst. Super. of Septage and Grease Facility

**Date:** November 10, 2014

**Subject:** First Reading of an Ordinance to reduce certain fees associated with the City of Cayce Septage and Grease Facility.

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## ISSUE

Council approval is needed for the First Reading of an Ordinance amending the City of Cayce Code of Ordinances to reduce the annual waste hauler permit fee to \$0 and to reduce the septic waste disposal fee to \$0.09 per gallon.

## BACKGROUND/DISCUSSION

Construction of the new Septage and Grease Facility at the City's regional wastewater treatment facility was completed and it started generating business in May 2014. At that time, the City only accepted hauled waste from Lexington County. Shortly thereafter, the City received approval to accept hauled waste from Richland County. In October 2014, the City received approval to accept hauled waste from all South Carolina (SC) counties. Advertisements were placed on the City website and an informational flier was mailed to an extensive list of SC haulers.

Since starting operations, the volume / revenues have not been realized as projected. There are several contributing factors to this shortfall, and the Utilities Department has been researching the best possible ways to mitigate as many of these factors as possible. Specifically, the initial startup cost has been a fairly consistent complaint from potential customers. For this reason, staff believes reducing the permit fee from \$250.00 to \$0 will allow for a more attractive option to potential customers. Additionally, in order to be more competitive in the existing market, staff believes reducing the septic waste disposal fee from \$.010 to \$0.09 would be helpful in recruiting new customers.

Business is slowly increasing at this time, but it is not on pace to meet the projected revenues. Staff believes the recommended changes will allow the City

to attract additional haulers to the facility in order to increase the volume/revenues at the Septage and Grease Facility. In order for the facility to run at optimal efficiency and for the City to realize the best return on investment, the volume of material must be increased.

### **RECOMMENDATION**

Staff recommends Council approve First Reading of an Ordinance amending the City of Cayce Code of Ordinances to reduce the annual waste hauler permit fee to \$0 and to reduce the septic waste disposal fee to \$0.09 per gallon.

STATE OF SOUTH CAROLINA )  
COUNTY OF LEXINGTON )  
CITY OF CAYCE )

ORDINANCE  
Amending City Code Section 40-119  
("Fees Related to Fats, Oil and Grease")  
Concerning Rates at the City of Cayce  
Septage and Grease Facility

**WHEREAS**, the Council has determined that it is in the interest of the City and the financial condition of its utility service to amend the fees associated with the control and disposal of fats, oil and grease at the City of Cayce Septage and Grease Facility and pursuant to the provisions of the City's Sewer Use Ordinance,

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Cayce, in Council duly assembled, that:

Article III ("Sewer System") of Chapter 40 ("Utilities") Section 40-119 ("Fees Related to Fats, Oil and Grease") of the Cayce City Code is hereby amended to read as follows:

**Sec. 40-119. Fees Related to Fats, Oil and Grease.**

The following fees are established for control and disposal of fats, oil and grease at the City Septage and Grease Facility and pursuant to the City's Sewer Use Ordinance:

- Annual grease discharge permit .....\$0.00
- Annual Waste Hauler permit .....\$0.00
- Variance fee .....\$0.00
- First re-inspection (violation) fee .....\$250.00
- Successive re-inspection (violation) fee .....\$500.00
- Septic Waste Disposal fee ..... \$0.09 per gallon
- Grease Waste Disposal fee ..... \$0.12 per gallon
- Waste Testing fee ..... \$0.00
- Hauler Truck Cleaning fee..... \$50.00

This Ordinance shall take effect upon the second and final reading.

**DONE IN MEETING DULY ASSEMBLED**, this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Elise Partin, Mayor

ATTEST:

\_\_\_\_\_  
Mendy C. Corder, Municipal Clerk

First reading: \_\_\_\_\_

Second reading and adoption: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney

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# Memorandum

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**To:** Mayor and Council

**From:** Rebecca Vance, City Manager

**Date:** November 13, 2014

**Subject:** Approval of an Ordinance Providing for the Issuance and Sale of a Water and Sewer System Improvements Revenue Bond, Series 2014, of the City of Cayce, South Carolina, in the Aggregate Principal Amount of Not Exceeding \$3,671,416 Plus Capitalized Interest, if any, Pursuant to the Amended and Restated Indenture of Trust as Supplemented; and other Matters Related Thereto.

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**Issue**

Approval is needed to issue the Series 2014 Bonds for the improvements to the Highway 321 water line.

**Background/Discussion**

The City has received approval from the State Revolving Loan Fund for approximately \$3,671,416 to repair and improve the Highway 321 line that leads away from the City's water plant. This line is the line that broke last fall and left the City without water for over 16 hours. This project will replace and upsize the water lines and valves leading out of the City's Water Plant.

Funding for the bond payment and the debt coverage for this increased debt were included in the 2014-2015 Budget. If approved the project should be able to begin in January.

**Recommendation:**

Staff recommends approval of first reading of this Ordinance.

STATE OF SOUTH CAROLINA	)	ORDINANCE
	)	PROVIDING FOR THE ISSUANCE AND SALE
COUNTY OF LEXINGTON	)	OF A WATER AND SEWER SYSTEM
	)	IMPROVEMENT REVENUE BOND, SERIES 2014,
CITY OF CAYCE	)	OF THE CITY OF CAYCE, SOUTH CAROLINA,
	)	IN THE AGGREGATE PRINCIPAL AMOUNT OF
	)	NOT EXCEEDING \$3,671,416 PLUS
	)	CAPITALIZED INTEREST, IF ANY, PURSUANT
	)	TO THE AMENDED AND RESTATED
	)	INDENTURE OF TRUST AS SUPPLEMENTED;
	)	AND OTHER MATTERS RELATED THERETO.

**WHEREAS**, the City of Cayce, South Carolina (the “*City*”) is a municipality incorporated under the laws of the State of South Carolina (the “*State*”) and empowered by the provisions of Title 48, Chapter 5, Code of Laws of South Carolina, 1976, as amended (the “*Act*”) to: (i) undertake a waterworks project as defined and approved pursuant to the Federal Safe Drinking Water Act, 42 U.S.C. §§300f *et seq.*; (ii) make application for and to receive assistance from the South Carolina Water Quality Revolving Fund Authority (the “*State Authority*”); (iii) comply with regulations relating to the receipt and disposition of money of the State Drinking Water Revolving Loan Fund (the “*Fund*”) created by the Act; (iv) apply for and receive state grants; (v) enter into loan agreements; and (vi) comply with all terms and conditions of any loan agreement;

**WHEREAS**, in accordance with the provisions of Title 6, Chapter 17 of the Code of Laws of South Carolina, 1976, as amended (the “*Bond Act*”), and the Amended and Restated Indenture of Trust dated as of July 15, 2004, by and between the City and U.S. Bank National Association, as successor to Wachovia Bank, N.A. (formerly known as First Union National Bank) (the “*Trustee*”), as amended and supplemented by the Supplemental Trust Indenture of 2008-1 dated as of August 13, 2008, and as further amended and supplemented by the Supplemental Trust Indenture of 2013-1 dated as of January 16, 2013 (as amended and supplemented, the “*Indenture of Trust*”), the City has heretofore issued and has outstanding its (i) \$1,650,000 original principal amount Water and Sewer System Revenue Bond, Series 2002 (South Carolina Water Pollution Control Revolving Fund Loan Number 1-084-02-315-10) (the “*Series 2002 Bond*”); (ii) \$8,780,000 original principal amount Water and Sewer System Refunding and Improvement Revenue Bonds, Series 2004 (the “*Series 2004 Bonds*”); (iii) \$18,795,000 original principal amount Water and Sewer System Refunding and Improvement Revenue Bonds, Series 2007A (the “*Series 2007A Bonds*”); and (iv) not exceeding \$33,733,234, plus capitalized interest, if any, Water and Sewer System Improvement Revenue Bond, Series 2009 (South Carolina Water Pollution Control Revolving Fund Loan Number X1-128-09-315-11) (the “*Series 2009 Bond*”). The Series 2002 Bond, the Series 2004 Bonds, the Series 2007A Bonds and the Series 2009 Bond are collectively hereafter referred to as the “*Parity Bonds*.” The Parity Bonds are secured by a pledge of the Pledged Revenues (as defined in the Indenture of Trust), which revenues are derived from the operation of the water and sewer system of the City (the “*System*”). All capitalized terms used herein and not otherwise defined shall have the meanings ascribed thereto in the Indenture of Trust;

**WHEREAS**, under the provisions of the Bond Act, a municipality such as the City which has bonds outstanding may issue additional bonds to provide for the construction and improvement of a revenue producing enterprise such as that constituting the System;

**WHEREAS**, the City is authorized, pursuant to the provisions of the Indenture of Trust, to adopt a supplemental indenture to provide for the issuance of additional Series of Bonds;

**WHEREAS**, the City Council of the City of Cayce (the “*City Council*”), the governing body of the City, has determined that in order to meet the needs of its residents and customers located both within and without its corporate boundaries, it is necessary for the City to implement improvements to the System (the “*Project*”), all as more specifically described in the Loan Agreement (as defined below);

**WHEREAS**, on June 18, 2014, the City Council adopted a resolution authorizing an application to the State Authority for a loan from the Fund (the “*Loan*”), the proceeds from which will be used, together with other moneys, to provide for the financing of the Project;

**WHEREAS**, on September 30, 2014, the State Authority, upon review of the City’s Loan application, conditionally approved the Loan;

**WHEREAS**, the Loan is being made pursuant to the authorizations of the Act, the Bond Act, the Indenture of Trust and the provisions contained within a Supplemental Trust Indenture of 2014-1 between the City and the Trustee (the “*2014 Supplemental Indenture*”), in substantially the form attached hereto as **Exhibit A**;

**WHEREAS**, the funds of the Loan are to be loaned and secured pursuant to a loan agreement (the “*Loan Agreement*”) between the City and the State Authority, in substantially the form attached as an exhibit to the 2014 Supplemental Indenture, and a promissory note executed and delivered by the City and registered in the name of the State Authority (the “*Note*,” and collectively with the 2014 Supplemental Indenture and the Loan Agreement, the “*Loan Documents*”), the form of which is attached as Appendix E to the Loan Agreement;

**WHEREAS**, the Note will not be junior to any other revenue debt of the City secured by a pledge of and lien upon the Pledged Revenues and will be issued on parity with the Parity Bonds; and

**WHEREAS**, the City Council is adopting this Ordinance in order to (i) authorize the execution and delivery, on behalf of the City, of the Loan Documents, (ii) evidence the approval of the Project and the Loan by the City Council, and (iii) authorize the execution and delivery by, and on behalf of, the City of such other agreements and certificates and the taking of such other action by the City and its officers as shall be necessary or desirable in connection with the financing of the Project in order to carry out the intent of this Ordinance.

**NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF CAYCE, IN COUNCIL, DULY ASSEMBLED, AS FOLLOWS:**

**ARTICLE I**  
**LOAN AGREEMENT, NOTE AND**  
**2014 SUPPLEMENTAL INDENTURE**

**SECTION 1.1.**     *Authorization of 2014 Supplemental Indenture.* In order to facilitate the issuance and delivery of the Note, the City shall enter with the Trustee into the 2014 Supplemental Indenture pursuant to and in accordance with the provisions of the Indenture of Trust in substantially the form attached hereto as **Exhibit A**, with such changes as the Mayor shall approve (the execution thereof to be conclusive evidence of such approval), and the execution and delivery of the 2014 Supplemental Indenture on behalf of the City is hereby authorized and directed. The 2014 Supplemental Indenture shall be executed on behalf of the City by the Mayor and attested by the Clerk.

**SECTION 1.2.**     *Authorization of Loan Agreement and the Note.* The Loan Agreement, in substantially the form attached as an exhibit to the 2014 Supplemental Indenture, and the Note, in substantially the form attached as Appendix E to the Loan Agreement, with such changes as the Mayor and/or the City Manager shall approve (the execution thereof to be conclusive evidence of such approval), are hereby approved, and the execution and delivery of the Loan Agreement and the Note, on behalf of the City, are hereby authorized and directed. The Loan Agreement and the Note shall be executed on behalf of the City by the Mayor and attested by the Clerk.

**ARTICLE II**  
**MISCELLANEOUS**

**SECTION 2.1.**     *Other Instruments and Actions.* In order to implement the Loan pursuant to the Loan Documents and to give full effect to the intent and meaning of this Ordinance and the agreements and actions herein authorized, the Mayor, the City Manager and the Clerk are hereby authorized to execute and deliver such certificates, showings, instruments and agreements and to take such further action as they shall deem necessary or desirable.

**SECTION 2.2.**     *Ordinance a Contract.* This Ordinance shall be a contract between the City and the State Authority and shall be enforceable as such against the City.

This Ordinance shall take effect on the date of second reading approval by City Council.

**DONE IN MEETING DULY ASSEMBLED**, this 2nd day of December, 2014.

(SEAL)

\_\_\_\_\_  
Elise Partin, Mayor

ATTEST:

\_\_\_\_\_  
Mendy C. Corder, Municipal Clerk

First Reading: November 18, 2014

Second Reading and adoption: December 2, 2014

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney

**EXHIBIT A**

**FORM OF 2014 SUPPLEMENTAL INDENTURE**

STATE OF SOUTH CAROLINA )  
 )  
COUNTY OF LEXINGTON )  
 )  
CITY OF CAYCE )

I, the undersigned Municipal Clerk of the City of Cayce, South Carolina (the “*City*”), DO HEREBY CERTIFY THAT:

The foregoing constitutes a true, correct and verbatim copy of an ordinance enacted by the City Council of the City (the “*Council*”) on December 2, 2014 (the “*Ordinance*”). The Ordinance was read at two (2) public meetings of the Council on two (2) separate days. An interval of at least six (6) days occurred between each reading. At each meeting a quorum of the membership of the Council were present and remained throughout.

As required by Chapter 4, Title 30 of the Code of Laws of South Carolina 1976, as amended, a notice of each meeting (including the date, time, and place thereof, as well as an agenda) was posted prominently in the City Hall of the City at least twenty-four hours prior to said meeting. In addition, the local news media and all persons requesting notification of meetings of the Council were notified of the time, date, and place of such meeting, and were provided with a copy of the agenda therefor at least twenty-four hours in advance of such meeting.

The original of the Ordinance is duly entered in the permanent records of the City, in my custody as Municipal Clerk.

The Ordinance is now of full force and effect, and has not been modified, amended or repealed.

IN WITNESS WHEREOF, I have hereunto set my Hand and the Seal of the City, this \_\_\_\_ day of December, 2014.

(SEAL)

\_\_\_\_\_  
Municipal Clerk  
City of Cayce, South Carolina

**SUPPLEMENTAL TRUST INDENTURE OF 2014-1**

---

**CITY OF CAYCE, SOUTH CAROLINA**

**and**

**U.S. BANK NATIONAL ASSOCIATION,  
as Trustee**

---

**relating to the**

**\$3,671,416 plus capitalized interest, if any**

**City of Cayce, South Carolina Water and Sewer System  
Improvement Revenue Bond, Series 2014**

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**Dated as of \_\_\_\_\_, 2014**

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 <b>EXHIBIT A FORM OF LOAN AGREEMENT</b>	

This **SUPPLEMENTAL TRUST INDENTURE OF 2014-1** (this “**2014 Supplemental Indenture**”) is dated as of \_\_\_\_\_, 2014, by and between the **CITY OF CAYCE, SOUTH CAROLINA** (the “**City**”), a municipality incorporated under the laws of the State of South Carolina, and **U.S. BANK NATIONAL ASSOCIATION** (the “**Trustee**”), a national banking association duly authorized to accept and execute trusts of the character hereinafter set forth, with a corporate trust office located in Columbia, South Carolina, as successor to Wachovia Bank, National Association (formerly known as First Union National Bank), as Trustee, under the Amended and Restated Indenture of Trust executed and delivered as of July 15, 2004, by and between the City and the Trustee, as amended and supplemented by the Supplemental Trust Indenture of 2008-1 dated as of August 13, 2008, and as further amended and supplemented by the Supplemental Trust Indenture of 2013-1 dated as of January 16, 2013 (as amended and supplemented, the “**Indenture of Trust**”). Capitalized terms used herein and not otherwise defined shall have the meanings ascribed to them in the Indenture of Trust.

**WITNESSETH:**

**WHEREAS**, the City is a municipality incorporated under the laws of the State of South Carolina (the “**State**”) and empowered by the provisions of Title 48, Chapter 5, Code of Laws of South Carolina, 1976, as amended (the “**Act**”) to: (i) undertake a waterworks project as defined and approved pursuant to the Federal Safe Drinking Water Act, 42 U.S.C. §§300f *et seq.*; (ii) make application for and to receive assistance from the South Carolina Water Quality Revolving Fund Authority (the “**State Authority**”); (iii) comply with regulations relating to the receipt and disposition of money of the State Drinking Water Revolving Loan Fund (the “**Fund**”) created by the Act; (iv) apply for and receive state grants; (v) enter into loan agreements; and (vi) comply with all terms and conditions of any loan agreement; and

**WHEREAS**, in accordance with the provisions of Title 6, Chapter 17 of the Code of Laws of South Carolina, 1976, as amended (the “**Bond Act**”), and the Indenture of Trust, the City has heretofore issued and has outstanding its (i) \$1,650,000 original principal amount Water and Sewer System Revenue Bond, Series 2002 (South Carolina Water Pollution Control Revolving Fund Loan Number 1-084-02-315-10) (the “**Series 2002 Bond**”); (ii) \$8,780,000 original principal amount Water and Sewer System Refunding and Improvement Revenue Bonds, Series 2004 (the “**Series 2004 Bonds**”); (iii) \$18,795,000 original principal amount Water and Sewer System Refunding and Improvement Revenue Bonds, Series 2007A (the “**Series 2007A Bonds**”); and (iv) not exceeding \$33,733,234, plus capitalized interest, if any, Water and Sewer System Improvement Revenue Bond, Series 2009 (South Carolina Water Pollution Control Revolving Fund Loan Number X1-128-09-315-11) (the “**Series 2009 Bond**”). The Series 2002 Bond, the Series 2004 Bonds, the Series 2007A Bonds and the Series 2009 Bond are collectively hereafter referred to as the “**Parity Bonds**.” The Parity Bonds are secured by a pledge of the Pledged Revenues (as defined in the Indenture of Trust), which revenues are derived from the operation of the water and sewer system of the City (the “**System**”); and

**WHEREAS**, under the provisions of the Bond Act, a municipality such as the City which has bonds outstanding may issue additional bonds to provide for the construction and improvement of a revenue producing enterprise such as that constituting the System; and

**WHEREAS**, the Indenture of Trust further provides for the issuance of additional Series of Bonds on a parity in all respects with the Parity Bonds upon the City's and the Trustee's entering into an indenture supplemental to the Indenture of Trust to authorize such Series of Bonds; and

**WHEREAS**, on June 18, 2014, the City Council of the City of Cayce (the "**City Council**"), the governing body of the City, adopted a resolution authorizing an application to the State Authority for a loan from the Fund (the "**Loan**"), the proceeds from which will be used, together with other moneys, to provide for the financing of the Project (as defined below); and

**WHEREAS**, on September 30, 2014, the State Authority, upon review of the City's Loan application, conditionally approved the Loan; and

**WHEREAS**, the Loan is to be made and secured pursuant to a loan agreement (the "**Loan Agreement**") between the City and the State Authority, in substantially the form attached hereto as **Exhibit A**, and a Note executed and delivered by the City and registered in the name of the State Authority (the "**Note**"), the form of which is attached as Appendix E to the Loan Agreement. Pursuant to the terms of the Loan Agreement, the City will use the proceeds of the Loan to provide improvements to the System, specifically to the improvements that are provided for in Appendix A to the Loan Agreement (the "**Project**"), and, if deemed prudent by the City, capitalized interest on the Note pursuant to the terms of the Loan Agreement; the City will also pay to the State Authority such amount as shall be required to provide payments of all amounts due with respect to the Loan; and

**NOW THEREFORE**, in consideration of the foregoing, of the acceptance by the Trustee of the trusts hereby created, and of the giving of consideration for and acceptance of the Note authorized hereunder by the Holder thereof, the City covenants and agrees with the Trustee, for the benefit of the Holder from time to time of the Note authorized hereby, as follows:

**NOW THEREFORE, THIS 2014 SUPPLEMENTAL INDENTURE WITNESSETH:**

The City, in consideration of the premises and the acceptance by the Trustee of the trusts created by the Indenture of Trust and this 2014 Supplemental Indenture and of the purchase and acceptance of the Note by the State Authority, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, in order to provide for and secure the payment of the principal of and interest on the Note according to its tenor and effect and to secure the performance and observance by the City of all the covenants expressed or implied herein and in the Note, does hereby confirm the assignment and pledge and grant of a security interest in the items identified in the granting clauses to the Indenture of Trust (defined therein as the "**Trust Estate**") to the Trustee and its successor in trust and assigns forever.

**TO HAVE AND TO HOLD** all and singular the Trust Estate, whether now owned or hereafter acquired, unto the Trustee and its respective successor in trust and assigns forever;

**IN TRUST NEVERTHELESS**, upon the terms and trusts herein set forth for the equal and proportionate benefit, security and protection of the State Authority, as Holder of the Note issued under and secured by the Indenture of Trust, as supplemented by this 2014 Supplemental Indenture without privilege, priority or distinction as to the lien or otherwise of any of the Bonds over any of the other Bonds except as otherwise expressly provided herein.

**THIS 2014 SUPPLEMENTAL INDENTURE FURTHER RECITES AND WITNESSETH**, and it is expressly declared, that the Note issued and secured hereunder is to be issued, authenticated and delivered, and all property, rights and interests, including, without limitation, the amounts thereby transferred, granted assigned and pledged, are to be dealt with and disposed of, under, upon and subject to the terms, conditions, stipulations, covenants, agreements, uses and purposes expressed in the Indenture of Trust as supplemented by this 2014 Supplemental Indenture, and the City has agreed and covenanted, and does hereby affirm its agreement and covenant, with the Trustee and with the State Authority, as provided in the Indenture of Trust as hereinafter amended and supplemented.

## **ARTICLE I – DEFINITIONS; AUTHORITY; AND FINDINGS**

### Section 1.01. Definitions.

(a) Except as provided in subsection (b) below, all terms which are defined in Section 1.1 of the Indenture of Trust shall have the same meanings in this 2014 Supplemental Indenture.

(b) As used in this 2014 Supplemental Indenture; unless the context shall otherwise require, the following terms shall have the following respective meanings:

**“2014 Supplemental Indenture”** means this Supplemental Trust Indenture of 2014-1 dated as of the date hereof, by and between the City and the Trustee.

**“Note Ordinance”** shall mean the ordinance enacted by the City Council on December 2, 2014, authorizing the execution and delivery of this 2014 Supplemental Indenture, the Loan Agreement and the Note.

**“Series 2014 Debt Service Reserve Fund”** shall mean the fund established pursuant to Section 6.6 of the Indenture of Trust and Section 3.03 hereof, which constitutes a Debt Service Reserve Fund under the Indenture of Trust.

**“Series 2014 Project Fund”** shall mean the fund established pursuant to Section 6.9 of the Indenture of Trust and Section 3.01 hereof, which constitutes a Project Fund under the Indenture of Trust.

**“Series 2014 Reserve Requirement”** shall mean, with respect to the Note, the Series Reserve Requirement, as such term is defined in the Indenture of Trust.

Section 1.02. Authority for the 2014 Supplemental Indenture.

This 2014 Supplemental Indenture has been duly authorized pursuant to the Note Ordinance.

Section 1.03. Findings regarding Issuance of Note.

(a) In accordance with Section 3.3(a) of the Indenture of Trust, the Note shall be issued as an Additional Bond. The City further specifies and determines as follows:

(i) the principal amount of the Note shall be in an amount not exceeding \$3,671,416, plus accrued interest, if any;

(ii) the maturity date of the Note shall be as provided for in the Loan Agreement;

(iii) the Note is being issued for the purpose of providing funds to defray all or a portion of the costs of the Project;

(iv) a description of the Project and an estimate of the Cost of Acquisition and Construction for the Project is provided for in the Loan Agreement;

(v) the Note shall bear interest and be payable on the dates as provided for in the Loan Agreement;

(vi) the Note shall be issued as a single term bond, payable by way of equal amortized payments of principal and interest as set forth in the Loan Agreement;

(vii) the redemption prices and dates applicable to the Note shall be as set forth in the Note;

(viii) U.S. Bank National Association shall serve as Trustee, Paying Agent and Registrar for the Note and payments on the Note shall be made as provided for in the Loan Agreement; and

(ix) the proceeds of the Note shall be applied as set forth in the Loan Agreement.

[End of Article I]

## ARTICLE II - AUTHORIZATION FOR LOAN

### Section 2.01. Authorization of Loan.

The acceptance of the Loan from the State Authority is hereby accepted in an amount not exceeding \$3,671,416 plus capitalized interest, if any, pursuant to and in accordance with the provisions of the Loan Agreement.

### Section 2.02. Form of Note.

(a) The Note shall constitute a Series of Bonds under the Indenture of Trust and shall be on a parity in all respects with the Parity Bonds and any Additional Bonds issued under the provisions of the Indenture of Trust.

(b) The Note shall be substantially in the form attached to the Loan Agreement as Appendix E, with such changes, modifications or amendments as the Mayor of the City (the "**Mayor**") and the Clerk shall approve, the Mayor's and the Clerk's execution and delivery of the Note being conclusive evidence of the Mayor's and the Clerk's approval to such changes, modifications and amendments.

[End of Article II]

**ARTICLE III – APPLICATION OF PROCEEDS; PAYMENTS UNDER THE DEBT  
SERVICE FUND; ESTABLISHMENT OF FUNDS**

Section 3.01. Application of Proceeds of the Note and Establishment of the Series 2014 Project Fund.

(a) The proceeds of the Note shall be applied by the City to defray the costs of the Project and the Costs of Issuance associated therewith. Disbursement of the proceeds of the Note shall not occur at the delivery thereof, but shall be made in accordance with Sections 1.3, 1.5 and 1.6 of the Loan Agreement.

(b) The Series 2014 Project Fund is hereby established and shall be held, maintained and controlled by the State Authority. Withdrawals from the Series 2014 Project Fund shall be made in accordance with the provisions of the Loan Agreement.

Section 3.02. Payment of the Loan.

Payments of principal of and interest on the Note shall be made from, and the City shall make payments to, the Debt Service Fund in accordance with the provisions of Section 6.5 of the Indenture of Trust. If the revenues pledged under the provisions of the Indenture of Trust are not sufficient, payments of principal and interest on the Note shall be made from State appropriations to which the City may become entitled pursuant to and in accordance with the provisions of the Loan Agreement and the Note.

Section 3.03. Establishment of the Series 2014 Debt Service Reserve Fund.

There shall be established the Series 2014 Debt Service Reserve Fund, which Fund shall be maintained by the Trustee in accordance with the Indenture of Trust. The Series 2014 Reserve Requirement (defined as the Reserve Requirement in the Loan Agreement) shall be the amount provided in the Loan Agreement. The City is authorized to cause the satisfaction of the Series 2014 Reserve Requirement with cash or cash equivalents (with prior approval of the State Authority) as authorized by the Indenture of Trust and as further provided in the Loan Agreement. Once funded with cash, the City, acting through the Trustee, will maintain the Series 2014 Reserve Requirement in accordance with the provisions of the Indenture of Trust and the Loan Agreement.

[End of Article III]

## ARTICLE IV – MISCELLANEOUS

### Section 4.01. Severability.

If anyone or more of the covenants or agreements provided in this 2014 Supplemental Indenture on the part of the City or the Trustee to be performed should be contrary to applicable law, then such covenant or covenants or agreement or agreements shall be deemed severable from the remaining covenants and agreements, and shall in no way affect the validity of the other provisions of this 2014 Supplemental Indenture.

### Section 4.02. Applicable Law.

This 2014 Supplemental Indenture shall be governed by the applicable laws of the State, and all suits and actions arising out of the Indenture of Trust, included as amended and supplemented by this 2014 Supplemental Indenture, shall be instituted in a court of competent jurisdiction in the State.

### Section 4.03. Table of Contents and Section Headings Not Controlling.

The Table of Contents and the Headings of the several Articles and Sections of this 2014 Supplemental Indenture have been prepared for convenience of reference only and shall not control, affect the meaning of or be taken as an interpretation of any provision of this 2014 Supplemental Indenture.

### Section 4.04. No Recourse.

No recourse shall be had for the enforcement of any obligation, covenant, promise or agreement of the City contained in the Indenture of Trust or the Note against any past, present or future member of the City Council, officer or employee of the City, as such, in his or her individual capacity, either directly or through the City, whether by virtue of any constitutional provision, statute or rule of law, or by the enforcement of any assessment or penalty or otherwise, it being expressly agreed and understood that the Indenture of Trust and the Note are solely municipal obligations, and that no personal liability whatsoever shall attach to or be incurred by any past, present or future member of the City Council, officer or employee of the City as such, either directly or by reason of any of the obligations, covenants, promises or agreements entered into between the City and the Trustee or the Bondholders or to be implied therefrom as being supplemental hereto or thereto, and that all personal liability of that character against every such member of City Council, officer and employee is, by the execution hereof and the execution of the Note, and as a condition of, and as a part of the consideration for, the execution hereof and the execution of the Note, expressly waived and released. The immunity of the members of the City Council, officers and employees of the City under the provisions contained in this Section 4.04 shall survive termination of the Indenture of Trust.

Section 4.05. Continuing Disclosure Covenant.

The City covenants to comply with the requirements of Section 11-1-85 of the Code of Laws of South Carolina, 1976, as amended (“Section 11-1-85”) by filing with the State Authority:

- (a) An annual independent audit, within thirty (30) days of the City’s receipt of the audit; and
- (b) Event specific information within thirty (30) days of an event adversely affecting more than five percent (5%) of revenues of the System or the City’s tax base.

The City specifically reserves the right to amend the above covenant in order to reflect any applicable change in law, including, without limitation, Section 11-1-85, without consent of the Trustee or the State Authority.

The only remedy for failure by the City to comply with the covenants set forth in this Section 4.05 hereof, or any certificates or agreements delivered in connection therewith, shall be an action for specific performance or such covenants; and failure to comply with such covenants, certificates or agreements shall not constitute a default or an “Event of Default” under the Indenture of Trust or this 2014 Supplemental Indenture.

[End of Article IV]

IN WITNESS WHEREOF, the City has caused this 2014 Supplemental Indenture to be executed and delivered, and in token of its acceptance of the trusts created hereunder, the Trustee has caused this 2014 Supplemental Indenture to be executed and delivered for it in its name all dated as of the day before mentioned.

**CITY OF CAYCE, SOUTH CAROLINA**

(SEAL)

By: \_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Municipal Clerk

**U.S. BANK NATIONAL ASSOCIATION**

By: \_\_\_\_\_  
Natalie McNair  
Assistant Vice President

**EXHIBIT A**  
**FORM OF LOAN AGREEMENT**

(Exhibit A)

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# Memorandum

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**To:** Mayor and Council

**From:** Rebecca Vance, City Manager

**Date:** November 13, 2014

**Subject:** Approval of Ordinance Acknowledging Changes to the Program Policies of the Loan Agreements Between the City of Cayce, South Carolina and the South Carolina Water Quality Revolving Fund Authority: Authorizing and Approving the Amendment and Restatement of Certain Debt Service Fund and Debt Service Reserve Fund Agreements; and Other Matters Relating Thereto

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## **Issue**

Approval is needed to amend the above-mentioned agreements with the South Carolina Water Quality Revolving Loan Fund Authority.

## **Background/Discussion**

Recently, the State Revolving Loan Fund, the bondholder for the City's Series 2002 Bond and Series 2009 Bond, revised its policies and procedures. The terms of the revision allow issuers maintaining an "A" rating from the rating agencies to reduce the reserve requirement for their bonds to \$0. The City currently maintains an "A+" rating from Standard and Poors and, as a result, the City is authorized to reduce the reserve fund amount on the above-mentioned bonds to \$0. Currently the City maintains a balance of \$52,599 in the debt service reserve fund for the Series 2002 Bond and a \$757,604 in the debt service reserve fund for the 2009 Bond. This money will be transferred from each of the debt service reserve funds into the respective debt service funds for both issues. Once transferred, the City can utilize these funds to defer up to 6 months of debt payments on both of these bonds.

The Ordinance presented tonight authorizes the release and transfer of the debt service reserve fund monies in accordance with the SRF policies and further authorizes the amendments of the various agreements as necessary to implement the changes.

## **Recommendation:**

Staff recommends approval of second reading of this Ordinance.



(together with the 1998 Indenture, the “*Original Master Indenture*”) and the Supplemental Trust Indenture of 2002-2 (the “*2002 Supplemental Indenture*”);

**WHEREAS**, the provisions of the Original Master Indenture were amended and restated by the terms of the Master Indenture and upon the enactment of the Master Indenture the provisions of the 2002 Supplemental Indenture are now subject to the provisions thereof;

**WHEREAS**, the Series 2009 Bond was issued under the terms of the Master Indenture and the Supplemental Trust Indenture of 2009-1 dated September 15, 2009 (the “*2009 Supplemental Indenture*”);

**WHEREAS**, the Series 2002 Bond and the Series 2009 Bond (collectively, the “*SRF Bonds*”) are each held by the South Carolina Water Quality Revolving Fund Authority (the “*Authority*”). In connection with the issuance of the Series 2002 Bond, the City and the Authority entered into a Loan Agreement dated September 11, 2002 (Loan Number: 1-084-02-315-10) (the “*2002 Loan Agreement*”); in connection with the issuance of the Series 2009 Bond, the City and the Authority entered into a Loan Agreement dated September 16, 2009 (Loan Number: X1-128-09-315-11) (the “*2009 Loan Agreement*”, and together with the 2002 Loan Agreement, the “*Loan Agreements*”);

**WHEREAS**, pursuant to the terms of “FY 2014 AMENDMENT TO ALL PRIOR SRF LOAN POLICIES” (the “*Revised Policy Statement*”), the Authority released certain loan policy amendments which effected a modification to certain provisions of all prior major loan policies for both the Authority’s Clean Water State Revolving Fund and Drinking Water State Revolving Fund programs (collectively, the “*SRF Policy Changes*”). The SRF Policy Changes included, among other things, (1) modification of requirements related to the Authority’s policies regarding an issuer establishing and maintaining a debt service reserve fund with respect to a particular loan or bond issue, subject to the issuer maintaining a minimum credit rating, and (2) provisions for the release of debt service reserve moneys held on behalf of the Authority as security for prior loans, subject to the issuer maintaining a minimum credit rating;

**WHEREAS**, the Loan Agreements shall be amended and modified in order to provide for the effective implementation of the SRF Policy Changes (the “*Loan Agreement Amendments*”);

**WHEREAS**, the City has previously entered into a Debt Service Fund and Debt Service Reserve Fund Agreement dated September 11, 2002 with U.S. Bank National Association (f/k/a Wachovia Bank, National Association) (the “*Trustee*”) with respect to the Series 2002 Bond and a Debt Service Fund and Debt Service Reserve Fund Agreement dated September 16, 2009 with the Trustee with respect to the Series 2009 Bond (collectively, the “*Prior Fund Agreements*”). The Prior Fund Agreements shall be amended, modified and restated in order to provide for the effective implementation of the SRF Policy Changes (the “*Fund Agreement Amendments*”);

**WHEREAS**, the City currently maintains published ratings by Standard & Poor’s Rating Service of “A+” for both the Series 2004 Bonds and the Series 2007A Bonds. As a result of such rating and for so long as the City maintains such rating, under the SRF Policy Changes and as

authorized by this Ordinance and the Loan Agreement Amendments, the Reserve Requirement shall equal \$0;

**WHEREAS**, pursuant to the terms of the Revised Policy Statement and in accordance with the terms of the Loan Agreement Amendments and the Fund Agreement Amendments, the Authority will agree to the release of the debt service reserve fund moneys securing each of the SRF Bonds; after their release, the monies applicable to Series 2002 Bond and the Series 2009 Bond shall be transferred to the respective debt service fund securing each such Series;

**WHEREAS**, in connection with the release and transfer of the debt service reserve fund monies, the 2002 Supplemental Indenture does not require any amendment to properly authorize such release and transfer, but Sections 3.02 and 3.03 of the 2009 Supplemental Indenture shall be amended and restated so as to properly authorize the release and transfer contemplated herein;

**WHEREAS**, the purposes of this Ordinance are to (1) acknowledge the release of the Revised Policy Statement and the implementation of the SRF Policy Changes, (2) acknowledge and approve the Loan Agreement Amendments, (3) acknowledge and approve the Fund Agreement Amendments, (4) acknowledge and approve the changes to the 2009 Supplemental Ordinance, and (5) approve the release of the monies in debt service reserve funds for the Series 2002 Bond and the Series 2009 Bond upon full execution of the Loan Agreement Amendments by both the City and the Authority; and

**NOW THEREFORE, BE IT ORDAINED** by the Mayor and the City Council, duly assembled, as follows:

**Section 1.     *General Authorization.***

The Council acknowledges that the Authority has issued the Revised Policy Statement for the purpose of implementing the SRF Policy Changes. The Council, acting through the City Manager, shall provide to the Authority any necessary information, documentation or materials that the Authority may require to effect such purposes with respect to the City and its debt.

**Section 2.     *The Loan Agreement Amendments.***

The Council does hereby acknowledge and approve the Loan Agreement Amendments in such final forms as the City, acting through the City Manager, and the Authority shall determine. The Loan Agreement Amendments shall be executed by the Authority and the City, together with any other required documentation deemed necessary by the Authority and the City in order to implement the SRF Policy Changes. Each of the Loan Agreement Amendments shall be executed on behalf of the City by the Mayor and attested to by the Municipal Clerk.

**Section 3.     *The Fund Agreement Amendments.***

The Council does hereby acknowledge and approve the Fund Agreement Amendments in such final form as the City, acting through the City Manager, and the Trustee shall determine. The Fund Agreement Amendments shall be executed by the Trustee and the City (and

acknowledged by the Authority), together with any other required documentation deemed necessary by the Trustee, the Authority and the City in order to implement the SRF Policy Changes. The Fund Agreement Amendments shall be executed on behalf of the City by the Mayor and attested to by the Municipal Clerk.

**Section 4. *Amendments to the 2009 Supplemental Indenture.***

Subject to the consent of the Authority, the form of which is attached hereto as Exhibit A, the Council does hereby acknowledge and approve the following amendment and modification to the 2009 Supplemental Indenture:

Section 3.02 of the 2009 Supplemental Indenture is hereby deleted in its entirety and replaced with the following:

Section 3.02 Payment of the Loan.

Payments of principal of and interest on the Series 2009 Bond shall be made from, and the City shall make payments to, the Debt Service Fund in accordance with the provisions of Section 6.5 of the Indenture of Trust. If the revenues pledged under the provisions of the Indenture of Trust are not sufficient, payments of principal and interest on the Series 2009 Bond shall be made from State appropriations to which the City may become entitled pursuant to and in accordance with the provisions of the Loan Agreement and the Promissory Note.

Section 3.03 of the 2009 Supplemental Indenture is hereby deleted in its entirety and replaced with the following:

Section 3.03 Provision for Funding of the 2009 Debt Service Reserve Fund.

There shall be established a 2009 Debt Service Reserve Fund, which fund shall be maintained by the Trustee in accordance with the Indenture of Trust. The Series 2009 Reserve Requirement (defined as the Reserve Requirement in the Loan Agreement) shall be the amount provided in the Loan Agreement. The City is authorized to cause the satisfaction of Series 2009 Reserve Requirement by funding the Series 2009 Debt Service Reserve Fund with cash or cash equivalents as authorized by the Master Indenture and as further provided in the Loan Agreement, as amended. Once funded with cash, the City, acting through the Trustee, will maintain the Series 2009 Reserve Requirement in accordance with the provisions of the Master Indenture and the Loan Agreement.

**Section 5. *Authorization for Release.***

The Council, upon the receipt of the fully executed Loan Agreement Amendments and Fund Agreement Amendments, acknowledges that the Authority shall release its right to and the Trustee shall actually release the moneys in the debt service reserve funds held on behalf of the Authority as security for the Series 2002 Bond and the Series 2009 Bond, respectively, and such



**CONSENT OF THE SOUTH CAROLINA WATER QUALITY  
REVOLVING FUND AUTHORITY**

The undersigned hereby certifies that she is authorized to execute and deliver this Consent on behalf of the South Carolina Water Quality Revolving Fund Authority (the “*Authority*”) as holder of the following obligation of the City of Cayce, South Carolina (the “*Issuer*”): the not exceeding \$33,733,234, plus capitalized interest, if any, Water and Sewer System Improvement Revenue Bond, Series 2009 (South Carolina Water Pollution Control Revolving Fund Loan Number X1-128-09-315-11) (the “*Series 2009 Bond*”).

On November 19, 2014, the City Council of the City of Cayce, the governing body of the Issuer (the “*Council*”), enacted an ordinance entitled “An Ordinance Acknowledging Changes to the Program Policies of the South Carolina Water Quality Revolving Fund Authority; Approving Changes to the Loan Agreements Between the City of Cayce, South Carolina and the South Carolina Water Quality Revolving Fund Authority; Authorizing Amendments to Certain Supplemental Indentures; Acknowledging and Approving the Amendment and Restatement of Certain Debt Service Fund and Debt Service Reserve Fund Agreements; and Other Matters Relating Thereto” (the “*Ordinance*”). Certain defined terms used herein and not otherwise defined shall have the meanings ascribed to them in the Ordinance.

The Authority, as the holder of the Series 2009 Bond, hereby consents to the amendments and modifications to the 2009 Supplemental Ordinance contained in the Ordinance. By providing this consent, the Authority expects that the monies in the debt service reserve fund securing the Series 2009 Bond shall be released and transferred as contemplated therein.

By executing this Consent, the Authority expresses no opinion as to whether the consent of any other person is required in order to achieve the purposes hereof.

**SOUTH CAROLINA WATER QUALITY REVOLVING FUND AUTHORITY**

By: \_\_\_\_\_

Ashlie Lancaster, Interim Director,  
Office of Local Government,  
South Carolina Budget and Control Board

Dated: November 20, 2014

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# Memorandum

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**To:** Mayor and Council

**From:** Rebecca Vance, City Manager

**Date:** November 13, 2014

**Subject:** Approval is Needed to Move Forward with the Goals and Action Items from the 2014 Council Strategic Planning Session

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## **Issue**

Council Approval is needed to move forward with the goals and action items from the 2014 Council Strategic Planning Session.

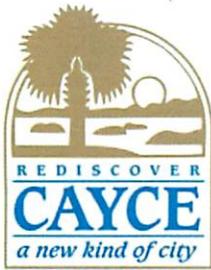
## **Background/Discussion**

During the 2014 City Council Strategic Planning Session, City Council discussed several goals, action items and purchases for the upcoming year. The attached spreadsheet lists the discussed purchases and new programs that Council wanted Staff to undertake utilizing the increased business license revenue for this year. Staff would like approval to move forward with the purchases and implementation of these projects. The equipment purchases should happen relatively quickly but the other items will require further approval from Council for agreements or policies.

The numbers listed are currently estimates and the final numbers will be brought back to Council for approval in January as a mid-year Budget Amendment. These amendments will also include the Hospitality Tax funds since we will have two full months of revenues and should be able to more accurately project the rest of the year's collections.

## **Recommendation:**

Staff recommends Council authorize staff to move forward with the Goals and Action Items from the 2014 Council Strategic Planning Session.



**APPROVED MINUTES  
BOARD OF ZONING APPEALS  
COUNCIL CHAMBERS  
CITY OF CAYCE, 1800 12<sup>TH</sup> STREET EXTENSION, CAYCE SC  
Monday, July 21, 2014  
6:00 PM**

**I. CALL TO ORDER**

Chairman Leo Dryer called the meeting to order at 6:00 p.m. Members present were R. McArver, and J. Simpson. Frank Dickerson and Robert McLeod were absent excused. Staff present was Shaun Greenwood and Monique Ocean.

**II. APPROVAL OF MINUTES**

A motion was made by Mr. Simpson to approve the minutes from the June 30, 2014, Special Called meeting. Mr. McArver seconded the motion. The vote passed unanimously.

**III. STATEMENT OF NOTIFICATION**

Mr. Dryer confirmed that the public had been notified.

**IV. PUBLIC HEARING – Special Exception Request 004-14** [A request, by owner, pertaining to storage and parking of boats and recreational vehicles in the front yard in a residential zone]

**a. Opening Statement**

Mr. Utsey, owner of 3 Misti Court, came before the Board to state that he requested a special exception to allow his boat to be stored in the shared parking of his condominium complex. Mr. Utsey explained that he has lived at 3 Misti Court for 27 years and that the boat has always been stored in the front. Mr. Utsey mentioned that he has a signed petition to show approval from 13 of the 15 neighboring condo owners in the complex. Mr. Utsey indicated that 10 of the owners were present at the meeting. Mr. Utsey presented a signed petition to the Board. Mr. Dryer asked if an HOA had set any restrictions on storing boats. Mr. Utsey explained that the original HOA had set restrictions on the storing of boats in the front yard but that the original HOA no longer existed. Mr. Utsey further explained that he and the neighboring condo owners now made up the HOA. Mr. Dryer asked if the City was allowed to issue a permit for something that is restricted by HOA covenants. Mr. Greenwood came forward to explain that if the City's actions contradicted any HOA's covenant, the permit would become void. Mr. Greenwood pointed out that the City would have to receive documents and a complaint from an active HOA in order for this to happen. Mr. Dryer inquired if anyone had complained about the boat. Mr. Greenwood stated that Code Enforcement has spoken to Mr. Utsey about his need to apply for a Special Exception request to store the boat in the front yard.

**b. Public Testimony**

No one come forward to speak.

**c. Close Hearing**

Mr. Dryer closed the public hearing.

**V. MOTION – Special Exception 004-14**

A motion was made by Mr. McArver to approve Special Exception Request 004-14. Mr. Simpson seconded the motion. The vote passed unanimously. Mr. Greenwood mentioned to Mr. Utsey that a notice would be mailed to him and Code Enforcement would be informed about the Special Exception request.

**VI. OPEN PUBLIC HEARING – Variance Request 005-14** [A request, by owner, to exceed the maximum number and to exceed the maximum square footage of on-premise signs in the RG-2 zoning district]

**a. Opening Statement**

Mr. David Leichtman, Owner of Westwood Mobile Home Community, came before the Board and explained that he was making several upgrades to the Community. Mr. Leichtman indicated that according to the Ordinance, he would be allowed a signs at each of the 5 entrances into the Community, and each sign could be 12 feet in height and 20 square feet in area. Mr. Leichtman explained that instead of 5 signs, he would place only two signs - both located at the Charleston Highway entrance and he would like to increase the allowable square footage of the signs to 60 square feet each. Mr. Leichtman stated that, because of the sign clutter along Charleston Highway, signs built to the Ordinance's regulations would create low visibility for residents entering and leaving the Community. Mr. Greenwood addressed the Board to explain that a number of the businesses in the area were County properties, not under Cayce's jurisdiction, and this contributed to the variety of signs in the area.

**b. Public Testimony**

No one was present to speak.

**c. Close Hearing**

Mr. Dryer closed the public hearing.

**VII. MOTION – Variance Request 005-14**

A motion was made by Mr. McArver to approve Variance 005-14. Mr. Simpson seconded the motion. The vote passed unanimously.

**VIII. OTHER BUSINESS**

There was no other business.

**IX. ADJOURN**

Mr. McArver made a motion to adjourn. Mr. Simpson seconded the motion. The vote passed unanimously.

**A quorum of Council may be present.  
No discussion or action on the part of Council will be taken.**

## Cayce Historical Museum Complex Commission Meeting – September 2, 2014

Members present: Mary Sharpe, Ann Diamond, AG Dantzler, Marion Hutson, Cyndy Peake,  
Archie Moore, and Alice Brooks                      Executive Director: Leo Redmond

Absent: Lynn Summer, Scott Morgan

- Commission Chairman Mary Sharpe called the meeting to order.
- Commissioner Dantzler offered the invocation.
- Commissioner Dantzler moved that the minutes from the August 5, 2014 meeting be approved. Commissioner Diamond seconded and the motion passed unanimously.
- Commissioners expressed appreciation to Director Redmond for the many improvements and additions made around the grounds of the Museum Complex, including:
  - Repair of stone steps
  - Repair of existing rail fences and installing more
  - Beautiful plantings of flowers and vegetables, indigenous to this area as well as historically accurate. Special thanks to volunteer Sue Miles, as well.
- Commissioner Sharpe called on Director Redmond for his report as it pertains to the 100<sup>th</sup> anniversary celebration scheduled for this weekend and, specifically, the Museum event Sunday, September 7<sup>th</sup>.
  - Redmond displayed the bronze 100<sup>th</sup> Anniversary Commemorative coin. It is a limited edition of 500 and the symbolism of each part of the artwork is important to South Carolina, the Midlands, and especially Cayce. The coins are in plastic “envelope” protective casing, but a few official velvet presentation boxes have been obtained as well to present to special guests at Sunday’s event.
    - Redmond researched pricing of commemorative coins on the Internet and found prices of limited edition coins in the range of \$20 to even hundreds of dollars. Commissioners expressed the view of keeping the coins affordable at \$20, but offering them for the special price of only \$10 during the Sept. 7<sup>th</sup> event.
      - Commissioner Dantzler made a motion to that effect and Commissioner Brooks seconded. The motion passed unanimously.
  - Redmond again outlined the first weekend in September events as currently planned:
    - Friday evening, September 5<sup>th</sup> – The City is sponsoring a festival on the grounds of the Guignard Brick works (home of the future Cayce City Hall), featuring food and drink vendors and popular band, Tokyo Joe.
    - Saturday, September 6<sup>th</sup> will be Family Day on the grounds of the City Hall Complex.
    - Sunday, September 7<sup>th</sup>, the official anniversary of the City’s incorporation, will culminate with the Museum’s time capsule celebration and event, 2 – 5 pm on Museum grounds.

- The stage/podium will be on the Museum porch. The Rocking Chairs will be reserved for our invited “nonagenarians.” Chairs will be placed on the front grounds to accommodate others who wish to sit.
- Director Leo Redmond will serve as Master of Ceremonies and the program is set to begin approximately 2:15, if possible. Redmond will welcome everyone and introduce Dr. Pete Cassidy to deliver the invocation.
- The Brookland-Cayce Color Guard will then march in with the two flags to display on the porch. This will be followed by a patriotic song. Redmond will then turn the program over to Mayor Elise Partin.
- Following the Mayor’s remarks, she will introduce the dignitaries present: Confirmed - Sen. Nikki Setzler (who has a presentation to make), US Representative Joe Wilson, Rep. Kenny Bingham, Councilman Todd Collum, and US Senators Tim Scott and Lindsey Graham (if they are able to be present).
- Mayor Partin will then introduce our nonagenarians while Chairman Sharpe presents them with boutonnieres and corsages, as appropriate. Expected to attend: Mr. Reid Cayce, Mrs. Evelyn Bundrick, Mrs. Ruth Townsend, and Mrs. Inez Smith, a citizen recommended by Councilman Skip Jenkins. Partin will ret, and urn the program to Redmond.
- The Cayce Police Color Guard will then present the colors and the new flag will be hoisted on the grounds flagpole, followed by a cannon boom announcing the official incorporation of the City of Cayce, 100 years ago.
- Redmond’s remarks will focus on a few historical facts that make this celebration so important, especially the founding of the Museum and invite participants to tour and enjoy, reminding them that Governor Nikki Haley has sent a special video welcome and presentation that is set up inside.
- A beautiful commemorative program, featuring the rendering of the commemorative coin and maps of Cayce (original and current) will be produced. This design was approved by Museum Council members.
- The time capsule buried 25 years ago will be unearthed. Items found inside will be given to the intended or displayed in the Museum, or perhaps even included in the next capsule.
- A second time capsule will be buried at this time – to be unearthed in another 25 years, September 7, 2039.
- Redmond will close with a reminder of everything else that is happening on the grounds: Living history installations include costumed historical impersonators of George Washington, Wade Hampton, and Emily Geiger;

the SC Civil War Re-enactors Association, a professional bagpiper, Susan Bray (so popular at previous Christmas Traditions, DC Locke and Trina Davis for Native American history and artifacts as well as Native American-themed crafts for children.

- Cake and ice cream will be served in the downstairs area. Punch and water bottles will also be available
- **Commissioners will serve as docents for the event, helping as needed. Commissioners are asked to arrive by 1:00 pm if possible.**
- There being no further business, Commissioner Dantzler moved that the meeting be adjourned and Commissioner Diamond seconded. The motion carried unanimously. **The next meeting of the Museum Commission is set for Tuesday, October 7, 2014.**

Respectfully submitted,

Alice Brooks  
Secretary, Board of Commissioners

CC: Museum Commission Chair Mary Love Sharpe and Museum Complex Commissioners  
Leo Redmond, Museum Complex Director; Rachel Steen, Assistant Director

**MINUTES OF EVENTS COMMITTEE  
CITY OF CAYCE  
September 11, 2014**

**Present:** Kimberly Christ, Brenda Cole, Danny Creamer, Ellen Mancke, Jason Munsell, Cindy Pedersen, Rachel Scurry, and Jay Thompson

**Absent, Excused:** Frankie Newman

**Guest:** Dave Capps

**City Representatives:** Mendy Corder and Brandy Rodgers

Chairperson Cindy Pedersen called the meeting to order. The minutes of the August 14, 2014, meeting were reviewed and approved as written.

Ms. Corder notified the Committee that Emily Sapier would not be able to serve due to scheduling conflicts. Mr. Thompson announced that he would not seek reappointment to the Committee. Ms. Mancke will submit paperwork for reappointment to Ms. Corder.

**Carols along the Riverwalk**

Letters have been mailed past participants as well as area schools and churches. September 29 is the deadline for returning the postcards to participate.

Ms. Scurry requested that the Committee meet at the N Avenue picnic shelter for the October 9, 2014, meeting. Ms. Christ volunteered to join the Carols subcommittee. Ms. Pederson requested that Ms. Corder post the public notice concerning the change of meeting location.

**Congaree Bluegrass Festival**

Ms. Corder updated the Committee on Congaree Bluegrass Festival as noted on the agenda.

- Vendors: Five food and four non-food vendors.
- Sponsors: \$650 received thus far.
- Assignments: Ms. Corder will contact Dr. Cassidy to lead the invocation. Ms. Corder will post volunteer to direct the vendor traffic during the early morning.
- Volunteers: Ms. Corder has been seeking volunteers from civic groups and via social media notices. Ms. Corder will contact Ms. Newman concerning a volunteer for signing the National Anthem. Ms. Corder will contact Ms. Isom about volunteering for the event.

- Stage Decorations: Mr. Creamer will make contacts concerning donations of mums and straw for stage and venue decorations. Ms. Cole mentioned the possibility of renting decorations.
- Set-up, Transportation, and Parking: Ms. Corder will contact CERT to help with parking. A city vehicle will be used to transport the bands and their equipment to the stage area. The vendor for the stage is the same one that we used for the 2013 event. The trolley and three golf carts will be used as transportation for event attendees.
- Other:
  - Ms. Cole, Ms. Scurry, and Ms. Corder will meet to determine the vendor space arrangements.
  - Ms. Corder contacted Compton's Kitchen concerning a catered lunch. Lunch tickets will be issued to volunteers for lunch will be available for 1-1/2 hours in Council Chambers. A volunteer will assist with lunch.
  - Sign near the entrance will include "No coolers. No pets. No smoking." notice.
  - Ms. Corder and Ms. Rodgers will contact non-responding vendors via telephone.
  - Ms. Corder will order volunteer lanyards and sun visors.
  - Ms. Corder distributed the volunteer t-shirts.

A special Events Committee and volunteers meeting has been scheduled for Thursday, September 25 at 5:45 p.m.

There being no further business, the meeting was adjourned.

Respectfully submitted,

*Rachel R. Scurry, Secretary*



**APPROVED MINUTES  
PLANNING COMMISSION  
COUNCIL CHAMBERS  
CITY OF CAYCE, 1800 12<sup>TH</sup> STREET EXTENSION, CAYCE SC  
Monday, September 15, 2014  
6:00 PM**

**I. CALL TO ORDER**

Chair Ed Fuson called the meeting to order at 6:00 p.m. Members present were Chris Kueny, Larry Mitchell, John Raley, and Butch Broehm. Robert Power and Butch Kelly were absent excused. Staff present was Monique Ocean.

**II. APPROVAL OF MINUTES**

A motion was made by Mr. Kueny to approve the minutes from the June 16, 2014, meeting. Mr. Raley seconded the motion. The vote passed unanimously.

**III. STATEMENT OF NOTIFICATION**

Chair Ed Fuson asked if the public had been duly notified of the public hearing. Ms. Ocean confirmed that everyone had been notified.

**IV. OPEN PUBLIC HEARING – Text Amendment** [Amendment of the Zoning Ordinance Section 7.5 Temporary Uses]

**a. Opening Statement**

Ms. Ocean explained that the purpose of the scheduled public hearing was to present a draft text amendment relating to use and location of portable storage containers. Ms. Ocean stated the amendment would permit portable storage units, cargo containers, debris dumpsters, etc. as temporary uses provided they are: utilized in conjunction with an active building permit or utilized in conjunction with relocating or moving. Ms. Ocean pointed out that the draft amendment would permit temporary storage units in the backyard to be unregulated by the City. Ms. Ocean explained that after receiving input from the City Attorney and further discussion with staff, the public hearing would be cancelled. Ms. Ocean stated staff came to the agreement that the draft amendment was not ready and needed clarification on some of the issues. Ms. Ocean mentioned the following items:

1. The City Attorney suggests that temporary storage units in the backyard should be regulated just as other temporary units placed elsewhere on the property.

2. Staff suggests adding language about “grandfathering” for pre-existing units.
3. Staff suggests limiting the size and type of units permitted on residential properties.

Ms. Ocean asked the Planning Commission for their input on the items and if they had any other comments on the draft. The Commission agreed that the following items should be considered when revising the draft amendment:

1. Temporary storage units in the backyard should be regulated the same as units placed elsewhere on the property.
2. Pre-existing units should be “grandfathered”.
3. Shipping containers will not be permitted on residential properties.

Ms. Ocean expressed that staff would use the contributions from the Commission and would present a revised draft at the next scheduled meeting. No one was present to speak.

#### **V. OTHER BUSINESS**

Ms. Ocean stated the term for Mr. Butch Kelly had expired and Mr. Kelly did not wish to be re-appointed to the Planning Commission. Ms. Ocean mentioned that City Council would begin the process of appointing a new member.

Ms. Ocean pointed out that the Cayce Comprehensive 10 Year Plan was due for the 5 year update in May 2015. Ms. Ocean informed the Planning Commission they may need to meet each month until May to discuss any potential changes and updates.

#### **VI. ADJOURNMENT**

Mr. Mitchell made a motion to adjourn. Mr. Broehm seconded the motion. The vote passed unanimously.

**A quorum of Council may be present.  
No discussion or action on the part of Council will be taken.**

**Cayce Municipal Election Commission**  
**Thursday, October 9, 2014**

Present: Will Chavis, Thedora Washington, Yvonne Smith, Mendy Corder  
Excused: Ed Barwick, David Bornemann

The Cayce Municipal Election Commission met at 4pm this evening in Council Chambers. Mr. Chavis called the meeting to order and advised that the members of the press and the public were duly notified in accordance with the FOIA.

Ms. Corder notified the Commissioners that Mr. Ed Barwick would not be able to work this year's Election due to multiple back surgeries that he has undergone recently. She explained that Mr. David Bornemann was appointed to the Commission in 2013 and was unable to attend today's meeting due to a work conflict but will work the day of the Election.

Ms. Corder stated that Mayor Partin, Council Member James and Council Member Jenkins were all unopposed so they would not be on the ballot in November. She explained that there are three referendums that will be on the ballot. The Penny for Progress, the Lexington County School District Two bond and the City of Cayce has a Sunday Alcohol Sales referendum on the ballot.

Ms. Corder, Municipal Clerk for the City, administered the Municipal Election Commissioner's Oath to the Commissioners.

The commissioners reviewed the membership roster and made necessary corrections. It was suggested that the commissioners keep this information with them on Election Day.

The Commissioners reviewed the list of polling places and decided on assignments as follows:

- Will Chavis – Review all precincts and alternate between Precinct 1 American Legion Post and Precinct 2 Trinity Baptist Church
- Thedora Washington – Precinct 3 Cayce United Methodist Church
- Yvonne Smith – Precinct 2 Edwards Memorial Presbyterian Church
- David Bornemann – Edenwood Precinct Claude A. Taylor Elementary

Ms. Corder advised that the Lexington County Voters Registration Office will handle the majority of the election for the City as was done in 2012. Mr. Chavis asked the Commissioners to work with the poll managers to ensure Cayce residents were in the correct line and receive the correct ballot.

Ms. Corder advised that the County Election Commission would meet on Friday, November 7 at 9am to certify the results of the General Election. As stated in the City's ordinance, Cayce's Municipal Election Commission will certify the results of the City's election.

Ms. Corder advised that the account was set up with Southside Restaurant for the Commissioners for their lunch. She advised that name badges would be provided for each Commissioner at the November 3<sup>rd</sup> Municipal Election Commission meeting. She provided each Commissioner with a brochure containing information on what candidates and/or their poll workers can and cannot do on the day of the election at or near precincts.

Mr. Chavis stressed that the Commissioners are there to observe the voting process being handled by the County and if they see anything that should be addressed, they are to report that information to the Lexington County Poll Manager at the precinct. Ms. Corder stated she would also be available to the Commissioners on Election Day from 7am to 7pm and not to hesitate to call if she is needed.

There being no further business, the meeting adjourned at 4:35pm.

Respectfully submitted,  
Mendy Corder, Municipal Clerk