



CITY OF CAYCE

MAYOR
ELISE PARTIN

MAYOR PRO-TEM
JAMES E. JENKINS

COUNCIL MEMBERS
TARA S. ALMOND
PHIL CARTER
EVA CORLEY

CITY MANAGER
REBECCA VANCE

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

**City of Cayce
Regular Council Meeting
Tuesday, July 5, 2016
6:00 p.m. – Cayce City Hall – 1800 12th Street
www.cityofcayce-sc.gov**

I. Call to Order

- A. Invocation and Pledge of Allegiance
- B. Approval of Minutes
June 7, 2016 Regular Meeting
June 22, 2016 Special Meeting

II. Public Comment Regarding Items on the Agenda

III. Presentations

- A. Presentation of Whole Sole Awards

IV. Ordinances

- A. Discussion and Approval of Ordinance 2016-09 Amending the Land Use Plan (2019) Map of the City of Cayce Comprehensive Plan: 2010-2020 – First Reading

V. Other

- A. Discussion and Approval of FY16-17 Memorandum of Agreement between the City of Cayce and the Department of Juvenile Justice's Detention Center

VI. City Manager's Report

VII. Committee Matters

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

Cayce Housing Authority – February 16, 2016
Cayce Housing Authority – April 12, 2016
Events Committee – May 12, 2016
Planning Commission – May 16, 2016

- B. Appointments and Reappointments
Events Committee – One (1) Position

Planning Commission – One (1) Position

VIII. Council Comments

IX. 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 with MPA Strategies
- C. Discussion of negotiations incident to proposed contractual arrangements regarding the funding of a waterline project

X. Possible Actions by Council in follow up to Executive Session

XI. 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 June 7, 2016

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

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

Call to Order

Mayor Partin called the meeting to order. Council Member Jenkins gave the invocation and Mayor Partin led the assembly in the Pledge of Allegiance.

Approval of Minutes

Council Member Almond made a motion to approve the May 3, 2016 Regular Council Meeting minutes and the May 18, 2016 Special Council Meeting minutes as written. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Public Comment Regarding Items on the Agenda

No one signed up for Public Comment.

Presentations and Proclamations

A. Presentation of Whole Sole Awards

Mayor Partin asked Mr. Charles Newton to join her in front of the assembly. She stated that Mr. Newton was reading meters on February 24, 2016, when he saw an accident occur. The truck in front of him swerved, hit a power pole and ended up in a ditch beside Piggie Park's Sauce Plant. Mr. Newton notified Cayce Public Safety and went over to the truck and assisted the driver, helping him out of the vehicle. He stayed on site until first responders arrived. The driver, a Cayce resident, had experienced medical issues. Mayor Partin stated that this was the second time Mr. Newton had assisted someone following an accident. Ms. Kay Hutchinson wrote in

her nomination of Mr. Newton for the Whole Sole Award that he was always attentive to others and treats our citizens with the upmost respect. She stated he was a valuable asset to our team and residents. Mayor Partin thanked Mr. Newton and presented him with the Whole Sole Award.

Mayor Partin asked Ms. Angie Roof to join her in front of the assembly. Mayor Partin stated that Ms. Hutchinson had also nominated Ms. Roof for the Whole Sole Award. Ms. Hutchinson wrote that during a Utility Staff meeting with the City's engineering firm and the meter supply company, it was requested that the City do a sample count of the meter lids in the Water Line Project Area. There are several different types of lids, so conducting a count of them would result in a more accurate representation of the cost to replace them. With over 3900 meters lids to check, this posed a challenge for staff to count them in an efficient manner.

Ms. Roof stepped in to help count lids. She walked the majority of the Avenues and the count was completed in a little over two weeks. Thanks to Ms. Roof's assistance and a full team effort, staff were able to provide the engineering firm and meter company with more accurate data, which will result in significant savings since the City now has a better representation of lid types in the project area. Mayor Partin thanked Ms. Roof for going above and beyond and presented her with the Whole Sole Award.

Mayor Partin stated that Mr. Robert Standridge was also nominated for the Whole Sole Award. He was unable to attend the meeting but she read his nomination. Mr. Standridge received a call from Public Safety Dispatch at 3:30 am on Monday, April 25. A resident had a leak that was coming from their hot water heater and they wanted the water turned off until they had it repaired. Mr. Standridge immediately responded, even though he was not the "official" on call person that night. He not only turned the resident's water off, but crawled under the house and stopped the leak at the source by turning off their hot water heater. Mr. Standridge always goes the "extra mile" and is willing to assist the team and the public in any manner possible. He is an outstanding asset to the team and the City of Cayce. Mayor Partin thanked all the award recipients for all they do to make Cayce such a great place to live.

B. Recognition of Public Safety Officer Donta Stewart

Mayor Partin asked Cayce Public Safety Officer Donta Stewart to join her in front of the assembly. She stated that Mr. Stewart graduated from the South Carolina Fire Academy on May 13, 2016. Officer Stewart attended an eight-week firefighter candidate school in Columbia. He underwent a 320-hour training program of classroom and hands-on firefighting skills development. The in-depth training, offered quarterly at the Fire Academy, includes emergency responder first aid training, hazardous materials operations training, auto extrication, flammable liquids and gas firefighting, rescue

training, and National Fire Protection Association (NFPA) Firefighter I and Firefighter II levels. Officer Stewart was awarded the Pride of the Battalion award at the Fire Academy. This award is given to the recruit who has demonstrated "Leadership, Integrity, Determination and Good Value." This award recipient is chosen by the instructor staff who worked with the recruits during the eight-week program. It is a very challenging program that requires team work, in-depth study, extensive hands-on training with live fires, eight practical skills evaluations and seven written tests to meet the National Fire Protection Association standards. Officer Stewart has shown extreme commitment to service by completing this challenging and comprehensive program. Mayor Partin congratulated Mr. Stewart and stated that Cayce will be better served as a result of his extraordinary efforts.

C. Presentation by Ms. Heather Vardell re CWC Jaycees

Ms. Heather Vardell stated that she was a member of the Cayce-West Columbia (CWC) Jaycees. She stated that the Jaycees are a local non-profit junior chamber. She stated that she was the first female candidate and only member from the CWC Jaycees Chapter in the state of South Carolina to run for President of the International Junior Chamber Headquarters, also known as JCI USA. She was nominated to represent not only the local CWC Jaycees chapter but she will be the first member from the state to compete with candidates across the world.

Ms. Vardell stated that through the support of members, partners and friends, JCI USA is able to carry out its core mission to create positive change in more than 5,000 communities around the world. She stated that these efforts start locally then grow to a national and global level. The CWC Jaycees are excited about the many projects that have moved from start to finish and recognized at the national level. She stated that although the journey isn't easy, the Jaycees seem to find creative ways to reinvent themselves and tackle challenges every year by gaining members with talents and professional experience from all walks of life.

D. Approval of Proclamation – Say Something Nice day

Council Member Almond made a motion to proclaim June 1, 2016 as Say Something Nice Day. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Mayor Partin asked the staff members in the assembly to stand. She thanked them all for all their hard work that they do on a daily basis for the City's residents and customers.

Ordinances

A. Discussion and Approval of Ordinance 2016-07 to Adopt an Annual

Budget, Levy a Property Tax, and Provide Revenue for the City of Cayce for the Fiscal Year Ending June 30, 2017, and To Adopt and Establish Certain New Fees with Fee Amounts and New Fee Amounts for Certain Existing Fees – First Reading

Ms. Vance stated that the General Fund Budget was balanced at \$11,873,880. She stated that the budget did not include a tax increase but did include a \$1.50 increase in residential sanitation fees. The budget includes \$640,120 in Hospitality Tax Revenue, \$150,000 Special Grant allocation from SC PRT, and \$135,160 in Other Financing Sources (Lease Purchases). She stated the budget also included a \$1,600,000 transfer from Utility Fund for Indirect Cost, \$375,601 in capital expenditures, reduced personnel requests with no new positions; including no new firefighters and a 10% increase in health insurance costs and a 2% COLA for all employees.

Ms. Vance stated that the Utility Fund Budget was balanced at \$12,073,121. She stated that the budget did not include a rate increase for water or sewer. The Utility budget includes \$310,150 in capital expenditures, 15% debt coverage for the City's utility fund debt, a \$1,600,000 transfer to General Fund for Indirect Costs and a 10% increase in health insurance costs and a 2% COLA raise for all employees. Ms. Vance stated that the Master Fee Schedule would also be included in the budget Ordinance. She stated that the Master Fee Schedule outlines all of the City's fees and charges.

Ms. Vance stated that the new bay doors for the Fire Department were going to be purchased with funds from the current budget. She stated that the parking lot in front of the Fire Department was going to be repaved and paid for with current budget funds as well. Staff also purchased a used brush truck body so the Department would have a brush truck.

Council Member Carter made a motion to approve first reading of the 2016-2017 General Fund and Utility Fund budgets and the Master Fee Schedule. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval of Ordinance 2016-08 Amending Section 10-31 ("Adoption of codes by reference") of Chapter 10 ("Buildings and Building Regulations) of the Code of Ordinances of the City of Cayce – First Reading

Ms. Vance stated that Council approval was needed for the first reading of an Ordinance amending Section 10-31 to adopt the most recently approved Technical Codes. She stated that the South Carolina Building Codes Council formally adopts new construction related technical codes when changes are needed. It is mandatory that all municipalities and counties enforce these codes. She stated that the City

currently enforces the Codes that were previously adopted by the Building Codes Council.

Ms. Vance stated that the SC Building Codes Council had formally adopted a number of new technical codes and the effective date is July 1, 2016. No revisions or modifications are permitted to the codes without prior approval of the Building Codes Council. Due to this mandate, the City needs to adopt the new versions of the codes by reference through an Ordinance. The City's Fire Marshal requested the addition of the appendices listed below in the adoption of the 2015 International Fire Codes.

Appendix A: Board of Appeals
Appendix B: Fire Flow Requirements
Appendix C: Fire Hydrants
Appendix D: Fire Apparatus Access
Appendix J: Fire Department Building Signs

Council Member Almond made a motion to approve first reading of an Ordinance amending the City of Cayce Code of Ordinances to adopt the Technical Codes as listed in the Ordinance. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

C. Discussion and Approval of Ordinance 2016-06 Approving and Adopting a Stormwater Enforcement Response Plan – Second Reading

Ms. Vance stated that Staff was requesting approval and adoption of a formal Stormwater Enforcement Response Plan (ERP). The ERP is required as a part of the SCDHEC Small Municipal Separate Storm Sewer System (SMS4) permit. The ERP was created as a joint effort with members of the Lexington County Stormwater Consortium (LCSC) in accord with City Ordinance 2007-1.

Ms. Vance stated that City Ordinance 2007-1 authorizes the implementation and enforcement of the Lexington County Stormwater Management Ordinance within the corporate limits of the City. The ERP describes the City's policies and procedures regarding enforcement of the Lexington County Stormwater Management Ordinance and the Lexington County Land Development Manual in accord with City Ordinance 2007-1. She stated that adoption of these policies and procedures is mandatory for continued participation in the Lexington County Stormwater Consortium. The ERP was forwarded to the City Attorney for review and approval. She stated that all of his recommendations have been made to the final document.

Council Member Almond made a motion to approve adopting the formal Stormwater Enforcement Response Plan on second reading. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Vance stated that the pavilion for the new park in Riverland Park had been built and looked great. She stated that the project should be complete in the next month or so. The improvements to Guignard Park are scheduled to be complete by the end of June. She stated that the new fencing still needed to be installed. The new sign for Guignard Park was erected and she stated that it looked fantastic. She stated that there would be a re-opening celebration for both parks in the near future.

Ms. Vance stated that the bids for the Newman Boat Landing project were due on June 20 and at that time staff could proceed with having the docks repaired. She stated that the new building for the Parks and Sanitation departments had to be rebid since the two quotes that staff received were both over budget. Ms. Vance stated that the new bids were due June 15. She stated that a sewer pump station will have to be built for the addition of the building. She stated that the design work for the repairs to Phase II of the Riverwalk were underway. She stated that the repair work for Phase I had been bid out as well and the repairs should start soon.

Ms. Vance stated that the \$18,000 total for the landscape project at City Hall did include installation of the new plants and trees and installation of the irrigation system. She stated that the work would be done by a nursery and that Parks staff would not have to work on this project.

Council Member Jenkins asked if the dock at the Boat Landing was a floating dock or pilings. Mr. Greenwood stated that it was a floating dock on pilings. He stated that staff had to put back exactly what was there before or would have to go through the entire permitting process again.

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:

Museum Commission – April 6, 2016
Events Committee – April 14, 2016
Planning Commission – March 21, 2016

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

B. Appointments and Reappointments

Mayor Partin stated that Mr. Danny Creamer's position on the Events Committee expired in June and the Committee recommended him for reappointment. Council Member Jenkins made a motion to reappoint Mr. Creamer to the Events Committee. Council Member Carter seconded the motion which was unanimously approved by roll call vote. Ms. Robin DiPietro's term on the Board of Zoning Appeals expired in June and she would like to serve again. Council Member Almond made a motion to reappoint Ms. DiPietro to the Board. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Mayor Partin stated that there were currently five open positions on the Public Safety Foundation. She stated that the City received a potential member application from Mr. Joseph Dickey. Council Member Carter made a motion to appoint Mr. Dickey to the Public Safety Foundation. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Council Comments

Council Member Almond thanked staff for their hard work in balancing the budget.

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 funding of a waterline project

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

Reconvene

After the Executive Session was concluded, Council Member Almond made a motion to reconvene the Regular meeting. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Mayor Partin announced

that no vote was taken in Executive Session other than to adjourn and resume the Regular meeting.

Possible Actions by Council in follow up to Executive Session

There was not any action in follow up to Executive Session

Adjourn

There being no further business, Council Member Almond made a motion to adjourn the meeting. Council Member Corley seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 6:53 p.m.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, Municipal Clerk



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CITY MANAGER
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ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

CITY OF CAYCE Public Hearing and Special Council Meeting June 22, 2016

A Public Hearing was held at 5:00 p.m. in Council Chambers to obtain public comment on the annual budget for the City of Cayce for FY16-17 and the establishment of new fees and fee amounts to be adopted as part of the budget ordinance for the City of Cayce. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, and James Jenkins, City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood, Mendy Corder, Municipal Clerk, Garry Huddle, Municipal Treasurer and Public Safety Director Byron Snellgrove. Mayor Partin asked if members of the press and the public were duly notified of the Public Hearing in accordance with the FOIA. Ms. Corder confirmed they were notified.

Opening Statement

Mayor Partin stated that the City's expenditures and revenues were balanced at \$11,873,880. She stated that there were not any increases in taxes or fees except an additional \$1.50 added to the residential sanitation fee. She stated that the increase in the fee was in keeping with the plan to make residential sanitation self-sustaining.

Public Testimony

No one from the public in attendance offered any public testimony or comment.

Close Hearing

Mayor Partin closed the public hearing noting that no public comment was received.

The Special Council Meeting immediately followed the Public Hearing at 5:10 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, and James Jenkins. City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood, Municipal Clerk Mendy Corder, Garry Huddle, Municipal Treasurer and Public Safety Director Byron Snellgrove were also in attendance. Mayor Partin asked if members of the press and the public were duly notified of the Council Meeting in accordance with the FOIA. Ms. Corder confirmed they were notified.

Mayor Partin called the meeting to order. Council Member Carter gave the invocation and Mayor Partin lead the assembly in reciting the Pledge of Allegiance.

Public Comments Regarding Items on the Agenda

Ms. Corder advised that no one had signed up for Public Comment.

Ordinances

- A. Discussion and Approval of Ordinance 2016-07 to Adopt an Annual Budget, Levy a Property Tax, and Provide Revenue for the City of Cayce for the Fiscal Year Ending June 30, 2017, and To Adopt and Establish Certain New Fees with Fee Amounts for Certain Existing Fees – Second Reading

Council Member Almond made a motion to approve Ordinance 2016-07. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

- B. Discussion and Approval of Ordinance 2016-08 Amending Section 10-31 ("Adoption of codes by reference") of Chapter 10 ("Buildings and Building Regulations") of the Code of Ordinances of the City of Cayce – Second Reading

Council Member Jenkins made a motion to approve Ordinance 2016-08. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Other

- A. Discussion and Approval of RFP Award for the Pole Building for New Offices and Storage for Parks and Sanitation Departments

Ms. Vance stated that Council approved using up to \$170,000 of General Fund balance and Hospitality Tax Funds to construct a multi-use building for the Parks and Sanitation departments at the February 2, 2016 Council Meeting. She stated that City staff initially bid the project out as one project that included the pole building, the concrete slab and the interior construction. The City received two bids for the entire project; one for \$199,702.50 and the other for \$299,747. At that time, staff decided to bid the project out separately in the hopes of not exceeding the approved amount of \$170,000 for the project. The pole building and the interior construction were advertised on SCBO. Staff requested bids from local businesses for the concrete work.

Ms. Vance stated that by bidding the project out separately the new cost for the project was \$192,490. She stated that staff was asking Council to award the pole building

to Hoover Buildings who had the lowest bid in the amount of \$53,388. and authorize the City Manager to execute a contract between the City of Cayce and Hoover Buildings. She stated that staff was also asking Council to approve using up to \$210,000 of General Fund balance and Hospitality Tax Funds for the entire project to cover any unforeseen issues that may arise.

Council Member Carter made a motion to approve the low bid from Hoover Buildings in the amount of \$53,388.00 and authorize the City Manager to execute a contract between the City of Cayce and Hoover Buildings. Council Member Almond seconded the motion. Council Member Jenkins asked if the project was still a turnkey project. Ms. Vance confirmed that the project was turnkey. The motion was unanimously approved by roll call vote.

B. Discussion and Approval of RFP Award for the Interior Construction for New Offices for Parks and Sanitation Departments

Ms. Vance stated that staff was asking Council to approve the low bid from JRC Specialty in the amount of \$115,265. for the interior construction and authorize the City Manager to execute a contract between the City of Cayce and JRC Specialty. Council Member Carter made a motion to approve the low bid and authorize Ms. Vance to execute a contract between the City and JRC Specialty. Council Member Almond seconded the motion which was unanimously approved by roll call vote. Ms. Vance stated that the concrete slab cost was under \$20,000 so it did not have to be advertised on SCBO. She stated that staff was purchasing the light and plumbing fixtures to save money. Council Member Carter made a motion to approve using up to \$210,000 of General Fund balance and Hospitality Tax Funds for the entire project to cover any unforeseen issues. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Committee Matters

A. Appointments and Reappointments

Ms. Corder stated that she mistakenly put on the agenda that there were three openings on the Events Committee when there were actually four including the reappointment of one of the members. She stated she would bring the reappointment of the current member back before Council at the July Council Meeting. Mayor Partin stated that the Events Committee currently had three open positions. The City had received four potential member applications. The Committee met and voted to recommend the appointment of Mr. Robert Myers, Ms. Susanna Young and Mr. Brandon Young. The Committee suggested appointing Ms. Teresa Mitchell as soon as there is another opening. Council Member Carter made a motion to appoint Mr. Myers

and Mr. and Mrs. Young. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Mayor Partin stated that Mr. Elroy Broehm's term on the Planning Commission expires in July and he would like to serve again. Council Member Jenkins made a motion to reappoint Mr. Broehm to the Planning Commission. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Council Comments

Mayor Partin stated that Council Member Corley was traveling but would be back for the July 5, 2016 Council Meeting. She stated that former Council Member Ken Jumper's birthday was that week and she wished him a happy birthday.

Executive Session

- A. Receipt of legal advice relating to a claim and potential claim by the City and other matters covered by the attorney-client privilege
- B. Discussion of negotiations incident to proposed contractual arrangements between the City of Cayce and Lexington School District Two
- C. Discussion of negotiations incident to proposed contractual arrangements with MPA Strategies

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

Reconvene

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

Possible Actions by Council in follow up to Executive Session

There was not any action in follow up to Executive Session.

Adjourn

There being no further business, Council Member Carter 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 5:40 p.m.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, Municipal Clerk

The City of Cayce Public Safety Foundation has been instrumental in acquiring safety gear for the Public Safety Department. Tasers, bulletproof vests, chainsaws and other tools are just some of the items that have been purchased in the last few years. The Public Safety Foundation has hosted several events over the years to raise the money for these items. The Cayce Serves Tennis Tournament, held at the Cayce Tennis Center, has been the primary event. Kay Hutchinson, a City employee, has been the driving force behind the tournament. I have seen her work tirelessly to recruit volunteers, players and sponsors to ensure the event is a success. As a testament to her dedication, she does all this even though she is no longer a voting member of the Public Safety Foundation. For this dedication and her general love of the City, I respectfully nominate Kay Hutchinson for the Whole Sole Award.

Shaun Greenwood
Assistant City Manager

Memorandum

To: Mayor and Council

From: Rebecca Vance, City Manager
Shaun Greenwood, Assistant City Manager
Monique Ocean, Planning and Zoning Tech

Date: June 28, 2016

Subject: First Reading of an Ordinance to amend the Land Use Plan (2019) Map of the City of Cayce Comprehensive Plan: 2010-2020

ISSUE

First Reading of an Ordinance to amend the Land Use Plan (2019) Map of the City of Cayce Comprehensive Plan: 2010-2020.

BACKGROUND/DISCUSSION

Council approval is needed for the First Reading of an Ordinance to approve revisions to the City's Land Use Plan (2019) Map. The Comprehensive Plan is designed to be an adjustable document, fluctuating with the changes to the City. The request to amend the City of Cayce Land Use Map (2019), also known as the future land use plan, is to include map changes brought about by existing or future development. The outcome of the amendment involves changes to the map that must be included to process annexations and/or rezoning requests and for continued compliance with the goals of the Comprehensive Plan.

The Land Use Plan is one of the planning elements of the Cayce Comprehensive Plan. The corresponding map is meant to guide the systematic growth and development of the City. The zoning categories identified on this map are intentionally broad and are used to guide decisions on how the built environment will be shaped. The character of current and pending development within the City requires revisions to the map and eventually to the text of the Comprehensive Plan. This request will be the first in a series of changes to ensure the City is properly adjusting to future needs.

Detailed below are the specific changes proposed in this request:

- Reclassifying the property immediately adjacent to the I-77 interchange on 12th Street from PMU (Planned Mixed Use) to TA (Transitional Area)
- Adding three parcels of land off of Alex Drive and adding a designation of RD (Residential Density Flex)

- 4 Residential lots on H Avenue, reclassifying from TA to RC (Residential Conservation / Infill)
- Property located adjacent to I-77 interchange and Charleston Highway, reclassifying from PMU to CBI (Commercial Business / Industrial)
- 2 properties at the I-77 interchange and Bluff Road, reclassifying from PMU to CBI

The Planning Commission considered the amendments to the Land Use Plan (2019) Map at a special called meeting on June 23, 2016. A Public Hearing was held at the meeting for public input. Residents from G and H Avenues did attend the Public Hearing and spoke in favor of the proposed changes.

The Planning Commission unanimously recommended Council approve the requested amendments.

RECOMMENDATION

The Planning Commission recommends Council approve the First Reading of an Ordinance amending the Land Use Plan (2019) Map of the City of Cayce Comprehensive Plan: 2010-2020.

The amended Land Use Plan (2019) Map is attached.

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

ORDINANCE 2016-09
Amending the Land Use Plan (2019)
Map of the City of Cayce
Comprehensive Plan: 2010-2020

WHEREAS, Council has determined that it is in the best interest of the public to amend the Land Use Plan (2019) Map of the City’s Comprehensive Plan so as to include changes that have been brought about by existing or future development; and

WHEREAS, the Planning Commission held a special called public hearing on this request to receive comments from the public; and

WHEREAS, the Planning Commission met on June 23, 2016, to review public comments and vote on recommending the amended Land Use Plan (2019) Map and unanimously decided that they do recommend this amendment as shown on the attached map,

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Cayce, in Council, duly assembled, that the Land Use Plan (2019) Map of the City’s Comprehensive Plan is hereby amended as shown on the attached map.

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

DONE IN MEETING DULY ASSEMBLED, this _____ day of _____ 2016.

Elise Partin, Mayor

Attest:

Mendy Corder, Municipal Clerk

First Reading: _____

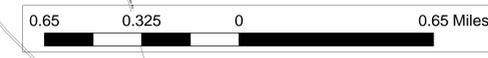
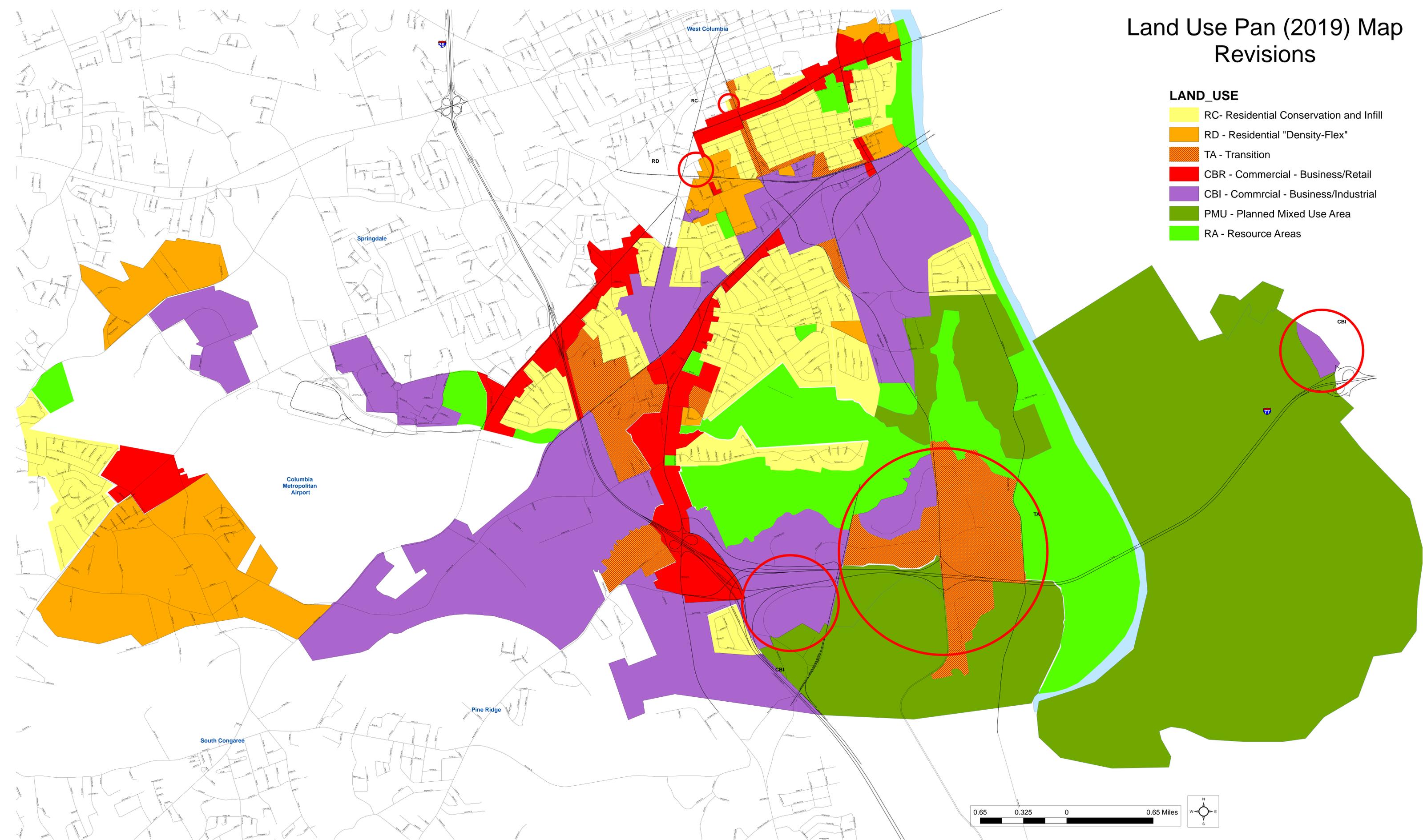
Second Reading and Adoption: _____

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

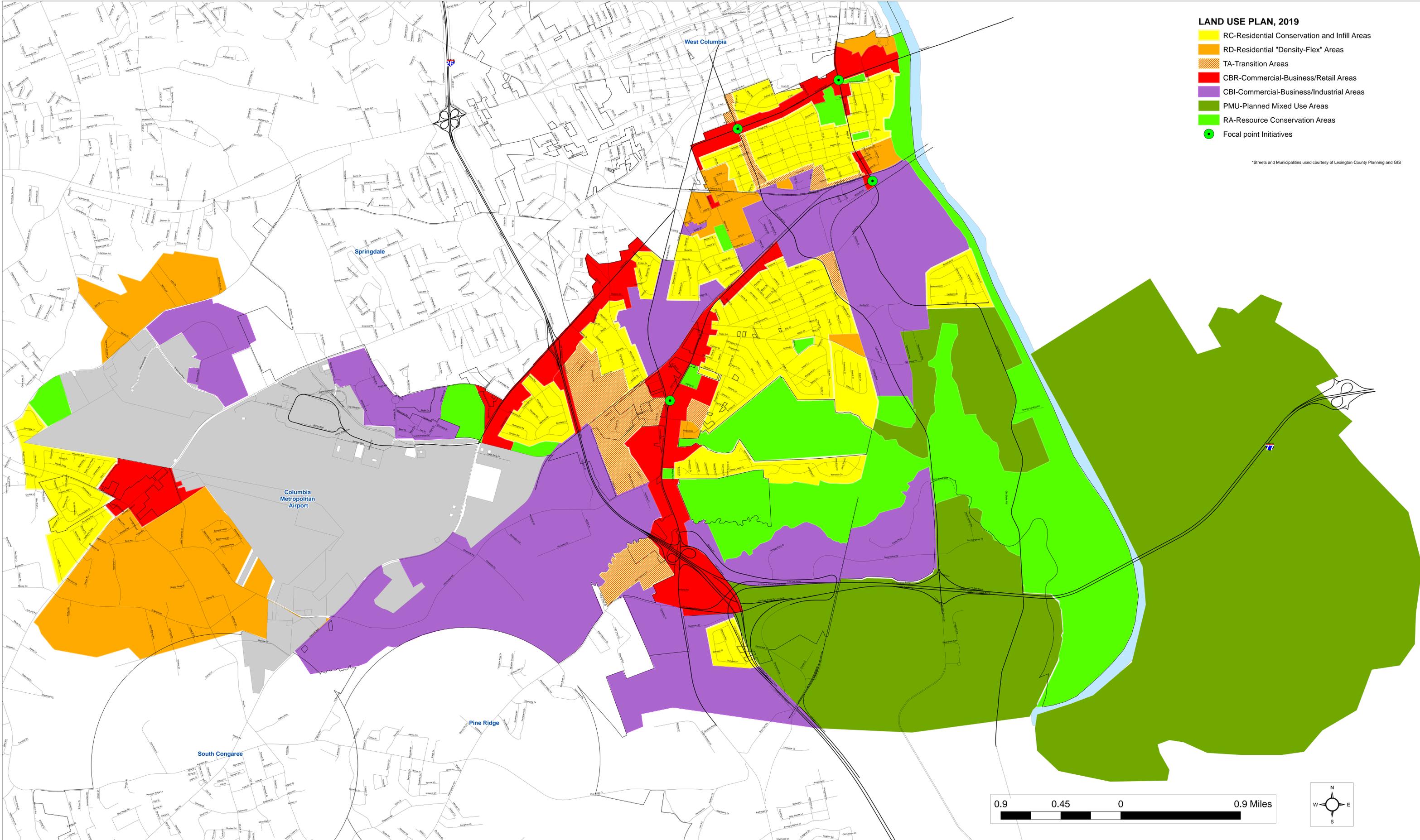
Land Use Pan (2019) Map Revisions

LAND_USE

- RC- Residential Conservation and Infill
- RD - Residential "Density-Flex"
- TA - Transition
- CBR - Commercial - Business/Retail
- CBI - Commrcial - Business/Industrial
- PMU - Planned Mixed Use Area
- RA - Resource Areas



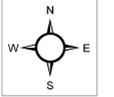
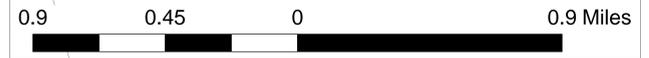
*Streets and Municipalities used courtesy of Lexington County Planning and GIS



LAND USE PLAN, 2019

- RC-Residential Conservation and Infill Areas
- RD-Residential "Density-Flex" Areas
- TA-Transition Areas
- CBR-Commercial-Business/Retail Areas
- CBI-Commercial-Business/Industrial Areas
- PMU-Planned Mixed Use Areas
- RA-Resource Conservation Areas
- Focal point Initiatives

*Streets and Municipalities used courtesy of Lexington County Planning and GIS





South Carolina
DEPARTMENT OF
JUVENILE JUSTICE
Sylvia Murray, Director

P.O. Box 21069
Columbia, SC 29221-1069

www.state.sc.us/djj



Nikki R. Haley
Governor
State of South Carolina

July 1, 2016

JUN 6 2016

City of Cayce
Administrator
P. O. Box 2004
Cayce, South Carolina 29171-2004

Dear Administrator:

Enclosed please find a Memorandum of Agreement (MOA) for the provision of secure detention services with the Department of Juvenile Justice's (DJJ) Detention Center for fiscal year 2016 - 2017. All substantive terms and conditions contained in this agreement are the same as those contained in last year's agreement. The per diem rate is **\$50.00 per day** for any juvenile housed at our detention facility.

This agreement will not obligate you in any way unless your agency/department chooses to, or is ordered by a court to, detain a juvenile awaiting trial or sentencing. Should you anticipate the need to use our facility anytime during the 2016 - 2017 fiscal year, please sign the enclosed contract within 30 days of receipt and **return to: Department of Juvenile Justice, Attention: Crayman Harvey, Facility Administrator, Juvenile Detention Center, 1725 Shivers Road, Columbia, South Carolina 29210. This agreement will not be accepted by the department if altered or amended in any way.**

In addition, in lieu of detaining juveniles in DJJ's secure detention center, the Department has developed the Detention Alternative Placement Program (DAP) by contracting with a number of providers throughout the state to offer alternatives to secure detention for non-violent offenders. This service of DAP is being made available through the Foster Care and Group Care providers at no cost to you. **We would encourage you to make all public safety or local law enforcement in your jurisdiction aware of this alternative to secure detention so that they can utilize this "no cost" option, whenever they determine such to be appropriate.** Additional information about these options can be obtained by contacting your local DJJ County Director or by calling DJJ's Office of Community Alternatives at (803) 896-9117.

Should you have any questions, please contact Sharonda Sutton, Interim Deputy Director of Rehabilitative Services at (803) 896-9797. Your timely response is appreciated.

Sincerely,

Sylvia Murray
Director

SM/fkb

Enclosure

cc: Crayman Harvey, Facility Administrator of DJJ Detention Center
Sharonda Sutton, Interim Deputy Director of Rehabilitative Services

**MEMORANDUM
OF
AGREEMENT
FOR THE DETENTION OF JUVENILES**

THIS AGREEMENT is made this 1 day of July, 2016, by and between the South Carolina Department of Juvenile Justice (DJJ) by and through its duly authorized employee and the governing body of City of Cayce, hereinafter referred to as City of Cayce, by and through its duly authorized official and/or employee;

WHEREAS, the Juvenile Detention Act of 1990, in compliance with the Juvenile Justice and Delinquency Prevention Act of 1974, mandates, in effect, that juveniles who are held in detention be confined in separate and distinct facilities from adults similarly confined; and

WHEREAS, City of Cayce does not operate or manage its own detention facility for juveniles, or otherwise have such a facility available to it for the detention of juveniles; and

WHEREAS, DJJ operates a facility for the detention of juveniles, along with an array of other residential placements for juveniles, who are awaiting their return to another jurisdiction or state, or awaiting their adjudication and/or dispositional hearings in the Family or General Sessions Courts of this State, which have passed all necessary state inspections or approvals, and are suitable for the detention of juveniles; and

WHEREAS, the General Assembly has mandated that “the governing body of the law enforcement agency having original jurisdiction (over) where the offense occurred” be responsible for paying a portion of the costs of the detention services for juveniles provided by DJJ, who are charged with committing crimes within the governing body’s jurisdictional limits;

NOW THEREFORE, in consideration of the mutual promises contained herein, it is agreed as follows:

DJJ will admit into its Juvenile Detention Center in Columbia, and detain such juveniles in this Center, subject to its design/operational capacity and any limitations set forth in Section 63-19-830 (A), those juveniles who are charged with committing criminal/status offenses within the jurisdictional limits of the above listed entity and who have been/are:

1. qualified to be placed in secure detention (as determined by Section 63-19-820 (B), which the local law enforcement entity wishes to have detained prior to a detention hearing before the Family Court; or
2. ordered to be taken into custody and detained by the Family Court or other lawful authority; or

MEMORANDUM OF AGREEMENT
PAGE 2

3. pending waiver or juveniles (16 and below) who have been waived to the Court of General Sessions to be tried as adults; or
4. 16 years old and charged as an adult with committing a Category A-D felony.

Acceptance and retention of detainees in its Juvenile Detention Center will be on a space available basis and will be in accordance with admission and detention criteria established by DJJ. However, City of Cayce agrees to remove any detainees accepted and detained under criteria 4 above, on or within one week after that detainee's 17th birthday.

City of Cayce agrees to assign an open Purchase Order Number _____, to be effective from July 1, 2016 to June 30, 2017.

The per diem rate for detention which is to be paid by "the governing body of the law enforcement agency having original jurisdiction where the offense occurred," is \$50.00 per 24-hour day. (Detention periods of between from 1 to 23 hours shall be charged as a ½ day charge of \$25.). Payments to DJJ are to be made on a monthly basis as the costs accrue.

DJJ agrees to bill City of Cayce on a monthly basis; said bills to be sent on or before the 15th day of the month after the month where the costs are incurred, with payment to be made on or before the first (1st) day of the following month. Additionally, DJJ agrees to periodically provide City of Cayce with a report on City of Cayce's use of the DJJ Detention Facility. This report will reflect the status of juveniles being detained for periods greater than 30 days.

The "local law enforcement agency having jurisdiction where the offense was committed" shall be responsible for transporting all juveniles to and from DJJ's Juvenile Detention Center. However, a local law enforcement entity may enter into agreements with other local law enforcement agencies or other entities for transporting of a juvenile to and from DJJ's Juvenile Detention Center and the fact that a particular local law enforcement agency or entity transports a juvenile to or from DJJ shall not be determinative as to which law enforcement agency has jurisdiction over the offense committed or necessarily obligate the governing board of the transporting entity to pay for the cost of that juvenile's detention.

In accordance with Act #571 of 1990, relating to Juvenile Detention and consistent with the criteria outlined in DJJ Community Services Policies and Procedures (DJJ Detention Screening Process; Policy Number F-7.0), no juvenile shall be placed in and/or transported to, a DJJ detention facility until law enforcement has notified DJJ and DJJ has conducted a detention screening, or until a Family Court Judge or other judicial official, has determined that placement in secure detention is appropriate.

MEMORANDUM OF AGREEMENT
PAGE 3

City of Cayce shall provide the DJJ Juvenile Detention Center with all relevant information pertaining to the juvenile, including medical history/limitations/pre-existing conditions, known psychological and psychiatric problems, charges pending before the court, and completed screening or detention forms if such records or information are in the possession of, or otherwise known to, the transporting law enforcement agency.

DJJ's Juvenile Detention Center shall have the right to refuse admission when a juvenile is presented for placement without an appropriate detention order signed by the Court or detention referral papers, completed and signed by a DJJ employee or screening agent. DJJ's Juvenile Detention Center shall also have the right to refuse admission when a juvenile is deemed inappropriate by the Center for placement due to psychological/psychiatric problems, age, history, not meeting referral/admissions criteria, indications of alcohol or other drug intoxication, medical condition which requires emergency or immediate medical care or treatment or for any other reason which puts the Center at risk, should such a juvenile be accepted.

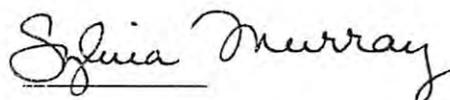
DJJ shall not be financially responsible for the cost of medical care provided to a juvenile detained in its juvenile detention center for any injury, illness, condition, or medical need that pre-existed the juvenile's admission to its Detention Center.

Detention services provided by DJJ shall commence upon execution of this contract and terminate, unless this contract is reauthorized and renewed, on July 1, 2016. Either party may cancel this agreement upon thirty (30) days' written notice.

Sums paid or payable under this contract shall not exceed \$ _____ for fiscal year 2016-2017 as determined by both parties. However, if juveniles continue to be presented for secure detention by City of Cayce once the above budgeted amount has been reached, City of Cayce agrees to pay for the cost of any additional detainees as provided for in the paragraph addressing detention rates.

APPROVED:

Administrator/Manager
(or other Authorized Official)


Sylvia Murray, Director
South Carolina Department of Juvenile Justice

Date

July 1, 2016
Date

**MEMORANDUM
OF
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FOR THE DETENTION OF JUVENILES**

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WHEREAS, the Juvenile Detention Act of 1990, in compliance with the Juvenile Justice and Delinquency Prevention Act of 1974, mandates, in effect, that juveniles who are held in detention be confined in separate and distinct facilities from adults similarly confined; and

WHEREAS, City of Cayce does not operate or manage its own detention facility for juveniles, or otherwise have such a facility available to it for the detention of juveniles; and

WHEREAS, DJJ operates a facility for the detention of juveniles, along with an array of other residential placements for juveniles, who are awaiting their return to another jurisdiction or state, or awaiting their adjudication and/or dispositional hearings in the Family or General Sessions Courts of this State, which have passed all necessary state inspections or approvals, and are suitable for the detention of juveniles; and

WHEREAS, the General Assembly has mandated that “the governing body of the law enforcement agency having original jurisdiction (over) where the offense occurred” be responsible for paying a portion of the costs of the detention services for juveniles provided by DJJ, who are charged with committing crimes within the governing body’s jurisdictional limits;

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1. qualified to be placed in secure detention (as determined by Section 63-19-820 (B), which the local law enforcement entity wishes to have detained prior to a detention hearing before the Family Court; or
2. ordered to be taken into custody and detained by the Family Court or other lawful authority; or

**MEMORANDUM OF AGREEMENT
PAGE 2**

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City of Cayce agrees to assign an open Purchase Order Number N/A, to be effective from July 1, 2015 to June 30, 2016.

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DJJ agrees to bill City of Cayce on a monthly basis; said bills to be sent on or before the 15th day of the month after the month where the costs are incurred, with payment to be made on or before the first (1st) day of the following month. Additionally, DJJ agrees to periodically provide City of Cayce with a report on City of Cayce's use of the DJJ Detention Facility. This report will reflect the status of juveniles being detained for periods greater than 30 days.

The "local law enforcement agency having jurisdiction where the offense was committed" shall be responsible for transporting all juveniles to and from DJJ's Juvenile Detention Center. However, a local law enforcement entity may enter into agreements with other local law enforcement agencies or other entities for transporting of a juvenile to and from DJJ's Juvenile Detention Center and the fact that a particular local law enforcement agency or entity transports a juvenile to or from DJJ shall not be determinative as to which law enforcement agency has jurisdiction over the offense committed or necessarily obligate the governing board of the transporting entity to pay for the cost of that juvenile's detention. (Insert Copy A below)

In accordance with Act #571 of 1990, relating to Juvenile Detention and consistent with the criteria outlined in DJJ Community Services Policies and Procedures (DJJ Detention Screening Process; Policy Number F-7.0), no juvenile shall be placed in and/or transported to, a DJJ detention facility until law enforcement has notified DJJ and DJJ has conducted a detention screening, or until a Family Court Judge or other judicial official, has determined that placement in secure detention is appropriate.

— Copy A - DJJ shall be responsible for transporting juveniles to and from its Juvenile Detention Center in Columbia and any staff secure or community residence placement to which it assigns a juvenile detainee.

MEMORANDUM OF AGREEMENT
PAGE 3

City of Cayce shall provide the DJJ Juvenile Detention Center with all relevant information pertaining to the juvenile, including medical history/limitations/pre-existing conditions, known psychological and psychiatric problems, charges pending before the court, and completed screening or detention forms if such records or information are in the possession of, or otherwise known to, the transporting law enforcement agency.

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~~DJJ shall not be financially responsible for the cost of medical care provided to a juvenile detained in its juvenile detention center for any injury, illness, condition, or medical need that pre-existed the juvenile's admission to its Detention Center.~~

Detention services provided by DJJ shall commence upon execution of this contract and terminate, unless this contract is reauthorized and renewed, on July 1, 2016. Either party may cancel this agreement upon thirty (30) days' written notice.

Sums paid or payable under this contract shall not exceed \$ 4,000. for fiscal year 2015-2016 as determined by both parties. However, if juveniles continue to be presented for secure detention by City of Cayce once the above budgeted amount has been reached, City of Cayce agrees to pay for the cost of any additional detainees as provided for in the paragraph addressing detention rates.

APPROVED:

Administrator/Manager
(or other Authorized Official)



Sylvia Murray, Director
South Carolina Department of Juvenile Justice

Date

July 1, 2015
Date

THE HOUSING AUTHORITY OF THE CITY OF CAYCE, S.C.
February 16, 2016

The Board of Commissioners of The Housing Authority of the City of Cayce, S.C. convened at 5:10 P.M., Tuesday, February 16th, 2016 in the Cayce museum.

The Chairman called the meeting to order and upon roll call, those present and absent were as follows:

PRESENT: Jack L. Sightler, Jr., Chairman
Bruce Smith, Chair-Elect
Silvia Sullivan, Commissioner
Gilbert Walker, Secretary

ABSENT: Janice Mixon, Commissioner

STAFF: Howard Thomas, Lee McRoberts, Angel Cruz, Arthur Robertson, Melanie Baker

Mr. Smith opened with a prayer.

Upon motion of Mr. Smith, seconded by Ms. Sullivan the minutes of the regular and annual meetings held October 20th, 2015 were unanimously approved.

Mr. Robertson gave the Operations Report for December, January and February. He stated that no accounts were sent to the Magistrate, there were no accounts over thirty days old, 15 work orders were received in December, 28 were received in January, 11 received in February, all were completed in December and January and 8 completed to date in February. No emergency work orders were received and no work orders remain.

Chief Cruz gave an update on security in Cayce. There were three reports since the last meeting all of minor nature. All were fairly minor and resolved by Cayce PD.

Mr. Thomas gave an update on RAD. After working through the financial specifics of the program and consulting with HUD, it was determined that transitioning to the program would not be in the best interests of the Cayce Housing Authority. The initial 60,000 units accepted received a higher rent allotment per unit; those rents were reduced for the units after that cutoff and it would not cash flow based on those numbers. Mr. Walker said that a number of housing authorities are pulling out of the program due to these changes. Cayce will not incur any penalty for dropping out and will continue to get subsidy and capital funds.

Ms. Griffin gave an update on FSS activities. Residents attended several USC women's basketball games. Edventure continues to come to the community room the 2nd Monday of each month to conduct cooking classes. A community resource fair was held recently to make residents aware of services that are available. The first Cayce resident

has completed Career Development training and staff are working with them to find employment. There was a general discussion regarding a free GED program being run out of Airport high school, Mr. Smith is closely involved with the program and encouraged staff to make the program available to residents.

Mr. Walker gave a briefing on the proposed Smoke Free Policy. HUD is currently working on new regulations that will require all public housing to be smoke free within 18 months of the final regs being published. Staff is working to formulate implementation beginning with all new properties being designated "Smoke Free". By putting this policy into place, HUD anticipates saving a considerable amount of money in maintenance costs and fire prevention. More details will be made available once the regulations have been issued.

There being no additional business, the meeting adjourned at 5:45 pm.

Secretary

APPROVED: _____

THE HOUSING AUTHORITY OF THE CITY OF CAYCE, S.C.
April 12th, 2016

The Board of Commissioners of The Housing Authority of the City of Cayce, S.C. convened at 5:15 P.M., Tuesday, April 12th, 2016 in the Cayce Museum.

The Chairman called the meeting to order and upon roll call, those present and absent were as follows:

PRESENT: Jack L. Sightler, Jr., Chairman
Bruce Smith, Chair-Elect
Janice Mixon, Commissioner
Gilbert Walker, Secretary

ABSENT: Silvia Sullivan, Commissioner

STAFF: Howard Thomas, Lee McRoberts, Arthur Robertson,
Nancy Stoudenmire, Donzell Mitchell, Shate Griffin

Mr. Smith opened with a prayer.

Upon motion of Ms. Sullivan, seconded by Mr. Smith the minutes of the regular and annual meetings held February 16, 2016 were unanimously approved.

Mr. Robertson gave the Operations Report for February, March and April. He stated that no accounts were sent to the Magistrate, there were no accounts over thirty days old, 24 work orders were received in February, 20 received in March and 5 to date in April, 24 were completed in February, 20 completed in March and 1 completed to date in April. No emergency work orders were received.

Officer Bennett gave a briefing on security. All were minor. Once incident involved a resident that was subleasing his unit; the resident will be evicted.

Mrs. Stoudenmire presented the 2016 – 2017 Agency Plan. The format for the Plan changed and submission documents have been changed based on the PHA's size and performance designation. Staff has been working on the plan all year long and will submit by April 18, 2016 per HUD guidelines.

Cayce is a High Performing PHA with an inventory of 41 units. There are 12 1 bedroom units, 12 2 bedroom units, 13 3 bedrooms and 4 4 bedroom units.

There are currently 456 applications are currently on file for Cayce, which is down from 1,049 applications last year. Two and three bedroom units are the most requested. The average family size is 2.64 and the average family income is \$32,072.

There are 3 major changes to the Admissions and Continued Occupancy Policy this year; smoke free public housing, inappropriate bedroom size and over income families. Cayce received a good audit for 2015 and is operating on a budget of \$212,630 annually.

Several residents in Cayce have achieved homeownership and staff is currently working with other families who wish to purchase homes.

Incident reports increased by 2 compared to the previous year, there were 19 crimes in 2015 versus 17 in 2014. Staff continues to work closely with local law enforcement.

The Violence Against Women Act was changed to include sexual assault, provided clearer definitions, established time periods and was expanded to include the HOPWA, Homeless and other housing programs.

Goals and objectives for the Agency are increasing the number of affordable housing units in the community, promoting self sufficiency of the residents and ensuring fair housing for all citizens.

The possible disposition of the 2 acres at Spencer Place was included in case an opportunity arises to develop that land. RAD was explored but decided not to be a benefit to Cayce.

All certifications required to be submitted with the plan have been completed. The Resident Advisory Board met on April 8th and was received the Plan favorably. The conversion to Smoke Free was the biggest topic of discussion and all residents in attendance at the RAB meeting were in favor of the policy.

Smoke free will be implemented in Cayce beginning July 1, 2016; all units in the Columbia Housing Authority's inventory will be smoke free by December, 2017. Smoking will no longer be allowed in public housing units or within 25 feet of buildings. Staff is working with LRADAC and other agencies to provide resources to residents wanting to quit.

Mrs. Stoudenmire opened the floor to comments or questions. There was a general discussion regarding the implementation of smoke free. Mr. Robertson said that staff is looking at outside options for smokers now and will provide some sort of shelter that meets the requirements of the regulations.

Upon motion of Mr. Sightler, seconded by Mr. Smith, the Annual Plan was unanimously approved.

Mr. Thomas stated that HUD inspections have been scheduled for the Cayce Housing Authority the 1st and 2nd of June. Approximately 15-20 homes will be selected randomly. Staff is generating work orders on units now to correct any possible issues.

Mr. Sightler asked for an update on the possible purchase of Judge Green's property. Mrs. Stoudenmire said staff is still interested but the Lexington County Director of Community Development recently left and the new Director has not been briefed on the proposal. Ms. Stoudenmire said that she will meet with him to explain the project and request additional funds in the new fiscal year.

Mr. Thomas introduced Donzell Mitchell, Director of Public Housing.

There being no additional business, the meeting adjourned at 6:06 pm.

Secretary

APPROVED: _____

CITY OF CAYCE
EVENTS COMMITTEE MEETING MINUTES
Council Chambers
May 12, 2016

Present: Dave Capps, Cindy Pedersen, Kimberly Christ, Danny Creamer, Maxine Creamer, Amy Roper, and Rachel Scurry

Absent, Excused: Jason Munsell and Frankie Newman,

City Representatives Present: Kara Carmine, Mendy Corder, and James Denny

Consultants: John Banks and Sheila Starkey

Chairperson Danny Creamer called the meeting to order.

The minutes of the April 14, 2016 meeting were reviewed and approved as written.

Congaree Bluegrass Festival, Saturday, October 1, and Sunday, October 2, 2016

Saturday's line-up includes Doyle Lawson and Quicksilver, Edgar Laudermilk Band, Steve Wilson Bandjo Co., and Slope Valley

Sunday afternoon's line-up includes Left Lane, Southern Gospel Express, and The Thomas Family.

John Banks, Sheila Starkey discussed preparations and ideas for the 2016 festival with Committee members.

- Chairman Creamer and Mr. Banks will work together on the layout of the stage and other areas within the track.
- The contract for the Speedway has been signed. Ms. Carmine and the City Risk Manager will work through any outstanding issues.
- Great line-ups for both days should create much interest and draw large crowds.
- Mr. Banks has arranged for the Avenues Neighborhood Arts Festival group to screen applications for the potters and painters interested in displaying their wares.
- Military Timeline Impressions is interested in presenting a living history group paying tribute to 200s years of military service at no cost to the CBF.
- Additional ideas include a children's music area with mini-lessons; band jam tent; dance tent with cloggers; hayride; pumpkin carving/painting, and disc golf.
- Ms. Starkey and Ms. Carmine are working on social media and web page.
- Committee members were encouraged to seek volunteers from various community and service clubs. Perhaps, college students will assist as part of their service projects.

Committee Membership

As recommended by the Committee, Council appointed Maxine Creamer to serve a two-year term on the Committee.

Ms. Cole and Mrs. Scurry will not be seeking reappointment to the Committee. Both of their terms expire in May.

The terms for Mr. Creamer and Ms. Newman will expire in June.

Guided Nature Tours, Saturday, May 7, 2016

Dr. Mancke led the tours from the Timmerman Trail at 10 am and 1 pm. Mr. Capps expressed concern with the attendees and bikes sharing the sidewalk. Dr. Mancke is scheduling events six to eight months in advance. Mr. Capps encouraged the Committee to consider booking the 2017 event by early fall 2016.

Proposed 2017 Family Event

The Subcommittee has scheduled their first meeting. They plan to report at the June meeting.

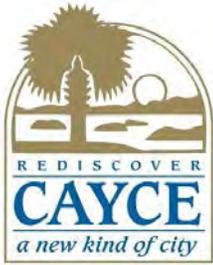
Christmas in Cayce

Ms. Carmine reported that balance forward from 2015 is approximately \$8800. The approved H-Tax funds are \$13,000 (\$10,000 for lighting/decorations and \$3000 for Carols along the Riverwalk). The approved A-Tax funds are \$10,000. A motion was made, seconded, and approved to modify the budget for new displays to a maximum of \$20,000. Committee members recommended the purchase of the Pick-a-boo Santa (\$11,400) and the Elves with Toys (\$7200). City representatives will review the display diagram, assess the current displays, and report to the Committee at the June meeting.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Rachel R. Scurry



**APPROVED MINUTES
PLANNING COMMISSION
CAYCE CITY HALL
1800 12TH STREET, CAYCE SC
Monday, May 16, 2016
6:00 PM**

I. CALL TO ORDER

The meeting was called to order by Chair Ed Fuson. Members present were Chris Kueny, Larry Mitchell, John Raley, Robert Power, and Chris Jordan. Butch Broehm was absent excused. Staff present were Monique Ocean and Layne West.

II. INTRODUCTION OF NEW MEMBER – Chris Jordan

Mr. Chris Jordan was introduced and welcomed as a new member of the Planning Commission.

III. APPROVAL OF MINUTES

A motion was made by Mr. Raley to approve the minutes of the March 21, 2016, meeting. Mr. Mitchell seconded the motion. The vote passed unanimously.

IV. STATEMENT OF NOTIFICATION

Mr. Fuson inquired if the media and the public had been duly notified of the meeting. Monique Ocean confirmed that everyone had been notified.

V. PUBLIC HEARING – Map Amendment 001-16 [A request by Staff for annexation in conjunction with an RS-4 (Single-Family, Small Lots) zoning designation. The properties are located at 1416 Alex Street (TMS#005750-09-004), 1418 Alex Street (TMS#005750-09-005) and Naples Avenue (TMS#005750-09-015).]

a. Opening Statement

Mr. West began by explaining that the 3 parcels included in the request would be conjoined after successful annexation and zoning to RS-4 (Single Family Residential). Mr. West stated that the City had purchased the property and the intent was to construct a new water tower on the property. Mr. West stated that one of the properties contained a dilapidated building that would be demolished, improving the appearance of the surrounding area. Mr. West stated that the design of the water tower was not complete so he could not comment on the height of the tower. Mr. West stated that the tower would follow required zoning regulations.

b. Public Testimony

Mrs. Berneatha Veal was present as a property owner. Mrs. Veal said that she received a notice about the request for annexation and she came to the meeting to hear more information. Mrs. Veal asked if the road would be widened and if something could be done about the run-down fences in the area. Mr. West stated that the road would not be widened and he would look into the fence issue.

c. Adjourn Hearing

With no more discussion, Mr. Fuson closed the public hearing and called for a motion.

VI. MOTION – MA001-16

A motion was made by Mr. Kueny to recommend the annexation in conjunction with an RS-4 zoning designation to Council for approval. Mr. Raley seconded the motion. The vote passed unanimously.

VII. OTHER BUSINESS

Mr. West briefed the Planning Commission on the new Property Registration Program and pointed out that the program required registration of non-owner occupied homes. Mr. West stated that the program requires the owners of these properties to register with the City and provide a local responsible party that can be contacted in the case of violations or emergencies. Mr. West stated that Staff used tax data from the Lexington County Assessor's Office and discovered that about 1,500 dwellings in the City were non-owner occupied. Mr. West stated that letters were mailed to these owners and approximately 50% responded to the City's request for information. Mr. Raley asked for clarification on code enforcement procedures and mentioned two addresses he thought were in violation. Mr. West stated that he now supervises the City's code enforcement efforts and would look into Mr. Raley's inquiries.

Mr. West stated that he was working on updates to the Zoning Ordinance. Mr. West stated that the review of the changes will be brought to the Planning Commission in stages.

VIII. ADJOURNMENT

A motion was made by Mr. Mitchell to adjourn the meeting. Mr. Power seconded the motion. All were in favor and the vote passed unanimously.

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

All open positions will be advertised on the City's website and Facebook page.

COUNCIL ACTION REQUIRED

EVENTS COMMITTEE - ONE (1) POSITION

Ms. Frankie Newman's term expired in June and she would like to serve again. The Committee recommends her for reappointment. Ms. Newman has served on the Committee since 1998. Her reappointment application is attached for Council's review.

PLANNING COMMISSION – ONE (1) POSITION

Mr. Larry Mitchell's term expires in July and he would like to serve again. Mr. Mitchell has served on the Commission since 1998. His reappointment application is attached for Council's review.

NO COUNCIL ACTION REQUIRED

The following positions have been postponed by Council until receipt of potential member applications.

ACCOMMODATIONS TAX COMMITTEE – THREE (3) POSITIONS

Two positions must be filled by someone from the motel industry in Cayce. One position must be filled by someone from the restaurant industry in Cayce.

BEAUTIFICATION BOARD – THREE (3) POSITIONS

The Board has no recommendations at this time.

BEAUTIFICATION FOUNDATION – TWO (2) POSITIONS

There are currently two open positions on the Beautification Foundation. One open position is in District 1 and the other open position is in District 4.

CONSOLIDATED BOARD OF APPEALS – TWO (2) POSITIONS

Members who serve on this Board must be either an Engineer, Contractor, Architect or Design Professional. There are no recommendations at this time.

PUBLIC SAFETY FOUNDATION – THREE (3) POSITIONS

The Foundation has no recommendations at this time.



**CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION**

Name: Ms. Frankie Newman

Home Address: Jessamine Street City, State, Zip Cayce SC 29033

Telephone: _____ E-Mail Address N/A

Resident of Cayce: { **Yes** } No Number of Years 60

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

- { Accommodations Tax Committee { Beautification Board { **Event Committee**
- { Cayce Housing Authority { Museum Commission { Planning Commission
- { Consolidated Board of Appeals { Board of Zoning Appeals

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation? { Yes { No If yes, specify below:

Work Address

Company: Lexington School District Two Position Teacher

Address: _____

City, State, Zip _____ Telephone: _____

Fax: _____ E-Mail _____

Work Experience: _____

Educational Background: Masters Degree in Education

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

Womans Club of Cayce

Volunteer Work: Events Committee, Museum Commission, Womans Club

Hobbies: _____

Return to:
Mendy Corder, Municipal Clerk
City of Cayce, P.O. Box 2004, Cayce, SC 29171-2004
Telephone: 803-550-9557 • Fax: 803-796-9072
mcorder@cityofcayce-sc.gov

CITY OF CAYCE
POTENTIAL COMMITTEE MEMBER APPLICATION



Name: LARRY MITCHELL

Home Address: HICKORY LA City, State, Zip CAYCE 29033

Telephone _____ E-Mail Address: _____

Resident of Cayce: Yes No Number of Years _____

Please indicate the Committee(s) for which you are applying:

- Accommodations Tax Committee Beautification Board Event Committee
 Cayce Housing Authority Museum Commission Planning Commission
 Housing/Constr Board of Appeals Board of Zoning Appeals

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation? Yes No If yes, specify below.

Work Address

Company: NONE Position _____

Address: _____

City, State, Zip _____ Telephone: _____

Fax: _____ E-Mail _____

Work Experience: 30 YEARS PROFESSIONAL ENGINEER,
MANAGEMENT

Educational Background: BSIE

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

Volunteer Work: God's HELPING HANDS
CAYCE UMC

Hobbies: TWOLF FISHING BEACH

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