

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, March 7, 2017
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
February 7, 2017 Regular Meeting
February 22, 2017 Special Council Meeting

II. Public Comment Regarding Items on the Agenda

III. Presentations

- A. Presentation of the Comprehensive Plan Annual Review
- B. Presentation of the Updated Priority Investment Schedule of the Comprehensive Plan

IV. Proclamations

- A. Approval of Proclamation – Wee Miss Cayce
- B. Approval of Proclamation – March for Meals

V. Other

- A. Discussion and Approval of Hospitality Tax Fund Request – Total Solar Eclipse Weekend

VI. City Manager's Report

VII. Committee Matters

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

Zoning Board of Appeals – December 19, 2016
Planning Commission – December 19, 2016
Events Committee – January 10, 2017
Museum Commission – February 1, 2017

- B. Appointments and Reappointments

Board of Zoning Appeal - One (1) Position
Public Safety Foundation - One (1) Position

VIII. Council Comments

IX. Executive Session

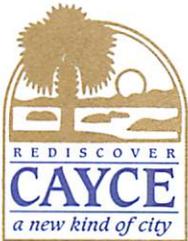
- A. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by the attorney-client privilege
- B. Discussion of negotiations incident to proposed contractual arrangements as it pertains to City rebranding

X. Reconvene

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

XII. 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 February 7, 2017

The February 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, City Bond Attorney Lawrence Flynn 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 Corley gave the invocation. Mayor Partin announced that the City is proud to honor military veterans by asking them to lead the assembly in the Pledge of Allegiance. She stated that Cayce Public Safety Captain Jim Crosland served in the United States Coast Guard on active duty 1992 through 1996 and the Coast Guard Reserves 1996 through 2001. Captain Crosland was a Boatswains Mate in the Coast Guard. He conducted Law Enforcement, Search and Rescue, and Fisheries patrols in the Atlantic Ocean.

Approval of Minutes

Council Member Almond made a motion to approve the January 3, 2017 Regular Council Meeting minutes and the January 25, 2017 Special Council Minutes as written. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Public Comment Regarding Items on the Agenda

No one signed up for Public Comment.

Presentations

A. Presentation of Whole Sole Award

Mayor Partin stated that Sgt. Matt McMillan nominated Public Safety Officer Mandy Fourier for the City's Whole Sole Award. His nomination stated that in

November 2016 PSO Fournier received a call regarding a nine year old boy that had run away from Taylor Elementary. This young child had been through some rough times involving his family life. Officer Fournier located the child and in speaking with him learned that he was a huge Clemson Tigers fan. She promised the young boy she would get him a Clemson sweatshirt if he would return to school. The young boy agreed and returned to school.

Mayor Partin stated that Officer Fournier kept her promise and with her own money purchased the young boy a Clemson sweatshirt. He was delighted with his sweatshirt and amazed that Officer Fournier kept her promise. Officer Fournier also encouraged the Cayce Public Safety Department to adopt the young boy's family for Christmas since they were so deserving.

Mayor Partin thanked Officer Fournier for going above and beyond and making a difference in this young boy's life.

B. Presentation by Mr. Brad Farmer and Mr. Lowe Sharpe to Mr. Carroll Williamson

Mr. Brad Farmer and Mr. Lowe Sharpe presented Mr. Carroll Williamson, Director of Planning and Development, with a token of appreciation for his many years of service to Trees SC. Trees SC was founded in 1991 as a non-profit organization to foster the stewardship of South Carolina's urban and community forests through education, advocacy and networking. The members work to spread the message of the importance of trees, celebrate our special trees in South Carolina, and be an advocate for urban and community forests.

Ordinances and Resolutions

A. Discussion and Approval of Ordinance 2017-01 to Provide for the Approval of Certain Amendments to the Redevelopment Plan, As Amended, of the City of Cayce, South Carolina and Other Matters Related Thereto – First Reading

Council Member Jenkins made a motion to approve Ordinance 2017-01. Council Member Almond seconded the motion. Ms. Vance stated that the proposed Ordinance extends the time frame of the TIF District. The Ordinance does not extend the actual area of the TIF District. She stated that TIF funds have been used to demolish the old Howard Johnson Property on Knox Abbott Drive, used for public infrastructure on the Brickworks Property, the City's portion of the Cayce Tennis and Fitness Facility, the Blossom Street Bridge entryway sign, all phases of the Riverwalk as matching funds to

Federal and State Grant funds, and two Riverland Drive SCDOT Projects as matching funds.

Ms. Vance stated that TIF funds have also been used for the Master Plan for Phase 1 of the Knox Abbott Drive Pedestrian Safety and Traffic Calming Project, construction of the south side of Phase 1 of the Knox Abbott Pedestrian Safety and Traffic Calming Project in partnership with the Tremont Apartment Developer, all phases of the State Street Streetscaping project as matching funds to SCDOT TAP and CDBG funds, Guignard Park as matching funds to LWCF grant, and Riverland Park renovations and the H. Kelley Jones Park.

Ms. Vance stated that the proposed new TIF funds will make it possible for the City to borrow \$8 - 10 million dollars. She stated that the proposed TIF fund project is the continuation of the Knox Abbott Drive Traffic Calming and Pedestrian Safety Project. She stated if there was money left after completing this project than the funds could be used for the 12,000 Year History Park, to help with the demolition of the Motel 6 Property, and a new Public Safety Building. Ms. Vance stated that all these projects are on staff's list of future projects but the funds will be limited so not all these projects will be realized. She stated that when a City is doing a Redevelopment Plan the list should include any project that TIF funds could possibly be used for so the plan does not have to be amended later.

Ms. Vance stated that all of the taxing agencies in the TIF District have to approve the amendment to the Redevelopment Plan. She stated that staff has received approval from Lexington County. She stated that staff is working with Lexington II School District on an intergovernmental agreement since their taxing portion is largest. Staff has not heard from the other agencies involved yet.

Council Member Carter asked if it was typical to proceed with First and Second Reading on the Redevelopment Plan even though the City does not have an agreement with the School District yet. Mr. Flynn stated that a letter was sent to each taxing district stating the City's intention to amend the Redevelopment Plan and they were given forty five days to respond before the Public Hearing being held on February 22, 2017. The School Board has already responded stating their objection so if the Redevelopment Plan is passed on second reading the School Board will officially be out of the TIF District unless an intergovernmental agreement can be reached. Currently the City is negotiating an intergovernmental agreement with the School Board to see what level of funding they are willing to participate at.

Ms. Vance stated that she would be speaking to the School Board at their meeting on February 23, 2017. Mr. Flynn stated that the terms of the Ordinance state that Council has designated and delegated the responsibility to the City Manager to negotiate the terms of an intergovernmental agreement with any of the taxing districts.

Therefore even after second reading Ms. Vance can negotiate the terms of the agreement with the School District and they would have to approve the agreement through its Board by Resolution.

Ms. Vance stated that the TIF District does not expire until October 2017 and the new one does not come into effect until after this time. Mr. Flynn stated that once all the agreements are secured he and staff will come back before Council to discuss how much money is available to borrow bonds with. Ms. Corder called the question which was unanimously approved by roll call vote.

B. Consideration and Approval of Resolution Approving Law Enforcement Assistance and Support Contract with City of Myrtle Beach

Council Member Corley made a motion to approve the Contract with Myrtle Beach. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

C. Consideration and Approval of Resolution Approving Law Enforcement Assistance and Support Agreement with City of Camden and Camden Police Department

Council Member Almond made a motion to approve the agreement with the City of Camden and the Camden Police Department. Council Member Jenkins seconded the motion. Council Member Carter asked which agency pays the Officers salary while they are working in Camden. Ms. Vance stated that the City of Cayce would pay their salary. She stated that the agreement is reciprocal therefore if the City needed assistance Camden would assist the City as well. Ms. Corder called the question which was unanimously approved by roll call vote.

D. Consideration and Approval of Resolution Adopting the All Natural Hazards Risk Assessment and Mitigation Plan for the Central Midlands Region of South Carolina

Ms. Vance stated that the City partners with the Central Midlands Council of Governments (CMCOG) and cities and counties in the Midlands Region (Fairfield, Lexington, Newberry and Richland counties) for natural hazard risk assessment and mitigation planning. Various types of natural hazards such as flooding, tornadoes and winter weather threaten the region and endanger the health and safety of residents, jeopardize economic vitality and imperil environmental quality. To minimize vulnerabilities, the CMCOG initiated hazard mitigation planning for the region in 2004. The mitigation plan was updated in 2011, then again most recently in 2016.

Ms. Vance stated that participating in hazard mitigation planning is important for the City of Cayce not only for health and safety reasons, but also to be eligible for certain grant funding. As part of the Disaster Mitigation Act of 2000, the Federal Emergency Management Agency (FEMA) requires all counties to create and maintain a Hazard Mitigation Plan (HMP). A FEMA approved and locally adopted HMP is a requirement to solicit funds under the Hazard Mitigation Grant Program (HMGP). Having a HMP is also typically a requisite for obtaining other federal grants such as the Pre-Disaster Mitigation (PDM) and Flood Mitigation Assistance (FMA) grants.

Ms. Vance stated that the 2016 update to the All Natural Hazards Risk Assessment and Mitigation Plan for the Central Midlands Region of South Carolina was with stakeholders from each jurisdiction and public input. The plan received approval from FEMA in August 2016. She stated that the City has applied for money for a new generator for the water treatment raw water intake and for a Code Red system which allows the City to notify the residents if there is an emergency.

Council Member Corley made a motion to adopt via resolution the 2016 update to the All Natural Hazards Risk Assessment and Mitigation Plan for the Central Midlands Region of South Carolina. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

E. Consideration and Approval of Resolution Authorizing the Implementation of of New Water and Sewer Rates, and Other Matters Relating Thereto

Council Member Almond made a motion to approve the implementation of new water and sewer rates. Council Member Carter seconded the motion. Ms. Vance stated that adoption of the Resolution is required as part of the SRF loan application process. She stated that staff signed the loan closing documents that day. She stated that the Resolution regarding the new water and sewer rates is required to demonstrate that the City can pay the bond payment. She stated that staff worked with the City's bond attorney and auditor to create a rate analysis. She stated that staff was proposing a 3.5% rate increase for the first year, a 1.5% increase for the second year and a 3% increase the third year. She stated that the increases are only proposed increases. Staff looks at the rate analysis every year and if the City's revenues increase, which they have the past three years, then the rate increases may decrease or not be necessary at all.

Ms. Vance stated that the small increase in water and sewer rates will allow the City to replace the majority of the water lines in the City. She stated that the City was able to borrow more than \$24 million dollars with only an 8% increase in its rates. She stated that Council has done a wonderful job of managing the City's funds. It also helped that the City was able to restructure some other debt. She stated that the City

also received a very low interest rate from SRF. Ms. Vance stated that a 1% increase is approximately 33¢ a month for an average customer. She stated that at the 3 year increase a resident's water bill would increase by approximately \$2.64 a month.

Council Member Corley asked when the rates would change. Ms. Vance stated that the City will adopt the new rates when the new budget for FY17/18 is adopted in July 2017. Ms. Vance stated that staff is meeting with American Engineering to discuss the best ways to communicate to the City's residents regarding the water line replacement project. She stated there will be a website, email address and a phone hotline created just for the project. Therefore anyone with questions or concerns can receive answers quickly. Everyone will be notified before any construction begins on their street. A press release and flyers will be utilized as well to communicate with residents.

Ms. Vance stated that the City is broken down into five different project areas and there will be a different contractor for each project area. She stated that the City is also getting new meters and a new water tank. Mayor Partin stated that the new water tank will help to increase the water pressure which could help to lower the City's ISO rating. She stated that an improved ISO rating could possibly lower resident's homeowner's insurance. Ms. Vance stated that the water lines will be larger so when the fire hydrants are used there will be more water flow. Also, the new guidelines require more fire hydrants so there will be an increase in fire hydrants in each area affected. She stated that commercial construction will also cost less since new businesses will no longer have to install fire pumps since the water flow will be enough to fight a fire.

Council Member Carter asked if the base rate and per 1,000 gallons used rate will both increase. Ms. Vance stated that both rates would increase. Council Member Carter asked if the sewer rate was based on the amount of water used. Ms. Vance stated that was correct so it would increase as well. She stated the increase would affect in-City and out of City customers. Ms. Corder called the question which was unanimously approved by roll call vote.

City Manager's Report

Ms. Vance stated that the new docks for the Newman Boat Landing have been delivered and should be installed in the next two weeks. The new sidewalk on Riverland Drive is substantially completed. She stated that the old Cayce Grammar School property owners are doing repairs to parts of the building that they hope to keep. They are currently repairing the roof. Staff has applied for CDBG funds to assist in paying to demolish the buildings at the school that will not be used. Lexington County has included that application in their request for funding to HUD. If HUD approves it then hopefully the City will receive the funds later in the year.

Ms. Vance stated that the City is doing a rebranding campaign and there is a survey on the City's website for everyone to fill out so they can share their opinion. She stated that staff is meeting with the City's artists and creatives to receive their input as well. She stated that the group working on the rebranding campaign is requesting hospitality tax funds for a new event in the spring to unveil the rebranding. She stated that the City has approximately \$1.5 million in pending grant applications.

Council Member Carter stated that he knew MPA Strategies was doing the rebranding campaign for the City but wanted to know if they subbed out any of the work for the campaign. Ms. Vance stated that one of the requirements of the contract with MPA Strategies was that local talent be used in the rebranding campaign. She stated that Ms. Tracie Broom with Flock and Rally does event planning and is working on the campaign. Mr. Joe Long with Black Barn is working on the logo and the graphics for the campaign. Ms. Alana Jordan with Big Eyed Bird is also involved with the campaign. Ms. Tia Williams no longer lives in the City but owns the Midlands Anchor and she is working on the campaign as well. She stated that the people involved do live in the City and are volunteering their time and talent. Ms. Vance stated that they would be paid for the work they do for the spring event.

Council Member Jenkins asked if staff had found out who owned the sidewalk in disrepair on Wilkinson Street. Ms. Vance stated that SCDOT owned the sidewalk and she would follow up to ensure that a work order was done to repair the sidewalk. Council Member Jenkins stated that it was a safety issue.

Committee Matters

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

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

Events Committee – November 10, 2016
Museum Commission – December 7, 2016

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

Council Comments

Council Member Jenkins stated that the house on the corner of Julius Felder Street has a large amount of water in the front yard and asked staff to see if there was a leak. Council Member Carter asked if the City did the asphalt patch job in front of Animals. Ms. Vance stated that the City had a water line leak there and did a temporary patch there. A professional contractor is scheduled to do a permanent patch there in the near future.

Executive Session

- A. Receipt of legal advice relating to claims and potential claims by and against the city and other matters covered by the attorney-client privilege
- B. Discussion of negotiations incident to proposed contractual arrangements regarding the funding of a waterline project
- C. Discussion of negotiations incident to proposed contractual arrangements for the provision of sewer service

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

Possible Actions by Council in follow up to Executive Session

C.

Council Member Carter made a motion to authorize the City Manager to move forward with the Platt Springs Road sewer project and execute appropriate contracts as discussed in Executive Session. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

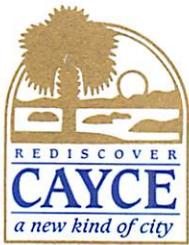
Adjourn

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 7:42 p.m.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, Municipal Clerk



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CITY OF CAYCE Public Hearing and Special Council Meeting February 22, 2017

A Public Hearing was held at 5:00 p.m. in Council Chambers to obtain public comment on possible enactment of proposed amendments to the redevelopment plan of the City of Cayce, dated August 4, 1988, as amended on August 3, 2010 which established the City's Tax Increment Financing District. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins, City Manager Rebecca Vance, Administrative Coordinator Katinia Taylor, 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. Taylor confirmed they were notified.

Opening Statement

Mayor Partin stated that anyone that would like to speak regarding the Public Hearing should step forward at that time.

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 5:04 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, Administrative Coordinator Katinia Taylor, 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. Taylor confirmed they were notified.

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

Public Comments Regarding Items on the Agenda

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

Presentations

A. Presentation of the Comprehensive Plan Annual Review

Mayor Partin stated that Ms. Vance asked to postpone discussion of the Comprehensive Annual Plan until the next Council Meeting when Mr. Greenwood and Ms. Corder will be in attendance.

Ordinances

A. Discussion and Approval of Ordinance 2017-01 to Provide for the Approval of Certain Amendments to the Redevelopment Plan, As Amended, of the City of Cayce, South Carolina, and Other Matters Related Thereto – Second Reading

Council Member Jenkins made a motion to approve the Ordinance on second reading. Council Member Almond seconded the motion. Council Member Carter asked if there were any updates on the negotiations with Lexington II School District. Ms. Vance stated that initially she was asked to attend the School Board's February meeting but the Superintendent recently stated that it was not necessary for her to attend the meeting. She stated that she had met with some of the School Board members individually and also provided the School Board with all the information they needed. Ms. Taylor called the question which was unanimously approved by roll call vote.

Other

A. Discussion and Approval of Hospitality Tax Fund Request – City Re-Branding Campaign

Council Member Carter made a motion to approve the hospitality tax fund request for the City's re-branding campaign. Council Member Corley seconded the motion. Ms. Vance stated that Ms. Ashley Hunter was in attendance to answer any questions Council may have. Mayor Partin stated that she had some thoughts on the marketing material that she would like to discuss when staff gets to that phase of the campaign. Ms. Taylor called the question which was unanimously approved by roll call vote.

B. Discussion and Approval of Hospitality Tax Fund Request – Spring Unveiling Event

Council Member Corley made a motion to approve the request for hospitality tax funds for the spring unveiling event. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Committee Matters

- A. Appointments and Reappointments
Beautification Foundation – One (1) Position
Consolidated Board of Appeals – One (1) Position

Mayor Partin stated that Mr. George Caulder's term on the Beautification Foundation has expired. Council Member Almond made a motion to reappoint Mr. Caulder. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Mayor Partin stated that Mr. Benjamin Hancock's term on the Consolidated Board of Appeals has expired. Council Member Corley made a motion to reappoint Mr. Hancock to the Board. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

Council Comments

Council Member Carter stated that he recently met with residents of Concord Park. He thanked Ms. Vance and Mr. Greenwood for preparing talking points for him for the meeting. He stated that Chief Snellgrove also attended the meeting with two members of his command staff. Council Member Carter stated that they did a great job of answering the resident's questions and calming some of their concerns. He stated that Ms. Hunter was also there and was a great help.

Council Member Jenkins stated that there was a community meeting with clergy members on Thursday, February 23 at Mt. Zion Missionary Baptist Church to discuss recent events in the community. Ms. Vance stated that members of the Lexington County Sheriff's Department, the West Columbia Police Department and Cayce Public Safety are working together to form a community coalition to solve some of the violence that has been occurring with the gangs in the area. She stated that Cayce Public Safety staff have reached out to a number of people in the community and invited them to the meeting.

Executive Session

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

- B. Discussion of negotiations incident to proposed contractual arrangement Concerning a possible economic development project and discussion of matters relating to proposed location and provision of services encouraging location of business in the City
- C. Discussion of negotiations incident to contractual arrangements for repairs in Riverwalk Phase II
- D. Discussion of negotiations incident to proposed contractual arrangements relating to the City's Tax Increment Finance District

Council Member Jenkins made a motion to move into Executive Session to discuss the matters above. Council Member Almond 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

C.

Council Member Almond made a motion to authorize the City Manager to proceed with the Riverwalk Phase II repairs as discussed in Executive Session. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

B.

Council Member Corley made a motion to authorize the City Manager to negotiate an extension on the Foreman Street project as discussed in Executive Session. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

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 6:09 p.m.

Elise Partin, Mayor

ATTEST:

Katinia Taylor, Administrative Coordinator

CITY OF CAYCE COMPREHENSIVE PLAN ANNUAL REPORT 201714

ELEMENT	STATUS
POPULATION ELEMENT	
Develop an annexation marketing and/or incentive program to encourage annexation of unincorporated islands and/or inward unincorporated areas.	An annexation brochure has been updated by the Special Projects Manager. <u>Council discussion is needed to determine a City policy on annexation.</u>
Examine opportunities for annexing large scale developments using the State's 75 % petition and Ordinance Method of Annexation.	Ongoing. Need to amend the City's Annexation Ordinance and Future Land Use Plan.
Update and enforce existing annexation agreements between the City of Cayce and unincorporated property owners.	Agreements exist that would require a property owner to sign a petition to annex. The Agreements have been reviewed and updated and are being signed by new customers. Need to amend the City's Annexation Ordinance and Future Land Use Map. <u>Council discussion is needed to determine a City policy on annexation.</u>
Move comprehensively to address and enhance quality of life issues.	Ongoing with development of parks, streetscaping and new events and festivals. The Riverwalk and Timmerman Trail have all been completed
Develop a resident recruitment program, targeting younger families, college graduates and business entrepreneurs.	The City is currently working with a PR firm to increase awareness of the City's positive attributes. There is a specific focus on social media to target younger generations.
Expand the City's Web site to include a strong resident recruitment element profiling the advantages of living in Cayce and quality of life inducements.	<u>Website is reviewed by Department Heads and updated annually. New website is complete.</u>
Provide a diversity of housing alternatives.	The City actively supports the Cayce Housing Authority with their future development. The Cayce Housing Authority has completed construction on the William's Place Development, which contains 146 affordable units. The City has also approved the Concord Park subdivision which has different phases that will provide different types of housing. The development is currently working on Phase 2B which is the final phase. Two new apartment complexes <u>have been constructed in the City in the past year are under construction.</u>
Provide pedestrian and/or public transportation linkages.	Ongoing with Streetscaping projects. Sidewalks are also required in new developments. SCDOT State Street Phase V is <u>completed in the design phase and the Riverland Drive TAP grant is significantly substantially completed.</u> The City also has SCDOT TAP grants for sidewalk improvements on Julius Felder Street <u>which should begin later this year and Riverland Drive.</u> City continues to participate

	in the Lexington County Public Transit Work Group. Council member Jenkins is now serving on the CMRTA Board. <u>City is also participating in the Bike/Ped Plan that the CMCOG is doing.</u>
Adapt the environment to meet changing needs of the elderly.	<u>The City R</u> requires all new public and private projects to be ADA compliant, including City projects.
Initiate a campaign to emphasize the importance of education and parental involvement in the process.	Have met with officials from Lexington School District #2 to see if there are ways that we can partner with them to achieve this goal and have been fully supportive of their efforts.
Work with Midlands Tech and Lexington School District #2 to increase participating in adult education programs leading to GED diplomas. Provide incentives to encourage greater participation in adult education programs.	Will meet with officials from Midlands Tech and Lexington School #2 District to see if there are ways that we can partner with them to achieve this goal. -
HOUSING ELEMENT	
Amend Zoning Ordinance to allow use of the PDD on large undeveloped tracts prior to a development proposal.	This is contrary to the definition and process for a Planned Development and Case Law
Amend the Zoning Ordinance to allow for "Cluster Development."	Current ordinance allows for cluster through special exceptions and conditional uses.
Amend the Zoning Ordinance to include Development Agreements.	Approved in May 2011.
Initiate Voluntary Inclusionary Zoning incentives.	Developers can apply for grants with the County and the LCDC. Staff coordinates these efforts.
Rezone all property designated PMU on the Land Use Plan Map PDD.	<u>This has been completed on the current zoning map. The Future Land Use Map will continue to show PMU as it is a category not a specific district.</u> Wording amendment has not been done yet.
Provide Developer Incentives to build low-moderate income housing.	Cayce Housing Authority does this. Funding would need to be identified for this activity.
Cooperate with and assist Affordable Housing Providers.	Worked with Cayce Housing Authority on William's Place Project. This project is completed. Working with Habitat for Humanity and the Midlands Housing Trust when appropriate.
Initiate systematic Code Enforcement program targeting renovation or removal of substandard rental units.	A program exists but the renovation and removal has not been funded. Currently working on a demolition process for Council to approve along with the funding. <u>The City's Dilapidated Structure program has aided in the tearing down of 7 structures.</u>
Study feasibility of providing developer incentives for in-fill housing.	Current Ordinances allow for Special Exceptions and Variances to allow smaller lots and setbacks for developments to fit into the existing character of neighborhoods.

Encourage retrofitting existing homes to more energy efficient “green” homes.	The Grants Department created a program that utilizes excess HOME funds for renovations on LMI homes. This program encouraged those renovations to be energy efficient. Improvements were made to seven houses. <u>All funds for this program were expended.</u> Council also adopted the 2009 Energy Codes in 2012.
Amend Land Development and Zoning Ordinance to include conservation and green building design provisions.	The amended Land Development Regulations assist in these goals and fit the character of the City.
Rehabilitate existing substandard housing.	The Grants Department created a program to use excess HOME funds for renovations on LMI homes. Improvements were made to seven houses.
Protect and maintain existing supply of quality housing.	Need further guidance.
Increase development of infill housing and make more infill sites available by razing dilapidated structures.	<u>The City’s Dilapidated Structure program has aided in the tearing down of 7– structures.</u> No funding has been identified for the razing on dilapidated structures.
NATURAL RESOURCES ELEMENT	
Establish city as “Bird Sanctuary.”	No action.
Amend Land Development Ordinance to require assessment of plant & wildlife presence prior to development.	Section 10.1-5 requires that existing vegetation, including trees, shall be retained to the extent possible.
Become a “Tree City”, refer pg. 58 for requirements.	The City is now a Tree City USA.
Improve signage to Riverwalk Park and Heritage Preserve.	Ongoing. <u>Staff will include Riverwalk in the new wayfinding sign project that will be undertaken after the rebranding exercise is completed.</u> Currently seeking funding options.
Prepare self guided historical and cultural brochures and map.	<u>Continue.</u> Currently working with the River Alliance and the National Park Service on the Historic Interpretation Plan for the History Park. Guided tours are being have been provided during the 150th Year Celebration of the Battle of Columbia. <u>In the 12,000 Year History Park.</u>
Amend Zoning ordinance to require riparian buffer setbacks along all water resources.	Currently included in the City’s Land Development Regulations.
Encourage residents to use rain gardens on their property to help reduce runoff.	Presentations have been done to the Neighborhood Leader’s group and the City maintains a rain garden at City Hall as an example to citizens.
Add maximum impervious surface requirements to the zoning ordinance.	The City Zoning Ordinance currently has a provision for maximum impervious coverage based on the zoning district.
Referenced action by SC Department of Parks, Recreation and Tourism in a study of <u>South Carolina Wetlands</u> includes following:	The City currently works with Lexington County through the NPDES program to provide education on storm water management. This program could be expanded to include wetland preservation.

1. Public education efforts focusing on wetland values, potential losses due to various types of development, and how wetlands protection relates to overall water and land use goals.	
2. Encouragement and support for private protection efforts by individual landowners or conservation groups.	Ongoing
3. Adoption of local wetland protection plans and policies which guide land use development and management including implementation of Best Management Practices.	Ultimately the Army Corps of Engineers regulates any development of wetlands. Lexington County, through an agreement with the City, regulates storm water drainage and buffering for wetlands on new developments in the City.
4. Adoption of environmental impact statement (EIS) requirements for both public and private projects.	Currently required by the Zoning Ordinance.
5. Close monitoring and enforcement of existing federal, state and local land and water regulations which directly or indirectly affect the use of wetlands.	Ongoing and will be expanded as storm water regulations increase. The City requires compliance with these regulations for all new development.
6. Acquisition of specific wetlands.	Funding would need to be identified for the acquisition and operation and maintenance.
7. Rehabilitation or restoration of damaged wetlands.	Funding would need to be identified for the restoration of damaged wetlands.
CULTURAL RESOURCES ELEMENT	
Continue to survey and record city's archaeological and historical resources.	Ongoing. The Museum staff is currently working on a book about the City's history <u>and are inventorying all of the artifacts that are housed at the Cayce Museum.</u> USC Archaeology students <u>have are currently conducting</u> archaeological digs and <u>the artifacts are being cataloged artifacts.</u>
Become "Certified Local Government."	This certification would require the establishment of an Architectural Review Board and Design Guidelines.
Study feasibility of new multi-use, community center/auditorium.	Plans currently exist for a Senior Center that may serve this purpose, but no funding has been identified for the project. There is also a possibility for this facility to be included in <u>a-the</u> new City Hall and/or the History Park Interpretive Center.
Support and assist in pursuit and future development of 12,000 Year History Park.	The City has acquired ownership of the property and has created a working group of stakeholders to help the Park come to fruition. <u>The City has funded a consultant to aid in the development of the History Park.</u>
Provide up-to-date cultural data to economic development agencies for inclusion in their community resource information packets.	Staff has up to date demographic and economic development information available.

Pursue the use of grants to improve tourist attractions.	Ongoing.
Monitor all rezoning and development proposals to ensure compatibility with existing historical sites and structures, utilizing plan review and the public hearing process.	Ongoing.
Pursue grants and volunteers to continue research and identification of archeological and historic sites.	Ongoing. The City now owns the History Park property and is working with stakeholders to continue research. <u>The City has funded a consultant to aid in the development of the History Park.</u>
COMMUNITY FACILITIES ELEMENT	
Study feasibility of initiating “impact fees” to cover the cost of needed infrastructure in support of planned new development.	Development Agreement’s Ordinance approved in May 2011.
<u>Utilities and Storm Water</u>	Ongoing.
Continue to monitor rates and cost of service for efficiency.	
Monitor serviceability of utility lines.	Ongoing. <u>The City has received \$24.6 million in SRF funding. Currently seeking grants</u> for line replacements in the older parts of the City. <u>The City Hhasve</u> received CDBG funding for a water line repair on Lexington Avenue and a wastewater line <u>off of State Street.</u> — Construction <u>is completed on will begin on April 1st on</u> the Hwy 321 Line <u>replacement.</u> <u>Staff is also working on funding for the replacement of a large portion of the City’s older water lines.</u>
Initiate study to document, prioritize and address storm water problems – engage residents in the process.	City <u>received has applied for</u> C Funds for a drainage study <u>which was completed in 2016. The Study was presented at a City Council meeting and at two neighborhood meetings. Council discussion is needed to determine the next steps.</u>
Commit the City to full responsibility for storm drainage improvements and maintenance.	Funding will need to be identified for this activity. <u>City has applied for C Funds for a drainage study. Storm water fee could be established to fund storm water maintenance.</u> — <u>Council discussion is needed to determine the next steps.</u>
Enforce City’s policy to require annexation as a condition to receiving city water and/or sewer service.	Need to update the City’s Annexation Ordinance and Future Land Use Plan.
Actively pursue annexation of currently facilitated unincorporated water and sewer service customers.	Ongoing. <u>Council discussion is needed to determine a City policy on annexation. This is part of the Planning Director job duties for which we are currently hiring.</u> —
<u>Public Safety Goals</u>	
Maintain full complement of qualified, crossed trained staff, and vehicle and equipment readiness	Ongoing. The City has purchased equipment and vehicles and continues to be awarded JAG, COPS and MASC grants for officers and equipment.

Study feasibility of completely replacing the Public Safety building.	The construction of a new City Hall building would allow the current facility to be renovated and utilized by Public Safety Department and the Municipal Court system. <u>A new Public Safety Complex is one of the stated projects for funding under the redevelopment plan of the proposed TIF extension.</u>
Educate public on proper response to distress situations and assist in securing individual homes and apartments with fire extinguishers and ready access to emergency assistance.	Ongoing. City provides smoke detectors and fire prevention information to citizens through neighborhood meetings and social media.
Improve the City's ISO rating to Class 3, if economically feasible.	ISO rating was reduced to a <u>43</u> in 20 <u>16</u> 11 . Staff continues to seek funding through grants and the City budget for equipment. A sub station near Hunters Mill was included in the City's Penny for Progress list.
<p><u>Parks and Recreation Goals</u></p> <p>Continue to pursue governmental grants for recreational programs and facilities.</p>	Ongoing. The City has completed Phase V of the Riverwalk using PRT funding. The City also received SCDOT funds to connect Phase II and III of the Riverwalk with a sidewalk through the Riverland Park neighborhood. The City also acquired the Timmerman Trail and surrounding properties and is operating it as part of our Riverwalk trail system.
Retain and nurture partnerships with non-profit organizations and other governmental entities.	Ongoing through the creation of our affiliated Foundations.
Continually monitor and improve existing facilities as needed, including the addition of shade trees - for park playgrounds, where needed.	Ongoing. Parks department utilizes trees donated from the Palmetto Pride program.
Add to the community's park inventory by encouraging or requiring land development practices that reserve park space within or close to newly developed sites.	Open space is currently required in multifamily and Planned Developments. Section 10.4-3 sets out open space requirements for all developments except single-family home developments. The Development Agreement District Ordinance will require 25% open space for all developments. Funding will need to be identified for the operation and maintenance of these parks if they are to be a part of the City Park System. <u>The City has renovated Burnette Park and Guignard Park and has added a trailhead park in the Riverland Park neighborhood. The Riverwalk is currently being repaired from the 2015 flooding.</u>
Work closely with County Recreation Department to better meet the needs of Cayce's residents.	Ongoing. The Cayce Tennis and Wellness Facility was a jointly funded project between the City and the County Recreation Commission.
<u>Health Services and Educational Goals</u>	City employees volunteer in the school systems and school group tour City facilities on a regular basis.

Assist school district by providing volunteer municipal programs to aid in the education process.	
TRANSPORTATION ELEMENT	
<u>New Development: Coordinate transportation and land use planning in new developments.</u> Monitor new development for its impact on the level of service (LOS) of existing streets.	Ongoing.
Require Traffic Impact Analysis (TIA) reports for new developments exceeding 175,000 sq.ft. (commercial) or 125 units (residential).	The City requires TIAs for new commercial developments exceeding 90,000 sq. ft. or new residential developments exceeding 100 units.
Provide for flexible, negotiated traffic mitigation measures for large new developments that facilitate pedestrian, bicycle and mass transit access.	Provided for in Planned Development Districts.
Support context-sensitive roadway design in order to ensure that transportation facilities are compatible with surrounding neighborhoods and activity centers.	The amended LDRs includes elements of “Complete Streets” and our PDD and DAD zoning districts allow flexibility for mixed used development.
Encourage street connectivity to enhance traffic flow.	Ongoing.
Encourage the use of “neo-traditional” design standards, featuring grid-like street patterns and sidewalks.	The update to the LDRs includes elements of “Complete Streets” and our PDD and DAD zoning districts allow flexibility for mixed used development.
Discourage cul-de-sac and dead-end streets in new developments where natural features do not prevent street connectivity.	Ongoing when it meets other requirements such as storm water.
Require large new residential subdivisions to provide multiple entrances and exit points.	Ongoing. <u>The Building and Fire Codes determine the threshold for when and how many entrance/exits are required.</u>
Limit the number of curb cuts and driveways allowed for development along major roadways.	Ongoing. SCDOT and Lexington County control curb cuts into roadways they own.
<u>Existing Streets; Improve circulation, condition and safety of existing street system.</u> Continually monitor street system to ensure that it is functioning properly.	Ongoing.
Take corrective action to maintain and/or improve the existing street system. To this end, the City may have to assume greater involvement in the maintenance of local streets, not in the state highway maintenance program.	Funding will need to be identified to maintain roads.
<u>Sidewalks and Bike Lanes</u>	Ongoing when funding is available. Currently have SCDOT and PRT grants open for these activities.

Provide annual budgeting to go towards sidewalk and trail development and local matches for regional, state and federal trail grants.	
ECONOMIC ELEMENT	
Create new marketing tools.	Website has been updated and PR firm handles increased social media. Staff has received responses from our RFQ for Economic Development services and will be talking to Council about how to move forward.
Provide business incentives to attract desired industries.	<u>The City offers Façade Grants for properties on State Street or Knox Abbott Drive. Funding will need to be identified for this activity.</u> City is severely limited by State law when it comes to incentivizing business activities.
Craft and maintain zoning regulations designed to sustain and enhance existing business and industrial uses and identify and protect areas suitable for new and expanded.	Ongoing.
Recycle Race Track for major outdoor shows and exhibits.	City works with the current owners of the property for events and fundraisers.
Continue to support and cooperate with the Greater Columbia Chamber of Commerce, Greater Cayce-West Columbia Chamber of Commerce, the South Carolina Chamber of Commerce, the South Carolina Department of Commerce, Lexington County Economic Development Office and other regional business organizations engaged in economic development and recruitment.	Ongoing. Mayor and Staff participate in the Regional Economic Development meeting. Staff also works with the Lexington County Economic Development Office on industrial prospects and the Greater Cayce-West Columbia Chamber. – The Assistant City Manager serves as an ex-officio member of the Greater Cayce-West Columbia r Board.
Assist Economic Development Agencies by Prioritizing Community Industrial Recruitment Objectives.	City continues to work is working with Lexington County on the Saxe Gotha Industrial Park <u>and now Calhoun County for their property that is served by Cayce wastewater services.</u>
Prepare Landscaping Plan, to include streetscaping, placing utility lines underground, tree planting, highlighted crosswalks, decorative signage and more.	Ongoing through streetscaping projects. Funding outside of SCDOT and CDBG will need to be identified for future projects. –TIF funding was utilized to prepare a Master Plan for improvements to Knox Abbott from the River to State Street. The design for Phase I of the Knox Abbott Improvements is underway. <u>The City has approved extending the TIF District to fund these activities.</u>
Prepare a <u>marketing strategy</u> , based on market survey results contained in the city’s Master Plan Charrette (May, 2009), to help attract new businesses.	<u>The City hired Staff has received responses from our RFQ for Economic Economic Development consultant to perform a Market Analysis and update the information from the charretteCharrette. services and will be talking to Council about how to move forward.</u>

	<u>Staff is seeking funding to continue the relationship with these consultants for further economic development assistance.</u>
Expand local economic development efforts to include tourist and retiree markets.	The Cayce Tennis Facility will help encourage sports-related tourism. Staff has received responses from our RFQ for Economic Development services and will be talking to Council about how to move forward.
Develop a more aggressive tourism and retirement promotion program, together with educational programs for individuals involved in tourism, and the integration of infrastructure development in support of tourism including historic lodging facilities, specialty restaurants, etc.	- Staff has received responses from our RFQ for Economic Development services and will be talking to Council about how to move forward. <u>The City hired an Economic Development consultant to perform a Market Analysis and update the information from the charretteCharrette.</u> Staff is seeking funding to continue the relationship with these consultants for further economic development assistance
LAND USE ELEMENT	
Establish an urban growth boundary.	A boundary is established through the Land Use 2019 Plan.
Establish standards and regulations designed to achieve “smart growth”, to include: 1. Provisions requiring mixed use development for large scale subdivisions;	The Planned Development District and the Development Agreement District allow for mixed use. The amendment to the Parking regulations has helped City staff encourage “smart growth” and mixed use.
2. Provisions requiring new subdivisions to show existing neighborhood public space and public uses, (e.g. school sites) or where such space is planned or reserved.	The PDD and DAD can require this.
3. Provisions to encourage commercial development within walking distance of new subdivisions;	<u>The City has focused recruitment and community development programs to encourage sustainability goals along key commercial corridors.</u> Ongoing.
4. Amendments to the Zoning Ordinance to allow housing in all commercial areas;	Housing is currently allowed in some commercial areas.
5. Provisions directing the location of higher density and senior housing near neighborhood centers, community facilities and transit lines;	The 2019 Land Use Plan allows for these uses in the Transition and Density Flex areas.
6. Provisions for density bonuses for development closer to the City’s urban corridors; and	Current regulations have provisions for added density through Special Exceptions and Variances.
7. Provisions designed to reduce dependency on private cars.	Current sidewalk requirements could help reduce dependency on private cars.
Require all rezoning proposals to be consistent with the Comprehensive Plan.	Ongoing. Required by State law.
Plan and zone for housing diversification, cognizant of the need to promote land use compatibility.	Ongoing.

Require through code enforcement all housing in the City to meet minimum health, safety and sanitary standards.	Ongoing.
Continue to participate in housing assistance programs.	Ongoing.
Continue to raze and remove dilapidated buildings and housing, including mobile homes, declared unfit for habitation and posing a blight on surrounding development.	The Dilapidated Structures program has resulted in the demolition of 7 structures in the City. Currently working on a demolition process for Council to approve along with the funding.
Encourage retrofitting existing buildings to use alternative energy sources, and to make them more energy efficient.	The City refers individuals in need of home repairs to the Lexington County HOME program. The Grants Department utilized excess HOME funds for renovations on LMI homes which encouraged energy-efficient renovations.
Encourage or require developers to incorporate energy efficient building techniques into the design and construction of new buildings.	Ongoing. The State Building Codes encourage these activities.
Require redesign of existing nonconforming parking lots to include planter islands and landscaped areas in accord with Section 10.3-5 of the Zoning Ordinance within a reasonable time frame (5-years).	This would be very costly to property owners. Currently, if a property owner increases or repairs a structure in the amount that is more than 50% of the total property value, they are required to bring the entire property up to all new requirements.
Adopt design recommendations for signage recommended by the <u>City's Charrette Master Plan</u> .	Utilize Hospitality Tax funding for comprehensive wayfinding and entryway signage like that proposed in the Charrette.
Encourage land development practices that reserve open space and natural resources.	All multifamily, DAD developments and Planned Developments that are over 25 acres are required to set aside open space.
Protect wetlands and flood hazard areas through maintenance and monitoring of flood hazard regulations, and maintenance of flood insurance.	Ongoing. Staff anticipates a lower CRS score from our most recent review, which ultimately affects the Flood Insurance rates for our citizens.
Monitor development regulations requiring the use of Best Management Practices (BMP's) in dealing with the development of resource areas.	Ongoing.
Amend Land Development (subdivision) regulations to require open space and resource conservation as a requirement for plat approval and site development.	All multifamily, DAD developments and Planned Developments that are over 25 acres are required to set aside open space.
Develop a marketing strategy for the city's commercial areas to include tourists, diners, history buffs, and culture seekers, in addition to shoppers and people engaged in business.	Staff has received responses from our RFQ for Economic Development services and will be talking to Council about how to move forward. The City hired an Economic Development consultant to perform a Market Analysis. Staff is seeking funding to continue the relationship with these consultants for further economic development assistance

<p>Provide for mixed-use housing opportunities in the city's commercial corridors.</p>	<p>Housing is currently allowed in some commercial areas.</p>
<p>Target and actively recruit business opportunities identified from a marketing leakage study contained in the <u>City's Charrette Master Plan</u></p>	<p>Ongoing. Staff is proactively meeting with developers, property owners and potential new businesses and frequently uses the Charrette Master Plan and <u>the new data from the Market Analysis-its data</u>. Staff has received responses from our RFQ for Economic Development services and will be talking to Council about how to move forward.</p>
<p>Amend the Planned Development District (PDD) to require projects to qualify for this zoning by including development characteristics based on specified goals of the Plan.</p>	<p>Staff takes into consideration the City ordinances and Plan when reviewing any zoning amendments. All rezonings are approved by Council and should take into consideration the goals and objectives of the Plan. The PDD regulations were amended to ensure that all future PDDs will specifically define certain aspects of the project.</p>
<p>Adopt a policy requiring "concurrency".</p>	<p>Staff currently encourages concurrency but it would be difficult to establish a policy to require it.</p>
<p>Establish a courtesy referral procedure with neighboring jurisdictions (Planning Commissions), including Lexington and Richland Counties, and the Cities of Columbia, West Columbia, Springdale and Red Bank, involving all rezoning and development proposals surrounding the City, giving the Cayce Planning Commission an opportunity to comment on such proposals.</p>	<p>There is no formal courtesy referral policy but it is done informally.</p>

Memorandum

To: Mayor and Council

From: Rachele Moody, Special Projects/Grants Manager

Date: March 7, 2017

Subject: 2010 Comprehensive Plan Priority Investment Schedule Update

Issue

The City of Cayce published a Comprehensive Plan in 2010 (http://www.cityofcayce-sc.gov/client_resources/2010ComprehensivePlan.pdf). Included in the plan is the Priority Investment Element (part IX, page 163), a section that ties the capital improvement needs from other Plan elements to forecasted and planned revenue sources for future years. Cayce's Priority Investment Element meets the requirements of the South Carolina Priority Investment Act (PIA) of June 2007. On an annual basis, City staff prepare an update to the Priority Investment Schedule and provide the update to the Cayce Planning Commission and Cayce City Council.

Discussion

The City of Cayce maintains a Priority Investment Schedule, which includes a compilation of recommended capital projects for City facilities identified in the Comprehensive Plan, as well as those identified by City department directors as necessary to sustain the present level of government operations. According to the Comprehensive Plan, when prioritizing capital improvements, the following priority scale should be used:

- Priority 1 – New public facilities and improvements to existing facilities that eliminate public hazards.
- Priority 2 – The repair, renovation or replacement of obsolete or worn out facilities that are necessary to achieve or maintain existing levels of service.
- Priority 3 – New and expanded facilities that reduce or eliminate deficiencies in levels of service.
- Priority 4 – New and expanded facilities necessary to serve new development and redevelopment projected during the next five years.

This updated February 2017 Priority Investment Schedule includes City projects started, completed and planned and spans the years 2014 and beyond. Each listing provides a description of the project, revenue source and provides pertinent project information.

The Cayce Planning Commission received the update at their February 27, 2017 meeting, acknowledged receipt and accepted the update as written.

Recommendation

Staff recommends Council acknowledge receipt of the Priority Investment Schedule Update and accept it as written.

**Table 36:
PRIORITY INVESTMENT SCHEDULE
(CIP)**

	Project Description	Revenue Source(s)	2014	2015	2016	2017	Long Range
CULTURAL RESOURCES ELEMENT							
1	Historical Museum – capital improvement plan	City Hospitality Tax	\$3,500	\$3,500	\$70,000	\$40,000	To be determined
2	Develop cultural information center (12,000 Year History Park & Interpretive Program)	City Hospitality Tax, grants	Pursue funding options	Hospitality Tax enacted October 2014	\$83,620	\$90,000	Continue to fund w/Hospitality Tax, seek other funding
COMMUNITY FACILITIES							
UTILITIES (WATER AND SEWER)							
1	Capital improvement plan	City O&M Fund	City submitted for the Penny for Progress project list - \$15,005,000	The Penny for Progress did not pass			
2	9.5 MGD WWTP Closeout and New Septage Receiving Station	City Funds, SRF Principal Forgiveness Loan	\$6,640,600, Complete				
3	Water line replacement project 75% of in-City water lines (Avenues, Broadacres and North Frink Street)	State Drinking Water Revolving Loan Fund loan (SRF), reserve O&M	City submitted for the Penny for Progress project list - \$13,700,000	The Penny for Progress did not pass	Secured \$25 million SRF loan	\$25 million project begins	Project completion estimated by 2019
4	Sewer line replacement and rehab; State St. area, small sections per project	CDBG grant	applied for CDBG funding-unfunded	applied for CDBG funding	Received \$270,331 from CDBG for rehab project; applied for additional CDBG funding	\$270,331 project begins with estimated 2017 completion	Continue pursuing funding options
5	Critical infrastructure generator replacement at Raw Water Intake Facility	City funds, FEMA				\$585,000 grant request to FEMA	Continue pursuing funding options

**Table 36:
PRIORITY INVESTMENT SCHEDULE
(CIP)**

Project Description		Revenue Source(s)	2014	2015	2016	2017	Long Range
PUBLIC SAFETY							
1	Building maintenance: - Electrical upgrades (2016) - Interior upgrades (2016) - Asbestos removal (2017) - HVAC repairs (2017)	City General Fund	City submitted for the Penny for Progress project list - \$3,174,865	The Penny for Progress did not pass	\$106,000	\$75,000	To be determined
MUNICIPAL COURT							
1	Building maintenance: - Interior upgrades - Jury Room upgrades	City General Fund			\$3,500, complete		
RECREATION (PARKS DEPARTMENT)							
1	New building for Parks & Sanitation Departments ("Public Works" building)	City General Fund	City submitted for the Penny for Progress project list - \$1,038,500	The Penny for Progress did not pass	\$114,628	\$53,830, complete	
2	City park maintenance	City General Fund	\$5,000	\$5,000	\$14,000	\$5,000	To be determined
3	Extend Riverwalk Park to Timmerman Trail - Phase 4	TIF Fund, RTP grant	\$330,309 TIF Fund, \$100,000 RTP grant, complete				
4	Guignard Park improvements	TIF Fund, LWCF grant	Awarded \$250,000 grant from Land & Water Conservation Fund	Project start	\$275,533 TIF Fund, complete		
5	Burnette Park	City Funds, private partnership			Project start & complete		

**Table 36:
PRIORITY INVESTMENT SCHEDULE
(CIP)**

Project Description		Revenue Source(s)	2014	2015	2016	2017	Long Range
6	H. Kelly Jones Park (Riverland Park neighborhood)	City funds, private funds, grant		Project start	\$236,416, complete		
7	Granby Gardens electrical upgrades	Hospitality Tax		\$30,000		\$1,600	To be determined
8	Thomas E Newman Boat Landing flood repairs	TIF Fund, FEMA			\$232,322 FEMA grant	\$77,440 TIF, Project start and complete	
9	Riverwalk flood repairs (all phases)	TIF Fund, FEMA			\$1,121,212 FEMA grant	\$373,737 TIF, project start	Project to be complete
10	Riverwalk soil stabilization (Phase I)	TIF Fund, FEMA			\$22,168 FEMA grant, project start	\$7,389 TIF, project to be complete	
11	Parking lot paving at new Public Works building	City General Fund				\$4,500 (request)	To be determined
STORM WATER DRAINAGE							
1	Continue development of NPDES storm water permit Phase 3	Grants	City submitted for the Penny for Progress project list - \$6,141,464.60	The Penny for Progress did not pass	Continue pursuing funding options	Continue pursuing funding options	Continue pursuing funding options
2	Avenues Area Drainage Study	Lexington County C Funds			\$30,000, complete		
3	Riverland Park Flood Mitigation Plan	City funds, FEMA				\$18,750 grant from FEMA, \$6,250 City funds	August 30, 2019 project completion
SANITATION							
1	New building for Sanitation Department	<i>See Parks Department item #1</i>					

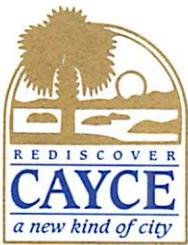
**Table 36:
PRIORITY INVESTMENT SCHEDULE
(CIP)**

Project Description		Revenue Source(s)	2014	2015	2016	2017	Long Range	
2	Parking lot paving at new Public Works building		<i>See Parks Department item #11</i>					
CITY GARAGE								
1	Vehicle Wash Station	City General Fund	\$200,000 (request not funded)	\$200,000 (request not funded)	\$200,000 (request not funded)	\$200,000 (requested)	To be determined	
2	Addition to garage building (office, storage, etc.)	City General Fund	\$65,000, complete					
3	Automatic doors on garage building	City General Fund			\$18,000, complete			
4	Automotive drive-on racks	City General Fund				\$75,000 (requested)	To be determined	
5	Awning outside of garage bays and tire building	City General Fund					\$100,000	
TRANSPORTATION ELEMENT								
1	Construct cul-de-sacs on all existing dead end streets	City General Fund, SCDOT					Future project	
2	Knox Abbott Drive/Charleston Highway Roadway Improvement Project	Lexington County C Funds			\$300,000, complete			
3	Knox Abbott Drive traffic calming/pedestrian safety project (Blossom Street Bridge to EOP)	TIF Fund, Lexington County C Funds, grants			\$50,000 grant request for C Funds	\$10,602,367 (pursued)	Continue pursuing funding options	
4	Build sidewalk & bikeway network:							
4.1	Airport Blvd. Enhancement Phase I	City General Fund, SCDOT grant	\$12,050 General Fund, \$96,406 SCDOT	Complete				

**Table 36:
PRIORITY INVESTMENT SCHEDULE
(CIP)**

Project Description		Revenue Source(s)	2014	2015	2016	2017	Long Range
4.2	State St. Phase V	TIF Fund, SCDOT grant	\$145,000 SCDOT, \$46,080 TIF		Complete		
4.3	Axtell St. – full distance	City funds, SCDOT & other grants				Continue pursuing funding options	Continue pursuing funding options
4.4	12 th St. – Knox Abbott to Evergreen	City funds, SCDOT & other grants				Continue pursuing funding options	Continue pursuing funding options
4.5	Lafayette Ave. – Charleston Hwy to State St.	City funds, SCDOT & other grants				Continue pursuing funding options	Continue pursuing funding options
4.6	Julius Felder St. – Phases I through III (South Eden St. to Frink St.)	City Funds, SCDOT grants					\$625,530 SCDOT, \$176,379 City funds
4.7	Riverland Drive to Phase III of the Riverwalk (Phase I & II)	TIF Fund, SCDOT grant	submitted grant application for funding		\$225,395 SCDOT, \$94,449 TIF	Complete	
4.8	All other sidewalk projects – prioritize for long term	SCDOT grants					Future project
5	West Metro Bike and Pedestrian Plan (Cayce, West Columbia & Springdale)	City Funds			\$10,000	Project to be complete	

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

**PROCLAMATION CONGRATULATING
MISS BELLA KATE LITTLE**

WHEREAS, *Miss Bella Kate Little*, age 5, grew up in Cayce, South Carolina with her parents Thomas and Nikki Little, her little sister Saylor, and 6 month old brother Easton; and

WHEREAS, *Miss Bella Kate Little* attends Rocky Creek Elementary School where she is in kindergarten; and

WHEREAS, *Miss Bella Kate Little* is a member of the South Carolina Dance Company where she is currently taking Hip Hop dance and is enrolled in gymnastics at Palmetto Athletic Center where she currently holds a blue belt; and

WHEREAS, *Miss Bella Kate Little* loves to dance, tumble, sing, play pretend, paint, play outside and compete in pageants; and

WHEREAS, *Miss Bella Kate Little* has competed in pageants since she was two months old and holds over 60 titles, including Miss South Carolina Overall Primary School; and

WHEREAS, *Miss Bella Kate Little* will be representing the City of Cayce in the Little Miss South Carolina Pageant in July as Wee Miss Cayce; and

NOW, THEREFORE, BE IT RESOLVED, the Cayce City Council, in Council Session duly assembled, join in congratulating Miss Bella Kate Little on all her accomplishments, wish her the best of luck in the upcoming Little Miss South Carolina pageant, and express their heartfelt appreciation for what she has done to impact others and give back to the community.

ADOPTED this 7th day of March, 2017.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, Municipal Clerk



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

PROCLAMATION

WHEREAS, on March 22, 1972, Richard Nixon signed into law a measure that amended the Older Americans Act of 1965 and established a national nutrition program for seniors 60 years and older; and

WHEREAS, Meals on Wheels America established the March for Meals campaign in March 2002 to recognize the historic month, the importance of the Older Americans Act Nutrition programs, both congregate and home-delivered, and raise awareness about the escalating problem of senior hunger in America; and

WHEREAS, the 2017 observance of March for Meals celebrates 15 years of providing an opportunity to support Meals on Wheels programs that deliver vital and critical services by donation, volunteering and raising awareness about senior hunger and isolation; and

WHEREAS, Meals on Wheels programs – both congregate and home-delivered, in Lexington County have served our communities admirably for more than 37 years; and

WHEREAS, volunteers for Meals on Wheels programs in Lexington County are the backbone of the program and they not only deliver nutritious meals to seniors and individuals with disabilities who are at significant risk of hunger and isolation, but also caring concern and attention to their welfare; and

WHEREAS, Meals on Wheels programs in Lexington County provide nutritious meals to seniors throughout the county that help them maintain their health and independence, thereby preventing unnecessary falls, hospitalizations and/or premature institutionalization; and

WHEREAS, Meals on Wheels programs in Lexington County provide a powerful socialization opportunity for millions of seniors to help combat loneliness and isolation;

WHEREAS, Meals on Wheels programs in Lexington County deserve recognition for the contributions they have made and will continue to make to local communities, our State and our Nation; and

NOW THEREFORE, I, Elise Partin, Mayor of Cayce, South Carolina, do proclaim March 2017 as March for Meals Month and urge every citizen to take this month to honor our Meals on Wheels programs, the seniors they serve and the volunteers who care for them. Our recognition of, and involvement in, the national 2017 March for Meals can enrich our entire community and help combat senior hunger and isolation in America.

Dated this 7th day of March 2017

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, Municipal Clerk

Memorandum

To: Mayor and Council
From: Rebecca Vance, City Manager
Date: March 7, 2017
Subject: Discussion and Approval of Hospitality Tax Funding Request

Issue

City Council approval is needed to utilize Hospitality Tax funds to make a grant award outside the annual application process.

Discussion

The City has received a revised Hospitality Tax grant application from the Columbia Metropolitan Convention & Visitors Bureau. The application requests \$15,000 to support the Total Solar Eclipse Weekend, scheduled for August 18 – 21, 2017. Funding is requested for website promotion of events to be held in Cayce, social media promotion and promotional materials.

The Columbia Metropolitan Convention & Visitors Bureau previously submitted an application for this event during the application period last fall, but the event was not recommended for funding by staff or approved for funding by Council at the January 23, 2017 meeting.

Attached for Council review is the revised grant application.

Recommendation

Staff recommends Council approve a \$5,000 grant for the Total Solar Eclipse Weekend.

2017 City of Cayce Hospitality Tax Grant Application

Project Information	
Project Name: Total Solar Eclipse Weekend Columbia SC	
Project Address/Location: Entire Midlands Region of South Carolina	
Project Date(s): 8/18/2017-8/21/2017	Amount Requested: \$15,000

Organization Information	
Organization: Columbia Metropolitan Convention & Visitors Bureau	
Mailing Address: 1101 Lincoln St.	
City/State/Zip: Columbia, SC 29201	
Phone: 803-545-0018	Alternate Phone: 803-545-0008
Fax: 803-545-0013	E-Mail: kbarbrey@columbiaauthority.com
Executive Director: Bill Ellen	
Contact Person (if other than Executive Director): Kelly Barbrey	
How many years has this organization existed: 24	

Project Description
<p>The total solar eclipse, occurring on Monday August 21, 2017, will be a once-in-a-lifetime event for the City of Columbia and surrounding areas. we are positioned to be in the path of totality, an incredible spectacle that people travel internationally, across the world to witness.</p> <p>Columbia is positioned to have one of the best viewing spots in the nation with over 2 minutes and 35 seconds of total darkness in the middle of the afternoon. The Total Solar Eclipse Committee, made up of cultural and tourism agencies in the midlands, will oversee a campaign to promote all of the activities associated with this even held by attractions, neighborhoods, and businesses to external markets in order to encourage travel and tourism and more importantly, economic impact to our region. Within the City of Cayce specifically, there are a number of events that the Committee is promoting through the website, PR and paid space advertising, including Guided Historical Walking Tours in Cayce's 12,000 year history park and the Eclipse Eve Drive In Movie at the Historic Columbia Speedway.</p> <p>The CVB is acting as fiscal agent for the campaign and will also be the agency in contract with the PR and marketing firm that will handle all promotions. The eclipse is a huge economic opportunity for the midlands region as well as an opportunity to showcase the best and brightest of our region. The hope of the committee is to not only celebrate this incredible event and our lucky location within it, but also to leave a legacy of art and cultural expression as we come together as a region to put on a show for the world.</p>

Tourist Information

Estimated number of total attendees to be attracted by this project: 200,000+

Estimated number of attendees from outside of Cayce to be attracted: 200,000+

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.):

Each participating attraction or cultural institution will be asked to track all visitors to their events so that we can produce a report on all of the visitors to our area from this campaign.

The CVB, along with the Greater Columbia Restaurant and Lodging Association will be monitoring hotel rooms in the region.

In addition, we are collecting as much online data as possible to track guests to our region as a result of this campaign.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined:

Cayce businesses, festivals and events that participate in this campaign will be promoted through the efforts of the committee. We will promote any and all activities that are occurring within the region during the weekend of August 18-21 and will focus on driving visitors and guests to all the events that are happening in the following ways:

1. Website Listings: www.totaleclipsecolumbiasc.com event listings. This website will be the premier site that all regional and national media, advertising and social media will drive traffic to for information on the eclipse in our region. The site includes a detailed event calendar that specifically highlights events happening within the City of Cayce, which will in turn produce hotel rooms and restaurant traffic to the region in addition to event attendance.
2. PR and Media Awareness: Cayce events will be included on media pitches to local, regional, and national media. Regional and national media outlets have been extremely interested in our area as one of the top places in the country to witness this spectacular natural event. Our campaign's efforts will bring Cayce's events to the forefront during those pitches and discussions. Examples of media outlets that have highlighted our destination as an overall top spot to watch the eclipse include Forbes, USA Today, Travel + Leisure, and The Washington Post. We will work on more event-specific mentions as the event nears.
3. Social Media: Posts that specifically feature events located in the City of Cayce will run periodically until the event in August.
4. Promotional Materials will mention events in City of Cayce, along with facts and details on why our region is being touted as one of the best places in the nation to watch the eclipse.

Total Project Costs	
Itemize Total Project Expenses Below	Amount
Public Relations/Marketing/Branding/Social Media/Website	\$225,000
Solar Eclipse Glasses	\$29,000
In-market Advertising	\$20,000
Out-of-market Advertising	\$40,000
Website Creation	\$20,000
Printing	\$10,000
Photography/Videography	\$6,000
Total Project Cost	\$350,000

Hospitality Tax Grant Project Costs	
Itemize Hospitality Tax Grant Expenses Below	Amount
Website Promotion of City of Cayce Events	\$5,000
PR/Media Outreach for City of Cayce Events	\$6,000
Social Media Promotion	\$2,000
Promotional Materials	\$2,000
Amount Requested (must equal Amount Requested on first page of application)	

All Sources of Project Funds		
Source of Funds	Status of Funds (Proposed, Requested, Received)	Amount
City of Columbia	Received	\$50,000
City of Cayce	Proposed	\$15,000
Sponsorships and Other Grants	Proposed	\$285,000
Total		\$350,000

Statement of Assurances/Certification

The applicant has reviewed the full 2017 Cayce Hospitality Tax Grant Information and Application document and understands the hospitality law, eligibility criteria, funding guidelines, application process, payment process and reporting requirements set forth. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change/and or variation must be reported immediately, otherwise funding may be withheld.

If awarded, the applicant agrees:

- Promotional materials for the project (including, but not limited to: brochures, flyers, advertisements, etc.) must include a statement that "Funding assistance provided by City of Cayce Hospitality Tax Funds."
- Revenue generated by the project must benefit a community or organization within the Cayce city limits.
- Financial records, support documents, statistical records, and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised, shall be conducted in a manner that provides maximum competition. The grant recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves or others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by the City of Cayce upon request.
- Unspent funding or funding that has spent in any other way than as described and approved per the application must be returned to the City of Cayce.
- No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by Hospitality Tax funds.
- Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin.
- None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.
- That the organization carries liability insurance in the amount of \$ 20,000,000 and agrees to include the City of Cayce as a named insured for purposes of this project. The organization assumes full legal responsibility for any suit or action at law or equity, and any or all claims arising from this project/activity, and do hereby indemnify and hold harmless the City of Cayce and its staff from any liability in any action at law or equity associated with its support for this project/activity.
- A Final Report of the project will be submitted upon project conclusion including the items as outlined in section VI of the 2017 Information and Application document.

Board Chairperson Signature:

Board Chairperson Name (printed):

Date:

Executive Director Signature:



Executive Director Name (printed):

BILL EITEN

Date: *2-3-17*

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

COUNCIL ACTION REQUIRED

BOARD OF ZONING APPEAL – ONE (1) POSITION

Mr. Bob McArver's term on the Zoning Board of Appeal expires in March. He has served on the Board since 2005 and consistently attends meetings. His reappointment application is attached for Council's review.

PUBLIC SAFETY FOUNDATION – ONE (1) POSITION

Ms. Pamme Eades position on the Cayce Public safety Foundation expired in February. She has served on the Foundation since 2014 and consistently attends meetings. Her reappointment application is attached for Council's review.

NO COUNCIL ACTION REQUIRED

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

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.

CAYCE HOUSING AUTHORITY – ONE (1) POSITION

There is currently one open position on the Cayce Housing Authority.

CAYCE MUNICIPAL ELECTION COMMISSION – TWO (2) POSITIONS

There are currently two open positions on the Municipal Election Commission.

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.

EVENTS COMMITTEE – ONE (1) POSITION

There is currently two open positions on the Events Committee. The Committee has no recommendations at this time.

PUBLIC SAFETY FOUNDATION – THREE (3) POSITIONS

The Foundation has no recommendations at this time.



**APPROVED MINUTES
PLANNING COMMISSION
CAYCE CITY HALL
1800 12TH STREET, CAYCE SC
Monday, December 19, 2016
6:30 PM**

I. CALL TO ORDER

The meeting was called to order by Mr. Ed Fuson. Members present were Butch Broehm, John Raley, Larry Mitchell, Robert Power, Chris Jordan and Chris Kueny. Staff present were Shaun Greenwood and Monique Ocean.

II. APPROVAL OF MINUTES- NOVEMBER 14, 2016

Ms. Ocean informed the Commission that a correction was made to the minutes of the November 14, 2016, to show that Mr. Jordan recused himself from the vote for Map Amendment No. 008-16, because of association with the school's Improvement Council. Mr. Mitchell made a motion to approve the minutes as amended. Mr. Raley seconded the motion. All were in favor.

III. STATEMENT OF NOTIFICATION

Mr. Fuson asked if the media and public were duly notified of the public hearing. Ms. Ocean confirmed that everyone had been notified.

IV. MAP AMENDMENT NO. 007-16

A request by the owner for a zoning change from Single Family Residential (RS-2) to Light Industrial (M-1). The property is located at 1741 Airport Blvd (TMS#005743-01-001, 005743-01-002, and 005743-01-013(P)).

A. Opening Statement

Shaun Greenwood began by explaining that the Commission unanimously recommended approval of the rezoning request at the last meeting. He explained that City Council desired that the Planning Commission hear the request again. Mr. Greenwood stated that Council wished for the Commission to consider future traffic issues when discussing the request. He stated that even though a resident of the neighborhood, Mr. Vickerson, mentioned at the Council meeting that he no longer opposed the rezoning request, Council was still concerned with potential traffic. Mr. Greenwood stated the Commission was not bound by the previous recommendation and should hear the request as new. He explained that staff researched the issue to determine the process for closing the streets to commercial traffic. Mr. Greenwood stated that the DOT indicated, if the commercial traffic became a problem, residents of the neighborhood could request a traffic study to close the streets to commercial traffic. Mr. Greenwood explained that the DOT can close streets to commercial traffic regardless of the number of years a business has been in operation.

Mrs. Hoffman-Johnson came before the Commission, as the applicant, to speak on the request. She stated that around 5 trucks are in and out of her business daily. Mrs. Hoffman-Johnson shared a video with the Commission to show where the trucks travel from her business to Airport Boulevard. She stated she has not decided if she would have a pet crematory as originally thought but would like for the zoning of the property to fit its current use. Mrs. Hoffman-Johnson stated she also spoke with Mr. Vickerson. She stated there has not been an accident caused by her trucks in 70 years. In response to a question by the Commission, Mrs. Hoffman-Johnson stated she was not sure why an entrance off Airport Boulevard was never created over the years. She stated it would be a considerable expense to create one today. Audrey Hoffman spoke as a representative of the applicant and discussed why she thought there was no entrance from Airport Boulevard. Ms. Hoffman discussed the layout of buildings on the property and stated the trucks use the current entrance to be close to the loading dock.

B. Public Testimony

Mary Bellius of 2024 Fairlawn Circle addressed the Commission to state that she did not receive a letter for the first hearing on November 14, 2016, but received a letter for the re-hearing. Ms. Bellius stated she came to get more information. Krystle Eckrote and Brandon Williams of 1909 Fairlawn Circle came before the Commission to speak against the rezoning request. Ms. Eckrote and Mr. Williams stated successful rezoning of the properties would have an adverse effect on their property value. They stated they felt a pet crematory could be a problem because of property values and health concerns. They stated they currently smell paint and sometimes hear noises from the Wilbert Vault Company.

After inquiry from the Commission, Mr. Greenwood explained that the Planning Commission has the right to make a recommendation on the rezoning regardless of how the current or historical use complies with the present zoning. He explained that the Commission should consider all of the uses that are possible in the M-1 zoning district when deciding on the fate of the request.

C. Adjourn Hearing

With no further discussion, the hearing was adjourned.

V. MOTION – MAP AMENDMENT NO. 007-16

Mr. Mitchell made a motion to approve the recommendation to Council. Mr. Raley seconded the motion. All were in favor. The vote passed unanimously.

VI. OTHER BUSINESS

There was no other business.

VII. ADJOURNMENT

Mr. Jordan made a motion to adjourn. Mr. Broehm seconded the motion. All were in favor.

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

CITY OF CAYCE
EVENTS COMMITTEE MEETING MINUTES
Council Chambers
January 12, 2017

Present: Danny Creamer, Maxine Creamer, Dave Capps, Rachel Scurry, Frankie Newman, Brandon Young, Susanna Young

Absent, Excused: Cindy Pedersen, Robert Myers

City Representatives Present: Mendy Corder and Katinia Taylor

Chairman Creamer called the meeting to order. The minutes of the November 10, 2016 meeting were reviewed and it was noted that City Representative Mendy Corder was not in attendance for that meeting as indicated in the minutes. The minutes were then approved with the change noted.

Chairman Creamer also expressed his appreciation to the committee, volunteers and city staff for their efforts at the Congaree Bluegrass festival as well as the recent Carols along the Riverwalk.

Election of 2017 Officers

Mendy Corder issued a call for nominations for 2017 Officers.

Rachel Scurry nominated Susanna Young as Secretary. Maxine Creamer seconded. Susanna Young Accepted the nomination.

After some discussion in the group, Rachel Scurry nominated Dave Capps as Vice Chairman and Danny Creamer as Chairman for the 2017 year. Maxine Creamer seconded. Both accepted their nominations.

A motion and second was made and the committee voted to appoint the three above-mentioned Officers for 2017.

Review of Christmas in Cayce

Budget

The committee reviewed the budget report for Christmas in Cayce 2016. Mendy Corder noted that while the report showed a remaining balance of \$4,261.18, the account is currently showing a balance of \$14,788. She and Katinia Taylor will verify the balance before the February meeting once all expenses have settled.

Mendy Corder also mentioned that the CBF account shows a balance of approximately \$11,000. They will verify the balance of this account as well before the February meeting.

CIC Events

It was mentioned that the Lantern Tour was a success, having a good turnout, as well as the Tree Lighting Ceremony.

Carols along the Riverwalk

The consensus among the committee members was that the event was a great success. Feedback from attendees was positive, especially regarding the lighting, decoration and availability of the trolley.

Dave Capps noted that 158 people rode the trolley during the event, including the Mayor.

Rachel Scurry asked for confirmation that thank you notes had been sent to Shealy's Automotive and Schlotsky's Deli for their contributions to the event. **Mendy Corder was certain they had been sent, but was going to verify.**

Suggestions to improve Carols along the Riverwalk:

- Look into brightening the luminaries (i.e. shorter or thinner bags)
- Look into having a group of carolers stationed at the trolley pick-up location.
- **Investigate cost of having a billboard** (Rachel Scurry referenced billboard for Newberry's Christmas light display).
 - Look into advertising all CIC events on one billboard.
- Eye-catching newspaper ad (CBF newspaper ad was referenced)
- Highlight the CIC events on the City of Cayce website with a bit more emphasis

Hospitality Tax

Mendy Corder noted that she had inadvertently applied for \$20,000 instead of the \$17,000 that the committee had proposed.

Rachel Scurry made a motion to amend the amount we requested to \$20,000. Dave Capps seconded and the committee voted to approve.

Accommodations Tax

Mendy Corder noted that last year the committee requested \$20,000 for the CBF and \$10,000 for CIC. **The proposal is not due until March 3rd, so Rachel Scurry made a motion that we table the discussion until the February 9th meeting.** The motion was seconded and a vote carried the motion.

Review of Congaree Bluegrass Festival

Mendy Corder referenced a meeting between herself, John Banks and Chairman Danny Creamer where potential ideas for the 2017 festival were discussed. A document was distributed to the committee that outlined these ideas.

It was noted that the new festival ideas move away from the essence of the original Bluegrass Festival. **The committee was charged to decide if we want to change the festival or remain in the spirit of the original Bluegrass Festival.**

Feedback regarding the event included:

- Arts & Crafts vendors did not sell many items.
- Military vehicles were too far away from the main event area
- Venue was too big
- Most expensive festival to date (by almost double)
- Many people came back specifically for the 2nd day of Gospel bluegrass
- Children loved the hay rides

- The tents over the audience sitting area were well received

Suggestions for the 2017 event included:

- Keep it on the first weekend in October
- Keep the tents over the audience
- If we're holding it in Granby Gardens
 - Hold one day event
 - Lower budget for band payments
 - Limit number of vendors
 - Do a better job of counting attendance so that we can eventually justify improving the venue
 - Know that if the event moves back here, it will need to stay here.
 - Figure out long term growth plan for event in this venue
- If we're holding it in the Speedway
 - Do a better job of counting attendance so that we can justify budget
 - Bluegrass on one end
 - Cayce unplugged on the other end
 - Encourage DOT to clean up area in front of speedway
 - Speedway owner is looking into new signage

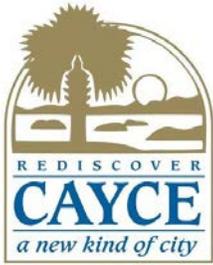
The committee was charged to review the feedback and suggestions and determine the direction it wants to take the event in the future. In the February 9th meeting the committee will need to make a firm decision so that planning can move forward for this year's event. It was decided that this would be the first topic of discussion for the February 9th meeting.

Committee Matters

Mendy Corder asked the committee if we would like to vote on committee applicant Mr. Calvin Bowen.

Rachel Scurry made a motion to appoint him as a member if he wishes to serve. Mendy Corder offered to follow up with him to see if he is still interested in joining.

There being no further business, the meeting was adjourned.



**APPROVED MINUTES
BOARD OF ZONING APPEALS
CAYCE CITY HALL
1800 12TH STREET, CAYCE SC
Monday, December 19, 2016
6:00 PM**

I. CALL TO ORDER

The meeting was called to order by Robert McLeod. Members present were Jason Simpson, Robin DiPietro, and Russ Vickery. Bob McArver was absent excused. Staff present were Shaun Greenwood and Monique Ocean.

II. APPROVAL OF MINUTES

A motion was made by Jason Simpson to approve the minutes of the October 17, 2016, minutes as written. Russ Vickery seconded the motion. All were in favor.

III. STATEMENT OF NOTIFICATION

Mr. McLeod asked if the media and public had been informed of the hearing. Ms. Ocean confirmed that everyone had been notified.

IV. VARIANCE NO. 003-16

The property owner is requesting a variance of 15 feet to reduce the required 25 feet front yard setback in an RS-3 zoning district to 10 feet. The properties are located at 362 Tufton Court and 382 Tufton Court (TMS #005716-01-216 and 005716-01-217).

a. Opening Statement

David Hilburn came before the Board as the applicant to discuss the request for the variance. Mr. Hilburn stated the lots in question were to be sold to Fortress Builders. He stated it was discovered that, to build the required houses, the backyards would be very small or practically nonexistent. He explained that he looked into different ways to work with the lot and his options were to request a variance to reduce the front setback or build a much smaller house. Mr. Hilburn stated he felt that having the last two houses being the smallest in the neighborhood would not be the best option. Mr. Hilburn also stated that after meeting with the builder it was discovered that a variance of 10 feet would work to build houses comparable to the others in the subdivision. Mr. Hilburn stated that he would like to modify his application and request that the front yard setback be changed to 15 feet instead of the previously requested 10 feet. The Board asked Staff to comment on the applicant's authority to make changes at this stage in the request, for the record. Mr. Greenwood explained that the change in the request was acceptable because the applicant was asking for less of a variance than the previous request. Mr. Hilburn also explained the variance request was for the front setback of the two subject properties and the remaining setbacks would remain as required for the RS-3 zoning district. The Board asked the applicant to talk about information in the application that mentioned a drainage easement through the properties. Mr. Hilburn stated a drainage ditch is located across the properties and it was not discovered until the lots were cleared. Mr. Hilburn explained that the drainage ditch was part of an easement that belonged to the railroad company and it could not be touched.

b. Public Testimony

Taylor Gilliam, of 199 Eldon Drive, came before the Board to speak against the variance request. He presented a list of persons against the variance request and a letter addressed to each member of the Board. Mr. Gilliam discussed the reasons why he believed the applicant did not meet the standards of proof to justify a variance. Spencer Griffin (of 358 Tufton Court), Corey Stevens (of 386 Tufton Court), Daniel Yakel (of 185 Rossmore Drive), and Heather Brandt (of 117 Eldon Drive) also came before the Board to speak against the variance request. They had the following concerns:

1. Houses with smaller setbacks will cause safety and privacy issues.
2. Houses with smaller setbacks will be detrimental to the aesthetics of the neighborhood.
3. Residents have trust issues with the developer because areas intended for common spaces are being taken away.
4. The home owners association would like to be in control of what happens in the neighborhood.
5. Parking may be a problem if the smaller setback was granted and cars had no area to park in the yard.

No one else came before the Board to speak in favor of or against the variance request. Mr. McLeod asked the applicant to come before the Board to address the statements of the public. In reference to the comments from the public, Mr. Hilburn stated the following:

1. The residents may have a misconception of how the houses will appear with the smaller front yard setback.
2. The houses are located on a curve so the reduced front yard setback will not be noticeable.
3. All houses are required to have a 2 car garage to have less street side parking.
4. The common area has not been diminished in size but shifted to other parts of the subdivision.

Mr. Hilburn clarified to the Board that he is asking for a reduction in the front setback only and he is not aware of any ways to alter the drainage ditch. Mr. Greenwood affirmed to the Board that the parcels in question were added after the preliminary approval of the entire subdivision. Members of the audience came before the Commission to state Mr. Hilburn was incorrect in his statement that all houses have 2 car garages.

c. Adjourn Hearing

With no one else to speak in favor of or against the request, Mr. McLeod closed the public hearing.

V. MOTION- VARIANCE NO. 003-16

Robin DiPietro made a motion to deny the variance request. Jason Simpson seconded the motion. All were in favor. The vote to deny the variance request was unanimous. The Board agreed that it is the job of the developer to perform due diligence to assess the site and a variance cannot be issued due to the fact that there is a drainage easement through the properties.

VI. APPEAL NO. 001-16

The property owner is appealing the decision of the Zoning Official, relative to the interpretation of Zoning Ordinance Section 5.6 Accessory Buildings and Uses, to define a carport as an accessory building/use and deny a permit for placement of a carport anywhere other than the rear yard setback. The property is located at 2300 Charleston Hwy and Congaree Drive (TMS #005757-02-007 and 005761-01-002).

a. Opening Statement

David Leichtman came before the Board, as the applicant, to discuss the administrative appeal. Mr. Leichtman stated the Planning Director has misinterpreted the zoning ordinance as it applies to a manufactured home community (MHC) in the decision to deny a permit for a carport. He

stated zoning regulations for a carport apply to single family subdivisions and not an MHC. Mr. Leichtman stated the MHC does not have individual lots so it would be impossible to place a carport in the rear yard. Mr. Leichtman submitted a photo of a carport to the Board. He explained that a condition of the MHC requires off street parking for 2 cars in front of the manufactured home so it only makes sense to be able to place a carport there. Mr. Leichtman stated that he does not feel as though the ordinance specifically regulated carport in Section 5.6-3 Location of Accessory Buildings and Uses.

Mr. Greenwood explained that the permit was denied for the carport because the ordinance prohibits accessory buildings in the front yard. Mr. Greenwood stated that he understands the ordinance to define a carport as an accessory building. He stated his interpretation of the ordinance is that a MHC should be regulated the same as any other residential subdivision. Mr. Greenwood stated even though it is not divided into individual lots, the conditions for the MHC create a front yard with a 25 ft. setback. Mr. Greenwood stated that he suggested to the applicant to appeal to the Zoning Board if he did not agree with the interpretation. After inquiry from the Board, Mr. Greenwood explained once a front yard is established, rear and side yards can be assigned.

Mr. Leichtman stated the configuration of the homes does not allow rear yards and a carport should be allowed to cover the required parking pad. He stated the parking pad is located in the front yard setback. Mr. Leichtman stated any problems with carports in the MHC should be resolved by the property owner and not the City.

b. Public Testimony

There was no one present to speak in favor of or against the administrative appeal.

c. Adjourn Hearing

With no further discussion. Mr. McLeod closed the public hearing.

VII. MOTION- APPEAL NO. 001-16

Mr. Vickery made a motion to accept the administrative appeal. Ms. DiPietro seconded the motion. All were in favor. The Board agreed: 1. Manufactured home communities should not be regulated the same as individual lot subdivisions because of the absence of distinct property lines and 2. Carports should be allowed to cover the required parking pads.

VIII. OTHER BUSINESS

The Board requested that staff come back to them with clarification about the permitted location of carports in residential areas because of multiple appeals on the matter.

IX. ADJOURNMENT

Ms. DiPietro made a motion to adjourn. Mr. Vickery seconded the motion. All were in favor.

**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 – February 1, 2017

Members present: Archie Moore, Ann Diamond, Marion Hutson, Judy Corbitt, and Alice Brooks

Director Leo Redmond, new staff Gerry Kirkland and Kelly Kinard

Absent: Mary Sharpe, Cyndy Peake, Dale Gaskins, Gram Dantzler (all excused)

- Commission Chairman Archie Moore called the meeting to order.
- Commissioner Hutson offered the invocation.
- Commissioners Hutson and Corbitt moved and seconded, respectively, that minutes of the November 2 and December 7, 2016, and January 4, 2017 meetings be approved.
Motion carried
- Commission Chair Moore and Director Redmond introduced new staff members Gerry Kirkland and Kelly Kinard, assistants to the director
 - Commissioners expressed appreciation to City Manager Rebecca Vance and Assistant City Manager Shaun Greenwood for their efforts and cooperation in the search and hire process for the vacant positions.
- Christmas Traditions – Commissioners had a discussion of the event, making notes of challenges we face and ideas to make the 2017 event even more successful. One major challenge is parking and the difficulty for some visitors to walk such long distances just to get to the Museum and outbuildings.
- The 25th Anniversary Commemoration/Volunteer and Community Appreciation Event: Commissioners had already requested to hold the event at the Tennis Center and directed Redmond to find suitable dates in late Spring (late April - mid-June, timetable) with a Friday night event preferable, and Saturday event second. The Tennis Center dates could not be worked out and Commissioner Corbitt volunteered to contact the State Farmer's Market. Several dates were open; however the cost might be prohibitive. Commissioners agreed to consider additional dates through June and July and to contact Farm Bureau as well. This will be discussed further and details hopefully confirmed (such as catering and entertainment) at the March meeting. Commissioners are directed to continue sending in lists of potential invitees.
- New Business: Social Media – Commissioner Brooks agreed to delete Facebook and Twitter pages for the Museum so that new staffer Kelly Kinard can create same and Instagram and integrate more formally with the City's Public Relations efforts, coordinated by Ashley Hunter of MPA Strategies.

With no further business to discuss, Commissioners Brooks and Hutson moved for adjournment.
The next meeting will be Wednesday, March 1, 2017, 4:00 pm.

Respectfully submitted,
Alice Brooks, Secretary, Board of Commissioners



CITY OF CAYCE PUBLIC SAFETY FOUNDATION REAPPOINTMENT APPLICATION

Name: Pamme L. Eades

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

Telephone: [REDACTED] E-Mail Address [REDACTED]

Cell Phone: [REDACTED]

Resident of Cayce: Yes No Number of Years 8 years

Business Located in Cayce: Yes No Number of Years _____

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: South State Bank Position Retail Implementation Manager

Address: 700 Gervais Street

City, State, Zip Columbia SC 29201 Telephone: 803-231-3458

Fax: - E-Mail pamme.eades@southstatebank.com

Work Experience: Worked at South State Bank since 1999 performing training duties and more currently deposit issues and compliance issues

Educational Background: BA in Journalism MA in Art History

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

Cayce Avenues Neighborhood Association, Woman's Club of Cayce

Volunteer Work: Same

Hobbies: reading, basket making

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



CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: Bob McArver

Home Address: [REDACTED] City, State, Zip Cayce SC 29163

Telephone: [REDACTED] E-Mail Address [REDACTED]

Resident of Cayce: { Yes } { No } Number of Years 15

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: PEBIT Position manager

Address: 2005 Aikens Ln.

City, State, Zip Columbia Telephone: 803 737 5742

Fax: _____ E-Mail _____

Work Experience: Commercial Real Estate - State government

Educational Background: BA The Citadel 1965

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

Volunteer Work: ✓

Hobbies: enjoying life

Return to:
Tammy Barkley, Asst. City Manager/Clerk
City of Cayce, P.O. Box 2004, Cayce, SC 29171-2004
Telephone: 803-796-9020 • Fax: 803-796-9072