



CITY OF CAYCE

MAYOR
ELISE PARTIN

MAYOR PRO-TEM
JAMES E. JENKINS

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

CITY MANAGER
REBECCA V. RHODES

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

CITY OF CAYCE Regular Council Meeting March 4, 2014

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

Call to Order

Mayor Partin called the meeting to order. Council Member Skip Jenkins gave the invocation. Mayor Partin welcomed a group of Boy Scouts from Transfiguration Lutheran Church who were attending the meeting and invited them to lead the assembly in the Pledge of Allegiance.

Mayor Partin explained that the Boy Scout program has been in existence at Transfiguration Lutheran Church since the 1960's. Many of the Scouts in attendance at the meeting have either achieved the rank of Eagle Scout or Life Scout. Mayor Partin congratulated them and thanked Mr. Chris Jordan for all he does with the Scouts.

Approval of Minutes

Council Member Jenkins made a motion to approve the minutes of the February 4, 2014 Public Hearing and Regular Meeting and the February 19, 2014 Special Meeting as submitted. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Presentations and Proclamations

A. Presentation of Whole Sole Award

Mayor Partin presented the Whole Sole Award to Ms. Rachel Steen. Ms. Steen is the Tour Guide at the Cayce Historical Museum. Mayor Partin thanked her for all she does for the Museum and for always going above and beyond in her work for the City.

B. Approval of Proclamation – March for Meals Month

Council considered for approval a Proclamation designating March as March for Meals Month. Council Member Jenkins made a motion to approve the Proclamation as presented. Council Member James seconded the motion which was unanimously approved by roll call vote. Mayor Partin stated that every year the Meals on Wheels program invites local Mayors to participate in the Mayors for Wheels program where Mayors deliver meals to seniors who are homebound. She explained that she participates every year and the seniors receive so much pleasure from the volunteers. Mayor Partin thanked Ms. Peggy Scott, Assistant Director with Tri-City Senior Center, for all she does for the seniors in the community.

Public Comment Regarding Items on the Agenda

No public comment was given.

Ordinances, Resolutions and Other

- A. Approval of Ordinance Amending Section 10-31 of the City of Cayce Code of Ordinances Relating to Technical Codes – Second Reading

Council Member Almond made a motion to approve an Ordinance amending Section 10-31 of the City of Cayce Code of Ordinances relating to technical codes. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

- B. Approval of Amendment to the City of Cayce Sewer Use Ordinance – Second Reading

Ms. Vance stated there were two changes made between First Reading and Second Reading of the Sewer Use Ordinance. The first change reads, "Any request for a modification or variance to the following requirements of this ordinance shall be in writing and shall provide the information set forth herein along with any information required by the FOG Control Policy."

The second change is requested language from the Purchasers. It reads, "The City of Cayce acknowledges that the Town of Lexington and the JMW&SC each have a FOG program in place and are administering and overseeing these FOG Programs. Nothing in this Sewer Use Ordinance or its exhibits hereto, shall impose additional requirements relating to these FOG programs of the Town of Lexington or JMW&SC, including, but not limited to, the provisions of paragraph 3.2 below." Ms. Vance explained that the Purchasers requested this language to ensure that their programs are independent of the City's and the City does not have any authority or control over their programs.

Mayor Partin asked if the City's Sewer Use Ordinance is more stringent than the Purchaser's. Ms. Vance explained that the City requires a permit whereas the Purchasers require that an application be filled out. She stated that in the future the City could charge a permit fee but does not at this time. Mr. Bridwell stated that the Purchasers have had a FOG Program in place for several years and they are both very stringent. Mayor Partin stated she wanted to make sure that their pre-treatment programs are as strict as the City's. Mr. Bridwell stated the City does sample everything the Purchasers send to the City. Council Member Jenkins asked if the sampling points change periodically. Mr. Bridwell explained they are set points. Ms. Vance stated that the new agreement requires that the Purchasers set up metering stations where the sampling will take place.

Council Member James made a motion to approve the Ordinance to amend the Sewer Use Ordinance as directed by the EPA and to implement a Fats, Oil and Grease Control Policy and Waste Hauler Permitting Program in conjunction with a septage and grease receiving facility as amended. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

- C. Approval of Ordinance to Amend the Code of Ordinances to Add a New City Code Sec. 40-119 ("Fees Related to Fats, Oils and Grease")
Concerning Rates at the City of Cayce Septage and Grease Facility –
Second Reading

Ms. Vance stated there were no changes made to the Ordinance between First and Second Reading. Council Member James made a motion to approve the Ordinance to amend the Code of Ordinances to add a new City Code Sec. 40-119. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

- D. Consideration and Approval of Resolution approving Agreement for Multijurisdictional Alcohol Enforcement Unit

Council Member James made a motion to approve a Resolution approving an Agreement for a Multijurisdictional Alcohol Enforcement Unit. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

- E. Discussion of Proposed FY/2014-2015 Utility Fund Budget

Ms. Vance explained that the second draft of the proposed FY/14-15 Utility Fund Budget includes the proposed gross revenue fund and the O&M Revenue Fund. The Gross Revenue Fund consists of all revenue. The O&M Revenue Fund consists of the money left over once all the City's bond payments are made. These funds are used to run the City's water and sewer system.

Ms. Vance explained that the O&M Utilities Fund Expenditures sheets have a column labeled "Changes 3/4/14" and those are the items that have been reduced or changed. She stated the copy of the Capital Equipment Schedule for FY/2014-2015 also has a column labeled "Reductions (3/4)" for the items which were removed or reduced. Currently the budget is out of balance by \$2,087. Ms. Vance stated that once Council gives general approval to the budget, staff will provide the City's Auditors with the budget so they can do the annual rate analysis to determine if a rate increase is required to meet the City's debt coverage.

Ms. Vance explained she also had staff create a list of further budget reductions in case the revenues for the Septage and Grease Facility do not come in as expected. Staff anticipates the Facility opening to be in April and should have good revenue data by the end of this fiscal year to determine if any of these cuts will be needed. If they are needed, the cuts will be included in the final draft of the Utility Budget. Ms. Vance stated staff does not anticipate having any issues with these revenues but they are a new source of revenue and she feels it would be prudent to be prepared for any shortages. She stated she has also asked staff to create a list of what expenditures they would put back in the budget if there is a rate increase. She explained if the City is not required to have a rate increase because of bond coverage she will propose a 2% rate increase to cover the cost of living increase.

Mayor Partin thanked Ms. Vance and staff for starting the budget process so early so the City's residents can be informed on the budget and included in the process. Mayor Partin stated she noticed the AMR meter conversion program was cut out of the budget. She stated the program is an expense but asked if it would not balance out by saving the City in fewer man hours. Ms. Vance stated the City's other needs are much stronger than the efficiency the City would gain with automatically read meters. She explained the 2% increase would afford the City \$100,000 to invest in the AMR program.

The proposed Utility Fund Operating Revenues, O&M Utilities Fund Expenditures and capital equipment schedule are attached.

Council Member Jenkins stated that the water tank with the City logo on it at the City's water plant needs to be pressure washed and the landscaping around it needs to be cut back. Mr. Bridwell stated he would have it scheduled for a cleaning. Council Member James stated that the bushes around the water tank are now partially covering the Cayce logo.

City Manager's Report

Ms. Vance stated staff has applied for a Land Water Conservation Fund grant for improvements and repairs to Guignard Park. This year a park is eligible for LWCF grant monies if that park has ever had these funds spent on it in the past. If so, then it is eligible for up to \$250,000 with the City matching 50%. The City is eligible for this funding this year because in the 1970's LWCF money was used in Guignard Park. Staff has met with LandPlan Group South to discuss what improvements were needed. Ms. Vance explained that the repairs done to Guignard Park at the corner of State Street across from Lizard's Thicket were a DOT project. DOT reinforced all the drainage and repaired the sidewalk and should repair the fence on the corner in the near future. Council Member Jenkins asked if DOT was going to repair the pillar that is leaning in the park. Ms. Vance stated she is in hopes that DOT will put everything back the way it was before they started the project

Ms. Vance stated Mayor Partin and staff had a meeting recently with local real estate agents and developers. The Mayor had the idea to meet with them so they and staff could work together to attract new residential and commercial development in the City. Ms. Vance stated the meeting was very successful. She explained that she and Mr. Greenwood have been asked to speak at a CBRE Real Estate meeting on the same issues that were discussed at the Real Estate/Developer's meeting.

Ms. Vance stated the recycling pilot program just started in Concord Park. The first week 80 pounds of recyclables were picked up and the next week there were 480 pounds of recycling. Staff is excited about the increase but is concerned how to fund recycling roll carts for all residents in Cayce if the project is a success since the carts are \$50 each.

Ms. Vance explained that the City applied for a MASC Achievement Award for the new WWTP and she and Mr. Greenwood are scheduled to give their presentation in March. She stated that the MASC has created a standardized business license application so a business owner can use this form at each municipality when getting a business license rather than filling out a different form at each city. The City of Cayce is one of many municipalities who has agreed to accept this new form and may start using the form in the future if it is compatible with the new software.

Ms. Vance explained that general fund budget discussions will be on the agenda for the special Council Meeting in March. Discussion of the agreement for the design of Riverland Park and Andrew J. Burnette Park will also be on the agenda.

Committee Matters

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

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

Board of Zoning Appeals – August 19, 2013
Cayce Housing Authority – December 17, 2013
Cayce Housing Authority (Annual Meeting) – December 17, 2013
Cayce Events Committee – January 14, 2014
Planning Commission – January 27, 2014

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

B. Appointments and Reappointments

Mayor Partin asked Ms. Corder if there were any potential member applications on file for any of the open positions on the City's committees. Ms. Corder stated there were not any on file for these committees.

Accommodations Tax Committee – Two (2) Positions

Dr. Pete Cassidy's and Ms. Lynda Murray's terms expired in February. They would both like to serve again and the Committee has recommended them for reappointment. Council Member James made a motion to reappoint both members. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Events Committee - -One (1) Position

Ms. Cindy Pedersen's term expired in March. She would like to serve again and the Committee has recommended her for reappointment. Council Member James made a motion to reappoint Ms. Pedersen. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Cayce Housing Authority – One (1) Position

There is one open position on the Cayce Housing Authority. A potential member application was received from Ms. Janice Mixon. The Housing Authority recommends her for appointment. Council Member James made a motion to appoint Ms. Mixon. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Planning Commission – One (1) Position

Mr. Robert Power's term expired in March and he would like to serve again. Council Member Almond made a motion to reappoint Mr. Power. Council Member James seconded the motion which was unanimously approved by roll call vote.

Executive Session

- A. Receipt of legal advice relating to claims and potential claims by the City
And other matters covered by the attorney-client privilege
- B. Discussion of negotiations concerning proposed contractual arrangements
As it relates to the 12,000 Year History Park
- C. Discussion of negotiations incident to purchase of property for new
City Hall

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

Possible Actions by Council in follow up to Executive Session

VII. A.

Council Member James made a motion to allow the City's attorneys to move forward to secure a legal document as discussed. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

There being no further business, Council Member Corley 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 7:52 p.m.


Elise Partin, Mayor

ATTEST:


Mendy C. Corder, Municipal Clerk

CITY OF CAYCE Gross Revenue Fund Revenue Detail

	Actual FY12-13	Budget FY13-14	Actual to 01/31/2014 FY13-14	Proposed Budget FY14-15	Adopted Budget FY14-15
Operating Revenues					
Water Sales	\$ 4,630,385	\$ 5,199,598	\$ 2,192,741	\$ 5,200,000	
Water Taps - Material & Labor	25,937	40,000	7,416	15,000	
Sewer Service Charges	7,997,799	8,423,027	4,563,004	8,723,290	
Pretreatment Plant Revenue	0	141,086	0	1,535,500	
Sewer Taps - Material & Labor	5,290	7,500	0	1,000	
Re-connection Fees	24,395	35,000	10,700	17,000	
Capacity Fees Wa & Sw CFC's	120,314	592,800	272,785	785,000	
Miscellaneous Revenue	128,547	50,000	75,713	60,000	
Penalties	165,902	150,000	82,268	135,000	
Interest	10,446	40	0	0	
Set Up Fees	0	105,000	56,136	100,000	
TOTAL OPERATING REVENUE	\$ 13,109,015	\$ 14,744,051	\$ 7,260,763	\$ 16,571,790	\$ -

CITY OF CAYCE O & M Fund Revenue Detail

	Actual FY12-13	Budget FY13-14	Actual to 01/31/2014 FY13-14	Proposed Budget FY14-15	Approved Budget FY14-15
REVENUES					
OPERATING REVENUES					
Interest Earned	\$ 10,353	\$ 10,000	\$ 3,075	\$ 10,000	
Sale of Property	14,619	4,000	0	5,000	
Miscellaneous Revenue	15,019	1,300	153,333	5,000	
Transfer in From Gross Revenue	8,048,863	9,258,098	4,960,221	10,858,842	
Springdale Contract Revenue	80,691	105,194	61,363	105,194	
TOTAL OPERATING REVENUES	\$8,169,545	\$9,378,592	\$ 5,177,992	10,984,036	\$ -

CITY OF CAYCE

O & M UTILITIES FUND EXPENDITURES

	Actual FY12-13	Budget FY13-14	Actual to 01/31/2014 FY13-14	Proposed Budget FY14-15	Changes 3/4/14	Adopted FY14-15
UTILITIES-1910 ADMINISTRATION						
Salaries & Wages	\$ 342,311	251,005	148,849	200,725		
Overtime	1,658	0	0	0		
Printing/Office Supplies	8,279	4,300	2,706	5,000		
Postage	43,078	4,000	2,504	5,375		
Dues & Membership	263	742	70	745		
Travel	2,264	2,370	643	2,655		
Auto Operating Expense	3,582	4,500	2,723	4,500		
Pagers & Telephone	7,235	8,150	3,792	6,800		
Service Contracts	18,729	7,816	8,238	4,122		
Equipment Repair	101	860	471	900		
Safety Supplies	23	5,250	3,065	2,750		
Uniform	103	150	0	200		
Medical, Doctor, Physical	3,335	4,100	1,157	4,100		
Professional Services - HR	0	0	0	0		
Advertising	2,470	8,000	344	4,000		
Vehicle Insurance	2,309	2,400	2,149	1,000		
Employee Training	992	2,525	375	3,450		
Professional Service - Audit	31,778	40,000	31,253	40,000		
Professional Service - Attorney	55,709	35,000	35,377	55,000		
Professional Service - Engineer	18,981	29,000	20,577	41,000		
Consultant Fees	50,504	29,988	25,552	48,500		
Special Contract-Copier	2,487	2,675	1,489	2,675		
Spec Dept Fees-Collect, Chg Card, & On-Line	78,982	0	0	0		
Easement Contracts-CSX	0	0	0	0		
Machines & Equipment	2,227	0	0	750	2,550	
SCRS	36,509	26,462	15,862	21,636		
SCRS Pre-Retirement Benefit	524	376	228	302		
FICA Expense	25,897	19,188	11,166	15,397		
General Insurance	4,743	2,640	2,364	2,100		
Workers Compensation Insurance	4,491	3,000	2,278	3,570		
Medical Insurance	61,162	28,755	20,943	22,989		

Unemployment Compensation	4,560	1,500	0	1,500		
Health Reimbursement Account Expense	4,214	2,000	30	2,000		
OPEB Expense	0	4,810	0	4,810		
Christmas Bonus Pool	0	0		540		
Paying Agent Fee/Bonds	7,233	8,000	7,233	8,000		
Website Expense	5,500	2,750	0	2,750		
Total	832,233	542,312	351,437	519,841	521,641	

CITY OF CAYCE O & M UTILITIES FUND EXPENDITURES

	Actual FY12-13	Budget FY13-14	Actual to 01/31/2014 FY13-14	Proposed Budget FY14-15	Changes 3/4/14	Adopted FY14-15
UTILITIES-1909 BILLING						
Salaries & Wages		278,154	171,390	291,190		
Overtime		23,423	4,618	16,000		
Printing/Office Supplies		5,000	760	3,750		
Postage		42,000	23,834	44,500		
Dues & Membership		1,010	0	1,465		
Travel		1,360	0	1,560		
Auto Operating Expense		17,500	10,950	17,500		
Pagers & Telephone		5,646	3,449	8,401		
Service Contracts		15,650	13,065	16,750		
Hand Tools & Supplies		1,200	428	2,000		
Safety Supplies		600	396	1,500		
Uniform		1,400	380	1,500		
Vehicle Insurance		3,200	2,544	2,000		
Employee Training		2,470	250	7,260		
Spec Dept Fees-Collect, Chg Card, & On-Line	58,000	58,000	40,565	75,000		
Special Contract-Copier	900	900	642	0		
Machines & Equipment		0		6,600		
SCRS		31,835	18,269	33,171		
SCRS Pre-Retirement Benefit		453	262	463		
FICA Expense		23,084	13,009	23,606		
General Insurance		5,090	4,467	3,900		
Workers Compensation Insurance		3,400	2,555	5,687		
Hospital Insurance		57,509	31,555	61,304		

Unemployment Compensation		5,000	0	5,000	
Health Reimbursement Account Expense		5,000	2,069	5,000	
OPEB Expense		0	0	0	
Christmas Bonus Pool		0		1,380	
Total	0	588,884	345,455	636,487	636,487

CITY OF CAYCE O & M UTILITIES FUND EXPENDITURES

	Actual	Budget	Actual to 01/31/2014	Proposed Budget	Changes 3/4/14	Adopted
1911 WATER TREATMENT PLANT						
Salaries & Wages	\$ 417,983	433,963	260,578	427,441		
Overtime	43,215	42,494	30,185	41,244		
Printing/Office Supplies	551	650	346	650		
Postage	225	250	125	275		
DHEC Permit Fees & CCR	22,608	24,500	22,697	23,700		
Dues & Membership	519	852	484	822		
Travel	1,312	2,360	1,055	2,360		
Auto Operating Expense	6,930	8,500	4,201	8,100		
Electric & Gas	263,049	275,000	157,542	285,000		
Telephone	10,539	5,000	6,744	4,500		
Lubrication Supplies	664	900	0	900		
Service Contracts	17,845	52,093	26,277	53,222		
Equipment Repair	40,993	75,000	44,603	75,000		
Building Repair	443	500	0	500		
Hand Tools & Supplies	650	900	745	900		
Electric/Light Supplies	494	600	549	600		
Safety Supplies	1,357	1,500	1,093	1,550		
Uniform Expense	1,997	2,100	2,134	2,300		
Janitorial Supplies	523	600	303	600		
Chemical	195,546	194,077	84,745	229,219		
Laboratory Supplies	17,764	23,500	13,079	22,500		
Professional Services - HR	0	0	0	0		
Vehicle Insurance	2,309	2,375	1,911	1,500		
Employee Training	1,153	2,008	1,050	2,750		
Professional Services - Eng		0	0	17,000		

Consultant Service/Lab Tests	14,541	17,000	7,006	0		
Machines & Equipment	2,267	75,000	4,590	138,000	83,190	
SCRS	47,972	50,254	30,298	50,590		
SCRS Pre-Retirement Benefit	689	715	435	706		
FICA Expense	33,701	36,440	21,558	36,001		
General Insurance	20,278	13,660	15,546	17,432		
Workers Compensation Insurance	12,215	16,170	12,470	18,192		
Medical Insurance	66,697	71,886	37,737	76,629		
Unemployment Compensation	0	500	0	500		
Health Reimbursement Account Expense	1,010	2,500	10	2,500		
OPEB Expense	0	5,411	0	5,411		
Christmas Bonus Pool	0	0		1,920		
Total	1,248,039	1,439,258	790,095	1,550,514	1,495,704	

CITY OF CAYCE O & M UTILITIES FUND EXPENDITURES

	Actual FY12-13	Budget FY13-14	Actual to 01/31/2014 FY13-14	Proposed Budget FY14-15	Changes 3/4/14	Adopted FY14-15
1912 WATER DISTRIBUTION & MAINTENANCE						
Salaries & Wages \$	439,722	497,616	260,870	592,375		
Overtime	67,990	16,100	28,642	20,116	36,000	
Printing & Office Supplies	0	3,000	302	3,000		
Dues & Membership	1,780	1,500	-310	1,830		
Travel	195	1,800	730	5,310		
Auto Operating Expense	54,825	35,000	29,866	50,000		
Electric & Gas	38,759	37,500	25,045	40,000		
Telephone	11,327	20,000	6,024	20,000		
Service Contracts	5,305	179,681	44,604	209,495		
Equipment Repair	8,813	30,000	20,188	30,000		
Building Repairs	0	500	0	500		
Hand Tools & Supplies	2,594	6,000	2,186	6,000		
Masonry/Cement Supplies	1,227	3,000	267	3,000		
Asphalt/Grading Supplies	16,151	25,000	12,875	26,000		
Radio Supplies	0	250	0	250		
Safety Supplies	3,725	5,200	3,466	6,000		
Uniform	2,089	4,200	3,035	5,200		

Chemical	0	736	333	736		
Professional Services - HR	0	0	0	0		
Water Dist Repair Exp	51,616	60,000	74,235	67,000		
Vehicle Insurance	11,207	12,655	9,827	5,000		7,000
Employee Training	4,893	5,000	4,588	12,109		
Water Distribution Meters	1,814	15,000	0	15,000		
Machines & Equipment	16,607	93,250	826	393,000		7,200
SCRS	52,656	54,210	30,777	66,413		68,120
SCRS Pre-Retirement Benefit	756	771	442	927		951
FICA Expense	37,550	39,308	21,974	47,269		48,476
General Insurance	11,271	9,540	9,616	9,700		
Workers Compensation Insurance	9,806	10,000	4,062	25,258		
Health Insurance	80,040	97,046	48,584	130,270		
Unemployment Compensation	0	4,000	0	4,000		
Health Reimbursement Account Expense	3,000	2,000	0	2,000		
OPEB Expense	0	7,816	0	7,816		
Christmas Bonus Pool	0	0	0	2,700		
Total	332,448	1,277,679	643,051	1,808,274	1,443,296	

CITY OF CAYCE O & M UTILITIES FUND EXPENDITURES

	Actual FY12-13	Budget FY13-14	Actual to 01/31/2014 FY13-14	Proposed Budget FY14-15	Changes 3/4/14	Adopted FY14-15
1916 WASTEWATER TREATMENT PLANT						
Salaries & Wages	\$ 514,281	537,402	318,620	561,180		
Overtime	39,241	41,255	19,905	32,000		
Printing/Office Supplies	367	525	555	680		
Postage	229	250	124	270		
State of S. C. Permit Fees	2,973	3,250	3,170	3,250		
Dues & Membership	705	1,500	235	1,500		
Travel	3,331	4,262	0	5,000		
Auto Operating Expense	56,109	45,000	31,164	45,000		
Water Expense	67,573	50,000	54,383	100,000		
Electric & Gas	699,132	740,000	465,598	806,200		
Telephone	18,934	12,650	15,906	27,700		

Lubrication Supplies	1,178	3,000	867	3,000		
Service Contracts	6,331	92,060	56,429	104,600		
Equipment Repair	21,027	30,000	34,309	65,000		55,000
Building Repairs	277	800	9	500		
Sludge Disposal Fees	271,916	200,000	113,870	200,000		
Hand Tools & Supplies	1,341	3,700	870	3,700		
Electric/Light Supplies	0	210	75	210		
Radio Supplies	82	200	0	200		
Safety Program and Supplies	4,916	3,000	2,095	4,150		
Uniform	2,434	4,500	2,943	5,810		
Janitorial Supplies	506	1,000	461	1,000		
Chemical	282,054	280,000	71,836	162,910		152,510
Laboratory Supplies	32,183	26,200	15,695	27,500		
Force Main/Line Repair Expense	232	0	0	0		
Professional Services - HR	0	0	0	0		
Vehicle Insurance	8,097	9,490	8,003	6,500		
Employee Training	1,143	6,073	814	6,608		
Professional Serv. Engineer	0	0	0	25,100		
Professional Serv. - Lab Tests	13,523	23,900	15,806	0		
FILOT Expense	0	0	95			
Machines & Equipment	4,570	58,700	4,050	10,500		17,520
SCRS	57,445	61,048	34,716	64,044		
SCRS Pre-Retirement Benefit	825	868	498	894		
FICA Expense	39,333	44,267	24,914	45,576		
General Insurance	37,944	52,897	68,457	84,016		
Workers Compensation Insurance	17,411	18,500	13,893	25,606		
Health Insurance	76,842	86,263	49,757	99,618		
Unemployment Compensation	0	2,000	0	2,000		
Health Reimbursement Account Expense	1,000	1,500	1,000	1,500		
OPEB Expense	0	6,615	0	6,615		
Depreciation Expense	0	0	0	550,000		
Christmas Bonus Pool	0	0	0	2,580		
Total	2,285,486	2,452,885	1,431,123	3,092,517		3,079,137

CITY OF CAYCE
O & M UTILITIES FUND EXPENDITURES

	Actual	Budget	Actual to 01/31/14	Proposed Budget	Changes 3/4/14	Adopted
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1917 WASTEWATER COLLECTION	FY12-13	FY13-14	FY13-14	FY14-15	FY14-15
Salaries & Wages	\$ 353,102	410,773	246,808	532,512	
Overtime	58,642	16,100	29,528	40,000	
Dues & Membership	100	910	25	1,875	
Travel Expense	18	2,070	0	5,480	
Auto Operating Expense	94,190	95,000	61,653	100,000	
Electric & Gas	124,357	115,000	71,499	125,000	
Telephone Expense	26,836	36,000	24,372	38,200	
Lubrication Supplies	0	300	0	300	
Service Contracts	14,637	14,388	6,101	15,100	
Equipment Repair	65,101	103,000	120,861	135,000	
Hand Tools & Supplies	3,725	6,000	4,855	6,000	
Masonry/Cement Supplies	835	1,500	0	1,500	
Asphalt/Grading Supplies	7,493	25,000	4,845	25,000	
Radio Supplies	0	250	0	250	
Safety Supplies	5,187	15,000	3,720	6,000	
Uniform	4,226	4,200	3,035	4,500	
Janitorial Supplies	199	300	392	500	
Chemical	29,908	25,000	9,849	25,000	
WW Coll Repair Exp	2,061	50,000	38,180	66,000	
Transmission Line Operation & Maint	0	5,000	0	5,000	
Professional Services - HR	0	0	0	0	
Vehicle Insurance	13,116	14,236	11,341	8,500	
Employee Training	556	918	39	7,568	
Pro Ser - Eng Exp	0	0	-7,500	0	
Machines & Equipment	1,820	20,000	20,723	76,200	
SCRS	42,422	45,029	28,339	61,803	39,700
SCRS Pre-Retirement Benefit	609	640	407	862	
FICA Expense	30,179	32,651	20,812	43,981	
General Insurance	12,430	12,175	12,591	13,000	
Workers Compensation Insurance	9,446	18,000	13,326	28,638	
Health Insurance	71,136	93,452	46,167	114,944	
Unemployment Compensation	0	1,000	0	1,000	
Health Reimbursement Account Expense	1,853	2,000	0	2,000	
OPEB Expense	0	5,411	0	5,411	
Christmas Bonus Pool	0	0	0	2,400	
Springdale Contract Expense	0	105,194	0	105,194	
Total	302,302	1,276,497	771,967	1,604,718	1,568,218

CITY OF CAYCE

O & M UTILITIES FUND EXPENDITURES

	Actual FY12-13	Budget FY13-14	Actual to 01/31/2014 FY13-14	Proposed Budget FY14-15	Changes 3/4/14	Adopted FY14-15
1920 WASTEWATER PRETREATMENT						
Salaries & Wages		38,871	18,060	124,600	107,100	
Overtime		0	0	5,250		
Printing/Office Supplies		200	193	500		
Postage		100	20	300		
State of S.C. Permit Fees		0	0	0		
Dues & Membership		236	0	474		
Travel		1,402	0	1,402		
Auto Operating Expense		2,000	381	11,000		
Electric & Gas		12,000	0	36,000		
Telephone		600	593	2,380		
Lubrication Supplies				500		
Service Contracts				1,440		
Equipment Repair				1,500		
Building Repair				400		
Sludge Disposal Fees		8,400	0	27,300		
Hand Tools & Supplies		1,000	0	1,500		
Electric/Light Supplies		0	0	200		
Radio Supplies		0	0	0		
Safety Program and Supplies		200	0	975		
Uniform		750	12	1,300		
Janitorial Supplies		0		300		
Chemical		2,250	0	26,545		
Laboratory Supplies		0	0	500		
Professional Services - HR		0	0	0		
Vehicle Insurance		0	241	1,500		
Employee Training		534	0	859		
Professional Serv. - Lab Tests		0	0	10,000		
Machines & Equipment		20,000	19,907	50,000	51,100	
SCRS		4,107	1,887	13,985	12,103	
SCRS Pre-Retirement Benefit		58	27	195	169	
FICA Expense		2,978	1,370	9,952	8,613	

General Insurance						500			
Workers Compensation Insurance		0		225		6,468		5,560	
Medical Insurance		5,391		2,996		22,989		19,157	
Unemployment Compensation		0		0		0		0	
Health Reimbursement Account Expense		0		0		0		0	
OPEB Expense		0		0		0		0	
Christmas Bonus Pool		0		0		240		0	
Total	0	101,077		45,912		361,054		336,667	

CITY OF CAYCE O & M UTILITIES FUND EXPENDITURES

	Actual FY12-13	Budget FY13-14	Actual to 01/31/2014 FY13-14	Proposed Budget FY14-15	Changes 3/4/14	Adopted FY14-15
1990 NON-DEPARTMENTAL						
Medical Insurance Expense - Retiree	-10,534	0	0	5,052		
O&M Indirect Cost Transfer	1,500,000	1,500,000	875,000	1,500,000		
Contra Water Expense	-67,573	0	-54,383			
Capital Equipment Replacement Reserve	0	100,000	58,333	140,000	100,000	100,000
Capital Improvement Projects Reserve	0	100,000	58,333	140,000	100,000	100,000
Debt Service Principal				185,627		
Debt Service Interest				10,120		
Depreciation Expense	3,288,125			0		
Total	4,710,017	1,700,000	937,284	1,980,799	1,900,799	

Grand Total	\$ 9,710,524	\$ 9,378,592	\$ 5,316,323	11,554,204	10,981,949	\$ -
O&M Revenue				<u>10,984,036</u>	<u>10,984,036</u>	
Net Revenue/(Shortage)				<u>-570,168</u>	<u>2,087</u>	

**City of Cayce
Capital Equipment Schedule
FY 2014 -2015**

Department Code -Name	Initial Budget	Reductions (3/4/14)
O & M Fund		
1909 Billing		
Computer Hardware	\$6,600	\$6,600
Total 1909 Billing	\$6,600	\$6,600
1910 Utilities - Administration		
Computer Hardware	\$750	\$2,550
Total 1910 Utilities - Admin	\$750	\$2,550
1911 Water Treatment Plant		
DR 6000 Spectrophotometer	\$9,000	\$9,000
Two Encore 700 Dosage Pumps	\$8,200	\$8,200
Refurbish Backwash and Surface Wash Pumps	\$58,170	\$58,170
Replacement VFD's for Raw Water PS and Water Plant	\$60,000	\$0
Surface Wash Valves for Filters #1 thru #4 plus Installation	\$22,000	\$0
Back Wash Control Valve	\$18,000	\$0
6 New Chairs for WTP Training Room	\$800	\$800
HAZMAT Equipment	\$7,020	\$7,020
Total 1911 Water Plant	\$183,190	\$83,190
1912 Water Distribution		
Continue AMR meter conversion program	\$385,000	\$0
Computer Hardware	\$8,000	\$7,200
Total 1912 Water Distribution	\$393,000	\$7,200
1916 Wastewater Plant		
Forced Air Incubator	\$3,100	\$3,100
Hach HQ440d Benchtop Dissolved Oxygen Multimeter	\$1,600	\$1,600
3 Automatic Door Operators for Centrifuge Building Doors	\$5,800	\$5,800
HAZMAT Equipment	\$7,020	\$7,020
Total 1916 Wastewater Plant	\$17,520	\$17,520
1917 Wastewater Collection		
TC McDonalds PS Discharge Piping Replacement	\$34,300	\$34,300
Maggie Maes PS Rebuild	\$9,400	\$0
Mallard Trace PS Rebuild	\$13,000	\$0
Electric control panel Cedarfield Pump Station	\$7,000	\$0
Electric control panel Davon Pump Station	\$6,500	\$0
Computer Hardware	\$5,400	\$5,400
Total 1917 Wastewater Collection	\$75,600	\$39,700
1920 Septage & Grease		
Remodel old WWTP office/lab	\$50,000	\$50,000
Computer Hardware	\$1,100	\$1,100
Total 1920 Septage & Grease	\$51,100	\$51,100
Total O&M Fund	\$727,760	\$207,860

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

COUNCIL MEETING SPEAKERS' LIST

Date of Meeting March 4, 2014

Name	Address	Agenda Item

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