

Mayor
Elise Partin

Mayor Pro-Tem
Tara S. Almond

Council Members
Phil Carter
Eva Corley
James E. Jenkins

City Manager
Tracy Hegler

Assistant City Manager
James E. Crosland



**City of Cayce
Regular Council Meeting
Wednesday, October 16, 2019
5:00 p.m. – Cayce City Hall – 1800 12th Street
caycesc.gov**

I. Call to Order

- A. Invocation and Pledge of Allegiance

II. Public Comment Regarding Items on the Agenda

III. Ordinances

- A. Discussion and Approval of Ordinance 2019-18 Amending Zoning Ordinance Article 2 Definitions, Article 8 Table 8-B Number, Dimension and Location of Signs Requiring a Permit and Article 8 Table 8-B Table Notes to Add Language Concerning Digital Display Signs – Second Reading
- B. Discussion and Approval of Ordinance 2019-19 Amending Section 10-31 of the City of Cayce Code of Ordinances Relating to Technical Codes – First Reading

IV. Other

- A. Discussion and Approval of a Proposal for Cayce Arts District Design and Management
- B. Discussion and Approval of Bid Award for Automated Side Loader Truck for Sanitation Department

V. City Manager's Report

VI. Committee Matters

- A. Appointments and Reappointments
Cayce Beautification Foundation – Two (2) Positions

VII. Council Comments

VIII. 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 possible contract negotiations for economic development concerning the City of Cayce

- C. Discussion of possible contract negotiations with the City of West Columbia for Wayfinding Signage
- D. Discussion of negotiations incident to proposed contractual arrangements for Public Information/Press Relations Services

IX. Reconvene

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

- A. Discussion and Approval of an Intergovernmental Agreement with the City of West Columbia for Wayfinding Signage
- B. Discussion and Approval of a Contract for Public Information/Press Relations Services

XI. Adjourn

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

Memorandum

To: Mayor and Council

From: Tracy Hegler, City Manager
Carroll Williamson, Planning and Development Director

Date: September 19, 2019

Subject: Second Reading of an Ordinance Amending Zoning Ordinance Article 2 Definitions, Article 8 Table 8-B Number, Dimension, and Location of Signs Requiring a Permit and Article 8 Table 8-B Table Notes to Add Language Concerning Digital Display Signs

Issue

Council approval is requested for the Second Reading of an Ordinance to amend the Zoning Ordinance to better regulate digital display signs.

Discussion

Digital display signs in the City of Cayce are currently permitted but have restrictions that are not necessarily reflective of the current capabilities of these types of signs. This amendment retains the restriction of no animation or scrolling messages on digital signs. However, it permits multiple colors and characters instead of just letters. Additionally, in accordance with International Sign Association's recommendations, the duration for each image shall remain for a minimum of 8 seconds, the transition between images shall be less than one second, and the brightness of the sign cannot be greater than 0.3 foot candles relative to the surrounding light. Each sign will be required to have a sensor that adjusts its brightness based on ambient light conditions. This amendment makes no changes to size or height of digital signs.

The Planning Commission voted on amending the Zoning Ordinance pertaining to digital display signs at the Planning Commission meeting on September 16, 2019.

Recommendation

The Planning Commission recommends approval of the Second Reading of an Ordinance Amending the Zoning Ordinance pertaining to digital display signs.

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

ORDINANCE 2019-18
Amending the Zoning Ordinance Article
2 Definitions, Article 8 Table 8-B
Number, Dimension, and Location of
Signs Requiring a Permit and Article 8
Table 8-B Table Notes to Add Language
Concerning Digital Display Signs.

WHEREAS, Council has determined that it is in the best interest of the public to amend the Zoning Ordinance Article 2 Definitions, Article 8 Table 8-B Number, Dimension, and Location of Signs Requiring A Permit and Table Notes to Add Language Concerning Digital Display Signs; and

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

WHEREAS, the Planning Commission met on September 16, 2019, to review public comments and vote on recommending the amended Article 2 Definitions, Article 8 Table 8-B Number, Dimension, and Location of Signs Requiring A Permit and Article 8 Table 8-B Table Notes of the Cayce Zoning Ordinance and decided that they do recommend this amendment as shown on the attached document,

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Cayce, in Council, duly assembled, that Article 2 Definitions, Article 8 Table 8-B Number, Dimension, and Location of Signs Requiring A Permit and Article 8 Table 8-B Table Notes is hereby amended as shown on the attached document.

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

DONE IN MEETING DULY ASSEMBLED, this _____ day of _____ 2019.

Elise Partin, Mayor

Attest:

Mendy Corder, CMC, Municipal Clerk

First Reading: _____

Second Reading and Adoption: _____

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

Sign - Any object, device, display or structure, or part thereof, situated outdoors or indoors, which is used to advertise, identify, display, direct or attract attention to an object, person, institution, organization, business, product, service, event or location by any means, including words, letters, figures, design, symbols, fixtures, colors, illumination or projected images.

Sign, A-Frame - A freestanding movable sign, not secured or attached to the ground or any building or structure, composed of a sign panel and supporting structure or one or more panels which form both the structure and sign face. (Also known as a "Sandwich Board")

Sign, Abandoned - A sign structure not containing a sign for 120 continuous days or a sign not in use for 120 continuous days, or a sign advertising a business no longer occupying the site on which the sign exists or to which it refers.

Sign, Animated - Any sign that uses movement or change of lighting to depict action or creates a special effect or scene.

Sign, Awning, Canopy or Marquee - A sign that is mounted or painted on or attached to an awning, canopy or marquee.

Sign, Banner - Any sign applied to or constructed of paper, plastic or fabric of any kind with or without frame, and with or without design or lettering, used to decorate or attract attention to a location, object, institution, product service or business. Flags of nations, states or political subdivisions, shall not be considered banners.

Sign, Bench - A sign located on any part of the surface of a bench or seat placed on or adjacent to a public right-of-way.

Sign, Building - Any sign attached to any part of a building.

Sign, Changeable Copy - A sign or portion thereof with characters, letters or illustrations that can be changed or rearranged without altering the face or the surface of the sign. ~~A sign on which the message changes more than eight times per day shall be considered an animated sign and not a changeable copy sign for purposes of this Ordinance.~~ A sign on which the only copy that changes is an electronic or mechanical indication of time or temperature shall be considered a "time and temperature" portion of a sign and not a changeable copy sign for purposes of this Ordinance.

Sign, Digital Reader Display ~~— The portion of a sign message made up of internally illuminated components capable of changing the message periodically. Digital displays may include but are not limited to LCD, LED, or plasma displays. Commonly known as Outdoor LED Message Display Boards shall be limited to one-color static (fixed). There shall be no scrolling capabilities and copy change or message can change no more than eight times in one calendar day.~~

~~Characters or digits shall be no more than eight (8) inches in height.~~ Allowable only as a percentage of total allowable signage for freestanding signs.

Sign, Face - The area or display surface used for the message.

Sign, Free-Standing - Any non-movable sign not affixed to a building.

Sign, Identification - A sign giving the nature, logo, trademark, or other identifying symbol; address; or any combination of the name, symbol, and address of a building, business, development, or establishment on the premises where it is located.

Sign, Incidental - A sign, generally informational, that has a purpose secondary to the use of the zone lot on which it is located, such as "no parking", "entrance", "loading only", "telephone", and other similar directives. No sign with a commercial message legible from a position off the zone lot on which the sign is located shall be considered incidental.

Sign, Inflatable - A sign that requires air, whether contained or blown, to keep and maintain its shape, or which causes an object to flutter.

Sign, Off-Premise - A sign which directs attention to a business, commodity, service, or entertainment conducted, sold, or offered at a location other than the premises on which the sign is located.

Sign, Pennant - Any light-weight plastic, fabric or other material, whether or not containing a message of any kind suspended from a rope, wire or string, usually in series, designed to move in the wind.

Sign, Permanent - A sign attached to a building, structure or the ground in some manner and made of materials intended for more than short term use.

Sign, Political - A temporary sign announcing or supporting political candidates or issues in connection with any national, state or local election.

Sign, Portable - A sign that may be moved from one location to another, is not permanently affixed to the ground, and is differentiated from a movable sign in that it may be equipped for transportation by motor vehicle or other mechanical means. Trailer signs are considered to be portable signs.

Sign, Posters - *See Also Banner.* For the purposes of this ordinance, a Poster is considered a banner.

Sign, Projecting - A sign that is wholly or partly dependent upon a building for support and which projects more than 12 inches from such building.

**Table 8-B
Number, Dimension, and Location of Signs Requiring A Permit
By Zoning District**

	All Residential Zones	C-1	C-2	C-3	C-4	M-1	M-2	D-1	INS(B)
Freestanding Signs									
Number Permitted (E)									
Per Lot									
Off-Premise (Billboards)	N	N	N	N	N	NA	NA	N	N
On-Premise	1(A)	1	1	1	1	1	1	1(A)	1
Per feet of St. Frontage									
Off-Premise	N	N	N	N	N	(C)	(C)	N	N
On-Premise	NA	NA	NA	NA	NA	(D)	(D)	NA	NA
Maximum Sign Area (s.f.)									
Off-Premise	NA	NA	NA	NA	NA	672	672	NA	NA
On-Premise	20	75(H)	75(H)	75(H)	75(H)	75(H)	75(H)	20	20
Sign, Digital Display Reader s.f. max. allow. area	NA	NA	NA	60% (L)	60% (L)	60% (L)	NA	NA	NA
Minimum Setback from property line									
Billboards	50'	10'	10'	10'	10'	10'	10'	10'	10'
Other	5'	5'	5'	5'	5'	5'	5'	5'	5'
Maximum Height	12'	20'	20'	7'(I)	20'(J)	40'(F)	40'(F)	20'	12'
Building Signs									
Number Permitted	1	6	6	6	6	6	6	1	1
Maximum Sign Area (s.f.)	2	200	200	200	200	200	200	12	12
Maximum Wall Area (Primary Wall) (%) (G)	NA	15	15	15	15	15	15	NA	NA
Maximum Wall Area (Secondary Wall) (%) (K)	NA	5	5	5	5	5	5	NA	NA
Temporary Signs (2)	See Section 8.6								

Table Notes:

NA = Not Applicable

N = Not Allowed

s.f. = Square Feet

- A. One use identification sign not exceeding 20 s.f. is permitted for each entrance of a subdivision or residential project.
- B. This column does not represent a zoning district. It applies to institutional and other non-residential uses permitted under the Zoning Ordinance in residential districts, i.e. churches, schools, parks, etc.

- C. Minimum distance between billboards shall be 2000' measured on the same side of the street along the centerline of the street from which the billboard is viewed. When meeting this requirement, a billboard may be located on the same lot or parcel with another billboard or off-premise sign.
- D. One per lot or one for each 500 linear feet of street frontage, whichever is less.
- E. Lots fronting on two or more streets are allowed one additional sign for each street frontage, but signage cannot be accumulated and used on one street in excess of that allowed for lots with only one street frontage.
- F. Maximum height of billboards may extend to 75', provided the sign structure is setback from the nearest property line one additional foot for each additional three feet in height over 40 feet.
- G. Wall area is calculated by multiplying the linear feet of the wall, in which the sign is to be placed, by a standard 12 feet height, as established by this ordinance.
- H. Sign area may be increased in accord with common signage plan requirements, where applicable, Section 8.4.
- I. Sign height may be increased in accord with common signage plan requirements, where applicable, Section 8.4.
- J. The maximum sign height may be increased in the C-4 District one foot for each linear foot of street frontage, not to exceed 35 feet in height.
- K. Corner lots fronting on two or more streets may be allowed more than one primary frontage and be allowed 15% maximum sign area for all walls having primary frontage.
- K-L. The messages on digital display signs shall have a minimum duration of eight (8) seconds. No scrolling is permitted and message transition shall be under one second. The difference between the off and solid-message measurements shall not exceed 0.3 footcandles. All permitted digital display signs shall be equipped with a sensor or other device that automatically determines the ambient illumination and programmed to automatically dim according to ambient light conditions.

Memorandum

To: Mayor and Council

From: Tracy Hegler, City Manager
Carroll Williamson, Planning and Development Director
Stuart Jones, Building Official

Date: October 14, 2019

Subject: First Reading of an Ordinance amending Section 10-31 of the City of Cayce Code of Ordinances relating to Technical Codes.

ISSUE

Council approval is needed for the First Reading of an Ordinance amending Section 10-31 to adopt the most recently approved Technical Codes related to building rules and regulations.

DISCUSSION

The South Carolina Building Codes Council formally adopts new construction-related technical codes when changes are needed. It is mandatory that all municipalities and counties enforce these codes. The City currently enforces the Codes that were previously adopted by the Building Codes Council. The SC Building Codes Council has formally adopted a number of new technical codes and the effective date is January 1, 2020. No revisions or modifications are permitted to the codes without prior approval of the Building Codes Council.

Due to this mandate, the City needs to adopt the new versions of the codes by reference through an Ordinance.

RECOMMENDATION

Staff recommends that Council approve First Reading of an Ordinance amending the City of Cayce Code of Ordinances to adopt the Technical Codes as listed in the Ordinance.

Chapter 1 (Scope and Administration) of the 2018 South Carolina Building Code, 2018 South Carolina Fire Code and 2018 South Carolina Residential Code are adopted with the following amendments:

- (1) 2018 South Carolina Building Code Section 101.1 insert [City of Cayce]
- (2) 2018 South Carolina Fire Code Section 101.1 insert [City of Cayce]
- (3) 2018 South Carolina Fire Code Section 103.2 insert a period after the word "jurisdiction" and delete the remainder of the paragraph
- (4) 2018 South Carolina Fire Code Section 110.4 insert [misdemeanor, \$500.00, 30]
- (5) 2018 South Carolina Residential Code Section 101.1 insert [City of Cayce]

This Ordinance shall be effective from the date of second and final reading, but no earlier than January 1, 2020.

DONE IN MEETING DULY ASSEMBLED, this _____ day of _____, 2019.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, CMC, Municipal Clerk

First reading: _____

Second reading and adoption: _____

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

Memorandum

To: Mayor and Council
From: Tracy Hegler, City Manager
Date: October 16, 2019
Subject: Proposal for Cayce Arts District Design and Management

Issue

Item deferred from October 1, 2019 to accept a proposal to manage the development of certain elements of a highly visible Arts District on State and Frink Streets.

Discussion

The City of Cayce is in the process of implementing its vision for an Arts District on State and Frink Streets. Public art is essential to this vision and the first step was to issue a Call for Artist for two (2) murals to be painted on private property on State Street. The Call for Artist also asked respondents, if interested, to present an overall concept for developing the City's Arts District.

At its meeting on October 1, 2019, Council deferred this item for further consideration and for the opportunity to build further consensus. We reached out to some artists prior to that deferral. As the City and the artist community have worked together for over a decade, and because to date we have not received a response to our offer to build consensus, it is recommended that we postpone one more time in hopes of building that consensus.

Recommendation

Staff recommends Council postpone this item until the next Council meeting.

Memorandum

To: Mayor and Council

From: Tracy Hegler, City Manager
Thomas White, Sanitation Manager

Date: October 11, 2019

Subject: Bid Award –Sanitation Equipment – Automated Side Loader truck

Issue

The Sanitation Department seeks approval for a bid award for the purchase of a new Automated Side Loader truck as included in the FY 2019-2020 budget for lease purchase.

Discussion

The FY 2019-2020 budget included an appropriation for a capital lease-purchase of a new Automated Side loader truck to replace the 1996 International 1087 Sanitation Truck.

A Request for Bids was prepared along with specifications and sent to various equipment dealers who sell this type of equipment. Sealed bids were received and publicly opened September 26, 2019. Garage and Sanitation staff reviewed each bid and compared them to the specifications.

The following bids were received. Multiple quotes were received from the vendors depending on the body and chassis types.

Company	Quote	Chassis	Body
Shealy Truck Center	\$276,510.84	2020 Mack LR	New Way Sidewinder STR
Excel Truck Group	\$246,269	2020 Freightliner	CS9000 CollecStar
Excel Truck Group	\$251,595	2020 Freightliner	New Way SideWinder STR
GS Products	\$249,260.93	2020 Freightliner	CS9000 CollecStar
GS Products	\$273,260.15	2020 Peterbilt	CS9000
World Wide	\$291,885	2020 T470 Kenworth	New Way

Equipment			Sidewinder
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Recommendation

Staff recommends that the bid be awarded to Excel Truck Group at \$251,595 for the 2020 Freightliner with the New Way Sidewinder STR body. This model was chosen due to the stabilization and smoothness of the hydraulics which ultimately will extend the life of the truck compared to the CollecStar. The two trucks with the lower bid came with the 2020 Freightliner dual steer chassis, but not with the New Way SideWinder STR body. The recommended bid does fall within the approved budget amount.

If approved, the truck will take several months to build, with expected delivery and lease-back payments beginning in April, 2020.

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

COUNCIL ACTION REQUIRED

BEAUTIFICATION FOUNDATION – TWO (2) POSITIONS

The Cayce Beautification Foundation has two (2) open positions and has received a potential member application from Ms. Ann Bailey-Robinson and Mr. Larry McKenzie. Their applications are 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 – ONE (1) POSITION

The open position must be filled by someone from the motel industry in Cayce.

CAYCE HOUSING AUTHORITY – ONE (1) POSITION

Mr. Edward Landry no longer lives in the City. There are no recommendations at this time.

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

Ms. Rachel Scurry resigned therefore there is one open position. There are no recommendations at this time.

MUSEUM COMMISSION – ONE (1) POSITION

Mr. Leo Redmond resigned therefore there is one open position. There are no recommendations at this time.

CITY OF CAYCE POTENTIAL COMMITTEE MEMBER APPLICATION

Name: Ann Bailey-Robinson
 Home Address: Memorial Drive City, State, Zip Cayce SC 29033
 Telephone: 803- E-Mail Address @outlook.com
 Resident of Cayce: Yes No Number of Years 20

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

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

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

Work Address

Company: Palmetto Health USC Spine Center Position Spine Triage Specialist / Admin Coordinator
 Address: 2 RMP Ste 404
 City, State, Zip Columbia, SC 29203 Telephone: 803-296-9217
 Fax: _____ E-Mail _____

Work Experience: Certified medical Asst / HIPAA Privacy officer / Medical Records Specialist / business owner (Faith Ts) / Project Manager & Administrator

Educational Background: Certified Med. Asst & Phlebotomist
Bachelors in Project Management & Admin / Master in Health Information Technology

Membership Information (Professional, Neighborhood and/or Civic Organizations): VP of Kingdom Builders Ministries Womens Ministry

Volunteer Work: Tutor at Taylor Elem (Reading); Patient/Student Advocate

Hobbies: Reading, basketball, Advocating, business consulting

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
BEAUTIFICATION FOUNDATION
APPOINTMENT APPLICATION

Name: Larry M. McKenzie
Home Address: City, State, Zip (Kingston, S.C. 29072)
Telephone: 803
Cell Phone: 803-

Resident of Cayce: [] Yes [X] No Number of Years
Business Located in Cayce: [X] Yes [] No Number of Years 36

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

Work Address

Company: S.C. Farm Bureau Position: Assistant to President
Address: P.O. Box 754
City, State, Zip: Columbia, SC 29202 Telephone: 803-936-4212
Fax: 803-936-4496 E-Mail: kmckenzie@scfb.org

Work Experience: Chief Administrator for S.C. Farm Bureau Federation for past 18 years

Educational Background: B.S. - Clemson University
Agricultural Mechanization and Business

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

Volunteer Work: Camp Kemo, Childrens Hospital, Church

Hobbies: Sand sculpture, tennis, grand kids

Return to:
Mendy Corder, Municipal Clerk
City of Cayce, P.O. Box 2004, Cayce, SC 29171-2004
Telephone: 803-796-9020 • Fax: 803-796-9072