

Mayor
Elise Partin

Mayor Pro-Tem
Tara S. Almond

Council Members
Phil Carter
Eva Corley
James E. Jenkins

City Manager
Tracy Hegler



**CITY OF CAYCE
Regular Council Meeting
May 7, 2019**

The May 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 Tracy Hegler, Assistant to the City Manager Rachelle Moody, Municipal Clerk Mendy Corder, Municipal Treasurer Garry Huddle, Planning and Development Director Carroll Williamson, Utilities Director Blake Bridwell, Human Resources Director Lynn Dooley and Deputy Director of Public Safety Jim Crosland 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 Carter gave the invocation. Mayor Partin stated that the City is proud to honor military veterans by inviting them to lead the assembly in the Pledge of Allegiance at every regular Council Meeting. She stated that it's an opportunity for Council to recognize and thank a Veteran and talk about their service but it also grounds Council and reminds them why they are there doing what they are doing. She stated that Chaplain James Goudelock entered United States Marines boot camp at Parris Island, SC in November 1962. After completing boot camp in February, 1963, he was sent to Camp Lejeune, NC where he was assigned his Military Occupation Code (MOS) as an M-60 Machine Gunner. Chaplain Goudelock was then transferred to "I" Company, 3rd Battalion, 9th Marines, and Third Marine Division on Okinawa, Japan. He trained in amphibious landings and jungle warfare over much of the South Pacific. After returning to Camp Pendleton, California, Chaplain Goudelock received Top Secret Security Clearance and served the next two years as security on a top secret Navy missile base. Chaplain Goudelock thanked Council for recognizing Veterans

Approval of Minutes

Council Member Jenkins made a motion to approve the April 2, 2019 Regular Council Meeting minutes and the April 24, 2019 Special Council Meeting minutes as written. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Appointment and Swearing In of Municipal Judges

Council Member Almond made a motion to appoint and swear in Ms. Shannon Bobertz and Mr. Bryan Jeffries as Cayce Municipal Judges each for a term of two years and until a successor is appointed and qualified. Council Member Corley seconded the motion which was unanimously approved by roll call vote. Mayor Partin asked Ms. Bobertz to come forward for the Oath to be administered. Ms. Corder, Notary Public for the City administered the Oath to Ms. Bobertz. Mayor Partin asked Mr. Jeffries to come forward for the Oath to be administered. Ms. Corder administered the Oath to Mr. Jeffries. Council congratulated Ms. Bobertz and Mr. Jeffries on their appointment and wished them success in their new duties.

Public Comment Regarding Items on the Agenda

No one signed up for Public Comment.

Presentations

A. Presentation by Mr. John Banks, Director of the Greater Cayce West Columbia Chamber of Commerce, re the 2019 Tartan Day Event

Mr. Banks stated that he was invited to Washington, DC after the 2018 Tartan Day South to be part of a national symposium on National Tartan Day. He stated that Tartan Day South was one of three celebrations invited. Ellis Island, New York and San Antonio, Texas were the other two celebrations recognized. Tartan Day South was recognized as the third largest celebration in the United States. Mr. Banks stated that without the City's buy in and the support of Council and all City departments it would not have been possible for Tartan Day South to grow so quickly and be so successful.

Mr. Banks stated that over 12,000 people attended Tartan Day South's four day event this year and over 500 of those people were Cayce residents. He stated that part of the funding for the events is hospitality tax and there were over 11,500 people that attended that were not from Cayce. He stated that 1,700 people were from out of state, from 34 different states. He stated that there were also 2,600 people that attended that lived at least 50 miles outside of Cayce.

Mr. Banks stated that at this year's event at the Historic Columbia Speedway there was an art district featuring six (6) of Cayce's local artists. The Cayce Historical Museum and the Soiree on State had booths as well. He stated that Mayor Pro Tem Almond did the welcome speech to a crowd of at least 5,000 people and did a wonderful job. He thanked Council and City staff again for their support.

B. Presentation by Ms. Mary Brack, Lexington County Voter Registrations and Elections Director, re the City Possibly Moving Elections to an Odd Year

Ms. Beth Henrick, the Manager of Elections for Lexington County, stated that she was in attendance to speak to Council about the possibility of moving the City elections to odd years. She stated that Cayce's elections are currently held in November of the even years which is the same time the mid-term and general elections are held. She stated that moving the elections to odd years would stop any confusion for voters and poll workers on Election Day. She stated that voters would know that during the odd years they vote only for municipal elections. She stated that currently a lot of voters vote a straight party ticket and then remember after casting their ballot that they were supposed to vote in the municipal election as well.

Ms. Henrick stated that temporary employees are hired to work in the Lexington County Voter Registrations and Elections office for the mid-term and general elections. She stated that the temporary employees work with absentee ballots and two separate ballots are required for the municipal and the mid-term and general elections. She stated that there are seven (7) precincts involved in the City's elections and there will not be an increase of cost for the City to move to odd years. Ms. Henrick stated that moving to odd years may make it possible to merge one (1) or two (2) of the precincts which would mean less poll workers would be required. She stated that if Council decided to move the City elections to odd years they would have to vote by Ordinance which would extend all of Council's terms by one (1) year.

Mayor Partin asked if Cayce was the only municipality that still held its elections on the even year. Ms. Henrick stated that the Town of Lexington holds their elections on the even years as well. Council Member Almond asked if Ms. Henrick and her staff would be willing to help the City get the word out if it was decided to move the elections to odd years. She stated that she was concerned about voter turnout since often municipal elections are decided by a small number of votes. Ms. Henrick stated by moving elections to odd years residents would know that they are voting just for the municipal election.

Council Member Almond asked if Ms. Henrick would be open to changing some of the precincts since currently people in different districts vote at the same precinct. She stated that this causes quite a bit of confusion as well. She stated that at times the poll workers give the voter the wrong ballot. Ms. Henrick stated that it would not be possible to have a voting precinct per each district.

Council Member Jenkins asked Ms. Henrick if she had any data to support moving the City elections to odd years. He stated that a lot of people would not go to the polls just to vote in a municipal election. She stated that she would try to pull some of the data and send it to staff. Council Member Jenkins stated that it was important to

do what the residents would be happiest with. Ms. Henrick stated she would see what data she could find and thanked Council for their time.

Proclamations and Resolutions

A. Approval of Proclamation – Midlands Gives Giving Day

Council Member Corley made a motion to approve the Proclamation proclaiming May 7, 2019 as Midlands Gives Giving Day. Council Member Almond seconded the motion which was unanimously approved by roll call vote. Mayor Partin asked Ms. Pamme Eades, a Public Safety Foundation member, to come to the podium to announce some good news. Ms. Eades stated that as of that moment \$1,214 had been donated to the Cayce Public Safety Foundation. She stated that the Foundation's goal was \$500 and this was the first year they had reached such a high number without Mayor Partin winning competitions with a monetary donation award. Mayor Partin stated that she actually won \$250 that day for the Public safety Foundation at the Midlands Mayor's Competition.

Mayor Partin stated that the focus of Midlands Gives Giving Day is to encourage everyone to be a philanthropist no matter the size of the donation. She stated that over 400 non-profits participate in the day.

B. Approval of Proclamation – National Safe Boating Week

Council Member Jenkins made a motion to approve the Proclamation proclaiming May 18 – May 24, 2019 National Safe Boating Week. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

C. Consideration and Approval of Resolution Declaring May 5 – May 11 Municipal Clerk's Week

Council Member Almond made a motion to approve the Resolution declaring May 5 – May 11, 2019 as Municipal Clerk Week. Council Member Corley seconded the motion which was unanimously approved by roll call vote. Mayor Partin stated that the City's Municipal Clerk, Mendy Corder, was hired in May 1997 as the receptionist for the City of Cayce. She was promoted throughout the years to Administrative Assistant, Records Clerk, Administrative Coordinator II and then to Municipal Clerk in 2013. She stated that Ms. Corder received the Municipal Association of South Carolina's Municipal Clerk Institute certification in 2015. Mayor Partin stated that Ms. Corder received the City's Whole Sole Award in 2011 for solving problems for the many people that call the City Manager's office. She received the Whole Sole Award again in 2016 for going above and beyond coordinating support efforts after the sudden passing of the City's

Planning and Development Director Layne West. Mayor Partin thanked Ms. Corder for all she does for the City.

Ordinances and Other

A. Discussion and Approval of Ordinance 2019-03 Re-Zoning 1908 State Street (TMS#005769-08-004) from RS-3 (Single Family Residential) to C-3 (Central Commercial District) – First Reading

Ms. Hegler stated that the property at 1908 State Street was used as a residential property until the property was purchased by the City and the house demolished in 2017. The C-3 zoning classification is intended to promote the concentration and vitality of commercial and business areas of State Street. She stated that the requested re-zoning is in compliance with the Zoning Ordinance and is permitted as a zoning district in accordance with the criteria of the Comprehensive Plan and Future Land Use Map. The Planning Commission considered the request for re-zoning at their meeting on April 22, 2019. The rezoning request was opened to the public. No members of the public spoke in favor or against the re-zoning request. The Planning Commission voted on the requested re-zoning, to the C-3 zoning designation, at the Planning Commission meeting on April 22, 2019. Ms. Hegler stated that this property is the future home of the City's Art Lot and will assist with the revitalizing of the State Street area.

Council Member Corley made a motion to approve Ordinance 2019-03 on First Reading. Council Member Almond seconded the motion which was unanimously approved by roll call vote. Mayor Partin thanked Ms. Moody and staff for getting the grant for the Art Lot. She stated that Council were excited for the parking that the Art Lot would bring to State Street but also for the lively community gathering place it will become and another artistic show space in the City.

B. Discussion and Approval of Ordinance 2019-04 Amending Zoning Ordinance Section 6.10 ("Design Overlay District") to Provide for a New I-77 Gateway Design Overlay District – First Reading

Ms. Hegler stated that this item was similar to Item V. C. but they were separate titles and separate actions so Council would need to take them individually. She stated that her description would be the same for both items. She stated that staff is proposing a zoning change to create a design overlay for the area south of Taylor Road, along the 12th Street Extension south to I-77 and all properties in the City south of I-77. She stated that this Overlay District serves as a gateway to the City from Interstate 77. The purpose of the I-77 Gateway Design Overlay District is to provide additional development standards to create an aesthetically pleasing and uniform appearance.

This will extend and memorialize the campus-like standards for landscaping and building design.

Ms. Hegler stated that the Planning Commission considered the zoning request for creation of this Design Overlay District at their meeting on April 22, 2019. The zoning request was opened to the public. No members of the public spoke in favor or against the request, though some members of the public had questions. The Planning Commission voted on the zoning request to create the I-77 Gateway Design Overlay District at the Planning Commission meeting on April 22, 2019.

Council Member Almond made a motion to approve Ordinance 2019-04 on First Reading. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

C. Discussion and Approval of Ordinance 2019-05 Amending Zoning Map and Rezoning Property to Create a New Design Overlay District (I-77 Gateway Design Overlay District) – First Reading

Council Member Almond made a motion to approve Ordinance 2019-05 on First Reading. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

D. Discussion and Approval of 2019-06 Amending City Code Section 28-114 (“Discharging Firearms”) to Provide for Additional Exceptions – First Reading

Ms. Hegler stated that the City was approached by a manufacturer of custom firearms who repair firearms as well regarding relocating their business to the City of Cayce. She stated that businesses who manufacture or repair firearms test fire them in a safe, contained location on premise. She stated that currently City Ordinance 28-114 does not allow for the test firing of weapons. The proposed amendment allows for limited exception to this only for properly licensed gun manufacturers and includes regulations and inspection requirements that ensure testing is done safely indoors and without interruption to surrounding businesses or communities. She stated that it would only be allowed in certain zoning districts and would be previewed and inspected by the City’s Fire Marshal and Director of Public Safety.

Council Member Almond made a motion to approve Ordinance 2019-06 on First Reading. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

E. Discussion and Approval of Providing a Letter of Agreement in Support of the CMCOG Applying for Grant Funding to Update the Central Midlands Hazard Mitigation Plan for 2021

Ms. Hegler stated that the Central Midlands Council of Governments (CMCOG) is in the process of applying for grant funds to hire a consultant to update portions of the Central Midlands Hazard Mitigation Plan for 2021. The City is a stakeholder in the current Hazard Mitigation Plan. CMCOG is requesting a Letter of Agreement to participate in the update from all current stakeholders, which is a requirement of the grant application.

Ms. Hegler stated that the mitigation plan was updated in 2011, then again most recently in 2016. The City adopted the most recent plan in February 2017. She stated that the Central Midlands Council of Governments (CMCOG) is in the process of applying for grant funds to update the hazard risk and vulnerability assessment portions of the Central Midlands Hazard Mitigation Plan for 2021. The Letter of Agreement that CMCOG is requesting specifically states that the City will share any relevant data or information directly related to the completion of grant requirements of the Central Midlands Hazard Mitigation Plan; participate in the planning process of the Plan, including attending planning, discussion, and workshop meetings; and adopt the Plan as its own Hazard Mitigation Plan when it is completed. Ms. Hegler stated that no monetary contribution is required.

Council Member Corley made a motion to approve staff to provide a letter of agreement in support of the CMCOG applying for grant funding. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

F. Discussion and Approval of Supportive Municipal Judge Agreement for Bond and other Judicial Duties with Lexington County

Ms. Hegler stated that she would like to request a deferral. She stated that she had found some new information and would like to have more time to research it. Council Member Carter made a motion to postpone discussion of the Supportive Municipal Judge Agreement to the May 22, 2019 Council Meeting. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

G. Request to Present a Key to the City to a Cayce Resident

Ms. Hegler stated that there was a request of Council to endorse giving a key to Ms. Lynn Summer, a resident, who is retiring from Brookland Cayce High School. Council Member Carter stated that it would be most appropriate to give Ms. Summer a key to the City. He stated that when one thinks of Brookland Cayce High School they

think of Ms. Summer. Council Member Carter made a motion to present a key to the City to Ms. Summer. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

H. Discussion of Proposed FY2019/2020 Utility Fund and General Fund Budget

Ms. Hegler stated that Council and staff held two (2) work sessions where the proposed Utility Fund and General Fund budgets were presented to Council. Each department's request for expenditures were discussed and the revenues were presented as well. She stated that at that point the budget was not balanced. She stated that she had given a memo to Council at their seats with a couple of options on how to balance the budget. She stated that staff had worked with the City's Auditor Mr. Bob Milhous and upon detailed review of rates and projected earnings, significant changes have been made to the Utility Fund budget revenue.

Ms. Hegler stated that staff has prepared estimates of additional revenue sources for the General Fund budget. She stated that, in the memo, there were also cost savings in expenditures proposed through lease purchase of certain capital items, removal of some items better funded by other sources and salary savings by hiring certain new personnel mid-year. She stated that Council would need to consider all this information for the May 22, 2019 Council Meeting since any new fees would have to be discussed at that meeting so new Ordinances can be adopted in June.

City Manager's Report

Ms. Hegler stated that the third annual Soiree on State held two weekends ago was very successful. She stated that it was some of the most fun she had ever had. She stated that 1,513 people checked in with zip code takers and staff knows a lot came in without doing so, so it is safe to say the Soiree had over 2,500 attendees. She stated that there were attendees from all over including: Radcliff, KY, Fort Lauderdale, FL, West Virginia, Port Wentworth, GA, Deep Gap, NC, New Orleans, LA, Rocky River, OH, Columbus, OH and Milwaukee, WI. She stated that staff has already scheduled next year's Soiree for April 25, 2020.

Ms. Hegler stated that staff and Council will be holding the annual Strategic Planning Session Wednesday, July 17, the day before the MASC Annual Meeting in Greenville. She stated that she wanted to make Council aware that DHEC, with cooperation from the City, the Congaree Riverkeeper and the United States Fish and Wildlife Service, was removing the Congaree Creek dam, which is adjacent to a small parcel the City owns off of Charleston Hwy near Moss Creek. She stated that it is also the former site of the City's raw water intake. The dam removal will not impact the City's utility operations or water flow. Ms. Hegler stated that it will instead provide a contiguous waterway for kayakers and other water recreation enthusiasts. She stated

that they would be setting up equipment on Monday, May 20 and removing the dam on Tuesday, May 21. She stated that there were a few updates on the Knox Abbott Drive improvements. She stated that the new light poles are being installed starting at Wal-Mart and moving east. She stated that median is taking shape in front of the Brickworks Apartments.

Committee Matters

- A. Approval to enter the following Committee approved Minutes into the City's Record
 - Planning Commission – February 25, 2019
 - Events Committee – March 7, 2019
 - Museum Commission – April 3, 2019

Council Member Almond made a motion to enter the approved Planning Commission, Events Committee and Museum Commission meeting minutes into the record. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

- B. Appointments and Reappointments
 - Beautification Foundation – Two (2) Positions
 - Events Committee – One (1) Position
 - Museum Commission – One (1) Position
 - Public Safety Foundation – Two (2) Positions

Council Member Corley made a motion to reappoint Mr. Ross Shealy and Mr. Butch Kelly to the Beautification Foundation. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Council Member Carter made a motion to appoint Ms. Evony Reed to the Events Committee. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Council Member Carter made a motion to reappoint Mr. Dale Gaskins to the Museum Commission. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Council Member Almond made a motion to appoint Ms. Ashley Hunter and Ms. Karen Sanders to the Public Safety Foundation. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Council Comments

Council Member Almond stated that she would like to once again thank Ms. Corder for all she does for Council. Council Member Jenkins and Council Member Carter echoed Council Member Almond's comment.

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 for a sewer line project
- C. Discussion of negotiations incident to proposed franchise agreements for SCE&G and Mid-Carolina Electric Cooperative

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

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.

Possible Actions by Council in follow up to Executive Session

IX. B.

Council Member Almond made a motion to authorize the City Manager to communicate the position of the City with regard to a proposed sewer line project as discussed in Executive Session. Council Member Jenkins 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 8:09 p.m.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, CMC, Municipal Clerk

