



Mayor
Elise Partin

Mayor Pro-Tem
James E. Jenkins

Council Members
Phil Carter
Tim James
Hunter Sox

City Manager
Tracy Hegler

Deputy City Manager
Jim Crosland
Assistant City Manager
Michael Conley

**City of Cayce
Regular Council Meeting
Wednesday, November 16, 2022**

The November Regular Council Meeting was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Mayor Pro Tem James Jenkins and Council Members Phil Carter, Tim James and Hunter Sox. City Manager Tracy Hegler, Deputy City Manager Jim Crosland, Assistant City Manager Michael Conley, Municipal Clerk Mendy Corder, Finance Director Kelly McMullen, Human Resources Director Lynn Dooley, Police Chief Chris Cowan, Fire Chief Steven Bullard, IT Director Jamie Beckham and City Attorney Danny Crowe were also in attendance.

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

Call to Order

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

Public Comment Regarding Items on the Agenda

No one signed up for Public Comment.

Presentations

- A. Presentation of the Lake Murry Country Capital City 2022 Regional Television Ad by Ms. Miriam Atria

Ms. Atria stated that she distributed the 2021 Lake Murray Country Capital City Annual Report for Council to read at their leisure. She stated that Capital City Lake Murray Country promoted the four (4) counties of Richland, Lexington, Newberry and Saluda which was a very large geographical area to cover. She encouraged Council to read the report since it really gave a sense of the impact they had in promoting the four (4) counties. She stated that she also shared their Visitor Guide with Council. She stated that the Visitor Guide was in every South Carolina Welcome Center and was actually mailed all over the world.

Ms. Atria stated that she was appreciative of Council's support and the Accommodations Tax funding support from the City. She stated that they had done some special features in this year's publication for the City of Cayce. She stated that she and her staff welcomed visitors from around the world and worked hard at representing the region well. She stated that they even had students from the University of South Carolina on staff. Ms. Atria stated that many people thought their

organization only promoted Lake Murray. She stated that the lake was their hook, line and sinker for tourism but they also promoted everything in between and everything around the region.

Ms. Atria stated that the key ingredient when working with her organization was that the amount of dollars they were funded from any of the local governments they could help them double their money. She stated that Lake Murray Country Capital City had always promoted leisure tourism and they brought tourists in for the region's rivers, the lake, outdoor recreation, and history. She stated that they recently hosted Mr. Jason Barnett, a Revolutionary War historian. Ms. Atria stated that Mr. Barnett visited Cayce, where he took a lot of photographs and did his own tourism self-guided tour because he believed in getting down to the bare bones to learn what every area had to offer. She stated that they hired him because they were in the process of producing, in conjunction with all the other tourism districts, a Revolutionary War brochure which the City of Cayce would be featured in some of the pages. Ms. Atria stated that Mr. Barnett stated that he had toured all across South Carolina but no one treated him as well as Capital City Lake Murray Country.

Ms. Atria stated that as a destination marketing organization, the State grants they received were matched 50%. She stated that therefore if the City gave them \$10,000 they could easily add another \$5,000 to that amount. She stated that in early spring of 2023 they were going to be working with a publication called "American Road." She stated that this publication and organization was the leader in the heritage travelers to discover the alternate, authentic America. She stated that it inspired road trips and travelers to experience intriguing, nostalgic, and off the beaten path destinations across the United States. Ms. Atria stated that heritage travelers took more trips, spent more money and stayed longer than other travelers. She stated that her organization was planning to utilize the money that was designated for the City of Cayce to have a half page ad in their publication and place itineraries about the City and getaways in the City on their website. She stated that "American Road's" website had over 750,000 views per month and the City would have a headline banner for six (6) months that would direct viewers to the history page of Lake Murray Capital City. She stated that would be used for tracking purposes so she could give Council a great report on the success of the marketing plan.

Ms. Atria stated that "American Road" had an E-blast letter that also followed with that plan that had 11,500 subscribers and 30,000 Facebook followers. She stated that the Cayce destination would also be featured on the "American Road" Trip talk show that had 50,000 plus weekly listeners. She stated they would be introduced to Cayce and she and her staff would also be reaching out to Cayce historians and the Cayce Museum staff to assist them in telling Cayce's story. Ms. Atria stated that the broadcast portion of that show was syndicated on podcastone.com, iTunes, and a dozen or more other podcast sites. She stated that would run for six (6) months and would start in early spring and would deliver visitors to Cayce late spring and summer.

She stated that it was a \$9,225 value and Lake Murray Country Capital City was going to give the City \$4,612.50 more in marketing which would enable them to extend the campaign for a six-month period. She stated they were a regional tourism office therefore she and her staff were in contact with many organizations across the United States and now across the world. She stated for instance, in the month of October, they had close to \$200,000 in hotel revenues generated on the rooms they booked.

Ms. Atria stated that the World International Bass Fishing Event was held for the first time ever in the United States on Lake Murray. She stated from that one (1) event they would gain so much business. She stated that they had been sponsoring the United States Bass Fishing Team for the last five (5) years and that took Lake Murray Country Capital City's message, visitor guide and television ads all over the world. She stated that the event would be in Portugal next year and then after that it would be in Spain. She stated that it had been in Canada and South Africa as well. She stated that they broke a record by having 25 foreign countries participate when only 16 were predicted to.

Ms. Atria stated that the main message she wanted to deliver to Council was that she and her staff were there to promote the City, its history, river ways, waterways, and so much more that Cayce had to offer. She stated that the City had great products and they were proud for the City and would help market that message everywhere. Ms. Atria stated that one (1) one unique way they were doing that was through their television ad which she wanted to show Council and the assembly. She stated that the ad ran across the world. She stated that every contract and every large group they brought to the region, if there was TV involved, they required them to insert their 60 second television ad in all their marketing. She stated that she and her staff brought tourists to the region to stay in local hotels, to dine in local restaurants and to visit local attractions and they always want to take the City's message back to them. Ms. Atria stated that was what set and distinguished their regional tourism office and won them so many statewide awards. She then played the 60 second television ad. After the ad played Ms. Atria stated that the ad was updated every four (4) years and they really looked at who was covered and how their tourism region was covered each time to make sure that they were inclusive. She stated that the television ad would be played everywhere and was on their website as well.

Ms. Atria stated that every year she and her staff train the South Carolina State Welcome Center staff on the region. She stated that they visit the region and she and her staff take them around the region and showcase the region's tourism attractions. She stated that ensured that the staff that worked in the nine (9) welcome centers across the state would tell visitors all about the great things in Cayce. She stated that this year during training they featured the Cayce Museum and other places in Cayce. Ms. Atria stated that she worked closely with the South Carolina Parks, Recreation and Tourism agency to host various groups every three (3) years. She stated that the Congressional Fam were the staff that worked in Washington for local Representatives.

She stated meeting with them at places like the City's 12,000 Year History Park was a great way to make them aware of local needs so hopefully they could influence local Congressional leaders on what the local needs were for tourism.

B. Presentation of a Banner of Support for the Cayce Police and Fire Departments by the Woman's Club of Cayce

Ms. Pamme Eades stated that the Woman's Club of Cayce had been serving the community for 85 years and were a part of a larger State organization of Woman's Clubs in South Carolina that would be 125 years old next year. She stated that the National Federation of Woman's Clubs challenged all clubs in the nation to make an impact in their communities and this year they were challenged with a group of community connection initiatives. She stated that when they reviewed them they knew exactly which one was going to be their first project. Ms. Eades stated that one of the community connection initiatives was to find ways to thank essential workers, either privately or publicly, for their commitment to the community over the last two (2) years. She stated that since the Cayce Woman's Club was scheduled to be a part of the Cayce Night Out, they decided that their first recipients would be the police and fire departments. She stated that they created a banner and asked members of the community to sign it at Cayce Night Out. She stated that everyone that came to their booth was asked to sign the banner and their enthusiasm for the project was contagious. Ms. Eades stated that Cayce truly loved their Police and Fire Departments. She presented the banner to Chiefs Cowan and Bullard for their officers and staff as a token of how Cayce residents appreciated both departments.

C. Presentation of the City of Cayce FY 2020-21 Comprehensive Annual Financial Report by Mauldin & Jenkins, CPA

Ms. Jessica Johnson stated that she was the manager of the City's Fiscal Year 21 Audit and would present highlights to Council. She stated that the Fiscal Year 21 audit was issued on August 29, 2022. She stated that Mauldin and Jenkins, CPA were new as the City's audit firm and it took some time for them to go through accounts detail by detail, line by line, to ensure a good foundation for the current year's audit. She stated that they issued an unmodified opinion on the City's audit which was the highest opinion that one could receive. She stated that the City had qualified and competent staff in place and she and her staff really enjoyed working with them.

Ms. Johnson stated that the City's net position ending June 30, 2021, increased by \$425,000 from the year prior. She stated that was a good increase. She stated that the City's total assets, assets being what was owned, decreased by about \$2 million. She stated that occurred because all the projects that were put on hold during the pandemic were started again in Fiscal Year 21. Ms. Johnson stated therefore the City was spending cash on capital improvements and projects that had been put on hold so there was a decrease in assets. She stated she expected that would reverse in the

year they were currently auditing because there would be capital projects on the books that were not there the year prior. She stated that the City's total liabilities also decreased in Fiscal Year 21 because some debt was retired and some bonds were refinanced.

She stated that they did not issue an opinion on internal controls since typically auditors did not do that. She stated that however they did look at processes and the things that were in place to see if there were places that could be improved. She stated that they did have some recommendations on improvements. She stated that so far in doing the current audit those recommendations had been put into place.

Ms. Johnson stated that she thought the City's prior year auditor, who had been the City's auditor for a really long time, did a lot of things like record capital assets. She stated that the prior auditor was hands on in some of the City's accounting, and Mauldin & Jenkins did not do that. She stated that the City's Finance Director, Ms. McMullen, had appropriately taken on all of those responsibilities and was doing a fantastic job with it. She stated that some of their recommendations were related to that. She stated that almost every Governmental Auditing Standards Board gave some kind of new curveball. She stated that the one that had been talked about for a few years and was now in place was called GASB 87 and it related to leases. She stated that on the City's next financial statements there would be things on it that had not been there in the past and that was related to GASB 87.

She stated that everything was going very well with the current audit and they expected to issue by the end of this year.

Proclamation

A. Approval of Proclamation – Small Business Saturday

Council Member James made a motion to approve the Small Business Saturday Proclamation. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote.

Ordinances

A. Discussion and Approval of Ordinance 2022-16 Amending Sections 10-31 of the Cayce City code Relating to Technical Codes – Second Reading

Ms. Hegler stated that the City's Attorney Mr. Crowe found an error in the Ordinance that Council gave first reading to at the last Council Meeting. She stated that it was a minor error related to a section change. She stated that the corrected Ordinance was in Council's packet and was what was published. She stated that she

wanted to make public note of that and as Council proceeded, if they wanted to give the Ordinance second reading, one would need to accept that amendment as presented.

Council Member Carter made a motion to amend Ordinance 2022-16 to conform to the version contained in Council's agenda packet and the packet made available on the City's website. Council Member Sox seconded the motion which was unanimously approved by roll call vote. Council Member Carter made a motion to approve the Ordinance as amended on Second Reading. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval of Ordinance 2022-17 Amending Chapter 10 ("Buildings and Building Regulations") of the Cayce City Code to Add a New Article V ("Vacant Commercial and Industrial Building Registration") – First Reading

Ms. Hegler stated that Ordinance 2022-17 was a new section of the City's code that staff was proposing. She stated that over the last several years Council and staff had been working to revitalize areas in the City and address community issues related to vacant properties. She stated that specifically, empty and underutilized commercial and industrial buildings were being looked at. She stated that they often led to blight and under investment in surrounding neighborhoods. Ms. Hegler stated that staff researched best practices and received advice on this issue from industry experts, particularly those that were selected to work with the City as part of the alumni technical assistance that the City received from the Mayor's Institute on City Design, MICD 2.0.

Ms. Hegler stated that MICD 2.0 was a follow up case study program that Mayor Partin participated in at no cost to the City in 2015 that helped jumpstart the revitalization, or previtalization of the Cayce River Arts District. She stated that the advice staff received from those experts and research that staff did resulted in the Ordinance before Council. She stated that the recommendation was to adopt a registration program that could help the City better address these types of properties. She stated that the proposed Ordinance encompassed the elements of what that property registration program would look like and the escalating fees that would apply to those vacant commercial and industrial properties. Ms. Hegler stated that this program would identify and register vacant commercial and industrial buildings, clearly express the responsibilities of the building owners and provide for administration, enforcement and penalties. She stated this was something staff found as a best practice and model Ordinances were used to develop the proposed Ordinance. She stated that staff recommended that Council give first reading approval to the new section, Article Five titled Vacant Commercial and Industrial Building Registration, and would further request that Council defer the Second Reading for two (2) months. She stated that would allow what the City had successfully done in the past which was to reach out to property owners that would be affected by the amendment and make sure they were well aware of it.

Ms. Hegler stated that staff had a good list of the properties that would be affected and she would reach out to each property owner individually. She stated she would let them know what the proposed Ordinance was, help them prepare for it and offer ideas that would help them to avoid a penalty. She stated staff would use this time further to schedule a meet and greet between affected property owners and the many potential businesses that Council and staff hear from regularly that were looking for places to locate in the City. Ms. Hegler stated that this would hopefully partner some of the vacant building owners with potential businesses and would be an incentive for helping them avoid this process as it comes on.

Ms. Hegler stated that she thought this was a thoughtful and fair approach and was mutually beneficial to allow staff time to work with property owners. She stated that Council could give First Reading, get the conversation started and staff would have time to communicate with the property owners. She stated then the property owners would be well aware and informed and staff could work with them to even try to bring businesses to them they would like and the City would like to see in those properties. Ms. Hegler stated that staff brought a model Ordinance before Council but throughout the time between First and Second Reading staff could work on addressing any ideas or concerns that may be voiced from the property owners or the community.

Mayor Pro Tem Jenkins made a motion to approve the Ordinance on First Reading. Council Member Sox seconded the motion. Mayor Partin stated that one item that she would like staff to look at between readings was what was best practice in regards to percentage of occupancy since there were a few commercial buildings that had multi tenants. She stated that the percentage of occupancy could change at different times and would not always be 100% and those building owners need to know what that meant for them. She stated that she really appreciated the thoughtfulness of the Ordinance and was excited for those properties to get some great small businesses in them which would keep increasing the vitality of the City. She stated that the proposed Ordinance would also support both the Police and Fire Departments by ensuring there were not structures that were full of unsafe items that might cause a problem.

Council Member James stated that he spoke to a few of the business owners that day that had multiple tenants in a building and they asked how that would be handled. He stated that the spirit behind the proposed Ordinance was what was best for the community. He stated that it was also great for law enforcement and fire services since it would protect them and they would know what they were going into versus just being a vacant building. Council Member James stated that it would do so much for revitalization as well and he was totally supportive of the Ordinance. He stated that he was concerned that two (2) months might now be as much time since the holidays fell during that time period. He stated that Second Reading might have to be extended another month to make sure that the City did all it could for folks that will need

it then to bring it back. Ms. Hegler stated that if she saw that more time was needed she would bring it back before Council and ask for an extension.

Council Member Carter stated that he wanted to discuss a few quick notes that he made earlier that day. He stated that he agreed with Council Member James that two (2) months might be a little bit ambitious. He stated that there were probably some building owners who resided in other states and that could create a challenge. He stated that it did not appear that Council was included in the initial communication when contacting the property owners. He stated that Council was told there were only approximately 45 people on the list but he felt that Council would hear from all of them. Council Member Carter stated that he would like some form of involvement from Council with what was going on as opposed to them just getting an Ordinance and voting on it. He stated that he appreciated that the proposed Ordinance was well done and well thought out. He stated that he would ask that possibly language be added to the Ordinance to answer the questions about partial or field structures and possibly get some commercial real estate people involved. He stated that they did not necessarily have to be property owners but he thought they could add some valuable input to just what the climate was and help explain why people were just sitting on the property.

Council Member Carter stated that he knew not every instance could be addressed in the Ordinance but the circumstances behind the properties that were literally tied up in an estate for years needed to be explored. He stated that the fee assessment part of the Ordinance appeared a little punitive to him. He asked if vacant land would be addressed in the Ordinance as well. He stated there were some commercial properties that were not well maintained. He stated that he thought the proposed Ordinance was a good working document that could be built on.

Mayor Partin stated that in answer to Council Member Carter's question regarding the penalty fee, the MICD experts stated that staff's initial proposed penalty fee was way too low therefore the fee was increased due to their professional advice. She stated that City staff did not just throw stuff out there to see what sticks on the wall. She stated that there was a lot of thought that went behind it. She stated that staff had been thinking about the proposed Ordinance since MICD 2.0 and pulled all the data together to bring to Council and it should be in pretty close to best practice form when it comes to Council. Mayor Partin stated that there was a vacant building in the City's River Arts District owned by people who lived out of state and really did not care about doing anything with the building even though people expressed interest in it constantly. She stated that they did not want to put staff in an unsafe position. She stated that they also wanted the vacant buildings to be a vital part of the community and there were great businesses that wanted to come to Cayce. Mayor Partin stated therefore Council and staff could get them to connect and see what they could do to help.

Discussion was held regarding vacant land and whether to only make sure the land is maintained and kept up or if the land owner would be required to eventually build

something on the land. Council Member James suggested that staff document how many lots were vacant in the City. Ms. Hegler stated that Council Member Carter's suggestion to meet with commercial realtors was a great idea. She stated that she would also be meeting with the Greater Cayce West Columbia Chamber staff and its Board so she could get their business perspective. She asked Council to let her know if they thought of anyone else she should talk to. Mayor Partin called the question which was unanimously approved by roll call vote.

Committee Matters

- A. Appointments and Reappointments
 - Accommodations Tax Committee – Two (2) Position
 - Events Committee - One (1) Position

Council Member James made a motion to reappoint Mr. Peter Fikas and Ms. Marie Pound to the Accommodations Tax Committee and appoint Mr. Byron Thomas to the Events Committee. Council Member Sox seconded the motion. Mayor Pro Tem Jenkins asked if Council still received attendance information on members up for reappointment. Ms. Corder stated that she had mistakenly left that information off for Mr. Fikas and Ms. Pound since the Accommodations Tax Committee only met once a year. She stated that Council would always receive that information moving forward. Mayor Partin called the question which was unanimously approved by roll call vote.

City Manager's Report

Ms. Hegler stated that the Thanksgiving holiday was the following week so City offices would be closing early that Wednesday and would reopen Monday. She reminded Council of the upcoming Christmas in Cayce events and that December 4 was the adult spelling bee that the Beautification Foundation was putting on as one of their annual fundraisers. She stated that staff received word from the SCDOT that day that they would be repaving the road in front of the firehouse beginning the first week of December therefore Lavern Jumper Blvd. would be closed for a few days. She stated that the large pipe installation had been completed under Charleston Highway near Moss Creek subdivision. Ms. Hegler stated that was the emergency project sewer line replacement City staff had to do. She stated that Utility staff planned on realigning the system to hopefully prevent those catastrophic failures in the future. She stated that they would start the first week in the new year.

Ms. Hegler stated that the Post and Courier had taken great interest in the African American Cemetery project for which Council approved a consultant for at the last Council Meeting. She stated that they interviewed staff that week about it so she anticipated there would be some coverage of that. She stated that there was a ribbon cutting scheduled for Nephron Nitrile on December 7. She stated that everyone was really excited that Nephron Nitrile was getting closer to opening. She stated that the

City had been very transparent throughout their partnership on this and staff had reached out to Nephron to remind them of the wastewater discharge capacity that they had purchased. She stated that the City's goal with them, as with all customers, was to be clear about the City's requirements so there were no surprises. She stated that Mayor Partin received an email from a resident regarding the City's recent Appreciation Dinner held for City committee members, volunteers and sponsors. The email stated "That was a really special and unexpected appreciation dinner last week. I imagined it would be like last year's dinner at the Brickyard. But instead, it was a small, more intimate gathering and very well done. I never expected something like that. State Street was closed, the lights hung above the great food tables. Very really enjoyable time.' She stated that staff did a great job in scheduling that for the City's very important volunteers.

Mayor Partin asked what waste capacity Nephron Nitrile had. Ms. Hegler stated that they only had domestic related waste capacity. Mayor Partin asked if staff had heard back from Nephron. Ms. Hegler stated that they had not yet.

Council Comments

Mayor Pro Tem Jenkins stated that he noticed on Wilkerson Street down below Abbott Arms Apartments at the bottom of the hill the ground was soaked and a good sized tree located right beside the street was leaning towards the highway. Mr. Conley stated that he would like into it immediately.

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

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

Reconvene

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

Possible actions by Council in follow up to Executive Session

There were no actions taken in follow up to Executive Session.

Adjourn

Council Member Sox made a motion to adjourn the meeting. Mayor Pro Tem Jenkins seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 8:00 p.m.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk

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 November 16, 2022

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. The number of speakers at a council meeting may be limited in the discretion of the mayor or presiding officer, the length of time for any speaker's presentation is limited to a maximum of five minutes, and a presentation may be curtailed if determined to be uncivil, contentious, or disruptive in the discretion of the mayor or presiding officer or by majority of vote of council.