



CITY OF CAYCE

MAYOR
ELISE PARTIN

MAYOR PRO-TEM
JAMES E. JENKINS

COUNCIL MEMBERS
TARA S. ALMOND
PHIL CARTER
EVA CORLEY

CITY MANAGER
REBECCA VANCE

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

**City of Cayce
Regular Council Meeting
Wednesday, October 19, 2016
6:00 p.m. – Cayce City Hall – 1800 12th Street
www.cityofcayce-sc.gov**

I. Call to Order

- A. Invocation and Pledge of Allegiance
- B. Approval of Minutes
September 6, 2016 Regular Meeting
September 29, 2016 Special Meeting

II. Public Comment Regarding Items on the Agenda

III. Ordinances and Resolutions

- A. Discussion and Approval of Ordinance 2016-16 Amending Section 2-71 of the Cayce City Code Relating to Appearance of Citizens for Comments at Council Meetings – Second Reading
- B. Discussion and Approval of Ordinance 2016-17 Amending Zoning Map and Rezoning Property Located at 1213 State Street Tax Map Number 004652-04-002 from C-1 to C-3 – First Reading

IV. Other

- A. Discussion and Approval of Acceptance of a Surety Bond and Contractual Agreement in Lieu of Completion of Required Improvements for the Congaree Bluff Subdivision

V. City Manager's Report

VI. Committee Matters

- A. Approval to enter the following approved Committee Minutes into the City's Record
Planning Commission – June 23, 2016
Events Committee – August 11, 2016
- B. Appointments and Reappointments
Cayce Museum Commission – One (1) Position

VII. Council Comments

VIII. Executive Session

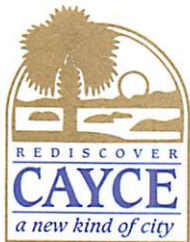
- A. Receipt of legal advice relating to claims and potential claims by the City and other matters covered by the attorney-client privilege
- B. Discussion of negotiations incident to proposed contractual arrangement concerning a possible economic development project and discussion of matters relating to proposed location and provision of services encouraging location of business in the City
- C. Discussion of negotiations incident to proposed contractual arrangements regarding the funding of a waterline project
- D. Discussion of negotiations incident to proposed contractual arrangements relating to the City's Tax Increment Finance District
- E. Discussion of negotiations incident to proposed contractual arrangements for the provision of sewer service
- F. Discussion of negotiations incident to proposed contractual arrangements between the City of Cayce and Lexington School District Two

IX. Reconvene

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

XI. Adjourn

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



CITY OF CAYCE

MAYOR
ELISE PARTIN

MAYOR PRO-TEM
JAMES E. JENKINS

COUNCIL MEMBERS
TARA S. ALMOND
PHIL CARTER
EVA CORLEY

CITY MANAGER
REBECCA VANCE

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

CITY OF CAYCE Regular Council Meeting September 6, 2016

The September Regular Council Meeting was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood, Municipal Clerk Mendy Corder, Municipal Treasurer Garry Huddle, City Attorney Danny Crowe, and Director of Public Safety Byron Snellgrove were also in attendance.

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

Call to Order

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

Approval of Minutes

Council Member Almond made a motion to approve the August 2, 2016 Regular Council Meeting minutes and the August 17, 2016 Special Council Meeting minutes as written. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Public Comment Regarding Items on the Agenda

Mr. Daniel Nunn stated that he owns rental property in the City of Cayce. He stated he received the Property Registration Program brochure in the mail and felt that it was ridiculous. He stated that the rental registration form asked for his tenant's contact information and that he did not know their email address and did not feel like he should have to give the City their phone number. Mr. Nunn stated that he had experienced three other issues in Cayce that had made him livid but the Property Registration Program was the last straw. He stated he had sold one of his rental properties in the City of Cayce and has the other one on the market to be sold.

Presentations

- A. Presentation by Mr. Mike Pazery re the City's budget

Mr. Pazery stated that he had lived in the City of Cayce for almost thirty years and at one time thought that Cayce was an ideal place to live. He stated that the City had grown too much. He stated that the former Mayor and Council annexed property in Richland County into the City of Cayce. Mayor Partin asked him to please stick to the topic of his presentation which was the City's budget. Mr. Pazery stated that over the past few years the City's residential sanitation rate has increased 800% from \$3.00 bi-monthly to \$24 bi-monthly. He stated that the City hired Park Rangers to patrol the completely over developed Riverwalk. He stated that Council imposed a hospitality tax on anyone who eats in Cayce. Mr. Pazery stated that the hospitality tax funds were supposedly intended to defer costs on the overdeveloped Riverwalk and the Cayce Historical Museum.

Mr. Pazery stated that Mayor and Council voted to give themselves a pay raise which the tax payers have to pay for. He stated that Council approved amendments to an Ordinance in 2015 that reimbursed Council for meals and travel expenses incurred when they are doing their Council duties. He stated that the Ordinance was also amended to state that the Mayor's cell phone costs would be paid for by the City. Mr. Pazery stated that the Lexington Two School Board approved spending \$4.6 million dollars on a new elementary school. Mayor Partin stated that Mr. Pazery needed to only speak on the City's budget since that was the topic that he stated his presentation to Council was going to be on. Mr. Pazery stated he could communicate with geese better than he could communicate with Council. He pulled a duck call out of his pocket and blew it repeatedly.

B. Presentation by Dr. Nancy Chapman re the City's Property Registration Program

Ms. Corder stated that due to a schedule conflict Dr. Chapman was unable to attend the meeting.

Resolutions

A. Discussion and Approval of Resolution Approving Finance Terms for General Fund Vehicle Lease Purchases

Ms. Vance stated that Council approved in the FY16/17 budget the purchase of six patrol vehicles, one rear loader and three trucks for the General Fund. She stated that the lease purchase agreement for the vehicles was with BB&T for four years at 1.33% which is even lower than the previous lease purchases. She stated that the City has paid off all of its previous lease purchases.

Council Member Jenkins asked if the vehicles were replacing current vehicles or adding to the City's fleet. Ms. Vance stated that each vehicle would either be stepped

down to less intensive usage or would be sold at auction. She stated that the revenue from the sale of the vehicles would go back into the City's miscellaneous revenue. She stated that the purchase of the vehicles was part of the City's five year replacement plan. Mayor Partin stated that before Council implemented the five year plan at least one half of Public Safety's vehicles had a minimum of 100,000 miles on them. She stated that at that time tax payer's dollars were being spent repairing vehicles that should not have been repaired. She stated replacing the vehicles was a much more careful use of tax payer's dollars.

Council Member Carter made a motion to approve the Resolution approving the finance terms for the lease purchases for the General Fund. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval of Resolution Committing the City of Cayce to Provide a Local Match for a Municipal Association of South Carolina Hometown Economic Development Grant

Ms. Vance stated that the Municipal Association of South Carolina (MASC) has opened a grant opportunity for cities and towns in South Carolina to implement economic development projects that will make a positive impact on the quality of life in their communities. As part of the grant application, the City is required to include a resolution of council in support of the application.

Ms. Vance stated that the City is requesting \$18,000 in funding. Grant funds would be used to retain professional services to design and implement a targeted retail recruitment project. The goal of this project is to identify and recruit quality retail stores and restaurants to targeted areas of the City. In this project, the City will continue its work with The Retail Coach for retail strategy continuation. Earlier this year, The Retail Coach performed a full retail analysis for the City and prepared a general market profile.

Ms. Vance stated that the grant requires a minimum 15% match by the City. The total project will be \$21,000 to implement, of which \$18,000 would be grant funds and \$3,000 would be City match. She stated that the grant application is currently in development and will be submitted by the due date of September 30, 2016.

Council Member Almond made a motion to approve the Resolution in support of the City's grant application to MASC for the Hometown Economic Development Grant opportunity. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Other

A. Discussion and Approval of RFP Award for General Contracting Services

for the Thomas Newman Boat Landing Dock Replacement

Ms. Vance stated that during the October 2015 flood event, the Thomas Newman boat landing dock sustained severe damage requiring full closure until repairs are complete. She stated that the City owns the boat landing. The City of Cayce originally estimated repair costs at \$309,763 and was approved for up to \$232,322 in public assistance grant funding from FEMA for the repairs. She stated that this is a reimbursable grant, and the City can request up to 75% of the total project costs as a reimbursement from FEMA.

Ms. Vance stated that when the City first bid out the project staff did not receive any bids. She stated that there are not many contractors that perform boat dock repairs and they were all working on other projects at that time. She stated that a request for proposals was placed in SCBO on July 25, 2016 and two (2) firms responded: R.L. Morrison & Sons, Inc. and The Belk Company, LLC. R.L. Morrison & Sons, Inc. was the lowest responsive responsible bidder with a bid of \$179,997. Due to the bid coming in below original estimated repair costs, the City's grant amount from FEMA is projected to be \$134,997.

Council Member Corley made a motion to accept the bid from R.L. Morrison & Sons, authorize the City Manager to execute the contract for general contracting services for the Thomas Newman Boat Landing Replacement Project and to spend up to \$200,000 from TIF funds for the repairs. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Mayor Partin asked staff to utilize social media to let the public know once an estimated repair date for the boat landing is known.

B. Discussion and Approval of Bid Award for Sanitation Rear Loader Garbage Truck

Ms. Vance stated that the FY 2016-2017 budget includes an appropriation for a capital lease-purchase of a new Rear loader garbage truck to replace vehicle #1081, a 2007 Mack rear loader, as a main front line garbage truck. She stated a "Request for Bids" was prepared along with specifications and sent to various equipment dealers who handle this type of equipment. Sealed bids were received and publicly opened August 12, 2016. Garage and Sanitation staff reviewed each bid and compared them to the specifications. Staff also inspected each truck in person.

The received bids are below. Multiple quotes were received from the vendors depending on the body and chassis types. However, some of the bids did not meet the specifications. Staff has reviewed all bids and has selected the following based on the needs of the City.

Company	Quote	Chassis	Body
Peterbilt of Cola	\$193,065	2017 Peterbilt /367	Loadmaster
	\$174,784	2017 Peterbilt/348	Loadmaster
Worldwide Equipment	\$183,895	2017 Kenworth/T880	Loadmaster
Carolina International	\$182,895	International/7600	Loadmaster
Shealy's Truck	\$180,357	Western Star/4700	Loadmaster
Nulife Environment	\$178,964	Western Star/ 4700	Wayne
Excel Truck Grp	\$169,478	Freightliner/114SD	Loadmaster

Ms. Vance stated that although Shealy's is not the lowest bid, staff feels that their quote provides the type of body that is more reliable, meets the City's specifications, and the truck itself exceeds the specifications. Warranty on this truck's engine is 2 years, 250,000 miles. Delivery on the Shealy's quote is approximately 120 to 150 days, which means that it should be ordered now to ensure delivery by mid-February.

Council Member Jenkins asked Ms. Vance how many rear loaders the City will have with the purchase of the Shealy's truck. Ms. Vance stated that the current primary rear loader is a 2007 truck. The new truck will become the primary and the 2007 truck will become the secondary truck. Mr. Thomas White, the manager of the City's sanitation department, stated that the secondary truck will pick up the end of the routes since there will be less trash to pick up. He stated that the City also has a 1995 truck that is still in use. He stated that with the addition of the new truck, the 1995 truck will now be used to pick up recycling.

Council Member Carter made a motion to accept the bid from Shealy's Truck Center in the amount of \$180,357 for the Western Star/Loadmaster Rear loader. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Mayor Partin stated that it was very commendable that staff was able to maintain a 1995 truck so that it is still in use. She asked Mr. White to let his staff know that Council receives compliments on their hard work all the time.

C. Discussion and Approval of Hospitality Tax Fund Request Application Amendment – Cayce Serves Tennis Tournament

Ms. Vance stated that the Cayce Public Safety Foundation is requesting an amendment to the original 2016 Cayce Serves Tennis Tournament Grant Application

dated November 13, 2015. The budgeted amount requested was \$3,725.00. Expenses fell below budget by \$452.72 at \$3,272.28. The Foundation is asking approval to change the itemization of project costs. No additional funds are being requested.

Ms. Vance stated that the Liability Insurance was under budget by \$587.00 and the Foundation has asked for \$393.30 be moved from Liability Insurance to \$137.86 for T-Shirts, \$254.12 for food and \$1.32 for tennis balls. These three items were over budget due to an increase in players. She stated that there were ninety eight players in this year's tournament, which was an increase of twenty six players from last year.

Ms. Vance stated that after the Hospitality Tax adjustment the net profit from the tournament will be \$6,623. The Public Safety Foundation has approved \$7,500 of these and previous profits to be given in equipment as follows to the Cayce Public Safety Department: \$5,000 for Radios, \$1,500 for the Taser Program, \$1,000 for food for the Officers and four cases of Smoke Detectors donated by Shealy Electric.

Mayor Partin and Ms. Vance thanked Ms. Kay Hutchinson for her hard work and dedication to the tournament.

Council Member Almond made a motion to approve the amendment to the Hospitality Fund Request application. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Vance stated that Guignard Park's reopening date has been tentatively set for October 15. She stated that the two Riverland Drive projects and the Blossom Street Bridge lighting project were bid together and should be completed by the Department of Transportation by May 2017. Ms. Vance introduced the City's new Grants Coordinator/Special Projects staff member, Ms. Rachelle Moody, to Council and the assembly. She stated that Ms. Moody has ten years of experience in grants and staff is excited to have her on board. Ms. Vance also introduced Mr. Jarrett Epperson. Mr. Epperson previously was a City Park Ranger and is now the City's Code Enforcement Officer. She stated that he has also been working on the City's Property Registration Program and has done a wonderful job.

Ms. Vance stated that the City has 1,493 rental properties. She stated that there are approximately 1,200 separate owners. She stated that 760 property owners registered their property once they received the first letter from the City. She stated that staff sent 513 second letters in August and 130 additional properties were either registered or removed from the list for various reasons. Ms. Vance stated that there are 380 property owners who still need to register their property. She stated that staff was currently discussing the best possible way to reach these people. Some of the property

owners live in the City so staff may hand deliver letters to them. She explained that any rental, non-owner occupied or unoccupied structures are required to be registered with the City. There is not a fee associated with the registration but there is a late fee applied if the property is not registered by the deadline.

Committee Matters

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

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

Events Committee – July 14, 2016

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

Council Comments

Council Member Jenkins stated that anyone who makes a presentation to Council should be required to have an agenda so Council can be prepared. He also stated that Council should consider, in the interest of promoting good order at City Council meetings, setting a length of time for any speaker's presentation. Council Member Almond stated that she agreed that a maximum length of time needs to be set. Council Member Carter asked if there was a time limit for speaker's in the City's ordinance. Ms. Corder stated that there was not currently a set time limit but Council could impose one. Ms. Vance stated that when a resident calls the Municipal Clerk to request being placed on the agenda to present to Council they are required at that time to state what topic they would like to speak on. She stated that a Council Meeting is a public meeting so staff cannot impose that the resident provide an agenda. Mayor Partin stated that Council wants the public to be able to address Council but a Council Meeting is designed to do business for the City, it is not a back and forth discussion between Council and the assembly. Mayor Partin stated that it is not acceptable for someone to pull something out of their pocket during their presentation to Council.

Mayor Partin stated that she and Council Member Jenkins attended Mr. Freddie Mitchell's funeral recently and former Council Member Ken Jumper's funeral as well. She stated Mr. Mitchell was an amazing man and a former neighborhood leader. He was a Korean War Veteran who took his harmonica with him everywhere. She stated that many people attended Mr. Jumper's funeral to pay their respects. She stated that he served the City for a long time and was a good man. Council Member Almond thanked Council and staff for their support during her husband's recent illness.

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 incident to proposed contractual arrangement concerning a possible economic development project and discussion of matters relating to proposed location and provision of services encouraging location of businesses in the City of Cayce
- C. Discussion of negotiations incident to proposed contractual arrangements regarding the funding of a waterline project
- D. Discussion of negotiations incident to proposed contractual arrangements concerning possible property access to Riverwalk

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. 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

IX. A.

Council Member Carter made a motion, subject to final documentation, to approve a possible resolution of a business license dispute on terms discussed in executive session and authorize the City Manager to bring back the written documentation to Council for final approval. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Adjourn

There being no further business, Council Member Carter 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 8:10 p.m.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, Municipal Clerk



CITY OF CAYCE

MAYOR
ELISE PARTIN

MAYOR PRO-TEM
JAMES E. JENKINS

COUNCIL MEMBERS
TARA S. ALMOND
PHIL CARTER
EVA CORLEY

CITY MANAGER
REBECCA VANCE

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

City of Cayce Special Council Meeting September 29, 2016

A Special Council Meeting was held this afternoon at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood, Municipal Clerk Mendy Corder, City Treasurer Garry Huddle and Director of Public Safety Byron Snellgrove were also in attendance.

Mayor Partin asked if members of the press and the public were duly notified of the 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 Corley gave the invocation. Mayor Partin led the assembly in reciting the Pledge of Allegiance.

Public Comment Regarding Items on the Agenda

Ms. Corder stated no one had signed up for public comment.

Presentations

A. Presentation of City of Cayce Safety Banner Contest Award

Mayor Partin stated that the City has always viewed safety as a primary focus of its business operations. In the past few years the City has increased efforts to promote safety and encourage employee health. The Safety Banner Contest is just one effort that has been implemented to encourage and promote employee safety. The Safety Banner Contest looks at encouraging employee participation by allowing them to show their creativity in developing banners to be displayed at different facilities throughout the City of Cayce. Mayor Partin asked Mr. Rodney Thomas, the City's Safety and Risk Manager, to join her in presenting the award.

Mayor Partin asked Ms. Zan Norris, a staff member of the City's Wastewater Treatment Facility, to join her in front of the assembly. She announced that Ms. Norris was the winner of the Safety Banner Contest. Because of Ms. Norris' creativity and interest in promoting safety she will receive a Ruby Tuesday's Gift Card for \$75, a jacket with her name and the City's logo on it and a coupon for a day off.

B. Presentation by Dr. Nancy Chapman re the City's Property Registration Program

Ms. Corder stated that Dr. Chapman was not in attendance.

1800 TWELFTH STREET • POST OFFICE BOX 2004 • CAYCE, SOUTH CAROLINA 29171-2004

TEL. (803) 796-9020 • FAX (803) 796-9072

WEBSITE ADDRESS: www.cityofcayce-sc.gov

Ms. Corder stated that Dr. Chapman was not in attendance.

C. Presentation by Mr. Robert Killion re the City's Property Registration Program

Mr. Robert Killion stated that he wanted to address Council regarding the City's Property Registration Program. He stated that he received the first letter regarding the program on March 18, 2016. He received the second letter on August 5, 2016. This letter stated that anyone that did not register their property would be required to pay a \$100 late fee. Mr. Killion stated that he receives a lot of mail and does not actually read everything that is in an envelope. He stated that he reads the letter and if it pertains to him then he might read the accompanying literature as well. He stated that the first letter referred to rental property so he did not read the accompanying brochure that explained the program in detail and mentioned the \$100 late fee that would be charged if the property registration application was not filled out and turned into the City.

Mr. Killion stated that City staff told him that the \$100 late fee cannot be waived. He explained that his parents left him a home in Edenwood but it is not a rental property. Mr. Killion stated that the first letter said if the property owner had already filled out a rental registration application to disregard the letter. He stated that he did disregard the letter because he did not own rental property in the City of Cayce. He asked Council if every homeowner in the City had to complete this application. Mayor Partin explained that Mr. Killion's presentation was a chance for him to present to Council but it was not a question and answer session between he and Council.

Mr. Killion asked how he could get the late fee waived. He stated that City staff told him that they could not waive the late fee and that he would need to speak to Council about waiving the fee. Mr. Killion stated that he was told by staff that the only way to waive the fee is if Council amended the Ordinance. Mayor Partin stated that he could talk to staff during business hours and she stated she would also meet with him during regular business hours.

Ordinances and Resolutions

A. Discussion and Approval of Ordinance 2016-16 Amending Section 2-71 of the Cayce City Code Relating to Appearance of Citizens for Comments at Council Meetings – First Reading

Ms. Vance stated that any citizen of the City of Cayce may speak at a Council Meeting 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 (5) 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 of speakers also may be limited.

Ms. Vance stated that in the interest of promoting good order at City Council meetings, staff recommends amending Section 2-71 to set the length of time of any speaker's presentation to a maximum of five minutes. Also a presentation may be curtailed if determined to be disruptive, contentious or uncivil. This decision will be at the discretion of the Mayor or presiding officer or by majority vote of council.

Council Member Almond made a motion to approve First Reading of an Ordinance amending Section 2-71 of the Cayce City Code relating to the appearance of citizens for comments at Council Meetings. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

- B. Discussion and Approval of Resolution Approving Memorandum of Understanding between Cayce Department of Public Safety and Office of South Carolina Attorney General concerning the Internet Crimes Against Children Task Force

Council Member Almond made a motion to approve the Memorandum of Understanding. Council Member Corley seconded the motion. Council Member Jenkins asked for more details related to the agreement and the task force. Chief Snellgrove stated that the City had not been a part of the Internet Crimes Against Children Task Force previously. He stated that the Task Force was created to catch predators of children. He explained that if a predator of children is located in the City then the Attorney General's office will give the City equipment and training to make a case against the predator. Chief Snellgrove stated that Public Safety staff would not be going outside of the City to operate on the agreement. Ms. Corder called the question which was unanimously approved by roll call vote.

- C. Discussion and Approval of Resolution Approving Law Enforcement Assistance and Support Agreement with the Town of Lexington

Council Member Almond made a motion to approve the agreement with the Town of Lexington. Council Member Carter seconded the motion. He stated that he thought Council had already signed an agreement with the Town of Lexington. Ms. Vance explained that the agreements come up at different times throughout the year. She stated every municipality has to sign any Mutual Aid Agreement that they are participating in. Ms. Corder called the question which was unanimously approved by roll call vote.

- D. Discussion and Approval of Resolution Authorizing a Condemnation Action for a Water Line Easement for Property at 902 Holland Avenue

- E. Discussion and Approval of Resolution Authorizing a Condemnation Action for a Water Line Easement for Property at 1807 State Street
- F. Discussion and Approval of Resolution Authorizing a Condemnation Action for a Water Line Easement for Property at 1414 and 1417 Frink Street
- G. Discussion and Approval of Resolution Authorizing a Condemnation Action for a Water Line Easement for Property at 2256 Charleston Highway
- H. Discussion and Approval of Resolution Authorizing a Condemnation Action for a Water Line Easement for Property at 2400 Julius Felder Street
- I. Discussion and Approval of Resolution Authorizing a Condemnation Action for a Water Line Easement for Property at 901 Knox Abbott Drive
- J. Discussion and Approval of Resolution Authorizing a Condemnation Action for a Water Line Easement for Property at 1140 Charlotte Avenue
- K. Discussion and Approval of Resolution Authorizing a Condemnation Action for a Water Line Easement for Property at 2191 Wilkinson Street
- L. Discussion and Approval for Resolution Authorizing a Condemnation Action for a Water Line Easement for Property at 1499 Benedict Street

Council decided to vote on all the condemnation actions together. Council Member Almond made a motion to approve the condemnation actions. Council Member Corley seconded the motion. Ms. Vance stated that the majority of the properties will not have to be condemned. She stated that the condemnation actions were a process of the City's SRF loan for the water line replacement project that affects the entire City. She explained that one of the requirements of the SRF loan is that the City have control of all the properties before it can receive the loan money for the project. She stated that for the SRF loan control of the property means that a condemnation action has been filed with Lexington County and any money that would be paid to the property owner has been put in an escrow account.

Ms. Vance stated that the City needed a total of sixty six (66) easements for the project and only nine (9) easements are still in discussion. She explained that some of the nine properties are in probate, the owner/s of some of the properties are deceased and some of the owners have not responded to any of the communications. She stated that she received the loan commitment letter recently and that letter starts a ninety day clock for the City to meet all the loan requirements.

Council Member Jenkins asked if the U Haul property on Knox Abbott Drive was owned by the Guignard family. Ms. Vance stated that it was owned by the U Haul real

estate company, not the Guignards. Ms. Corder called the question which was unanimously approved by roll call vote.

City Manager's Report

Ms. Vance stated that the Congaree Bluegrass Festival is taking place at the Columbia Historic Speedway October 1 and 2. She stated that Guignard Park's Grand Re-Opening event is Saturday, October 15. The Kelly Jones Park in Riverland Park Grand Opening event is Saturday, October 29 from 11am to 1pm and the Little Free Library Ceremony in Burnette Park is Sunday, October 30 from 2pm to 4pm. She stated that staff was also meeting with the State Street property owners on October 18 at 5:30pm City Hall.

Ms. Vance stated that SCANA's tree trimming is on a five year cycle and they will start trimming trees in Cayce soon. She stated that each resident that will be affected has been notified via letter. She stated that if anyone had any questions or concerns to contact her and she could connect them with a SCANA representative.

Ms. Vance stated that she did receive the SRF loan commitment letter for 23.5 million dollars at 1.8% for the water line replacement project. She stated that the City will have to hold a Public Hearing and bid the project out.

Committee Matters

A. Appointments and Reappointments

Mayor Partin stated that there is currently one open position on the Board of Zoning Appeals. The City has received a potential member application from Mr. Russ Vickery. Council Member Carter made a motion to appoint Mr. Vickery to the Board of Zoning Appeals. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Council Comments

Council Member Almond stated that National Night Out is Tuesday, October 4. She stated that the Avenues Association was having an event for National Night Out. Council Member Carter stated that he would like to meet with Mr. Killion when Mayor Partin meets with him since he is in his District. Council Member Carter stated that he wanted to assure Mr. Killion that Council has meeting protocol that they have to respect but do care about his issue. Mayor Partin stated that she attended the ribbon cutting for Cres Com Bank which was formerly Congaree State Bank. She stated that they were very excited to be in the City.

Executive Session

- A. Discussion of negotiations incident to proposed contractual arrangements regarding the funding of a waterline project
- B. Discussion of negotiations incident to proposed contractual arrangements concerning a possible economic development project and discussion of matters relating to proposed location and provision of services encouraging location of business in the City of Cayce
- C. Discussion of negotiations incident to proposed contractual arrangements regarding the funding of a waterline project
- D. Discussion of negotiations incident to proposed contractual arrangements with Lexington County
- E. Discussion of negotiations incident to proposed contractual arrangements regarding sewer service

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

Reconvene

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

Possible Actions by Council in follow up to Executive Session

There was no action taken in follow up to Executive Session.

Adjourn

Council Member Almond made a motion to adjourn the meeting. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 7:45 p.m.

Elise Partin, Mayor

ATTEST:

Mendy Corder, Municipal Clerk

Memorandum

To: Mayor and Council

From: Mendy Corder, Municipal Clerk

Date: October 17, 2016

Subject: Approval of Ordinance 2016-16 amending Section 2-71 of the Cayce City Code relating to the appearance of citizens for comments at Council Meetings.

ISSUE

Council approval is needed for the Second Reading of an Ordinance amending Section 2-71 of the Cayce City Code relating to the appearance of citizens for comments at Council Meetings

BACKGROUND/DISCUSSION

Any citizen of the City of Cayce may speak at a Council Meeting 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 (5) 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 of speakers also may be limited.

In the interest of promoting good order at City Council meetings, staff recommends amending Section 2-71 to set the length of time of any speaker's presentation to a maximum of five minutes. Also a presentation may be curtailed if determined to be disruptive, contentious or uncivil. This decision will be at the discretion of the mayor or presiding officer or by majority vote of council.

RECOMMENDATION

Staff recommends Council approve Second Reading of an Ordinance amending Section 2-71 of the Cayce City Code relating to the appearance of citizens for comments at Council Meetings.

STATE OF SOUTH CAROLINA)	ORDINANCE 2016-16
)	Amending Section 2-71 of the
COUNTY OF LEXINGTON)	Cayce City Code Relating to the
)	Appearance of Citizens for
CITY OF CAYCE)	Comments at Council Meetings

WHEREAS, the Council has determined that it is necessary and proper, and in the interest of promoting good order at City Council meetings, that the City amend the current wording of its Code in Section 2-71 concerning the appearance of citizens for comments at Council meetings,

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Cayce, in Council, duly assembled, that the final sentence of Section 2-71 (“Appearance of Citizens”) of the City of Cayce Code of Ordinances is hereby amended to read as follows:

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 vote of council.

This Ordinance shall be effective from the date of second and final reading.

DONE IN MEETING DULY ASSEMBLED, this ____ day of _____, 2016.

 Elise Partin, Mayor

ATTEST:

 Mendy C. Corder, Municipal Clerk

First reading: _____

Second reading and adoption: _____

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

Sec. 2-71. - Appearance of citizens.

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 vote of council. ~~At the discretion of the mayor or presiding officer, the length of time for any speaker's presentation may be limited and the number of speakers also may be limited.~~

(Code 1975, § 2-32; Ord. of 6-6-2006(1))

Memorandum

To: Mayor and Council

From: Rebecca Vance, City Manager
Shaun Greenwood, Asst. City Manager
Monique Ocean, Planning & Zoning Tech

Date: October 17, 2016

Subject: First Reading of an ordinance to re-zone 1213 State Street (TMS# 004652-04-002) from C-1 (Office and Institutional) to C-3 (Central Commercial).

ISSUE

Council approval is needed for the First Reading of an ordinance to re-zone 1213 State Street (TMS# 004652-04-002) from C-1 (Office and Institutional) to C-3 (Central Commercial).

BACKGROUND/DISCUSSION

The applicant wishes to rezone the property listed above from C-1 (Office and Institutional) to C-3 (Central Commercial). The C-3 zoning classification is intended to promote vitality of commercial and business uses in areas of Knox Abbott Drive and State Street. Whereas, C-1 is intended to accommodate office institutional and residential uses and is designed principally for use along major streets dominated by older houses.

The Planning Commission will consider the request for re-zoning at its regular meeting on October 17, 2016. The re-zoning request will be open for public hearing.

The Planning Department received an inquiry from Ms. Lynn Reinke, of 1212 Honeysuckle Street, in reference to the re-zoning request. Ms. Reinke was concerned about the potential future uses allowed in the C-3 district and with required setbacks pertaining to buildings. The Planning Department also received an email from Bernard Clegg, of 1308 Honeysuckle Street, in opposition of the rezoning request. Mr. Clegg's primary concerns were about how close commercial buildings can be built to each other in the C-3 district.

The Planning Commission will vote on the requested re-zoning to a C-3 zoning designation at the regularly scheduled meeting on October 17, 2016. The property is contiguous to other C-3 zoning districts. The requested zoning is in compliance with the Comprehensive Plan.

RECOMMENDATION

The Planning Commission recommends Council approve First Reading of an ordinance to re-zone 1213 State Street (TMS# 004652-04-002) from C-1 (Office and Institutional) to C-3 (Central Commercial).

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

ORDINANCE 2016-17
Amending Zoning Map and
Rezoning Property Located at 1213
State Street (Tax Map Number
004652-04-002) from C-1 to C-3

WHEREAS, Michael Hughes, as the agent for the property owner, requested that the City of Cayce amend the Zoning Map to re-designate the property comprising and shown as 1213 State Street (TMS# 004652-04-002), now zoned Office and Institutional (C-1) to Central Commercial (C-3), and

WHEREAS, the Planning Commission held a public hearing on this request to receive comments from the public and adjacent property owners, and

WHEREAS, the Planning Commission met on October 17, 2016, to review public comments and vote on recommending the rezoning request and unanimously voted to recommend this change to the existing zoning,

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Cayce, in Council, duly assembled, that the property hereinafter listed, and as shown on the attached sketch, is hereby rezoned and reclassified on the Zoning Map of the City of Cayce as C-3, Central Commercial:

TMS# 004652-04-002
1213 State Street

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

DONE IN MEETING DULY ASSEMBLED, this _____ day of _____ 2016.

Elise Partin, Mayor

Attest:

Mendy Corder, Municipal Clerk

First Reading: _____

Second Reading and Adoption: _____

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

City of Cayce
South Carolina
Planning Commission Zoning Map Amendment

Date Filed : _____

Request No. : MA0016-16

Fee : \$200 9-23-16

Receipt No : _____

A zoning map amendment may be initiated by the property owner(s), Planning Commission, Zoning Administrator, or City Council. If the application is on behalf of the property owner(s), all owners must sign. If the applicant is not an owner, the owner(s) must sign the Designation of Agent section.

THE APPLICANT HEREBY REQUESTS that the property described as below be considered for rezoning from C-1 to C-3

The justification for this change is as follows; _____

mm APPLICANT(S) [print]: Michael Hyber

Address : 932 Karlandy Ave Cayce SC

Telephone: 518-0437 [business] _____ [residence]

Interest: _____ Owner(s): _____ Agent of owner(s): Other: _____

OWNER(S) [if other than Applicant(s)] : _____

Address: _____

Telephone: _____ [business] _____ [residence]

[use reverse side if more space is needed;]

PROPERTY ADDRESS: 1213 State Street

Lot 12,3 Block 0 Subdivision _____

Tax Map No. 004652-04-002 Plat Book 116-79 Page _____

Lot Dimensions: _____ Area: [sq. ft. or acreage] 5321

Deed restrictions/limitations on property: _____

* DESIGNATION OF AGENT [complete only if owner is not applicant]

I (we) hereby appoint the person named as Applicant as my (our) agent to represent me (us) in this request.

Date: 9-14-16 For Teamsters 509. Powell Caldwell

Powell Caldwell
Owner signature(s)

I (we) certify that to the best of my(our) knowledge that the information contained herein is accurate and correct.

Date: 9-14-16 [Signature]

Applicant signature(s)

Official Use Only: Property posted: 9-20-16 By: MO Published in Newspaper on: 9-29-16

PLANNING COMMISSION: _____ RECOMMENDATION: _____

CITY COUNCIL [1st Reading] _____ ACTION: _____




CITY COUNCIL [Final Reading] _____ ACTION: _____

Notice to applicant sent on _____ advising of Council's action. If approved a statement to the effect that our zoning maps and records now reflect the new zoning of the property. If disapproved, the reasons for disapproval, a statement that any other request for rezoning on the same piece of property will not be accepted for a period of one (1) year from Council's action.

Variance Request
VA001-16
1312 Northland Drive



Legend

-  Properties Within 200' of Re-Zoning Request
-  R-Zoning Request
-  Property Lines



410 205 0 410 Feet



Memorandum

To: Mayor and Council

From: Rebecca Vance, City Manager
Shaun Greenwood, Assistant City Manager

Date: October 17, 2016

Subject: Approval of acceptance of a surety bond (letter of credit) and contractual agreement in lieu of completion of required improvements for the Congaree Bluff subdivision

ISSUE

Council approval is needed for acceptance of a surety bond and contractual agreement in lieu of completion of required improvements for the Congaree Bluff subdivision.

BACKGROUND/DISCUSSION

The Developer of the Congaree Bluff subdivision would like to record a bonded plat and begin selling lots prior to the completion of the required improvements needed to support the lots.

Article 13 of the Cayce Land Development Regulations require City Council to authorize a surety bond in the amount of 150% of the face value of the remaining improvements along with conditions before an incomplete plat may be bonded allowing the Developer to begin construction and sale of the lots.

The Developer has submitted a bond estimate for the amount needed to complete the improvements and an agreement to be finished within a set time frame. To secure and guarantee full and complete performance of the bond estimate, the Developer is providing the City with a surety bond (letter of credit) issued by AmerisBank. The bond estimate and the work remaining has been approved and verified by the Lexington County Public Works Department. The agreement and bond estimate have also been approved by the City Manager and the City Attorney.

RECOMMENDATION

Staff recommends Council give approval for the acceptance of a surety bond (letter of credit) for Congaree Bluff subdivision, in lieu of completion of required improvements.

5. In the event the construction of the Infrastructure as described in Paragraph 2 is not fully completed within eleven (11) months from the date hereof, the City may present the Bond/LOC for payment of such sums as are reasonably necessary to complete such construction. A determination that the completion of the construction has not been timely completed or a determination of the monetary amount necessary to complete construction shall be in the sole and exclusive discretion of the City.

6. All claims, disputes and other matters in question arising out of, or relating to this Agreement or the breach thereof shall be governed and controlled by the laws of the State of South Carolina. Jurisdiction for any action, which arises out of or relates to this Agreement for any reason whatsoever, shall be in the Court of Common Pleas for the State of South Carolina. Venue for any action that arises out of or relates to this Agreement for any reason whatsoever shall lie in Lexington County, South Carolina.

7. Upon completion of the Infrastructure and approval of the same by the City, the Agreement shall be deemed terminated and the Bond/LOC shall be returned to the Developer.

This Agreement shall inure to the benefit of and be binding upon the parties hereto, and their respective successors and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement as of the date entered above.

ATTEST:

Secretary

Witness

ATTEST:

Municipal Clerk

Witness

DEVELOPER:

Congaree Bluff, LLC

By: _____

Its: _____
(Title)

City of Cayce

By: _____

Its: City Manager

Congaree Bluff (Lots 1-25)

CEC # 13110

BOND ESTIMATE

October 12, 2016

The following is a complete breakout of the work remaining on the referenced project; this estimate is based on the approved plans and verified by an on-site inspection. The estimate shall bear the signature and seal of the engineer of record. The unit costs reflected below is the minimum that will be accepted by Lexington County. Actual contract costs should be used if they are higher than the Unit Cost listed below.

BASED ON VISUAL INSPECTION

DESCRIPTION OF WORK/MATERIALS	QUANTITY	UNIT	UNIT PRICE (\$)	AMOUNT
BMP MAINTENANCE				
Inlet Protection	5	EA	\$150.00	\$750.00
Silt Fence	1869	LF	\$5.00	\$9,345.00
Street Sweeping	792	LF	\$0.50	\$396.00
		SUB-TOTAL		\$10,491.00
PROJECT MAINTANENCE		LS	2 x Subtotal	\$20,982.00
SEDIMENT AND EROSION CONTROL				
Grassing	3	Acre	\$3,000.00	\$9,000.00
Matting	24515	SF	\$20,575.00	\$20,575.00
Sediment/Stilling Basin	1	EA	3,750.00	\$3,750.00
		SUB-TOTAL		\$33,325.00
MISCELLANEOUS				
CEPSCI Inspections	52	EA	\$100.00	\$5,200.00
Final Cleaning of SD Systems	554	LF	\$6.50	\$3,601.00
		SUB-TOTAL		\$8,801.00

ROADWAY				
Tack	2052	SY	1.50	\$3,078.00
Asphalt Concrete Surface Course (2")	2052	SY	\$9.50	\$19,494.00
Road Repair/Patch (5% of Total Asphalt)	103	SY	\$50.00	\$5,150.00
Curb Repair (10% of LF of Road)	79	LF	\$22.00	\$1,738.00
		SUB-TOTAL		\$29,460.00
SIGNAGE				
Street Sign	2	EA	\$150.00	\$300.00
Traffic Control Sign	4	EA	\$110.00	\$440.00
		SUB-TOTAL		\$740.00
			TOTAL	\$93,308.00
ENGINEERING AND SURVEYING				
Final Plat, As-Builts, Staking, etc.	1	LS		\$6,531.56
As-Builts (7% of Total)				
		TOTAL		\$99,839.56
		TOTAL AT 150%		\$149,759.34

Engineering Certificate of Bond Estimate

I hereby certify that all installed road improvements, storm drain system, sediment and erosion control practices, water supply system improvements, and sanitary sewer system improvements (as applicable) serving Congaree Bluff Subdivision, have been constructed to meet or exceed the minimum standards required by the Lexington County Public Works/Stormwater Division, and a bond document with supplemental surety adequate to guarantee satisfactory completion of the remaining improvements has been provided to Lexington County Council.

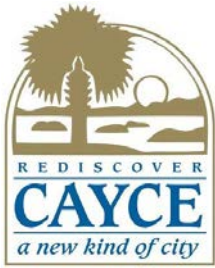
Based on visual inspection

10/12/2016 Joshua R. Rabon

Date

Name of Project Engineer

Signature



**APPROVED MINUTES
PLANNING COMMISSION
SPECIAL CALLED MEETING
CAYCE CITY HALL
1800 12TH STREET, CAYCE SC
Thursday June, 23, 2016
6:00 PM**

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

A motion was made by Mr. Raley to approve the minutes of the May 16, 2016, meeting. Mr. Mitchell seconded the motion. The vote passed unanimously.

III. STATEMENT OF NOTIFICATION

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

IV. PUBLIC HEARING – Text Amendment [*Amendment of the Land Use Plan (2019)
Map to include changes that have been brought about by existing or future development*]

a. Opening Statement

Mr. Greenwood begin by giving general information on the reasons for the special called meeting. Mr. Greenwood explained that amendments must be made to the future Land Use Plan map for continued compliance with the Cayce Comp Plan. Mr. Greenwood went on to explain several issues in the map that are not compliant with the goals of the plan and he discussed reclassifying these areas. Mr. Greenwood discussed the following proposed amendments:

- Reclassifying the property immediately adjacent to the I-77 interchange on 12th Street from PMU (Planned Mixed Use) to TA (Transitional Area),
- Adding three parcels of land off of Alex Drive and adding a designation of RD (Residential Density Flex),
- 4 Residential lots on H Ave. reclassifying from TA to RC (Residential Conservation / Infill),
- Property located adjacent to I-77 interchange and Charleston Highway reclassifying from PMU to CBI (Commercial Business / Industrial) and
- 2 properties at the I-77 interchange and Bluff Road reclassifying from PMU to CBI.

Mr. Greenwood stated that the amendments would also involve changes to the map that must be included to process rezoning or annexation requests.

b. Public Testimony

The following people came before the Commission to speak in favor of the request for amendments to the future Land Use Plan map:

1. Nancy Stone-Collum of 1222 H Avenue,
2. Janice Geiger-West of 1211 G Avenue and
3. James Orefice and Carol Drabik of 1225 G Avenue.

Mrs. Stone-Collum stated that she and her husband discovered that their property was zoned as a commercial district when they were denied a building permit to add an extension to their single family home. Mrs. Stone-Collum stated she has lived in the home for 39 years and had no idea that it was not residentially zoned. Mrs. Stone-Collum explained that she was also told that the property was not eligible to go before the Planning Commission for rezoning to a residential zoning district because the request would not comply with the future Land Use Plan.

Mr. Greenwood explained that this is an example of why the future Land Use Plan map must be amended to process annexations or rezoning requests and for continued compliance with the Comp Plan. Mr. Greenwood pointed out that the zoning on H and G Avenues caused the properties to be legal non-conforming uses and hinders the owners' ability for additions or major remodels to the homes. Mr. Greenwood stated that the properties were not eligible for rezoning to residential districts because of issues with the future Land Use Plan map. Mr. Greenwood stated that residential zoned districts are not compatible with the land use classification shown on the map, therefore a request for rezoning to a residential zoning district would have to be denied. Mr. Greenwood stated that properties on H and G Avenues are located in a typical single family residential area and he believes the intent is for them to be residential zoned districts.

c. Adjourn Hearing

With no further discussion, the public hearing was closed by Chair Ed Fuson.

V. MOTION – Text Amendment [*Amendment of the Land Use Plan (2019) Map to include changes that have been brought about by existing or future development*]

Mr. Jordan made a motion to request Council approval on the amendments to the future Land Use Plan map. Mr. Mitchell seconded the motion. All were in favor. The vote passed unanimously.

VI. OTHER BUSINESS

Mr. Greenwood stated that Staff would begin to set up dates for the required annual training for the Planning Commission.

VII. ADJOURNMENT

Mr. Mitchell made a motion to adjourn. Mr. Raley seconded the motion. All were in favor.

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

CITY OF CAYCE
EVENTS COMMITTEE MEETING MINUTES
Council Chambers
August 11, 2016

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

Absent, Excused: Robert Myers, Cindy Pedersen, Amy Roper

City Representatives Present: Kara Carmine, Mendy Corder and James Denny

Consultants: Sheila Starkey

Chairperson Danny Creamer called the meeting to order.

Mr. Capps made a motion to approve the minutes of the July 14, 2016 meeting. Ms. Mitchell seconded the motion which was unanimously approved by the Committee.

Committee Matters

Ms. Theresa Mitchell was welcomed as an official member of the committee. It was announced that Ms. Kimberly Christ would not be renewing her seat with the committee due to other time constraints and obligations. Ms. Rachel Scurry submitted her application for re-appointed which was happily accepted.

Mr. Capps made a motion and second was made by Ms. Mitchell and the committee voted unanimously to recommend Ms. Scurry to Mayor and Council for re-appointment. Her application will be submitted to Mayor and Council for approval at the Special Council Meeting on August 17th, 2016.

The committee discussed the proposed changes to the Committee By-laws, to include changing the term of members from two year terms to alternating two and three year terms. It was decided to make this change to stagger the years that terms expire. Ms. Scurry made a motion to accept the proposed changes to the By-laws as proposed, Mr. Capps seconded the motion and the committee voted unanimously.

Congaree Bluegrass Festival, Saturday, October 1, and Sunday, October 2, 2016

Kara Carmine reported that there will be approximately 20-25 vendors participating in the Artist Village. Most of the food vendors are in place. Still needed are sponsors, volunteers and food for the VIP tent.

The issues surrounding online tickets sales have not been resolved.

All Committee members are encouraged to find as many volunteers as possible. Every event is enhanced by the number of volunteers participating to make an event a success.

The committee discussed the goal and barriers to festival financial self-sufficiency. All members are encouraged to recruit sponsors at all levels. Kara Carmine distributed sponsor packets to members. The volunteer and pre-festival meeting was set for 9/29/16 at 5:30pm at the speedway.

Christmas in Cayce, December 2016

Kara Carmine and James Denny reported on the status and issues with the selected replacement light displays. Rachel Scurry has agreed to take point on the Carols event.

Sheila Starkey reported on the activities completed and in progress by John Banks and her.

- Ms. Starkey is working on social media and the Festival's web page.
- Ms. Carmine continues her work with vendors, social media, etc.
- Committee members were encouraged to seek volunteers from various community and service clubs.

There being no further business, the meeting was adjourned.

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

COUNCIL ACTION REQUIRED

CAYCE MUSEUM COMMISSION – ONE (1) POSITION

Mr. Archie Moore's has expired and he would like to serve again. The commission recommends him for reappointment. Mr. Moore has served on the Commission since 2008 and regularly attends the meetings. His reappointment application is attached for Council's review.

NO COUNCIL ACTION REQUIRED

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

ACCOMMODATIONS TAX COMMITTEE – THREE (3) POSITIONS

Two positions must be filled by someone from the motel industry in Cayce. One position must be filled by someone from the restaurant industry in Cayce.

BEAUTIFICATION BOARD – THREE (3) POSITIONS

The Board has no recommendations at this time.

BEAUTIFICATION FOUNDATION – ONE (1) POSITION

There is currently one open position on the Beautification Foundation.

CAYCE HOUSING AUTHORITY – ONE (1) POSITION

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

CAYCE MUNICIPAL ELECTION COMMISSION – TWO (2) POSITIONS

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

CONSOLIDATED BOARD OF APPEALS – TWO (2) POSITIONS

Members who serve on this Board must be either an Engineer, Contractor, Architect or Design Professional. There are no recommendations at this time.

EVENTS COMMITTEE – TWO (2) POSITIONS

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

PUBLIC SAFETY FOUNDATION – THREE (3) POSITIONS

The Foundation has no recommendations at this time.



CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: ARCHIE G. MOORE
Home Address: [REDACTED] HOLLAND AVE. City, State, Zip CAYCE, S.C. 29033
Telephone: 803-[REDACTED] E-Mail Address [REDACTED]
Resident of Cayce: Yes { No Number of Years 50

Please check the Committee for which you are applying for reappointment:

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

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

Work Address

Company: RETIRED Position _____
Address: _____
City, State, Zip _____ Telephone: _____
Fax: _____ E-Mail _____

Work Experience: 28 yrs. S.C. DEPT OF PARKS, REC. & TOURISM
25 yrs. LICENSED REALTOR (STILL ACTIVE)

Educational Background: PALMER COLLEGE - ACCOUNTING MAJOR
ARCHITECTURAL/ENGINEERING - MIDLANDS TECH.

Membership Information (Professional, Neighborhood and/or Civic Organizations):
COLUMBIA CIVITANS, PAST PRESIDENT, RIVER ALLIANCE BOARD.

Volunteer Work: CIVITAN INTERNATIONAL, CAYCE MUSEUM

Hobbies: STUDY OF HISTORY, ARCHEOLOGY, WOOD WORKING
FISHING, CANOEING, HIKING

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
mcorder@cityofcayce-sc.gov