

Mayor  
Elise Partin

Mayor Pro-Tem  
Tara S. Almond

Council Members  
Phil Carter  
Eva Corley  
James E. Jenkins

City Manager  
Tracy Hegler



**City of Cayce  
Special Council Meeting  
April 24, 2019**

A Special Council Meeting was held this afternoon at 5:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. City Manager Tracy Hegler, Assistant to the City Manager Rachelle Moody, Municipal Clerk Mendy Corder, and City Treasurer Garry Huddle 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 Jenkins gave the invocation for Council. 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.

**Ordinances**

- A. Discussion and Approval of Ordinance 2019-02 Amending City Code Sections 12-45 and 12-47 Concerning Inspections, Audits and Penalties Related to Business License Taxes – Second Reading

Ms. Hegler stated that after the April 2, 2019 Council Meeting staff immediately sent out letters to the people affected by Ordinance 2019-02 and everyone was on track to meet the May 22, 2019 deadline. Council Member Almond asked if Ms. Hegler was referring to all business categories or just the one category that was discussed at the April 2, 2019 Council Meeting. Ms. Hegler stated that she was referring to the one category that was discussed. Council Member Almond made a motion to approve Ordinance 2019-02 on Second Reading. Council Member Carter seconded the motion which was unanimously approved by roll call vote. Council Member Carter stated that the letter staff sent to the businesses was well received and appreciated.

**Other**

- A. Discussion of Proposed FY2019/2020 General Fund Budget

Ms. Hegler stated that staff had updated the Budget White Paper since it was sent to Council on April 11, 2019. She stated that the red text indicates new

information. She stated that the General Fund Budget is currently out of balance by \$1,388,903, with Projected Revenues of \$13,818,085. The projected revenues include \$817,000 in Hospitality Tax Revenue, \$834,435 in Grant Income and a \$1,800,000 transfer from Utility Fund for Indirect Costs.

Ms. Hegler stated that the new amount for Projected Expenditures is \$15,206,988. She stated that staff discovered that the worker's comp numbers were using a bad formula that was doubling the cost in some cases. This lowered the expenditures by \$42,000. Ms. Hegler stated that the Utility Budget Expenditure number will decrease by \$137,000 since the same bad formula was used. She stated that the General Fund Budget Expenditures include:

- \$1,726,000 in Capital Expenditures.
- Funding for three new firefighters to continue the four year plan to add twelve firefighters in four years. At present, six firefighters have been hired as part of this plan.
- Funding for three new Public Safety Officers personnel; two new SROs and the revenue from the School District for these officers and a Training Corporal, as a result of mandated training changes from the Academy.
- Funding for a part time Events Manager for the Administration department, as discussed in the City's Strategic Plan.
- 5 additional FTE's, including additional City Management staff, 1 refuse collector, 1 accounts payable administrator, and 2 parks crew to assist with maintaining the improvements to Knox Abbott Drive.
- Expenditures associated with the City's Recycling Program. The City was notified last year that Sunoco will no longer recycle our comingled trash for free.
- Medical insurance costs include the City's required employer contribution plus the employee's individual contribution, as has been done in prior years per Council's approval.

Ms. Hegler stated that Council Member Almond asked at the April 4, 2019 Council Meeting if staff could bring back a dollar amount calculated for the cost of a COLA so Council will have that information for their discussions. Ms. Hegler stated that total salary and wages is \$6,966,391.56 and a 1% COLA would cost \$69,663.92, a 2% COLA \$139,327.83 and a 3% COLA \$208,991.75. She stated that as of July 1, 2018, the General Fund had an Unrestricted Fund Balance of \$6,067,716.

Ms. Hegler presented the FY19/20 Revenues. She stated that business license fees did go down by a substantial amount. She stated that the City has an agreement with the Farm Bureau that gives them a higher percentage reduction in business license fees after certain years and 2019 is one of those years. She stated that Farm Bureau will go from being reimbursed at 62.5% to 80% which equals \$290,000. Staff also made

an assumption of a reduction in SCANA's business license fee for all of their businesses. Ms. Hegler stated there was a slight decrease in building permit fees since a lot of apartments were built in previous years and there are not currently any plans to build more. Council Member Almond asked why the rental registration fee decreased by more than half. Ms. Moody stated that there is not a fee associated with registering a rental property. A fee is only charged if someone is late paying their business license fee. Mr. Williamson stated that property owners now know that they are required to register their rental property. Ms. Hegler stated that Miscellaneous Permit Fees decreased because staff assumes some insurance claim payouts will be reduced.

Mayor Partin asked about the SRO transfer and if the City was now receiving the same amount that the County received. Chief Snellgrove stated that the City is at the same rate that the County was when they left the high schools. He stated that the transfer cost includes all equipment as well.

Ms. Hegler stated that the City's State Grant Revenues were almost double because of the City's rural infrastructure work. She stated that the Traffic Enforcement Grant and the DUI Enforcement Grant are continuing. She stated that the DOJ Grant Revenue was reduced because the COPS Grant is coming to a close on September 30, 2019. Council Member Almond asked what the Other Financing Sources line item included since it was \$283,000 last year and 0 for FY19/20. Mr. Huddle stated that the \$283,000 was the lease purchase from the last budget.

Ms. Hegler stated that the first budget to be discussed was the Legislative Budget which Ms. Corder would present to Council. Ms. Corder stated that the Legislative budget only increased by \$4,000 from the previous year. She stated that Mayor Partin is chosen every year as one of the 50 Most Influential. She stated that the City purchases a congratulatory ad and she would like to start including the cost of the ad in the advertising expense line item. She stated that the Other Operating Expense line item increased because she would like to start budgeting to purchase Council new City shirts to wear to meetings and conferences. Mayor Partin stated that the US Conference of Mayors' meeting that was included in the FY19/20 budget is actually held in the current budget year. Ms. Corder stated that she would correct that line item.

Ms. Hegler presented the Administrative budget. She stated that the Salaries & Wages line item increased because of the proposed addition of a part-time Events Manager/Coordinator and new personnel in the City Manager's office. She stated that the cost of Office 365 is being added to each department's budget instead of the cost being in IT's budget. She stated that staff has requested a Class & Comp Study to look at the City's rates and salaries and where personnel is being placed.

Ms. Erin Nanny, the Clerk of Court, presented the Recorder's Court budget. She stated that the Court's budget actually decreased. She stated that the Salaries and Wages line item decreased even with the addition of the two (2) new judges. Council Member Carter asked if the City's juror fees compensation was standard among all

municipalities. Ms. Nanny stated that the \$5 per day that the City pays is standard. She stated that she and the Assistant Clerk of Court have met with both new judges and they are excited to work with them. Ms. Hegler stated that both judges would be sworn in at the May 7, 2019 Council Meeting.

Ms. Corder presented the Legal budget. She stated that the only change was a slight increase in Prosecutor fees. Mayor Partin asked if the Prosecutor fees should be increased even more since staff is currently catching up on court cases. It was suggested to increase the line item to \$15,000.

Mr. Jamie Beckham presented the IT Budget. He stated that the Salaries and Wages line item increased since two (2) full time employees (FTE's) are now in the budget. He stated that in the past his position was included in Public Safety's budget but now both positions are in the IT budget. He stated that the Travel Expense line item decreased because the State is paying for part of the cost of one of the conferences that he attends. He stated that the Software/Licenses Expenses line item decreased since the cost of Office 365 was distributed to each department's budget. He stated that the City is moving to a higher license level. He stated that the City is having to buy a new version of Microsoft Office every four to five years and by upgrading the City's license he won't have to purchase that software every few years. He stated that the City will always have the most current version and this will also improve security.

Mr. Beckham stated that the Machines and Equipment Expense line item decreased because the City does not have to purchase any new servers currently. He stated that he does have to replace two (2) new switches. Mayor Partin asked why a new computer and Surface Pro were budgeted for if there was not a new position added. Mr. Beckham stated that in the past he worked from Public Safety and would use whatever computer was there but since he and the other IT staff member will both be working at City Hall new equipment is needed.

Mayor Partin asked for clarification on the replacement PC's line item. Mr. Beckham stated that 16 PC's were being replaced in the General Fund. He stated that the City tries to replace staff's PC's every five years. Council Member Almond asked if this cost should also be distributed among the department's getting new PC's. Mr. Huddle stated that it was possible to distribute the cost if Council prefers to do it that way. Mr. Beckham stated that when he orders new PC's he orders five (5) to ten (10) at a time and it is easier to charge one line item rather than each department's line item. Council Member Jenkins asked if Mr. Beckham receives a discount when he orders so many PC's at a time. Mr. Beckham stated that the City has a Dell contracted rate which provides great pricing that includes the initial software licensing, set-up, a wireless keyboard and mouse. Council Member Jenkins asked if the City has to buy a license for each computer purchased. Mr. Beckham stated that the license has to be paid for upfront when the machine is purchased but after that it rolls into the yearly Microsoft license that the City pays for on its servers. Council Member Almond asked if the

increase in Medical Insurance Expense was related to the new position. Mr. Beckham stated that it was.

Ms. Corder presented the Community Relations budget. She stated that the Central Midland Council of Governments' dues increased because of a 3% increase in the dues over the next five (5) years. She stated that the COMET requested that the City increase its contribution to the CMRTA. Ms. Corder stated that Mayor Partin asked that the City increase its investment level with engenuitySC since so many more benefits are offered with a slight increase in investment. Mayor Partin stated that she would bring a list of the additional benefits to the May 7, 2019 Council Meeting. She said that the investment level increase includes support with the City's Boards and Commissions, complimentary facilitation services and a number of other things. Ms. Corder stated that the City's Holiday Drop-In line item decreased. She stated that staff is hoping to use the culinary students at the Innovation Center to cater the 2019 Drop-in.

Mr. Huddle, the City's Municipal Treasurer, presented the Finance and Accounting Budget. He stated that the Salaries and Wages line item increased. He stated that he is retiring in December 2019. He stated that a new Treasurer will need to be hired at least four (4) months before he retires so the City will be paying for two (2) Treasurers for a short period of time. Mr. Huddle stated that he has also requested a new FTE position, an Accounts Payable Clerk, since his department is getting busier and busier as the City grows. Mr. Huddle stated that the Service Contracts line item has increased because GASB requires an actuary evaluation every other year instead of every third year. Mayor Partin asked who decided to require an additional study be done. Mr. Huddle stated that the Federal Government requires it. Mayor Partin asked what the cost of a new computer in Equipment Non-Capital was for if Mr. Beckham is purchasing replacement PC's. Mr. Huddle stated that this was a new PC for his requested new position. He stated Mr. Beckham would purchase it when he purchases replacement PC's so he can get the discount.

Mr. Huddle presented the Tax Collection budget. He stated that the City has a contract with Lexington County to collect the City's taxes. He stated that the cost increases slightly every year since the City's population increases annually.

Ms. Corder presented the Public Buildings budget. She stated that she requested an additional \$8,000 in Service Contracts so all the City's Heat & Air Units will be serviced bi-annually. She stated that the Utility Department building at City Hall needs a new roof. She stated that she received various quotes and one quote was \$30,000 to install a new silicone coat on the roof. The silicone coat will have a ten (10) year warranty and two (2) additional silicone coats can be installed on top of that. Ms. Corder stated that she has requested security cameras for all the City's buildings since currently there are only cameras in the Water Billing Department. Council Member Corley asked if there had been any issues that prompted Ms. Corder to request security cameras. Ms. Corder stated that had not been any issues and she hopes that the

cameras would prevent any issues in the future. Ms. Corder stated that she was able to purchase the requested new rack and mixer for Council Chambers with funds from the current budget so the Equipment Non-Capital line item will actually decrease by \$1,213.

Chief Byron Snellgrove and Deputy Chief Jim Crosland presented Public Safety's multiple budgets. Chief Snellgrove stated that the Salaries and Wages line item increased in Public Safety Admin because they have requested a Corporal for a Training position. He stated that the Municipal Association of South Carolina is supporting the SC Criminal Justice Academy in a line item budget as well as having the Academy create a plan to reduce the wait time for local law enforcement hires to be admitted to the Academy. He stated that the Academy plans to reduce their 12 week basic training class to 8 weeks and require that Police Departments do the other four (4) weeks of training in-house with videos and lesson plans of Academy Instructors teaching the classes. The Departments will be required to have a proctor in those classes. Chief Snellgrove stated that this will take a lot of man hours especially if Public Safety hires people that are not already certified. He stated that Cayce Public Safety is the only agency in the Midlands that is full. He stated that they have eight (8) people that are certified that are lined up to come in once there is an opening. He stated that a new Training Corporal is needed specifically to handle the new required training in-house as well as to be a liaison with the Academy.

Chief Snellgrove stated that Public Safety has close to a 100 employees at this time and only one (1) dedicated Training Officer. He stated this Officer also issues equipment, works on the firing range and other things that are outside of his Training position scope. Council Member Almond asked if the City pays the Academy for training. She stated that if so, would the City save money once it starts doing four (4) weeks of the 12 weeks of training. Chief Snellgrove stated that the Academy is paid through fees and fines of traffic citations. He stated that the Legislature has not changed those assessments so if the Bill passes it will give the Academy a line item so they will have a specific budget they can work with since there has been a shortfall in the fees and fines over the last several years due to a Supreme Court ruling that has basically taken all the teeth out of bench warrants.

Council Member Carter asked what Public Safety was going to do for classroom space. Chief Snellgrove stated that he has discussed with other agencies and Midlands Technical College to have four (4) classes a year for new hires at a different location each time. Each department would have to provide a proctor for the classes as well as laptops. He stated that if Cayce only has one (1) or two (2) classes they can find space within the Department. Chief Snellgrove stated that they have also been asked to host classes and they cannot charge anyone to host the training. He stated that if the classes get too large Midlands Tech is considering allowing the departments to use a classroom there as well as their computers. However the City would still have to provide a proctor. Council Member Almond suggested possibly allowing the students at the Innovation Center to sit in on the classes. Chief Snellgrove stated that there has



been debate about whether to allow a student that is not hired and has not been vetted for the Academy to be able to sit in on the classes.

Mayor Partin asked for clarification on the issue of departments doing the four (4) weeks of training in-house. Deputy Chief Crosland stated that each department would take one week. He stated that you are required to have a certified Officer in the class in case a student has any questions about the videos. Chief Snellgrove stated that the process is that the candidate is hired, then the candidate has to go to the Academy and be registered and get an academus number so they can be a student for the first four (4) weeks. He stated that there are four (4) blocks of lessons and each of the blocks has a test that the student has to score at least a 70%. He stated that the students use their academus number to take the tests. He stated that if they fail one of the tests they can take it again but they have to wait at least a week to take it again. He stated that once the student takes a test for each of the four (4) blocks they have to go to the Academy to take a physical agility test and a comprehensive test for the four (4) weeks they have been at the Department. He stated once they pass the four (4) block test, the comprehensive test, the physical agility test, the psychological test and the reading and comprehension test then the student gets an Academy date. The Academy date could be up to a few months away but the Academy is hoping that this will reduce it to about every two (2) to three (3) weeks. Chief Snellgrove stated that he has to have a Training Officer with the student while they are doing the four (4) weeks of training and while they are waiting to go to the Academy.

Council Member Jenkins asked if Cayce would only be training their students or if they would be training students from other agencies as well. Chief Snellgrove stated that Cayce Public Safety has the largest municipal department in Lexington County and has agreed to host some of the classes and other agencies. He stated that it is good for comradery and relationships with other agencies. He stated that he does not mind taking one or two students from other agencies if the City is already holding a class but if it becomes 10 to 12 students then that will become a problem. Council Member Carter asked for clarification on possibly having three (3) or four (4) different locations for classes. He asked if that meant that other locations would be hosting classes as well. Chief Snellgrove stated that all the other agencies in the area are considering doing the same thing. Council Member Carter asked if there was concern that another agency might try to recruit one of the City's new hires. Deputy Chief Crosland stated that there is an unwritten rule that you don't poach other agencies officers. He stated that the Academy states that once an Officer starts with an agency they are locked it to that department for two (2) years.

Chief Snellgrove stated that the Director of the Academy was recently in a Chief's class and stated that City of Cayce Public Safety and Chief Snellgrove and Deputy Chief Crosland are the model department for the Midlands at this time. He stated that Council has allowed them to build a team that works and they have been very fortunate. Council Member Jenkins asked if the Department had outgrown their current building. Chief Snellgrove stated that he has requested \$40,000 to paint the jail

cells, install electrical and put a roof over the storage area on the side of the building so they can use that space for office space for more personnel. Deputy Chief Crosland stated that Council approved \$15,000 in the current budget so Public Safety could convert the sally port into offices and training spaces. Chief Snellgrove stated that the Public Safety building should have never been built where it is since it is in a flood plain. He stated that they are not allowed to add on to the building but they can redesign the interior to better fit their needs.

Chief Snellgrove reviewed the budget for the Public Safety Investigation Department next. He stated that Salaries and Wages actually went down because they moved one position to Patrol. He stated that they requested an additional \$1,000 in Special Department Supplies so all Officers will have a fingerprint kit. The City has experienced a rash of vehicle break-ins lately where the car is unsecured. Chief Snellgrove stated that they requested a desk top computer with a 4K monitor for downloading traffic videos. They also have requested a pole light to be used at crime scenes.

Chief Snellgrove reviewed the Public Safety Traffic budget next. He stated that the Salaries and Wages did increase due to the two (2) new School Resource Officers that have been requested and the Investigator position that was moved to Patrol. Mayor Partin asked which schools the SRO's would be working in. Chief Snellgrove stated that Brookland Cayce High School would get one for a total of two (2) SRO's there. He stated the other new SRO would work at the new alternative school moving into Davis Elementary. Mayor Partin stated that currently the City has both high schools and two (2) middle schools. She stated that the City has an inordinate number of students and may want to look into changing the 75/25 percentage. Council Member Carter asked if the Innovation Center has a SRO. Chief Snellgrove stated that the School District has not requested a SRO yet. Deputy Chief Crosland stated that Busbee and Cayce Elementary SRO's share the responsibility of patrolling the Innovation Center. Mayor Partin asked Ms. Hegler to make a note for them to contact the School District to discuss the percentage. Council Member Almond stated that if students from other municipalities are funneling into the schools in Cayce then the other municipalities should pay a percentage for the SRO's in Cayce schools.

Chief Snellgrove stated that in the past the Department was buying Tasers but they were quickly becoming obsolete since Taser rotates the product out on a regular basis. They have discovered that a Taser service contract is a better way to proceed. He stated that under the contract they will get five (5) new Tasers a year including cartridges. He stated that the Service Contracts line item includes Motorola and the traffic cameras that are also used to track criminal activity. Chief Snellgrove stated that the Special Department Supplies line item includes battery replacements for the 800 radios, pistol and rifle ammunition and traffic equipment which includes the safety equipment that is in each vehicle.



Chief Snellgrove stated that the Department is on a five (5) patrol vehicle replacement plan. He stated that two (2) Investigation vehicles are close to a 100,000 miles and have been having issues. He stated that two (2) new vehicles have been requested for the two (2) new SRO positions. He stated that they have requested three (3) more body worn cameras for the requested new positions and have requested ten (10) 642 revolvers to be used as back-up weapons.

Chief Snellgrove reviewed the Public Safety Fire budget next. He stated that they requested three (3) new firefighters to stay on schedule with the plan. He stated that they requested a pump and hose to be used to eliminate flooding in the fire bay, dayroom and offices in the Fire Department during heavy rains. He stated that they requested new computer software for the Fire Department since the current software is not compatible with the new computer aided Dispatch program. He stated that Fire Marshal software would be included with the new software to assist the Fire Marshal with his work. Council Member Jenkins asked if it was possible to request FEMA monies since the Fire Department has flooded multiple times. Ms. Moody stated that the City has requested FEMA monies but the flood way and the flood plain line run directly in the middle of the building so there is only a small portion of the building that would be eligible to receive funding.

Chief Snellgrove reviewed the Public Safety Animal Services budget next. He stated that the K-9's have been added to this budget. He stated that the Travel Expense line item increased due to the K-9's being certified every year and traveling to Georgia for training. He stated that the Uniform Expense line item increased since the K-9's uniforms have to be replaced often due to them being in the woods frequently.

Chief Snellgrove reviewed the Public Safety Parks budget next. He stated that the overtime line item increased by \$2,000 because the Officers are performing more extra/special duty assignments. For example, many of the churches in the City request an Officer to be in the church during Sunday services. He stated that they are reimbursing the City for the extra duty but it still initially comes out of the overtime budget. Mayor Partin asked how often they receive requests from churches that feel unsafe. Chief Snellgrove stated that the churches may not necessarily feel unsafe but they want the presence of an Officer there during services. Deputy Chief Crosland stated that special duty has tripled in the last three years. He stated Officers work all City events, all runs in the City and events at the Speedway.

Chief Snellgrove reviewed the Public Safety Dispatch budget next. He stated that an extra \$2,000 was requested for the overtime budget since often an additional Dispatcher is called in during a large event or an emergency. Chief Snellgrove gave Council Member Jenkins the service records of the vehicles that have been requested to be replaced.

Mr. Huddle reviewed the Street Lighting budget. He stated that it increases slightly every year due to new street lights being installed.

Mr. Thomas White, the Sanitation Department Manager, reviewed the Streets and Sanitation budget. He stated that he has requested one new position. He stated that he has requested an additional refuse collector. He stated that currently when picking up recycle roll carts he has a two (2) man crew but should have a three (3) man crew to work both sides of the road. He stated that this new position could also be used for seasonal pick up such as leaves in the fall. Mr. White stated that he has requested telephone headsets for the drivers since by law they are required to use one touch phones. He stated that in Capital Machines and Equipment he has requested 500 new roll carts. He stated that the new roll carts have an improved design and can be used with an automated garbage truck. He stated that the new roll carts are guaranteed for 12 years. The City's current roll carts are 11 years old and are slowly falling apart. He stated that he is going to request 500 new roll carts a year until all the current roll carts are replaced.

Mr. White stated that he has requested an automatic garbage truck. He stated that the automatic truck can pick up recycling, garbage and even yard trash if it is in the correct container. Council Member Jenkins asked if the arm on the automatic truck would swing to both sides of the street. Mr. White stated that it only swings to one side of the street. Council Member Carter asked if the automatic truck would increase the department's efficiency. Mr. White stated that it would definitely improve efficiency but could not be used everywhere in the City. He stated that some of the City streets have too many cars parked on the streets or too many large trees so the automatic truck could not be used on these streets. He stated that it could be used in Moss Creek, Concord Park and Hunters Mill. Council Member Jenkins asked if the current trash trucks slam the roll carts onto the street or do the hydraulics ease it down. Mr. White stated that the tires are breaking from age.

Mr. White stated that he requested a 4x4 truck for the Supervisor position to be used for on-call situations. For example, when trees are down from bad weather. He stated that currently the department only has one (1) 4x4 truck which is used to clear the streets of debris and fallen trees.

Mr. Carroll Williamson, Director of Planning and Development, presented the Planning and Development budget. He stated that his department's budget has decreased from the previous year. He stated that the City has a contract with Lexington County Stormwater Consortium that usually costs the City \$30,000 annually. He stated that the Consortium's budget was healthy enough that they decreased all municipalities' fees for one year. The City's fee will only be \$9,040 for this year. Mr. Williamson stated that the consultant with Southern Resource Advisors is being paid his portion of the business license fees that he helped the City recover out of the Professional Services Contract line item. Mayor Partin asked if staff had heard anything on the proposed legislation introduced to stop municipalities from using companies to assist them in finding additional revenue sources. Ms. Moody stated that the last update she heard was that someone introduced language that if a municipality had an existing agreement

than it would be grandfathered in. Mr. Williamson stated that the City's contract with Southern Resource Advisors will end on August 14, 2020.

Mr. Jerry Kirkland, Museum Curator, and Andy Thomas, Museum Assistant, presented the Museum budget. Mr. Thomas stated that the Museum Aide cost was moved from Salaries and Wages to Service Contractors. He stated that repairs are needed for the cabin, smokehouse and the Public Safety exhibit building to preserve the structures. He stated that it has been quite some time since any of those buildings have been worked on. Mr. Thomas stated that they have requested a changing exhibit space in the Museum building so the Museum's exhibits can be changed out every few months to attract new visitors to the Museum. Mr. Kirkland stated that the Museum has received many donations of items lately and he and Mr. Thomas want to display these items rather than just put them in storage.

Mr. Thomas stated that they would like to turn the smokehouse into an exhibit. He stated that they are currently working with the students at the Innovation Center to design exhibit signs for the smokehouse. He stated that the firetruck in the Public Safety building exhibit is 85-90% complete and they hope to have an unveiling in December 2019 so it can be in the 2019 Holiday Parade of Lights. He stated that another exhibit they are working on is the 1964 Cayce Dixie Youth World Series exhibit. He stated they have been able to contact every living team member except one. He stated that the Museum is hosting a reception for the players on August 16, 2019.

Mr. Thomas stated that he and Mr. Kirkland are also working on expanding the Museum's programming. He stated that on May 18, 2019 they are having an event to commemorate when George Washington came to the area in May 1791. He stated that the event will be family and kid friendly. Council Member Jenkins asked if old reclaimed wood would be used when repairing the cabins. Mr. Kirkland stated that he found an old home in the lowcountry with similar wood and was given permission to use some of the wood for the repairs. Mayor Partin asked if any of the repairs were something that the Construction Arts students at the Innovation Center could do. Mr. Kirkland stated that they prefer to use an expert to preserve the buildings but are looking into other ways to use the students. Mayor Partin suggested possibly using local civic groups to help with painting the buildings. Mr. Kirkland stated that the kitchen is original and was built in 1749.

Mr. James Denny, Parks Manager, presented the Parks and Ground Maintenance budget. He stated that he received estimates form Green Earth to maintain the improvements made to Knox Abbott Drive and to maintain Guignard Park. He stated that the estimate to maintain Guignard Park was \$39,000 annually and the estimate for Knox Abbott Drive was \$107,000 annually. He stated that he requested two (2) new positions to maintain these areas since outsourcing it was cost prohibitive. He stated that the new crew would also handle repairs in the Riverwalk. He stated that 75% of Knox Abbott will be maintained my private contractors that the businesses hire.

Mr. Denny stated that he and Mr. White have requested in their budgets a concrete pad to be installed in front of their building and would split the cost. Currently rocks and dirt are tracked into the building constantly. He stated that he requested a walker mower to cut Knox Abbott Drive and a mini skid mower for the Riverwalk. He stated that very large trees are falling in the Riverwalk and staff is cutting them back from the right-of-way but they have created a huge debris pile. Mr. Denny stated that he also requested a trailer for the department's new aerial lift since staff is currently loading the aerial lift on an old backhoe trailer and the rubber tracks are getting damaged from the trailer. He stated that he requested a blower attachment for the Ventrac. A Ventrac is an all-wheel drive compact tractor. Currently two (2) Parks staff members blow off the parking lots and surrounding areas of City Hall every morning and it takes them approximately an hour each. The blower attachment can be used by one staff member and will only take 45 minutes.

Council Member Jenkins asked what is done with the trees that fall in the Riverwalk. Mr. Denny stated that the Guignard family mandated when they gave the Riverwalk to the City that it must stay in a natural state. Over time moss grows on the trees and they decompose.

Mr. Mike Clayborn, the Garage Manager, presented the Garage budget. He stated that he requested a car wash machine to be used to wash all the vehicles and equipment in the City's fleet. He stated that he would like to have it built on the land behind Mr. Smith's property. He stated that staff would clear the land. It would be a 100' x 200' area and the building would be 20' x 50'. The building would have open sides and a concrete floor. The car wash would have a brush and wand and be set up exactly like a commercial car wash. However it would have a security code. Ms. Hegler stated that staff has considered splitting the cost of the wash machine with Utilities since they would use it as well.

Mr. Clayborn stated that the additions to the Garage was just completed. It includes two (2) large drive on racks to be used to pick up the four (4) door trucks. He stated that he also requested a tire balancer and a tire machine.

Mr. Huddle presented the Non-Departmental budget. He stated that this includes the cost to pay retirees health insurance and the interest and principal on the City's lease purchases.

Ms. Hegler stated that the last page of the budget packet is a list of the requested Capital Equipment items. She stated that staff has been looking into other revenue sources and one option is to have a local accommodation tax. She stated that the City has new hotels which are doing well.

### **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

Mayor Partin asked if there was anything to be discussed in Executive Session. Ms. Hegler stated that there was not anything to be discussed.

Mayor Partin thanked staff for attending the meeting and said she and Council really enjoy the time to sit with staff and thanked them for everything they do for the City.

### **Adjourn**

Council Member Almond made a motion to adjourn the meeting. Council Member Corley seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 7:18 p.m.

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Elise Partin, Mayor

ATTEST:

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Mendy Corder, Municipal Clerk

