

CITY OF CAYCE

MAYOR
ELISE PARTIN

MAYOR PRO-TEM
JAMES E. JENKINS

COUNCIL MEMBERS
TARA S. ALMOND
EVA CORLEY
TIMOTHY M. JAMES

CITY MANAGER
REBECCA V. RHODES

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

CITY OF CAYCE Regular Council Meeting December 3, 2013

The December 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, Eva Corley, Tim James, and James Jenkins, City Manager Rebecca Vance and Assistant City Manager Shaun Greenwood and Municipal Clerk Mendy Corder. Municipal Treasurer Garry Huddle, City Attorney, Danny Crowe, Director of Utilities, Blake Bridwell, and Chief Charles McNair 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 Skip Jenkins gave the invocation. Lt. Tom Steinbring, a Cayce employee and Veteran, and his daughter Sgt. Nicole Steinbring led the assembly in the Pledge of Allegiance. Lt. Steinbring deployed to Iraq during Operation Desert Shield and Desert Storm in liberation of Kuwait and also deployed to Yugoslavia in support of Operation Joint Endeavor and deployed to Abu Gharib Prison in Iraq in support of Operation Iraqi Freedom. Sgt. Nicole Steinbring is an active duty Drill Sergeant Instructor at Fort Jackson.

Mayor Partin's Presentation

Mayor Partin presented a Power Point presentation illustrating the many Tweets, Facebook posts, e-mail comments and letters the she and City staff received from the community during the recent water outage. She explained that recently the City had a water main break that left Cayce customers without water for 17 hours. The City gave out bottled water to residents and customers and hand delivered bottled water to the elderly and disabled. The Mayor and staff were overwhelmed by all the kind words and thanks given to staff during this trying time.

Approval of Minutes

Council Member Corley made a motion to approve the minutes of the November 5, 2013 Regular Meeting and the November 18, 2013 Special Meeting as submitted. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Presentations and Other

A. Presentation of Community Service Awards

Mayor Partin presented the Community Service Awards to Ms. Alice Brooks, Ms. Lynn Summer and Mr. Archie Moore who have served five years on the Museum Commission, Mr. Danny Creamer, who has served five years on the Events Committee and Ms. Joanne Wilson who has served five years on the Beautification Board. Mayor Partin also presented Community Service Awards to Ms. Julie Isom, Dr. Pete Cassidy and Ms. Frankie Newman who have all served fifteen years on the Events Committee. Mr. A.G. Dantzler was presented a Community Service Award for serving fifteen years on the Museum Commission. Mr. Ed Fuson and Mr. Larry Mitchell were presented Community Service Awards for serving fifteen years on the Planning Commission. Mayor Partin thanked each person for their many hours of volunteer service to the City.

B. Update on Beautification Foundation Gala

Mayor Partin stated that the Beautification Foundation asked that the update be postponed until the January 2014 Council Meeting.

C. Presentation by Mr. Elry Denton re Public Safety Department

Mr. Elry Denton stated he recently had jury duty in the City of Cayce and the young police officer whose case was on trial did an excellent job of presenting his case.

Mr. Denton also stated that he often gets in the street near his house to blow pine straw and leaves off of Eighth Street and that no one slows down while he is doing this. He has purchased orange cones to put in the street when he is blowing the road off and inquired what Public Safety would do if they see him blocking off the street. Mayor Partin stated someone from Public Safety would call Mr. Denton the following day to discuss this issue.

D. Approval of 2014 Council Meeting Dates

South Carolina state law requires a municipality to make public the dates of Council Meetings at the beginning of each calendar year and provide Council with a suggested schedule. Mayor Partin stated that the date for the April 2014 Council Meeting was incorrect and would be changed to the first Tuesday of the month which is April 1, 2014. She also explained that Council tentatively schedules a second Council Meeting each month for the third Wednesday of the month at 5pm. Council Member James made a motion to approve the 2014 Council Meeting dates as submitted with the corrected April date. Mayor Partin pointed out that the November meeting date had been changed to November 11, 2014 since the first Tuesday of that month is Election Day. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

E. Presentation of Master Plan for Knox Abbott Drive

Ms. Vance explained that Council gave authority for staff to use TIF Funds to do a Master Plan of Knox Abbott Drive from the Congaree River to State Street. An RFQ was done and the LandPlan Group South was chosen and have been working on the Master Plan with staff. She stated Mr. Rick McMackin and Mr. Charles Howell were in attendance to present the Plan to Council.

Mr. McMackin stated that Knox Abbott Drive has many challenges that are addressed in the Master Plan. He explained that the aerial overhead utility lines are probably the biggest challenge and the most costly. He stated that Knox Abbott Drive has a wide asphalt profile with no vertical break; it has five lanes of traffic and two bike lanes. Mr. McMackin stated they would like to implement traffic calming techniques by creating landscaped medians. He stated wider planting areas between the sidewalks and the lanes of traffic are needed. He explained that part of the Master Plan is to phase in alternate paving crosswalks at the intersections to introduce traffic calming techniques. Ornamental street lighting and mast arm signals would also be installed and would vastly improve the appearance of the corridor.

Mr. McMackin explained that there is an opportunity at the corner of Axtell and Knox Abbott Drive to do a nice plaza with a water feature or clock tower at the corner of Guignard Park. The same materials could be used that are in the new Cayce entrance sign so there is a consistent theme along Knox Abbott Drive and people know they are still in Cayce. He stated improvements could also be made at the State Street intersection since there is plenty of space on the corners. He stated this would encourage pedestrian activity along the corridor especially since it ties into the Riverwalk. Mr. McMackin explained that the Master Plan is conceptual and can be revised any way Council chooses.

Ms. Vance stated that the City needs to be more pedestrian friendly and also create a safer environment for pedestrians. Traffic calming techniques help to slow people down and encourage them to look around where they are and hopefully stop and shop in the City. She explained a key element of having a Master Plan done is to get cost estimates. This assists the City in researching grant opportunities and partnership opportunities with local businesses. Ms. Vance stated that there are business owners who are interested in partnering with the City on adding planted medians since it does slow traffic down and makes the City more attractive to shoppers. SCANA has a non-standard service fund where they will match the expenditure to bury utility lines and SCANA will reimburse the City over a five year period. Mr. McMackin explained that the cost summary shows four different options for the Master Plan and cost estimates of each. Mayor Partin thanked Mr. Howell and Mr. McMackin for their work on the Master Plan.

Public Comment Regarding Items on the Agenda

No public comment was given.

Ordinances, Resolutions and Other

- A. Approval of Ordinance Amending the Development Agreement with Lexington School District Two for Land Use Development of Brookland-Cayce High School – Second Reading

Council's recent negotiations with the School District have resulted in several proposed amendments to the Development Agreement for the BCHS Athletic Stadium. Council approved First Reading of the proposed changes at the second Council Meeting in October. The School Board officially agreed to all of the changes as requested at the November Council Meeting.

Council Member Almond made a motion to approve the ordinance amending the development agreement with Lexington School District Two for land use development of Brookland-Cayce High School on second reading. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

- B. Consideration and Approval of Resolution approving Addendum to Settlement Agreement with Lexington School District Two

Ms. Vance explained that Council's recent negotiations with the School District have resulted in several proposed amendments to the Development Agreement for the Brookland-Cayce High School Athletic Stadium. Since Council and the School District have approved the changes the next step in the process is to amend the actual agreement and to modify the Settlement Agreement between the City and the School District. This Addendum will let the Court know that both parties agree to the proposed changes.

Council Member Almond made a motion to approve the Resolution approving the addendum to the settlement agreement with Lexington School District Two. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

- C. Approval of TIF Funds for Phase IV of Cayce Riverwalk Park

Ms. Vance stated that the City has been awarded a \$100,000 grant for Phase IV of the Riverwalk by the SC Department of Parks, Recreation and Tourism. She explained this will be the final phase of the Cayce Riverwalk project. It will connect it to the Timmerman Trail on the SCANA property and at that point the City will have over eight miles of continuous trails. She stated staff will sign the project agreement with

PRT in January and at that point, the project will be ready to go out for bid. She explained that \$300,000 of TIF funds will be needed to cover the construction costs that will be left over after the \$100,000 grant is utilized. Ms. Vance stated the required services will include all construction costs, installing emergency call boxes, as well as any upfront costs for lighting which is leased through SCANA. She explained that once these TIF funds are spent there will be \$1.2 million dollars left in the 2017 total TIF funds.

Council Member James made a motion to approve TIF funds for Phase IV of the Riverwalk Park. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

D. Consideration and Approval of Resolution approving Agreement for Mutual Aid and Temporary Transfer of Law Enforcement Officers with Town of Springdale

S.C. Code section 23-20-50 was amended and requires that an agreement entered into pursuant to Title 23 on behalf of a law enforcement authority must be approved by the appropriate state, county or local law enforcement authority's chief executive officer, and by the governing body of each jurisdiction.

Council has already approved similar Resolutions ratifying Mutual Aid and Task Force Agreements with several entities. Council's approval of the resolution ratifies and meets the new requirement for these types of agreements. Ms. Vance explained that the City's Attorney Danny Crowe worked with Lexington County's Attorney on a template so each municipality will use the same agreement in the future. Council Member Jenkins asked if mutual agreements run year to year or could the City opt out at any time. Ms. Vance answered that the City could opt out at any time.

Council Member James made a motion to approve the agreement for mutual aid and temporary transfer of law enforcement officers with the Town of Springdale. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

E. Discussion of Penny for Progress Projects

Ms. Vance explained that Council was asked to list their potential projects in order of importance for the proposed Penny for Progress Project list. Ms. Vance stated she tabulated the list by Council's rankings. Ranked first are the Avenues, Broadacres and North Frink Street water distribution and refurbishment project to include mapping the current system. She stated second on the list is stormwater drainage improvements. Third is a new City Hall and fourth are renovations to the current City Hall for the court system and Public Safety to use.

Ms. Vance stated other projects that were mentioned were the wastewater collection system inflow and infiltration analysis and rehabilitation project, a Fire sub-station near Hunter's Mill, extensive sidewalk and bike lanes and road improvements. She explained she and Mr. Greenwood would like to move forward with submitting applications for the top five projects and reminded Council the applications are due January 30, 2014. She explained Council could have a second meeting in December to solely discuss the Penny for Progress Projects if they feel that is necessary.

Mayor Partin stated the City is going to submit as many projects as possible so even the potential projects that didn't make the top five rankings will be submitted. Ms. Vance explained that the ranking that the Penny for Progress Commission will use will be the City's ranking of its own projects so Council needs to agree on the order of the projects.

Council Member James asked Ms. Vance if she felt the City's immediate needs were being prioritized before anything else. Ms. Vance stated her list of priorities would be the City's water line issues, sewer lines, the new City Hall and renovations of the current City Hall, and new fire sub-stations since those affect the City's ISO rating. She explained beautification projects, traffic calming and pedestrian safety are also very important projects since they are important to the City's economic development future.

Mayor Partin asked Ms. Vance why she did not mention the City's drainage issues as one of the projects that she feels need to be prioritized. Ms. Vance explained that if the City did a stormwater drainage project and fixed all the drainage issues on the Avenues then the City would therefore own all the drainage pipes. She stated the only way she would feel comfortable doing this is if Council could ensure her that a fee would be established or the City would raise taxes to maintain the pipes. She explained a crew would be needed and the crew would need trucks, equipment, cameras to go into the pipes, etc. and the City is not currently equipped to handle all this. Ms. Vance stated she is concerned about putting a project on a capital projects list that will later cause the City an operations and maintenance cost that the City cannot fund and will need funds in the future to maintain.

Council Member Jenkins voiced concern over staff looking into a new City Hall but also talking about renovating the current City Hall. Ms. Vance explained that Public Safety has also outgrown their current building. She stated the court system could be moved to the current City Hall which would open up more space for Public Safety staff. She explained the current City Hall does have useable space that Public Safety could take advantage of in the future. Council Member Jenkins voiced concern over the cost to make City Hall ADA accessible. Ms. Vance explained that the Architectural Study done for City Hall said it would cost approximately one million dollars to bring the building up to code.

After discussion, it was decided to make stormwater drainage improvements the City's number one project for the Capital Penny Projects list with the understanding of future costs for the City to maintain the improvements.

City Manager's Report

Ms. Vance stated she, like Mayor Partin, was also very proud of how staff and the City's residents handled the water line break and water outage. She stated she had never been prouder to be a part of the Cayce team and felt that staff learned a lot from the situation and will make a number of improvements in mapping, new lines, etc. Ms. Vance stated she felt that public relations was key to the success of getting information out to customers and residents. The City's Public Relations consultant told Ms. Vance the City saw a 712% increase in Facebook posts that were viewed from the previous week. The City also had 139 new likes, over 10,437 people engaged with the City's social media site during the water outage and the City gave hourly updates for fourteen hours during the main portion of the event. Ms. Vance explained every department within the City helped during the water outage. Public Safety Dispatch initially received the calls coming in, Garage staff went to the scene to repair the motors that were pumping the water out of the hole, Planning & Development, Sanitation and Parks staff drove their City trucks to Sam's Wholesale to pick up bottled water. The Utility Admin staff came in early to answer the phones and assist customers and Public Safety helped to hand out bottled water. Ms. Vance explained that Mayor Partin initially came up with the idea to get water to customers and residents and that's where the idea of giving out bottled water came from.

Ms. Rhodes stated the City's CDBG applications were recently turned in for water and sewer line improvements on the Avenues. Habitat for Humanity also turned in CDBG applications to do home repair and home building projects on Tree Street and Peach Street. SCDOT is supposed to start work on Phase III and Phase IV of State Street soon. Construction has started on the City's new entry sign on Knox Abbott Drive at Blossom Street Bridge. The mast arms are going up at the bridge at the I-77 and 12th Street exchange and will hopefully be completed soon and alleviate some of the traffic issues due to Amazon staff traffic. Ms. Vance pointed out to Council the two safety banners that won the contest.

Ms. Vance stated that after the recent water outage staff decided to move ahead with submitting a SRF application for the Avenues, Broadacres and North Frink Street water distribution system. The application process does cost approximately \$15,000 since an engineering report has to be prepared but Ms. Vance stated the current situation with the old water lines is unacceptable. If the City does not receive SFR funds then approximately \$5,000,000 will need to be borrowed to fix all the water lines. This amount would mean the City would need to raise water and sewer rates by 3%.

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:

Cayce Historical Museum Commission – October 8, 2013
Beautification Board – October 8, 2013
Cayce Events Committee – October 10, 2013

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

- B. Appointments and Reappointments

Beautification Board – Two (2) Positions

The Beautification Board currently has two open positions. Mr. Ben Hancock and Mr. Joshua Call are interested in serving. The Board has met with both potential members and recommends them for appointment. Council Member Jenkins made a motion to appoint both applicants. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

Executive Session

- A. Receipt of legal advice relating to a claim and potential claim by the City
And other matters covered by the attorney-client privilege
- B. Discussion of negotiations incident to proposed contractual arrangements
between the City of Cayce and the River Alliance
- C. Discussion of contractual matters as it relates to purchase of new
software
- D. Discussion of appointment of Assistant City Prosecutors

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

Reconvene

After the Executive Session was concluded, Council Member James made a motion to reconvene the Regular meeting. Council Member Almond 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

VII. B.

Council Member Corley made a motion to approve the agreement with the River Alliance as discussed. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.


VII.C.

Council Member Almond made a motion to authorize the City Manager to negotiate and sign a contract with Edmunds and Associates for the purchase of new software. Council Member James seconded the motion which was unanimously approved by roll call vote.

VII.D.

Council Member Almond made a motion to approve the appointment of Mims, Hodge and Fernandez as Assistant City Prosecutors as recommended by the City Attorney. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

There being no further business, Council Member James 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 9:00 p.m.



Elise Partin, Mayor

ATTEST:



Mendy C. Corder, Municipal Clerk

IF YOU WOULD LIKE TO SPEAK ON A MATTER APPEARING ON THE MEETING AGENDA, PLEASE COMPLETE THE INFORMATION BELOW PRIOR TO THE START OF THE MEETING.* *THANK YOU.*

COUNCIL MEETING SPEAKERS' LIST

Date of Meeting December 3, 2013

Name	Address	Agenda Item

***Appearance of citizens at Council meetings - City of Cayce Code of Ordinances, Sec. 2-71.** Any citizen of the municipality may speak at a regular meeting of the council on a matter pertaining to municipal services and operation, with the exception of personnel matters, by notifying the office of the city manager at least five working days prior to the meeting and stating the subject and purpose for speaking. Additionally, during the **public comment period** as specified on the agenda of a regular meeting of the council, a member of the public may speak on a matter appearing on the meeting agenda, with the exception of personnel matters by signing a speakers list maintained by the city clerk prior to the start of the public comment period. At the discretion of the mayor or presiding officer, the length of time for any speaker's presentation may be limited and the number speakers also may be limited.