

CITY OF CAYCE

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ELISE PARTIN

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JAMES E. JENKINS

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PHIL CARTER
EVA CORLEY

CITY MANAGER
REBECCA VANCE

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

**City of Cayce
Special Council Meeting
January 20, 2016**

**5:00 p.m. – Cayce Tennis and Fitness Center – 1120 Fort Congaree Trail
www.cityofcayce-sc.gov**

I. Call to Order

A. Invocation and Pledge

II. Public Comment Regarding Items on the Agenda

III. Resolutions and Other

A. Discussion and Approval of Hospitality Tax Fund Requests for 2016

B. Consideration and Approval of Easement to SCE&G for Electric Lines and Equipment in and for Granby Gardens Park

C. Consideration and Approval of Resolution Approving Multijurisdictional Law Enforcement Gang Investigation Agreement

IV. Council Comments

V. 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. Personnel Matter – City Manager's annual evaluation and salary review

VI. Reconvene

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

VIII. Adjourn

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

Memorandum

To: Mayor and Council
From: Rebecca Vance, City Manager
Date: January 19, 2016
Subject: Discussion and Approval of Hospitality Tax Funding for 2016

Issue

Council approval is needed for the attached applications to utilize Hospitality Tax Funds for the 2016 year.

Background/Discussion

The City received 15 requests for approximately \$234,329 in Hospitality Tax Funds for 2015-2016. As of July 1, 2015, the City had a Hospitality Fund balance of \$273,000. Staff has budgeted \$881,000 in Hospitality Tax Revenues for the 2015-2016 year. Council approved the use of \$605,000 in Hospitality Funds for the operation and maintenance of tourism-related activities and capital items. This leaves approximately \$276,000 in 2015-2016 revenue that can be allocated from the Hospitality Tax Fund for those 15 requests.

Council may approve, deny or reduce any of the requests. Council may also wish to set up a plan to build up a fund balance that will allow for the City to take advantage of any unbudgeted opportunities.

Recommendation:

Council approval is needed for the 2016 Hospitality Tax Fund requests.

2015 HOSPITALITY TAX REVIEW

EVENT REQUESTS

Cayce Serves Tennis Tournament

Applicant: Cayce Public Safety Foundation

Requested: \$3,070

Actually Spent: \$2,585.74

Funds were used for advertising, fees, insurance, and event supplies.

Number of Participants: 70 total 67 from outside of Cayce

The tournament raised \$6,839.01 for Police, Fire, and Animal Services in Cayce.

Cayce Festival of the Arts

Applicant: Cayce Avenues Association

Requested: \$3600

Actually Spent: \$2,117.49

Funds were used for advertising, tents, and event supplies.

Number of Customers/Attendees: approx. 2,000

Native American Cherokee River Festival

Applicant: Circle of Native Americans

Requested: \$16,177

Actually Spent: \$15,694.19

Funds were used for advertising, signage, flyers, insurance, entertainment, and event supplies.

Number of Attendees: approx. 1,800

2015 Girls on the Run 5k Events (Spring and Fall)

Applicant: Girls on the Run of Columbia

Requested: \$15,771.65

Actually Spent: \$15,691.35

Funds were used for advertising, banners, tents, and event supplies.

Number of Attendees: 2,234 (Spring) 1815 (Fall) 4049 total

Tartan Day South

Applicant: The River Alliance

Requested: \$18,000

Actually Spent: \$18,000

Funds were used for advertising.

Number of Attendees: 10,639

Phase 3 12,000 Year History Park Interpretive Program July-December 2015

Applicant: The River Alliance

Requested: \$32,900

Spent to Date:

Funds were used for labor expenses as well as creation and distribution of support materials.

Number of Attendees: 104

Phase 4 12,000 Year History Park Interpretive Program January - June 2016

Applicant: The River Alliance

Requested: \$42,620

Funds are for January – June 2016 Interpretive Program.

Congaree Bluegrass Festival

Applicant: Cayce Events Committee

Requested: \$30,000

Actually Spent: \$22,847.84

Funds were used for advertising.

Unfortunately, due to severe weather the festival was canceled.

Total Event Requests

\$213,578

STAFF REQUESTS

Cayce Easter Eggstravangaza

Requested: \$1,500

Safety Repairs and Handrail Additions to portions of the Riverwalk

Requested: \$7,000

Christmas in Cayce and Carols Along the Riverwalk

Requested: \$13,000

Granby Gardens Park Electrical Upgrades

Requested: \$30,000

Total Staff Requests

\$71,500

TOTAL HOSPITALITY TAX AWARDED OCTOBER 2014 – DECEMBER 31st, 2015

\$285,078

Entity	Event Name	Amount Requested 2015	Amount Funded 2015	Funds Requested for 2016
River Alliance	Tartan Day South	\$18,000	\$18,000	\$25,000
Cayce PS Foundation	Cayce Serves Tennis Tournament	\$3,070	\$3,070	\$3,725
Cayce Avenues Assoc.	Cayce Festival of the Arts	\$3,600	\$3,600	\$7,600
City of Cayce	Easter Eggstravaganza	\$1,500	\$1,500	
City of Cayce	Riverwalk Repair	\$7,000	\$7,000	
City of Cayce	Congaree Blue Grass Fest	\$30,000	\$30,000	\$35,000
Girls on the Run	Girls on the Run 5ks	\$15,771.65	\$15,771.65	\$26,570.22
River Alliance	River Alliance HP Tours	\$32,900	\$32,900	
Circle of Native Americans	Native American River Fest	\$16,117	\$16,117	\$22,925
City of Cayce	Christmas in Cayce	\$13,000	\$13,000	\$13,000
City of Cayce	Granby Park Electrical	\$30,000	\$30,000	
River Alliance	River Alliance Interpretive Prog	\$42,620	\$42,620	\$41,000

New Applicants/ Events 2016				
Senior Resources	March for Meals 5K			\$5,409
Cayce/West Cola Chamber	Holiday Parade of Lights			\$10,000
Cayce/West Cola Chamber	Family Movie Night			\$11,800
Womens Club of Cayce	Hotflash 5K			\$9,650
Cayce PS Foundation	Cayce Firehouse 5k			\$9,650
Congaree Rapid FC	Cayce Soccer			\$10,000
Staff Request	City Speciality Items			\$3,000
		\$213,579	\$213,579	\$234,329

CITY OF CAYCE
Hospitality Tax Grant Application

Project Information	
Project Start Date <u>11/01/2015</u>	Amount Requested \$ <u>3725.00</u>
Project Completion Date <u>03/19/2016</u>	Date Submitted <u>11/13/2015</u>
Project Name <u>Cayce Serves Tennis Tournament</u>	
Project Address/Location <u>1120 Fort Congaree Trail Cayce, SC 29033</u>	

Organization Information	
Organization <u>Cayce Public Safety Foundation</u>	
Mailing Address <u>PO Box 5422</u>	
City ST ZIP <u>99171</u>	
Telephone <u>803-550-9529</u>	Cell <u>803-622-7247</u>
Fax	E-Mail <u>MFant@amsvcs.com</u>
How long has this organization or corporation existed? <u>6</u> Year(s)	

Project Description
<p><u>The fourth annual CAYCE SERVES Tennis tournament will be held on March 19, 2016. The tournament will be held at the Cayce Tennis and Fitness Center, which was nationally recognized as an Outstanding Facility by USTA. The event is a USTA sanctioned, one day tournament that will attract over ninety players from across the state plus family and friends. Last year there were players from as far away as Tennessee. The site is in a strategic area of Cayce where players and guests can enjoy the natural beauty of the City by walking the trails that lead to the Riverwalk, which is only a few steps away from the complex. Enough excitement has been generated from the last three tournaments to where players are now asking, "When is the next Cayce Tournament?"</u></p> <p><u>Cayce businesses are also vested in its growth. Once again, eleven of the cash sponsors last year are Cayce businesses and four are from outside the City. Seven are statewide r national corporations. There were over thirty five in-kind sponsors, ranging from national chains to local businesses. The exposure continues to grow from a tourism and positive PR standpoint.</u></p> <p><u>The net proceeds from the tournament benefit the Cayce Public Safety Department, which includes Police, Fire and Animal Services. Please see the attached Powerpoint for a summation of funds raised and items donated over the last three years. The goal for 2016, is to raise enough to continue to provide enough tasers and fire gear to each officer.</u></p>

Tourist Information

What is the estimated number of tourists to be attracted by this project? _____150_____

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.).

-----USTA Registration and visitor counts.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined.

-----Development and business is growing in the City of Cayce. With that comes more responsibility by the City and the Cayce Public Safety Department to provide an atmosphere that is free from crime, enforces codes and serves the citizens' and business' needs. The Cayce Public Safety Foundation's mission is to be able to provide supplies limited by budget constraints in order to aid City of Cayce Public Safety Officers and Firefighters in doing their job. The tournament is a primary source to be able to provide those funds.

A clean, safe, friendly City is the foundation for increasing tourism. Without it, new development and business will not succeed for very long. Positive, health conscious and family friendly activities have proven to be a draw at the Cayce Tennis and Fitness Center. The Cayce Serves Tennis Tournament promotes the lifestyle that increases tourism in a positive manner.

Players and Guests also sample food provided by local restaurants at the tournament. The last three years, lunch was provided by Maurice's and Sub Station II. Winners were awarded medals from The Trophy and Gift Shop, Jewelry Warehouse, D's Wings, The Kingsman, Red Lobster, Vella's, Bi-Lo, ACE Hardware, Cayce Farmer's Market and others also provide in-kind support through donations to player's gift bags, and other food and drink items. Players and guests visit these establishments both immediately after the tournament and in the future. It is exposure they may never otherwise had. They are also repeat sponsors, which shows the advertising through gift cards, hats, food, posters and flyers at the event, etc. is bringing them the desired effect, which is customers in their establishments.

SCANA was once again the primary sponsor along with funds provided by the City of Cayce through Hospitality Tax Funds. This indicates SCANA's commitment to the community and to an organization that is bringing people into our "Gem of a City".

Itemize Total Expected Project Costs	
Itemize Total Expenses Below	Dollar Amount
FOOD	800
PLAYER T-SHIRTS	800
COURT FEES	150
BALLS	100
LIABILITY INSURANCE	1000
PRINT/SIGNS	500
USTA MEMBERSHIP/TOURNAMENT FEE	75
PRIZES	100
AWARDS	200
Total Cost of Project	3725

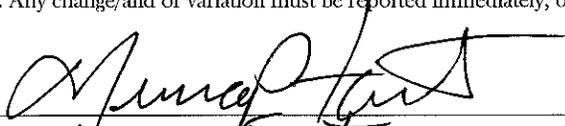
Detail How the City's Hospitality Tax Grant Request Will Be Expended	
Detail Expense Items	Dollar Amount
FOOD	800
PLAYER T-SHIRTS	800
COURT FEES	150
BALLS	100
LIABILITY INSURANCE	1000
PRINT/SIGNS	500
USTA MEMBERSHIP/TOURNAMENT FEE	75
PRIZES	100
AWARDS	200
Amount Requested (must equal <i>Amount Requested</i> on first page of application)	3725

List All Sources of Funds for the Proposed Project		
Sources of Funds	Indicate Status of Funds (Proposed, Requested, Received)	Dollar Amount
SPONSORS	PROPOSED	8500
REGISTRATION FEES	PROPOSED	2000
	Total Budget	10500

Statement of Assurances/Certification

Upon grant application acceptance and funding award, applicant agrees that financial records, support documents, statistical records, and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised shall be conducted in a manner that provides maximum competition. The grant recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves or others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by the City of Cayce upon request. No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by Hospitality Tax funds. Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin. None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change/and or variation must be reported immediately, otherwise funding may be withheld.

Applicant Signature



Printed Applicant Name

MURRAY GRANT

Date

11/16/2015

Organization Contact Information

Organization

Contact Person

Mailing Address

City ST ZIP

Telephone

Cell

Fax

E-Mail

For Hospitality Tax Advisory Committee Use

Memorandum

To: Mayor and Council

From: Mendy Corder, Municipal Clerk
Kara Carmine, Event Committee Staff Liaison

Date: November 16, 2015

Subject: Discussion and Approval of Hospitality Tax Funding Request for Christmas in Cayce and Carols Along the Riverwalk – Staff Request

Issue

Council discussion and approval is needed for Staff's request to utilize Hospitality Tax Funds for 2016 Carols Along the Riverwalk and Christmas in Cayce.

Discussion

Cayce staff is requesting to be allowed to utilize up to \$13,000 of Hospitality Tax Funds for Carols Along the Riverwalk and Christmas in Cayce. These events have continued to grow year after year in our city and attract more visitors to this area each year.

This year the Events Committee and Cayce Staff are requesting \$3000 for the Carols Along the Riverwalk event. This is to add more lights and decorations to the venue, along with a Christmas tree, refreshments, trolley service for the event goers and advertising of the event.

Cayce staff is requesting \$10,000 for Christmas in Cayce to continue phasing in new, long lasting LED lights to replace the older lights in the city light displays.

Recommendation

Staff recommends approval of the Hospitality Tax Fund Request.

Memorandum

To: Mayor and Council

From: Mendy Corder, Municipal Clerk
Kara Carmine, Administrative Coordinator

Date: November 16, 2015

Subject: Discussion and Approval of Hospitality Tax Funding Request
Advertising Specialty Items

Issue

Council discussion and approval is needed for Staff's request to utilize Hospitality Tax Funds for 2016 Advertising Specialty Items to promote tourism in the City of Cayce.

Discussion

Cayce staff is requesting to be allowed to utilize up to \$3000 of Hospitality Tax Funds for promoting tourism in the City of Cayce. These funds will be used to purchase items such as pens, pencils, hats, and other similar items bearing the city logo. These items are given away at events and meetings. Also, the city is often asked for items to give away as door prizes and/or gift bags, etc.

Recommendation

Staff recommends approval of the Hospitality Tax Fund Request.

CITY OF CAYCE

Hospitality Tax Grant Application

Project Information	
Project Start Date July 1, 2016	Amount Requested \$ 41,000
Project Completion Date	Date Submitted December 8, 2015
Project Name 12KHP Interpretation Program Development: Phase 5	
Project Address/Location 12,000 Year History Park, Cayce, SC	

Organization Information	
Organization River Alliance	
Mailing Address 400 Rivermont Drive	
City ST ZIP Columbia, SC 29210	
Telephone 803-765-2200	Cell
Fax 803-765-9600	E-Mail sheila@riveralliance.org
How long has this organization or corporation existed? <u>20</u> Year(s)	

Project Description
<p>Proposed work for 12KHP Interpretation Program Development, Phase 5: Prehistoric Occupations Module Development</p> <ol style="list-style-type: none"> 1. Volunteer recruitment and training, including information meetings and workshops 2. Develop "Prehistoric Occupations" theme model 3. Produce interpretive package, content & graphics 4. Coordinate actions with partners and constituents 5. Conduct tours (September to December 2016) 6. Initiate development of Natural Resources module (November - December) 7. Marketing (schools, businesses, online)

Tourist Information

What is the estimated number of tourists to be attracted by this project? 500

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.).

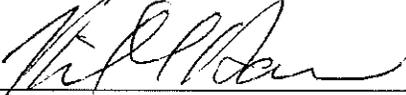
We will collect zip codes from tour attendees as well as use on-line registration forms for tours and special events.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined.

Tour and special event attendees, regionally and state-wide, will travel to Cayce and will spend the night in hotels, buy gas, and eat at local restaurants.

Statement of Assurances/Certification

Upon grant application acceptance and funding award, applicant agrees that financial records, support documents, statistical records, and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised shall be conducted in a manner that provides maximum competition. The grant recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves or others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by the City of Cayce upon request. No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by Hospitality Tax funds. Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin. None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change/and or variation must be reported immediately, otherwise funding may be withheld.

Applicant Signature 

Printed Applicant Name MICHAEL T. DAWSON, CEO

Date December 8, 2016

Organization Contact Information

Organization River Alliance	
Contact Person John Jameson	
Mailing Address 400 Rivermont Drive	
City ST ZIP Columbia, SC 29210	
Telephone 803-765-2200	Cell
Fax 803-765-9600	E-Mail sheila@riveralliance.org

For Hospitality Tax Advisory Committee Use

CITY OF CAYCE

Hospitality Tax Grant Application

Project Information	
Project Start Date February 27, 2016	Amount Requested \$ 5,409
Project Completion Date February 27, 2016	Date Submitted 11/12/15
Project Name Senior Resources March for Meals 5K	
Project Address/Location Cayce Tennis Center & Timmerman Trail, 1120 Fort Congaree Trail	

Organization Information	
Organization Senior Resources	
Mailing Address 2817 Millwood Avenue	
City ST ZIP Columbia, SC 29205	
Telephone 803-252-7734	Cell
Fax 803-929-0349	E-Mail bwinston@seniorresourcesinc.org
How long has this organization or corporation existed? 48 Year(s)	

Project Description
<p>We are seeking support for our 13th annual March for Meals 5K, which is a fundraiser for our senior meals programs, including Meals on Wheels. Last year, we hosted more than 200 runners and walkers for Timmerman Trail's inaugural 5K and look forward to returning to the location.</p> <p>We are requesting \$5,409 for the following marketing expenses:</p> <ul style="list-style-type: none">-- Event t-shirts (300 shirts x \$7.85 each) = \$2,355-- Graphic design services = \$500-- Billboards (\$300/week x 4 weeks) = \$1,200-- Ad on Strictly Running home page (2 x \$275) = \$550-- E-blast through Strictly Running (2 x \$155) = \$310-- E-blast through MailChimp (4 x \$50) = \$200-- Poster printing (150 x \$1.46) = \$219-- Promotion through Columbia Running Club = \$75

Tourist Information

What is the estimated number of tourists to be attracted by this project? 300

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.).
The number of participants in the 5K will be recorded by Strictly Running, through electronic chips in the runners' bibs. In addition, we will have a roster of 100 volunteers helping at the registration booth, on the course and in the start/finish areas.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how these impacts were determined.

By marketing the 2015 March for Meals 5K, we hope to increase our registration numbers over last year. We believe that billboards throughout the Columbia area and targeted email marketing will allow us to reach a broader audience for this year's event.

We are currently in conversation with several Cayce restaurants and businesses to offer coupons or other promotional material in the runners' swag bags. With 300 runners, plus their family members and friends who attend as spectators, it is our hope that many will plan to enjoy a meal in a Cayce restaurant after the 5K, or return at a later date to visit other Cayce businesses.

Our event t-shirts name Timmerman Trail as the event location, and include the City of Cayce logo. It is our hope that the t-shirts would help promote this natural local resource within the community as our runners wear their shirts throughout the year. In addition, after their experience on the Timmerman Trail for the 5K, the March for Meals participants will return throughout the year to walk or run on the trail, enjoy other recreational activities, and dine and shop in Cayce.

Itemize Total Expected Project Costs	
Itemize Total Expense Below	Dollar Amount
Race management & timing by Strictly Running	\$1,575
Course certification	\$300
Billboards (\$300/week x 4 weeks)	\$1,200
Strictly Running marketing services	\$850
Other marketing (online & e-blast)	\$325
Signs & posters	\$779
Tshirt design & production	\$2,855
Gloves and awards for runners	\$450
DJ	\$350
Total Cost of Project	\$8,684

Detail How the City's Hospitality Tax Grant Request Will Be Expended	
Detail Expense Items	Dollar Amount
Frenzy: t-shirt vendor (\$7.85/shirt x 300 shirts)	\$2,355
Amanda Wood: graphic designer	\$500
Lamar: billboards (\$300/week x 4 weeks)	\$1,200
Strictly Running: homepage ads (\$275 x 2)	\$550
Strictly Running: e-blasts (\$155 x 2)	\$310
MailChimp: e-blasts (\$50 x 4)	\$200
Smith Printing: posters (\$1.46 x 150 posters)	\$219
Columbia Running Club: online ad	\$75
Amount Requested (must equal Amount Requested on first page of application)	\$5,409

List All Sources of Funds for the Proposed Project		
Sources of Funds	Indicate Status of Funds (Proposed, Requested, or Received)	Dollar Amount
South State Bank	received	\$1,000
First Citizens Bank	received	\$1,200
	Total Budget	\$2,200

Statement of Assurances/Certification

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Authorized Officer Signature



Printed Authorized Officer Name Pam Dukes, Executive Director

Date 11/12/15

Organization Contact Information

Organization Senior Resources, Inc.

Contact Person Bridget Winston, grant developer

Mailing Address 2817 Millwood Ave.

City ST ZIP Columbia, SC 29205

Telephone 803-252-7734

Cell 803-580-9511

Fax 803-929-0349

E-Mail bwinston@seniorresourcesinc.org

For Staff Use

CITY OF CAYCE

Hospitality Tax Grant Application

Project Information	
Project Start Date February 8, 2016	Amount Requested \$26,570.22
Project Completion Date November 19, 2016	Date Submitted November 13, 2015
Project Name 2016 Girls on the Run 5k Events	
Project Address/Location Historic Columbia Speedway, 2001 Charleston Hwy, Cayce	

Organization Information	
Organization Girls on the Run of Columbia	
Mailing Address PO Box 5167	
City ST ZIP West Columbia, SC 29171	
Telephone (803) 381-0482	Cell (864) 723-1962
Fax n/a	E-Mail mary.lohman@girlsontherun.org
How long has this organization or corporation existed? 11 Year(s)	

Project Description
<p>The Girls on the Run (GOTR) 5k is the culminating event of every GOTR season. Over the course of the 10-week program, girls in 3rd-8th grades learn life skills through fun, engaging lessons that celebrate the joy of running. The program inspires girls to improve their emotional and physical health, foster healthy social relationships, and contribute positively to their communities. At the end of the season, girls from all the GOTR teams in the midlands come together to celebrate their accomplishments with the non-competitive 5k. Each girl is accompanied by at least one adult running buddy, and spectators include family members, friends, school employees and other community members.</p> <p>GOTR-Columbia seeks Hospitality Tax Grant funds for two 5k events in 2016 (April and November). These events will start and finish at the Historic Columbia Speedway; the 5k course runs through surrounding neighborhoods and around the City of Cayce Department of Public Safety and Municipal buildings (see attached 5k course). The requested grant amount entitles the City of Cayce to Presenting Sponsorship Benefits for both 2016 events.</p> <p>The Spring and Fall 2016 GOTR 5k events will each attract 1,600 runners/walkers, 200 volunteers, and at least 700 spectators. Of these 5,000+ visitors, 97% will travel from outside of Cayce to attend the event. The majority of participants will come from Kershaw, Lexington, Richland and Sumter counties, where the GOTR program currently operates. Additional participants and spectators will travel from out-of-state to support their friends and family in the Girls on the Run program.</p> <p>In May 2015, the first GOTR event held in Cayce was a huge success. Over 2,000 people attended and GOTR-Columbia received positive feedback about the course, venue, and event experience overall. Participants especially enjoyed the loop around the Cayce Municipal Building and the Cayce Fire Department spraying participants with water. We continue to partner with numerous community organizations and businesses to ensure the GOTR 5k is a safe, well-coordinated, fun and professional event. Of note, GOTR has partnered with the Junior League of Columbia, which will host a Healthy Kids Fun Fair at the speedway during the April 2016 GOTR 5k. This fair is open to the public and will include free clinical screenings by healthcare providers, along with fun activities to learn about living a healthy lifestyle. The fair will bring an additional 200+ volunteers to Cayce, and GOTR is proud to offer this opportunity for Cayce residents. [Project Description continued in attachments]</p>

Tourist Information

What is the estimated number of tourists to be attracted by this project? 5,200

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.).

Girls on the Run collects zip codes from all 5k participants and volunteers when they register for the event. Zip codes for all additional spectators will be collected by volunteers at the two entrance points to the Speedway track.

GOTR will also collect coupons turned into Cayce restaurants after the race. [See attached for example from Fall 2015 5k]

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined.

The biannual GOTR 5k draws thousands of tourists to the area for race day, while also highlighting the City of Cayce and the Historic Columbia Speedway as premier event locations. Cayce will be featured in GOTR-Columbia's various promotional efforts, including traditional media, social media, and the GOTR-Columbia website (Marketing Plan attached). The Historic Columbia Speedway management has reported 5 new events scheduled at the Speedway after the GOTR 5k in Spring 2015, and we are happy to continue contributing to increased awareness of the venue. The JLC Healthy Kids Fun Fair in Spring 2016 will provide additional opportunities to drive tourism to Cayce, including a billboard promoting the event and thanking sponsors. This billboard and additional marketing efforts will be provided by the Junior League of Columbia at no cost to GOTR or the City of Cayce.

To further drive tourist traffic to local restaurants, we are encouraging Cayce restaurants to offer a 10% discount to GOTR 5k participants the weekend of the races. As additional incentive, the 2016 budget includes raffle prizes to be used for a post-event drawing for participants who visit Cayce restaurants. Currently committed restaurants include Zaxby's, Marco's Pizza, Sub Station II, Southside Restaurant, and Murray's Bar & Grill. These restaurants will be promoted on our website, social media channels, and with a coupon in every participant's race bag. GOTR will pick up coupons turned in by race participants to track the number of visitors at each establishment.

GOTR promotes Cayce businesses in the 5k packets which are distributed to all participants and volunteers. In addition to listing local restaurants, the 2016 participant packet will include a full page which Cayce can use to welcome visitors and showcase upcoming events and tourist attractions. GOTR will also promote Cayce events via social media.

The City of Cayce logo and acknowledgements of the Hospitality Tax funds will be prominently displayed throughout the event. In addition to the branded materials outlined in the budget, all printed materials will recognize the City of Cayce as the presenting sponsor of each sponsored event. Additionally, the City of Cayce logo will be included on the front of the participant and volunteer 5k guides, on 5k t-shirts and race bibs, and on the finisher medals for each sponsored event. The logo and recognition of the Hospitality Tax funds will also be included in e-mail communication to participants and their families. We will encourage participants to share their photos on social media using the hashtag #CayceGOTR5k.

After the event, all 5k participants and their families will be emailed a survey with questions about their tourism-related behavior and money spent at Cayce businesses.

[Budget justification for individual items provided in attachments]

Itemize Total Expected Project Costs	
Itemize Total Expense Below	Dollar Amount
5k Professional Services (DJ, Parking, Overnight Security)	\$3,600.00
5k Rentals (Portable toilets, transportation, etc)	\$2,200.00
5k EMT and Police	\$6,500.00
5k Materials	\$14,200.00
5k Promotion/Marketing	\$850.00
5k T-shirts for Participants	\$18,500.00
5k Volunteer Appreciation (Shirts & Refreshments)	\$3,200.00
Finisher Medals	\$7,300.00
Total Cost of Project	\$56,350.00

Detail How the City's Hospitality Tax Grant Request Will Be Expended	
Detail Expense Items	Dollar Amount
Posts, Barricades & Cones with Co-branded Signs - Safety & Crowd Control	\$5,288.17
Professional Services (Cayce Public Safety) - Safety & Traffic Control	\$6,300.00
Marketing & Promotions - Increase tourist patronage of Cayce Restaurants	\$1,764.00
Co-branded Finisher Medals - Increase visibility/exposure for Cayce	\$7,236.00
Volunteer Shirts - Safety & improve visibility/exposure for Cayce	\$2,600.00
Co-branded Stage, Steps and Balloon Arch Frame - Increase visibility of stage and exposure for Cayce	\$1,370.45
2 Large Tents with Co-branded Banners - Improve visibility of post-race activities and exposure for Cayce	\$2,011.60
<<For alternate request amount with the City of Cayce sponsoring the Spring 2016 event only, please see attachments>>	
Amount Requested (must equal <i>Amount Requested</i> on first page of application)	\$26,570.22

List All Sources of Funds for the Proposed Project		
Sources of Funds	Indicate Status of Funds (Proposed, Requested, Received)	Dollar Amount
5k Participant Registration Fees	Proposed	\$25,000
5k Sponsors & Vendors	(\$2,750 Received, \$2,250 Proposed)	\$5,000
H-Tax Grant	Requested	\$26,570.22
	Total Budget	

Statement of Assurances/Certification

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Applicant Signature *Mary Lohman*
 Printed Applicant Name *Mary Lohman*
 Date *11/13/15*

Organization Contact Information

Organization	Girls on the Run of Columbia		
Contact Person	Mary Lohman		
Mailing Address	PO Box 5167		
City ST ZIP	West Columbia, SC 29171		
Telephone	(803) 381-0482	Cell	(864) 723-1962
Fax	n/a	E-Mail	mary.lohman@girlsontherun.org

For Hospitality Tax Advisory Committee Use

**Alternative Budget
Comparison of Sponsorship of One Events vs. Two Events**

Expenditure	Spring 2016 GOTR 5k Event	Spring & Fall 2016 GOTR 5k Events
Posts, barricade fencing & cones with co-branded banners – Safety and crowd control	\$4,611.96	\$5,288.17
Professional Services (Cayce Public Safety) – Safety and traffic control	\$3,150.00	\$6,300.00
Marketing & Promotions	\$882.00	\$1,764.00
Co-branded Finisher Medals	\$3,068.00	\$7,236.00
Volunteer Shirts – Safety and improved visibility/exposure for Cayce	\$1,300.00	\$2,600.00
Co-branded stage, stairs and balloon arch – Increase visibility of stage area and exposure for Cayce	\$955.14	\$1,370.45
2 Large Tents with Co-branded Banners – Improve visibility of post-race activities and exposure for Cayce	\$1,005.80	\$2,011.60
Total	\$14,972.90	\$26,570.22

CITY OF CAYCE

Hospitality Tax Grant Application

Project Information	
Project Start Date 1.23.16	Amount Requested \$ 10,000
Project Completion Date 11.13.16	Date Submitted 11.1.15
Project Name Congaree Rapid FC - Cayce Soccer 2016	
Project Address/Location Cayce, SC (specific addresses listed below)	

Organization Information	
Organization Congaree Rapid FC	
Mailing Address PO Box 2135	
City ST ZIP West Columbia, SC 29171	
Telephone 803-814-5013	Cell 803-447-6496 (Kevin Heise)
Fax 803-739-4970 (attn: Coach Heise)	E-Mail kheise@lex2.org
How long has this organization or corporation existed? 22 Year(s)	

Project Description
<p>Congaree Rapid FC, established in 1993, serves the Cayce area for all levels of youth soccer - Recreational, Junior Academy, and Select.</p> <p>Our club, often in association with Lexington District Two High Schools Airport and Brookland-Cayce, host a variety of soccer events throughout the calendar year.</p> <p>The following facilities are used for soccer in Cayce: Brookland-Cayce High School (The Cage & Stadium) - 1300 State Street Busbee Creative Arts Academy - 501 Bulldog Blvd Granby Education Center - 147 Dunbar Road River Bluff Baptist Church - 100 Old State Road</p> <p>Other facilities utilized that often bring people into the Cayce area as well include: Airport HS - 1315 Boston Avenue, West Columbia Heathwood Hall Episcopal School - 3000 S Beltline Blvd, Columbia West Columbia Soccer Complex - 760 Old Barnwell Road, West Columbia</p>

Tourist Information

What is the estimated number of tourists to be attracted by this project? 9,616

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.).

Columbia Regional Sports Council study
SCYS Schedules with teams from out-of-town/state
High School tournament schedules with teams from out-of-town/state
SurveyMonkey - tournament feedback

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how these impacts were determined.

Due to the large number of teams traveling to Cayce for the weekend matches and tournaments during the year, hotel accommodations and restaurant availability is at a premium.

Our teams desire to stay as close to the tourney (and match) facilities as possible, but the lack of suitable hotels has pushed many of our attendees towards Columbia and West Columbia in search of adequate accommodations.

However, many of our local restaurants have benefited greatly from the teams playing in Cayce, including: Arby's, BiLo, D's Wings, Hardee's, Just Us Cafe, the Kingsman, Krispy Kreme, La Fiesta, Lizard's Thicket, Marco's Pizza, McDonald's, Monterrey's, SubStation II, Subway, Wendy's, and Zaxby's to name a few.

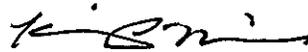
Itemize Total Expected Project Costs	
Itemize Total Expense Below	Dollar Amount
Officials	27,000
Facility Rentals	10,000
Athletic Trainers	2,400
Billboards	2,400
Marketing & Sanctioning	1,000
Website Hosting	500
Shirts	8,000
Stock Concessions	4,500
Total Cost of Project	55,800

Detail How the City's Hospitality Tax Grant Request Will Be Expended	
Detail Expense Items	Dollar Amount
BCHS Scoreboard Signage for CRFC	5,000
Billboards	2,400
Media Advertisements - Paper, Radio, Web, etc.	2,300
SCYS Mailing Lists	300
Amount Requested (must equal <i>Amount Requested</i> on first page of application)	10,000

List All Sources of Funds for the Proposed Project		
Sources of Funds	Indicate Status of Funds (Proposed, Requested, or Received)	Dollar Amount
Ticket Receipts		37,150
Entry Fees		21,225
Advertisement/Shirts		10,000
	Total Budget	68,375

Statement of Assurances/Certification

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Authorized Officer Signature 

Printed Authorized Officer Name Kevin Heise

Date 11.11.15

Organization Contact Information

Organization Congaree Rapid FC

Contact Person Kevin Heise

Mailing Address PO Box 2135

City ST ZIP West Columbia SC 29171

Telephone 803-447-6496

Cell 803-447-6496

Fax 803-739-4970 attn Kevin Heise

E-Mail kheise@lex2.org

For Staff Use

CITY OF CAYCE

Hospitality Tax Grant Application

Project Information	
Project Start Date April 9, 2016	Amount Requested \$ 7,600.00
Project Completion Date April 9, 2016	Date Submitted 11/16/2015
Project Name Cayce Festival of the Arts	
Project Address/Location Brookland-Cayce High School	

Organization Information	
Organization Cayce Avenues Neighborhood Association	
Mailing Address PO Box 3072	
City ST ZIP Cayce, SC 29171	
Telephone 803 261-5403 (Association)	Cell 803 730-5487 (Pamme Eades)
Fax	E-Mail caycefest@gmail.com
How long has this organization or corporation existed? <u>8</u> Year(s)	

Project Description
<p>On April 9, 2016, the Cayce Avenues Neighborhood Association will hold the 2nd Annual Cayce Festival of the Arts at the historic Brookland-Cayce High School from 9am to 5pm. This outdoor event is free to the public and family friendly. The show will feature artists, crafters and authors from Cayce and across South Carolina. The Neighborhood Association created the Festival as a way to highlight the Cayce Avenues but it turned into a more inclusive event that promoted the City of Cayce as a progressive, robust alternative to the larger cities around us.</p> <p>Last year, 50 artisan vendors and 3 food vendors participated in the Festival. Artists include photographers, wood turners, painters, jewelry makers, stained glass artists, potters, and sea grass and pine needle basket makers as well as children and adult fiction authors.</p> <p>Since we were a first time vendor event event, we realized how vital it is provide a comfortable environment for the vendors as well as provide an adequate audience for them so that they will participate next year. As a result, we received very favorable feedback from from our artisans and plan on growing our vendor numbers by 50%. Vendor registration has opened and we now receiving registrations.</p> <p>We also plan on increasing our event visitors by 100% up to 4,000 to make sure we have a customer base for our vendors, we are developing a more proactive promotional plan that includes print and electronic advertising, billboards, and social media.</p>

Tourist Information

What is the estimated number of tourists to be attracted by this project? 4,000 visitors with 900 out of area.

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.).

Last year, we utilized a raffle for several pieces from our vendors to help capture zip codes from our visitors. Although the raffle generates excitement during the Festival, it did not give us the volume of data we would have liked to have gathered.

This year we plan on using volunteers on each end of the High School grounds to collect zipcodes (and the number of visitors from each location) to obtain stronger data. Last year's numbers indicated that 23% of our visitors was from outside of the Columbia Metropolitan area so that would equate to approximately 900 out of the area.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined.

This year, we are increasing our advertising budget from \$1,700 to \$7,000. We have multiple ways in which we will expand our efforts:

- 1) By engaging more artists outside of the Midlands. Many artists have their own fan base on Facebook and other social media which will extend our event advertising reach at no cost.
- 2) For the event itself, we will substantially increase our targeted Facebook posts to areas outside of the Midlands area.
- 3) Using print and electronic advertising opportunities through the larger newspapers to extend our reach as well outside of Cayce-West Columbia area.
- 4) Using billboard locations that will target not only individuals that commute into Columbia each day but also visitors to and through Columbia. (as well as some local billboard locations)
- 5) Increase the amount of directional signage to guide visitors to the event.
- 6) Increase advertising, poster and flyers within the Cayce-West Columbia area as well.

Itemize Total Expected Project Costs	
Itemize Total Expenses Below	Dollar Amount
Event Insurance	600.00
Portable Toilets, Handwashers and Toiletry supplies	600.00
Advertising (For artists, event and volunteers)	7,000.00
Rental of Tables, Chairs, Easels, Tents	1,400.00
Office Supplies	100.00
Police Officers for Closing State Street	840.00
Festival T-Shirts (Volunteer - and to Sell)	2050.00
Entertainment and Sound System	2550.00
Total Cost of Project	\$15,140

Detail How the City's Hospitality Tax Grant Request Will Be Expended	
Detail Expense Items	Dollar Amount
Portable Toilets, Handwashers and Toiletry supplies	600.00
Advertising for Artists, events and volunteers	7,000.00
Advertising includes Business Cards, Face Books boosts, Billboards, electronic and print ads, flyers, and posters as well as event signage such as banners, signs and directional sign	
Amount Requested (must equal <i>Amount Requested</i> on first page of application)	\$7,600.00

List All Sources of Funds for the Proposed Project		
Sources of Funds	Indicate Status of Funds (Proposed, Requested, Received)	Dollar Amount
Artists and Food Vendors	Proposed	4,140.00
T-Shirt Sales	Proposed	2,400.00
Sponsorship	Proposed	1,000.00
Plus \$7,600 in H-Tax = \$15,140	Total Budget	\$7540.00

Statement of Assurances/Certification

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Applicant Signature *Pamme Eades*

Printed Applicant Name *Pamme L Eades, Board President*

Date *11/16/15*

Organization Contact Information

Organization Cayce Avenues Neighborhood Association

Contact Person Pamme Eades

Mailing Address 619 Poplar Street

City ST ZIP Cayce SC 29033

Telephone 803-231-3458

Cell 803-730-5487

Fax

E-Mail pamme@att.net

For Hospitality Tax Advisory Committee Use

CITY OF CAYCE

Hospitality Tax Grant Application

Project Information	
Project Start Date 10/01/2016	Amount Requested \$ 35,000
Project Completion Date 10/02/2016	Date Submitted 11/13/2015
Project Name Congaree Bluegrass Festival	
Project Address/Location Historic Columbia Speedway, 2001 Charleston Hwy, Cayce, 29033	

Organization Information	
Organization Cayce Events Committee, Danny Creamer (Chair)	
Mailing Address 1011 M Avenue	
City ST ZIP Cayce, SC 29033	
Telephone 803-206-3279	Cell
Fax	E-Mail dannycreamergmail.com
How long has this organization or corporation existed? _____ Year(s)	

Project Description
<p>Congaree Bluegrass Festival – two day festival featuring a variety of bluegrass bands, instrument contests, food vendors, and children’s activities. Eighth year for the festival and have seen increase in attendance from visitors from more than 50 miles each year. This festival continues to grow each year and provides a great opportunity to build tourism in the City of Cayce.</p>

Tourist Information

What is the estimated number of tourists to be attracted by this project? 1500-3000

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.).
Each year we ask each person attending the festival for their zip code.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how these impacts were determined.

Bluegrass music is a popular genre for our community. Bill's Pickin' Parlor is a mile from the City and has experienced great success in attendance at music concerts they produce. This event is free to Cayce residents and will charge \$10 tickets for all others. The ticket charge is needed to help cover the cost of entertainment. This year's headlining band is very well known with a large fan base and the ability to draw a crowd from far and wide. It is being held in a venue where a large crowd can be accommodated. There is no other event like this in our community and with the popularity of the genre, it has proven to bring in attendees from the states of Georgia, North Carolina, Tennessee and beyond. Hotels and restaurants in the city have advised that they reap the benefits of the tourists who attend this event. The marketing and branding efforts for the last scheduled event garnered much positive feedback from the community, and many were disappointed that the flooding event forced the events cancellation. Every year we ask each person attending the festival for their zip code.

Itemize Total Expected Project Costs	
Itemize Total Expense Below	Dollar Amount
Advertising (Billboards, Newspaper, TV/Radio, Media Consultant, Printing Cost)	\$22,320
Tents, Stage Rental, Sound, Golf Carts, Porta Jons	\$12,270
Entertainment	\$15,500
Children's Area (bounce house and games)	\$1200
Music License	\$350
Insurance	\$2000
Food and Miscellaneous Expense	\$450
Total Cost of Project	\$54,090

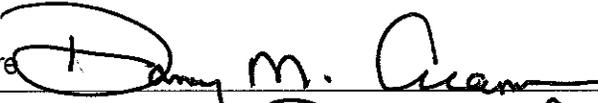
Detail How the City's Hospitality Tax Grant Request Will Be Expended	
Detail Expense Items	Dollar Amount
Billboards - Digital and Standard - Cola, Augusta, Charlotte	\$1900
Newspaper/Print/Digital	\$3760
Radio (commercial production cost + air time), Digital Ads	\$6440
TV + Digital Ads	\$4000
Media Consultant	\$3000
Print Cost (posters, flyers, signs, tickets, etc)	\$3100
Tents	\$5800
Entertainment down payment	\$5000
Insurance	\$2000
Amount Requested (must equal <i>Amount Requested</i> on first page of application)	\$35000

List All Sources of Funds for the Proposed Project		
Sources of Funds	Indicate Status of Funds (Proposed, Requested, or Received)	Dollar Amount
Accommodations Tax Funds	Proposed	\$13,000
Hospitality Tax Funds	Proposed	\$35,000
Sponsorship (\$2800), Vendor Fees (\$1900), Ticket Sales (\$10,000)	Proposed	\$14,700
	Total Budget	\$62,700

Statement of Assurances/Certification

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Authorized Officer Signature



Printed Authorized Officer Name

Danny M. CREAMER

Date

Dec 29, 2015

Organization Contact Information

Organization Cayce Events Committee

Contact Person Danny Creamer

Mailing Address 1011 M Avenue

City ST ZIP Cayce, SC 29033

Telephone 803-206-3279

Cell

Fax

E-Mail dannycreamergmail.com

For Staff Use

CITY OF CAYCE

Hospitality Tax Grant Application

Project Information	
Project Start Date	-----11/16/2015
Amount Requested \$	-----9650
Project Completion Date	-----06/30/2016
Date Submitted	-----
Project Name	Hot Flash 5k-----
Project Address/Location	-----701 Oakland Avenue Cayce, SC 29033
Organization Information	
Organization	-----The Woman's Club of Cayce
Mailing Address	-----PO Box 4273
City ST ZIP	-----Cayce, SC 29033
Telephone	-----803-546-2121
Cell	-----803-546-2121
Fax	-----
E-Mail	-----khutchinson@cityofcayce-sc.gov
How long has this organization or corporation existed?	-----78 Year(s)
Project Description	
<p><u>The Woman's Club of Cayce is part of the Greater Federation of Women's Clubs (GFWC) on a national and international level and the Greater Federation of Women's Clubs of South Carolina (GFWC-SC) on the state level. We are a 501(c)3 Non-Profit, Charitable Organization. The Woman's Club of Cayce was organized in the spring of 1937 in the home of Mrs. S. K. Abbott. In 1939, the Guignard Family donated (under agreement that if the Woman's Club of Cayce dissolves, the property is given to The City of Cayce) the land on "O" Avenue and the current log cabin was erected in 1940. A \$1,000 loan was secured and the Civilian Conservation Corp (CCC) built the structure. There have been repairs and a few renovations since, but the current kitchen (formerly a porch) is in serious need of upgrades. The majority of all current fundraisers goes to charities supported by the club such as: Nancy K. Perry Children's Shelter, God's Helping Hands, College Scholarship for a Cayce Senior, Lexington County Foster Families, Cayce-West Columbia Library and more. Other funds are used to maintain the building such as insurance, electricity, water, etc. There are no paid That leaves very little for renovations. The proceeds from the Hot Flash 5k will be used to renovate the kitchen. Quotes range from \$35,000-\$75,000 for the renovation.</u></p> <p><u>The Hot Flash 5k will be run either on and around The Avenues or at the Riverwalk. The certification cost for the course will be split between the Cayce Public Safety Foundation and the woman's club. The route will showcase Cayce and help attract others to our wonderful City!</u></p>	

Tourist Information

What is the estimated number of tourists to be attracted by this project? _____—200_____

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.).

_____Registration and visitor counts.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined.

_____The run will showcase an area of Cayce that is progressing, yet keeping the same charm it has always had. The Avenues area is often referred to as the "New Shandon". A run in this area, which will attract participants from all over the state, will expose participants to our area and hopefully plant the seed of a great place to live, work, shop and eat. Coupons, sponsorships and advertising will also attract participants to the local restaurants and shops. They can be tracked by the local businesses and reported back to the club.

The Woman's Club of Cayce also rents the facility for weddings, showers, birthdays, etc. This will help increase exposure to Cayce and the facility itself to draw those from other areas into Cayce.

The Hot Flash 5k is going to partner with the local health providers to provide information about Women's and Men's issues such as Breast Cancer, Ovarian Cancer and Prostate Cancer, which will in turn attract spectators.

We can also encourage citizens to have "rallying teams" to cheer on the runners. The organization with the best "team" can win an award and/or cash. This gets the community and organizations involved.

A well-ran, well publicized event will attract runners from across the state and across the country

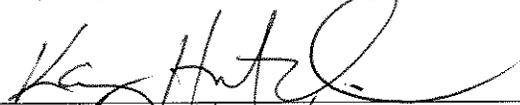
Itemize Total Expected Project Costs	
Itemize Total Expenses Below	Dollar Amount
Food-----	-----2000
Player T-Shirts-----	-----1200
Strictly Running/Course Certification-----	-----1750
Officers-----	-----500
Liability Insurance-----	-----1200
Print/Signs-----	-----500
Advertising-----	-----1000
Prizes-----	-----500
Awards-----	-----1000
Total Cost of Project	-----9650

Detail How the City's Hospitality Tax Grant Request Will Be Expended	
Detail Expense Items	Dollar Amount
Food-----	-----2000
Player T-Shirts-----	-----1200
Strictly Running/ Course Certification-----	-----1750
Officers-----	-----500
Liability Insurance-----	-----1200
Print/Signs-----	-----500
Advertising-----	-----1000
Prizes-----	-----500
Awards-----	-----1000
Amount Requested (must equal Amount Requested on first page of application)	-----9650

List All Sources of Funds for the Proposed Project		
Sources of Funds	Indicate Status of Funds (Proposed, Requested, Received)	Dollar Amount
Sponsors-----	Proposed-----	5000-----
Registration-----	-----Proposed	7000-----
Total Budget		-----12000

Statement of Assurances/Certification

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Applicant Signature 
 Printed Applicant Name Kay Hutchinson
 Date 12/21/15

Organization Contact Information

Organization	<u>The Woman's Club of Cayce</u>		
Contact Person	<u>Kay Hutchinson</u>		
Mailing Address	<u>PO Box 4273</u>		
City ST ZIP	<u>Cayce, SC 29033</u>		
Telephone	<u>803-546-2121</u>	Cell	<u>803-546-2121</u>
Fax		E-Mail	<u>khutchinson@cityofcayce-sc.gov</u>

For Hospitality Tax Advisory Committee Use

CITY OF CAYCE

Hospitality Tax Grant Application

Project Information			
Project Start Date	11/01/2015	Amount Requested \$	9650
Project Completion Date	06/19/2016	Date Submitted	11/16/2015
Project Name	Cayce Firehouse 5k		
Project Address/Location	Cayce Avenues or Riverwalk		
Organization Information			
Organization	Cayce Public Safety Foundation		
Mailing Address	PO Box 5422		
City ST ZIP	Cayce, SC 29033		
Telephone	803-550-9529	Cell	803-622-7247
Fax		E-Mail	MFant@amsvcs.com
How long has this organization or corporation existed? 6 Year(s)			
Project Description			
<p><u>This project was conceived by Cayce Fireman, Jacob Harlowe. His initial idea was to do a run in remembrance of 911. He found that he was up against several other runs and festivities on the same day, so after consideration, he decided to present a 5k run to be held on October 14th (Fire Prevention Day) in honor of first responders and to benefit the Cayce Fire Department in cooperation with the Cayce Public Safety Foundation. What better way to start a project than with engaged employees coming up with an idea and being involved in the process.</u></p> <p><u>The run was initially designed to be ran on the Riverwalk, including parts of Timmerman Trail. However, with high water and possible damage, the Avenues area is in consideration. The course will be solidified and certified by Strictly Running and the cost will be split to certify the course with The Woman's Club of Cayce, as they will have their 5k in May. The run will showcase Cayce and will incorporate local business sponsorships as well as discounts for runners to area restaurants and businesses.</u></p> <p><u>Proceeds from the run will benefit the Cayce Fire Department and be used to help acquire a much needed skid unit and truck to pull it. This will help in areas that are difficult to get a fire truck into, such as parking garages and wooded areas.</u></p>			

Tourist Information

What is the estimated number of tourists to be attracted by this project? _____200_____

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.).

_____Registration and visitor counts

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact is being determined.

_____Local businesses already have shown interest in supporting the Cayce Public Safety Foundation through their generous in-kind and cash donations to the Cayce Serves Tennis Tournament. The advertising and discount coupons runners will receive will also encourage them to visit the City's establishments. Businesses can save the "coupons" from the runners and report back as to how many participants spent money in the City. Runners also repeat their participation in "well-run" events and encourage their friends to take part. Growth after the first run will bring even more visitors to our city. We can also encourage citizens to have "rallying teams" to cheer on the runners. The organization with the best "team" can win an award and/or cash. This gets the community and organizations involved.

A well-ran, well publicized event will attract runners from across the state and across the country.

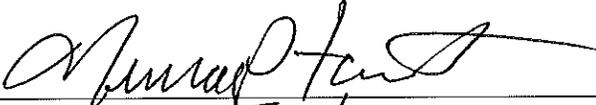
Itemize Total Expected Project Costs	
Itemize Total Expenses Below	Dollar Amount
Food	2000
Player T-Shirts	1200
Strictly Running/ Course Certification	1750
Officers	500
Liability Insurance	1200
Print/Signs	500
Advertising	1000
Prizes	500
Awards	1000
Total Cost of Project	9650

Detail How the City's Hospitality Tax Grant Request Will Be Expended	
Detail Expense Items	Dollar Amount
Food	2000
Player T-Shirts	1200
Strictly Running/Course Certification	1750
Officers	500
Liability Insurance	1200
Print/Signs	500
Advertising	1000
Prizes	500
Awards	1000
Amount Requested (must equal Amount Requested on first page of application)	9650

List All Sources of Funds for the Proposed Project		
Sources of Funds	Indicate Status of Funds (Proposed, Requested, Received)	Dollar Amount
Sponsors	Proposed	5000
Registration	Proposed	7000
	Total Budget	12000

Statement of Assurances/Certification

Upon grant application acceptance and funding award, applicant agrees that financial records, support documents, statistical records, and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised shall be conducted in a manner that provides maximum competition. The grant recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves or others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by the City of Cayce upon request. No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by Hospitality Tax funds. Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin. None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change/and or variation must be reported immediately, otherwise funding may be withheld.

Applicant Signature 
Printed Applicant Name MURRAY FAUST
Date 12/22/2015

Organization Contact Information

Organization	<u>Cayce Public Safety Foundation</u>		
Contact Person	<u>Kay Hutchinson</u>		
Mailing Address	<u>PO Box 5422</u>		
City ST ZIP	<u>Cayce, SC 29033</u>		
Telephone	<u>803-550-9529</u>	Cell	<u>803-546-2121</u>
Fax		E-Mail	<u>khutchinson@cityofcayce-sc.gov</u>

For Hospitality Tax Advisory Committee Use

CITY OF CAYCE

Hospitality Tax Grant Application

Project Information	
Project Start Date March 31, 2016	Amount Requested \$ 25,000.00
Project Completion Date April 3, 2016	Date Submitted November 12, 2015
Project Name Tartan Day South	
Project Address/Location Historic Columbia Speedway 2001 Charleston Hwy. Cayce, SC 29033	

Organization Information	
Organization The River Alliance	
Mailing Address 420 Rivermont Drive	
City ST ZIP Columbia, SC 29210	
Telephone 803-765-2200	Cell 803-665-7620
Fax 803-765-9600	E-Mail johnbanks@columbiaspeedway.com
How long has this organization or corporation existed? <u>17</u> Year(s)	

Project Description
<p>Tartan Day South is a four day celebration of Celtic Culture. Americans of Scottish descent have played a vibrant and influential role in the development of the United States. From the framers of the Declaration of Independence to the first man on the moon. Eleven million Americans claim Scottish and Scotch-Irish roots -- making them the eighth largest ethnic group in the United States. Congress has designated April 6th National Tartan Day. The largest population of Scotch-Irish descendents outside of New York reside in South and North Carolina. The festival is designed to grow into the largest Tartan Day Celebration in the Southeast.</p> <p>Tartan Day South is a festival built around the ancient Scottish sports, Highland Games. The festival also includes traditional and current Celtic music, massed bag pipe bands, traditional dancing exhibitions, herding exhibitions, Celtic Clans, genealogy, Axe throwing and archery exhibitions, fencing exhibitions, medieval encampment, falconry, and much more. We host the largest Classic British Car Show in South Carolina with over 180 incredible machines from many states. The Festival has been growing at a rate around 25% each year. We have continued to add new components to each years event, including the "Power of Plaid" fashion show new for 2016. Many patrons come back year after year and enjoy a different show each year.</p> <p>Tartan Day South has been spread over four days to encourage longer stays by our travelers. These travelers came from 24 states as well as 240 Zip Codes in SC outside of Lexington County in 2015. Other large Tartan Day Celebrations are in New York, Washington D. C. and San Francisco. We hope to make Cayce the destination for those Celtic Americans to celebrate this National Holiday in the Southeast.</p>

Tourist Information

What is the estimated number of tourists to be attracted by this project? 11,500

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.).

We ask for Zip Codes and the number in their parties as each patron enters the gate to all the events each day. We then confirm the location of the zip code and devise a report of where our visitor have traveled . This also give us an idea of how many days that many of our patrons are staying. We count those folks from outside 50 miles of 29033 to be traveling tourists. We are also collecting e-mail addresses on our new web site as people enter. We will be surveying those people as well. We also have an incredible Facebook reach. Through our Social Marketing Consultant we had 64,543 people interacting with our page the week of the event in 2015.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how this impact were determined.

The biggest budget item for us is of course Advertising and Marketing. Getting the word out is a very difficult task because patrons get their information from so many different medias today. We know that we generally have to touch someone six times for it to register with them. We have done a very good job growing each year by expanding our that part of our budget almost 25% per year. The additional dollars will all be earmarked to grow those marketing efforts through many avenues billboard, TV, radio, Celtic publications, newspapers, internet media, and social networking. Those additional touches are the most integral cog in building the festival to 25,000 attendees by the end of the decade. We also have been building our brand awareness in person by having booths at 13 other Highland Games festivals throughout the Southeast and with booths at St. Patty's Day Celebrations in Savannah and Columbia as well as at Columbia's Home and Garden Show in March each year. The total marketing budget for TDS in 2016 is \$33,500.00.

We will be adding geo-targeted tagging advertising in 2016. We will tag every visitor who visits St. Patricks Day Celebrations in Columbia and Charleston. They will receive as many as four ads during the next two weeks about Tartan Day South appearing directly on their cell phones. These are direct hits to those who have shown interest in Celtic Events.

We plan a new campaign to be introduced at the festival in 2016. "Cayce has great Tastes" will be a marketing booth at the event to promote our local restaurants. We will also have a special page in the program promoting the campaign. We will conclude with a handout for those as they leave the event highlighting how close those eateries are to the event.

We know the impact of the festival through talking with our local businesses. The Cayce Farmers Market down the street tells us they have one of their largest sales days of the year on that Saturday with tons of new faces from the event. Vella's, D's Wings, and Murray's have made comments about kilted people visiting during the run of the festival. We know even the folks inside 50 miles who are eating and visiting our Cayce businesses during their trip to and from the event.

We also estimate an economic impact through SCPRT guidelines. That impact using the most conservative models in 2015 was 1.4 million dollars. This impact will only grow as the event attendees grow. We are adding the the additional assets of a stay in Cayce to the event web site this year to promote more things to do during their visit.

Statement of Assurances/Certification

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Applicant Signature *John R. Banks*

Printed Applicant Name John R. Banks

Date November 12, 2016

Organization Contact Information

Organization The River Alliance

Contact Person John Banks

Mailing Address 420 Rivermont Dr.

City ST ZIP Columbia, SC 29210

Telephone 803-765-2200

Cell 803-665-7620

Fax 803-765-9800

E-Mail johnbanks@columbiaspeedway.com

For Staff Use

Empty box for staff use.

CITY OF CAYCE

Hospitality Tax Grant Application

Project Information	
Project Start Date December 10th, 2016	Amount Requested \$ 10,000
Project Completion Date December 10th, 2016	Date Submitted December 16th, 2015
Project Name Holiday Parade of Lights	
Project Address/Location 12th Street in Cayce	

Organization Information	
Organization Greater Cayce-West Columbia Chamber of Commerce	
Mailing Address 106 12th	
City ST ZIP Cayce, SC 29033	
Telephone 803-794-6504	Cell 803-397-0852
Fax 803-794-6505	E-Mail cwcchambersc@gmail.com
How long has this organization or corporation existed? 57 Year(s)	

Project Description
<p>A night time parade celebrating the Holiday/Christmas season. Parade has been held at night since 1998 and has attracted thousands of spectators & participants from all over the Midlands each year. In 2016, we anticipate televising it on a local TV station which would expose the parade to a bigger audience and promoting the City of Cayce.</p>

Tourist Information

What is the estimated number of tourists to be attracted by this project? 20,000 +

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.).

Estimates are based on feedback from professional videographers & law enforcement. They look at how deep the crowds are and factor in the length of the parade

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how these impacts were determined.

Past results have shown that Cayce restaurants see a large increase in business the day/night of the parade. Some have said it's one of their biggest sales day of the year. TV advertising will promote "Cayce Has Great Taste" by promoting their restaurants, Riverwalk, and Museum helping increase their overall sales and attendance.

Itemize Total Expected Project Costs	
Itemize Total Expense Below	Dollar Amount
TV Production	\$5,000
Billboards	\$2,000
TV Advertising	\$3,000
Radio/Print Advertising	\$4,000
Insurance	\$800
Volunteer Shirts	\$300
Awards	\$100
Supplies	\$300
Total Cost of Project	\$15,000

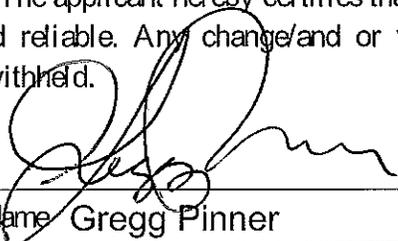
Detail How the City's Hospitality Tax Grant Request Will Be Expended	
Detail Expense Items	Dollar Amount
TV Production	\$3,000
Billboards	\$2,000
TV Advertising	\$2,000
Radio/Print Advertising	\$3,000
Amount Requested (must equal <i>Amount Requested</i> on first page of application)	\$10,000

List All Sources of Funds for the Proposed Project		
Sources of Funds	Indicate Status of Funds (Proposed, Requested, or Received)	Dollar Amount
City of West Columbia & Sponsorships	Proposed	\$5,000
Total Budget		\$15,000

Statement of Assurances/Certification

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Authorized Officer Signature



Printed Authorized Officer Name Gregg Pinner

Date

Organization Contact Information

Organization Greater Cayce-West Columbia Chamber of Commerce

Contact Person Gregg Pinner

Mailing Address 106 12th Street

City ST ZIP Cayce, SC 29033

Telephone 803-794-6504

Cell 803-397-0852

Fax 803-794-6505

E-Mail cwcchambersc@gmail.com

For Staff Use

CITY OF CAYCE

Hospitality Tax Grant Application

Project Information	
Project Start Date May 6th	Amount Requested \$ 11,800
Project Completion Date August 19	Date Submitted
Project Name Family Movie Night	
Project Address/Location 180 Knox Abbott Drive	

Organization Information	
Organization Greater Cayce-West Columbia Chamber of Commerce	
Mailing Address 1006 12th Street	
City ST ZIP Cayce, SC 29033	
Telephone 803-794-6504	Cell 803-397-0852
Fax 803-794-6505	E-Mail cwcchambersc@gmail.com
How long has this organization or corporation existed? 57 Year(s)	

Project Description
<p>Free Family Movies on the 1st & 3rd Friday from May to August at the Brickworks or Granby Gardens Park. Free popcorn or soft drink coupons available at Cayce Restaurants. Theme nights with costume contest with prizes.</p>

Tourist Information

What is the estimated number of tourists to be attracted by this project? 200-400 per night

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.).

Everyone will be in one area so we could do head count, count coupons used, and have people register for prizes.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how these impacts were determined.

Movies will start at dark so audience will be encouraged to eat at a local restaurant before movie begins. Coupons for free popcorn and/or soft drink will be distributed with receipt from local restaurant.

Itemize Total Expected Project Costs	
Itemize Total Expense Below	Dollar Amount
Movie equipment (screen, sound, & set up) \$550 per night x 8	\$4,400
Movie Licensing Fee \$300 per night x 8	\$2,400
Radio/Print Advertising \$500 x 8	\$4,000
Banners	\$500
Event Insurance	\$500
Total Cost of Project	\$11,800

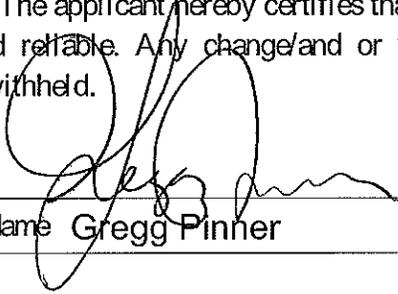
Detail How the City's Hospitality Tax Grant Request Will Be Expended	
Detail Expense Items	Dollar Amount
Movie Equipment	\$4,400
Licensing Fee	\$2,400
Advertising	\$4,000
Banners	\$500
Event Insurance	\$500
Amount Requested (must equal <i>Amount Requested</i> on first page of application)	\$11,800

List All Sources of Funds for the Proposed Project		
Sources of Funds	Indicate Status of Funds (Proposed, Requested, or Received)	Dollar Amount
	Total Budget	\$11,800

Statement of Assurances/Certification

Upon grant application acceptance and funding award, applicant agrees that financial records, support documents, statistical records, and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised shall be conducted in a manner that provides maximum competition. The grant recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves or others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by the City of Cayce upon request. No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by Hospitality Tax funds. Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin. None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change/and or variation must be reported immediately, otherwise funding may be withheld.

Authorized Officer Signature



Printed Authorized Officer Name Gregg Pinner

Date

Organization Contact Information

Organization Greater Cayce-West Columbia Chamber of Commerce

Contact Person Gregg Pinner

Mailing Address 1006 12th Street

City ST ZIP Cayce, SC 29033

Telephone 803-794-6504

Cell 803-397-0852

Fax 803-794-6505

E-Mail cwcchambersc@gmail.com

For Staff Use

Empty box for staff use.

CITY OF CAYCE

Hospitality Tax Grant Application

Project Information	
Project Start Date 11/12/2016	Amount Requested \$ 23,225 22,925 TG
Project Completion Date 11/13/2016	Date Submitted 11/16/2015
Project Name Native American Cherokee Trail River Festival	
Project Address/Location 1800 12th St Ext Cayce, SC	

Organization Information	
Organization Circle of Native American History	
Mailing Address 125 Ezra Jumper Rd	
City ST ZIP Swansea, SC 29160	
Telephone	Cell 803-366-1705 Laura Bailey
Fax	E-Mail circleofnativeamericans@gmail.com
How long has this organization or corporation existed? 15 Year(s)	

Project Description
<p>The Native American Cherokee River Festival is a long standing event in Cayce, SC. (2016 will be 16 years) It is a festival that showcases the Native Americans of South Carolina and part of the history of Cayce, SC. We draw people from all over South Carolina from the advertising. We draw people from other states from our billboard. We are bringing in visitors and entertainers from FL, SC, TN, NC, GA, TN and possibly more. There will be Native American dancers in Regalia, Native American Crafters and Native American Style Crafts. There will be drummers, specialty dancers, children crafts, and history of the area. It is a fun, free event for all people.</p> <p>Native American Cherokee River Festival 2015 had reporters from WLTX and WOLO. There was also a large write up in The State Newspaper. The festival was a huge success. I know many hotels were booked.</p>

Tourist Information

What is the estimated number of tourists to be attracted by this project? 3000

Explain how the number of tourists will be calculated (surveys, forms, license plates, etc.).
We will hire greeters to obtain zipcodes.

Explain how the requested dollars will increase tourism, financially impact tourism-related businesses in the City of Cayce, and how these impacts were determined.

The money used on Advertising with newspapers across the SC State, Advertising on TV, and Billboard on a major interstate brings people to Cayce, SC. In my dealings with the public, many around the state did not know about the City of Cayce, this event draws people to Cayce.

We will have the flyer's Cayce provided us with to be available to the public. We will also publicize Cayce events on Circle of Native American face book page.

Tourist will use hotels, restaurants, gasoline. They could also use grocery stores and shop local stores. Many people have not heard of Cayce, SC so they possibly will make return visits. Determinations of impact will be made by follow up phone calls to local businesses and hotels.

Itemize Total Expected Project Costs	
Itemize Total Expense Below	Dollar Amount
Printing and Advertising	1000
Electrical Cords and Covers	250
Hotel Rooms 15 rooms	1200
Gifts	500
Food for Vendors	200
Signs	850
Total Cost of Project	4000

Detail How the City's Hospitality Tax Grant Request Will Be Expended	
Detail Expense Items	Dollar Amount
Demonstrators and Entertainment (Drummers, MC, AD,ect)	4000
Aztec Dancers	1500
Newspaper and SC Living Ads	3405
Billboard, TV	5000
Signs, Labor, Mileage	1520
Port a Potties, Hay, Greeters	2250
Food, drinks and supplies	700
Security and Fire Marshall, Insurance	2150
Tables, Canopies Flyers, misc	2400
Amount Requested (must equal <i>Amount Requested</i> on first page of application)	\$23225

22,925
TG

List All Sources of Funds for the Proposed Project		
Sources of Funds	Indicate Status of Funds (Proposed, Requested, or Received)	Dollar Amount
City of Cayce Accommodations	4000	4000
City of Cayce Hospitality Grant	23225	23225 22,925
Total Budget		27225 26,925

Statement of Assurances/Certification

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★ Authorized Officer Signature *Thelma Ballard*
Printed Authorized Officer Name *Thelma Ballard*
Date *11-24-15*

Organization Contact Information

Organization	Circle of Native Americans		
Contact Person	Laura Bailey		
Mailing Address	207 Arbor Ct		
City ST ZIP	Rock Hill, SC 29732		
Telephone	803-366-1705	Cell	
Fax		E-Mail	circleofnativeamericans@gmail.com

For Staff Use

Easement # 894045

INDENTURE, made this _____ day of _____, 2015 by and between **CITY OF CAYCE** of the State of South Carolina, hereinafter called "Grantor" (whether singular or plural), and the **SOUTH CAROLINA ELECTRIC & GAS COMPANY**, a South Carolina corporation, having its principal office in Cayce, South Carolina, hereinafter called "Grantee".

WITNESSETH:

That, in consideration of the sum of One Dollar (\$1.00) received from Grantee, Grantor, being the owner of land situate in the County of **Lexington**, State of South Carolina, hereby grants and conveys to Grantee, its successors and assigns, the right to construct, extend, replace, relocate, perpetually maintain and operate an overhead or underground electric line or lines consisting of any or all of the following: poles, conductors, lightning protective wires, municipal, public or private communication lines, cables, conduits, pad mounted transformers, guys, push braces and other accessory apparatus and equipment deemed by Grantee to be necessary or desirable, upon, over, across, through and under land described as follows: a tract or lot of land containing **15.68 acres**, more or less, and being the same lands conveyed to Grantor by deed of **Mt. Zion Missionary Baptist Church**, recorded **7/12/2005**, and filed in the Register of Deeds office for **Lexington** County in Deed Book **10292** at Page **116**.

The Right of Way is as more fully shown on South Carolina Electric & Gas Company drawing #C-81920, and is by reference only made a part hereof. A South Carolina Electric & Gas Company drawing, approved by the Grantor, its successors or assigns, will provide authorization for revisions and or future lines.

TMS: 005765-02-023

Together with the right from time to time to install on said line such additional lines, apparatus and equipment as Grantee may deem necessary or desirable and the right to remove said line or any part thereof.

Together also with the right (but not the obligation) from time to time to trim, cut or remove trees, underbrush and other obstructions that are within, over, under or through a strip of land ("Easement Space") extending Fifteen (15) feet on each side of any pole lines and Five (5) feet on each side of any underground wires and within, over, under or through a section of land extending Twelve (12) feet from the door side(s) of any pad mounted transformers, elbow cabinets, switchgears or other devices as they are installed; provided, however, any damage to the property of Grantor (other than that caused by trimming, cutting or removing) caused by Grantee in maintaining or repairing said lines, shall be borne by Grantee; provided further, however, that Grantors agree for themselves, their successors and assigns, not to build or allow any structure to be placed on the premises in such a manner that any part thereof will exist within the applicable above specified Easement Space, and in case such structure is built, then Grantor, or such successors and assigns as may be in possession and control of the premises at the time, will promptly remove the same upon demand of Grantee herein. Grantor further agrees to maintain minimum ground coverage of thirty six (36) inches and maximum ground coverage of fifty four (54) inches over all underground primary electric lines. Together also with the right of entry upon said lands of Grantor for all of the purposes aforesaid.

The words "Grantor" and "Grantee" shall include their heirs, executors, administrators, successors and assigns, as the case may be.

IN WITNESS WHEREOF, Grantor has caused this indenture to be duly executed the day and year first above written.

WITNESS:

CITY OF CAYCE

1st Witness

By: _____
Rebecca Vance
Title: **City Manager**

2nd Witness

ITEM III. C.

STATE OF SOUTH CAROLINA)	RESOLUTION
)	Approving Multijurisdictional
COUNTY OF LEXINGTON)	Law Enforcement Gang
)	Investigation Agreement
CITY OF CAYCE)	

WHEREAS, the need for law enforcement agencies to enter into contracts with other law enforcement agencies for mutual aid and support and for multijurisdictional task forces is recognized in Chapter 20 (“Law Enforcement Assistance and Support Act”) of Title 23 (“Law Enforcement and Public Safety”) of the South Carolina Code of Laws, and in S.C. Code sections 23-1-210 and 23-1-215; and

WHEREAS, S.C. Code section 23-20-50, which is a part of Chapter 20 of Title 23 of the State Code, provides that an agreement entered into pursuant to that chapter 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; and

WHEREAS, S.C. Code sections 23-1-210 and 23-1-215 also require or may be construed by the Courts to require the approval of the Council in multijurisdictional agreements entered into pursuant to those sections; and

WHEREAS, the Council wishes to clarify and confirm the process by which it approves such mutual aid agreements and task force agreements as are entered into between the law enforcement agency of the City of Cayce and the law enforcement agencies of other political subdivisions of the State,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Cayce, in Council duly assembled, as follows:

The City Council hereby ratifies or approves the City of Cayce entering into a Multijurisdictional Law Enforcement Gang Investigation Agreement, as attached, and the Mayor and the Director of Public Safety are authorized to sign the Agreement on behalf of the City.

ADOPTED this _____ day of February 2016.

Elisa Partin, Mayor

ATTEST:

Mendy Corder, Municipal Clerk

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

parties to share jurisdiction under this written agreement to the fullest extent permitted under South Carolina law and it is further agreed as follows:

1. ORGANIZATION

- A. A Governing Board, consisting of the heads of each Agency (or a designee), will provide general direction for and supervision of GTF operation and have other responsibilities as described herein. The Richland County Sheriff's Department will serve as lead Agency and its Agency head as lead Governing Board member.
- B. The GTF will consist of qualified Law Enforcement Officers employed by Agencies (hereinafter "Agents"). One Agent will be a qualified officer appointed and employed by the Sheriff of Richland County and will serve as the Officer in Charge (hereinafter "Commander"). The head of each Agency shall, with the advice and consent of the Commander, appoint a Law Enforcement Officer(s) from his agency to be assigned to the GTF as an Agent. Each Agency head shall make his best efforts to ensure that the individuals appointed and assigned to the GTF are of the highest quality available. Each Agency head understands that for the GTF to function properly, consistency is of utmost importance.
- C. One Assistant Solicitor employed through the Fifth Judicial Circuit Solicitor's Office will be appointed to prosecute and/or oversee the prosecution of all criminal charges made pursuant to this agreement. Per the authority granted in this Agreement, the assigned Assistant Solicitor may request revocation of probation or parole status in his discretion to achieve the objectives of this agreement with the cooperation of appropriate Agency party to this agreement.
- D. Each Agent will report to the Commander and the Governing Board. Direct Agent supervision will be left to the Commander. Agents are subject to the lawful orders and commands of Commander and shall exert their best efforts to cooperate with, and aid, the Agency of Commander. All GTF investigations, targets, areas of interest, and activities will be approved through the Commander and/or the Governing Board before execution and reported to same. Agencies will avoid unnecessary involvement in GTF investigations. The GTF will operate from a location as agreed upon and/or approved by the Governing Board.
- E. All GTF Agents will adhere to the GTF Policy and Procedure Guidelines (hereinafter "GTF Guidelines"). Failure to do so is grounds for disciplinary action or dismissal. GTF Guidelines supersede any other applicable employee guidelines for that Agent and preempt each respective Agency's Guidelines, even when in conflict. GTF Guidelines will be enacted or modified by majority vote of the Governing Board. If an Agent fails to fulfill his duties while assigned to the GTF and/or violates GTF Guidelines, the Commander may suspend the Agent effective immediately until the

Governing Board meets to determine whether the Agent should be permanently removed, decided by majority vote. The Commander shall notify the assigning Agency head of any violation of GTF or Agency Guidelines by the assigned Agent or disciplinary action against that Agent.

2. VESTING OF AUTHORITY AND JURISDICTION

- A. To the fullest extent permitted by the Constitution and the statutes of this State, GTF Agents shall be vested with authority, jurisdiction, rights, immunities, and privileges in each Agency's jurisdiction equal to that of their resident jurisdiction for the purpose of investigation, arrest, or any other activity related to the criminal activity for which the agreement is drawn pursuant to S.C. code §23-1-215. However, local ordinances adopted by a participating party shall not be deemed extended into areas of operation that are located outside the geopolitical territorial limits of that party.
- B. This agreement is in no way intended to affect any other multi-jurisdictional agreement(s) which may exist between the Agencies.

3. REQUEST FOR ASSISTANCE

The temporary transfer of Officers assigned under this agreement may be requested for the purpose of investigation, arrest, or any other activity related to the criminal activity for which the agreement is drawn.

4. AGENCY AND AGENT RESPONSIBILITIES:

- A. GRANT COMPLIANCE: Agencies agree to abide by the terms and conditions of any grant used to fund GTF. In addition, by signing this agreement, Agencies agree to abide by the terms and conditions of the current Justice Assistance Grant. Further, each Agency is individually responsible for ensuring its own compliance with those terms and conditions and separately liable for any non-compliance, such that non-compliance by any one Agency will not result in liability for any other Agencies or affect the enforceability of this agreement as to all other Agencies.
- B. PERSONNEL: Except as otherwise agreed among the Agencies, each Agency shall maintain control over its personnel. Except as otherwise provided herein, each party shall bear its own costs incurred in the performance of its obligations hereunder, and shall keep its own personnel and other usual records as to its assigned officers.
- C. INSURANCE: All Agencies shall maintain liability and workers compensation insurance on each of their appointed and/or assigned Agents at all times. This insurance shall cover each Agency's appointed and/or assigned Agents while performing duties of the GTF and/or duties of their appointing and/or assigning Agency.

D. **LIABILITY:** All Agencies agree to assume all criminal and civil liability, as well as workers compensation liability, for actions of their appointed and/or assigned Agents acting within the scope of his duties, regardless of the location of the incident to include, but not be limited to, negligence, gross negligence, recklessness, criminal activities or on the job injuries resulting in a worker's compensation claim being filed.

E. **SALARIES:** Agencies shall be responsible for all salaries and salary-related costs and benefits associated with regular working hours as well as overtime working hours for its appointed and/or assigned Agent(s). The salaries and salary-related costs and benefits associated with regular working hours may be paid from GTF grant appropriations. This agreement shall in no manner affect or reduce the compensation, pension, or retirement rights of any Agents assigned under this agreement.

5. ASSET FORFEITURE

A. Seizures and assets forfeited as a result of GTF investigation and prosecution will be made in compliance with and subject to all applicable laws, specifically §44-53-520, §44-53-530, and §16-08-620 of the Code of Laws of South Carolina 1976, as amended, by all Agencies.

B. Any assets seized/forfeited valued at less than \$100,000 will be maintained in a separate interest bearing account. Expenditures will be first approved by the Richland County Sheriff's Department (grantor Agency as required) and used in furtherance of GTF activities.

C. Assets valued at greater than \$100,000 will be presented to the Governing Board for equitable distribution amongst Agencies as determined by the Governing Board.

D. During Grant periods, GTF shall provide to each Agency an accounting, no less than quarterly. Income from forfeitures or seizures must be used in furtherance of GTF activities. Expenditures must receive written approval from the South Carolina Department of Public Safety Grants Office and the Richland County Grants Administrator prior to the placing of an order and compliance with S.C. Code §44-53-530(i) and §16-08-260.

E. All real or personal property, conveyances, and equipment of any value defined in §44-53-520 and 16-08-260, when reduced to proceeds, any cash more than one thousand dollars, any negotiable instruments, and any securities which are seized and forfeited must be disposed of as follows:

- a. 75% to Agencies, subject to discretion of Governing Board;
- b. 20% to the prosecuting agency; and
- c. 5% to the State Treasurer.

6. CONFIDENTIAL INFORMATION

Agencies agree that any information received during any furtherance of this Agreement that is confidential, including the personal, financial or other affairs of any of the Agencies will be treated by the Agencies in full confidence and will not be revealed to any other persons, firms or organizations.

7. SEVERABILITY

Should any part of this Agreement be held invalid or found unenforceable, all other provisions of this Agreement shall remain in full force and effect.

8. MODIFICATION AND BINDING SUCCESSORS IN OFFICE

A. This agreement may be amended or modified only in writing signed by the Parties to the Agreement. Each Agency agrees that any and all successors in interest to their office will be similarly bound by the terms of this agreement without necessitating execution of any amendment.

B. Should this Agreement require modification to comply with grant or government standards or regulations, the Parties agree that such modifications shall be incorporated herein and shall not serve to terminate the Agreement. This writing shall serve as written agreement for these modifications to occur.

9. NON-ASSIGNABILITY

This Agreement may not be assigned by the Parties without the written consent of the other Parties. A failure to obtain the other Parties' written consent shall be grounds for termination of this Agreement.

10. GOVERNING LAW/JURISDICTION

This Agreement shall be governed by the laws of the State of South Carolina. Agencies agree that jurisdiction over any dispute relating to any part of this Agreement is in the County of Richland, State of South Carolina.

11. NO INDEMNIFICATION OR THIRD PARTY RIGHTS

To the extent provided by law, the parties shall be solely responsible for the acts and omissions of their respective employees, officers, and officials, and for any claims, lawsuits and payment of damages that arise from activities of its assigned officers. No right of indemnification is created by this agreement and the parties expressly disclaim such. The provisions of this agreement shall not be deemed to give rise to or vest any rights or obligations in favor of any rights or obligations in favor of any party or entity not a party to this agreement.

12. RESPONSIBILITY TO RESPECTIVE GOVERNING BODIES

Each party is responsible for any approval requirements to their respective governing body as may be required under South Carolina law.

13. DISSOLUTION

If one Agency chooses to withdraw from this Agreement, it may terminate its Agreement upon written notice to all other Agencies party to this agreement. Should one Agency terminate, the agreement shall remain in full force and effect as to all other Agencies. Agencies must comply with §23-1-215(D) and (E) regarding notice of both execution and termination.

14. TERMINATION

A. This Agreement shall be allowed to be terminated without penalty to all Agencies party to this Agreement by written agreement signed by all Agencies.

B. All Parties understand that this Agreement may be terminated at the end of a Grant period or if grant appropriations cease at any time for any reason. All positions paid through GTF grant appropriations would be also terminated at that time. Agents employed using grant appropriations may continue to be employed by the assigning Agency if positions are available. If assigning Agency does not have position available for the Agent employed using grant appropriations, that Agency and any other Agencies party to this agreement shall have no duty or responsibility to employ said agent(s). If said Agreement is terminated because of a lack of grant appropriations, the Agencies shall not be liable for such termination and dissolution.

C. This Agreement shall be allowed to terminate upon conclusion of investigation into criminal gang activity. However, for purposes of an agreement under §23-1-215, it is the opinion of Agencies that the investigation of criminal gang activity is a continuous function of these law enforcement agencies.

D. Notice of termination for any reason must be delivered or mailed to all Agencies party to this agreement with return receipt requested. Agencies must comply with §23-1-215(D) and (E) regarding notice of both execution and termination.

E. Upon the expiration or termination of the GTF grant or this agreement, distribution of any assets, forfeitures or seizures will be determined by the Governing Board.

15. TERM AND RENEWAL

This agreement is effective as to each party at the date and time of signing and will automatically renew each anniversary date, year to year, and term to term unless a party exercises its right to terminate as further described herein or as required by applicable Grant terms and conditions.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement under their several seals the day and year first written above.

RICHLAND COUNTY SHERIFF'S DEPARTMENT

BY: Leon Lott, Sheriff

Date

Witnesses: _____

FIFTH JUDICIAL CIRCUIT SOLICITOR'S OFFICE

BY: Solicitor Daniel Johnson

Date

Witnesses: _____

FOREST ACRES POLICE DEPARTMENT

BY: Marion E. Sealy, Police Chief

Date

Witnesses: _____

IRMO POLICE DEPARTMENT

BY: Joe Nates, Police Chief

Date

Witnesses: _____

COLUMBIA POLICE DEPARTMENT

BY: William Holbrook, Police Chief

Date

Witnesses: _____

UNIVERSITY OF SOUTH CAROLINA POLICE DEPARTMENT

BY: Chris L. Wuchenich, Chief of Police

Date

Witnesses: _____

CAYCE PUBLIC SAFETY

BY: Charles E. McNair, Director

Date

Witnesses: _____

SOUTH CAROLINA DEPARTMENT OF CORRECTIONS

BY: Bryan P. Stirling, Director

Date

Witnesses: _____

ALVIN S. GLENN DETENTION CENTER

BY: Ronaldo Myers, Director

Date

Witnesses: _____

SOUTH CAROLINA DEPT. OF PROBATION, PAROLE, AND PARDON

BY: Jerry B. Adger, Director

Date

Witnesses: _____

BENEDICT COLLEGE POLICE DEPARTMENT

BY: Haywood M. Bazemore, Director

Date

Witnesses: _____

CITY OF CAYCE

BY: Elise Partin, Mayor

Date

Witnesses:
