

**City of Cayce
Special Council Meeting
March 21, 2012**

A Special Council Meeting was held this afternoon at 3:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Councilmen Steve Isom, Tim James, James Jenkins, and Kenneth Jumper, City Manager Rebecca Rhodes, Municipal Clerk, Tammy Barkley, and Municipal Treasurer, Garry Huddle. City Attorney, Danny Crowe, City Auditors Robert Milhous and Jamie Michaelson, Frank Robinson, Director of Utilities, Utilities staff members Gary Hubbard, Glemmie Haines, Vince Osborne and Ben Wright were also in attendance. Mayor Partin advised that members of the press and the public were duly notified of the meeting in accordance with the FOIA.

Call to Order

Mayor Partin called the meeting to order and Councilmember Jumper gave the invocation and the assembly recited the Pledge of Allegiance.

Other

A. Bid Award – City Hall Complex Architectural Study

Ms. Rhodes stated that at last year's Council Retreat, it was discussed that the City needed to have an overall conditions assessment of the City Hall buildings performed. She stated that staff advertised a Request for Qualifications for these services and a committee was formed to review and rank the submittals. She stated that Councilmember Jenkins represented Council on the Committee. Ms. Rhodes stated that a compilation of the rating sheets had been provided to Council and advised that the Boudreaux Group received the highest combined score. She stated that references were called and all were positive. She advised that staff will need to negotiate a contract with this group and bring it back to Council to approve and appropriate the funds for the study. She stated that funding would come from the increased business license revenues.

Councilmember Jenkins made a motion to authorize the City Manager to negotiate a contract with the Boudreaux Group and bring the contract and budget amendment back to Council for approval. There was no second to the motion. Ms. Rhodes asked if there was any further information she could provide. Councilmember Jenkins stated that he did not like it that staff had to spend a great deal of time on an item that Council knew about and had previously discussed and agreed to. Councilmember James inquired as to how many firms answered the call for the RFQ.

Ms. Rhodes advised that 18 firms had responded. She asked Council for further direction. She stated from this discussion, it is her understanding that Council does not want to move forward.

Councilmember James thanked Councilmember Jenkins and staff for serving on the committee. He stated he felt it was a huge leap from what Council talked about at the Retreat to trying to read proposals. He stated that he certainly feels something needs to be done, but for him to truly understand the concept of where we are going, that cannot be accomplished just by reading four proposals. He inquired if the City had staff who could outline specific needs. Ms. Rhodes stated that her recommendation was to have an architect come in and do a true analysis and provide Council with what can be done with the present buildings and that is something city staff could not do. She stated that a professional is needed to analyze the City's needs and determine if what we need can be done with these buildings. Councilmember James inquired if that was the direction being suggested. Mayor Partin asked that Council take a few moments to review the scope of work on the RFQ and to comment on what else is needed.

Councilmember Isom stated that one of the points brought up by Councilmember James' question, is the direction in which we want to proceed. He stated that getting the community involved is at least one step that should be added. He stated that collecting the information and going through the process is the direction to take and the City has a lot of expertise in the community that could strategize for us. Councilmember James stated the staff and the community should outline the need. Ms. Rhodes inquired as to how large the committee should be. Councilmember Isom stated that there should be some engineer and design people on the committee. Ms. Rhodes stated that staff has discussed this internally for a year and then it was brought before Council at the Retreat. She stated it is now at the point where we need to ask for expertise in this process to guide us on what needs to be done. Councilmember James stated that a sense of inclusion would be beneficial if citizens are involved with the process. Ms. Rhodes stated she wanted Council to understand this is just the assessment process and that before anything is designed, of course, citizens would be involved. She stated that is another process, another concept and another committee further down the line. Councilmember Jenkins stated Council is losing sight of what we are asking for and having second thoughts. He stated that it may be that Council needs a procedure detailing what steps need to be taken.

Mayor Partin inquired as to how Councilmember Jenkins became part of the review Committee. Ms. Rhodes stated that he volunteered in a Council meeting during her discussion of the project. Mayor Partin stated that Council asks a lot of the City Manager and that everyone knew this was what we were doing. She respectfully requested that if there is a problem with an issue that it is stated at the outset so that we do not waste the City Manager's and everyone's time before we get to this point. She stated her other concern and comment is that she is all for citizens involvement and thinks that having it at the outset, would waste people's time. She stated that we may ask them seven different questions but may not have known the 8th question to ask.

She stated that the citizens and businesses can definitely be involved in the process, but the project is still in the information gathering stage. She asked that Council communicate any concerns to her or the City Manager in advance. Mayor Partin asked that the item be placed on an upcoming Council Meeting agenda for further discussion. Ms. Rhodes stated that she has also included the project in her weekly reports to Council and that if any time Council has a concern, to please let her know and she would be glad to change her path.

B. Discussion of Proposed FY12-13 Utility Fund Budget

Ms. Rhodes stated that the Regional Wastewater Agreement requires that the City provide the purchasers with a copy of the Wastewater portion of the budget sixty days before the beginning of the fiscal year. She stated that it is anticipated that the substantial completion date for the plant will be June 15 which means it is possible that the plant will be operational by July 1 and that the City will begin charging the purchasers the new rate on that date. She stated that because of this, the Utility Budget was being presented to Council first in order to provide the purchasers with a draft budget by April 30. Mr. Robinson and his staff provided Council with the highlights of their budgets.

Executive Session

- A. Discussion of negotiations incident to proposed contractual arrangements for wastewater treatment services between the Town of Lexington, Joint Water & Sewer Commission and the City of Cayce
- B. Discussion of negotiations incident to proposed contractual arrangements for telephone and cable services between Time Warner Cable and the City of Cayce

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

Reconvene

After the Executive Session was concluded, Councilmember James made a motion to reconvene the Special meeting. Councilmember Isom seconded the motion which was unanimously approved by roll call vote. Mayor Partin announced that no vote was taken in Executive Session other than to adjourn and resume the Special meeting.

Possible actions by Council in follow up to Executive Session

No action was taken by Council in follow up to the Executive Session.

There being no further business, Councilmember James made a motion to adjourn the meeting. Councilmember Isom seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 5:20 p.m.

Elise Partin, Mayor

ATTEST:

Tammy P. Barkley, CMC, Municipal Clerk