



CITY OF CAYCE

MAYOR
ELISE PARTIN

MAYOR PRO-TEM
JAMES E. JENKINS

COUNCIL MEMBERS
TARA S. ALMOND
PHIL CARTER
EVA CORLEY

CITY MANAGER
REBECCA VANCE

ASSISTANT CITY MANAGER
SHAUN M. GREENWOOD

CITY OF CAYCE Public Hearing and Special Council Meeting December 16, 2015

A Public Hearing was held at 5:00 p.m. at the Cayce Tennis and Fitness Center to obtain public comment on a proposed late fee related to a residential rental, non-owner occupied and unoccupied property registration program. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley, and James Jenkins, City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood and Mendy Corder, Municipal Clerk. Mayor Partin asked if members of the press and the public were duly notified of the Public Hearing in accordance with the FOIA. Ms. Corder confirmed they were notified.

Opening Statement

Mayor Partin stated that in accordance with State Law, the establishment of new fees requires a Public Hearing. She explained that the proposed late fee is related to the property registration program that was created at the request of the City's Neighborhood Leader's Group. It addresses properties that are rental, non-owner occupied or unoccupied properties in the City. It requires the owners of these properties to register with the City and provide a local responsible party that can be contacted in the case of violations or emergencies.

Mayor Partin explained that the Ordinance also allows the City to revoke the permit for a landlord that does not comply with this Ordinance or that has three or more code or other violations on their property within a year. There is currently no fee proposed for this registration but any property found in violation of this Ordinance will be assessed a \$100.00 late fee per year for failing to register. The permits will be valid from January 1st to December 31st with a grace period extending to April 15th. Any property not registered by April 15th will be considered late and penalties will apply. Mayor Partin stated that these dates directly mirror the existing business license program for the City.

Mayor Partin stated that staff will be asking City residents to help ensure that all properties that fall under those definitions are registered. The goal of the program is to maintain neighborhood integrity by adopting a property registration Ordinance that requires single-family, duplex, triplex and quadraplex rental, non-owner occupied and unoccupied properties to be registered with the city. The registration process helps prevent problems and improves communication among neighborhoods, property owners and the City.

Public Testimony

No one from the public in attendance offered any public testimony or comment.

Close Hearing

Mayor Partin closed the public hearing noting that no public comment was received.

Call to Order

The Special Council Meeting immediately followed the Public Hearing at 5:05 p.m. at the Cayce Tennis and Fitness Center. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley, and James Jenkins. City Manager Rebecca Vance, Assistant City Manager Shaun Greenwood and Municipal Clerk Mendy Corder were also in attendance. Mayor Partin asked if members of the press and the public were duly notified of the Council Meeting in accordance with the FOIA. Ms. Corder confirmed they were notified.

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

Public Comments Regarding Items on the Agenda

Ms. Corder advised that no one had signed up for Public Comment.

Ordinances and Other

- A. Discussion and Approval of Ordinance 2015-15 Amending the City Code to Add a New Article IV ("Rental, Non-Owner Occupied and Unoccupied Property Regulations") to Chapter 10 ("Buildings and Building Regulations") - Second Reading

Mr. Greenwood explained that the only change made to the Ordinance from first reading to second reading was the heading of Section 10-81. In the previous version the heading was titled Rental Property. He stated the title was changed to Rental, Non-Owner Occupied and Unoccupied Property for clarification as to when a permit is required.

Council Member Jenkins asked if the change to the Ordinance from first reading to second reading was publicized. Mayor Partin stated that changes can be made to an Ordinance from first reading to second reading. Ms. Vance explained that the Ordinance with the change to the heading was included in the agenda packet that is made available to the public and the media and placed on the City's website. Mr. Greenwood explained that the change was only to the header of that paragraph and not the body of the Ordinance. He said the header did not agree with the text of that section as a result it was changed so there would not be any confusion.

Council Member Corley made a motion to approve the Ordinance on second reading. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval of RFP Award for Guignard Park Improvements

Ms. Vance stated that Council's approval was needed to accept the proposal from AOS Specialty Contractors, Inc for construction services for the Guignard Park Improvement Project, and to approve and execute a contract between the City of Cayce and AOS Specialty Contractors, Inc.

Ms. Vance explained that the City received \$250,000 in Land Water Conservation Funds from South Carolina Department of Parks, Recreation, and Tourism for park improvements in Guignard Park. She stated that the City's match for this project will come from TIF Funds. A request for proposals was placed in SCBO and on the City's website. Two firms responded, Digging Deep Construction and AOS Specialty Contractors, Inc. AOS was the lowest responsible responsive bidder with a base bid of \$463,098. Digging Deep Construction's bid was \$580,542. Research with the LLR concluded that AOS is eligible, and in good standing. There is a mandatory fourteen day protest period and final approval will not be authorized until this period has ended.

Ms. Vance stated that Parks staff has already begun the portion of the repairs in Guignard Park that the City agreed to perform. The bricks have been removed and will be put back in the park after construction since this was part of the deed restrictions when the park was given to the City. She stated that anyone interested in seeing the plans for the project could come by City Hall. The project is anticipated to take a few months and the park should be open by April 2016.

Mayor Partin asked if staff knew why there was such a gap in the totals of the two bids. Ms. Vance stated it could possibly be because AOS is already working on projects in the City so their mobilization would not be as costly. She stated AOS also does a lot more sidewalk projects. The City is currently working with Digging Deep Construction on the park project in Riverland Park.

Mr. Greenwood stated there was a significant difference between the two bids in the cost to repair the retaining wall in the creek in the park. He stated that the engineers on the project believe that AOS accurately portrayed the pricing. Council Member Carter asked if the total amount of the contract was mostly the cost of labor or the cost of materials. Mr. Greenwood stated he did not have the break out of costs with him but stated that the stabilization of the creek was the majority of the costs.

Council Member Carter asked if the fence surrounding the park was going to be replaced. Ms. Vance stated it would be replaced and staff is working with the Department of Transportation on options for replacing the current fence and the guardrail at Knox Abbott Drive and State Street. Council Member Carter asked if the City would receive an answer from the DOT before the project is finished. Mr. Greenwood stated the fence will be the last phase of the project so staff will have an answer from DOT before the project is complete. Council Member Jenkins asked if it was possible for DOT to fill in the ditch at the guardrail so there would not be such a steep fall. Mr. Greenwood stated that any time there is a heavy rain the bank erodes. He stated that currently DOT has bags of concrete stacked in the creek bed to shore it up.

Council Member Jenkins asked for clarification on who Mr. Greenwood was referring to earlier in the conversation regarding the highest bid. Mr. Greenwood explained that the engineer who designed the Guignard Park project felt that AOS's bid was closer to what they had expected the project to cost.

Council Member Almond made a motion to accept the proposal from AOS Specialty Contractors, Inc for construction services for the Guignard Park Improvement Project, and to authorize the City Manager to approve and execute a contract between the City of Cayce and AOS Specialty Contractors, Inc. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Council Comments

Council Member Jenkins asked about the status of two streetlights on Julius Felder that were currently not working. Ms. Corder stated she would call SCE&G to see when they are scheduled to be repaired.

Ms. Vance stated that the Employee Awards Breakfast was scheduled for January 20, 2016 from 8:30am to 10am at the Cayce Masonic Lodge.

Executive Session

- A. Receipt of legal advice relating to a claim and potential claim by the City and other matters covered by the attorney-client privilege

Mayor Partin stated there were not any items to be discussed in Executive Session.

Adjourn

There being no further business, Council Member Carter made a motion to adjourn the meeting. Council Member Almond seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 5:31 p.m.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, Municipal Clerk

