

Mayor
Elise Partin

Mayor Pro-Tem
Tara S. Almond

Council Members
Phil Carter
Ann Bailey-Robinson
James E. Jenkins

City Manager
Tracy Hegler

Assistant City Manager
James E. Crosland



**City of Cayce
Regular Council Meeting
Wednesday, September 16, 2020 at 5:00 p.m.
Cayce City Hall is currently closed to the public.
Please use one of the following methods to attend the Council Meeting:**

Virtual attendance, click
<https://us02web.zoom.us/j/86839821311?pwd=Yld5Y1ZOWktJR2x5SUJRYjN5Qk1vUT09>

**OR
By Telephone, dial 1-929-205-6099
Meeting ID: 868 3982 1311
Passcode: 029265
caycesc.gov**

I. Call to Order

- A. Invocation and Pledge of Allegiance
- B. Approval of Minutes
August 4, 2020 Public Hearing and Regular Council Meeting
August 11, 2020 Special Council Meeting
August 19, 2020 Regular Council Meeting

II. Public Comment Regarding Items on the Agenda

Special Note: Anyone wishing to speak to Council about an item not on the agenda will need to call the City Clerk at 803-550-9557 by 12:00 p.m. the Friday prior to the Council Meeting. Anyone wishing to speak on an item on the Agenda will need to call the City Clerk at 803-550-9557 by 11:00 a.m. the day of the Council Meeting.

III. Resolutions and Ordinances

- A. Consideration and Approval of Resolution Supporting a Grant Application from the City of Cayce to the Municipal Association of South Carolina
- B. Discussion and Approval of Ordinance 2020-31 Amending Emergency Ordinance 2020-26 Concerning Electronic Meetings and Related Measures for City Boards and Commissions so as to Extend the Ordinance Expiration

IV. Discussion Items

- A. Discussion and Approval to Reschedule the November 3, 2020 Council Meeting to November 10, 2020
- B. Bid Award – Utility Department Pole Building and Interior Construction
- C. Discussion and Approval of Change Order for Riverwalk Phase 2 Boardwalk Repair

V. Committee Matters

- A. Approval to enter the following Committee approved Minutes into the City's Record
 - Cayce Housing Authority – October 15, 2019
 - Cayce Housing Authority – April 21, 2020
 - Cayce Housing Authority – June 16, 2020
 - Cayce Municipal Election Commission – July 30, 2020
- B. Appointments and Reappointments
 - Cayce Municipal Election Commission – Three (3) Positions
 - Cayce Public Safety Foundation – One (1) Position
 - Events Committee – Four (4) Positions
 - Standard Technical Code Board of Appeals – One (1) Position
 - Zoning Board of Appeals – One (1) Position

VI. City Manager's Report

VII. Council Comments

VIII. Executive Session

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

IX. Reconvene

X Possible Actions by Council in follow up to Executive Session

XI. Adjourn

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

Mayor Elise Partin	Mayor Pro-Tem Tara S. Almond	Council Members Phil Carter Ann Bailey-Robinson James E. Jenkins	City Manager Tracy Hegler	Assistant City Manager James E. Crosland	
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**City of Cayce
Continuation of Public Hearing and Regular Council Meeting
August 4, 2020**

A continuation of a Public Hearing was held this evening at 6:00 p.m. via Zoom video and conferencing software to obtain public comment on the extension of a temporary moratorium on applications and administrative processing for approval of certain large scale single-family residential subdivisions and multi-family residential complexes. Those present included Mayor Elise Partin and Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. City Manager Tracy Hegler, Assistant City Manager Jim Crosland, Municipal Clerk Mendy Corder, IT Director Jamie Beckham, Planning Director Carroll Williamson and City Attorney Danny Crowe were also in attendance. 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. Mayor Partin stated that the meeting was being recorded via Zoom.

Opening Statement

Mayor Partin stated that pursuant to Section 6-1-80 and Section 6-1-330 of the SC Code of Laws, public notice was hereby given that the City of Cayce Council will hold a Public Hearing on the extension of a temporary moratorium on applications and administrative processing for approval of certain large scale single-family residential subdivisions and multi-family residential complexes. She stated that Council initially considered the moratorium extension in order to develop standards recommended by the Housing Study. She stated that those standards had been heard by the Cayce Planning Commission and were currently before Council. She stated that it was likely that the moratorium extension was no longer necessary and would not be approved by Council but they were happy to take public comments.

Public Testimony

Mayor Partin asked if anyone signed up to speak at the Public Hearing. Ms. Corder stated that no one signed up. Mayor Partin asked if there was anyone on the phone call that wished to speak. She stated that all the callers had been unmuted and if anyone wished to speak on the moratorium they were welcome to at that point. Mr. Josh Rabon asked for clarification on the Mayor's opening statement. Mayor Partin restated her opening statement for his information. Mr. Rabon stated that he did not have any public testimony and thanked Mayor Partin for the clarification.

Close Hearing

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

The Council Meeting immediately followed the Public Hearing at 6:05 p.m. via Zoom. Those present included Mayor Elise Partin and Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. City Manager Tracy Hegler, Assistant City Manager Jim Crosland, Municipal Clerk Mendy Corder, IT Director Jamie Beckham, Planning Director Carroll Williamson and City Attorney Danny Crowe were also in attendance. Mayor Partin asked if members of the press and the public were duly notified of the meeting in accordance with the FOIA. Ms. Corder confirmed they were notified.

Mayor Partin stated that the public was provided a call in number to be able to follow all of the City business as normal. She asked any caller to mute their audio so there would not be any feedback. She stated that the meeting organizer was also able to mute calls. Mayor Partin stated that the public could speak on any item on the agenda if they prearranged speaking with the City's Municipal Clerk.

Call to Order

Mayor Partin called the meeting to order and Council Member Corley gave the invocation. Mayor Partin led the assembly in the Pledge of Allegiance.

Election of Mayor Pro Tem

Council Member Almond made a motion to appoint Council Member Jenkins as Mayor Pro Tem effective at the October 6, 2020 Council Meeting. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Approval of Minutes

Council Member Corley made a motion to approve the July 7, 2020 Public Hearing and Regular Council Meeting minutes, the July 22, 2020 Regular Council Meeting minutes and the July 29, 2020 Special Council Meeting minutes as written. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Public Comment Regarding Items on the Agenda

No one signed up for Public Comment.

Resolutions and Ordinances

- A. Approval of Resolution in Support of the First Responders, Educators, Health Care Workers, Military Members and their Families and Front Line Parks, Sanitation and Utility Field Crew Workers of Lexington County

Council Member Jenkins made a motion to approve a Resolution honoring and supporting front line workers during COVID-19. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval of Ordinance 2020-17 to Extend or Re-enact the Temporary Moratorium Enacted by Ordinance 2019-24 Concerning Large Scale Single-Family Residential Subdivisions and Multi-Family Residential Complexes – Second Reading

Council Member Almond made a motion to defer action on Item III. A. until Item III. E. was discussed. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

C. Discussion and Approval of Ordinance 2020-22 Amending the City Code, in Chapter 2 (“Administration”), to Add a New Section 2-77, Authorizing, as Provided, Electronic Meetings of Council and Electronic Attendance of Council Members, and other Related Measures – Second Reading

Council Member Corley made a motion to approve Ordinance 2020-22 on Second Reading. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

D. Discussion and Approval of Ordinance 2020-23 Amending the City Code, in Chapter 2 (“Administration”), to Further Describe the Powers and Duties of the City Manager Concerning Procurement – Second Reading

Council Member Jenkins made a motion to approve Ordinance 2020-23 on Second Reading. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

E. Discussion and Approval of Ordinance 2020-24 Amending the Zoning Ordinance Article 7 Conditional Use & Special Exception Regulations Section 7.1 and 7.2 to Add Language Concerning New Regulations on Townhouse Projects and Patio and Zero Lot Line Projects – First Reading

Ms. Hegler stated that Council approval was needed for the First Reading of an Ordinance amending the Zoning Ordinance Article 7 Conditional Use & Special Exception Regulations Section 7.1 and 7.2 to add language concerning new regulations on townhouse projects and patio and zero lot line projects. She stated that the City’s recently completed Housing Study provided valuable information on the current state of Cayce’s housing and where some regulatory improvements could be made to better fit the community. The study made several zoning recommendations, including exploring options for residential design guidelines.

Ms. Hegler stated that the study also noted that many more single people were moving to Cayce and would be seeking smaller homes with less land to maintain, like townhouses and patio homes. She stated that in anticipation of this type of housing unit coming to Cayce, staff drafted a text amendment that would add some design standards to ensure that townhouses and patio homes maintain a quality appearance that is in keeping with or improves on the appearance of the existing houses in Cayce. These include requiring a front porch, the first floor built two (2) feet above grade, restrictions on the type of siding, and garages setback from the front of the house or less than 20% of the width of the home's façade.

Ms. Hegler stated that the Planning Commission met and recommended Council approve First Reading of an Ordinance amending Article 7 Conditional Use & Special Exception Regulations Sections 7.1 and 7.2 to add language concerning new regulations on townhouse projects and patio and zero lot line projects.

Council Member Corley made a motion to approve Ordinance 2020-24 on First Reading. Council Member Almond seconded the motion. Council Member Carter stated that he appreciated the effort that Planning staff and the Planning Commission put into amending the Zoning Ordinance. He asked staff to further look into the exterior finish of the buildings. He stated that he would like to consider adding cement fiber to the materials allowed. He stated that the addition would allow contractors to add another option for the exterior of the homes. Mayor Partin called the question which was unanimously approved by roll call vote.

B. Discussion and Approval of Ordinance 2020-17 to Extend or Re-enact the the Temporary Moratorium Enacted by Ordinance 2019-24 Concerning Large Scale Single-Family Residential Subdivisions and Multi-Family Residential Complexes – Second Reading

Council Member Almond made a motion to deny. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Mayor Partin stated that there was misinformation out about what the temporary moratorium did or did not do. She stated that all it affected was single-family residential subdivisions with 15 residences or more and multi-family residential housing including rented or owner occupied apartments or condominium units of four (4) or more living units. She stated that that was a pretty unique setup. Mayor Partin stated that there were a lot of developments that were still allowed to move forward. She stated that she wanted to make sure to make the note for the record that Council was conscientious in the temporary moratorium. She stated that staff did a great job in putting it together for Council and moving it along quickly, including the development of the townhome ordinances; these were all done so quickly that the extension of the moratorium was not needed.

F. Discussion and Approval of Ordinance 2020-25 Amending Section 2-121 of the City Code Concerning Reimbursement by Council Members of City Expenses for Premiums in any City-Provided Health Insurance Program – First Reading

Council Member Almond stated that she would like to make two motions in relation to Item III. F. She stated the first motion was to substitute the Ordinance in the packet with the one Council was given that afternoon. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

Council Member Almond made a motion to move to approve the substituted Ordinance on Second Reading. Council Member Corley seconded the motion which was unanimously approved by roll call vote. Mayor Partin commended Council for always being transparent about taxpayer's dollars. She stated that health insurance was first offered to Council in 2019 during open enrollment for 2020. She stated that all of Council felt very strongly that this was not a perk that Council would take behind the taxpayer's back and would pay for themselves. She stated that she appreciated staff putting together an Ordinance that makes it easy for future Council Members to know what their options are with Council insurance.

G. Discussion and Approval of Emergency Ordinance 2020-26 Amending Emergency Ordinance 2020-15 Concerning Electronic Meetings and Related Measures for City Boards and Commissions so as to Extend the Ordinance Expiration Date

Council Member Jenkins made a motion to approve Emergency Ordinance 2020-26 extending the expiration date of Ordinance 2020-15 allowing City Boards and Commissions to continue to meet electronically. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Hegler stated that she did not have anything to report.

Council Comments

There were no Council Comments.

Executive Session

- A. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by the attorney-client privilege
- B. Discussion of possible contractual arrangements concerning Lexington County water rates

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

Reconvene

After the Executive Session was concluded, Council Member Almond made a motion to reconvene the Regular meeting. Council Member Corley seconded the motion which was unanimously approved by roll call vote. Mayor Partin announced that no vote was taken in Executive Session other than to adjourn and resume the Regular meeting.

Possible Actions by Council in follow up to Executive Session

Council Member Almond made a motion to approve the Lexington County Intergovernmental Agreement as discussed in Executive Session. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Adjourn

Council Member Almond made a motion to adjourn the meeting. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 6:29 p.m.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk



Mayor
Elise Partin

Mayor Pro-Tem
Tara S. Almond

Council Members
Phil Carter
Ann Bailey-Robinson
James E. Jenkins

City Manager
Tracy Hegler

Assistant City Manager
James E. Crosland

**City of Cayce
Special Council Meeting
August 11, 2020**

A Special Council Meeting was held this evening at 5:00 p.m. via Zoom video and conferencing software. Those present included Mayor Elise Partin and Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. City Manager Tracy Hegler, Municipal Clerk Mendy Corder, Planning Director Carroll Williamson, IT Director Jamie Beckham and City Attorney Danny Crowe were also in attendance.

Mayor Partin asked if members of the press and the public were duly notified of the meeting in accordance with the FOIA. Ms. Corder confirmed they were notified. Mayor Partin stated that the meeting was being recorded through Zoom. She stated that the public was provided a call in number to be able to follow all of the City business as normal. She asked any caller to mute their audio so there would not be any feedback. She stated that the meeting organizer was also able to mute calls. Mayor Partin stated that the public could speak on any item on the agenda if they prearranged speaking with the City's Municipal Clerk.

Call to Order

Mayor Partin called the meeting to order and Council Member Jenkins gave the invocation. Mayor Partin led the assembly in the Pledge of Allegiance.

Public Comment Regarding Items on the Agenda

No one signed up for Public Comment.

Proclamations and Ordinances

A. Approval of Proclamation – Declaring the City of Cayce a Purple Heart City

Council Member Corley made a motion to approve the Proclamation proclaiming the City a Purple Heart City. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval of Ordinance 2020-24 Amending the Zoning Ordinance Article 7 Conditional Use & Special Exception Regulations Section 7.1 and 7.2 to Add Language Concerning New Regulations on Townhouse Projects and Patio and Zero Lot Line Projects – Second Reading

Council Member Almond made a motion to approve Ordinance 2020-24 on Second Reading. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

C. Discussion and Approval of Ordinance 2020-25 Amending Section 2-121 of the City Code Concerning Reimbursement by Council Members of City Expenses for Premiums in any City-Provided Health Insurance Program – Second Reading

Council Member Almond made a motion to approve Ordinance 2020-25 on Second Reading. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

D. Discussion and Approval of Ordinance 2020-27 Authorizing and Implementing a Water Rate Classification for Users in Saxe Gotha Industrial Park – First Reading

Council Member Almond made a motion to approve Ordinance 2020-27 on First Reading. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

E. Discussion and Approval of Ordinance 2020-28 Approving and Ratifying a First Amendment to an Intergovernmental Agreement with Lexington County Concerning Participation in the City's TIF Plan – First Reading

Council Member Almond made a motion to approve Ordinance 2020-28 on First Reading. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Discussion Item

A. Ratification and Approval of Mayor's Signing of First Amendment to Intergovernmental Agreement with Lexington County Concerning TIF Revenues

Council Member Almond made a motion to ratify and approve Mayor Partin's signing of the First Amendment to the Intergovernmental Agreement. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Hegler asked Council to be sure to check out all that's going on in the Arts District. She stated that a new mural was being painted on State Street and the Coffey's antique building was in the process of being painted. She stated that the boardwalk repairs on Phase 2 of the Riverwalk would be underway soon and should be completed within two months.

Council Comments

Council Member Jenkins congratulated Council Member Corley and stated that working with her had been a pleasure. Council Member Carter stated that not only was Council Member Corley a great Council Member but also an inspiration to women and young people for getting involved and trying to make a difference in their city. Council Member Corley stated that she hoped her service did encourage more young people to serve. She stated that serving on Council had been fun and she had learned a lot. She stated she had great colleagues to work alongside her on Council. Council Member Almond stated that it had been great working with Council Member Corley. Mayor Partin thanked Council Member Corley for blessing the City while she was there.

Executive Session

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

There were no items to be discussed in Executive Session.

Adjourn

Council Member Corley made a motion to adjourn the meeting. Council Member Almond seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 5:14 p.m.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk



Mayor
Elise Partin

Mayor Pro-Tem
Tara S. Almond

Council Members
Phil Carter
Ann Bailey-Robinson
James E. Jenkins

City Manager
Tracy Hegler

Assistant City Manager
James E. Crosland

**City of Cayce
Regular Council Meeting
August 19, 2020**

A Regular Council Meeting was held this evening at 5:00 p.m. via Zoom video and conferencing software. Those present included Mayor Elise Partin and Council Members Tara Almond, Ann Bailey-Robinson, Phil Carter, and James Jenkins. City Manager Tracy Hegler, Assistant City Manager Jim Crosland, Municipal Clerk Mendy Corder, IT Director Jamie Beckham, Director of Planning Carroll Williamson and City Attorney Danny Crowe were also in attendance.

Mayor Partin asked if members of the press and the public were duly notified of the meeting in accordance with the FOIA. Ms. Corder confirmed they were notified. Mayor Partin stated that the meeting was being recorded through Zoom. She stated that the public was provided a call in number and Zoom meeting invitation to be able to follow all of the City business as normal. She asked any caller to mute their audio so there would not be any feedback. She stated that the meeting organizer was also able to mute calls. Mayor Partin stated that the public could speak on any item on the agenda if they prearranged speaking with the City's Municipal Clerk.

Call to Order

Mayor Partin called the meeting to order and Council Member Carter gave the invocation. Mayor Partin led the assembly in the Pledge of Allegiance.

Oath of Office

B. Oath of Office Administered by Judge Bryan Jeffries
Office of Council Member District 3

Judge Jeffries administered the oath of office to Council Member-elect Ann Bailey-Robinson who was recently elected to office. After Council Member Bailey-Robinson took her Oath of Office, she joined Mayor Partin at their seats.

Public Comment Regarding Items on the Agenda

No one signed up for Public Comment.

Presentations

A. Presentation by Mr. Will Schenk with EngenuitySC of the Midlands Regional Competitiveness Report

Mayor Partin stated that Mr. Schenk's presentation would be held at a later date so he would have more time to present the Midlands Regional Competitiveness Report.

Ordinances

A. Discussion and Approval of Ordinance 2020-27 Authorizing and Implementing a Water Rate Classification for Users in Saxe Gotha Industrial Park – Second Reading

Ms. Hegler stated that Ordinance 2020-27 was amended between First and Second Reading. She stated that a slight change was made. Council Member Carter made a motion to move to amend Ordinance 2020-27 to conform with the version contained in the agenda packet. Council Member Almond seconded the motion which was unanimously approved by roll call vote. Council Member Carter made a motion to approve Ordinance 2020-27 as amended. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval of Ordinance 2020-28 Approving and Ratifying a First Amendment to an Intergovernmental Agreement with Lexington County Concerning Participation in the City's TIF Plan – Second Reading

Council Member Almond made a motion to approve Ordinance 2020-28 on Second Reading. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

C. Discussion and Approval of Emergency Ordinance 2020-29 Amending Emergency Ordinance 2020-18 Extending the Expiration Date of a Section of Emergency Ordinance 2020-05 Concerning Certain Temporary Signs

Council Member Almond made a motion to approve Emergency Ordinance 2020-29. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

D. Discussion and Approval of Emergency Ordinance 2020-30 Requiring Individuals to Wear Face Coverings in Certain Circumstances, And Matters Related Thereto

Council Member Almond made a motion to approve Emergency Ordinance 2020-30. Council Member Jenkins seconded the motion. Ms. Hegler stated that the City currently had a face covering Ordinance that expired in the near future so staff wanted to take the opportunity as studies are showing that cities with face covering Ordinances are seeing a reduction in COVID cases. She stated that schools were also added in Ordinance 2020-30 as places that require face coverings to support the Department of

Education's decision to require students, teachers and faculty to wear face coverings in schools. Mayor Partin called the question which was unanimously approved by roll call vote.

Discussion Items

A. Discussion and Approval of Agreement with John Jameson to Collaborate and Execute the Activities of 12,000 Year History Park (12KP)

Ms. Hegler stated that Council's approval was requested to accept the proposal from Mr. John Jameson, authorize the City Manager to execute the contract to collaborate and execute the activities of 12,000 Year History Park (12KP) proposed by Mr. Jameson and to spend up to \$32,800 from Hospitality Tax funds for the project. She stated that for several years, the City had provided hospitality tax funding to Mr. Jameson through the River Alliance for the purposes of coordinating events, activities and educational opportunities at the 12KP, through its competitive grant process. The City seeks to contract for historical interpretation program planning and execution for the 12KP directly with Mr. Jameson. She stated that the goal of the direct contract with Mr. Jameson is to expand opportunities at the Park and increase its overall exposure. She stated that City Council approved a similar contract last year for \$57,200.

Ms. Hegler stated that many of the tasks related to Mr. Jameson's proposal were adapted for COVID-19 and included virtual versions of 12KP events, as well as using this time to memorialize the volunteer training program and seek other partners to assist with the Park's growth. She stated that when it was safe to resume face-to-face events, the agreement might be amended. She stated that a City staff person would be assigned to directly monitor Mr. Jameson's deliverables, as well as coordinate the provision of City-related support and supplies needed to deliver these services.

Council Member Almond made a motion to approve the proposal from John Jameson, authorize the City Manager to execute the contract to collaborate and execute the activities of 12,000 Year History Park (12KP) proposed by Mr. Jameson and to spend up to \$32,800 from Hospitality Tax funds for the project. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

B. Discussion and Approval of Application from the Greater Cayce West Columbia Chamber of Commerce for Community Rebranding

Ms. Hegler stated that Council's approval was requested to accept the proposal from the Greater Cayce West Columbia Chamber of Commerce (Chamber) for community rebranding and to spend up to \$32,500 from Hospitality Tax for the project. She stated that the City received a request from the Chamber to partially fund a full community rebrand, for the Chamber and the Visitor's Center, which will utilize local businesses within the area to provide creative services.

Ms. Hegler stated that the Chamber had historically planned and held a number of successful events throughout the year, with proven increases in tourism. She stated that the Chamber was hoping to optimize on the current environment and event slow-down to rebrand itself. The roll-out of the new brand was planned to coincide with the possible reopening of public events in early 2021. The new brand would reenergize and boost future events, as well as better promote local businesses that also bring new visitors to our area.

Council Member Almond made a motion to approve the proposal from the Greater Cayce West Columbia Chamber of Commerce (Chamber) for community rebranding and to spend up to \$32,500 from Hospitality Tax for the project. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

Committee Matters

A. Appointments and Reappointments Cayce Housing Authority – One (1) Position

Council Member Almond made a motion to reappoint Mr. Jack Sightler to the Cayce Housing Authority. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

Ms. Hegler stated that Epting Forestry said that the timber company was approximately 40% completed and the City had already passed 50% of the projected revenues. She stated that a few months ago a project was approved to upgrade some stormwater culverts in the Avenues area. She stated staff was pursuing one more temporary construction easement for the Tremont Apartments then construction can begin for the Stormwater Project at Axtel Drive. She stated that there were currently three (3) storms in the Atlantic that staff was closely monitoring.

Council Comments

Council Member Almond welcomed Council Member Bailey-Robinson to City Council. Council Member Jenkins congratulated Council Member Bailey-Robinson on her election and welcomed her as well. Council Member Carter stated that he and Council certainly regretted that they could not be there in person for her swearing in. He stated that he and Council were there with her in spirit and heart. He wished her good luck and stated that she would do well. Council Member Bailey-Robinson thanked everyone for their kind words and support and stated she was excited to serve on Council. Mayor Partin stated that Council was very glad Council Member Bailey-Robinson was part of the team and thanked her for standing up and serving.

Executive Session

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

There were no items to discuss in Executive Session.

Adjourn

Council Member Almond made a motion to adjourn the meeting. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 5:24 p.m.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk

Memorandum

To: Mayor and Council

From: Tracy Hegler, City Manager

Date: September 11, 2020

Subject: Resolution in support of a grant application from the City of Cayce to the Municipal Association of South Carolina

Issue

The City of Cayce plans to submit a grant application to the Municipal Association of South Carolina (MASC) for the Hometown Economic Development Grant opportunity. As part of the grant application, the City is required to include a resolution of Council in support of the application.

Discussion

MASC has opened a grant opportunity for cities and towns in South Carolina to implement economic development projects that will make a positive impact on the quality of life in their communities. The City of Cayce plans to apply for a grant and request \$25,000 in funding, which is the maximum allowed. Grant funds would be used for retail recruitment throughout the City. Particularly, the City would seek professional services that will help us develop partnerships and action steps towards increasing tax revenues while improving the quality of life for the area, which would include:

- Market Analysis
- Real Estate Analysis
- Outreach/Recruitment of local, regional and national businesses
- Comprehensive strategies and recommendations

This grant requires a 15% cash or in-kind contribution match by the City, which is equal to at least \$3,750. A reputable plan is estimated to cost around \$40,000. The grant application is currently in development and will be submitted by the due date of September 25, 2020.

Recommendation

Staff recommends Council approve the resolution in support of the City's grant application to MASC for the Hometown Economic Development Grant opportunity.

STATE OF SOUTH CAROLINA)	RESOLUTION
)	COMMITTING THE CITY OF CAYCE
COUNTY OF LEXINGTON)	TO PROVIDE A LOCAL MATCH
)	FOR A MUNICIPAL ASSOCIATION
)	OF SOUTH CAROLINA
CITY OF CAYCE)	HOMETOWN ECONOMIC
)	DEVELOPMENT GRANT

WHEREAS, this Resolution is made regarding the submission of an application for Hometown Economic Development Grant funds to the Municipal Association of South Carolina on or before September 25, 2020.

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

The City of Cayce (“City”) commits to provide a local cash\in-kind match of at least \$3,750, which equals the minimum 15% local match required by the Municipal Association of South Carolina, to support the City of Cayce application for a \$25,000 Hometown Economic Development Grant. These grant and local matching funds will be used for retail recruitment around the City. Council will follow its procurement policy adopted in accordance with SC Code of Laws Section 11-35-50 when securing all services and products purchased with funds awarded from a Hometown Economic Development Grant.

APPROVED this ____ day of _____, 2020.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, CMC, Municipal Clerk

<p>STATE OF SOUTH CAROLINA)) COUNTY OF LEXINGTON)) CITY OF CAYCE))</p>	<p>EMERGENCY ORDINANCE 2020-31 Amending Emergency Ordinance 2020-26 Concerning Electronic Meetings and Related Measures for City Boards and Commissions so as to Extend the Ordinance Expiration Date</p>
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WHEREAS, S.C. Code section 5-7-250(d) authorizes Council to adopt emergency ordinances (with certain limitations not applicable to this Ordinance) for a limited period of sixty days; and

WHEREAS, the current coronavirus pandemic has created an emergency for our City and our Nation, such that the Council, in the exercise of its statutory authority and in the public interest, enacted Emergency Ordinance 2020-08, on May 5, 2020, as an emergency ordinance to, among other things, authorize electronic meetings and related measures for City boards and commissions; and

WHEREAS, the Council subsequently amended the Emergency Ordinance, on June 11, 2020, by Emergency Ordinance 2020-15, and again by Emergency Ordinance 2020-26 on August 4, 2020, to extend the expiration date; and

WHEREAS, the Council now believes that, due to the continuation of the public health emergency presented by the pandemic, it is in the public interest to extend again the expiration date of the emergency ordinances previously adopted so that their provisions remain in force and effect for an additional emergency time period,

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

1. Emergency Ordinance 2020-26 is hereby amended to provide that it shall expire automatically on the sixty-first day following the date of this amending ordinance, which is the date of November 16, 2020, unless further amended.
2. Except as amended by this amending ordinance, all remaining provisions of Emergency Ordinance 2020-26, and its predecessor Emergency Ordinances 2020-08 and 2020-15, shall continue and remain in full force and effect.

This Ordinance, as an emergency ordinance, shall become effective immediately upon Council approval on one reading, and, as provided above, shall expire automatically on November 16, 2020, unless earlier amended, extended or repealed by action of Council.

DONE IN MEETING DULY ASSEMBLED, this _____ day of September 2020.

Elise Partin, Mayor

Attest:

Mendy Corder, CMC, Municipal Clerk

Reading and Adoption: _____

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

Memorandum

To: Mayor and Council

From: Tracy Hegler, City Manager

Date: September 10, 2020

Subject: Bid Award – Pole Building and Interior Construction for New Offices, Storage Space and Meeting Rooms for the Utility Department

Issue

Council approval is needed in order to accept the proposal from Southern Renovation & Construction for a pole building and interior construction for new offices, storage, meeting rooms and separate male and female showers and locker rooms for the Utility Department and to authorize the City Manager to execute a contract between the City of Cayce and Southern Renovation & Construction.

Discussion

Over the past several years, the City has steadily been outgrowing its current facilities. Staff believes a viable option for satisfying some of those needs is to construct a “pole” style building at the Utility Compound on Old Dunbar Road. With the current design, this new building will resolve numerous issues the City currently has relating to office space and meeting space.

Separate male and female bathroom and locker room facilities are also included in the plans. There is an upward trend in the share of female workers in water utilities. Staff has taken this into consideration when designing the new building in the hopes of diversifying their workforce and creating a more inclusive workplace.

\$250,000 was budgeted in the FY19/20 budget for this project. City staff worked through multiple requests for proposal to ensure the fairest process, as well as adhering to the advice of our building official to ensure a safe and high quality building design. The final RFP was issued and the bids were submitted on August 21, 2020.

City staff obtained proposals from five reputable, fully bonded and insured construction companies for the pole building and the interior construction for the new offices and storage areas. All of the company’s proposals are based upon the written RFP, written scope of work, and additional questions the City responded to in writing to the Contractors. The proposals obtained for the project are as follows:

Jencon Builders

\$564,496.00

Solid Structures	\$582,000.00
Southern Renovation & Construction	\$344,000.00
Springhill Construction	\$399,200.00
Suncoast Contractors	\$358,000.00

Southern Renovation & Construction submitted the lowest and most responsive proposal.

City staff would also like to budget \$50,000.00 for an emergency generator. This would allow the City to move the old generator from the raw water reservoir and retrofit it for the compound building or purchase a new, smaller generator that will be able to power critical offices and components for an emergency situation. \$10,000 has been budgeted for new furniture as well.

Recommendation

Staff recommends Council approve the proposal from Southern Renovations & Construction in the amount of \$344,000.00, as the lowest and most responsive, and authorize the City Manager to execute a contract between the City of Cayce and Southern Renovation & Construction. Staff also recommends Council approve the additions of the generator and furniture for a total project cost of \$404,000, utilizing Utilities Fund Balance for capital projects.

Memorandum

To: Mayor and Council
From: Tracy Hegler, City Manager
Date: September 11, 2020
Subject: Acceptance of Change Order from 3D Dirtworks

Issue

Council's approval is needed to authorize the City Manager to sign a change order submitted from 3D Dirtworks for the additional repairs of the Cayce Riverwalk boardwalk.

Discussion

On July 29, 2020 City Council authorized the City Manager to sign a contract between the City and 3D Dirtworks for repair to the phase two boardwalk for the sum of \$102,000 which includes a 20% contingency. During repair, 3D Dirtworks observed eight additional portions of the boardwalk to be outside the recommended leveling standards that were also damaged by the flooding. The repair of the main section and the additional eight sections will bring the City into the mandatory 2% grade compliance for a total cost of \$109,000; utilizing the contingency already approved, yields a \$7,000 difference.

Recommendation

Staff recommends Council approve the change order from 3D Dirtworks to repair the additional eight sections of the boardwalk located in the phase two area of the Cayce Riverwalk and to allocate an additional \$7,000 from Hospitality Tax Fund to cover what the contingency funds will not.

DRAFT AIA® Document G701™ - 2001

Change Order

PROJECT (Name and address): Cayce River Walk	CHANGE ORDER NUMBER: 001 DATE: 09/09/2020	OWNER: <input type="checkbox"/> ARCHITECT: <input type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): 3D Dirtworks LLC 2035 Oswego Hwy Sumter, SC 29153	ARCHITECT'S PROJECT NUMBER: NA CONTRACT DATE: 8/24/2020 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

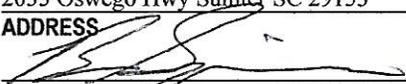
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
8 areas of additional board walk leveling needed..

The original Contract Sum was	\$ 85,000.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 85,000.00
The Contract Sum will be increase by this Change Order in the amount of	\$ 24,000.00
The new Contract Sum including this Change Order will be	\$ 109,000.00

The Contract Time will be increased by Ten (10) days.
The date of Substantial Completion as of the date of this Change Order therefore is 11/7/2020

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

_____ ARCHITECT (Firm name)	3D Dirtworks, LLC. _____ CONTRACTOR (Firm name)	_____ OWNER (Firm name)
_____ ADDRESS	2035 Oswego Hwy Sumter SC 29153 _____ ADDRESS	_____ ADDRESS
_____ BY (Signature)	 _____ BY (Signature)	_____ BY (Signature)
_____ (Typed name)	Brian Squires _____ (Typed name)	_____ (Typed name)
_____ DATE	09/09/2020 _____ DATE	_____ DATE



Minutes for October 15, 2019, Regular Board Meeting of the Housing Authority of the City of Cayce, SC

The Board of Commissioners of the Housing Authority of the City of Cayce, SC held its regular Board Meeting on Tuesday, October 15, 2019, at Cayce City Hall in Council Chambers.

Chairman Jack Sightler called the meeting to order at 5:30 pm. A copy of the agenda was posted in the Administrative Offices of the Housing Authority and the Housing Authority's website. Roll call was conducted, and the following members of each Board were present:

CH Board Members			Columbia Housing Authority Staff Present	Others Present
Chairman	Jack Sightler	Present	Ivory Mathews, Interim Executive Director	
Vice-Chairman	Bruce Smith	Present	Yvonda Bean, Chief Operating Officer	
Commissioner	Silvia Sullivan	Present	Damian White, Interim Director of Security	
Commissioner	Cheryl Seymour	Absent	Latoya Nix, Director of Public Housing	
Commissioner	OPEN	Present	Lee McRoberts, Executive Assistant	
			Gloria Warner, Property Manager	
			Katrina Bridgette, Assistant Property Manager	

APPROVAL OF MINUTES

Mr. Sightler called for approval of the minutes for the Regular Meeting held August 20, 2019. Mr. Sightler stated that the minutes should be amended to correct the Chairman's name in the Approval of Minutes section. Upon motion of Mr. Smith, seconded by Ms. Seymour the minutes were unanimously approved as amended.

Board Member		Aye	Nay	Absent
Chairman	Jack Sightler	X		
Vice-Chairman	Bruce Smith	X		
Commissioner	Silvia Sullivan	X		
Commissioner	Cheryl Seymour			X
Commissioner	OPEN			

EXECUTIVE DIRECTOR REPORT

Interim Executive Director, Ivory Mathews introduced Development Director Cindi Herrera and asked her to present options for development at Spencer Place. Mrs. Herrera stated that HUD is currently encouraging housing authorities to reposition their current public housing inventory to the Rental Assistance Demonstration project (RAD) as less money is being allocated to the public housing program on a federal level. As the Cayce Housing Authority has less than 50 units, conversion to RAD can be facilitated more quickly via Section 18 of of the US Housing Act. Staff can request that all units be converted which would allow the Authority to borrow against the units which would allow for the possible construction of new units or would provide funding to rehab the existing units. Mrs. Herrera said that little would change for the residents and that they would be able to request a regular Housing Choice Voucher after a year which would allow them to move anywhere in the private market Mr. Smith asked if there was any benefit to leaving the units as public housing; Mrs. Herrera said that the federal government is funding the public housing program less and is actively encouraging PHA's to convert to the new program. Mrs. Mathews said that the Greenville Housing Authority has successfully

transitioned all of its public housing inventory successfully before she left and that the Cayce program is ideal for conversion. Mrs. Herrera said she would present a more detailed plan if the Board would like to move forward. Mr. Sightler said that he would like to see additional information at the next meeting.

OPERATIONS REPORT

Public Housing Director Latoya Nix introduced Property Manager Gloria Warner and Ms. Warner gave the Operations Report.

	August	September	October
Accounts sent to Magistrate	0	0	3
Account more than 30 days	2	2	2
Work Orders received	37	13	5
Work Orders Completed	37	13	5
Work Orders Remaining	0	0	2
Vacancies	0	0	0
Emergency Work Orders	0	0	0

SECURITY REPORT:

Interim Security Chief Damian White reported that there was one incident in Cayce for the reporting period. A trespass notice was issued to a man at a unit on Poplar St. The suspect was not a resident and was escorted from the property.

OTHER ITEMS:

Mrs. Mathews stated that a unit in Cayce had been inspected by HUD earlier in the day and did well. A copy will be sent to the Board once it has been received by staff.

ANNOUNCEMENTS

- Board Meeting | 5:00 pm, Cayce City Hall, Tuesday, December 17, 2019

ADJOURNMENT

There being no further business and upon motion of Mr. Sightler, seconded by Mr. Smith, it was unanimously approved to end the meeting at 6:00 pm.

Prepared by:

Ivory N. Mathews
Secretary/Executive Director



**Minutes for April 21, 2020, Regular Board Meeting
of the Housing Authority of the City of Cayce, SC**

The Board of Commissioners of the Housing Authority of the City of Cayce, SC held its regular Board Meeting on Tuesday, April 21, 2020, virtually via video conference.

Chairman Jack Sightler called the meeting to order at 5:05 pm. A copy of the agenda was posted on the Housing Authority’s website. Roll call was conducted, and the following members of each Board were present:

CH Board Members			Columbia Housing Authority Staff Present	Others Present	
Chairman	Jack Sightler	Present	Ivory Mathews, Interim Executive Director		
Vice-Chairman	Bruce Smith	Present	Yvonda Bean, Chief Operating Officer		
Commissioner	Silvia Sullivan	Present	Damian White, Interim Director of Security		
Commissioner	Cheryl Seymour	Absent	Latoya Nix, Director of Public Housing		
Commissioner	OPEN	Present	Lee McRoberts, Executive Assistant		
			Gloria Warner, Property Manager		
			Melanie Baker, Director of Accounting		

APPROVAL OF MINUTES

Mr. Sightler called for approval of the minutes for the Regular Meeting held October 15, 2019. Upon motion of Mr. Smith, seconded by Ms. Seymour the minutes were unanimously approved.

Board Member		Aye	Nay	Absent
Chairman	Jack Sightler	X		
Vice-Chairman	Bruce Smith	X		
Commissioner	Silvia Sullivan	X		
Commissioner	Cheryl Seymour	X		
Commissioner	OPEN			

EXECUTIVE DIRECTOR REPORT

Mrs. Mathews stated that staff continues to work diligently during the COVID-19 crisis to ensure resident needs are being met. A dedicated number for work order call in’s has been established to make that process easier and income changes may be reported several ways for those people that have experienced lay-offs or wage changes during the pandemic. Staff continues to monitor the situation and all efforts are being made to stay in compliance with CDC, DHEC and local and state guidelines to prevent the spread of the virus.

Ms. Sullivan asked how many families incomes have been impacted? Mrs. Bean stated that approximately 300 Housing Choice Vouchers recipients have reported income changes and approximately 60 public housing families. Mrs. Nix added that of the public housing residents reporting income changes, 4 were from Cayce. The income change reporting process was changed to allow residents to self-certify during the health crisis to expedite the process, this change was communicated via the website, social media and direct mailings to residents. Mr. Sightler asked if rent delinquency was an issue in Cayce since the pandemic began, Ms. Warner said that Cayce rents are all paid and there have been no concerns to date.

Mrs. Herrera gave a briefing on development activities. Self-conversion of Cayce units to RAD was included in the Annual Plan per previous discussions. HUD has currently waived the requirement for a Public Hearing to review the Annual Plan due to social distancing guidelines and staff anticipates submitting the plan to HUD the first week of May. The plan also includes the development of 6 new units at Spencer Place. Ms. Herrera met with Cayce city officials and a consultant hired by the City of Cayce to discuss affordable housing in the City's affordable housing plan. Cayce has placed a 6 month moratorium on new construction while the affordable housing plan is drafted, Council expects to review and approve the plan in June.

REVIEW OF AUDITED FINANCIAL STATEMENTS

Ms. Baker stated that the annual audit of Cayce's financial statements had been completed and that no findings were noted by the auditors. The audit serves to measure the agency's compliance with federal programs and to examine the material correctness of the financial data.

Ms. Baker directed the Board to page 6 of the audit for a comparison of expenses of 2018 versus 2019. Revenue is up \$18,000 and expenses remained flat except for changes in the Administrative line and Maintenance line. The increased maintenance costs relate to large variances in mowing and pest control. There was a general discussion regarding the mowing costs and what is contributing to the difference in cost (\$11k in 2018 vs. \$40k in 2019). Mrs. Herrera said that staff will be looking at Cayce specific vendors as it is so much smaller than Columbia and will benefit from having its own contracts. Ms. Baker said that increased pest control costs are related to bed bug treatments; costs appear to be trending the same for 2020 in this area.

Ms. Sullivan asked what the bad debt expense on page 7 referred to; Mrs. Herrera said that the amount is bad tenant debt that is written off each year and sent to the SC Department of Revenue for possible collection.

Ms. Baker stated that the Cayce Housing Authority is in a strong financial position overall and that the audit was good. Mrs. Mathews said that the audit had been presented for information only and thanked Ms. Baker for her presentation.

OPERATIONS REPORT

Public Housing Director Latoya Nix introduced Property Manager Gloria Warner and Ms. Warner gave the Operations Report.

	January	February	March
Accounts sent to Magistrate	0	4	0
Account more than 30 days	2	2	1
Work Orders received	11	5	16
Work Orders Completed	11	5	15
Work Orders Remaining	0	0	1
Vacancies	0	0	0
Emergency Work Orders	0	0	0

Mr. Sightler asked if the account over 30 days had been resolved, Ms. Warner said that the paperwork is at the Magistrate but all Magistrate offices are currently closed due to the pandemic.

SECURITY REPORT:

Security Director Damian White gave a briefing on security incidents in Cayce for the reporting period. There was a shooting on Poplar St. in February. The 18 year old son of the lease holder appears to be the target and previous shootings have occurred at the property in the past. There have been no suspects identified and the 18 year has been uncooperative to date. Ms. Warner stated that staff will pursue eviction for the family once the Magistrates resume hearing cases. There was also a simple assault incident in March on Lee St., but no additional incidents since that time. Cayce Public Safety has increased patrols in the area and Officer White continues to work closely with the department as needed.

OTHER ITEMS:

Mrs. Bean stated that notification has been received designating the Cayce Housing Authority as a High Performer.

ANNOUNCEMENTS

- Board Meeting | 5:00 pm, Tuesday, June 16, 2020

ADJOURNMENT

There being no further business and upon motion of Mr. Sightler, seconded by Mr. Smith, it was unanimously approved to end the meeting at 5:55 pm.

Prepared by:

Ivory N. Mathews
Secretary/Executive Director



Minutes for June 16, 2020, Regular Board Meeting of the Housing Authority of the City of Cayce, SC

The Board of Commissioners of the Housing Authority of the City of Cayce, SC held its regular Board Meeting on Tuesday, June 16, 2020, virtually via video conference.

Chairman Jack Sightler called the meeting to order at 5:05 pm. A copy of the agenda was posted on the Housing Authority's website. Roll call was conducted, and the following members of each Board were present:

CH Board Members			Columbia Housing Authority Staff Present	Others Present	
Chairman	Jack Sightler	Present	Ivory Mathews, Interim Executive Director		
Vice-Chairman	Bruce Smith	Present	Yvonda Bean, Chief Operating Officer		
Commissioner	Silvia Sullivan	Present	Melanie Baker, Director of Accounting		
Commissioner	Cheryl Seymour	Absent	Damian White, Community Safety Manager		
Commissioner	OPEN	Present	Latoya Nix, Regional Property Manager		
			Lee McRoberts, Executive Assistant		
			Gloria Warner, Property Manager		
			Connie Hill		

APPROVAL OF MINUTES

Mr. Sightler called for approval of the minutes for the Regular Meeting held April 21, 2020. Upon motion of Mr. Smith, seconded by Ms. Sullivan the minutes were unanimously approved.

Board Member		Aye	Nay	Absent
Chairman	Jack Sightler	X		
Vice-Chairman	Bruce Smith	X		
Commissioner	Silvia Sullivan	X		
Commissioner	Cheryl Seymour	X		
Commissioner	OPEN			

EXECUTIVE DIRECTOR REPORT

Mrs. Mathews gave an update on efforts to control the spread of COVID-19 within the Agency. Emergency work orders are still being addressed as needed and residents may call work orders in 24 hours a day to a call center. No cases of COVID-19 have been reported among residents in Cayce or Columbia and to date no staff have tested positive. Staff has been proactive in mitigation efforts including providing masks to residents, adding disinfection of common areas to a monthly cleaning schedule and following CDC recommendations whenever possible.

Columbia Housing has partnered with SC Department of Health and Environmental Controls (SCDHEC) to provide onsite testing to residents. Cayce is on the list of sites to be tested but a date has not been confirmed. A commercial promoting COVID-19 safety is currently being filmed using the President of the CH Resident Executive Council's President and VP of Resident Family Services, Talarria Jackson.

Mrs. Herrera gave an update on development activities. The architect has started work on plans to rehab all Cayce units. Each unit will be totally renovated to include new roofing, new windows, new flooring and all

other major systems. Rehab will be funded by the money currently in reserves as those funds have to be utilized prior to RAD conversion or would be recaptured by HUD. New construction of the units at Spencer Place will happen concurrently and can be financed using private capital. Mrs. Herrera gave a briefing on the benefits of RAD conversion and explained that the format is more attractive to lenders and investors and allows for the use of tax credits. A scope of work and financial statement will be presented going forward.

ANNUAL PLAN

Mrs. Bean introduced Resolution 2020-001 – Approval of the Annual Plan. HUD requires that housing authorities submit an Annual Plan each year in order to inform the public about policies, programs, operations and changes and that the Plan be available for public review at least 45 days prior to the Public Hearing.. A virtual public hearing was held on June 5, 2020 and was well attended, the video continues to receive additional views and has been watched over 400 times to date. The Resident Advisory Board (RAB) met prior to the Public Hearing to review the plan and ask questions. A 5 Year plan for 2020-2024 was also included and outlines the Strategic Goals; Repositioning Cayce assets, Increasing the availability of affordable housing, Promoting self-sufficiency and Affirmatively furthering fair housing.

Upon motion of Mr. Smith, seconded by Mr. Sightler, it was unanimously approved.

PRESENTATION OF OPERATING BUDGET

Mrs. Mathews introduced Resolution 2020-002 – Approval of Operating Budget. Ms. Baker gave a briefing on the proposed budget, she stated that the Board had received a sheet with the 2020 budget, expenses annualized to date and the proposed budget for 2021. HUD allocated additional funds to housing authorities for COVID-19 related expenses and those are reflected on line 3. Overall Cayce Housing project a total income for 2021 of \$460,249 with total expenses of \$302,711 and a net cash flow of \$157,538. Upon motion of Ms. Sullivan, seconded by Ms. Seymour, it was unanimously approved.

There was a general discussion regarding when the mowing contract will be rebid for Cayce, Mrs. Herrera said that Cayce vendors are being identified now and a recommendation to award a new contract should be ready for the August meeting.

WRITE OFF OF NON-COLLECTIBLE TENANT ACCOUNTS

Mrs. Mathews introduced RESOLUTION 2020 – 003: Approval of Write-off of Non-collectible Tenant Rents. One tenant left a vacated account in the amount of \$425.67 which includes past rent and maintenance charges. Upon motion of Mr. Smith, seconded by Ms. Sullivan, it was unanimously approved.

OPERATIONS REPORT

Public Housing Director Latoya Nix introduced Property Manager Gloria Warner and Ms. Warner gave the Operations Report.

	April	May	June
Accounts sent to Magistrate	0	0	0
Account more than 30 days	3	3	3
Work Orders received	13	13	6

Work Orders Completed	13	13	6
Work Orders Remaining	0	0	0
Emergency Work Order	1	0	1

Ms. Sullivan asked what constitutes an emergency work order. Ms. Warner replied that fires, floods, no heat or AC or no power are all emergency situation that require the matter be resolved within 24 hours.

SECURITY REPORT:

Security Director Damian White gave a briefing on security incidents in Cayce for the reporting period. There was 1 incident on Poplar Street, a criminal domestic violence report. The family has moved since the incident and the unit has been re-occupied.

OTHER ITEMS:

Mrs. Bean stated that notification has been received designating the Cayce Housing Authority as a High Performer.

ADJOURNMENT

There being no further business and upon motion of Ms. Seymour, seconded by Ms. Sullivan, it was unanimously approved to end the meeting at 5:50 pm.

Prepared by:

Ivory N. Mathews
Secretary/Executive Director

**Cayce Municipal Election Commission Meeting
Thursday, July 30, 2020**

Present: Will Chavis, Danny Creamer, Megan Lightle, Mendy Corder

The Cayce Municipal Election Commission met at 9:30 a.m. this morning in Council Chambers. Mr. Chavis called the meeting to order and advised that the members of the press and the public were duly notified in accordance with the FOIA.

Ms. Corder stated that Council Member Eva Corley representing District 3 had moved out of the City therefore a Special Election was being held on August 11 to fill her unexpired term. Ms. Corder stated that Ms. Ann Bailey Robinson, Ms. Jacqueline Kelly Wuest and Mr. Robin Milton had filed to be a candidate.

The Commissioners reviewed the list of polling places and decided on assignments as follows:

- Will Chavis – Alternating between Precincts 2 & 2A and Emmanuel Lutheran Church
- Megan Lightle – Cayce #2 and 2A, Edwards Memorial Presbyterian Church
- Danny Creamer – Emmanuel Church, Emmanuel Lutheran Church

Ms. Corder advised that the Lexington County Voters Registration Office will handle the majority of the election for the City. Mr. Chavis asked the Commissioners to work with the poll managers to ensure Cayce residents were in the correct line and receive the correct ballot.

Ms. Corder advised that she would meet the Commissioners at George's Southside Restaurant at 11:30 a.m. to join them and pay for lunch. She provided each Commissioner with a name badge and a brochure containing information on what candidates and/or their poll workers can and cannot do on the day of the election at or near precincts.

Mr. Chavis stressed that the Commissioners are there to observe the voting process being handled by the County and if they see anything that should be addressed, they are to report that information to the Lexington County Poll Manager at the precinct. Ms. Corder stated she would also be available to the Commissioners on Election Day from 7am to 7pm and not to hesitate to call if she is needed.

There being no further business, the meeting adjourned at 10:00 a.m.

Respectfully submitted,
Mendy Corder, Municipal Clerk

All open positions will be advertised on the City's website and Facebook page.

COUNCIL ACTION REQUIRED

CAYCE MUNICIPAL ELECTION COMMISSION – THREE (3) POSITIONS

Three of the members of the Commission are no longer able to serve due to health reasons. The City has received potential member applications from Ms. Maudra Brown, Mr. Robert Cathcart and Ms. Maxine Creamer. Their applications are attached for Council's review.

CAYCE PUBLIC SAFETY FOUNDATION – ONE (1) POSITION

Ms. Pamme Eades term has expired and she would like to serve again. Ms. Eades has served on the Foundation since its inception. Her reappointment application is attached for Council's review.

EVENTS COMMITTEE – FIVE (5) POSITIONS

Mr. Danny Creamer, Ms. Maxine Creamer, Ms. Alexis Moore, Mr. Johnathon Moore's and Ms. Cindy Pedersen's terms have expired and they would all like to serve again. Their reappointment applications are attached for Council's review.

STANDARD TECHNICAL CODE BOARD OF APPEALS – ONE (1) POSITION

Mr. Lawrence Gardner's term has expired and he would like to serve again. His reappointment application is attached for Council's review.

ZONING BOARD OF APPEALS – ONE (1) POSITION

Ms. Robin DiPietro's term has expired and she would like to serve again. Her reappointment application is attached for Council's review.

NO COUNCIL ACTION REQUIRED

The following positions have been postponed by Council until receipt of potential member applications.

ACCOMMODATIONS TAX COMMITTEE – ONE (1) POSITION

The open position must be filled by someone from the motel industry in Cayce.

CAYCE HOUSING AUTHORITY – ONE (1) POSITION

Mr. Edward Landry no longer lives in the City. There are no recommendations at this time.

STANDARD TECHNICAL CODES BOARD OF APPEALS – TWO (2) POSITIONS

Members who serve on this Board must be either an Engineer, Contractor, Architect or Design Professional. There are no recommendations at this time.

EVENTS COMMITTEE – THREE (3) POSITIONS

There are no recommendations at this time.

MUSEUM COMMISSION – ONE (1) POSITION

Mr. Leo Redmond resigned therefore there is one open position. There are no recommendations at this time.



CITY OF CAYCE POTENTIAL MEMBER APPLICATION

Name: Maudra R. Brown

Home Address: Rossmore Drive City, State, Zip Cayce, SC 29033

Telephone: 803- E-Mail: @gmail.com Resident of Cayce: Yes

No Number of Years: 8

Please indicate the Committee(s) for which you are applying:

Accommodations Tax Committee Cayce Housing Authority Events Committee

Consolidated Board of Appeals Municipal Election Comm Museum Commission

Planning Commission Board of Zoning Appeals

Yes No **If yes, specify below.**

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation?

Work Address

Company: SC Dept. of Health and Human Services Position: Quality Manager

Address: 1801 Main Street City, State, Zip Cayce, SC 29033

Telephone: 803-315-2719 E-Mail: Maudra.Brown@gmail.com

Work Experience: Public Health, Public Policy, Quality Improvement professional of over 15 years. New

Business Owner, MRB Public Health Consulting, LLC Additionally I have previously worked as a Poll

Manager during Presidential Elections, and Local Elections in two large counties in South Carolina.

Educational Background: Masters of Public Health and Tropical Medicine, Tulane University.

Bachelors of Science in Health and Human Performance, College of Charleston

Membership Information (Professional, Neighborhood and/or Civic Organizations):

 Certified Health Education Specialist, Associate of Project Management, Professional Academy for

Healthcare Management Designation

Volunteer Work: Junior League of Columbia, Transitions Homeless Center

Hobbies: Brunch (Pre-COVID☺), Roadtrips, House Plant Mom

Return to:

Mendy Corder, Municipal Clerk

City of Cayce, PO Box 2004, Cayce, SC 29171-2004

Telephone: 803-550-9557 ♦ Fax: 803-796-9072 ♦ Email: mcorder@caycesc.gov

Maudra R. Brown, MPH CHES® APM® PAHM®

• <http://www.linkedin.com/in/maudrabrown> • South Carolina •

Public Health • Policy Leadership • Quality Improvement

Innovative, experienced, and passionate public health professional committed to advancing policy development and ensuring maximum quality improvement. Delivers outstanding governmental consultations and excels within diverse environments that demand attention to hidden populations, pandemic shifts, and policy pivots. Bridges gaps between government, non-profits, and private companies to blend public health expertise and drive policy effectiveness while streamlining quality improvement. Serves as public health policy subject matter expert and leverages international experience to deliver strong consultations and guidance within a now remote environment. Equipped with extensive knowledge and experience in chronic and communicable diseases, women's whole health.

- Quality Improvement
- Budget Management
- Government Expertise
- Data Collection and Analysis
- Regulatory Compliance
- Long-term Goal Setting
- Strategic Collaboration
- Epidemiology
- Policy and Protocol Development

Career Experience

South Carolina Health and Human Services, Columbia, SC

Quality and Health Outcomes Interim Director

2020 to Present

Skilled Project Director and Relationship manager within State Government, health agencies, and facility systems. First to streamline quality improvement through the application of exceptional policy knowledge and public health expertise. Monitors expenditures, set budgetary priorities, and provided cost-benefit analysis for cost-effective decision-making. Analyzes complex problems and deliver oral and written recommendations that consider the full scope of factors affecting Global and Domestic healthcare system management.

- Successfully mitigating compromises in data and metric comparability during the COVID 19 Pandemic.
- Develops, supports, and tracks Quality Metrics and trend analysis for the State of South Carolina including the collection, and abstraction of annual HEDIS, CAHPS, and CMS Core set data and measurement.
- Provides direct operational and financial input with the agency's Quality Agenda for Medicaid and Medicare citizens to ensure efficient, effective, and accurate delivery of budgetary objectives.
- Progresses the State of South Carolina's Quality Agenda with key interagency relationships, while leading remote teams and piloting inclusive decision making opportunities.
- Pivoting and thriving within an autonomous working environment, while continuing to identify and organize rapid cycle quality improvement both internally and externally with public health partners.

Quality and Health Outcomes Manager

2018 to 2020

Championed strong health policies and ensured adjustments to coverage policy were compliant with payer norms and best practices. Demonstrated excellent quantitative and programmatic intervention skills to create sustainable department plans. Planned and implemented quality improvement initiatives while improving data collection and reporting. Authored narrative reports and created documentation regarding critical quality improvement activities.

...continued...

Maudra R. Brown, MPH CHES® APM® PAHM®

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- Successfully maintained quality care through the Medicaid program and actively improved quality services that adhere with institutional goals.
- Served as lead specialist responsible for enhancing quality interventions and delivering outstanding project and program guidance.
- Strategically managed withhold and incentive program budgets ranging from \$3M to over \$40M.
- Reviews Public Petition and Comment Period during rule release and adjustment periods.
- Fostered strong professional relationships and collaborated with department professionals to set goals for health outcomes and implement plans to best ensure quality in the Medicaid program.

South Carolina Health and Human Services, Columbia, SC

Health Policy Analyst

2012 to 2018

Proactively served as a liaison between the agency and an extensive statewide network of stakeholders to further Birth Outcomes Initiative. Engaged strategically with national and local governmental entities and professionals to improve crucial relationships and optimize health policy assessments. Implemented efforts for health issue response and new policy creation.

- Crafted strategic programs and initiatives with budgets totaling \$3M.
- Overhauled communication activities and enhanced collaboration among employees, physicians, and team members.
- Earned repeatedly strong feedback for delivering outstanding performance and implementing frameworks for policy development.

Medical University of South Carolina/Child's Trust, Charleston, SC

Pediatric Injury Prevention

2011 to 2012

Delivered strong leadership developing outcome-based programs and events intended to drive public awareness, optimize policy developments, and promote key engagements. Collaborated closely with Children's Hospital Pediatric Trauma Services and coalition committees to institute the program's initial strategic plan.

- Headed public awareness plans and executed community action, engineering, and public policy initiatives.
- Provided strong leadership in a fast-paced environment in order to maximize public health quality.

Jamaican Ministry of Health & Tulane University, Kingston, Jamaica

Pilot Study Lead/Manager

2010 to 2011

Built out training exercises and educational development protocols to improve planning and implementation of quality study program. Optimized interventions within correctional facilities and assessed HIV/AIDS risk behavior of inmate communities following pre-release.

- Achieved development of intervention efforts specifically tailored toward partner and staff associations through workshops and testing programs.

Education/Distinctions

Master of Public Health in International Health and Development

Tulane University School of Public Health and Tropical Medicine

Bachelor of Science in Health and Human Performance

College of Charleston School of Education Health and Human Performance

Areas of Interest:

Maternal and Child Health, Chronic and Communicable Diseases, Global Health, Topical Medicine

Licenses and Certifications:

Certified Health Education Specialist; Associate Public Manager; Academy for Health Care Management; Lean Six Sigma White Belt Certified; Project Management Essential Certified; Certified Public Manager

Affiliations:

Junior League of Columbia, City of Columbia Parks and Recreation Commission, City of Cayce Planning Commission, Leadership Columbia, 2020 Census Representative



CITY OF CAYCE POTENTIAL MEMBER APPLICATION

Name: Robert D. Cathcart III

Home Address: 1610 State Street City, State, Zip Cayce, SC, 29033

Telephone: (864) 872-2874 E-Mail: rdc3scout@gmail.com

Resident of Cayce: Yes No Number of Years: 2.5

Please indicate the Committee(s) for which you are applying:

- Accommodations Tax Committee
 Cayce Housing Authority
 Events Committee
 Consolidated Board of Appeals
 Municipal Election Comm
 Museum Commission
 Planning Commission
 Board of Zoning Appeals

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation?

Yes No If yes, specify below.

Work Address

Company: The Electric Cooperatives of SC Position: Administrative Intern

Address: 808 Knox Abbott Drive City, State, Zip Cayce, SC, 29033

Telephone: (803) 796-6060 E-Mail: rdc3scout@gmail.com

Work Experience: _____

Educational Background: Juris doctorate Candidate at the University of South Carolina School of Law.

History major at the University of South Carolina, Providence Classical Academy (Homeschool) for grades 1-12

Membership Information (Professional, Neighborhood and/or Civic Organizations):

First Presbyterian Church (Columbia, SC), College Republicans, UofSC Student Government

Volunteer Work: Since residing at Columbia, I have volunteered a local food bank, as well as at multiple events at my church. I have also assisted my home church with relief missions after tornadoes and hurricanes.

Hobbies: Carpentry, Landscaping, Gardening, Speech & Debate, Interior design, Kayaking, Camping

Return to:

Mendy Corder, Municipal Clerk

City of Cayce, PO Box 2004, Cayce, SC 29171-2004

Telephone: 803-550-9557 ♦ Fax: 803-796-9072 ♦ Email: mcorder@caycesc.gov



CITY OF CAYCE POTENTIAL MEMBER APPLICATION

Name: Maxine CREAMER
 Home Address: Michael MAS City, State, Zip Cayce SC 29030
 Telephone: 803- E-Mail: @gmail.com
 Resident of Cayce: Yes No Number of Years: 47

Please indicate the Committee(s) for which you are applying:

- Accommodations Tax Committee
- Cayce Housing Authority
- Events Committee
- Consolidated Board of Appeals
- Municipal Election Comm
- Museum Commission
- Planning Commission
- Board of Zoning Appeals

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation?

Yes No If yes, specify below.

Work Address

Company: _____ Position: _____
 Address: N/A City, State, Zip _____
 Telephone: _____ E-Mail: _____

Work Experience: _____

Educational Background: High School - Technical

Membership Information (Professional, Neighborhood and/or Civic Organizations):

Volunteer Work: _____

Hobbies: Gardening + Baking

Return to:
 Mendy Corder, Municipal Clerk
 City of Cayce, PO Box 2004, Cayce, SC 29171-2004



Mendy Corder

From: Pamme Eades <pamme@att.net>
Sent: Friday, August 28, 2020 2:57 PM
To: Mendy Corder
Subject: Re: Reappointment application for Public Safety Foundation



**CITY OF CAYCE PUBLIC SAFETY FOUNDATION
REAPPOINTMENT APPLICATION**

Name: Pamme L. Eades
Home Address: 1619 Poplar Street City, State, Zip Cayce, SC, 29033
Telephone: _____ E-Mail Address pamme@att.net
Cell Phone: 803-730-548
Resident of Cayce: Yes No Number of Years 12
Business Located in Cayce: Yes No Number of Years _____
Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation? Yes No If yes, specify below:

Work Address
Company: South State Bank Position Bank Specialist -UP
Address: 700 Germain Street
City, State, Zip Columbia SC 29201 Telephone: 803-231-3458
Fax: _____ E-Mail pamme.eades@southstatebank.com
Work Experience: Banking since 1995

Educational Background: ~~BA in Journalism~~ BA in Journalism MA in Art History

Membership Information (Professional, Neighborhood and/or Civic Organizations):
Woman's Club of Cayce BFWE SC District President Cayce
Volunteer Work: See above _____ avenues

Hobbies: Reading, Quilting

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Telephone: 803-550-9557 • Fax: 803-796-9072



CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: Danny CREAMER
Home Address: MICHAELMAS City, State, Zip Cayce, SC 29033
Telephone: 803-204-3279 E-Mail Address Danny.Creamer@CityofCayce.com
Resident of Cayce: Yes No Number of Years Life

Please check the Committee for which you are applying for reappointment:

- Accommodations Tax Committee
- Cayce Housing Authority
- Consolidated Board of Appeals
- Beautification Board
- Museum Commission
- Board of Zoning Appeals
- Event Committee
- Planning Commission

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation? Yes No If yes, specify below:

Work Address

Company: Retired Position _____
Address: _____
City, State, Zip _____ Telephone: _____
Fax: _____ E-Mail _____

Work Experience: Retired Auto Industry

Educational Background: Graduate Brookland Cayce H.S.

Membership Information (Professional, Neighborhood and/or Civic Organizations):

Member Events Committee
Volunteer Work: Events Committee, Masonic Lodge, C-We
Dixie Youth,
Hobbies: Lots

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CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: Maxine Creamer
Home Address: 1011 Michaelmas Ave City, State, Zip Cayce SC 29033
Telephone: 803-796-4974 E-Mail Address maxinecreamergmail.com
Cell 803-266-4553
Resident of Cayce: Yes No Number of Years _____

Please check the Committee for which you are applying for reappointment:

- | | | |
|-------------------------------|-------------------------|---|
| Accommodations Tax Committee | Beautification Board | <input checked="" type="checkbox"/> Event Committee |
| Cayce Housing Authority | Museum Commission | Planning Commission |
| Consolidated Board of Appeals | Board of Zoning Appeals | |

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation? Yes No If yes, specify below:

Work Address

Company: Retired Position _____
Address: _____
City, State, Zip _____ Telephone: _____
Fax: _____ E-Mail _____

Work Experience: _____

Educational Background: Graduate H.S. - Some Technical

Membership Information (Professional, Neighborhood and/or Civic Organizations):

Member of Events - Secretary 5-20-16-
Volunteer Work: 5-20-18

Hobbies: Gardening + more Gardening

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CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: Alexis N. Moore
Home Address: 1424 Dunbar Rd. City, State, Zip Cayce, SC 29033
Telephone: (803) 556-0502 E-Mail Address anfmoores@gmail.com
Resident of Cayce: Yes No Number of Years 7 years.

Please check the Committee for which you are applying for reappointment:

- Accommodations Tax Committee Beautification Board Event Committee
Cayce Housing Authority Museum Commission Planning Commission
Consolidated Board of Appeals Board of Zoning Appeals

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation? Yes No If yes, specify below:

Work Address

Company: IQVIA/Quintiles Position Clinical Sales Specialist
Address: 4926 Emperor Blvd
City, State, Zip Durham, NC 27703 Telephone: 800-526-7094
Fax: E-Mail

Work Experience: Sales - TB testing (QuantiFERON) - IQVIA
Lab Rep - PrismaHealth, Medical Device Components - Zens

Educational Background: Biengineering - B.S. - Clemson University

Membership Information (Professional, Neighborhood and/or Civic Organizations):

Midtown Fellowship - Kidtown Volunteer, Cayce Events Committee

Volunteer Work: 2016-2020 Midtown Events 2017-2019 2018-2020
Kidtown 2016-2017/mentor @ Mellichamp Elementary 2012-2016

Hobbies: Carver Lyon 2018-2019
Painting, DIY, Hiking, Small carpentry projects, etc.

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CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: Johnathon O. Moore
Home Address: 1424 Dunbar Rd City, State, Zip Cayce, SC 29033
Telephone: 803-530-3627 E-Mail Address jomol2345@gmail.com
Resident of Cayce: Yes No Number of Years 3

Please check the Committee for which you are applying for reappointment:

- | | | |
|-------------------------------|-------------------------|------------------------|
| Accommodations Tax Committee | Beautification Board | <u>Event Committee</u> |
| Cayce Housing Authority | Museum Commission | Planning Commission |
| Consolidated Board of Appeals | Board of Zoning Appeals | |

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation? Yes No If yes, specify below:

Work Address

Company: SC Parks Rec. & Tourism Position Benefits Manager (HR)
Address: 1205 Pendleton Street Suite 522
City, State, Zip Columbia, SC 29201 Telephone: 803-734-0112
Fax: 803-734-6719 E-Mail jomoore@scprt.com

Work Experience: SCPRT 4 years, Benefit First 1.5 years
HR Background as far as career

Educational Background: Egan Claire HS, North Greenville University
Bach of Science in Business, MBA Liberty University

Membership Information (Professional, Neighborhood and/or Civic Organizations):

Midtown Fellowship TN Event Planning Committee, Health & Wellness Team

Volunteer Work: ~~Midtown~~ Midtown Fell. TN Event Planning Committee,
Sunday school teacher,

Hobbies: Auto Detailing, Lawn Care, hiking, History books,
working out, small construction work

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CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: _Cynthia "Cindy" Pedersen_____

Home Address: Michaelmas Ave__ City, State, Zip: Cayce, SC 29033_____

Telephone: _803-_____ E-Mail Address _gmail.com_____ Resident of Cayce:

X{ Yes { No Number of Years: 25_____

Please check the Committee for which you are applying for reappointment:

- { Accommodations Tax Committee { Beautification Board X{ Event Committee
{ Cayce Housing Authority { Museum Commission { Planning Commission
{ Consolidated Board of Appeals { Board of Zoning Appeals

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation? { Yes X{ No If yes, specify below:

Work Address

Company: SCDHHS_____ Position: Program Coordinator II_____

Address: 1801 Main Street P O Box 8206_____

City, State, Zip: Columbia, SC 29202-8206_____ Telephone: 803-898-2033_____

Fax: 803-255-8204_____ E-Mail: pedersen@scdhhs.gov_____

Work Experience:

1983-1989 – Empire Returns, Utica, NY; 1989-1990- Eli Witt Co., West Columbia, SC
1990-present – SC Dept. of Health and Human Services, Columbia, SC

Educational Background:

Regents Diploma, Waterville Central School 1979, BA, Potsdam College, 1983

Membership Information (Professional, Neighborhood and/or Civic Organizations):

Volunteer Work: Meals on Wheels, Breast Cancer Awareness, SC Guardian Ad litem Program,
Animal Rescue, Christmas Traditions at the Cayce Historical Museum

Hobbies: Camping, gardening, music

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mcorder@cityofcayce-sc.gov



CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: Robin DiPietro

Home Address: 1120 Jessamine Street, Cayce, SC 29033 City, State, Zip

Telephone: 803-661-8188 E-Mail Address robin_dipietro@yahoo.com

Resident of Cayce: [X] Yes [] No Number of Years 10

Please check the Committee for which you are applying for reappointment:

- { Accommodations Tax Committee { Beautification Board { Event Committee
{ Cayce Housing Authority { Museum Commission { Planning Commission
{ Consolidated Board of Appeals { X Board of Zoning Appeals

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation? [] Yes [X] No If yes, specify below:

Work Address

Company: University of South Carolina Position Professor

Address: Close-Hipp Building City, State, Zip Columbia, SC 29208

Telephone: 803-777-2600

Fax: E-Mail

Work Experience: Professor in Hospitality and Tourism Management, background in Restaurant Management

Educational Background: BS, MBA and PhD from University of Nebraska

Membership Information (Professional, Neighborhood and/or Civic Organizations):

Volunteer Work:

Hobbies: golf, reading, hiking

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CITY OF CAYCE
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: Lawrence M. Gardner
Home Address: Baxter Street City, State, Zip Cayce, SC 29033
Telephone: 803- E-Mail Address @sc.rr.com Resident of
Cayce: Yes { No Number of Years 60 +

Please check the Committee for which you are applying for reappointment:

- { Accommodations Tax Committee { Beautification Board { Event Committee
{ Cayce Housing Authority { Museum Commission { Planning Commission
{ Consolidated Board of Appeals { Board of Zoning Appeals

Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation? Yes X No If yes, specify below:

Work Address

Company: Retired Position
Address:
City, State, Zip Telephone:
Fax: E-Mail

Work Experience: 37 years w/City of Cayce
12 years as City Fire Marshal

Educational Background: 12 years Lexington District 2 schools
1 semester at Midlands Tech, SC Fire Academy and SC Fire Marshal's Office

Membership Information (Professional, Neighborhood and/or Civic Organizations):

National Fire Protection Assoc. (NFPA), International Codes Council (ICC), SC Fire Marshal's Assoc., Midlands FM Assoc. (Founding Member), SC Firefighters Assoc.

Volunteer Work: Equipment Manager for Football program at Airport High School

Hobbies: see above

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