

Mayor
Elise Partin

Mayor Pro-Tem
Tara S. Almond

Council Members
Phil Carter
Eva Corley
James E. Jenkins

City Manager
Tracy Hegler

Assistant City Manager
James E. Crosland



**City of Cayce
Regular Council Meeting (Amended)
Wednesday, August 21, 2019
5:00 p.m. – Cayce City Hall – 1800 12th Street
caycesc.gov**

I. Call to Order

A. Invocation and Pledge of Allegiance

II. Public Comment Regarding Items on the Agenda

III. Discussion and Motion Concerning Previous Authorization for Discussions as to City-Owned Property at 800 Lexington Avenue

IV. Ordinances and Resolutions

- A. Discussion and Approval of Ordinance 2019-11 Re-Zoning 800 Lexington Avenue (TMS# 005769-04-001), 800A Lexington Avenue (TMS# 005769-04-004), and 1815 8th Street (TMS# 005769-04-002) from RS-3 (Single Family Residential) to RS-4 (Single-Family Residential) – Second Reading
- B. Discussion and Approval of Ordinance 2019-12 Amending Budget Ordinance Adopted June 19, 2019 (Ordinance 2019-10) to Correct Scrivener's Errors as to Millage – First Reading
- C. Consideration and Approval of Resolution Approving Financing Terms for General Fund Vehicle Lease Purchases

V. Other

- A. Discussion and Approval of Proposed State Revolving Fund Loan for Improvements to the Septage and Grease Facility
- B. Discussion and Approval of Bid Award for Wayfinding Signage for the City
- C. Discussion and Approval of Eliminating Glass from Approved Recyclable Items for Pickup
- D. Discussion and Approval of Harvesting on City-Owned Property

VI. City Manager's Report

VII. Committee Matters

- A. Appointments and Reappointments
Consolidated Board of Appeals – One (1) Position

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.

Memorandum

To: Mayor and Council

From: Tracy Hegler, City Manager
Carroll Williamson, Planning and Development Director

Date: August 6, 2019

Subject: Second Reading of an Ordinance to Re-zone 800 Lexington Avenue (TMS# 005769-04-001), 800A Lexington Avenue (TMS# 005769-04-004), and 1815 8th Street (TMS# 005769-04-002) from RS-3 (Single Family Residential) to RS-4 (Single-Family Residential).

ISSUE

Council approval is needed for the Second Reading of an Ordinance to re-zone 800 Lexington Avenue (TMS# 005769-04-001), 800A Lexington Avenue (TMS# 005769-04-004), and 1815 8th Street (TMS# 005769-04-002) from RS-3 (Single Family Residential) to RS-4 (Single-Family Residential).

BACKGROUND/DISCUSSION

This rezoning request includes three properties zoned RS-3 Single Family Residential. The largest parcel at 800 Lexington Avenue is 1.52 acres and is owned by Broad Brook-CT LLC, who is the primary applicant. The applicant is also serving as the agent for the property owner at 1815 8th Street. Because the applicant is required to have a minimum of two (2) acres to rezone property to a zoning district that is not contiguous to this property, the City was asked to allow its adjacent parcel at 800A Lexington Avenue be part of the rezoning request to meet the two (2) acre threshold.

One structure, the former Cayce Grammar School, is located at 800 Lexington Avenue and is approximately 6,087 square feet. The parcel at 800A Lexington Avenue is vacant and a single family residence is located at 1815 8th Street.

This rezoning does not result in any change of uses from RS-3 Single Family Residential to RS-4 Single Family Residential. However, some lot dimensions and setbacks do change. The minimum lot size is reduced from 7,200 square feet to 5,000 square feet. The minimum lot width is reduced from 60 feet to 50 feet. The rear yard setback is reduced from 20 feet to 15 feet. Many of the surrounding lots currently have a lot width of 50 feet. The minimum side setback of five (5) feet remains the same, as well as the minimum front setback of 25 feet.

The requested re-zoning is in compliance with the Zoning Ordinance and is permitted as a zoning district in accordance with the criteria of the Comprehensive Plan and Future Land Use Map.

The Planning Commission considered the request for re-zoning at their meeting on June 17, 2019. The hearing for the rezoning request was opened to the public. Two members of the public spoke against the re-zoning request because of their concern about the smaller lot sizes and the close proximity of the houses to each other. Two members of the public spoke in favor of the re-zoning, citing the potential for new housing in the area.

The Planning Commission voted on the requested re-zoning, to the RS-4 zoning designation, at the Planning Commission Meeting on June 17, 2019.

RECOMMENDATION

The Planning Commission recommends Council approve Second Reading of an Ordinance to re-zone 800 Lexington Avenue (TMS# 005769-04-001), 800A Lexington Avenue (TMS# 005769-04-004), and 1815 8th Street (TMS# 005769-04-002) from RS-3 (Single Family Residential) to RS-4 (Single-Family Residential).

STATE OF SOUTH CAROLINA)
)
COUNTY OF LEXINGTON)
)
CITY OF CAYCE)

ORDINANCE 2019-11
Amending Zoning Map and Rezoning
Property Located at 800 Lexington Ave
(TMS 005769-04-001), 800A Lexington Ave
(TMS 005769-04-004) and 1815 8th Street
(TMS 005769-04-002) from RS-3 to RS-4

WHEREAS, the Owner/Applicant requested that the City of Cayce amend the Zoning Map to re-designate the property comprising and shown as 800 Lexington Avenue (TMS 005769-04-001) and 1815 8th Street (TMS 005769-04-002), now zoned Single Family Residential (RS-3) to Single family Residential (RS-4), and

WHEREAS, City Administration requested that the City of Cayce amend the Zoning Map to re-designate the property comprising and shown as 800A Lexington Avenue (TMS 5769-04-004) now zoned Single Family Residential (RS-3) to Single family Residential (RS-4), and

WHEREAS, the Planning Commission held a public hearing on this request to receive comments from the public and adjacent property owners, and

WHEREAS, the Planning Commission met on June 17, 2019, to review public comments and vote on recommending the rezoning request and unanimously voted to recommend this change to the existing zoning,

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Cayce, in Council, duly assembled, that the property hereinafter listed, and as shown on the attached sketch, is hereby rezoned and reclassified on the Zoning Map of the City of Cayce as RS-4, Single Family Residential:

Tax Map Number 005769-04-001
800 Lexington Avenue

Tax Map Number 005769-04-004
800A Lexington Avenue

Tax Map Number 005769-04-002
1815 8th Street

This Ordinance shall be effective from the date of second reading approval by Council.

DONE IN MEETING DULY ASSEMBLED, this _____ day of _____ 2019.

Elise Partin, Mayor

Attest:

Mendy Corder, CMC, Municipal Clerk

First Reading: _____

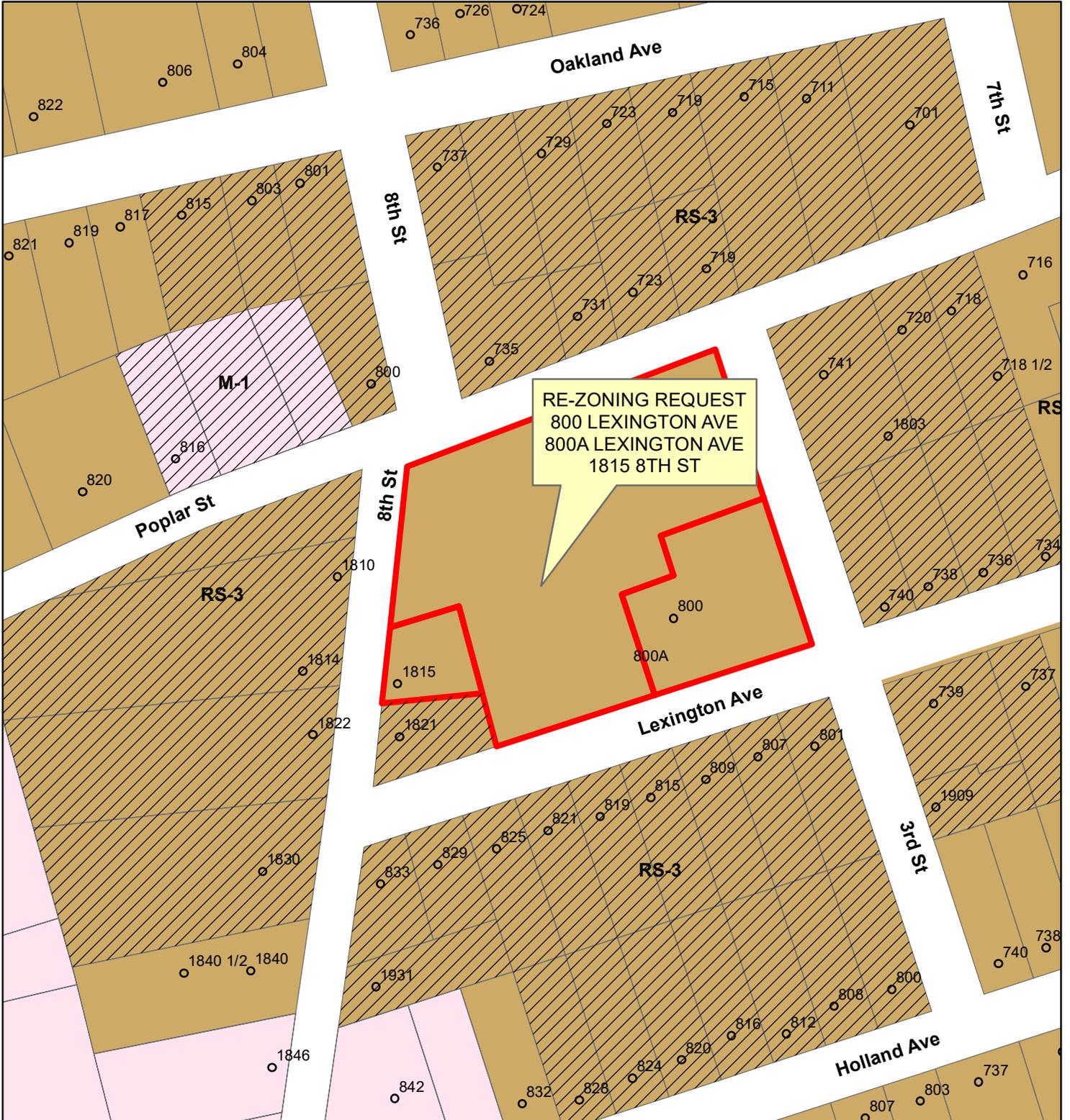
Second Reading and Adoption: _____

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

**Rezoning Request
MA004-19
800 Lexington Ave, 800A Lexington Ave &
1815 8th St**

Legend

-  PROPERTIES WITHIN 200 FT OF REZONING REQUEST
-  REZONING REQUEST



STATE OF SOUTH CAROLINA)	ORDINANCE 2019-12
)	Amending Budget Ordinance Adopted
COUNTY OF LEXINGTON)	June 19, 2019 (Ordinance 2019-10)
)	To Correct Scrivener's Errors as to
CITY OF CAYCE)	Millage

WHEREAS, the Council, on June 19, 2019, adopted a Budget Ordinance (Ordinance 2019-10), which, it has been learned, contains a clerical error in the statement of the millage rate; and

WHEREAS, the Council wishes to correct this error by this amendment of Ordinance 2019-10,

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

1. Ordinance 2019-10 is amended to state the millage rate for both the Lexington County portion of the City of Cayce and the Richland County portion of the City of Cayce as 53.73, rather than 52.45.

This Ordinance shall be effective from the date of second and final reading.

DONE IN MEETING DULY ASSEMBLED, this ____ day of _____, 2019.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, CMC, Municipal Clerk

First reading: _____

Second reading and adoption: _____

Approved as to form: _____

Danny C. Crowe, City Attorney

and the attachment to the original of this Ordinance is hereby incorporated and made a part hereof as fully as if stated word for word herein.

Section 3. That the billing dates, the penalty dates, and the amount of penalty that shall be levied for delinquent taxes shall be the same as those established by the County in which the taxed property is situated and pursuant to State Law.

Section 4. That the City Manager shall administer the Budget and, in doing so and in order to achieve the goals of this Budget, may, among other things, do the following:

- a. Transfer appropriated funds within and between departments and funds as necessary,
- b. Implement controls by fund appropriation, and
- c. Designate continuing projects from fund balances.

Encumbrances will be carried over to the next fiscal year as a reserve to the fund balance. Expenditures approved by Council shall automatically carry amendments to fund appropriations when necessary.

Section 5. As a part of the revenue portions of this Budget, the Council hereby establishes and adopts certain new fees and certain new amounts for existing fees, as identified and set out as proposed fees in the attached exhibits to this Ordinance. The attached Master Fee Schedule and the attached 2019-2020 Utility Master Fee Schedule, including any new fees and new fee amounts, are hereby incorporated into and adopted as a part of this Ordinance. All fee amounts set out therein or adopted shall continue in effect from year to year until revised or modified by subsequent Council action.

Section 6. If for any reason any sentence, clause or provision of this ordinance shall be declared invalid, such shall not affect the remaining provisions hereof.

This Ordinance shall take effect on the later of second reading approval by Council or July 1, 2019.

DONE IN MEETING DULY ASSEMBLED, this _____ day of June 2019.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, CMC, Municipal Clerk

First Reading: _____

Public Hearing held: _____

Second and Final Reading: _____

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

Memorandum

To: Mayor and Council

From: Tracy Hegler, City Manager
E. Garrett Huddle, City Treasurer

Date: August 21, 2019

Subject: Approval of Resolution Authorizing and Approving Financing through Lease/Purchase and Award of Lease/Purchase Contract – Vehicles for Public Safety and Parks, as Approved by Council in the 2019-2020 Budget.

ISSUE

Approval of a Resolution authorizing and approving financing through a Lease/Purchase and awarding of the Lease/Purchase Contract to a Financial Institution for vehicles for Public Safety and the Parks Department.

BACKGROUND/DISCUSSION

The vehicles were approved for purchase by Council in the 2019-2020 Fiscal Budget. The total value and thus financing for the equipment will total \$364,000.

Staff contacted 7 financial institutions who handle lease/purchase contracts and asked for financing proposals for the equipment based on the purchase price. The City received three (3) responses.

First Community Bank quoted a four (4) year contract of 2.21% fixed.

BB&T quoted a four (4) year contract of 2.38% fixed.

First Citizens Bank quoted a four (4) year contract of 2.57% fixed.

If the City of Cayce approves the First Community Bank quote, annual payments for the four year contract will be approximately \$95,165 (with no down payment). The payments shall be monthly in arrears. Funding for the lease/purchase contract is included in the FY 2019-2020 General Fund budget and will be included in successive years.

RECOMMENDATION

It is recommended that the lease/purchase contract be awarded to First Community Bank for a four (4) year term contract at 2.21% with annual payments in arrears of \$95,165 for principal and interest. It is also recommended that Council approve a "Resolution Approving Financing" through First Community Bank and the City Manager be authorized to execute the contract documents.

STATE OF SOUTH CAROLINA)
)
COUNTY OF LEXINGTON)
)
CITY OF CAYCE) **RESOLUTION**
) **APPROVING FINANCING TERMS**
) **FOR GENERAL FUND**
) **VEHICLE LEASE PURCHASES**

WHEREAS, the City of Cayce (“City”) has previously determined to undertake a project for the financing of vehicles for the General Fund Lease Purchases (“the Project”), and the Finance Officer has now presented a proposal for the financing of such Project.

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

1. The City hereby determines to finance the Project through First Community Bank, in accordance with the proposal dated August 5, 2019. The amount financed shall not exceed \$364,000, the annual interest rate (in the absence of default or change in tax status) shall not exceed 2.21%, and the term shall not exceed four (4) years.

2. All financing contracts and all related documents for the closing of the financing (the “Financial Documents”) shall be consistent with the foregoing terms. All officers and employees of the City are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution. The Financing Documents shall include a Financing Agreement and an Escrow Agreement as First Community Bank may request.

3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer’s satisfaction. The Financing Officer is authorized to approve changes to any Financing Documents previously signed by City officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer’s release of any Financing Document for delivery constituting conclusive evidence of such officer’s final approval of the Document’s final form.

4. The City shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The City hereby designates its

obligations to make principal and interest payments under the Financing Documents as “qualified tax-exempt obligations” for the purpose of Internal Revenue Code Section 265 (b)(3).

5. The City intends that the adoption of this resolution will be a declaration of the City’s official intent to reimburse expenditures for the project that is to be financed from the proceeds of the First Community Bank financing described above. The City intends that funds that have been advanced, or that may be advanced, from the City’s general fund or any other City fund related to the project, for project costs may be reimbursed from the financing proceeds.

6. All prior actions of City officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

APPROVED this 21st day of August, 2019.

Elise Partin, Mayor

ATTEST:

Mendy C. Corder, CMC, Municipal Clerk

Memorandum

To: Mayor and Council

From: Tracy Hegler, City Manager
Blake Bridwell, Director of Utilities

Date: August 16, 2019

Subject: Septage and Grease Facility Funding

Issue

The City's Septage and Grease Facility would benefit from various improvements to make it more reliable, more functional, more efficient, and more profitable. These improvements are estimated by AEC to cost \$3.5 million (see attached estimate – Attachment A). SCDHEC denied a grant application from the City to fund these improvements, but has notified staff that a SRF Loan for \$3.5 million is available for the project. Does the City want to pursue the available low interest loan to make the needed improvements?

Background/Discussion

In 2012, at the urging of SCDHEC, the City decided to construct the Septage and Grease Facility at the Waste Water Treatment Plant (WWTP) to provide haulers in Lexington County a place to properly dispose of septic tank and grease trap wastes. SCDHEC provided a grant of \$1,150,000 toward the final project cost of \$1,462,631 for the facility. Eventually, in an effort to make the facility more profitable, the facility was opened to receive business not only from Lexington County, but from haulers statewide.

The Septage and Grease Facility has consistently provided very good revenue for the City for many years (see attached CAFR Statement for FY17-18 – Attachment B). The City made a net profit of \$511,371 in FY17-18, and a \$757,957 net profit in the prior year.

During this fiscal year (FY18-19), the City experienced some operational issues with the Septage and Grease Facility. The two (2) covered 300,000 gallon storage tanks filled with solids over approximately five (5) years of continued use. The tanks had to be cleaned of the solids which caused the facility to be temporarily closed or to be partially operational, with only one tank utilized instead of the normal two (2). Issues were further compounded by poor management at the facility during this time. As a result, revenue was down and expenses were up for FY18-19. The facility monthly revenue billings were at a historic low in February 2019 (\$18,136) compared to prior years of operation.

The Department made a series of management changes, starting with the hiring of a new Superintendent of Treatment Facilities in March of 2019. Since that time, the facility's operation and management has completely turned around for the better (see attached revenue

bar chart - Attachment C). Revenue began to immediately increase, following these changes, and has consistently done so since. The monthly revenue billing for June 2019 was over \$100,000.

Staff believes the facility's biggest needs are:

- an additional truck unloading bay to unload faster and more efficiently;
- an additional storage tank for operational flexibility;
- better mixing pumps to help keep solids from settling in the storage tanks;
- an additional belt press to have a backup system (less facility downtime due to belt press issues); and
- a grease interceptor that reduces grease from filtrate returned to the WWTP.

These improvements are included in the proposed project scope and estimate. Engineering and inspection are also included in the cost estimate.

The \$3.5 million SRF loan is a low interest loan, currently at 2.6% for the current fiscal year. The rate may change slightly as stated above since the loan will occur beyond this current fiscal year. The loan is typically a 20 to 30 year loan. Because there are loan requirement milestones and deadlines, a decision as to whether the City will pursue the loan is needed fairly quickly. The principal and interest (P & I) for this type of loan would be approximately \$200,000 annually depending on the loan term and interest rate. This facility typically makes a much higher profit margin than the required P & I amount for the loan. The useful life of the facility, as a whole, has been estimated by AEC to be 30 years or more.

Staff considered three (3) options after we were provided notice of the loan award and after further fine-tuning the original \$3.5M estimate:

1. Decline the grant and make no improvements
2. Moderate upgrades to improve efficiency (\$1.5M estimated cost) (Attachment D)
3. Major upgrades and expansions to grow capacity and revenue (\$2.7M estimated cost) (Attachment E).

The City's bond ordinance requires the City to sustain an annual rate coverage of at least 115%, which is calculated by dividing net revenues for the most recent fiscal year by the annual debt service on all outstanding bonds. In order to issue new debt, the City is required to meet an additional bonds test of 120%. Using information from our most recent audited financial statement (2018), there is enough net revenue to sustain the new borrowing (128%). However, incurring the additional debt in options #2 and #3 would encroach on this debt coverage test without any rate increases and without knowing future potential revenues.

Recommendation

Staff recommends declining the SRF loan at this time, focusing on preserving our debt coverage rate and continuing our operations as status quo. Note, it should be assumed that maintaining status quo operations will not yield substantial increases in revenue, but it is anticipated they will remain constant.

Cayce WWTP - Septage Receiving Station Improvements					
Preliminary Opinion Of Probable Cost					
<i>For Budgetary Use Only</i>					
Item	Description	Unit	Quantity	Unit Price	Amount
1	Septage Receiving/Screening Equipment (400 GPM) For Second Receiving Bay - Includes Grinder, Plug Valve w/Electric Actuator, Flow Meter, pH Meter, Screening, Screenings Auger, and Control Panel.	LS	1	\$ 225,000.00	\$ 225,000.00
2	Furnish & Install Canopy For Second Receiving Bay	LS	1	\$ 60,000.00	\$ 60,000.00
3	One (1) Approximately 330,000 Gallon Holding Tank for Septage/Oil/Grease.	LS	1	\$ 270,000.00	\$ 270,000.00
4	Septage/Oil/Grease Storage Tank Coating	LS	1	\$ 120,000.00	\$ 120,000.00
5	Provide & Install Additional Mixing Equipment In Existing Septage/Oil & Grease Holding Tanks. Provide & Install Mixing Equipment In New Tank.	LS	1	\$ 225,000.00	\$ 225,000.00
6	Septage/Oil/Grease Pump Stations For Second Receiving Bay	LS	1	\$ 140,000.00	\$ 140,000.00
7	Additional Dewatering - Belt Press w/Polymer System & Sludge Conveyor & Controls	LS	1	\$ 450,000.00	\$ 450,000.00
8	Modifications To Existing Belt Press Building To Accommodate New BFP	LS	1	\$ 250,000.00	\$ 250,000.00
9	Dewatering/Filtrate PS & FM To Head Of WWTP	LS	1	\$ 250,000.00	\$ 250,000.00
10	Provide & Install Additional Progressive Cavity Pumps And Controls In Existing Septage/Oil/Grease Pump Building. Piping Modifications Within Building	EA	2	\$ 40,000.00	\$ 80,000.00
11	Tank Cover (New Tank)	EA	1	\$ 50,000.00	\$ 50,000.00
12	Grease Interceptor	LS	1	\$ 100,000.00	\$ 100,000.00
13	Chemical Feed System For pH Adjustment	LS	1	\$ 100,000.00	\$ 100,000.00
14	Site Work (Includes Grading, Asphalt Pavement, Concrete Pavement, Equipment Pads, etc.)	LS	1	\$ 300,000.00	\$ 300,000.00
15	Valves, Piping, Connections To Existing Piping, & Appurtenances	LS	1	\$ 100,000.00	\$ 100,000.00
16	SCADA System	LS	1	\$ 50,000.00	\$ 50,000.00
17	Electrical	LS	1	\$ 280,000.00	\$ 280,000.00
Subtotal					\$ 3,050,000.00
Total Estimated Engineering Design Fees					\$305,000.00
Total Estimated Contract Administration & Construction Observation					\$152,500.00
Total Opinion Of Probable Cost (Construction & Engineering)					\$3,507,500.00

CITY OF CAYCE, SOUTH CAROLINA
 WATER AND SEWER UTILITY FUND
 STATEMENT OF REVENUE, EXPENSES AND CHANGES IN FUND NET POSITION

YEAR ENDED JUNE 30, 2018
 (With comparative figures year ended June 30, 2017)

	Current Year	Prior Year
Operating Revenue (pledged as security for loans and revenue bonds)		
Water:		
Sales	\$ 5,354,532	\$ 5,373,604
Connection fees	117,961	93,133
Sewer:		
Service charges	10,398,261	9,813,793
Connection fees	—	3,750
Septage/grease services:		
Sales and permits	1,112,055	1,251,102
Pretreatment set-up fees	99,805	100,410
Reconnection fees	39,005	34,009
Penalties	160,246	168,572
Grant revenue	—	95,193
Miscellaneous income	149,966	413,257
Total operating revenue	<u>17,431,831</u>	<u>17,346,823</u>
Operating Expenses		
Administrative	643,649	551,170
Utility billing	805,541	768,383
Water treatment plant	1,691,511	1,503,062
Water distribution and maintenance	1,418,235	1,320,208
Wastewater treatment plant	3,313,995	3,236,055
Sewer collection and outfall lines	1,606,901	1,608,056
Septage and grease receiving station	600,684	493,145
Non-departmental and support services	1,800,000	1,600,000
Depreciation and amortization expense	4,655,988	4,579,200
Total operating expenses	<u>16,536,504</u>	<u>15,659,279</u>
Operating income	<u>895,327</u>	<u>1,687,544</u>
Non-Operating Revenue (Expenses)		
Interest income	16,528	10,258
Gains (losses) from sale, disposal of capital assets	5,399	13,537
Interest expense	(1,103,300)	(980,203)
Amortization of bond refinancing losses	(105,178)	(105,178)
Fiscal agent fees	(8,966)	(8,966)
Total non-operating revenue (expenses)	<u>(1,195,517)</u>	<u>(1,070,552)</u>
Income (loss) before contributions	<u>(300,190)</u>	<u>616,992</u>
Capital Contributions		
Capacity charges and other capital contributions	2,888,039	3,131,410
Change in net position	<u>2,587,849</u>	<u>3,748,402</u>
Net position, beginning of year	89,218,215	85,469,813
Cumulative effect of restatement (See Note 15)	522,667	—
Net position, end of year	<u>\$ 92,328,731</u>	<u>\$ 89,218,215</u>

ATTACHMENT C



ATTACHMENT D

Cayce SC Septage Receiving Station Receiving Station Improvements Moderate Upgrades to Current Capacity Operation

1 Second Receiving Bay	\$	225,000
2 Second Bay Canopy	\$	60,000
3 Mixers for 3 Holding Tank	\$	250,000
4 pH adjustment System	\$	50,000
5 Site Work	\$	100,000
6 Valve, Piping Connections	\$	100,000
7 SCADA System	\$	55,000
8 Electrical	\$	50,000
9 Grit Separator	\$	150,000
10 Flow metering for 2nd Bay	\$	50,000

Sub Total	\$	1,090,000
Engineering	\$	109,000
Construction Management	\$	54,500.00

TOTAL	\$	1,253,500
--------------	-----------	------------------

NOTE

Upgrades to what we need to make the system more efficient.

ATTACHMENT E

Cayce SC Septage Receiving Station Receiving Station Improvements Upgrade to Current Capacity Operation:

1 Status Quo Total	\$	1,090,000
2 3rd Tank	\$	270,000
3 Additional Dewatering Equipment	\$	450,000
4 Dewatering Equipment Building Modifications	\$	100,000
5 Tertiary Treatment	\$	150,000
6 Site Work	\$	100,000
7 Valve, Pipe Connections	\$	50,000
8 Electrical Upgrades	\$	100,000
Sub Total	\$	2,310,000
Engineering	\$	231,000
Construction Management	\$	115,500.00
TOTAL		\$ 2,656,500

NOTES

Additional upgrade to increase capacity of the SOG Plant.

Memorandum

To: Mayor and Council

From: Tracy Hegler, City Manager
Carroll Williamson, Planning and Development Director

Date: August 13, 2019

Subject: Proposal Acceptance for Wayfinding Design Project

Issue

Council's approval is needed in order to accept the proposal from Arnett Muldrow & Associates for the design of wayfinding signage throughout the City, and to approve and execute a contract between the City of Cayce and Arnett Muldrow & Associates.

Discussion

The City of Cayce needs enhanced signage throughout the City to improve navigation to public buildings, parks, downtown and other important sites. A request for proposal (RFP) to design wayfinding signage was placed in SCBO and on the City's website. Fourteen firms from across the country responded.

After a review of all proposals, Arnett Muldrow & Associates was the most responsive to the RFP, best able to perform the scope of work, and for an acceptable budget of \$38,321. While not the lowest bidder, Arnett Muldrow and Associates scored the highest in all categories and demonstrated the best ability to complete the scope of work as described by the City. There are three (3) firms that have lower bids. However they did not demonstrate having nearly as much experience with large wayfinding signage projects as Arnett Muldrow. Arnett Muldrow is located in South Carolina, and worked on the City's Master Plan Charrette with the Clemson Institute for Economic and Community Development. They have created wayfinding master plans for Fort Mill, Lake City and Travelers Rest, all located in South Carolina.

This project will result in a comprehensive plan of location, design and content of signage, as well as bid-ready documents for construction and installation, to be funded later.

Recommendation

Staff recommends Council approve a contract with Arnett Muldrow & Associates and authorize the City Manager to execute the contract from Arnett Muldrow & Associates.

Memorandum

To: Mayor and Council

From: Tracy Hegler, City Manager

Date: August 21, 2019

Subject: Recycling Changes

ISSUE:

Council is being asked to consider eliminating glass from the City's list of accepted recyclables, due to the increase cost per ton incurred by the City.

BACKGROUND/DISCUSSION:

Sonoco Recycling has increased their fees within the past 12 months from \$25.00 per ton of recyclables to approximately \$90.00 per ton. This is a 260% increase which is expected to remain through the next budget cycle. The FY19-20 approved budget for Sanitation includes \$27,000.00 to cover the annual fees at Sonoco Recycling. At the current rate of \$85.00 per ton and the average tonnage of recyclables at 34 tons, the budget would be exhausted in nine months leaving an approximate deficit of \$7,000.00; that is assuming no additional increases.





Glass constitutes a substantial share of the tonnage collected by the City of Cayce. Eliminating its collection would greatly reduce the amount of tonnage delivered to Sonoco, thus reducing our overall costs.

Due to economic conditions, the market for glass and the price for glass has made it economically unfeasible to recycle glass. Therefore recycling glass has become a problem nationwide. Recycling is a for-profit industry that relies on the ability to sell reclaimed materials at a profit. Sunoco is unable to sell a proportional amount of the material to cover the cost of collections. This increase is passed on to the customers. Neighboring jurisdictions are considering this issue, as well. For example, the following towns, cities and counties have eliminated glass from co-mingled curbside bins:

Towns within Lexington County:

- Irmo (2017)
- Lexington (2019)

South Carolina Counties:

- Greenville
- Spartanburg
- Lancaster
- York
- Pickens

Towns in North Carolina:

- Greensboro

County in North Carolina:

- Moore County, NC

RECOMMENDATION

Staff recommends the elimination of glass from accepted recyclables.

Glass has the most contributing weight, increasing tonnage and the overall cost of recycling. If the City stops accepting glass, the overall tonnage cost would be reduced by 30% which reduces overall annual costs. The City is in the process of increasing its educational efforts related to recycling, so the timing to make such a change is advantageous. First, the City would advertise through social media and ReCollect. Sanitation staff would also attach flyers to roll carts as another informative method. Staff recommends providing a thirty-day grace period and an obvious working relationship with the residents to assist with compliance. Staff will closely watch the market and keep residents informed should the circumstances change and the market begins to accept glass once again, as the City strives to be as environmentally conscious as possible, while always mindful of the cost to our citizens.

These changes would only apply to curb collection service. Residents will still be able to take their glass recyclables to:

Sand Hills
3241 Charleston Highway
Cayce, SC 29033.

Memorandum

To: Mayor and Council
From: Tracy Hegler, City Manager
Date: August 21, 2019
Subject: Harvesting on City-owned property

ISSUE

Consideration of harvesting non-native timber on City-owned property and issuing bid for harvesting.

BACKGROUND/DISCUSSION

The City of Cayce owns approximately 360 acres of undeveloped land along Old State Road and in the area of the Cayce Riverwalk Phase Four and Timmerman Trail (Attachment A). This property was planted for harvesting and then donated to the City by SCANA. The trees that were planted, such as pine trees, are an invasive species to the area. At this time, all the pine trees located in the area are at the mature age to harvest and the City has been approached by contractors about doing so.

Staff has identified approximately 100 acres for harvesting, primarily in the Phase Four and Timmerman Trail area, which is also where the 12,000-year History Park is centered (Attachment B). Consideration was given to protecting the history park and other precautions, including our wildlife viewing areas and bicycle/walking trails. These special areas would see a 50 to 100 foot buffer zone, limiting the view of open spaces. The complete areas to be harvested would be well marked. In addition, staff would mark special hardwoods that would need to be preserved. Along with the harvest, all topwood would be removed leaving a clean open area for other recreation or the replanting of hardwoods. Special considerations would be given to our wildlife by planting certain species of plant material that would add to their diet.

Timing is a concern: if that area should see a major storm, hurricane, or a dramatic weather event, then the cost of the cleanup would be astronomical. In addition, a disease could cause damage to the entire crop. Both issues would also eliminate the chance for a proper harvest for revenue.

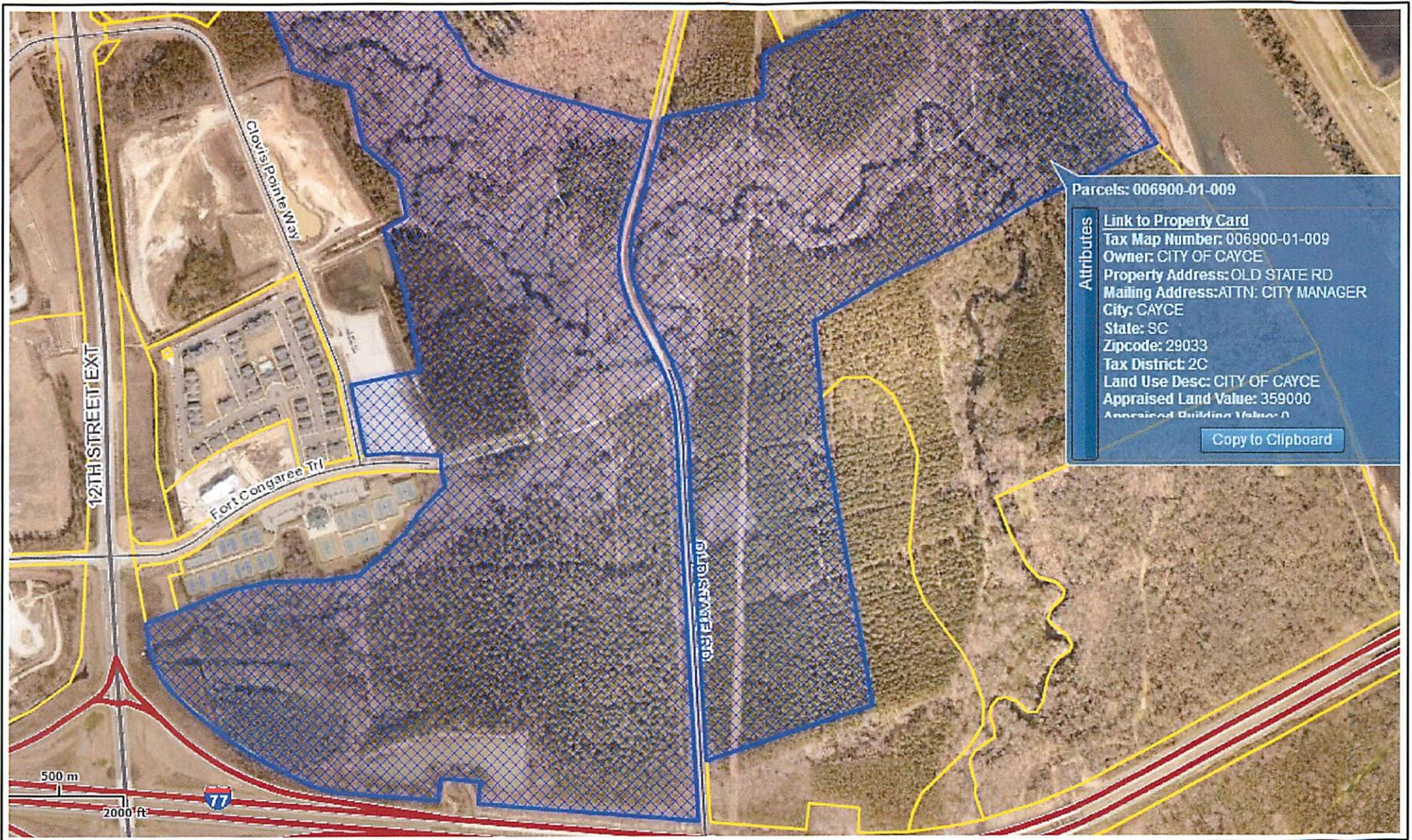
Note that the Department of Natural Resources (DNR) recently harvested nearly 126 acres of land adjacent to the City's property, intending to return the property to its more natural state. They have shared support for the City of Cayce in harvesting its property.

RECOMMENDATION

It is recommended Council authorize staff to issue a bid for harvesting companies to harvest approximately 100 acres as identified by staff, with the following specifications:

- Require a pre-harvest conference between the City of Cayce and the successful bidder prior to the commencement of harvest.
- Advise bidders of the City's interest in protecting the plants, wildlife, educational, cultural, and aesthetic values that exist on the tracts.
- All logging decks, equipment, felled trees, and debris will be confined to the sale area.
- Damage to adjoining areas and/ or excessive damage to residual trees may incur assessment of damages to the buyer.
- No logging will be allowed when the ground is subject to rutting, but wet weather extensions may be granted for extensive delays.
- Existing internal roads will be utilized but must be left free of logging debris and in good condition.

Staff will recommend the most responsive and highest (i.e., offers to pay the most to the City for the harvest) bidder to Council after review and assessment of the bid proposals.



Lexington County

This is My Map

Printed: Aug 16, 2019

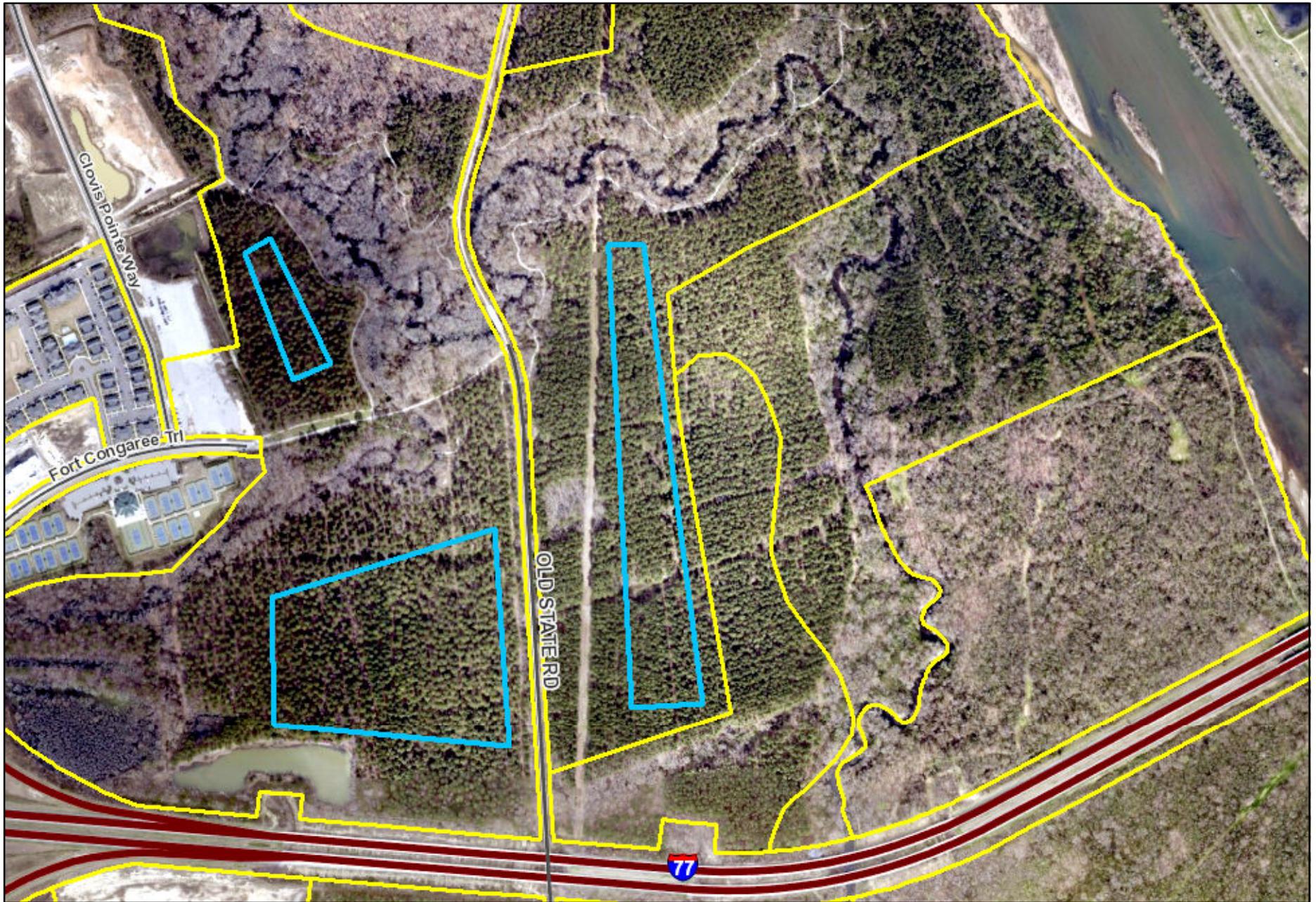


500 m
2000 ft

Feet

The information on this web site is provided and hosted by Lexington County, South Carolina. Lexington County makes no warranty, representation or guaranty as to the content, sequence, accuracy, timeliness or completeness of any of the database information provided herein. The reader should not rely on the data provided herein for any reason. Lexington County explicitly disclaims any representations and warranties, including, without limitation, the implied warranties of merchantability and fitness for a particular purpose.





0 1,000 Feet

August 16, 2019

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

COUNCIL ACTION REQUIRED

CONSOLIDATED BOARD OF APPEALS – ONE (1) POSITION

Mr. Erskine Suber's term on the Consolidated Board of Appeals expires in August. He has served on the Board since 2015. This Board rarely meets however the City is required by law to have a Board of Appeals.

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.

CONSOLIDATED 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.

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
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

AUG - 5 2019

Name: V. ERSKINE SUBER, JR.

Home Address: Taylor Rd. City, State, Zip CAYCE, SC 29033

Telephone: (803) 666-1111 E-Mail Address _____ Resident of Cayce: Yes { No Number of Years 7

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: Retired Position STATE TRAFFIC OPERATIONS COORD.

Address: SC DEPT. TRANSPORTATION

City, State, Zip _____ Telephone: _____

Fax: _____ E-Mail _____

Work Experience: 36 1/2 YRS. TRAFFIC ENGINEERING
21 1/2 YRS PRIVATE CONSULTANT

Educational Background: HS, COLLEGE, ADVANCED COURSES AT NORTHWEST UNIV., GEORGIA TECH, SOUTH CAROLINA & CLEMSON

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

Volunteer Work: NONE AT PRESENT

Hobbies: HUNTING, FISHING, TRAVEL

Return to:
Mendy Corder, Municipal Clerk
City of Cayce, P.O. Box 2004, Cayce, SC 29171-2004
Telephone: 803-550-9557 • Fax: 803-796-9072
mcorder@cityofcayce-sc.gov