

Mayor
Elise Partin

Mayor Pro-Tem
James E. Jenkins

Council Members
Tara S. Almond
Phil Carter
Eva Corley

Interim City Manager
Rachelle Moody



**City of Cayce
Special Council Meeting
May 16, 2018**

A Special Council Meeting was held this afternoon at 5:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. Interim City Manager Rachelle Moody, Municipal Clerk Mendy Corder, City Treasurer Garry Huddle, Planning and Development Director Carroll Williamson, Director of Public Safety Byron Snellgrove 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.

Call to Order

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

Public Comment Regarding Items on the Agenda

Ms. Corder stated no one had signed up for public comment.

Ordinances and Other

A. Discussion and Approval of Ordinance 2018-05 Amending the City's Noise Ordinance (Section 28-81 of the City Code) – Second Reading

Council Member Corley made a motion to approve Ordinance 2018-05 on second reading. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

B. Discussion of Proposed FY2018/2019 Utility Fund and General Fund Budget

Ms. Moody stated that the proposed Utility Fund Budget revenues are projected at \$15,700,164. Expenditures are projected at \$15,295,517, and include:

- Increased revenues from the Town of Lexington for the Carolina Water Service's Plant.
- Capital expenditures totaling \$930,848.
- One new position: Administrative Assistant for Septage and Grease.
- 15% debt coverage for the City's utility fund debt.
- \$1,800,000 transfer to General Fund for Indirect Costs.

- New health insurance coverage costs as result of City joining PEBA. Costs include the City's required employer contribution plus the employee's individual contribution.

Ms. Moody stated that currently the Utility Fund expenditures do not include a 2% COLA for employees (a 2% COLA would increase the budget by \$90,752). She stated that the City has a three year plan to increase utility rates as required by the terms of the SRF loan and FY18/19 rates are proposed to be increased by 1.5%. Potential Revenues from increased fees include:

- \$81,000 from a 1.5% water rate increase and \$113,995 from a 1.5% sewer rate increase totaling \$194,995.

Mayor Partin asked what the increase breaks out to for a typical water and sewer user's bill. Ms. Moody stated that a typical bi-monthly bill would increase by \$1.34. Council Members Almond and Jenkins stated that they were good with the slight increase to utility rates and the COLA for staff.

Ms. Moody stated that staff was able to increase the General Fund Revenues by \$12,000 in the building permits line item therefore General Fund Revenues are projected at \$13,218,832. Expenditures decreased by approximately \$20,000 and are projected at \$13,583,738. She stated that staff has reduced the capital equipment requests and also plan on purchasing some of the requested items in the current budget year.

Ms. Moody stated that current General Fund expenditures do not include a 2% COLA for employees (a 2% COLA would increase the budget by \$180,829). She stated that potential Revenues from increased fees and taxes include:

- \$82,728 additional revenue from a \$1.50 per month increase in residential sanitation fee.
- \$112,714 additional revenue from a 2.350 millage increase.

Ms. Moody stated that potential cuts to the FY19 budget include:

- Eliminate all or non-essential capital requests.
- Eliminate all personnel requests except the 2 SROs.

Mayor Partin stated one possible way to balance the General Fund Budget was to increase the sanitation fee by \$1.50 a month, increase the millage rate by one mill, eliminate all requested new personnel except the two SRO's, the three fire fighters and one PSO. She stated the purchase of the wash rack would be eliminated as well as purchasing call boxes, radios and a new vehicle for Planning and Development. Ms.

Moody stated that the City would continue to pay the employer portion and the employee portion for the health insurance.

Mayor Partin stated that if the mill value was low that it might be best to increase the millage rate by two mills. Council Member Almond stated that she agreed that was a good idea. After discussion, it was decided to put the possible two mill increase in the Public Hearing Notice with the option to only increase the millage rate by one mill.

Ms. Moody stated that there were only a few proposed changes to the City's Master Fee Schedule as part of the FY19 budget. New fees for FY19 are for zoning plan reviews for small wireless facilities and minor subdivisions, site plan reviews and site plan revisions, utility return visit work orders for non-compliant backflow test for commercial/industrial accounts and trip charges. She stated that revised fee amounts are proposed for existing fees for color copies for FOIA requests, a 1.5% increase in water and sewer rates and septic/oil and grease receiving station hauler truck cleaning fees.

Ms. Moody stated that not included in the recommended fee schedule is an increase to Residential Curbside Garbage and Recycling Pickup. The current fee is \$12 per month. Council may choose to increase this fee to \$13.50 per month to continue the plan to make the Sanitation Department self-sufficient. She stated that a required Public Hearing for the FY19 Fee Schedule will be held at the June 20 City Council Meeting at 5:00 p.m.

City Manager's Report

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

Committee Matters

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

Council Member Almond made a motion to appoint Mr. William Michael Sexton to the Consolidated Board of Appeals. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Council Member Corley made a motion to reappoint Ms. Alice Brooks to the Museum Commission. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

Council Comments

Mayor Partin thanked staff for their hard work on the budget.

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 Employment for City Manager Position
- C. Discussion of negotiations incident to proposed contractual arrangements relating to the Brickworks Apartments Project
- D. Discussion of status and continuation of appointments of City officials appointed by City Council

Council Member Jenkins made a motion to move into Executive Session. Council Member Almond 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

Item VII. C.

Council Member Almond made a motion to authorize the City Attorney to draft a letter to Standard Capital as discussed in Executive Session. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

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 6:30 p.m.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk

