

Mayor Elise Partin	Mayor Pro-Tem Tim James	Council Members Phil Carter Hunter Sox Byron Thomas	City Manager Mike Conley	Assistant City Manager Wesley Crosby
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**City of Cayce  
Regular Council Meeting  
Tuesday, August 5, 2025  
6:00 p.m. – Cayce City Hall – 1800 12<sup>th</sup> Street  
[www.caycesc.gov](http://www.caycesc.gov)**

**To Access Council Meeting Livestream, click  
<https://www.youtube.com/@cityofcayce1137/streams>**

## **REGULAR COUNCIL MEETING**

### **I. Call to Order**

- A. Invocation and Pledge of Allegiance
- B. Approval of Minutes  
June 3, 2025, Public Hearing and Regular Council Meeting  
June 18, 2025, Regular Council Meeting  
July 8, 2025, Regular Council Meeting  
July 15, 2025, Council Work Session

### **II. Public Comment Regarding Items on the Agenda**

### **III. Presentations**

- A. Presentation by Ms. Juana Saavedra on the Eternal Flame at the Cayce Police Department
- B. Presentation by Police Chief Bruce Wade on the Cayce Police Department

### **IV. Items for Discussion and Possible Approval**

- A. Discussion and Approval of the Lexington County South Carolina Opiod Recovery Fund (SCORF) Agreement
- B. Discussion and Approval to move forward with the Hazard Mitigation Grant Program Application
- C. Discussion and Approval of Contract Award and Funding Source for the Riverwalk Boardwalk Repair
- D. Discussion and Approval to Amend the 2025 Council Meeting Dates
- E. Discussion and Approval of Midlands Business Leadership Group Riverfront Rebranding Budget Allocation

**V. Ordinances**

- A. Discussion and Approval of Ordinance 2025-06 Annexing Property Located at 2140 Frink Street (Tax Map Number 005758-01-023) and Assigning C-2 Neighborhood Commercial Zoning Designation – Second Reading

**VI. Committee Matters**

- A. Approval to Enter the Following Committee Approved Minutes Into the City's Record  
Museum and Historical Commission – June 4, 2025  
Planning Commission – June 16, 2025
- B. Appointments and Reappointments  
Board of Zoning Appeal – One (1) Position  
Cayce Housing Authority – One (1) Position  
Public Safety Foundation – One (1) Position

**VII. City Manager's Report**

**VIII. Council Comments**

**IX. Executive Session**

- A. Discussion of Cayce Police Department open criminal investigations
- B. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by the attorney-client privilege
  - i. Claim for improvements to Taylor Street and New State Road
  - ii. Zoning Appeal Litigation (1028 Michaelmas Avenue)
  - iii. Drainage easement acquisition
  - iv. Fire truck litigation
- C. Discussion of Lexington County economic development projects relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other businesses within the City

**NOTE: Items discussed in Executive Session may result in action by City Council upon its return to general session**

**X. Reconvene**

**XI. Possible Action by Council in follow up to Executive Session**

- A. Other

**XII. Adjourn**

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

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**City of Cayce  
Public Hearing and Regular Council Meeting  
Tuesday June 3, 2025**

The June 3, 2025, Public Hearing was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Mayor Pro Tem Tim James and Council Members Phil Carter, Hunter Sox and Byron Thomas. City Manager Jim Crosland, Deputy City Manager Michael Conley, Assistant City Manager Wesley Crosby, Municipal Clerk Mendy Corder, Finance Director Kelly McMullen, Human Resources Director Lynn Dooley, Police Chief Bruce Wade, Fire Chief Steven Bullard, Utilities Director Betsy Catchings, IT Director Jamie Beckham and City Attorney Will Dillard 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

### **Opening Statement**

Mayor Partin stated that per staff the purpose of the Public Hearing was to hear comments and concerns about the budget being proposed and for Council to take Second Reading action on the budget. She stated that the full budget before Council, including General Fund and Utilities, was in that night's agenda packet, and was also detailed in the flyers that citizens received on their roll carts. She stated that Council looked forward to hearing from the public and one did not have to have signed up to speak during the public hearing. Mayor Partin asked anyone who would like to come forward to speak to please do so.

### **Public Testimony**

No one spoke.

### **Close Hearing**

The Council Meeting immediately followed the public hearing at 6:10 pm.

### **Call to Order**

Mayor Partin called the Regular Council meeting to order and Council Member Sox gave the invocation. Mayor Partin stated that there was someone special in attendance to lead the assembly in the Pledge of Allegiance. She stated that Ms. Bernetha Wannamaker was born in Orangeburg County and was still going strong doing

the work of the Lord. She stated that most of Ms. Wannamaker's adult life, she had been a helper to some and giver to others. She stated that she was also known as Miss B and moved to Cayce in 1956 to be a day worker for Mrs. Pound. She stated that Ms. Wannamaker had four (4) children - one (1) son, Michael, who was stillborn, two (2) daughters, Betty Ann and Elaine, who died at an early age during a lightning episode and Gladys, who lived until adulthood but died from cancer. Mayor Partin stated that Ms. B had a brain tumor, which was operated on a Tuesday and she walked into her church, New Life Missionary Baptist Church, on a Friday. She stated that Ms. Wannamaker had been a volunteer at Dorne VA Hospital in Columbia for 23 years and was still going strong. She stated that she was also a member of the Cayce West Columbia branch of the NAACP, from which she had won many awards as the Woman of the Year or runner up and a founding member of the Julius Felder Coalition for Change. Mayor Partin stated that Ms. Wannamaker was the original chaplain, a position that she still held, and a member of New Life Missionary Baptist Church for over 50 years, many of those years as a member of the usher board and also as a Sunday school teacher. She stated that Ms. B was still working as a day worker and had been with the Seastruck family for 48 years. Mayor Partin stated that Ms. Wannamaker was a prayer warrior, a visitor to the sick and needy, a dutiful missionary and a friend to all. She stated that her motto was "I'm just a child of God trying to get home."

### **Approval of Minutes**

Council Member Carter made a motion to approve the May 6, 2025, Regular Council Meeting, May 8, 2025, Special Council Meeting, and May 21, 2025, Regular Council Meeting minutes as written. Council Member Thomas seconded the motion which was unanimously approved by roll call vote.

### **Public Comment Regarding Items on the Agenda**

Ali Walker – Item III. A. Ms. Walker thanked Council for the opportunity to say a few words to honor someone who had been an outstanding leader and a tremendous partner, Jim Crosland, who would be concluding his service as Cayce City Manager at the end of June. She stated that as a community partner that had the great privilege of working closely with the City, she could say without hesitation that Jim had set the standard for what effective, collaborative and visionary City leadership looked like. She stated that his tenure has been marked by clear commitment, not just to manage the City, but to elevate it in doing so with professionalism, integrity and a tremendous amount of heart. Ms. Walker stated that from day one, Jim had fostered a culture of openness and responsiveness, whether it was a large scale initiative or a simple question about a project, he made time to listen to problem solve and seek genuine collaboration. She stated that he understood that partnerships between the City and the broader community were essential, and he made those partnerships stronger. She stated that it was not an exaggeration to say that Jim had been a truly exemplary leader. Ms. Walker stated that over the course of his tenure, Jim had guided the City of Cayce, with integrity, vision and unwavering commitment to public service and his leadership had been marked by thoughtful decision making, steady stewardship and a genuine dedication to his job and



the people he worked with, along with a very good sense of humor. She stated that he had not only been a reliable leader, but also a trusted ally, someone who understood the value of working together to accomplish goals. She stated that his impact would be felt for many years to come, but perhaps most important, he had led with heart, whether working behind the scenes to ensure City services ran smoothly, or standing at the forefront during times of challenge, Jim had been accessible, thoughtful and a steady presence in both the calm and not so calm times. Ms. Walker stated that she would like to thank Mayor and Council once again for giving her the opportunity in this public forum to express her sentiments and speaking on behalf of the entire staff at American Engineering Consultants, Jim left behind a city that was stronger, more connected and better prepared for the future, and that was a legacy to be incredibly proud of. She stated that Cayce was undeniably better because of Jim's leadership and though they were sad to see him go, they were immensely grateful for the time he gave, the work that he had done, the example that he set, and most of all, for his friendship. She stated that he left some big shoes to fill and her hope was that the City would find someone to fill his position with all these amazing traits.

Scott Lambert - Item III. A. Mr. Lambert stated that he was one of the owners of Steel Hands Brewing and they had been in Cayce for going on seven years and prided themselves on being a great business in the community. He stated that they had worked with pretty much everyone at the City, including City officials, the Police Chief, Council Members, the Fire Department, as well as three (3) City Managers. He stated that they took a lot of pride in the City and that was displayed in their fundraising they did for events like Steel Paws, hosting free live music for the citizens of Cayce and the surrounding areas, and creating a family friendly destination for people really all over the country. He stated that they had visitors from all over the country come to Steel Hands. Mr. Lambert stated that the City's City Manager played a key role, from Rebecca Vance that first brought Steel Hands to Cayce, to other city managers along the way, and particularly things that City Manager Crosland had done for them. He stated that there were five (5) key points he wanted to touch on and the first was pro-business and being accessible and understanding the challenges that local businesses face, from permitting to operational issues, regulations to expanding operations and really working from mutual, beneficial solutions to problems. He stated that Steel Hands wastewater issue had followed them for five (5) years and they could not thank Mr. Crosland enough for his attitude. He stated that he came to them and asked how do we get a solution to this. He thanked him for being visible and engaging with the business and community. Mr. Lambert stated that was important for a City Manager and Mr. Crosland always displayed that with them. He stated that he was very collaborative and community focused, supporting local events, music, entertainment, parks, arts and attracting people to Cayce and that was enhancing the quality of life of the citizens and growing the economy. He stated that Mr. Crosland was always great at listening to what they needed and reached out to them. He stated that as a City Manager, Jim championed public private partnerships, was a visionary and also followed through, not just talking, but actually, following through with solutions. Mr. Lambert stated that what was next for Cayce was not just managing growth but also helping shape it. He stated that as Council searched for a new City Manager, the owners of Steel Hands wanted them to seek someone that

wanted to shape the community and shape small businesses and that also might mean taking a little bit of a gamble. He stated that Council gambled with them when they helped them acquire the property where Steel Hands was located and he thought having that kind of approach as a City Manager was very helpful. He stated that they had met with the City and talked about seeking out grant opportunities for things like the rail to trails and they would like to continue to pursue that. He stated that was something else that helped enhance the community for the City and encouraged tourists to come to Cayce and have a great time there. Mr. Lambert stated that they looked forward to the continued growth of the City.

Michael Mayo - Item III. A. Mr. Mayo stated that he was with Palmetto Outdoor, the local tube and tour outfitter, in the cities of Cayce and West Columbia. He stated that they were proud of the west side of the river and the opportunities that it offered. He stated that he was speaking on behalf of the company of Palmetto Outdoor, but he was also there to talk about Jim and the vision that he had for the City and his ability to work with not only businesses but the local community in creating events. He read a statement from Steve Cohen, a community member who was really passionate about helping the area. It read "I have been involved in the CWC chamber in many capacities for a long time. I can go on and on about the ways Jim has been there to help. But the one that stands out the most is the annual Christmas parade. Every year since we moved the start of the parade to the Cayce end, Jim has been there with us to help organize and get it started. From his role in law enforcement to becoming assistant or interim chief to city manager, Jim was ready with a can of chalk. He helped us mark the road and line up the floats. No other administrator or law enforcement person has ever done that. And now Jim and I live just outside of Irmo so if there are any events you need help with, I will be there for you if you ask." Mr. Mayo stated that Jim had done so much for the community, and it stretched beyond the limits of the City of Cayce. He stated that they had felt the impact all the way up north, and he was sure they would feel it all the way down south from here. He stated that Jim saw the potential in recreational opportunities, which they liked to refer to as recreational assets, utilizing the river and its riverbanks. He stated that they worked together to bring tubing and tourism to the City of Cayce with a recreational access point in the City that was just for recreational boats but now was open to tubers and kayakers. He stated that with the new Cayce kayak launch they were able to offer their guest the age limit being reduced from 10 years of age to six (6) years of age and would put many more families on the river. He stated that the trip was about an hour and a half long from the Gervais Street Bridge to the Kelley Jones Park, where the new recreational takeout was. He stated that there was no better section of river than the one that lies right outside of Cayce. Mr. Mayo stated that with more tourism the City could get more Accommodations and Hospitality tax funds to help fund more projects and more ideas to bring more tourism. He stated that more importantly, they were creating community assets in their backyard, and they like to say that they use recreational assets as a means for relocation. He stated that the more public assets the City had, the more opportunity that a family had to pick from when they decided to move to a new location. He stated that he was there to thank Jim for the time that he took and how available he was. He stated that Jim was quick to call him back and they worked together to find a solution and Jim had the patience to see a project to the very end. He

stated that he was excited to see what the City did with the next Administrator and he was there to do all he could to support that and carry on the vision that the City sees fit.

Chip Salek - Item III. A. Mr. Salek stated that he was a resident of Moss Creek subdivision and started coming to Council Meetings right after the last election to have a better understanding and knowledge of how the City was working and if there was any part that he could play in it. He stated that one of the first meetings he attended Jim came up and introduced himself and said call me Jim. He stated that in the brief time he had known Jim, he learned that he was a man of great integrity and had a great passion for the City. He stated that in all Jim had done, he had shown a great amount of compassion. He stated that he was very dedicated, worked hard and was extremely humble. He stated that the City's loss was someone else's gain. Mr. Salek stated that his hope was that the search committee for a new City Manager, would not only understand the workings of the City, but that the person that they chose would display the same type of characteristics Jim had.

Mark James - Item III. A. Mr. James stated that he was with Cypress Real Estate Partners and this was an opportunity for him to say thank you to Jim and how much he had enjoyed the last four (4) years they had worked together. He stated that his history in Cayce went back to 2018 and working with Jim was a breath of fresh air that came from working on things that came up along the multiple projects they worked on, whether it was a project on Knox Abbott Drive, Poplar Street or most recently, Hattie's Crossing. He stated that Jim came to all of those conversations with a spirit of collaboration. He stated that Jim's communication and follow up made it where he never had to follow up with him. He stated that he was grateful for Jim's leadership skills that he exhibited for the City's planning and zoning staff, which he thought were exemplary. Mr. James stated that Jim's ability to understand the vision and big picture that the Council and Mayor set for where Cayce was going was excellent. He stated that as the City Manager, Jim was the person charged with implementing that and the day to day workings. He stated that he was glad Jim was not going far and he appreciated everything that he had done and his hard work and commitment definitely made Cayce a better place to live, work and play. Mr. James stated that he had every confidence Council was going to bring someone in who was going to take the lead from Jim and bring some of those same skills.

Ben Kelly - Item III. A. Mr. Kelly stated that he was a relatively new resident in Cayce but had been born there. He stated that the City had seen a lot of change and had experienced some of that change in the last four (4) years. He stated that his business had been looking at Cayce from a development standpoint and he had been working on a lot of new assignments in Cayce, having started in West Columbia and helping to recruit some of the businesses there. He stated that he saw a lot of excitement and possibility in Cayce and Jim had helped with that over the last three (3) years, as had all of Council. Mr. Kelly stated that he hated to see Jim leave since they were just getting started working in Cayce but he wanted the opportunity to tell him thank you. He stated that they saw great things in the City and hoped that Jim's replacement was

forward looking, as easy to deal with and get in touch with and communicate with as Jim was.

### **Presentations**

#### **A. Presentation by Ms. Lynn Dooley, Director of Human Resources, regarding an Update on the City Manager Search**

Human Resources Director Dooley stated that she wanted to give an update on the City Manager search. She stated that at the May 21, 2025, Council Meeting, City staff received comments from Council that were used to finalize the job description for the City Manager position. She stated that the vacancy was posted May 23, 2025, on the City's website and was distributed to several professional organizations and social media platforms to ensure broad visibility. She stated that the City was accepting applications through Friday, June 6, 2025, and once the application period closed, City Council would conduct interviews with the selected candidates. Ms. Dooley stated that she would continue to keep Council updated on the progress.

Mayor Partin stated that in addition to the interviews that were scheduled for June 6, 2025, Mayor Pro Tem James and Council Member Sox sent emails asserting that they would also meet on June 9 and June 10, when she was not available. Mayor Partin stated that the next City Manager deserved to be set up for success and holding interviews when any one of Council could not be there set a poor standard. She stated that she needed to ask for clarification if that was when meetings were going to be held. Mayor Pro Tem James stated that he did not know that they even had any others at that point. Mayor Partin stated okay, so they just have the three (3) interviews on June 6. Human Resources Director Dooley stated that they currently had three (3) interviews scheduled for June 6 and the position was open until 5pm on June 6 so any applications received between now and that time would be scheduled at a later date, to which she had not been given a time for the remaining interviews.

Mayor Partin stated that this was probably the most critical decision that they got to make as a Council, choosing the person who would follow in Jim's footsteps and who would lead City Hall and every single one of Council needed to be a part of those interviews. She stated more than just hiring a City Manager, she thought they were presented with an opportunity to turn the page in Cayce City government, to leave the past behind, an opportunity that they ought to embrace. Mayor Partin stated that she could not think of a worse message to send to the public, nor a worst message to send to the new City Manager than to hold interviews when everyone could not be there. She stated that Council Member Carter had done a really good job with leading this process and getting a job description that they could all agree on. She stated that they did receive a suggestion from a citizen a few days ago sent to all of Council, but directed at the Mayor and the message was that the job description was incorrect. She stated that it said that it should not include the word Mayor in it, as the position of Mayor was a part of Council and it would be correct to say the city manager reports to council. She stated that it was also correct to say the city manager reports to Mayor and Council and neither

way would leave out the position of the mayor. She stated that this citizen had concerns that they were not operating within their form of government, or rather, what she thought he meant was that she had overstepped her bounds. Mayor Partin stated that as that citizen and everyone saw in the three (3) part motion made two (2) meetings ago, Council Member Carter was voted by a majority of Council to lead this process, which he did and had done a great job with as well. She stated that the vote was unanimous for approval of the job description as it was posted and all of those things are well within the City's form of government so every citizen could take pride in that, even though Mayor Pro Tem James and Council Member Sox directed Council Member Carter to change it, Council had not asked for that wording change to be added to the agenda for a vote so all the job descriptions should currently read Mayor and Council. She asked if that could be confirmed that was what it said. Human Resources Director Dooley stated that the job description had not changed.

Council Member Carter stated that the City's Ordinance stated that the City Manager shall report to Council and did not say Mayor and Council, and that was the reason for the question, he thought, from the citizen, but he felt they were making a big deal out of nothing. Mayor Partin stated that it was semantic, so they should just focus on hiring the best.

**B. Presentation by Mr., David Sykes, with Stantec Consulting services Inc., on the City's Brownfields Grant Program**

Mr. Sykes stated that Stantec was recently hired and signed their contract with the City for the Brownfields grant last month so they were in the early stages of the project. He stated that the Brownfields program was started by the Environmental Protection Agency in 1995 and it had grown into a very competitive program throughout the nation. He stated that the City receiving the grant was an excellent thing and Stantec was excited about the opportunity to work on it. He stated that the program was intended to redevelop commercial and industrial properties that were either vacant, idle or underutilized and so many towns across the nation had those types of properties. Mr. Sykes stated that the grant was there to provide environmental site assessment assistance through Phase One and Phase Two and do community outreach to educate the community on the importance of brownfields redevelopment and then also do clean up and redevelopment planning activities.

Mr. Sykes stated that Stantec hit the ground running and was working on revising the community involvement plan slightly that had been done previously to incorporate some new ideas for outreach such as getting the word out more that grant funding was available to those in the City to local realtors, developers, lenders and property owners. He stated that the EPA strongly encouraged community outreach under these projects so that was one of the first things that they started working on now under the grant Phase One and Phase Two environmental site assessments, as well as asbestos lead based paint surveys, and they generally made up about 75% of the funding spent over the life of the grant. He stated that any environmental due diligence project that occurred generally required a Phase One environmental site assessment and that was basically just looking at the history of the property and walking the property. Mr. Sykes stated that if Phase



One identified some concerns, then they got into Phase Two, which was soil and groundwater testing. He stated that when Phase One and Phase Two assessments were put together and they were hopefully working on 10, 12, 15, different properties across the City that was where the majority of the grant funding ended up being spent.

Mr. Sykes stated that one of the other things that they looked at and had success with in some other areas was redevelopment planning. He stated that they had an initial meeting with City staff and were looking at an area of the City around Poplar Street, State Street, Frink Street and 12th Street. He stated that those areas had some abandoned commercial and industrial properties so the redevelopment planning there would look at a broad reuse for the entire area and would also target some of the specific properties, or in particular, more intersections, and how to do some planning both short term and long term for the reuse of that and returning those properties to productive use. He stated that he was glad to come back to Council as often as they would like to update them. Mayor Partin asked if they had gotten an extension on the timeline since they came in after the project was already started. Mr. Sykes stated that it was a four (4) year project and they were a little beyond the halfway point so to get an extension they were going to need to show progress. He stated that EPA had provided extensions in the past to grantees but showing progress over the next six (6) months, in particular, to 12 months, would greatly increase the likelihood that an extension would be granted. He stated that he had mentioned early on in the project that he definitely thought the City would likely get an extension but they had to get things moving.

Mayor Partin asked what Council should know that would be helpful to business owners who might have a vacant building. Mr. Sykes stated that he thought it was very common for property owners to have a head in the sand approach. He stated that when it came to environmental issues, they were interested in selling their property, but they did not want to open it up to environmental things, because they were concerned about the potential that they would have to clean something up. He stated that in reality, most all lenders today required at least a Phase One environmental site assessment so if one wanted to sell it, they were going to have to deal with it at some point and the City had the funding to assist those property owners with the Phase One assessment and Phase Two assessment. He stated that it was a benefit to the property owner and a benefit to the purchaser and although it was City funding, this particular grant could provide funding for a private purchaser and a private owner and the City did not have to be involved in the real estate transaction to use the money. He stated that it was one of the common struggles that grantees had was getting property owners on board and willing to allow access to the properties to do the Phase One assessments. Mr. Sykes stated that they had talked about potentially having an outreach meeting with local realtors, lenders and developers to make sure they were aware of the grant and program. Mayor Partin stated that staff had a great list of all those vacant properties. Mr. Sykes stated that they were also trying to expand that list.

### **Items for Discussion and Possible Approval**

**A. Discussion and Approval of the Accommodations Tax Committee's Recommendation for Distribution of Funding for FY25/26**

Mayor Pro Tem James recused himself from this item, his recusal form is attached.

City Manager Crosland stated that this item was deferred from the last Council Meeting and Mayor Partin had requested return of investments, which were included in the packet. He stated that Accommodations Tax funds were broken down to two (2) sections of grant awards and then regional tourism awards. He stated that Council could approve, deny or alter the amount of grant requests outlined in the recommended budget. Mayor Partin thanked City Manager Crosland for getting what Council Member Carter and she had been talking about so that they could know what the return on investment was for tourism dollars. She stated that it did not look like the Cayce West Columbia Chamber's data was submitted for the current year. Municipal Clerk Corder stated that the Chamber did not submit an application but thought they did submit a return on investment. Mayor Partin stated that there were two (2) forms, one (1) from Experience Columbia and the other from Lake Murray Country. She stated that they only had a letter from the Chamber and it did not talk about any of their staff or return on investment. Municipal Clerk Corder confirmed that was all that the City received. Mayor Partin stated that it appeared that the letter was the previous year's data. She stated that Council Member Thomas was involved with the Chamber and asked if it was true that they did not have dedicated staff for tourism but instead a volunteer committee for tourism. Council Member Thomas stated that they discussed this least year and stated that they had a Visitors Tourism Committee, but that committee did not make the decision for the Chamber. He stated that the Committee just helped give ideas on ways to promote the Cayce and West Columbia area. He stated that the Chamber staff handled that type of stuff. Mayor Partin stated that they were not dedicated tourism staff, like what the other two agencies entered. Council Member Thomas stated that to his knowledge their staff handled both.

Mayor Partin stated that brought up a really good point. She stated that she saw in the Chamber's letter that they made a point to use their resources as a Chamber and Visitor Program to highlight all area businesses but she knew that the City had a number of small businesses who were really struggling and would love that help, but they had the sense that they would not get any help unless they were a chamber member, but the letter stated that they highlighted all area businesses. Council Member Thomas stated that he was sure that they handled all businesses but of course it was membership driven. Mayor Partin stated that they needed to get a couple of those small businesses in connection with them. She stated that she had heard from Trini Lime Caribbean Café that they would love some support as well as Teapot. She stated that she could look and see who else.

Council Member Carter made a motion to approve the grant awards as recommended by the Accommodations Tax Committee for the Cayce Woman's Club, Tartan Day, the Museum's three (3) events as well as the Cayce expense for ad

specialties and stated that he would also like to modify the 30% earmark that went to regional tourism. He stated that the current recommendation was Experience Columbia to receive 35%, Lake Murray Country to receive 30%, and the Greater CWC Chamber to receive 35% and he would like to modify it to the Cayce West Columbia Chamber receiving 100%. He stated that after looking at the State statute and the Municipal Association of South Carolina's write up on how accommodations tax funds worked he saw that there were two (2) elements to accommodations tax. He stated that the State accommodations tax was 2% and then there was a County and/or local accommodations tax that could be added to not exceed 3%. Council Member Carter stated that the County could not impose an accommodations tax in the municipality without the municipality's approval. He stated that the City chose to do 3% for a total of 5% on the State side. He stated that if a municipality received \$50,000 or more in accommodations tax funds then it had to have an advisory committee but by statute, once the municipality received the State monies and put \$25,000 of it into the General Fund for expenses, you could then carve out the 30% earmark for tourism and that was what the advisory committee addressed. Council Member Carter stated that he could not ask local businesses to collect accommodations taxes on the City's behalf and then the City sent that money to Richland County and across the river on the other side of the lake.

Council Member Carter stated that he had studied the website and talked to people all over the County and 99% of the people agreed that the money needed to stay home and not go to other entities. He stated that he looked at some magazines and websites and saw some ads and a little posting when the City had an event, but day to day, he did not know that these entities across the river helped or not, and he could not find the events on their websites. He stated that those entities had things that they focused on and did a really good job on those things. He stated that the local Chamber had over 400 members and a big chunk of those members were Cayce folks and he could not look them in the eye and ask them to collect taxes and send them to the City to be sent across the river.

Mayor Partin stated that to clarify, the money did not go to the businesses, it was meant for tourism. Council Member Carter stated that he was saying that the money went to Experience Columbia and Lake Murray Country and they were businesses. Council Member Sox seconded the motion. Mayor Partin called the question. Council members Carter, Sox and Thomas voted yes. Mayor Partin voted no.

#### B. Discussion and Approval of Hospitality Tax Grant Funding for FY25/26

Mayor Pro Tem recused himself from this item, see the attached recusal form.

City Manager Crosland stated that this item was deferred from the last Council Meeting. He stated that the hospitality tax funds were separated into the grant awards and parks and tourism. He stated that parks and tourism included some City events, the Parks Department operations and a new full time position for a Communications and Events Coordinator to be hired in January that would personally help Ms. Corder with events. He stated that it included purchasing Police Parks golf carts for the Riverwalk, a

replacement vehicle for Police Parks, another one for the Parks Department to replace a 2007 Chevrolet Colorado, a lawn mower for Parks, a replacement excavator for the Riverwalk and a trailer mounted pressure washer for the Parks Department to assist with keeping the Riverwalk clean. City Manager Crosland stated that Council could approve, deny or alter the amounts of the grant requests outlined in the recommended budget.

Council Member Carter made a motion to approve the hospitality award list as written. Council Member Sox seconded the motion. Council Member Carter stated that almost every item on the list had the word Cayce in it and he thought the Junior League of Columbia Pickleball event would be in Cayce as well as the Philharmonic event. Council Member Thomas stated that he had ran in the Cayce Woman's Club Hot Flash 5K the last couple of years and they did an amazing job. He stated that the run had grown and they just kept breaking records with attendance. He stated that the Woman's Club really encouraged the participants to go out to Cayce businesses and restaurants after the race. He stated that the Parade Day was one of the most exciting days in the City and he had heard that there were over 20,000 people lining the streets during the parade in Cayce and West Columbia, which was just great for businesses. Mayor Partin called the question which was unanimously approved by roll call vote.

**C. Discussion and Approval of Proposal Award to Kimley-Horn for  
Comprehensive Safety Action Plan for Safe and Active Streets**

City Manager Crosland stated that Council approval was needed to accept Kimley-Horn's proposal for the City's Comprehensive Safety Action Plan for Safe and Active Streets and authorize the City Manager to execute the contract. He stated that the City sought a qualified firm to develop a comprehensive safety action plan to address critical transportation safety needs with emphasis placed on four (4) major intersections that had become known as safety challenges. He stated that these intersections included around the 3000 block of US 321, Knox Abbott Drive and 12th Street, Frink Street and Julius Felder and 12th Street and Frink Street. He stated that these locations had repeated incidents involving pedestrians and bicycles and Kimley-Horn's proposal outlined a comprehensive approach that directly addressed these locations, with strategies focused on improving safety, accessibility and mobility. City Manager Crosland stated that development of this comprehensive safety action plan was a vital step toward making Cayce streets safer and more equitable for all users. He stated that Kimley-Horn was selected as the most responsive, responsible proposer through the City's RFP process, demonstrating extensive experience in safety planning and community engagement. He stated that this was a grant that required a 25% match.

Council Member Sox made a motion to approved Kimley-Horn's proposal, recognizing them as the most responsive and responsible proposer and authorize the City Manager to negotiate and execute the contract. Council Member Thomas seconded the motion. Mayor Pro Tem James asked if there was additional funding to add to these particular intersections. City Manager Crosland stated that staff could look at programs later with SCDOT involving them and other grants after the proposals were completed. Mayor Pro Tem James stated that he thought there were probably some other

intersections in the City that were extremely dangerous and the reason he was asking the question then was it was easier to add some funding to an existing project than to bring them back and have to start completely new projects. City Manager Crosland stated that staff could get with the vendor and pose that question. Mayor Pro Tem James stated that the intersection of Axtel and Knox Abbott had created some horrific accidents over the last couple of years and needed to be looked at. City Manager Crosland stated that there was a fatal accident there two (2) months ago. Mayor Pro Tem James stated that his suggestion was not to change the vote, but for Council to take into consideration that if it was cheaper to add to this particular program that they do that versus having to pay a lot more to bring it back in for one (1) or two (2) other intersections. Mayor Partin asked that staff get back with Council some answers and see what they said. City Manager Crosland asked Assistant City Manager Crosby to handle that. Mayor Partin called the question which was unanimously approved by roll call vote.

### **Ordinances**

**A. Discussion and Approval of Ordinance 2025-05 to Adopt an Annual Budget, Levy a Property Tax, and Provide Revenue for the City of Cayce for the Fiscal year Ending June 30, 2026, and To Adopt and Establish Certain New Fees and Charges with Amounts – Second Reading**

City Manager Crosland stated that nothing had changed with the budget between First and Second Reading. He stated that there were some identifiers as discussed in the past to include the 3% CPI for this year which was used to determine the percentage of increases for City services. He stated that he failed to mention during First Reading that the budget included \$25,000 in Administration salaries for incentives for staff that lived in the city. He stated that every year, staff would have to identify that they lived in the City for the year and they would receive a \$800 to \$1,000 one-time stipend every July to incentivize them for living in the City, plus take home vehicles and such for three miles from City Hall. Mayor Partin stated that she was assuming it was legal to separate out employees and give bonuses to some and not others. City Attorney Dillard stated that it was fine. Mayor Pro Tem James made a motion to approve the budget. Council Member Thomas seconded the motion. Council Member Carter stated that he had a question about the Midlands Business Leaders Group line item for \$17,000. He stated that he had learned that it was an incentive by this business group to rename, market, and advertise the full length of the Riverwalk from the City's Timmerman Trail all the way to the dam. He stated that it was a two (2) year commitment budget item to be shared at a minimum with West Columbia, Columbia and possibly Lexington County. He stated that they were going to send this money somewhere else, to a company to promote and advertise and name a Riverwalk that in his opinion already had a name and it was Cayce Riverwalk. He stated that his question was how did items like that, new line items, get into the City's budget. He asked if the City received an email or letter asking for the funds. City Manager Crosland stated that the MBLG started last year sometime and the initial meetings were regarding rebranding the Riverwalk section from the dam all the way to back to Cayce. Mayor Pro Tem James stated that the MBLG had been in play for a long time, not just the last couple of years. He asked if the City was represented. City Manager Crosland stated that the City was invited to the meetings.



Mayor Partin asked staff to have MBLG come to a Council Meeting and give a presentation to Council about the project. Mayor Pro Tem James stated that he would be more comfortable awarding that funding once they had given Council a presentation. Council Member Carter stated that he just spoke about sending money somewhere else and was now being asked to send money somewhere else. Mayor Partin stated that the MBLG was also coordinating the nine (9) entry way improvements to the gateways. She stated that was something that when she was the president of Ingenuity SC, they spearheaded and she made sure the City's was the first on the list. Mayor Pro Tem James stated that as long as there was a stipulation he was not totally opposed to spending the \$17,000 on something that's already named.

City Attorney Dillard stated that he wanted to make sure that whatever the vote was reflected the will of Council. He stated that if Council wanted to modify that or put a condition on those funds, there would need to be a motion to amend the first motion. Mayor Pro Tem James amended his motion to approve the budget, with the exception of the \$17,000 allocated for MBLG to hold it in abeyance for Council to later approve. Council Member Carter seconded the motion. Mayor Partin stated that Council Member Sox, at the last Council Meeting, gave some budget numbers about the one time retention bonus that staff got last year and she would encourage him to get City Manager Crosland to set up a meeting with Finance Director McMullen like he did for her, because what Ms. McMullen told her about that money was vastly different than what Council Member Sox shared in the last meeting. She stated that it actually included using some money that was a gift from the Boyd Foundation and another grant and she knew Council Member Sox would want to get that right. Council Member Sox stated that he believed it came from Ms. McMullen actually, so they could hash that out later. He stated that they could all meet and talk about it and see exactly where it came from, if they wanted to show Council where it came from or produce the documentation. Mayor Partin called the question. Mayor Pro Tem James and Council Members Carter, Sox and Thomas voted yes. Mayor Partin voted no.

### **Committee Matters**

- A. Approval to Enter the Following Committee Approved Minutes Into the City's Record
  - Cayce Housing Authority – March 18, 2025
  - Museum and Historical Commission – April 2, 2025
  - Cayce Housing Authority Special Meeting – April 8, 2025

Council Member Sox made a motion to enter the Committee approved minutes into the record. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

- B. Appointments
  - Museum Commission – One (1) Position

Mayor Partin stated that Mr. Will Britz's position on the Museum Commission expired in May, and he did not wish to serve again. She stated that the City had one potential member application on file, Mr. Campbell Mims. Council Member Sox made a motion to appoint Mr. Mims to the Museum Commission. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

### **City Manager's Report**

City Manager Crosland stated that City's annual calendar competition was open through August 11, 2025. He stated that residents could now follow the City on LinkedIn and the City profile would feature new positions and City news items. He stated that Chief Wade and his Officers were hosting Cayce Character Camp July 14 through 24 and thanked the Department and the School Resource Officers for hosting the camp annually where local students got to participate in unique leadership and character driven events for two (2) weeks. He asked everyone to vote for the Cayce Historical Museum as Best Regional Museum and for Soiree on State as the Best Music Festival in the 2025 Best of Columbia in the Free Times. He congratulated staff on the nominations. City Manager Crosland stated that the Soiree on State was also nominated for Best Annual Festival in the State Newspaper. He stated that the Avenues Drainage Projects were in the beginning stages of construction and American Engineering was managing both projects and communications readiness. He stated that residents of the affected areas would receive door hangers, while the rest of the City would receive flyers explaining the projects.

### **Council Comments**

Council Member Thomas stated that he had partnered with the Cayce West Columbia Library and Village Idiot Pizza to encourage teens to read over the summer. He stated that teens in 9<sup>th</sup> through 12<sup>th</sup> grade could join the library summer reading program from May 30 to August 1 and would receive a free book upon completing the Reading Challenge, earning exciting prizes, including a free large pizza to be redeemed at any Village Idiot location for their entire family to enjoy. He stated that the Summer Reading kickoff party for this was June 10, from 5pm to 7pm at the Cayce West Columbia Library and Village Idiot was giving out free pizza. He stated that he posted on his social media page how Cayce Elementary would love for men to start getting involved with school and last month, he and some amazing other men and some women came out and gave high fives to the kids. He stated that the kids were so hyped up and so happy to see them. He stated that some of the kids had dealt with a lot and needed men to step up and be role models and mentor them. Council Member Thomas stated that there was an amazing program called Girls on the Run where girls were getting mentorship, but there was not a boy's program. He stated that if there were men in the community that loved to run and to mentor the future of the City, then please consider contacting Cayce Elementary and letting them know. He stated that Cayce Elementary was the only school in the area that served 900 plus kids and had an over 80% poverty rate. He stated that there were schools that had high poverty rates in the Midlands, but none had the size that Cayce Elementary did. Council Member Thomas stated that Council just passed a

budget with an increase of less than \$4 per month and doing increases incrementally gave families opportunity to hopefully get out of that poverty rate and it meant a lot to him to try to see what he could do to help.

Council Member Sox stated that the SCDOT released their 2026 resurfacing plan last week which included Airport Boulevard and Highway 302 all the way from the expressway to Charleston Highway and then up to the Subway which was very exciting. He stated that there were plantings that he believed were supposed to take place in the fall from the MBLG and he wanted to make sure that the City coordinated with SCDOT to make sure they were aware that the plantings were going to go on right before the road resurfacing. Mayor Partin stated that she believed that they were working in tandem.

Council Member Carter stated that when he received an email in early May from City Manager Crosland that he was retiring, it was a bit of a shock, but he wanted to commend him and thank him for the outstanding work he had done for the City. He stated that for the first time since he had been on Council in nine and a half years, Mr. Crosland made him feel informed and provided him with all the information necessary for him to make an informed decision. He stated that Mr. Crosland included and kept all of Council up to date on any and all issues pertaining to City Council matters and that had not always been the case. He stated that first and foremost, Mr. Crosland always put the employees first in his decisions and never yielded or capitulated from that standard and allowed each employee to engage with Council, which was much appreciated. Council Member Carter stated that while Mr. Crosland's tenure might have been short, he could label it overwhelmingly successful by the words he heard from everyone that night. He stated that was the partnerships and relationships Mr. Crosland formed with local and regional partners. He stated that for the past 10 months, he had the opportunity to meet and engage with a lot of those stakeholders and partners in the community, and they all said one thing, that Mr. Crosland was the best city manager the City ever had and the common directive was "Don't lose him." Council Member Carter stated that they did lose him, but he wanted to let the employees and citizens know that Mr. Crosland gave Council adequate notice in early May, and while the timeline was shrinking, they were going to do everything they could in a timely manner to make the right decision. He stated that Council would find the next leader and it was going to be the right leader. He stated that Council appreciated the rest of staff picking up the void and continuing the good work that all the people in the City did.

### **Executive Session**

- A. Discussion of Lexington County economic development projects relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other business within the City
- B. Discussion of Employment Matter – City Manager Position

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

### **Reconvene**

After the Executive Session was concluded, Council Member Thomas made a motion to reconvene the Regular meeting. Council Member Sox 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 in follow up to Executive Session**

#### **A. Other**

No action was taken in follow up to Executive Session.

### **Adjourn**

Mayor Pro Tem James made a motion to adjourn the meeting. Council Member Sox seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 7:44pm.

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Elise Partin, Mayor

ATTEST:

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Mendy Corder, CMC, Municipal Clerk

## COUNCIL MEETING SPEAKERS' LIST

[illegible]

**\*Appearance of citizens at Council meetings - City of Cayce Code of Ordinances, Sec. 2-71.** Any citizen of the municipality may speak at a regular meeting of the council on a matter pertaining to municipal services and operation, with the exception of personnel matters, by notifying the office of the city manager at least five working days prior to the meeting and stating the subject and purpose for speaking. Additionally, during the **public comment period** as specified on the agenda of a regular meeting of the council, a member of the public may speak on a matter appearing on the meeting agenda, with the exception of personnel matters by signing a speakers list maintained by the city clerk prior to the start of the public comment period. The number of speakers at a council meeting may be limited in the discretion of the mayor or presiding officer, the length of time for any speaker's presentation is limited to a maximum of five minutes, and a presentation may be curtailed if determined to be uncivil, contentious, or disruptive in the discretion of the mayor or presiding officer or by majority of vote of council.



## RECUSAL STATEMENT

Member Name: Tim James

Meeting Date: June 3, 2025

Agenda Item: Section IV. Number A & B

Topic: Approval of the Accommodations Tax Committee's Recommendation for Distribution of Funding for FY25/26

Approval of Hospitality Tax Grant Funding for FY25/26

*The Ethics Act, SC Code §8-13-700, provides that no public official may knowingly use his office to obtain an economic interest for himself, a family member of his immediate family, an individual with whom he is associated, or a business with which he is associated. No public official may make, participate in making, or influence a governmental decision in which he or any such person or business has an economic interest. Failure to recuse oneself from an issue in which there is or may be conflict of interest is the sole responsibility of the council member (1991 Op. Atty. Gen. No. 91-37). A written statement describing the matter requiring action and the nature of the potential conflict of interest is required.*

Justification to Recuse:

☐ Professionally employed by or under contract with principal

☐ Owns or has vested interest in principal or property

☒ Other: Employment

June 3, 2025

Date

  
Member Signature

Approved by Parliamentarian:

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Mayor Elise Partin	Mayor Pro-Tem Tim James	Council Members Phil Carter Hunter Sox Byron Thomas	City Manager Mike Conley	Assistant City Manager Wesley Crosby
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**City of Cayce  
Regular Council Meeting  
Wednesday, June 18, 2025**

The June 18, 2025, Regular Council Meeting was held this evening at 5:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Mayor Pro Tem Tim James and Council Members Phil Carter, Hunter Sox and Byron Thomas. City Manager Jim Crosland, Deputy City Manager Michael Conley, Municipal Clerk Mendy Corder, Finance Director Allison Barrs, Human Resources Director Lynn Dooley, Police Chief Bruce Wade, Fire Chief Steven Bullard, IT Director Jamie Beckham and City Attorney Will Dillard 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 Regular Council Meeting to order and Council Member Thomas gave the invocation. Mayor Pro Tem James stated that normally Mayor Partin had someone lead the assembly in the Pledge of Allegiance and being that tonight was City Manager Crosland's last night leading as the City Manager and he was a veteran of the Coast Guard and a previous law enforcement officer, it was his honor to be able to ask him to lead the Pledge. City Manager Jim Crosland led the assembly in the Pledge of Allegiance.

**Public Comment Regarding Items on the Agenda**

There was no public comment.

**Presentations**

**A. Presentation by Central Midlands Council of Governments on Solar Project Memorandum of Understanding**

Ms. Jocelyn Falkenstine stated that she was the program manager with the Central Midlands Council of Governments Climate Pollution Reduction Grant (CPRG) implementation grant. She stated that she was going to review the GOG's municipal solar and smart surfaces or their S3 fund. She stated that the total grant was for \$8.7 million and the time frame was going to be from November 2024 to November 2029. She stated that it was a five (5) year grant and the CMCOG was the awardee and they would

be doing it in partnership with local municipalities. Ms. Falkenstine stated that they had eight (8) projects in Phase One, to include the City. She stated that the project was a 15-acre solar project at the Metro Wastewater Treatment Plant and was a two megawatt solar installation. She stated that it was anticipated to generate revenue for about 30 years and they were going to be leveraging grant funds to improve their project economics. She stated that what they were looking at currently was the memorandum of understanding (MOU). She stated that it was a no cost commitment at this time and the City could withdraw at any time. She stated that the MOU enabled the different utilities in the community to participate in the RFP process.

Ms. Falkenstine stated that once they got a little further down the line, they would replace the MOU with an intergovernmental agreement but that would not happen until they knew their full costs and their full benefits. She stated that the benefits that they were looking at was the ability to use predictable income to leverage grant funds for future grant matching and to benefit low income communities through potentially community assistance funds for paying for utilities and to decrease regional air pollution by using cleaner energy. She stated that it was a collaborative project with multiple different utility providers to build community. Ms. Falkenstine stated that the estimated project timeline was spring or summer of 2025 to establish the MOU and do a pre-RFP site and in the fall of 2025 they would send out the RFP which should be open for about 30 to 60 days. She stated that they would get bids in and then could get more in depth on what the actual benefits were and what the actual costs of this project was going to be. She stated that in the fall of 2025 they would look at transitioning into the intergovernmental agreement and contracting an actual firm to get the project on the ground. Ms. Falkenstine stated that in the spring of 2026 or the fall of 2027 they should be breaking ground and starting construction of the solar arrays and should be wrapping up with construction in the fall of 2028 and beginning to collect their post construction data. Mayor Partin stated that Ms. Falkenstine's presentation was very helpful and stated that Council was excited about the project.

**B. Presentation by Ardurra Group/WK Dickson re Qualifications for Engineering Services**

Mr. Jeremy Brashears stated that he was with the Ardurra Group and in October 2024 WK Dickson merged together with Ardurra. He stated that Ardurra was a national group and gave WK Dickson more resources, but Ardurra really did not have a presence in the southeast so the 250 person firm that was WK Dickson actually ended up growing by about 100 people that integrated into the region in the south, making them an even larger presence in the south. He stated that they still had the same team that had been serving the area with for the last 97 years. Mr. Brashears stated that they had a local office in Columbia, as well as offices across South Carolina and the Southeast. He reviewed their staff that would be working on the project. He stated that they had not only the resources on their local team but they could draw from across the country and get any technical expertise they needed for their projects. He stated that they had 41 offices in the southeast, five (5) offices in South Carolina, and over 450 professionals in the southeast that could support on just water and wastewater across the country.

Mr. Brashears stated that Ardurra Group/WK Dickson went beyond just water and wastewater but water and wastewater was probably about 45% of the work that they did but they also did watershed services. He stated that they were excellent at funding and regulatory guidance program management. He stated that they did work with seven (7) of the top 10 land development companies in the United States and had a very large transportation group. He stated that they were one of the top aviation firms in the southeast already but had gotten even stronger as part of Ardurra. He stated that they had in-house electrical instrumentation and control and had been helping quite a bit with disaster management. Mr. Brashears reviewed some of their clients and stated that they did a lot of work with the Rural Infrastructure Authority (RIA) and when the RIA needed to do the Utility Sustainability Assessment statewide, they chose WK Dickson and the Ardurra team to do that for them and to develop the toolkit for them to analyze the needs prior to the ARPA funding coming out. He stated that the RIA used a lot of their recommendations to help guide the assembly to figure out how much money to allocate for those since that time and had also chosen them to help them develop more curriculum for training of municipalities across the state, as well as technical assistance grants that were coming up.

Mr. Brashears stated that Ardurra had extensive municipal experience, knew water and wastewater and their approach was always to look at how they could leverage funds into the projects so that not only was the municipalities funds being used, but the funds that were available on a public basis were also being considered. He stated that they liked to hear what the stakeholders had in mind before moving forward and they focused on long term partnerships. He stated that they prided themselves on having the resources as a big company to continue to serve their clients locally even better than they had in the past. Mr. Brashears stated that they excelled in funding guidance and making sure that their client's dollar was being used to the best it possibly could be. He stated that they could design anything their client wanted them to as an engineer, but also if they were looking at the scheduling of the available funding through many different programs that may be out there that their client could tie to each of their projects, they could get even more done with their dollars and help them schedule and use those responsibly into the future.

Council Member Thomas asked how it was navigating with the new administration regarding funding and FEMA and EPA grants that they had helped cities get for projects. Mr. Brashears stated that they kept up to date on the Federal level, the regional level and the State level on how funds were being appropriated on a day to day basis and offer those updates to their clients. He stated that they did recommend that their clients proceed full steam through pursuing what makes sense for their projects so they were in the proper position to utilize the funds that were allocated at present.

### **Proclamations and Resolutions**

#### **A. Approval of a Proclamation – Post Traumatic Growth Day**

Mayor Pro Tem James made a motion to approve the Proclamation for Post Traumatic Growth Day. Council Member Thomas seconded the motion which was unanimously approved by roll call vote.

Mr. John Tjaarda, the Director of the Big Red Barn Retreat invited everyone to visit them to see what they were all about. He stated that Mr. Lamont Christian was with him and was the Executive Director of the Retreat. He stated that Mr. Christian was the lifeblood of what was happening at the Retreat with post traumatic growth. He stated that they had a range of services and programs available to veterans, first responders, active duty and family members. He stated that all their services and programs were offered at no cost, and they built better lives for American heroes, those who served their communities and those communities deserved their service, so they were happy to be in attendance and to be recognized.

Mr. Christian stated that they supported the country's defenders, the people that defended our communities as well as our nation. He stated that first responders were often left out of some of the robust health systems so the Big Red Barn Retreat looked at it from a mental wellness as opposed to a mental health approach so they could get in front of the issues that they were dealing with in society. He stated that was how they gave back and through the investment of the community supporting them they were able to do this at no cost to the members as well as their family members. Mr. Christian stated that they were really thankful for the opportunity to identify something that most people might not be aware of. Mayor Partin stated that post traumatic growth was an important concept. She stated that people tend to think they go through tough times and can only be diminished by them, but the post traumatic growth information was really critical, and people could actually be better after a traumatic event.

#### **Items for Discussion and Possible Approval**

##### **A. Discussion and Approval of Greater Cayce-West Columbia Chamber of Commerce's Budget of Planned Expenditures of Accommodations Tax Funding**

Mayor Pro Tem James stated that he would be recusing himself from this item. His recusal form is attached. Council Member Thomas stated that he was recusing himself as well. His recusal form and statement is attached. He stated that he had been volunteering at the Chamber since 2022 even before he was a Cayce Council Member. He stated that he was advised by the City Attorney that his volunteer work with the Chamber did not create a conflict of interest in this matter. Council Member Thomas stated that he also consulted an outside legal counsel experienced in municipal law, who likewise confirmed that this did not create a legal conflict. He stated that as a member of City Council, he had a duty to vote on the matters that come before Council. He stated that a question was raised about a possible conflict of interest. He stated that he entered public service to work for the greater good of Cayce citizens and did not want this concern to distract from the important work Council was trying to do for the betterment of the City. Council Member Thomas stated that he believed the community expected



leadership that focused on solutions, not distractions, to avoid any appearance of conflict of interest. He stated that in his first speech as a Council Member he said that the C in Cayce stood for community and that remained his guiding principle.

Mayor Partin asked if there was anyone to present on this matter. City Manager Crosland stated that there was not anyone to present from the Chamber. Mayor Partin stated that City Attorney Dillard asked for this item to be on the agenda. City Attorney Dillard stated that at the last Council Meeting, Council voted to select the Greater Cayce West Columbia Chamber of Commerce as the sole recipient of the 30% Accommodations Tax funds. He stated that under State law, the City was required to take 30% of the Accommodations Tax funds and select one (1) or more local organizations that perform tourism, advertising and publicity services, and give those 30% funds to that organization. He stated that at the last Council Meeting, the local Chamber was selected by a vote as the sole organization to receive those funds. City Attorney Dillard stated that at the start of the fiscal year, the City was required to disburse those funds but the statute also required the organization that was receiving the funds to submit before the start of the fiscal year for approval, a budget of planned expenditures for the funds that could be done as part of the same vote. He stated that there was not a budget of planned expenditures for this recipient at the last Council Meeting therefore he requested it be added to the agenda to make sure that everyone involved is complying with that statutory process where the budget of planned expenditures was produced in the City and brought to Council for its consideration. City Attorney Dillard stated that it was not a vote on selecting the recipient, because that was already done and those funds would go to them but it was a vote on whether to approve the proposed budget of planned expenditures.

Mayor Partin asked how Council could do that without anyone representing the Chamber in attendance to answer questions. City Attorney Dillard stated that Council had the information in the agenda packet that was submitted by the Chamber. Council Member Carter made a motion to accept the Chamber's budget as presented. Mayor Partin asked if someone could show her where the budget was. She stated that she did think she had it. Council Member Carter stated that he was reading the White Paper from the Chamber. Mayor Partin asked if he was referring to the letter from the Chamber and stated that it was not a budget. She stated that the law stated to approve a budget that was designed to be used for advertising and promotion of tourism and she did not see a budget that did that. She stated that the amount from the motion was \$44,175 and that was only supposed to be spent in Cayce. She stated that accommodations tax money was not Cayce citizens tax money but was from when people came to the City and stayed in a hotel, so it was people coming from other places, coming to the City, staying in City hotels. Mayor Partin stated that amount was supposed to be used by State law to bring more tourism inside the City. She stated that it did not matter what entity did it as long as they had a dedicated tourism arm. She stated what mattered was that the money was spent to benefit people coming to Cayce and could only be used for programs in Cayce.

Mayor Partin stated that she was really confused why there was no one there from the Chamber to help Council navigate this because she had a lot of questions. She stated that she was looking at the Chamber website and looking at the staff and their job titles, and there was no one on staff that was solely focused on tourism and that was a concern. She stated that the letter that the Chamber submitted stated that the unexpected increase in grant money allowed them to hire a dedicated employee for the Greater CWC Visitor Program. Mayor Partin asked if that person was only going to be doing work for Cayce, because that was how that money should be used. She stated that if they were going to use that \$44,175 for a position, then that person should be dedicated only to the City, not working in the Greater CWC. She asked if the law even allowed for that money to be used for advertising and promotion of tourism to hire a person with. She stated that her understanding was that it did not. She stated that the money was meant to bring people to the City's amazing museum, the 12,000 Year History Park, the City's restaurants and hotels. She stated that the Chamber's letter stated that the website was updated daily, but she had to look really hard to find a number of the City's businesses. She stated that all of the City's restaurants should be on the website but they were not. She stated that the Chamber talked about their website being a big source, but she did not know how many people actually went to that website.

Mayor Partin stated that they did not have any zip code data on how many people attended the Chamber's annual Christmas parade. She stated that Tartan Day South submitted zip code data from all the people that went to that event so they knew they were pulling people in from far away. She stated that she loved the parade but did not know if it was pulling people from 50 miles out that would stay in the City's hotels. She stated that was the data Council needed to know. She stated that was Council's fiscal responsibility with the money. She stated that the letter stated that \$102,000 was spent on the Chamber's Visitor Center but she was not sure that State law allowed money to be used on a building. She stated that a building was not advertising and promotion of tourism. Mayor Partin stated that another item listed was the office and kiosk were available four (4) days a week which meant it was not even open on the weekends when people were going to be in the City to go to the Riverwalk or when they needed hotel information or restaurant information.

Mayor Partin asked why the City would not use agencies like Experience Columbia and Lake Murray Country that have trained professionals that literally that was their job and they had been doing it for years. She asked why they would create that redundancy. She stated that it was her understanding that Lake Murray Country and Experience Columbia got matching money from the State so their money went further. She stated that she would have loved to have answered if that happened at the Chamber and it was her understanding that it did not so the City was missing out on a whole lot of money that could benefit its hotels and restaurants. She stated that it was her understanding that Experience Columbia and Lake Murray Country had collective bulk ad buys, meaning that money went further, because they could get things for less. She stated that she would have loved to know if that was the same with the Chamber and it was her understanding that it was not, but there was no one there to tell her if that was

the case. Mayor Partin stated that this was not a budget for \$44,175 to be spent in Cayce and that was what Council was supposed to be approving. She stated that she would like to have this item postponed to the next Council Meeting so that someone from the Chamber could be at the meeting to answer her questions. She stated that if Council was interested in that, she would love to see if at the next meeting, something that might help Council, because she knew Council believed passionately that this was the right thing. She stated they could have someone on the next agenda to present what the Chamber did with last year's money, because that would make everybody feel better to see where all that money went, and so Council could know they made a wise decision and that the money went really far. She asked if Council would be in favor of adding that to the next agenda.

Council Member Sox stated that he was under the impression until that day that someone from the Chamber was presenting. He stated that he wanted to move forward with this item but also would love to see last year's as well, so they could ask them to come give a presentation. He stated that the money had already been allocated. He stated that he wanted to keep the money as local as they could. He stated that there were local restaurants and hotels on the Lake Murray Country and Experience Columbia websites. Council Member Sox stated that he did want to see a presentation, because he believed he had heard some of the numbers from the parade and they were pretty awesome so he wanted the public to know that as well.

Mayor Partin asked City Manager Crosland to arrange for a presentation for the next Council Meeting to show Council what they did with last year's money and particularly if they could put the receipts in the Council packet so everybody could see it and then make everyone feel better.

Council Member Carter stated that since the City Attorney addressed the potential issue with Council Member Thomas the last time it was raised in a newspaper, he wanted to briefly address it. He stated that he found it almost despicable that a newspaper would target an individual acting officially. He stated that it was horrible in so many different ways. He stated that the facts were that Council Member Thomas sits on the board of one of the subcommittees of the Chamber, and yes, he did vote, and he chose to recuse himself that night which was certainly his prerogative. He stated that he thought about some things in the past and thought back to many years ago when the Airport High School Educational Foundation had a tennis tournament and they would always apply for hospitality funds. He stated that he served on that Board and asked if that was an ethical violation. He stated that the Tartan Day festival worked through the River Alliance and Mayor Partin served on the River Alliance's board. He asked if that was an ethical violation. He stated absolutely not and stated they could not eliminate everyone that voted as a member of a board. He stated that there was an elected official of the County that served on the Lexington Country Recreation and Department of Aging Commission board and different boards that received money from entities and there had never been an ethical violation raised. He stated that he was disgusted that Council Member Thomas was targeted in this way, the new Council Member and new father and the most enthusiastic, highly energized person he had ever served with in 19 years of service.

Council Member Carter stated that he went back 10 years with the accommodations tax and did a little homework and what he learned was somewhat interesting. He stated that there had been some dysfunction from the City's standpoint over the years. He stated that initially there was a State accommodations tax and when a municipality exceeded a threshold, there was a formula as to how they allocated that money based on nights and lodging locations and if the threshold of \$50,000 was exceeded a municipality had to have an advisory committee. He stated that the City added a 3% accommodations tax. He stated that in 2015, the City gave \$18,000 to the Chamber and \$1,000 to the Columbia Metro Convention and Visitor Center, which is now called Experience Columbia and in 2016 it appeared to be almost the same numbers. He stated one of the documents he read stated that the 30% entities did not have to submit an application to receive funding. He stated that in 2018, no 30% requests were submitted. He stated that in 2022, the third entity, Lake Murray Country, entered the picture so then there were three (3) agencies or entities vying for the money. Council Member Carter stated that the law stated that the 30% entities needed to come back at some point before the next allocation and justify the money spent. He stated that since 2015 he could only find one entity that came back and presented what they did with the money. He stated that the award letter the City sent stated that they must present to Council at the end of the fiscal year but asked if the City actually followed up with that. He stated that it was convoluted and it appeared that the City had not played by the rules. Council Member Carter stated that it was certainly nothing malicious. He stated that the 30% entities were all great entities and the money went to the right place.

Council Member Carter stated that the City needed to build good administrative rules and procedures and protocol on how to handle the money. He stated that there was a law related to the money so it was obviously important. He stated that the City had to do better and one of his top five goals for the next City Manager was to clean up the process and make it very clear. He stated that the money was going to good causes. He stated that in the fall of 2021 he told staff he needed to know how accommodations tax worked and how much money the City could carry over and still had not been trained on it. Council Member Carter stated that he did think it was Council's job to tell people how to do their budget. He stated that Mayor Partin stated that it was not actually City money but he would not concede that point, because any money they collected under the City's coffers was taxpayers' money and was collected on behalf of taxpayers. He stated that they spent it on behalf of taxpayers.

City Attorney Dillard asked if he could clarify something for the record. He stated that Council Member Carter mentioned that Council Member Thomas was on a board with the chamber but he wanted to clarify that he was not on a board but a volunteer committee. He stated that his understanding was that Council Member Thomas was on the board of a foundation that was affiliated with, but legally distinct from the Chamber, but not on the board of the Chamber itself. He stated that last year the foundation did a grant application and Council Member Thomas rightfully recused himself.

Mayor Partin asked which entity presented to Council. Council Member Carter stated Lake Murray Country presented in February 2024. Mayor Partin stated she was glad Council Member Carter pulled all that information out but the City did have an Accommodations Tax Committee and it concerned her that for two (2) years in a row Council as a body had ignored the recommendations that came from that committee. She stated that while all of that was good information on the past, she was looking at the present. She stated that Council had businesses that were counting on them and they had a taxing responsibility to their citizens. She stated that Council Member Carter was right about that but asked that he not confuse that money came from them, unless they stayed in Cayce hotels sometimes but that was usually not what Cayce citizens were doing. She asked if Council was comfortable with supporting a budget that stated it was going to hire a dedicated employee but that might not be legal.

Council Member Carter stated that there were words actually in the law that if one did not have an entity they could create one. Mayor Partin stated that one could create an entity, but they had to use the money for advertising and promotions. She asked if Council was comfortable missing out on the matching money from the State. Council Member Carter stated that his motivation was to simply leave the money in the City. He stated that he was comfortable with the budget presented. Mayor Partin called the question. Council Members Carter and Sox voted yes. Mayor Partin voted no. Council Member Carter asked if he could bring a point of order. Mayor Partin stated yes. Council Member Carter stated that it was his understanding that the City had an Ordinance that Council could not pass substantive legislation with only two (2) affirmative votes. He asked City Attorney Dillard if that was correct. City Attorney Dillard stated that was correct. He stated that procedural votes could be passed by a two (2) one (1) vote, but anything other than a procedural vote required an affirmative three (3) votes. Council Member Carter asked what would happen if the motion failed. City Attorney Dillard stated that the State statute did not address this particular situation where there was approval of the allocation and a selection of the entity to receive that pot of money, but there was not a vote to approve the budget they had submitted. He stated that his opinion was those were two (2) separate issues, so the money had been allocated, and he thought the City was required to disperse it to the entity that had been selected based on the vote at the last Council Meeting. City Attorney Dillard stated that as to next steps, Council certainly could request that the recipient, or the Chamber in this situation, resubmit a budget in a different format with different details and different information but either way, he believed that State law required that it be disbursed at the start of the fiscal year.

Council Member Carter stated asked since the statute stated that they shall present the budget prior to the next fiscal year and the next Council Meeting was after the beginning of the fiscal year would that suffice. City Attorney Dillard stated that the Chamber had submitted their information and numbers prior to the start of the fiscal year and if they wanted to submit new information for Council to consider again, he believed they certainly could. He stated that the law was not clear on this specific, unusual situation, but they had at least checked the box of submitting it for Council's review.

**B. Discussion and Approval of Memorandum of Understanding for Solar Project**

City Manager Crosland stated that the Central Midlands Council of Government did the presentation earlier in the meeting and the Memorandum of Understanding (MOU) presented was the first step of the project and had no cost to any party at this time, and any party could withdraw at any time. He stated that the MOU provided a structure for all parties to collaborate on the Request for Proposal (RFP) bid review process and had discussions regarding co-investment on the project's cost of projected profits that were known at that time. He stated that the MOU would be replaced by entering into an Intergovernmental Agreement Council of Government Agreement in greater detail.

Council Member Sox made a motion to authorize the City Manager to execute the memorandum of understanding with Columbia Water East Richland Utilities and Richland County, which would allow collaboration with the regional utilities and grant funds solar project. Mayor Pro Tem James seconded the motion. He stated that it was wonderful that it would generate energy savings. City Manager Crosland stated that it would create so much energy they could sell that power back to Dominion. Mayor Partin called the question which was unanimously approved by roll call vote.

**C. Discussion and Approval of Contract Award for Sewer System Master Plan and Hydraulic Model**

City Manager Crosland stated that Council approval was needed to accept Ardurra Group/WK Dickson's proposal for the City's sewer system master plan and hydraulic model project and authorize the City Manager to receive the contract for this work. He stated that staff recommended Council approve the acceptance of the proposal from Ardurra/WK Dickson and authorize the City Manager to negotiate and execute a contract with the consultant. He stated that the cost of the project was approved in the FY25 Utilities Administration budget for \$325,000.

Council Member Sox made a motion to approve the acceptance of a proposal from Ardurra/WK Dickson and authorize the City Manager to negotiate and execute a contract with the consultant. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

**D. Discussion and Approval to Ratify an Agreement Approved by the City Manager, Under the Emergency Powers of Sec. 2-146, with G.H. Smith Construction, Inc., for the Emergency Repair of a Sewer Main Failure**

City Manager Crosland stated that Council approval was needed to ratify an agreement approved by the City Manager under emergency powers for G.H Smith Construction on May 15, 2025, for an emergency repair of a sewer line failure that was located on American Avenue. He stated that the project consisted of replacing approximately 275 of linear pipes, reconnection of services, repair of asphalt, driveways,

roadway and curb and gutter. He stated that the price of the emergency repair was \$48,325 and staff recommended Council ratify the City Manager's actions. He stated that \$48,325 would be funded from the Utilities Wastewater Collection O and M budget.

Mayor Pro Tem James made a motion to ratify the agreement. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

### **Committee Matters**

#### **A. Approval to Enter the Following Approved Minutes Into the City's Record Accommodations Tax Committee – May 13, 2025**

Council Member Sox made a motion to enter the minutes into the City's record. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

### **City Manager's Report**

City Manager Crosland stated that FEMA was in the City the past Wednesday touring the City's Riverwalk and Granby Gardens Park looking at the storm damage. He stated that staff had received quotes for the demolition of the pavilion and that would come to Council for approval at the July Council Meeting. He stated that Finance staff were prepared to load the FY25/26 budget on July 1. He stated that the City had implemented the Avenues Drainage Project communication procedures with instructions on ways to receive real time updates. He stated that starting July 14, the Naples Avenue entrance to the Riverwalk would be closed for construction. He stated that staff would have a better timeline of the project at the July Council Meeting. He stated that the Cayce Historical Museum was hosting Celebration of Freedom , a free event, that coming Saturday and would have a storyteller in the morning and sweetgrass craft maker as well. He stated that there was also a Juneteenth Celebration at the speedway with food trucks and music and they had not requested a noise extension. City Manager Crosland stated that the Police Department was hosting their Character Camp from July 14 through July 24 from 8am to 3pm Monday through Thursday and breakfast and lunch would be provided. He stated that there were spots still available. He stated that the City's second annual Cayce Cool Down was being held Saturday, July 26 from 11am to 1pm.

Mayor Partin stated that City Manager Crosland stated that the Naples Avenue entrance to the Riverwalk would be closed with the storm drainage repair and asked if staff was going to put out information on where people could access it in other places. She stated that possibly a sign could be installed at the entrance telling people where they could go.

### **Council Comments**

Mayor Pro Tem James asked if the Naples Avenue entrance parking lot was going to be completely shut down. City Manager Crosland stated that it would be completely



closed. Mayor Pro Tem James stated that staff would need to overcommunicate this as quickly as they could. He stated that there were people that utilized the Riverwalk every single day. He stated that there were two (2) things that had come to his attention over the last couple of weeks and he thought it was important for the City to refer these items to the Planning Commission. He stated that there was a tragic incident across the river at a short term rental, and they had discussed this in the past, but never came to a conclusion on what do we do with short term rentals like VRBO's and Airbnb's. He stated that he believed that other cities sometimes wished they would have gotten a hold on short term rentals before it got as big as it was. He stated that the tragic situation in Columbia occurred and now they were putting a moratorium in. He stated that the City was fortunate right now in the vast majority of short term rentals were owned by people who were respectful and the City did not receive a lot of complaints. Mayor Pro Tem James stated that the City needed to have some type of procedure in place to ensure that the folks that were utilizing the short time rentals so that the people who lived close by were not disturbed because of it. He stated that he would like for the City to look deeper into the issue and possibly refer it over to the Planning Commission. He stated that Council did not have to take 100% of what the Commission recommended but they did want the Commission to give them guidance on what they thought.

Mayor Pro Tem James stated that the City was continuing to grow and lighting pollution was an issue for larger cities. He stated that when a larger business was built behind a home and they had bright lights that shined all night it was an issue. He stated that the City did not really have Ordinances to address that and the City needed to get ahead of that as well. He stated that he encouraged staff to either dive into both of those topics or refer them to the Planning Commission.

Council Member Thomas stated that staff had moved the African American cemeteries to its priority list and Assistant City Manager Crosby was working on it. He stated that it was important that it be finished so families could pay their respects to their ancestors. He stated that a survey was done by Stantec in 2023 that stated most of the cemeteries would benefit from additional vegetation removal and ground penetrating radar testing. He stated that he brought to City Manager Crosland's attention the safety of the new Wi Fi in City parks. He thanked Mayor Pro Tem James for spearheading free Wi Fi in all City parks. He stated that he proposed a new Ordinance to make sure illegal activity using the free Wi Fi was not going to be tolerated, as they wanted the public to be safe using the Wi Fi. He stated that they also wanted to make sure that nothing could fall back on the City if people were doing illegal activities in the City parks. He asked City Manager Crosland when Council could expect that to reach the agenda. City Manager Crosland stated it should be July or August.

Council Member Thomas stated that a constituent sent Mayor Partin and Council a sweet email and the resident said he could share it with the assembly. He stated that he was going to read an excerpt from it – "in regard to our amazing Cayce city parks. I ride by the parks often and I have followed the work with Glenwood Park. It was typical to go by several times and see the basketball court being used by people. What a great opportunity for Cayce police to build a rapport with our youth by shooting a hoop or two

with them while patrolling. And I heard that Chief Wade has a beautiful jump shot, so I can't wait to hear him being out there with kids. I've seen young and old children enjoy swinging on a new swing while others waited for their turn. It's wonderful to see." Council Member Thomas thanked City Manager Crosland for showing the citizens what investment looks like. He stated that when the City invested in its parks, they were investing in families. He thanked City Manager Crosland for working to look at additional basketball courts in the City. He stated that the City had few opportunities for middle and high school students to continue to enjoy City parks. He stated that he had a parent call him recently and said they were in Kelly Jones Park and their 11 year old stated that he had outgrown the playground equipment and there was not anything for him to do in that park. He stated that it meant a lot to him and Council to find out how they could not only upgrade City parks but figure out how to keep the middle schoolers and highschoolers visiting parks so they were not having problems in the community. He stated that they were going to continue to fight for City parks. He wished City Manager Crosland luck and stated he hoped he had good endeavors at the Town of Irmo. He stated that they were getting a great city manager.

Council Member Sox stated that City Manager Crosland was going to be missed and he made a huge impact on the City over the more than a decade he had been with Cayce. He stated that they greatly appreciated it and wished him good luck in Irmo.

Council Member Carter stated how much they all appreciated City Manager Crosland for a job well done.

Mayor Partin stated that she had said a lot since City Manager Crosland made his announcement about leaving. She stated that he picked up a hot bowling ball for the City and ran with it and she thanked him for that.

### **Executive Session**

- A. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by attorney-client privilege
  - i. Claim for Improvements to Taylor Street at New State Road
- B. Discussion of Employment Matter – City Manager Position

Mayor Pro Tem James made a motion to move into Executive Session. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

### **Reconvene**

After the Executive Session was concluded, Council Member Sox made a motion to reconvene the Regular meeting. Council Member Thomas 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. She stated that Council had asked to meet again on Monday to continue their discussions around the City Manager position. She stated that they would narrow the meeting time

down and staff would send that out on Friday, so everybody would know what time on Monday they were meeting, and of course, staff would notice that meeting properly

**Possible actions in follow up to Executive Session**

A. Other

No action was taken in follow up to Executive Session.

**Adjourn**

Mayor Pro Tem James made a motion to adjourn the meeting. Council Member Thomas seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 8:55pm.

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Elise Partin, Mayor

ATTEST:

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Mendy Corder, CMC, Municipal Clerk

**\*Appearance of citizens at Council meetings - City of Cayce Code of Ordinances, Sec. 2-71.** Any citizen of the municipality may speak at a regular meeting of the council on a matter pertaining to municipal services and operation, with the exception of personnel matters, by notifying the office of the city manager at least five working days prior to the meeting and stating the subject and purpose for speaking. Additionally, during the **public comment period** as specified on the agenda of a regular meeting of the council, a member of the public may speak on a matter appearing on the meeting agenda, with the exception of personnel matters by signing a speakers list maintained by the city clerk prior to the start of the public comment period. The number of speakers at a council meeting may be limited in the discretion of the mayor or presiding officer, the length of time for any speaker's presentation is limited to a maximum of five minutes, and a presentation may be curtailed if determined to be uncivil, contentious, or disruptive in the discretion of the mayor or presiding officer or by majority of vote of council.

## RECUSAL STATEMENT

Member Name: Tim James

Meeting Date: June 18, 2025

Agenda Item: Section V. Number A

Topic: Approval of Greater Cyace West Columbia Chamber of Commerce's  
Budget of Planned Expenditures of Accommodations Tax Funding

*The Ethics Act, SC Code §8-13-700, provides that no public official may knowingly use his office to obtain an economic interest for himself, a family member of his immediate family, an individual with whom he is associated, or a business with which he is associated. No public official may make, participate in making, or influence a governmental decision in which he or any such person or business has an economic interest. Failure to recuse oneself from an issue in which there is or may be conflict of interest is the sole responsibility of the council member (1991 Op. Atty. Gen. No. 91-37). A written statement describing the matter requiring action and the nature of the potential conflict of interest is required.*

Justification to Recuse:

☐ Professionally employed by or under contract with principal

☐ Owns or has vested interest in principal or property

☒ Other: \_\_\_\_\_

June 18, 2025  
Date

  
Member Signature

Approved by Parliamentarian:

\_\_\_\_\_

## RECUSAL STATEMENT

**Member Name:** Byron Thomas

**Meeting Date:** June 18, 2025

Agenda Item: Section V. Number A

**Topic: Approval of Greater Cyace West Columbia Chamber of Commerce's Budget of Planned Expenditures of Accommodations Tax Funding**

*The Ethics Act, SC Code §8-13-700, provides that no public official may knowingly use his office to obtain an economic interest for himself, a family member of his immediate family, an individual with whom he is associated, or a business with which he is associated. No public official may make, participate in making, or influence a governmental decision in which he or any such person or business has an economic interest. Failure to recuse oneself from an issue in which there is or may be conflict of interest is the sole responsibility of the council member (1991 Op. Atty. Gen. No. 91-37). A written statement describing the matter requiring action and the nature of the potential conflict of interest is required.*

Justification to Recuse:

\_\_\_\_\_ Professionally employed by or under contract with principal

\_\_\_\_\_ Owns or has vested interest in principal or property

☒ Other: \_\_\_\_\_

June 18, 2025

Date \_\_\_\_\_

Member Signature

Approved by Parliamentarian:

## **Mendy Corder**

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**From:** Byron <byron4cayce@gmail.com>  
**Sent:** Wednesday, June 18, 2025 8:56 AM  
**To:** Mendy Corder  
**Subject:** Recusal A Tax

I will recuse myself from voting on this matter. The matter before Council would award funding to the Greater Cayce-West Columbia Chamber of Commerce.

As many of you know, I have been volunteering with the Chamber since 2022 — even before I became a Councilman.

I have been advised by the City Attorney that my volunteer work does not create a conflict of interest in this matter. I also consulted outside legal counsel experienced in municipal law, who likewise confirmed there is no legal conflict. As a member of City Council, I have a duty to vote on matters that come before us. However, a question has been raised about a possible conflict of interest.

I entered public service to work for the greater good of Cayce's citizens, and I do not want this concern to distract from our important work.

I believe our community expects leadership that focuses on solutions, not distractions.

To avoid even the appearance of a conflict of interest, I have chosen to recuse myself from this vote.

In my first speech as a Councilman, I said, *"Our C stands for Community."* That remains my guiding principle.

### **Byron Thomas**

City of Cayce Councilman for District 2

C: 803-293-5585

Our "C" stands for Community

May God Bless the United States of America





Mayor  
Elise Partin

Mayor Pro-Tem  
Tim James

Council Members  
Phil Carter  
Hunter Sox  
Byron Thomas

City Manager  
Mike Conley

Assistant City Manager  
Wesley Crosby

**City of Cayce  
Regular Council Meeting  
Tuesday, July 8, 2025**

The July 8, 2025, Regular Council Meeting was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Mayor Pro Tem Tim James and Council Members Phil Carter, Hunter Sox and Byron Thomas. City Manager Michael Conley, Assistant City Manager Wesley Crosby, Municipal Clerk Mendy Corder, Finance Director Allison Barrs, Assistant Director of Human Resources Beth Poulos, IT Director Jamie Beckham and Police Chief Bruce Wade 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 Regular Council meeting to order and Mayor Pro Tem James gave the invocation. Mayor Partin led the assembly in the Pledge of Allegiance.

Council Member Sox made a motion that the agenda be amended by rewording Item II. B. to read "Presentation by the Greater Cayce West Columbia Chamber and Visitors Programs on best practices and initiatives to promote tourism to the City of Cayce", adding Item IV. A. "consideration and approval of resolution declaring filing dates for candidacy for municipal elections," rewording Item VII. B. to refer to reappointments and adding Executive Session Item X. B. discussion of personnel matter relating to the exit of city manager. He stated that the purpose of this motion was to confirm an amended agenda that was circulated to City Council and the media at least 24 hours prior to the meeting but could not be posted to the City's website within that time frame. Council Member Sox stated as to the addition of item IV. A. "a resolution declaring municipal election filing dates." that motion was based upon finding of exigent circumstances because there was no other regularly scheduled City Council Meeting between that night's meeting and the opening date of filing on August 1, 2025.

Mayor Pro Tem James seconded the motion. Mayor Partin asked just for clarification, Council Member Sox said that all this was circulated with the media. Council Member Sox stated yes, the media and Council. He stated that it was just not published to the website before 6pm the previous night and therefore had to be amended.

City Manager Conley stated that the presentation language was amended because staff wanted to make sure that everyone really understood what the presentation was about. He stated that staff erred on the Resolution declaring filing open for the municipal elections therefore it needed clarification. He stated that the filing was

usually opened later in the month and the date caught staff off guard and there was not another Council Meeting before the filing opening so it had to be added to the July 8, 2025, Council Meeting agenda to make sure that it was transparent to everyone that filing for the election opened August 1.

Mayor Partin stated that she and City Manager Conley had a good conversation about his and her commitment to transparency, because this was the second meeting in a row where the agenda had been published and put out to the press, and then the agenda was amended and items had been changed in the agenda packet. She stated that was really hard on citizens, because the City had done a good job of building up trust and making sure that citizens knew what was going on. Mayor Partin stated that if the agenda came out and then one did not know what changes were made, then something important might be missed. She stated that Council and staff had been very good about that for a very long time, but there had been two (2) agendas in a row where this happened, so she wanted to make sure there was a commitment to make sure that the City did not end up in that position again, so that citizens could rely on what was being put out. Mayor Pro Tem James stated that he agreed. Mayor Partin stated that two (2) of the changes had to do with Chamber changes, so she was glad that they all agreed. Mayor Partin called the question which was unanimously approved by roll call vote.

### **Approval of Minutes**

Council Member Sox made a motion to approve the June 3, June 6, June 16, June 17, June 18 and June 23, 2025, Council Meeting minutes as written. Council Member Carter seconded the motion. Council Member Carter stated that he thought there was an issue with some of the minutes, Municipal Clerk Corder stated that the Council Meeting speakers list and Mayor Pro Tem James' and Council Member Thomas' recusal forms were not included in the June 3, 2025, nor the June 18, 2025, Council Meeting minutes so those minutes would need to be corrected and brought back before Council for approval.

Council Member Sox amended his motion to defer the approval of the June 3, 2025, and the June 18, 2025, Council Meeting minutes until the August 5, 2025, Council Meeting and approve the June 6, 2025, June 16, 2025, June 17, 2025, and the June 23, 2025, Council Meeting minutes as written. Mayor Pro Tem James seconded the amended motion. Mayor Partin called the question which was unanimously approved by roll call vote.

### **Public Comment Regarding Items on the Agenda**

Mr. James Stewart, Item VII. C. – Mr. Stewart stated that he was the Chair of the Cayce Museum Commission and he wanted to read a statement of support for the Commission's proposed amendment to their by-laws. He read "the Cayce Museum and

Historical Commission requests that the City Council approves the proposed amendment to the Commission's bylaws. This amendment would convert the existing African American Committee from an ad hoc to permanent status and sets up organizational and reporting structures to better coordinate the committee's work with the Commission. The text for the amendment was developed over several commission meetings and approved twice by unanimous commission vote before it was sent up for council approval. The African American Committee has worked as part of the commission since Curator Thomas started the committee in January of 2020 and over the last five years, the committee has been very active. They've helped curate the Museum's African American exhibit, manage an annual African American Legends of Cayce social media campaign, organized the legends of Cayce reception at the Lexington Two Innovation Center, helped decorate trees for the Museum's Christmas open house, and organized this year's inaugural Juneteenth Celebration, which was just featured in a June issue of the Lexington County Chronicle. The African American committee's volunteer efforts have made a strong, positive impact for the Museum and our community at large. During the 2020 Black History Month, the committee's legends program produced daily posts spotlighting the everyday stories, events, places and people important to the City's African American community. These posts are now shared on Mondays, Wednesdays and Fridays during Black History Month and included important local histories that have been overlooked by the public record. These histories were also published as a trading card series, which was funded entirely by volunteer donations. The Commission considers their work vital to our mission of promoting preserving and protecting Cayce historical legacy. And the commissioners unanimously voted for this by-law's amendment. Now we ask the Council vote likewise, so that we can continue to support the work of the African American Committee."

### **Presentations**

#### **A. Presentation by American Engineering and McClam Construction on the Avenues Drainage Project**

Mayor Partin stated that the Director of Business Development from American Engineering Ms. Ali Walker and the Project Engineer from American Engineering Mr. Chris Waddell and Mr. Jesse McClam, the Project Manager from McClam and Associates, were to present on the Avenue Storm Drainage project.

Mr. Waddell stated that the presentation was going to be on Division A of the second phase of the Avenues Drainage Project, which was referred to as the Indigo outfall. He stated that the project corridor for the Indigo outfall started at Brookland Cayce High School, near the football stadium, and proceeded down Indigo Avenue to the intersection of Indigo and Honeysuckle Street and then proceeded down Honeysuckle Street to a new outfall at Guignard Park. He stated that they were going to review the project set up and talk about it in three (3) phases. Mr. Waddell stated that phase one was the work closest to BC High School and where the contractor

started work within the last month and then phase two was the work on Indigo Avenue and phase three was the work on Honeysuckle Street and the new outfall at Guignard Park. He stated that they started at BC High School through close coordination with Lexington School District Two to try to minimize the disruption to the school during the school year. He stated that they started in early June and the contractors had been working there over the last month and were still working at BC High School. He stated that the plan was to be off the school property and out of State Street by the start of school in August.

Mr. Waddell stated that phase two was the work on Indigo Avenue and also at Guignard Park and the contractor was going to work from State Street down Indigo Avenue towards Honeysuckle Street, and then simultaneously they were going to be working at Guignard Park so there would be two (2) different phases of construction going on there. He stated that they were going to work in about a 100 foot section at a time on Indigo Avenue to minimize disruption to the overall project area and they would be laying new storm drain. He stated as they moved along, they would restore the road where they were just working to limit the disruption to about 100 foot section at a time. Mr. Waddell stated that at Guignard Park, the work was going to be occurring off and on for the next year. He stated that the work would not take place in the whole park, but just a portion of the park and the playground and many of the walking trails at the park would not be impacted by the work. He stated that phase two would take about two (2) weeks, and then once the work got across State Street, they would work down Indigo Avenue. He stated that the third phase was on Honeysuckle Street and the contractor would start at the intersection with Indigo Avenue, and work down Honeysuckle Street toward Delisseline Road and Guignard Park. Mr. Waddell stated that as with Indigo Avenue, they would try to work in about 100 foot sections at a time to keep from disrupting the entire street. He stated that the contractor was going to work really closely with the property owners affected by the construction to make accommodations for their parking and any other needs that they had during construction. He stated that Mr. McClam would review more about the coordination with the property owners and how they were going to go about that.

Mr. McClam stated that he was with McClam and Associates. He stated that as Mr. Waddell mentioned, the work would move down Indigo Avenue toward Honeysuckle in 100 foot sections that was pretty much encompassing of their equipment and the actual excavation they were digging out with an excavator. He stated that there would be an excavation that the pipes were going in and then a backfill operation immediately behind that. He stated that it was only an eight (8) foot piece of pipe going in but took a large swath of area for that operation to take place. Mr. McClam stated that once they got across State Street, they would keep Indigo Avenue closed to through traffic while they were working on it from State Street to Honeysuckle. He stated that they would be working with the homeowners and businesses that had access on Indigo on their individual plans on how to get access. He stated that door hangers had been distributed and they also sent out specific to Indigo Avenue residents, a more tailored

door hanger with information about the detour and the road closure on their specific roads, with a contact number so they could reach out. He stated that the project team was also working with those people individually to make sure that they had safe access to their homes at all times during this operation.

Ms. Walker stated that she was going to review the project communications that they had implemented on behalf of the City. She stated that they had implemented numerous methods of communication to keep residents informed and engaged about the Avenues Drainage Project. She stated that the first communication that they implemented was a city-wide mailer that announced the start of the construction of the project which was mailed in conjunction with a peer to peer text or email to all known numbers and emails within city limits, encouraging residents to opt in to real time text and email alerts by signing up on the website. She stated that the next method of communication was the contractor door hangers that were placed by contractors to alert residents that they would be working in their area. She stated that the project information line and the QR code to sign up for the real time text and email alerts was at the bottom of the hanger and they would continue to do that throughout the duration of the project, for those that were going to be impacted by those areas where construction would be taking place. Ms. Walker stated that the next method of communication was initially a place keeper website that was created so that residents could sign up for the real time text and email alerts at the onset of construction. She stated that since then, an updated website had been created that would display all the most recent updates to residents, maps, a link to the Cayce Drainage Facebook page as well as media coverage that had taken place during the project.

Ms. Walker stated that the Facebook page talked about the project, had the updates that went out via the text and the email alerts, and those would change as each update gets put out to residents. She stated that they were encouraging residents to sign up for the real time text alerts because it was a really quick way to get an update of what was going to happen. She stated that they were proactive in making sure that they sent those out about a week and a half to two weeks in advance, so that people had plenty of time to make any changes to their daily routine if it was something that was going to be impacting them. Ms. Walker showed two (2) of the flyers that they distributed to businesses, as well as homeowners. She stated that they hand delivered the first flyer to all the businesses on State Street about a week and a half prior to the closure of State Street and that gave them an opportunity to ask questions and notify their clients or their customers about the construction taking place. She stated that they wanted to give them an opportunity to ask questions, if they had any questions about how they might be impacted. She stated that in addition to that, they put out a flyer for homeowners that would be impacted by the construction on State Street, and those were attached to the roll carts. She stated that those were sent out to homeowners from Knox Abbott Drive all the way to Frink Street and from Seventh Street all the way down to the river. She stated that they had posted approximately 57 signs throughout



the area, met with homeowners and contractors, distributed approximately 600 flyers, and had showcased the project via several broadcast and print media outlets.

Mr. Waddell stated that he was going to review the project benefits. He stated that the City's approach to addressing the flooding and drainage issues on the Avenues was a holistic approach and went back to 2015-2016 when they did a study for the entire Avenues. He stated that there were a lot of recommendations in that study and this project was a piece of that puzzle. He stated that there would be future phases to the project to fully implement the recommendations and address the flooding on the Avenues. He stated that the current project was going to make a beneficial impact on day one, once it was put into service since the drainage on the Avenues was pretty much cobbled together over the last 70 years. He stated that to implement a holistic solution, they had to start at the river and work their way up. He stated that the project would make a really good impact to the flooding issue on the Avenues, especially above BC High School and along Knox Abbott Drive. He stated that if Council had any questions, they would be glad to answer those.

Mayor Pro Tem James stated that he was hoping their presentation was going to be shared with the community, because it was extremely helpful to anyone that wanted to know a little bit more about it. He asked Mr. Waddell to go into detail about what was going on in Guignard Park and how big the retention pond was going to be there. He stated that he recognized that the project was a big operation but when people walked through a park that had been there for over 100 years and saw that 25 trees had been cut down, it was shocking. He asked if Mr. Waddell could help people to better understand exactly what the purpose was of cutting the trees down and what was going to be done to be able to bring it back to its original beauty.

Mr. Waddell stated that the outfall at Guignard Park was basically redirecting and diverting water from where the project started at BC High School to Guignard Park. He stated that the water already went to Guignard Park and there was a box culvert that came out from under State Street at the top of the park and that box culvert went back to the 1920s. He stated that it was a brick arch that was undersized, as was some of the piping up from that so they were basically just directing water around that through new piping and when they did that they did not want to damage the park or the stream in the park. He stated that at the outfall where the water was coming back into the park and merging back in with the existing stream, they were putting in a stilling basin and that stilling basin was essentially a place to slow the water down and take the velocity out of the water so that it did not damage the stream. Mr. Waddell stated that a natural type solution would be rock and vegetation and was appropriate for that kind of a location and that would stabilize that area and slow the water down. He stated that there would be a concrete head wall where the pipe comes out and basically it was just a place to slow the water down. He stated that it was a 72 inch diameter pipe that was going to discharge there via the head wall. He stated that a lot of water was coming out of that pipe so the stilling basin was sized to remove the velocity from the water to a

level that was appropriate to discharge back into the stream. He stated that the site size was in accordance with the Federal Highway Administration, which was the DOT standard. He stated that they hated to disrupt any part of the park and they kept the footprint of that stilling basin as small as they could to still be constructible. He stated that they tried to limit the size of the space in the park where work had to take place as much as possible and limit the impact to the park as much as they could.

Mayor Pro Tem James asked how big the retention pond was going to be. Mr. Waddell stated that it was going to look kind of like a rectangle and then it would merge back down into something that looked like a stream channel that would be narrower. He stated that right where the pipe comes out it would be two to three times the diameter of the pipe, so it would be six feet wide and at its biggest it would be 15-20 feet wide. He stated that it would be a permanent pool of water that would be a little over two feet deep and then at the end of it, as one got closer to the stream, it would narrow back up into something that looked like a stream channel. Mayor Pro Tem James asked if he could help him to understand why so many trees had to be taken out for something that size. Mr. Waddell stated that the width of the stilling basin was dictated by the design guidelines for the Federal Highway Administration. He stated that the velocity of the water coming out of the pipe dictated that the distilling basin had to be a certain width, length and depth to meet the design guidelines to really slow the water down so there was not a high velocity of water coming out and damaging and eroding the soil.

Mayor Pro Tem James stated that State Street had to be cut off to be able to put the pipes through and there was 1,000 plus cars that traveled westbound on State Street every day and were now being diverted down Karlaney Avenue, which on a regular day might have 30 to 40 cars go down it. He asked if those neighbors had been communicated with regarding the increase in traffic. Ms. Walker stated that the roll cart flyers went out to the homeowners all the way down to the river and they also communicated with the apartment complexes Cayce Cove and the Avenir so their residents were aware. She stated they were not going to necessarily be impacted by State Street, but they would be impacted by the uptick in traffic on Axtell so they did reach out to their management and sent them maps as well as a digital version of the flyer that they could then forward out to their residents. Ms. Walker stated that she thought they touched everyone. Mayor Partin asked if it was Karlaney or Lafayette that people were coming through. Ms. Waller stated that Lafayette and Axtell was really where they went. Mayor Partin stated that she wondered if signs were not needed on Karlaney and some of the other streets that say local traffic only. Mayor Pro Tem James stated that Mayor Partin was right and asked City Manager Conley and Police Chief Wade to take a look at that and see what comments they might could give back to American Engineering about what could be done. He stated that if one had 50 cars that drove in front of their house every day, and all of a sudden, they had 1,050 cars, it was a dramatic increase for safety of children and for safety in general. He stated that he knew American Engineering were doing everything they could but sometimes, once a



project went into full action, one realized it was a little bigger than what they originally thought. He stated that they had yet to be able to take into consideration all of the students that live in student housing that would be coming back in about three weeks. Ms. Walker stated that should Council and staff decide they wanted to do a no through traffic sign and where they would like to place them that would not be an issue and they could absolutely do that. Mayor Partin asked if it was better to say no through traffic or just to say local traffic only. Ms. Walker stated it was whatever they preferred.

Mayor Pro Tem James told City Manager Conley that he would like for staff to think about some type of mediation efforts that could be done to make Guignard Park look even better once the project was complete. He stated that this was a great opportunity to do that and it was a beautiful park given by the Guignard family 100 years ago that so many people visited.

Council Member Sox stated that his grandparents lived near the park and he had communicated with them and some of their neighbors and they had some questions. He asked if there was a project schedule for the three (3) phases. He stated that they had discussed the first phase and it should be wrapped up in about a month but which area would begin next. Mr. Waddell stated that the schedule was to be out of BC High School property before school started, so by the first of August, and then Indigo and Guignard Park were the next phase and the work there should be through by mid-October and they would be finished with the work on the Indigo and Honeysuckle intersection. He stated that they would then work from State Street down to Honeysuckle and would try to get out of that intersection by around mid-October and then they would be working on Honeysuckle from when they finished it up probably mid-October through about mid-January getting out of Honeysuckle. He stated that then they would work on the intersection of Delisseline and Honeysuckle and it might be closer to possibly mid-March, before they were completely out of that intersection, because there was going to still be construction traffic coming in out of the work in Guignard Park.

Ms. McClam stated that from the contractor side, ground conditions currently were pretty good and they were progressing well and they wanted to get it installed as fast as possible so if the timeline started to speed up then they would be talking with American Engineering about getting notice out that they might be a little bit earlier. He stated that they had regularly scheduled progress meetings and talked a few times a week. Council Member Sox asked if there had been any boring samples done on Honeysuckle to specifically see if there was anything like granite that had been found yet. Mr. Waddell stated that they did a geotechnical evaluation and there was possibly some rock anticipated in certain areas. Mr. McClam stated that their drill and sub had some equipment issues but they were scheduled to be coming in the next couple of weeks. He stated that especially on the lower end, they really wanted to get a good profile. He stated that they would provide a geo tech report with the documents and they really wanted to go through it with a fine tooth comb to see what they were dealing

with there. Council Member Sox asked about safety around the retention pond and asked if there would be a fence around it and if so, what kind of fence and would that be the City's responsibility along with beautification efforts. Mr. Waddell stated that the slope into the pond would not be any greater than anything else along the stream in the park and it might have water in it all the time but it might dry up during dry weather. He stated that along the retaining wall there would be a handrail but other than that, they did not anticipate any kind of railings being needed. He stated that it was not going to be an abrupt drop off but a three to one slope down into the basin and then it might be a one to one slope there, so it would not be a ravine or anything like that.

Council Member Carter asked if they would be tying into the network by BC High School before heading into Guignard Park. Mr. Waddell stated that they were connecting to an existing 72 inch pipe that the School District put in probably 15 years ago. Council Member Carter asked if the columns and wrought iron at the school would have to be removed. Mr. McClam stated that the columns were getting rebuilt the following week and they along with the wrought iron would be reinstalled. Council Member Carter asked about the new brick color matching the existing brick. Mr. McClam stated that the School District's maintenance staff knew about the brick colors. Mr. McClam stated that he had his mason come out before they broke ground to take the columns down brick by brick and he was able to find that specific brick. He stated that they did have some extra brick if needed.

Mayor Partin stated that they said that the project would go through mid-March and that Guignard Park would be in construction, off and on. She asked if the trail would be open every moment that it was not in construction. Mr. Waddell stated that if they could reopen it, they would. He stated that they had to look at the sidewalk and make sure it was not damaged. He stated that currently there was going to be a long delay where they would not be digging in the park and they would try to get it reopened. He stated that he had to talk to the contractor to see whether that would work. Mr. Waddell stated that once they broke ground, they would excavate out and then they would build the head wall and then connect the piping to the head wall and put the soil back. He stated that it probably would not be safe to reopen that area until it was essentially finished because it was going to be an active construction site. He stated that portion of the trail would need to stay closed once they removed the sidewalk until the new sidewalk was put back in place. He stated that they were currently talking to the contractor about trying to get the trail reopened before they start actually digging. Mayor Partin stated that she was not aware that the park was going to be closed until March. She stated that it was so many people's favorite park and they liked walking loops, and they could not walk a loop. She asked if that meant they could not walk a loop until March. Mr. Waddell stated that was correct.

Mayor Partin stated that she was not aware of the scope of the retention pond and would like to see some drawings of what it was going to look like. She stated that aesthetically that was important. She stated that she would like to see what that was

going to look like as soon as possible. She stated that she knew they were working with the School District on paying for their portion of the scope, so they would look forward to that information so it did not impact taxpayer dollars for work on their property. She stated that she had signed up for the QR code and was not getting any alerts. Ms. Walker stated that they would check on that immediately.

Mayor Partin stated that residents complained about the sign that was at State and Indigo that blocked visibility because the height of it made it hard to see cars coming. She stated that this might be a great time to try to address that so that when Indigo opened back that corner would be safer. She stated that the City had committed to coordinating the solution to storm drainage but was not the responsible party. She stated that largely it came from roads and the City did not own any roads, they were either County or State owned. She stated that was why they had gone to the City's partners at all the different levels - the County, the School District, for their part, and that was how the City got a \$10 million grant. She stated that the City's partners stepped up. Mayor Partin stated that former Senator Nikki Setzler and Representative Micah Caskey, played a good role in helping with that. She stated that the City was coordinating the solution but was the lowest taxing entity of all of the entities involved. She stated that this was not in the City's budget. She stated that it was a \$10 million grant and the City's entire general fund was \$19 million. She thanked them for a great presentation.

**B. Presentation by the Greater Cayce-West Columbia Chamber and Visitor Programs on Best Practices and Initiatives to Promote Tourism to the City of Cayce.**

Ms. Christina Nelson stated that she was the Membership and Events Coordinator for the Greater Cayce West Columbia Chamber and Visitor Programs. She stated that she had overseen the tax funding applications for the last four (4) years for the Chamber. She stated that this was the first time they had been invited to present to Council and they appreciated the opportunity and looked forward to telling their story and showcasing the programs and initiatives of the Greater CWC Visitor Programs. She stated that they were small but mighty and all part-time, employee based program that included two (2) members that were graduates of the University of South Carolina Hospitality and Tourism school which was a nationally recognized program. She stated that they also had a member obtaining her degree in mass communications and a large group of volunteers that included restaurant owners, hotel managers and leaders throughout the CWC community. e stated that their Board Chair and Treasurer were always willing to discuss that and funding sources, if Council so wished.

Ms. Nelson stated that the Greater CWC and Visitor Programs worked to encourage visitors to look to local to shop, dine and explore and stay local, and to showcase the Greater CWC as the next weekend getaway. She stated that since 1957 the Greater CWC Chamber and Visitor Programs had been an integral part of greater

CWC and the Cayce community, with the primary goal to strengthen local business and tourism, so that the region surrounding the chamber and visitor center would be the premier place to live, work, connect and explore. She stated that since its inception, the Greater CWC had been a part of influential studies that had impacted tourism to the area, to include participation in a study on recreation in the area that later led to the creation of the Lexington County Recreation Commission. She stated that they also participated in a study about the CAE Airport and its viability for growth in the area, as well as being on a 1967 committee to determine the viability of a park along the area's riverbanks. She stated that in 1974 the Riverbanks Zoo and Gardens opened. Ms. Nelson stated that this partnership had continued into this most recent year, when the Chamber was part of the 50th Year Golden Ticket campaign that the zoo did and a large portion of that they split between the City of West Columbia and the City of Cayce. She stated that half of that program was dedicated to Cayce for tourism.

Ms. Nelson stated that the Greater CWC Visitor Programs mission was to promote growth and development of tourism in the area and they did that with additional funding from Lexington County and the City of West Columbia to continue their work to enhance the promotion of tourism to the area, support for community events and continue the high standard of operations at their visitor center. She stated that the visitor center was their brick and mortar located at 1006 12th Street and they had a lot of great promotional items at the kiosk there. She stated that they had a large variety of brochures and flyers and maps about things to do within the area. She stated that the visitor programs flyers were created in house and had a QR code that scanned back to their visitor programs website and also listed all of Cayce, West Columbia and Greater CWC events in the area. Ms. Nelson stated that the new Visitor Programs flyer had been sent out to local visitor centers, state welcome centers, national parks and more. She stated that they also received a wide variety of phone calls inquiring about an upcoming event or asking about access to the riverwalk or seeing what to do whenever they visit and where to stay. She stated that best practice had shown that social and digital media was the better means of advertisement for attracting visitors and they did that through their Love Local billboard campaigns that they started doing in addition to advertising and marketing outside the 50 mile radius. Ms. Nelson stated that they believed there was value in local marketing and some of the best recruiters for visitors were those that lived locally and reminded their friends and family of all the great things to do in the community and encouraged them to stay here versus out of town.

Ms. Nelson stated that they encouraged students from local universities and colleges to invite their hometown friends and family to love local in the greater CWC and they proved this through the fact that there were over 13,000 non-residents at the University of South Carolina this year, primarily from New Jersey, Maryland, Georgia, and Massachusetts. She stated that they targeted those students that were out of state to let them know to stay local during school breaks and they had seen a lot of great return on that. She stated that another part of their advertising and tourism promotions were weekend getaway campaigns and they targeted these to Charlotte, Asheville,

Raleigh, Greenville, Winston-Salem, Chattanooga and more. She stated that they also had social media boosted ads that targeted markets outside of the 50 mile radius and geo targeted advertising that target those that were visiting the area for sports, games, outdoor activities and holiday events. Ms. Nelson stated that their recent active weekend getaway ads reached over 123,000 people, with unique opens of about 72,001. She stated that when the City of Cayce opened the new access point on the lower river, they knew that was a really great opportunity to team up with some small businesses like Palmetto Outdoor. She stated that Palmetto Outdoor already featured the Visitors Program QR code and all of their busses and shuttles had it as well, but now they had educated their guides to tell more about Cayce's new access point. She stated that they also worked to help promote the City of Cayce as part of the Congaree to Cayce Trail.

Ms. Nelson stated that in 2021 their social media had a reach of just 39,000 people and about 3,000 followers and the following year, it climbed to over 200,000 with followers at about 30,520 and in 2023 that number doubled to reach 598,000 people, with over 5,200 followers. She stated that in 2024 their reach hit 1.4 million with over 6,800 followers. She stated that they used social media to target out of state as well as locally, not just for community events, but for sporting events as well. She stated that everything the Greater CWC Visitor Programs did benefitted the City of Cayce. She stated that they were working with a Cayce business to create a series of tourism videos for the Greater CWC. She stated that the CWC's Holiday Parade of Lights had been going on for decades and to now work for the Chamber and see how much work it took for Cayce and West Columbia and for the Chamber and Visitor Programs to put on the parade was incredible. She stated that Parade Day started the morning of the parade in the Town of South Congaree and then went to the North Pole at the CWC Visitor Center and a holiday business shuttle that highlighted the business districts in the CWC. Ms. Nelson stated that it was the largest nighttime holiday parade in the Midlands and offered a weekend full of events from movie nights all the way down to the parade. She stated that they had over 100 businesses participating in the North Pole holiday business shuttle the past year. Ms. Nelson stated that they used cell phone technology to see how the visitors were coming and going throughout the day and they had over 4,600 visitors to the businesses in Parkland Plaza and over 250 units in the Holiday Parade of Lights, including over 1,000 walkers and two (2) marching bands. She stated that they used that same cell phone data to find that they had over 24,000 spectators along 12th Street from 5pm to 7:30pm and 31,000 between the City of West Columbia and the City of Cayce.

Ms. Nelson stated that Parade Day was the intersection of business promotion and tourism. She stated that they saw that if they were bringing that many people to 12th Street for the Holiday Parade of Lights, it just made sense to create an entire weekend of events, from the movie night at BC High School football field to the Parade Day in the different municipalities to encouraging folks to stay in the area for brunch the next morning. She stated that Ocean View Seafood Restaurant in Cayce had triple the

amount of visitors to the restaurant after the parade, which for the Visitors Program was one of the biggest wins from the event. She stated that for fiscal year 25-26 their visitor programs, website, visit CWCSC, which was separate from the chamber website, had a QR code that linked back so folks could see what was going on in the area. She stated that they had it posted at businesses, storefronts, hotels and there were even a couple of restaurants that had it on their menus. She stated that they recently purchased new software that allowed them to enhance their event calendar portal so community organizations and businesses could place their events on the calendar. Ms. Nelson stated that another thing that was coming up with input from their staff and volunteers, their board of directors had approved their next project. She stated that currently the Greater CWC had one (1) social media platform and they had proposed to separate that so there would be a platform just for the Chamber of Commerce and a platform just for the Visit CWC. Ms. Nelson stated that they could then focus more on tourism to the area without a lot of more information mainly for local businesses.

Ms. Nelson stated that they had implemented their Greater CWC what to do cards which was an idea from their Visitor and Tourism Committee. She stated that the card was made to fit into a key card envelope of every participating hotel and given to each person as they checked in. She stated that they launched this pilot program with the Residence Inn and TownePlace Suites with fantastic feedback, not only from the guests, but the staff as well. She stated that their plan was to fund and supply all the area hotels with what to do cards to make it easier to let guests know all about the great places to eat, shop and explore in the Greater CWC and was a great addition to the room rate discounts they already offered with some of their local hotel partners. Ms. Nelson thanked Council for allowing her the opportunity to come present and stated that she was very proud of the team and the Greater CWC Visitor Programs and what they had been able to accomplish over the last few years. She stated that they were consistently working to promote tourism in the area but also understood how connected that was to the small businesses as well.

Mayor Pro Tem James thanked Ms. Nelson for a wonderful presentation and stated that she did a great job. He stated that anyone who knew Ms. Nelson knew how passionate she was and that certainly came through with her presentation. He introduced Thomas Tafel with Lexington Medical Center and stated that he was their previous board chair. He stated that Mr. Tafel led the Chamber and Visitors Center through COVID, which was a very tough time, and his leadership certainly helped with everything that Ms. Nelson had talked about that night. Council Member Thomas asked Ms. Nelson if they put information out about the City's parks. She confirmed that they did.

Mayor Partin stated that she had a couple questions for the Chamber CEO and Executive Director and asked Mayor Pro Tem James to come down to the podium. Ms. Nelson stated that she was there to answer any questions for the Chamber and Visitor Programs. Mayor Partin stated that Mayor Pro Tem James could do it because he was

the Executive Director. Mayor Pro Tem James stated that he did not think that was proper for him to do. Mayor Partin stated that it was perfectly legal because there was not a vote. She stated that she had checked with the Municipal Association attorney and it was fine for Mayor Pro Tem James to stand up for his chamber. Mayor Partin stated that City Manager Conley put together a great list for Council of all the things that they had been asking in Council Meetings and he was making sure to follow up on those things. She stated that one of the things he included stated that there was a request to arrange for a presentation for the next Council Meeting to show Council what the Chamber did with last year's Accommodations Tax money and particularly if they could put the receipts in the council packet so everybody could see it and then make them feel better because they had been in the middle of controversy over a vote from Council to give 100% of the A Tax money to the Chamber. Mayor Partin stated that she loved what Ms. Nelson shared in her presentation but the request was for the receipts of what was spent last year and for the budget. She asked where they were on that.

Mayor Pro Tem James stated that he had recused himself from Council so what Mayor Partin was speaking of had not come to his attention. He asked City Manager Conley if he had asked him for any of those documents. City Manager Conley stated that he had not. Mayor Pro Tem James stated that what Mayor Partin was asking him, he had no idea of. He stated that the Chamber's Treasurer was very happy at any time to be able to come to speak and present, if there were any questions whatsoever to do with the finances. He stated that would be the person who could be able to explain those to Mayor Partin. Mayor Partin stated if she could just get those receipts from last year. Council Member Carter stated that he had done a lot of research and every entity that received money did an annual report and he had reviewed everyone's annual report for the last several years, and they were exemplary. He stated that they told everything and they were available. He stated that staff approved those reports every year and he believed if there was a problem with the reports, there would never have been a recommendation brought forward this year. Mayor Partin stated that at the last Council Meeting Council Member Carter stated that none of those entities had submitted their end of the reports. Council Member Carter stated that was not what he meant. He stated that what he stated was the they had never required an entity to provide detailed receipts, for example, they purchased a billboard at exit six on I77. He stated that they did an annual report, as required by law. He stated that he did not mean to imply that they had not done the proper thing. He stated that staff reviewed them every year and asked City Manager Conley if that was correct. City Manager Conley stated that was correct and the City did have to submit an annual report to the Department of Revenue every year. Mayor Partin stated that she would like to see those if Council Member Carter had seen them and she would like those receipts. She stated that was what was shared in the last meeting so she was not sure where the confusion came from.

Council Member Carter stated that he was not sure where his report had anything to do with the presentation today, but any of the City's documentation was always available to any council member. Mayor Partin stated that the report City



Manager Conley gave Council read verbatim Mayor Partin asked City Manager Crosland to arrange for a presentation for the next council meeting to show Council what the chamber did with last year's money, and particularly if they could put the receipts in the council packet so everybody could see it and then make everyone feel better. She asked if there was a reason they could not get that. City Manager Conley stated that he put the budget on the agenda items, and that was pulled off of the agenda so there was no discussion for a budget this evening that he was aware of. Mayor Partin stated that he let Council know that that the Chamber had said they were not going to present about the budget, they were going to present about the best practices. She stated that they still needed the budget though. She stated that was what got Council out of the middle of all this controversy, knowing where that money was spent. She stated that the accommodations tax funds could only be spent on Cayce, it could not be spent on West Columbia or Columbia. She stated that it had to be receipts just for things for the City that benefitted the City of Cayce, and it could not be things that says when they were here, it had to be things that got them there. She stated that was what the law said.

Mayor Pro Tem James stated that he would refer the City Manager to the annual reports that the City required. He stated that not only did the city require the annual reports, but so did the other entities that any Visitor and Tourism Program had. He stated that the CWC Visitor and Tourism submitted an annual report to other entities, as well as the City of Cayce, before new funds were ever allocated. Mayor Partin stated that if the City already had them then she would like them in her inbox the following day. Council Member Carter stated that if he implied that all the entities that had received money in the past did not properly do their paperwork, he regretted making that statement. He stated that was not his intention. He stated that he was troubled that they wanted to get down that far into the weeds to Council checking invoices for billboards and radio ads and magazine ads. He stated that they had staff that were very capable and they did a fine job at that. He stated that if something had been incorrect in the past, it never would have been brought forward to Council the next year so did they really need to be checking invoices. He stated that if that was the direction they were going to go, then he was all for Council sitting down either in a work session or an open session and deciding that was the direction they were going to take. He stated that they had never asked anyone in the past to provide invoices.

Mayor Partin stated that she knew Council cared very much about the budgets that they passed and they were responsible for return on investment for the citizens. She stated that the reality was that if they wanted to lower citizens' tax burden, the way that they did that was to get others to spend money in Cayce, but that required that they got people to come there and that they have small businesses to spend money in. She stated that her concern was that with this drastic vote, that ignored the recommendation from the citizen committee, to give 100% of the money to the Chamber. She stated that Ms. Nelson was fabulous but she told Council her job was membership and events coordinator. She stated that Ms. Nelson had an important role for the businesses but

there was no one position at the Chamber that was focused on tourism. She stated that the professional expertise that Lake Murray Country and Experience Columbia had, the City was missing out on that. She stated that Lake Murray Country and Experience Columbia both got matching money from the State that made their money go further and the City missed out on bulk ad buys. She stated that she was all for the Chamber doing it, but Council had to make sure that the citizens and local businesses got that return on investment so yes, she would like to see the receipts.

Council Member Carter stated that Mayor Partin was saying that Council was going to require the entities that received money last year to submit their receipts. Mayor Partin asked if he wanted to go back a couple years. Council Member Carter stated that he did not want to go back period. He stated that he was not getting into their business and he did not think that was Council's job. He stated that their job was to allocate the money. Mayor Partin stated that Council's job, at the very least, was to make sure that they were not breaking the law. She stated that they did not have a budget for the a tax money that was required by State law so the least that they should commit to as Council was to make sure that they were complying with the law so they needed a budget for how that a tax money was going to be spent this year. She stated that Council Member Carter stated that he had seen them and she would like to see the receipts. Council Member Carter stated that he had seen the reports that they filed annually up to, of course, the current fiscal year that had not started. He stated that nothing had been allocated yet and he did not know if the last fiscal year reports had been filed yet, but he was sure they were imminent. He stated that he did not want to see receipts for some billboard but if Mayor Partin did that was certainly her prerogative. Mayor Partin stated that was what she asked for in the last meeting so she was not sure why they did not have it this meeting because she was hoping they were going to be able to move on from this. Council Member Carter stated that Mayor Partin spoke of a contentious vote but he was stunned that a City Mayor would continue to attack the local Chamber of Commerce. He stated that he did not know how to react to that, but Mayor Partin was a full member of Council and that was the information she requested and he supported her getting that information. Mayor Partin asked Council Member Carter if he could repeat how he just attacked her. Council Member Carter stated that he did not particularly attack her, he just said he could not believe the City Mayor continued to throw rocks at the local Chamber of Commerce. He stated that was something he was struggling with, but she had required information and he was good with her getting it and supported it 100%.

Mayor Partin stated then she was not sure why Council Member Carter was fighting with her. She stated that she was not trying to fight with him, just trying to clarify things. She stated that Council was supposed to be there for results for the citizens, and if asking for results for the citizens was something that they should not be doing, then she would love to hear that. She stated that she had gotten lots of calls from citizens who had been upset about this and she was hoping they were going to be able to get past this. She stated that the meeting was supposed to be about the receipts and

about the budget for this year so that Council could make sure they were complying with State law. She stated that she had heard from citizens that the vote Council took to use hospitality tax money for a pocket park probably did not comply with the law. She stated that they had a responsibility to get this right, and if getting it right was something that Council Member Carter saw as throwing rocks, then she did not understand that. Council Member Carter stated that they could just agree to disagree on this subject.

Mayor Pro Tem James stated that he wanted to make sure that the record reflected that he had completely recused himself from any communications regarding accommodations tax. He stated that he sat in Chambers that night as well as Council Member Thomas because it was a presentation and there was no intent for these type questions to come up, nor should he be in there with those type questions but he was asked to step to the podium. He stated that Mayor Partin stated that it was legal and she, as the Chair, asked him to stand there, but just for the record, he had recused himself from all others. Mayor Partin stated that Mayor Pro Tem James was perfectly in compliance and was absolutely fine to answer questions. She stated that he had two (2) different roles and he could answer in that role. She stated that they did not have a vote before them so there was no need to recuse himself. Mayor Pro Tem James stated that before he sat down, with that being said, he would like to commend again, Ms. Nelson for a great job with everything she did and how excited she was to be able to share everything that the Visitor Center did. Mayor Partin stated that she had one last question. She asked Mayor Pro Tem James to remind everyone what days the Chamber building was open. He replied Monday through Thursday. Mayor Partin stated so not on weekends when tourists most likely would be around. Ms. Nelson stated that they were open Monday to Thursday from nine to four and whenever they were not open, their QR code was posted on the outside of the building so people could scan what things to do. She stated that the only thing they were missing at that point was just a face to face of her telling them. Mayor Partin asked if that meant the kiosk was not open. Ms. Nelson stated that the kiosk was not open, but the kiosk was more robust online than it was in person.

## **Resolutions**

### **A. Consideration and Approval of Resolution Declaring Filing Dates for Candidacy for Municipal Elections**

City Manager Conley stated that the Resolution was required to declare that filing for the municipal election opened on August 1 and closed on August 15. He stated that it was important so the City's residents understood that filing for the election was open.

Mayor Pro Tem James made a motion to approve the Resolution. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

## **Items for Discussion and Possible Approval**

**A. Consideration and Approval of Contract Award and Funding Source for Demolition of Granby Gardens Park Pavilion**

City Manager Conley stated that Council approval was needed for a contract award and a funding source for the demolition of Granby Gardens Park pavilion. He stated that the park was heavily damaged during Hurricane Helene and the pavilion that was located in the back part of the park was completely destroyed by fallen trees. He stated that the City's on call contractor, 3D Dirt Works, submitted a quote for \$35,000 to completely pull all of the trees, the damaged structure and foundation out so the City could hopefully go back and revisit and reimagine what that area could look like afterwards.

Council Member Sox made a motion to approve the City Manager to accept the quote from the City's on call general contractor to clean up Granby Gardens Park in the amount of \$35,000. Mayor Pro Tem James seconded the motion which was unanimously approved by roll call vote.

**B. Discussion and Approval to Ratify an Agreement Approved by the City Manager, Under the Emergency Powers of Sec. 2-146, with GH Smith Construction and Xylem Dewatering Solutions for Emergency Repair of a Sewer Main Failure**

City Manager Conley stated that Council approval was needed to ratify the City Managers action. He stated that in May 2025 there was some damage to a sewer line in Riverland Park and there was a little bit of sewer that was leaking into the river which required action to be taken quickly to get that repaired. He stated that it took a little while to get to Council because staff had to wait for all the invoices to come in, so they would know the total cost. He stated that this was approved by the City Manager at the time, so they were ratifying that particular action under the Emergency Powers Act.

Mayor Pro Tem James made a motion to ratify the City Manager's action executing agreements with G. H. Smith Construction, Inc. for \$83,760.29 and Xylem Dewatering Solutions, Inc. for \$18,039.12 for a total of \$101,799.41 and fund the expenses from the Utilities Wastewater Collection O and M Budget. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

**Ordinances**

**A. Discussion and Approval of Ordinance 2025-06 Annexing Property Located at 2140 Frink Street (Tax Map Number 005758-01-023) and Assigning C-2 Neighborhood Commercial Zoning Designation – First Reading**

City Manager Conley stated that this was first reading of an Ordinance to annex a property located at 2140 Frink Street, tax map number 005758-01-023, into the City of Cayce and assign it a C-2 neighborhood commercial zoning designation. He stated that this property was a donut hole on Frink Street, almost at the end of Taylor and Frink and was almost six (6) acres. He stated that it was heavily overgrown and there were a couple of structures there a long time ago that had been taken in by nature. He stated that the new property owners had started cleaning the property and came to the City to discuss developing the property. He stated that they were only going to put a storage unit there for personal storage but were going to clean it up and take the dilapidated buildings off the property. He stated that they got into the conversation about annexation because for future use the owners would like to put some commercial space along Frink Street on that property. City Manager Conley stated that they would need utilities from the City so they did agree to annex into the City. He stated that with the C-2 zoning the City would be able to control the development when it moved forward..

Council Member Sox made a motion to approve the annexation and C-2 zoning designation. Council Member Carter seconded the motion. Mayor Partin asked if it was a personal storage building or if the property owners wanted it to be commercial, would it go on the back of the property. City Manager Conley stated that they were putting the initial storage building on the back of the property. Mayor Pro Tem James asked if that was where they were taking the old house down that was back up in the woods. City Manager Conley stated that they were going to get that house removed. Mayor Pro Tem James asked if the property on Barnswallow that came off of Old Dunbar over to Frink Street was in the city limits now that it came up almost to where this property was. City Manager Conley stated that it was not. Mayor Partin called the question which was unanimously approved by roll call vote.

### **Committee Matters**

- A. Approval to Enter the Following Committee Approved Minutes Into the City's Record
  - Planning Commission – February 24, 2025
  - Planning Commission Work Session – April 21, 2025
  - Museum Commission – May 7, 2025
  - Museum Commission – June 4, 2025

Council Member Sox made a motion to enter the Committee approved minutes into the record. Council Member Thomas seconded the motion which was unanimously approved by roll call vote.

- B. Reappointments
  - Board of Zoning Appeals – Two (2) Positions
  - Public Safety Foundation – One (1) Position

Mayor Partin stated that there were two reappointments for the Board of Zoning Appeals. She stated that Mr. Chip Salek's position would expire in July and he would like to serve again and Dr. Shirley McClerklin-Motley's position would expire in July as well and she would like to serve again. She stated that both attended meetings regularly and their applications were in the agenda packet for Council's review. Mayor Pro Tem James made a motion to reappoint Mr. Salek and Dr. McClerklin-Motley to the Board of Zoning Appeals. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

Mayor Partin stated that there was reappointment for the Public Safety Foundation. She stated that Ms. Barbara Corbett's position on the Foundation would expire in July and she attended meetings regularly and would like to serve again. She stated that Ms. Corbett's application was in the agenda packet for Council's review. Mayor Pro Tem James made a motion to reappoint Ms. Corbett to the Public Safety Foundation. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

Mayor Partin reminded everyone watching the meeting online that there were a number of Committee openings and even if there was not an opening, one could still submit an application and then be in the queue for when there was an opening. She stated that the Events Committee had four (4) open positions so if there was anyone good at event planning that would be interested in helping to bring about some of the events such as the Cayce Cool Down then fill out an application on the City's website.

#### C. Discussion of Proposed Amendments to the Cayce Museum and Historical Commission By-Laws

City Manager Conley stated that Mr. James Stewart, the Chair of the Museum and Historical Commission, spoke earlier in the meeting and asked if Council could reexamine their by-laws. He stated that they had a wonderful African American ad hoc committee for a number of years and it was exciting for them to bring this into the fold as a formal standing committee so kudos to them for bringing it forward to Council.

Council Member Thomas made a motion to approved the amendment to the Museum and Historical Commission's by-laws. Council Member Sox seconded the motion.

Mayor Partin stated that this was a powerhouse committee and in addition to all the cool work that the Museum Commission did, this committee did some amazing work. She stated that if one did not know that there was a connection between the City of Cayce, the Smithsonian and the Vatican, one would have found that out at the last Legends Gala. She stated that there were so many amazing citizens in the City and that group did a wonderful job of highlighting all the amazing contributions and talent that was in the City. She stated that if anyone wanted to know the answer to the

connection between those three (3) things, it was an artist named Larry Levy, who lived in Cayce and his work was in the Smithsonian and in the Vatican and in the Cayce Museum.

Council Member Thomas stated that for those in the Cayce community that wanted to learn more about Juneteenth, the Commission did an amazing job with a duty program last month and he could not wait for future events that they were planning as well as the other great events the Museum Commission planned. He thanked the Commission for the great job they were doing and stated that sadly, other cities stories were not being told, but that was not the case in the City. Mayor Partin called the question which was unanimously approved by a roll call vote.

### **City Manager's Report**

City Manager Conley stated that he did want to bring some information to Council. He stated that they had talked about this in the past, but he wanted to discuss the PER for the Utility Wastewater Plant. He stated that it did not formally have to come to Council, but he wanted to bring that information to them. He stated that they were all aware that the City's Wastewater Treatment Plant was coming to capacity and traditionally, when it comes into that 80% range, the Department of Environmental Services asked that the Utility start their PER process for expansion or to look at existing uses to expand. He stated that staff was using the City's on call engineers, American Engineering, to start that process and it was already budgeted. He stated that he knew the City's purchasers were wondering and he did want to make Council aware that staff had been in communication with them.

City Manager Conley stated that he did have follow up for some of Council's directives and questions to staff. He stated that Mayor Pro Tem James asked about what could be done with the Safe Streets Grant and Assistant City Manager Crosby did reach out to the contractor and did get the information that the City could work some new intersections into the existing scope and staff looked forward to continuing that process. He stated that Mayor Partin asked for information from staff about the Midlands Business Leadership Group and the rebranding of the Cayce Riverwalk and other riverwalks in the midlands. He stated that a gentleman reached out to staff that day to set up a conversation so he looked forward to continuing that conversation and see where it went with himself, Mayor Partin and Mayor Pro Tem James. City Manager Conley stated that Mayor Partin requested information about the Karlaney Avenue basin. He stated that staff was still working on that and had a draft to review and as soon as that draft was finalized, staff would get that to Council and see about getting that information out to the residents. He stated that Mayor Partin asked about the eternal flame at the Police Department and the City's Victim Advocates were a big part of that coming to fruition so he hoped to have them at the August 5 Council Meeting to tell Council that story. He stated that Mayor Partin asked about the Community Development Block Grants and what the City had gotten in the past. He stated that in



the past several years, the City had two (2) block grants – one was for the Lexington Avenue sewer line, which was a little over \$270,000 in 2024 and then the other was a State Street sewer line project in 2020 for little over \$180,000. He stated those were the only two community development block grants that staff could find. Mayor Partin stated that Community Development Block Grants were a very accessible source of money for cities for big projects, but they were about to be cut from the Federal Government so she asked Council Member Thomas to talk to his boss and tell him cities needed those CDBG's. Mayor Partin stated that she thought the State Street streetscaping was funded with CDBG monies. She stated that if that source of funding went away, it would have a drastic impact. She stated that the City's sewer line project had to get done and if there were not any CDBG funds then the money would have to come from the City which meant less to work with to do other things for the citizens.

City Manager Conley stated that Mayor Partin directed staff to look into the DOT street signs and staff had been working with Lexington County since they did the street signs. He stated that the County was way behind and asked staff to bring a small number of signs to them at a time and they would get them done. He stated that they recently got five (5) signs done a couple of months ago and staff would continue to do that work with them. He stated that they had already discussed the Chamber presentation earlier in the meeting. Mayor Partin asked if that presentation would be added to the next Council Meeting. Council Member Sox asked if it was a presentation or just reviewing the numbers. He stated that he thought it was just reviewing the numbers. Mayor Partin stated that it had gone on so long and she knew the Chamber wanted to get the good word out there, so if they could just put it out there for the public, then there would be no questions and they could move on. She stated that it was supposed to be in that night's Council agenda packet and the fact that it was not, she did not understand. She stated that she wanted it on the agenda for discussion at the next Council Meeting.

City Manager Conley stated that Council Member Carter mentioned the history of accommodations tax and stated that he would like staff to put together a document showing the process and how it worked. He stated that staff was working on that and hoped to have it to Council at the August 5 Council Meeting. He stated that staff would give Council a formal, written documentation of what the process was and possibly even some suggestions that could help staff move forward in a more positive way as well. City Manager Conley stated that staff had a directive from Council regarding the Naples Avenue construction schedule and he put that in Council's packet. He stated that the Naples Avenue entrance to the Riverwalk was closing July 14 as crews started demoing and doing some heavy work on that particular area. He stated that signs were up there directing people down to the Lyles Street entrance of the Riverwalk since it was the closest and the City informed the public about available parking in the Art Lot along with street parking. He stated that they also directed people to the Thomas Newman boat landing since there was boardwalk construction south from Lyles Street because of the damaged boardwalk there. He stated that the signage was up and it was very visible.

City Manager Conley stated that Mayor Pro Tem James had some suggestions for the Planning Commission regarding them discussing light pollution and short term rentals. He stated that staff believed that they could definitely get some surveys to the citizens to get some feedback on those two particular issues and have the contractors do a workshop with the Planning Commission. He stated that staff had already started working on some model Ordinances and some language to get to the Planning Commission and once the feedback was received from citizens, the Planning Commission could review the information. He stated that the Planning Commission would then give a recommendation to Council and all the documentations would come to Council for their review.

City Manager Conley stated that the Police Department was working hard on the Back to School drive that was open through July 25. He stated that the Police Department had their Back to School Bash at Mount Pleasant Baptist Church on July 31 from 5:30pm to 8:30pm. He stated that the Cayce calendar photo competition was open and that there was not a particular theme this year, so it just had to be photos of Cayce places or people. He stated that the deadline to submit photos was August 11. He stated that the grand reopening celebration for Glenwood Park was August 5 and the Cayce Cool Down was July 26. He stated that the Cayce Museum had a free event on July 19 on the life of Thomas Sumter. City Manager Conley stated that a Council Work Session was scheduled for July 15 at 6:00pm. He reminded everyone that State Street would be closed between Indigo and Jansen for the next couple of weeks and asked everyone to sign up for the Cayce Avenues Drainage Project information at [Caycedrainage.com](http://Caycedrainage.com) for updates and text alerts. He stated that work was finally underway for the upgrading of Pump Station One which was great news.

### **Council Comments**

Mayor Partin thanked City Manager Conley for a really great first City Manager Report and stated that she appreciated him reviewing all the items to make sure that they were taken care of.

Mayor Pro Tem James thanked City Manager Conley as well for his report. He stated that a lot of the items he spoke on educated the community on what was being done every single day by City staff and also educated the community on what Council was asking staff to get done, whether it be street signs or the short term rentals or the light pollution. He stated that he recently spoke to a gentleman who told him the nightmares that were taking place because of short term rentals. He thanked American Engineering for their presentation. He asked staff to see if there was a work around for the walking loop in Guignard Park. He stated that there were a lot of people who loved that park and had been using it for years and would be grateful. He asked that staff get with Chief Wade regarding the additional cars using other streets in the Avenues while some streets were closed and adding 1,000 additional cars going down some roads.

Council Member Sox thanked City Manager Conley for the updates. He also thanked Ms. Nelson for a wonderful presentation and for all she did that was so impactful to the business community in Cayce and the Midlands.

Mayor Partin stated that she and Assistant City Manager Crosby had signed up for a free seminar on how US cities fund, govern and maintain parks and public spaces and it was a great opportunity through the Mayor's Institute for City Design. She stated that parks was something Council and staff were passionate about, so she was looking forward to what comes out of that seminar.

Council Member Thomas stated they had seen too many times where local government works with entities on projects and when the projects were completed there were many items that had to be fixed and then that process took longer. He stated that the Avenues Drainage Project would not be complete until Guignard Park was more beautiful and upgraded than they had ever imagined, because that was what the citizens deserved. He thanked Council for agreeing to have a Council Work Session and stated that was something that he had been trying to get since he was elected. He stated that he thought it was a big win for the citizens and staff and he looked forward to brainstorming and working together with his colleagues to continue to better the City. Council Member Thomas stated that the Fall Fest was a fun event and he would like to see if it was possible to consider offering a free transportation option to help citizens to get to and from the Fall Fest. He stated that it would not only get people to the event that might not have a way to get there but also minimize the traffic by the event. He thanked the Cayce West Columbia block party committee for allowing the Lexington County mobile library to come out to their awesome block party last month. He stated that it was amazing to see the excitement of the local kids running up to go check out a book. He stated that these small things made big impacts, because the young people were the future. Council Member Thomas stated that he would like to have a Hot Dogs and Handshakes event and have Police Chief Wade and City Manager Conley attend so residents could meet them and get to know them because he was a big believer in relationships. He asked them to give him some dates in the next three months when it got cooler and he would be honored to throw a nice little event.

### **Executive Session**

- A. Discussion of contractual negotiation and employment matters – City Manager's Contract
- B. Discussion of personnel matter relating to the exit of City Manager

Council Member Sox made a motion to move into Executive Session. Mayor Pro Tem James seconded the motion which was unanimously approved by roll call vote.

### **Reconvene**

After the Executive Session was concluded, Council Member Sox made a motion to reconvene the Regular meeting. Mayor Pro Tem James 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 in follow up to Executive Session**

#### **A. Approval of City Manager's Contract**

Mayor Partin stated that she and City Manager Conley had a great conversation and he knew ahead of time at the last Council Meeting that she was not going to vote for him, but they agreed to meet and talk. She stated that they had a great conversation and she told him that she wanted to come out and affirm him as the City Manager and share a little bit about his experience so people knew about him and could learn a little bit more about him. She stated that before he was with the City of Cayce, he was with Kershaw County in Camden and one of the things he did there was the Director of Planning and Zoning and the City had several city managers who had that background and it was a really great combination of knowing what really went into one of the most important parts of City government. She stated that City Manager Conley was in the United States Army and was a flight medic. She stated that staff was her absolute highest priority and she and City Manager Conley had some great conversations about supporting staff and that meant supporting him too. She stated that she would like to encourage everyone to work together so they could make sure that he was successful. She stated that since she had been Mayor the first city manager was there for nine years, the next one was there for seven years and she knew City Manager Conley wanted to be there for 10 years so they wanted him to be very successful.

Council Member Sox made a motion to approve the City Manager's contract as discussed in Executive Session and authorize the Mayor to sign on behalf of the City. Mayor Pro Tem James seconded the motion. City Manager Conley thanked Mayor Partin for her support and thanked Council for the honor of the opportunity. He stated that he was truly honored and excited to step into the role of City Manager for the City of Cayce. He stated that his clear priorities were the growth and prosperity of the City and he was committed to empowering the team directly. He stated that meant providing the necessary resources, the technology support for all of the departments, offering leadership training for managers, and actively listening to Council and staff's insights to drive their collective success. He stated that he was proud of the City's recent achievements in economic development and community partnerships, their award winning culture initiatives and impactful public safety programs they were building for the future while honoring the City's rich history and heritage and preserving the City's natural beauty and unique character. City Manager Conley stated that he believed strongly in staff's capabilities and they would continue to build on their strengths together. He stated that he was committed to ongoing growth as a leader, continuously learning and adapting to best serve the City and its dedicated team as they worked

towards their shared goals. Mayor Partin called the question which was unanimously approved by roll call vote.

**Adjourn**

Mayor Pro Tem James made a motion to adjourn the meeting. Council Member Sox seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 10:51pm.

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Elise Partin, Mayor

ATTEST:

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Mendy Corder, CMC, Municipal Clerk

**IF YOU WOULD LIKE TO SPEAK ON A MATTER APPEARING ON THE MEETING AGENDA, PLEASE COMPLETE THE INFORMATION BELOW PRIOR TO THE START OF THE MEETING.\* *THANK YOU.***

## COUNCIL MEETING SPEAKERS' LIST

Date of Meeting      July 8, 2025

[illegible]

**\*Appearance of citizens at Council meetings - City of Cayce Code of Ordinances, Sec. 2-71.** Any citizen of the municipality may speak at a regular meeting of the council on a matter pertaining to municipal services and operation, with the exception of personnel matters, by notifying the office of the city manager at least five working days prior to the meeting and stating the subject and purpose for speaking. Additionally, during the **public comment period** as specified on the agenda of a regular meeting of the council, a member of the public may speak on a matter appearing on the meeting agenda, with the exception of personnel matters by signing a speakers list maintained by the city clerk prior to the start of the public comment period. The number of speakers at a council meeting may be limited in the discretion of the mayor or presiding officer, the length of time for any speaker's presentation is limited to a maximum of five minutes, and a presentation may be curtailed if determined to be uncivil, contentious, or disruptive in the discretion of the mayor or presiding officer or by majority of vote of council.





Mayor  
Elise Partin

Mayor Pro-Tem  
Tim James

Council Members  
Phil Carter  
Hunter Sox  
Byron Thomas

City Manager  
Mike Conley

Assistant City Manager  
Wesley Crosby

**City of Cayce  
Council Work Session  
Tuesday, July 15, 2025**

The July 15, 2025, Council Work Session was held this morning at 11 a.m. in Council Chambers. Those present included Mayor Elise Partin, Mayor Pro Tem Tim James and Council Members Phil Carter, Hunter Sox and Byron Thomas. City Manager Michael Conley, Assistant City Manager Wesley Crosby and Municipal Clerk Mendy Corder,

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 that they were notified.

**Call to Order**

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

**Other**

City Manager Conley opened the work session by thanking Council for the opportunity to meet and emphasized the importance of setting short-term goals. He reminded Council of the previous discussion to begin a more formal strategic planning effort in early 2026 and positioned this meeting as a way to guide staff direction in the interim.

City Manager Conley presented the top five priority areas based on Council input:

1. City Manager/Council Communication
  - Mr. Conley emphasized transparency and consistent communication, stating he would continue weekly updates and ensure Council Members were copied on all relevant communications.
  - Council expressed appreciation for ongoing updates and suggested continuing joint meetings to save time and improve dialogue.
2. Park Improvements
  - Discussion included current challenges and future goals for Riverwalk restoration, park safety, and maintenance.
  - Council Members discussed issues with Sunnyside Park, M Avenue, Guignard Park, and the importance of full basketball courts rather than half courts.
  - Mr. Conley provided updates on funding opportunities, including a Water and Land Conservation Grant and an upcoming potential partnership.



- The need for better signage, increased accessibility, improved safety features, and Wi-Fi expansion in city parks was discussed.
  - Concerns were raised regarding recent damage to Guignard Park as part of the drainage project, with Council requesting restoration plans and better communication with the public.
3. Economic Development
- Economic Development Coordinator Luke Godbold was actively updating the city's website and working to inventory vacant commercial properties.
  - Mr. Conley requested Council guidance on target industries or business types.
  - Opportunities with the Bailey Bill and the Abandoned Buildings Revitalization Act were discussed as tools to stimulate redevelopment.
  - Council discussed holding another vacant building stakeholder meeting and possibly revisiting the proposed Vacant Building Ordinance.
  - Interest was expressed in developing partnerships with contractors and developers familiar with historic property rehabilitation.
4. Wastewater Expansion
- Mr. Conley informed Council that a Preliminary Engineering Report (PER) is underway with engineering consultants to determine future capacity needs.
  - Council Member Thomas shared plans to involve state and federal partners to explore funding support for the wastewater system's regional impact.
  - Council emphasized the importance of collaboration with Lexington County and Joint Municipal Water and Sewer Commission.
5. Additional Budget and Policy Considerations
- Mr. Conley proposed quarterly budget updates and introduced the concept of a multi-year budget planning model to better prepare for future large expenditures.
  - Council expressed support for increased fiscal transparency, especially in regard to line items that may exceed expected spending levels.
  - Discussion included planning for the Safe Streets initiative and prioritizing city financial goals in alignment with resident needs.

Council Members reiterated the importance of prioritizing major projects, particularly the Riverwalk restoration and Guignard Park repairs, before moving forward with new recreational improvements. Council also discussed the continued need for community engagement and transparent updates to residents.

City Manager Conley closed by thanking Council for their collaboration and noted that the direction provided during this work session would assist staff in focusing efforts over the coming months.

### **Executive Session**

- A. Receipt of legal advice and discussion of proposed contractual matters

Mayor Pro Tem James made a motion to enter into Executive Session. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

### **Reconvene**

After the Executive Session was concluded, Council Member Thomas made a motion to reconvene the Regular meeting. Mayor Pro Tem James 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.

### **Adjourn**

Council Member Thomas made a motion to adjourn the meeting. Council Member Sox seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 12:55 p.m.

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Elise Partin, Mayor

ATTEST:

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Mendy Corder, CMC, Municipal Clerk

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# Memorandum

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**To:** Mayor and Council

**From:** Michael Conley, City Manager

**Date:** August 5, 2025

**Subject:** Acceptance of Opioid Grant Funds from Lexington County

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## Issue

Council's approval is needed to accept SCORF Opioid settlement funds from the County of Lexington, for the Fire Department, for opioid-related projects in the amount of \$309,000.

## Discussion

The Fire Department applied for opioid settlement funds, on Lexington County's behalf, in June of this year. In July, Lexington County was notified that Cayce's application was approved. The City will be awarded \$309,000 from the County to supplement Community Risk Reduction Manager McDade's, and the Cayce Fire Department's, efforts on opioid abatement and education within the City of Cayce and surrounding jurisdictions. The funds will be utilized to purchase a new vehicle and horse trailer to support the Therapeutic Equine (TEA) program, as well as start and continue various other education and prevention services that we offer.

## Recommendation

Staff recommends City Council approve the Fire Department's request to accept the SCORF Opioid funds in the amount of \$309,000 and allow the City Manager to enter into agreement with the County of Lexington as described in the grant.

# LEXINGTON COUNTY, SOUTH CAROLINA

## GRANTEE/SUBRECIPIENT AGREEMENT

This Grantee/Subrecipient Agreement ("Agreement") is by and between, Lexington County ("the County"), a political subdivision of the State of South Carolina, and City of Cayce, South Carolina ("subrecipient/grantee").

### Special Contractual Terms of This Agreement

#### A. Background Information

The South Carolina Opioid Recovery Fund Board ("SCORF Board") was created by the South Carolina Opioid Recovery Act, SC Code §11-58-10 et seq., to administer and disburse the South Carolina Opioid Recovery Fund in accordance with the terms of *In re South Carolina Opioid Litigation* settlement agreements. Money from the South Carolina Opioid Recovery Fund will be distributed by the SCORF Board to help address and remediate the impact of the opioid epidemic in South Carolina.

Any organization that desires to become a recipient of SCORF funds must commit to compliance with the guidelines as a precondition to being eligible for a grant/award. Once an organization has been deemed to be eligible for a grant/award, the organization must contractually agree to comply with the SCORF guidelines which establish permitted and prohibited uses, and which mandate important accounting, record keeping, and oversight obligations.

#### B. Use of Funds

The South Carolina Opioid Recovery Fund must be used for one or more of the following approved opioid remediation uses. The Core Strategies are given priority and include the following:

- Naloxone or Other FDA-Approved Drug to Reverse Opioid Overdoses;
- Medication-Assisted Treatment (MAT) Distribution and Other Opioid-Related Treatment;
- Pregnant and Postpartum Women;
- Expanding Treatment for Neonatal Abstinence Syndrome (NAS);
- Expansion of Warm Handoff Programs and Recovery Services;
- Treatment for Incarcerated Population;
- Prevention Programs;
- Expanding Syringe Service Programs; and
- Evidence-Based Data Collection and Research Analyzing the Effectiveness of the Abatement Strategies within the State.

### **C. Compliance With Applicable Laws**

Subrecipients and grantees must agree to comply with all federal, state, and local laws, and all requirements and published guidance set forth regarding the use of all SCORF Funds provided. This provision necessarily includes compliance with all applicable federal and state civil rights laws.

### **D. Internal Controls, Effective Monitoring, Record Keeping, & Reporting**

Subrecipients/grantees must agree to the implementation and maintenance of effective internal accounting controls to ensure that each expenditure of SCORF Funds is an eligible use, and to ensure that adequate and proper documentation for each expenditure of SCORF Funds is maintained.

Subrecipients/grantees must agree to maintain records and financial documents for five (5) years after all SCORF Funds have been expended (or returned to the granting entity), and to make such records available to the granting entity, and to any other authorized oversight body, upon request.

In order to meet and fulfill its reporting obligations, the County may be obligated to request detailed expenditure information and records from any subrecipient/grantee. Subrecipients and grantees must agree to promptly provide this requested information, which may occur well after all SCORF Funds have been expended by a subrecipient or grantee.

Subrecipients and grantees must agree to comply with all required reporting obligations associated with the receipt of SCORF Funds.

### **E. Subrecipients and Grantees Must Have Proper Legal Authorization and Legal Capacity To Accept SCORF Funds and To Use SCORF Funds for the Specified Purpose(s)**

Subrecipients and grantees must be properly and legally authorized to request and receive SCORF funds, must have the legal capacity to accept SCORF Funds, and must have the actual capacity to use SCORF Funds for the specified purpose(s) that has been identified by the subrecipient/grantee.

### **F. Recoupment/Repayment of Funds**

Subrecipients and grantees must acknowledge and agree that the improper use of SCORF Funds, whether intentional or unintentional, may require subrecipients and grantees to return all or a portion of the SCORF Funds received by a subrecipient or grantee. The County will provide reasonable notice, a reasonable opportunity to be heard, other basic elements of required due process, before making a final decision regarding a repayment obligation. The County will also permit subrecipients and grantees to request reconsideration of a final decision regarding a repayment obligation within the ninety (90) calendar day period following the date of the issuance of a final decision.

Should subrecipients / Grantees fail to use any personal property / equipment purchased with SCORF funds, for the SCORF intended purposes as set forth herein, the personal property / equipment and titles, if any, must be delivered / transferred to the County within 30 days of the failure to properly utilize the SCORF funds.

#### **G. Additional SCORF Terms of This Agreement**

1. **Precise Dollar Amount of SCORF Funds in Total To Be Provided To Subrecipient/Grantee**  
\$ 309,000
2. **Type of Payment (must specify as either onetime payment or reimbursement)**  
Onetime Payment
3. **General Expenditure Category/Categories**  
Purchase of a diesel truck and larger horse trailer  
Part-Time Equine help  
Drug prevention materials and various obstacles, pens, camera and training.
4. **Official Date of SCORF Approval of the Request for Funding**  
Date: 06/11/2025
5. **Date By Which SCORF Funds Must Be Completely Expended**  
Date: 07/01/2026
6. **Payment**

Payment will be made to the subrecipient once the County is satisfied that all terms of this agreement have been or will be met by the Subrecipient / Grantee.

#### **H. Traditional Contractual Terms of This Agreement**

1. **Independent Subrecipient/Grantee**

Each party to this Agreement shall be treated as an independent party. Nothing in this Agreement is intended to create or constitute an association, a partnership, a joint venture, a relationship of principal and agent, or a relationship of employer and employee. The subrecipient/grantee shall not be, shall not be deemed to be, and shall not act or purport to act, as an employee, agent, or representative of the County for any purpose.

2. **Hold Harmless and Indemnification**

Subrecipient/grantee agrees to defend, indemnify, and hold the County, its Council Members, employees, agents, and volunteers harmless from and against any and all injuries, damages, losses or expenses, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage to or destruction of property, which are alleged or proven to be caused in whole or in part by

an act or omission of the subrecipient/grantee, its officers, directors, employees, and/or agents relating to the subrecipient's/grantee's performance or failure to perform under or in relation to this Agreement. This section shall survive the expiration or termination of this Agreement.

**3. Termination**

The County may terminate this Agreement, for convenience or otherwise, and for no consideration or damages, upon prior notice to the subrecipient/grantee.

**4. Notice**

Any notices desired or required to be provided shall be in writing, and shall be deemed received four (4) days after deposit with the U.S. Postal Service (postage fully prepaid, certified mail, return receipt requested), and addressed to the party at its last known address, or to such person or address as either party shall designate to the other from time to time in writing and sent in the same manner as described above

**Subrecipient/Grantee**

City of Cayce  
(Attention: Lindsay McDade)  
1800 12<sup>th</sup> Street  
Cayce, SC 29033

**Lexington County**

Lexington County  
Attention: Lynn Sturkie, County Administrator  
212 S. Lake Drive  
Lexington, SC 29072

**5. Improper Influence**

Each party agrees, warrants, and represents that no gratuity whatsoever has been or will be offered or conferred with a view towards obtaining, maintaining, or extending this Agreement.

**6. Conflict of Interest**

The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest.

**7. Time**

Time is of the essence in this Agreement.

**8. Survival**

The provisions of this Agreement that, by their sense and purpose, should survive expiration or termination of this Agreement shall so survive. Those provisions include without limitation Indemnification, Maintenance, and Audit of Records.



**9. Amendment**

No amendment or modification to this Agreement will be effective without the prior written consent of the authorized representatives of the parties.

**10. Applicable Law & Venue**

This Agreement will be governed in all respects by the laws of South Carolina, both as to interpretation and performance, without regard to conflicts of law or choice of law provisions. Venue shall be proper in Lexington County, South Carolina.

**11. Non-Waiver**

No failure on the part of the County to exercise, and no delay in exercising, any right pursuant to this Agreement shall operate as a waiver, nor shall any single or partial exercise of any other right hereunder preclude any other or further exercise thereof, or the exercise of any other right. Any waiver by the County of a particular provision or right under this Agreement shall be in writing, shall be as to a particular matter, and, if applicable, shall be for a particular period of time, and shall be signed an authorized representative of the County.

**12. Binding Effect**

This Agreement shall be binding upon and shall inure to the benefit of the parties and their respective successors.

**13. Assignment**

Neither party shall assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the other party.

**14. Entire Agreement**

This Agreement constitutes the entire agreement between the County and the subrecipient/grantee for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement.

**15. No Third Party Beneficiaries**

Nothing herein shall be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This provision shall not limit any obligation to cooperate with the County or other entity with oversight authority, including the obligation to provide access to records and cooperate with audits as provided in this Agreement.

**16. Severability**

In the event one or more provisions of this Agreement shall be determined to be invalid by any court of competent jurisdiction or agency having jurisdiction thereof, the remainder of this Agreement shall remain in full force and effect and the invalid provisions shall be deemed deleted.

**17. Authorization**

Each party warrants to the other party that the person executing this Agreement on its behalf has the full power and authority to do so.

**18. Acknowledgement and Agreement of Subrecipient/Grantee**

Subrecipient/Grantee acknowledges both the Special Contractual Terms of This Agreement and the Traditional Contractual Terms of This Agreement, and agrees to adhere to and be bound by both.

**IN WITNESS WHEREOF**, this Agreement is executed and shall become effective as of the last date signed below.

**LEXINGTON COUNTY, SOUTH CAROLINA**

By: \_\_\_\_\_  
Lynn Sturkie  
County Administrator

Date: \_\_\_\_\_

**SUBRECIPIENT/GRANTEE**

By: \_\_\_\_\_  
Michael Conley  
City Manager

Date: \_\_\_\_\_

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# Memorandum

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**To:** Mayor and Council

**From:** Michael Conley, City Manager

**Date:** August 5, 2025

**Subject:** Approval to move forward with the Hazard Mitigation Grant Program Application

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## Issue

Council approval is needed to continue the grant application process for the Hazard Mitigation Grant. With such a high grant match required, staff is seeking approval from Council to continue the grant process.

## Discussion

The City of Cayce has experienced increasing flood frequency and intensity, particularly during hurricanes, tropical storms, and high-intensity rainfall events. Current stormwater infrastructure, much of which dates back to the 1960s and 1970s, is no longer adequate to handle the increasing frequency and intensity of rainfall events. Outdated culverts, insufficient pipe capacity, and lack of modern detention/retention systems contribute to flash flooding and environmental degradation.

Through the Federal Emergency Management Agency's (FEMA) Hazard Mitigation Grant Program (HMGP). The City is requesting **\$21,750,000** in federal funding, complemented by a **\$7,250,000 local match**, for a total project cost of **\$29,000,000**. This funding will support the design and construction of critical stormwater mitigation infrastructure aimed at reducing flood risk, protecting property, and enhancing community resilience.

The project will address aging stormwater systems and topographic vulnerabilities that have repeatedly caused localized flooding during extreme weather events, particularly along Knox Abbott Drive commercial corridor, in the "Avenue's" residential neighborhood, and the Cayce Riverwalk. These vulnerabilities threaten public health, safety, and economic stability. The proposed infrastructure upgrades and stormwater solutions will significantly reduce future flood risks and reduce long-term risk to people and property.

## Recommendation

Staff recommends Council approve staff continuing with the grant application process and a funding source will be assigned when an amount of matching funds is identified. When the grant is awarded, staff will return to Council to accept the award and assign a funding source at that time.

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# Memorandum

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**To:** Mayor and Council

**From:** Michael Conley, City Manager

**Date:** August 5, 2025

**Subject:** Discussion and approval of contract award and funding source for the Riverwalk boardwalk repair

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## Issue

Council's approval is needed for a Tax Increment Financing (TIF) fund expenditure. The Cayce Riverwalk requires repairs to a 60-foot section of boardwalk that has experienced erosion damage from a sewer force main failure on May 24, 2025.

## Discussion

A proposal has been submitted by 3D Dirt Works LLC., for the repairs. The proposed work includes several steps to address the erosion and stabilize the area. The plan involves removing and replacing a 60-foot section of the boardwalk, removing the erosion caused by the sewer force main failure, installing new concrete footers, and stabilizing the river embankment with gabion baskets.

Our on-call General Contractor, 3D Dirt Works LLC., who has provided regular maintenance for our Riverwalk over the years, has provided a cost estimate for this project of \$250,000.

The City's TIF fund currently holds a fund balance of \$502,554.74.

## Recommendation

Staff recommends that Council approve 3D Dirt Works LLC., to repair the boardwalk in a not-to-exceed amount of \$250,000 and authorize the City Manager to execute appropriate agreements. The funds will be allocated from the TIF fund.

Signature:

## **City of Cayce 2025 Council Meeting Dates**

**ITEM IV. D.**

The City of Cayce Council meets the first Tuesday of each month at 6:00 p.m. and the third Wednesday of each month at 5:00 p.m. Date and/or time may change due to conflicts in schedules. Citizens may meet with the Mayor at 5:00 p.m. prior to each Tuesday Council Meeting.

**Please note there is only one Council Meeting in January, July, November and December and the October 15 Meeting has been moved to October 22.**

**January 15, 2025  
February 4, 2025  
February 19, 2025  
March 4, 2025  
March 19, 2025  
April 1, 2025  
April 16, 2025  
May 6, 2025  
May 21, 2025  
June 3, 2025  
June 18, 2025  
July 8, 2025  
August 5, 2025  
August 20, 2025  
September 2, 2025  
September 17, 2025  
October 7, 2025  
October 22, 2025  
November 19, 2025  
December 2, 2025**

To Access Council Meetings Livestream, click  
<https://www.youtube.com/@cityofcayce1137/streams>

Other meetings may be called on an as needed basis. Meetings are held in Council Chambers located at 1800 12<sup>th</sup> Street, Cayce, SC unless otherwise noted. All meetings are open to the public.

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# Memorandum

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**To:** Mayor and Council

**From:** Michael Conley, City Manager

**Date:** August 5, 2025

**Subject:** Discussion and Approval of Midlands Business Leadership Group Riverfront Rebranding budget allocation

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## Issue

Council approval is needed in order to proceed with the budget allocation for The Midlands Business Leadership Group Riverfront Rebranding.

## Discussion

In June as part of the budget approval process Council discussed the \$17,000 budget allocation to the Midlands Business Leaders Group (MBLG) for a two-year project to market and promote the Riverwalk. The budget was approved with the \$17,000 held in abeyance pending Council's later consideration.

## Recommendation

Staff recommends Council approve the \$17,000 budget allocation to the Midlands Business Leaders Group (MBLG).



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# Memorandum

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**To:** Mayor and Council

**From:** Michael Conley, City Manager  
Monique Ocean, Planning & Zoning Administrator

**Date:** August 5, 2025

**Subject:** Second Reading of an Ordinance to annex the property located at 2140 Frink Street (Tax Map Number 005758-01-023) into the City of Cayce and assign a C-2 Neighborhood Commercial zoning designation.

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## Issue

Council approval is needed for the Second Reading of an Ordinance to annex the property located at 2140 Frink Street (Tax Map Number 005758-01-023) and assign a C-2 Neighborhood Commercial zoning designation.

## Discussion

The applicant has requested annexation of an approximately 5.94-acre parcel located at 2140 Frink Street, along with C-2 zoning designation. The C-2 zoning district is intended to accommodate neighborhood-scale businesses such as convenience stores, salons, or small restaurants—uses that serve local residents and are typically located near major roads or the edges of residential areas.

The property is located within the CBR (Central Business/Retail) area on the City's Future Land Use Map, which supports a mix of commercial and retail uses in accessible, centralized locations. The requested zoning aligns with both the Comprehensive Plan and the Future Land Use Map.

The property is bordered by residential and low-intensity commercial uses. Frink Street is a major arterial road with a mix of homes and small businesses—supporting the appropriateness of the C-2 designation. Additionally, the annexation would help reduce unincorporated "donut holes," consistent with the City's goals for growth.

## Recommendation

The Planning Commission reviewed the request at its meeting on June 16, 2025, and recommended approval by a vote of 4–0. Commissioner Danny Creamer abstained, citing a need for more information about the owner's future plans. Two members were absent.

Staff supports approval of the annexation and zoning request based on its alignment with the City's planning goals and surrounding land uses.

# ITEM V. A.

STATE OF SOUTH CAROLINA

COUNTY OF LEXINGTON

CITY OF CAYCE

)  
)  
)  
)

## ORDINANCE 2025-06

Annexing Property Located at 2140 Frink  
Street (Tax Map Number 005758-01-023) into  
the City Limits Under the Provisions of South  
Carolina Code Section 5-3-150(3).

**WHEREAS**, a proper petition has been filed with the City of Cayce by the owner of 100 percent of the assessed value of the contiguous property hereinafter described petitioning for annexation of the properties to the City of Cayce under the provisions of S.C. Code 5-3-150(3); and

**WHEREAS**, it appears to Council that annexation would be in the best interest of the property owners and the City of Cayce, and

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Cayce, in Council, duly assembled, that the property hereinafter described is hereby annexed to and become a part of the City of Cayce:

### PROPERTY DESCRIPTIONS

All those certain pieces, parcels, or lots of land, situate, lying and being near the City of Cayce in the County of Lexington, State of South Carolina, being shown on attached Exhibit "B" which is made part of this Ordinance and consisting of approximately 5.94 acres:

The parcel of property not currently within the City that is located at 2140 Frink Street, Lexington County, further identified as Lexington County Tax Map Number 005758-01-023.

The property shall be zoned C-2 Neighborhood Commercial, in accord with City of Cayce Zoning Ordinance, Section 3.15, and this classification shall become effective upon the effective date of this annexation ordinance. This property is added to voting district Number Three (3).

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

**DONE IN MEETING DULY ASSEMBLED**, this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Elise Partin, Mayor

Attest:

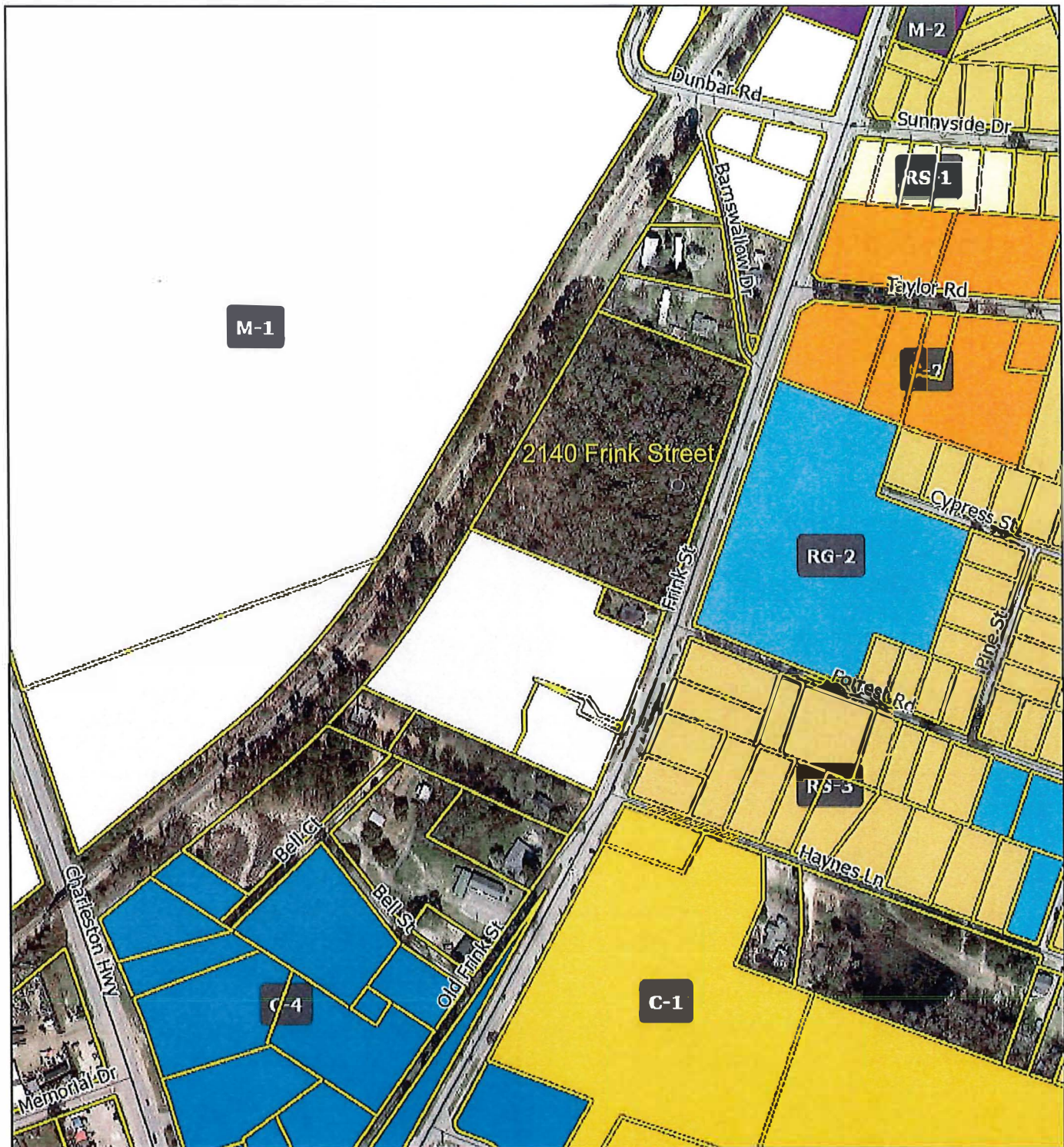
\_\_\_\_\_  
Mendy Corder, CMC, Municipal Clerk

First Reading: \_\_\_\_\_

Second Reading and Adoption: \_\_\_\_\_

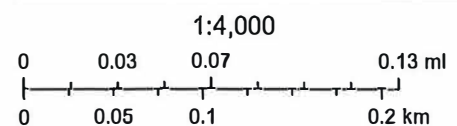
Approved as to form: \_\_\_\_\_  
Will Dillard, City Attorney

## Annexation Request 2140 Frink St



6/9/2025, 11:08:41 AM

Roads	Cayce Zoning
— Arterial	RS-1 Single Family, Large Lots
— Collector	RS-3 Single Family, Small Lots
— Local	RG-2 General Residential, High Rise
□ Parcels	C-1 Office / Institutional
	C-2 Neighborhood Commercial



## 100 Percent Petition Form

TO THE MAYOR AND COUNCIL OF THE CITY OF CAYCE, SOUTH CAROLINA:

The undersigned, being 100 percent of the freeholders owning 100 percent of the assessed value of the property in the contiguous territory described below and shown on the attached plat or map, hereby petition for annexation of said territory to the City of Cayce by ordinance effective as soon hereafter as possible, pursuant to South Carolina Code Section 5-3-150(3). I (we) also acknowledge receipt of the Resolution adopted April 13, 2004 by the City "Approving the Method and Criteria for Annexing and Zoning Property in the City Limits of the City of Cayce".

The territory to be annexed is described as follows:

The 5.94 acre lot will be used for the construction of a personal storage, eventually we will also develop the area for commercial use.

The property is designated as follows on the Lexington/Richland County tax maps: 005758-01-023

It is requested that the property be zoned as follows: Cayce

Existing/proposed use of the property to be annexed: Personal Storage

  
Signature

2140 Frink St, Cayce, SC 29033  
Street Address, City

4/28/2025  
Date

## For Municipal Use:

Petition received by: Monique Ocea, Date: 4-28-25

Description and Ownership verified by: Monique Ocea, Date: 4-20-25

Recommendation: Approval

By: Planning Commission, Date: 6-16-25



City of Cayce  
South Carolina

**Planning Commission Zoning Map Amendment**

Date Filed: 4-28-25

Request No: MA001-25

Fee: \_\_\_\_\_

Receipt No: \_\_\_\_\_

*A zoning map amendment may be initiated by the property owner(s), Planning Commission, Zoning Administrator, or City Council. If the application is on behalf of the property owner(s), all owners must sign. If the applicant is not an owner, the owner(s) must sign the Designation of Agent section.*

**THE APPLICANT HEREBY REQUESTS** that the property described as above be considered for rezoning from Lexington to Cayce

The justification for this change is as follows;

Since water lines are nearby, we will need to connect to Cayce's water system.

APPLICANT(S) [print]: Stephanie Daniel  
Address: 201 Burmaster Drive Columbia, SC 29229  
Telephone: 803-295-9319 [Business] \_\_\_\_\_ [Residence]  
Interest: Owner(s): ☒ Agent of owner(s): ☐ Other: ☐

OWNER(S) [if other than Applicant(s)] : \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ [Business] \_\_\_\_\_ [Residence]

PROPERTY ADDRESS: 2140 Frink Street, Cayce, SC 29033  
Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_  
Tax Map No. 005758-01-023 Plat Book \_\_\_\_\_ Page \_\_\_\_\_  
Lot Dimensions: \_\_\_\_\_ Area: [sq. ft. or acreage] 5.94  
Deed restrictions/limitations on property:  
N/A

DESIGNATION OF AGENT [complete only if owner is not applicant]  
I (we) hereby appoint the person named as Applicant as my (our) agent to represent me (us) in this request.

Date: \_\_\_\_\_

\_\_\_\_\_  
Owner signature(s)

I (we) certify that to the best of my (our) knowledge that the information contained herein is accurate and correct.

Date: 7/1/2025

Stephanie Daniel

Stephanie Daniel

\_\_\_\_\_  
Applicant signature(s)

Official Use Only:

Property posted: MO By: 6-2-25

Published in Newspaper on: 5-31-25

PLANNING COMMISSION: June 16, 2025

RECOMMENDATION: Approval

CITY COUNCIL [1<sup>st</sup> Reading] \_\_\_\_\_

ACTION: \_\_\_\_\_

CITY COUNCIL [Final Reading] \_\_\_\_\_

ACTION: \_\_\_\_\_

Notice to applicant sent on \_\_\_\_\_ advising of Councils action. If approved a statement to the effect that our zoning maps and records now reflect the new zoning of the property. If disapproved, the reasons for disapproval, a statement that any other request for rezoning on the same piece of property will not be accepted for a period of one (1) year from Councils action.

## Cayce Historical Museum Commission June 4, 2025, Meeting Minutes

The June 4, 2025, meeting of the Cayce Historical Museum Commission (CHMC) was held in the Cayce Visitors Center. The meeting was convened at 5:00 by Chairman James Stewart. The following individuals attended the meeting:

Name	Status
James Stewart	Chairman
Pamela Sulton	Vice Chair
Marcy Hayden	Secretary, absent (excused)
Chris Tenny	Commissioner
Archie Moore	Commissioner
Charlita Earle	Commissioner
Keith Stephenson	Commissioner
David Brinkman	Commissioner
Marcy Hayden	Commissioner
Andy Thomas	Cayce Museum Curator
Elizabeth Lumsden	Cayce Museum Communications Assistant
Wes Crosby	City of Cayce Assistant City Manager

### Upcoming Events:

June 21: 9-12 Juneteenth Celebration

July 12: Children's Crochet Program

July 17: General Thomas Sumter lecture

August 6: Christmas Open House organizational meeting

September 18 or 25: Julius Felder lecture

September 23 or 30: Midlands Brick Production lecture

December 2: Christmas Open House pizza decorating party

December 6: Christmas Open House

January 24, 2026: Genealogy Workshop and CHF fundraiser

TBD: Cayce Women's Club Joint Children's programs

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**Invocation:** Commissioners Tenny and Sulton

### May Meeting Minutes:

Following a review of the minutes from the last meeting, Commissioner Sulton motioned that the meeting minutes be accepted. This motion was seconded by Commissioner Tenny and approved by the Commission.

### Historic Preservation

The Commission discussed potential historic sites in Cayce. A map and list is being prepared for the July Meeting.

### Museum Staff Report

Mr. Thomas updated the Commission on the status of the Museum inventory. They are approaching 7,000 items entered into the inventory database and are nearing completion. Ongoing work on the Public Safety exhibit is pending a RFP for electrical work in the Public Safety building. The Revolutionary War exhibit text development is also in progress. The Catawba Pottery exhibit is still at the concept stage.

With no additional items on the Agenda, Vice-Chair Sulton motioned to adjourn the meeting, the motion was seconded by Commissioner Earle. The CHMC unanimously voted to adjourn the meeting at:

**6:00 PM.**





**APPROVED MINUTES  
PLANNING COMMISSION  
MONDAY, JUNE 16, 2025  
CAYCE CITY HALL – 1800 12<sup>TH</sup> STREET  
6:00 PM**

**I. CALL TO ORDER**

The meeting was called to order Chair Richard Boiteau. Planning Commissioners Robert Power, Danny Creamer, Patty Foy, and Michael Wuest were present. Planning Commissioners Michael Mahoney and Nancy Stone-Collum were absent. Monique Ocean, Michael Conley, and Luke Godbold were present as staff.

**II. STATEMENT OF NOTIFICATION**

Ms. Ocean confirmed that the public and the media had been made aware of the meeting and public hearing.

**III. APPROVAL OF MINUTES**

- A. Robert Power made a motion to approve the February 24, 2025, minutes with a correction to the Planning Commissioners members present. Michael Wuest seconded the motion. All were in favor.
- B. Danny Creamer made a motion to approve the minutes of the April 21, 2025, meeting. Michael Wuest seconded the motion. All were favor.

**IV. PUBLIC HEARING**

Map Amendment 001-25

A request by the owner, Raymundo Daniel Ortiz ETALS, to annex the property located at 2140 Frink Street (Tax Map Number 005758-01-023) into the City of Cayce and assign a C-2 Neighborhood Commercial zoning designation.

**A. Staff's Opening Statement**

Monique Ocean began by telling the Commission about the annexation request for the property at 2140 Frink Street. Ms. Ocean stated that the property is a "donut hole" and the city is dedicated to eliminated all donut holes. Ms. Ocean stated that staff believes the C-2 zoning designation is most appropriate for this annexation due to the property's location and its proximity to both commercial and residential uses.

**B. Comments from the Applicant**

The applicant, Ms. Stephanie Daniel, appeared before the Planning Commission to discuss the annexation request. She explained that they were seeking access to city water and sewer services, which made annexation necessary under city policy, and that she wished to proceed with annexation regardless. When asked about the C-2 zoning designation, Ms. Daniel said she was unsure why it had been selected. Ms. Ocean clarified that staff

recommended the C-2 zoning because it met the appropriate criteria for the area.

**C. Comments from the Public**

There was no one from the public to speak for or against the annexation request and C-2 zoning designation.

**D. Adjourn Public Hearing**

With no further comments, the public hearing was closed. Ms. Ocean reiterated that staff considered the C-2 zoning designation to be the most suitable for the area based on established criteria. She also explained that the property owner intended to construct a private storage building for personal use and had plans to build a storefront at a later date.

**E. Motion**

Michael Wuest made a motion to recommend approval of the annexation request and the C-2 zoning designation for the property at 2140 Frink Street. The motion was seconded by Mr. Power and passed with a vote of 4-0. Mr. Creamer abstained, stating that he needed more information before he could make a decision on the request.

**V. NEW BUSINESS**

**A. Staff and Planning Commission Remarks**

Director of Development Services Luke Godbold was introduced to the Planning Commission. Michael Conley provided a brief update on the Avenues Drainage Project. During the meeting, citizen Ed Fuson addressed the Commission to express his appreciation for their work and presented them with a gift — a copy of his self-published book of poetry.

**VI. ADJOURNMENT**

Danny Creamer made a motion to adjourn. Patty Foy seconded the motion. All were in favor.

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**COUNCIL ACTION REQUIRED**

**BOARD OF ZONING APPEALS – ONE (1) POSITION**

Mr. Phillip Corley's position on the Board of Zoning Appeals expired in July and he would like to serve again. Mr. Corley attend meetings regularly. His reappointment application is attached for Council's review.

**CAYCE HOUSING AUTHORITY – ONE (1) POSITION**

Mr. Jack Sightler's position on the Authority expires in August and he is not seeking reappointment. The City has two (2) potential member applications on file for the Cayce Housing Authority – Mr. Daniel Yackel and Ms. Kelly Wuest and they were received in that order. Their applications are attached for Council's review.

**PUBLIC SAFETY FOUNDATION – ONE (1) POSITION**

Ms. Karen Sander's position on the Public Safety Foundation expired in July. She attends meetings regularly and 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.

**EVENTS COMMITTEE – FOUR (4) POSITIONS**

This committee is actively involved in working with City staff to plan and coordinate City events and works the events with staff.

**APPOINTMENT PROCESS**

Cayce citizens have an opportunity to actively participate in the City through their services on a number of advisory boards, commissions, foundations and committees. These groups help shape and carry out policy.

Applications are accepted at any time for all City of Cayce boards, commissions, foundations and committees. Cayce citizens wishing to apply for appointment may submit a potential member application to the Municipal Clerk, P. O. Box 2004, Cayce, SC 29171. More information and a copy of the application can be found on our website at [caycesc.gov](http://caycesc.gov) or by calling City Hall at 803-796-9020.

City Council considers received applications at a meeting immediately following an opening.



**CITY OF CAYCE  
COMMITTEE MEMBER REAPPOINTMENT APPLICATION**

Name: Phillip K Corley

Home Address: Tamwood Circle City, State, Zip Cayce, SC 29033

Telephone: \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Resident of Cayce: ☒ Yes ☐ No Number of Years 24

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

☐ Accommodations Tax Committee ☐ Beautification Foundation ☐ Event Committee  
☐ Cayce Housing Authority ☐ Museum Commission ☐ Planning Commission  
☐ Consolidated Board of Appeals ☒ Board of Zoning Appeals ☐ Public Safety Foundation

**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: Nephron Pharmaceuticals Position Maintenance Manager

Address: 4500 12th Street Ext.

City, State, Zip West Columbia, SC 29172 Telephone: 803-626-3253

Fax: \_\_\_\_\_ E-Mail PCorley@Nephronpharm.com

**Work Experience:** 2013- Present, Nephron Pharm. 1995-2013 Eastman Chemical Co., SCANG 1987-2000

**Educational Background:** Associates Degree Business Mgt., Midlands Tech E&I apprenticeship program w/ Eastman, USAF Tech school

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

**Volunteer Work:** \_\_\_\_\_

**Hobbies:** Family, camping, golf

**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**

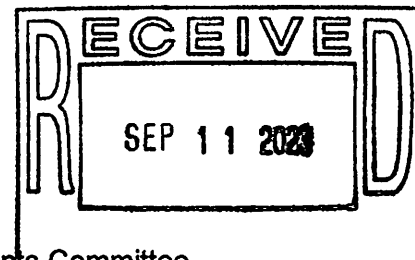


## CITY OF CAYCE POTENTIAL MEMBER APPLICATION

Name: **Daniel Yackel**Date: **9/11/2023**Home Address: **Rossmore Dr.**City, State, Zip: **Cayce, SC 29033**

Telephone:

E-Mail:

Resident of Cayce: ☒ **Yes** ☐ **No**Number of Years: **11**Business in Cayce: ☐ **Yes** ☒ **No**Number of Years: **N/A**

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☒ ~~Beautification Foundation~~☐ Cayce Public Safety Foundation

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: **PenServ Plan Services, Inc.**Position: **Subject Matter Expert**Address: **102 Trade Zone Dr.**City, State, Zip: **W. Columbia, SC 29170**Telephone: **(803) 354-5049**E-Mail: **daniel.yackel@penserv.com**

Work Experience: See Attachment

Educational Background: See Attachment

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

See Attachment

Volunteer Work: See Attachment

Hobbies: See Attachment

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](mailto:mcorder@caycesc.gov)

## **Work Experience:**

### **PenServ Plan Services, W. Columbia (9/19-Present)**

#### **Subject Matter Expert**

- Over 20 years of experience in audit, compliance and risk reduction in the government and private sector.
- Implemented the assignment and conversion of all 403(b) and 457(b) government group retirement business by Foresters Financial Services, Inc. to PenServ.
- Continues to combine business process management and Lean Six Sigma methods to drive performance and quality improvements.

### **SOUTH CAROLINA DEPARTMENT OF MENTAL HEALTH, Columbia, SC (11/18-8/19)**

#### **Administrative Coordinator I/Data-Technology: Carolina United Hurricane Florence Disaster Recovery Program**

- Implemented the creation of the program's first phase down flyer with disaster resources and networked with the South Carolina Emergency Management Division to obtain and distribute their Hurricane Preparedness Guides.
- Implemented the first Carolina United safety reflective vest worn by crisis counselors canvassing in rural counties.
- Collaborated on the content, design, and maintenance of the new Carolina United website.
- Participated in bi-weekly conference call discussions with FEMA and SAMHSA regarding data collection and reconciliation.
- Researched, developed and generated analysis reports from database using pivot tables, spreadsheets, and charts.
- Analyzed hurricane survivor data; identified patterns and trends to provide insight and areas of improvement to leadership.
- Developed initiatives that support data integrity and normalization.
- Assisted and provided technology support to team leads and crisis counselors with training on data entry and review.

### **MARRIOTT COLUMBIA SUSSEX, Columbia, SC (8/18-8/19)**

#### **Banquet Server**

- Performed set up, breakdown, food and drink service at catered special events held at major downtown hotel.

### **SOUTH CAROLINA DEPARTMENT OF MENTAL HEALTH, Columbia, SC (11/16-12/17)**

#### **Human Services Coordinator I/Crisis Counselor: Carolina United Hurricane Matthew Disaster Recovery Program**

- Led group discussions and door-to-door meetings providing disaster recovery support to survivors in four rural counties.
- Attended in-person and on-line FEMA and SAMHSA trainings in disaster behavioral health services.
- Submitted daily metrics and weekly reports on survivor demographics, risks categories, event reactions, and referrals.

### **LOWE'S HOME IMPROVEMENT, West Columbia, SC (3/17-9/17)**

#### **Customer Service Associate II/Part-time Weekends**

- Assisted customers with purchasing major kitchen appliances and extended warranties.
- Operated order pickers and carts to move large, bulky merchandise weighing upwards of 400+lbs.

### **UPTOWN ON MAIN GIFTS, Columbia, SC (9/12-3/17)**

#### **Sales Associate/Part-time Weekends**

- Responsible for opening/closing duties, training, and assisted customers with purchasing personalized, unique gifts.
- Ran merchandise inventory report for re-stocking purposes.

### **TRAVELERS INSURANCE, Columbia, SC (7/15-10/16)**

#### **Licensed Auto Blended Claim Representative Trainee**

- Investigated, evaluated, negotiated and resolved automotive, property and bodily injury claims in compliance with insurance guidelines and regulations for North and South Carolina.

### **AFLAC GROUP INSURANCE, Columbia, SC (4/11-7/15)**

#### **Triage: Electronic Data Specialist - Enrollment and Sales Services**

- Collaborated on multiple Lean Six Sigma rapid improvement projects to create/streamline procedures.
- Executed team trainings on new procedures to document and route triage issues to account managers.
- Served as SME, with minimal supervision, responding in less than 8 hours to questions from multiple business units.
- Prepared weekly management reports tracking escalated items, gathering and documenting research and resolution.

(Continued)

**PENSERV PLAN SERVICES, Inc., W. Columbia, SC (10/08-7/09)**

**Project Manager**

- Streamlined and automated investment of client payroll deductions to vendors via a secure Tumbleweed Server with use of encryption and data masking, utilizing the best practices regarding privacy, security and regulatory compliance.
- Directed compliance projects on the implementation of the new IRS 403(b) regulations effective 1/1/2009 for ERISA & Non-ERISA based retirement annuity plans, account set-up and enrollment in web-based, self-directed accounts with MetLife, Travelers, TIAA-CREF, AXA, AIG, ING, Pacific Life and other insurance and annuity companies.
- Coordinated projects as liaison and advised department teams, including the Customer Call Center, New Business Relationships, Account Service Managers, Information Technology, Conversion, Implementation, Production, and Quality Control Group to ensure corporate objectives were met on the 200+ government tax-exempt retirement mutual fund and annuity insurance plans awarded to firm through the RFP process.

**ENTERPRISE IRON, Iselin, NJ (11/06-8/08)**

**Principal Consultant at TIAA-CREF, Charlotte, NC (11/06-2/08)**

- Mentor, trainer, and ERISA Subject Matter Expert to a team of 10 SunGard Omni-Plus consultants.
- Collaborated with team to reduce TIAA-CREF's premium ledger account exposure by nearly \$35 million to ensure corporate objectives and regulatory compliance in insurance annuities on government tax-exempt group retirement plans.

**SEALED WITH A KISS GIFT SHOP, Bethpage, NY (7/88-7/01, 3/06-11/06)**

**Assistant Manager, Senior Sales Associate, Sales Associate**

- Supervised and trained a team of 12 employees in sales, product placement, customer service, and loss prevention.
- Assisted owner in maintaining relationships and inventory levels with major suppliers such as American Greetings, Lenox fine porcelain, Swarovski Crystal, Enesco and other major product lines.
- Collaborated on advertisement and incentive programs and the creation of in-store promotional and seasonal exhibits.

**STRATEGIC WORKFORCE SOLUTIONS, New York, NY (7/05-1/06)**

**Financial Billing Analyst**

- Analyzed payments, monitored aging, and reported accounts receivable collections directly to Controller of recruiting firm.

**RESEARCH FOUNDATION OF THE CITY UNIVERSITY OF NEW YORK (2/03-7/05)**

**Assistant Project Administrator, Grants & Contracts (Budget Analyst)**

- Assisted manager with directing agency and campus relationships, the administration, compliance, budgetary and fiscal controls, semi-annual and annual expenditure reports, and the establishment and closeout of over 250 government-sponsored programs in excess total of \$100 million per year.
- Audited expenditures, identified policy violations, and promoted due diligence to avoid future risk and exposure to the funding of government programs administered by foundation.

**MELLON HR & INVESTOR SOLUTIONS, Uniondale, NY (7/96-5/02)**

**Defined Contribution Administrator (99-02), Reconciliation Specialist I/II (97-99), Defined Contribution Processor (96-97)**

- Directed SunGard Omni recordkeeping for assets under management of \$50 million on the middle market segment, responsible for client relations, trust administration, and plan document interpretation under IRS, ERISA, & DOL rules.
- Recognized for restoring data integrity, rebuilding client relations, improving customer satisfaction, and for huge reductions in financial exposure on a large multi-plan client.
- Reconciled 401(k), money purchase, profit sharing plan assets under management totaling over \$150 million using SunGard Omni, TSSG, and Custody Management Systems.
- Liaison for new business accounts, conversions and implementation, ADP/ACP and 415 testing, and 5500 filings.

**DREYFUS CORPORATION (BANK OF NY MELLON), New York, NY (3/95-7/96)**

**Mutual Fund Accountant**

- Prepared mutual fund audit reports, month-end closings, calculated daily NAV's, accruals, yields and dividend rates of mutual and bond funds.
- Awarded job relocation to human resources consulting division in July 1996.

(Continued)

**Educational Background:**

- Database Design and Management Certificate, MIDLANDS TECHNICAL COLLEGE, Columbia, SC
- B.B.A., Accounting, HOFSTRA UNIVERSITY, Hempstead, NY
- A.S., Business Administration, STATE UNIVERSITY OF NEW YORK, Farmingdale, NY

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

- Student Government Association, Appropriations Committee Alumni Member
- Accounting Society, Treasurer & Member - Alumni
- Phi Theta Kappa Honor Society, Alumni Member

**Volunteer Work:****COLUMBIA CITY BALLET, Columbia, SC (10/14-Present)****Performing Extra-Volunteer**

- Dance and act in productions of The Nutcracker, Sleeping Beauty, Swan Lake, Cleopatra, and Beauty & the Beast.

**DEPARTMENT OF JUVENILE JUSTICE, Columbia, SC (6/17-2/20)****Mentor-Volunteer**

- Meet weekly as a positive role model to a youth committed by the courts for rehabilitation.
- Assist coordinator on Saturdays with New Beginnings Life Skills program for young men seeking release/parole.

**SEXUAL TRAUMA SERVICES OF THE MIDLANDS, Columbia, SC (6/18-8/19)****Hospital/Crisis Hotline Advocate-Volunteer**

Aid and assist sexual assault survivors and loved ones after crises via a 24-hour hotline and during emergency hospital visits.

**WM. JENNINGS BRYAN DORN VETERANS AFFAIRS MEDICAL CENTER, Columbia, SC (4/18-10/18)****Patient Advocate-Volunteer**

- Assisted as liaison between hospital staff, veteran patients, and their loved ones from the waiting room, holding area, and post anesthesia care unit.
- Received award at annual appreciation luncheon for volunteering over 100 service hours.

**TRAVELERS INSURANCE, Columbia, SC (7/15-10/16)****Diversity Council Member**

- Chaired Travelers' inaugural and 2<sup>nd</sup> annual participation in Columbia's SC Pride Festival, supporting diversity and inclusion.
- Bestowed a \$1000 Travelers grant to the Columbia City Ballet for my volunteer hours during the 2015/2016 season.

**AFLAC GROUP INSURANCE, Columbia, SC (4/11-7/15)****Diversity Council Member**

- Chaired the inaugural Aflac-Goodwill donation drive, a top record weight donation by a corporation to the Goodwill.
- Chaired Aflac's inaugural speaker event featuring USC First Lady Patricia Moore-Pastides, author and health educator.
- Ran in two group 5k's sponsored by Aflac to support breast cancer awareness & the last Airport Runway Run.

**PALMETTO AIDS LIFE SUPPORT SERVICES, Columbia, SC (7/14-10/14)****Data Entry-Volunteer**

- Updated spreadsheet, tracking frequency of client HIV testing with the organization.

**SC PRIDE/HARRIET HANCOCK CENTER, Columbia, SC (10/09-12/11)****Fundraiser/Operations & Outreach Coordinator-Volunteer**

- Assisted LGBTQA visitors/callers with locating crisis and community resources within South Carolina.
- Fundraised over \$16,000 for the 2010 SC Pride Guide, an 80-page, full color magazine with statewide distribution, including surrounding metropolitan cities, Charlotte and Atlanta.

**Hobbies:**

Weight and aerobic training, beginner yoga, outdoor gardening, former competing beginner ballroom dancer





## City of Cayce Potential Member Application

Application for committees, boards and commissions within the City of Cayce

**Date**

1/28/2024

**Name**

Kelly Wuest

**Home Address**

Abbott Rd, Cayce 29033

**Phone**

**Email**

**Are you a resident of Cayce?**

Yes

**Number of Years**

9

**Do you have a business in Cayce?**

No

**Number of Years**

**Committee(s) for which you are applying**

Cayce Housing Authority

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

No

**If yes, specify below:**

**Work Address**

Children's Trust of South Carolina, 1330 Lady St, Ste. 310, Columbia, South Carolina 29033

**Phone**

(803) 744-4039

**Email**

kwuest@scchildren.org

**Work Experience**

Homeless No More

Sexual Trauma Services

University of South Carolina

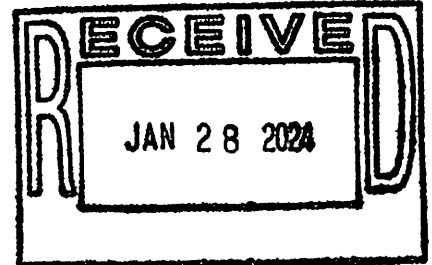
Florida State University

**Educational Background**

M.Ed. from the University of South Carolina

B.A. from Columbia College

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



Cayce Beautification Foundation

**Volunteer Work:**

Current:

Carolina Wreckingballs Roller Derby Team Fundraising Chair

Former:

Lexington County Poll Clerk

Carolina Wreckingballs Roller Derby Team trainer

Columbia QuadSquad Roller Derby Team board member

**Hobbies**

Weightlifting, cross stitching, traveling, being outdoors, reading, gaming, supporting good causes, spending time with friends, and sharing adventures with my husband.

**For additional information please contact Mendy Corder at 803-550-9557 or email  
mcorder@caycesc.gov**

CITY OF CAYCE  
COMMITTEE MEMBER REAPPOINTMENT APPLICATION

Name: Karen L. Sanders  
Home Address: Benton Cr. City, State, Zip Cayce SC 29033  
Telephone: \_\_\_\_\_ E-Mail Address \_\_\_\_\_  
Resident of Cayce: ☒ Yes ☐ No Number of Years 20

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

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

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 2025 Position RN  
Address: \_\_\_\_\_  
City, State, Zip \_\_\_\_\_ Telephone: \_\_\_\_\_  
Fax: \_\_\_\_\_ E-Mail \_\_\_\_\_

Work Experience: Registered Nurse since 1969

Educational Background: 3 years Hudson Valley Community College  
Troy N.Y.

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

CWC - Leisure Center - Lex-  
Volunteer Work: Cayce Public Safety Girl Scouts  
Cayce Museum

Hobbies: cards - canasta - traveling - games I.E. Farkle  
Mexican train - Collecting coins ect. Jig Saw puzzles  
Return to: swimming

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