

Mayor  
Elise Partin

Mayor Pro-Tem  
Tara S. Almond

Council Members  
Phil Carter  
Eva Corley  
James E. Jenkins

City Manager  
Tracy Hegler

Assistant City Manager  
James E. Crosland



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

A Regular Council Meeting was held this afternoon at 5:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. City Manager Tracy Hegler, Assistant City Manager Jim Crosland, Municipal Clerk Mendy Corder, City Treasurer Kelly McMullen, Planning and Development Director Carroll Williamson, Director of Public Safety Byron Snellgrove, Deputy Director of Public Safety JJ Jones, Director of Human Resources Lynn Dooley and City Attorney Danny Crowe were also in attendance.

Mayor Partin asked if members of the press and the public were duly notified of the meeting in accordance with the FOIA. Ms. Corder confirmed they were notified.

**Call to Order**

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

**Public Comment Regarding Items on the Agenda**

Mr. John Sharpe signed up to speak on Item III. A. He stated that he sees a business license as a tax and he feels that he already pays enough taxes. He stated that the City now has an Arts District and the Art Lot is almost complete. He stated that hopefully vendors will be in the Art Lot every Saturday morning selling their wares and he was concerned about what type of business license tax they will be required to pay. Mr. Sharpe stated that he thinks that the vendors would be classified as peddlers and the business license ordinance states that there cannot be more than two sell periods more than three days each year and a separate license is required for each sell period. He stated that the license tax would be \$20. He stated that he was not sure if the vendor would have to get a business license for each sale period. Mr. Sharpe stated that when he attends art crawls and other events in other municipalities he is only required to get one business license that is good for one year. He stated that he would like to see the City of Cayce have something similar.

Mr. Sharpe asked how an event is defined by the City. He stated that he markets his events on Facebook and asked if he is required to get a business license every time he holds an event. He asked what are the guidelines as to what qualifies as an event. Mr. Sharpe stated that he often holds events where he invites the public but the event is free of charge. He asked should he have a business license each time he holds these events. Mr. Sharpe suggested having a business license tax for vendors that they would only be required to pay once a year.

## **Ordinances and Other**

### **A. Discussion and Approval of Ordinance 2020-02 Amending City Code Chapter 12 Business License Ordinance of the City of Cayce – First Reading**

Ms. Hegler stated that Council approval was needed in order to amend Business License Ordinance Appendix A Classification and Rates to increase the business license tax rate by \$.05 for each additional \$1,000 of gross income over \$2,000 and to update Business License Ordinance Appendix B Class Schedule of the Business License Ordinance to be in accordance with the Municipal Association of South Carolina's Model Ordinance. Ms. Hegler stated that Staff estimates a business license revenue shortfall as a result of this update. Additionally, while the cost of living has increased over 10% since the current business license tax rates were adopted in 2012, the business license tax has not increased. She stated that to maintain revenue neutrality with this update of the Class Schedule and to keep pace with the consumer price index, staff is recommending an increase of \$.05 for each additional \$1,000 of gross income over \$2,000.

Council Member Jenkins made a motion to approve Ordinance 2020-02 on First Reading. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

### **B. Discussion and Approval of Contract for Housing Study and Needs Analysis**

Ms. Hegler stated that Council approval was needed in order to accept the proposal from RKG Associates Inc. to conduct a housing study and needs analysis. She stated that on December 18, 2019 Council approved a 180-day moratorium on the acceptance, review, processing and granting of applications for approvals, permits or permissions related to the development or construction of (a) single-family residential subdivisions of fifteen (15) residences or more, and (b) multi-family residential housing, including rented or owner-occupied apartments or condominium units, of four or more living units (except in a planned development district) in order to have adequate time and opportunity to study, analyze, and make recommendations to the Council concerning the consequences and impact of planned and unplanned large scale residential growth in and around the City.

Ms. Hegler stated that on January 6, 2020 the City advertised a request for proposals for a housing study and needs analysis. On February 3, six (6) proposals were submitted to the City and evaluated by City staff for (1) understanding and technical approach to the project, (2) ability to meet the project schedule, (3) pertinent experience and qualifications, and (4) relative value of the services to be provided. She stated that based on these criteria, the most responsive firm was RKG Associates Inc. with a budget of \$32,250. She stated that RKG Associates were hands down the best selected by the group and also the lowest bidder. She stated that they recently did a similar study in Sumter.

Ms. Hegler stated that the study and analysis would provide invaluable information about Cayce's existing supply and the demand for both rental and owner-occupied housing, barriers that prevent the City from meeting housing demands, and an implementation strategy to better plan for future population growth.

Ms. Hegler stated that staff's request, which is somewhat different than the agenda title, is that Council endorse staff's selection of RKG Associates Inc. and authorize the City Manager to negotiate a contract with RKG Associates Inc. for an amount not to exceed the amount of \$32,250.

Council Member Jenkins made a motion to endorse staff's selection of RKG Associates and authorize the City Manager to negotiate a contract not to exceed \$32,250. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

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

Ms. Hegler stated that the Museum Chili Cook-off scheduled for February 22 was postponed. She stated that she would let Council know as soon as a new date is scheduled. She stated that as part of the South Carolina Federation of Museums annual conference in March, the Cayce Historical Museum was selected to be treated by the White Glove Gang. The SCFM White Glove Gang assists South Carolina museums and cultural organizations with collections care projects through a day of hands-on volunteer service. Since 2012, the SCFM WGG has assisted The Georgetown County Museum, The Museum in Greenwood, SC, The National Steeplechase Museum and the Marion County Museum in Camden with various projects. She stated that the White Glove Gang would be at the City's Museum on March 11. Ms. Hegler reminded Council that the City was holding the second public Comprehensive Planning meeting on Tuesday, February 24 at 6:00 at the Innovation Center. She stated that it would be a follow-up to the first meeting and would identify where the City is in the Plan's development and would allow opportunities for feedback from the public. She stated that there would be live, interactive polling at the meeting. Ms. Hegler stated that the meeting would not be drop-in style; rather it would start with a formal presentation shortly after everyone gathers at 6:00.

Ms. Hegler stated that she could not let the moment go by without mentioning how incredibly proud she was of staff. She stated that being a part of everyone's tireless work to find Faye Swetlik was the most humbling experience of her life. To say that the City has the most committed and best Public Safety department would be an understatement. She stated that they all worked with excellence, compassion, professionalism and a fierce determination like none she had ever seen. She stated she was grateful for them and Chief Snellgrove and his command staff for that in ways she could not describe. She stated that in addition, she must note that all the City departments and staff shared in the experience. She stated that she saw so many of the City's caring crew distraught over the loss of one of the City's children, but also

visibly concerned for their colleagues in public safety. And they handled all of that while continuing to perform their work, with excellence, while many of staff was focused solely on finding Faye. Ms. Hegler stated that she was ever grateful for all of staff, including her awesome Administration and public information team and hope they know that. She stated that she would work hard every day to make sure they do.

### **Council Comments**

Council Member Almond stated that she wanted to thank Ms. Hegler for her tireless work during the search for Faye. She stated that Council was updated constantly and it was appreciated. Council Member Jenkins stated that staff has to deal with issues at times that require a strong mind and he appreciates all the hard work that was done by all of staff to find Faye.

### **Executive Session**

- A. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by the attorney-client privilege
- B. Discussion of possible contractual arrangements concerning Lexington County Water Rates
- C. Discussion of negotiations incident to proposed contractual arrangements Regarding proposed Project Eifel
- D. Discussion of negotiations incident to proposed contractual arrangements for two sewer line projects

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

### **Reconvene**

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

### **Possible Actions by Council in follow up to Executive Session**

- A. Discussion and Approval of Contractual Arrangements Concerning Lexington County Water Rates
- B. Discussion and Approval of Contractual Arrangements for Sewer Line Projects

There were no actions taken after Executive Session.

**Adjourn**

Council Member Almond made a motion to adjourn the meeting. Council Member Carter seconded the motion which was unanimously approved by roll call vote. There being no further business, the meeting adjourned at 6:27 p.m.

---

Elise Partin, Mayor

ATTEST:

---

Mendy Corder, CMC, Municipal Clerk



