

**CITY OF CAYCE  
Regular Meeting  
January 2, 2007**

The regular monthly meeting of Cayce City Council was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Avery B. Wilkerson, Jr., Councilmen James Jenkins, Kenneth Jumper, Robert Malpass, and Rick Myers, City Manager John C. Sharpe, Tammy Barkley, Municipal Clerk, and Garry Huddle, Municipal Treasurer. City Attorney, Danny Crowe, Director of Utilities, Frank Robinson, City Engineer, Blake Bridwell, and Director of Public Safety, Charles McNair was also in attendance. Mayor Wilkerson advised that members of the press and the public were duly notified of the meeting in accordance with the FOIA.

Mayor Wilkerson opened the meeting and led everyone in the Pledge of Allegiance.

**Approval of Minutes**

The minutes of the December 5, 2006 Regular Meeting were presented for approval. Mr. Myers made a motion that the minutes be approved as submitted. Mr. Jenkins seconded the motion which was unanimously approved.

**Presentations**

A. Presentation of 2006 Decorate Cayce Awards

Mayor Wilkerson presented the 2006 Decorate Cayce Awards to winners in the business and residential categories (list of winners on file at City Hall). He thanked the participants for their efforts in providing visitors and residents with the spirit of the holidays and making the City of Cayce a beautiful place to visit.

B. Presentation by Mr. Norman Whittaker of the Central Midlands Council of Governments

Mr. Norman Whittaker, Executive Director of the Central midlands COG, appeared before Council and thanked the City for its past support. He stated that Council was instrumental in creating the Central Midlands COG which has been a very positive force in South Carolina. He

acknowledged the participation of Mayor Wilkerson and Council members for serving on various committees over the years. Mr. Whittaker stated that the COG has put together a work force development task force and that members of the task force will be visiting the various cities to get ideas on what projects the COG can work on to assist them. He stated that tonight Council will consider the approval of a resolution in support of the COG's Bike and Pedestrian Pathways Plan. He stated the plan adopts the Three Rivers Greenway plan which should assist the City in obtaining future grants, and includes policies and design concepts for the pathways. He asked Council for their help and support on three regional projects for the upcoming year which includes the update of the long range transportation plan which includes funding for roads, the update of the Comprehensive Economic Development Strategy Plan, and a Regional Open Space Plan that involves creating open protective reserves throughout the communities. He stated that Council has done a great job with the city and that the city has a lot of great attributes. He stated that COG would like to assist the city in utilizing its potential urged Council to contact the COG for assistance.

Mr. Myers inquired about the list of projects within the Bike and Pedestrian Pathways Plan noting that the early action plan only includes one project in Cayce. He stated that the project is currently in progress by the city and asked if there were other Cayce projects to be considered and how all the projects would be funded. Mr. Whittaker advised that the list of projects is simply illustrates the types of projects that can be accomplished under the plan and that a large part of the complete plan has overall advocates and encourages the communities that plan for transportation and land use to include this alternative. He stated that there are several ways the projects can be funded without obtaining local general funds. He stated that the SC Department of Transportation (DOT) has adopted a policy to consider bike and pedestrian paths on future major road plans and that DOT has the enhancement grant program which can be used for funding. He further stated that in working with developers on future projects that the COG would try to negotiate a voluntary compliance with the bike and pedestrian program. He stated that the major grant funds available for the plan are federal funds that go through DOT.

Mr. Myers stated that it appears that 70% of the projects are located in the City of Columbia and the Town of Lexington. He stated that with Cayce's development of the Riverwalk and the two very large university student housing areas it seems like a natural fit to have bike or pedestrian paths in those areas. He stated that the city also has a lot of in-neighborhood schools that may be able to be attached to the bike and pedestrian plan. Mr. Whittaker stated that the COG would welcome input from the City of these types of projects and thanked Council for their continuing support of the COG.

C. Presentation by Mr. Gregg Pinner Re Update on West Metro Visitors Center Tourism Promotion

Mr. Pinner appeared before Council to provide additional information to Council on the Visitors' Center's activities regarding the promotion of Cayce. He stated that the Tourism Director, Mr. Jim Capps, was on vacation and unable to attend. He provided

Council with background on Mr. Capps and praised Mr. Capps for his efforts with the Visitors Center. He spoke of challenges the Center faces in promoting area motels and restaurants stating that there is a lack of chain restaurants and shopping and entertainment is limited. He provided Council with the breakdown on the funding received by the municipalities who participate in the operation of the Visitors Center. Tammy Helfrich from the County Inn & Suites provided Council with an update on the assistance she has received from the Visitors Center in promoting her facility and the success she has had in working with them. Mr. Myers inquired if the County Inn and Suites could see a direct benefit from the Visitors Center in increasing traffic and without a visitors center in the West Metro area, would she feel it would be better or worse. Mr. Helfrich advised that her facility is a member of the West Metro Chamber and is not a member of the Columbia Chamber. She stated that the West Metro Chamber & Visitors Center is more on a personal basis with her motel and that works better for them because their facility is smaller and cannot compete with the larger hotels. She stated that she feels she gets personal attention from the West Metro Chamber and Visitors Center and they assist her with keeping on track in achieving the goals that have been put into place.

Mr. Myers inquired if Ms. Helfrich had any thoughts or ideas if additional money is obtained, on how Cayce's hotels and/or restaurants can benefit directly. Ms. Helfrich stated that she has talked with Mr. Pinner about doing more packages and having more families stay in and spend money in the area. She stated that if some great packages could be put together to draw visitors to the area and also packages for business travelers that would be a benefit to both the motel and restaurant industry in the city. In addition, she stated that more and more traffic from migrates traveling from Florida to northern states or vice versa is being seen and those visitors should be a target audience as well. Mayor Wilkerson clarified that the funds provided by the City is sent to support the West Metro Visitors Center, and not the Chamber. He stated that what Council is trying to discern is if the funds should be ear marked totally for hotels and restaurants in the Cayce area.

Mr. Myers inquired if Ms. Helfrich was aware of recent school tournaments that had teams come from out of town. Ms. Helfrich advised that she was aware of the tournaments and that the motel does get quite a bit of team business throughout the year.

Mayor Wilkerson inquired if the Tourism Director, Jim Capps, would be returning to the Visitors Center. Mr. Pinner advised that Mr. Capps will be returning and has an upcoming interview with Marriott Hotels. He stated that he did not feel Mr. Capps would be permanent at the Visitors Center for very long as he is currently looking for a full time position which the Visitors Center cannot afford. He stated that Mr. Capps has recently earned his masters degree in hotel and tourism and that he currently works 20 hours a week at the Visitors Center.

Mayor Wilkerson inquired if there was an advisory committee that oversees the Visitors Center and reports back to the Chamber Board. Mr. Pinner stated that when

the Visitors Center was first created he tried to form an advisory committee, but he experienced a lack of interest from the entities involved. He stated that this is definitely something that he'd like to implement soon. Mr. Malpass stated that it was mentioned that the city is receiving more funds than in the past, and inquired if Mr. Pinner could shed any light on the increase. Mr. Pinner stated that the restaurants are advising they are seeing an increase in patrons. He stated the Visitors Center is receiving good feedback from advertising and on their web site. Mr. Jenkins inquired as to how much influence Mr. Pinner had with individuals who create the Columbia directory. Mr. Pinner advised that he had a good working relationship with the individuals. Mr. Jenkins pointed out that the Cayce ad is in the rear of the directory and wanted to know if a better position could be requested. Mr. Pinner advised that obviously the more you pay for the ad, the more visibility you receive. He stated he would work on getting a better position for the next directory. Mayor Wilkerson thanked Mr. Pinner for attending and providing the additional information.

### **Ordinances and Resolutions**

- A. Approval of Ordinance to Rezone Property Located at 2200 State Street from M-2, Heavy Industrial District to C-4, Highway Commercial District – First Reading

Council considered for first reading the approval of an ordinance to rezone property located at 2200 State Street from M-2, Heavy Industrial District to C-4, Highway Commercial District. Mr. Malpass made a motion to approve the ordinance on first reading. Mr. Jumper seconded the motion. Mr. Myers inquired if there were other properties in the area that should be rezoned. The City Manager advised that the city has already been approached by other businesses in the area and it may be possible to rezone the entire area. He stated that he would meet with staff next week to review the issue. Mr. Jenkins inquired if the city rezoned the area as Highway Commercial how it would affect new businesses who move into the area. The City Manager advised that new businesses would have to comply with the zoning. After discussion the motion passed unanimously.

- B. Approval of Resolution Re Central Midlands Council of Governments encouraging its member governments to adopt the Bike and Pedestrian Pathways Plan

Mr. Jumper made a motion to approve the Resolution supporting the Central Midlands Council of Governments adoption of the Bike and Pedestrian Pathways Plan and encouraging its member governments to adopt the plan as well. Mr. Myers seconded the motion which was unanimously approved.

### **Other**

- A. Approval of 2007 Council Meeting Dates

Mayor Wilkerson stated that in accordance with State law, annual notification to the public of Council meeting dates must be given at the beginning of each calendar year. He stated that some of the dates and times might change as the year proceeds and changes would be made when necessary. Mr. Malpass made a motion to approve the 2007 Council Meeting dates as presented. Mr. Jumper seconded the motion which was unanimously approved.

B. Discussion and Bid Award to Perform Survey Grade GPS/GIS of the Midlands Utility Sewer Collection

Mr. Bridwell stated that the city recently purchased the Midlands Utilities wastewater systems and that staff has estimated that there are approximately 617 sewer manholes and 10 pump stations in the system. He stated that adding a 10% increase for growth, it is estimated that a total of 690 structures will be in the system. He stated that in order to get a reliable mapping system and database of the systems, the city solicited and received proposals from three local engineering firms to provide the services needed. He provided Council with an overview of the three proposals received. He stated that based on reviewing the proposals and conducting interviews with the bidders, it is his opinion that W.K. Dickson's proposal would best suit the city's needs.

Mr. Robinson advised that when the city purchased the Midlands Utilities system, very sketchy information on the structures was provided. He stated that currently the city is basically relying on conversations that he has had with Mr. Keith Parnell as far as what is included in the system. He stated that the information being provided to Council is to build a GIS plotting system of the Midlands Utilities structures. He stated that the city has been contacted by two developers and without knowing exactly where the structures are located; it is causing a great deal of concern on the part of the city and the developers as well. He stated that W.K. Dickson, which is the mid priced bidder, has done a good bit of work with Lexington County and the Lexington County Joint Water & Sewer Commission. He stated that staff also considered American Engineering as they are very familiar with the city's system and B.P. Barber is also a reputable firm. He stated that staff has no problem in working with either firm.

Mr. Jenkins inquired that since the drawings are not complete, if the city could go back to Midlands Utilities and request that they participate in paying for having this information provided. Mr. Robinson advised that Midlands Utilities provided to the City what they had and they will not participate in the funding of this project. Mr. Myers inquired as to how the city's current system is mapped. Mr. Robinson advised that the city's system is mapped in AutoCad. Mr. Myers inquired if the next step would be to put the city's system on ArcView. Mr. Robinson stated that was correct and the County is working with the city on accomplishing this task. Mr. Myers stated that Council approved the purchase a GPS system during the budget process and it appeared to him that this request is the same. Mr. Robinson advised that Council approved the purchase of software for the GIS system during the budget process. He stated that effective January 1, 2007 when a new system is constructed and prior to being operated

developers will be required to provide the city with a GIS/GPS program of the new system. Mr. Robinson stated that the goal is to budget money to get an intern from USC to come in during the summer to start doing some of the work on the city's system using the new software program. Mayor Wilkerson inquired if there is any additional data that can be provided to clarify any of the proposals. Mr. Bridwell stated that the technical information provided in the proposals was reviewed thoroughly. Mr. Myers made a motion to award the bid to W. K. Dickson in the amount of \$40,257.00 for the GPS mapping and preparation of the ArcView database for the Midlands Utilities wastewater systems as recommended. Mr. Jumper seconded the motion which was unanimously approved.

### **Committee Matters**

#### **A. Appointments and Reappointments**

##### **Cayce Historical Museum Commission – One Position**

Ms. Eloise Lee's term expires January 2007. The Museum Commission recommends the reappointment of Ms. Lee to the Commission. Mr. Malpass made a motion to reappoint Ms. Lee to the Commission. Mr. Jenkins seconded the motion which was unanimously approved.

##### **SPAT Committee – One Position**

There is one open position on the Committee. There are no recommendations at this time. Mr. Jumper made a motion to table the item. Mr. Jenkins seconded the motion which was unanimously approved.

#### **B. Committee Minutes – Approval to Enter Into Record**

Council reviewed the following Committee meeting minutes for approval to enter into the official city record:

Planning Commission – August 21, 2006

Beautification Board – December 11, 2006

Cayce Housing Authority – December 19, 2006

Mr. Malpass made a motion to approve that the minutes be entered into the official City record. Mr. Myers seconded the motion which was unanimously approved.

#### **C. Committee Matters**

##### **Accommodations Tax Funds – Distribution Required by State Law**

Mr. Myers made a motion to proceed with the City Manager's recommendation to distribute \$3,550.00 to the West Metro Chamber & Visitors Center with the stipulation that funds be earmarked for promotion of tourism specifically for the City of Cayce, and \$450.00 to the Greater Columbia Convention & Visitors Bureau. Mr. Jenkins seconded the motion which was unanimously approved.

### **Public Comment**

Mayor Wilkerson inquired if anyone in attendance had signed the speakers' list to address Council on municipal matters listed on the agenda. Ms. Barkley advised that no signatures had been obtained.

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

The City Manager advised that the December financial report would be sent to Council next week.

The City Manager provided Council with the following dates:

January 15, 2007 – Martin Luther King, Jr. Day – City Hall closed. Garbage collection not affected, normal pick up.

January 17, 2007 – West Metro Mayors' Prayer Breakfast at Brookland Baptist

January 22, 2007 – Council Planning Session at 11:30 a.m.

January 31, 2007 – Employee Awards Breakfast at Cayce Masonic Lodge at 8:00 a.m.

The City Manager advised that a Special Meeting needed to be scheduled for the presentation of the 2006-2006 Comprehensive Annual Financial Report. Council scheduled the meeting for January 26, 2007 at 8:00 a.m.

The City Manager stated that the CSX Agreement for the Taylor Road Railroad Crossing has been received and that both the City's Attorney and County's Attorney are reviewing it at this time. He stated that the City Attorney would be providing Council with his recommendation at an upcoming meeting.

The City Manager advised that the Mayor received a letter from Beaufort County asking for a Resolution or Letter of Support imploring and urging the US government to strongly enforce the US Immigration and Nationality Act. Mayor Wilkerson asked that this information be sent to Lexington County as it is a County issue and not a city issue.

Mr. Jenkins advised that he received a call from Ms. Keeney on Lexington Street complaining about neighbors whose homes front Northland placing their trash on the backside of their property (Lexington Street). He also received a call from a resident at 2719 Lee Street stating that someone had dumped building materials in front of her home overnight. He asked that staff check on these issues.

There being no further business, the meeting adjourned at 8:00 p.m.

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Avery B. Wilkerson, Jr., Mayor

**ATTEST:**

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Tammy P. Barkley, CMC, Municipal Clerk