



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
Wednesday, September 17, 2025
5:00 p.m. – Cayce City Hall – 1800 12th Street
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
August 20, 2025 Regular Council Meeting

II. Public Comment Regarding Items on the Agenda

III. Presentation

- A. Presentation of Connection and Thanks to Cayce West Columbia Library through Mayor Elise Partin from The National Academic Library of the Republic of Kazakhstan.
- B. Presentation by Carroll Williamson of Stewart Engineering update on the Code Rewrite

IV. Resolution

- A. Consideration and Approval of Resolution Recognizing the Airport High School Baseball Team Winning the 2024 4A State Championship

V. Items for Discussion and Possible Approval

- A. Discussion and Confirmation of City Municipal Election Commission Membership pursuant to SC Code Section 5-15-90 (providing for three members)
- B. Discussion and Approval of Funding Adjustments for Existing Utility Projects
- C. Discussion and Approval of Ordinance 2025-07 Amending Chapter 10 ("Buildings and Building Regulations") of the Cayce City Code to Add a New Article V

(“Vacant Commercial and Industrial Building Registration”) – First Reading

VI. City Manager’s Report

VII. Council Comments

IX. 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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| 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, August 20, 2025

The August 20, 2025, Regular Council Meeting was held this evening at 5:00 p.m. in Council Chambers. Those present included 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, Human Resources Director Keisha Brunson, IT Director Jamie Beckham, Utilities Director Betsy Catchings, Police Chief Bruce Wade, Fire Chief Steven Bullard and City Attorney Will Dillard were also in attendance.

Mayor Pro Tem James stated that Mayor Partin was not present for the meeting and she gave notice that she would not be there. He stated that he hoped she was enjoying a very well deserved absence from duty, and it gave him an opportunity to make sure everyone understood that while Council worked very hard in putting together a yearly calendar, life events did happen. He stated that it was a five (5) member Council and meetings were allowed to continue on, even in the absence of the Mayor Pro Tem, another Council Member or even the Mayor from time to time. Mayor Pro Tem James 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 Pro Tem James called the Regular Council meeting to order and Council Member Thomas gave the invocation. Police Chief Wade led the assembly in the Pledge of Allegiance.

Public Comment Regarding Items on the Agenda

No one signed up for Public Comment.

Presentations

- A. Presentation by Mr. Ju'Juan Belgrave regarding his business, The Party and Event Store, on Knox Abbott Drive

Municipal Clerk Corder read the statement that she sends to anyone that presents to Council to explain the process. It read "Please keep in mind when presenting to Council, it is not a back and forth conversation. You cannot ask Council questions, that they will not engage in conversation with you. They are merely listening to your concerns. This is not a question and answer period between the speaker and the Council or the

speaker and City staff. Obviously, your presentation should not be derogatory towards a specific individual or individuals, and no foul language is allowed. Please be reminded that the meetings are recorded and live.”

Mr. Belgrave thanked Council for the opportunity to speak. He stated that he was owner operator of The Party and Event Store located at 901 Knox Abbott Drive and he was there to speak about the overlay district rule. He stated that he was told by City staff that he could not display his inflatables outside of his business and if he did he would be fined. He stated that he was a young man and this was his first time in business. He stated that he asked what an overlay district meant and where he stood being a new business compared to the businesses that already existed. He stated that the business across the street from his business was able to display their own rentals of what they do and he was told that particular business was grandfathered in. Mr. Belgrave stated that he was told that his inflatables being displayed were promoting sale, and that was against the overlay district rules. He stated that he researched what grandfathered in meant and it meant that business had been there for a particular amount of time, so they were exempt from certain rules. He stated that his question was if the rules that they had 30 years ago still worked for them today, he believed that he would benefit from that same thing. Mr. Belgrave stated that he wanted to try to partner with the City, because he believed he had a good niche business, and had worked in childcare for 13 years prior to owning his party and event store. He stated that in the last two (2) weeks, he contributed 1,500 items to the Back to School Bash and he was a sponsor for the Brookland Cayce Band. He stated that he was a vendor for USC and in the last three (3) months he had been open, he had a chance to partner with about 44 businesses between Cayce and he knew it would stifle his business if he was not allowed to display. Mr. Belgrave stated that he understood the inflatables could be hazardous and that was why they were secured with 100 pound weights to concrete.

Mr. Belgrave stated that his business also did balloon art so when summer ended and he got a chance to display his balloons, it was going to be very eye catching, and he wanted to make sure that he complied but also wanted to make sure that the rules did not stifle his business from being as great as it should be. He stated that he hoped the rules could be overlooked and there were a few businesses that were doing exactly what he was not allowed to do. He stated that he wanted to be allowed to display his inflatables on Knox Abbott Drive and he wanted to make sure that his creativity and passion were not stifled.

Items for Discussion and Possible Approval

A. Discussion and Approval to move forward with the Hazard Mitigation Grant Program Application

City Manager Conley stated that this item was tabled at the August 5 Council Meeting and staff was looking for approval from Council if they felt it was appropriate for staff to continue moving forward with the hazard mitigation grant application. He stated

that the reason staff brought this forward to Council was because of the very large match that was required by the grant. He stated that the grant was for approximately \$21.75 million which would require a \$7.25 million match from the City of Cayce. He stated that the grant was an opportunity for staff to continue to look for grants to help with the storm water situation that had been on the Avenues for a long time. Mayor Pro Tem James stated that a \$7 million match funded out of a budget the size of the City's meant that Council would have to vote to increase the millage as far as they possibly could within one year, as well as borrow from the fund balance probably close to \$6 million. He stated that Council recognized the significance of storm water damage within the properties throughout the entire City of Cayce, not just the Avenues. He stated that they recognized there was a level of priority and importance but it came with a huge price tag, so therefore, he had asked to postpone this item to the August 20, 2025, Council Meeting so Council could absorb the price tag a little bit more before it was brought back for discussion and also Council Member Carter was not at the initial meeting.

Council Member Sox made a motion that Council approve to move forward with the Hazard Mitigation Grant Program application for discussion purposes. Council Member Carter seconded the motion. Council Member Sox stated that he did not know necessarily where the funding would even be able to begin to come from, but he thought Council and staff could discuss some ideas and maybe move forward with something where the funding could come from. He stated that storm water issues was a city wide issue and figuring out a way that every district in the City could be addressed by this would be the only way he would probably support moving forward with it, regardless of the price tag. Council Member Sox stated that he would like to know what their options were for funding and if staff had any ideas. City Manager Conley stated that there were not a lot of options for funding the huge price tag of the match. He stated that he and staff truly understood the importance of storm water, not only for the Avenues, but for all of Cayce, but the required match would be approximately 1/3 of the City's operating budget annually. He stated that it was a once in a lifetime grant since traditionally this grant was not offered this far inland. He stated that the grant came from when Hurricane Helene came through and hit the mountain side of South Carolina and up into North Carolina and did so much damage so the emergency declaration moved further inland than it traditionally did on most hurricanes. City Manager Conley stated that allowed the City to actually apply for this particular grant and since it was that once in a lifetime sort of grant, it was an all or nothing approach to it.

City Manager Conley stated that he was not sure there was a high likelihood of the City getting this particular grant, but staff did want to go after it, and were directed by Council to look for funding opportunities and this was a funding opportunity at the time. He stated that the funding for the match would probably have to mostly be incurred onto the City's fund balance, which would do heavy damage to the fund balance. He stated that, of course, staff would talk to the other partners, but there was no guarantee that anyone else would want to support that particular special incentive, especially since the City had sort of gone into the process already. Mayor Pro Tem James stated that he spent time after the last Council Meeting really looking at some of what he believed

causes a great deal of the storm water runoff and what, while the City was in the midst of a \$10 million project of attempting to get as much water to the river as possible, there were areas throughout the City of Cayce where the ditches were just completely overgrown. He stated that there were other areas where 8 inch pipes had been neglected for many years. He stated that he had pictures and he counted countless pipes that were totally covered and some were in yards that were getting flooded because the water had nowhere to go to. Mayor Pro Tem James stated that if the City was spending \$10 million on trying to open pipes, but at the same time, the smaller pipes, or the smaller culverts were not cleared, then the water could not even get in the pipe to begin with. He stated that the \$7 million match was a lot of money to put on the citizens of Cayce at a time when the City was doing everything to mitigate the water runoff as it currently was. He stated that he did not have the heart to put a \$7 million bill on the citizens of Cayce, if the City had a fund balance that could handle hiring some people to concentrate on the ditches and the culverts and the drains throughout the City that could be cleaned. He stated that he knew the City did not currently have that manpower but asked if the City could do a mitigation effort of trying to find a way to be able to. He stated that the State and the County both said it was not their responsibility but Council owed their citizens much more than to have them on a telephone getting knocked around.

Council Member Sox asked if Mayor Pro Tem James was proposing this for city wide. Mayor Pro Tem James stated that it would be city wide. He stated that the City had implemented some good Ordinances for water runoff as development continued to occur in the City but for years and years, things were being built and roads were being built, and there was no place for the water to go. Council Member Sox stated that he thought Mayor Pro Tem James' idea was a phenomenal idea and he was happy to amend his motion. He stated that over the past few weeks, he had been sent probably 30 plus pictures of resident's pipes and drains that were backing up and there was aging infrastructure that were full of tree limbs and muck and they needed to be cleaned out. He stated that it would be ideal if whatever they proposed could coordinate with the County or State agency, to be able to make it happen and streamline the process especially in areas of the City like the Churchill Heights neighborhood, where half of the neighborhood was in the County and half was in the City. He asked Mayor Pro Tem James what he was envisioning staff wise. Mayor Pro Tem James stated that he did not know but possibly City Manager Conley would have an idea after the other Council Members spoke.

Council Member Thomas stated that Council wanted to do the best they could to find solutions for the citizens, because at the end of the day, they could get access to Council faster than they could with the State or the County. He stated that they wanted to be fiscally responsible to figure out how they could potentially help mitigate these issues, while also working with the State and County partners to continue to overall fix the problem. He stated that the City did not have \$7 million for the match but he knew City Manager Conley was going to work during the budget season to start setting Council up where citizens would know where the City was going so they were not surprised with

any increases. He stated that storm water issues needed to be looked at throughout the City and not just on the Avenues. Council Member Thomas stated that he had seen on social media where some people were not happy because they felt the City was only focusing on one area.

Council Member Carter stated that storm water had been an issue ever since he was first elected to Council. He stated that he would be fully supportive of some kind of initiative to clean out the ditches and culverts. He stated that it was simple, if the culverts and drains were blocked, the water stayed in the road. He stated that if City Manager Conley needed to hire new staff members and purchase equipment, then he would support it.

Mayor Pro Tem James stated that he was envisioning a program that not only would clean out ditches to make sure that the water could flow through, but being proactive as well. He stated that would include having Ordinances in place that prohibit blowing leaves into a drainage ditch and Ordinances that prohibit stacking trees and limbs over a drain. He stated that it would be as much of a proactive program as it would be a reactive program. He stated that Council Member Carter spoke of partnering with the State and the County and Council was going to continue asking them to be with the City on this and to have funding for it.

City Manager Conley stated that he and staff had talked for a while about being on the proactive side of the maintenance on storm water. He stated that whether Council went for this opportunity, staff would still continue to look for funding opportunities. He stated that he and staff had been discussing a three pronged approach of education, mitigation and maintenance to address storm water issues. He stated they could decide on a budget and start working in a proactive nature of maintenance, actually doing some of the cleaning, especially in places where the resident might not have the ability to do those particular things. He stated that the City had great workers and good, solid equipment, and they could see what they could do with the existing equipment. He stated that education was big, not only for citizens, but for City staff as well. He stated for example, What could the City be doing to help alleviate some of these concerns? What are some of the rules that the City has on the books? Are they being enforced correctly? Are they being enforced at all? City Manager Conley stated that it was important to get that education out to staff members and citizens. He stated that he would love the opportunity to bring back a program that staff and Council could sit down and talk about, where they could be proactive in the community and help out. He stated that he did believe that the City's partners were a big part of this but suggested starting in the proactive approach and lead by example to say let's start cleaning these things up. He stated let's start talking about how to mitigate these concerns, talk about education and what they could do to help with this, because sometimes people did things without them knowing what the impacts of those particular things were. City Manager Conley stated that he did believe that a two (2) person team would be massively impactful and he would like to bring a more detailed approach to Council and he thought it would be value well added to the City's team and citizens.

Mayor Pro Tem James asked what Council could do to excel and expedite the proposed program. City Manager Conley stated that he had the authority to start working on the proposed program and could come back to Council with the budgetary concerns and bring an actual budgetary item to Council. Council Member Thomas asked if the City kept a log to keep track of where people lived that had storm water issues. City Manager Conley stated that he did not believe there was a log, but the City had a lot of institutional knowledge with staff from the Parks Department to Code Compliance and Police Officers. He stated that they were very aware of most of the problem spots and part of this program would be actually mapping those particular problem areas. He stated the City would have to rely on partners for construction and sealing or fixing pipes, but he thought they owed it to the citizens to find those and map them and then look for a solution with the City's partners.

Council Member Sox stated that he wanted to clarify that when he made the motion to approve the match that motion was intended to open the floor for discussion and be amended. He stated that he completely agreed that the City was not coming up with that amount of money based on the City's fund balance even though the City had a strong fund balance due to staff and Council budgeting and being fiscally responsible over the years. He stated that he wanted to amend his motion to not move forward with the hazard mitigation grant program application, but to direct the City Manager to bring back a proposal, including a recommended amount of funding needed to put a program together to address storm water and hazard mitigation city wide at the September 2 Council Meeting. Council Member Thomas seconded the motion. Mayor Pro Tem James stated that he would like to clarify something that Council Member Sox mentioned. He stated that for Council to discuss an agenda item, there had to be a vote and a second, and then they could have their discussion period. Mayor Pro Tem James called the question which was unanimously approved by roll call vote.

B. Discussion and Approval of Bid Award for Airport Gateway Landscape Project

City Manager Conley stated that this project was a win for the City of Cayce and the surrounding areas. He stated that the project started when Dawn Staley went to the news and said it was horrible that the university of South Carolina had a NCAA basketball tournament in the City of Columbia, and she felt bad that the teams had to drive down Airport Boulevard to get the teams to the basketball game and how horrible that corridor looked. He stated that the Midlands Business Leadership Group and all of the Lexington and Richland County municipal and county entities got involved and did a lot of fundraising to fund the project. He stated that the Airport gateway landscape project was the first component of this gateway and it was happening in Cayce. He stated that Council approval was needed to approve the bid award to Chason Landscaping in the amount of \$697,529.37 to install the landscaping for the Airport Boulevard gateway project.

Council Member Sox made a motion to approve the award to Chason Landscaping for the Airport Gateway Landscaping Project for the amount stated. Council Member Thomas seconded the motion. City Attorney Dillard stated that he wanted to ensure that it was clear where the funds were being allocated from. City Manager Conley stated that the funds were coming from the Central Midlands Council of Governments. Council Member Carter stated that the White Paper stated \$609,749.40 but the memo from Landplan Consultants used the term base bid and the motion was for \$609,529. City Manager Conley stated that the memo was correct and there was a one year maintenance clause that was subtracted out of the bid proposal, because the maintenance for the actual project was divided between the City and West Columbia and Springdale and that amount would come in a proportional way, based on allocation of population.

Council Member Sox amended his motion to the correct number of \$609,749.40. Council Member Thomas seconded the motion. Council Member Sox stated that this was a great project for the Airport corridor and he was appreciative of the Midlands Business Leaders Group for putting this together and putting the funding together, and grateful for Lexington County for giving upwards of a half million dollars to this project. He stated that it was going to be huge for the Airport corridor, and really for the Midlands in general. He stated that it had been in the works for years and he was excited to see this come to life in the fall. Council Member Sox stated that sadly, the project stopped right at I 26 so there was a lot of work left to do for the Airport corridor to connect it back to Charleston Highway and the Knox Abbott corridor. Council Member Thomas stated that one of the great things about Cayce was it had an amazing Historical Museum and the Airport's code of CAE was short for Cayce and that was something to take pride in. Mayor Pro Tem James called the question which was unanimously approved by roll call vote.

Committee Matters

A. Discussion and Approval of a Waiver of Attendance Policy for Museum and Historical Commissioner

City Manager Conley stated that Ms. Charlita Earle was a long standing member of the Museum Commission and the African American subcommittee, which was now a standing committee of the Museum Commission and she had been an exemplary member. He stated that she was in the process of finishing her master's degree and had asked for a waiver from the attendance policy. He stated that she did not want to step down and wanted to continually serve the City but was requesting a four (4) month reprieve to finish her degree.

Council Member Thomas made a motion to waive the City's attendance policy for Ms. Earle for four (4) months. Council Member Sox seconded the motion which was unanimously approved by roll call vote.

City Manager's Report

City Manager Conley stated that he did not have anything to report.

Council Comments

Council Member Thomas stated that he had new constituents from the recent Council redistricting who had called him regarding certain votes he had taken, or certain issues that they had seen and he wanted to thank them for doing that because as their councilman, he appreciated whether they agreed or disagreed on an issue, they could still talk about the issue, and hear where he was coming from, and he could hear where they were coming from, because that was the American way. He asked his constituents to continue to email or call him because he wanted them to know whatever truth that he was aware of and he would give them the facts. He stated that there was information online that could spread like a wildfire but he would be honored to give the facts on information. Council Member Thomas stated that the Events Committee had five (5) openings and he once served on that committee and took great pride in serving on it. He asked if there was an age limit for committee members. Municipal Clerk Corder stated that she did not know but would check and let him know. Council Member Thomas stated that if there were young people who were looking for an opportunity to serve, and were creative, this was their opportunity to join an amazing committee, and not only volunteer to help City staff with events, but to get creative, to bring ideas to Council for them to support. He stated that it would be great to have people in the community on the committee, because there was potential to do amazing things in the City's parks and in some of the neighborhoods. He stated that they had the Soiree on State in the City's Arts District but could also have events off of Julius Felder, or in Riverland Park or in Concord Park, or other places in Cayce.

Council Member Sox thanked staff, Police Chief Wade and the City's Officers for attending the community meeting he put together regarding the Fairfield Inn on Airport Boulevard. He stated that there was a great turnout from residents and concerned citizens and it was a great opportunity to inform the neighborhood that the property did not have to be rezoned or go through any rezoning hearings that would have gone before Council for a vote, and it fit the zoning land use and comprehensive plans that had been put in place that took community input and guided the plans for what was going out there. He stated that the conversations were productive, and he thought that the overall project was going to be better for the neighborhood and for the community as a whole and definitely better than the previous uses on that property, which were a couple bars over time on that same site. Council Member Sox stated that he spoke with the developer that day about incorporating a few of the modifications that were talked about at the meeting, and that he heard from folks, and he also asked if they would share a flyer or mail with all the neighbors in the neighborhood once they formally decided what they were going to do. He stated that the modifications discussed included some privacy fencing along portions of the project site, some extra foliage along Waterloo that backed up to the neighborhood as well, and then looking into replacing the white oaks that they were going

to plant with a more native plant that did not drop acorns that could further fill or stop up the drains. He stated that they would keep that line of communication open at the City level as well to make sure everyone was informed and aware of what was incorporated from the meeting. He stated that another important outcome from that meeting were conversations that probably would not have happened without this project and created an open line of communication and commitment from Lexington County regarding the storm water infrastructure issues that had plagued that neighborhood for years and they appreciated them being there. Council Member Sox stated that he looked forward to working with them on the maintenance and cleaning out of those pipes and upgrades that were unrelated to the hotel project, but that came up because of it, and the conversations that happened because of it. He stated that they had also started outreach with the DOT regarding a transportation plan for the commercial corner that they were looking to sell and believed they had moved the NAI sign that was blocking the view and it would be easier for people to get in and out. He also spoke to them about what they were going to implement for traffic mitigation and safety, and asked what could be implemented until someone purchased that property, or what they recommended the City doing and what the long term plans likely would be with a commercial use on that corner. He stated that he wanted to have talks about future safety upgrades to the area, including cameras at the entrance and exit, like what had been done at the other entrance and exit down the way and in some of the City's neighborhoods and stated that ultimately, he would like to see a police substation out there. Council Member Sox stated that he would love to try to get Dawn Staley to the grand opening, if possible, given that was kind of her idea. He asked City Manager Conley how many years was the maintenance that the City was going to have to cover for that corridor. City Manager Conley stated that they bid out a five (5) year maintenance plan to get a cost but would have discussions about it and they were still putting together those plans to go back to the technical committee to see where that all fits out. He stated that he would bring that information back to Council once they got it.

Council Member Carter stated that he regretted that he had to miss the last Council Meeting but as Mayor Pro Tem James pointed out, the City moves on and meetings move on. He stated that while he was on vacation in Europe he visited the American Cemetery and it was an incredible experience. He stated that there was a group of people laying a wreath, and they started singing the Star Spangled Banner. He stated that his friend he was with said that Americans were such patriots and loved their country. Council Member Carter stated that they argued and fought but everyone needed to appreciate what they had here in this country and what they were allowed to do with freedom. He stated that people in the world appreciated our way of life and the way we did things. Council Member Carter asked City Manager Conley if the City had received everything that was asked for from the Chamber of Commerce regarding A tax. City Manager Conley stated that he would need to get with the City's Grant Administrator, but from his understanding, they had received everything that was asked for.

Mayor Pro Tem James stated that the Municipal Association of South Carolina chose the City of Cayce, to come to the prior night to host a congressional district

meeting with local Congressman, Joe Wilson and others. He stated that it was a proud moment to be able to have the surrounding municipalities there and showcase the City. He stated that it was delightful to be able to talk through something as important as the mitigation of storm water at that night's Council Meeting in front of the assembly and people watching the meeting virtually and come to a great conclusion that did not spend \$7 million but they were able to make some great things happen and thanked Council and City Manager Conley 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 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
- B. 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

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

Reconvene

After the Executive Session was concluded, Council Member Carter made a motion to reconvene the Regular meeting. Council Member Thomas seconded the motion which was unanimously approved by roll call vote. Mayor Pro Tem James 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

Council Member Sox 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 7:33pm.

Timothy James, Mayor Pro Tem

ATTEST:

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 **August 20, 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.

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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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Resolution Recognizing the Airport High School Baseball Team Winning the 2024 4A State Championship

WHEREAS, the Airport High School Baseball Team has achieved a historic milestone by winning the South Carolina High School League 4A State Championship; and

WHEREAS, this victory marks the first state championship in the history of the Airport High School baseball program, representing a momentous achievement for the players, coaches, and the entire school community; and

WHEREAS, the team displayed exceptional talent, discipline, and teamwork throughout a strong regular season and postseason performance, culminating in a decisive 10-0 victory over Seneca High School in the Championship Series; and

WHEREAS, this triumph follows the program's previous state finals appearance in 2018 and highlights the continued growth, perseverance, and dedication of the student-athletes and coaching staff; and

WHEREAS, the Airport High School Baseball Team's accomplishment brings pride and honor not only to the school, but also to the City of Cayce, Lexington County, and the broader community of supporters who have stood behind the team;

NOW, THEREFORE, BE IT RESOLVED that the City of Cayce Council, in Council Session duly assembled, hereby congratulates the Airport High School Baseball Team, its coaches, and supporters for their extraordinary accomplishment in capturing the 2024 4A State Championship, and extends best wishes for continued success both on and off the field.

ADOPTED this 17th day of September 2025.

Elise Partin, Mayor

ATTEST:

Mendy Corder, CMC, Municipal Clerk

| | | |
|-------------------------|---|------------------------------|
| STATE OF SOUTH CAROLINA |) | RESOLUTION |
| |) | CONFIRMING MEMBERSHIP OF THE |
| COUNTY OF LEXINGTON |) | CITY OF CAYCE |
| |) | MUNICIPAL ELECTION |
| CITY OF CAYCE |) | COMMISSION |

WHEREAS, Section 16-9(c) of the City of Cayce Code of Ordinances provides that, among other duties, the City of Cayce Municipal Election Commission is responsible for meeting following municipal elections in order to “officially certify the results of the elections and transmit the certified results to the city council”; and,

WHEREAS, Section 5-15-90(a) of the South Carolina Code of Laws provides that a municipal election commission shall be “composed of three electors who must be residents of the municipality and who must be appointed by the municipal governing body. The terms of the members are six years except of those first appointed one shall serve a term of four years and one a term of two years.”; and,

WHEREAS, there are currently appointed to the City of Cayce Municipal Election Commission five members with terms set to expire in 2026 and 2030; and,

WHEREAS, the City Council for the City of Cayce finds that it is necessary and in the public interest, and in furtherance of the good governance of the City, to confirm three members to staggered six-year terms on the City of Cayce Municipal Election Commission in conformity with state law;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cayce, in Council, duly assembled, as follows:

Pursuant to Section 5-15-90(a) of the South Carolina Code of Laws, the following residents of the City of Cayce are hereby confirmed and appointed to the City of Cayce Municipal Election Commission for the remainder of the specified terms:

| | |
|-------|--|
| _____ | Six-year term expiring September 1, 2026 |
| _____ | Six-year term expiring September 1, 2028 |
| _____ | Six-year term expiring September 1, 2030 |

The members confirmed and appointed above shall constitute the entire membership of the Municipal Election Commission as of the date of this resolution, and any prior inconsistent appointments to the Commission are hereby repealed based on conflict with S.C. Code Section 5-15-90(a).

DONE IN MEETING DULY ASSEMBLED, this 17th day of September 2025.

Elise Partin, Mayor

Attest:

Mendy Corder, CMC, Municipal Clerk

Approved as to form:

William C. Dillard, Jr., City Attorney

Memorandum

To: Mayor and Council

From: Michael Conley, City Manager

Date: September 17, 2025

Subject: Utilities Project Funding Adjustments

Issue

Council approval is needed to adjust funding sources for two previously approved Utilities projects: the Pump Station #1 Upgrades Project and the Sewer System Master Plan & Hydraulic Model Project.

Background

Improvements to Pump Station #1 are underway and were previously approved through Council. The project consists of replacing pumps, VFDs, and controls for the City's largest pump station. Funding for this project was previously approved and was scheduled to come from a combination of ARPA funds, EPA Grant funds, and reserve funds. After construction began on the project, EPA notified the City that there are federal requirements that should have been included in the bid process (Davis Bacon Act, Disadvantaged Enterprise, Build America, Buy America, etc.). Since there is no way to incorporate these requirements post-bid and after construction began, the \$540,000 EPA Grant cannot be used toward construction costs for the project. However, this funding can be applied toward the engineering on the project. Since the engineering fees are less than the grant award amount, EPA will allow us to also use the grant money for the Sewer System Master Plan & Hydraulic Model Project. Funding for this project was budgeted to be funded through reserve funds.

In order to utilize the EPA Grant funds, approval is needed to adjust the source of funding for these two projects. The entire cost for engineering services for these two projects can be funded through the EPA Grant. In turn, the funds that were originally budgeted for the engineering services can be shifted toward the construction of the Pump Station #1 Upgrades Project. This would mean construction costs will now be paid only through ARPA funds and Water/Sewer Capacity reserve funds.

Recommendation

Staff recommends Council approve funding adjustments associated with the Pump Station #1 Upgrades Project and the Sewer System Master Plan & Hydraulic Model Project. This will include utilizing the \$540,000 EPA Grant funds to cover the engineering fees for these two projects and, in turn, shift the Water/Sewer Capacity reserve funding originally planned for these services to the construction costs for the Pump Station #1 Upgrades. No additional funding is requested. This is only an adjustment of the funding sources.

Memorandum

To: Mayor and Council

From: Michael Conley, City Manager

Date: September 17, 2025

Subject: Discussion and Approval of Ordinance 2025-07 Amending Chapter 10 (“Buildings and Building Regulations”) of the Cayce City Code to Add a New Article V (“Vacant Commercial and Industrial Building Registration”) – First Reading

Issue

Council’s approval is needed to amend Chapter 10 (“Buildings and Building Regulations”) by adding a new Article V titled “Vacant Commercial and Industrial Building Registration.”

Discussion

Over the past several years, City Council and staff have been working to revitalize areas in the City and address community issues related to vacant properties – specifically, empty and underutilized commercial and industrial buildings that often lead to blight and underinvestment in surrounding neighborhoods. Staff researched best practices and received advice on this issue from industry experts selected to work with us as part of the Alumni Technical Assistance from the Mayors Institute on City Design (MICD 2.0). This was a follow-up to the case study program Mayor Partin participated in, at no cost to the City, in 2015, that helped jump start the pre-vitalization of the Cayce River Arts District.

What resulted was the recommendation to adopt a registration program that could help the City to better address these types of properties. The attached Ordinance encompasses the elements of a property registration program with escalating fees that would apply to vacant commercial and industrial properties only. Generally, this program will identify and register vacant commercial and industrial buildings, clearly express the responsibilities of the building owners, and provide for administration, enforcement, and penalties.

At the meeting on November 16, 2022, City Council voted to give the draft Ordinance First Reading, and deferred Second Reading for two months to allow staff to engage the community.

At the meeting on January 25, 2023, City Council voted to defer second reading to the first meeting in March to clarify a few things and make sure all questions were addressed.

At the meeting on March 7, 2023, City Council voted down the proposed ordinance.

Recommendation

Staff recommends that City Council approve Ordinance 2025-07 to amend Chapter 10 (“Buildings and Building Regulations”) adding a new Article V titled “Vacant Commercial and Industrial Building Registration.”

ITEM V. C.

| | | |
|-------------------------|---|--|
| STATE OF SOUTH CAROLINA |) | ORDINANCE 2025-07 |
| |) | |
| COUNTY OF LEXINGTON |) | Amending Chapter 10 ("Buildings and Building Regulations") of the Cayce City Code to Add a |
| |) | New Article V ("Vacant Commercial and |
| CITY OF CAYCE |) | Industrial Building Registration") |
| |) | |

WHEREAS, the City Council, in the interest of public health, order, safety and the general welfare within the City, desires to address certain issues related to vacant commercial and industrial buildings within the City with a ~~comprehensive approach~~comprehensive approach; and

WHEREAS, the Council, to accomplish that comprehensive approach, wishes to amend Chapter 10 ("Buildings and Building Regulations") of the Cayce City Code to add a new Article V ("Vacant Commercial and Industrial Building Registration") as provided herein,

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Cayce, in Council, duly assembled, that Chapter 10 ("Buildings and Building Regulations") of the Cayce City Code is hereby amended to (1) reserve sections 10-101 through 10-129 of the City Code following the current text of Article IV, and (2) add a new Article, entitled Article V ("Vacant Commercial and Industrial Building Registration"), to read as follows:

ARTICLE V. - VACANT COMMERCIAL AND INDUSTRIAL BUILDING REGISTRATION

Sec. 10-130. - Declaration of policy and purpose.

The purpose of this article is to ~~protect and promote the public health, order, safety, and the general welfare of the city by establishing a program for identification and registration of vacant commercial and industrial buildings, clearly expressing the responsibilities of owners of vacant commercial and industrial buildings and structures, and providing for administration, enforcement, and penalties.~~ establish a program for identifying and registering vacant commercial and industrial buildings within the City that may present a fire hazard, that may provide temporary occupancy by trespassers or other transients, that may detract from private and/or public efforts to rehabilitate or maintain surrounding buildings, and that otherwise may present a hazard to the health, safety and welfare of the public. Through a registration, inspection, and monitoring process, vacant commercial and industrial buildings will be kept weather tight and secure from trespassers, will provide safe entry to police officers and firefighters in times of emergency, will not impede private and/or public efforts to rehabilitate or maintain surrounding buildings, and will not otherwise present a public hazard so that the health, safety and welfare of the public is served. Further, the program will clearly express the responsibilities of the owners of vacant commercial and industrial buildings and structures, and will provide for administration, enforcement, and penalties.

Sec.10-131. - Definitions.

Unless otherwise expressly stated, the following terms (with or without capitalization) shall, for the purposes of this article, have the meanings shown in this section. When terms are not defined, by this section, such terms shall have the meanings provided by section 1.2 of City Code or, if not defined in that section, such ordinarily accepted meaning as the context implies.

~~*Citation* means a charge or formal written accusation of violation of a municipal, state or federal law, regulation or ordinance, including any violations of the International Property Maintenance Code as adopted by the city.~~

Code violation means violation of any code adopted and/or enforced by the city, which may include but is not limited to the City Code or the International Property Maintenance Code.

~~*Courtesy Registration* means notification by mail, phone, fax or email to the Code Enforcement Division notifying them of an extended vacancy of 60 days or more of a primary residence for a work, vacation, military or a medical reason.~~

Commercial and industrial building means any building, or part thereof, that is ~~used,~~ ~~erused~~ or designed to be used for any private or public manufacturing, industrial, or commercial business purposes.

Owner means any person, firm or corporation having a legal or equitable title in the property; or recorded in the official records of the state, county or municipality as holding title.

~~*Premises* means a lot, plot, or parcel of land, including the buildings or structures thereon.~~
Property means not only the commercial or industrial building and any other kind or nature of structure, but also the entire lot or parcel of land on which the building and any other structures are situated and any surrounding portion of the lot or parcel, as well as any fences, walkways, walls, or appurtenances.

Responsible local representative means a person having his or her place of residence or business office within 45 miles of the ~~vacant building~~property and designated by the property owner as the agent responsible for operating such property in compliance with the ordinances adopted by the city. For the purposes of this article, the term "*agent*" shall refer to the Responsible Local Representative.

Responsible party means any owner, occupant, agent, manager, operator and/or management company of a property~~building, dwelling, structure or lot~~.

Secure means a building or structure or a portion of a building that is closed or locked (other than by boarding) so as to prohibit entry by normal means.

~~*Unoccupied* means a building that is not being used for a legal occupancy.~~

Unsecured means a building or structure or a portion of a building or structure that is open to entry by unauthorized persons without the use of tools or ladders.

~~*Vacant building* means any structure built for occupancy for commercial or industrial uses that is unoccupied for more than 60 days.~~

Vacant commercial or industrial building means a commercial or industrial building that is not occupied by its owner, lessee or other person in lawful possession, or at which, for more than 120 days, substantially all lawful manufacturing, industrial, or commercial business operations have ceased, or the building is substantially devoid of contents.

(a) Illustrations of such vacancy include, but are not limited to, any of the following circumstances:

1. No licensed trade or business is actively being conducted in the building by the owner, a tenant, or another party occupying the building pursuant to a lease or other legal authority, or no licensed trade or business is actively being conducted in a building, structure, or other improvement that is subject to taxation and that is located on the property.

2. No utility connections, including, but not limited to, water, sewer, natural gas, or electric connections, service the property, or no such utility connections are actively being billed by any utility provider for the property.

(b) Vacant building categorical classifications for a building or portion of a building:

(1) Category I: No current code violations on the structure or the premises.

- a. The building is secure and not boarded.
- b. The building is structurally sound with no code violations.
- c. The premises is maintained to minimal code compliance by the owner or responsible party.
- d. —The city will inspect the property annually. Property owner or responsible local representative must arrange this inspection through the Code Enforcement Compliance Division.

(2) Category II: Minimal code violations.

- a. The building is boarded and secure.
- b. The building is structurally sound with minor code violations.
- c. The premises is not regularly maintained.
- d. Requires property to be inspected annually by the fire marshal, building official, business license official, and code enforcement officer. Property owner or responsible local representative must be present for the inspection.

(3) Category III: Severe code violations.

- a. The building requires boarding.
- b. Structural deficiencies are evident.
- c. History of criminal activity on the property.
- d. Condemned and/or illegally occupied.
- e. Requires property to be inspected three (3) times annually by the fire marshal, building official, business license official, and code enforcement officer. Property owner or responsible local representative must be present for all the inspection. Additional charges must be paid in the amount of \$150 per inspection.

Sec. 10-132. - Registration of vacant commercial or industrial buildings.

- (a) Except as provided in subsection (b) below, all vacant commercial or industrial buildings shall be registered with the Code Enforcement-Compliance Division within ten (10) days of becoming vacant as defined in section 10-131. After the calendar year of initial registration, r~~Registration is valid for 12 months and~~ must be renewed annually ~~from the date the building became vacant~~ by May 1.
- (b) Exemptions from registration may be granted by the Code Enforcement-Compliance Division after for the following circumstances upon notification in writing to the Code Enforcement Division from the property owner, in the following circumstances:
 - (1) Buildings that are actively being renovated. Repairs and progression must be noticeable by the inspector (up to one year, and longer by appeal) or an active building permit must be associated with the work.;
 - (2) Buildings that are structurally deficient and have been ordered by the city to be demolished and removed, and for which the owner has provided consent to the City to demolish, and the City has accepted the consent. Liens are to be placed against the property to cover the cost of demolition.
 - (3) A multi-unit commercial or industrial building with vacant units that together constitute less than fifty percent (50%) by square footage of the portion of the first floor facing or adjacent to a public right-of-way.
- (c) If the building is vacant at the expiration of any registration period, the owner shall re-register such building and pay the annual renewal registration and inspection charges.
- (d) The owner registering a vacant building shall supply the following information on an authorized form provided by the Code Enforcement-Compliance Division:

- (1) Name, address, and telephone number of the owner;
 - (2) Name, address, and telephone number of any responsible party, if applicable;
 - (3) Name, address, and telephone number of any local agent or representative of the owner, if the owner's residence or business address is more than 75 miles from the vacant building;
 - (4) Name, address, and telephone number of all persons with any legal interest in the property, or building ~~or premises~~, including mortgagees and successors in interest;
 - (5) Legal description and tax parcel identification number of the ~~premises~~ property on which the building is situated;
 - (6) The common address of the building or property;
 - (7) Date on which the building became vacant along with any supporting documentation; and
 - (8) ~~A~~ V Vacant building plan in accordance with section 10-133.
- (e) Following the registration of the vacant building, the Code Enforcement Compliance Officer shall conduct a complete exterior property inspection of the property ~~and premises~~ to determine any code violations and to verify the vacant building category.
- (1) A status report will be provided to the owner of the building with the findings and current condition of the property. It will include any found violations and assign a category to the building, in accordance with section 10-131.
- (f) ~~All vacant buildings must remain secure and/or boarded in accord with the provisions of any applicable codes. Property must be maintained in accordance with the International Building Maintenance Code.~~
- (g) Owners s shall post "No Trespass" placards on the ~~premises~~ property. Additional employment of security services for the ~~premises~~ property for a specified number of hours every day may be required by the Police Chief or his/her designee on the basis of the property's ~~premises'~~ history of code and/or criminal violations.
- (h) ~~Vacant building~~ Owners must designate a responsible local representative ("agent") if their place of residence or business is more than 45 miles from the vacant building. The responsible local representative shall act as agent for the property owner for purposes of accepting legal service; however, the

~~vacant building~~ owner remains personally liable in criminal prosecutions for code violations. The responsible local representative must ~~always~~ be available at the number listed in the event of an emergency or catastrophe.

Sec. 10-133. - Establishment of vacant building plan.

(a) When a building is registered as required by this article, the owner shall submit for approval, or cause to be submitted for approval, a vacant building plan. The plan shall contain the following:

- (1) The reasonably expected period of vacancy;
- (2) A plan to make the building ready for occupancy with sufficient detail regarding the proposed repair and/or rehabilitation of the building to enable the Code Enforcement-Compliance Division to determine the adequacy of such plan;
- (3) A letter of written consent by the owner allowing city officials to enter and inspect the premises for the period in which the vacant building plan is in effect;
- (4) For buildings, dwellings or structures which are identified as being or containing public nuisances, the vacant building plan shall contain a plan of action to remedy such public nuisances;
- (5) For each required plan, a time schedule shall be submitted identifying a date of commencement of repair and/or rehabilitation and the schedule for completion of repair and/or rehabilitation for each building, dwelling or structure and identified nuisance;
- (6) When the owner proposes to occupy, sell, lease or demolish the vacant building, the owner shall submit a plan and time schedule for such action; and
- (7) A plan of action to secure, monitor and maintain the building and ~~premises~~ property for conformance with this article.

(b) If the property is subject to a vacant building plan and the plan has been properly approved by the Code Enforcement-Compliance Division, the transferee is subject to the terms of the vacant building plan. The transferee may apply to the city to be released from the requirements of the vacant building plan upon a showing of sufficient cause for release.

Sec. 10-134. - Vacant commercial ~~and or~~ industrial building charges.

- (a) Annual registration charges are based on the number of years that a commercial or industrial building has been vacant (after the effective date of this ordinance article). All charges are due at the time of initial registration or upon annual renewal.

The charges are as follows for all structures buildings:

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| (1) | Initial registration | \$ 100.00 |
| (2) | First annual renewal | \$ 500.00 |
| (3) | Second <u>Additional</u> annual renewal | \$12,000.00 |
| (4) | Third annual renewal | \$1,500.00 |
| (5) | Each year thereafter is | \$1,500.00. |

- ~~(b) An annual compliance inspection charge of \$50.00 is required on all vacant buildings. The charge shall be paid at the time of registration.~~

- ~~(eb)~~ Upon determination by the Code Enforcement Compliance Division that a vacant building is not registered in compliance with this article, a penalty as described in section 10-135 shall ~~additional penalties may~~ apply in addition to the applicable registration or renewal ~~annual registration~~ charge.

- ~~(dc)~~ ~~Delinquent registration charge as a lien.~~ After the owner is given notice of the amount of the registration charge and penalty due, except for those owners that have properly perfected an appeal pursuant to section 10-136, and the owner fails to pay the amount due within ten (10) business days after notice of violation, said amount shall constitute a debt due and owing to the city, and the city may commence a civil action to collect such ~~the~~ unpaid debt.

- ~~(ed)~~ If a vacant building becomes occupied within 60 days following an annual registration renewal date and remains occupied for at least 6 months, the owner of the vacant building can appeal apply to the Code Enforcement Compliance Division to have the most recent registration charge refunded. This excludes any charges for penalties, initial registration or compliance inspections.

Sec. 10-135. - Enforcement and pPenalties.

- (a) Upon determination that a vacant building owner has failed to register or renew registration or has failed to provide update information in accordance with this article, or has failed to submit a vacant building plan or to comply with a vacant building plan that has been approved by the city under this article, or has failed to comply with any other provisions of this article, an administrative penalty of five hundred dollars (\$500.00) ~~in addition to the registration charge will be assessed if the owner is not in compliance within 11 days after notice will be assessed if the owner is not in compliance within ten (10) business days after~~ notice of violation.

~~(b) Failure by the owner to submit a vacant building plan or comply with a vacant building plan that has been approved by the city under this article or pay the charges as required under this article is a violation of the City Code and may be remedied by any of the following:~~

~~(1) An administrative penalty of five hundred dollars (\$500.00); or~~

~~(2) Such other remedies as may be authorized by state law.~~

(b) The city reserves its rights to seek such other remedies for violations of this article as are allowed by state or local law, including enforcement as a violation of the International Property Maintenance Code when applicable or prosecution of a violation as a misdemeanor in accord with section 1.6 of the City Code.

Sec. 10-136. - Appeal.

Any person aggrieved by an action or determination of the Code Enforcement Compliance Division in enforcing this article ~~the requirements of this section may seek file an~~ administrative appeal to the Standard Technical Codes Board of Appeals by submission of an appeal form supplied by the city to the city clerk within ten (10) calendar days of the receipt of notice of the action or determination. Within fourteen (14) calendar days of the filing of the appeal, the Board shall hold a hearing on the appeal at which the appealing party and the Code Enforcement Compliance Division shall have an opportunity to be heard and at which the issue shall be whether the Code Enforcement Compliance Division acted in accord with the provisions of this article. Within five (5) business days after the hearing, the Board shall issue a written decision. Any person aggrieved by ~~a final~~ the decision ~~issued under this section~~ by the Standard Technical Codes Board of Appeals, may seek relief in the circuit court in accord with the South Carolina Rules of Civil Procedure and applicable law. ~~any court of competent jurisdiction as provided by the law.~~

Sec. 10-137. -- Acquisition of vacant buildings.

~~The City may acquire, pursuant to applicable state law, any property or premises determined to be vacant and a persistent nuisance, and shall have the power to hold, clear, manage or dispose of such property and premises so acquired for appropriate use.~~

This Ordinance shall become effective upon approval on second and final reading.

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