

COUNTY COUNCIL OF BEAUFORT COUNTY
ADMINISTRATION BUILDING
100 RIBAUT ROAD
POST OFFICE DRAWER 1228
BEAUFORT, SOUTH CAROLINA 29901-1228
TELEPHONE: (843) 255-1000
FAX: (843) 255-9401
www.bcgov.net

D. PAUL SOMMERVILLE
CHAIRMAN

STEWART H. RODMAN
VICE CHAIRMAN

COUNCIL MEMBERS

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LAURA L. VON HARTEN

GARY KUBIC
COUNTY ADMINISTRATOR

BRYAN J. HILL
DEPUTY COUNTY ADMINISTRATOR

JOSHUA A. GRUBER
COUNTY ATTORNEY

SUZANNE M. RAINEY
CLERK TO COUNCIL

AGENDA
FINANCE COMMITTEE
Monday, August 18, 2014
2:00 p.m.
Conference Room, Building 3
Beaufort Industrial Village
104 Industrial Village Road, Beaufort

Committee Members:
Rick Caporale, Chairman
Steve Fobes, Vice Chairman
Brian Flewelling
William McBride
Stu Rodman
Jerry Stewart

Staff Support
Alicia Holland, Chief Financial Officer

1. CALL TO ORDER – 2:00 P.M.
2. CONSIDERATION OF CONTRACT RENEWALS ([backup](#))
 - A. NWN Corporation - \$173,000
 - B. Manatron, Inc. - \$163,630
 - C. CompuCom - \$139,469
 - D. Munis Tyler Technologies - \$81,444
 - E. New Vision System Corp. - \$51,028
3. PRESENTATION / BEAUFORT COUNTY SCHOOL DISTRICT
4. LIBRARY BOARD PRESENTATION / FY 2015 BUDGET ([backup](#))
5. CONTINUED DISCUSSION / BAILEY BILL ([backup](#))
6. ADJOURNMENT

2014 Strategic Plan: Committee Assignments
Budget Document/Process and Financial Reporting: Revision
Debt Reserve Policy (*Goal Accomplished April 2014*)
General Fund Fund Balance Policy (*Goal Accomplished April 2014*)
Mitchelville Historic Site Development: Funding





COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT
106 Industrial Village Road, Building 2
Post Office Drawer 1228
Beaufort, South Carolina 29901-1228

TO: Councilman Rick Caporale, Chairman, Finance Committee
FROM: Dave Thomas, CPPO, Purchasing Director *DT*
SUBJ: Recommendation for Beaufort County Departmental Contract Renewals
DATE: August 18, 2014

In order to improve our process for renewing annual contracts I have provided a summary sheet (please see attached excel spreadsheet) for your committee's review and approval. The summary sheet provides the vendor name, purpose, department, account name and number, prior and current cost, term and remarks. The department head responsible for the contract or their representative will be available for questions during the Committee meeting.

FOR ACTION: Finance Committee meeting August 18, 2014.

RECOMMENDATION: The Purchasing Department recommends that the Finance Committee approve the contract renewals as stated in the attached summary sheet.

CC: Gary Kubic, County Administrator
Bryan Hill, Deputy Administrator *BH*
Alicia Holland, Chief Financial Officer *AH*

Att: Contract renewal summary sheet

Beaufort County, South Carolina
Fiscal Year 2015 Contract Renewals
Finance Committee

	Vendor	Purpose	Department	Account #/Name	FY 2017 Cost	FY 2016 Cost	FY 2015 Cost	FY 2014 Cost	Term (Beg/End)
1.	NWN Corporation	Smartnet license renewal	MIS	10001150-51110	\$ 14,493	\$ 86,964	\$ 72,470	\$ 99,624	8/31/2014
				Maintenance Contracts					8/31/2016

Note: State Contract. The FY 2014 cost represents the amount paid in FY 2014. Please refer to the May 12, 2014 Finance Committee to see the annual expenditure amount.
In FY 2015, \$173,927 will be paid and expended as above.

2.	Manatron, Inc.	Annual Maintenance and Support	MIS	10001150-51110	N/A	N/A	\$ 163,630	\$ 158,864	8/1/2014
				Maintenance Contracts					7/31/2015

Note: This is for the property tax software used by the Treasurer, Assessor and Auditor.

3.	CompuCom	Provides Microsoft License Support	MIS	10001150-51110	N/A	N/A	\$ 139,468	\$ 139,468	8/1/2014
				Maintenance Contracts					7/31/2015

Note: State Contract

4.	Munis Tyler Technologies	Provides Support and Update Licensing	Finance Purchasing Business License MIS Employee Services Building Codes	10001111-51110 10001116-51110 10001134/2001/2002/2010-51110* 10001150-51110 10001160-51110 10001260-51110	N/A	N/A	\$ 81,444	\$ 73,914	7/1/2014
				Maintenance Contracts					6/30/2015

*Note: Business License is allocated equally between the general fund, local accommodations tax, local hospitality and local admissions fees.

Note: The price has increased due to additional modules being purchased and utilized.

5.	New Vision System Corp.	Real Property Software	Register of Deeds	10001122-51110	N/A	N/A	\$ 51,028	\$ 51,028	8/1/2014
				Maintenance Contracts					7/31/2015

Note: There is no change in the contract pricing structure for Fiscal Year 2015.

August 18, 2014



Quote

NWN Corporation
 7025 Albert Pick Rd Suite 302
 Greensboro NC 27409
 p: 336-294-0141
 REMIT TO:
 NWN Corporation

Date 8/11/2014
Quote # QT95752
Expires 7/24/2014
Sales Rep Roland, Stacy
TeleSales Rep
Project
Terms Net 30
Quote Title SMARTnet Renewal 2014-2016

Quote for:
 Finance Department
 Beaufort County Council - SC
 PO Drawer 1228
 Beaufort SC 29901-1228

Ship To:
 Information Systems
 Beaufort County Managemetn
 104 Ribaut Rd A.Horne Bldg
 Beaufort SC 29902

Item	Qty	Description	Price	Amount
CON-ESW-1	1	****ESW/UCSS renewal Contract 93969041**** ESSENTIAL SW MAINT. RENEWAL	12,906.95	12,906.95
UCSS Coverage	1	Cisco Unified Communications Software Subscription	26,441.47	26,441.47
CON-SAS-1	1	****SAS Contract 93969042**** SmartNet SW App Support Package-Renewal	6,214.66	6,214.66
CON-SNT-1	1	****SNT Contract 93969052**** SmartNet 8x5xNBD-Renewal	74,107.26	74,107.26
CON-SNTP-1	1	****SNTP Contract 93969054**** SmartNet 24x7x4-Renewal Coverage co-termed to 8/31/2016	51,895.40	51,895.40
			Subtotal	171,565.74
			Tax	2,360.91
			Total	\$173,926.65

Subject to NWN terms and conditions located at <http://www.nwnit.com/terms>

MANATRON

A Thomson Reuters Business

Please Remit Payment to:
 Manatron, Inc.
 PO Box 71275
 Chicago, IL 60694-1275
 Toll Free 1.866.471.2900

INVOICE

Invoice	INVC050417
Date	7/16/2014
Page	1
Acct#	4007000
Reference	JUL24752A/19705

BILL TO:

BEAUFORT COUNTY ADMINISTRATION
 P.O. DRAWER 1228
 100 RIBAUT ROAD

 BEAUFORT SC 29901-1228

SHIP TO:

BEAUFORT COUNTY ADMINISTRATION
 P.O. DRAWER 1228
 100 RIBAUT ROAD

 BEAUFORT SC 29901-1228

ITEM NO.	DESCRIPTION	QTY	UNIT PRICE	EXTENDED PRICE
PAPP-S		1	\$31,921.85	\$31,921.85
GRM-TAX BILL-S		1	\$93,211.84	\$93,211.84
PROPERTYMAX-S		1	\$7,239.88	\$7,239.88
WEBHOSTPROPERTY-S		1	\$4,022.15	\$4,022.15
PROPERTYMAX-DATA-S		1	\$4,826.59	\$4,826.59
COLLECTMAX-S		1	\$7,239.88	\$7,239.88
WEBHOSTCOLLECT-S		1	\$3,968.85	\$3,968.85
COLLECTMAX-DATA-S		1	\$4,826.59	\$4,826.59
GEOANALYST-S		1	\$6,372.21	\$6,372.21

FOR THE PERIOD OF 7/1/2014-6/30/2015

Subtotal	\$163,629.84
Tax	\$0.00
Total	\$163,629.84

**PLEASE REMIT ONE COPY WITH YOUR PAYMENT
 THANK YOU!**

2014 JUL 21 PM 2:39

MANATRON

A Thomson Reuters Business

Please Remit Payment to:
Manatron, Inc.
PO Box 71275
Chicago, IL 60694-1275
Toll Free 1.866.471.2900

INVOICE

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FOR THE PERIOD OF 7/1/2014-6/30/2015

Subtotal	\$163,629.84
Tax	\$0.00
Total	\$163,629.84

PLEASE REMIT ONE COPY WITH YOUR PAYMENT
THANK YOU!

MANATRON

A Thomson Reuters Business

Maintenance and Support Schedule and/or Note Schedule

For Internal Use Only

0019705

7/15/2014

MAN07ANN-Y

ACCT# 4007000

BEAUFORT COUNTY ADMINISTRATION
P.O. DRAWER 1228
100 RIBAUT ROAD

BEAUFORT SC 29901-1228

JULY-JUNE

1.00 SY	ANNUAL MAINTENANCE & SUPPORT	0.00	0.00
1.00 PER	THE PERIOD 7/1/14-6/30/15 FOR	0.00	0.00
1.00 CON	CONTRACT #SC2007.001.01 FOR	0.00	0.00
1.00 PAPP-S	PROVAL PLUS SUPPORT	31,921.85	31,921.85
1.00 GRM-TAX BILL-S	GRM Tax Bill&Collections Support	93,211.84	93,211.84
1.00 GRM-CASHIERING-S	GRM Cashiering Support *Included*	0.00	0.00
1.00 GRM-TAX ADMIN-S	GRM Records Admin Spt *Included*	0.00	0.00
1.00 GRM-ASSMT ADMIN-S	GRM Assessment Admin Support *Included*	0.00	0.00
1.00 GRM-PPC-S	GRM Personal Property Spt *Included*	0.00	0.00
1.00 PROPERTYMAX-S	PROPERTYMAX SOFTWARE SUPPORT	7,239.88	7,239.88
1.00 WEBHOSTPROPERTY-S	WEBHOSTING OF PROPERTY SITES	4,022.15	4,022.15
1.00 PROPERTYMAX-DATA-S	PropertyMax Data Extract Spt	4,826.59	4,826.59
1.00 COLLECTMAX-S	COLLECTMAX SOFTWARE SUPPORT	7,239.88	7,239.88
1.00 WEBHOSTCOLLECT-S	WEBHOSTING FOR COLLECTMAX	3,968.85	3,968.85
1.00 COLLECTMAX-DATA-S	CollectMax Data Extract Spt	4,826.59	4,826.59
1.00 GEOANALYST-S	PV GeoAnalyst Support	6,372.21	6,372.21

Subtotal	163,629.84
Tax	0.00
Total	163,629.84

CompuCom

The Leading IT Outsourcing Specialist

CompuCom Systems, Inc.
7171 Forest Lane
Dallas, TX 75230

Quote # **5221637**
Quote Date: **5/22/2014**
Valid Through: **7/31/2014**

Client: Heather Haase
Beaufort County MIS
100 Ribaut Road
Beaufort, SC 29901
(843) 255-7020
hhaase@bcgov.net
Enrollment # **6504128** (7/01/2012 - 6/30/2015)

Prepared by:
David Williams
CompuCom Systems, Inc.
Software Solutions Specialist
704-307-4723 (O)
David.Williams@CompuCom.com

Qty	Part #	Item Name	Offering	Level	Purchase Period	Unit Price	Extended Price
<i>Microsoft Enterprise Agreement - Year 3 Anniversary:</i>							
200	76A-00028	EntCAL ALNG LicSAPk MVL UsrCAL wSrvcs	Enterprise 6	D	Annual Payment 3 of 3	\$134.48	\$26,896.00
900	76A-00034	EntCAL ALNG SA MVL UsrCAL wSrvcs	Enterprise 6	D	Annual Payment 3 of 3	\$80.85	\$72,765.00
2	312-02177	ExchgSvrStd ALNG LicSAPk MVL	Enterprise 6	D	Annual Payment 3 of 3	\$267.30	\$534.60
2	312-02257	ExchgSvrStd ALNG SA MVL	Enterprise 6	D	Annual Payment 3 of 3	\$114.68	\$229.36
1	228-04433	SQLSvrStd ALNG SA MVL	Enterprise 6	D	Annual Payment 3 of 3	\$145.20	\$145.20
10	7NQ-00302	SQLSvrStdCore ALNG LicSAPk MVL 2Lic CoreLic	Enterprise 6	D	Annual Payment 3 of 3	\$1,354.65	\$13,546.50
14	7NQ-00292	SQLSvrStdCore ALNG SA MVL 2Lic CoreLic	Enterprise 6	D	Annual Payment 3 of 3	\$580.80	\$8,131.20
100	4ZF-00019	VDA ALNG SubsVL MVL PerDvc	Enterprise 6	D	Annual Payment 3 of 3	\$66.00	\$6,600.00
1	9JD-00053	VSUftwMSDN ALNG SA MVL	Enterprise 6	D	Annual Payment 3 of 3	\$1,654.13	\$1,654.13
10	6VC-01254	WinRmtDsktpSrvcsCAL ALNG SA MVL UsrCAL	Enterprise 6	D	Annual Payment 3 of 3	\$14.03	\$140.30
2	P71-01031	WinSvrDataCtr ALNG LicSAPk MVL 1Proc	Enterprise 6	D	Annual Payment 3 of 3	\$908.33	\$1,816.66
18	P71-00886	WinSvrDataCtr ALNG SA MVL 1Proc	Enterprise 6	D	Annual Payment 3 of 3	\$389.40	\$7,009.20

Total: \$139,468.15

- Notes:
1. CompuCom reserves the right to amend pricing subject to changes in the publisher's discounts, pricing or programs.
 2. Sales tax is not included on quotes. Please add the appropriate sales tax to your Purchase Order, if applicable.
> If your order is exempt from SC Sales Tax, please indicate 'ESD - Electronic Software Delivery' on your Purchase Order.
 3. **! NEW !** Address your PO to CompuCom Systems, Inc., and email it to David.Williams@compucom.com
 4. SC State Contract Number: 4400003937, CompuCom Vendor # 7000040970



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Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
045-110540	06/01/2014	1 of 2

Questions:

Tyler Technologies - ERP & Schools
 Phone: 1-800-772-2260 Press 2, then 1
 Fax: 1-866-673-3274
 Email: ar@tylertech.com



Bill To: BEAUFORT COUNTY
 ATTN: FINANCE DEPARTMENT
 PO DRAWER 1228
 BEAUFORT, SC 29901-1228

Ship To: BEAUFORT COUNTY
 ATTN: FINANCE DEPARTMENT
 PO DRAWER 1228
 BEAUFORT, SC 29901-1228

Customer No.	Ord No	PO Number	Currency	Terms	Due Date
1033	55406		USD	NET30	07/01/2014

Date	Description	Units	Rate	Extended Price
Contract No.: BEAUFORT COUNTY, SC				
	SUPPORT & UPDATE LICENSING - TYLER CASHIERING Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	3,969.00	3,969.00 ✓
	SUPPORT & UPDATE LICENSING - BID MANAGEMENT Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	1,595.36	1,595.36 ✓
	SUPPORT & UPDATE LICENSING - CONTRACT MANAGEMENT Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	1,568.55	1,568.55 ✓
	SUPPORT & UPDATE LICENSING - HUMAN RESOURCES MANAGEMENT Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	5,318.27	5,318.27 ✓
	SUPPORT & UPDATE LICENSING - TYLER CONTENT MANAGER SE Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	4,500.85	4,500.85 ✓
	SUPPORT & UPDATE LICENSING - ACCOUNTS RECEIVABLE Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	2,925.24	2,925.24 ✓
	SUPPORT & UPDATE LICENSING - ROLE TAILORED DASHBOARD Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	1,686.83	1,686.83 ✓
	SUPPORT & UPDATE LICENSING - CITIZEN SELF SERVICE Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	1,309.77	1,309.77 ✓
	SUPPORT & UPDATE LICENSING - EMPLOYEE SELF SERVICE Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	3,214.89	3,214.89 ✓
	SUPPORT & UPDATE LICENSING - PERMITS & CODE ENFORCEMENT Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	4,851.00	4,851.00 ✓
	SUPPORT & UPDATE LICENSING - REQUISITIONS Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	2,659.77	2,659.77 ✓
	SUPPORT & UPDATE LICENSING - PAYROLL Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	8,775.71	8,775.71 ✓
	SUPPORT & UPDATE LICENSING - PURCHASE ORDERS Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	3,190.70	3,190.70 ✓
	TYLER FORM PROCESSING SUPPORT Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	2,954.60	2,954.60 ✓
	SUPPORT & UPDATE LICENSING - MAPLINK GIS INTEGRATION Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	1,686.83	1,686.83 ✓
	SUPPORT & UPDATE LICENSING - FIXED ASSETS Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	3,190.70	3,190.70 ✓
	SUPPORT & UPDATE LICENSING - ACCTG/GL/BUDGET/AP Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	13,894.88	13,894.88 ✓
	SUPPORT & UPDATE LICENSING - APPLICANT TRACKING Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	1,746.36	1,746.36 ✓

2014 JUN 15 PM 2:07



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Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
045-110540	06/01/2014	2 of 2

Questions:

Tyler Technologies - ERP & Schools
 Phone: 1-800-772-2260 Press 2, then 1
 Fax: 1-866-873-3274
 Email: ar@tylertech.com

Bill To: BEAUFORT COUNTY
 ATTN: FINANCE DEPARTMENT
 PO DRAWER 1228
 BEAUFORT, SC 29901-1228

Ship To: BEAUFORT COUNTY
 ATTN: FINANCE DEPARTMENT
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 BEAUFORT, SC 29901-1228

Customer No.	Ord No	PO Number	Currency	Terms	Due Date
1033	55406		USD	NET30	07/01/2014

Date	Description	Units	Rate	Extended Price
	SUPPORT & UPDATE LICENSING - GENERAL BILLING Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	1,329.89	1,329.89 ✓
	SUPPORT & UPDATE LICENSING - BUSINESS LICENSES Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	2,659.77	2,659.77 ✓
	SUPPORT & UPDATE LICENSING - CRYSTAL REPORTS Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	3,454.89	3,454.89 ✓
	SUPPORT & UPDATE LICENSING - MUNIS OFFICE Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015	1	2,260.30	2,260.30 ✓

Prepared by _____	Date _____
Purchase order # _____	UQ V N
Description: _____	
GL coding: _____	Amount: _____
1 _____	1 _____
2 _____	2 _____
3 _____	3 _____
4 _____	4 _____
5 _____	5 _____
6 _____	6 _____
TOTAL _____	
Authorized to pay _____	Date _____

****ATTENTION****
 Order your checks and forms from
 Tyler Business Forms at 877-749-2090 or
tylerbusinessforms.com to guarantee
 100% compliance with your software.

Subtotal	78,744.16
Sales Tax	4,724.65
Invoice Total	83,468.81



Empowering people who serve the public®

Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
045-109580	06/01/2014	1 of 1

Questions:

Tyler Technologies - ERP & Schools
 Phone: 1-800-772-2260 Press 2, then 1
 Fax: 1-866-673-3274
 Email: ar@tylertech.com



Bill To: BEAUFORT COUNTY
 ATTN: FINANCE DEPARTMENT
 PO DRAWER 1228
 BEAUFORT, SC 29901-1228

Ship To: BEAUFORT COUNTY
 ATTN: FINANCE DEPARTMENT
 PO DRAWER 1228
 BEAUFORT, SC 29901-1228

Customer No.	Ord No	PO Number	Currency	Terms	Due Date
1033	54717		USD	NET30	07/01/2014

Date	Description	Units	Rate	Extended Price
Contract No.: BEAUFORT COUNTY, SC MUNIS GUI SITE LICENSE SUPPORT Maintenance: Start: 01/Jul/2014, End: 30/Jun/2015		1	2,700.00	2,700.00 ✓

Prepared by _____ Date _____
 Purchase order # _____ UQ: Y N
 Description: _____
 GL coding: _____ Amount(s): _____
 1 _____ 1 _____
 2 _____ 2 _____
 3 _____ 3 _____
 4 _____ 4 _____
 5 _____ 5 _____
 6 _____ 6 _____
 TOTAL _____
 Authorized to pay: _____ Date _____

2014 MAY 22 PM 2:41

****ATTENTION****
 Order your checks and forms from
 Tyler Business Forms at 877-749-2090 or
 tylerbusinessforms.com to guarantee
 100% compliance with your software.

Subtotal	2,700.00
Sales Tax	162.00
Invoice Total	2,862.00



NewVision Systems Corporation

50 Locust Avenue
New Canaan, CT 06840
(203) 323-4623

Invoice

Invoice 3673 Revised

July 23, 2013

Mr. Dale Butts
Register of Mesne Conveyances
County Council of Beaufort County
100 Ribaut Road,
Post Office Drawer 1197
Beaufort, SC 29902-1197

Re: Maintenance for Official Records System

This invoice is for maintenance of the Official Records Software, based on an extended maintenance agreement (commencement date 7/1/2013) between NewVision Systems and Beaufort County. This maintenance invoice is for the period 7/01/13 through 6/30/14 and covers currently installed software. Maintenance pricing is based on 8 hours on-line service daily except scheduled holidays, with four hours response time.

Table with 4 columns: Qty, Description, Annual Maint Each, Total Annual Maint. Rows include: OFFICIAL RECORDS SYSTEM SOFTWARE (RECORDSNG), NEWVISION RECORDSNG SYSTEM FOR PROCESSING UP TO 100,000 OFFICIAL RECORDS PER YEAR, MAINTENANCE FOR SOFTWARE SUPPLIED TO BEAUFORT COUNTY NOT INCLUDED WITH RECORDSNG, NEWVISION INDEX/VERIFY SOFTWARE - AUDITOR AND ASSESSOR WORKSTATIONS WORKSTATIONS, TAX ASSESSOR MODULE (OCCASIONAL USE) PO 20110277, NEWVISION IMAGE WRITER RUNTIME SOFTWARE, ORACLE RDBMS FURNISHED BY COUNTY - NEWVISION MAINTENANCE, NEWVISION PRINT QUEUE MGT SOFTWARE, PROBLEM DETERMINATION ASSISTANCE - HW & SW, BACKFILE DATA ENTRY PROGRAM, ELECTRONIC RECORDING MODULE - GO LIVE 5/1/2012, NEWVISION IMAGE LOAD MODULE (REMOVE FROM MAINTENANCE), IMAGE QUALITY CONTROL SOFTWARE (REMOVE FROM MAINTENANCE), and TOTAL INVOICE FOR ANNUAL MAINTENANCE - 7/01/13 THROUGH 6/30/14.

**Beaufort County Libraries
Discussion With County
Council
Finance Committee
August 18, 2014**

Trustees: Anna Maria Tabernik

Joe Bogacz, Peggy Martin, Jean Morgan

FY 15

CC library liaison, Steve Fobes, asked the Library Board of Trustees finance committee to forecast library budget scenarios based on:

- staying within current approved budget
and**
- maintaining 50-hour schedule at 3 main branches (put in effect March, 2014)**

FY 15

- + Finance committee and library staff reforecast the budget based on 11-month FY2014 actuals with a view towards 2015 needs.**

SCENARIO #1

Stay within the current FY 2015 approved budget with 3 branches open 50-hours

- + FY 2015 budget will cover personnel and expenses into 2015 but will run short before June 30th (est: late April; electricity budget by end of March)**
- + It will then be necessary to lay off staff and close libraries for public use**

SCENARIO #2

Stay within current FY 2015 approved budget with 3 branches open 50 hours

- + The budget will cover personnel and expenses into 2015 but will run short before June 30th (est: late April; electricity budget by end of March)
- + County Council will need to increase library appropriations mid-year to fund essentials through June 30, 2015

SCENARIO #2 continued

To maintain the 50-hour schedule at 3 main branches we need an additional **\$330,000**

This will

- + Permit us to maintain current level of programming for children and adults
- + Provide limited capacity for major projects and school liaison efforts
- + Provide for both **bodies** and **books**

SCENARIO #3

**Stay within current FY 2015
approved budget and return
to 40-hours at all branches**

× This will....

- + Result in additional cuts to programs for children and adults**
- + Reduce major projects & school liaison efforts**
- + Be a step “backwards”**

WHERE ARE WE NOW?

- ✘ **Library administration agrees that we cannot maintain the current 50 hours schedule with the FY 2015 budget**
- ✘ **Library staff continues to scrutinize operations and vacancies**

Today we are formally advising the CC Finance Committee that we are at a crossroads for FY 2015.

We can...

- A) run at a deficit through June, 2015**
- B) receive a mid-year appropriation of \$330,000 in additional funds to**
- C) revert back to 40 hours at all branches with the current budget**

LET'S MAKE
A DEAL

The image features a 3D, gold-colored logo with the text "LET'S MAKE A DEAL". The text is rendered in a bold, serif font with a metallic sheen and a slight shadow, giving it a three-dimensional appearance. The words "LET'S MAKE" are on the top line, and "A DEAL" is on the bottom line. The entire text is enclosed within a stylized, gold-colored circular frame that has a slight curve and a shadow, suggesting it is floating or attached to a surface. The background is a solid, vibrant blue color. The overall design is clean and professional, typical of a corporate or financial branding element.



1

2

3

**Maintain
current 50
hour
schedules
with current
reduced level
of services
until money
runs out –
then close the
libraries for
rest of fiscal
year 2015.**



2



3

1

**Maintain
current 50 hour
schedules with
current reduced
level of services
and obtain
increased mid -
year
appropriations
of \$330,000 from
County Council.**

3



1

2

**Revert back to
40 hour
schedules with
further
reduced level
of services for
the rest of
fiscal year
2015.**

Maintain current 50 hour schedules with current reduced level of services until money runs out – then close the libraries for rest of fiscal year 2015.

Maintain current 50 hour schedules with current reduced level of services and obtain increased mid-year appropriations of \$330,000 from County Council.

Revert back to 40 hour schedules with further reduced level of services for the rest of fiscal year 2015.

**We appreciate your time
today and look forward
to your decision.**

8-13-14
Council

Scott F. Dadson
CITY MANAGER
843-525-7070
FAX 843-525-7013



CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT, SOUTH CAROLINA 29902

COUNCIL MEMBERS:
Billy Keyserling, Mayor
Donnie Beer
Mike Sutton
Mike McFee
George O'Kelley

August 12, 2014

Mr. Paul Summerville, Chairman
Beaufort County Council
P.O. Drawer 1228
Beaufort, South Carolina 29901

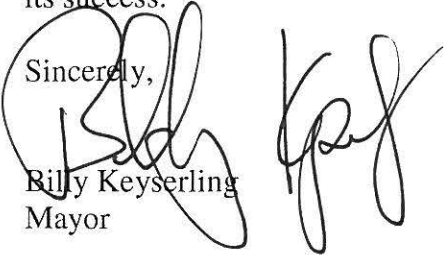
Dear Chairman Summerville:

As you are aware, the Beaufort City Council has committed to adopting the Bailey Bill, a property assessment freeze for substantial rehabilitation of historic structures. Our Council believes this will be an important new tool to incentivize rehabilitation of our abandoned and/or deteriorating historic buildings. We hope that the County will adopt a similar ordinance to give property owners and potential investors the maximum incentive possible.

We presented the Baily Bill concept to your Finance Committee in January. They asked that we obtain a recommendation from the School Board on this issue. We met with the School Board last week and unfortunately they voted not to support County adoption of the Bailey Bill. We understand the School Board's concern over revenues. At the same time, the Bailey Bill is revenue neutral in the short term and will result in additional revenues for all taxing jurisdictions in the long term. This being the case, we would like to continue our discussion with the Finance Committee and ask for a recommendation to move it forward for consideration by County Council.

May we ask that a Bailey Bill discussion and recommendation be put on an upcoming Finance Committee agenda? If you think a meeting between our staffs would be helpful in advance of a Committee meeting, just let me know. We believe it's important that the City and the County partner in this effort and would like to do whatever we can to ensure its success.

Sincerely,


Billy Keyserling
Mayor

cc: Scott Dadson, City Manager
Libby Anderson, Planning Director

ADD-ONS

The document(s) herein were provided to Council for information and/or discussion after release of the official agenda and backup items.

Topic: Fitch Bond Rating
Date Submitted: August 18, 2014
Submitted By: Bryan Hill
Venue: Finance Committee

Fitch Ratings



[Click Here for Printer-Friendly Version](#)

Tagging Info

Fitch Affirms Beaufort County, SC's GOs at 'AA'; Outlook Stable Ratings Endorsement Policy

15 Aug 2014 3:18 PM (EDT)

Fitch Ratings-New York-15 August 2014: Fitch Ratings has affirmed Beaufort County, South Carolina's (the county) bonds as follows:

--\$42.6 million outstanding general obligation (GO) bonds, series 2006, 2006B, 2007, and 2007B at 'AA'.

The Rating Outlook is Stable.

SECURITY

The GO bonds are secured by the county's irrevocable pledge of its full faith, credit, resources and ad valorem taxing power without limit as to rate or amount.

KEY RATING DRIVERS

SOLID FINANCIAL POSITION: Reserve levels in the county's general fund are strong and the county has posted only one operating deficit in the general fund in the past six fiscal periods. The budget is largely funded by the levy of property taxes, which are subject to a moderately restrictive statutory tax cap.

STRONG MILITARY, TOURISM PRESENCE: The local economy has remained relatively stable and is anchored by a strong and growing military presence. Tourism is also a large economic driver for the county, driven by Hilton Head Island and a large contingency of vacation homes. Low unemployment and above-average wealth levels support stability.

FAVORABLE DEBT PROFILE: Debt levels are moderate, amortization is rapid, and long-term obligations related to pension and other post-employment benefit (OPEB) costs are manageable.

RATING SENSITIVITIES

CONTINUED FINANCIAL STABILITY: General fund revenue has been relatively flat over the past several years and the county appears to have decreasing expenditure flexibility to balance the fiscal 2015 budget. Fitch believes that this could potentially strain the county's presently strong financial resources over the intermediate term if unchanged.

CREDIT PROFILE

The county is located just north of the Georgia border and is home to Hilton Head Island. The county's 2013 population was 171,838.

STRONG RESERVE POSITION

The county's general fund position has continued to strengthen with fiscal 2013 operations adding \$1.9 million to reserves, raising unrestricted fund balance to a sound \$22.2 million (23% of general fund expenditures) at fiscal yearend. Preliminary fiscal 2014 estimates show the county adding an additional \$1 - 1.5 million to general fund balance. The county recently formalized a 30% total general fund balance policy. Total general fund balance was 25.1% at fiscal yearend 2013; management's goal is to continue adding at least 0.5% to general fund balance each year until reaching the minimum compliance level of 30%.

STAGNANT REVENUE CONSTRAINS BUDGET

Property taxes account for 75% of general fund operating revenue in fiscal 2013. The tax base is very affluent, as reflected in a market value per capita of roughly \$190,000. Tax collections are adequate and the tax base does not feature any significantly large property owners. Act 388 limits growth in property taxes based on CPI and population growth, which somewhat limits the county's financial flexibility. The county has only raised the millage rate once in the past six consecutive fiscal periods and, based on unused tax capacity, the county estimates that it retains about 8% to 9% in flexibility with the current millage rate for fiscal 2015

General fund revenues have been fairly stagnant the last several years. The county enacted furloughs, implemented a hiring freeze, and reduced pay-go capital spending in response. The county has cut expenditures by a cumulative 5.3% from fiscal 2010 to fiscal 2013; over the same time period, general fund revenue posted some minor negative variance but remained relatively flat.

The fiscal 2015 budget appears to be somewhat tighter for the county, driven largely by a \$1.6 million increase in various employee benefit costs. The budget is balanced with a \$750,000 appropriation of fund balance (which is not a new tactic for the county) and an assumption that 4.5% of the county's full time employees will be lost to attrition, a rate which does not appear consistent with the county's historical performance. Given the county's demonstrated ability to implement midyear budget adjustments and overall financial strength, Fitch believes that the county is well-positioned to handle some unfavorable variance to the budget during fiscal 2015.

Bryan Hill

August 18, 2014

Finance Committee

STRONG ECONOMY WITH TOURISM AND MILITARY CONCENTRATION

The county consists of numerous islands, including the popular resort community of Hilton Head. Tourism and seasonal residents drive much of its economy, along with several large military facilities. The county's resident income levels remain healthy, with per capita and median household income levels that outperform the state and nation.

The significant military presence, including Parris Island Marine Corps Recruit Depot, the Marine Corps Air Station, and the U.S. Naval Hospital, has been stable. The Marine Corps Air Station expanded its operations in June 2014 upon receipt and deployment of the F-35B joint strike fighter jet. While the county's military sector was not significantly affected by the last base realignment initiative, potential exists for future military reorganization to affect operations.

A large decline in assessed value (AV) from fiscal 2013 to fiscal 2014 was the result of the county's five-year revaluation cycle. The last revaluation in 2009 did not incorporate much of the negative recession-driven housing market effects. The county's millage rate was increased to provide for a revenue neutral tax levy for fiscal 2014 levy. The county anticipates modest near-term tax base growth which Fitch views as a reasonable expectation given a slowly improving housing market.

FAVORABLE DEBT PROFILE

Fitch expects the county's overall debt burden to remain moderate given modest needs and rapid amortization. Overall debt is low at 2.1% of market value but higher on a per capita basis at \$4,065 given a large seasonal population (population of Hilton Head Island balloons from 38,000 to a peak of 250,000 in the summer).

Carrying costs for debt service (12.4% of governmental expenditures in fiscal 2013) and retirement benefits (3.2% and 0.3% for pension contributions and other post-employment benefits (OPEB), respectively) are affordable and partly reflect the fairly aggressive repayment of outstanding debt (67% retired in 10 years). The county provides pension benefits through state-administered plans and funds 100% of its required contribution. Fitch-adjusted state retirement system funding levels were low at 61.4% for general employees and 67.4% for police as of the July 1, 2012 valuation. The county's OPEB plan was closed to new employees in 2008 in order to limit liability growth, and the unfunded OPEB liability in fiscal 2013 was a negligible percentage of county market value.

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Additional information is available at 'www.fitchratings.com'.

In addition to the sources of information identified in Fitch's Tax-Supported Rating Criteria, this action was additionally informed by information from Creditscope, University Financial Associates, S&P/Case-Shiller Home Price Index, IHS Global Insight, National Association of Realtors, and Zillow.

Applicable Criteria and Related Research:

--Tax-Supported Rating Criteria' (Aug. 14, 2012);
--'U.S. Local Government Tax-Supported Rating Criteria' (Aug. 14, 2012).

Applicable Criteria and Related Research:

Tax-Supported Rating Criteria
U.S. Local Government Tax-Supported Rating Criteria

Additional Disclosure

Solicitation Status

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Topic: Library Department FY 2015 Budget

Date Submitted: August 18, 2014

Submitted By: Joseph Bogacz

Venue: Finance Committee

Scenario #2

Source: MUNIS Beaufort County Department Budget Requests

<u>Account Description</u>	<u>Total Current Adj. Budget</u>	<u>Total Requested</u>	<u>Current % Requested</u>	<u>Over (less) Request</u>	<u>Budget \$ at 50 Hrs</u>
Salaries and Wages	\$2,320,297	\$2,294,978	101%	\$25,319	\$2,401,238
Employer FICA	\$143,670	\$135,960	106%	\$7,710	\$148,682
Employer Medicare	\$33,599	\$31,827	106%	\$1,772	\$34,771
Employer SC Retirement	\$255,065	\$247,163	103%	\$7,902	\$263,963
Advertising	\$6,778	\$6,620	102%	\$158	\$6,800
Printing	\$12,074	\$10,000	121%	\$2,074	\$10,500
Binding	\$0	\$200	0%	(\$200)	\$0
Postage/Other Carriers	\$48,106	\$50,110	96%	(\$2,004)	\$48,000
Telephone	\$2,157	\$6,000	36%	(\$3,843)	\$3,000
Electricity/Nat'l Gas	\$225,400	\$294,800	76%	(\$69,400)	\$280,000
Water/Sewer/Garbage	\$11,100	\$17,100	65%	(\$6,000)	\$13,000
Maintenance Contracts	\$99,987	\$104,632	96%	(\$4,645)	\$100,000
Repairs to Equipment	\$500	\$750	67%	(\$250)	\$500
Equipment Rentals	\$12,270	\$12,875	95%	(\$605)	\$12,500
Professional Services	\$26,200	\$29,300	89%	(\$3,100)	\$28,000
Other Vehicle Oper Costs	\$200	\$200	100%	\$0	\$200
Garage Repairs	\$4,505	\$10,596	43%	(\$6,091)	\$5,000
Books, Subs, Memberships	\$5,531	\$8,777	63%	(\$3,246)	\$8,000
Training & Conferences	\$7,255	\$16,700	43%	(\$9,445)	\$8,000
Vehicle Insurance	\$1,722	\$2,300	75%	(\$578)	\$4,000
Unclassified Operating	\$3	\$700	0%	(\$697)	\$400
Supplies - Office	\$23,267	\$39,900	58%	(\$16,633)	\$26,000
Data Processing Supplies	\$12,558	\$22,700	55%	(\$10,142)	\$13,000
Library Materials	\$35,948	\$350,000	10%	(\$314,052)	\$200,000
Library Periodicals	\$23,134	\$29,125	79%	(\$5,991)	\$25,000
Fuels/Lubricants	\$1,676	\$3,300	51%	(\$1,624)	\$2,000
Minor Off. Furnishings	\$2,134	\$2,750	78%	(\$616)	\$2,200
Data Processing Equip. <\$5,000	\$34,650	\$25,000	139%	\$9,650	\$34,000
Totals	\$3,349,786	\$3,754,363	89%	(\$404,577)	\$3,678,753

Scenario #3

Source: MUNIS Beaufort County Department Budget Requests

<u>Account Description</u>	<u>Total Current Adj. Budget</u>	<u>Total Requested</u>	<u>Current % Requested</u>	<u>Over (less) Request</u>	<u>Budget \$ \$3,349,786</u>
Salaries and Wages	\$2,320,297	\$2,294,978	101%	\$25,319	\$2,123,939
Employer FICA	\$143,670	\$135,960	106%	\$7,710	\$131,512
Employer Medicare	\$33,599	\$31,827	106%	\$1,772	\$30,756
Employer SC Retirement	\$255,065	\$247,163	103%	\$7,902	\$233,480
Advertising	\$6,778	\$6,620	102%	\$158	\$6,800
Printing	\$12,074	\$10,000	121%	\$2,074	\$10,500
Binding	\$0	\$200	0%	(\$200)	\$0
Postage/Other Carriers	\$48,106	\$50,110	96%	(\$2,004)	\$48,000
Telephone	\$2,157	\$6,000	36%	(\$3,843)	\$3,000
Electricity/Nat'l Gas	\$225,400	\$294,800	76%	(\$69,400)	\$280,000
Water/Sewer/Garbage	\$11,100	\$17,100	65%	(\$6,000)	\$13,000
Maintenance Contracts	\$99,987	\$104,632	96%	(\$4,645)	\$100,000
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Professional Services	\$26,200	\$29,300	89%	(\$3,100)	\$28,000
Other Vehicle Oper Costs	\$200	\$200	100%	\$0	\$200
Garage Repairs	\$4,505	\$10,596	43%	(\$6,091)	\$5,000
Books, Subs, Memberships	\$5,531	\$8,777	63%	(\$3,246)	\$8,000
Training & Conferences	\$7,255	\$16,700	43%	(\$9,445)	\$8,000
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Minor Off. Furnishings	\$2,134	\$2,750	78%	(\$616)	\$2,200
Data Processing Equip. <\$5,000	<u>\$34,650</u>	<u>\$25,000</u>	<u>139%</u>	<u>\$9,650</u>	<u>\$34,000</u>
Totals	\$3,349,786	\$3,754,363	89%	(\$404,577)	\$3,349,786

Joseph Bogacz
 August 18, 2014
 Finance Committee