



Finance Committee Beaufort County, SC

This meeting will be held both in person at Council Chambers - 100 Ribaut Road, Beaufort, and virtually through Zoom. Please be aware that there is limited seating available for the in-person meeting and attendees must practice social distancing

**Monday, August 16, 2021
2:00 PM**

AGENDA

COMMITTEE MEMBERS:

MARK LAWSON, CHAIRMAN CHRIS HERVOCHON, VICE CHAIRMAN
GERALD DAWSON,
STEWART RODMAN BRIAN FLEWELLING,

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT
4. APPROVAL OF AGENDA
- [5.](#) APPROVAL OF MINUTES
6. **CITIZEN COMMENTS - (ANYONE who wishes to speak during the Citizen Comment portion of the meeting will limit their comments to no longer than three (3) minutes (a total of 15 minutes) and will address Council in a respectful manner appropriate to the decorum of the meeting, refraining from the use of profane, abusive, or obscene language)**
7. UPDATE FROM INTERIM CFO HAYES WILLIAMS

AGENDA ITEMS

-
- [8.](#) DISCUSSION AND PRESENTATION OF YEAR-TO-DATE FINANCIAL STATEMENTS FOR FY 2022
 - [9.](#) CONSIDERATION OF FY21 CARRYOVER ITEMS
 - [10.](#) TO AUTHORIZE THE COUNTY ADMINISTRATOR TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT FOR THE HIRING AND PAYING A CONSULTANT TO PREPARE EDUCATION MATERIALS FOR THE LOST REFERENDUM
 - [11.](#) ORDINANCE TO REDIRECT EXPENDITURES OF THE GENERAL OBLIGATION BONDS SERIES 2020.

- 12. FINANCE COMMITTEE VACANCIES
BOARD OF ASSESSMENT APPEALS - 2 VACANCIES - COUNTYWIDE

EXECUTIVE SESSION

- 13. PURSUANT TO SC CODE SECTION 30-4-70(2)(A) THE RECEIPT OF LEGAL ADVICE WHERE THE LEGAL ADVICE RELATES TO A PENDING CLAIM, OR OTHER MATTERS COVERED BY THE ATTORNEY-CLIENT PRIVILEGE, SETTLEMENT OF LEGAL CLAIMS, OR THE POSITION OF THE COUNTY IN AN ADVERSARY SITUATION INVOLVING THE ASSERTION AGAINST THE COUNTY OF A CLAIM.
- 14. MATTERS ARISING OUT OF EXECUTIVE SESSION
- 15. ADJOURNMENT



**County Council of
Beaufort County
Community Services
Committee Meeting**

Chairman
MARK LAWSON

Vice Chairman
CHRIS HERVOCHON

Committee Members
GERALD DAWSON
BRIAN FLEWELLING
STU RODMAN

Interim County Administrator
ERIC GREENWAY

Clerk to Council
SARAH W. BROCK

STAFF SUPPORT
RAYMOND WILLIAMS
WHITNEY RICHLAND

Administration Building
Beaufort County Government
Robert Smalls Complex
100 Ribaut Road

Contact
Post Office Drawer 1228
Beaufort, South Carolina 29901-1228
(843) 255-2180
www.beaufortcountysc.gov

Finance Committee Minutes

Monday, May 18, 2021 at 2:00 PM

[This meeting is being held virtually in accordance with Beaufort County Resolution 2020-05]

ALL OF OUR MEETINGS ARE AVAILABLE FOR VIEWING ONLINE AT WWW.BEAUFORTCOUNTYSC.GOV AND CAN ALSO BE VIEWED ON HARGRAY CHANNELS 9 AND 113, COMCAST CHANNEL 2, AND SPECTRUM CHANNEL 1304

CALL TO ORDER

Committee Chairman Lawson called the meeting to order at 2:00 PM.

PRESENT

Committee Chairman Lawson
Committee Vice-Chairman Hervochon
Council Member Passiment
Council member Sommerville
Council Member Rodman
Council Member Dawson
Council Member Glover
Council Member Howard

PLEDGE OF ALLEGIANCE

Committee Chairman Lawson led the Pledge of Allegiance.

FOIA

Committee Chairman Lawson noted that the Public Notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act.

APPROVAL OF AGENDA

It was moved by Council Member Rodman, seconded by Council Member Passiment to amend the agenda **"adding a presentation and action item from Suzanne Cook with the Beaufort County Sheriff's Department"**. 8:0 Motion carried

It was moved by Council Member Passiment, seconded by Council Member Dawson to **"approve the agenda as amended"**. 8:0 Motion carried

APPROVAL OF MINUTES: March 15, 2021

It was moved by Council Member Passiment, seconded by Council Member Glover to **"approve the minutes from March 15, 2021, "**. 8:0 Motion carried

Statement from Council Chairman Joseph Passiment.

CITIZEN COMMENTS

No Citizen Comments.

PRESENTATION FROM SUSZANNE COOK, BEAUFORT COUNTY SHERIFF'S OFFICE

[Link to Video and Presented Budget Spreadsheet](#)

It was moved by Council Member Rodman, seconded by Council Member Dawson to **“approve the purchase of tower top amplifiers using the Sheriff Department's special revenue funds”**. 7:0 Motion Carried; Council Member Glover Abstained

- Total cost of purchase is approximately \$50,000 total
- Once the approval of the elected official's budget is done, there is no need to come back for additional approval
- Only need to come back if exceeding the appropriation
- This item was put on FY22's budget and if the use is for them now, they will not need to request those funds for FY22

UPDATE FROM CHIEF FINANCIAL OFFICER, WHITNEY RICHLAND REGARDING YEAR TO DATE FINANCIAL STATEMENTS FOR THE FISCAL YEAR 2021 AND BUDGET CALENDAR

[Link to Presentation](#)

AGENDA ITEMS

First Reading of an Ordinance for the FY 2021 Budget Amendment

- Slight modification than previously presented in February for transparency
- Transferring unused, or unspent monies to accounts that need it
- \$5 Million not expended and asking to utilize them in the funds presented in the backup material
- The use of the \$1.7 Million on Personnel is because there were some vacancies and funds weren't used so they were transferred to departments that had some shortfalls
- PALS facilities are for the repairs to existing facilities
- Vacancies are not reported through finance, but budget auditing would pick up on those expenditures. Human Resources or the Department would have to report that
- Distance Learning grant is to cover the expenditure for that, CIA is Culinary Arts Institute is a payment to Technical College of the Low Country, Internal Audit Fee, and the additional external audit the funds were not sufficient
- PLT is the payout around December when Employees traded in their paid leave time

It was moved by Council Member Passiment, seconded by Council Member Sommerville to **“approve the First Reading of an Ordinance for the FY 2021 Budget Amendment”**. 8:0 Motion Carried. Forward to Council

Approval of the FY 2022 Budget Ordinance

[Link to Presentation and spreadsheets](#)

- Treasurer, Maria Walls presented and explained the Treasurer's office budget request, specifically for personnel and that the backup material did not reflect the updated numbers
- Island Recreation Department is part of Parks and Recreation as a direct subsidy for \$135,000.00
- Impact fees waivers that needs to be replenished that would be discussed at the staff level
- Comp and Class, for payroll purposes, will become effective the first payroll cycle of the fiscal year
- Comp and Class increased the budget by \$3.5 Million compared to last year
- Discretionary funds for the Administrator's budget are funded at approximately \$103,000
- \$300,000 for the County Attorney for Legal fees, Administrator for \$80,000 for legal fees

- Sheriff's Department service fees for Hilton Head is recorded in the Special Service Funds and is \$3.8 Million and this number doesn't include benefits which would increase that number to another \$500,000
- The internal service fund was not being utilized as they should be which is why the request was higher than the approved and some of those funds were moved
- Internal Service Funds were not be using appropriately and coded properly in the general fund, now it is as a part of the new budget structure
- Public Defender's line item budget which includes revenue from other Circuit 14 Counties
- Stormwater difference from this year compared to last year is due to the Capital Projects and they are utilizing their excess funds from 2021
- This budget does not include the ARCA plan because Treasury just issued guidance on the way that money can be spent

It was moved by Council Member Passiment, seconded by Council Member Glover to **"approve the FY 2022 Budget Ordinance"**. 8:0 Motion Carried. Forward to Council.

Break at 4:15-4:22

Presentation of Budget Proposals from the Technical College of the Low Country (TCL); University of South Carolina Beaufort (USCB); Beaufort Jasper, Hampton Comprehensive Health Services; and Palmetto Breeze

- HVAC program with TCL was postponed for almost a year and is primarily online and as student population is rebuilt other options are being explored
- The workforce training center has lost funding at the state level for expansion and looking at recovery monies from the Federal Government which may help with the regional workforce training center but are exploring a building structure that will fit into the cost
- Dual enrollment success is partnered with the Beaufort County School System and will be back online and integrating the more programs to TCL
- Palmetto Breeze put in for a grant for the Northern Side of Beaufort County
- Palmetto Breeze Shuttle services to Hunting Island is available if needed
- The additional \$175,000 request for BJHCH is for the pharmacy staff to support vaccination sites
- Funding comes from Jasper and the State
- Needs to submit line item budget/back up materials to finance for BJHCH request

[Link to view Power Point Presentations](#)

EXECUTIVE SESSION

- Executive Session Items have been postponed to Monday during Caucus

ADJOURNMENT

The meeting adjourned at 5:45 pm.

Ratified by Committee:



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 8.

ITEM TITLE:
<i>Discussion and presentation of year to date financial statements for FY 2022</i>
MEETING NAME AND DATE:
Finance Committee 08/16/2021
PRESENTER INFORMATION:
Hayes Williams Interim CFO 15 Minutes
ITEM BACKGROUND:
<i>Discussion and presentation of the year to date financial reports for FY 2022.</i>
PROJECT / ITEM NARRATIVE:
<i>Discussion and presentation of the year to date financial reports for FY 2022.</i>
FISCAL IMPACT:
None.
STAFF RECOMMENDATIONS TO COUNCIL:
Discussion and related questions.
OPTIONS FOR COUNCIL MOTION:
N/A

Executive Summary of Revenues and Expenditures

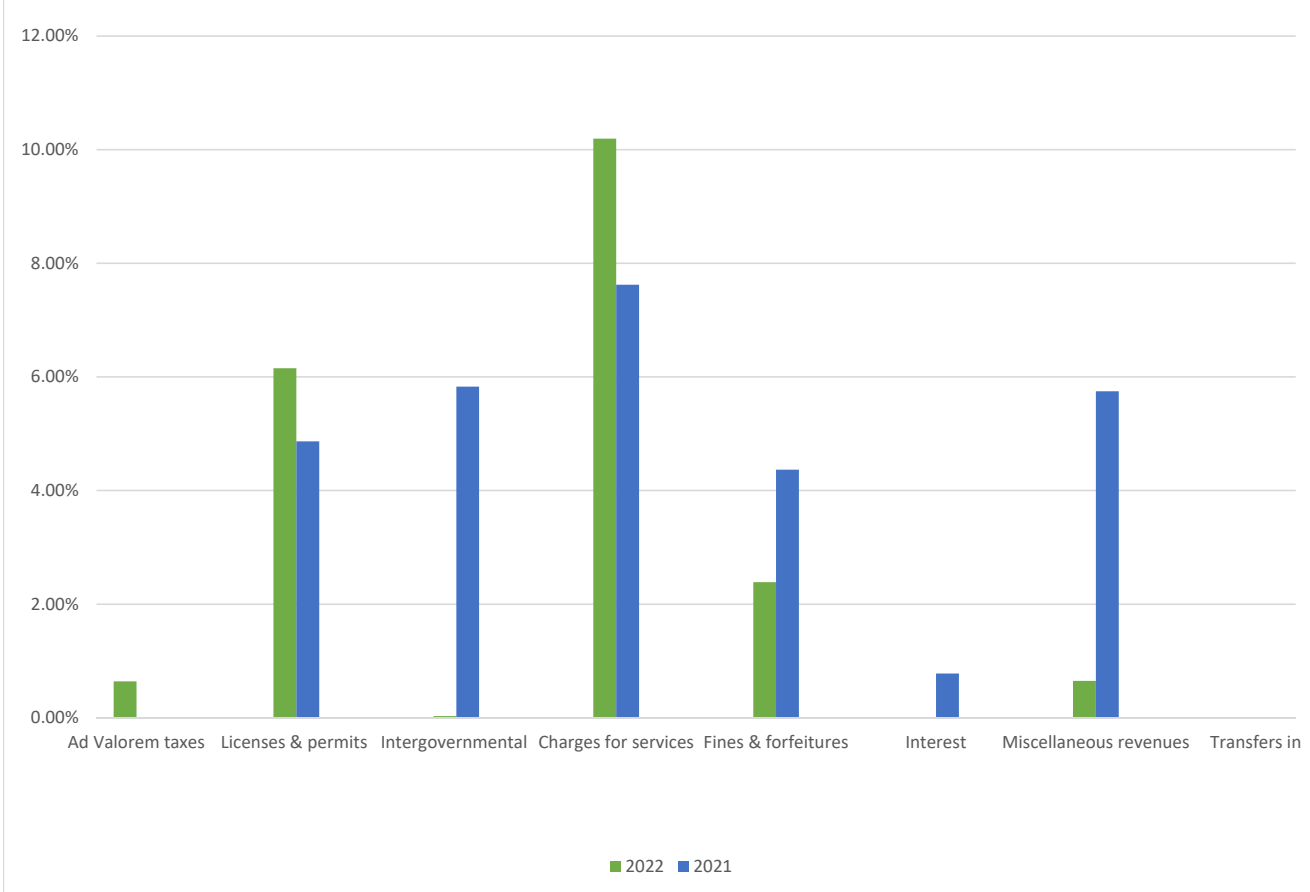
Through July 31, 2021

General Fund Revenues

Budget:	\$	132,662,999
Revenue Collected to Date:	\$	2,361,400
Revenue Remaining to be Collected:	\$	130,301,599

Percent of Total Budget Collected:	1.78%
Percent of Year Completed:	8.33%

General Fund Revenues through July 2021



Function	Budget	To Date	% Received	% Year Completed
Ad Valorem taxes	\$ 100,823,197	\$ 647,918	0.64%	8.33%
Licenses & permits	\$ 4,013,750	\$ 246,965	6.15%	8.33%
Intergovernmental	\$ 10,108,473	\$ 3,000	0.03%	8.33%
Charges for services	\$ 14,179,400	\$ 1,445,371	10.19%	8.33%
Fines and forfeitures	\$ 692,100	\$ 16,539	2.39%	8.33%
Interest	\$ 175,700	\$ -	0.00%	8.33%
Miscellaneous revenues	\$ 247,300	\$ 1,607	0.65%	8.33%
Transfers in	\$ 2,423,079	\$ -	0.00%	8.33%

For revenues with variances over 5% of the year completed, a brief explanation is provided below:

Ad Valorem taxes - following expectations collections occur at end of calendar year.

Intergovernmental are typically collected quarterly, none collected in the current month.

Fines and forfeitures, collections are still lagging.

Interest has not been allocated for the year.

Miscellaneous revenues, currently lagging, they will correct by year end.

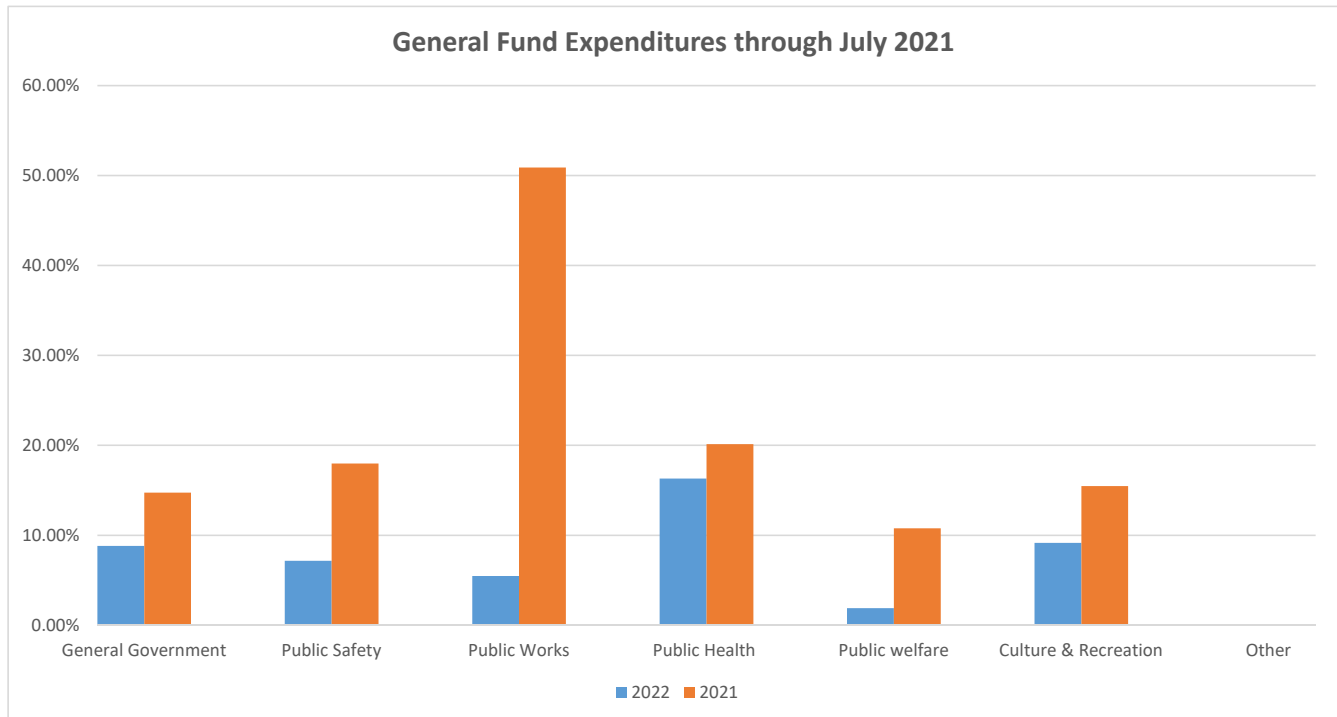
Transfers in, lagging currently, they will correct by year end.

Executive Summary of Revenues and Expenditures

Through July 31, 2021

	General Fund Expenditures	
Budget:	\$	132,402,978
Total FY 21 Budget:	\$	132,402,978
Actual Expenditures to Date:	\$	7,409,449
Encumbrances:	\$	3,302,907
Total Expensed & Encumbered to Date:	\$	10,712,356
	\$	121,690,622

Percent of Total Budget Expended:	8.09%
Percent of Year Completed:	8.33%



Expense Analysis

Function	Budget	To Date	% Received	% Year Completed
General Government	\$ 53,297,906	\$ 4,704,730	8.83%	8.33%
Public Safety	\$ 49,072,099	\$ 3,512,544	7.16%	8.33%
Public Works	\$ 11,278,437	\$ 616,709	5.47%	8.33%
Public Health	\$ 3,449,149	\$ 562,281	16.30%	8.33%
Public welfare	\$ 633,849	\$ 12,040	1.90%	8.33%
Culture & Recreation	\$ 14,245,150	\$ 1,304,052	9.15%	8.33%
Other	\$ 426,388	\$ -	0.00%	8.33%

For expenditures with variances over 5% of the year completed, a brief explanation is provided below:

Public Health - Paid first quarter of indigent health to Beaufort Memorial and Beaufort Jasper Comp Health.

Public Welfare - Together for Beaufort has not paid out grants this year. Typically there are two disbursements one In November time Frame and one March time Frame.

Other - Economic Development Corporation is expecting additional capital expenses this year.

Beaufort County
Detail of Revenues - General Fund
For the Period July 1, 2021 - July 31, 2021

	Approved Budget 6/30/2022	Revised Budget 6/30/2022	Actual Spent & Encumbered 7/31/2021	Variances
Ad Valorem taxes				
Current taxes	\$ 89,878,716	\$ 89,878,716	\$ 52,389	\$ (89,826,327)
Delinquent taxes	1,388,317	1,388,317	-	(1,388,317)
3% & 7% penalties on tax	8,356,164	8,356,164	595,529	(7,760,635)
5% penalties on tax	450,000	450,000	-	(450,000)
Filing penalty	750,000	750,000	-	(750,000)
Automobile tax penalty	-	-	-	-
Total Ad Valorem taxes	<u>100,823,197</u>	<u>100,823,197</u>	<u>647,918</u>	<u>(100,175,279)</u>
Licenses & permits				
Building permits	1,310,650	1,310,650	93,945	(1,216,705)
Electricians' licenses	3,000	3,000	-	(3,000)
Mobile home permits	15,000	15,000	1,300	(13,700)
Marriage licenses	60,000	60,000	5,425	(54,575)
Cable television franchises	434,300	434,300	-	(434,300)
Business license	2,100,000	2,100,000	146,295	(1,953,705)
Alcohol beverage license	90,800	90,800	-	(90,800)
Total licenses and permits	<u>4,013,750</u>	<u>4,013,750</u>	<u>246,965</u>	<u>(3,766,785)</u>
Intergovernmental				
State aid to subdivisions	7,269,783	7,269,783	-	(7,269,783)
Homestead exemption	2,150,000	2,150,000	-	(2,150,000)
Merchants inventory tax	186,310	186,310	-	(186,310)
Manufacturer tax exempt program	23,200	23,200	-	(23,200)
Motor carrier payments	215,000	215,000	-	(215,000)
Payments in lieu of taxes	210,000	210,000	-	(210,000)
Payments in lieu of taxes - federal	17,000	17,000	-	(17,000)
Local assessment fee UBER	8,500	8,500	-	(8,500)
Veteran's Officer stipend	5,480	5,480	-	(5,480)
Voter regulation and election stipends	11,000	11,000	3,000	(8,000)
Salary supplements for state	7,200	7,200	-	(7,200)
Poll	5,000	5,000	-	(5,000)
Total intergovernmental	<u>10,108,473</u>	<u>10,108,473</u>	<u>3,000</u>	<u>(10,105,473)</u>
Charges for services				
Register of Deeds	8,457,900	8,457,900	1,140,745	(7,317,155)
Sheriff's fees	43,900	43,900	-	(43,900)
Probate fees	595,100	595,100	100,018	(495,082)
Solicitor fees	1,600	1,600	-	(1,600)
Magistrate fees	142,000	142,000	-	(142,000)
Clerk of Court fees	115,000	115,000	-	(115,000)
Family Court fees	274,000	274,000	21,417	(252,583)
Master in Equity fees	291,000	291,000	3,000	(288,000)
Treasurer fees	28,600	28,600	480	(28,120)
Emergency Medical Service Fees	3,362,500	3,362,500	160,632	(3,201,868)
DSO fees	95,500	95,500	7,054	(88,446)
Animal Shelter fees	5,000	5,000	100	(4,900)
Library copy fees	2,000	2,000	-	(2,000)
Other fees	7,500	7,500	189	(7,311)

Beaufort County
Detail of Revenues - General Fund
For the Period July 1, 2021 - July 31, 2021

	Approved Budget 6/30/2022	Revised Budget 6/30/2022	Actual Spent & Encumbered 7/31/2021	Variances
Charges for services - (Continued)				
Video Production	36,800	36,800	-	(36,800)
Telephone services others	14,500	14,500	-	(14,500)
Detention Center Daywatch	3,300	3,300	-	(3,300)
Hilton Head Island holding facilities	34,800	34,800	-	(34,800)
Payroll services to Fire Departments	13,800	13,800	-	(13,800)
Credit card convenience fees	163,700	163,700	11,736	(151,964)
Parks and recreation fees	490,900	490,900	-	(490,900)
Total charges for services	<u>14,179,400</u>	<u>14,179,400</u>	<u>1,445,371</u>	<u>(12,734,029)</u>
Fines and forfeitures				
General Sessions fines	11,500	11,500	-	(11,500)
Bonds escrement	15,000	15,000	-	(15,000)
Magistrate fines	537,600	537,600	-	(537,600)
Other fines	15,000	15,000	-	(15,000)
Library fines	25,000	25,000	-	(25,000)
Forfeiture	3,000	3,000	-	(3,000)
Late penalties - Business Services	85,000	85,000	16,539	(68,461)
Total fines and forfeitures	<u>692,100</u>	<u>692,100</u>	<u>16,539</u>	<u>(675,561)</u>
Interest	<u>175,700</u>	<u>175,700</u>	<u>-</u>	<u>(175,700)</u>
Miscellaneous revenues				
Miscellaneous revenues	52,200	52,200	607	(51,593)
Rental of property to others	32,200	32,200	1,000	(31,200)
Sale of County property	162,900	162,900	-	(162,900)
Total miscellaneous revenues	<u>247,300</u>	<u>247,300</u>	<u>1,607</u>	<u>(245,693)</u>
Transfers in				
Transfers in other funds	<u>2,423,079</u>	<u>2,423,079</u>	<u>-</u>	<u>(2,423,079)</u>
Total transfers in	<u>2,423,079</u>	<u>2,423,079</u>	<u>-</u>	<u>(2,423,079)</u>
Total revenues General Fund	<u>\$ 132,662,999</u>	<u>\$ 132,662,999</u>	<u>\$ 2,361,400</u>	<u>\$ (130,301,599)</u>

Beaufort County
Detail of Expenditures - General Fund
For the Period July 1, 2021 - July 31, 2021

	Approved Budget 6/30/2022	Revised Budget 6/30/2022	Actual Spent & Encumbered 7/31/2021	Variances
General Government				
Magistrate's Court	\$ 2,281,963	\$ 2,281,963	\$ 172,940	\$ 2,109,023
Clerk of Court and Family Court	1,610,387	1,610,387	89,504	1,520,883
Treasurer	2,276,591	2,276,591	162,999	2,113,592
Solicitor	1,887,500	1,887,500	471,875	1,415,625
Probate Court	944,724	944,724	57,558	887,166
County Council	977,085	977,085	59,355	917,730
Auditor	1,136,470	1,136,470	60,950	1,075,520
Coroner	794,875	794,875	29,078	765,797
Master in Equity	426,427	426,427	26,684	399,743
Legislative Delegation	68,789	68,789	3,192	65,597
County Administrator	1,940,950	1,940,950	122,785	1,818,165
Communications & accountability	303,609	303,609	17,636	285,973
Broadcast services	398,429	398,429	24,864	373,565
County Attorney	860,112	860,112	332,695	527,417
Finance	1,361,024	1,361,024	60,217	1,300,807
Risk management	4,885,446	4,885,446	264,411	4,621,035
Purchasing	208,686	208,686	10,499	198,187
Assessor	2,132,180	2,132,180	112,058	2,020,122
Register of deeds	528,477	539,595	33,576	506,019
Community planning and development	996,984	996,984	74,488	922,496
Business license	387,329	387,329	19,231	368,098
Voter registration and elections	935,486	935,486	48,291	887,195
Management & Geographical information systems	5,839,546	5,828,428	1,470,496	4,357,932
Records Management	669,218	669,218	20,235	648,983
Employee services	828,664	828,664	62,573	766,091
Nondepartmental	18,616,955	18,616,955	896,540	17,720,415
Total General Government	53,297,906	53,297,906	4,704,730	48,593,176
Public Safety				
Sheriff's office	25,936,907	25,936,907	2,220,863	23,716,044
Emergency Management	931,439	931,439	61,770	869,669
EMS Emergency Medical Service	10,373,104	10,373,104	581,582	9,791,522
Traffic and transportation engineering	1,896,395	1,896,395	83,115	1,813,280
Detention Center	7,278,666	7,278,666	477,153	6,801,513
Building and codes enforcement	1,368,572	1,368,572	58,412	1,310,160
Animal services	1,287,016	1,287,016	29,649	1,257,367
Total Public Safety	49,072,099	49,072,099	3,512,544	45,559,555
Public Works				
Public works general support	4,808,699	4,808,699	230,354	4,578,345
Engineering	499,816	499,816	27,176	472,640
Facilities maintenance	5,969,922	5,969,922	359,179	5,610,743
Total Public Works	11,278,437	11,278,437	616,709	10,661,728
Public Health				
Mosquito control	1,662,599	1,662,599	115,643	1,546,956
Medical indigent act contributions	1,786,550	1,786,550	446,638	1,339,912
Total Public Health	3,449,149	3,449,149	562,281	2,886,868

Beaufort County
Detail of Expenditures - General Fund
For the Period July 1, 2021 - July 31, 2021

	Approved Budget 6/30/2022	Revised Budget 6/30/2022	Actual Spent & Encumbered 7/31/2021	Variances
Public Welfare Services				
Veteran's affairs office	181,182	181,182	12,040	169,142
Human services alliance	398,000	398,000	-	398,000
Human and social services	54,667	54,667	-	54,667
Total Public Welfare Services	<u>633,849</u>	<u>633,849</u>	<u>12,040</u>	<u>621,809</u>
Cultural and Recreational				
Parks and leisure services	5,190,351	5,190,351	438,408	4,751,943
Libraries	4,151,343	4,151,343	252,712	3,898,631
Education allocation	4,903,456	4,903,456	612,932	4,290,524
Total Cultural and Recreational	<u>14,245,150</u>	<u>14,245,150</u>	<u>1,304,052</u>	<u>12,941,098</u>
Other - Economic Development	<u>426,388</u>	<u>426,388</u>	<u>-</u>	<u>426,388</u>
Total Expenditures General Fund	<u>\$ 132,402,978</u>	<u>\$ 132,402,978</u>	<u>\$ 10,712,356</u>	<u>\$ 121,690,622</u>



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 9.

ITEM TITLE:
FY21 Carryover Items
MEETING NAME AND DATE:
Finance Committee- August 16 th , 2021
PRESENTER INFORMATION:
(Pinky Harriott, Budget Director) (10 minutes)
ITEM BACKGROUND:
FY21 Carryover Items into FY22 as discussed during FY22 Budget Workshops. List Attached
PROJECT / ITEM NARRATIVE:
FISCAL IMPACT:
Carrying over capital items as requested during budget process for FY22. Total Carryover Amount: \$5,310,537.13
STAFF RECOMMENDATIONS TO COUNCIL:
OPTIONS FOR COUNCIL MOTION:
(Motion to approve/deny "item title") (Move forward to Council for First Reading/Approval/Adoption on date?)

FY21 Carryover Items

Purchase Order #	Dept Name	Vendor	Ordered Item	PO Date	Amount	GL Account	Comment
20211023	Stormwater Capital Improvement F	CBG INC	EVERGREEN REGIONAL BMP POND CONSTRUCTION	2/28/2021	592,542.50	50260024-51170	
20210415	Stormwater Capital Improvement F	WARD EDWARDS, INC.	BREWER MEMORIAL PROJECT	7/31/2020	36,769.52	50260017-51160	
							Construction portion (\$371,212.71) of the funds should be rolled over from 50260017-51160 to 50260017-51170. Construction contract has been fully vetted and awarded to Truluck Construction Inc.
20210414	Stormwater Capital Improvement F	TRULUCK CONSTRUCTION INC	BREWER MEMORIAL CONSTRUCTION		371,212.71	50260017-51160	
20210421	Stormwater Capital Improvement F	ANDREWS ENGINEERING COMPANY, INC.	SALT CREEK PROJECT	7/31/2020	67,875.94	50260020-51160	
20211180	TRAFFICE OPS MANAGEMENT	VULCAN INC	SIGNS	5/13/2021	5,867.35	10001241-52340	
20210795	PUBLIC WORKS	GRAYBAR FENCE	PW GATE INSTALL	12/16/2020	18,993.00	10001302-51170	
20210947	PUBLIC WORKS	SHARPER EDGE CUSTOM CONCRETE	CONCRETE SIDEWALK	2/23/2021	3,960.00	10001320-51160	
20210838	Animal Shelter & Control	VIC BAILEY FORD	2020 Ford Transit Van	12/31/2020	\$ 37,430.00	10001270-54000	220091
20211251	Animal Shelter & Control	TRUCKVAULT, INC.	VIC Vaults	5/31/2021	\$ 6,149.00	10001270-51990	220142
20211257	Animal Shelter & Control	MOTOROLA SOLUTIONS	Radio Equipment	5/31/2021	\$ 40,353.72	10001270-51990	220143
20211355	Emergency Medical Service	NORTHWESTERN EMERGENCY VEHICLES, INC.	Ambulance (1)	6/30/2021	\$ 264,072.00	10401230-54000	220172
20211354	Emergency Medical Service	NORTHWESTERN EMERGENCY VEHICLES, INC.	Ambulance Remount- (2)	6/30/2021	\$ 310,878.00	10401230-54000	220173
20211268	Emergency Medical Service	MOTOROLA SOLUTIONS, INC.	Radio Equipment	5/31/2021	\$ 13,484.23	10401230-54200	220174
20211265	Emergency Medical Service	STRYKER SALES CORP.	Cardiac Monitor	5/31/2021	\$ 34,612.58	10401230-54200	220177
20211355	Emergency Medical Service	NORTHWESTERN EMERGENCY VEHICLES, INC.	Ambulance (1)	6/30/2021	\$ 264,072.00	10401230-54000	220172
20211354	Emergency Medical Service	NORTHWESTERN EMERGENCY VEHICLES, INC.	Ambulance Remount- (2)	6/30/2021	\$ 310,878.00	10401230-54000	220173
20211268	Emergency Medical Service	MOTOROLA SOLUTIONS, INC.	Radio Equipment	5/31/2021	\$ 13,484.23	10401230-54200	220174
20211265	Emergency Medical Service	STRYKER SALES CORP.	Cardiac Monitor	5/31/2021	\$ 34,612.58	10401230-54200	220177
20210149	Mosquito Control	CAROLINA AIR INC.	Heating System for Mos Ctrl Hanger	7/8/2020	\$ 21,214.00	10001400-52320	220120
20211338	Solid Waste and Recycling	Vic Bailey Ford	2021 FORD F 150 - replaces #38278	6/23/2021	\$33,256.00	10001340-54200	
20211343	Solid Waste and Recycling	Southern Trailer Depot LLC	Dump Trailer	6/23/2021	\$8,155.00	23520012-54200	6,000.00
	Solid Waste and Recycling	Southern Trailer Depot LLC	Dump Trailer			10001340-52990	2,155.00
	Parks & Recreation	Talbot Tennis	Bluffton Rec Basketball		\$9,550	10001604-54420	2022 PO
	Parks & Recreation	Talbot Tennis	Tennis/Pickleball Ulmer		\$27,047	10001600-54420	2022 PO
	Parks & Recreation	Talbot Tennis	Lind Brown Basketball		\$15,000	10001600-54420	2022 PO
	Parks & Recreation	Talbot Tennis	MC Riley Basketball		\$10,400	10001604-54420	2022 PO
	Parks & Recreation	Talbot Tennis	Scott Park Tennis		\$16,000	10001600-54420	2022 PO
	Parks & Recreation	Talbot Tennis	Agnes Major Basketball		\$16,750	10001600-54420	PO Pending
	Parks & Recreation	Talbot Tennis	Booker T Basketball		\$9,000	10001600-54420	PO Pending
	Parks & Recreation	Talbot Tennis	Broomfield Basketball		\$9,000	10001600-54420	PO Pending
	Parks & Recreation	Talbot Tennis	Burton Wells Basketball		\$13,894	10001600-54420	PO Pending
	Parks & Recreation	Talbot Tennis	Wesley Felix Basketball		\$8,900	10001600-54420	PO Pending
	Parks & Recreation	Talbot Tennis	Wesley Felix Tennis		\$9,300	10001600-54420	PO Pending
	Parks & Recreation	Talbot Tennis	Scott Park Basketball		\$11,000	10001600-54420	PO Pending
	Parks & Recreation	Talbot Tennis	Gloria Potts Basketball		\$10,800	10001600-54420	PO Pending
	Parks & Recreation	Talbot Tennis	Dale		\$9,000	10001600-54420	PO Pending
	Parks & Recreation	Wilson and Associates	MC Riley Field renovation		\$29,100	10001604-54420	2022 PO
	Parks & Recreation	Wilson and Associates	Oscar Frazier Field renovation		\$27,900	10001604-54420	2022 PO
	Parks & Recreation	Wilson and Associates	Burton Wells Field renovation		\$27,900	10001600-54420	PO Pending
	Parks & Recreation	Perry Weather	Lighning Detectors		\$75,000	10001600 & 10001604-54420	No PO Done- Split 45K & 30K

Parks & Recreation	T-Star	Pool Cover	\$14,500	10001600-54420	No PO Done
Parks & Recreation	Site One	Field Sprayer	\$15,530	10001600-54200	No PO Done
Parks & Recreation	Graybar	Temp Fencing	\$7,200	10001600-51160	No PO Done
Parks & Recreation	Open Yard	Soccer Goals	\$13,710	10001600-54200	No PO Done
Parks & Recreation	Home Depot	Floor Scrubber	\$10,122	10001604-52612	No PO Done
Parks & Recreation	Carribean Landscaping	Tree Removal Port Royal	\$2,850	10001600-54200	Was submitted as a roll over, not yet approved

ELECTED OFFICIALS

PO #	Dept:	VENDOR NAME	ORDERED ITEM	PO DATE	AMOUNT	GL ACCOUNT
	County Council	Various Claimants	Retiree Insurance Settlement		125,000.00	10001000-56000
20211241	Clerk of Court	Forms & Supply Inc.	New Courthouse Furniture		\$87,409.02	10001030-54510

PO #		VENDOR NAME	ORDERED ITEM	PO DATE	ORIGINAL AMOUNT	GL ACCOUNT	ACTION REQUIRED- AS OF 8/3/21
20211233	SHERIFF'S OFFICE	Mock Plumbing & Mechanical	Emergency replacement Prichardville tower HVAC	5/26/2021	\$8,430.00	10001220-52400	ROLL \$8,430.00
20210386	SHERIFF'S OFFICE	Cloud CM, LLC	Forensics Lab extension	8/5/2020	\$428,662.00	10001203-54420	ROLL \$226,400.79
20210438	SHERIFF'S OFFICE	Beaufort Design Build LLC	Forensics Lab extension	8/19/2020	\$11,802.30	10001203-54420	ROLL \$1,028.26
20210706	SHERIFF'S OFFICE	F&ME CONSULTANTS	Forensics Lab extension	11/13/2020	\$5,000.00	10001203-54420	ROLL \$497.50
20211117	SHERIFF'S OFFICE	SELECTRIC	Forensics Lab extension	4/20/2021	\$3,000.00	10001203-54420	ROLL \$3,000.00
20211310	SHERIFF'S OFFICE	Business Systems of South Carolina	Evidence Lockers	6/18/2021	\$89,576.29	10001201-54420	89,576.29
	SHERIFF'S OFFICE		Federal Courthouse Renovations		\$1,000,000.00	10001201-54420	<u>1,000,000.00</u>
Sheriff's GF FY21 PO ROLLOVER							\$1,328,932.84

PO #	ELECTED OFFICIAL OFFICE OR DEPARTMENT	VENDOR NAME	ORDERED ITEM	PO DATE	ORIGINAL AMOUNT	GL ACCOUNT	ACTION REQUIRED- AS OF 8/3/21
20210289	SHERIFF'S OFFICE	Abbott Informatics	Data Migration (Grant purchase)	7/27/2020	\$31,120.00	27160013-51160	ROLL \$31,120.00
20210684	SHERIFF'S OFFICE	Indigital	ESINET 9-1-1	7/31/2020	\$138,094.00	22010011-54142	ROLL \$124,284.60
20210474	SHERIFF'S OFFICE	Vesta Solutions	Rollover BAL 20200394/Replace 911 call handlg syst	8/25/2020	\$675,501.07	22010011-54112	ROLL \$675,501.07
20210917	SHERIFF'S OFFICE	GEO-Comm	GIS Data Conversion	2/12/2021	\$45,101.00	22010011-54112	ROLL \$45,101.23
Sheriff's SRF & BOND Funds FY21 PO ROLLOVER							<u>\$876,006.90</u>

Sheriff's Grand Total

\$2,204,939.74

TOTAL FY21 CARYYOVER TO FY22: \$ 5,310,537.13

Intergovernmental Agreement

WHEREAS, a referendum for renewal of the Local Option Sales Tax in Beaufort County is scheduled to be on the ballot for the General Election in November, 2021; and,

WHEREAS, Section 8-13-1346 (C) of the South Carolina Code of Laws allows a governmental entity to prepare and disseminate information material, conduct public meetings, or to respond to news media or citizens' inquiries concerning a ballot measure affecting a governmental entity, so long as such disclosure is full and impartial, and does not favor one side of a controversy over another; and,

WHEREAS, Beaufort County, the municipalities within Beaufort County, and the City of Hardeeville (the Parties), wish to conduct an informational and educational campaign related to the Local Option Sales Tax; and,

WHEREAS, the Parties shall each designate a representative who has the authority to act on behalf of the governmental entity in all matters relating to this informational and educational campaign; and

WHEREAS, the Parties have agreed to select and hire a qualified consulting firm to advise and conduct this informational and educational campaign; and,

WHEREAS the Parties have agreed that the City of Beaufort will take the lead in the development and preparation of a draft Request for Qualifications (RFQ), containing the scope of work for this campaign, and the terms and conditions of the engagement of the professional consultant; and,

WHEREAS, prior to the publication of the RFQ, the draft shall be reviewed and approved in writing by each of the Parties; and,

WHEREAS, the Parties shall each have the opportunity to fully review all responses and proposals to the RFQ; and,

WHEREAS, the selection of the professional consultant shall be made by the written consent of at least the majority of the Parties; and,

WHEREAS, the cost of the consultant shall be shared by the Parties based on a prorate basis of estimated collections (both the Property Tax Cred Fund and the Revenue Fund) for each jurisdiction (as estimated by SCDOR and contained in the letter from SCDOR to each of the Parties dated June 28, 2021), to the total estimated collections, less Robin Hood;

NOW THEREFORE, the Parties below hereby agree as follows:

1. All terms of the preamble above are incorporated herein by reference as fully as if restated verbatim.
2. The City of Beaufort shall serve as the lead entity for the Parties and will receive all billing from the Consultant. Upon receipt of an invoice, the City of Beaufort shall disseminate the same to the Parties. Within 10 days of receipt of an invoice, the Parties

each agree to remit to the City of Beaufort their prorated portion of the invoice based upon the following percentages:

Beaufort County – 61.63%
 City of Beaufort – 7.28%
 Town of Bluffton - 7.01%
 Town of Hilton Head - 19.67%
 Town of Port Royal - 4.32%
 City of Yemassee - 0.05%
 City of Hardeeville - 0.05%

3. The Parties agree that there will be no attempt to influence the outcome of the upcoming referendum, and that all information disseminated as part of this informational and educational campaign shall be full and impartial.

The City of Beaufort

By: William Prokop
 City Manager

Beaufort County

By: Erick Greenway
 County Administrator

Town of Hilton Head

By: Mark Orlando
 Town Manager

Town of Port Royal

By: Van Willis
 Town Manager

Town of Bluffton

By: Stephen Steese
Town Manager

City of Yemassee

By: Mathew Garnes
City Manager

City of Hardeeville

By: Michael Czymbor
City Manager

DRAFT



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 11.

ITEM TITLE:
Ordinance to redirect expenditures of the General Obligation Bonds Series 2020.
MEETING NAME AND DATE:
Finance Committee 08/16/2021
PRESENTER INFORMATION:
Hayes Williams Interim CFO 10 Minutes
ITEM BACKGROUND:
County Council issued \$36,775,000 of GO Bond Series 2020 of which \$11,775,000 was dedicated to capital improvements on August 26, 2020.
PROJECT / ITEM NARRATIVE:
The portion of the 2020 Series GO Bond of \$11,775,000 had an amount of \$5,500,000 that was appropriated for on repairs to the administration building. Since the issuance of the bonds Public Works and Engineering have done a needs assessment of all other County properties and identified a list of necessary capital repairs (the list is attached) that Administration would like to complete with this funding in an amount not to exceed the original \$5,500,000 originally appropriated.
FISCAL IMPACT:
None, the funding is already in place, it is a re-direction of funds.
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends that the Finance Committee approve this re-direction of bond funds.
OPTIONS FOR COUNCIL MOTION:
Approve the Ordinance and move forward to Council for First Reading and Approval on date?)

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE RE-DIRECTION AND EXPENDITURE OF A PORTION OF THE PROCEEDS OF THE BEAUFORT COUNTY, GENERAL OBLIGATION BONDS, SERIES 2020; AND OTHER MATTERS RELATING THERETO.

WHEREAS, pursuant to Amended and Restated Ordinance No. 2019/40 duly enacted on September 9, 2019 (the “Ordinance”), by the County Council (the “County Council”) of Beaufort County, South Carolina (the “County”), the County authorized the issuance of not to exceed \$11,775,000 General Obligation Bonds, Series 2019B, or such other authorized designation; and

WHEREAS, on August 26, 2020, the County issued its \$36,775,000 General Obligation Bonds, Series 2020, which consisted of \$25,000,000 for the rural and critical lands program authorized by a separate ordinance and \$11,775,000 (the “8% Bonds”) for capital improvements which were issued pursuant to the Ordinance; and

WHEREAS, pursuant to the Ordinance, the 8% Bonds were being issued for, among other purposes, to fund capital improvements; and

WHEREAS, at the time of the issuance of the 8% Bonds, one of the capital improvements to be funded with the proceeds of the 8% Bonds (the “8% Bond Proceeds”) was renovations to the County Administration Building; and

WHEREAS, the County’s Administration has informed the County Council that funding County-wide facility maintenance is a more urgent need at this time than renovations to the County Administration Building.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNTY COUNCIL, AS FOLLOWS:

1. The County Council hereby approves the re-direction of the expenditure of \$5,500,000 of 8% Bond Proceeds from the purpose of funding renovations to the County Administration Building to the purpose of funding County-wide facility maintenance.

2. The County Council hereby authorizes the County Administrator to take all actions to accomplish the re-direction of the 8% Bond Proceeds.

3. The County Administrator is authorized to make any additional reallocations of funds which may become necessary or helpful for the completion of appropriate projects in the future. The County Administrator shall notify county council of any such reallocations.

(Remainder of page intentionally left blank)

Enacted this ____ day of _____, 2021.

BEAUFORT COUNTY, SOUTH CAROLINA

Chair, County Council

(SEAL)

ATTEST:

Clerk to County Council

First Reading:

Second Reading:

Public Hearing:

Third and Final Reading:

Resolution No. _____

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Title of Project	Location
<u>Facility Management</u>	
Administration Building HVAC replacement	100 Ribaut Road
Administration Building roof replacement	100 Ribaut Road
Barker Field restroom renovations	70 Baygall Road
BIV#3 generator connection	106 Industrial Village Road
Burton Wells Center-HVAC/Energy Mgmt System	1 Middleton Rec. Drive
Courthouse HVAC Chiller replacement	102 Ribaut Road
Courthouse-Replace acoustical tile/panels/hard surfaces	102 Ribaut Road
Daufuskie Island restroom renovations	105 Francis Jones Road
Detention Center acoustical tile, painting	106 Ribaut Road
Detention Center stucco repair	106 Ribaut Road
Detention Center walk-in coolers/freezer	106 Ribaut Road
Detention Center-Replace VCT/flooring	106 Ribaut Road
Elevator upgrades / updates 11 elevators	Various locations
EMS generator	86 Shanklin Road
EMS roof replacement	2727 Depot Road
Government Center South roof replacement	539 William Hilton Parkway
Human Services-painting/flooring	1925 Duke Street
Mosquito Control roof replacement	84 Shanklin Road
Myrtle Park Building generator	4819 Bluffton Parkway
Myrtle Park Building HVAC/Energy Management System	4819 Bluffton Parkway
Myrtle Park Elevator replacement	4819 Bluffton Parkway
Sheriff's Office Evidence locker HVAC	2727 Depot Road
Additional reallocations of funds which may become necessary	Various locations

All repairs and improvements NTE \$5,500,000