

FRIPP ISLAND PUBLIC SERVICE DISTRICT

MEMORANDUM

TO: Edward D. Wetzel, Chairman  
Mike M. Murphy  
Rick E. Keup  
Michael J. Wilt  
Dennis Perrone  
John F. King

FROM: Jeremy Sponseller



SUBJECT: Commission Meeting December 12, 2023

DATE: December 7, 2023

The **December** Commission meeting is scheduled for **Tuesday, December 12, 2023 at 9:30 a.m.** The meeting will be held in the training room at the Fripp Island Fire Department and electronically via Zoom. All attendees may elect to attend in person or via Zoom. Login/call-in information appears on the agenda. The agenda and handouts are provided for your review.

Please let me know if you will be unable to attend the meeting.

Enclosures

C: Joshua Horton, Fire Chief  
Gary Pope, Jr., Esq.

FRIPP ISLAND PUBLIC SERVICE DISTRICT

Tuesday December 12, 2023  
Frripp Island Fire Station  
and  
Electronic Meeting Via Zoom  
9:30 a.m.

Zoom Info:

Join from PC, Mac, Linux, iOS or Android:

<https://us02web.zoom.us/j/86565978745>

Or iPhone one-tap (US Toll): +19292056099,,86565978745#  
+13017158592,,86565978745#

Or Telephone:

Dial: +1 301 715 8592 (US Toll) or +1 312 626 6799 (US Toll)  
Meeting ID: 865 6597 8745

AGENDA

1. Call to Order
  - Confirmation of the presence of a quorum
  - Confirmation of public meeting notice, as required by the SC Code of Laws 30-4-80(A).
2. Pledge of Allegiance
3. Approval of November 2023 Commission Meeting Minutes
4. Reports
  - Manager Report November 2023
    - a. Accounting/Audit Update => Uvette Pope Rogers
  - Fire Department Report November 2023
  - POA shoreline Committee
5. Old Business
  - Finance Schedule: First Tryon
6. New Business
  - 2023 Bond Resolution: Pope Flynn  
A RESOLUTION TO PROVIDE FOR THE ISSUANCE AND SALE OF NOT EXCEEDING FIVE MILLION TWO HUNDRED FIFTY THOUSAND DOLLARS (\$5,250,000) AGGREGATE PRINCIPAL AMOUNT OF GENERAL OBLIGATION BONDS OF THE FRIPP ISLAND PUBLIC SERVICE DISTRICT, SOUTH CAROLINA, TO PRESCRIBE THE PURPOSES FOR WHICH THE PROCEEDS SHALL BE EXPENDED, TO PROVIDE FOR THE PAYMENT THEREOF, AND TO PROVIDE FOR OTHER MATTERS RELATING THERETO.
  - Election of Officers
7. Questions and Comments from Visitors
8. Executive Session:
  - Personnel Matters
9. Adjourn

## FRIPP ISLAND PUBLIC SERVICE DISTRICT

**Minutes:** Commission Meeting on December 12, 2023

**Present:** Edward D. Wetzel, Rick E. Keup, Michael J. Wilt, John F. King, Mike Murphy, Dennis Perrone

**Absent:**

**Staff:** Jeremy Sponseller, District Manager  
Yvonne Fireall, Office Manager  
Joshua Horton, Fire Chief  
Rob Singletary, Field Operations Superintendent

**Guests:** Gary Pope (Pope Flynn), Sarah Weathers (Pope Flynn), Amy Vitner (Pope Flynn) Uvette Pope-Rogers (UR Consulting-CPA) Mary Fabbrini, John Derrick

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1. Chairman Wetzel called the meeting to order at 9:30 a.m., confirmed the presence of a quorum and confirmed that all requirements of the SC Code of Laws, Section 30-4-80, pertaining to the notice of meetings of public bodies, have been met for this meeting.
2. Chairman Wetzel led the Commission in the Pledge of Allegiance.
3. The Commission approved the minutes for the November 2023 regular Commission Meeting upon a motion by, Mr. Murphy (Vote: unanimous).
4. Reports
  - a) The Commission reviewed the Manager's Report for December 2023. (*Att A*)
    - a. Accounting/Audit Update – Uvette Pope-Rogers
    - b) The Commission reviewed the Fire Department Report for December 2023. (*Att B*)
    - c) The Commission received a report on POA Shoreline Committee activities from Commissioner King.
5. Old Business
  - a) The Commission entertained Uvette-Pope Rogers who gave an accounting update on the status on the fiscal year end audit.
  - b) The Commission entertained Pope Flynn who gave an update on the 2023 General Obligation Bond Resolution and reviewed the financing schedule.
6. New Business
  - a) The Commission adopted the 2023 Bond Resolution to provide for the issuance and sale of not exceeding five million two hundred fifty thousand dollars (5,250,000) aggregate principal amount of general obligation bonds of the Fripp Island Public Service District, South Carolina, to prescribe the purposes for which the proceeds shall be expended, to provide for the payment thereof, and to provide for other matters relating thereto upon a motion by, Mr. Murphy (Vote: unanimous).

7. The meeting was turned over to Ms. Fireall for the election of officers. Mr. Wetzel was nominated for Chairman, by motion of Mr. Murphy. No other candidates were nominated, and Mr. Wetzel was elected Chairman by acclamation. Ms. Fireall turned the meeting over to Chairman Wetzel. Mr. Murphy was nominated for Vice Chairman, by motion of Mr. King. No other candidates were nominated, and Mr. Murphy was elected Vice Chairman by acclamation. Mr. Sponseller was nominated for Secretary/Treasurer, by motion of Mr. Keup. No other candidates were nominated, and Mr. Sponseller was elected Secretary/Treasurer by acclamation.
8. The Commission entertained questions and comments from visitors.
9. The Commission entered executive session to discuss personnel matters at 10:48 a.m., upon a motion by Mr. Keup (Vote: unanimous). The Commission resumed open session at 11:30 a.m., upon a motion by Mr. Murphy (Vote: unanimous).
10. The Commission approved the giving of Christmas gifts to the District's employees, as discussed during executive session, upon a motion by Mr. King (Vote: unanimous).
11. There being no further business, the meeting adjourned at 11:31 a.m., upon a motion by Mr. Murphy (Vote: unanimous).



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Edward D. Wetzel  
Chairman



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Jeremy D. Sponseller  
Secretary

A

## FRIPP ISLAND PUBLIC SERVICE DISTRICT MANAGER'S REPORT FOR December 2023

### I. New Taps

Category	FY 2024		FY 2023		FY 2022	
	Dec	YTD	Dec	YTD	Dec	YTD
Water customers	2	13	3	17	1	9
Res. Ir. customers	0	1		-		-
Sewer customers						
a. Gravity	2	9	3	13	0	7
b. Vacuum	0	4	0	4	1	2

Total vacuum sewer customers: 598 of 726

### II. Operations Update Through Numbers

#### 1. Butcher's Island and Hunting Island Booster Pumps Avg Daily Run Time for December

	2023	Diff	2022	Diff	2021	Diff	2020
Butcher's Isl Pumps Hrs/Day	0	(0.8)	.8	0.8	0	(0.7)	.7
Hunting Isl Pumps Hrs/Day	0	(2.0)	2.0	2.0	0	(1.4)	1.4
Total Hrs/Day	0	(2.8)	2.8	2.8	0	(2.1)	2.1

#### 2. Fripp Island Master Metered Water Use for December, Average Gallons per Day

	2023	% Change	2022	% Change	2021	% Change	2020
BJW&SA	423,419	2.6	412,607	7.8	382,714	(2.0)	390,469
Harbor Island	45,871	3.6	44,264	7.5	41,164	(13.4)	47,534
Hunt Island	4,526	(12.5)	5,175	(26.4)	7,036	(3.3)	7,275
Frripp Island	365,516	3.8	352,036	7.1	328,786	.07	326,438
Accountability,%	98.2	NA	97.3	NA	98.5	NA	97.6
Rainfall, Inches	8.6		3.0		1.1		1.9

#### 3. Fripp Island Water Consumption – Recorded vs. Billed (in 1,000 gals.), December 2023.

	Annual	Qtr 2	Qtr 1	Qtr 4	Qtr 3
	Total	2024	2024	2023	2023
Frripp Master Meter	166,636	37,645	54,268	48,488	26,235
Billed Water	154,385	33,966	52,194	44,705	23,520
Total Unbilled Water	12,251	3,678	2,074	3,783	2,715
Unbilled Water Percent	7%	10%	4%	8%	10%
Flushing/Unbilled Accts	635	584	0	0	51
Unaccounted for Water	11,615	3,094	2,074	3,783	2,664
Unaccounted for Percent	7%	8%	4%	8%	10%

#### 4. Wastewater Treatment Plant Flow for December, Gallons per Day

	2023	% Change	2022	% Change	2021	% Change	2020
Average Daily Flow	219,182	54.3	142,062	(12.2)	161,741	(2.5)	165,848
Weekly Max Flow	314,000	62.7	193,000	(14.2)	225,000	8.7	207,000
Peak Daily Flow	430,612	97.1	218,528				

5. All water and wastewater sampling was satisfactory for the month of December
6. There were no issues with the water tower levels or flows in December.

### III. Operations Update Through Field Work and Projects

1. General Water and Wastewater System Activities
  - a. Various utility locates, Daily
  - b. Regular lift station inspections
  - c. Regular WWTP maintenance
  - d. AirVac valve replacement
  - e. Performed required sampling
  - f. Meter repairs
  - g. New customer installs
  - h. Meter reading
  - i. Water leaks
2. Administrative & Personnel Activities (status is continuing this month)
  - a. We have been researching our options with regard to accounting/billing software. We will be discussing our recommendations later in the meeting.
  - b. Development of a lead service line inventory, as required by the EPA's lead and copper rule revision, is underway. The deadline for completion of the inventory is October 16, 2024. Dhec has appointed a consultant to assist with the inventory. Their services will include, mostly, data review and organizing for the report that will be submitted.
  - c. We will be submitting an application to Beaufort County for the Hospitality Tax Grant (HTAX). The deadline was extended due to the county discussing changes in the process. The county plans to discuss the program at their January 16 meeting and we will know more after that date.
3. Fripp Inlet Bridge
  - a. JMT is finishing up their design for the Bridge. We submitted the DHEC ownership form stating that we are the rightful owner and that we do not need any further permissions to perform the work.
  - b. Permit for the abutment work is still in progress. We won't really know anything further until dhec notifies us.
4. I reached out to the Sea Glass development team and requested they come speak at the meeting. We did get some correspondence, but as of yet, I do not know if they will be at the meeting. We received a revised set of plans that include 38 buildings with 2 of those being 18 multi family units. This reaches the 72 units that has been discussed. I will continue to communicate with them until we are all comfortable with where we are.
5. The spillway was all but finished when the weekend storm hit a few weeks ago. Almost the entire dam was overtopped with water. The area around th new spillway was eroded a fair amount and has needed some additional attention. Malphrus has performed additional work by regrading the area and adding additional riprap along the edges of the dam. They will continue to finish up the project and have indicated no extra charges, unless we request something outside the scope of the original project. We will be looking into any possible additional needs.
6. We made contact with Utility Service Group (USG) about the tank maintenance. The work on the small tank is being performed. The 200k gallon tank is to receive (3) exterior blast and then (4) exterior recoat. There is some question as to how long the abatement will take and whether they can finish the job prior to the season ramping up. We are working through that now. There may be an additional expense with regard to a tree. There is a live oak that is within the working

diameter of the tank. When USG drapes the tank with the containment curtain, we may need to remove the tree. Beaufort County requires a payment to the County tree fund or we plant an equivalent number of trees to equal the original diameter. Currently, if we don't plant any trees, the charge will be \$4500.00. This does not include the cost of the removal of the tree. I will let you know what happens as we progress.

7. Low Country Engineering is working on the Deer Lake Force main relocation. He will be submitting the permits for the work in the near future.
8. Still trying to get some information on the GIS mapping project, through SCRWA. The individual that had been performing the work has been promoted and the position has not been filled. On a related front, we were able to locate a water map from 2008 and will be using it to update what we can. Then I plan to get a map printed that we can reference on a daily basis.
9. Miscellaneous Activities

Just a quick note about the Automated meter reading system. We have been researching this as well. Reading meters, in the manner of which we do, is very tedious. There is a fair amount of room for error due to misreading, visual impairments, transposing numbers, etc, etc. Not to mention the time it takes to accomplish the task. This month was extra tedious. We received 6+ inches of rain immediately before we were to begin reading. Much of the island was under water and we also had two water leaks to repair. We were set back at least two days and still had to deal with flooded areas. We did get the meters read and were able to get them to the printer 1 day late. Just wanted to let you all know what was going on.

***Fripp Island Fire Department  
Monthly Report Summary  
December 2023***

**Response Activities:**

Total emergency responses for December; 15

	Dec 2023	Dec 2022	YTD CY23	YTD CY22
• Structure Fires	00	00	01	02
• Vehicle Fire	00	00	01	00
• Medical Emergencies	07	07	139	131
• Brush Fires	00	00	04	00
• Misc. Fire	03	02	22	27
• Service Calls	04	00	43	14
• Mutual Aid	00	00	10	06
• Auto Accident	01	00	11	09
• Water Emergencies	00	00	11	14
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	15	09	242	203

**Average emergency response time:**

4 minutes 24 seconds.

**Roster:**

Total personnel active for December, 21

**Activities of Note:**

Nothing of significance to report for December.



	<b>EmGov Power</b>	<b>Edmonds GovTech</b>	<b>Banyon Data</b>
<b>Software</b> Utility billing Accounting	0	\$16,845 (5yr)	\$14,655 (one time)
<b>Annual Support</b> Software support	\$8,820	\$3,000	\$3,990
<b>Conversion</b> Set-up Data Transfer Implementation	0	\$21,000 (one time)	\$2,200 (one time)
<b>Total 1st year</b>	\$8,820	\$40,845	\$20,845
4 yr annual support	\$35,280	\$12,000	\$15,960
<b>Total 5yr</b>	\$44,100	\$52,845	\$36,805

C



# SALES PROPOSAL



Prepared exclusively for:  
**Fripp Island Public Service District, SC**

Prepared By:  
Proposal Date:10/23/2023  
Expiration Date:12/29/2023

## Investment Summary

Software Services - Subscription	\$16,845.00
Hosting Services	\$3,000.00
Professional Services - Implementation	\$10,500.00
Conversion Services	\$10,500.00
<b>Total Proposed Year 1 Cost:</b>	<b>\$40,845.00</b>

## Payment Terms

One-time Implementation Fees: 50% will be due upon execution of the contract, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

One-time Data Conversion Fees: 50% will be due upon execution of the contract, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

Hosting Services Fees: 100% will be invoiced on the Effective Date for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to each anniversary of the Effective Date.

Annual Subscription Fees: 100% will be invoiced upon execution of the contract for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to the anniversary of the term date.

All invoices shall be paid within 30 days of the invoice date. Fees may increase annually with renewal terms subject to the National Consumer Price Index (CPI) or four percent (4%) of prior year's fees.

**Please return executed Sales Orders  
via DocuSign or Email to:  
Edmunds GovTech  
[SalesOrders@EdmundsGovTech.com](mailto:SalesOrders@EdmundsGovTech.com)  
P: 888.336.6999 | F: 609.645.3111  
[www.EdmundsGovTech.com](http://www.EdmundsGovTech.com)**

<b>Software Services - Subscription</b>	<b>Amount</b>
AR & Business Licensing - 5 Year	\$1,850.00
Finance Super Suite - 5 Year	\$3,000.00
Inventory Control - 5 Year	\$3,000.00
Online Service Applications - 5 Year	\$2,000.00
Utility Billing & Collections - 5 Year	\$4,000.00
WIPP - Utility - 5 Year	\$995.00
Work Orders - 5 Year	\$2,000.00
<b>Annual Fees:</b>	<b>\$16,845.00</b>

<b>Hosting Services</b>	<b>Amount</b>
Hosting (Level I)	\$3,000.00
<b>Annual Fees:</b>	<b>\$3,000.00</b>

<b>Professional Services - Implementation</b>	<b>Amount</b>
Inventory Implementation	\$2,000.00
Standard AR/Business Licensing Implementation	\$2,000.00
Standard Finance Implementation I	\$3,000.00
Standard Utility Implementation I	\$3,500.00
<b>One-Time Fees:</b>	<b>\$10,500.00</b>

<b>Conversion Services</b>	<b>Amount</b>
Accounts Receivable – Base Conversion	\$1,500.00
- Customer demographic information	
- Active business license records for current year	
- Does not include any invoice history (open or closed)	

<b>Conversion Services</b>	<b>Amount</b>
Finance - Base Conversion	\$3,000.00
<i>Chart of Accounts</i>	
<i>Summary Account Financial Information for 3 years + current fiscal year budgets</i>	
- <i>Opening/Ending Balances</i>	
- <i>Summarized Year to Date Activity</i>	
- <i>Vendor Master Information</i>	
- <i>Current Calendar Year 1099 Payment Totals</i>	
- <i>Fixed Asset Master Information</i>	
Inventory - Base Conversion	\$2,000.00
- <i>Inventory Master and Balance Information</i>	
- <i>Inventory History for 1 year + current based on transaction date</i>	
Utility Billing - Advanced Conversion	\$4,000.00
- <i>Current Customer Master Account and Bill to Information</i>	
- <i>Meter Master Information</i>	
- <i>Current Billing Configuration (Services, cycles, rates, etc.)</i>	
- <i>Current Open Balance Information for Active and Inactive Accounts (Open balances by service, Penalty, Interest, Deposits, etc.)</i>	
- <i>Minimum required consumption information needed to calculate next cycle billing by service</i>	
- <i>Meter Reading History Information for 3 years + current based on reading date</i>	
- <i>Billing and Payment Transaction History for 3 years + current based on transaction date</i>	
- <i>Backflow Master Account Information</i>	
- <i>Backflow Inspector Master Information</i>	
- <i>Backflow Inspection History for 3 years + current based on inspection date</i>	
<b>One-Time Fees:</b>	<b>\$10,500.00</b>

### Software Services -Subscriptions

With an Edmunds GovTech solution, a true Windows application with a graphical user interface is delivered. All applications are ODBC compliant and utilize a SQL database, which allows for seamless integration with products such as MS Excel™, MS Word™, and many GIS packages to name a few.

**Smart Phone Apps** – All applicable Smart Phone Apps are included with the associated MCSJ module at no additional cost.

**Security** – The software features a single sign-on approach that allows for user-based security. This provides access to modules based on the employee's security profile. The security is module and task specific.

**Integration** – All modules are fully integrated. A single source of entry minimizes data entry errors and streamlines organizational processes. The system dynamically posts all related entries to the appropriate modules.

**Reporting** – Along with standard system reports, customized reporting is also provided. Through built-in custom reporting tools, users can create and save personalized reports that can be exported directly into MS Excel™. Reporting flexibility allows users to create unlimited custom reports that are accessible at any time.

**PDF Forms** - All required forms can be generated within the application. This reduces the need to have pre-printed forms, such as pre-printed checks or utility bills. Create customized letters by merging in any field from the system. Letters can be created, printed, and documented in the corresponding record.

**Attachments** - The ability to attach any type of file to records, accounts, and employees along with scanning images directly into the software is provided. There is no limitation with the amount or size of those items you wish to attach.

**Edmunds Cloud Provides:**

- Convenience and Resiliency
- Fast and secure access to information from anywhere, anytime
- Expansive data storage
- Redundant data backups to 3 locations in the US
- Maintains workflow during and after a crisis
- Always access the most current data available
- Empowers mobile and citizen engagement apps to work efficiently

**Implementation & Project Management**

Edmunds GovTech has a goal to make the transition from a legacy system as painless as possible. Project management includes planning, monitoring, and reporting of progress to ensure the success of the software implementation. The Client's Project Manager and EGT Staff will work in concert to identify the scope of the project, estimate the work involved, and create a project schedule with appropriate resources. The project plan is then developed to describe the tasks that will lead to a successful implementation. The project is carefully planned, implemented, monitored, and controlled. Problem resolution, risk management, opportunity management, change management, software configuration management, and data management are included, identified, and documented throughout the project. Project Managers and Training and Implementation Employees have been involved in hundreds of similar successful projects.

**Fripp Island Public Service District**

\_\_\_\_\_  
**Jeremy Sponseller**  
**District Manager**

\_\_\_\_\_  
**Date**





**MUNICIPAL - LOCAL GOVERNMENT & SPECIAL PUBLIC DISTRICT  
SOFTWARE**

UTILITY BILLING - FUND ACCOUNTING  
INVOICING - PAYROLL - PERMITS & MORE

[SEE OUR SOLUTIONS](#)

FRIPP ISLAND PUBLIC SERVICE DIST, SOUTH CAROLINA

## SOFTWARE and SERVICES PROPOSAL

Presented by Banyon Data



# TABLE OF CONTENTS

TABLE OF CONTENTS ..... 2 .

EXECUTIVE SUMMARY ..... 3 .

PROJECT OVERVIEW ..... 3 .

SCOPE OF WORK ..... 4 .

    As requested, we are proposing the following products to enable your organization  
    to better serve your service area AND organization ..... 4 .

TERMS AND CONDITIONS ..... 5 .

AGREEMENT ..... 6 .



## EXECUTIVE SUMMARY

Banyon Data is a leading provider of software products serving the local government (municipal) industry. Core products designed specifically for cities, towns, villages, boroughs, water and sewer districts, include Fund Accounting and Workflow management, Invoicing and Billing, Payroll, Utility Billing, Permits and Licensing, Fixed Asset Management, Cemetery Management and dozens of time saving add on modules. With a team of experts boasting extensive experience in the field, we are well placed to help our clients manage and handle small and large projects and workloads.

By really getting to know our customers, our talented team are able to offer fast and reliable solutions to support challenges and deadline pressures that arise with the local government business office. Our clients have rated our quick and knowledgeable support as our best company asset.

We don't use support tickets and have clients wait long periods of time for support. We insist that all calls coming into the office try to be answered by a team member rather than an automated system and then have the client speak with one of expert team members that know the software.

As a company with over 33 years of experience we believe in building long lasting client partnerships which help us all grow. On average our satisfied clients stay a Banyon Data client for over 20 years or longer.

CALL (800) 229-1130 TO SCHEDULE A  
DEMONSTRATION AND SOFTWARE EVALUATION

## PROJECT OVERVIEW

Most reputable software companies have the software skills to develop a workable system for the client. However, it takes much more than that to keep a client and Banyon Data has been satisfying customers for decades.

We understand your daily schedule and the need for time management and the trusted tools to deliver solutions fast. We understand your need to have access to easy-to-use reporting for mandatory forms printing (Federal and State) like W-2's, 1099s, 941s profit and loss reports and budget worksheets and budget reports. We understand you need quick answers to your inquiries with phone, email and ONLINE support methods. We understand your need for software to evolve and be enhanced as times and reporting requirements change. We understand your need to receive software updates on your own and when you are ready with our Website Download Page where you can find updates and new releases of our software at the click of a pad or mouse.



Date: 11/16/23  
Expires: 02/16/24

For: FRIPP ISLAND PUBLIC SERVICE DIST

Phone: 843-838-2400

291 TARPON BLVD  
FRIPP ISLAND SC 29920

Fax:

Email: yvonnefireall@fipisd.org



Banyon Contact	Title	Email/Phone	Comment	Invoice #
Deb Shand	Support	sales@banyon.com		

Description	Price	Discount	Amount
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**Software Products\***

Utility Billing Software			\$2,195.00
Meter Device Interface (CSV File)			\$1,995.00
PSN Online Pay/eBills			\$995.00
Bank Lock Box Transfer (CSV file)			\$0.00
Direct Payments ACH			\$995.00
Fund Accounting Software			\$2,495.00
Billing/Invoicing Module			\$1,595.00
Fixed Assets Module			\$1,295.00
Payroll Software			\$2,095.00
Direct Deposit ACH w/email stubs			\$995.00
Total Software Products			\$14,655.00

**Support Services\*\***

Utility Billing Annual Support			\$840.00
Meter Interface Annual Support			\$395.00
PSN Module Annual Support			\$195.00
Direct Payments Annual Support			\$195.00
Fund Accounting Annual Support			\$840.00
Billing/Invoicing Support			\$295.00
Fixed Assets Annual Support			\$195.00
Payroll Annual Support			\$840.00
Direct Deposit Annual Support			\$195.00
Total Support Services			\$3,990.00

**Conversion Services**

Utility Billing Conversion: Standard			\$500.00
Fund Accounting Conversion: Standard			\$500.00
Total Conversion Services			\$1,000.00

**Training Services**

On Line Training			\$1,200.00
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Sub-total	\$20,845.00
Discount	\$0.00
Tax	\$0.00
Grand Total	\$20,845.00

\* Software Products Purchase is a one-time charge for a permanent copy and unlimited use of the application.

\*\* Support Service is an optional purchase, per application for its unlimited phone support and software update. Annual renewal is recommended.

## TERMS AND CONDITIONS

This Business Proposal Contract outlines the terms and conditions that govern the contractual agreement between Banyon Data, Incorporated (Banyon Data) and your organization. Whereas, Banyon Data agrees to deliver all products and service specified in the above state proposal. Whereas, the Purchaser agrees to purchase said products according to the terms and conditions laid out in this contract. Therefore, in consideration of the mutual agreement made by the parties hereto, Banyon Data and the Purchaser agree to the following:

The service activities attached will be provided and completed in accordance with the terms and conditions. Supplemental contractual issues may be provided in future chargeable and approved activities.

This agreement shall last for the term of: Continuously so long as your organization remains active on annual support maintenance with Banyon Data, Inc.

Payment shall be made upon the signing of this agreement, the approval of an invoice from Banyon Data, Inc. to your organization. Additional fees for addition add-on software modules not noted on the attached and supplemental training, if necessary, shall be discussed and agreed upon before it is performed.

Additional cost(s) incurred for payroll and vendor check forms and utility bill forms will be handled by a third-party vendors approved by Banyon Data, Inc. The service providers shall provide additional unscheduled services upon notification of any condition that the service provider believes can adversely affect the operations of your organization.

The undersigned owner acknowledges and agrees that the information above is correct and complete. The owner also agrees to pay all charges under the agreement.

AGREEMENT

---

In signing this document below, Banyon Data, Inc. and your organization confirm their agreement to the terms and conditions laid out in this business proposal and form a binding contractual agreement beginning on the date of signing.

Banyon Data, Incorporated

FRIPP ISLAND PUBLIC SERVICE DIST, SOUTH

Signed: Deb Shand

Signed: Joanny Gonzalez

Date: \_\_\_\_\_

Date: 1-16-24

Deb Shand