A. ARCHITECTURAL & ENVIRONMENTAL COMMITTEE, DR. THOMAS CAMPANELLA, CHAIRMAN, MS. KAREN SINDEL AND MS. JANICE GILLEY, MEMBERS

Item # 1 – Approval of the Interlocal Agreement between ECAT and the SRIA for trolley service, 2018. (Staff report by Paolo Ghio)

Item # 2 - Request by Caughran 171, LLC – 1105 Ariola Dr. – Lot 5&6, Block 7, Villa Segunda – to construct an in ground swimming pool with an encroachment of 15’ into the 20’ rear yard setback. (Staff report by Paolo Ghio)

Item # 3 - Request by James D. and Tammy Reaves – 1200 Ariola Dr. – Lot 1, Block 40, Villa Segunda – to construct an in ground swimming pool with an encroachment of 10’ into the 15’ side yard setback. (Staff report by Paolo Ghio)

B. DEVELOPMENT & LEASING COMMITTEE, MS. TAMMY BOHANNON, CHAIRWOMAN, DR. THOMAS CAMPANELLA AND MS. BRIGETTE BROOKS, MEMBERS

Item # 1 – Request by J.B. Schluter, Pensacola Beach Marina – 655 Pensacola Beach Blvd. – to sublease to Nathan Pooley, d/b/a Drowsy Poet Pensacola Beach, Inc. to operate a coffee shop from leasehold property. (Staff report by Robbie Schrock)

Item # 2 – Request by David Kelly, Break Beach Bar, LLC – 65 Via de Luna Dr. – to sublease to Mike Cosse, d/b/a Cosse’s on the Beach, to operate a restaurant from leasehold property. (Staff report by Robbie Schrock)

Item # 3 – Request by Pat Sidler, General Manager for Hampton Inn – 2 Via de Luna Dr. – to sublease to Chel Eisenhauer d/b/a The Body Sugar Shack, to operate a glitter tattoo business from leasehold property. (Staff report by Paolo Ghio)

Item # 4 – Request by Roger Bevans, Radical Rides, to amend the Master Lease for Radical Rides to include the sale of beer and wine at any time of the day. (Staff report by Paolo Ghio)

C. ADMINISTRATIVE COMMITTEE, MS. KAREN SINDEL, CHAIRWOMAN, MR. JERRY WATSON AND MS. TAMMY BOHANNON, MEMBERS

Item # 1 – Report on Financial Statements and Expenditures. (Staff report by Dottie Ford)
Adjourn.

Please note that the Santa Rosa Island Authority does not make verbatim transcripts of its meetings, although the meetings are tape recorded. Any person desiring a verbatim transcript of a meeting of the Santa Rosa Island Authority will need to independently secure such verbatim transcript.
Approval of the Interlocal Agreement between ECAT and the SRIA for trolley service, 2018. (Staff report by Paolo Ghio)

Background:
Each year, the SRIA rents 2 trolleys from ECAT starting Memorial Day weekend through Labor Day. This Interlocal Agreement is between Escambia County (ECAT) and the SRIA. Last year we expanded the service to include an additional trolley for the core area.

The 2018 Trolley schedule will be as follows;

• May 25, 2018 through September 3, 2018 – 3 Trolleys - 7 days a week - the hours will be from 4:00 p.m. to 12:00 a.m.

Project cost from ECAT for 2018 service is $172,147.00

Recommendation:
Staff recommends approval of the Interlocal Agreement between ECAT and the SRIA, the modifications, and cost associated for the 2018 Trolley service, $172,147.00 as presented.
INTERLOCAL AGREEMENT BETWEEN ESCAMBIA COUNTY, FLORIDA AND
THE SANTA ROSA ISLAND AUTHORITY RELATING TO MASS TRANSIT
SERVICE ON PENSACOLA BEACH

THIS AGREEMENT is made and entered into this by and between Escambia County, a
political subdivision of the State of Florida, (hereinafter “County”), acting through its Board of
County Commissioners, and the Santa Rosa Island Authority, a dependent special district
created under the Laws of Florida (hereinafter “SRIA”), acting through its governing Board.

WITNESSETH:

WHEREAS, the County and the SRIA are authorized by §163.01, Florida Statutes, to
enter into Interlocal Agreements and thereby cooperatively utilize their governmental powers
and available resources in the most efficient manner possible; and

WHEREAS, the County operates the Escambia County Area Transit, a publicly owned
mass transit system, located at 1515 West Fairfield Drive, Pensacola, Florida 32501 (hereinafter
referred to as “ECAT”);

WHEREAS, the SRIA desires and requests the County, through Escambia County Area
Transit (ECAT), to provide mass transit services on Pensacola Beach; and

WHEREAS, the County, through ECAT, is willing and able to provide such services,
subject to the terms and conditions set forth herein; and

WHEREAS, the County and SRIA have determined it is in the best interest of the
citizens to enter into this Agreement to cooperatively provide mass transit service on Pensacola
Beach.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and of
the mutual benefits to flow each unto the other, and for other good and valuable consideration,
the County and the SRIA agree as follows:

Section 1. Purpose of Agreement.

1.1 The recitals contained in the Preamble of this Agreement are declared to be true and
correct and are incorporated into this Agreement.

1.2 Pursuant to §163.01, Florida Statutes, this Agreement establishes the conditions, extent,
and mechanism whereby the County, through ECAT, will provide mass transit service on
Pensacola Beach.

Section 2. Scope of Service. The County, by and through ECAT, shall provide the
following mass transit service on Pensacola Beach:

2.1 Hours of Service. ECAT will provide mass transit service during the service period
specified in Section 2.2 herein on a weekly basis according to the following schedule:
Monday – Sunday (102 days) between the hours of 4:00 p.m. and 12:00 a.m.

2.2 Service Period. The service period will commence on May 25, 2018, and end on
September 3, 2018. During the service period, three (3) trolleys will operate on the assigned service route during the hours of service referenced in section 2.1 above.

2.3 Service Route. The applicable service route is depicted in Exhibit A, attached hereto and incorporated herein. Routes and scheduled hours of service may be revised as necessary at any time during the term of this Agreement. Any increase in service may require an increase in budgeted costs. Operators will not deviate from the assigned service route, except for routine minor detours, without the approval of ECAT supervisory personnel. SRIA officials desiring any route deviations must make such a request to the Transit Division Manager of Operations.

2.4 Operators and Uniforms. ECAT will provide qualified transit vehicle operators to provide transportation service. All operators will wear an appropriate uniform that is mutually agreed upon by SRIA and ECAT.

2.5 Service Review. ECAT and SRIA agree to meet as necessary to review the level of service, schedules, service charges, etc. No changes will be made to the level of service provided for in this Agreement without the mutual consent of both parties, including but not limited to changes in routes or schedules or increases in budgeted costs.

Section 3. Method of Payment.

3.1 In exchange for the provision of such public transportation services described in Section 2 above, the SRIA shall reimburse the County for all operating costs as set forth in Exhibit B, attached hereto and incorporated herein. ECAT will submit monthly invoices to the SRIA for the authorized operating costs incurred during the previous month, and SRIA will remit all payments to ECAT by the end of the month in which the invoice was received.

3.2 Costs for additional public transportation service requested by SRIA will be clearly identified on the appropriate monthly invoice and billed at the variable cost per hour as set forth in Exhibit B.

Section 4. Insurance. During the term of this Agreement, ECAT shall maintain all required insurance coverage in accordance with industry standards and applicable laws, including but not limited to, commercial general liability coverage with a $5,000,000 combined single limit and $5,000,000 excess limit. Any additional insurance coverage will be the responsibility of SRIA.

Section 5. Term of Agreement. This agreement shall remain in full force and effect for one (1) year unless terminated earlier by either party pursuant to Section 6.

Section 6. Termination. This Agreement may be terminated by either party at any time and for any reason upon thirty (30) days written notice to the other party; provided, however, that termination shall not affect the reimbursement of any costs then owing to the County by the SRIA, or which subsequently are owed to the County by the SRIA as a result of actions concluded following the effective date of termination.

Section 7. Liability.

7.1 The parties hereto, their respective elected officials, officers, and employees shall not be deemed to assume any liability for the acts, omissions, or negligence of the other party. The SRIA agrees to be fully responsible for its negligent acts or omissions or tortious acts which result in claims or suits against the County and agrees to be fully liable for any damages
proximately caused by said acts or omissions. Escambia County, Florida, as a subdivision of the State of Florida as defined in §768.28, Florida Statutes, agrees to be fully responsible for its negligent acts or omissions or tortious acts which result in claims or suits against the SRIA and agrees to be fully liable for any damages proximately caused by said acts or omissions. Nothing herein is intended to serve as a waiver of sovereign immunity by the SRIA or the County and nothing herein shall be construed as consent by the SRIA or the County to be sued by third parties in any matter arising out of this Agreement.

7.2 Each party is responsible for maintaining, in a form acceptable to the parties, all necessary records of personnel and equipment used under this Agreement for a period of five (5) years and each parties’ records shall subject to audit after reasonable notice.

Section 8. Records. The parties acknowledge that this Agreement and any related financial records, audits, reports, plans, correspondence, and other documents may be subject to disclosure to member of the public pursuant to Chapter 119, Florida Statutes, as amended. In the event a party fails to abide by the provision of Chapter 119, Florida Statutes, the other party may, without prejudice to any right or remedy and after giving that party, seven (7) days written notice, during which period the party fails to allow access to such documents, terminate this Agreement.

Section 9. Assignment. This Agreement, or any interest herein, shall not be assigned, transferred, or otherwise encumbered, under any circumstances, by the Parties, without the prior written consent of the other party.

Section 10. Headings. Headings and subheads used throughout this Agreement are for the purpose of convenience only, and no heading or subtitle shall modify or be used to interpret the text of any section.

Section 11. Survival. All other provisions, which by their inherent character, sense, and context are intended to survive termination of this Agreement, shall survive the termination of this Agreement.

Section 12. Interpretation.

12.1 For the purpose of this Agreement, the singular includes the plural and the plural shall include the singular. References to statutes or regulations shall include all statutory or regulatory provisions consolidating, amending, or replacing the statute or regulation referred to. Words not otherwise defined that have well-known technical or industry meanings, are used in accordance with such recognized meanings.

12.2 References to persons include their respective permitted successors and assigns and, in the case of governmental persons, persons succeeding to their respective functions and capacities. This Agreement shall not be more strictly construed against either party hereto by reason of the fact that one party may have drafted or prepared any or all of the terms and provision hereof.

Section 13. Severability. The invalidity or non-enforceability of any portion or provision of this Agreement shall not affect the validity or enforceability of any other portion or provision. Any invalid or unenforceable portion or provision shall be deemed severed from this Agreement and the balance hereof shall be construed and enforced as if this Agreement did not contain such invalid or unenforceable portion or provision.
Section 14. **Further Documents.** The parties shall execute and deliver all documents and perform further actions that may be reasonably necessary to effectuate the provision of this Agreement.

Section 15. **Notices.** All notices required to be given under this Agreement shall be in writing, and shall be sent by first class United States mail, unless some other form of notice is established by the County Administrator, to the respective parties as follows:

**County:**
County Administrator  
Escambia County  
Post Office Box 1591  
Pensacola, Florida 32591

**SRIA:**  
Chairman  
Santa Rosa Island Authority  
Post Office Drawer 1208  
Pensacola Beach, Florida 32562

Payments to the County shall be sent to:  
Clerk of the Court & Comptroller  
221 Palafox Place, Suite 140  
Pensacola, FL 32502

Invoices to SRIA shall be sent to:  
Pam Smith  
pam.smith@aria-fla.com

Section 16. **Prior Agreements Superseded.**

16.1 This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understandings applicable to the matters contained herein, and the parties agree that there are no commitments, agreements, or understandings concerning the subject matter of this Agreement, that are not contained in this document. Accordingly, no deviations from the terms and conditions hereof shall be predicated upon any prior representations or agreements, whether oral or written.

16.2 It is further agreed that no modification, amendment, or alteration in the terms and conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

Section 17. **Governing Law.** The Agreement shall be interpreted under and its performance governed by the laws of the State of Florida. The parties agree that any action relating to this Agreement shall be instituted and prosecuted in the courts of Escambia County, Florida, and therefore, each party to this Agreement hereby waives the right to any change of venue.

Section 18. **No Waiver.** The failure of either party to enforce at any time or for any period of time any one or more of the provisions of the Agreement shall not be construed to be and shall not be a waiver of any such provision or provisions or of its right thereafter to enforce each and every such provision.

Section 19. **Effective Date.** This Agreement, after being properly executed by all parties named herein, shall become effective upon its filing with the Clerk of the Circuit Court of Escambia County, Florida. Escambia County shall be responsible for filing this document upon receipt of the executed Agreement from the SRIA.

[SIGNATURE PAGE TO FOLLOW]
IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature:

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By: __________________________
    Jeff Bergosh, Chairman

ATTEST:
    PAM CHILDERS
    Clerk of the Circuit Court

Deputy Clerk

BCC Approved: __________________________

By: __________________________
    Jerry Watson, Chairman

Date: __________________________

SRIA:
Santa Rosa Island Authority, a dependent special district created under the Laws of Florida, signing by and through its Chairman.

By: __________________________
    Jerry Watson, Chairman

Date: __________________________

Approved as to form and legal sufficiency. __________________________

By/Title: __________________________

Date: __________________________
EXHIBIT B

SRIA agrees to reimburse Escambia County for all operating costs (fixed and Variable) associated with the service route as identified below.

**FY 2018 Operating Costs (Fixed and Variable):**

- Operations ...................................................... $98,985
- Maintenance ................................................... $17,778
- Insurance ....................................................... $17,559
- General Administration ................................... $37,825

**FY 2018 Total ................................... $172,147.00**

**FY 2018 Fixed Costs:**

- General Administration ... $37,825
- Insurance ..................... $17,559

**Total.......................... $55,384.00**

**FY 2018 Variable Costs:**

- Operations ...................... $98,985
- Maintenance ................... $17,778

**Total....................... $116,763.00**

- Service hours....................... 2448
- Variable Costs p/hour ...... $47.70
Request by Caughran 171, LLC – 1105 Ariola Dr. – Lot 5&6, Block 7, Villa Segunda – to construct an in ground swimming pool with an encroachment of 15’ into the 20’ rear yard setback. (Staff report by Paolo Ghio)

Background:
This is a newly constructed house and the size and location of the existing house, in relation to the setbacks makes an encroachment necessary in order for a pool to be installed on the property.

Letters of no objection from the adjacent neighbors (1103 & 1107 Ariola Dr.) are included in your back up. 1100, and 1102, & 1104 Maldonado Dr. (same owner) have been noticed twice, with no response, staff must consider no response to be no comment after two notices.

Recommendation:
Staff recommends approval of the request by Caughran 171, LLC – 1105 Ariola Dr. – Lot 5&6, Block 7, Villa Segunda – to construct an in ground swimming pool with an encroachment of 15’ into the 20’ rear yard setback, including hardscape, in accordance with all applicable codes and regulations.
Melody Bolster-Forte

From: Carl Caughran <caughrantimberfishdogs@gmail.com>
Sent: Tuesday, January 23, 2018 10:55 AM
To: Melody Bolster-Forte
Subject: 1105 Ariola Dr. Pool

Melody:

Would you please put our pool application and variance request on the SRIA board agenda for February 28, 2018.

Thank You,
Carl W Caughran, Mgr/Member
Caughran 171 LLC

Sent from my iPhone

[Handwritten note: Moved to March 28 committee to allow for 2nd notice to adj. neighbors]
SURVEYOR'S NOTES:

1.) THE NORTH ARROW AND FIELD BEARINGS AS SHOWN HEREON ARE REFERENCED TO THE BEARING OF NORTH 78 DEGREES 47 MINUTES 47 SECONDS EAST ALONG THE NORTH LINE OF THE SUBJECT PARCEL AND BEING ON THE FLORIDA STATE PLANE COORDINATE SYSTEM NORTH ZONE, LAMBERT PROJECTION, RELATIVE TO HAD 83 (2011), USING THE TRIMBLE VERSAPOINT G.P.S. NETWORK.

2.) SOURCE OF INFORMATION: THE RECORD PLAT OF "VILLA SEGUNDA" AS RECORDED IN PLAT BOOK 3, AT PAGE 594-354, OF THE PUBLIC RECORDS OF ESCONDIDA COUNTY, FLORIDA, AND EXISTING FIELD MONUMENTATION.

3.) NO TITLE SEARCH WAS PERFORMED BY OR FURNISHED TO MERRILL PARKER SHAW, INC. FOR THE SUBJECT PROPERTY. THERE MAY BE DEEDS OF RECORD, UNRECORDED DEEDS, RIGHT-OF-WAYs, EASEMENTS, BUILDING SETBACKs, RESTRICTIVE COVENANTS, GOVERNMENTAL, JURISDICTIONAL AREAS OR OTHER INSTRUMENTS WHICH COULD AFFECT THE BOUNDARIES AND/or USE OF THE SUBJECT PROPERTY.

4.) ONLY THE ABOVE GROUND VISIBLE ENCROACHMENTS AND IMPROVEMENTS WERE FIELD LOCATED AS SHOWN HEREON, UNLESS OTHERWISE NOTED. UNDERGROUND ENCROACHMENTS AND IMPROVEMENTS, IF ANY, WERE NOT FIELD LOCATED OR VERIFIED, UNLESS OTHERWISE NOTED.

5.) THE DIMENSIONS OF THE BUILDINGS (IF ANY) AS SHOWN HEREON ARE ALONG THE OUTSIDE FACE OF THE BUILDINGS AND DO NOT INCLUDE THE EAVES OVERHANG OR THE FOOTINGS OF THE FOUNDATIONS.

6.) THE SURVEY AS SHOWN HEREON DOES NOT DETERMINE OWNERSHIP.

7.) THE MEASUREMENTS MADE IN THE FIELD, INDICATED THUSLY (F), AS SHOWN HEREON WERE MADE IN ACCORDANCE WITH UNITED STATES STANDARDS.

8.) FEDERAL AND STATE COPYRIGHT ACTS PROTECT THIS MAP FROM UNAUTHORIZED USE. THIS MAP IS NOT TO BE COPIED OR REPRODUCED IN WHOLE OR PART AND IS NOT TO BE USED FOR ANY OTHER TRANSACTION. THIS DRAWING CANNOT BE USED FOR THE BENEFIT OF ANY ATHER PARTY AND IS NOT CONSIDERED A LEGAL DOCUMENT.

LEGEND:
- 1/2 PLAIN IRON ROD, UNNUMERATED
- CAP TAPPED ROD, NUMBER
- 1/2 CAP TAPPED ROD (FOUND
- 1/2 PLAIN IRON ROD, NU
- 1/2 CAP TAPPED ROD, NUMBER
- R/W = RIGHT OF WAY
- B.S.L. = BUILDING SETBACK LINE
- S = BUILDING AREA PARCEL
- ELEVATION
- BENCHMARK IN VICINITY
- RECEIVED

JAN 22 2018
SANTA ROSA ISLAND AUTHORITY
COURTNEY 171, LLC
THAT THE SURVEY SHOWN HEREON MEETS
PRACTICE SET FORTH BY THE BOARD OF
MAPPERS IN THE STATE OF FLORIDA.
January 16, 2018

Kris & Carl Caughran
1105 Ariola Dr
Pensacola, FL 32561

Re: Request for variance in to established setback for the construction of an in ground swimming pool on Pensacola Beach

Dear George W. Rebecca Elaine Geriner

As the owner/contractor of Guntner Custom Pools, LLC, I have submitted to the Santa Rosa Island Authority a request to construct an in ground swimming pool that requires Variance of 15 ft onto the rear setback.
See attached survey/sit plan showing the location of the pool.

As part of the submittal, the Santa Rosa Island Authority requests letters of comment From the adjoining/affected leaseholder stating that they have reviewed the site plan And either do or do not have any comments to the encroachment.

Please review the attached plan, check the appropriate box below and return to the Santa Rosa Island Authority, no later than Feb. 14th 2018, this item has been placed on the Authority’s committee meeting scheduled for Wednesday, Feb. 28th 2018. It is important for the Authority to receive comment from the neighbors prior to final action. You may also call (850) 932-2257 or fax to (850) 932-1866, Attention: Melody Bolster Forte/Kara Gauntt, Santa Rosa Island Authority, Pensacola Beach, Florida.

Thank you for your consideration and if you have any questions please contact me at Guntner Custom Pools, LLC
895 South Hwy 29
Cantonment, FL 32533
(850) 937-1990

Sincerely,

[signature]

(CHECK ONE SIGN AND RETURN)

[ ] I HAVE NO COMMENT
[ ] I HAVE COMMENTS, SEE BELOW

Signature & Address of adjacent Leaseholder: George Geriner
1103 Ariola Dr
Pensacola, FL 32561
January 16, 2018

Kris & Carl Caughran
1105 Ariola Dr
Pensacola, FL 32561

Re: Request for variance in to established setback for the construction of an In ground swimming pool on Pensacola Beach

Dear The Busbee Limited Partnership

As the owner/contractor of Guntner Custom Pools, LLC, I have submitted to the Santa Rosa Island Authority a request to construct an in ground swimming pool that requires Variance of 15 ft onto the rear setback.

See attached survey/site plan showing the location of the pool.

As part of the submittal, the Santa Rosa Island Authority requests letters of comment From the adjoining/affected leaseholder stating that they have reviewed the site plan And either do or do not have any comments to the encroachment.

Please review the attached plan, check the appropriate box below and return to the Santa Rosa Island Authority, no later than Feb.14th 2018, this item has been placed on the Authority's committee meeting scheduled for Wednesday, Feb.28th 2018. It Is important for the Authority to receive comment from the neighbors prior to final action. You may also call (850) 932-2257 or fax to (850) 932-1866, Attention: Melody Bolster Forte/Kara Gauntt, Santa Rosa Island Authority, Pensacola Beach, Florida.

Thank you for your consideration and if you have any questions please contact me at Guntner Custom Pools, LLC
895 South Hwy 29
Cantonment FL, 32533
(850) 937-1990

Sincerely,

(CHECK ONE SIGN AND RETURN)

[ ] I HAVE NO COMMENT
[ ] I HAVE COMMENTS, SEE BELOW

Signature & Address of adjacent Leaseholder: [Signature]
[1107 Ariola Drive]
Pensacola, FL 32561
1. Article Addressed to:
   Charles + Marilyn Delage
   502 Shoreline Dr.
   Gulf Breeze, FL 32561
   850-949-0510 8179 9929 40

2. Article Number (from service label)
   7016 0910 0001 9172 1652

3. Agent Addressed to:
   Gunther Custom Pools
   858 South Hwy 24
   39533

4. Agent's Name
   Edna Delage
   858 South Hwy 24
   39533

5. Agent's Phone
   850-965-0228

6. Agent's Email
   ednad@custompools.com

7. Delivery Options
   □ Yes
   □ No
   □ Privy Delivery
   □ Express Mail
   □ Certified Mail
   □ Registered Mail
   □ Insured Mail
   □ Signature Confirmation
   □ Return Receipt
   □ Guaranteed Delivery

8. Certification
   I certify that the information and contents of this form are true and correct.
   Signature of Individual

9. Payment
   □ Cash
   □ Check
   □ Money Order
   □ Credit Card

10. USPS Tracking Number
   9590 9403 0510 8179 9929 40

11. Complete Items 1, 2, and 3.
    Print your name and address on the reverse so that we can return the card to you.
    Attach this card to the back of the mailpiece, or on the front if space permits.
Request by James D. and Tammy Reaves – 1200 Ariola Dr. – Lot 1, Block 40, Villa Segunda – to construct an in ground swimming pool with an encroachment of 10' into the 15' side yard setback. (Staff report by Paolo Ghio)

Background:

An encroachment into the side yard is necessary in order for a pool to be installed on the property. *FDEP permitting will also be required for this project because of its proximity to the 1975 CCSBL.*

A letter of no objection was obtained from the SRIA, as the only adjacent property and is included in your back up.

Recommendation:

Staff recommends approval of the request by James D. and Tammy Reaves – 1200 Ariola Dr. – Lot 1, Block 40, Villa Segunda – to construct an in ground swimming pool with an encroachment of 10' into the 15' side yard setback, including hardscape, in accordance with all applicable codes and regulations.
2/22/2018

Reaves James & Tammy
1200 Ariola Drive Pensacola Beach, FL 32561

SANTA ROSA Island Authority
1 Via De Luna Dr, Pensacola Beach, FL 32561

Dear SRIA

We are formally requesting to be placed on the next SRIA committee meeting agenda on 3/28/18. We are full-time residence on the island. We are requesting a variance for the addition of a swimming pool at our home.

Thank you in advance for this consideration.

Sincerely,

[Signature]

James & Tammy Reaves
Date: 2/24/18
Santa Rosa Island Authority
1 Via DeLuna Dr.
Pensacola Beach, FL 32561

RE: Request for variance in to established setback for the construction of an in ground swimming pool on Pensacola Beach

Dear Santa Rosa Island Authority:

As the owner/contractor of Blue Haven Pools, I have submitted to the Santa Rosa Island Authority a request to construct an in ground swimming pool that requires a variance of 10 feet in the yard. See attached survey/site plan showing the location of the pool.

As part of the submittal, the Santa Rosa Island Authority requests letters of comment from the adjoining/affected leaseholders stating that they have reviewed the site plan and either do or do not have any comments to the encroachment.

Please review the attached plan, check the appropriate box below and return to the Santa Rosa Island Authority, no later than March 14th, this item has been placed on the Authority’s committee meeting scheduled for Wednesday. It is important for the Authority to receive comment from the neighbors prior to final action. You may also email to melodybolster@srila-fla.com, or Kara.Gauntt@srila-fla.com or fax to (850) 932-1866, Attention: Melody Bolster/ Kara Gauntt, Santa Rosa Island Authority, Pensacola Beach, Florida.

Thank you for your consideration and if you have any questions please contact me at 850-916-0900

Sincerely, Kyle Carruth

(CHECK ONE, SIGN AND RETURN)

X I HAVE NO COMMENT

I HAVE COMMENTS, SEE BELOW

Signature & Address of Adjacent Leaseholder: Paul Gio SRIA
Development & Leasing Committee
March 28, 2018
Item B-1

Request by J.B. Schluter, Pensacola Beach Marina – 655 Pensacola Beach Blvd. – to sublease to Nathan Pooley, d/b/a Drowsy Poet Pensacola Beach, Inc. to operate a coffee shop from leasehold property. (Staff report by Robbie Schrock)

Background:

This location has been used as a coffee shop and outreach program since June of 2013. It will continue to offer coffee and food products to the public with new management. Hours of operation will be Thursday-Monday, 7 am – 3 pm.

Recommendation:

Staff recommends approval of the request by J.B. Schluter, Pensacola Beach Marina – 655 Pensacola Beach Blvd. – to sublease to Nathan Pooley, d/b/a Drowsy Poet Pensacola Beach, Inc. to operate a coffee shop from leasehold property, paying all applicable percentages and fees.
INFORMATION ON THE MASTER LEASE

Name of Master Leaseholder: IL of Pensacola Beach

Business Name (if different from above): Pensacola Beach Marina

Previous Sublease Name (if Applicable): Drowsy Poet @ Inner Light

Location Address: 655 Pensacola Beach Marina 3rd Floor

Location Telephone: 850-549-4011

INFORMATION ON SUBLEASE

Proposed Business Name for Sublease: Upper Room INC dba Drowsy Poet Pensacola Beach

Sublease Contact Name: Nathan Pooley

Mailing Address: 655 Pensacola Beach Blvd Pensacola Beach, FL 32561

Proposed Business Location Address (UNIT #): Same as mailing 3rd Floor

Contact Telephone: (850) 384-0714

Proposed Opening Date: April 12, 2018

Proposed Days/Hours of Operation: Thursday - Monday 7am - 3pm

Proposed Use of Property: Coffee Shop

INFORMATION ON SUBLEASE

Liquor License Approval Required? Yes No ___ Beer & Wine ___ Liquor

SIGNATURE BLOCK

We understand and agree to the terms of the SRIA sublease approval, the terms of the sublease and the terms of the master lease as well as all other applicable rules, regulations, ordinances and laws of the SRIA, Escambia County Florida, the State of Florida and the United States. Furthermore, unless the master lease states otherwise, the master lessee agrees that the master lessee is responsible for the sublessee’s compliance with the terms of the sublease and the terms of the master lease; and that the sublessee’s noncompliance with the terms of the sublease and/or the terms of the master lease shall be a default by the master lessee under the master lease. Moreover, unless the SRIA has provided the master lessee a written release of the master lessee’s responsibility for the sublessee’s compliance with the terms of the sublease and the terms of the master lease, no action or inaction by the SRIA can be construed as the SRIA’s waiver of the master lessee’s responsibility for the sublessee compliance with the terms of the sublease and the terms of the master lease or the SRIA’s right to hold the master lessee in default for such non-compliance.

Signature for Applicant for Sublease: Nathan Pooley

Print Name: Nathan Pooley

Signature of Master Leaseholder (or designated representative): ___ Beer & Wine ___ Liquor

(Authorizes sublease request) Print Name: S. B. Schulte

All sales reports must be submitted through the master lesseeholder. ___ Beer & Wine ___ Liquor

This sublessee is authorized to submit sales reports directly to the SRIA: ___ Beer & Wine ___ Liquor

MASTER LEASEHOLDER
MUST INITIALIZE
APPROPRIATE LINE
Percentage Fees (check all that apply):

Food
  Full Service  2%
  Fast Food/Take-out  2-5%
Beer  2%
Wine  2%
Liquor  5%
Retail  5%
Professional Services  2%
Other  2-5%
Room Rental  2.55%

FOR OFFICE USE ONLY

I HAVE BEEN GIVEN INSTRUCTIONS REGARDING THE FOLLOWING REQUIREMENTS FOR REPORTING REVENUES TO THE SANTA ROSA ISLAND AUTHORITY:

1. Sales reports are due by 5:00 p.m. on the 20th day of each month or the first business day thereafter if the 20th day of the month falls on a weekend. My first report is due on _________________.

2. A copy of the form DR-15 (Florida Department of Revenue Sales Tax Form) must be attached to the sales report to verify my gross income.

3. Sales reports must be submitted every month, even if the business is seasonal.

4. Each season, I will provide a written schedule of the months my business will be open and closed.

5. I will provide written notice to the SRIA immediately upon termination of the business.

By: ____________________________  Finance Department Representative
    Approved Sublessee

Date Approved by Development & Leasing Committee
Date approved by SRIA Board

Verification Dates:
Reviewed by Finance Manager
Finance Meeting with Sublessee
Entered in Lease Billing System
(Attached copy of customer setup sheet)
Verified by Development & Leasing Manager
Entered in Database

Distribution:
Original: Sublease File
Copy: Master Leaseholder
       Sublessee
       Master Lease File
       Finance Department
NOTE: THIS FORM IS FOR USE BY INDIVIDUALS WISHING TO OPEN A BUSINESS ON EXISTING LEASEHOLD PROPERTY UNDER THE JURISDICTION OF AN EXISTING MASTER LEASE. ALL SUBLEASES MUST BE APPROVED BY THE SRlA BOARD. THIS APPLICATION MUST BE SIGNED BY THE MASTER LEASEHOLDER FOR THE PROPERTY OR THE MASTER LEASEHOLDER'S DESIGNATED REPRESENTATIVE BEFORE THE REQUEST CAN BE PRESENTED TO THE SRlA BOARD FOR REVIEW.

FOLLOWING BOARD APPROVAL, A MEETING WILL BE HELD WITH A REPRESENTATIVE OF THE FINANCE DEPARTMENT TO DISCUSS PROPER REPORTING PROCEDURES. AT THAT MEETING, THE REVERSE SIDE OF THIS FORM WILL BE REVIEWED AND YOU WILL BE PROVIDED WITH A COPY OF THE COMPLETED APPLICATION NOTING THE TERMS AND CONDITIONS OF THE BOARD APPROVAL FOR YOUR SUBLEASE. THE SUBLEASE WILL BE REQUIRED TO PAY ALL APPLICABLE PERCENTAGES AND FEES REGARDLESS OF WHERE OR HOW THE RESERVATIONS/REVENUES WERE GENERATED.

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I have read the above information and agree to adhere to the terms.
Drowsy Poet Pensacola Beach Missions Statement

We seek to be a first class, fully-operational coffee shop where the locals and tourists cross paths. We are a local shop that seeks to serve the community on Pensacola Beach and our church body by providing a quality cup of coffee (and/or quality products such as pastries), friendly service and a place where people can meet others. We operate so that people can connect with others over a quality cup of coffee.

We seek to provide the following:

- A quality product
- Great service
- A place to feel like a “regular” and meet up with friends
- A “third place” for people in the community
- Church office space
- Meeting space for community groups (Upper Room and Non-Upper Room)
- A venue for church-wide events, such as services, worship meetings and concerts
- Create a place for which our church body can feel ownership

Notes...

Who are we? A first class, fully operational coffee shop.

Who do we serve? Residents of Pensacola Beach, Upper Room church, people that work on and visit Pensacola Beach.

What needs are we meeting? We are providing a place to socialize and make relationships; we are providing quality coffee.

How are we meeting those needs? By making the environment inviting and always making our customers feel like they can stay for as long as they’d like; by choosing quality vendors to buy our products from and hiring people that are passionate about quality coffee and serving others.

Why are we meeting those needs? Because through building relationships, we can positively influence others lives and ultimately be used in helping them find authentic community and purpose; quality coffee and food products are essential because people will not become regulars without them.
Hey Jamee,
I met with the guys from the Upper Room church today, and they signed a lease with us to move forward with the coffee shop. I gave them the packet that you emailed to me and went over with them about the process. The guys who I have been speaking with are Buck Waters, Nathan Pooley and Caleb Pierce. They should be turning in the paperwork soon for the sublease let me know if I need to do anything else.
Thanks,
Shannon

On Tue, Mar 6, 2018 at 10:59 AM, Jamee thompson <jamee_thompson@sria-fla.com> wrote:

Thanks Shannon!!

Jamee Thompson
SRIA

From: Shannon's Phone [mailto:innerlightshannon@gmail.com]
Sent: Tuesday, March 06, 2018 10:57 AM
To: Jamee thompson <jamee_thompson@sria-fla.com>
Subject: Re: Drowsy Poet

So it does look like the church was who posted that on Facebook😊 I explained to them again that there is a multi step process, and they would first need to sign their lease with us. I forwarded them the information that you gave me also. I will be in touch as we move forward 🌟

Sent from my iPhone

On Mar 6, 2018, at 8:31 AM, Jamee thompson <jamee_thompson@sria-fla.com> wrote:
Development & Leasing Committee
March 28, 2018
Item B-2

Request by David Kelly, Break Beach Bar, LLC – 65 Via de Luna Dr. – to sublease to Mike Cosse, d/b/a Cosse’s on the Beach, to operate a restaurant from leasehold property.
(Staff report by Robbie Schrock)

Background:

This is the former location of Metro Deli. Mr. Cosse has been involved with the food and hospitality industry for over 24 years, and is a certified chef. He will be serving traditional New Orleans seafood, po-boys and oysters.

Recommendation:

Staff recommends approval of the request by David Kelly, Break Beach Bar, LLC – 65 Via de Luna Dr. – to sublease to Mike Cosse, d/b/a Cosse’s on the Beach, to operate a restaurant from leasehold property, paying all applicable percentages and fees.
INFORMATION ON THE MASTER LEASE

Name of Master Leaseholder: Cassie's on the Beach
Business Name (if different from above): Cassie's on the Beach
Previous Sublease Name (If Applicable) ____________________
Location Address: 85 Via Deluna, Penola Bld, 32561
Location Telephone: 850 932 0864

INFORMATION ON SUBLEASE

Proposed Business Name for Sublease: Cassie's on the Beach
Sublease Contact Name:
Mailing Address: 1110 Capelec, Dr, Milton, FL 32583
Proposed Business Location Address (UNIT #): ________________
Contact Telephone: 850 393 8605
Proposed Opening Date: April 12, 2018
Proposed Days/Hours of Operation: 7 Days a week 7:00 AM-10:00 AM
Proposed Use of Property: Restaurant

Liquor License Approval Required? Yes ___ No ___

We understand and agree to the terms of the SRIA sublease approval, the terms of the sublease and the terms of the master lease as well as all other applicable rules, regulations, ordinances and laws of the SRIA, Escambia County Florida, the State of Florida and the United States. Furthermore, unless the master lease states otherwise, the master lessee agrees that the master lessee is responsible for the sublessee’s compliance with the terms of the sublease and the terms of the master lease; and that the sublessee’s noncompliance with the terms of the sublease and/or the terms of the master lease shall be a default by the master lessee under the master lease. Moreover, unless the SRIA has provided the master lessee a written release of the master lessee’s responsibility for the sublessee’s compliance with the terms of the sublease and the terms of the master lease, no action or inaction by the SRIA can be construed as the SRIA’s waiver of the master lessee’s responsibility for the sublessee compliance with the terms of the sublease and the terms of the master lease or the SRIA’s right to hold the master lessee in default for such non-compliance.

Signature for Applicant for Sublease: __________________________
Signature of Master Leaseholder (or designated representative): __________________________

All sales reports must be submitted through the master leaseholder.
This sublessee is authorized to submit sales reports directly to the SRIA: YES ___ NO ___

MASTER LEASEHOLDER MUST INITIALIZE APPROPRIATE LINE
FOR OFFICE USE ONLY

Percentage Fees (check all that apply):
- Food
  - Full Service: 2%
  - Fast Food/Take-out: 5%
- Beer: 2%
- Wine: 2%
- Liquor: 5%
- Retail: 5%
- Professional Services: 2%
- Other: 5%
- Room Rental: 2.5%

Other terms and conditions of sublease:

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Date/Initials (as appropriate)
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Business Plan

COSSE’S ON THE BEACH

TRADITIONAL NEW ORLEAN’S SEAFOOD, PO-BOYS AND OYSTER BAR

[Matas “Mike” Cosse]
[Cosse’s on the Beach]
Cosse's on the Beach

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Executive Summary

Opportunity
Pensacola News Journal published the following article on April 24th 2017:

Homebuilders in Santa Rosa County will need to build nearly 1,500 homes a year over the next eight years to keep up with population growth in the county, according to a housing study commissioned by the Home Builders Association of West Florida.

Rick Harper, a University of West Florida economist, conducted the study and presented the findings Monday at the Santa Rosa County Board of County Commissioners meeting.

"To put that into context, only 2003-2005 saw new home sales at greater than 1,500 new homes per year," Harper said.

Santa Rosa County is projected to grow at an average rate of 1.9 percent a year, mainly from retiring baby boomers and people starting families, according to the study.

"Really, the housing market in Santa Rosa is very healthy at this point in time," Harper said at the meeting. "There's a rising number of transactions in the new home market and existing home market."

The study projects new home construction will generate 5,327 net new jobs, $288 million in local income and $25.8 million in taxes to local governments.

"Affordability is going to be challenged over time," Harper said. "We're expecting increases in mortgage rates, although, the last week has seen a tick downward in the conventional 30-year, fixed-rate loan."

The number of new homes for sale in Santa Rosa County has fallen 53 percent since 2010, Harper said.

"That's a large drop in available inventories, and it's going to put upward pressure on prices," he said.

The study also looked at where Santa Rosa County residents worked and found the majority of residents commuted to Escambia or Okaloosa counties for work.
"What we see is that Santa Rosa then is particularly friendly to military families," Harper said. "Seventy-two percent of the 2015-2016 mortgages in Navarre were VA mortgages, an enormously high percentage."

Harper said that figure shows that military families are moving into Santa Rosa County for the amenities the county offers and are willing to commute for them.

David Peaden, executive director of the Home Builders Association of West Florida, said the study is important to plan for the overall growth of the county, but it's also important to remember that homes are the center of family life.

"Our most vivid memories are spent with our families at special times during the year," Peaden said. "... Home is where this happens for our society."


Solution

Cosse's on the Beach will be a midscale seafood Po-boy and oyster house specializing in traditional New Orleans and Louisiana cuisine. This will include hot po-boys, fresh seafood dishes, traditional New Orleans specialties and much more.

Based on this distinct menu, Cosse's on the Beach will follow a differentiation strategy that will provide unique, or hard to find choices to Pensacola Beach.

The keys to success for Cosse's on the Beach will be repeat business, an excellent location convenient to downtown businesses and its unique New Orleans cuisine.

The company will be a LLC owned by Mrs. Carolanne Savage and Matas "Mike" Cosse Jr.

The company will have a comprehensive marketing, advertising, and promotion campaigns throughout social media platforms that will maximize word-of-mouth marketing and will consist of radio, printed material, billboards and discounts.
Market

The market can be divided into three target markets, individuals, families and take-away business. Please see the next session for an intricate analysis of the different segments.

The market can be segmented into three target populations:

- **Individuals**: people that dine in by themselves.
- **Families**: a group of people, either friends or a group of non-relatives dining together.
- **Take away**: people that prefer to eat Cosse’s on the Beach food at the office or home.

Cosse Place’s customers are hungry individuals. The most defined characteristic of the target market is income. New Orleans Po-boy Establishments have been very successful in mid-range rent, mixed-use urban areas, such as Rocky and Carlos Chalmette, LA and Short Stop in Metairie, LA. These areas have a large day and night population consisting of business people and families who have household disposable incomes over $50,000 plus. Combining several key demographic factors, Cosse’s on the Beach arrives at a profile of the primary customer as follows:

- Sophisticated families who live nearby.
- Young professionals who work close to the location
- Military and Military Families
- Construction Workers
- Tourist
- High end singles

Why New Orleans Cuisine?

Travel and Leisure recently released "The Best Cities for Food in the United States" and the number one city was New Orleans. Listed below are the top 10 cities in the United States for food:
Travel and Leisure wrote the below article about New Orleans's food:

“No place beats New Orleans for food,” said T+L reader Charles Grubb. And he wasn’t the only one to share that sentiment. Finding restaurants in New Orleans is an easy task, and they range from casual sandwich shops (serving impossibly good po’boy sandwiches) to venerable institutions with legendary menu items (think: Brennan’s turtle soup). Just saying NOLA brings to mind powdery beignets (or Coquette’s visionary carrot cake version) and spicy gumbo. Visitors have to try acclaimed Creole classics. And if it’s crawfish season? Then you shouldn’t have any questions about what to eat in New Orleans.

Cosse’s on the Beach will bring New Orleans cuisine to the Florida Panhandle. Saving the Panhandle of Florida a 3.5 hour drive!

Competition and Buying Patterns

- Location is critical to success. Proximity to workers is very important, so is convenient parking for the end-of-workday traffic stopping to pick up takeout dishes.
- Quality of food matters. If the price isn't too high and the food is good, we'll have growth through repeat business.
- Focus is an advantage; focusing on Mike’s lifetime knowledge of traditional New Orleans cuisine will draw customers from the competition.
- Employee Training, Incentive and Retention program
- Mike’s understandings of opening and running a restaurant

Why Us?

Our co-founder team is a great one-two punch of fantastic food and savvy business sense. Matas “Mike” Cosse is an ACFEI Certificated Chef and did a 3-Year Apprenticeship with Maurice Fitzgerald, C.E.C. Mike has over 24 years in the Hospitality Industry and will be Owner/Operator at Cosse’s on the Beach.

Mike’s Resume highlights include:

Corporate Director of Food and Beverage of Innisfree Hotels
Gulf Breeze, FL
2013- 2017

- Currently oversee all F&B operations of 18 owned and managed hotels, as well as a 300 seat freestanding restaurant Red Fish Blue Fish on Pensacola Beach

CONFIDENTIAL - DO NOT DISSEminate. This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.
• Successfully coordinated the opening of 4 new hotels as well as the free standing restaurant
 • In the process of coordinating and planning the opening and or takeover of 15 new hotels
 • Hotel portfolio consist of Hilton Resorts, Hilton Garden Inns, Embassy Suites, Hampton Inn and Suites, Holiday Inn Resorts, Hyatt, Best Western Premiere, Killington Mountain Ski Lodge, and recently became Marriot approved operators
 • Currently successfully operate over 100,000 sq. ft. of combined meeting space
 • Oversee and responsible for the profitable revenues of over $26,000,000 in Food & Beverage operations alone

Multi-Unit Director of Food and Beverage at Innisfree Hotels
Pensacola Beach, FL
2007-2013

• Successfully operate all Food and Beverage outlets for three resort style hotels including Hilton Pensacola Beach, Hampton Inn, and opening Director of the Holiday Inn Resort
• Successfully operate over 40,000 sq. ft. of meeting space.
• Coordinated the Food and Beverage Build for 206 room hotel, resort, and spa
• Increased F&B Profit $1,000,000 in first year

Assistant General Manager at the Marriott
DFW Airport South Dallas, TX
2004-2007

• Increased Gross Revenues in 2004, $947,493 over year prior and an increase of $1,601,918 in 2005 over year prior while maintaining +75% flow through
• Increased occupancy from 55.7 in 2003 to 75.4 in 2005
• Grew EBITDA $1,321,687 in the two year span
• Increased F&B Revenues $459,312 and 8% profit
• 295 rooms with 14,000 sq. ft. of meeting space

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Cosse’s on the Beach

Hilton Hotels Corporation
1996-2004

Hilton DFW Lakes
Dallas, TX
Director of Food and Beverage

- Increased 2004 Q1 Revenues by more than $200,000
- 41% profit YTD, which is an increase of 2% over previous year, ranked in top 5 of Hilton System
- Quality Score of 87%, which is 9% higher than the Hilton System average
- Decreased payroll costs by $46,000, or 1.8% to revenue
- Increased 4,000 F&B covers in Q1
- $11.5M F&B revenues annually for property with 395 rooms and 50,450 sq. ft. of meeting space

Executive Chef

- Immediately upon arrival, completely redesigned the F&B purchasing system by implementing Hilton specific software and procedures to bring the F&B Department into total Hilton Compliance
- Negotiated new “cost plus” program with all primary vendors
- Created new menus for all outlets resulting in 3% food cost reduction ($38,420) within first year
- Created and initiated all cost containment plans in 2002 and successfully managed 60% flow thru margins
- Closed the gap to perfection in all operational and quality scores by 4%, ranking in the Top 5 percentile for Hilton
- Successfully took over the Austin Ranch catering facility, which resulted in $1.5M in additional revenue

Hilton New Orleans Riverside
New Orleans, LA
Executive Sous Chef
Promoted within the first three months to redesign the fine dining restaurant, 350 seat sports bar and Riverside meeting complex

Won multiple awards for Kabby’s Fine Dining, Kabby’s Sports Addition and Sunday Brunch within the first year.

Successfully took over all Banquet production for the new Harrah’s Casino.

1,600 rooms and 130,000 square feet of meeting space

Banquets up to 5,500 people; A la Carte restaurant up to 1,000 covers per meal period and $25M annual F&B

Hilton Brentwood Suites
Nashville, TN
Executive Chef

- Reorganized specs, cost controls and rotation of all menus to reduce costs to $2.14 per occupied room – lowest in the Suites Division
- Only property to exceed 7 out of 8 Quality Assurance Stretch Goals within Hilton in 1997
- Promoted within first year

Mike’s educational background:

- 1992 – 1995 ACFEI Certification, C.C., Delgado College (Dean’s List)
- 1989 – 1992 Hotel/Restaurant Management, University of Southern Mississippi

For Cosse Place’s menu, he drew on his family’s New Orleans heritage to create dishes that have won prizes at cooking competitions and received rave reviews throughout the United States.

Opportunity
Problem & Solution

Problem Worth Solving

Fast, high-quality lunches and dinners are in heavy demand in the Pensacola Beach, FL area. Every day thousands of office workers from local businesses are looking for lunch options that are convenient, affordable, and delicious. During peak dinner hours families and young adults are looking for a restaurant that offers a laid back atmosphere within the only oyster bar in the area. For all of that demand, though, there are very few New Orleans style restaurants in the area, and none of them are truly traditional, despite its clear popularity in other nearby and similarly sized cities.

Lack of local New Orleans style food is also a common complaint from food lovers whom often travel to New Orleans for their French inspired cuisine. We are convinced that there is a great market opportunity here for an eatery offering traditional meals in proximity to Pensacola Beach and neighboring cities in Northwest Florida.

Our Solution

Cosse's on the Beach strives to be the premier restaurant in the Florida Panhandle. Our goal is to be a step ahead of the competition by creating homemade delicious menu items that are guaranteed to create repeat business and a one of a kind dining experience. We want our customers to have fun with their family and friends during their leisure time with us whether its watching our oyster shucker provide them with the best oysters on this side of Louisiana or listening to Matas and his daughter Mattie in the kitchen creating one of a kind delicious meals they can only find in New Orleans.

We will provide entertainment ranging from televisions with popular sporting events and live entertainment. We combine menu selection, atmosphere, ambiance, and service to create a sense of "place" in order to reach our goal of over-all value in a dining/entertainment experience.

Some menu specialty items we will feature are:
Appetizers:
- Smoked Tuna Dip
- Calamari
- Fried Crawfish Tails
- Blackened Alligator
- Stuffed Crabs

Soups:
- Turtle Soup
- Gumbo
- Corn and Crab Bisque
- Yaka Mein

Salads:
- Caeser Salad
- Egg Salad
- Muffaletta Salad
- Wedge

Baskets:
- Oyster
- Shrimp
- Mullet
- Crawfish
- Combo
- Chicken Strips
- Soft Shell Crab

Po-Boys:
- Shrimp
Cossie’s on the Beach

- Oyster
- Mullet
- Hot Roast Beef
- Hot Ham & Cheese
- Hot Sausage
- French Fry with Roast Beef Gravy
- Soft Shell Crab

Specialty Items:

- Eggplant Pirogues
- Baked Macaroni
- Veal Parmesan
- Veal Bruciloni
- Eggplant Parmesan
- Jambalaya
- Red Beans and Rice
- Hog Head Cheese
- Stuffed Bell Peppers

Oyster Bar:

- Raw and Baked Oysters on the ½ shell

New Orlean’s Dessert Classics:

- Possum Pie
- Bread Pudding and Whiskey Sauce

Seasonal Items:

- King Cakes
- Turducken
- Fried Turkey

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Crawfish Boils
Target Market

We expect our strongest market segments to be professionals who work in downtown offices, vacationers visiting Pensacola, FL, students at the local college, and people who spend weekend evenings at downtown shows, concerts, and other gathering places.

Our Advantages

Cosse’s on the Beach has a unique combination of advantages that is unmatched by our competitors. Compared to the other fast-casual options, we differentiate ourselves by offering a unique cuisine option (we are the only authentic New Orleans dining place in the area) with a stronger focus on local and sustainable ingredients. Our food is more exciting, less predictable, and more suitably "urban" fare than the nearby chain restaurants.

Execution

Marketing & Sales

Marketing Plan

We plan on starting Facebook, Instagram, and Twitter accounts. We will have an email signup form at Cosse’s on the Beach and on our social media pages to encourage word of mouth followers. We will be posting daily and weekly specials on all social media platforms.

We will reach out to Pensacola News Journal to get an article written about Cosse’s on the Beach featuring Mike’s creative New Orleans’s inspired menu and his culinary background. We will hold an invite only tasting that will include Pensacola Beach residents. We will be designing a custom website that will list our menu and daily/weekly specials.
We will be designing a website so customers will have the ability to order in advance from a smartphone or desktop computer. That project should be live by the start of the new year.

We based our product pricing on a close study of all of our competitors in the downtown and campus areas. Our sandwiches and other entrees are currently $10-$12 each, with side dishes ranging from $3 to $5.

Sales Plan

Cosse’s on the Beach will be equipped with an iPad equipped with CAKE point of sale. We will accept payments by Visa, MasterCard, American Express, and Apple Pay. We also have a cash register to accept cash payments and make change.

Through our website and social media platforms we will promote specials and create a Rewards Program.

Operations

Technology

Cosse’s on the Beach will use a CAKE point of sale system to start and checkout orders, data security, inventories, reporting capabilities, and cost comparison analysis. We will use Square Register or something similar to accept credit card payments and to enable customers to sign up for our email newsletter using the MailChimp Subscribe app.

Behind the scenes, we will be using QuickBooks Online for our bookkeeping, Hartford for our payroll processing, MailChimp to send email newsletters, and the usual social media sites (Facebook, Instagram, etc.) to connect with our customers and solicit feedback.
Cosse’s on the Beach LLC is registered as a limited-liability corporation. Our two founders, Matas "Mike" Cosse Jr. and Carolanne Savage, are co-owners with equal shares. No outside investors are involved at this point in time, though there might be an opportunity for that as the business grows.

Management Team

Mike will be the General Manager. Mike will oversee day to day operations will include:

- Establishing restaurant business plans by surveying restaurant demand; conferring with people in the community; identifying and evaluating competitors; preparing financial, marketing, and sales projections, analyses, and estimates.
- Meeting restaurant financial objectives by developing financing; establishing banking relationships; preparing strategic and annual forecasts and budgets; analyzing variances; initiating corrective actions; establishing and monitoring financial controls; developing and implementing strategies to increase average meal checks.
- Attracts patrons by developing and implementing marketing, advertising, public and community relations programs; evaluating program results; identifying and tracking changing demands.
- Controls purchases and inventory by meeting with account manager; negotiating prices and contracts; developing preferred supplier lists; reviewing and evaluating usage reports; analyzing variances; taking corrective actions.
• Maintains operations by preparing policies and standard operating procedures; implementing production, productivity, quality, and patron-service standards; determining and implementing system improvements.

• Maintains patron satisfaction by monitoring, evaluating, and auditing food, beverage, and service offerings; initiating improvements; building relationships with preferred patrons.

• Accomplishes restaurant and bar human resource objectives by recruiting, selecting, orienting, training, assigning, scheduling, coaching, counseling, and disciplining management staff; communicating job expectations; planning, monitoring, appraising, and reviewing job contributions; planning and reviewing compensation actions; enforcing policies and procedures.

• Maintains safe, secure, and healthy facility environment by establishing, following, and enforcing sanitation standards and procedures; complying with health and legal regulations; maintaining security systems.

• Maintains professional and technical knowledge by tracking emerging trends in the restaurant industry; attending educational workshops; reviewing professional publications; establishing personal networks; benchmarking state-of-the-art practices; participating in professional societies.

• Accomplishes company goals by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to job accomplishments.

Advisors

Cosse’s on the Beach will hire a CPA to perform duties related to bookkeeping, preparation of government audits, taxes, and financial planning. The CPA will file tax returns and analyze financial information to ensure taxes are paid on time and audit accounts for errors, misinformation, fraud, and overspending.

Hartford Place will be hired to process payroll, insure workers compensation, and perform our credit card processing.
# First Year Projection

<table>
<thead>
<tr>
<th>Category</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales</td>
<td>54%</td>
</tr>
<tr>
<td>Sales Growth</td>
<td>16%</td>
</tr>
<tr>
<td>Profit Margin</td>
<td>5%</td>
</tr>
<tr>
<td>Net Income</td>
<td>3%</td>
</tr>
<tr>
<td>Depreciation Expense</td>
<td>2%</td>
</tr>
<tr>
<td>Interest Expense</td>
<td>1%</td>
</tr>
<tr>
<td>Total Operating Expenses</td>
<td>14%</td>
</tr>
<tr>
<td>Income Before Taxes</td>
<td>50%</td>
</tr>
<tr>
<td>Income After Taxes</td>
<td>49%</td>
</tr>
<tr>
<td>Cash Flow</td>
<td>52%</td>
</tr>
<tr>
<td>Equity</td>
<td>53%</td>
</tr>
</tbody>
</table>

**Conferences**

- First year
- Sales growth
- Profit margin
- Net income
- Depreciation expense
- Interest expense
- Total operating expenses
- Income before taxes
- Income after taxes
- Cash flow
- Equity

**Confidential - DO NOT DISSEMINATE.** This business plan contains confidential, trade-secret information and is shared only with the understanding that you will not share its contents or ideas with third parties without the express written consent of the plan author.
Cosse's on the Beach
Traditional New Orleans Seafood, Po'boys, & Oyster Bar
Jamee -

Matt and I closed on the property last week. The company name that purchased the properties at 63/65/67 is called TheBreak Beach llc.

We have negotiated out a lease with Mike Gosse to lease the Restaurant Space at 67 Via Deluna.

We would like all necessary approval from the SRIA so that they can get up and running asap. Its my understanding that Mr Gosse has submitted all the paper work that he needs to. 
Can we get on the agenda for March 28th 2018 - ?
Also Ray Palmer in Gulf Breeze handled the closing duties for us and He has told me that all information has been passed on to the Island Authority regarding our lease. 
Anything else I need to do ?

Hope your doing great-

Dave Kelly
850377-1402
Request by Pat Sidler, General Manager for Hampton Inn – 2 Via de Luna Dr. – to sublease to Chel Eisenhauer d/b/a The Body Sugar Shack, to operate a glitter tattoo business from leasehold property. (Staff report by Robbie Schrock)

Background:

Ms. Eisenhauer has been applying glitter tattoos for the past 3 years at events and craft shows. The tattoos are temporary and hypoallergenic, lasting about 5-7 days. She will be open Thursday – Sunday, 10am – 5 pm.

Recommendation:

Staff recommends approval of the request by Pat Sidler, General Manager for Hampton Inn – 2 Via de Luna Dr. – to sublease to Chel Eisenhauer d/b/a The Body Sugar Shack, to operate a glitter tattoo business from leasehold property, paying all applicable percentages and fees.
INFORMATION ON THE MASTER LEASE

Name of Master Leaseholder: Hampton Inn
Business Name (if different from above): Hampton Inn
Previous Sublease Name (if Applicable): NA
Location Address: 2 Via De Luna Dr., Pensacola Beach, FL 32561
Location Telephone: 850-932-6800

INFORMATION ON SUBLEASE

Proposed Business Name for Sublease: The Body Sugar Shack
Sublease Contact Name: Chef Eisenhauer
Mailing Address: 1522 Magnolia Manor Dr. lot L, Gulf Breeze, FL 32563
Proposed Business Location Address (UNIT #): 2 Via De Luna Dr.
Contact Telephone: 850-723-2677 / 850-723-1234
Proposed Opening Date: 4.12.18
Proposed Days/Hours of Operation: Thursday thru Sunday 10-5 pm, Weekly
Proposed Use of Property: Applying Glitter tattoos

Liquor License Approval Required? Yes No: Beer & Wine

SIGNATURE BLOCK

We understand and agree to the terms of the SRIA sublease approval, the terms of the sublease and the terms of the master lease as well as all other applicable rules, regulations, ordinances and laws of the SRIA, Escambia County, Florida, the State of Florida and the United States. Furthermore, unless the master lease states otherwise, the master lessee agrees that the master lessee is responsible for the sublessee’s compliance with the terms of the sublease and the terms of the master lease; and that the sublessee’s noncompliance with the terms of the sublease and/or the terms of the master lease shall be a default by the master lessee under the master lease. Moreover, unless the SRIA has provided the master lessee a written release of the master lessee’s responsibility for the sublessee’s compliance with the terms of the sublease and the terms of the master lease, no action or inaction by the SRIA can be construed as the SRIA’s waiver of the master lessee’s responsibility for the sublessee compliance with the terms of the sublease and the terms of the master lease or the SRIA’s right to hold the master lessee in default for such non-compliance.

Signature for Applicant for Sublease: Chef Eisenhauer
(Print Name:)

Signature of Master Leaseholder (or designated representative): (Authorizes sublease request)
(Print Name:)

All sales reports must be submitted through the master leaseholder.
This sublessee is authorized to submit sales reports directly to the SRIA:

MASTER LEASEHOLDER
MUST INITIALIZE
APPROPRIATE LINE
Percentage Fees (check all that apply):

<table>
<thead>
<tr>
<th>Category</th>
<th>Percentage Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food</td>
<td></td>
</tr>
<tr>
<td>Full Service</td>
<td>2%</td>
</tr>
<tr>
<td>Fast Food/Take-out</td>
<td>5%</td>
</tr>
<tr>
<td>Beer</td>
<td>2%</td>
</tr>
<tr>
<td>Wine</td>
<td>2%</td>
</tr>
<tr>
<td>Liquor</td>
<td>5%</td>
</tr>
<tr>
<td>Retail</td>
<td>5%</td>
</tr>
<tr>
<td>Professional Services</td>
<td>2%</td>
</tr>
<tr>
<td>Other</td>
<td>5%</td>
</tr>
<tr>
<td>Room Rental</td>
<td>2.55%</td>
</tr>
</tbody>
</table>

Other terms and conditions of sublease:

I HAVE BEEN GIVEN INSTRUCTIONS REGARDING THE FOLLOWING REQUIREMENTS FOR REPORTING REVENUES TO THE SANTA ROSA ISLAND AUTHORITY:

1. Sales reports are due by 5:00 p.m. on the 20th day of each month or the first business day thereafter if the 20th day of the month falls on a weekend. My first report is due on _____________.

2. A copy of the form DR-15 (Florida Department of Revenue Sales Tax Form) must be attached to the sales report to verify my gross income.

3. Sales reports must be submitted every month, even if the business is seasonal.

4. Each season, I will provide a written schedule of the months my business will be open and closed.

5. I will provide written notice to the SRIA immediately upon termination of the business.

By: __________________________

Approved Sublessee

Date Approved by Development & Leasing Committee

Date approved by SRIA Board

Verification Dates:

Reviewed by Finance Manager

Finance Meeting with Sublessee

Entered in Lease Billing System

(Attached copy of customer setup sheet)

Verified by Development & Leasing Manager

Entered in Database

Distribution:

Original: Sublease File

Copy: Master Leaseholder

Sublessee

Master Lease File

Finance Department

Finance Department Representative

Date/Initials (as appropriate)
NOTE: THIS FORM IS FOR USE BY INDIVIDUALS WISHING TO OPEN A BUSINESS ON EXISTING LEASEHOLD PROPERTY UNDER THE JURISDICTION OF AN EXISTING MASTER LEASE. ALL SUBLEASES MUST BE APPROVED BY THE SRIA BOARD. THIS APPLICATION MUST BE SIGNED BY THE MASTER LEASEHOLDER FOR THE PROPERTY OR THE MASTER LEASEHOLDER'S DESIGNATED REPRESENTATIVE BEFORE THE REQUEST CAN BE PRESENTED TO THE SRIA BOARD FOR REVIEW.

FOLLOWING BOARD APPROVAL, A MEETING WILL BE HELD WITH A REPRESENTATIVE OF THE FINANCE DEPARTMENT TO DISCUSS PROPER REPORTING PROCEDURES. AT THAT MEETING, THE REVERSE SIDE OF THIS FORM WILL BE REVIEWED AND YOU WILL BE PROVIDED WITH A COPY OF THE COMPLETED APPLICATION NOTING THE TERMS AND CONDITIONS OF THE BOARD APPROVAL FOR YOUR SUBLEASE. THE SUBLEASE WILL BE REQUIRED TO PAY ALL APPLICABLE PERCENTAGES AND FEES REGARDLESS OF WHERE OR HOW THE RESERVATIONS/REVENUES WERE GENERATED.

THIS SUBLEASE APPROVAL DOES NOT INCLUDE APPROVAL FOR SIGNS OR IMPROVEMENTS/RENOVATIONS TO THE PROPERTY. ALL SUCH APPROVALS REQUIRE A SEPARATE APPLICATION AND APPROVAL PROCESS THROUGH THE DEPARTMENT OF DEVELOPMENT SERVICES OF THE SRIA.

I have read the above information and agree to adhere to the terms.
March 13, 2018

The Body Sugar Shack
1522 Magnolia Manor Dr. Lot L
Gulf Breeze, FL 32563

To whom it may concern,

Chel Eisenhauer, d/b/a The Body Sugar Shack, is a body glitter tattoo artist based in Gulf Breeze, FL. I would like to request approval to sublease at the Hampton Inn. If approved I would like to start work in April.

I have done events and craft shows, mostly in St. Louis, for the past 3 years. The glitter tattoos are temporary, lasting 5 to 7 days. All of my product is designed for the skin and is hypoallergenic. I take pride in my artwork and feel it would be a great addition to the area for the Pensacola Beach tourist.

I will be at the Hampton Inn Thursday thru Sunday from 10am to 5pm weekly. Set up will be inside at the back of the seating area by the back doors. (image included)

My glitter art is enjoyed by children and adults of all ages. It is very family friendly. And most importantly, I love doing it.

Thank you for your consideration.

Best Regards,

Chel Eisenhauer
Jamee,

Please add Cheryl Eisenhauer to the meeting in March. Her business name is The Body Sugar Shack.

Thank you.

PAT SIDLER
General Manager
Hampton Inn Pensacola Beach
2 Via DeLuna Dr.
Pensacola, Florida 32561

P: 850-932-6800
E: patricia@innisfreehotels.com
W: hamptonpensacolabeach.com
Request by Roger Bevans, Radical Rides – 444 Pensacola Beach Blvd. - to amend the Master Lease for Radical Rides to include the sale of beer and wine at any time of the day. (Staff report by Paolo Ghio)

Background:

Mr. Bevans has requested an amendment to his Master Lease, which would allow for beer and wine sales at any point during the day. Currently his lease only allows for alcohol sales only “after closure of daily water rentals”. Mr. Bevans would be responsible for having the amendment drawn up, which would come back to the Committee and Board for approval.

Recommendation:

Staff recommends approval of the request by Roger Bevans, Radical Rides – 444 Pensacola Beach Blvd. - to amend the Master Lease for Radical Rides removing the time restrictions on the sale of alcoholic beverages.
March 15, 2018

SANTA ROSA ISLAND AUTHORITY
P. O. Box 1208
Pensacola Beach, FL  32562-1208

ATTN:  Robbie Schrock

RE:    Radical Rides, Inc.

Dear Sirs,

Radical Rides, Inc. is currently approved for a bar to sell beer and wine at our location. The condition of this approval stipulates that the sale of beer and wine be started AFTER we have stopped waverunner rentals in the evening. We request a change to our lease to allow us to sell beer and wine at any time during the day.

Thank you for your consideration in this matter. If you have any questions or need any additional information, please contact me at 850-418-3320.

Sincerely,

Roger A. Bevan
RADICAL RIDES, INC.
850-418-3320
THIS LEASE AGREEMENT, hereinafter called the "lease," is effective as of November 8, 2006 ("Effective Date"), between the SANTA ROSA ISLAND AUTHORITY, hereinafter called the "Authority," and AWESOME ACTION, LLC., a Florida limited liability company, hereinafter called the "Lessee." This restated and amended lease agreement supersedes any prior leases covering the leasehold property more thoroughly described in Exhibit "A".

SECTION I
PREMISES LEASED

Authority leases to Lessee the following property located on Santa Rosa Island, Escambia County, Florida, to-wit the "leased property":

See attached Exhibit "A"

SECTION II
TERM OF LEASE

This lease shall expire December 31, 2035 subject to the covenants and conditions contained herein. Each one (1) year period commencing from the Effective Date shall be referred to as a "year".

SECTION III
USE OF LEASED PROPERTY

The above described property is leased to Lessee to make available to the general public rides on boats and other water related craft. The rental or leasing of any space to an individual for the purpose of storing a boat or boats is strictly prohibited. Only those boats and equipment belonging to the lessee and used in the operation of this business, may be kept on the premises over-night. In addition, the lease may have an outdoor bar with food sales, and alcohol sales subject to sale of alcoholic beverages only after closure of daily water rentals.

SECTION IV
LEASE FEES

Lessee covenants and agrees to pay lease fees to the Authority as follows:
A. Lessee shall pay Authority an annual lease fee ("percentage rental") equal to 5% percent of "gross receipts" from all sales and other sources of income or the Minimum Annual Lease Fee (see paragraphs C & D below), whichever is greater. The term "gross receipts" as used herein means the consideration received for all merchandise sold and the charges for all services performed or facilities furnished by the Lessee, any sub-lessee or any other person, firm, or corporation selling merchandise, performing services or furnishing facilities in, upon or from any part of the leased property, whether for cash or for credit, but shall exclude all returned merchandise accepted by the seller, and the amounts received for Florida Sales Tax.

B. The percentage rental shall be computed for each calendar month and reported in writing to the Authority, on a form provided by the Authority, within twenty (20) days of the end of the month being reported on. Lessee shall report percentage rental monthly, but shall not be liable for payment of percentage rental until the amounts owed for percentage rental exceed the yearly Minimum Annual lease Fee paid in accordance with paragraphs C and D of this section. Percentage rental over and above the Minimum Annual lease Fee amount shall be due and paid within twenty (20) days of the end of the month in which the amount owed accrues. If Lessee passes onto its customers the percentage rental it pays to the Authority, amounts collected as a result of the charge to the customer shall be included in "gross receipts" reported to the Authority and shall be used to calculate the percentage rental amount.

C. Lessee will pay a Minimum Annual lease fee on the property in the amount of $13,181.62 per year plus applicable sales tax.

D. The Minimum Annual lease fee is subject to adjustment on a five (5) year basis as provided below. The Minimum Annual lease fee is subject to adjustment to reflect changes in the cost of living, if any, in accordance with the Consumer Price Index (CPI all "urban consumers," 1973, equaling 100, as published by the Bureau of Labor Statistics and presently reported in the "News," United States Department of Labor monthly report, or any other United States government established cost of living index) such adjustment to be made every five (5) years, but in no case shall the Minimum Annual lease Fee be less than the fee specified in Section IV C) above. The first annual CPI adjustment will begin with the next adjustment period of to go into effect on January 1, 2011.

E. The new minimum annual lease fee is assessed according to the Commercial Lease Extension Policy approved by the SRIA on January 4, 2006, or as may be amended.
SECTION V
LEASE YEAR

For the purpose of this lease, the lease year shall be from July 1 to June 30 of each year.

SECTION VI
TITLE TO IMPROVEMENTS

Title to any building or improvements of a permanent character that shall be erected or placed upon the leased property by the Lessee shall forthwith vest in Escambia County, Florida, subject to the possessory rights granted to Lessee by the terms of this Lease. Lessee acknowledges that it shall have no right to remove such fixed and permanent improvements from the leasehold property.

SECTION VII
DESTRUCTION OF PREMISES

In the event of damage or destruction of any buildings or improvements on the leased property by fire, windstorm, water or any other cause whatsoever, Lessee shall at its own cost, within one (1) years time, repair or rebuild such building or improvement so as to place the same in as good and tenable condition as it was before the event causing such damage or destruction, provided that if the building or improvement cannot be repaired or replaced within the aforesaid one (1) year time period by Lessee, although Lessee has made a good faith effort to do so, the time period for repair or replacement of the building or improvement may be extended for such time as is reasonably necessary to complete the repair or replacement. Failure to rebuild or replace the building or improvement on the property in accordance with the terms of this Section shall constitute a breach of this lease.

Subject to priority in favor of any mortgagee under a mortgage clause, or the Condominium Act, if applicable, all insurance proceeds for loss or damage to any improvements on the leased property shall be payable to the Authority and Lessee jointly to assure the repair or replacement of such improvements. The Authority shall have a lien on all such insurance proceeds, regardless of whether it is named in the insurance policy, subordinate only to the claim of any mortgagee under a mortgage clause to enforce the intent of the foregoing provision and subject to the provisions of the Condominium Act if applicable.

Unless otherwise agreed to by the Authority, the Lessee also agrees to maintain adequate flood, windstorm, fire and casualty insurance for all such damage to or destruction of improvements to the leasehold to the extent of their insurable value. Proof of insurance must be provided to the Authority at the beginning of each lease year. The insurance policy must name the Authority as an additional insured.
SECTION VIII
INSURANCE AND INDEMNITY

All personal property which may be on the leased property during the term of this lease shall be there at the sole risk of Lessee, or those claiming under Lessee, and Authority shall not be liable to Lessee, or any other persons for property in or upon the leased property. Furthermore, Authority shall not be liable to Lessee or to Lessee's employees, patrons, licensees, permittees, visitors, successors or assigns, for any damage to property or injury to person caused by the act of negligence of any other user of Lessee's facilities. Lessee accepts the leased property as wholly suitable for the purpose for which it is leased and agrees to hold Authority harmless from any claims based on the condition or suitability of the leased property.

Additionally, Lessee hereby agrees to defend, indemnify and save harmless Authority from any and all claims, demands, suits, judgments, costs, liabilities or expenses on account of any loss or injury occurring on the leased property, or on any adjoining public property utilized by Lessee for any special event or activity approved by the Authority, unless the claim is for injuries or damages caused by the negligence of the Authority. Lessee also agrees to maintain adequate liability insurance for all such claims and liability in an amount reasonably acceptable to the Authority. Proof of such insurance must be provided to the Authority at the beginning of each lease year. The insurance policy must name the Authority as an additional insured.

SECTION IX
APPLICATION OF COVENANTS AND RESTRICTIONS
AND COMPLIANCE WITH LAWS

This lease and the leased property are expressly subject to and bound by the Covenants and Restrictions applicable to property on said Island, dated February 10, 1949, and recorded in Deed Book 294, at Page 303 of the public records of said County, and the said Covenants and Restrictions are made a part hereof, as if fully set forth herein. Furthermore, this lease and the leased property shall always be subject to applicable policies, covenants, restrictions, ordinances, and building codes adopted from time to time by the Authority and any other governmental agency having authority over the leased property.

Lessee agrees to comply with all laws, ordinances, rules and regulations now in effect or, subject to Lessee's contractual rights set forth in this lease, hereafter enacted by any governmental body having jurisdiction over the leased property, including but not limited to those necessary for the protection of the environment or the ecology of Santa Rosa Island, and Lessee shall not make or allow to be made any unlawful, improper or offensive use of the leased property and shall keep the demised premises in a clean, attractive and safe condition. Lessee further agrees to exercise all reasonable safety measures in the operation of its businesses for the protection of the public.

SECTION X
UTILITIES
Lessee shall pay for all its requirements for utilities, including but not limited to gas, steam, water, electricity and sewer charges. Lessee further agrees to use exclusively, if provided by Authority, such public utilities and public services relating to health and sanitation as may from time to time be made available by Authority, or by others pursuant to agreements, licenses or permits with Authority. Nothing in this paragraph shall obligate Authority to provide any service.

SECTION XI
MAINTENANCE OF REQUIRED LICENSES

Lessee shall obtain all licenses required by all governmental authorities having jurisdiction over the leased property for the type of business operated by Lessee, and shall maintain all required licenses during the term of this lease.

SECTION XII
REPAIRS AND MAINTENANCE

Lessee shall, at its own cost and expense, repair, replace and maintain the leased property in a good, safe and substantial condition and shall use all reasonable precaution to prevent waste, damage or injury to the leased property.

SECTION XIII
ASSIGNMENT AND TRANSFERS

Subject to the exceptions otherwise set forth below, Lessee shall not sell, or assign this lease, or sell or assign or sublease any portion of the leased property without the Authority's prior written consent, provided that the Authority shall not unreasonably withhold or delay its consent. Lessee or any Sublessee may mortgage this lease without consent of the Authority. So long as the mortgagee keeps on file with Authority a proper address, notice of any default by the Lessee will be sent to the mortgagee at such address at the same time notice of default is sent to Lessee and this lease may not be terminated for said default until thirty (30) days after such notice during which period either the mortgagor or mortgagee may remedy the default within the curative times set forth in this lease. In addition, all assignments of lease, subleases, or mortgage information must be recorded in the Official Record Books of Escambia County, Florida, and a copy of said recorded document must be submitted to the Santa Rosa Island Authority within 30 days of said assignment, sublease, or mortgage agreement being entered into.

Each and all of the provisions, agreements, covenants and conditions of this lease shall extend to, and shall bind and be obligatory upon, or inure to the benefit of the successors, sublessees, underlessees and assigns of the parties.
SECTION XIV
TAXES AND ASSESSMENTS

Lessee shall pay and discharge all future taxes, sales taxes, use taxes, assessments, duties, impositions and burdens assessed, charged or imposed upon the leased property. In addition, upon notice from Authority, Lessee agrees to assume Authority's defense and indemnify Authority for any claim related to all existing and future taxes, sales taxes, use taxes, assessments, duties, impositions, and burdens assessed, charged or imposed upon the leased property, whenever arising.

SECTION XV
AUTHORITY'S ACCESS

Authority and Authority's designated agent shall at all reasonable times have access to the leased property for the purpose of inspecting and determining whether Lessee has complied with its obligations pursuant to this lease.

SECTION XVI
SPECIAL REQUIREMENTS

It is recognized that one of the major purposes of this lease is to provide accommodations and services of high quality and attractiveness. To this end, the Authority may withhold its approval of any plans for construction of improvements on this leased property if the plans do not adequately provide for landscaping, walls, shrubbery and similar improvements which would enhance the general appearance and attractiveness of the leased property, provided the Authority shall not unreasonably withhold its approval of Lessee's plans. Such requirements may apply to landscaping around such improvements and elsewhere on the leased property. Lessee shall be required to properly maintain all landscaping, walls, fences, shrubbery and similar improvements on the property.

SECTION XVII
PROHIBITED USES

Lessee covenants and agrees not to use or occupy the leased property for any purpose other than herein specified, or permit the same or any part thereof to be used or occupied for any purpose or business other than herein specified, without the prior written consent of the Authority which approval shall not be unreasonably withheld.

SECTION XVIII
OPERATION AND CONDUCT OF BUSINESS

Lessee covenants and agrees as follows:

(a) To submit to the Authority each month a copy of the Lessee's signed sales tax form sent to the State of Florida, along with a signed copy of the approved sales report form as established by the Authority. In lieu of a monthly sales tax report, or in addition to the monthly sales tax report, the Authority may require
other documents to substantiate income received from the leasehold property. In
the event the Lessee has sublessees or tenants, the Lessee also agrees to
submit to the Authority each month a copy of the sublessees signed sales tax
form sent to the State of Florida, along with a signed copy of the approved sales
report form as established by the Authority. The lessee agrees that the Lessee
shall be solely responsible for the submission of all reports, payments and
required documentation from all transactions of any kind taking place on the
leasehold property. In lieu of a monthly sales tax report, or in addition to the
monthly sales tax report, the Authority may require other documents to
substantiate income received from the leasehold property.

(b) To maintain accurate and adequate records and books of account which shall
be open to inspection and audit by the Authority or its designee at reasonable
times at the Lessee’s place of operation on Pensacola Beach or at such places
as may be mutually agreed upon.

c) To furnish to the Authority, not later than the 20th day of each month, the
reports discussed in Section XVII(a) above sufficiently detailed to reveal
accurately and completely total revenue derived by Lessee from every source
during the preceding calendar month from all of the Lessee’s business operations
hereunder, and from time to time to furnish any other information which may be
requested by the Authority in connection with this lease.

d) To comply with all laws and regulations relating to the operation of any
business, and to any property used in connection therewith, on the leased
property and to operate said business in a first class manner consistent with the
public purpose to be served by the Santa Rosa Island Authority and in the best
interest of the public.

(e) Not to knowingly permit or suffer any nuisance or illegal operations or course
of conduct of any kind on the leased property.

(f) To open and operate the lease a minimum of eight (8) hours each day
between April 1 and September 30, and at such times and hours as may be
mutually agreeable to Lessee and Authority between October 1 and March 30.
Such mutually agreeable times and dates must be agreed to in writing.

(g) To instruct all customers in the operation of equipment and rules and
regulations concerning use of same in the waters around Pensacola Beach.
Power boats shall at all times give right-of-way to any sailing boats in the area,
and all water vehicles shall maintain a safe distance from bathing (swimming)
areas established by the Authority. Failure of the lessee to strictly abide by this
provision may result in prompt termination of the lease.

(h) To furnish regulation safety equipment and flotation gear as prescribed by U.
S. Coast Guard Regulations, and other governmental agencies having
jurisdiction over the lease, to be worn by any person or persons who use the
service offered.
Authority may enforce the performance of this lease in any manner provided by law. The following actions or failures on the part of the Lessee shall constitute a default under the terms of this lease ("Event of Default"): 

1. If Lessee shall desert or vacate the leased premises;
2. If default shall be made by the Lessee in the payment of rent as specified in this lease;
3. If default shall be made by Lessee in the performance of any of the terms or conditions of this lease that Lessee is to perform;
4. If Lessee shall fail to comply with any of the statutes, ordinances, rules or regulations of any governmental body governing or regulating the Lessee's business;
5. If Lessee shall file a petition in bankruptcy, or make an assignment for the benefit of creditors, or be adjudicated a bankrupt, or take advantage of any insolvency act.

Upon the occurrence of an Event of Default and if Lessee shall not have completely removed or cured the default within thirty (30) days from the date of Authority's written notice to Lessee of default and of Authority's intention to declare the lease forfeited, this lease shall come to an end as if the date established by notice of forfeiture were the date originally fixed herein for the expiration of the term of this lease without any further notice from Authority to Lessee. Additional time to cure any defaults in the lease may be granted by the Authority for good cause, and such approval will not be unreasonably withheld. Authority or Authority's agent or attorney shall thereafter have the right, without further notice or demand to reenter and remove all persons and Lessee's property from the leased property without being deemed guilty of any trespassing.

In the event any report or payment in full required under this lease is not submitted on or before the date specified, the Lessee will owe the Authority $100 in late reporting fees. In the event full payment of all rentals due shall not be made to the Authority within fifteen (15) days after the date on which such payment becomes due, there shall be a late charge payment of ten percent (10%) of the amount due.

The failure of Authority in anyone or more instances to insist, on the strict performance of any of the terms or conditions of this lease, or to exercise any option set forth in this lease, shall not be construed as a future waiver, or a relinquishment of the provision or option, but it shall continue and remain in full force and effect. The receipt by Authority of rent, with knowledge of the breach of any term or condition hereof, shall not be
deemed a waiver of the breach and no waiver by Authority of any provision hereof shall be deemed to have been made unless expressed in writing and signed by Authority.

If the Authority retains attorneys, auditors or others to assist it in the collection of any sums due hereunder, which are not paid on the due date, or to enforce any of the provisions of this lease or to seek its termination, Lessee shall pay reasonable enforcement, collection, attorney's fees, auditor costs, or other costs incurred, whether or not suit is necessary. If a legal action is filed to collect any sums falling due hereunder, to enforce any provisions hereof or to terminate this lease, Lessee shall pay all costs, expenses and charges incurred in said proceedings, including costs incurred for any appeals.

It is expressly agreed and understood that this section is a material part of this lease and that the Authority entered into this lease and agreed to the terms and conditions set forth herein, in reliance on its rights set forth in this section.

SECTION XX
END OF TERM

Upon the expiration or sooner termination of this lease, Lessee shall be allowed a period of fifteen (15) days in which to remove all personal property, and Lessee shall surrender possession of the land and improvements in as good state and condition as reasonable use and wear will permit.

SECTION XXI
RENEWALS

In the event Lessee performs all of the terms, provisions and conditions Lessee is required to perform for the full term of this lease, Lessee shall have the full right and privilege at its election to renew this lease for a further term of forty (40) years by giving the Authority written notice of such election to renew not later than six months prior to the expiration of the lease. All terms, provisions and conditions of any renewed commercial lease, other than the term of years shall be subject to negotiation and change, provided that the renegotiated terms, provisions and conditions shall not impose greater lease fees or conditions on Lessee than are then applicable to other similar commercial enterprises on Santa Rosa Island.

SECTION XXII
PARAGRAPH HEADINGS

The paragraph headings in this lease are intended for convenience only and shall not be taken into consideration in construction or interpretation of the lease or any of its provisions.

SECTION XXIII
ENTIRE AGREEMENT

Except as provided below, this instrument constitutes the entire agreement between Authority and Lessee on the subject of this lease, and all prior or contemporaneous oral
or written agreements or representations of any nature with reference to the subject matter of this lease are canceled and superseded by the provisions of this lease.

SECTION XXIV
WAIVER

Failure on the part of Authority to complain of any action or nonaction on the part of Lessee, no matter how long it may continue shall never be deemed to be a waiver by the Authority of any of its rights under this lease. Further, the Authority and the Lessee covenant and agree that should the Authority at any time waive any provisions of this lease as to any action by Lessee requiring Authority's consent or approval, the Authority shall not be deemed to have waived or render unnecessary Authority's consent or approval as to any subsequent similar act by Lessee.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this the 8th day of November 2006

SANTA ROSA ISLAND AUTHORITY

CHAIRMAN

Thomas E. Blas

ATTEST:

SECRETARY

Jimmie Perkins

STATE OF FLORIDA
COUNTY OF ESCAMBIA

Before me, the undersigned Notary Public, personally appeared Thomas E. Blas and Jimmie Perkins who are personally known to me and known to be the Chairman and Secretary, respectively, of the Santa Rosa Island Authority, for and acknowledged that they executed the foregoing instrument for and in the name of said Authority, as its Chairman and Secretary, and caused its seal to be thereto affixed, pursuant to due and legal action of said Authority authorizing them so to do. They did (did not) take an oath.

GIVEN under my hand and official seal this the 8th day of November 2006

NOTARY PUBLIC
My commission expires: May 13, 2009
WITNESSES AS TO LESSEE:

Debra Floyd
Sara Powell

STATE OF Florida
COUNTY OF Escambia

Before me, the undersigned Notary Public, personally appeared Roger P. Bevan and Cynthia Bevan, well known to me and known to me to be the person described in and who executed the foregoing instrument, and acknowledged to and before me that they executed said instrument for the purposes expressed therein. They are personally known to me or have produced (personally known) as identification and did (did not) take an oath.

Given under my hand and official seal this the 3rd day of Nov, 2006.

Notary Public, State of Florida
My Commission Expires: May 13, 2009
EXHIBIT “A”

Legal Description
444 Pensacola Beach Boulevard

DESCRIPTION AS PREPARED BY MERRILL PARKER SHAW, INC.

COMMENCE AT THE NORTHWEST CORNER OF LOT 1 BLOCK “E”, PLAZA PRIMERA, PLAT BOOK 5 PAGE 79, ESCAMBIA COUNTY, FLORIDA; THENCE GO SOUTH 45 DEGREES 00 MINUTES 00 SECONDS WEST ALONG THE NORTHWESTERLY LINE OF SAID LOT 1 AND AN EXTENSION THEREOF FOR A DISTANCE OF 252.72 FEET TO THE INTERSECTION WITH THE EASTERLY RIGHT-OF-WAY LINE OF STATE ROAD 399 (VIA DeLUNA, 90° RIGHT-OF-WAY), SAID EASTERLY RIGHT-OF-WAY LINE OF STATE ROAD 399 BEING A CURVE HAVING A RADIUS OF 1367.39 FEET AND CONCAVED NORTHEASTERLY, THENCE GO ALONG THE ARC OF SAID CURVED RIGHT-OF-WAY LINE HAVING A RADIUS OF 1367.39 FEET, THROUGH A CENTRAL ANGEL OF 34 DEGREES 25 SECONDS (CHORD BEARING NORTH 40 DEGREES 20 MINUTES 16 SECONDS WEST, CHORD DISTANCE 820.89 FEET) FOR A DISTANCE OF 833.18 FEET TO THE POINT OF TANGENCY; THENCE GO NORTH 23 DEGREES 00 MINUTES 04 SECONDS WEST ALONG SAID EASTERLY RIGHT-OF-LINE OF STATE ROAD 399, FOR A DISTANCE OF 2398.56 FEET; THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY LINE OF STATE ROAD 399, GO NORTH 66 DEGREES 54 MINUTES 24 SECONDS EAST A DISTANCE OF 38.99 FEET TO THE EASTERLY EDGE OF PAVEMENT OF A FRONTAGE ROAD FOR THE POINT OF BEGINNING; THENCE GO NORTH 23 DEGREES 03 MINUTES 34 SECONDS WEST ALONG SAID EASTERLY EDGE OF PAVEMENT OF A FRONTAGE ROAD, FOR A DISTANCE OF 270.00 FEET; THENCE DEPARTING SAID EASTERLY EDGE OF PAVEMENT OF A FRONTAGE ROAD GO NORTH 66 DEGREES 54 MINUTES 24 SECONDS EAST FOR A DISTANCE OF 170.00 FEET TO THE VEGETATION LINE OF SANTA ROSA SOUND; THENCE GO SOUTH 23 DEGREES 03 MINUTES 39 SECONDS WEST ALONG SAID VEGETATION LINE OF SANTA ROSA SOUND, FOR A DISTANCE OF 270.00 FEET TO A LINE, HAVING A BEARING OF NORTH 66 DEGREES 54 MINUTES 24 SECONDS EAST, PASSED THROUGH THE POINT OF BEGINNING, BEING 1.00 FOOT NORTHERLY OF THE NORTHWEST CORNER OF A WOOD RETAINING WALL BEING ON THE ADJACENT PARCEL OF LAND TO THE SOUTH; THENCE GO SOUTH 66 DEGREES 54 MINUTES 24 SECONDS WEST ALONG SAID LINE FOR A DISTANCE OF 170.00 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL OF LAND IS SITUATED ON A PORTION OF SANTA ROSA ISLAND, ESCAMBIA COUNTY, FLORIDA AND CONTAINS 1.05 ACRES.
Administrative Committee  
March 28, 2018  
Item C-1

Report on Financial Statements and Expenditures. (Staff report by Dottie Ford)

Background:

The documentation of financial statements and expenditures is enclosed for your review.

Recommendation:

Staff recommends acceptance of the reports on financial statements and expenditures as presented.
<table>
<thead>
<tr>
<th></th>
<th>Current Period</th>
<th>Year-To-Date</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INCOME REVENUES</strong></td>
<td>Actual</td>
<td>Budget</td>
<td>Variance</td>
</tr>
<tr>
<td>Administrative</td>
<td>$38,905.71</td>
<td>$38,723.00</td>
<td>$182.71</td>
</tr>
<tr>
<td>Finance</td>
<td>30,022.54</td>
<td>30,004.00</td>
<td>18.54</td>
</tr>
<tr>
<td>Environmental &amp; Developmental</td>
<td>40,620.79</td>
<td>41,292.67</td>
<td>($671.88)</td>
</tr>
<tr>
<td>Human Resources and Marketing</td>
<td>28,060.29</td>
<td>28,259.00</td>
<td>($198.71)</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$137,609.33</td>
<td>$138,278.67</td>
<td>($669.34)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Actual</th>
<th>Year-To-Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OTHER EXPENSES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beach Nourishment Debt</td>
<td>106,965.33</td>
<td>106,965.33</td>
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<tr>
<td>Capital</td>
<td>1,851.30</td>
<td>1,851.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$108,816.63</td>
<td>$108,816.33</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>% Var</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative</td>
<td>$121,522.69</td>
<td>$124,650.00</td>
<td>($3,127.31)</td>
<td>-2.7%</td>
</tr>
<tr>
<td>Finance</td>
<td>130,334.88</td>
<td>136,151.00</td>
<td>($5,816.12)</td>
<td>-4.3%</td>
</tr>
<tr>
<td>Environmental &amp; Developmental</td>
<td>181,798.34</td>
<td>188,160.68</td>
<td>($6,362.34)</td>
<td>-3.4%</td>
</tr>
<tr>
<td>Human Resources and Marketing</td>
<td>140,740.64</td>
<td>151,630.00</td>
<td>($10,889.36)</td>
<td>-7.1%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$553,396.55</td>
<td>$580,791.68</td>
<td>($27,395.13)</td>
<td>-4.9%</td>
</tr>
<tr>
<td></td>
<td>Current Period</td>
<td>Year-To-Date</td>
<td>% Var</td>
<td></td>
</tr>
<tr>
<td>----------------------</td>
<td>---------------</td>
<td>--------------</td>
<td>-------</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Actual</td>
<td>Prior Year</td>
<td>Variance</td>
<td>% Var</td>
</tr>
<tr>
<td>INCOME REVENUES</td>
<td>$447,266.08</td>
<td>$495,962.57</td>
<td>$(48,696.51)</td>
<td>-9.8%</td>
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<tr>
<td></td>
<td>Actual</td>
<td>Prior Year</td>
<td>Variance</td>
<td>% Var</td>
</tr>
<tr>
<td></td>
<td>$1,103,971.78</td>
<td>$1,111,877.46</td>
<td>$(7,905.68)</td>
<td>-0.6%</td>
</tr>
<tr>
<td>EXPENSES</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative</td>
<td>$38,025.71</td>
<td>$23,877.15</td>
<td>$14,148.56</td>
<td>62.9%</td>
</tr>
<tr>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Finance</td>
<td>50,023.24</td>
<td>44,300.28</td>
<td>$5,722.96</td>
<td>-12.5%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Environmental &amp; Developmental</td>
<td>40,820.79</td>
<td>85,557.44</td>
<td>$(44,736.65)</td>
<td>-52.5%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Human Resources and Marketing</td>
<td>20,080.29</td>
<td>15,440.35</td>
<td>4,640.94</td>
<td>29.6%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>$137,609.33</td>
<td>$159,183.22</td>
<td>$(21,573.89)</td>
<td>-13.6%</td>
</tr>
</tbody>
</table>
## Santa Rosa Island Authority
### Summary of All Units
#### For the Four Months Ending January 31, 2018

### Current Period vs. Year-To-Date

<table>
<thead>
<tr>
<th>Income Revenues</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>% Var</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>% Var</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Residential Lease Fees</strong></td>
<td>$278,060.16</td>
<td>$277,600.00</td>
<td>$560.16</td>
<td>0.2%</td>
<td>$478,217.77</td>
<td>$461,000.00</td>
<td>$17,217.77</td>
<td>5.9%</td>
</tr>
<tr>
<td><strong>Room Rental</strong></td>
<td>15,566.19</td>
<td>22,000.00</td>
<td>(6,433.81)</td>
<td>-29.3%</td>
<td>141,086.90</td>
<td>127,500.00</td>
<td>13,586.90</td>
<td>10.6%</td>
</tr>
<tr>
<td><strong>Retail</strong></td>
<td>12,854.71</td>
<td>15,000.00</td>
<td>(2,145.29)</td>
<td>-14.3%</td>
<td>94,134.03</td>
<td>93,750.00</td>
<td>384.03</td>
<td>0.4%</td>
</tr>
<tr>
<td><strong>Food</strong></td>
<td>21,422.00</td>
<td>25,000.00</td>
<td>(3,578.00)</td>
<td>-14.3%</td>
<td>124,644.68</td>
<td>117,500.00</td>
<td>7,144.68</td>
<td>6.1%</td>
</tr>
<tr>
<td><strong>Alcohol, Beer and Wine</strong></td>
<td>18,206.15</td>
<td>18,000.00</td>
<td>206.15</td>
<td>1.1%</td>
<td>77,233.65</td>
<td>77,797.00</td>
<td>(563.35)</td>
<td>-0.7%</td>
</tr>
<tr>
<td><strong>Convenience Stores</strong></td>
<td>2,761.62</td>
<td>3,000.00</td>
<td>(238.38)</td>
<td>-8.3%</td>
<td>15,041.64</td>
<td>15,500.00</td>
<td>(458.36)</td>
<td>-2.9%</td>
</tr>
<tr>
<td><strong>Services</strong></td>
<td>1,400.52</td>
<td>1,500.00</td>
<td>(100.48)</td>
<td>-6.7%</td>
<td>11,746.67</td>
<td>8,000.00</td>
<td>3,746.67</td>
<td>47.1%</td>
</tr>
<tr>
<td><strong>Real Estate</strong></td>
<td>922.78</td>
<td>650.00</td>
<td>(272.72)</td>
<td>-42.5%</td>
<td>4,676.96</td>
<td>6,500.00</td>
<td>(1,823.04)</td>
<td>-28.1%</td>
</tr>
<tr>
<td><strong>Miscellaneous Fees</strong></td>
<td>4,713.65</td>
<td>2,000.00</td>
<td>2,713.65</td>
<td>135.7%</td>
<td>17,492.45</td>
<td>8,000.00</td>
<td>9,492.45</td>
<td>118.7%</td>
</tr>
<tr>
<td><strong>Advance Lease Fees</strong></td>
<td>88,357.90</td>
<td>73,000.00</td>
<td>15,357.90</td>
<td>21.2%</td>
<td>591,770.53</td>
<td>525,547.00</td>
<td>66,223.53</td>
<td>12.6%</td>
</tr>
<tr>
<td><strong>Interest</strong></td>
<td>3,771.18</td>
<td>2,000.00</td>
<td>1,771.18</td>
<td>88.6%</td>
<td>13,663.48</td>
<td>8,000.00</td>
<td>5,663.48</td>
<td>70.8%</td>
</tr>
</tbody>
</table>

**Total Income Revenues**: $447,266.06 vs. $439,850.00 (1.7%)

**Summary of Income Revenues**: $1,083,971.78 vs. $984,547.00 (10.1%)
## Santa Rosa Island Authority
### Administrative Schedule of Expenses YTD
#### For the Four Months Ending January 31, 2018

<table>
<thead>
<tr>
<th>Category</th>
<th>Current Period</th>
<th>Year-To-Date</th>
<th>% Var</th>
<th>% Var</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PERSONNEL</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regular Salaries</td>
<td>$13,291.96</td>
<td>$13,300.00</td>
<td>($8.04)</td>
<td>-0.1%</td>
</tr>
<tr>
<td>Social Security</td>
<td>785.29</td>
<td>790.00</td>
<td>(4.72)</td>
<td>-0.1%</td>
</tr>
<tr>
<td>Retirement</td>
<td>1,084.21</td>
<td>1,150.00</td>
<td>(65.79)</td>
<td>-3.3%</td>
</tr>
<tr>
<td>Insurance Contribution</td>
<td>3,958.99</td>
<td>7,750.00</td>
<td>338.69</td>
<td>5.8%</td>
</tr>
<tr>
<td>Workers Compensation</td>
<td>63.71</td>
<td>55.00</td>
<td>8.71</td>
<td>-1.5%</td>
</tr>
<tr>
<td>Medicare</td>
<td>177.57</td>
<td>250.00</td>
<td>(72.43)</td>
<td>-23.0%</td>
</tr>
<tr>
<td>Misc. Personnel Benefits</td>
<td>5.00</td>
<td>13.00</td>
<td>(8.00)</td>
<td>-62.0%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$19,010.72</td>
<td>$19,223.00</td>
<td>$87.72</td>
<td>0.5%</td>
</tr>
<tr>
<td><strong>OPERATIONS AND MAINTENANCE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contract Services</td>
<td>689.37</td>
<td>600.00</td>
<td>(89.37)</td>
<td>-14.8%</td>
</tr>
<tr>
<td>Board Members Expense</td>
<td>3,400.00</td>
<td>3,000.00</td>
<td>400.00</td>
<td>13.3%</td>
</tr>
<tr>
<td>Attorney Retainer</td>
<td>1,920.00</td>
<td>500.00</td>
<td>1,420.00</td>
<td>284.0%</td>
</tr>
<tr>
<td>Legal &amp; Other Professional Fees</td>
<td>7,749.88</td>
<td>7,800.00</td>
<td>(50.12)</td>
<td>-0.7%</td>
</tr>
<tr>
<td>Legal Support Expenses</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Engineer Retainer</td>
<td>400.00</td>
<td>400.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Architect Retainer</td>
<td>200.00</td>
<td>200.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Travel and Training</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Telephone</td>
<td>335.54</td>
<td>580.00</td>
<td>(244.46)</td>
<td>-42.0%</td>
</tr>
<tr>
<td>Water/Wastewater &amp; Solid Waste</td>
<td>1,035.24</td>
<td>1,300.00</td>
<td>(264.76)</td>
<td>-20.4%</td>
</tr>
<tr>
<td>Insurance</td>
<td>102.00</td>
<td>100.00</td>
<td>2.00</td>
<td>0.2%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>115.46</td>
<td>120.00</td>
<td>(4.54)</td>
<td>-3.8%</td>
</tr>
<tr>
<td>Postage</td>
<td>25.78</td>
<td>50.00</td>
<td>(24.22)</td>
<td>-48.5%</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>997.82</td>
<td>1,030.00</td>
<td>(32.18)</td>
<td>-3.1%</td>
</tr>
<tr>
<td>Membership Fees</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Printing</td>
<td>3,988.66</td>
<td>2,350.00</td>
<td>(1,638.66)</td>
<td>-69.6%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$18,554.56</td>
<td>$19,820.00</td>
<td>$245.44</td>
<td>1.2%</td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td>$28,005.71</td>
<td>$38,723.00</td>
<td>$182.71</td>
<td>0.5%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Category</th>
<th>Current Period</th>
<th>Year-To-Date</th>
<th>% Var</th>
<th>% Var</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract Services</td>
<td>5,000.00</td>
<td>2,700.00</td>
<td>(2,300.00)</td>
<td>-85.2%</td>
</tr>
<tr>
<td>Board Members Expense</td>
<td>10,000.00</td>
<td>10,000.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Attorney Retainer</td>
<td>3,000.00</td>
<td>3,000.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Legal &amp; Other Professional Fees</td>
<td>10,000.00</td>
<td>11,000.00</td>
<td>(1,000.00)</td>
<td>-9.1%</td>
</tr>
<tr>
<td>Legal Support Expenses</td>
<td>1,024.68</td>
<td>1,050.00</td>
<td>(25.32)</td>
<td>-2.4%</td>
</tr>
<tr>
<td>Engineer Retainer</td>
<td>1,024.68</td>
<td>1,000.00</td>
<td>24.68</td>
<td>2.5%</td>
</tr>
<tr>
<td>Architect Retainer</td>
<td>800.00</td>
<td>800.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Travel and Training</td>
<td>165.18</td>
<td>150.00</td>
<td>15.18</td>
<td>10.0%</td>
</tr>
<tr>
<td>Telephone</td>
<td>1,636.15</td>
<td>1,510.00</td>
<td>226.15</td>
<td>14.9%</td>
</tr>
<tr>
<td>Water/Wastewater &amp; Solid Waste</td>
<td>2,570.40</td>
<td>2,550.00</td>
<td>20.40</td>
<td>0.8%</td>
</tr>
<tr>
<td>Insurance</td>
<td>3,084.84</td>
<td>3,200.00</td>
<td>(115.16)</td>
<td>-3.8%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>159.46</td>
<td>120.00</td>
<td>39.46</td>
<td>32.9%</td>
</tr>
<tr>
<td>Postage</td>
<td>129.48</td>
<td>100.00</td>
<td>29.48</td>
<td>29.5%</td>
</tr>
<tr>
<td>Office Supplies</td>
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<tr>
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<td><strong>TOTAL</strong></td>
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<tr>
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<td>($3,227.31)</td>
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## Schedule of Expenses YTD
### For the Four Months Ending January 31, 2018

<table>
<thead>
<tr>
<th></th>
<th>Current Period</th>
<th>Year-To-Date</th>
<th>% Var</th>
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<tbody>
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<td></td>
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<td>Budget</td>
<td>Variance</td>
</tr>
<tr>
<td><strong>PERSONNEL</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
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<tr>
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<tr>
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<td>54.06</td>
<td>64.00</td>
<td>9.94</td>
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<tr>
<td>Medicare</td>
<td>210.61</td>
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<tr>
<td>Misc. Personnel Benefits</td>
<td>0.28</td>
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<td><strong>TOTAL</strong></td>
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<td>$359.35</td>
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<td></td>
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<tr>
<td><strong>OPERATIONS AND MAINTENANCE</strong></td>
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<td></td>
</tr>
<tr>
<td>Financial Audit Fee</td>
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<td>$4,000.00</td>
<td>$0.00</td>
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<td>720.37</td>
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<td>220.37</td>
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<tr>
<td>Telephone</td>
<td>260.82</td>
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<td>(40.08)</td>
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<tr>
<td>Electric</td>
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<td>1,520.00</td>
<td>(90.78)</td>
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<tr>
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<td>(60.00)</td>
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<td><strong>TOTAL</strong></td>
<td>$5,309.19</td>
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<td>($440.81)</td>
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<td></td>
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<td></td>
<td></td>
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<tr>
<td><strong>GRAND TOTAL</strong></td>
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<td>$30,004.00</td>
<td>$18.54</td>
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<table>
<thead>
<tr>
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<th>Year-To-Date</th>
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<th>% Var</th>
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<tr>
<td>Regular Salaries</td>
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<td>Retirement</td>
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<td>Insurance Contributions</td>
<td>14,270.38</td>
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<td>(1,729.64)</td>
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<td>255.30</td>
<td>295.00</td>
<td>(40.30)</td>
</tr>
<tr>
<td>Medicare</td>
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<td>1,159.00</td>
<td>(124.55)</td>
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<td>Misc. Personnel Benefits</td>
<td>25.00</td>
<td>25.00</td>
<td>(0.00)</td>
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<td><strong>TOTAL</strong></td>
<td>$103,159.57</td>
<td>($3,241.43)</td>
<td>-3.1%</td>
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</tbody>
</table>

### Notes
- %Var is calculated as (Actual - Budget) / Budget * 100.
- Negative variances indicate spending below budget.
- Positive variances indicate spending above budget.

Page 5 of 10
### Personnel

<table>
<thead>
<tr>
<th>Category</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>% Var</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>% Var</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular Salaries</td>
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<td>$14,000.00</td>
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<td>$2,500.00</td>
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<td>$800.00</td>
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<td>$3,000.00</td>
<td>$50.79</td>
<td>1.7%</td>
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<td>Retirement</td>
<td>$2,337.90</td>
<td>$2,600.00</td>
<td>($262.10)</td>
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<td>$7,916.00</td>
<td>$10,000.00</td>
<td>($2,084.00)</td>
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<tr>
<td>Insurance Contribution</td>
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<td>$2,000.00</td>
<td>($335.18)</td>
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<td>$4,774.74</td>
<td>$8,000.00</td>
<td>($3,225.26)</td>
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<td>41.19</td>
<td>41.00</td>
<td>0.19</td>
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<td>$164.76</td>
<td>164.00</td>
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<td>($12.07)</td>
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<td>$600.04</td>
<td>906.00</td>
<td>($305.96)</td>
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<td>Misc. Personnel Benefits</td>
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<td>-74.0%</td>
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<td>10.00</td>
<td>0.00</td>
<td>0.0%</td>
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<td><strong>TOTAL</strong></td>
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<td>$19,626.00</td>
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<td>$86,000.57</td>
<td>$89,264.00</td>
<td>($3,263.43)</td>
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### Operations and Maintenance

<table>
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<tr>
<th>Category</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>% Var</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>% Var</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract Service</td>
<td>2,673.52</td>
<td>3,000.00</td>
<td>($366.48)</td>
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<td>9,700.00</td>
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<td>0.2%</td>
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<tr>
<td>Escambia Fire Rescue</td>
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<td>0.00</td>
<td>0.0%</td>
<td>6,745.75</td>
<td>6,000.00</td>
<td>(745.75)</td>
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<td>0.00</td>
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<td>100.00</td>
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<td>56.18</td>
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<td>792.70</td>
<td>1,200.00</td>
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<td>100.00</td>
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<td>78.14</td>
<td>100.00</td>
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<td>565.18</td>
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<td>Membership Fees</td>
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<td>160.00</td>
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<td>5,660.00</td>
<td>5,660.00</td>
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### Total

<table>
<thead>
<tr>
<th>Category</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>% Var</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>% Var</th>
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<tbody>
<tr>
<td><strong>TOTAL</strong></td>
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<td>$41,292.87</td>
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<td>-3.0%</td>
<td>$181,788.34</td>
<td>$196,160.58</td>
<td>($14,372.24)</td>
<td>-7.3%</td>
</tr>
</tbody>
</table>

Santa Rosa Island Authority
Environmental and Developmental Svc
Schedule of Expenses YTD
For the Four Months Ending January 31, 2018

Page 8 of 10
Santa Rose Island Authority  
Human Resources and Marketing  
Schedule of Expenses YTD  
For the Four Months Ending January 31, 2018

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>% Var</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>% Var</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular Salaries</td>
<td>$3,301.75</td>
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<td>($98.25)</td>
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</tr>
<tr>
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<td>600.00</td>
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<tr>
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<td>1,170.00</td>
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<td>Insurance Contri Hollow</td>
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<td>2,499.76</td>
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</tr>
<tr>
<td>Workers Compensation</td>
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<td>32.00</td>
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<td>6.00</td>
<td>0.00</td>
<td>6.00</td>
<td>100%</td>
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<table>
<thead>
<tr>
<th>Operations and Maintenance</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>% Var</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>% Var</th>
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<tbody>
<tr>
<td>Contract Service</td>
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<td>40.00</td>
<td>40.00</td>
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<td>4,000.00</td>
<td>119.90</td>
<td>3.0%</td>
<td>18,668.29</td>
<td>18,850.00</td>
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<td>369.98</td>
<td>400.00</td>
<td>(30.02)</td>
<td>-7.5%</td>
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<td><strong>TOTAL</strong></td>
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<td>$120,285.00</td>
<td>($1,121.75)</td>
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<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>% Var</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>% Var</th>
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## Check History Report
**Sorted By Check Number**  
**Activity From: 1/1/2018 to 1/31/2018**

**Bank Code:** COASTAL BANK & TRUST  
**SANTA ROSA ISLAND AUTHORITY (SRI)**

<table>
<thead>
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<th>Check Number</th>
<th>Check Date</th>
<th>Vendor Number</th>
<th>Name</th>
<th>Check Amount</th>
<th>Check Type</th>
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</thead>
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<td>BROOKSB</td>
<td>BRIGETTE GRAY BROOKS</td>
<td>550.00</td>
<td>Auto</td>
</tr>
<tr>
<td>046337</td>
<td>1/2/2018</td>
<td>COMPUTE</td>
<td>ANTLER, INC</td>
<td>1,371.90</td>
<td>Auto</td>
</tr>
<tr>
<td>046338</td>
<td>1/2/2018</td>
<td>ECUA</td>
<td>E C U A</td>
<td>692.18</td>
<td>Auto</td>
</tr>
<tr>
<td>046339</td>
<td>1/2/2018</td>
<td>ESC BCC</td>
<td>ESCAMBIA COUNTY BOCC</td>
<td>106,995.33</td>
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<td>ESCCOUN</td>
<td>ESCAMBIA COUNTY</td>
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<tr>
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**A/P Date:** 3/1/2018
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Bank A Total: 231,680.29
Santa Rosa Island Authority  

Status Report on all Capital and Infrastructure Projects

State Funded Projects

As of Jan 31, 2018

### Capital Outlay

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### Grant, Bond & Miscellaneous Funded Projects

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### Summary:

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