

**PENSACOLA BEACH**  
SANTA ROSA ISLAND AUTHORITY

Board Members:

William Griffith  
Chairman

Thom Blas  
Vice-Chairman

McGuire Martin  
Secretary/Treasurer

Jimmie Perkins  
Thomas Campanella  
Vernon Prather

Monte E. Blews  
General Manager

MEMORANDUM

TO: Authority Members  
FROM: General Manager  
DATE: December 29, 2004  
RE: Minutes of December 8, 2004 Administrative Committee Meeting

A regularly scheduled meeting of the Administrative Committee was held on Wednesday, December 8, 2004. Members present were Mr. Jimmie Perkins, Mr. Bill Griffith, and Dr. Thomas Campanella. Also present were board members Mr. McGuire Martin, Mr. Don Ayres and Mr. Thom Blas. Mr. Perkins, chairman of the committee, called the meeting to order and presented the following items:

Item #1 – Report on issue with construction trailers for Yates Construction at Portofino Condominium construction site

Ms. Mary Bolman reported that she had discussed the terms of the agreement with the representative from Yates Construction and recommended bringing this item back to the board for final acceptance and approval, subject to legal review.

**Upon motion of Mr. Griffith, seconded by Dr. Campanella, the committee unanimously recommended referring the issue of the agreement with Yates Construction for location of construction trailers at the Portofino Condominium construction site to the January board meeting for final acceptance and approval, subject to legal review. (3-0)**

Item #2 – Discussion on Securing and Cleaning Up Damaged Structures

Ms. Bolman called the committee's attention to the previous policies for cleaning up and securing damaged structures adopted following Hurricanes Erin and Opal and noted that staff recommended revising the current policy. She noted that a draft of the revised policy was provided for review. A discussion followed.

**Upon motion of Mr. Griffith, seconded by Dr. Campanella, the committee unanimously recommended referring the issue of securing and cleaning up damaged structures to the January 2005 committees to permit an opportunity for additional review policy. (3-0)**

Minutes  
Santa Rosa Island Authority  
Administrative Committee  
December 8, 2004

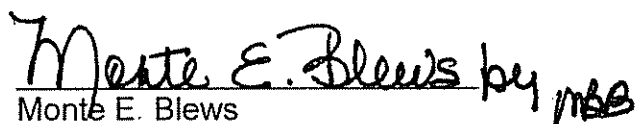
Item #3 -- Report on Financial Statements and Expenditures

Ms. Nita Omley presented the report on financial statements and expenditures, and a discussion followed.

**Upon motion of Mr. Griffith, seconded by Dr. Campanella, the committee unanimously recommended acceptance of the report on financial statements and expenditures. (3-0)**

Ms. Debbie Norton reported on the possibility of changes by the Federal Emergency Management Agency (FEMA) that may result in recommended changes in freeboard elevations. She said that meetings on the subject were scheduled and she would provide additional information at a future meeting.

There being no further business before the committee, the meeting was adjourned.

  
Monte E. Blews  
General Manager

MEB:mks

(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.)