

SANTA ROSA ISLAND AUTHORITY  
COMMITTEE MEETINGS  
DECEMBER 14, 2016  
5:05 P.M.

A. ARCHITECTURAL & ENVIRONMENTAL COMMITTEE, MS. KAREN SINDEL,  
CHAIRWOMAN, DR. THOMAS CAMPANELLA AND MS. TAMMY BOHANNON,  
MEMBERS

Item # 1 - Approval of an Inter-local Agreement between Escambia County and the Santa Rosa Island Authority – to employ a full time Animal Control Officer strictly for Pensacola Beach. (Staff report by Paolo Ghio)

Item # 2 - Approval of the Inter-local Agreement between ECAT and the SRIA for trolley service, 2017. (Staff report by Paolo Ghio)

B. DEVELOPMENT & LEASING COMMITTEE, DR. THOMAS CAMPANELLA,  
CHAIRMAN, MS. KAREN SINDEL AND MS. TAMMY BOHANNON, MEMBERS

Item # 1 – Request by Kirk Newkirk d/b/a Key Sailing – 500 Quietwater Beach Rd. - to sublease to Johnny Chisholm, d/b/a (name to be determined), to operate a restaurant and bar from leasehold premises. (Staff report by Robbie Schrock)

C. ADMINISTRATIVE COMMITTEE, MS. JANICE GILLEY, CHAIRWOMAN, MS. TAMMY  
BOHANNON AND MR. JERRY WATSON, 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.**

Architectural & Environmental Committee  
December 14, 2016  
Item A-1

Approval of an Inter-local Agreement between Escambia County and the Santa Rosa Island Authority – to employ a full time Animal Control Officer strictly for Pensacola Beach.  
(Staff report by Paolo Ghio)

Approval of an Inter-local Agreement between Escambia County and the Santa Rosa Island Authority – to employ a full time Animal Control Officer strictly for Pensacola Beach. (Staff report by Paolo Ghio)

Background:

Staff has been inundated with complaints about the number of dogs outside of the designated dog park areas on Pensacola Beach, as well as a feral cats, and other animal/rodent issues Island wide. The only recourse for the SRIA is to contact Animal Control when the complaints are received. The time it takes for an officer to respond and get on to the Island can be problematic. A reasonable solution is to employ a full time (40 hours a week) animal control officer and have a dedicated issues on Pensacola Beach.

The funding amount requested (\$40,000.00) will be funded by the SRIA. Escambia County will issue the uniform, vehicle, and ATV for this duty. This officer will be a County employee.

Recommendation:

Staff recommends approval of an Inter-local Agreement between Escambia County and the Santa Rosa Island Authority – to employ a full time Animal Control Officer strictly for Pensacola Beach. This officer will be a County employee, but the SRIA will provide funding in the amount of \$40,000.00, and Escambia County will provide the uniform, vehicle, and ATV for this duty.

Architectural & Environmental Committee  
December 14, 2016  
Item A-2

Approval of the Inter-local Agreement between ECAT and the SRIA for trolley service, 2017. (Staff report by Paolo Ghio)

Background:

Every year, the SRIA rents 2 trolleys from ECAT starting Memorial Day weekend through Labor Day. This Inter-local Agreement is between Escambia County (ECAT) and the SRIA.

Recommendation:

Staff recommends approval of the Inter-local Agreement between ECAT and the SRIA for trolley service for 2017, as presented.

**ADDITIONAL INFORMATION WILL BE SENT UNDER SEPARATE COVER.**

Development & Leasing  
December 14, 2016  
Item B-1

Request by Kirk Newkirk d/b/a Key Sailing – 500 Quietwater Beach Rd. - to sublease to Johnny Chisholm, d/b/a (name to be determined), to operate a restaurant and bar from leasehold premises. (Staff report by Robbie Schrock)

Background:

This is the former location of the “The Unnamed Restaurant”. Mr. Chisholm would like to operate a restaurant & bar from the leasehold. He plans to be open daily, and to serve beer, wine and liquor from the premises. See attached proposed menu.

Recommendation:

Staff recommends approval of the request by Request by Kirk Newkirk d/b/a Key Sailing – 500 Quietwater Beach Rd. - to sublease to Johnny Chisholm, d/b/a (name to be determined), to operate a restaurant and bar from leasehold premises, paying all applicable percentages and fees, and in accordance with all applicable Local, State, and Federal codes and regulations.

**INFORMATION ON THE MASTER LEASE**

Name of Master Leaseholder: Harry E. Newkirk III  
Business Name (if different from above): Key Sailing  
Previous Sublease Name (if Applicable) UNNamed Rest  
Location Address: 400 Quietwater Bch Rd #14A  
Location Telephone: 850 932-5520 / 525 4197

**INFORMATION ON SUBLEASE**

Proposed Business Name for Sublease: TBO 1 Debra LLC  
Sublease Contact Name: Johnny Chisholm  
Mailing Address: P.O. Box 1272 Pan. Fl 32591  
Proposed Business Location Address (UNIT #): 400 Quietwater Bch Rd 14A  
Contact Telephone: 850 549 5554  
Proposed Opening Date: MARCH 2017  
Proposed Days/Hours of Operation: Daily 10-10  
Proposed Use of Property: Restaurant BAR

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: Johnny Chisholm  
Print Name: Johnny Chisholm

Signature of Master Leaseholder (or designated representative): NEWKIRK III H. E. Kirk Newkirk  
(Authorizes sublease request) Print Name: H. E. Kirk Newkirk

All sales reports must be submitted through the master leaseholder.  MASTER LEASEHOLDER MUST INITIALIZE  
This sublessee is authorized to submit sales reports directly to the SRIA:  APPROPRIATE LINE

**FOR OFFICE USE ONLY**

Percentage Fees (check all that apply):

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

Other terms and conditions of sublease:

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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 20<sup>th</sup> day of each month or the first business day thereafter if the 20<sup>th</sup> 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

\_\_\_\_\_  
 Finance Department Representative

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

Verification Dates:

Date/Initials (as appropriate)

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  
       Subleaseholder  
       Master Lease File  
       Finance Department



# SANTA ROSA ISLAND AUTHORITY

## SANTA ROSA ISLAND AUTHORITY SUBLEASE APPLICATION

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.

## **APPETIZERS**

BBQ Shrimp  
Crab & Artichoke Dip  
Crawfish & Andouille Dip  
Crawfish Beignets  
Raw Oysters  
Charbroiled Oysters  
Meat Pies

## **SALADS**

Blackened Shrimp & Pasta  
House Salad  
add Chicken / add Shrimp  
Shrimp Remoulade  
Chicken Salad

## **LOUISIANA FAVORITES**

Seafood Gumbo  
Chicken & Andouille Gumbo  
Red Bean Gumbo  
Shrimp Creole  
Alligator Sauce Piquant  
Steamed Shrimp

## **POBOYS**

Shrimp  
Roast Beef  
Soft Shell Crab  
Grouper (or Bun)  
Oyster  
BBQ Shrimp  
Hamburger (or Bun)  
add Cheese / add Bacon

## **ENTREE**

Red Beans & Rice  
add Sausage  
Fried Seafood Baskets  
-Shrimp -Oyster -Grouper  
BBQ Shrimp  
Jambalaya (Pork, Chicken & Andouille)  
Grits & Grillades  
Shrimp & Grits  
Blackened or Grilled Platter  
-Shrimp -Grouper

## **PASTA**

Crawfish Monica  
Pasta Jambalaya  
Chicken & Tasso

## **DESSERT**

Bananas Foster  
Bread Pudding  
Chocolate Pecan Cake

## **SIDES**

Grits  
French Fries  
Potato Salad  
Coleslaw  
Hush Puppies  
Steamed Vegetables  
Sweet Potato Fries

## **KIDS MENU**

Kids Shrimp  
Kids Fish  
Grilled Cheese  
Kids Hamburger  
Chicken Strips

## **SEASONAL**

Boiled Crawfish



Dec.8, 2016

S.R.I.A.

Chairman and Board members:

To whom it may concern:

I would like to respectfully request that my sublease agreement be approved at the Dec. 13 meeting of the committees and board. Unexpectedly my tenants, "The unnamed restaurant" closed on short notice. Mr. Chisholm is ready to move in and make some changes and by waiting until Jan. for approval he will not have enough time to be open by March 1 or spring break.

Sincerely:

H.E. Newkirk

A handwritten signature in black ink, appearing to read "H.E. Newkirk", with a long horizontal flourish extending to the right.

Key Sailing.

Administrative Committee  
December 14, 2016  
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.

Santa Rosa Island Authority  
 STATEMENT OF INCOME REVENUES AND EXPENSES  
 For the Month Ending October 31, 2016

	Current Period				Year-To-Date			
	Actual	Budget	Variance	% Var	Actual	Budget	Variance	% Var
<b>INCOME REVENUES</b>	<b>\$289,981.41</b>	<b>\$235,800.00</b>	<b>\$54,181.41</b>	<b>23.0%</b>	<b>\$289,981.41</b>	<b>\$235,800.00</b>	<b>\$54,181.41</b>	<b>23.0%</b>
<b>EXPENSES</b>								
Administrative	\$38,262.38	\$42,033.00	(\$3,770.62)	-9.0%	\$38,262.38	\$42,033.00	(\$3,770.62)	-9.0%
Finance	15,100.25	16,454.00	(1,353.75)	-8.2%	15,100.25	16,454.00	(1,353.75)	-8.2%
Environmental & Developmental	19,000.39	16,905.00	2,095.39	12.4%	19,000.39	16,905.00	2,095.39	12.4%
Human Resources and Market	39,684.25	40,203.00	(518.75)	-1.3%	39,684.25	40,203.00	(518.75)	-1.3%
<b>TOTAL</b>	<b>\$112,047.27</b>	<b>\$115,595.00</b>	<b>(\$3,547.73)</b>	<b>-3.1%</b>	<b>\$112,047.27</b>	<b>\$115,595.00</b>	<b>(\$3,547.73)</b>	<b>-3.1%</b>
 <b>OTHER EXPENSES</b>								

Santa Rosa Island Authority  
 STATEMENT OF INCOME REVENUES AND EXPENSES  
 For the Month Ending October 31, 2016

	Current Period				Year-To-Date			
	Actual	Prior Year	Variance	% Var	Actual	Prior Year	Variance	% Var
<b>INCOME REVENUES</b>	<b>\$289,981.41</b>	<b>\$289,423.57</b>	<b>\$20,557.84</b>	<b>7.6%</b>	<b>\$289,981.41</b>	<b>\$289,423.57</b>	<b>\$20,557.84</b>	<b>7.6%</b>
<b>EXPENSES</b>								
Administrative	\$38,262.38	\$54,994.72	(\$16,732.34)	-30.4%	\$38,262.38	\$54,994.72	(\$16,732.34)	-30.4%
Finance	15,100.25	22,239.46	(7,139.21)	-32.1%	15,100.25	22,239.46	(7,139.21)	-32.1%
Environmental & Developmental	19,000.39	17,811.03	1,189.36	6.7%	19,000.39	17,811.03	1,189.36	6.7%
Human Resources and Marketi	39,684.25	50,414.11	(10,729.86)	-21.3%	39,684.25	50,414.11	(10,729.86)	-21.3%
<b>TOTAL</b>	<b>\$112,047.27</b>	<b>\$145,459.32</b>	<b>(\$33,412.05)</b>	<b>-23.0%</b>	<b>\$112,047.27</b>	<b>\$145,459.32</b>	<b>(\$33,412.05)</b>	<b>-23.0%</b>

Santa Rosa Island Authority  
Summary of All Units  
For the Month Ending October 31, 2016

	Current Period				Year-To-Date			
	Actual	Budget	Variance	% Var	Actual	Budget	Variance	% Var
<b>INCOME REVENUES:</b>								
Residential Lease Fees	\$72,504.84	\$71,500.00	\$1,004.84	1.4%	\$72,504.84	\$71,500.00	\$1,004.84	1.4%
Room Rental	65,467.68	50,000.00	15,467.68	30.9%	65,467.68	50,000.00	15,467.68	30.9%
Retail	45,081.88	35,300.00	9,781.88	27.7%	45,081.88	35,300.00	9,781.88	27.7%
Food	52,981.31	45,000.00	7,981.31	17.7%	52,981.31	45,000.00	7,981.31	17.7%
Alcohol, Beer and Wine	30,110.39	22,000.00	8,110.39	36.9%	30,110.39	22,000.00	8,110.39	36.9%
Convenience Stores	5,276.27	3,000.00	2,276.27	75.9%	5,276.27	3,000.00	2,276.27	75.9%
Services	5,217.62	3,000.00	2,217.62	73.9%	5,217.62	3,000.00	2,217.62	73.9%
Real Estate	3,231.79	2,000.00	1,231.79	61.6%	3,231.79	2,000.00	1,231.79	61.6%
Miscellaneous Fees	3,706.28	2,000.00	1,706.28	85.3%	3,706.28	2,000.00	1,706.28	85.3%
Advance Lease Fees	2,817.13	0.00	2,817.13	0.0%	2,817.13	0.00	2,817.13	0.0%
Interest	3,586.22	2,000.00	1,586.22	79.3%	3,586.22	2,000.00	1,586.22	79.3%
<b>TOTAL INCOME REVENUES</b>	<b>\$289,981.41</b>	<b>\$235,800.00</b>	<b>\$54,181.41</b>	<b>23.0%</b>	<b>\$289,981.41</b>	<b>\$235,800.00</b>	<b>\$54,181.41</b>	<b>23.0%</b>

<b>SUMMARY OF INCOME REVENUES:</b>								
Residential Lease Fees	72,504.84	71,500.00	1,004.84	1.4%	72,504.84	71,500.00	1,004.84	1.4%
Commercial Lease Fees	213,890.35	162,300.00	51,590.35	31.8%	213,890.35	162,300.00	51,590.35	31.8%
Interest	3,586.22	2,000.00	1,586.22	79.3%	3,586.22	2,000.00	1,586.22	79.3%
<b>INCOME REVENUE SUMMARY</b>	<b>\$289,981.41</b>	<b>\$235,800.00</b>	<b>\$54,181.41</b>	<b>23.0%</b>	<b>\$289,981.41</b>	<b>\$235,800.00</b>	<b>\$54,181.41</b>	<b>23.0%</b>

**Santa Rosa Island Authority**  
**Administrative**  
**Schedule of Expenses YTD**  
**For the Month Ending October 31, 2016**

12/05/16

	Current Period				Year-To-Date			
	Actual	Budget	Variance	% Var	Actual	Budget	Variance	% Var
<b>PERSONNEL</b>								
Regular Salaries	\$5,872.32	\$7,100.00	(\$1,227.68)	-17.3%	\$5,872.32	\$7,100.00	(\$1,227.68)	-17.3%
Social Security	341.89	450.00	(108.11)	-24.0%	341.89	450.00	(108.11)	-24.0%
Retirement	448.04	885.00	(436.96)	-49.4%	448.04	885.00	(436.96)	-49.4%
Insurance Contribution	3,270.49	3,300.00	(29.51)	-0.9%	3,270.49	3,300.00	(29.51)	-0.9%
Workers Compensation	40.23	262.00	(221.77)	-84.6%	40.23	262.00	(221.77)	-84.6%
Medicare	79.96	103.00	(23.04)	-22.4%	79.96	103.00	(23.04)	-22.4%
Misc. Personnel Benefits	14.82	3.00	11.82	394.0%	14.82	3.00	11.82	394.0%
<b>TOTAL</b>	<b>\$10,067.75</b>	<b>\$12,103.00</b>	<b>(\$2,035.25)</b>	<b>-16.8%</b>	<b>\$10,067.75</b>	<b>\$12,103.00</b>	<b>(\$2,035.25)</b>	<b>-16.8%</b>
<b>OPERATIONS AND MAINTENANCE</b>								
Contract Service	707.48	700.00	7.48	1.1%	707.48	700.00	7.48	1.1%
Board Members Expense	3,400.00	3,400.00	0.00	0.0%	3,400.00	3,400.00	0.00	0.0%
Attorney Retainer	(38.40)	800.00	(838.40)	-104.8%	(38.40)	800.00	(838.40)	-104.8%
Legal & Other Professional Fees	(157.48)	0.00	(157.48)	0.0%	(157.48)	0.00	(157.48)	0.0%
Engineer Retainer	0.00	400.00	(400.00)	-100.0%	0.00	400.00	(400.00)	-100.0%
Architect Retainer	200.00	200.00	0.00	0.0%	200.00	200.00	0.00	0.0%
Travel and Training	206.70	225.00	(18.30)	-8.1%	206.70	225.00	(18.30)	-8.1%
Telephone	427.27	450.00	(22.73)	-5.1%	427.27	450.00	(22.73)	-5.1%
Water, Wastewater & Solid Was	483.41	500.00	(16.59)	-3.3%	483.41	500.00	(16.59)	-3.3%
Insurance	22,724.75	23,000.00	(275.25)	-1.2%	22,724.75	23,000.00	(275.25)	-1.2%
Miscellaneous	35.00	50.00	(15.00)	-30.0%	35.00	50.00	(15.00)	-30.0%
Postage	30.91	30.00	0.91	3.0%	30.91	30.00	0.91	3.0%
Membership Fees	175.00	175.00	0.00	0.0%	175.00	175.00	0.00	0.0%
<b>TOTAL</b>	<b>\$28,194.63</b>	<b>\$29,930.00</b>	<b>(\$1,735.37)</b>	<b>-5.8%</b>	<b>\$28,194.63</b>	<b>\$29,930.00</b>	<b>(\$1,735.37)</b>	<b>-5.8%</b>
<b>GRAND TOTAL</b>	<b>\$38,262.38</b>	<b>\$42,033.00</b>	<b>(\$3,770.62)</b>	<b>-9.0%</b>	<b>\$38,262.38</b>	<b>\$42,033.00</b>	<b>(\$3,770.62)</b>	<b>-9.0%</b>

**Santa Rosa Island Authority**  
**Finance**  
**Schedule of Expenses YTD**  
**For the Month Ending October 31, 2016**

12/05/16

	----- Current Period -----				----- Year-To-Date -----			
	Actual	Budget	Variance	% Var	Actual	Budget	Variance	% Var
<b>PERSONNEL</b>								
Regular Salaries	\$9,650.42	\$9,700.00	(\$49.58)	-0.5%	\$9,650.42	\$9,700.00	(\$49.58)	-0.5%
Social Security	562.43	645.00	(82.57)	-12.8%	562.43	645.00	(82.57)	-12.8%
Retirement	725.72	820.00	(94.28)	-11.5%	725.72	820.00	(94.28)	-11.5%
Insurance Contribution	2,919.20	4,000.00	(1,080.80)	-27.0%	2,919.20	4,000.00	(1,080.80)	-27.0%
Workers Compensation	45.81	48.00	(0.19)	-0.4%	45.81	46.00	(0.19)	-0.4%
Medicare	131.53	140.00	(8.47)	-6.1%	131.53	140.00	(8.47)	-6.1%
Misc. Personnel Benefits	41.61	3.00	38.61	1287.0%	41.61	3.00	38.61	1287.0%
<b>TOTAL</b>	<b>\$14,076.72</b>	<b>\$16,354.00</b>	<b>(\$1,277.28)</b>	<b>-8.3%</b>	<b>\$14,076.72</b>	<b>\$16,354.00</b>	<b>(\$1,277.28)</b>	<b>-8.3%</b>
<b>OPERATIONS AND MAINTENANCE</b>								
Contract Services	707.48	700.00	7.48	1.1%	707.48	700.00	7.48	1.1%
Telephone	387.26	400.00	(12.74)	-3.2%	387.26	400.00	(12.74)	-3.2%
Postage	(71.21)	0.00	(71.21)	0.0%	(71.21)	0.00	(71.21)	0.0%
<b>TOTAL</b>	<b>\$1,023.53</b>	<b>\$1,100.00</b>	<b>(\$76.47)</b>	<b>-7.0%</b>	<b>\$1,023.53</b>	<b>\$1,100.00</b>	<b>(\$76.47)</b>	<b>-7.0%</b>
<b>GRAND TOTAL</b>	<b>\$15,100.25</b>	<b>\$16,454.00</b>	<b>(\$1,353.75)</b>	<b>-8.2%</b>	<b>\$15,100.25</b>	<b>\$16,454.00</b>	<b>(\$1,353.75)</b>	<b>-8.2%</b>

**Santa Rosa Island Authority**  
**Environmental And Developmental Svc**  
**Schedule of Expenses YTD**  
**For the Month Ending October 31, 2016**

12/05/16

	----- Current Period -----				----- Year-To-Date -----			
	Actual	Budget	Variance	% Var	Actual	Budget	Variance	% Var
<b>PERSONNEL</b>								
Regular Salaries	\$7,076.08	\$6,500.00	\$576.08	8.9%	\$7,076.08	\$6,500.00	\$576.08	8.9%
Social Security	435.99	403.00	32.99	8.2%	435.99	403.00	32.99	8.2%
Retirement	1,069.26	1,055.00	14.26	1.4%	1,069.26	1,055.00	14.26	1.4%
Insurance Contribution	940.74	2,000.00	(1,059.26)	-53.0%	940.74	2,000.00	(1,059.26)	-53.0%
Workers Compensation	31.82	32.00	(0.38)	-1.2%	31.82	32.00	(0.38)	-1.2%
Medicare	101.97	100.00	1.97	2.0%	101.97	100.00	1.97	2.0%
Misc. Personnel Benefits	31.86	0.00	31.86	0.0%	31.86	0.00	31.86	0.0%
<b>TOTAL</b>	<b>\$9,687.52</b>	<b>\$10,090.00</b>	<b>(\$402.48)</b>	<b>-4.0%</b>	<b>\$9,687.52</b>	<b>\$10,090.00</b>	<b>(\$402.48)</b>	<b>-4.0%</b>
<b>OPERATIONS AND MAINTENANCE</b>								
Contract Service	1,516.17	1,500.00	16.17	1.1%	1,516.17	1,500.00	16.17	1.1%
Data Processing	800.00	800.00	0.00	0.0%	800.00	800.00	0.00	0.0%
Travel and Training	206.70	210.00	(3.30)	-1.6%	206.70	210.00	(3.30)	-1.6%
Telephone	277.23	280.00	(2.77)	-1.0%	277.23	280.00	(2.77)	-1.0%
Postage	12.77	25.00	(12.23)	-48.9%	12.77	25.00	(12.23)	-48.9%
Membership Fees	6,500.00	4,000.00	2,500.00	62.5%	6,500.00	4,000.00	2,500.00	62.5%
<b>TOTAL</b>	<b>\$9,312.87</b>	<b>\$6,815.00</b>	<b>\$2,497.87</b>	<b>36.7%</b>	<b>\$9,312.87</b>	<b>\$6,815.00</b>	<b>\$2,497.87</b>	<b>36.7%</b>
<b>GRAND TOTAL</b>	<b>\$19,000.39</b>	<b>\$16,905.00</b>	<b>\$2,095.39</b>	<b>12.4%</b>	<b>\$19,000.39</b>	<b>\$16,905.00</b>	<b>\$2,095.39</b>	<b>12.4%</b>



**Santa Rosa Island Authority  
Human Resources and Marketing  
Schedule of Expenses YTD  
For the Month Ending October 31, 2016**

12/05/16

	Current Period				Year-To-Date			
	Actual	Budget	Variance	% Var	Actual	Budget	Variance	% Var
<b>PERSONNEL</b>								
Regular Salaries	\$1,602.80	\$1,600.00	\$2.80	0.2%	\$1,602.80	\$1,600.00	\$2.80	0.2%
Security Salaries	8,113.50	8,100.00	13.50	0.2%	8,113.50	8,100.00	13.50	0.2%
Social Security	99.19	200.00	(100.81)	-50.4%	99.19	200.00	(100.81)	-50.4%
Retirement	120.53	260.00	(139.47)	-53.6%	120.53	260.00	(139.47)	-53.6%
Insurance Contribution	433.84	600.00	(166.16)	-27.7%	433.84	600.00	(166.16)	-27.7%
Workers Compensation	7.27	7.00	0.27	3.9%	7.27	7.00	0.27	3.9%
Medicare	23.20	56.00	(32.80)	-58.6%	23.20	56.00	(32.80)	-58.6%
Misc. Personnel Benefits	1.25	0.00	1.25	0.0%	1.25	0.00	1.25	0.0%
<b>TOTAL</b>	<b>\$10,401.58</b>	<b>\$10,823.00</b>	<b>(\$421.42)</b>	<b>-3.9%</b>	<b>\$10,401.58</b>	<b>\$10,823.00</b>	<b>(\$421.42)</b>	<b>-3.9%</b>
<b>OPERATIONS AND MAINTENANCE</b>								
Contract Service	248.26	250.00	(1.74)	-0.7%	248.26	250.00	(1.74)	-0.7%
Visitor Information Center	8,921.06	9,000.00	(78.94)	-0.9%	8,921.06	9,000.00	(78.94)	-0.9%
Telephone	184.39	200.00	(15.61)	-7.8%	184.39	200.00	(15.61)	-7.8%
Promotion and Events	19,327.01	19,330.00	(2.99)	0.0%	19,327.01	19,330.00	(2.99)	0.0%
Advertising	601.95	600.00	1.95	0.3%	601.95	600.00	1.95	0.3%
<b>TOTAL</b>	<b>\$28,282.67</b>	<b>\$29,380.00</b>	<b>(\$97.33)</b>	<b>-0.3%</b>	<b>\$28,282.67</b>	<b>\$29,380.00</b>	<b>(\$97.33)</b>	<b>-0.3%</b>
<b>GRAND TOTAL</b>	<b>\$39,684.25</b>	<b>\$40,203.00</b>	<b>(\$518.75)</b>	<b>-1.3%</b>	<b>\$39,684.25</b>	<b>\$40,203.00</b>	<b>(\$518.75)</b>	<b>-1.3%</b>

**Check History Report**  
**Sorted By Check Number**  
**Activity From: 10/1/2016 to 10/31/2016**

**SANTA ROSA ISLAND AUTHORITY (SRI)**

Bank Code: A COASTAL BANK & TRUST

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
044669	10/3/2016	COMPUTE	ANTLER, INC	1,362.00	Auto
044670	10/3/2016	DAVEPAV	DAVID E. PAVLOCK	650.00	Auto
044671	10/3/2016	ESCCOUN	ESCAMBIA COUNTY	124.93	Auto
044672	10/3/2016	GILLEYJ	JANICE E. PERKINS-GILLEY	550.00	Auto
044673	10/3/2016	JOHNTIC	JOHN TICE, ARCHITECT	200.00	Auto
044674	10/3/2016	PBCHAMB	PENSACOLA BEACH CHAMBER OF COM	8,111.00	Auto
044675	10/3/2016	SINDELK	KAREN SINDEL	550.00	Auto
044676	10/3/2016	TAMMYBO	TAMMY BOHANNON	550.00	Auto
044677	10/3/2016	THOMASC	THOMAS A. CAMPANELLA	550.00	Auto
044678	10/3/2016	WATSON	JEROME E WATSON	550.00	Auto
044679	10/3/2016	BURKHAR	MERLE DOUGLAS BURKHART	432.00	Auto
044680	10/3/2016	CRIPEDA	DAVID CRIPE	216.00	Auto
044681	10/3/2016	DEDERIC	TIMOTHY CHARLES DEDERICK	189.00	Auto
044682	10/3/2016	FORTEFR	FRANK M FORTE	526.50	Auto
044683	10/3/2016	FRAZIER	PATRICK V. FRAZIER, JR	432.00	Auto
044684	10/3/2016	GEISLER	BRANDON BLANE GEISLER	864.00	Auto
044685	10/3/2016	HOLYFIE	KEN HOLYFIELD	108.00	Auto
044686	10/3/2016	KEARNSM	MEAGAN KEARNS	486.00	Auto
044687	10/3/2016	MARTINE	LIONIL MARTINEZ JR	216.00	Auto
044688	10/3/2016	MCGUIR	HOWARD P MCGUIRE	445.50	Auto
044689	10/3/2016	MEEKSJ	JEREMIAH MEEKS	202.50	Auto
044690	10/3/2016	OLIVERA	JOSE MANUEL OLIVERAS	216.00	Auto
044691	10/3/2016	PERKINS	JOHNNY D. PERKINS	918.00	Auto
044692	10/3/2016	REAVESJ	JIMMY REAVES	432.00	Auto
044693	10/3/2016	RIVKINS	SCOTT JAMES RIVKIN	216.00	Auto
044694	10/3/2016	SERRANO	KEVIN SERRANO	783.00	Auto
044695	10/3/2016	SHAWDUS	DUSTIN SHAW	432.00	Auto
044696	10/3/2016	SMITHCO	COREY SMITH	216.00	Auto
044697	10/3/2016	TATUMJI	JIMMIE H. TATUM, JR	216.00	Auto
044698	10/3/2016	TINCHMA	MATTHEW RAY TINCH	216.00	Auto
044699	10/5/2016	CARRRIG	CARR, RIGGS & INGRAM	10,000.00	Auto
044700	10/5/2016	ESCCO	ESCAMBIA COUNTY-FLEX BENEFITS	220.83	Auto
044701	10/5/2016	ETPS	ELECTRONIC TAX PAYMENT SYSTEM	8,091.13	Auto
044702	10/5/2016	GHIO P	PAOLO GHIO	206.70	Auto
044703	10/5/2016	HSABANK	H S A BANK	150.00	Auto
044704	10/5/2016	NACO	NATIONWIDE RETIREMENT SOLUTION	350.00	Auto
044705	10/5/2016	PENNEWS	PENSACOLA NEWS JR. SUBS	35.00	Auto
044706	10/5/2016	REDWIRE	REDWIRE	77.04	Auto
044707	10/5/2016	ROBBIE	ROBBIE L. SCHROCK	206.70	Auto
044708	10/5/2016	SONITRO	SONITROL	96.73	Auto
044709	10/5/2016	TALLM K	KEITH TALLMAN	425.00	Auto
044710	10/5/2016	WILKMCK	WILKIN J McKEAN	450.00	Auto
044711	10/5/2016	CATCOUN	ADX COMMUNICATIONS	1,400.00	Auto
044712	10/5/2016	CIRCLEK	CIRCLE K STORES	20,280.15	Auto
044713	10/5/2016	DELUXE	DELUXE	12.57	Auto
044714	10/5/2016	GULFCOA	GULF COAST OFFICE PRODUCTS	370.50	Auto
044715	10/5/2016	GULFPOW	GULF POWER COMPANY	1,716.90	Auto
044716	10/5/2016	MICHSTE	MICHAEL J. STEBBINS, P.L.	840.32	Auto
044717	10/7/2016	ECUA	E C U A	629.86	Auto
044718	10/10/2016	BUFFALO	BUFFALO ROCK CO	133.70	Auto
044719	10/10/2016	OLSENAS	OLSEN ASSOCIATES, INC	93,045.00	Auto
044720	10/10/2016	PBCHAMB	PENSACOLA BEACH CHAMBER OF COM	8,500.00	Auto
044721	10/10/2016	WARREN	WARREN AVERETT TECH GROUP	43.75	Auto
044722	10/10/2016	COXCOMM	COX COMMUNICATIONS	224.00	Auto



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SANTA ROSA ISLAND AUTHORITY (SRI)

Bank Code: A COASTAL BANK & TRUST

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
044723	10/10/2016	DEPTENV	DEPT ENVIRONMENTAL PROTECTION	500.00	Auto
044723	10/10/2016	DEPTENV	DEPT ENVIRONMENTAL PROTECTION	500.00-	Reversal
044724	10/10/2016	MEDIACO	MEDIACOM	246.34	Auto
044725	10/10/2016	ORKINPE	ORKIN EXTERMINATING CO., INC.	5.93	Auto
044726	10/10/2016	PENS BC	PENSACOLA BCH SONGWRITERS	10,705.00	Auto
044727	10/11/2016	DEPTENV	DEPT ENVIRONMENTAL PROTECTION	500.00	Auto
044727	10/11/2016	DEPTENV	DEPT ENVIRONMENTAL PROTECTION	500.00-	Reversal
044728	10/11/2016	DEPTENV	FDEP, WATER RES MGT, CCCLP	500.00	Auto
044729	10/11/2016	EXTRASP	EXTRA SPACE STORAGE	1,002.60	Auto
044730	10/12/2016	CONTINU	CONTINUUM SOUND LLC	450.00	Auto
044731	10/12/2016	DEPTEVN	DEPT ENVIRONMENTAL PROTECTION	175.00	Auto
044731	10/12/2016	DEPTEVN	DEPT ENVIRONMENTAL PROTECTION	175.00-	Reversal
044732	10/12/2016	OLDREPU	OLD REPUBLIC SURETY GROUP	200.00	Auto
044733	10/12/2016	TALLM K	KEITH TALLMAN	425.00	Auto
044734	10/12/2016	VERIZON	VERIZON	431.11	Auto
044735	10/12/2016	DEPTECO	DEPT ECONOMIC OPPORTUNITY	175.00	Auto
044736	10/14/2016	ESCINS	ESCAMBIA COUNTY SELF INSURANCE	268.51	Auto
044737	10/14/2016	LOCKARD	LOCKARD & WILLIAMS INS SERVICE	28.00	Auto
044738	10/14/2016	OFFICED	OFFICE DEPOT CREDIT PLAN	36.79	Auto
044739	10/14/2016	COPYPRD	COPY PRODUCTS-DALLAS	1,356.69	Auto
044740	10/14/2016	FSBPA	FLORIDA SHORES & BEACH PRESERV	500.00	Auto
044741	10/14/2016	FSBPA	FLORIDA SHORES & BEACH PRESERV	6,000.00	Auto
044742	10/14/2016	KMSBUSI	KMS COMMUNICATIONS	232.40	Auto
044743	10/14/2016	CEPHASU	CURTIS CEPHUS	216.00	Auto
044744	10/17/2016	BAKERBR	BRADLEY B. BAKER	432.00	Auto
044745	10/17/2016	BROWND	DAVID WAYNE BROWN	648.00	Auto
044746	10/17/2016	BURKHAR	MERLE DOUGLAS BURKHART	1,080.00	Auto
044747	10/17/2016	FORTEFR	FRANK M FORTE	621.00	Auto
044748	10/17/2016	FRAZIER	PATRICK V. FRAZIER, JR	162.00	Auto
044749	10/17/2016	HOLYFIE	KEN HOLYFIELD	756.00	Auto
044750	10/17/2016	MARTINE	LIONIL MARTINEZ JR	648.00	Auto
044751	10/17/2016	MCGUIR	HOWARD P MCGUIRE	216.00	Auto
044752	10/17/2016	MEEKSJ	JEREMIAH MEEKS	1,161.00	Auto
044753	10/17/2016	PERKINS	JOHNNY D. PERKINS	594.00	Auto
044754	10/17/2016	POOLHA	HAROLD M. POOL	216.00	Auto
044755	10/17/2016	RIVKINS	SCOTT JAMES RIVKIN	432.00	Auto
044756	10/17/2016	ROBINSR	DARREN JAMES ROBINSON	216.00	Auto
044757	10/17/2016	SECORBR	BROC ANTHONY SECOR	216.00	Auto
044758	10/17/2016	SERRANO	KEVIN SERRANO	283.50	Auto
044759	10/17/2016	SMITHCO	COREY SMITH	432.00	Auto
044760	10/17/2016	ESCCO	ESCAMBIA COUNTY-FLEX BENEFITS	220.83	Auto
044761	10/17/2016	ESCINS	ESCAMBIA COUNTY SELF INSURANCE	8,757.50	Auto
044762	10/17/2016	ETPS	ELECTRONIC TAX PAYMENT SYSTEM	6,321.97	Auto
044763	10/17/2016	HSABANK	H S A BANK	150.00	Auto
044764	10/17/2016	MADISON	MADISON NATIONAL LIFE INS CO	145.64	Auto
044765	10/17/2016	NACO	NATIONWIDE RETIREMENT SOLUTION	350.00	Auto
044766	10/17/2016	FLDOR	FLORIDA DEPARTMENT OF REVENUE	21,478.21	Auto
044767	10/19/2016	EWBULLO	E W BULLOCK ASSOCIATES	35,201.74	Auto
044768	10/19/2016	EXXONMO	EXXON-MOBIL	42.14	Auto
044769	10/19/2016	MEDIACO	MEDIACOM	689.19	Auto
044770	10/19/2016	SNOWDEN	HOLLY SHELTON SNOWDEN	450.00	Auto
044771	10/19/2016	TALLM K	KEITH TALLMAN	425.00	Auto
044772	10/21/2016	ECAT	ESCAMBIA COUNTY TRANSIT SYSTEM	65,270.66	Auto
044773	10/21/2016	FLRETIR	FLORIDA DIVISION OF RETIREMENT	7,303.00	Auto

Check History Report  
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Activity From: 10/1/2016 to 10/31/2016

SANTA ROSA ISLAND AUTHORITY (SRI)

Bank Code: A COASTAL BANK & TRUST

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
044774	10/21/2016	MEDIACO	MEDIACOM	139.95	Auto
044775	10/21/2016	PENS BC	PENSACOLA BCH SONGWRITERS	5,122.01	Auto
044776	10/24/2016	ECUA	E C U A	648.24	Auto
044777	10/24/2016	EXTRASP	EXTRA SPACE STORAGE	880.00	Auto
044778	10/24/2016	HARTFOR	HARTFORD INSURANCE CO	1,750.00	Auto
044779	10/26/2016	LEGALSH	LEGALSHIELD	9.95	Auto
044780	10/26/2016	RABON W	WILLIAM RABON	450.00	Auto
044781	10/26/2016	TALLM K	KEITH TALLMAN	425.00	Auto
044782	10/26/2016	SABINEP	SABINE PARK MAINTENANCE	3,025.00	Auto
044783	10/27/2016	OLSENAS	OLSEN ASSOCIATES, INC	37,920.00	Auto
044784	10/28/2016	BASKERV	BASKERVILLE DONOVAN, INC	12,612.00	Auto
044785	10/28/2016	WEEKSMA	WEEKS MARINE, INC	1,446,250.00	Auto
<b>Bank A Total:</b>				<b>1,855,397.21</b>	

Santa Rosa Island Authority  
 Status Report on all Capital and Infrastructure Projects  
 State Funded Projects  
 As of October 31, 2016

	2017 Budget Amount	Expenditures 2016	Remaining YTD Balance
<b>Capital Outlay</b>			
<b>Administration, Leasing</b>			
Administration, Leasing	\$ 1,000	\$ -	\$ 1,000
Computer -Admin	\$ 2,500	\$ -	\$ 2,500
Office Equipment	\$ 1,500	\$ -	\$ 1,500
<b>Total Admin., Leasing Capital Outlay</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>
<b>Finance</b>			
Accounting Software	\$ 5,000	\$ -	\$ 5,000
Computer Equip	\$ 1,000	\$ -	\$ 1,000
Office Equipment	\$ 2,000	\$ -	\$ 2,000
<b>Total Finance Capital Outlay</b>	<b>\$ 8,000</b>	<b>\$ -</b>	<b>\$ 8,000</b>
<b>Environmental &amp; Developmental Services</b>			
Office Furniture	\$ 1,000	\$ -	\$ 1,000
Camera	\$ -	\$ -	\$ -
Computer Equipment	\$ 3,000	\$ -	\$ 3,000
<b>Total Environmental &amp; Devel. Serv. Capital Outlay</b>	<b>\$ 4,000</b>	<b>\$ -</b>	<b>\$ 4,000</b>
<b>Human Resources</b>			
Office Equip	\$ 500	\$ -	\$ 500
Computer Equipment	\$ 2,000	\$ -	\$ 2,000
<b>Total Human Resources</b>	<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ 2,000</b>
<b>Promotions &amp; Events</b>			
Computer (Promotions)	\$ -	\$ -	\$ -
Office Equipment	\$ -	\$ -	\$ -
Shade Structure	\$ -	\$ -	\$ -
<b>Total Promotions &amp; Events</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Capital Outlay</b>	<b>\$ 19,500</b>	<b>\$ -</b>	<b>\$ 19,000</b>
<b>Infrastructure Projects</b>			
Quietwater Beach Nourishment (Permits)	\$ 20,000	\$ -	\$ 20,000
Beach Nourishment Gulf Permits	\$ 50,000	\$ -	\$ 50,000
Water Tower Maintenance	\$ -	\$ -	\$ -
Quietwater Boardwalk Repair	\$ -	\$ -	\$ -
Lafitte Cove Dredging	\$ 65,000	\$ -	\$ 65,000
Quietwater Parking Lot Lights	\$ -	\$ -	\$ -
Office Bathroom	\$ 25,000	\$ -	\$ 25,000
Roadway Resurfacing	\$ -	\$ -	\$ -
Vision & Planning	\$ 10,000	\$ -	\$ 10,000
<b>Total Infrastructure Projects</b>	<b>\$ 170,000</b>	<b>\$ -</b>	<b>\$ 170,000</b>
<b>Total Capital &amp; Infrastructure</b>	<b>\$ 189,500</b>	<b>\$ -</b>	<b>\$ 189,000</b>
<b>Grant, Bond &amp; Miscellaneous Funded Projects</b>			
US Fish & Wildlife	\$ 157,500	\$ 148,365	\$ 9,135
Bp Eco Tourism grant	\$ -	\$ -	\$ -
Beach Restoration (Projected)	\$ 16,000,000	\$ 15,027,824	\$ 972,176
<b>Total Grant &amp; Bond Funded Projects</b>	<b>\$ 16,157,500</b>	<b>\$ 15,176,189</b>	<b>\$ 981,311</b>
<b>Summary:</b>			
<b>Total Capital &amp; Infrastructure</b>	<b>\$ 189,500</b>	<b>\$ -</b>	<b>\$ 189,000</b>
<b>Total Grant &amp; Bond Funded Projects</b>	<b>\$ 16,157,500</b>	<b>\$ 15,176,189</b>	<b>\$ 981,311</b>
<b>Grand Totals</b>	<b>\$ 16,347,000</b>	<b>\$ 15,176,189</b>	<b>\$ 1,170,311</b>