

PENSACOLA BEACH
SANTA ROSA ISLAND AUTHORITY

Board Members:

Thomas Campanella
Chairman

Tammy Bohannon
Vice-Chairwoman

Fred Gant
Secretary/Treasurer

Janice Gilley
Acting Secretary/Treasurer

Elwyn Guernsey
Dave Pavlock

W. A. "Buck" Lee
Executive Director

SANTA ROSA ISLAND AUTHORITY
ARCHITECTURAL & ENVIRONMENTAL COMMITTEE
JULY 24, 2013

MEMORANDUM

TO: Authority Members
FROM: Executive Director
DATE: July 25, 2013
RE: Minutes of July 24, 2013 Architectural & Environmental Committee Meeting

A regularly scheduled meeting of the Architectural & Environmental Committee was held on Wednesday July 24, 2013. Members present were Mr. Ed Guernsey, Chairman, and Dr. Thomas Campanella. Ms. Tammy Bohannon served on the Committee in Mr. Fred Gant's absence. Also present was Board Member Mr. Dave Pavlock, Ms. Janice Gilley was absent. Mr. Guernsey called the meeting to order and presented the following items.

Item # 1 – Glenn & Elizabeth Lubel – 3 Ensenada Marbella - Lot 14, Santa Rosa Villas Estates – Request for a 10' encroachment into the west side setback for construction of a new single family residential structure.(Referred from the June 26, 2013 Committee meeting at the request of the leaseholder) (Staff report by Paolo Ghio) **This request has been removed for consideration per the leaseholder.**

No action taken by the Committee.

Item # 2 - Informational report regarding the SRIA/Pensacola Beach Community Rating System (Staff report by Paolo Ghio)

Mr. Ghio gave background on this item and stated this was a yearly requirement; no action was needed by the Board.

No action taken by the Committee.

Item # 3 – Report regarding the condition of asphalt on Pensacola Beach. (Referred from 4/10/2013 Committee Meeting)(Report by Paolo Ghio)

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Mr. Ghio gave background on this item and asked Mike Langston from Baskerville Donovan, Inc. (BDI) to explain their reports. (See attached)

Mr. Langston told the Committee that costs have gone up since the first estimate for repairs to secondary roads and parking lots.

Mr. Guernsey stated the Board had previously approved a \$366,000.00 estimate for Priority 1 secondary roads and parking lot repairs.

Much discussion followed.

Mr. Guernsey asked Mr. Ghio what his recommendation was regarding the projects.

Mr. Ghio stated he would like to look at secondary roads and parking lots, prioritize and work on the worst of both areas. His second recommendation is to wait until November or December before starting this work.

Upon motion of Ms. Tammy Bohannon seconded by Dr. Thomas Campanella, the Committee unanimously approved for staff to perform a review of the secondary roads and parking lots, using a \$500,000.00 budget, and return to the August 14, 2013 Regular Board Meeting to present the recommendation. (\$400,000.00 has already been set aside and the remaining \$100,000.00 is to be taken from reserve for contingency.)(3-0)

Item # 4 – Request approval for workshop for SRL properties and extend contract for Grant writer, Mr. Jeffrey S. Ward. (Staff report by Paolo Ghio)

Mr. Ghio gave background on this item and stated staff recommended approval. He explained there were 90 severe repetitive loss properties that would qualify for the program, but only 15 had moved forward with the first grant.

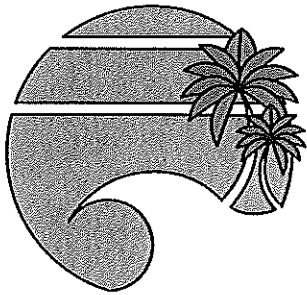
Upon motion of Dr. Thomas Campanella seconded by Ms. Tammy Bohannon, the Committee unanimously approved staff's recommendation. (3-0)

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



W. A. "Buck" Lee
Executive Director

WAL:jt



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SANTA ROSA ISLAND AUTHORITY
DEVELOPMENT & LEASING COMMITTEE
JULY 24, 2013

MEMORANDUM

TO: Authority Members
FROM: Executive Director
DATE: July 25, 2013
RE: Minutes of July 24, 2013 Development & Leasing Committee Meeting

A regularly scheduled meeting of the Development & Leasing Committee was held on Wednesday, July 24, 2013. Members present were Mr. Dave Pavlock, Chairman, and Mr. Ed Guernsey and Ms. Tammy Bohannon. Also present was Board Member Dr. Thomas Campanella. Ms. Janice Gilley and Mr. Fred Gant was absent. Chairman of the Committee, Mr. Pavlock, called the meeting to order and presented the following items.

Item # 1 – Monthly update from Mr. Guernsey regarding lease fees and the property tax issue.

No report given, no action taken.

Item # 2 – Monthly update from Tammy Bohannon regarding the progress of the Core Area Development Plan, as part of the Master Plan.

No report given, no action taken.

Item # 3 – Request by Azure Development, LLC d/b/a Soundside Centre – 5 Via de Luna – to sublease to David Zhong, Shogun Beach Hibachi House and Sushi Bar, LLC, to operate a dine-in, carry out, and delivery service Japanese restaurant. (Staff report by Executive Director Buck Lee)

Mr. Lee gave background on this item and stated staff recommended approval.

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DEVELOPMENT & LEASING COMMITTEE
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Upon motion of Ms. Tammy Bohannon seconded by Mr. Ed Guernsey, the Committee unanimously approved staff's recommendation. (3-0)

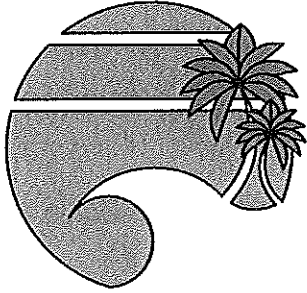
There being no further business before the Committee, the meeting was adjourned.



W. A. "Buck" Lee
Executive Director

WAL:jt

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SANTA ROSA ISLAND AUTHORITY
ADMINISTRATIVE COMMITTEE
JULY 24, 2013

MEMORANDUM

TO: Authority Members
FROM: Executive Director
DATE: July 25, 2013
RE: Minutes of July 24, 2013 Administrative Committee Meeting

A regularly scheduled meeting of the Administrative Committee was held on Wednesday, July 24, 2013. Members present were Dr. Thomas Campanella, Chairman, Mr. Ed Guernsey and Mr. Dave Pavlock. Also present was Board member Ms. Tammy Bohannon. Ms. Janice Gilley and Mr. Fred Gant were absent. Dr. Campanella called the meeting to order and presented the following items.

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

Ms. Ford presented the financial report.

Upon motion of Mr. Dave Pavlock seconded by Mr. Ed Guernsey, the Committee unanimously accepted the Report on Financial Statements and Expenditures as presented. (3-0)

Item # 2 - Discussion regarding revising the RESTORE Act letter to be re-sent Commissioner Robinson. (Referred from the July 10, 2013 Regular Board Meeting) (Staff report by Paolo Ghio)

Mr. Ghio gave background on this item and presented his recommendations regarding projects to be included in the RESTORE Act letter, including the stabilization of the shoulders of CR 399, which was previously approved.

Discussion followed regarding the possibility of a parking garage funding request.

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ADMINISTRATIVE COMMITTEE
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Upon motion of Mr. Dave Pavlock seconded by Mr. Ed Guernsey, the Committee unanimously approved including staff's recommendations, as well as the previously approved stabilization of the shoulders of CR 399, in the amended letter to be sent to Commissioner Robinson.(3-0) The letter will be brought back to the August 14, 2013 Regular Board Meeting for review.

Item # 3 – Discussion/Adoption of a new Board Policy regarding Public Speaking at Public Meetings of the Santa Rosa Island Authority. (Staff report by Mike Stebbins)

Mr. Stebbins presented the proposed public speaker policy. He explained that if the SRIA has a policy in place, then we would be considered compliant with the statute that takes effect on October 1, 2013.

SPEAKER:

Teresa Preston – She objected to the portion of the policy that states speaker request forms must be turned in prior to the discussion on an item. She stated someone might have an opinion to offer after discussion has started. She also suggested a form of electronic submission might be helpful, for use during the day before the meeting.

Mr. Pavlock and Mr. Guernsey agree that keeping flexibility open is necessary regarding last minute speaking requests.

Dr. Campanella asked for the wording in section 3-E be amended to reflect public "forum", not meeting. The public forums are held at the Regular Board Meetings.

Upon motion of Mr. Dave Pavlock seconded by Mr. Ed Guernsey, the Committee unanimously approved the Public Speaking Board Policy, amending sections 3-A and 3-E. (3-0) Mr. Stebbins will make the appropriate changes and bring to the August 14, 2013 Regular Board Meeting for final review.

Item # 4 – Request by Kaipo Robello, Aloha Wine and Liquor, to be refunded the 2010 and 2011 Commercial Tax Incentive. (Staff report by Dottie Ford)

Ms. Ford gave background on the item and stated staff recommended denial.

Upon motion of Mr. Dave Pavlock seconded by Mr. Ed Guernsey, the Committee unanimously approved staff's recommendation for denial. (3-0)

Item # 5 – Discussion on the contract for copier services for the SRIA. (Staff report by Executive director Buck Lee)

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Mr. Lee gave background on this item and stated staff recommended issuance of an RFP for copier services. He gave a disclaimer that he has known both Roger Wallace (Copy Products) and David Batten (Harris Business Machines) for many years. He stated the terms would be for a 3 year lease, full maintenance, excluding paper, and comparable to what we have now.

SPEAKER:

Roger Wallace – Copy Products – He thanked the SRIA for using their company for many years. He asked if price was the only consideration given, or if a local business, like his own, would be factored into the final decision. He stated he owned his own leasing company, so there would be no third party, which had been a consideration in the last negotiations.

Mr. Pavlock suggested service repair time as well as the availability of temporary loaner machines also be factored into the RFP.

Mr. Wallace stated that state contracts had already been established with set pricing which could be utilized, he would hold the lease, and therefore eliminate the need to other bidders.

Mr. Guernsey gave a recommendation for the Copy Products Company, his business has used them for years and they have been very pleased.

Mr. Lee stated the SRIA currently used Ricoh products.

Mr. Wallace stated the state contract was for Sharp products.

SPEAKER:

David Batten – Harris Business Machines – He stated his was a local company as well, and they had a state contract for Xerox and Cannon. He also stated he had other products that could be lower priced than the state contract.

Ms. Bohannon asked if Mr. Batten thought he could offer better pricing.

Mr. Batten stated he didn't know what products the SRIA currently uses.

Ms. Bohannon suggested splitting up the contract.

Mr. Lee stated that splitting was a possibility, and offered to come back with the RFP to the August 14, 2013 Regular Board Meeting and asked permission to meet with both companies.

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Upon motion of Mr. Ed Guernsey seconded by Mr. Dave Pavlock, the Committee unanimously approved staff's recommendation to

develop an RFP for copier services and for Executive Director Buck Lee to meet with both interested parties. (3-0)

Item # 6 – Discussion on extending the hours of the dog parks. (Staff report by Executive Director Buck Lee)

Mr. Lee gave background on this item and stated staff recommended approval. He explained Escambia County was amending the ordinance to reflect the change in hours from sunrise to sunset at the Perdido Key dog parks, and suggested the SRIA do the same.

Mr. Pavlock suggested a rack card be placed at the VIC advertising the location and hours of the dog parks.

Dr. Campanella suggested a 6 month trial period on the extended hours.

Upon motion of Mr. Dave Pavlock seconded by Mr. Ed Guernsey, the Committee unanimously approved permanent extension of the dog park hours from sunrise to sunset, with the exception of turtle nesting season. During the turtle nesting season, hours will be 7:00 a.m. – sunset. (3-0)

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



W. A. "Buck" Lee
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