

**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  
MARCH 20, 2013

MEMORANDUM

TO: Authority Members  
FROM: Executive Director  
DATE: March 22, 2013  
RE: Minutes of March 20, 2013 Architectural & Environmental Committee Meeting

A regularly scheduled meeting of the Architectural & Environmental Committee was held on Wednesday March 20, 2013. Members present were Mr. Ed Guernsey, Chairman, Mr. Fred Gant and Dr. Thomas Campanella. Also present was Board Member Mr. Dave Pavlock. Ms. Janice Gilley participated via teleconference. Ms. Tammy Bohannon was absent. Chairman of the Committee, Mr. Guernsey, called the meeting to order and presented the following items.

Item # 1 – Report regarding options for a new Pensacola Beach Visitor's Information Center (VIC). (Staff report by Executive Director Buck Lee)(Referred from the 2/27/2013 Committee Meeting

Mr. Lee gave the background on this item and explained John Tice (Bullock Tice Associates) had given 3 options for the design & construction phase of the VIC, and it was agreed that option #2 would be best. It includes designing the facility, helping to develop the RFP, assisting in the evaluation of bids and selecting the contractor, and representing the SRIA during construction.

Mr. Tice explained they would meet with staff to iron out design option details that would stay within budget range, if option #2 was selected.

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Mr. Guernsey confirmed the civil design narrative, the geotechnical report and the survey were covered by the \$6,160.00 quote and the fee for the building design was \$13,200.00, for a total of \$19,360.00.

Mr. Pavlock asked if there would be a way, in the future, to add commercial space adjoining or close by the VIC, if there was a need.

Mr. Tice said yes, there were ways of achieving that goal.

Mr. Gant agreed that the Board needed to address the lack of available retail space on the Island.

**Upon motion of Mr. Dave Pavlock seconded by Dr. Thomas Campanella, the Committee unanimously approved staff's recommendation. (3-0)**

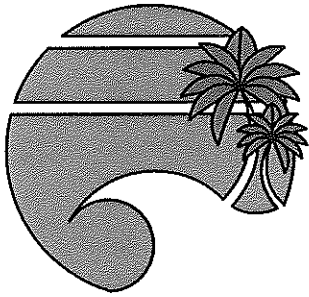
There being no further business before the Committee, the meeting was adjourned.



W. A. "Buck" Lee  
Executive Director

WAL:jt

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**PENSACOLA BEACH**  
SANTA ROSA ISLAND AUTHORITY

SANTA ROSA ISLAND AUTHORITY  
DEVELOPMENT & LEASING COMMITTEE  
MARCH 20, 2013

Board Members:

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Vice-Chairwoman

Fred Gant  
Secretary/Treasurer

Janice Gilley  
Acting Secretary/Treasurer

Elwyn Guernsey  
Dave Pavlock

W. A. "Buck" Lee  
Executive Director

MEMORANDUM

TO: Authority Members

FROM: Executive Director

DATE: February 28, 2013

RE: Minutes of March 20, 2013 Development & Leasing Committee Meeting

A regularly scheduled meeting of the Development & Leasing Committee was held on Wednesday, March 20, 2013. Members present were Mr. Dave Pavlock, Chairman, Mr. Elwyn Guernsey and Mr. Fred Gant was asked to serve in Ms. Tammy Bohannon's absence. Also present were Board members Dr. Thomas Campanella and Ms. Janice Gilley, via teleconference. 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.

Mr. Guernsey stated Russell Scarritt had given him much material to review for his report, and he would be ready to present it at the April 24, 2012 Committee Meeting.

**Discussion only, 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.

**Ms. Bohannon was absent, no report given.**

Item # 3 – Request by McGuire Martin, owner of Flounders Chowder and Ale House – 800 Quietwater Beach Rd.- to purchase from the SRIA, approximately 5' of property to the East side of the current Flounder's leasehold, adjacent to the SRIA property. (Staff report by Executive Director Buck Lee)

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DEVELOPMENT & LEASING COMMITTEE  
MARCH 20, 2013

Mr. Lee gave backup on this item and explained Mr. Martin wanted to plant shrubbery. Mr. Lee stated staff recommended approval to start the bid process on this property.

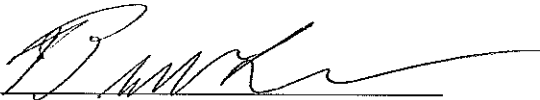
SPEAKER:

Carl Boyles – He stated Mr. Martin wanted to square up his property lines and do some landscaping.

Mr. Gant stated it sounded fine to him, but would like for the full Board to discuss it.

**Upon motion by Mr. Fred Gant seconded by Mr. Ed Guernsey, the Committee unanimously approved staff's recommendation, with an additional discussion to be held at the full Board Meeting on April 10, 2013. (3-0)**

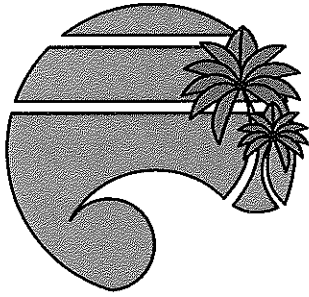
There being no further business before the Committee, the meeting was adjourned.



W. A. "Buck" Lee  
Executive Director

WAL:jt

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SANTA ROSA ISLAND AUTHORITY  
ADMINISTRATIVE COMMITTEE  
MARCH 20, 2013

MEMORANDUM

TO: Authority Members  
FROM: Executive Director  
DATE: March 22, 2013  
RE: Minutes of March 20, 2013 Administrative Committee Meeting

A regularly scheduled meeting of the Administrative Committee was held on Wednesday, March 20, 2013. Members present were Dr. Thomas Campanella, Chairman, Mr. Ed Guernsey and Mr. Dave Pavlock. Also present was Board member Mr. Fred Gant, who left while the meeting was in progress. Ms. Janice Gilley participated via teleconference. Ms. Tammy Bohannon was absent. Dr. Thomas Campanella, Chairman of the Committee, 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. Ed Guernsey seconded by Mr. Dave Pavlock the Committee unanimously accepted the Report on Financial Statements and Expenditures as presented. (3-0)**

Item # 2 – Discussion on having no further review periods for sub-leases. (Report by Dr. Campanella)

Dr. Campanella gave the background on this item. He stated Island businesses and SRIA staff were all doing a good job, and review periods could be discouraging to businesses. He explained staff reviews year-round and there is no need for further scrutiny by the Board.

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ADMINISTRATIVE COMMITTEE  
MARCH 20, 2013

Mr. Gant stated he had no problem with having staff review and bring any problems to the Board.

**Upon motion of Mr. Dave Pavlock seconded by Mr. Ed Guernsey, the Committee unanimously approved to continue the process of a one (1) year review by staff, with the understanding that if there is an issue, it would be brought before the Board. (3-0)**

Item # 3 – Request from Reneda Cross, Pensacola Beach Songwriter's Festival, for \$50,000.00 in funding for the Festival, October 1-6, 2013.

SPEAKER:

Jim Pasquale – He explained the request for \$50,000.00. (See Attached)

Kathy Tanner – She spoke in favor of a large donation to the Songwriter's Festival.

Mr. Pavlock stated the Songwriter's Festival had been successful in the past and the SRIA had only donated \$5,000.00.

Mr. Pasquale stated the Songwriter's Festival needed billboards for four (4) months.

Discussion followed.

Mr. Guernsey stated he liked the festival and it was good for the area, but the jump between \$5,000.00 and \$50,000.00 was too large.

Dr. Campanella inquired if the Songwriter's Festival was applying for the BP Gulf Seafood and Tourism grant.

Mr. Pasquale said yes, they were.

Mr. Pavlock pointed out the SRIA had many events to support and suggested a lower donation amount.

**Upon motion of Mr. Dave Pavlock seconded by Mr. Ed Guernsey, the Committee unanimously agreed to keep this item for discussion at the April 10, 2013 Regular Board Meeting. (3-0)**

Ms. Janice Gilley requested to staff make a recommendation on the donation amount at the April 10, 2013 Regular Board Meeting.

SANTA ROSA ISLAND AUTHORITY  
ADMINISTRATIVE COMMITTEE  
MARCH 20, 2013

Item # 4 – Disposition of Property for Public Works Department. (Staff report by Public Works Director Mason Kilgore)

Mr. Kilgore gave the background on this item.

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

Item # 5 – Request approval of an SRIA Tuition Reimbursement Board Policy. (Staff report by Administration Director Russell Scarritt)(Referred from March 13, 2013 Regular Board Meeting)

Mr. Scarritt stated he had made some requested revisions to the policy and sent them to Ms. Bohannon, but hadn't gotten any feedback from her at this time.

**Upon motion of Mr. Ed Guernsey seconded by Mr. Dave Pavlock, the Committee unanimously approved keeping this item for further discussion at the April 10, 2013 Regular Board Meeting. (3-0)**

Item # 6 – Request by Harry Hatten, Aids Healthcare Foundation - 4300 Bayou Blvd. Suite 37 - for permission to have 3 HIV mobile testing units on Pensacola Beach during Memorial Day Weekend. (Staff report by Robbie Lofty).

**This item was informational only, this situation has been resolved to all involved parties' satisfaction.**

Item # 7 – Request approval of the request by Jason Nicholson, Director of Operations, Innisfree Hotels, on behalf of Rod Milligan, ET Promotions - for \$30,000.00 to ensure the "Cruisin the Beach" Car show the 4<sup>th</sup> weekend of October, 2013. (Staff report by Executive Director Buck Lee)

Mr. Lee gave background on this item, explaining the proposal again to the Board.

He stated the requested advertising budget for the Car Show was \$60,000.00. ET Promotions is asking for \$30,000.00 upfront to begin advertising. He said if the BP grant was approved, the \$30,000.00 would be reimbursed.

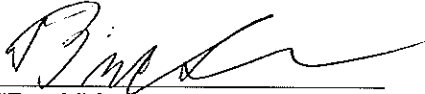
Mr. Pavlock stated the Car Show is less risky than a music festival for the SRIA to invest in.

Mr. Lee stated the \$30,000.00 could be taken from Reserves for Contingency.

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

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ADMINISTRATIVE COMMITTEE  
MARCH 20, 2013

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



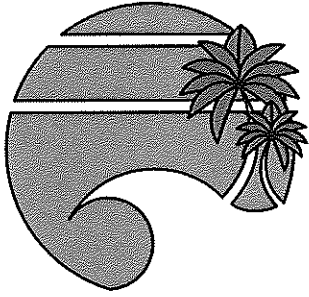
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WAL;jt

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Executive Director

SANTA ROSA ISLAND AUTHORITY  
OPERATIONS COMMITTEE  
MARCH 20, 2013

MEMORANDUM

TO: Authority Members  
FROM: Executive Director  
DATE: May 25, 2012  
RE: Minutes of March 20, 2013 Operations Committee Meeting

A regularly scheduled meeting of the Operations Committee was held on Wednesday, March 20, 2013. Members present were Mr. Dave Pavlock and Ms. Janice Gilley, Chairwoman, via teleconference. Mr. Ed Guernsey was asked to serve in Ms. Tammy Bohannon's absence. Mr. Fred Gant left the meeting earlier in the evening. Chairwoman of the Committee, Ms. Gilley, called the meeting to order and presented the following items.

Item # 1 – Report by BDI on secondary roads. (Referred from 2/27/2013 Committee Meeting)(Report by Mike Langston)

Mr. Langston gave background on this item and presented a chart with all secondary roads and parking lots, their condition and cost of repairs. (See Attached) He stated the estimated costs were based on contracts already established with Escambia County.

Mr. Langston also stated he had a large report for the Board to review for further information on this item.

SPEAKER:

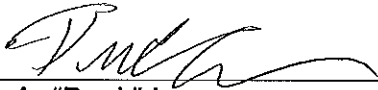
Jim Cox – He appreciated the Board's efforts to improve conditions on the Island, and encouraged placing a priority on the streets, instead of the parking lots.

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Mr. Pavlock requested Mr. Langston prepare an estimated cost of repairing/restriping the parking lots. He asked for figures for two (2) different types of paint. (Thermoplastic and ordinary)

**Upon motion of Mr. Dave Pavlock seconded by Mr. Ed Guernsey, the Committee unanimously approved adopting the \$366,211.00 estimate for Priority 1 secondary roadwork, leaving open what is done for repairwork on the parking lots. There will be further discussion at the April 10, 2013 Regular Board Meeting on this item.  
(3-0)**

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



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W. A. "Buck" Lee  
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