

SANTA ROSA ISLAND AUTHORITY
PENSACOLA BEACH, FLORIDA
BUDGET WORKSHOP
JUNE 22, 2022
5:05PM

1. CALL TO ORDER

ITEM # 1 – BUDGET FY 2022/2023

Budget Workshops FY 2022/2023:

June 8, 2022
June 22, 2022

Adoption of Budget 2022/2023 Special Board Meeting

June 22, 2022 SRIA Special Board Meeting
June 23, 2022 send to BCC

**Scheduled for September 20, 2022, Escambia County BCC Meeting (5:31pm) for approval.

2. ADJOURN

JERRY WATSON, CHAIRMAN
LIZ CALLAHAN, VICE CHAIRMAN
BUBBA PETERS, SECRETARY TREASURER
KAREN SINDEL, ACTING SECRETARY TREASURER
BRIGETTE BROOKS, MEMBER
THOMAS CAMPANELLA, MEMBER
LEIGH DAVIS, EXECUTIVE DIRECTOR

(Please note that the Santa Rosa Island Authority does not make verbatim transcripts of its meetings, although the meetings are recorded. Any person desiring a verbatim transcript of a meeting of the Santa Rosa Island Authority will need to independently secure such verbatim transcript.)



**SANTA ROSA
ISLAND AUTHORITY**

**BUDGET DRAFT
FY 2022/2023
PENSACOLA BEACH, FLORIDA**

Revised as of June 8, 2022

FY 2022/2023 Budget Workshop

Executive Summary:

This workshop seeks Board guidance on the development of the FY 2022/2023 Santa Rosa Island Authority operating budget and proposed capital improvement projects. The budget has been developed with the goal of providing quality Administration, Communication, and Technology (A.C.T.) and meeting the Authority's mission of preserving our natural resources, managing growth and promoting eco-friendly tourism in a clean, safe community environment.

Revenue Budget Highlights -

- In the first nine months of FY22, Pensacola Beach continues to rebound well from the pandemic and the effects of Hurricane Sally. To date, SRIA revenues are up 40% over FY21. In preparing the FY23 budget, Finance staff did a five-year trend analysis (2017-2021) to gain a better picture of the over-all growth. Armed with that data and recognizing a somewhat uncertain future with regard to inflation, commercial revenues for FY 22/23 have been budgeted at a 4% increase. (Up from last year's 3% projection.)
- Additionally, the CPI increase that was implemented in January 2022 has been captured in the FY23 budget. This brings the overall projected revenue to a 4.17% increase.

Operating Budget Highlights -

- As prices have continued to rise in all areas (contractual services, water and electricity, fuel, etc.), the total FY23 operating budget reflects an 8.05% increase over last fiscal year.
- In Administration and Leasing, Finance, and Environmental and Development Services significant increases are seen in the "Miscellaneous Personnel Benefits". This increase is a result of an administrative change in the way car allowances are captured and budgeted. Previously those expenditures were a part of the "Regular Salaries", whereas now they have been separated out.
- Increases in the "Engineering Retainer" and "Contractual and Professional Services" line items in the Administration and Leasing and the Environmental and Development Services budgets are a result of the RFQ/contract negotiations process conducted in FY22 and the anticipated work associated with tasks such

as seeking a FEMA Flood Mitigation Assistance Grant for residents and the potential need for a Soundside nourishment project.

- Printing costs increased within the Administration and Leasing and the Environmental and Development Services budgets with the decision to outsource the printing of the major annual mailing. Although this impacts the printing costs, the decision was an improvement to the process and provides for better utilization of fiscal and human resources, as well as producing a more professional product.
- Travel and Training costs increased in the Administration and Leasing and the Finance budgets as a result of:
 - Rejoining International Council of Air Shows with the intent to attend its annual conference (Administration and Leasing – \$5,000 increase)
 - Succession planning for current staff allowing for additional education/training (Finance - \$4,000 increase)
- Increase in “Maintenance Materials and Repairs” in the amount of \$20,000 to fund an annual oiling of the decking at Pensacola Beach Boardwalks. This funding contemplates SRIA paying for the materials and Public Works providing the labor for the application.
- Proposed new position in Environmental and Development Services. The FY23 budget proposes the creation of a full-time, 40 hour/week Code Enforcement Officer (pay grade 20, starting at \$19.69 an hour). This position would perform site inspections and investigations regarding code violations, assess conditions and recommend appropriate action, issue notices of violations and civil citations, and prepare and present cases for civil court and quasi-judicial proceedings. Establishing the position would also require an Interlocal Agreement with Escambia County to ensure the SRIA Officer has access to the magistrate system and relevant databases to manage the caseload. The position would also require certification at Level I by the Florida Association of Code Enforcement (F.A.C.E.).
- Proposed new event within the Human Resources and Marketing budget. The FY23 budget proposes a pilot program for a new event series to be called “Cinema in the Sand”. The pilot program would be a 4-night series of movies on the beach with two movies proposed for October and two movies proposed for November. The pilot program is budgeted at \$6,000. Staff has researched and finds that there are vendors that provide turn-key operations (screen, movie, sound, etc.), and this would be the intended approach.

Capital Improvement Program Highlights -

- Funding for Beach Nourishment remains at \$1 million.
- Construction dollars in the amount of \$500,000 are included for the new bathrooms at Pensacola Beach Boardwalk pursuant to Board approval at the February 10, 2021, SRIA Regular Meeting. Design and permitting dollars were allocated in FY22 (\$200,000), and both of those tasks are underway.
- Increase of \$40,000 to Administration Building Maintenance and Repair to address needs associated with the SRIA Office (1 Via De Luna) and the Visitors Information Center (7 Casino Beach Boardwalk) which are not covered in the Escambia County/SRIA Interlocal Agreement. Projects that have currently been identified include: a new roof for SRIA Office, internal and external painting of the Visitors Information Center, landscape improvements to the Visitors Information Center, and potential renovations to the SRIA lobby restrooms.
- A \$25,000 increase has been contemplated for Lafitte Cove Dredging. This dollar amount was based on actual bid responses that were solicited at the end of 2021 by Escambia County for the provision of dredging services.
- New proposed funding for Little Sabine Dredging in the amount of \$130,000 has been included in the FY23 budget. The last dredge of Little Sabine took place approximately 5 years ago. In the summer of 2021, SRIA staff began receiving complaints about Little Sabine being occluded. In November 2021, SRIA tasked BDI to conduct a hydrographic survey of the channel. The findings reflected that a dredge project was warranted. BDI has been working to secure the appropriate permits and design the project. This funding would allow for the dredging to begin shortly after peak season.
- New proposed funding for Trolley Replacement in the amount of \$300,000. The three island trolleys are reaching their end-of-life. This funding contemplates the need to begin a replacement schedule for all three trolleys with one being purchased each year over the next three years.
- New proposed funding for Soundside Beach Nourishment in the amount of \$150,000.

Administrative Edits/Adjustments -

Since the distribution of the first draft on May 25, 2022, staff caught and made administrative adjustments to the budget. Those are identified in Attachment #1.

The proposed budget, along with the continued leadership of the Board, the dedication of staff, and the active engagement of beach residents and business owners, positions the

June 8, 2022
Budget Workshop

SRIA to continue to meet the current and foreseeable challenges and opportunities facing the island.

Staff recommendation:

Direct staff to proceed with the second budget workshop, scheduled for June 22, 2022, for the FY 2022/2023 Proposed Budget based on the budget as presented including administrative edits, as well as any other policy direction the Board provides.

June 8, 2022
Budget Workshop

FY 2022/2023 Budget Workshop

Summary of Administrative Edits/Adjustments

The first draft of the FY2022/2023 budget was distributed at the May 25, 2022, Board meeting to allow Board members the opportunity to review prior to the first Budget workshop held on June 8, 2022. Since that distribution, staff caught and made administrative adjustments to the document which include:

- Changing header of budget pages to reflect the FY2023 Budget Draft (instead of the FY2022 Budget Draft)
- Modifying the Commercial Operating Revenues to accurately reflect the 4% increase instead of a 3% increase. The Total Operating Revenues were correct in initial draft, so the change to the Commercial Operating Revenue was to true-up the figures and accurately reflect the intended projected increase.
- Adjusting the narrative pages to reflect current staffing levels. These staff levels are not new, but rather correct the inaccuracy that had been inadvertently overlooked in previous years.
- Distributing the water, telephone, and electricity across all three departments (Administration and Leasing, Finance, and Environmental and Developmental Services) instead of just applying them to one department.
- Capturing the correct number for the Engineering Retainer based on the actual, proposed Professional Services Agreement with Baskerville-Donovan (a 15% increase was included in the initial draft as a placeholder - \$460 per month, but the actual proposed Agreement reflects a 37.5% increase - \$550 per month). BDI has not had an increase in retainer since their initial contract in 2002.
- Inserting "% Inc" formulas that were missing in Environmental and Development Services – Maintenance Materials and Supplies and the Capital Improvements – Infrastructure Construction and Other Projects

Should the Board not have any additional changes to the proposed FY22/23 budget, the revised document will be ready and available for distribution at the end of the June 8, 2022, workshop.

REVISED FY 2023 BUDGET DRAFT
June 8, 2022

	2022 Budget	2023 Budget	Difference	% inc
Working Capital	\$ 2,324,937	3,724,956	\$ 1,400,019	60.22%
Less Capital Improvements				
Less: Island Improvement Funds-Portofino-Restricted	\$ (1,380,864)	\$ (1,472,632)	\$ (91,768)	6.65%
Beginning Working Capital	\$ 944,073	\$ 2,252,324	\$ 1,308,251	138.58%
Operating Revenues:				
Commercial	\$ 2,822,302	\$ 2,935,194	\$ 112,892	4.00%
Residential	\$ 1,363,688	\$ 1,363,688	\$ -	0.00%
Island Improvement Funds-Portofino-Restricted Funds	\$ 249,268	\$ 249,268	\$ -	0.00%
CPI Increase		\$ 72,275	\$ 72,275	100.00%
			\$ -	0.00%
TOTAL OPERATING REVENUES	<u>\$ 4,435,258</u>	<u>\$ 4,620,425</u>	<u>\$ 185,167</u>	<u>4.17%</u>
Operating Expenses:				
Administration and Leasing	\$ 988,369	\$ 1,103,430	\$ 115,061	11.64%
Finance	\$ 708,489	\$ 736,500	\$ 28,011	3.95%
Environmental and Developmental Services	\$ 1,014,929	\$ 1,106,927	\$ 91,998	9.06%
Human Resources and Marketing	\$ 1,013,332	\$ 1,078,135	\$ 64,803	6.40%
TOTAL OPERATING EXPENSES	<u>\$ 3,725,119</u>	<u>\$ 4,024,992</u>	<u>\$ 299,873</u>	<u>8.05%</u>
Non-operating Revenues:				
Investment Income	\$ 30,000	\$ 30,000	\$ -	0.00%
TOTAL NON-OPERATING REVENUES	<u>\$ 30,000</u>	<u>\$ 30,000</u>	<u>\$ -</u>	<u>0.00%</u>
Income before Other Changes	\$ 740,139	\$ 625,433	\$ (114,706)	-15.50%
Other Changes:				
Beach Nourishment 2026 Fund	\$ 1,000,000	\$ 1,000,000	\$ -	0.00%
Capital Expenditures	\$ 64,900	\$ 68,500	\$ 3,600	5.55%
Infrastructure and Other Projects	\$ 965,000	\$ 1,410,000	\$ 445,000	46.11%
TOTAL OTHER CHANGES	<u>\$ 2,029,900</u>	<u>\$ 2,478,500</u>	<u>\$ 448,600</u>	<u>22.10%</u>
Change in Working Capital	\$ (1,289,761)	\$ (1,853,067)		
Less Island Improvement Funds-Portofino	\$ (249,268)	\$ (249,268)		
Ending Unrestricted Working Capital	<u>\$ (594,956)</u>	<u>\$ 149,989</u>		
Designated for Contingencies:				
Beginning Balance	\$ 1,121,000	\$ 1,121,088		
Additional - Reserve	\$ -			
Ending Balance	<u>\$ 1,121,000</u>	<u>\$ 1,121,088</u>		
Total Budget Expenses Operating and Others	\$ 5,755,019	\$ 6,503,492	\$ 748,473	13.01%

EXECUTIVE DIRECTOR

Administer and carry out the directives and policies of the SRIA and to enforce orders, resolutions, policies and regulations of the Board to assure that they are faithfully executed. Report to the Board on actions taken pursuant to any directive or policy within the time set by the Board.

Provide the Board, or individual members thereof, upon request, with data or information concerning the SRIA and to provide advice and recommendations on the SRIA operations to the Board.

Establish the schedules and procedure to be followed by all SRIA departments, offices and agencies in connection with the budget and supervise and administer all phases of the process.

Supervise the care and custody of all SRIA properties.

See that all terms and conditions in all leases, contracts and agreements are performed and notify the Board of any noted violations thereof.

Attend all meetings of the Board.

Perform such other duties as may be required of the employee and be available as needed by the Board.

Negotiate leases, contracts, and other agreements, including consultant services for the SRIA, subject to approval of the Board, and make recommendations concerning the nature and location of SRIA improvements.

Perform other legally permissible and proper duties and functions as the Board from time to time may assign.

Coordinate with Escambia County all procedures for storm induced evacuations and recovery procedures.

Coordinate with Escambia County on all matters Concerning Pensacola Beach.

Field questions about SRIA posed by the media.

ADMINISTRATION, LEASING AND MARKETING

Mission: To implement policies approved by the Santa Rosa Island Authority Board of Directors, and ensure that legal requirements are met. Provide strong leadership and manage the business of Pensacola Beach by actively pursuing goals and objectives adopted by the Board.

Programs: Administration and Leasing:

Enhance the quality of life of island residents
Enhance the quality of the stay of island visitors
Develop and redevelop public facilities and infrastructure elements
Implement and manage the 1988 Pensacola Beach Land Utilization Plan
Manage Authority Board activities
Maintain records of all official meetings and administrative transactions of the Authority Board
Manage the Authority's legal issues in coordination with the board and legal counsel
Manage the Authority's lease administration program
Trolley operation management

Customer Service:

Welcome SRIA visitors
Answer SRIA telephone calls and disseminate calls to the appropriate department
Provide information and assistance to Escambia County residents, businesses and visitors
Receive and collect funds
Open, sort, log and distribute incoming mail

Staffing:

5 Permanent Staff (1 of which is currently vacant)

REVISED FY 2023 BUDGET DRAFT
June 8, 2022

	2022 Budget	2023 Budget	Difference	% inc
ADMINISTRATION AND LEASING				
Personnel Services:				
Board Member's Expense	\$ 40,800	\$ 40,800	\$ -	0.00%
Regular Salaries	\$ 316,123	\$ 343,602	\$ 27,479	8.69%
Temporary Salaries	\$ 3,000	\$ 3,000	\$ -	0.00%
Unemployment Compensation	\$ -	\$ -	\$ -	0.00%
Overtime	\$ 515	\$ 515	\$ -	0.00%
Social Security Contribution	\$ 19,600	\$ 21,304	\$ 1,704	8.69%
Retirement Contribution	\$ 40,413	\$ 60,292	\$ 19,879	49.19%
Insurance Contribution	\$ 61,500	\$ 61,500	\$ -	0.00%
Worker's Compensation	\$ 738	\$ 738	\$ -	0.00%
Medicare Contribution	\$ 4,450	\$ 4,761	\$ 311	6.99%
Miscellaneous Personnel Benefits	\$ 1,030	\$ 4,628	\$ 3,598	349.32%
TOTAL	\$ 488,169	\$ 541,140	\$ 52,971	10.85%
Contractual and Professional Services:				
Attorney Retainer	\$ 13,200	\$ 13,200	\$ -	0.00%
Engineer Retainer	\$ 4,800	\$ 6,600	\$ 1,800	37.50%
Architect Retainer	\$ 2,400	\$ 2,400	\$ -	0.00%
Legal Attorney	\$ 115,000	\$ 120,750	\$ 5,750	5.00%
Legal Support Expenses	\$ 7,000	\$ 7,000	\$ -	0.00%
Contract Services, Rental Equip., Software updates, Licenses	\$ 17,500	\$ 20,000	\$ 2,500	14.29%
Contract Website Monitoring	\$ 15,000	\$ 15,000	\$ -	0.00%
ADA Compliance Upgrades	\$ -	\$ 16,000	\$ 16,000	100.00%
Trolley Operations	\$ 225,000	\$ 250,000	\$ 25,000	11.11%
TOTAL	\$ 399,900	\$ 450,950	\$ 51,050	12.77%
Supplies:				
Office Supplies	\$ 5,750	\$ 5,750	\$ -	0.00%
Utilities:				
Water	\$ 9,000	\$ 3,540	\$ (5,460)	-60.67%
Telephone	\$ 7,000	\$ 7,000	\$ -	0.00%
Electricity	\$ -	\$ 9,000	\$ 9,000	100.00%
TOTAL	\$ 16,000	\$ 19,540	\$ 3,540	22.13%
Other:				
Insurance	\$ 50,000	\$ 50,000	\$ -	0.00%
Travel and Training	\$ 11,750	\$ 16,750	\$ 5,000	42.55%
Miscellaneous	\$ 2,500	\$ 2,500	\$ -	0.00%
Other Charges	\$ 1,000	\$ 1,000	\$ -	0.00%
Postage	\$ 4,500	\$ 4,500	\$ -	0.00%
Uniforms	\$ 800	\$ 800	\$ -	0.00%
Printing	\$ 5,000	\$ 7,500	\$ 2,500	50.00%
Membership Fees	\$ 3,000	\$ 3,000	\$ -	0.00%
TOTAL	\$ 78,550	\$ 86,050	\$ 7,500	9.55%
TOTAL EXPENSES	\$ 988,369	\$ 1,103,430	\$ 115,061	11.64%

FINANCE

Mission: To implement Santa Rosa Island Authority financial policies and decisions. To assure full and complete accounting of all funds in accordance with general accepted accounting principles. To provide financial advice to the board and the Executive Director on matters of fiscal policy and procedures.

Programs: Financial:

Budget preparation and supervision
General ledger, accounts receivable, accounts payable, purchase orders, and cash management
Lease billing management and collections
Payroll administration
Internal Audit Management
Financial statement preparation
Auditor liaison and coordination
Data collection, coordination and analysis
Information management and integration of multiple computer programs
Investment of SRIA funds
Assist with the issuance of Escambia County loans for SRIA
Staff training

Staffing:

6 Permanent Staff (1 of which is currently vacant)

REVISED FY 2023 BUDGET DRAFT
June 8, 2022

	2022 Budget	2023 Budget	Difference	% inc
FINANCE DEPARTMENT				
Personnel Services:				
Regular Salaries	\$ 333,886	\$ 323,553	\$ (10,333)	-3.09%
Overtime	\$ 500	\$ 500	\$ -	0.00%
Temporary Labor	\$ 2,000	\$ 2,000	\$ -	0.00%
Social Security Contribution	\$ 22,675	\$ 22,565	\$ (110)	-0.49%
Retirement Contribution	\$ 27,364	\$ 35,699	\$ 8,335	30.46%
Insurance Contribution	\$ 53,045	\$ 53,045	\$ -	0.00%
Worker's Compensation	\$ 816	\$ 816	\$ -	0.00%
Medicare Contribution	\$ 5,303	\$ 5,674	\$ 371	7.00%
Miscellaneous Personnel Benefits	\$ 1,324	\$ 4,922	\$ 3,598	271.75%
TOTAL	\$ 446,913	\$ 448,774	\$ 1,861	0.42%
Contractual and Professional Services:				
Financial Audit	\$ 40,000	\$ 45,000	\$ 5,000	12.50%
Business Reviews	\$ 16,000	\$ 20,000	\$ 4,000	25.00%
Contract Services, Rental Equip., Software updates, Licenses	\$ 159,076	\$ 159,076	\$ -	0.00%
TOTAL	\$ 215,076	\$ 224,076	\$ 9,000	4.18%
Office Supplies:				
Office Supplies	\$ 10,500	\$ 12,000	\$ 1,500	14.29%
Utilities:				
Telephone	\$ 5,000	\$ 5,900	\$ 900	18.00%
Electricity	\$ 22,000	\$ 9,000	\$ (13,000)	-59.09%
Water		\$ 3,540	\$ 3,540	100.00%
TOTAL	\$ 27,000	\$ 18,440	\$ (8,560)	-31.70%
Other:				
Fuels	\$ 500	\$ 600	\$ 100	20.00%
Data Processing		\$ 20,000	\$ 20,000	100.00%
Travel and Training	\$ 1,000	\$ 5,000	\$ 4,000	400.00%
Postage	\$ 4,000	\$ 4,000	\$ -	0.00%
Miscellaneous	\$ 500	\$ 500	\$ -	0.00%
Uniforms	\$ 600	\$ 710	\$ 110	18.33%
Memberships	\$ 400	\$ 400	\$ -	0.00%
Printing	\$ 2,000	\$ 2,000	\$ -	0.00%
TOTAL	\$ 9,000	\$ 33,210	\$ 24,210	269.00%
TOTAL EXPENSES	\$ 708,489	\$ 736,500	\$ 28,011	3.95%

ENVIRONMENTAL AND DEVELOPMENTAL SERVICES

Mission: To assist individuals and organizations in assuring that engineering and construction plans and specifications for development on Pensacola Beach comply with Santa Rosa Island Authority, Escambia County, the State of Florida, and Federal requirements. Supervise and manage the Authority's environmental programs, the National Flood Insurance Program, the Community Credit Rating System, and Cell Phone and Surveillance System Administrator.

Programs: Santa Rosa Island Authority Construction Projects:

Administrative supervision of all SRIA construction projects
Serve as the liaison with SRIA engineering firm, other engineering or construction organizations, and permitting agencies

Island Development:

Santa Rosa Island Authority Development Regulations
Escambia County Land Developmental Code of Ordinances
National Flood Insurance Program
Community Rating Systems Program Coordinator
Florida's Building Code
State and Federal permit requirements
Pensacola Beach Land Utilization Plan
Board member of Local Mitigation Strategy
Florida Shore and Beach Preservation Association
Emergency Preparedness
Disaster Recovery/Mitigation
Certified Flood Plain Manager

Environmental Programs:

Dune Restoration/Protection
Beach Erosion/Nourishment
Discolored Soils/Sand monitoring and permitting
Sea Turtle Monitoring
Other programs as directed by the SRIA Executive Director
Water Quality/Storm Water Management

Customer Service and Assistance:

Residential Lessees
Commercial Lessees
Contractors
Developers
Realtors

Staffing:

3 Permanent Staff
1 Proposed Position

REVISED FY 2023 BUDGET DRAFT
June 8, 2022

	2022 Budget	2023 Budget	Difference	% inc
ENVIRONMENTAL AND DEVELOPMENTAL SERVICES				
Personnel Services:				
Regular Salaries	\$ 205,720	\$ 241,520	\$ 35,800	17.40%
Social Security Contribution	\$ 16,480	\$ 19,221	\$ 2,741	16.63%
Retirement Contribution	\$ 42,772	\$ 29,716	\$ (13,056)	-30.52%
Insurance Contribution	\$ 36,050	\$ 36,050	\$ -	0.00%
Worker's Compensation	\$ 508	\$ 554	\$ 46	9.06%
Medicare Contribution	\$ 3,720	\$ 4,387	\$ 667	17.93%
Personnel Administrative Cost	\$ 670	\$ 4,268	\$ 3,598	537.01%
TOTAL	\$ 305,920	\$ 335,716	\$ 29,796	9.74%
Contractual and Professional Services:				
Contract Services, Rental Equip., Software updates, Licenses & Engineering	\$ 370,406	\$ 385,406	\$ 15,000	4.05%
Supplies:				
Office Supplies	\$ 1,600	\$ 2,000	\$ 400	25.00%
Utilities:				
Telephone	\$ 4,500	\$ 4,500	\$ -	0.00%
Electricity	\$ 9,000	\$ 9,000	\$ 9,000	100.00%
Water	\$ 3,540	\$ 3,540	\$ 3,540	100.00%
TOTAL	\$ 4,500	\$ 17,040	\$ 12,540	278.67%
Other:				
Maintenance Materials and Repairs	\$ 2,500	\$ 22,500	\$ 20,000	800.00%
Travel and Training	\$ 6,000	\$ 6,000	\$ -	0.00%
Environmental Services	\$ 90,000	\$ 100,000	\$ 10,000	11.11%
Miscellaneous	\$ 500	\$ 500	\$ -	0.00%
Postage	\$ 2,500	\$ 2,500	\$ -	0.00%
Data Processing	\$ 16,140	\$ 16,140	\$ -	0.00%
Memberships	\$ 7,300	\$ 8,000	\$ 700	9.59%
Uniforms	\$ 625	\$ 625	\$ -	0.00%
Printing	\$ 2,000	\$ 4,500	\$ 2,500	125.00%
Escambia County Fire Rescue	\$ 206,000	\$ 206,000	\$ -	0.00%
Consultant Fee for LMS Update	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 333,565	\$ 366,765	\$ 33,200	9.95%
TOTAL EXPENSES	\$ 1,015,991	\$ 1,106,927	\$ 90,936	8.95%

HUMAN RESOURCES AND MARKETING

Mission: To coordinate the Authority's marketing program which consists of advertising, promotion, events and public relations. To provide entertainment and special events for Escambia County residents and visitors to the Island and oversee the management of the Pensacola Beach Visitors Information Center by the Pensacola Beach Chamber of Commerce.

Programs: Human Resources

Manage the Authority's personnel issues

Advertising and Public Relations:

Coordinate the Authority's marketing, advertising, and public relations needs with the Authority's advertising firm

Coordinate management of the Pensacola Beach Visitors Information Center with the Pensacola Beach Chamber of Commerce

Promotions and Events:

Establish and manage promotions and special events

Coordinate activities of Pensacola Beach businesses and the Authority with local, state and regional chambers of commerce

Coordinate special events undertaken by island businesses and others on Authority property by insuring compliance with all rules and regulations

Staffing:

1 Permanent Staff

Supplemental Law Enforcement

REVISED FY 2023 BUDGET DRAFT
June 8, 2022

	2022 Budget	2023 Budget	Difference	% inc
HUMAN RESOURCES AND MARKETING				
Personnel Services:				
Regular Salaries	\$ 51,984	\$ 52,413	\$ 429	0.83%
Temporary Labor	\$ 500	\$ 500	\$ -	0.00%
Security Salaries-Deputies	\$ 257,500	\$ 252,500	\$ (5,000)	-1.94%
Unemployment	\$ -	\$ -	\$ -	0.00%
Social Security Contribution	\$ 3,223	\$ 3,449	\$ 226	7.01%
Retirement Contribution	\$ 3,914	\$ 5,579	\$ 1,665	42.54%
Insurance Contribution	\$ 9,000	\$ 9,000	\$ -	0.00%
Worker's Compensation	\$ 129	\$ 129	\$ -	0.00%
Medicare Contribution	\$ 754	\$ 807	\$ 53	7.03%
Miscellaneous Personnel Benefits	\$ 103	\$ 103	\$ -	0.00%
Escambia County MSPB Merit System Protection Board	\$ 4,275	\$ 4,275	\$ -	0.00%
TOTAL	\$ 331,382	\$ 328,755	\$ (2,627)	-0.79%
Contractual and Professional Services:				
Contract Services, Rental Equip., Software updates, Licenses	\$ 13,500	\$ 15,930	\$ 2,430	18.00%
Supplies:				
Office Supplies	\$ 1,500	\$ 1,500	\$ -	0.00%
Utilities:				
Telephone	\$ 2,500	\$ 2,500	\$ -	0.00%
Advertising, Promotions and Events, Public Relations:				
Promotions/Events	\$ 333,500	\$ 360,000	\$ 26,500	7.95%
Advertising / Public Relations	\$ 145,000	\$ 175,000	\$ 30,000	20.69%
Visitor's Information Center	\$ 20,000	\$ 20,000	\$ -	0.00%
Pens Beach Chamber	\$ 95,000	\$ 95,000	\$ -	0.00%
Community Participation	\$ 9,750	\$ 12,250	\$ 2,500	25.64%
Advertising PB Chamber	\$ 50,000	\$ 50,000	\$ -	0.00%
Human Resources/ Adv.	\$ 500	\$ 500	\$ -	0.00%
Cinema on the Sand	\$ -	\$ 6,000	\$ 6,000	100.00%
TOTAL	\$ 653,750	\$ 718,750	\$ 65,000	9.94%
Other:				
Hospitality	\$ 3,000	\$ 3,000	\$ -	0.00%
Travel and Training	\$ 2,000	\$ 2,000	\$ -	0.00%
Postage	\$ 1,000	\$ 1,000	\$ -	0.00%
Miscellaneous	\$ 1,500	\$ 1,500	\$ -	0.00%
Drug and Driver's License Testing	\$ 1,000	\$ 1,000	\$ -	0.00%
Uniforms	\$ 200	\$ 200	\$ -	0.00%
Printing	\$ 1,000	\$ 1,000	\$ -	0.00%
Membership fees	\$ 1,000	\$ 1,000	\$ -	0.00%
TOTAL	\$ 10,700	\$ 10,700	\$ -	0.00%
TOTAL EXPENSES	\$ 1,013,332	\$ 1,078,135	\$ 64,803	6.40%

REVISED FY 2023 BUDGET DRAFT
June 8, 2022

	2022 Budget	2023 Budget	Difference	% inc
Promotions and Events Expenses				
Public Outreach Campaign	\$ 15,000	\$ 15,000	\$ -	0.00%
Holiday Hospitality	\$ 5,000	\$ 5,000	\$ -	0.00%
Pensacola Beach Chamber 4th of July Fireworks	\$ 45,000	\$ 55,000	\$ 10,000	22.22%
Snow Bird Beach Bash	\$ 2,500	\$ 2,500	\$ -	0.00%
Beach-O-Ween	\$ 2,500	\$ 2,500	\$ -	0.00%
Christmas Holiday	\$ 1,500	\$ 1,500	\$ -	0.00%
Christmas Holiday Decoration (Core Area)	\$ 10,000	\$ 10,000	\$ -	0.00%
Mardi Gras Parade	\$ 15,000	\$ 15,000	\$ -	0.00%
Pensacola Beach Air Show	\$ 165,000	\$ 181,500	\$ 16,500	10.00%
Pavilion/Boardwalk Bands	\$ 65,000	\$ 65,000	\$ -	0.00%
Promotional Items	\$ 7,000	\$ 7,000	\$ -	0.00%
TOTAL PROMOTION AND EVENTS	\$ 333,500	\$ 360,000	\$ 26,500	7.95%
 Community Participation:				
Hospitality Round Table	\$ 180	\$ 180	\$ -	0.00%
Pensacola Sports Association	\$ 2,500	\$ 2,500	\$ -	0.00%
Pensacola Tourism Partnership	\$ 1,500	\$ 1,500	\$ -	0.00%
Pensacola Beach Chamber of Commerce	\$ 225	\$ 225	\$ -	0.00%
Pensacola Chamber of Commerce	\$ 1,500	\$ 1,500	\$ -	0.00%
Gulf Breeze Chamber of Commerce	\$ 125	\$ 125	\$ -	0.00%
FLA USA Visit Florida	\$ 125	\$ 125	\$ -	0.00%
Fiesta of Five Flags	\$ 350	\$ 350	\$ -	0.00%
Gulf Coast African American Chamber	\$ 250	\$ 250	\$ -	0.00%
Others	\$ 2,995	\$ 5,495	\$ 2,500	83.47%
TOTAL PROMOTION PARTICIPATION	\$ 9,750	\$ 12,250	\$ 2,500	25.64%

REVISED FY 2023 BUDGET DRAFT
June 8, 2022

	2022 Budget	2023 Budget	Difference	% inc
EQUIPMENT (CAPITAL)				
Administration and Leasing				
Telephone system	\$ 1,000	\$ 1,000	\$ -	0.00%
Computer equipment	\$ 3,000	\$ 3,000	\$ -	0.00%
Office equipment	\$ 4,000	\$ 4,000	\$ -	0.00%
Office Furniture	\$ 5,000	\$ 5,000	\$ -	0.00%
Office truck	\$ 7,250	\$ 7,250	\$ -	0.00%
	<u>\$ 20,250</u>	<u>\$ 20,250</u>	<u>\$ -</u>	<u>0.00%</u>
Finance Department				
Accounting software	\$ 5,000	\$ 5,000	\$ -	0.00%
Computer equipment	\$ 5,000	\$ 5,000	\$ -	0.00%
Office equipment	\$ 4,000	\$ 4,000	\$ -	0.00%
Office truck	\$ 7,250	\$ 7,250	\$ -	0.00%
	<u>\$ 21,250</u>	<u>\$ 21,250</u>	<u>\$ -</u>	<u>0.00%</u>
Environmental and Developmental Services				
GIS Software	\$ 2,400	\$ -	\$ (2,400)	-100.00%
Computer equipment	\$ 3,000	\$ 3,000	\$ -	0.00%
Office Furniture	\$ 1,000	\$ 7,000	\$ 6,000	600.00%
Office truck	\$ 7,250	\$ 7,250	\$ -	0.00%
	<u>\$ 13,650</u>	<u>\$ 17,250</u>	<u>\$ 3,600</u>	<u>26.37%</u>
Human Resources and Marketing				
Office Equip	\$ 500	\$ 500	\$ -	0.00%
Computer equipment	\$ 2,000	\$ 2,000	\$ -	0.00%
Office truck	\$ 7,250	\$ 7,250	\$ -	0.00%
	<u>\$ 9,750</u>	<u>\$ 9,750</u>	<u>\$ -</u>	<u>0.00%</u>
EQUIPMENT TOTAL	\$ 64,900	\$ 68,500	\$ 3,600	5.55%

REVISED FY 2023 BUDGET DRAFT
June 8, 2022

	2022 Budget	2023 Budget	Difference	% inc
INFRASTRUCTURE CONSTRUCTION AND OTHER PROJECTS				
<u>PROPOSED PROJECTS</u>				
Cut through Avenida 19-23, Finish in Bahama Rock	\$ 300,000	\$ -	\$ (300,000)	-100.00%
Stabilize Portions of CR-399 East of Portofino	\$ 200,000	\$ -	\$ (200,000)	-100.00%
New Bathrooms for Pensacola Beach Boardwalk (Permt)	\$ 200,000	\$ 500,000	\$ 300,000	150.00%
Trolley Stop Maintenance and Repair	\$ 60,000	\$ 60,000	\$ -	0.00%
Administration Building Maintenance and Repair	\$ 60,000	\$ 100,000	\$ 40,000	66.67%
Quietwater Beach Nourishment Monitoring	\$ 20,000	\$ 20,000	\$ -	0.00%
Beach Nourishment Gulf Monitoring	\$ 50,000	\$ 50,000	\$ -	0.00%
Lafitte Cove Dredging	\$ 65,000	\$ 90,000	\$ 25,000	38.46%
Little Sabine Dredging		\$ 130,000		100.00%
Trolley Replacement		\$ 300,000		100.00%
Soundside Beach Nourishment		\$ 150,000		100.00%
Vision and Planning	\$ 10,000	\$ 10,000	\$ -	0.00%
TOTAL COMMITTED PROJECTS	<u>\$ 965,000</u>	<u>\$ 1,410,000</u>	<u>\$ 445,000</u>	<u>46.11%</u>

RESTRICTED FUNDS

Grant Funded Projects

Beach Restoration	\$ 678,995	\$ 678,995	\$ -
TOTAL GRANT FUNDED PROJECTS	<u>\$ 678,995</u>	<u>\$ 678,995</u>	

**Island Improvement Funds
Designated for Future Infrastructure**

Beginning Balance - October 1	\$ 1,131,596	\$ 1,131,596
Lease Fees Restricted for Future Infrastructure	\$ 249,268	\$ 249,268
TOTAL ISLAND IMPROVEMENT FUNDS	<u>\$ 1,380,864</u>	<u>\$ 1,380,864</u>

Beach Nourishment

2026 Beach Nourishment	\$ 3,500,000	\$ 1,000,000
TOTAL		<u>\$ 4,500,000</u>