

THROUGH THESE DOORS WALK ONLY THE FINEST PEOPLE – THE CITIZENS OF ESCAMBIA COUNTY. DECISIONS ARE MADE IN THIS ROOM AFFECTING THE DAILY LIVES OF OUR PEOPLE. DIGNIFIED CONDUCT IS APPRECIATED.

CHAMBER RULES

1. IF YOU WISH TO SPEAK, YOU WILL BE HEARD.
2. YOU MUST SIGN UP TO SPEAK. SIGN-UP SHEETS ARE AVAILABLE AT THE BACK OF THE ROOM.
3. YOU ARE REQUESTED TO KEEP YOUR REMARKS BRIEF AND FACTUAL.
4. BOTH SIDES ON AN ISSUE WILL BE GRANTED UNIFORM/MAXIMUM TIME TO SPEAK.
5. DURING QUASI-JUDICIAL HEARINGS (I.E., REZONINGS), CONDUCT IS VERY FORMAL AND REGULATED BY SUPREME COURT DECISIONS. VERBAL REACTION OR APPLAUSE IS NOT APPROPRIATE.

PLEASE NOTE THAT ALL BCC MEETINGS ARE RECORDED AND TELEVISED

**AGENDA
BOARD OF COUNTY COMMISSIONERS PUBLIC HEARINGS
SECOND PUBLIC HEARING
FISCAL YEAR 2013/2014 COUNTY-WIDE BUDGET
September 24, 2013
5:01 p.m.
Ernie Lee Magaha Government Building – First Floor**

1. Call to Order – Chairman Gene M. Valentino

(PLEASE TURN YOUR CELL PHONE TO THE VIBRATE, SILENCE, OR OFF SETTING)

2. Was the Meeting Properly Advertised? – Chairman Gene M. Valentino
3. Are there any items to be added to the Agenda?

Recommendation : That the Board adopt the Agenda as prepared (or duly amended).

4. 5:01 p.m. – Public Hearing for Consideration of the Final Budget for Fiscal Year 2013/2014

- A. Presentation of the Budget for Fiscal Year 2013/2014 – Interim County Administrator George Touart

George Touart – Mister Chairman, Commissioners, this is the second of two required Public Hearings for the Board to adopt the Fiscal Year 2013/2014 Budget.

At its first Public Hearing held September 10, 2013, the Board of County Commissioners (BCC) adopted the tentative millage rates and Budget for Fiscal Year 2013/2014. The law requires that prior to consideration of the Final Budget, an explanation of the “Rolled Back Rate” be provided and entered into the records. The “Rolled Back Rate” is a computed millage rate that would generate the same amount of ad valorem tax dollars as the prior Fiscal Year, based on the proposed year’s tax roll, excluding new construction.

The millage rates tentatively approved by the Board on September 10, 2013, are

6.6165 for the County-wide millage rate, .3590 for the Library Municipal Services Taxing Unit (MSTU) and .6850 for the Sheriff's Law Enforcement Municipal Services Taxing Unit (MSTU). The aggregate of these millage rates proposed for Fiscal Year 2013/2014 is .12% below the "Rolled Back Rate" certified by the Property Appraiser. This represents the percentage decrease in property taxes tentatively adopted by the Board.

Staff has recommended one amendment to the Fiscal Year 2013/2014 Tentative Budget. This amendment for an increase of \$4,797,045 is for recommended adjustments to the Tentative Budget.

The revised Budget will result in a balanced unified Budget for Fiscal Year 2013/2014 of \$364,520,055, which is 2.36% more than the adopted Fiscal Year 2012/2013 Budget of \$356,102,136.

B. Public Forum – Chairman Gene M. Valentino

C. Board Adoption of the Final Millage Resolution for Fiscal Year 2013/2014 – Chairman Gene M. Valentino

Commissioner Valentino – The Chair will entertain a motion to adopt the Millage Resolution, presented in the Agenda backup, of 6.6165 mills for the County-wide millage rate, .3590 for the Library MSTU, and .6850 for the Sheriff's Law Enforcement MSTU for Fiscal Year 2013/2014.

D. Board Adoption of a Resolution in the increased amount of \$4,797,045 amending the Tentative Fiscal Year 2013/2014 Budget – Chairman Gene M. Valentino

That the Board adopt the Resolution amending the Fiscal Year 2013/2014 Tentative Budget in the increased amount of \$4,797,045, for the following Funds:

- General Fund (001)
- Tourist Development Fund (108)
- Other Grants & Projects Fund (110)
- Jail Inmate Commissary Fund (111)
- Library Fund (113)
- Misdemeanor Probation Fund (114)
- Development Review Fees (116)
- SHIP Fund (120)
- CDBG Entitlement Fund (129)
- HUD Home Fund (147)
- Bob Sikes Toll Fund (167)
- Transportation Trust Fund (175)
- LOST III Fund (352)
- Building Inspections Fund (406)
- Civic Center Fund (409)
- Internal Service Fund (501)

- E. Board Adoption of the Final Budget Resolution for Fiscal Year 2013/2014 – Chairman Gene M. Valentino

Commissioner Valentino – The Chair will entertain a motion to adopt the Final Budget Resolution of \$364,520,055 for Fiscal Year 2013/2014.

(Staff will provide a revised figure if any Commissioners have made changes and read it into the record.)

5. Board Adoption of the Fiscal Year 2013/2014 Annual Budget for the Santa Rosa Island Authority

6. Recommendation Concerning the Memorandum of Understanding Between the Escambia County Board of County Commissioners and the Sheriff of Escambia County - Alison P. Rogers, County Attorney

That the Board approve the Memorandum of Understanding (MOU) between the Escambia County Board of County Commissioners and the Sheriff of Escambia County.

(THE MOU WILL BE DISTRIBUTED UNDER SEPARATE COVER.)

7. Recommendation Concerning the Transferring of Parties for the Florida Corrections Accreditation Commission Agreement - Alison P. Rogers, County Attorney

That the Board approve the Accreditation Agreement between the Department of Corrections of Escambia County, Florida, and the Florida Corrections Accreditation Commission, Inc.

8. Discussion Concerning the Visit Pensacola Business Plan and Fiscal Plan for Fiscal Year 2013/2014 - George Touart, Interim County Administrator

9. Items added to the Agenda.

10. Adjourn.



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

Budget Public Hearing

4. C.

Meeting Date: 09/24/2013

Issue: Final Millage Resolution

From: Amy Lovoy, Department Head

Organization: OMB

CAO Approval:

Information

RECOMMENDATION:

Board Adoption of the Final Millage Resolution for Fiscal Year 2013/2014 – Chairman Gene M. Valentino

Commissioner Valentino – The Chair will entertain a motion to adopt the Millage Resolution, presented in the Agenda backup, of 6.6165 mills for the County-wide millage rate, .3590 for the Library MSTU, and .6850 for the Sheriff's Law Enforcement MSTU for Fiscal Year 2013/2014.

BACKGROUND:

N/A

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

N/A

Attachments

Final Millage Resolution

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM PROPERTY TAXES FOR ESCAMBIA COUNTY AND MUNICIPAL SERVICE TAXING UNITS FOR FISCAL YEAR 2013/14; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Escambia County, Florida, on September 24, 2013, adopted the Final Fiscal Year 2013/14 Millage Rates following a public hearing as required by Florida Statute 200.065; and

WHEREAS, the Board of County Commissioners of Escambia County, Florida held a public hearing to adopt the Final Fiscal Year 2013/2014 Budget as required by Florida Statute 200.065; and

WHEREAS, the value of real property not exempt from taxation within Escambia County has been certified by the County Property Appraiser to the Board of County Commissioners as \$13,571,867,172 countywide and \$9,484,920,572 for the unincorporated property of Escambia County.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Escambia County, Florida, that:

1. The FY 2013/14 operating millage rate for Countywide is 6.6165 mills which is less than the rolled back rate of 6.9682 mills.
2. The FY 2013/14 operating millage rate for the Library MSTU is .3590 mills. (The Library MSTU is a new millage levy; therefore there is no rolled back rate.)
3. The FY 2013/14 operating millage rate for the Law Enforcement MSTU is .6850 mills which is less than the rolled back rate of .6860 mills.
4. The FY 2013/14 current year proposed aggregate millage rate is 7.4542, which is .12% less than current year aggregate rolled back rate of 7.4630.
5. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED at a public hearing this 24th day of September 2013.

**ESCAMBIA COUNTY, FLORIDA
BOARD OF COUNTY COMMISSIONERS**

Gene M. Valentino, Chairman

ATTEST: Pam Childers
Clerk of the Circuit Court

BY: _____
Deputy Clerk

This document approved as to form
and legal sufficiency

By [Signature]
Title County Attorney
Date 9/17/13



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

Budget Public Hearing

4. D.

Meeting Date: 09/24/2013

Issue: Budget Adjustment to the FY 2013/2014 Tentative Budget

From: Amy Lovoy, Department Head

Organization: OMB

CAO Approval:

Information

RECOMMENDATION:

Board Adoption of a Resolution in the increased amount of \$4,797,045 amending the Tentative Fiscal Year 2013/2014 Budget – Chairman Gene M. Valentino

That the Board adopt the Resolution amending the Fiscal Year 2013/2014 Tentative Budget in the increased amount of \$4,797,045, for the following Funds:

- General Fund (001)
- Tourist Development Fund (108)
- Other Grants & Projects Fund (110)
- Jail Inmate Commissary Fund (111)
- Library Fund (113)
- Misdemeanor Probation Fund (114)
- Development Review Fees (116)
- SHIP Fund (120)
- CDBG Entitlement Fund (129)
- HUD Home Fund (147)
- Bob Sikes Toll Fund (167)
- Transportation Trust Fund (175)
- LOST III Fund (352)
- Building Inspections Fund (406)
- Civic Center Fund (409)
- Internal Service Fund (501)

BACKGROUND:

This adjustment to the tentative budget recognizes and appropriates changes that have occurred since the budget workshops. These changes include but are not limited to the following:

Increase in the Revenue estimate for the Half-Cent Sales Tax - \$1,328,568

Decrease in Ad-Valorem Property Taxes associated with the County fully funding the Library System - \$1,349,171

Increase in the General Fund Fund Balance as a result of a portion of the Sheriff's Internal

Service Fund being returned to the County - \$1,500,000
Creation of the Jail Commissary Fund for prisoners - \$1,566,768
Increase in the 2014 SHIP Grant - \$526,015

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

N/A

Attachments

FY13/14 Budget Adjustments

**Board of County Commissioners
Escambia County
Supplemental Budget Amendment Resolution**

**Resolution Number
R2013-**

WHEREAS, the following revenues were unanticipated in the adopted budget for Escambia County and the Board of County Commissioners now desires to appropriate said funds within the County Budget.

WHEREAS, changes to the FY 2013-2014 Proposed Budget have occurred, and these changes must be approved by the Board of County Commissioners.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of Escambia County, Florida, that in accordance with Florida Statutes, Section 129.06 (2d), it does hereby appropriate in the following funds and accounts in the budget of the fiscal year ending September 30, 2014:

<u>Fund Name</u>	<u>Fund Number</u>
General Fund	1
Tourist Development Fund	108
Other Grants & Projects Fund	110
Jail Inmate Commissary Fund	111
Library Fund	113
Misdemeanor Probation Fund	114
Development Review Fees	116
SHIP Fund	120
CDBG Entitlement Fund	129
HUD Home Fund	147
Bob Sikes Toll Fund	167
Transportation Trust Fund	175
LOST III Fund	352
Building Inspections Fund	406
Civic Center Fund	409
Internal Service Fund	501

<u>Revenue Title</u>	<u>Fund Number</u>	<u>Account Code</u>	<u>Amount</u>
Ad Valorem Taxes	1	311002	(1,349,171)
MSTU - Law Enforcement	1	311005	21,184
1/2 Cent Sales Tax	1	335180	1,328,568
Indirect Costs-Enterprise Funds	1	369935	(581)
Fund Balance	1	389901	1,500,000
Indirect Costs -Other	1	369936	(1,520)
Fund Balance	1	389901	1,520
HUD Emergency Shelter Grant	110	331907	(31,987)
Forensic Mental Health	110	334602	(1,829)
Jail Inmate Commissary	111	342302	1,566,768
Less 5% Receipts	111	389905	(78,338)
MSTU - Library	113	311006	(11,621)
Less 5% Receipts	113	389905	581
Fund Balance	114	389901	1,829
2014 SHIP Grant	120	335706	526,015
2013 HUD Entitlement Grant	129	331554	77,493
2013 HUD HOME Grant	147	331564	(8,973)
Transfer from 001	175	381001	5,135
Fund Balance	175	389901	96,848
Fund Balance	406	389901	6,328
Transfer from Fund 108	409	381108	(33,907)
Contribution-BCC Work Compensation	501	341209	601,428
Payment from General Fund	501	341217	581,275

Total			<u>\$4,797,045</u>
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Appropriations Title	Fund Number/Cost Center	Account Code/ Project Number	Amount
Payment to Property Insurance	001/110201	54509	(100,000)
Reserves for Operating	001/110201	59805	(39,561)
Reserves for Operating	001/110201	59805	(44,182)
Reserves for Operating	001/110201	59805	(37,620)
Reserves for Operating	001/110201	59805	(40,000)
Reserves for Operating	001/110201	59805	100,000
Reserves for Operating	001/110201	59805	(5,135)
Reserves for Operating	001/110201	59805	(102,898)
Reserves for Operating	001/110201	59805	66,033
Reserves for Operating	001/110201	59805	(7,933)
Transfers to F-175	001/110215	59102	5,135
Executive Salaries	001/110302	51101	35,000
FICA	001/110302	52101	2,678
Retirement	001/110302	52201	6,409
Workers Compensation	001/110302	52401	95
Salaries	001/110601	51201	43,723
Salaries	001/110601	51201	85,608
Books, Pubs, Subs	001/110601	55401	11,000
Salaries	001/240201	51201	26,605
Salaries	001/240201	51201	810,558
Salaries	001/240201	51201	(24,752)
FICA	001/240201	52101	2,035
FICA	001/240201	52101	62,010
FICA	001/240201	52101	(1,894)
Retirement	001/240201	52201	1,849
Retirement	001/240201	52201	71,736
Retirement	001/240201	52201	(1,720)
Life & Health	001/240201	52301	9,000
Life & Health	001/240201	52301	153,000
Life & Health	001/240201	52301	(9,000)
Workers Compensation	001/240201	52401	72
Workers Compensation	001/240201	52401	3,121
Workers Compensation	001/240201	52401	(67)
Professional Services	001/240201	53101	9,800
Court Reporter Services	001/240201	53301	5,000
Travel & Per Diem	001/240201	54001	6,800
Communications	001/240201	54101	2,450
Postage & Freight	001/240201	54201	14,000
Rentals & Leases	001/240201	54401	1,500
Insurance	001/240201	54501	1,100
Repair & Maintenance Services	001/240201	54601	14,500
Printing & Binding	001/240201	54701	300
Other Current Charges & Obligations	001/240201	54901	30,950
Host Ordinance Items	001/240201	54931	1,500
Office Supplies	001/240201	55101	5,750
Operating Supplies	001/240201	55201	6,000
Books, Pubs & Subs	001/240201	55401	3,500
Salaries	001/240401	51201	240,739
FICA	001/240401	52101	18,416
Retirement	001/240401	52201	16,732
Life & Health	001/240401	52301	45,000
Workers Compensation	001/240401	52401	651
Professional Services	001/240401	53101	10,172
Other Contractual Services	001/240401	53401	6,000
Travel & Per Diem	001/240401	54001	2,000
Communications	001/240401	54101	1,000
Postage & Freight	001/240401	54201	100
Repair & Maintenance Services	001/240401	54601	5,000
Office Supplies	001/240401	55101	3,000
Books, Pubs & Subs	001/240401	55401	500

Training & Registration	001/240401	55501	500
Salaries	001/250501	51201	(810,558)
FICA	001/250501	52101	(62,010)
Retirement	001/250501	52201	(71,736)
Life & Health	001/250501	52301	(153,000)
Workers Compensation	001/250501	52401	(3,121)
Professional Services	001/250501	53101	(9,800)
Court Reporter Services	001/250501	53301	(5,000)
Travel & Per Diem	001/250501	54001	(6,800)
Communications	001/250501	54101	(2,450)
Postage & Freight	001/250501	54201	(14,000)
Rentals & Leases	001/250501	54401	(1,500)
Insurance	001/250501	54501	(1,100)
Repair & Maintenance Services	001/250501	54601	(14,500)
Printing & Binding	001/250501	54701	(300)
Other Current Charges & Obligations	001/250501	54901	(30,950)
Host Ordinance Items	001/250501	54931	(1,500)
Office Supplies	001/250501	55101	(5,750)
Operating Supplies	001/250501	55201	(6,000)
Books, Pubs & Subs	001/250501	55401	(3,500)
Salaries	001/250601	51201	(240,739)
FICA	001/250601	52101	(18,416)
Retirement	001/250601	52201	(16,732)
Life & Health	001/250601	52301	(45,000)
Workers Compensation	001/250601	52401	(651)
Professional Services	001/250601	53101	(10,172)
Other Contractual Services	001/250601	53401	(6,000)
Travel & Per Diem	001/250601	54001	(2,000)
Communications	001/250601	54101	(1,000)
Postage & Freight	001/250601	54201	(100)
Repair & Maintenance Services	001/250601	54601	(5,000)
Office Supplies	001/250601	55101	(3,000)
Books, Pubs & Subs	001/250601	55401	(500)
Training & Registration	001/250601	55501	(500)
Salaries	001/270103	51201	7,933
Salaries	001/270109	51201	(49,650)
FICA	001/270109	52101	(3,798)
Retirement	001/270109	52201	(3,451)
Life & Health	001/270109	52301	(9,000)
Workers Compensation	001/270109	52401	(134)
Salaries	001/290401	51201	26,710,714
Operating Supplies	001/290401	55201	4,344,085
Operating Supplies	001/320501	55201	40,000
Aids to Governmental Agencies	001/360301	58101	37,620
Personal Services	001/540101	59702	1,500,000
Personal Services	001/540101	59702	(948,876)
Personal Services	001/540201	59702	(24,569,038)
Operating Expenditures	001/540201	59703	(4,344,085)
Personal Services	001/540301	59702	(1,192,800)
Operating Expenditures	001/540101	59703	(42,436)
Operating Supplies	001/290401	55201	42,436
Operating Expenditures	001/540101	59703	(288,442)
Operating Supplies	001/290401	55201	288,442
Aids to Private Organizations	108/360101	58201	(823,860)
Transfers to F-409	108/360101	59101	1,500,000
Aids to Private Organizations	108/360105	58201	857,693
Transfers to F-409	108/360105	59101	(1,533,907)
Reserves	108/360105	59801	74
Other Contractual Services	110/220561	53401	(799)
Other Current Charges & Obligations	110/220561	54901	(1,600)
Aids to Private Organizations	110/220561	58201	(29,588)
Salaries	110/290501	51201	(1,593)

FICA	110/290501	52101	(122)
Retirement	110/290501	52201	(110)
Workers Compensation	110/290501	52401	(4)
Other Contractual Services	111/290406	53401	200,000
Postage	111/290406	54201	10,000
Utility Service	111/290406	54301	10,000
Repair & Maintenance	111/290406	54601	72,357
Other Current Charges	111/290406	54901	200,691
Office Supplies	111/290406	55101	32,765
Operating Supplies	111/290406	55201	760,879
Machinery	111/290406	56401	201,738
Other Contractual Services	113/110501	53401	(10,459)
Other Current Charges & Obligations	113/110501	54901	(581)
Salaries	114/290301	51201	1,593
FICA	114/290301	52101	122
Retirement	114/290301	52201	110
Workers Compensation	114/290301	52401	4
Salaries	116/240302	51201	213,407
FICA	116/240302	52101	16,326
Retirement	116/240302	52201	14,831
Life & Health	116/240302	52301	45,000
Workers Compensation	116/240302	52401	1,302
Communications	116/240302	54101	2,123
Repair & Maintenance Services	116/240302	54601	2,500
Office Supplies	116/240302	55101	1,000
Operating Supplies	116/240302	55201	5,208
Books, Pubs & Subs	116/240302	55401	575
Depreciation	116/240302	55901	1,500
Reserves	116/240302	59801	7,378
Salaries	116/250201	51201	(213,407)
FICA	116/250201	52101	(16,326)
Retirement	116/250201	52201	(14,831)
Life & Health	116/250201	52301	(45,000)
Workers Compensation	116/250201	52401	(1,302)
Communications	116/250201	54101	(2,123)
Repair & Maintenance Services	116/250201	54601	(2,500)
Office Supplies	116/250201	55101	(1,000)
Operating Supplies	116/250201	55201	(5,208)
Books, Pubs & Subs	116/250201	55401	(575)
Depreciation	116/250201	55901	(1,500)
Reserves	116/250201	59801	(7,378)
Other Contractual Services	120/220444	53401	15,780
Other Grants & Aids	120/220444	58301	510,235
Other Contractual Services	129/220451	53401	15,498
Improvements Other than Buildings	129/220453	56301	(105,005)
Aids to Private Organizations	129/220453	58201	2,000
Other Grants & Aids	129/220453	58301	165,000
Other Contractual Services	147/220450	53401	(755)
Other Current Charges & Obligations	147/220450	54901	(142)
Other Grants & Aids	147/220450	58301	(8,076)
Operating Supplies	167/140301	55201	5,000
Machinery & Equipment	167/140301	56401	(5,000)
Machinery & Equipment	175/210405	56401	96,848
Salaries	175/211602	51201	5,135
Reserves	352/110267	59801	(10,500)
Salaries	352/210107	51201	13,577
Improvements Other than Buildings	352/210107	56301	(13,577)
Improvements Other than Buildings	352/210107	56301	(200,000)
Other Contractual Services	352/350229	53401	700,000
Other Contractual Services	352/350229	53401	65,280
Improvements Other than Buildings	352/350229	56301	(765,280)
Improvements Other than Buildings	352/350229	56301	10,500

Machinery & Equipment	352/540115	56401	200,000
Salaries	406/250111	51201	6,328
Other Contractual Services	409/360401	53401	(33,907)
Insurance	501/140834	54501	601,428
Insurance	501/140835	54501	581,275
Communications	501/140838	54101	(1,006)
Repair & Maintenance	501/140838	54601	1,006
Total			\$4,797,045

Deputy Clerk

Gene M. Valentino, Chairman

Adopted

OMB Approved

Supplemental Budget Amendment
Budget Adjustment

FY 13/14 Budget Adjustments							
Department-Division	Fund	Cost Center	Fund/Cost Center	Account Number	Title	Amount	Explanation
Non-Departmental	1	110201	001/110201	54509	Payment to Property Insurance	(100,000)	Reduction in the General Fund insurance Premium.
Non-Departmental	1	110201	001/110201	59805	Reserves for Operating	(39,561)	SOSA position was cut from P&Z, and put back in after the budget was balanced.
Reserves for Operating	1	110201	001/110201	59805	Reserves for Operating	(44,182)	County Administrator's advertised pay level, difference in current position and advertised pay.
Non-Departmental	1	110201	001/110201	59805	Reserves for Operating	(37,620)	Additional funding for Rabies Program being managed by the Escambia County Health Department.
Non-Departmental	1	110201	001/110201	59805	Reserves for Operating	(40,000)	Additional drugs for the Animal Shelter for animal care.
Non-Departmental	1	110201	001/110201	59805	Reserves for Operating	100,000	Reduction in the General Fund insurance Premium.
Non-Departmental	1	110201	001/110201	59805	Reserves for Operating	(5,135)	Increase in salaries as a result of Departmental reorganization in Engineering.
Non-Departmental	1	110201	001/110201	59805	Reserves for Operating	(102,898)	New Assistant County Attorney as part of Jail transition.
Non-Departmental	1	110201	001/110201	59805	Reserves for Operating	66,033	Systems Analyst position being eliminated
Non-Departmental	1	110201	001/110201	59805	Reserves for Operating	(7,933)	IT Coord position being reclassified to IT Manager due to reorganization
Non-Departmental	1	110215	001/110215	59102	Transfers to F-175	5,135	Increase in salaries as a result of Departmental reorganization in Engineering.
County Administration	1	110302	001/110302	51101	Executive Salaries	35,000	County Administrator's advertised pay level, difference in current position and advertised pay.
County Administration	1	110302	001/110302	52101	FICA	2,678	County Administrator's advertised pay level, difference in current position and advertised pay.
County Administration	1	110302	001/110302	52201	Retirement	6,409	County Administrator's advertised pay level, difference in current position and advertised pay.
County Administration	1	110302	001/110302	52401	Workers Compensation	95	County Administrator's advertised pay level, difference in current position and advertised pay.
County Attorney	1	110601	001/110601	51201	Salaries	43,723	SOSA position being transferred to County Attorney and reclassified to Administrative Assistant
County Attorney	1	110601	001/110601	51201	Salaries	85,608	New Assistant County Attorney as part of Jail transition.
County Attorney	1	110601	001/110601	55401	Books, Pubs, Subs	11,000	New Assistant County Attorney as part of Jail transition.
Dev Services/Planning & Zoning	1	240201	001/240201	51201	Salaries	26,605	SOSA position was cut from P&Z, and put back in after the budget was balanced.
Dev Services/Planning & Zoning	1	240201	001/240201	51201	Salaries	810,558	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	51201	Salaries	(24,752)	SOSA position being transferred to County Attorney
Dev Services/Planning & Zoning	1	240201	001/240201	52101	FICA	2,035	SOSA position was cut from P&Z, and put back in after the budget was balanced.
Dev Services/Planning & Zoning	1	240201	001/240201	52101	FICA	62,010	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	52101	FICA	(1,894)	SOSA position being transferred to County Attorney

FY 13/14 Budget Adjustments							
Department-Division	Fund	Cost Center	Fund/Cost Center	Account Number	Title	Amount	Explanation
Dev Services/Planning & Zoning	1	240201	001/240201	52201	Retirement	1,849	SOSA position was cut from P&Z, and put back in after the budget was balanced.
Dev Services/Planning & Zoning	1	240201	001/240201	52201	Retirement	71,736	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	52201	Retirement	(1,720)	SOSA position being transferred to County Attorney
Dev Services/Planning & Zoning	1	240201	001/240201	52301	Life & Health	9,000	SOSA position was cut from P&Z, and put back in after the budget was balanced.
Dev Services/Planning & Zoning	1	240201	001/240201	52301	Life & Health	153,000	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	52301	Life & Health	(9,000)	SOSA position being transferred to County Attorney
Dev Services/Planning & Zoning	1	240201	001/240201	52401	Workers Compensation	72	SOSA position was cut from P&Z, and put back in after the budget was balanced.
Dev Services/Planning & Zoning	1	240201	001/240201	52401	Workers Compensation	3,121	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	52401	Workers Compensation	(67)	SOSA position being transferred to County Attorney
Dev Services/Planning & Zoning	1	240201	001/240201	53101	Professional Services	9,800	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	53301	Court Reporter Services	5,000	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	54001	Travel & Per Diem	6,800	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	54101	Communications	2,450	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	54201	Postage & Freight	14,000	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	54401	Rentals & Leases	1,500	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	54501	Insurance	1,100	Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	54601	Repair & Maintenance Services	14,500	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	54701	Printing & Binding	300	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	54901	Other Current Charges & Obligations	30,950	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	54931	Host Ordinance Items	1,500	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	55101	Office Supplies	5,750	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	55201	Operating Supplies	6,000	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	240201	001/240201	55401	Books, Pubs & Subs	3,500	Planning & Zoning cost center changing due to Reorganization.
Dev Services/GIS	1	240401	001/240401	51201	Salaries	240,739	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	240401	001/240401	52101	FICA	18,416	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	240401	001/240401	52201	Retirement	16,732	GIS cost center changing due to Reorganization.

FY 13/14 Budget Adjustments							
Department-Division	Fund	Cost Center	Fund/Cost Center	Account Number	Title	Amount	Explanation
Dev Services/GIS	1	240401	001/240401	52301	Life & Health	45,000	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	240401	001/240401	52401	Workers Compensation	651	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	240401	001/240401	53101	Professional Services	10,172	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	240401	001/240401	53401	Other Contractual Services	6,000	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	240401	001/240401	54001	Travel & Per Diem	2,000	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	240401	001/240401	54101	Communications	1,000	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	240401	001/240401	54201	Postage & Freight	100	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	240401	001/240401	54601	Repair & Maintenance Services	5,000	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	240401	001/240401	55101	Office Supplies	3,000	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	240401	001/240401	55401	Books, Pubs & Subs	500	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	240401	001/240401	55501	Training & Registration	500	GIS cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	51201	Salaries	(810,558)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	52101	FICA	(62,010)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	52201	Retirement	(71,736)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	52301	Life & Health	(153,000)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	52401	Workers Compensation	(3,121)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	53101	Professional Services	(9,800)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	53301	Court Reporter Services	(5,000)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	54001	Travel & Per Diem	(6,800)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	54101	Communications	(2,450)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	54201	Postage & Freight	(14,000)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	54401	Rentals & Leases	(1,500)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	54501	Insurance	(1,100)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	54601	Repair & Maintenance Services	(14,500)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	54701	Printing & Binding	(300)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	54901	Other Current Charges & Obligations	(30,950)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	54931	Host Ordinance Items	(1,500)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	55101	Office Supplies	(5,750)	Planning & Zoning cost center changing due to Reorganization.

FY 13/14 Budget Adjustments							
Department-Division	Fund	Cost Center	Fund/Cost Center	Account Number	Title	Amount	Explanation
Dev Services/Planning & Zoning	1	250501	001/250501	55201	Operating Supplies	(6,000)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/Planning & Zoning	1	250501	001/250501	55401	Books, Pubs & Subs	(3,500)	Planning & Zoning cost center changing due to Reorganization.
Dev Services/GIS	1	250601	001/250601	51201	Salaries	(240,739)	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	250601	001/250601	52101	FICA	(18,416)	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	250601	001/250601	52201	Retirement	(16,732)	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	250601	001/250601	52301	Life & Health	(45,000)	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	250601	001/250601	52401	Workers Compensation	(651)	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	250601	001/250601	53101	Professional Services	(10,172)	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	250601	001/250601	53401	Other Contractual Services	(6,000)	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	250601	001/250601	54001	Travel & Per Diem	(2,000)	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	250601	001/250601	54101	Communications	(1,000)	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	250601	001/250601	54201	Postage & Freight	(100)	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	250601	001/250601	54601	Repair & Maintenance Services	(5,000)	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	250601	001/250601	55101	Office Supplies	(3,000)	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	250601	001/250601	55401	Books, Pubs & Subs	(500)	GIS cost center changing due to Reorganization.
Dev Services/GIS	1	250601	001/250601	55501	Training & Registration	(500)	GIS cost center changing due to Reorganization.
Information Technology	1	270103	001/270103	51201	Salaries	7,933	IT Coord position being reclassified to IT Manager due to reorganization
Information Technology	1	270109	001/270109	51201	Salaries	(49,650)	Systems Analyst position being eliminated
Information Technology	1	270109	001/270109	52101	FICA	(3,798)	Systems Analyst position being eliminated
Information Technology	1	270109	001/270109	52201	Retirement	(3,451)	Systems Analyst position being eliminated
Information Technology	1	270109	001/270109	52301	Life & Health	(9,000)	Systems Analyst position being eliminated
Information Technology	1	270109	001/270109	52401	Workers Compensation	(134)	Systems Analyst position being eliminated
Corrections/Detention	1	290401	001/290401	51201	Salaries	26,710,714	Moving funds out of the Sheriff's Budgets over to the County Detention Budget.
Corrections/Detention	1	290401	001/290401	55201	Operating Supplies	4,344,085	Moving funds out of the Sheriff's Budgets over to the County Detention Budget.
Community Affairs/Animal Shelter	1	320501	001/320501	55201	Operating Supplies	40,000	Additional drugs for the Animal Shelter for animal care.
Health Department	1	360301	001/360301	58101	Aids to Governmental Agencies	37,620	Additional funding for Rabies Program being managed by the Escambia County Health Department.
Sheriff/Law Enforcement	1	540101	001/540101	59702	Personal Services	1,500,000	Increase in FB and allocating funds over to Sheriff's LE Budget, funds are from Internal Service Fund.
Sheriff/Law Enforcement	1	540101	001/540101	59702	Personal Services	(948,876)	Moving funds out of the Sheriff's LE Budget over to the County Detention Budget.

FY 13/14 Budget Adjustments							
		Cost	Fund/Cost	Account			
Department-Division	Fund	Center	Center	Number	Title	Amount	Explanation
Sheriff/Detention	1	540201	001/540201	59702	Personal Services	(24,569,038)	Moving funds out of the Sheriff's Detention Budget over to the County Detention Budget.
Sheriff/Detention	1	540201	001/540201	59703	Operating Expenditures	(4,344,085)	Moving funds out of the Sheriff's Detention Budget over to the County Detention Budget.
Sheriff/Court Security	1	540301	001/540301	59702	Personal Services	(1,192,800)	Moving funds out of the Sheriff's Court Security Budget over to the County Detention Budget.
Sheriff/Law Enforcement	1	540101	001/540101	59703	Operating Expenditures	(42,436)	Fuel funds being moved to the County Detention Budget.
Corrections/Detention	1	290401	001/290401	55201	Operating Supplies	42,436	Fuel funds being moved to the County Detention Budget.
Sheriff/Law Enforcement	1	540101	001/540101	59703	Operating Expenditures	(288,442)	Operational costs to be transferred to the Jail for support of the detention operation, funds are from the Sheriff's Budget.
Corrections/Detention	1	290401	001/290401	55201	Operating Supplies	288,442	Operational costs to be transferred to the Jail for support of the detention operation, funds are from the Sheriff's Budget.
BCC/Tourist Development Tax	108	360101	108/360101	58201	Aids to Private Organizations	(823,860)	BCC direction to re-allocate portions of the TDT between the three and forth cents.
BCC/Tourist Development Tax	108	360101	108/360101	59101	Transfers to F-409	1,500,000	BCC direction to re-allocate portions of the TDT between the three and forth cents.
BCC/Tourist Development Tax	108	360105	108/360105	58201	Aids to Private Organizations	857,693	BCC direction to re-allocate portions of the TDT between the three and forth cents.
BCC/Tourist Development Tax	108	360105	108/360105	59101	Transfers to F-409	(1,533,907)	BCC direction to re-allocate portions of the TDT between the three and forth cents.
BCC/Tourist Development Tax	108	360105	108/360105	59801	Reserves	74	BCC direction to re-allocate portions of the TDT between the three and forth cents.
Community & Environment/NEFI	110	220561	110/220561	53401	Other Contractual Services	(799)	HUD Emergency Shelter Grant
Community & Environment/NEFI	110	220561	110/220561	54901	Other Current Charges & Obligations	(1,600)	HUD Emergency Shelter Grant
Community & Environment/NEFI	110	220561	110/220561	58201	Aids to Private Organizations	(29,588)	HUD Emergency Shelter Grant
Corrections/Forensic	110	290501	110/290501	51201	Salaries	(1,593)	Contract funding from Big Bend Community Based Care reduced.
Corrections/Forensic	110	290501	110/290501	52101	FICA	(122)	Contract funding from Big Bend Community Based Care reduced.
Corrections/Forensic	110	290501	110/290501	52201	Retirement	(110)	Contract funding from Big Bend Community Based Care reduced.
Corrections/Forensic	110	290501	110/290501	52401	Workers Compensation	(4)	Contract funding from Big Bend Community Based Care reduced.
Corrections/Jail Inmate Commissary	111	290406	111/290406	53401	Other Contractual Services	200,000	Estimated funding for the Jail Commissary Fund.
Corrections/Jail Inmate Commissary	111	290406	111/290406	54201	Postage	10,000	Estimated funding for the Jail Commissary Fund.
Corrections/Jail Inmate Commissary	111	290406	111/290406	54301	Utility Service	10,000	Estimated funding for the Jail Commissary Fund.

FY 13/14 Budget Adjustments							
		Cost	Fund/Cost	Account			
Department-Division	Fund	Center	Center	Number	Title	Amount	Explanation
Corrections/Jail Inmate Commissary	111	290406	111/290406	54601	Repair & Maintenance	72,357	Estimated funding for the Jail Commissary Fund.
Corrections/Jail Inmate Commissary	111	290406	111/290406	54901	Other Current Charges	200,691	Estimated funding for the Jail Commissary Fund.
Corrections/Jail Inmate Commissary	111	290406	111/290406	55101	Office Supplies	32,765	Estimated funding for the Jail Commissary Fund.
Corrections/Jail Inmate Commissary	111	290406	111/290406	55201	Operating Supplies	760,879	Estimated funding for the Jail Commissary Fund.
Corrections/Jail Inmate Commissary	111	290406	111/290406	56401	Machinery	201,738	Estimated funding for the Jail Commissary Fund.
Library MSTU	113	110501	113/110501	53401	Other Contractual Services	(10,459)	Adjustment to Library Budget based on taxable valuation from July 1, 2013 and millage adjustment.
Library MSTU	113	110501	113/110501	54901	Other Current Charges & Obligations	(581)	Adjustment to Library Budget based on taxable valuation from July 1, 2013 and millage adjustment.
Corrections/Misdemeanor Probation	114	290301	114/290301	51201	Salaries	1,593	Contract funding from Big Bend Community Based Care reduced.
Corrections/Misdemeanor Probation	114	290301	114/290301	52101	FICA	122	Contract funding from Big Bend Community Based Care reduced.
Corrections/Misdemeanor Probation	114	290301	114/290301	52201	Retirement	110	Contract funding from Big Bend Community Based Care reduced.
Corrections/Misdemeanor Probation	114	290301	114/290301	52401	Workers Compensation	4	Contract funding from Big Bend Community Based Care reduced.
Dev Services/Development Review	116	240302	116/240302	51201	Salaries	213,407	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	240302	116/240302	52101	FICA	16,326	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	240302	116/240302	52201	Retirement	14,831	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	240302	116/240302	52301	Life & Health	45,000	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	240302	116/240302	52401	Workers Compensation	1,302	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	240302	116/240302	54101	Communications	2,123	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	240302	116/240302	54601	Repair & Maintenance Services	2,500	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	240302	116/240302	55101	Office Supplies	1,000	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	240302	116/240302	55201	Operating Supplies	5,208	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	240302	116/240302	55401	Books, Pubs & Subs	575	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	240302	116/240302	55901	Depreciation	1,500	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	240302	116/240302	59801	Reserves	7,378	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	250201	116/250201	51201	Salaries	(213,407)	Dev Review cost center changing due to Reorganization.

FY 13/14 Budget Adjustments							
Department-Division	Fund	Cost Center	Fund/Cost Center	Account Number	Title	Amount	Explanation
Dev Services/Development Review	116	250201	116/250201	52101	FICA	(16,326)	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	250201	116/250201	52201	Retirement	(14,831)	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	250201	116/250201	52301	Life & Health	(45,000)	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	250201	116/250201	52401	Workers Compensation	(1,302)	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	250201	116/250201	54101	Communications	(2,123)	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	250201	116/250201	54601	Repair & Maintenance Services	(2,500)	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	250201	116/250201	55101	Office Supplies	(1,000)	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	250201	116/250201	55201	Operating Supplies	(5,208)	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	250201	116/250201	55401	Books, Pubs & Subs	(575)	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	250201	116/250201	55901	Depreciation	(1,500)	Dev Review cost center changing due to Reorganization.
Dev Services/Development Review	116	250201	116/250201	59801	Reserves	(7,378)	Dev Review cost center changing due to Reorganization.
Community & Environment/NEFI	120	220444	120/220444	53401	Other Contractual Services	15,780	2014 SHIP Grant
Community & Environment/NEFI	120	220444	120/220444	58301	Other Grants & Aids	510,235	2014 SHIP Grant
Community & Environment/NEFI	129	220451	129/220451	53401	Other Contractual Services	15,498	2013 HUD Entitlement Grant
Community & Environment/NEFI	129	220453	129/220453	56301	Improvements Other than Buildings	(105,005)	2013 HUD Entitlement Grant
Community & Environment/NEFI	129	220453	129/220453	58201	Aids to Private Organizations	2,000	2013 HUD Entitlement Grant
Community & Environment/NEFI	129	220453	129/220453	58301	Other Grants & Aids	165,000	2013 HUD Entitlement Grant
Community & Environment/NEFI	147	220450	147/220450	53401	Other Contractual Services	(755)	2013 HUD HOME Grant
Community & Environment/NEFI	147	220450	147/220450	54901	Other Current Charges & Obligations	(142)	2013 HUD HOME Grant
Community & Environment/NEFI	147	220450	147/220450	58301	Other Grants & Aids	(8,076)	2013 HUD HOME Grant
Public Works/Bob Sikes Toll Admin	167	140301	167/140301	55201	Operating Supplies	5,000	Moving funds from capital into operating.
Public Works/Bob Sikes Toll Admin	167	140301	167/140301	56401	Machinery & Equipment	(5,000)	Moving funds from capital into operating.
Public Works/ Roads	175	210405	175/210405	56401	Machinery & Equipment	96,848	Purchase of a used Dump Truck, a Lowboy Trailer and bushogs.
Public Works Engineering	175	211602	175/211602	51201	Salaries	5,135	Increase in salaries as a result of Departmental reorganization in Engineering.
Public Facilities LOST	352	110267	352/110267	59801	Reserves	(10,500)	Correcting an error in reserve allocations.
Public Works/Transp & Drainage	352	210107	352/210107	51201	Salaries	13,577	Reorganization of Transportation & Drainage Division
Public Works/Transp & Drainage	352	210107	352/210107	56301	Improvements Other than Buildings	(13,577)	Reorganization of Transportation & Drainage Division
Transportation & Drainage LOST	352	210107	352/210107	56301	Improvements Other than Buildings	(200,000)	LOST reallocation for Detention vehicle replacement.
Parks LOST	352	350229	352/350229	53401	Other Contractual Services	700,000	LOST Funds to be used for enhanced mowing at LOST built parks.
Parks LOST	352	350229	352/350229	53401	Other Contractual Services	65,280	4 part-time recreation coordinator equivalent contract positions for Community Centers after hours.
Parks LOST	352	350229	352/350229	56301	Improvements Other than Buildings	(765,280)	LOST Funds to be used for enhanced mowing at LOST built parks plus 4 part-time recreation
Parks LOST	352	350229	352/350229	56301	Improvements Other than Buildings	10,500	Correcting an error in reserve allocations.

FY 13/14 Budget Adjustments							
		Cost	Fund/Cost	Account			
Department-Division	Fund	Center	Center	Number	Title	Amount	Explanation
Sheriff's LOST	352	540115	352/540115	56401	Machinery & Equipment	200,000	LOST reallocation for Detention vehicle replacement.
Building Inspections	406	250111	406/250111	51201	Salaries	6,328	Reorganized Building Insp into separate department - Reclassifying vacant Div Mgr position to Dept Director I
MBS/Civic Center	409	360401	409/360401	53401	Other Contractual Services	(33,907)	BCC direction to allocate a total of \$1.5 million in subsidy from TDT to Civic Center for FY13-14.
MBS/Risk	501	140834	501/140834	54501	Insurance	601,428	Additional WC premiums as a result of additional Jail Employees.
MBS/Risk	501	140835	501/140835	54501	Insurance	581,275	Additional Liability, Malpractice, and Catastrophic Inmate Medical insurance premiums as a result of
MBS/Risk	501	140838	501/140838	54101	Communications	(1,006)	Placing shared copier costs in the appropriate account.
MBS/Risk	501	140838	501/140838	54601	Repair & Maintenance	1,006	Placing shared copier costs in the appropriate account.
					Total:	4,797,045	

FY 13/14 Budget Adjustments							
Department-Division	Fund	Cost Center	Fund/Cost Center	Account Number	Title	Amount	Explanation
General Fund	1			311002	Ad-Valorem	(1,349,171)	Adjustment to the County-wide millage rate based on taxable valuation associated with the Library MSTU.
General Fund	1			311005	MSTU - Law Enforcement	21,184	Adjustment to the County-wide millage rate based on taxable valuation associated with the Library MSTU.
General Fund	1			335180	Half Cent Sales Tax	1,328,568	Increase in Half Cent Revenue projection.
General Fund	1			369935	Indirect Costs-Enterprise Funds	(581)	Adjustment to the County-wide millage rate based on taxable valuation associated with the Library MSTU.
General Fund	1			389901	Fund Balance	1,500,000	Increase in FB and allocating funds over to Sheriff's LE Budget, funds are from Internal Service Fund.
General Fund	1			369936	Indirect Costs -Other	(1,520)	Reduced indirect contribution to F-001 due to a reduction in the HUD ER Shelter Grant.
General Fund	1			389901	Fund Balance	1,520	Reduced indirect contribution to F-001 due to a reduction in the HUD ER Shelter Grant.
Community & Environment/NEFI	110			331907	HUD Emergency Shelter Grant	(31,987)	HUD Emergency Shelter Grant
Corrections/Forensic	110			334602	Forensic Mental Health	(1,829)	Contract funding from Big Bend Community Based Care reduced.
Jail Inmate Commissary Fund	111			342302	Jail Commissary Fund	1,566,768	Estimated funding for the Jail Commissary Fund.
Jail Inmate Commissary Fund	111			389905	Less 5% Receipts	(78,338)	Estimated funding for the Jail Commissary Fund.
Library MSTU	113			311006	MSTU - Library	(11,621)	Adjustment to Library Budget based on taxable valuation from July 1, 2013 and millage adjustment.
Library MSTU	113			389905	Less 5% Receipts	581	Adjustment to Library Budget based on taxable valuation from July 1, 2013 and millage adjustment.
Corrections/Misdemeanor Probation	114			389901	Fund Balance	1,829	Contract funding from Big Bend Community Based Care reduced.
Community & Environment/NEFI	120			335706	2014 SHIP Grant	526,015	2014 SHIP Grant
Community & Environment/NEFI	129			331554	2013 HUD Entitlement Grant	77,493	2013 HUD Entitlement Grant
Community & Environment/NEFI	147			331564	2013 HUD HOME Grant	(8,973)	2013 HUD HOME Grant
Transportation Trust Fund	175			381001	Transfers from F-001	5,135	Increase in salaries as a result of Departmental reorganization in Engineering.
Transportation Trust Fund	175			389901	Fund Balance	96,848	Purchase of a used Dump Truck, a Lowboy Trailer and bushogs.
Building Inspections	406			389901	Fund Balance	6,328	Reorganized Building Insp into separate department - Reclassifying vacant Div Mgr position to Dept Director I
Civic Center	409			381108	Transfers from F-108	(33,907)	BCC direction to allocate a total of \$1.5 million in subsidy from TDT to Civic Center for FY13-14.
Internal Service Fund	501			341209	Contribution-BCC Work Compensation	601,428	Additional WC premiums as a result of additional Jail Employees.
Internal Service Fund	501			341217	Payment from General Fund	581,275	Additional Liability, Malpractice, and Catastrophic Inmate Medical insurance premiums as a result of the Jail transition.
					Total:	4,797,045	



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

Budget Public Hearing

4. E.

Meeting Date: 09/24/2013

Issue: Final Budget Resolution for Fiscal Year 2013/2014

From: Amy Lovoy, Department Head

Organization: OMB

CAO Approval:

Information

RECOMMENDATION:

Board Adoption of the Final Budget Resolution for Fiscal Year 2013/2014 – Chairman Gene M. Valentino

Commissioner Valentino – The Chair will entertain a motion to adopt the Final Budget Resolution of \$364,520,055 for Fiscal Year 2013/2014.

(Staff will provide a revised figure if any Commissioners have made changes and read it into the record.)

BACKGROUND:

N/A

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

N/A

Attachments

Final Budget Resolution

Resolution Number R _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2013/14; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Escambia County, Florida held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the Board of County Commissioners of Escambia County, Florida set forth the appropriations and revenue estimate for the Budget for Fiscal Year 2013/2014 in the amount of \$364,520,055 and as further detailed in Attachment A which is incorporated and made part of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Escambia County, Florida, that:

1. The FY 2013/14 Final Budget be adopted.
2. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED at a public hearing this 24th day of September 2013.

**ESCAMBIA COUNTY, FLORIDA
BOARD OF COUNTY COMMISSIONERS**

Gene M. Valentino, Chairman

ATTEST: Pam Childers
Clerk of the Circuit Court

BY: _____
Deputy Clerk

This document approved as to form
and legal sufficiency

By

Title

Date

[Signature]
County Attorney
9/17/13

**Escambia County 13/14 Budget
by Fund
Attachment A**

Fund Name	Revenues	Expenditures
GENERAL FUND - 001	170,566,658.00	170,566,658.00
ESCAMBIA COUNTY RESTRICTED FUND -101	334,775.00	334,775.00
ECONOMIC DEVELOPMENT FUND - 102	2,200,000.00	2,200,000.00
CODE ENFORCEMENT - 103	2,343,517.00	2,343,517.00
MASS TRANSIT - 104	10,061,169.00	10,061,169.00
M AND STATE I FUND - 106	29,456.00	29,456.00
TOURIST PROMOTION FUND - 108	7,688,204.00	7,688,204.00
OTHER GRANT PROJECTS FUND - 110	857,789.00	857,789.00
JAIL INMATE COMMISSARY FUND - 111	1,488,430.00	1,488,430.00
DISASTER RECOVERY - 112	0.00	0.00
LIBRARY FUND - 113	4,836,735.00	4,836,735.00
MISDEMEANOR PROBATION - 114	2,364,577.00	2,364,577.00
ARTICLE V/FINES & FORFEITURES - 115	2,990,619.00	2,990,619.00
DEVELOPMENT REVIEW FUND - 116	369,150.00	369,150.00
PERIDO KEY BEACH MOUSE - 117	0.00	0.00
SHIP - 120	925,356.00	925,356.00
LAW ENFORCEMENT TRUST FUND - 121	0.00	0.00
ESCAMBIA AFFORDABLE HOUSING - 124	1,400,000.00	1,400,000.00
CDBG HUD ENTITLEMENT FUND - 129	3,784,539.00	3,784,539.00
HANDICAPPED PARKING FINES - 130	33,250.00	33,250.00
FAMILY MEDIATION FUND - 131	85,000.00	85,000.00
FIRE PROTECTION FUND - 143	11,790,620.00	11,790,620.00
E-911 OPERATIONS FUND - 145	1,349,000.00	1,349,000.00
HUD CDBG HOUSING REHAB LOAN - 146	50,000.00	50,000.00
HUD-HOME FUND - 147	3,701,845.00	3,701,845.00
COMMUNITY REDEVELOPMENT AGENCY - 151	1,543,420.00	1,543,420.00
SOUTHWEST SECTOR CRA -152	0.00	0.00
BOB SIKES TOLL FACILITIES - 167	3,030,500.00	3,030,500.00
TRANSPORTATION TRUST FUND - 175	19,519,102.00	19,519,102.00
MSBU PROGRAM FUND - 177	781,424.00	781,424.00
MASTER DRAINAGE BASINS FUND - 181	48,355.00	48,355.00
DEBT SERVICE - 203	6,995,583.00	6,995,583.00
CAPITAL IMPROVEMENT PROGRAM - 310	0.00	0.00
FTA CAPITAL PROJECT FUND - 320	0.00	0.00
CAPITAL PROJECTS-NEW ROAD -333	0.00	0.00
LOCAL OPTION SALES TAX - 350	0.00	0.00
LOCAL OPTION SALES TAX II - 351	0.00	0.00
LOCAL OPTION SALES TAX III - 352	32,931,468.00	32,931,468.00
SOLID WASTE FUND - 401	15,615,154.00	15,615,154.00
INSPECTION FUND - 406	2,183,100.00	2,183,100.00
EMERGENCY MEDICAL SERVICES - 408	16,898,635.00	16,898,635.00
CIVIC CENTER - 409	7,015,695.00	7,015,695.00
INTERNAL SERVICE FUND - 501	28,706,930.00	28,706,930.00
TOTAL:	364,520,055.00	364,520,055.00



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

Budget Public Hearing

5.

Meeting Date: 09/24/2013

Issue: Fiscal Year 2013/2014 SRIA Budget

From: Amy Lovoy, Department Head

Organization: OMB

CAO Approval:

Information

RECOMMENDATION:

Board Adoption of the Fiscal Year 2013/2014 Annual Budget for the Santa Rosa Island Authority

BACKGROUND:

N/A

BUDGETARY IMPACT:

N/A

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

The Board of County Commissioner's must approve the Santa Rosa Island Authority's Budget Annually.

IMPLEMENTATION/COORDINATION:

N/A

Attachments

FY2013/2014 SRIA Budget

Santa Rosa Island Authority

2013-2014

Proposed Budget

**SANTA ROSA ISLAND AUTHORITY
FY 2014 BUDGET**

	2013 Budget	2014 Budget	Difference	% inc
Working Capital	\$ 4,250,000	\$ 4,480,000	\$ 230,000	5.41%
Less: Island Improvement Funds-Portofino-Restricted	\$ (2,210,677)	\$ (2,186,199)	\$ 24,478	-1.11%
Beginning Working Capital	\$ 2,039,323	\$ 2,293,801	\$ 254,478	12.48%
Operating Revenues:				
Commercial	\$ 3,684,234	\$ 4,089,500	\$ 405,266	11.00%
Residential	\$ 2,727,375	\$ 2,727,375	\$ -	0.00%
Island Improvement Funds-Portofino-Restricted Funds	\$ 494,990	\$ 498,536	\$ 3,546	0.72%
TOTAL OPERATING REVENUES	<u>\$ 6,906,599</u>	<u>\$ 7,315,411</u>	<u>\$ 408,812</u>	<u>5.92%</u>
Operating Expenses:				
Administration and Leasing	\$ 672,048	\$ 706,749	\$ 34,701	5.16%
Finance	\$ 483,043	\$ 493,130	\$ 10,087	2.09%
Environmental and Developmental Services	\$ 697,978	\$ 805,533	\$ 107,555	15.41%
Human Resources and Marketing	\$ 1,052,580	\$ 1,098,403	\$ 45,823	4.35%
Public and Recreation Facilities	\$ 2,634,476	\$ 2,694,555	\$ 60,079	2.28%
Public Safety	\$ 1,581,908	\$ 1,625,337	\$ 43,429	2.75%
TOTAL OPERATING EXPENSES	<u>\$ 7,102,033</u>	<u>\$ 7,423,707</u>	<u>\$ 321,674</u>	<u>4.53%</u>
Non-operating Revenues:				
Investment Income	\$ 60,000	\$ 50,000	\$ (10,000)	-16.67%
Consideration Fees -			\$ -	0.00%
TOTAL NON-OPERATING REVENUES	<u>\$ 60,000</u>	<u>\$ 50,000</u>	<u>\$ (10,000)</u>	<u>-16.67%</u>
Income before Other Changes	<u>\$ -135,434</u>	<u>\$ -58,296</u>	<u>\$ 77,138</u>	<u>-58.96%</u>
Other Changes:				
Capital Expenditures	\$ 235,000	\$ 269,400	\$ 34,400	14.64%
Infrastructure and Other Projects	\$ 200,000	\$ 828,000	\$ 628,000	314.00%
Debt Payment -Road and Beach Nourishment Bonds	\$ 600,000	\$ 600,000	\$ -	0.00%
TOTAL OTHER CHANGES	<u>\$ 1,035,000</u>	<u>\$ 1,697,400</u>	<u>\$ 662,400</u>	<u>64.00%</u>
Change in Working Capital	<u>\$ (1,170,434)</u>	<u>\$ (1,756,896)</u>		
Less Island Improvement Funds-Portofino	<u>\$ (494,990)</u>	<u>\$ (498,536)</u>		
Ending Unrestricted Working Capital	<u>\$ 373,899</u>	<u>\$ 39,569</u>		
Designated for Contingencies:				
Beginning Balance	\$ 500,000	\$ 1,350,000		
Additional - Reserve	\$ 100,000	\$ 100,000		
Ending Balance	<u>\$ 600,000</u>	<u>\$ 1,450,000</u>		
Total Budget Expenses Operating and Others	<u>\$ 8,137,033</u>	<u>\$ 9,121,107</u>	<u>\$ 984,074</u>	<u>12.09%</u>

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

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:

4.5 Permanent Staff

**SANTA ROSA ISLAND AUTHORITY
FY 2014 BUDGET**

	2013 Budget	2014 Budget	Difference	% Inc
ADMINISTRATION AND LEASING				
Personnel Services:				
Board Member's Expense	\$ 28,800	\$ 28,800	\$ -	0.00%
Regular Salaries	\$ 313,367	\$ 328,663	\$ 13,296	4.24%
Temporary Salaries	\$ 3,000	\$ 3,000	\$ -	0.00%
Unemployment Compensation	\$ -	\$ -	\$ -	0.00%
Overtime	\$ 500	\$ 500	\$ -	0.00%
Social Security Contribution	\$ 19,453	\$ 20,264	\$ 801	4.12%
Retirement Contribution	\$ 20,000	\$ 29,920	\$ 9,920	49.60%
Insurance Contribution	\$ 42,500	\$ 48,000	\$ 5,500	12.94%
Worker's Compensation	\$ 875	\$ 875	\$ -	0.00%
Medicare Contribution	\$ 4,553	\$ 4,737	\$ 184	4.04%
Miscellaneous Personnel Benefits	\$ 1,000	\$ 1,000	\$ -	0.00%
TOTAL	\$ 434,048	\$ 463,749	\$ 29,701	6.84%
Contractual and Professional Services:				
Attorney Retainer	\$ 9,600	\$ 9,600	\$ -	0.00%
Engineer Retainer	\$ 4,800	\$ 4,800	\$ -	0.00%
Architect Retainer	\$ 2,400	\$ 2,400	\$ -	0.00%
Environmental Retainer	\$ 400	\$ 400	\$ -	0.00%
Legal Attorney	\$ 75,400	\$ 75,400	\$ -	0.00%
Extra Legal Bonds	\$ 4,000	\$ 4,000	\$ -	0.00%
Legal Support Expenses	\$ 10,000	\$ 10,000	\$ -	0.00%
Contract Services	\$ 20,000	\$ 20,000	\$ -	0.00%
Litigation Reserve/Damages	\$ 75,000	\$ 75,000	\$ -	0.00%
TOTAL	\$ 201,600	\$ 201,600	\$ -	0.00%
Supplies:				
Office Supplies	\$ 5,000	\$ 7,000	\$ 2,000	40.00%
Utilities:				
Telephone	\$ 7,000	\$ 7,000	\$ -	0.00%
Other:				
Travel and Training	\$ 8,000	\$ 10,000	\$ 2,000	25.00%
Miscellaneous	\$ 1,000	\$ 1,000	\$ -	0.00%
Other Charges	\$ 2,000	\$ 2,000	\$ -	0.00%
Postage	\$ 5,000	\$ 8,000	\$ 1,000	20.00%
Uniforms	\$ 600	\$ 600	\$ -	0.00%
Printing	\$ 7,000	\$ 7,000	\$ -	0.00%
Membership Fees	\$ 800	\$ 800	\$ -	0.00%
TOTAL	\$ 24,400	\$ 27,400	\$ 3,000	12.30%
TOTAL EXPENSES	\$ 672,048	\$ 708,749	\$ 34,701	5.16%

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
- Financial management of the Bob Sikes Bridge Toll Facility
- Investment of SRIA funds
- Assist with the issuance of Escambia County bonds for SRIA
- Investment and analysis of bond funds
- Financial grant administration
- Physical inventory of SRIA equipment
- Staff training

Staffing:

6 Permanent Staff

**SANTA ROSA ISLAND AUTHORITY
FY 2014 BUDGET**

	2013 Budget	2014 Budget	Difference	% Inc
FINANCE DEPARTMENT				
Personnel Services:				
Regular Salaries	\$ 284,195	\$ 282,085	\$ 17,890	6.77%
Overtime	\$ 500	\$ 500	\$ -	0.00%
Temporary Labor	\$ 2,000	\$ 2,000	\$ -	0.00%
Social Security Contribution	\$ 18,380	\$ 17,489	\$ 1,109	6.77%
Retirement Contribution	\$ 18,242	\$ 19,570	\$ 3,328	20.49%
Insurance Contribution	\$ 47,500	\$ 50,000	\$ 2,500	5.26%
Worker's Compensation	\$ 655	\$ -	\$ -	0.00%
Medicare Contribution	\$ 3,831	\$ 4,091	\$ 260	6.79%
Miscellaneous Personnel Benefits	\$ 800	\$ 800	\$ -	0.00%
TOTAL	\$ 352,103	\$ 377,190	\$ 25,087	7.12%
Contractual and Professional Services:				
Financial Audit	\$ 20,500	\$ 21,500	\$ 1,000	4.88%
Business Reviews	\$ 10,000	\$ 12,000	\$ 2,000	20.00%
Contract services	\$ 20,000	\$ 20,000	\$ -	0.00%
TOTAL	\$ 50,500	\$ 53,500	\$ 3,000	5.94%
Office Supplies:				
Office Supplies	\$ 8,000	\$ 10,000	\$ 2,000	25.00%
Utilities:				
Telephone	\$ 8,000	\$ 8,000	\$ -	0.00%
Electricity	\$ 17,000	\$ 17,000	\$ -	0.00%
TOTAL	\$ 23,000	\$ 23,000	\$ -	0.00%
Other:				
Travel and Training	\$ 4,000	\$ 4,000	\$ -	0.00%
Postage	\$ 6,000	\$ 6,000	\$ -	0.00%
Data Processing	\$ 18,140	\$ 18,140	\$ -	0.00%
Miscellaneous	\$ 500	\$ 500	\$ -	0.00%
Computer/Upgrade	\$ -	\$ -	\$ -	0.00%
Uniforms	\$ 600	\$ 600	\$ -	0.00%
Memberships	\$ 400	\$ 400	\$ -	0.00%
Printing	\$ 1,800	\$ 1,800	\$ -	0.00%
TOTAL	\$ 29,440	\$ 29,440	\$ -	0.00%
TOTAL EXPENSES	\$ 483,043	\$ 493,130	\$ 30,087	6.50%

ENVIRONMENTAL AND DEVELOPMENTAL SERVICES

Mission: To assist individuals and organizations in assuring that development and construction plans and specifications for construction on Pensacola Beach comply with Santa Rosa Island Authority, Escambia County, State of Florida, and Federal requirements. Supervise and manage the Authority's environmental programs, the National Flood Insurance Program. 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
Trolley operation management

Island Development:

Santa Rosa Island Authority Development Regulations(Article 13 of Escambia County Land Developmental Code of Ordinances)
National Flood Insurance Program
Community Rating Systems Program
Governor'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
Community Rating System Coordinator

Environmental Programs:

Dune Restoration/Protection
Beach Erosion/Nourishment
Discolored Soils
Sea Turtle Monitoring
Other programs as directed by the SRIA board
Water Quality/Storm Water Management

Customer Service and Assistance:

Residential Lessees
Commercial Lessees
Contractors
Developers
Realtors

Staffing:

2.5 Permanent Staff

**SANTA ROSA ISLAND AUTHORITY
FY 2014 BUDGET**

	2013 Budget	2014 Budget	Difference	% Inc
ENVIRONMENTAL AND DEVELOPMENTAL SERVICES				
Personnel Services:				
Regular Salaries	\$ 121,841	\$ 125,498	\$ 3,655	3.00%
Social Security Contribution	\$ 7,655	\$ 7,782	\$ 227	3.00%
Retirement Contribution	\$ 8,280	\$ 8,535	\$ 245	2.96%
Insurance Contribution	\$ 23,750	\$ 27,000	\$ 3,250	13.68%
Worker's Compensation	\$ 475	\$ 475	\$ -	0.00%
Medicare Contribution	\$ 1,787	\$ 1,820	\$ 53	3.00%
Personnel Administrative Cost	\$ 500	\$ 500	\$ -	0.00%
TOTAL	\$ 184,178	\$ 171,808	\$ 7,430	4.53%
Contractual and Professional Services:				
Contract Service	\$ 160,000	\$ 160,000	\$ -	0.00%
Supplies:				
Office Supplies	\$ 2,000	\$ 2,000	\$ -	0.00%
Utilities:				
Telephone	\$ 4,500	\$ 4,500	\$ -	0.00%
Other:				
CRS Enhancements	\$ 8,500	\$ 50,000	\$ 50,000	0.00%
Travel and Training	\$ 50,000	\$ 6,500	\$ -	0.00%
Environmental Services	\$ 75,000	\$ 50,000	\$ -	0.00%
Disaster Operations	\$ 500	\$ 75,000	\$ -	0.00%
Miscellaneous	\$ 2,000	\$ 500	\$ -	0.00%
Postage	\$ 5,800	\$ 2,000	\$ -	0.00%
Memberships	\$ 500	\$ 5,800	\$ -	0.00%
Uniforms	\$ 2,000	\$ 625	\$ 125	25.00%
Printing	\$ 225,000	\$ 2,000	\$ -	0.00%
Trolley Operations	\$ 387,300	\$ 275,000	\$ 50,000	22.22%
TOTAL	\$ 697,978	\$ 487,425	\$ 100,125	27.26%
TOTAL EXPENSES			\$ 107,555	15.41%

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

2480 Hours of Supplemental Law Enforcement

**SANTA ROSA ISLAND AUTHORITY
FY 2014 BUDGET**

	2013 Budget	2014 Budget	Difference	% Inc
HUMAN RESOURCES AND MARKETING				
Personnel Services:				
Regular Salaries	\$ 49,000	\$ 50,470	\$ 1,470	3.00%
Temporary Labor	\$ 500	\$ 500	\$ -	0.00%
Security Salaries-Deputies	\$ 62,000	\$ 62,000	\$ -	0.00%
Unemployment	\$ 5,000	\$ 5,000	\$ -	0.00%
Social Security Contribution	\$ 3,038	\$ 3,129	\$ 91	3.00%
Retirement Contribution	\$ 3,246	\$ 3,387	\$ 141	4.34%
Insurance Contribution	\$ 8,500	\$ 8,500	\$ -	0.00%
Worker's Compensation	\$ 110	\$ 732	\$ 21	2.95%
Medicare Contribution	\$ 711	\$ 711	\$ -	0.00%
Miscellaneous Personnel Benefits	\$ 100	\$ 100	\$ -	0.00%
Escambia County MSPB Merit System Protection Board	\$ 4,275	\$ 4,275	\$ -	0.00%
TOTAL	\$ 136,480	\$ 138,203	\$ 1,723	1.26%
Contractual and Professional Services:				
Contract Services	\$ 20,000	\$ 25,000	\$ 5,000	25.00%
Supplies:				
Office Supplies	\$ 2,000	\$ 2,000	\$ -	0.00%
Utilities:				
Telephone	\$ 2,000	\$ 2,000	\$ -	0.00%
Advertising, Promotions and Events, Public Relations:				
Promotions/Events	\$ 311,100	\$ 334,600	\$ 23,500	7.55%
Advertising / Public Relations	\$ 400,000	\$ 400,000	\$ -	0.00%
Advertising / Human Resources	\$ 1,500	\$ 1,500	\$ -	0.00%
Visitor's Information Center	\$ 20,000	\$ 20,000	\$ -	0.00%
Pens Beach Chamber	\$ 80,000	\$ 96,000	\$ 16,000	20.00%
Community Participation	\$ 14,800	\$ 15,800	\$ 1,100	7.43%
Advertising PB Chamber	\$ 50,000	\$ 50,000	\$ -	0.00%
TOTAL	\$ 877,400	\$ 918,000	\$ 40,600	4.63%
Other:				
Hospitality	\$ 2,500	\$ 2,500	\$ -	0.00%
Travel and Training	\$ 1,500	\$ 2,000	\$ 500	33.33%
Postage	\$ 1,500	\$ 1,000	\$ (500)	-33.33%
Miscellaneous	\$ 1,500	\$ 1,000	\$ (500)	-33.33%
Drug and Driver's License Testing	\$ 5,000	\$ 5,000	\$ -	0.00%
Uniforms	\$ 200	\$ 200	\$ -	0.00%
Printing	\$ 2,000	\$ 1,000	\$ (1,000)	-50.00%
Membership fees	\$ 500	\$ 500	\$ -	0.00%
TOTAL	\$ 14,700	\$ 13,200	\$ (1,500)	-10.20%
TOTAL EXPENSES	\$ 1,052,580	\$ 1,098,403	\$ 45,823	4.35%

**SANTA ROSA ISLAND AUTHORITY
FY 2014 BUDGET**

	2013 Budget	2014 Budget	Difference	% Inc
Promotions and Events Expenses				
Holiday Hospitality	\$ 6,500	\$ 6,500	\$ -	0.00%
Triathlon	\$ 2,500	\$ 2,500	\$ -	0.00%
Pensacola Beach Chamber 4th of July Fireworks	\$ 40,000	\$ 45,000	\$ 5,000	12.50%
Pensacola Beach Chamber New Years Fireworks	\$ -	\$ 10,000	\$ 10,000	0.00%
Christmas Holiday	\$ 1,100	\$ 1,100	\$ -	0.00%
Mardi Gras Parade	\$ 20,000	\$ 20,000	\$ -	0.00%
Pensacola Beach Air Show	\$ 150,000	\$ 150,000	\$ -	0.00%
Pavilion/Boardwalk Bands	\$ 52,000	\$ 59,500	\$ 7,500	14.42%
Events- Security -Gulf Breeze	\$ 17,000	\$ 17,000	\$ -	0.00%
Promotional Items	\$ 2,000	\$ 3,000	\$ 1,000	50.00%
Mothers Day Concert	\$ 20,000	\$ 20,000	\$ -	0.00%
Total Promotions and Events	\$ 311,100	\$ 334,600	\$ 23,500	7.55%
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	\$ 400	\$ 1,500	\$ 1,100	275.00%
Gulf Breeze Chamber of Commerce	\$ 125	\$ 125	\$ -	0.00%
FLA USA Visit Florida	\$ 125	\$ 125	\$ -	0.00%
Fiesta of Five Flags	\$ 2,850	\$ 2,850	\$ -	0.00%
United Way	\$ 5,000	\$ 5,000	\$ -	0.00%
Others	\$ 1,895	\$ 1,895	\$ -	0.00%
Total Community Participation	\$ 14,800	\$ 15,900	\$ 1,100	7.43%

PUBLIC AND RECREATIONAL FACILITIES

Mission: To maintain and repair all Authority facilities at Pensacola Beach. This includes recreation facilities and equipment, park areas, walkways, restrooms and other amenities in a residential resort environment. Manage public transportation and coordinate turtle monitoring.

Programs: Maintain and enhance landscaping and sprinkler system

Maintain public parking lots

Maintain and repair dune crosswalks, piers & docks, boardwalks, picnic shelters, lights and electrical

Clean up of all beaches, parking areas, roadways, and other public areas

Maintain and clean public restrooms and showers

Maintain and clean the recreational trail

Maintain recreational facilities

Pave and repair streets and parking lots

Storm water management

Create and maintain information and regulatory signs

Maintain, repair, and clean governmental buildings

Repair and maintain SRIA vehicles and equipment

Utilities management

Turtle monitoring program

Monitor beach nourishment and beach erosion

Hurricane evacuation return and clean-up

Staffing:

24 Permanent Staff

**SANTA ROSA ISLAND AUTHORITY
FY 2014 BUDGET**

	2013 Budget	2014 Budget	Difference	% Inc
PUBLIC AND RECREATIONAL FACILITIES				
Personnel Services:				
Regular Salaries	\$ 880,017	\$ 870,017	\$ 10,000	1.16%
Overtime	\$ 18,000	\$ 18,000	\$ -	0.00%
Temporary Labor	\$ 240,000	\$ 280,000	\$ 40,000	16.67%
Social Security Contribution	\$ 53,921	\$ 54,933	\$ 1,012	1.88%
Retirement Contribution	\$ 58,254	\$ 62,104	\$ 5,850	10.40%
Insurance Contribution	\$ 204,000	\$ 204,000	\$ -	0.00%
Worker's Compensation	\$ 44,170	\$ 44,170	\$ -	0.00%
Medicare Contribution	\$ 12,630	\$ 12,847	\$ 217	1.72%
Unemployment Compensation	\$ 3,000	\$ 3,000	\$ -	0.00%
Personnel Administrative Cost	\$ 2,060	\$ 2,060	\$ -	0.00%
TOTAL	\$ 1,492,062	\$ 1,549,131	\$ 57,079	3.83%
Contractual and Professional Services:				
Contract Services	\$ 100,000	\$ 100,000	\$ -	0.00%
Supplies:			\$ -	
Office Supplies	\$ 5,000	\$ 5,000	\$ -	0.00%
Safety Supplies	\$ 2,500	\$ 500	\$ (2,000)	-80.00%
Maintenance Materials	\$ 200,000	\$ 200,000	\$ -	0.00%
Fuels and Lube	\$ 120,900	\$ 120,900	\$ -	0.00%
TOTAL	\$ 328,400	\$ 326,400	\$ (2,000)	-0.61%
Repairs and Maintenance:				
Equipment Repair	\$ 65,000	\$ 65,000	\$ -	0.00%
Tools and Equipment	\$ 7,000	\$ 8,000	\$ 1,000	14.29%
TOTAL	\$ 72,000	\$ 73,000	\$ 1,000	1.39%
Utilities:				
Telephone	\$ 18,000	\$ 18,000	\$ -	0.00%
Electricity	\$ 115,000	\$ 115,000	\$ -	0.00%
Water, Wastewater and Solid Waste	\$ 225,000	\$ 228,000	\$ 3,000	1.33%
TOTAL	\$ 358,000	\$ 359,000	\$ 3,000	0.84%
Other:				
Travel and Training	\$ 8,000	\$ 8,000	\$ -	0.00%
Leased Equipment	\$ 81,024	\$ 81,024	\$ -	0.00%
Rentals	\$ 15,000	\$ 15,000	\$ -	0.00%
Insurance	\$ 170,000	\$ 170,000	\$ -	0.00%
Uniforms	\$ 7,000	\$ 10,000	\$ 3,000	42.86%
Miscellaneous	\$ 1,000	\$ 1,000	\$ -	0.00%
Engineering Services	\$ 5,000	\$ 3,000	\$ (2,000)	-40.00%
Printing	\$ 1,000	\$ 1,000	\$ -	0.00%
TOTAL	\$ 286,024	\$ 287,024	\$ 1,000	0.35%
TOTAL EXPENSES	\$ 2,634,476	\$ 2,694,555	\$ 60,079	2.28%

PUBLIC SAFETY

Mission: To implement Santa Rosa Island Authority Public Safety Policies by managing the Authority's water safety program and coordinating the Authority's activities with law enforcement officials, fire and rescue agencies and emergency medical service organizations.

Programs: Water Safety:

Manage Water Safety Programs to include:

- Life Saving Operations
- Administration
- Training
- Data Management
- Junior Lifeguard Program
- Coordination and liaison with other water safety organizations and agencies

Other responsibilities as assigned

Manage the Authority's supplemental law enforcement program with the Escambia County Sheriff's Department. Coordinate with other law enforcement agencies as appropriate

Fire Rescue:

Coordinate Authority activities with Escambia County Fire/Rescue Department with particular emphasis on water safety operations

Ambulance:

Coordinate Authority activities with Escambia County EMS Ambulance Services regarding ambulance service to Pensacola Beach

Life Flight:

Coordinate Authority activities with Baptist Hospital Life Flight

Major Events:

Review and approve the public safety aspects of all events held on SRIA properties and serve as the SRIA's liaison in the coordination of public safety during those events

Staffing:

- 3 Permanent Staff (includes 1 Director, 1 Water Safety Supervisor and 1 Senior Lifeguard)
- 50 Seasonal Staff (Lifeguards)
- 5712 Hours of Supplemental Law Enforcement and (2,400 extra contingency hours)

**SANTA ROSA ISLAND AUTHORITY
FY 2014 BUDGET**

	2013 Budget	2014 Budget	Difference	% Inc
PUBLIC SAFETY				
Personnel Services:				
Regular Salaries	\$ 203,078	\$ 209,170	\$ 6,092	3.00%
Security Salaries-Deputies	\$ 202,811	\$ 202,811	\$ -	0.00%
Lifeguard Salaries	\$ 648,403	\$ 667,705	\$ 19,302	2.98%
Social Security Contribution	\$ 66,542	\$ 66,542	\$ -	0.00%
Retirement Contribution	\$ 11,499	\$ 26,000	\$ 14,501	126.11%
Insurance Contribution	\$ 30,000	\$ 32,000	\$ 2,000	6.67%
Worker's Compensation	\$ 28,400	\$ 28,400	\$ -	0.00%
Human Resources Cost	\$ 12,782	\$ 12,782	\$ -	0.00%
Medicare Contribution	\$ 1,000	\$ 1,000	\$ -	0.00%
Personnel Administrative Cost	\$ 2,000	\$ 2,000	\$ -	0.00%
Unemployment Compensation				
TOTAL	\$ 1,194,515	\$ 1,236,410	\$ 41,895	3.51%
Contractual and Professional Services:				
			\$ -	
Escambia County - Fire Rescue	\$ 200,000	\$ 200,000	\$ -	0.00%
Ambulance Services	\$ 73,046	\$ 74,580	\$ 1,534	2.10%
Contract Services	\$ 7,120	\$ 7,120	\$ -	0.00%
TOTAL	\$ 280,166	\$ 281,700	\$ 1,534	0.55%
Supplies:				
Office Supplies	\$ 2,000	\$ 2,000	\$ -	0.00%
Safety Supplies	\$ 4,000	\$ 4,000	\$ -	0.00%
Maintenance Materials	\$ 4,000	\$ 4,000	\$ -	0.00%
Fuels and Lube	\$ 42,500	\$ 42,500	\$ -	0.00%
TOTAL	\$ 52,500	\$ 52,500	\$ -	0.00%
Repairs and Maintenance:				
Equipment Repair	\$ 7,000	\$ 7,000	\$ -	0.00%
Tools and Equipment	\$ 8,860	\$ 8,860	\$ -	0.00%
TOTAL	\$ 15,860	\$ 15,860	\$ -	0.00%
Utilities:				
Telephone	\$ 8,472	\$ 8,472	\$ -	0.00%
TOTAL	\$ 8,472	\$ 8,472	\$ -	0.00%
Other:				
Travel and Training	\$ 3,000	\$ 3,000	\$ -	0.00%
Printing	\$ 6,000	\$ 6,000	\$ -	0.00%
Uniforms	\$ 11,095	\$ 11,095	\$ -	0.00%
Miscellaneous	\$ 300	\$ 300	\$ -	0.00%
Contingency	\$ 10,000	\$ 10,000	\$ -	0.00%
TOTAL	\$ 30,395	\$ 30,395	\$ -	0.00%
TOTAL EXPENSES	\$ 1,581,908	\$ 1,625,337	\$ 43,429	2.75%

**SANTA ROSA ISLAND AUTHORITY
FY 2014 BUDGET**

	2013 Budget	2014 Budget	Difference	% Inc
EQUIPMENT (CAPITAL)				
Administration and Leasing				
Telephone system	\$ 1,000	\$ 1,000	\$ -	
Computer equipment	\$ 2,000	\$ 2,000	\$ -	
Office equipment	\$ 3,000	\$ 3,000	\$ -	0.00%
	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ -</u>	
Finance Department				
Accounting software	\$ 5,000	\$ 5,000	\$ -	
Computer equipment	\$ 3,100	\$ 3,100	\$ -	
Office Carpet	\$ -	\$ -	\$ -	
Office equipment	\$ 2,000	\$ 2,000	\$ -	0.00%
	<u>\$ 10,100</u>	<u>\$ 10,100</u>	<u>\$ -</u>	
Environmental and Developmental Services				
Office Furniture	\$ 1,000	\$ 1,000	\$ -	
Camera	\$ 300	\$ 300	\$ -	
Computer equipment	\$ 3,000	\$ 3,000	\$ -	0.00%
	<u>\$ 4,300</u>	<u>\$ 4,300</u>	<u>\$ -</u>	
Human Resources and Marketing				
Office Equip	\$ 500	\$ 500	\$ -	
Computer equipment	\$ 2,000	\$ 2,000	\$ -	0.00%
	<u>\$ 2,500</u>	<u>\$ 2,500</u>	<u>\$ -</u>	
Public and Recreation				
AC Replacement	\$ -	\$ 18,000	\$ 18,000	
Lawn Mowers	\$ -	\$ 75,000	\$ 75,000	
Truck, pickup	\$ 35,000	\$ 75,000	\$ 40,000	
All terrain vehicles	\$ 33,000	\$ 33,000	\$ -	
Office Furniture	\$ 1,000	\$ 1,000	\$ -	
Beach Screener	\$ -	\$ -	\$ -	
Skidster Sand Cleaner	\$ 65,000	\$ -	\$ (65,000)	
Dingo	\$ -	\$ 30,000	\$ 30,000	
Computer equipment	\$ 2,000	\$ 2,000	\$ -	
	<u>\$ 126,000</u>	<u>\$ 159,000</u>	<u>\$ 33,000</u>	<u>26.19%</u>
Public Safety				
Office Equipment	\$ 2,000	\$ -	\$ (2,000)	
UTV	\$ -	\$ 25,000	\$ 25,000	
Patrol Trucks	\$ 75,000	\$ 50,000	\$ (25,000)	
Computer equipment	\$ 2,600	\$ -	\$ (2,600)	
Replace 3 AEDS	\$ -	\$ 6,000	\$ 6,000	
All terrain vehicle	\$ 8,500	\$ 6,500	\$ (2,000)	
	<u>\$ 88,100</u>	<u>\$ 87,500</u>	<u>\$ (600)</u>	<u>-0.68%</u>
EQUIPMENT TOTAL	\$ 235,000	\$ 269,400	\$ 34,400	14.64%

**SANTA ROSA ISLAND AUTHORITY
FY 2014 BUDGET**

	2013 Budget	2014 Budget	Difference	% inc
INFRASTRUCTURE CONSTRUCTION AND OTHER PROJECTS				
<u>COMMITTED PROJECTS</u>				
Quietwater Beach Nourishment (Permits)	\$ 100,000	\$ 20,000	\$ (80,000)	
Beach Nourishment Gulf Permits	\$ -	\$ 250,000	\$ 250,000	
Water tower maintenance	\$ -	\$ 15,000	\$ 15,000	
Quietwater Boardwalk repair	\$ 100,000	\$ 100,000	\$ -	
Lafitte Cove Dredging	\$ -	\$ 65,000	\$ 65,000	
Sabine Pass Dredging	\$ -	\$ 50,000	\$ 50,000	
PB Visitors Information Center	\$ -	\$ 280,000	\$ 280,000	
Picnic Tables		\$ 48,000	\$ 48,000	
TOTAL COMMITTED PROJECTS	\$ 200,000	\$ 828,000	\$ 628,000	314.00%

**SANTA ROSA ISLAND AUTHORITY
FY 2014 BUDGET**

	2013 Budget	2014 Budget	Difference	% inc
RESTRICTED FUNDS				

Grant and Bond Funded Projects

Beach Restoration, Road Enhancements and Island Improvements	\$ 620,000	\$ 180,000		
	<u>\$ 620,000</u>	<u>\$ 180,000</u>		

TOTAL GRANT FUNDED PROJECTS

Island Improvement Funds - Designated for Future Infrastructure

Beginning Balance - October 1	\$ 2,210,677	\$ 2,186,199		
Palm Tree Improvement	\$ (800,000)			
Lease Fees Restricted for Future Infrastructure	\$ 494,990	\$ 498,536		
	<u>\$ 2,105,667</u>	<u>\$ 2,684,735</u>		

TOTAL ISLAND IMPROVEMENT FUNDS

Santa Rosa Island Authority
Unfunded Infrastructure Needs Plan
FY 2014 Budget

	PROJECT	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	UNFUNDED TOTAL
1	Dune Walkover (Elevate Existing)	\$ 200,000	\$ 200,000	\$ 200,000	\$ 30,000	\$ 30,000	\$ 140,000	\$ 40,000	\$ 40,000	\$ 40,000			\$ 200,000
2	Public Parking Resurfacing	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000		\$ 100,000		\$ 200,000	\$ 200,000	\$ 100,000	\$ 600,000
3	Street Resurfacing	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000	\$ 100,000	\$ 1,000,000
4	Storm Drainage	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 100,000	\$ 100,000	\$ 200,000	\$ 500,000
5	Recreation Park Improvements	\$ 100,000	\$ 100,000	\$ 100,000								\$ 50,000	\$ 500,000
6	Quietwater Public Restroom	\$ 50,000						\$ 100,000				\$ 100,000	\$ 200,000
7	Sabine Channel Dredging	\$ 100,000			\$ 20,000	\$ 20,000		\$ 20,000			\$ 40,000	\$ 20,000	\$ 200,000
8	Sidewalks	\$ 120,000	\$ 120,000	\$ 20,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 100,000
9	Water Tower Maintenance	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000			\$ 50,000					\$ 100,000
10	Quietwater Amphitheater Improven	\$ 50,000			\$ 50,000		\$ 10,000,000						\$ 50,000
11	Parking Garage	\$ 890,000	\$ 680,000	\$ 680,000	\$ 680,000	\$ 680,000	\$ 680,000	\$ 680,000	\$ 680,000	\$ 680,000	\$ 680,000	\$ 680,000	\$ 6,800,000
	Total:												\$ 15,980,000

	PROJECT	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	UNFUNDED TOTAL
* Beach Restoration Monitoring	\$ 213,000	\$ 318,000	\$ 318,000	\$ 318,000	\$ 318,000	\$ 318,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000			\$ 2,130,000
# Bike Path Improvements (County)	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 50,000		\$ 650,000
Casino Pavilion Seating Cover						\$ 500,000							\$ 500,000
Casino Pavilion Seating Expansion													
Casino Pavilion Windscreen													
Dune Preserve Fencing	\$ 5,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 50,000	\$ 1,000	\$ 10,000		\$ 5,000		\$ 63,000
Electronic Reader Board - East End				\$ 500,000									\$ 500,000
Ft. Pickens Public Safety Facility							\$ 200,000			\$ 200,000			\$ 400,000
Gulf Pier Deck (on going)	\$ 100,000						\$ 4,000,000						\$ 4,100,000
Landscaping (on going)	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000							\$ 200,000
Lightning Detection/Warning System		\$ 1,500,000											\$ 1,500,000
Nature Trails/Restrooms				\$ 500,000									\$ 500,000
Park East Public Safety Facility							\$ 200,000						\$ 200,000
Picnic Shelters			\$ 5,000,000	\$ 5,000,000							\$ 500,000		\$ 10,500,000
Soundside Beach Nourishment (Funded)	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000							\$ 100,000		\$ 340,000
Street Openings	\$ 478,000	\$ 6,979,000	\$ 6,979,000	\$ 6,979,000	\$ 919,000	\$ 919,000	\$ 4,950,000	\$ 501,000	\$ 510,000	\$ 720,000	\$ 655,000	\$ -	\$ 22,610,000
Total:													\$ 22,610,000

* Grant Funded

Seek County Funding



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

Budget Public Hearing

6.

Meeting Date: 09/24/2013

Issue: Memorandum of Understanding Between Escambia County BCC and the Sheriff

From: Alison Rogers, County Attorney

Organization: County Attorney's Office

CAO Approval:

Information

RECOMMENDATION:

Recommendation Concerning the Memorandum of Understanding Between the Escambia County Board of County Commissioners and the Sheriff of Escambia County - Alison P. Rogers, County Attorney

That the Board approve the Memorandum of Understanding (MOU) between the Escambia County Board of County Commissioners and the Sheriff of Escambia County.

(THE MOU WILL BE DISTRIBUTED UNDER SEPARATE COVER.)

BACKGROUND:

On June 20, 2013 the Board voted to accept the jail, effective October 1, 2013. The approval of the MOU is part of the jail transfer from the Sheriff to the County.

BUDGETARY IMPACT:

Budgetary impacts will be addressed in the budget hearing for adoption of the FY 2013-14 budgets for the Sheriff and the Board.

LEGAL CONSIDERATIONS/SIGN-OFF:

County staff, the County Attorney's Office, the Sheriff's staff and the Sheriff's legal counsel drafted the MOU.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

N/A



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

Budget Public Hearing

7.

Meeting Date: 09/24/2013

Issue: Transferring Parties Concerning the Florida Corrections Accreditation Commission Agreement

From: Alison Rogers, County Attorney

Organization: County Attorney's Office

CAO Approval:

Information

RECOMMENDATION:

Recommendation Concerning the Transferring of Parties for the Florida Corrections Accreditation Commission Agreement - Alison P. Rogers, County Attorney

That the Board approve the Accreditation Agreement between the Department of Corrections of Escambia County, Florida, and the Florida Corrections Accreditation Commission, Inc.

BACKGROUND:

On June 20, 2013 the Board voted to accept the jail, effective October 1, 2013. The approval of the Agreement is part of the jail transfer from the Sheriff to the County.

BUDGETARY IMPACT:

No impact on the budget for Fiscal Year 2013-2014.

LEGAL CONSIDERATIONS/SIGN-OFF:

Assistant County Attorney Kristin Hual has reviewed and signed off on the Agreement.

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

N/A

Attachments

Agreement



FLORIDA CORRECTIONS ACCREDITATION COMMISSION, INC.

ACCREDITATION AGREEMENT

This Agreement is entered into between the Department of Corrections of Escambia County, Florida with principal offices at 1200 West Leonard Street, Pensacola 32501 hereafter referred to as the "Applicant", and the Florida Corrections Accreditation Commission, Inc., a Florida not-for-profit corporation, at PO Box 1489, Tallahassee, FL 32302, hereafter referred to as the "FCAC".

The Applicant and the FCAC, for and in consideration of the mutual covenants set forth in this Agreement and the compensation to be paid the FCAC by the Applicant hereinafter specified, covenant and agree to be bound by the provisions, terms, and covenants contained herein.

WHEREFORE, each party covenants and agrees as follows:

1. PURPOSE

- 1.1. The purpose of this Agreement is to establish the relationship between, and set the responsibilities of, the parties to the Agreement: (a) by measuring the Applicant's compliance with the standards established by the FCAC in order for the FCAC to determine if the Applicant is eligible for accredited status; and, (b) by maintaining compliance with those standards by which they were accredited until the agency is reaccredited.
- 1.2. As it relates to Reaccreditation, the purpose of this Agreement is to maintain the relationships between, and set the continued responsibilities of the parties to this Agreement by the FCAC's assessing the Applicant's continuing compliance with applicable standards established by the FCAC.
- 1.3. The Applicant is responsible for complying with all terms and conditions of this Agreement during the accreditation and reaccreditation process.

2. APPLICANT RESPONSIBILITIES

The Applicant agrees to:

- 2.1. Provide all information reasonably necessary for the FCAC to perform its obligations under this Agreement, so far as the same may be provided in accordance with laws, regulations, and applicable ordinances, using its best and honest judgment in good faith, as requested by the FCAC.

- 2.2. Provide all documents, files, records, and other data as required by the FCAC so far as the same may be provided in accordance with laws of Florida and applicable regulations, and ordinances of the county and locality, or municipality in which the Applicant is located.
- 2.3. Conduct a self-assessment as to the degree of compliance with standards that pertain to agency functions and provide full and accurate results thereof to the FCAC.
- 2.4. Provide one or more persons to assist the FCAC's representatives, hereafter referred to as the "Assessors" in making the necessary inquiries and assessments of agency information relative to compliance with the standards, provide access to files and records, and provide necessary facilities that are requested by the Assessors.
- 2.5. In order to be considered for accreditation or reaccreditation, the Applicant must send an agency representative to appear for review before the FCAC at the next general meeting following the Applicant's onsite assessment. If an agency representative cannot attend the scheduled meeting, the Applicant may request a continuance of the review to the next scheduled general meeting. If a continuance is granted by the Commission, the Applicant shall appear at the next scheduled meeting. At that meeting:
 - If the Applicant is seeking initial accreditation, the effective date of accreditation (if awarded) will be the date the Applicant's representative appears before the FCAC at a scheduled general meeting.
 - If the Applicant is seeking reaccreditation, the effective date of reaccreditation (if awarded) will be the date of the next general meeting following the Applicant's onsite assessment.

Any questions regarding this procedure should be brought to the attention of the Applicant's program manager as soon as practicable.

3. FCAC'S RESPONSIBILITIES

The FCAC agrees to:

- 3.1. Provide necessary documentation, forms and instructions regarding the accreditation and reaccreditation process.
- 3.2. Develop and maintain specific requirements and prescribed standards for accreditation. The applicable standards are posted on the FCAC website www.flaccreditation.org.
- 3.3. Provide Assessors for the purpose of conducting a formal assessment as to the Applicant's compliance with FCAC standards for accreditation.

- 3.4. Promptly analyze all compliance data and advise the Applicant of: (a) any need for additional information; or, (b) the results of the formal assessment.
- 3.5. Measure all compliance data against the FCAC's standards and certify the Applicant as accredited or reaccredited if the relevant standards are met and compliance verified by the Commission.
- 3.6. If the Applicant is accredited or reaccredited, provide: a framed certificate evidencing such accreditation.
- 3.7. Notify the Applicant if the Applicant is not accredited or reaccredited by the FCAC following an examination of compliance with the applicable standards, and provide the Applicant with the reasons for such determination.

4. TIME PERIOD COVERED BY THIS AGREEMENT

- 4.1. This Agreement shall take effect when the Applicant's Sheriff, Chief Executive Officer, or authorized representative and the FCAC's authorized representative sign the Agreement.
- 4.2. The terms and covenants of this Agreement shall terminate in the following circumstances:
 - 4.2.1. Failure by the applicant to achieve accreditation within 24 months of signing this Agreement or failure to become reaccredited thereafter; or except as provided in Section 4.3; or
 - 4.2.2. Upon written notice by the applicant that the Applicant intends to withdraw from the accreditation process; or
 - 4.2.3. Upon termination pursuant to Section 5.2 hereof; or
 - 4.2.4. Upon notification pursuant to Section 12 hereof, that the Applicant cannot maintain compliance with standards set forth by the FCAC; or
 - 4.2.5. Upon failure of the Applicant to pay all fees and costs required by this Agreement relating to the Applicant's accreditation or reaccreditation within the time mandated, except that the Agreement may be extended pursuant to Section 4.3; or
 - 4.2.6. Upon expiration or revocation of the Applicant's accredited/reaccredited status.
- 4.3. The Applicant may submit a written request to the FCAC to extend this Agreement in order to comply with the relevant standards for accreditation/reaccreditation. The FCAC, in its discretion, may grant an extension in accordance with the Agreement Extension Policy.

5. MODIFICATIONS

- 5.1. There shall be no modifications to this Agreement except in writing, signed by both parties, and executed with the same formalities as this document.
- 5.2. The Applicant recognizes and acknowledges that it will be necessary for the FCAC to make reasonable modifications and amendments to the Agreement and other related documents, including but not limited to the accreditation standards and procedures thereto and hereby agrees to endorse all modifications and amendments. In the event the Applicant refuses to comply with any modifications or amendments, the FCAC reserves the right to terminate this Agreement after due consideration thereof by giving notice by registered or certified mail, return receipt requested, within twenty (20) days, of such refusal.

6. TIME AND MANNER OF PAYMENT

- 6.1. Payment of fees shall be based upon the fee structure below and must be paid prior to the formal assessment. Such fee structure is for initial accreditation and is based on the rated capacity of the facilities being accredited.

<u>CAPACITY</u>	<u>FEE</u>
0 - 49	\$ 450
50 - 249	\$ 900
250 - 1000	\$ 3,000
1000 +	\$ 3,900

- 6.2. The Applicant shall be responsible for Assessor costs, including travel, lodging, and per diem paid in accordance with Applicant's travel policy. The Applicant shall not be responsible for any overtime or other salary costs associated with Assessors performing duties in connection with this Agreement.
- 6.3. The Applicant agrees that any and all fees submitted will be forfeited if the Applicant does not become accredited within two (2) years or withdraws from the process before the completion unless an extension is granted pursuant to Section 4.3 above.
- 6.4. After the initial accreditation is awarded, the Applicant will be billed annually for one-third of their reaccreditation fees. The reaccreditation fee, which is not refundable, shall be based upon the fee structure in Section 6.1 of this Agreement. The annual payment does not include formal assessment costs, which will be paid in accordance with Section 6.2 of this Agreement.
- 6.5. The Applicant shall be responsible for a three hundred dollar (\$300) annual software maintenance fee for use of the FCAC approved accreditation software.

7. THE FCAC AS AN INDEPENDENT CONTRACTOR

In all matters pertaining to this Agreement, the FCAC is acting as an independent contractor, and neither the FCAC, nor any officer, employee, nor agent of the FCAC will be deemed an employee of the Applicant. The selection and designation of the personnel of the FCAC as it relates to performance of its responsibilities under this Agreement shall be made by the FCAC.

8. WARRANTY NOT INTENDED OR IMPLIED

- 8.1. It is understood that the FCAC's award of accreditation or reaccreditation does not constitute a warranty, expressed or implied, of total or continued compliance by the Applicant with all applicable standards of accreditation and further, that it is not a substitute for the Applicant's ongoing and in depth monitoring and evaluation of its activities and the quality of its services.
- 8.2. The FCAC makes no representations or warranties, expressed or implied, of the benefit of any person or entity with regard to any aspect of the standards contained herein.

9. INTEGRATION

This instrument embodies the whole Agreement of the parties. The parties warrant that there are no promises, terms, conditions, or obligations other than those contained herein. This Agreement shall supersede all previous communications, representations, or agreements, either verbal or written, between the parties hereto.

10. SEVERABILITY

If any provision of this Agreement or the application of such provision to any person or circumstance shall be held invalid, the remainder of this Agreement and the application of such provisions to persons or circumstances other than those to which it is held invalid shall not be affected thereby.

11. CHOICE OF LAW

This Agreement and the rights of the parties hereunder shall be governed by and interpreted in accordance with Florida law.

12. MAINTAINING THE APPLICANT'S ACCREDITED/REACCREDITED STATUS

- 12.1. If the Applicant is awarded accredited or reaccredited status by the FCAC, the Applicant agrees to remain in compliance with those standards under which accreditation or reaccreditation is awarded. New or amended standards are effective upon approval by the FCAC however, agencies have one year to achieve compliance with new or revised standards. Compliance by Applicant with new and amended standards must be demonstrated at their next formal assessment following the approval date. After an award of accreditation or any reaccreditation, the Applicant is required to: (a) file a brief annual report that testifies to its continuing compliance on a form approved by the FCAC; and, (b) promptly notify the FCAC when it cannot maintain compliance with standards under which it was accredited or reaccredited.
12. 2. If the FCAC determines that reasonable grounds exist to believe an agency is not in compliance with the standards under which accreditation was awarded, the FCAC may require an immediate assessment at any time during the Applicant's accreditation period at the expense of the Applicant. If the assessment demonstrates that the Applicant is not in compliance with the standards under which it was accredited, the FCAC may take action regarding the Agency's accredited status as the FCAC deems appropriate, up to and including revocation of accreditation.

13. WAIVER

Any waiver by the FCAC of any breach of this Agreement by the Applicant shall relate only to that particular breach and shall not amount to a general waiver.

14. NOTICE

Any notice between parties shall be in writing to the addresses as specified in the preamble to the Agreement or to such other address as either party may specify in writing in accordance with this section.

15. HEADINGS

The headings to this Agreement shall not be deemed part of it and shall not in any way affect its construction.

16. CONSENT TO BE BOUND

- 16.1. The Applicant has read the following document and agrees to and accepts the standards set forth by the Florida Corrections Accreditation Commission, Inc.
- 16.2. The person signing on behalf of the Applicant hereby represents and warrants that he/she has the power and the authority to execute this Agreement and to bind the Applicant to all terms and conditions set herein including, but not limited to, the provisions of Section 11.

17. DISPUTE RESOLUTION

All disputes arising under this Accreditation Agreement pertaining to the enforcement, execution, or any other actions, relative to this Agreement or any other standard, rule, or regulation of the FCAC pertaining to the accreditation process and the maintenance of accreditation thereafter that cannot be resolved informally between the FCAC and Applicant shall be resolved through voluntary binding arbitration pursuant to the Commercial Arbitration Rules of the American Arbitration Association. Both parties agree that the location of the proceedings will be determined by the party not instituting the request for binding arbitration.

IN WITNESS WHEREOF, the Applicant has caused this Agreement to be executed on this ____ day of _____, 2013.

Approved as to form and legal
sufficiency.

By/Title: [Signature]
Date: 9/17/13

**BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA**

ATTEST: PAM CHILDERS
Clerk to the Circuit Court

BY: _____
Gene M. Valentino, Chairman

BY: _____
Deputy Clerk

(SEAL)

BY: _____
Gordon Pike, Chief Correctional Officer

IN WITNESS WHEREOF, the FCAC has caused this Agreement to be executed its Executive Director, Lori Mizell, on this ____ day of _____, 2013.

Signature of Lori Mizell
Executive Director,
Florida Corrections Accreditation Commission, Inc.



BOARD OF COUNTY COMMISSIONERS

Escambia County, Florida

Budget Public Hearing

8.

Meeting Date: 09/24/2013

Issue: Tourism Governance

From: George Touart, Interim County Administrator

Organization: County Administrator's Office

CAO Approval:

Information

RECOMMENDATION:

Discussion Concerning the Visit Pensacola Business Plan and Fiscal Plan for Fiscal Year 2013/2014 - George Touart, Interim County Administrator

BACKGROUND:

At the September 16, 2013, Board of County Commissioners' Meeting, the Board voted to table until September 24, 2013, at 5:01 p.m., the Visit Pensacola Business Plan Fiscal Year 2013/2014, to allow the Board to vote on the governance and the finances at the same time.

BUDGETARY IMPACT:

The budgetary impact is to be determined.

LEGAL CONSIDERATIONS/SIGN-OFF:

N/A

PERSONNEL:

N/A

POLICY/REQUIREMENT FOR BOARD ACTION:

N/A

IMPLEMENTATION/COORDINATION:

N/A

Attachments

Visit Pensacola Plan FY 2013-2014



Visit Pensacola Business Plan FY 2013 - 2014

September 2013

Revisions in Red
Revised 9/18/2013





TABLE OF CONTENTS

I.	Preamble	Pages 3 - 5
II.	Articles of Incorporation	Pages 6 - 11
III.	Bylaws	Pages 12 - 17
IV.	Board of Directors	Page 18
V.	Marketing and Sales Plan	Pages 19 - 24
VI.	Budget	Pages 25-28
VII.	Fiscal Agent	Page 29
VIII.	Transition plan	Pages 30-33



Visit Pensacola Preamble

Background

Tourism development and promotion funds available from the four cents of Tourism Development Tax (TDT) collections have been principally administered by a number of different groups over the past 30 years. These include, but are not limited to, the Pensacola Escambia County Economic Development Commission, Perdido Key Chamber, Pensacola Beach Chamber, Pensacola Sports Association, and the Greater Pensacola Chamber.

These groups variously competed for the limited TDT collections that were not spent in subsidizing operating losses and debt service at the Pensacola Civic Center from the 1st and 2nd cent and the portion of the 4th cent that the Escambia County Board of County Commissioners allocated to different “Outside Agencies” ranging from the National Naval Aviation Museum to St. Michael’s Cemetery.

Two years ago the entities receiving a substantial part of the TDT funds that flowed through the Tourism Development Council (TDC) agreed to come together under a “unified budget” that combined their three budgets. These included the Greater Pensacola Chamber, Perdido Key Chamber and Pensacola Sports Association. This initiative acknowledged the need for a collectively larger budget that could address the needs of a growing, complex tourism industry.

Escambia County Tourism Economy Growth

Tourism has grown to be the third largest economic driver in Escambia County. It is responsible, according to Dr. Rick Harper former UWF Haas Center Director, for

- \$1.2 billion industry
- 16,000 jobs
- \$500 million dollars in earnings annually
- Up to 25% of taxable retail sales
- \$7.60 of taxable spending produced for every \$1 of lodging revenue generated
- \$3 of Escambia County LOST and TDT collected

Other Key Tourism Growth Indicators

- TDT collections have almost doubled **from \$3.6 million in FYE 2000 to \$7.1 million FYE 2012**
- TDT collections are up 7.9% in FYE 2013 over prior period by \$509,000
- It is the only area of material job growth in the past 10 years; **up 55%.**
- FY2012: **4.3 million** overnight visitors with **\$715 million** in direct spending
- FY2012, lodging revenue collections on hotel and rental stays in Escambia County **totaled \$178 million**, an **11 percent increase** over the previous year’s record.
- Tourism was **a leader in private investment** during the depths of the recent recession and continues today with the opening of the Hyatt Place Hotel at the Pensacola International Airport and the Springhill Suites.
- The Average Daily Rate (ADR) increased from \$86 to \$107 from 2007 to 2012 **up 24%**
- The Revenue Per Available Room (RevPAR) increased from \$50 to \$62 from 2007 to 2012 **up 22%**

Tourism marketing and sales models have changed dramatically in the past five years as social media and digital marketing have become increasingly industry standards. Marketing today has to be very nimble and move quickly to capture market share based on constant digital market feedback and sophisticated ongoing market research, including site interviews with event and activity participants. There is an increasing need for a primary organization to coordinate advertising and promotion efforts with other cultural, heritage, entertainment, festival, eco, event, sports tourism, culinary, and arts partners and leverage the limited TDT funds for maximum return on investment.

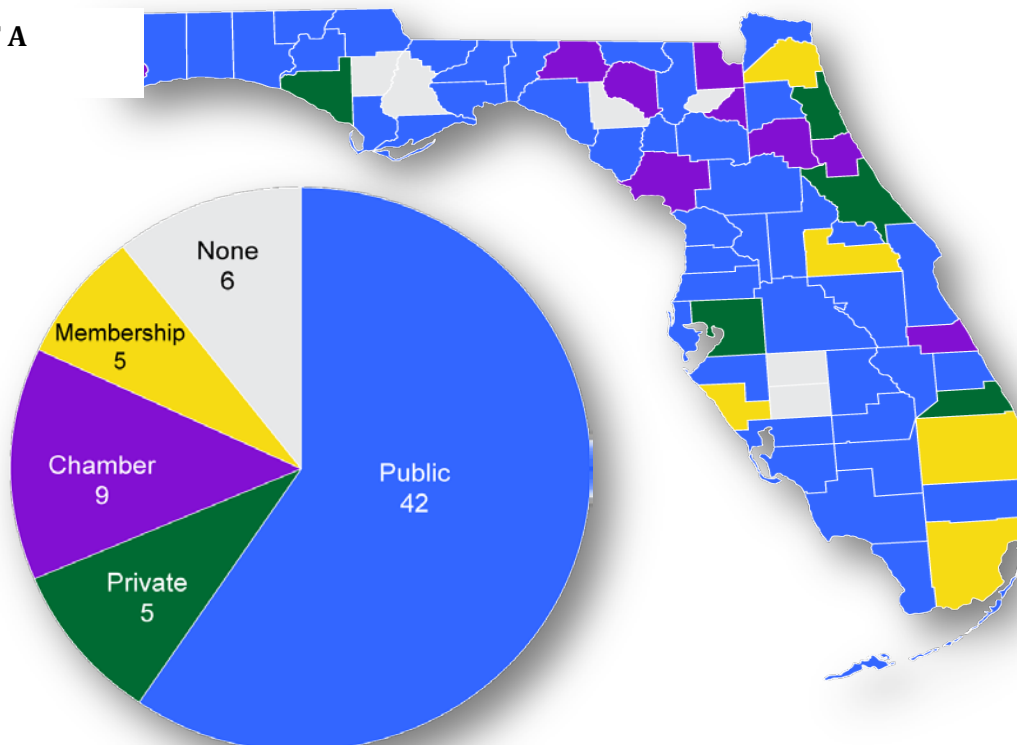
Tourism Destination Marketing Organizational Structures

There are sixty-one tourism destination-marketing organizations (DMOs) in Florida. DMOs are responsible for administering TDT and privately collected tourism funds to promote tourism and increase overnight guest stays. Their organizational structures range from private to public (a division of a county government). Only nine are based inside a Chamber of Commerce (*see chart A*). The composition is as follows:

- Public (governmental) 42
- Private and Membership 10
- Chamber of Commerce 9

Escambia County has more lodging revenue and TDT collections than the other 8 Chamber based DMO's have in aggregate. It is the only DMO with lodging revenue in excess of \$49 million that is contracted with a Chamber (*see chart B*)

CHART A





(CHART B)

County	Tax Rate	Model	Hotel Revenue
Sarasota	4.5	Membership	241,386,769
Bay	5	Private	231,872,351
Volusia	3	Private	228,549,804
Duval	6	Membership	222,979,894
Okaloosa	5	Public	206,807,843
Brevard	5	Public	158,838,146
Polk	4	Public	135,340,143
Escambia	4	Chamber	132,542,672
Saint Johns	5	Private	124,891,050
Manatee	5	Public	114,705,715
Leon	5	Public	76,790,239
Nassau	4	Public	62,050,512
Seminole	5	Public	61,344,061
Alachua	5	Public	60,008,723
Lake	4	Public	49,197,218

Conclusion

Escambia County tourism is a large and complex \$1.2 billion industry made even more so by the fact that we have so many different destinations and market segments including beaches and bayous, hunting, fishing, boating, sports tourism, arts, culture and entertainment, culinary, heritage and eco-tourism. Tourism promotion can no longer remain just a department in an entity also responsible for promoting the growth of health care, the military and related defense contractors, new industry solicitation, and the local company economic growth. Tourism requires a laser focused, single purposed, and independent self-governing entity. That entity is Visit Pensacola, Inc.

The following elements comprise this business plan:

1. Articles of Incorporation
2. Bylaws
3. Board of Directors
4. Marketing and Sales Plan with goals and objectives
5. Budget
6. Fiscal Agent
7. Start up cash flow
8. MOU on what has been agreed for transition with Greater Pensacola Chamber
9. Transition plan

P13000071769



FLORIDA DEPARTMENT OF STATE
Division of Corporations

August 30, 2013

SHAWN KEENAN
4060 BARRANCAS AVE.
PENSACOLA, FL 32507

500251340295

SUBJECT: VISIT PENSACOLA, INC.

This letter will confirm that due to a clerical error the above referenced corporation was incorrectly filed as a PROFIT (P13000071769) corporation. Please be advised, we have corrected our records to reflect this corporation as a NON PROFIT corporation and assigned new document number N13000007870 with the original file date of August 26, 2013.

Any annual reports/uniform business reports submitted this office should reflect the new document number.

We sincerely apologize for any inconvenience this error may have caused you.

Should you have any questions please feel free to contact this office at the address indicated below.

Sincerely,
Diane Cushing
Regulatory Specialist II Supervisor
New Filing Section

Letter number: 613A00020701

www.sunbiz.org

Division of Corporations - P.O. BOX 6327 -Tallahassee, Florida 32314



Department of State

I certify the attached is a true and correct copy of the Articles of Incorporation of VISIT PENSACOLA, INC., a Florida corporation, filed on August 26, 2013, as shown by the records of this office.

The document number of this corporation is N13000007870.



Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this the
Thirtieth day of August, 2013



CR2EO22 (1-11)

Ken Detzner
Ken Detzner
Secretary of State

P/3000071769

(Requestor's Name)

(Address)

(Address)

(City/State/Zip/Phone #)

☐

PICK-UP

☐

WAIT

☐

MAIL

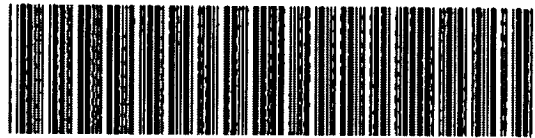
(Business Entity Name)

(Document Number)

Certified Copies _____ Certificates of Status _____

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13 AUG 26 PM 4:43
SECRETARY OF STATE
TALLAHASSEE, FLORIDA

FILED

08/29/13

COVER LETTER

Department of State
Division of Corporations
P. O. Box 6327
Tallahassee, FL 32314

SUBJECT: **Visit Pensacola, Inc.**

(PROPOSED CORPORATE NAME - MUST INCLUDE SUFFIX)

Enclosed is an original and one (1) copy of the Articles of Incorporation and a check for :

☒ \$70.00
Filing Fee

☐ \$78.75
Filing Fee &
Certificate of
Status

☐ \$78.75
Filing Fee
& Certified Copy

☐ \$87.50
Filing Fee,
Certified Copy
& Certificate

ADDITIONAL COPY REQUIRED

FROM: **Shawn Keenan**

Name (Printed or typed)

4060 Barrancas Ave

Address

Pensacola, FL 32507

City, State & Zip

850-456-7401

Daytime Telephone number

shawnk@amfilife.com

E-mail address: (to be used for future annual report notification)

NOTE: Please provide the original and one copy of the articles.

ARTICLES OF INCORPORATION
In compliance with Chapter 617, F.S., (Not for Profit)

ARTICLE I NAME

The name of the corporation shall be: Visit Pensacola, Inc.

ARTICLE II PRINCIPAL OFFICE

Principal street address:

113 Baybridge Professional Park

Gulf Breeze, FL 32561

Mailing address, if different is:

ARTICLE III PURPOSE

The purpose for which the corporation is organized is: To promote tourism in Escambia County, FL.

ARTICLE IV MANNER OF ELECTION

The manner in which the directors are elected and appointed: As dictated by the corporation by-laws

ARTICLE V INITIAL OFFICERS AND/OR DIRECTORS

Name and Title: Ron Ellington, President

Address: 113 Baybridge Professional Park
Gulf Breeze, FL 32561

Name and Title: President

Address:

Name and Title:

Address:

Name and Title:

Address:

Name and Title:

Address:

Name and Title:

Address:

SECRETARY OF STATE
TALLAHASSEE, FLORIDA

13 AUG 26 PM 4:43

FILED

Name and Title: _____ Name and Title: _____

Address: _____ Address: _____

Name and Title: _____ Name and Title: _____

Address: _____ Address: _____

ARTICLE VI REGISTERED AGENT

The name and Florida street address (P.O. Box NOT acceptable) of the registered agent is:

Name: Ron Ellington

Address: 113 Baybridge Professional Park
Gulf Breeze, FL 32561

ARTICLE VII INCORPORATOR

The name and address of the Incorporator is:

Name: Ron Ellington

Address: 113 Baybridge Professional Park
Gulf Breeze, FL 32561

FILED
13 AUG 26 PM 4:43
SECRETARY OF STATE
TALLAHASSEE, FLORIDA

Having been named as registered agent to accept service of process for the above stated corporation at the place designated in this certificate, I am familiar with and accept the appointment as registered agent and agree to act in this capacity

Ron Ellington
Required Signature of Registered Agent

8/23/2013

Date

I submit this document and affirm that the facts stated herein are true. I am aware that any false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s.817.155, F.S.

Ron Ellington
Required Signature of Incorporator

8/23/2013

Date

Visit Pensacola, Inc. Bylaws

September 17~~6~~, 2013

ARTICLE I NAME AND LOCATION

The name of this incorporated organization is the '**Visit Pensacola, Inc.**', hereafter referred to as Visit Pensacola. Its principal office shall be located within the limits of Escambia County, Florida, the exact address to be designated by the Board of Directors.

ARTICLE II MISSION-LIMITATIONS

Section 1 - MISSION - To develop, administer and promote tourism through the performance of general activities that increase the number of leisure and convention overnight guests, Tourism Development Tax (TDT) collections, other tax collection including Local Option Sales Tax, and related product and services sales in Escambia County.

Section 2 - LIMITATIONS - Visit Pensacola was organized exclusively for the common business interest of promoting and improving tourism related business activities throughout Escambia County. It is not organized for profit or to engage in an activity of a kind ordinarily carried on for profit, in accordance with section 501(c)(6) of the Internal Revenue Code, or the corresponding section of any future federal tax code, and shall observe all local, state, and federal laws which apply to non-profit organizations as defined in Section 501(c)(6) of the Internal Revenue Code.

ARTICLE III MEMBERSHIP

Section 1 - CLASSES - The initial membership in Visit Pensacola shall be membership into eight (8) classes ("Class" individually or Classes" collectively) as designated herein. Each Class shall contain one member ("Member"). The organization listed beside the Class below shall be the sole the Member of the Class.

Chamber Class - To be comprised of the Pensacola Bay Area Chamber of Commerce, Inc.

PSA Class - To be comprised of the Pensacola Sports Association, Inc.

Perdido Key - To be comprised of the Perdido Key Chamber of Commerce.

City - To be comprised of the Pensacola City Council.

County - To be comprised of Escambia County Board of County Commissioners

ECDMO – To be comprised of the Escambia County Destination Marketing Organization, Inc. (DMO)

ACE – To be comprised of Art, Culture and Entertainment, Inc.

At Large – To be comprised of rotating tourism and convention development and promotion entities selected by the Visit Pensacola Board of Directors.

Section 2 - ADDITIONAL CLASSES - There will be no other classes or members, apart from those described in Section 1. Additional members may only be added through the creation of an additional Member and Class. A new Class, and accompanying Member, may be created upon the affirmative vote of two-thirds (2/3) of the existing Members. Additional Classes and or Members shall be created in any combination that adds two (2) additional Board of Directors, one of which shall be an additional ECDMO TDT collector.

Section 3 - RESIGNATIONS - All resignations shall be tendered to the Visit Pensacola Board in writing. Should a Member resign its Class leaving a vacated Class, the remaining Members may vote to add an additional Member Class upon the affirmative vote of two thirds (2/3) of the existing Members at a Membership meeting called for that purpose and at which quorum is met. Each Member will have one vote in determining whether to add an additional Member and Class.

Section 4 - REMOVAL FOR CAUSE -

(1) Any Member may be removed for malfeasance or fraud.

(2) Any Member may be removed if investigated, charged or indicted for any crime.

(3) Any Member may be removed if dissolved, adjudicated insolvent by a compete court, or if a receiver or liquidator is appointed or if it files for bankruptcy.

- (4) Any Member removed shall turn over to the Board of Directors within seventy-two (72) hours any and all records of the corporation in its possession.
- (5) Any Member who supports a competing TDT budget request shall constitute a conflict of interest and its Class, Member and Board seat shall be automatically and immediately terminated if the Class Member fails to withdraw its support of that competing budget request within ten (10) days of being notified in writing of the conflict of interest.
- (6) If a Member who is removed does not turn over records as required under this section, the circuit court in the county where the corporation's principal office is located may summarily order the Member to turn over corporate records upon application of any Member.

Section 5 – REMOVAL AND VACANCIES - Any vacancy occurring shall be filled by a new Class with an accompanying Member with substantially similar representative interest as the vacated Class and shall be approved upon the affirmative vote of two thirds (2/3) of the existing Members at a Membership meeting called for that purpose and at which quorum is met. Each Member will have one vote in determining the new Member and Class. Any removal shall require the affirmative vote of two thirds (2/3) of the existing Members at a Membership meeting called for that purpose and at which quorum is met. Each Member will have one vote for that purpose.

ARTICLE IV VOTING PRIVILEGES

Section 1 - VOTING PRIVILEGES - Each Member of Visit Pensacola shall hold voting privileges in accordance with, and for the purposes set forth in, these Bylaws.

ARTICLE V BOARD OF DIRECTORS

Section 1 - RESPONSIBILITIES - The Board of Directors shall serve as the sole governing body of Visit Pensacola, and;

- A. In this capacity, the Board shall hold all decision-making responsibility for Visit Pensacola, to the extent not in conflict with these Bylaws or the Articles of Incorporation.
- B. The Board shall have the authority to create any advisory divisions, councils, departments, and/or committees it deems advisable for the efficient operation of Visit Pensacola. When such divisions, councils, departments, and/or committees are created, the Board will define their scope of work. These groups will be advisory only with no authority to bind Visit Pensacola

Section 2 - COMPOSITION - The Board of Directors shall be composed of the following:

- A. Nine (9) directors ("Director") each to serve for staggered terms.

Section 3 - ATTENDANCE - Any Director who shall not have attended at least two-thirds (2/3) of the regular and special meetings of the Board of Directors in six (6) consecutive months may be removed upon a majority vote of the other Directors.

Section 4 - VACANCIES - Any vacancy occurring on the Board shall be filled by the Class from which the Director was elected. If the Class fails to elect a replacement Director within thirty (30) days following the vacancy, then the vacancy may be filled by any person approved upon the affirmative majority vote of the then existing Directors, and this person shall complete the remaining term of the Director whose position was filled.

Section 5 – BUDGET SUPPORT RESPONSIBILITIES – All Directors shall be responsible for working cooperatively to advance the goals and objectives of Visit Pensacola, including the annual securement of its Tourism Development Tax (TDT) budget allocation from the Escambia County Board of County Commissioners (BoCC). No Class, Member or Director shall support any other organization's TDT budget request from the BoCC that competes with the Visit Pensacola budget TDT budget request. Supporting a competing TDT budget request shall result constitute a conflict of interest and its Class, Member and Board seat shall be automatically and immediately terminated if the Class Member fails to withdraw its support of that competing budget request within ten (10) days of being notified in writing of the conflict of interest.

ARTICLE VI ELECTION OF BOARD OF DIRECTORS & ELECTED OFFICERS

Section 1 - ELECTION BY CLASS - Each Membership Class shall have the right to elect a Director to represent its Class as noted below, and subject to the qualifications required of Directors as described herein. One Board member shall have knowledge of Pensacola beach tourism development and promotion. No Class will have the right to vote for another Class's Director.

Pensacola Chamber Class - One (1) Director

- A. Must be Chairman of the Board or a Board member designated by the Chairman who shall be a Tourism Development Tax collector. The ECDMO shall appoint a TDT collector for the Chamber if it does not have one on its Board until a TDT collector is the Chairman of the Board or a Board member that is appointed in this Class if the Chamber so wishes.

PSA Class - One (1) Director

- A. Must be the Executive Director, President, Chairman of the Board or a Board member designated by the Chairman of the Board

Perdido Key Class - One (1) Director

- A. Must be Chairman of the Board or a Board member designated by the Chairman

City Class - One (1) Director

- A. Must be a Pensacola City Councilperson appointed by the City Council

County Class - One (1) Director

- A. Must be an Escambia County Commissioner appointed by the County Commission

ECDMO Class – Two (2) Directors

- A. Must be a current hotel Tourism Development Tax collector appointed by its Board
- B. Must be a current condominium Tourism Development Tax collector appointed by its Board

ACE Class (1) Director

- A. Must be Chairman of the Board or a Board member designated by the Chairman

At Large Class (1) Director

- A. Must be Chairman of the Board or a Board member designated by the Chairman, however, it may appoint a community member who represents the organization's mission for its two (2) year term

Section 2 - STAGGERED BOARD - The initial Board shall consist of the nine (9) Directors elected in the manner herein specified by the Members of each individual Class. The initial Directors elected by the ECDMO Class, County Class, Perdido Key Class, and PSA Class shall serve a one (1) year term. The initial Directors of the Pensacola Chamber Class, City Class, ACE Class, and At Large Class shall serve a two (2) year term. A Member may appoint a new Director in the second year of the term if their Director is no longer serving in the capacity from which they were originally appointed (i.e. Chairman, Vice Chair, Board member, President, County Commissioner, City Councilperson, or Tourism Development Tax collector).

Section 3 - TIMING FOR ELECTIONS - Each year on, or about, September 1st, a meeting will be held at which the election of Directors for the upcoming corporate fiscal year will occur. The exception to this will be the appointment of the City and County Board member, who shall be appointed each year when the new County Chairperson and City Council President make their committee appointments and shall serve until their successor is named. If the term for any Director elected by one Class is up, then that Class will elect a new Director for that Class, based upon the vote of that Class' Member, during this meeting in person, (in person being defined as interactive participation through direct means, i.e., physical presence, conference call, or teleconference), or by proxy. Newly elected Directors two year term of service will begin on October 1st of each year.

Section 4 - REELECTION TO BOARD - A Director is eligible to serve for two (2) full two (2) year terms. He may not serve these two terms consecutively, and must have spent one year not serving on the Board between the terms. The only exception to this is a Director elected to serve an initial one (1) year term, may serve for two (2) full, two (2) year terms, in addition to his initial term. Further, the initial one (1) year term Directors may immediately begin serving the first two (2) year term, immediately following the conclusion of the initial one (1) year term.

ARTICLE VII BOARD OFFICERS

Section 1 - COMPOSITION - The Officers of the Visit Pensacola Board of Directors shall consist of a Chairman of the Board, Vice Chairman, Treasurer, and Secretary.

Section 2 - DUTIES OF OFFICERS -

A. CHAIRMAN OF THE BOARD - The Chairman of the Board shall preside at all meetings of the membership and Board of Directors. With the authorization of the Board of Directors, he shall sign deeds, contracts and other instruments affecting the operation of or binding Visit Pensacola, and any other duties assigned by the Board as prescribed by the Visit Pensacola policies and procedures. He shall sign all official documents of Visit Pensacola.

B. VICE CHAIRMAN - In the absence or disability of the Chairman of the Board, the Vice Chairman shall assume the duties of the Chairman of the Board, and any other duties assigned by the Chairman and/or the Board.

C. TREASURER – He shall work with the Visit Pensacola staff and accounting firm to prepare and present monthly financial reports, including revenue, expenses and disbursement, its annual tax, return, and its annual budget, as well as review and recommend the Tourism Development Tax reimbursement requests to the Chairman, and any other duties assigned by the Chairman and/or the Board.

D. SECRETARY – Shall take and prepare for distribution the minutes of each Member and board meeting, maintain corporate records, ensure

that all appropriate local, state and federal reports are filed timely, and any other duties assigned by the Chairman and/or the Board.

Section 3 - ELECTION OF OFFICERS - The Chairman of the Board, Vice Chairman, Treasurer, and Secretary shall be the Directors elected annually by an affirmative majority vote of the Board at its October Board meeting.

ARTICLE VIII CORPORATE DUTIES

Section 1 – Contract for Services: Visit Pensacola may contract for services by a majority vote in accordance with Article XIII to carry out the duties designated by and at the direction of the Board of Directors.

Section 2 – Errors and Omissions and Directors and Officers Insurance: Visit Pensacola shall provide the Directors and Officers with directors and officers insurance (D&O) and errors and omission insurance (E&O) and E&O for the staff as well in an amount to be determined by an affirmative majority vote of the Board.

Section 3: Other Insurance: Visit Pensacola may by an affirmative majority vote secure any other insurance necessary for its successful operation and for the protection of its assets.

ARTICLE IX COMMITTEES

Section 1 - GENERAL - The Board of Directors shall authorize and define the powers and duties of all committees and task forces except as these powers and duties are defined in these bylaws. For the purposes of the bylaws, the term committee will apply to councils and task forces.

Section 2 - APPOINTMENT - The Chairman of the Board, with the majority vote of the Board of Directors, shall appoint all committees.

Section 3 - AUTHORITY/FUNCTION - Committees shall only provide advice and recommendations to the Board of Directors. No committee shall take or make public any formal action, or make public any resolution, or in any way commit Visit Pensacola to any financial commitment, on a question of policy, or on matters of general public interest. Any findings, recommendations, or advice provided by a committee to the Board of Directors shall only be used by the Board to assist it in making a final decision with regard to a particular issue or matter investigated by the committee.

Section 4 - ADMINISTRATIVE COMMITTEES - The Board of Directors shall authorize by a majority vote the formation of such administrative (standing or continuous) committees as it may deem necessary and shall define their duties.

ARTICLE X MEETINGS-QUORUMS

Section 1 - BOARD OF DIRECTORS -

A. The Board shall meet at such time and date as may be fixed by the Board by a majority vote, but not less than monthly. Special meetings shall be called by the Chairman of the Board or in his absence the Vice Chairman, or by the written request of five (5) Board members.

B. QUORUM - At all meetings of the Board, a quorum will exist if a majority of the Directors are physically present (physically present being defined as interactive participation through direct means, i.e., physical presence, conference call or teleconference). If a quorum is present when a vote is taken, the act of a majority of the Directors physically present at any meeting shall constitute the act of the Board.

C. REMOVAL FOR CAUSE –

- (1) Any Director may be removed for malfeasance or fraud.
- (2) Any Director may be removed if investigated, charged or indicted for any crime.
- (3) Any Director may be removed if convicted of a felony.
- (4) Any Director may be removed if adjudicated personally insolvent by a competent court, or if a receiver or liquidator is appointed or if he files for bankruptcy.
- (5) Any director removed from the Board shall turn over to the Board of Directors within seventy-two (72) hours any and all records of the corporation in his possession.
- (6) If a Director who is removed does not relinquish his office or turn over records as required under this section, the circuit court in the county where the corporation's principal office is located may summarily order the Director to relinquish his or her office and turn over corporate records upon application of any Member.

(7) Any director who is removed from the Board is not eligible to be re-elected to the Board.

(8) Any removal shall require the affirmative vote of two thirds (2/3) of the existing Directors.

Section 2 - MEMBERSHIP -

A. ANNUAL MEETING - An Annual Meeting of the Members of Visit Pensacola shall be held at such time and place as may be set by the Board of Directors.

B. SPECIAL MEETINGS - Special meetings of the Members may be held at such times as the Chairman of the Board and Board of Directors may determine, or by the Vice Chairman in the absence of the Chairman, or upon the written request of five (5) of the voting Members. Notice of special meetings must be given through written notice. Such notice shall contain a statement of the purpose of the meeting and shall be issued at least three (3) days preceding the meeting.

C. QUORUM - At all Membership meetings, a quorum will exist if a majority of the Members are physically present (physically present being defined as interactive participation through direct means, i.e., physical presence, conference call or teleconference). The act of a majority of the Membership physically present at any meeting shall constitute the act of the Membership.

D. SUNSHINE LAW COMPLIANCE – All meetings shall be properly publicly noticed and conducted as directed by the State of Florida Sunshine laws, and all records shall be maintained as directed by the State of Florida [Sunshine-Public Records](#) laws.

ARTICLE XI GENERAL COUNSEL

Section 1 - DEFINED -, The Board by a majority vote may appoint an Attorney-at-Law who is not a member of the Board of Directors or affiliated with any of its Members to serve as General Counsel of Visit Pensacola. Compensation shall be determined by a majority vote of the Board and made from Visit Pensacola funds.

Section 2 - AUTHORITY - The General Counsel will provide the Board of Directors, and other Visit Pensacola committees with legal interpretation and advice.

ARTICLE XII DEBTS AND OBLIGATIONS

Section 1 - CREATION OF - No debt or obligation whatsoever for the payment of money, or other things of value, shall be created or incurred by any officer, employee, or agent of this corporation, or other person and no money shall be appropriated or paid out of the Visit Pensacola general fund, and no contract or other action whatsoever of any officer, employee, or agent of this corporation, or other person, by the terms of the result of which any debt or obligation whatsoever is created or attempted to be created, shall be in any manner binding upon this corporation unless the same be authorized by provision therefore in the budget ("Budget"), which is defined as the approved annual budget, as amended, of the corporation or unless the same respectively be authorized or directed or ratified by the Directors by a majority vote in regular meeting or special meeting called for that purpose. In accordance with these provisions, no funds of the corporation shall be distributed except by check signed by the Chairman of the Board or by any two (2) of the other Directors of the Board in his absence. The Board by a majority vote may elect to have two (2) signatures on all checks above a certain amount.

ARTICLE XIII Contract Services

Section 1 – CONTRACT SERVICES - Visit Pensacola Board of Directors may contract for specific services that will provide support to Visit Pensacola as confirmed by a majority Board vote. These service agreements would be prepared to cover procedures, administrative services, financial arrangements, and other matters deemed appropriate by both organizations.

ARTICLE XIV AMENDMENTS

Section 1 - PROCEDURES - The Bylaws of the Visit Pensacola may be amended by a two third (2/3) vote of the nine (9) Member Board of Directors at any regular or special meeting called for that purpose, following notification of the Membership of the changes to be made and a ten (10) day comment period prior to the meeting. The Articles of Incorporation of Visit Pensacola may be amended by a two third (2/3rd) vote of the nine (9) Members at any regular or special meeting specifically called for that purpose, following notification to the Membership of the changes to be made and a ten (10) day comment period prior to the meeting.

ARTICLE XV PARLIAMENTARY RULES

Section 1 - PROCEDURES - The procedures of all meetings of Visit Pensacola shall be governed by and conducted according to the latest edition of Robert's Manual of Parliamentary Rules.

ARTICLE XVI ENACTMENT

Section 1 - PROCEDURES - These Bylaws become effective immediately upon their adoption by the initial Directors of Visit Pensacola by a majority vote.

ARTICLE XVII GENDER

Section 1 - PROCEDURES - All references in these Bylaws to the male gender apply to both males and females.

ARTICLE XVIII SEAL

Section 1 - SEAL - Visit Pensacola shall have a proper seal.

ARTICLE XIX DISSOLUTION

Section 1 - DISSOLUTION - Upon the dissolution of the corporation, the assets of the corporation shall be distributed, in accordance with a plan of distribution adopted by the Board of Directors by majority vote, exclusively to the Escambia County Tourism Development ~~Corporation Council~~ (TDC). ~~to be redistributed by the TDC to organizations which are engaged in affairs substantially similar to those of the dissolving corporation.~~ ~~_____~~ No part of the funds allocated to Visit Pensacola or the net earnings of the corporation shall inure to the benefit of, or be distributable to its Members, trustees, officers, or other private persons. The TDC will decide what assets it cannot accept by Statue and make proper provisions for the distribution of those assets.



Visit Pensacola Inc. Board of Directors

Visit Pensacola, Inc. is a 501 (c) 6 not for profit corporation organized under the laws of the State of Florida. It has a nine (9) member Board, who will serve staggered terms. Four of these nine Directors are currently four of the six voting TACC members. One of the nine Board members must have a Pensacola Beach, FL representative interest.

Visit Pensacola will have four (4) officers, Chair, Vice Chair, Secretary, and Treasurer, who will be elected annually by a majority vote of the Directors.

Eight (8) of the nine (9) Directors will be appointed by the organizations identified below. The eight seated Directors shall select a not for profit organization every two (2) years that best fulfills the Visit Pensacola goals and objectives based on specific published criteria to fill the two year At Large term. This will include, but not be limited to, its documented record of tourism development and promotion that led to increased overnight lodging stays, increased Tourism Development Tax collections and other organizational requirements. All such organizations are encouraged to apply for this two-year term Directorship commencing in 2015.

1. Great Pensacola Chamber of Commerce
2. Pensacola Sports Association
3. Perdido Key Chamber of Commerce
4. Pensacola City Council
5. Escambia County Board of Commissioners
6. Escambia County Destination Marketing Organization, Inc. hotel Tourism Development Tax collector
7. Escambia County Destination Marketing Organization, Inc. condominium Tourism Development Tax collector
8. Arts Culture Entertainment, Inc.
9. At Large – The initial At Large Board member will represent an African American not for profit entity.



OVERALL SALES & MARKETING PLAN

Vision:

To position the Pensacola Bay Area as a premier year-round tourist destination, establishing the area as an appealing vacation spot throughout all seasons and for all types of travelers.

2013/2014 Key Focus Areas:

There are four key focus areas on which Visit Pensacola will be concentrating our sales and marketing programs/activities:

1) Drive Room Nights to our Lodging Properties

- Direct Sales (Trade Shows, Site Visits, Sales Presence for the Group/Meetings Market)
- Advertising (Packages, Call to Action)
- Interactive/Social (Messaging, Posts, Booking Engine, Email)
- Communications/Public Relations (Messaging)
- Visitor Center (last minute availability, destination offerings)

2) Research Driven Marketing

- **Intercept Data: Monthly, Seasonal, Yearly**
- Lodging Data: Hotel & Condo results
- Event / Festival / Culture / Heritage Data: Monthly, Seasonal, Yearly
- **Expand Geographic Marketing Focus**

3) Drive More Value for Industry/Community Partners

- Enhanced Website/Content
- Co-operative Advertising / Marketing Opportunities
- Visibility & Participation (Site Visits/Industry Interaction)
- **Providing more industry research/data**
- Front Line Education
- Keeping Meetings Local
- **Collaboration to enhance visitor offerings**
- Enhancing product development opportunities
- Inclusivity with local partners/businesses
- **Support of new air service, especially from key markets**
- International Marketing

4) Develop 5 Year Strategic Plan with Key Success Metrics



Strategic Goals

- **One** – Increase bed tax revenue from \$5.5MM to \$8.0MM by FYE 2017. Achieve Tourism Development Tax revenue of \$7.8MM in FYE 2014,.
- **Two** – Achieve a 5% increase of shoulder season (September-April) occupancy over 2011 base by FYE 2017. Achieve a 1% increase over FYE 2013 in FYE 2014.
- **Three** – Implement unified FYE 2014 operating and marketing plan in conjunction with Pensacola Sports Association and the Perdido Key Area Chamber.
- **Four** – Develop and start the implementation of a five-year strategic plan.
- **Five** – Increase Tourism Partners by 50% by FYE 2017. Increase FYE 2014 by 10% over FYE 2013.
- **Six** – Increase convention sales, group sales, wedding sales, and reunion sales by 50% by FYE 2017. Set accurate baselines in 2013, and achieve a 15% increase in FYE 2014.
- **Seven** – Improve Visitor Guide advertising sales and web based advertising sales by 15% in FYE 2014 from \$113,000 per year to \$130,000.



Metrics for Success

Visit Pensacola will be reporting on key metrics that either are a part of the overall efforts of Visit Pensacola or are a key indicator of the health of the tourism industry in Escambia County.

Key Industry Metrics

- Tourism Development Tax Collections
- Direct Spending
- # Overnight Visitors
- Hotel & Condo Average Daily Rate
- Hotel & Average Daily Occupancy
- Hotel RevPAR

Visitor Information Metrics

- Information Center Walk-ins
- Number of Inquiries
- First Time Visitors

Sales Metrics

- Number of Bookings
- Number of Room Nights
- Sales Leads Issued
- Lead Room Nights
- Number of Attendees
- Customer Interactions
- Customer Sites/FAMS

Interactive/Web Metrics

- Unique Web Visitors
- Click-Throughs to partners
- Visitor Guide Requests
- E-Newsletter Sign Up
- Accommodations Page Unique Visitors
- # of E-Newsletter subscribers
- # of E-Newsletter click throughs

Communications/Marketing Metrics

- Ad Equivalency
- Story Placements
- Media Visits/FAMS
- Media Assists
- Media Missions/Desk-Side Visits
- Press Releases Issued
- Blog Posts
- Facebook Likes
- Facebook Posts
- Tweets
- Twitter Followers



Visit Pensacola is Escambia County's designated Destination Marketing Organization, promoting the Pensacola Bay Area as a world-class destination to travelers nationally and internationally. Visit Pensacola will continue to take a layered approach to integrated marketing communications. This approach will build awareness of the area's unique and diverse offerings, while differentiating it from its competition and positioning it in key target markets. It will also identify opportunities to help increase off-season occupancy, which is a major opportunity to grow overnight visitors, Tourism Development Tax (TDT) and other tax revenues. This layered approach includes:

■ ***Research***

Visit Pensacola has already implemented several research programs to help identify and benchmark our visitors' travel behaviors. Included in the coming year's plan will be visitor intercepts (on site interviews) at various locations throughout the Pensacola Bay Area. The data collected will allow Visit Pensacola and our industry the ability to see key monthly visitation stats, including length of stay, lodging type used, expenditures, party size, booking window, origin markets, and more. This same approach will be used to evaluate the various events that have been funded with TDT dollars to measure their return on investment. Additional research will focus on specific industry metrics, including monitoring occupancy/ADR across our lodging properties (hotels/condos), reviewing conversion of inquiries into visits and determining total economic impact. A key component to next year's research will be the development of a long-term strategic plan for the tourism industry. This information will be critical to providing focus and direction as we continue to grow and promote Escambia County's tourism products, enhance our marketing programs, and increase our number of overnight guests.

■ ***Advertising***

Visit Pensacola will continue to leverage interactive advertising strategies to promote the area's accommodations, beaches, attractions, history, and culture, dining, entertainment, recreation, festivals, and events to leisure, group and business travelers in concert with our product partners. Focus will be placed on new and emerging markets, including nonstop flight service routes, and on the off-season to attract couples and snowbirds traveling in the fall and winter months.

Some of Visit Pensacola's advertising strategies will include increasing digital content in order to drive web visitation and online engagement; developing a unifying brand for the Pensacola Bay Area; expanding market reach using integrated media placements; and developing and implementing advertising campaigns to support the area's diverse year-round festivals and events, culture, culinary, and heritage assets.

■ ***Public Relations***

Visit Pensacola will leverage media relations initiatives to foster local, state, regional, national and international media interest in Pensacola Bay Area events, celebrations, attractions and new happenings. Public relations activities may include generating buzz through out-of-market promotions, which may include sweepstakes/giveaways, special events or media appearances; proactively presenting story ideas to key editors and writers; and hosting travel writers in-market for familiarization (FAM) visits. These efforts will continue to leverage the Pensacola Bay Area's unique position as a culinary destination through the Pensacola Celebrity Chefs program, which has already been invited to the acclaimed James Beard House in 2014 for the fourth consecutive year. Additional opportunities to leverage this program will also be assessed. Initiatives will also be designed to complement group sales efforts in targeting new markets during the off-season and generating interest in the Pensacola Bay Area as a year-round tourist destination. FAM tour opportunities will also be explored within the meetings media segment.



■ ***Direct Sales***

Visit Pensacola will continue activities and programs to leverage more room nights through our direct sales efforts. We will focus on generating more sales to our key customer groups, while exploring new opportunities in both the meetings and leisure groups. We plan to add a position to manage the servicing component, which includes helping clients with their effort to interact with our industry partners, resolve their logistical challenges and ensuring they have a positive experience. This will give our sales managers more time to generate leads and create more business.

■ ***Festival & Events***

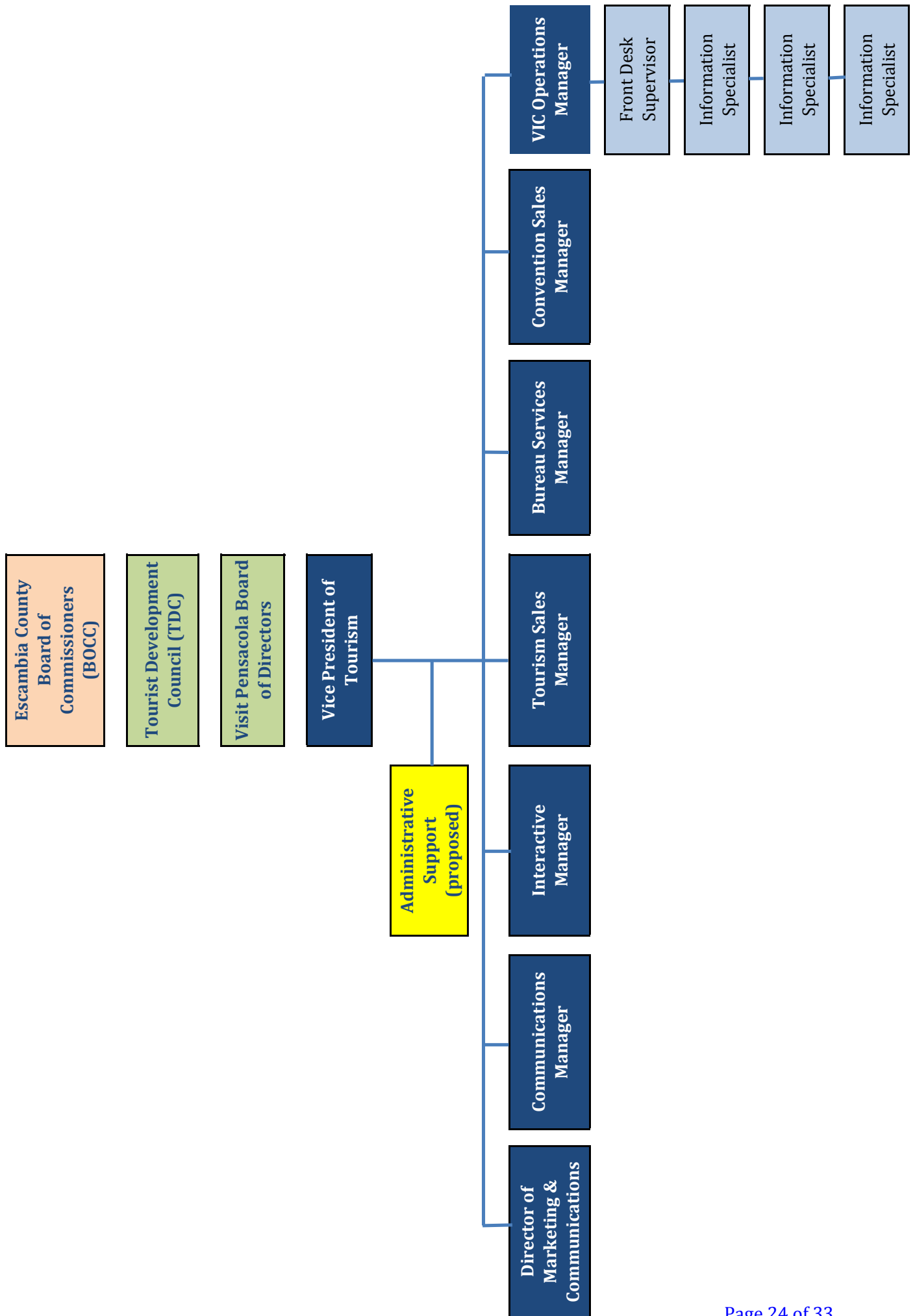
Our community has numerous events that celebrate our heritage, arts, culture, and lifestyle. Visit Pensacola will continue our program of providing marketing support for those qualifying events. Additionally we plan set aside some dollars for operational support for those qualifying events.

■ ***Sports Tourism***

Sports Tourism is an \$18 million industry. Visit Pensacola will work with its partner, Pensacola Sports Association, in increasing the number of sports tourism events with a focus on creating them for or hosting them in the shoulder seasons. This will include a venue evaluation and feasibility study to determine how best to grow sports tourism and what types of facilities may be needed.

■ ***Visitor Center***

We will continue to provide comprehensive information on activities for visitors whether via walk-in, phone, mail, website, or other types of communication. In addition we will work closely with other visitor information centers to ensure we are cross promoting the many visitor assets in the destination.





FYE 2014 Budget

Budget/Revenue Assumptions

- Each penny will bring in an estimated \$1,878,475 million dollars
- 5% per penny is set aside for administrative costs
- 5% per penny is held until the fiscal year is closed & then available for distribution
- Allocations to outside agencies are actual approved by BOCC
- Excess dollar estimated over FY13 collections, estimated at 7.5%

		Est. Amount
1 st Cent	Budgeted amount of \$1.3 million for the Pensacola Bay Center after \$200,000 in annual repairs/maintenance paid with LOST and not TDT	\$484,551
2 nd Cent	Dedicated to the Visit Pensacola Unified Budget/Plan	\$1,659,319
3 rd Cent	Dedicated to the Visit Pensacola Unified Budget/Plan	\$1,659,319
4 th Cent	Balance of dollars after BOCC allocations to outside agencies (actual at \$857,693)	\$801,626
All 4 cents	Request 100% of excess dollars collected above the forecasted amount as of 9/30/2013 & all of the 5% holdback	\$939,238
TOTAL		\$5,544,054

TDT Revenues – FY 2013 vs. FY 2014

Category	FY 2013	FY 2014	Difference	% Change
<i>TDT Base Revenue</i>	\$3,811,175	\$4,604,816	\$793,641	20.8%
<i>One-time 4th cent allocation (reserve)</i>	\$250,000	\$0	(\$250,000)	-100%
<i>Overage Amount</i>	\$1,337,995	\$939,238	(\$398,758)	-29.8%
TOTAL TDT REVENUE	\$5,399,170	\$5,544,054	\$144,884	2.7%

Budget Changes – FY 2013 to FY 2014

Operations	FY 2013	FY 2014	Difference	% Change
<i>Revenue</i>	\$5,399,170	\$5,544,054	\$144,884	2.7%
<i>Personnel</i>	\$918,868	\$1,048,750	\$129,882	14.1%
<i>Operations</i>	\$584,453	\$533,604	(\$50,849)	-8.7%
Programming*	\$3,895,849	\$3,961,700	\$65,851	1.7%

***Includes: Advertising, Public Relations, Website, Production, Research, Social Media, Promotions, Collateral, Special Events, Direct Sales etc.**

FYE 2014 Budget (con't)

Expense Category vs. Total Expense (Unified Plan*)

	TOTAL Expense	% of Total Expense
<i>Programming</i>	\$4,752,225	75.0%
<i>Personnel</i>	\$1,048,750	16.6%
<i>Operations</i>	\$533,604	8.4%

*** Unified Plan represents Pensacola Sports Association, Perdido Key Area Chamber and Visit Pensacola**

Chamber Overhead Allocation vs. Direct Cost

Expense Area	FY 2013 Budgeted	FY 2014 (Estimated)
<i>D & O and Liability Insurance</i>	Included in Allocation	\$10,000
<i>Audit</i>	Included in Allocation	\$15,000
<i>Bank Service Charges/Credit Card Fees</i>	Included in Allocation	\$2,000
<i>Legal Services</i>	Included in Allocation	\$20,000
<i>CPA/Financial Service</i>	Included in Allocation	\$20,000
<i>CFO Time</i>	Included in Allocation	\$20,000
<i>Operations Contingency</i>	\$ -	\$30,000
<i>Chamber Overhead Allocation*</i>	\$240,099	\$-
TOTAL Budgeted Amount:	\$240,099	\$117,000

*** YTD (July) Actual for Chamber Overhead Allocation is \$305,868. Projected YE expense is \$360,000**

REVENUE	2013 Budget	2014 Budget Proposed	Variance
Consignment Sales Income	\$ 1,500	\$ 1,500	\$ -
BP Special Funding	\$ 500,000	\$ 500,000	\$ -
TDC - Supplemental	\$ 1,587,995	\$ 939,238	\$ (648,758)
Tourism Development Tax - Base	\$ 3,811,175	\$ 4,604,816	\$ 793,641
Tourism Partnership Income	\$ 85,000	\$ 85,000	\$ -
PEDC Income - TACC	\$ 69,000	\$ 69,000	\$ -
Advertising Income - TACC	\$ 130,000	\$ 130,000	\$ -
Grant Income	\$ -	\$ -	\$ -
HRT Membership Income - TACC	\$ 15,000	\$ 6,500	\$ (8,500)
Celebrity Chef Program	\$ 3,500	\$ 3,500	\$ -
Interest Income - TACC	\$ 100	\$ 100	\$ -
Miscellaneous Income - TACC	\$ 6,000	\$ 6,000	\$ -
TOTAL REVENUE	\$ 6,209,270	\$ 6,345,654	\$ 136,384

OPERATING EXPENSES	2013 Budget	2014 Budget Proposed	Variance
Advertising/Media	\$ 1,615,569	\$ 1,730,000	\$ 114,431
BP Special Advertising Expense	\$ 500,000	\$ 500,000	\$ -
Festivals & Events (Marketing Grants)	\$ 257,500	\$ 365,000	\$ 107,500
Festivals & Events (Operational Grants)	\$ -	\$ 150,000	\$ 150,000
Consumer Promotions	\$ 205,119	\$ 85,000	\$ (120,119)
PSA Operations	\$ 85,744	\$ 85,744	\$ -
PSA Sporting Events	\$ 200,000	\$ 175,000	\$ (25,000)
Perdido Key VIC Operations	\$ -	\$ 29,000	\$ 29,000
Consignment Sales	\$ 1,500	\$ 1,750	\$ 250
Internet Site Production/Development	\$ 135,000	\$ 135,000	\$ -
Regional Partnerships	\$ -	\$ 10,000	\$ 10,000
Public Relations	\$ 260,000	\$ 145,000	\$ (115,000)
Brochures/Collateral	\$ 165,000	\$ 185,000	\$ 20,000
Sales Promotions	\$ 23,000	\$ 30,000	\$ 7,000
Marketing Research	\$ 300,000	\$ 355,000	\$ 55,000
Advertising Production	\$ 402,700	\$ 402,225	\$ (475)
Agency Retainer	\$ 510,960	\$ 348,000	\$ (162,960)
Film Consulting Fees	\$ 24,000	\$ 12,000	\$ (12,000)
Auto/Local Travel	\$ 4,000	\$ 4,500	\$ 500
Business Travel	\$ 50,000	\$ 55,000	\$ 5,000
Committee Expenses	\$ -	\$ 500	\$ 500
Registration Fees	\$ 32,000	\$ 45,000	\$ 13,000
Depreciation Expense	\$ 28,000	\$ 30,000	\$ 2,000
Dues & Subscriptions	\$ 23,000	\$ 25,000	\$ 2,000
HRT Expense - TACC	\$ 6,500	\$ 6,500	\$ -
Celebrity Chef Program	\$ 3,500	\$ 3,500	\$ -
Insurance - Bldg. & Cont.	\$ 16,000	\$ 17,000	\$ 1,000

OPERATING EXPENSES	2013 Budget	2014 Budget Proposed	Variance
Maint. & Repair - Building	\$ 30,000	\$ 43,000	\$ 13,000
Maint. & Repair - Equipment	\$ 18,000	\$ 14,000	\$ (4,000)
Maint. & Repair - Computers	\$ 24,400	\$ 27,000	\$ 2,600
Grant Expense	\$ -	\$ -	\$ -
Miscellaneous Expenses	\$ 4,000	\$ 4,000	\$ -
Postage	\$ 70,000	\$ 75,000	\$ 5,000
Storage and Delivery	\$ 4,000	\$ 6,000	\$ 2,000
Rent	\$ 10	\$ 10	\$ -
Salaries	\$ 508,985	\$ 560,000	\$ 51,015
Commissions - New Partners	\$ 7,000	\$ 10,000	\$ 3,000
Temporary Services	\$ -	\$ -	\$ -
401K Contribution Match	\$ 6,240	\$ 7,500	\$ 1,260
Employee Insurance	\$ 50,000	\$ 54,000	\$ 4,000
Staff Education	\$ 1,000	\$ 3,000	\$ 2,000
Drug Testing	\$ 150	\$ 150	\$ -
PSA Personnel	\$ 143,600	\$ 168,600	\$ 25,000
Perdido Key Personnel	\$ 140,000	\$ 182,500	\$ 42,500
Payroll Expense	\$ 61,893	\$ 63,000	\$ 1,107
Supplies - Office	\$ 7,000	\$ 8,500	\$ 1,500
Supplies - Coffee/Soda	\$ 2,000	\$ 2,000	\$ -
Telephone - Long Distance	\$ 500	\$ 500	\$ -
Telephone - Local Service	\$ 10,000	\$ 12,000	\$ 2,000
Cellular phones	\$ 3,800	\$ 4,200	\$ 400
Utilities	\$ 25,400	\$ 30,000	\$ 4,600
Copier	\$ -	\$ 3,600	\$ 3,600
Taxes	\$ -	\$ 800	\$ 800
Partnership Servicing & Programs	\$ -	\$ 7,500	\$ 7,500
D & O and Liability Insurance	\$ -	\$ 10,000	\$ 10,000
Audit	\$ -	\$ 15,000	\$ 15,000
Bank Service Charges/Credit Card Fees	\$ -	\$ 2,000	\$ 2,000
Legal Services	\$ -	\$ 20,000	\$ 20,000
CPA/Financial Service	\$ -	\$ 20,000	\$ 20,000
CFO Transition Time	\$ -	\$ 20,000	\$ 20,000
Operations Contingency	\$ -	\$ 30,000	\$ 30,000
Overhead Allocation	\$ 240,099	\$ -	\$ (240,099)
TOTAL OPERATING EXPENSES	\$ 6,207,169	\$ 6,334,579	\$ 127,410
	\$ 2,101	\$ 11,075	

	TOTAL	% of Total Revenue
Programming (Advertising, Direct Sales, PR etc.)	\$ 4,752,225	75.0%
Personnel	\$ 1,048,750	16.6%
Operations	\$ 533,604	8.4%



Fiscal Agent

Pensacola Sports Association, Inc. (PSA), who historically and currently administers Tourism Development Tax funds, has agreed to serve as the Fiscal Agent for Visit Pensacola, Inc. PSA will serve as the Fiscal Agent until Visit Pensacola has received its IRS Pre-Determination Letter.



Greater Pensacola Chamber Visit Pensacola Transition Plan

There are a number of actions to be taken to transition the functions and staff of tourism promotion from the Greater Pensacola Chamber of Commerce to the self-governing, single purposed, independent Visit Pensacola, Inc. The actions below are a compilation from discussions with:

- Jerry Maygarden, Chamber Interim CEO and President
- Fawnn Harnage, Chamber CFO
- Steve Hayes, Vice President Tourism
- Ron Ellington, Escambia County Destination Marketing Organization
- Escambia County BoCC and staff

All major operational and financial actions are expected to be completed by September 30, 2013. Any actions not projected to be completed by September 30th will be identified by September 24th with completion dates.

Operational Transition

1. Tourism Department Staff
 - a. Visit Pensacola has met with Landrum, from whom the staff is leased, and has been assured that it will be a seamless transition from the Chamber to Visit Pensacola, Inc. with no disruption or negative consequences.
 - b. Visit Pensacola is completing all administrative paperwork and everything will be in place by September 30th.
 - c. The staff is being briefed weekly on the transition.
2. Assess tourism assets and arrange for their transfer to Visit Pensacola
Items a., b., c., d., e., and f. will be finalized after Chamber receives full reimbursement for all its TDT expenditures; projected for Q1 FYE 2014.
 - a. VIC building
 - b. Tourism Partners membership dues and related accounts receivable
 - c. VP Visitor's Guide advertising revenue and related accounts receivable
 - d. TACC CD and any other TACC financial assets, including any residual TACC account bank balance from non TDT sources including, but not limited to, the PEDC \$69,000 tourism contribution that is distributed through the Chamber
 - e. American Express gift cards
 - f. BP gas cards
 - g. Website
 - h. Digital and other marketing/advertising assets and talent releases
 - i. Phone number(s)
 - j. Fax number(s)
 - k. Telephones and Fax machines
 - l. Municipal and mailing address
 - m. Database names and contact info
 - n. Petty Cash
 - o. Pre-Paid Postage
 - p. Inventory
 - q. Christmas Club Account

3. Assign or execute operating contracts and/or leases
 - a. Bohan – Being renegotiated
 - b. Majority Opinion – In process of changing client name
 - c. Media buys – Concludes this fiscal year; nothing needed by September 30th
 - d. VIC ground lease with City – Discussions ongoing with City on assigning to Visit Pensacola its lease with the Chamber and setting date to present to Council
 - e. Visit Pensacola Visitor Guide – Advertising sales on going; expect to be published Q1 2014
 - f. Property and FF&E causality insurance – Being negotiated with current carrier.
 - g. Book Direct – Contract ends Sept. 30; Pay Oct monthly invoice when billed.
 - h. IT – New contract being negotiated with current carrier
 - i. Website – New contract being negotiated
 - j. Web domains – Have confirmed that tourism owns all web domains and their renewals are paid with TDT funds
 - k. Copier – New contract being negotiated with current provider
 - l. Internet and cable – Provided by IT provider
 - m. Phone system – New contract being negotiated with current provider
 - n. Guest, marketing, CRM, Tourism Partners and any other database names and contact info. – Owned by tourism and hosted by IT provider.
 - o. Software licensing – MSFT Office products provided through IT provider.
4. Administrative
 - a. A Memorandum of Understanding (MOU) is being developed for those items for which Visit Pensacola will contract with the Pensacola Chamber for 90 days (with review December 1st to see if additional up to 90 days are needed). These items include:
 - (1) Monthly financial reporting
 - (2) Financial review of TDT reimbursement requests
 - (3) TDT related contract compliance
 - (4) Assistance with scoping accounting software compatible with electronic transfer of financial records from Chamber's accounting software.
 - b. Prepare FY 2013/14 Marketing and Sales Plan – Completed
 - c. Update job descriptions – Completed
 - d. Prepare list of FF&E – Completed
 - e. Secure Partnership Partners dues structure and schedule of renewals by month – Completed
 - f. Open bank accounts – Currently talking with bank to open three bank accounts; TDT funds, Private Funds and Reserve
 - g. File paperwork required to collect and pay sales tax on retail items – in process
 - h. Update policy and procedures manual – in process
 - i. Update contract compliance policy and procedures manual – in process
 - j. Secure and install accounting software – in process
 - k. Tourism Partners notification of governance change – in process
 - l. Visit Pensacola Visitor's Guide advertiser notification – in process
 - m. List of any tourism related law suits or any other known and/or projected liabilities – None known
 - n. Confirm only two tourism public records requests outstanding or known to be coming and current disposition – in process

- o. Transfer Tourism Department operating records electronically, and relocate the hard copy records currently in storage.
- p. Transfer Tourism Department financial records electronically, and relocate the hard copy records currently in storage.
- q. Provide Sunshine governance and public records training for new Board in Board orientation and for staff in October.
- r. Staff credit cards – Currently contacting bank to secure
- s. Explore acquiring computer as server to maintain financial records with redundant backup
- t. D&O and E&O insurance coverage – Currently getting quotes
- u. CVB space for tourism accounting person relocating from Chamber office – in process
- v. Research and secure public records software or seats if available – in process
- w. Develop file hierarchy and protocols – in process
 - (1) Start scanning documents as created and file electronically
 - (2) Start scanning all documents for prior two years as able or as we have reason to touch a document.
- x. Put all contracts in Excel with vendor and payment schedule and renewal date – Completed

Financial Transition

- 1. Prepare FYE 2014 Budget – Completed
- 2. Confirm amounts of earned, but unpaid through September 30th – in process
 - a. Vacation, personal days or sick days
 - b. Retirement plans,
 - c. Insurance,
 - d. Health benefits
- 3. Secure qualified fiscal agent until IRS preliminary letter received – Pensacola Sports Association will be the Fiscal Agent
- 4. Research accounting firms acceptable to Escambia County Board of Commissioners and County Clerk to do monthly reviews and annual audit
- 5. Request and secure initial start-up cash flow award of up to \$900,000 from BoCC same as they provided for Greater Pensacola Chamber last year – Being discussed with BoCC
- 6. Meet with County Clerk, County Administrator and Budget Officer to confirm – Meeting date TBD
 - a. Confirm process and procedures for submitting and approving documented invoices
 - b. Timelines
- 7. Prepare CapEx budget – in process
- 8. Secure Visit Pensacola legal representation – in process
- 9. File for and secure EIN – filed 9.4
- 10. File for and secure IRS Determination Letter once EIN received
- 11. Pensacola Chamber will be responsible for paying and being reimbursed for all invoices and financial obligations it incurs during FY 2012-2013, including those invoices that come in after September 30, 2013.



Governance

1. 501 (c) 6 non-profit organization
2. Nine (9) member inclusive Board (qualifications to be enumerated in the Bylaws) containing:
 - a. Greater Pensacola Chamber of Commerce
 - b. Perdido Key Chamber of Commerce
 - c. Pensacola Sports Association
 - d. City of Pensacola City Council
 - e. Escambia County Board of County Commissioners
 - f. Escambia County Destination Marketing Organization hotel bed tax collector
 - g. Escambia County Destination Marketing Organization condominium bed tax collector
 - h. ACE, Inc.
 - i. At Large – Initially filled by African American entity
3. The Board members will serve staggered two (2) year terms except that initially four (4) will have one-year terms. The At Large Director will serve a two-year term.
4. There will be four (4) officers elected by the Board of Directors annually as prescribed by the Bylaws; Chairperson, Vice Chairperson, Treasurer and Secretary.
5. There will be financial controls as determined by the Board on who is authorized to sign checks, dual signature limits and who is authorized to sign contracts.
6. There will be monthly independent accounting and financial reporting reviews and an annual audit.

Key Dates

1. September 5th – Submit PPt presentation to BoCC CoW– Completed
2. September 5th – Meet with Chamber Executive Committee – Completed
3. September 5th – Meet with Chamber to identify tourism assets – Completed
4. September 10th – Submit PPt presentation to TDC – Completed
5. September 12th – Present and discuss plan and budget to BoCC Committee of the Whole – Completed
6. September 16th – BoCC regular meeting
7. September 17th – Present and discuss plan and budget to the TDC
8. September 19th – Present plan to TACC for their information
9. September 24th – Attend BoCC budget public hearing and workshop
10. TBD – Present and discuss transfer of VIC ground lease with City Council
11. October 1st – Commence operations