



**PENSACOLA BEACH**  
SANTA ROSA ISLAND AUTHORITY

Board Members:

Thom Blas  
Chairman

William Griffith  
Vice-Chairman

McGuire Martin  
Secretary/Treasurer

Jimmie Perkins  
Thomas Campanella  
Vernon Prather

W A "Buck" Lee  
General Manager

MEMORANDUM

TO: Authority Members

FROM: General Manager

DATE: July 10, 2006

RE: Minutes of June 7, 2006 Administrative Committee Meeting

A regularly scheduled meeting of the Administrative Committee was held on Wednesday, June 7, 2006. Members present were Mr. Jimmie Perkins, Mr. Bill Griffith and Mr. McGuire Martin. Also present were board members Mr. Thom Blas, Dr. Thomas Campanella and Mr. Vernon Prather. Mr. Perkins, chairman of the committee, called the meeting to order and presented the following items:

Item #1 – Consideration Fee Policy

Ms. Bolman presented the policy, and noted that the policy terms were placed into the appropriate format for a board policy, which was drafted according to the terms previously approved by the board, and staff recommended approval of the Consideration Fee Policy, as presented. A discussion followed.

**Upon amended motion of Mr. Griffith, seconded by Mr. Martin, the committee unanimously recommended approval of the Consideration Fee Policy, subject to inclusion of a Consumer Price Index for annual escalation. (3-0)**

Item #2 – Minimum Annual Lease Fee Policy

Ms. Bolman reviewed the Minimum Annual Lease Fee Policy, which she noted was also placed into the appropriate format for a board policy per the terms previously approved by the board, and staff recommended approval of the policy. A discussion followed during which Mr. Griffith requested that the Minimum Annual Lease Fee policy be placed on the regular agenda for the June 14 board meeting for discussion.

**Upon motion of Mr. Griffith, seconded by Mr. Martin, the committee unanimously recommended approval of the Minimum Annual Lease Fee Policy, as presented. (3-0)**

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Item #3 – Consideration of Application of Minimum Annual Lease Fee Policy to the following commercial leaseholders:

- a. Coconuts by the Bay
- b. Baywatch Commercial Site
- c. Little Sabine, Inc.

Ms. Bolman said that the three businesses on the agenda previously came before the board and were granted considerations regarding resolution of lease default issues, and staff recommended application of the minimum annual lease fee policy to each of the leaseholders effective upon board action. A discussion followed during which the committee heard comments by Mr. Joe McCay and requested that this item be referred to the June 14, 2006 full board meeting.

Item #4 – Resolution of Recognition for State Representative Dave Murzin (to be presented on June 14, 2006)

**Upon motion of Mr. Griffith, seconded by Mr. Martin, the committee unanimously recommended approval of the resolution of recognition for State Representative Dave Murzin in recognition of Representative Murzin's efforts on behalf of the Santa Rosa Island Authority to obtain funding to clean up Little Sabine Bay. (3-0)**

Item #5 – Proposed Personnel Policy Manual

Ms. Bolman noted that a copy of the preliminary personnel manual was provided for the information of the board; however, staff was still in the review process and would bring their comments to the June 14 board meeting.

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

  
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W. A. "Buck" Lee  
General Manager

WAL:mks

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