



PENSACOLA-ESCAMBIA PROMOTION & DEVELOPMENT COMMISSION

June 18th, 2019 at 10:00 AM

Co:Lab, 1st Floor Conference Room

418 W Garden Street - Pensacola, Florida

PEDC AGENDA

1. Call to Order
Lewis Bear, Jr.
2. Public Notice (6/6/19)
Lewis Bear, Jr.
3. Public Comment
Lewis Bear, Jr.
4. Welcome Interns
Lewis Bear, Jr.
 - a. Caleb Prine – USM Master’s Econ Dev
 - b. Alyvia Waite – UWF Marketing
5. Action Items
 - a. Approval of May 21st, 2019 Minutes
Lewis Bear, Jr.
 - b. Approval of May 2019 Financials
Dave Hoxeng
 - c. Approval of RFP Committee Minutes
Dave Hoxeng
 - d. Approval of PEDC Bylaws Revision
Richard Sherrill
 - e. BBVA – Approval to open interest bearing account
Lewis Bear, Jr.
6. Division Reports (No Board Action Anticipated)
 - a. Tech Park Update
Melissa Stoker
 - b. Economic Development Update
 1. Business Development
Danita Andrews
 2. Workforce
Jeff Dyer
 3. Co:Lab
Patrick Rooney
 4. Cybersecurity
Melissa Stoker
 5. Marketing
Sena Maddison
6. Other Business
 - a. County Budget Hearing June 25th
Lewis Bear, Jr.
7. Adjourn
Lewis Bear, Jr.

Next Meeting: Tuesday, July 16th 10:00 am – 11:30 am

Fiscal Year Meeting Schedule

Tuesday, August 20th 10:00 am – 11:30 am

Tuesday, September 17th 10:00 am – 11:30 am



Notice of Public Meeting

There will be a meeting of The Pensacola-Escambia Promotion and Development Commission (PEDC) on Tuesday, June 18, 2019 at 10:00 am in the first floor conference room (Suite 103) at CO:LAB 418 West Garden Street, Pensacola Florida 32502.

Persons needing special accommodation to participate in this meeting should contact Sena Maddison with the FloridaWest Economic Development Alliance, in writing, at P.O. Box 1992, Pensacola Florida 32591, or at smaddison@floridawesteda.com, by written request 48 hours prior to the event date.

For more information, please call (850) 898-2201 or send an email to smaddison@floridawesteda.com.

117 WEST GARDEN STREET > PENSACOLA, FLORIDA 32502 > TELEPHONE 850.898.2201



PENSACOLA-ESCAMBIA PROMOTION & DEVELOPMENT COMMISSION

May 21st, 2019 – Co:Lab, 1st Floor Conference Room
418 W Garden Street – 1st Floor Conference Room - Pensacola, Florida 32502

PEDC Members Present: Chairman Lewis Bear Jr, Vice Chair Clorissti Johnson, Secretary/Treasurer Dave Hoxeng, Mayor Henry Hawkins, City Council Member PC Wu, Jeff Bergosh, Steven Barry

Absent Members: Adam Principe, Sherri Myers

Staff: Attorney Richard Sherrill, Scott Luth, Melissa Stoker, Sena Maddison, Alyvia Waite, Patrick Rooney, Danita Andrews

Guests: Ann Hill, Sydney Fowler, Dave Murzin, John Hutchinson, Dottie Dubouson, Rachel Witbracht, Sydney Fowler

1. **Call to Order:** The meeting was called to order by Chairman Lewis Bear Jr. at 10:02 am.
2. **Public Notice:** This meeting was publicly noticed on April 16th, 2019.
3. **Public Comment:** Chairman Lewis Bear Jr. requested public comment. Dottie Dubouson stated her appreciation for our efforts despite the challenges we face.
4. **Action Items**
 - a. **Approve April 16th, 2019 Minutes**

Dave Hoxeng motioned.
Steven Barry seconded.
Passed unanimously.
 - b. **Approval of April 2019 Financials**

Lewis Bear asked about the budgeted interest income. Scott shared that in the past, we have had CDs, and he would be happy to explore options. Lewis Bear asked if we were carrying a large balance in our checking account. Scott shared that there is a large amount in our checking account to cover cash flow from our State FDOT grants. Steven Barry stated that he encourages a liquid money market option. We bank at BBVA after bidding out services. Scott will report back what he finds.
Dave Hoxeng motioned.
Mayor Henry Hawkins seconded.
Passed unanimously.
 - c. **RFP Committee Update/Recommendations**

Dave Hoxeng reported that the committee recommends continuing services with Saltmarsh and Clark Partington.
Jeff Bergosh motioned.
Clorissti Johnson seconded.
Passed unanimously.

5. Discussion Items

- a. **PEDC Statute and Bylaws:** Rachel Witbracht with Alex Andrade's office reported that the legislation passed and is on the Governor's office with a May 31st deadline. We are optimistic and should have another update within a week. In addition, the Bluffs are a continued effort supported by Representative Andrade but due to other funding priorities this session we were unsuccessful in our request this year. The airport did receive support from the House and Senate for \$1.5 M. This will now go to the Governor for approval or veto.
- b. **Tech Park Update:** Scott Luth reviewed the discussion at the last board meeting. As a part of that process, we are working with the city to get the signs installed. People parking on the grass impacts our sprinkler system. We reached out to a recommended towing company called "A Towing Company". We have asked Richard Sherrill to review a letter authorizing the towing company to tow those parking on the grass at Tech Park. Lewis Bear expressed he thinks we need to get the signs up, and begin monitoring and towing when someone park on the grass to protect the property. The signs will be placed strategically around the park.

Dave Hoxeng motioned to execute the contract with A Towing Company.

Clorissti Johnson seconded

Motion carries with PC Wu in opposition

Scott Luth provided an update on the Tech Park lights following his meeting with Ryan Novota with the City. All lights in the park will be transferred to the City once the repairs have been made.

Dave Hoxeng asked to discuss taking down the fence. Lewis Bear recollects that it was put up to keep cars from jumping the curb and parking. If we take that fence down and cars are driving across the property, we will have to explore other options. Scott Luth asked if alternate options that are harder to damage are the better option. PC Wu stated that concrete blocks would deter cars from jumping the curb. Lewis Bear asked if we have liability for that. Richard Sherrill that there is no liability because it is a trespassing issue. Scott Luth will look in to taking the fence down and finding a suitable deterrent to the parking issues.

Dave Hoxeng asked what the next steps are to monetize the park. Scott Luth stated that we are in discussion with a potential new anchor. We will be able to restructure an ask for getting the building built. This is the only explored option at this point unless the board directs a different direction. With the EDA money, we have restrictions on what the property can be used for. Lewis Bear stated some concerns with UWF interest in the park at this time.

- c. **Economic Development Update:** Danita Andrews provided an update on business development. Another manufacturer on the international level has been working with us for several months and has now hired a local person to help with the site location

process. They have long term growth plans to locate an operation to the range of 150,000-200,000 sq ft. Scott Luth shared that a business development trip to Montreal Canada was made via a site consultant contract for appointment setting. 9 separate appointments were scheduled. Two of the companies we met with were Aviation related and will be seen again in Paris at the Airshow in June. We appreciate the support of First Place Partners and Gulf Power to make that happen. There will be additional trips in the coming months. FGNW generated 3 prospects for us. They hired a data person in office and purchased a software program for research on companies that are growing before reaching out to them. We are beginning to generate our own activities. We are beginning to see product flow through partnerships. There will be two new RFPs to add to the list this week. Dave Hoxeng stated that it's discouraging to see only 1 lead from EFI. Additional opportunities are being explored with FGNW.

- 1. Bluffs Update:** The plan is to try again with the Bluffs legislative request next year. Hurricane Michael recovery is what ultimately seemed to detract funds from other projects. Steven Barry also asked if we could get FDOT money for this. Scott Luth stated that FDOT is an opportunity in addition to the Governor's Growth Fund. The hope is to regroup and then apply for the Governor's Growth Fund during June/July. Scott Luth stated that a lot of our information is already compiled and ready to submit for funding. Assuming no major changes, we should be able to apply as soon as they start receiving applications. At the appropriate time we will need support letters from PEDC, FloridaWest, etc. Steven Barry asked if Ascend has offered help. Scott stated that they have provided support letters and support our Governor's Growth Fund ask. There may be some others interested in doing so. One of the prospective companies we are working with are looking at the north end of the property and south of Ascend. We have not been told the preferred location, which is part of why we are holding on finalizing our applications. Both locations will require work. Until the company selects which way to go, we don't know what to ask for. The real job creation will be in support of existing industry. The stats on job creation would be included in an application for the Governor's Growth Fund. This could then become a Triumph ask. Steven Barry stated that the CSX rail tracks were purchased to the east of us. The issue that is creating some of the traffic problems is that a lot of the rail traffic was not local traffic but through traffic. Steven Barry is working on additional options for redirecting traffic. Jeff Bergosh asked about permitting at International Paper. Rachel Witbracht shared that their office is working to fact find to decipher facts vs fiction. Dave Hoxeng shared that they invested \$8M about 10-15 years ago. Dave indicated that there may be more than one permit in question. Jeff Bergosh stated that the issue seems somewhat political. A lot of challenges/bad choices happened under St. Regis but International Paper is much more environmentally conscious company. Scott Luth stated that it is very unfortunate we have a local new paper that seems to attack local business and industry without appropriate facts. The jobs out at IP are some of the highest paid in our county.
- 2. Workforce:** Scott Luth updated the group on Jeff Dyer's efforts since his start four months ago. We wrote the inclusion grant with CAEL for \$60,000. We have our first meeting coming up in Cleveland, OH in about two weeks. We are asset mapping our workforce resources and then exploring how to direct those

strategies and plans. All the various groups working to support the effort will make it happen for those underemployed or unemployed. Jeff Dyer is also working on the Skill Bridge program which helps those about to separate from the military transition. Eglin has moved that ahead of us, so Jeff is doing outreach to Correy, NAS, and Whiting Field to set up a similar program. We will bring more back to the board as it develops. PC Wu stated that he wanted to commend everyone for their effort on the Triumph project. This gives those who don't necessarily want to go to college to become contributing members of society. Lewis Bear asked if there are military members transitioning that would be interested and eligible in our technical training offerings. Troops to Teachers is a nationwide program. Scott Luth will research further. Lewis Bear stated that anything we can find to help connect kids with the technical options to help feed the job needs of employers is something we should be working towards. Dave Hoxeng stated that there should be a marketing effort to educate parents on the reality of factory and manufacturing jobs.

3. **Co:Lab:** Patrick Rooney indicated that we are not currently meeting the 80% occupancy goal with the opening of the 1st floor. There has been a lot of interested people coming into the building in recent months. There are several tech companies, one which has been approved by the board to move in. Several current tenants are exploring additional office space as they grow. We also have some shifts happening. Patrick's office will be relocated to a smaller space on the first floor. One client did downsize due to reallocating resources offsite. Full time employment is 23. Part time employment is 10. There are 45 subcontractors. In the first calendar quarter, clients reporting \$877,000 in revenues. Scott Luth directed the board to the booklets from the Open House highlighting each of our tenants. Scott let the board know that the Co:Lab has been short staffed with the Office Manager vacancy. There is a final interview for that position tomorrow.
4. **Cybersecurity:** Scott Luth shared that Bob David is finishing up his contract and all work is just about complete. The collective decision of the group involved was to support growing the government contracting cyber sector first. The group will now begin to develop separate action items around Workforce, Infrastructure, Marketing, and Business Development. The Cybersecurity Specialist position is on the street with a closing date of this Friday.
5. **Marketing Video:** Scott Luth and Sena Maddison shared the video effort for FloridaWest and PEDC. He also introduced UWF student, Alyvia Waite, as our summer marketing intern. Sena shared there will be 8 shorter videos driving back to the original longer message. Lewis Bear indicated that reading the text on the video was challenging. Sena stated that there is some editing still to do. The video is a benefit to all of us. Scott Luth indicated it is to push positive generic marketing with a call to action. Targeted marketing will follow. Getting positive messaging out will be critical to our success. This video effort is to create a springboard.
6. **Other Business:** Scott Luth reported that he will be out of town for the June PEDC meeting. Lewis Bear requested that if someone can report in Scott's

absence, we will meet. If not, we will skip the June PEDC meeting. John Hutchinson provided an update on FPP noting that elections will be in June for FPP. Lewis Bear thanked him for his support and partnership.

Adjourned at 11:33 am.

Respectfully Submitted By:

Dave Hoxeng, Secretary-Treasurer
Pensacola-Escambia Promotion & Development Commission

Pensacola Escambia County Promotion & Development Comm
Profit & Loss Budget Performance

October 2018 through May 2019

	Oct '18 - May 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · City of Pensacola Income	112,500.00	150,000.00	-37,500.00	75.0%
4100 · Escambia County Income	412,500.00	600,000.00	-187,500.00	68.75%
4400 · Foreign Trade Zone Income	2,000.00	0.00	2,000.00	100.0%
4520 · FOIL Income	671,087.50	2,000,000.00	-1,328,912.50	33.55%
4800 · Interest Income	0.00	300.00	-300.00	0.0%
Total Income	1,198,087.50	2,750,300.00	-1,552,212.50	43.56%
Gross Profit	1,198,087.50	2,750,300.00	-1,552,212.50	43.56%
Expense				
5004 · Economic Development	450,000.00	650,000.00	-200,000.00	69.23%
5010 · Foreign Trade Zone	1,360.00	2,000.00	-640.00	68.0%
5100 · Audit Fees	8,000.00	10,000.00	-2,000.00	80.0%
5310 · Insurance - D&O Liability	0.00	1,500.00	-1,500.00	0.0%
5320 · Legal Expenses	21,548.75	7,500.00	14,048.75	287.32%
5330 · Bank Service Charges	15.30	1,000.00	-984.70	1.53%
5340 · Special District Fees	175.00	300.00	-125.00	58.33%
5400 · Technology Park Expenses	14,358.91	62,000.00	-47,641.09	23.16%
5420 · FOIL Expenses	785,431.46	2,000,000.00	-1,214,568.54	39.27%
5500 · New Project Expense	0.00	15,000.00	-15,000.00	0.0%
5600 · Miscellaneous Expense	0.00	1,000.00	-1,000.00	0.0%
Total Expense	1,280,889.42	2,750,300.00	-1,469,410.58	46.57%
Net Ordinary Income	-82,801.92	0.00	-82,801.92	100.0%
Net Income	-82,801.92	0.00	-82,801.92	100.0%

Pensacola Escambia County Promotion & Development Comm

Balance Sheet

As of May 31, 2019

May 31, 19

ASSETS

Current Assets

Checking/Savings

1010 · Checking - Compass

1,004,698.02

Total Checking/Savings

1,004,698.02

Accounts Receivable

1200 · Accounts Receivable

175,000.00

Total Accounts Receivable

175,000.00

Total Current Assets

1,179,698.02

Fixed Assets

1500 · Land

8,325,000.00

1600 · Land Improvements

3,243,106.03

1799 · Allowance for Fair Value Adj

-5,718,106.03

Total Fixed Assets

5,850,000.00

TOTAL ASSETS

7,029,698.02

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2100 · Accounts Payable

56,623.95

Total Accounts Payable

56,623.95

Other Current Liabilities

2122 · Tech Park Payable - County LOC

2,168,065.98

2140 · Grant Funding payable - County

680,285.00

Total Other Current Liabilities

2,848,350.98

Total Current Liabilities

2,904,974.93

Total Liabilities

2,904,974.93

Equity

32000 · Unrestricted Net Assets

4,094,017.81

3202 · Economic Development Projects

61,198.00

3203 · Commerce Park Impr/Mktg

52,309.20

Net Income

-82,801.92

Total Equity

4,124,723.09

TOTAL LIABILITIES & EQUITY

7,029,698.02



PENSACOLA-ESCAMBIA PROMOTION & DEVELOPMENT COMMISSION

May 21st, 2019 – Co:Lab, 1st Floor Conference Room
418 W Garden Street – 1st Floor Conference Room - Pensacola, Florida 32502

RFP Committee Members Present: Dave Hoxeng, Clorissti Johnson, Mayor Henry Hawkins

Staff Present: Melissa Stoker, Scott Luth, Danita Andrews, Sena Maddison, Alyvia Waite

Public Present: Dave Murzin, Dottie Dubouson

Dave Hoxeng called to order at 9:40 am

Dave Hoxeng would like us to try and negotiate a reduced fee from the selected auditor. Scott Luth indicated that the pricing is somewhat set based on the quasi-governmental nature of the PEDC. Dave indicated that our financials aren't complicated. Scott shared that, while not complicated, they are still going through the same checks and balances based on state statutory requirement. There is also a separate audit of the state grants have been received by FDOT. Scott shared that he would discuss pricing with the selected audit firm for PEDC.

Dave asked if we give credit to the attorney that has been our representation in the past because they already have knowledge of our business. Within the scope of work, the attorney has performed and there are no issues. Dave asked if there is an issue with scoring someone higher because of the history and the advanced knowledge. Scott shared that he would think that would potentially factor in under the "knowledge" section of the scoring sheet.

Dave Hoxeng stated that it has worked out well to have a sole practitioner.

Audit RFP: The committee would like us to renegotiate the price for the auditor if possible.

Clorissti Johnson motioned to approve Saltmarsh.

Henry Hawkins seconded.

Approved unanimously.

General Counsel RFP:

Mayor Henry Hawkins motioned to select Clark Partington.

Clorissti Johnson seconded.

Approved unanimously.

Adjourned by Dave Hoxeng at 9:58 am

Respectfully Submitted By:

Dave Hoxeng, Secretary-Treasurer
Pensacola-Escambia Promotion & Development Commission

BY-LAWS
PENSACOLA-ESCAMBIA ~~COUNTY~~ PROMOTION AND DEVELOPMENT COMMISSION

ARTICLE I
Name and Location

The name of ~~the corporation~~the organization shall be the Pensacola-Escambia ~~County~~ Promotion and Development Commission (the "Commission" or the "PEDC"), and its principal place of business shall be in the City of Pensacola, Escambia County, Florida. The office location of the Commission, if any, may be moved from time to time but must remain in Escambia County, Florida.

ARTICLE II
Purpose

The purpose of the Commission is to promote industry; ~~tourism~~ and commerce in Escambia County and the municipalities therein (including that portion of Santa Rosa Island under the jurisdiction of the Santa Rosa Island Authority or its successor). The promotion of ~~said-such~~ area, including the promotion of economic development, job creation, workforce development, enhancement of the economic environment, expansion of the tax base, enticement of industry and other business to the area, and acquisition, lease and construction of facilities for such purposes within the subject area. ~~armed services, conventions, convention facilities and tourism~~ Such activities will-may involve the dissemination of information regarding the foregoing through advertising, personal contact and such other activities as are deemed necessary or appropriate to the sound development and promotion of ~~an-the~~ area.

ARTICLE III
Enabling Legislation

The Commission is a body corporate and politic ~~and was originally~~ created pursuant to Chapter 67-1365, Special Acts of 1967, Laws of Florida (the "1967 Act"); Chapter 80-579, Special Acts of 1980, Laws of Florida, both as amended and supplemented; Chapter 159, Parts II and III, Florida Statutes (the Florida Industrial Development Financing Act); and other applicable provisions of law (the "Act"), and as further amended under Chapter 19-1067, Special Acts of 2019, Laws of Florida. The authority to amend these By-Laws hereof was specifically reserved unto the Commission under Section 10(8) of the 1967 Act.

ARTICLE IV
Commission Members

Section 1. The Commission shall be composed of nine (9) voting members, each of whom shall be either the owner of a real property interest located in Escambia County, a freeholder and a qualified elector-resident of Escambia County, or the owner or shareholder of a business located in Escambia County and each referred to sometimes as a "Commissioner". The Commission shall consist of the following:

(a) Two (2) members shall be Commissioners of Escambia County appointed by the Board of County Commissioners of Escambia County.

(b) Two (2) members shall be Pensacola City Council Members ~~of the City of Pensacola~~ appointed by the Pensacola City Council ~~of the City of Pensacola~~.

(c) One (1) member shall be either a Member of the Century Town Council ~~of or~~ the Mayor of the Town of Century, and who shall be appointed by the Century Town Council ~~of the Town of Century~~.

(d) Two (2) members at large, one of which shall be appointed by the Escambia County Board of County Commissioners, and one of which shall be appointed by the Pensacola City Council.

~~(d) — (e) Two (2) members shall be recognized leaders appointed by FloridaWest Economic Development Alliance (or its successor as recognized by the Commission). the Chairman of the Pensacola Bay Area Chamber of Commerce Board of Directors, both of which shall be members of the Board of Directors of the Pensacola Bay Area Chamber of Commerce in good standing.~~

~~(e) — One (1) member at large shall be appointed by the Board of County Commissioners of Escambia County.~~

~~(f) — One (1) member at large shall be appointed by the City Council of the City of Pensacola.~~

Ex Officio non-voting members may be appointed by the vote of the Commission for a term of one year.

Section 2. The term of office of each ~~of the Commissioners~~member of the Commission, excepting those holding specific offices and except as otherwise specified, shall be for a term of two years, which are staggered to ensure minimal turn-over each year.

Section 3. The Commissioners shall serve without compensation, but they may be reimbursed for any actual expenses incurred in the performance of their duties.

Section 4. The Commission shall indemnify any member or former member of the Commission for expenses and costs, including attorney's fees, actually and necessarily incurred by him or her in connection with any claim asserted against him or her by any action in court or otherwise by reason of his or her being or having been, such an officer or director, other than his or her own negligence or misconduct.

ARTICLE V Officers

Section 1. The Commission shall elect annually ~~elect from its membership~~ a ChairmanChair, Vice ChairmanChair and Secretary-Treasurer. Each such officer shall be elected from among the Commissioners ~~of the Commission~~ by a majority vote ~~of the Commissioners present at a meeting~~. Each officer shall serve for a term of one year and thereafter until his or her successor shall have been duly elected and qualified.

Section 2. The ChairmanChair shall preside over all meetings, and, ~~He or she~~ may appoint such committees as ~~he or she deems~~ deemed necessary or desirable advisable.

Section 3. The Vice-ChairmanChair shall preside in the absence of the ChairmanChair. ~~He or she~~, and shall perform such additional duties as the Commission members may request.

Section 4. The Secretary-Treasurer shall have general supervisory responsibility of the records and finances of the Commission.

Section 5. Any officer elected by the Commission may be removed by ~~a~~ majority vote of all the Commissioners ~~of the Commission at a meeting called for that purpose~~.

Section 6. If a vacancy should occur in any office by reason of death, resignation, removal or other cause, the vacancy shall be filled by the ~~Commission~~ appropriate appointing agency for the unexpired term.

Section 7. Each officer who is authorized to collect, hold or disburse funds of the Commission shall be bonded for faithful discharge of his or her duties, the adequacy of which shall be determined by the Commissioners of the Commission. The Commission shall pay for the bonds.

Section 8. The Commission shall have the power to appoint and fix the compensation of an executive director who shall be responsible to the Commission for the proper administration of all affairs placed in his or her charge which shall include (among other things) the appointment, supervision and direction of all employees and agents of the Commission. The Commission shall generally set forth the qualifications necessary for any employee and shall fix the salary ranges of all such employees.

ARTICLE VI Meetings

Section 1. The Commission shall meet as often as deemed necessary by the ~~Chairman~~ Chair or the Vice-~~Chairman~~ Chair but shall meet at least quarterly. Regular meetings shall be held upon written notice by the ~~Chairman~~ Chair or Vice-~~Chairman~~ Chair, and special meetings shall be held upon written or called notice by the ~~Chairman~~ Chair or Vice-~~Chairman~~ Chair. The Officers may designate any place within ~~the City of Pensacola, Florida~~ Escambia County, Florida, as the place of the meeting. Each Commissioner is expected to attend the Commission meetings.

Section 2. A quorum shall consist of a majority of the Commissioners ~~of the Commission~~ for the transaction of the ordinary business of the Commission. No business shall be transacted except at regularly and specially called meetings and when duly recorded in the Minutes thereof. The ~~Chairman~~ Chair or Vice-~~Chairman~~ Chair shall call a special meeting when requested by two or more Commissioners of the Commission.

Section 3. At all meetings, the order of business shall be as follows:

- (1) Call to Order
- ~~(1)~~ (2) Public Comment
- ~~(2)~~ (3) Approval of Minutes of the preceding meeting
- ~~(3)~~ (4) Approval of financial statements from previous quarter (if necessary)
- ~~(4)~~ (5) Action items
- ~~(5)~~ (6) Division reports
- ~~(6)~~ (7) Other business
- ~~(7)~~ (8) Adjournment

ARTICLE VII Divisions

The Commission shall appoint divisions to advise and counsel with the Commissioners of the Commission. The composition, meetings and advisory function of these divisions shall be set forth by the Commission.

ARTICLE VIII Powers

Section 1. The Commission shall have all powers and authority set forth in the Act, subject to the requirements of Section 2 below.

Section 2. (a) No part of the net earnings of the Commission shall inure to the benefit of, or be distributable to its officers, Commissioners or other private persons, except that the Commission shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the Act.

(b) No substantial part of the activities of the Commission shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Commission shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

(c) No substantial part of the activities of the Corporation shall consist of providing commercial-type insurance.

ARTICLE IX

Funds

Section 1. (a) The Secretary-Treasurer shall prepare an annual budget to provide for the funds for the operation of the Commission.

(b) The fiscal year shall be from October 1 through September 30.

Section 2. (a) It is expected that the basic funding for the Commission shall be provided for by Interlocal Agreement. All such funds so expended by the governmental bodies are hereby authorized as a lawful expenditure. The Commission shall prepare and submit a budget covering its operation and maintenance for the fiscal year to all parties providing funds through the Interlocal Agreement.

(b) The Commission is authorized and empowered to receive contributions from any other incorporated municipalities and agencies of any county or municipality or private sources.

Section 3. The Commission is authorized to borrow and expend funds in furtherance of the powers granted hereunder.

Section 4. The Commission may authorize any officer or officers, agent or agents of the Commission to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Commission, and such authority may be general or confined to specific instances.

Section 5. Contracts and instruments of the Commission shall be signed by the ~~Chairman~~Chair or Vice-~~Chairman~~Chair and countersigned by the Secretary-Treasurer.

Section 6. Checks or drafts on the Commission shall be signed by any one of the officers authorized to do so by the Commission.

Section 7. Funds available to the Commission shall be deposited in a bank to be designated by the Commission.

Section 8. The Commission is authorized to borrow money for any of its corporate purposes and to execute notes, mortgages, deeds to secure debts, trust deeds and other such instruments as may be

necessary or convenient to evidence and secure such borrowings, except where prohibited by law and to make contracts and execute all instruments necessary or convenient.

Section 9. The Commission is authorized to enter into contracts with Escambia County and all incorporated cities therein.

Section 10. The Commission shall not be empowered or authorized to create a debt against the State of Florida, Escambia County or any other incorporated municipalities of Escambia County.

ARTICLE X
Records

The Commission shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its Commissioners and divisions and shall keep at the principal office a record giving the names and addresses of the Commissioners entitled to vote. All books and records of the Commission may be inspected by any Commissioners for any proper purpose during regular business hours.

ARTICLE XI
Amendments

The By-Laws of the Commission may be made, altered or amended by a majority vote of all Commissioners of the Commission. Proposed changes shall be submitted to the Commissioners two weeks in advance of the meeting at which time the change is to be considered.

ARTICLE XII
Procedures

“Robert’s Rules of Order” shall be the parliamentary authority for all matters of procedure not specifically covered by these By-Laws.

ARTICLE XIII
Seal

The Commission shall have a proper seal.

STATE OF FLORIDA
COUNTY OF ESCAMBIA

The above and foregoing By-Laws of the Pensacola-Escambia County Promotion and Development Commission having been presented to the Commissioners of the Commission and their voting, that they are in proper form for adoption, it is now, therefore, approved that these Amended By-Laws are hereby adopted with full approval of all Commissioners of the Commission.

**PENSACOLA-ESCAMBIA PROMOTION
AND DEVELOPMENT COMMISSION**

[SEAL]

By: _____
~~Chairman~~Chair

Attest:

By: _____
Secretary-Treasurer

[A3466513.DOC](#)



PENSACOLA-ESCAMBIA PROMOTION AND
DEVELOPMENT COMMISSION

June 4, 2019

BOARD OF DIRECTORS

Lewis Bear, Jr.
Chairman

Clorissti Johnson
Vice Chairman

Dave Hoxeng
Secretary-Treasurer

Steven Barry
Escambia County
Commission District 5

Jeff Bergosh
Escambia County
Commission District 1

Sherri Myers
Pensacola City Council

P.C. Wu
Pensacola City Council

Mayor Henry Hawkins
City of Century

Adam Principe
Member at Large

A Towing Company of Pensacola LLC
c/o Teresa O. Kiker
3000 West Fairfield Drive
Pensacola, FL 32505

**Re: Agreement, authorization and instructions for towing
unauthorized vehicles from Technology Park Campus,
300 East Chase Street, Pensacola, FL 32502
Beginning Date: July 1, 2019**

Dear Ms. Kiker:

This letter agreement sets forth the terms and instructions under which the PENSACOLA-ESCAMBIA PROMOTION AND DEVELOPMENT COMMISSION ("PEDC" or the "Commission") authorizes A TOWING COMPANY OF PENSACOLA LLC ("A Towing" or the "Company") to tow unauthorized vehicles from the Technology Park Campus, 300 East Chase Street, Pensacola, FL 32502. By acknowledging this Agreement with the signature of a duly authorized representative of the Company, A Towing agrees to all terms, instructions and conditions stated herein.

1. A Towing is hereby authorized by PEDC to tow unauthorized vehicles from the Technology Park Campus, 300 East Chase Street, Pensacola, FL 32502 (the "Premises"), beginning on the Beginning Date stated above. The Premises shall include the grass and sidewalks on the Technology Park Campus as well as the private alley/street immediately north of Aragon subdivision, running between North 9th Avenue and South Florida Blanca Street.

2. When towing vehicles from the Premises, A Towing shall comply with all applicable state and local laws, regulations and ordinances governing the towing of vehicles from private property, including without limitation §715.07 *Florida Statutes*, and all subparts thereto.

3. The authorization granted to A Towing herein may not be assigned, transferred, or otherwise delegated to any other persons or entities. Additionally, A Towing shall not subcontract or otherwise delegate any towing activities on the premises to any other persons or parties.

4. Prior to commencing towing of vehicles as authorized in this Agreement, A Towing shall comply with §715.07(2)(a)5, *Florida Statutes*, by placing signage at each driveway access or curb cut on the Premises. The manner of placement and content of the signage shall comply with the specifications set forth in §715.07(2)(a)5a.-5.e, *Florida Statutes*. A Towing shall further ensure compliance with §715.07(2)(a)5, *Florida Statutes*.

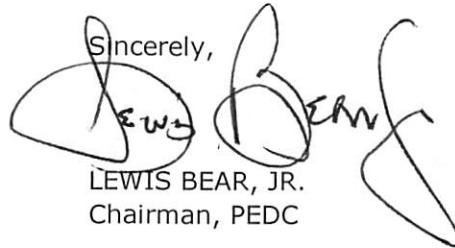
5. A Towing shall indemnify and hold harmless PEDC and its Board of Directors, agents and employees, of and from all claims, suits, causes of action, civil actions, criminal actions or prosecution, liability, damages, fines,

P.O. Box 1992
Pensacola, Florida 32591
850.898.2201



sanctions, debts, judgments and demands, in law, equity or indemnity, arising out of or caused by A Towing's activities on the Premises, including without limitation A Towing's failure to comply with §715.07, Florida Statutes, and all subparts thereto.

6. PEDC reserves the right to amend and/or revoke this Agreement and the authorization provided for herein at any time, subject to PEDC or its legal counsel providing A Towing with written notice of such revocation or amendment.

Sincerely,

LEWIS BEAR, JR.
Chairman, PEDC

ACKNOWLEDGEMENT

A Towing Company of Pensacola LLC, by and through Julia Meuse, who holds the title of office Manager with the Company, hereby acknowledges and agrees that A Towing Company of Pensacola LLC is bound by the terms and conditions set forth hereinabove.

A TOWING COMPANY OF PENSACOLA LLC

Julia Meuse
By: Julia Meuse
Its: office Manager
Date: 6-14-19

STATE OF FLORIDA
COUNTY OF Escambia

The foregoing instrument was acknowledged before me this 14th day of June, 2019, by Julia Meuse, who holds the title of Office manager with A Towing Company of Pensacola LLC, on behalf of the Company, who () is personally known to me, or (✓) has produced Driver's License as identification.

m200-433-64-755-0

Melissa A. Stoker
[Signature of Notary Public]

[Print, Type, or Stamp Name of Notary Public]
STATE OF FLORIDA AT LARGE

Commission Number: _____
My Commission Expires: _____

[NOTARIAL SEAL]





BUSINESS DEVELOPMENT REPORT

Year to Date

October 1, 2018 – June 13, 2019

DANITA ANDREWS
Director of Business Development



YEAR TO DATE BUSINESS DEVELOPMENT SUMMARY

Total Pipeline	28
Active Projects	16
Existing	4
New	12
Site Visits	13
Business Retention Visits	32

Pipeline by Sector



Manufacturing 57%



Aviation/Aerospace 21%



Warehouse/Distribution 11%



Headquarters 4%



Business Services 4%



Marine MRO 4%

Economic Development Pipeline - Project Rating

Indicates individual project rating/status with varied location decision factors and highly competitive environment:

- (1) Inquiry/Suspect - initial or early stage of activity (example: response for proposal (RFP), presentation of potential site/buildings, demographics, customized package supporting client's needs)
- (2) Prospect - client actively engaged (example: site visit, narrowing location options/short-listed)
- (3) Project - regular client interaction (example: multiple visits, site or building identified, or incentive process initiated)
- (4) Imminent - client decision forthcoming (example: moving toward incentive application approval and local support)
- (5) Announced - project approved, client location formally public

Economic Development Pipeline

Project Code	# Jobs	Industry Sector	Status	Space Required	Lead	Project Rating
A08312016_WD	5	Warehouse/Distribution	Active	150,000	Direct	3
B12282016_MFG	35	Manufacturing	Active	60,000	Direct	4
A02202017_MFG	20	Manufacturing	Active	0	Direct	3
T07172017_AAM	1325	Aviation	Active	200,000	Direct	3
F10012017_BSVC	5	Business Services	On Hold	20,000	Direct	3
V10302017_MFG	75	Manufacturing	Inactive	60,000	Direct	2
G01/02/2018_WD	30	Warehouse/Distribution	Active	100,000	Direct	4
I02052018_MFG	75	Manufacturing	Dead	155,000	Direct	3
D02202018_AAM	30	Aviation	Active	173,000	Direct	3
H004012018_MFG	140	Manufacturing	Inactive	200,000	Direct	2
A04162018_MFG	50	Manufacturing	Active	30 AC	Consultant	3
E07112018_MFG	20	Manufacturing	Active	200,000	Direct	2
V07132018_HQ	24	Headquarters	Active	10,000	Direct	2
A10232108_WD	45	Warehouse/Distribution	Active	100 AC	FGNW	2
B08102018_MRO	30	MRO	Active	TBD	Direct	2
M09182018_AAM	265	Aviation	Active	TBD	FGNW	3
F09242018_MFG	15	Manufacturing	Active	20 Acres	FGNW	1
C10022018_AAM	16	Aviation	Active	30,000	EFI	1
E10/04/2018_AAM	60	Aviation	Active	85,000	FGNW	1
S10052018_MFG	15	Manufacturing	Active	20 Acres	FGNW	1
L10152018_MFG	12	Manufacturing	On Hold	40,000	Direct	2
H10172019_MFG	10	Manufacturing	Active	20,000	Direct	2
N101918_MFG	45	Manufacturing	Inactive	10,000	FGNW	2
S03112019_MFG	30	Manufacturing	Active	30,000	FGNW	1
C02252019_MFG	70	Manufacturing	Active	100,000	Direct	2
S03142019_MFG	250	Manufacturing	Active	50,000	Local Realtor	2
M05242019_AAM	115	Aviation	Active	100,000	FGNW	1
D05242019_MFG	100	Manufacturing	Active	90,000	FGNW	1
# Jobs	2,912		Total SF	1,883,000		

LEAD SOURCE:

Enterprise Florida, Inc. (1)
 Florida's Great Northwest (9)
 Site Consultant (1)
 Direct (16)
 Local Realtor (1)

TYPE:

Existing
 New

STATUS:

Active (22)
 Inactive (3)
 Hold (2)
 Dead (1)
 Announced

RATING:

1 Inquiry/Suspect
 2 Prospect
 3 Project
 4 Imminent
 5 Announced

Total Request For Proposal (RFP) by Sector 12



Manufacturing 58%



Aviation/Aerospace 34%



Warehouse/Distribution 8%

YTD Prospect/Project Site Visits 13

M09182018_AAM	ACTIVE	Sept. 18, Nov.13, Dec. 19,2018; Apr. 26, 2019
L10152018_MFG	ACTIVE	Oct. 18, 2018
N101918_MFG	ACTIVE	Dec. 2, 2018
A10232108_WD	ACTIVE	Jan. 22, 2019
I02052018_MFG	DEAD	Mar. 4, Mar. 27, 2019
S03142019_MFG	ACTIVE	Apr. 4, May 1-4, May 30, 2019
C02252019_MFG	ACTIVE	May 16 - 17, 2019

Total Active Projects 16

12 Recruitment
4 Expansions

2239 JOBS



Manufacturing 50%



Aviation/Aerospace 19%



Warehouse/Distribution 19%



Marine MRO 6%



Headquarters 6%

Business Retention-Expansion 32 Visits

Existing Industry Visits 2018-2019

Date	Visit	# Employees	Sector
10/23/18	Vivid Bridge	5	Business Services
11/02/18	IHMC	100	R&D
11/06/18	Ascend Performance Materials	888	Manufacturing
11/09/18	Custom Control	50	Manufacturing
12/07/18	Bell Steel	85	Manufacturing
10/1/18 - 12/30/18	Co-Lab - 15 Existing Business Visits	31	Technology, Business Services
01/10/19	Swan Neck Winery	3	Manufacturing
01/11/19	Griffin & Associates	2	Business Services
03/12/19	Reliance AeroTech	6	Business Services
03/13/19	ST Engineering	150	Aviation
03/14/19	National Flight Academy	25	Manufacturing
03/19/19	Pall Corporation	240	Manufacturing
03/19/19	Navy Federal CU	7445	Financial Services
03/20/19	Offshore Inland	30	MMRO
04/02/19	Armstrong World Industries	245	Manufacturing
04/11/19	Cerex	75	Manufacturing
04/12/19	International Paper	500	Manufacturing
05/14/19	GE Renewable Energy	700	Manufacturing

Business Development & Site Consultant Missions

10/22/2018	ST Aerospace Corporate Visit, Singapore
11/01/2018	Team Florida Partners Blue Angels Homecoming, Pensacola
11/05/2018	Aviation Forum, Hamburg
12/05/2018	Economix, Consultant Connect, Nashville
02/26/2019	FGNW Partners Consultant Mission, New Jersey/New York
03/24/2019	Annual Site Selectors Guild, Salt Lake City
04/29/2019	Business Development Mission, Montreal
05/29/2019	Team Florida Partners Consultant Mission, New York
06/05/2019	Experience Pensacola-United Airlines Direct Flight, Consultant, New York
06/10/2019	Select USA Investment Summit, International Business, Washington DC



Co:Lab Pensacola
Report for Policy Board as of 6/01/19



Occupancy (Goal: 80%)	Total Leasable Square Feet	Square Feet Occupied	Available	% Occupancy
1st Floor (sf)	2,280	1,555	725	68.20%
2nd Floor (sf)	3,696	2,999	697	81.14%
3rd Floor (sf)	3,974	2,429	1,545	61.12%
TOTAL SQUARE FEET:	7,670	5,428	Combined Occupancy:	70.77%

Current Clients	Connection	Status
Samantha Weaver, LLC.	Tenant	3rd year
International Debt Recovery, Inc.	Tenant	3rd year
EBI Management Group, Inc.	Tenant	3rd year
Coast Software, dba. Building on Knowledge	Tenant	3rd year
Data Revolution, LLC	Tenant	3rd year
Pensacola Media Group, LLC.	Tenant	3rd year
Altius Marketing	Tenant	3rd year
Guided Particle Systems, Inc.	Tenant	2nd year
Vivid Bridge Studios	Tenant	2nd year
Snap Soccer	Tenant	2nd year
Warfighter Fitness	Tenant	2nd year
Greater Things Fitness	Tenant	1st year
Girl Catch Fire	Tenant	1st year
N Star Investments	Tenant	1st year
Tag Tech	Tenant	1st year
Social Icon	Tenant	1st year

Exited Clients	Date of Entry	Status
The Analyst Group	Mar-09	Graduated 7/15/12
Engineering & Planning Resources	Sep-10	Graduated 4/2014
Robotics Unlimited, Inc.	Oct-14	Graduated 12/2015
Pay Cell Systems, Inc.	Aug-12	Graduated 6/01/16
Clearstream	Aug-14	Graduated 9/1/16
Re Vera Services, LLC	Dec-12	Graduated 9/9/16
Accountingfly	Jun-12	Graduated 2/15/17
FFCFC	Oct-12	Moved out 02/15/17
Paint University	Jun-14	Graduated 2/1/17
Broker Frameworks	Dec-15	Moved Out 2/1/17
Koala Pickup	Jul-16	Moved Out 2/1/17
Hexad Analytics	Jul-16	Moved out 4/1/17
Jewel Graphics	Feb-15	Moved out 4/1/17
Robotics Unlimited, Inc.	May-17	Moved out 10/31/17
Intelligent Retinal Imaging Systems	Feb-14	Graduated 04/01/18
YourTechnoGeeks	Apr-18	Moved out 05/01/18
Business RadioX	Jun-18	Moved out 06/25/18
Hatchmark Studio	Oct-15	Graduated 08/01/18
Lost Key Media	May-14	Graduated 05/31/19
Total Tenant Companies	16	
Total Current Employment (working in Co:Lab)	44	

Office space in Milton, FL
Office space in downtown Pensacola
Office space in downtown Pensacola
Office space in Escambia County
Moved company to NYC
Bought office in downtown Pensacola
Office space in downtown Pensacola
Office space in downtown Pensacola
Bought office/warehouse in downtown Pensacola
Moved into other office space in Pensacola
Dissolved company, no scalability
Dissolved company, loss of founder
Continues as freelance developer
Company in idle state, took jobs out of town
Office space in downtown Pensacola
Returned to home office/ freelance work
Moved out
Moved to Cowork Annex
Moved out

Florida West

economic
development
alliance



**Business
Development
Report**

Q2

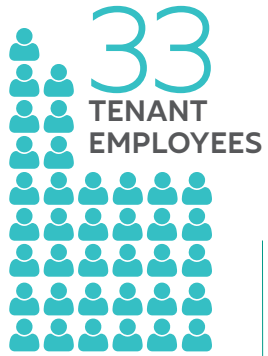
2019



CO:LAB

Collaborate. Innovate. Accelerate.

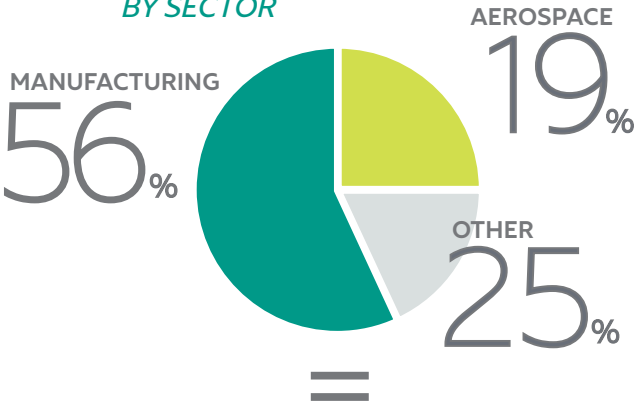
CO:LAB, a program of FloridaWest EDA and supported by Pensacola State College, is Pensacola's business incubator and growth accelerator.



3 BUSINESS RETENTION & ATTRACTION



NEW PROJECTS BY SECTOR



4 ORGANIZATIONAL SUPPORT



Mission: FloridaWest will focus on wealth creation for Escambia County—supporting businesses that produce a product or service in the region and sell it elsewhere, thereby bringing new revenues in to our community.

Officers

Donnie McMahon, President, City of Pensacola
Karen Sindel, Vice President, Escambia County
Rebecca Ferguson, Secretary/Treasurer, Pensacola Energy

Members

Lewis Bear, Jr., Lewis Bear Company
Tim Haag, Emerald Coast Utility Authority
Bonita Player, Engineering & Planning Resources
Ryan Tilley, IHMC
Jim Waite, Baskerville-Donovan

Investors

Jonathan Tucker, Cox Business

Social & Digital Outreach

Social Media Followers: 1557

Community Presentations: 9

Metrics for Greater Pensacola MSA

3.3%

Unemployment Rate

\$66.58M

Sales Tax Revenue

\$42,268

Average annual wage
as of 2018 Q2



More than 50 Aviation company representatives and workforce training professionals joined us at ST Engineering Aerospace in March to tour the facility and have a round table discussion of the aviation industry in Northwest Florida

floridawesteda.com

FloridaWest

economic development alliance



FloridaWest is an alliance of public and private entities working together to maximize Greater Pensacola and Escambia County's economic potential. For more information, visit us at floridawesteda.com



**COUNTY ECONOMIC DEVELOPMENT POWERS
FLORIDA STATE STATUTE 125.045**

(1) The Legislature finds and declares that this state faces increasing competition from other states and other countries for the location and retention of private enterprises within its borders. Furthermore, the Legislature finds that there is a need to enhance and expand economic activity in the counties of this state by attracting and retaining manufacturing development, business enterprise management, and other activities conducive to economic promotion, in order to

provide a stronger, more balanced, and stable economy in the state; to enhance and preserve purchasing power and employment opportunities for the residents of this state; and to improve the welfare and competitive position of the state. The Legislature declares that it is necessary and in the public interest to facilitate the growth and creation of business enterprises in the counties of the state.



REQUEST:

- \$600,000 From the County to the PEDC
(Local Option Sales Tax [LOST] Economic Development Trust Fund)
- \$175,000 From the City to the PEDC
- \$150,000 From the City to FloridaWest
- \$40,000 From Pensacola Energy to FloridaWest

RESULTS:

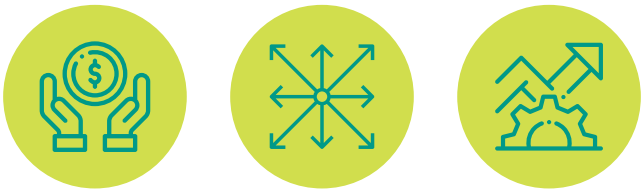
Since 2014 Pensacola and Escambia County have funded PEDC/ FloridaWest a total of \$4.45 million and supported the creation/ retention of approximately **7,200 jobs** which equals a net cost of approximately \$618 per job.

EXAMPLE: Project Titan

$$\begin{array}{r} \$40 \text{ Million Support} \\ \div \\ 2,000 \text{ Jobs} \end{array} = \$20,000 \text{ one-time cost per job}$$



Local Payroll Impact:
\$77 M
per year



For the investments approved this past fiscal year, PEDC/FloridaWest have worked to generate over **\$200 million** in estimated economic development impact for Escambia County as of March 1, 2019 (five months into the current fiscal year).

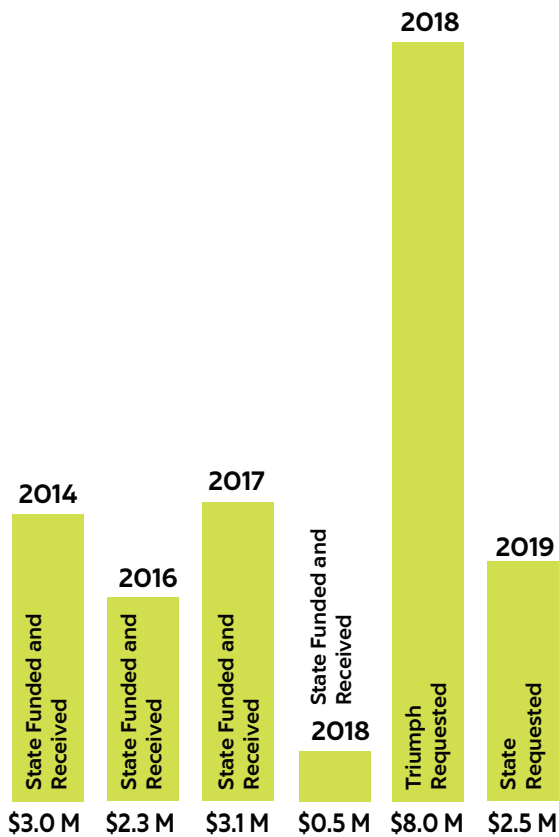


PEDC/FLORIDAWEST AND ITS PARTNERS
 APPLY FOR TRIUMPH, STATE AND FEDERAL
 FUNDING TO SUPPORT SPECIFIC ONGOING
 PROJECTS AND INITIATIVES.

\$142 MILLION
 IN ECONOMIC DEVELOPMENT
 FUNDING APPROVED.



PEDC/FLORIDAWEST HAVE APPLIED/RECEIVED
 THE FOLLOWING GRANTS FOR “THE BLUFFS”
 ENGINEERING AND PLANNING:



PARTICIPATED IN GRANT REQUEST FOR:

- \$14 million – Commercial Aircraft MRO Campus – DEO Funded
- \$45 million – Commercial Aircraft MRO Campus – FDOT Funded
- \$66 million – Commercial Aircraft MRO Campus – Triumph Funded
- \$7 million – Commercial Aircraft MRO Campus – EDA Requested
- \$27.5 million – UWF Innovation Network– Triumph Requested
- \$5.0 million – PSC - Co:Lab Expansion (Triumph Requested)

FACILITATED WORKFORCE GRANT REQUESTS FOR:

- \$1.8 million – PSC Governors Florida Job Growth Grant State Funded
- \$3 million – Escambia County School District Triumph Requested
- \$60,000 – Inclusive Development Network Grant

SUPPORTING GRANT REQUEST FOR:

- \$16.0 million – Marine Maintenance Repair Overhaul Triumph Requested
- \$29.0 million – OLF8/OLFX Land Swap with DOD Triumph Requested
- \$11.0 million – Beulah Interchange Connector Triumph Requested



FloridaWest is an alliance of public and private entities
 working together to maximize Greater Pensacola and
 Escambia County's economic potential.

FLORIDAWESTEDA.COM



Date	Time	Event	Location
June 20th	8:30am	BCC Public Forum	Ernie Lee Magaha Government Building
June 20th	9:00am	BCC Regular Meeting	Ernie Lee Magaha Government Building
June 20th	1:00pm	The Board of Triumph Gulf Coast, Inc Meeting	Wakulla County School Board Chamber
June 25th	8:30am	Budget Committee of the Whole	Ernie Lee Magaha Government Building
June 27th	12:00pm	Starting a Business	Greater Pensacola Chamber
July 3rd	9:00am	1 Million Cups	Pensacola Socialdesk
July 11th	9:00am	Committee of the Whole	Ernie Lee Magaha Government Building
July 15th	3:31pm	City Council Agenda Conference	Hagler/Mason Conference Room
July 16th	10:00am	PEDC Board Meeting	Co:Lab
July 16th	1:00pm	FloridaWest Economic Development Alliance Board of Directors Meeting	Co:Lab
July 18th	8:30am	BCC Public Forum	Ernie Lee Magaha Government Building
July 18th	9:00am	BCC Regular Meeting	Ernie Lee Magaha Government Building
July 18th	5:30pm	City Council Regular Meeting	City Council Chambers

Office of the City Council

City of Pensacola

*America's First Settlement
Established 1559*

June 14, 2019

Ms. Clorissti Shoemo
622 Chadwick Street
Pensacola, FL 32502

Dear Ms. Shoemo:

On behalf of the City Council, it is a pleasure to advise you of your reappointment to the Pensacola-Escambia Development Commission. Your term expires June 30, 2021.

Should you have any questions or desire to discuss this appointment, please do not hesitate to contact Melissa Stoker, Operations Manager, FloridaWest at 898-2201.

Also please be advised, as a member of the Board you are subject to Florida's Public Records Law and Sunshine Law, as well as the City of Pensacola Code of Ethics. Therefore, please review the following enclosures: *A Pocket Guide to Florida's Government-in-the-Sunshine Laws: Open Meetings and Public Records*; and *City of Pensacola Ordinance No. 07-11 Code of Ethics for City Officials and Employees*. If you have any questions please call the City Attorney's Office at 435-1615.

Thank you for your willingness to serve the citizens of our community in this capacity. We look forward to working with you.

Congratulations on your reappointment.

Sincerely,



R. Andy Terhaar
President of City Council

RAT/rmt
Enclosures

cc: Ericka L. Burnett, City Clerk
Melissa Stoker, Operations Manager, FloridaWest