



## PENSACOLA-ESCAMBIA PROMOTION & DEVELOPMENT COMMISSION

Friday September 22, 2017 – Co:Lab, 3<sup>rd</sup> Floor Conference Room  
418 W Garden Street - Pensacola, Florida 32502

### PEDC AGENDA

1. **Call to Order** Lewis Bear, Jr.
2. **Public Comment** Lewis Bear, Jr.
3. **Action Items**
  - a. Approval of August Minutes Lewis Bear, Jr.
  - b. Approval of August Financials Chris J. Walker, CPA
4. **Discussion Items**
  - a. Tech Park Update Lewis Bear, Jr.
  - b. Project Updates Scott Luth
  - c. Review of FY 2017 – 2018 Budget Scott Luth
  - d. Officer Elections (October Meeting) Lewis Bear, Jr.
  - e. Set meeting schedule for next year Lewis Bear, Jr.
  - f. Other Business Lewis Bear, Jr.
5. **Adjourn** Lewis Bear, Jr.

**Next Meeting to be announced.**



## PENSACOLA-ESCAMBIA PROMOTION & DEVELOPMENT COMMISSION

August 15, 2017 – Co:Lab, 3<sup>rd</sup> Floor Conference Room  
418 W Garden Street - Pensacola, Florida 32502

### PEDC Minutes: MONTHLY MEETING

**Members Present:** Clorissti Mitchell, Adam Principe, Dave Hoxeng, Steven Barry, Larry Johnson, Richard Sherrill.

**Present by Phone:** Chairman Lewis Bear, Jr.

**Absent Members:** Henry Hawkins, Grover Robinson, Andy Terhaar

**Staff:** Scott Luth, Sena Maddison, Courtney Rogers

1. **Call to Order:** The meeting was called to order at 2:00 PM.
2. **Public Comment:** Clorissti Mitchell asked the room if there was any public comment. There was none.
3. **Action Items**
  - a) **Approval of July 18th Meeting Minutes:** After discussion with no changes, it was MOVED by Dave Hoxeng and SECONDED by Larry Johnson to approve the July 18th, 2017 meeting minutes. The motion passed unanimously.
  - b) **Approval of First Amendment FDOT Contract #G0H61:** A contract modification between PEDC and FDOT in regard to the Economic Development Transportation Project Fund Agreement was presented and discussed. It was MOVED by Steven Barry and SECONDED by Larry Johnson to approve the resolution and contract amendment. The motion passed unanimously.
4. **Discussion items**
  - a) **Bluffs Project Update:** Representatives from Baskerville-Donovan were present to update the Board Members on the status of the Bluffs Project. The background, progress, and future of the project were presented. Phase two and three regarding Cypress and Live Oak were discussed. Scott Luth is beginning to develop the scope of work for funding that has just been approved.
  - b) **Tech Park Update:** The status of the Tech Park development was discussed.
    - a. **Space Florida Ground Lease:** Space Florida requested a 60-day extension of their lease agreement. The Board agreed no action will be taken at this time.
    - b. **Project Expense Term Sheet/ Agreement:** The Board agreed to continue negotiations. The motion was MOVED by Steven Barry and SECONDED by Adam Principe.
  - c) **Other Business:** There was no other business discussed.
5. **Adjourn:** The meeting was adjourned at 3:28 PM.

Next Meeting: Tuesday, September 19th @ 2:00 PM, location TBD.

Respectfully Submitted By:

X

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

**BIZZELL, NEFF & GALLOWAY, P.A.  
CERTIFIED PUBLIC ACCOUNTANTS  
P.O. BOX 12346 - 3250 NAVY BOULEVARD  
PENSACOLA, FLORIDA 32591**

**ACCOUNTANTS' COMPILATION REPORT**

September 18, 2017

TO THE BOARD OF DIRECTORS  
PENSACOLA-ESCAMBIA COUNTY PROMOTION AND DEVELOPMENT COMMISSION  
PENSACOLA, FLORIDA

MANAGEMENT IS RESPONSIBLE FOR THE ACCOMPANYING STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS – MODIFIED CASH BASIS OF PENSACOLA-ESCAMBIA COUNTY PROMOTION AND DEVELOPMENT COMMISSION AS OF AUGUST 31, 2017, AND THE RELATED STATEMENT OF REVENUES AND EXPENSES – ANNUAL BUDGET TO YEAR-TO-DATE ACTUAL – MODIFIED CASH BASIS FOR THE ELEVEN MONTHS THEN ENDED, AND FOR DETERMINING THAT THE MODIFIED CASH BASIS IS AN ACCEPTABLE FINANCIAL REPORTING FRAMEWORK. WE HAVE PERFORMED A COMPILATION ENGAGEMENT IN ACCORDANCE WITH STATEMENTS ON STANDARDS FOR ACCOUNTING AND REVIEW SERVICES PROMULGATED BY THE ACCOUNTING AND REVIEW SERVICES COMMITTEE OF THE AICPA. WE DID NOT AUDIT OR REVIEW THE FINANCIAL STATEMENTS NOR WERE WE REQUIRED TO PERFORM ANY PROCEDURES TO VERIFY THE ACCURACY OR COMPLETENESS OF THE INFORMATION PROVIDED BY MANAGEMENT. ACCORDINGLY, WE DO NOT EXPRESS AN OPINION, A CONCLUSION, NOR PROVIDE ANY FORM OF ASSURANCE ON THE FINANCIAL STATEMENTS.

THE FINANCIAL STATEMENTS ARE PREPARED IN ACCORDANCE WITH THE MODIFIED CASH BASIS OF ACCOUNTING, WHICH IS A BASIS OF ACCOUNTING OTHER THAN ACCOUNTING PRINCIPLES GENERALLY ACCEPTED IN THE UNITED STATES OF AMERICA.

MANAGEMENT HAS ELECTED TO OMIT SUBSTANTIALLY ALL OF THE DISCLOSURES ORDINARILY INCLUDED IN FINANCIAL STATEMENTS PREPARED IN ACCORDANCE WITH THE MODIFIED CASH BASIS OF ACCOUNTING. IF THE OMITTED DISCLOSURES WERE INCLUDED IN THE FINANCIAL STATEMENTS, THEY MIGHT INFLUENCE THE USER'S CONCLUSIONS ABOUT THE ORGANIZATION'S ASSETS, LIABILITIES, NET ASSETS, AND REVENUES AND EXPENSES. ACCORDINGLY, THE FINANCIAL STATEMENTS ARE NOT DESIGNED FOR THOSE WHO ARE NOT INFORMED ABOUT SUCH MATTERS.

BIZZELL, NEFF & GALLOWAY, P.A.

*Bizzell, Neff & Galloway, P.A.*

CERTIFIED PUBLIC ACCOUNTANTS

**Pensacola-Escambia County Promotion and Development Commission**  
**Statement of Assets, Liabilities, and Net Assets - Modified Cash Basis**  
**As of August 31, 2017**

<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1010 · Checking - Compass	\$ 646,989.73
Total Checking/Savings	<u>\$ 646,989.73</u>
 Total Current Assets	 \$ 646,989.73
Fixed Assets	
1500 · Land	\$ 8,325,000.00
1600 · Land Improvements	3,243,106.03
1799 · Allowance for Fair Value Adj	<u>(5,718,106.03)</u>
Total Fixed Assets	<u>\$ 5,850,000.00</u>
 TOTAL ASSETS	 <u>\$ 6,496,989.73</u>
 <b>LIABILITIES &amp; NET ASSETS</b>	
Liabilities	
Current Liabilities	
2122 · Tech Park Payable - County LOC	\$ 2,156,610.98
2140 · Grant Funding Payable - County LOC	647,375.00
Total Current Liabilities	<u>\$ 2,803,985.98</u>
 Total Liabilities	 \$ 2,803,985.98
Net Assets	
32000 · Unrestricted Net Assets	\$ 4,328,275.18
3202 · Economic Development Projects	61,198.00
3203 · Commerce Park Impr/Mktg	52,309.20
Net Loss	<u>(748,778.63)</u>
Total Net Assets	<u>\$ 3,693,003.75</u>
 TOTAL LIABILITIES & NET ASSETS	 <u>\$ 6,496,989.73</u>

**Pensacola-Escambia County Promotion and Development Commission**  
**Statement of Revenues and Expenses - Annual Budget to Year-to-Date Actual - Modified Cash Basis**  
**For the Eleven Months Period Ended August 31, 2017**

	Oct '16 - Aug '17	Annual Budget	Variance \$	Variance %
<b>Revenues</b>				
4000 · City of Pensacola Income	\$ 112,500.00	\$ 150,000.00	\$ (37,500.00)	-25.00%
4100 · Escambia County Income	550,000.00	550,000.00	-	0.00%
4800 · Interest Income	-	400.00	(400.00)	-100.00%
4520 · FOIL Grant	300,000.00	2,000,000.00	(1,700,000.00)	-85.00%
4521 · DEO Grant	360,875.00	300,000.00	60,875.00	20.29%
<b>Total Revenues</b>	<u>\$ 1,323,375.00</u>	<u>\$ 3,000,400.00</u>	<u>\$ (1,677,025.00)</u>	<u>-55.89%</u>
<b>Expenses</b>				
5004 · Economic Development	\$ 600,000.00	\$ 600,000.00	\$ -	0.00%
5010 · Foreign Trade Zone	1,250.00	2,000.00	(750.00)	-37.50%
5100 · Audit Fees	7,500.00	7,500.00	-	0.00%
5310 · Insurance - Director & Officer Liability	956.00	1,200.00	(244.00)	-20.33%
5320 · Legal Expenses	3,135.00	5,000.00	(1,865.00)	-37.30%
5330 · Bank Service Charges	13.57	1,000.00	(986.43)	-98.64%
5340 · Special District Fees	175.00	200.00	(25.00)	-12.50%
5400 · Technology Park Expenses	28,056.19	82,500.00	(54,443.81)	-65.99%
5600 · Miscellaneous Expense	138.75	1,000.00	(861.25)	-86.13%
5420 · FOIL Expense	1,430,929.12	2,300,000.00	(869,070.88)	-37.79%
<b>Total Expenses</b>	<u>\$ 2,072,153.63</u>	<u>\$ 3,000,400.00</u>	<u>\$ (928,246.37)</u>	<u>-30.94%</u>
<b>Net Loss</b>	<u>\$ (748,778.63)</u>	<u>\$ -</u>	<u>\$ (748,778.63)</u>	<u>-100.00%</u>

**Pensacola Escambia County Promotion & Development Commission**  
**Profit & Loss Budget**

	<b>PAST</b>	<b>CURRENT</b>	<b>DRAFT</b>
	<b>FY 2015 - 2016</b>	<b>FY 2016 - 2017</b>	<b>FY 2017 - 2018</b>
Ordinary Income/Expense			
<b>Income</b>			
4000 - City of Pensacola Income	150,000.00	150,000.00	150,000.00
4100 - Escambia County Income	550,000.00	550,000.00	550,000.00
4110 - Interest Income	400.00	400.00	-
4900 - Investment Income-Deferred Comp	9,600.00	9,600.00	-
4520 - EDTF Grant 1	-	2,000,000.00	3,000,000.00
4520 - EDTF Grant 2	-	-	500,000.00
4521 - DEO Grant	-	300,000.00	-
<b>Total Income</b>	<b>710,000.00</b>	<b>3,010,000.00</b>	<b>4,200,000.00</b>
<b>Expense</b>			
5004 · Economic Development	600,000.00	600,000.00	600,000.00
5008 · Asset Development	-	-	25,000.00
5010 - Foreign Trade Zone	2,000.00	2,000.00	1,500.00
5100 , Audit Fees	7,500.00	7,500.00	7,500.00
5310· Insurance- D&O Liability	1,200.00	1,200.00	1,000.00
5320 · Legal Expenses	5,000.00	5,000.00	5,000.00
5330 , Bank Service Charges	2,000.00	1,000.00	500.00
5340 , Special District Fees	200.00	200.00	200.00
5400 · Technology Park Expenses			
5400-01 · Tech Park Utilities	2,000.00	2,000.00	1,500.00
5400-02 · Tech Park Landscaping	16,200.00	17,000.00	17,000.00
5400-03 · Tech Park Security	2,000.00	2,000.00	2,000.00
5400-04 · Tech Park Insurance	300.00	500.00	300.00
5400-05 · Tech Park Legal Expenses	5,000.00	5,000.00	11,500.00
5400-06 · Tech Park Interest Expense	5,000.00	5,000.00	5,000.00
5400-11 · TechPark Master Planning Exp	50,000.00	50,000.00	20,000.00
5400-90 · Tech Park Miscellaneous Expense	1,000.00	1,000.00	1,000.00
Total 5400 · Technology Park Expenses	81,500.00	82,500.00	58,300.00
5420 · FOIL Expense	-	2,300,000.00	3,500,000.00
5600 · Miscellaneous Expense	1,000.00	1,000.00	1,000.00
5900· Withdrawals, Deferred Comp Fund	9,600.00	9,600.00	-
<b>Total Expense</b>	<b>710,000.00</b>	<b>3,010,000.00</b>	<b>4,200,000.00</b>