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## **AGENDA**

### **THE GULF CONSORTIUM Finance and Budget Committee Meeting**

**June 13, 2019, 1:00 p.m. Eastern**

**Hyatt Regency Orlando  
9801 International Dr, Orlando, FL 32819  
Room Celebration 5-6**

**GoToMeeting**

**Dial-in Number: +1 (646) 749-3129**

**Participant Passcode: ~~250-206-157~~ 773-744-389**

#### **Committee Members**

**Chair - Scott Carnahan (Citrus), Vice-Chair - Lane Lynchard (Santa Rosa) Matt Posner  
(Escambia County), Smokey Parrish (Franklin County)**

#### **Item 1.      Call to Order.**

Committee Chair Carnahan (Citrus) will call the meeting to order.

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#### **Item 2.      Roll Call.**

Valerie Seidel (The Balmoral Group) will call the roll.

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#### **Item 3.      Consent Agenda.**

The consent agenda items are presented for approval. Commissioners may remove any items from this agenda that they have questions on or would like the Committee to discuss in depth. Any items removed would then be included in the regular agenda in an order assigned by the Chair.

##### **Consent Agenda Items:**

The minutes of the following meetings are presented for approval.

- April 24, 2019 – Finance and Budget Committee Meeting. *(Please see back up pages 5-8)*
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#### **Item 4.      Additions or Deletions.**

Any additions or deletions to the committee meeting agenda will be announced.

RECOMMEND:      Approval of a final agenda.

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#### **Item 5.      Public Comments.**

The public is invited to provide comments on issues that are on today's agenda. All comments regarding a specific agenda item will be considered following the Committee's discussion of that

agenda item. *Please note: Individuals who have comments concerning a specific agenda item should communicate with staff prior to that agenda item.*

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**Item 6. Financial Statements for April 2019.**

The financial statements for April 2019 are presented for Committee approval. These schedules include: Balance Sheet; Income Statement; Cash Receipts Journal, and Cash Disbursements Journal.

*(Please see back up pages 9-19)*

RECOMMEND: Recommend approval of the financial statements to the full Board of for April 2019.

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**Item 7. April 2019 Budget Summary and Project Status Expenditure Reports.**

The Budget Summary and the Project Status Expenditure Report for April 2019 are presented for Committee review.

*(Please see back up pages 20-21)*

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**Item 8. April 2019 Trust Fund Report.**

Staff has prepared a report on the Trust Fund balance, indicating grant funding amounts that are pending, approved, and scheduled for draw down.

*(Please see back up pages 22-25)*

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**Item 9. Delegation of Authority Report.**

Staff has prepared a report on Delegation of Authority actions that the General Manager has made from October 1, 2018 through April 30, 2019, for Committee information.

*(Please see back up pages 26-27)*

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**Item 10. Additional Committee Members.**

Executive Committee has recommended to the full Board for review and approval of the additional committee members.

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**Item 11. Public Comments.**

The public is invited to provide comments on issues that are on NOT today's agenda. All comments regarding a specific agenda item will be considered following the Committee's discussion of that agenda item. *Please note: Individuals who have comments concerning a specific agenda item should or communicate with staff prior to that agenda item.*

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**Item 12. Adjournment.**

*If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.*

## **Notice of Meeting/Workshop Hearing**

### OTHER AGENCIES AND ORGANIZATIONS

#### Gulf Consortium

The Gulf Consortium announces a public meeting of its Finance and Budget Committee to which all persons are invited to participate.

DATE AND TIME: June 13, 2019 at 1:00 pm (ET)

PLACE:

Hyatt Regency Orlando  
9801 International Dr, Orlando, FL 32819  
Room Celebration 5-6

GENERAL SUBJECT MATTER TO BE CONSIDERED: The Finance and Budget Committee of the Gulf Consortium will conduct a Finance and budget review meeting, consisting of a detailed review of Consortium financials. A copy of the agenda may be obtained at [www.gulfconsortium.org](http://www.gulfconsortium.org) or by contacting: General Manager at 407-629-2185 or [Gulf.Consortium@balmoralgroup.us](mailto:Gulf.Consortium@balmoralgroup.us).

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 3 days before the workshop/meeting by contacting the General Manager at 407-629-2185 or [Gulf.Consortium@balmoralgroup.us](mailto:Gulf.Consortium@balmoralgroup.us). If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1-800-955-8771 (TDD) or 1-800-955-8770 (Voice).

If any person decides to appeal any decision made by the Finance and Budget Committee with respect to any matter considered at this meeting, he/she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, please contact the General Manager at 407-629-2185 or [Gulf.Consortium@balmoralgroup.us](mailto:Gulf.Consortium@balmoralgroup.us).



<u>County</u>	<u>Finance Committee Member</u>	<u>Present</u>
Citrus	Scott Carnahan	
Escambia	Matt Posner	
Franklin	Smokey Parrish	
Santa Rosa	Lane Lynchard	

## **AGENDA ITEM 3**

**Gulf Consortium Finance and Budget Committee Meeting  
June 13, 2019**

**Agenda Item 3  
Approval of April 24, 2019 Minutes**

**Statement of Issue:**

Request to approve the minutes of the April 24, 2019 meeting of the Gulf Consortium Finance and Budget Committee.

**Options:**

- (1) Approve the April 24, 2019 minutes as presented; or
- (2) Amend and then approve the minutes.

**Recommendation:**

Motion to approve Option 1.

**Prepared by:**

Amanda Jorjorian, The Balmoral Group  
On: June 5, 2019

**Attachment:**

Draft Minutes, April 24, 2019 meeting of the Gulf Consortium Finance and Budget Committee.

**Action Taken:**

Motion to: \_\_\_\_\_, Made by: \_\_\_\_\_;

Seconded by: \_\_\_\_\_.

Approved\_\_\_\_; Approved as amended\_\_\_\_; Defeated\_\_\_\_\_.

**Gulf Consortium Finance and Budget Committee Meeting**  
**March 24, 2019, Time 4:00p.m. (Eastern)**  
**Teleconference**

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**Members in Attendance:** Scott Carnahan (Citrus), Matt Posner (Escambia County), Lane Lynchard (Santa Rosa)

**Also in Attendance:** Valerie Seidel (The Balmoral Group), Dan Dourte (The Balmoral Group), William Smith (The Balmoral Group) Evan Rosenthal (Nabors, Giblin & Nickerson)

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**Agenda Item 1 – Call to Order**

Valerie Seidel (The Balmoral Group) called the meeting to order at 2:31pm (ET).

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**Agenda Item 2 – Roll call**

Valerie Seidel (The Balmoral Group) called the roll. Attendees as above.

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**Agenda Item #3 – Election**

Valerie Seidel (The Balmoral Group) noted that Evan Rosenthal and Lynn Hoshihara of Nabors, Giblin & Nickerson suggested that a chair and vice chair should be selected for the Finance and Budget Committee meetings. She asked if anyone would like volunteer for the positions. There was no protocol in the bylaws specific to this Committee. Commissioner Scott Carnahan (Citrus) commented that he would step up as chair. There were no disagreements to this decision. Lane Lynchard (Santa Rosa) said he would be vice chair. No disagreements. Commissioner Scott Carnahan (Citrus) was confirmed as chair and Lane Lynchard (Santa Rosa) as vice chair.

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**Agenda Item #3 – Additions or Deletions**

There were no additions or deletions to the agenda. Matt Posner (Escambia) made the motion to approve the final addition, seconded by Lane Lynchard (Santa Rosa).

**ACTION: APPROVED**

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**Agenda Item #4 – Public Comments**

None

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**Agenda Item#5-Financial Statements for March 2019**

Chairman Scott Carnahan (Gulf) recognized Valerie Seidel (The Balmoral Group) who provided the balance sheet, profit and loss statement, cash receipts journal and cash disbursements journal for review by the committee. There was not a lot of activity on the account, the SSEP grant had been approved but no invoices as of the end of March. The activity in the planning grant was the audit expense. It was approved by RESTORE to leave the SEP Planning Grant open for this reason and after the audit was complete, the SEP Planning Grant would be closed. She commented that the bank fees were high and they were working on getting those reduced. Lane Lynchard (Santa Rosa) agreed on the bank fees. He asked if the check detail report could have a line for Payee. Valerie Seidel (The Balmoral Group) commented that they would add that to the reports going forward.

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**Agenda Item #6-March 2019 Budget Summary and Project Status Expenditure Reports**

Valerie Seidel presented the budget summary and status of project expenditures to date. She reiterated that there was not a lot of activity at this time but that this would be the meat of the agenda in future meetings with a more detailed line item and brief abstracts of the projects. The project status expenditure table showed the budgeted amount for the current year and actual year to date expenditures which were management fees. They were tracking well against the budget.

There were two grants that had not been submitted as of yet since they were waiting for information. The committee commented that they were good with the current structure noting that it may be refined as more activity comes in.

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**Agenda Item #7-Delegation of Authority Report**

Valerie Seidel brought to the committee the consideration of a report on Delegation of Authority actions that the general manager made from the last board meeting to the current month. She included an example from the FIND Finance Committee and noted that in the future, there may need to be some delegation authorized for certain items; specifically contract approvals so they would not have to wait until the board meetings for approval. One approach would be to delegate authority for contract execution if standard terms and conditions were within certain parameters, then the contract could be brought back for ramification. Evan Rosenthal (NGN) said the authority could be delegated to either the chair or the executive committee to keep projects moving a little quicker. The full board would have to agree on the delegation. The committee agreed that this should be brought to the full board for discussion and agreement on allowable terms for delegation authority.

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**Agenda Item #8-Consideration of Additional Committee Members**

Valerie Seidel brought to the committee the consideration of adding additional willing committee members with financial expertise. Currently Yana Matiyuk of Pinellas County and Heather Larson of Sarasota County were potential candidates and it would be preferable to have a few more committee members due to scheduling constraints. Chair Commissioner Scott Carnahan (Citrus) had no issue adding both, Lane Lynchard (Santa Rosa) agreed and made the motion to move forward, seconded by Matt Posner (Escambia). Evan Rosenthal commented that this was a recommendation to the full board to approve adding the additional members to the Finance and Budget Committee.

**ACTION: APPROVED**

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**Agenda Item #9-Future Agenda Items.**

This was a placeholder for additional agenda items. There were none at this time. Valerie Seidel (The Balmoral Group) asked for any committee feedback on the format of the agenda and if there was anything else they wanted to see included. The committee agreed that the format was fine but one sheet with line items budget vs actual would be helpful as well as a preview of the projects in line for future submittal. Valerie Seidel (The Balmoral Group) asked if there was a preference on distribution of the agenda packet which was FAR noticed and posted to the website but sent to only the Finance and Budget Committee. The committee agreed to keep it to the smaller amount of people. Any interested party would be able to call in or comment.

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**Agenda Item #10-Adjourn**

There being no further business, Chair Commissioner Scott Carnahan (Citrus) adjourned the meeting at 3:08pm.

Respectfully submitted,

Commissioner Scott Carnahan

## **AGENDA ITEM 6**

**Gulf Consortium Finance and Budget Committee Meeting  
June 13, 2019**

**Agenda Item 6  
Financial Statements**

**Statement of Issue:**

Presentation of the most recent monthly financial statements. The report also includes a snapshot of the Trust Fund Balance and pending Grant applications for SEP Implementation.

**Background:**

Financial Statements are produced monthly for the Consortium. Additionally, attachments include a snapshot of the Trust Fund Balance, showing the total funds in the Trust Fund, the amounts allocated to the SSEP and PSEP, and the amounts pertaining to pending Grant Applications for SEP projects. The Consortium is on track to achieve operational efficiency, with all costs well below budgeted amounts. Management costs for SEP Implementation this fiscal year have averaged well below budgeted hours, year to date.

**Attachments:**

- a) Financial Statements through April 30, 2019 – Balance Sheet and income statement, Cash Disbursements, Cash Receipts
- b) Dashboard Trust Fund Balance

**Prepared by:**

Richard Bernier  
The Balmoral Group  
On: June 4, 2019

# Gulf Consortium Balance Sheet As of April 30, 2019

Apr 30, 2019

## ASSETS

### Current Assets

#### Checking/Savings

Seaside Bank (Operating) 185,872.79

Wells Fargo Account (Grant) 557.74

Total Checking/Savings 186,430.53

#### Accounts Receivable

Gen - Fund Accounts Receivable 4,135.00

Total Accounts Receivable 4,135.00

#### Other Current Assets

Prepaid - Grant 199,609.30

SSEP Grant Funds 21,428.70

AR Other 18,000.00

Total Other Current Assets 239,038.00

Total Current Assets 429,603.53

**TOTAL ASSETS 429,603.53**

## LIABILITIES & EQUITY

### Liabilities

#### Current Liabilities

##### Accounts Payable

Accounts Payable - Grant 205,809.30

Accounts Payable 55,990.59

Total Accounts Payable 261,799.89

##### Other Current Liabilities

Accrued Liabilities - Grant 21,428.70

Total Other Current Liabilities 21,428.70

Total Current Liabilities 283,228.59

Total Liabilities 283,228.59

### Equity

Unrestricted Net Assets 154,486.03

Net Income (8,111.09)

Total Equity 146,374.94

**TOTAL LIABILITIES & EQUITY 429,603.53**

# Gulf Consortium Profit & Loss

October 2018 through April 2019

	<u>General Fund</u>	<u>SEP Grant</u>	<u>SSEP Grant</u>	<u>TOTAL</u>
<b>Income</b>				
Grant Income	-	-	-	-
County Dues Funding	70,025.00	-	-	70,025.00
<b>Total Income</b>	<u>70,025.00</u>	<u>-</u>	<u>-</u>	<u>70,025.00</u>
<b>Expense</b>				
Reporting Fees	142.24	-	-	142.24
SSEP Grant Expenses	-	-	-	-
Legal	16,031.36	-	-	16,031.36
Management Fees	47,709.25	-	-	47,709.25
Accounting	-	-	-	-
Meeting Expense	12,658.52	-	-	12,658.52
Bank Service Charges	1,419.72	-	-	1,419.72
Special District Fees	175.00	-	-	175.00
<b>Total Expense</b>	<u>78,136.09</u>	<u>-</u>	<u>-</u>	<u>78,136.09</u>
<b>Net Income</b>	<u><u>(8,111.09)</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>(8,111.09)</u></u>

# Gulf Consortium

## Deposit Detail

October 2018 through April 2019

	Type	Num	Date	Name	Account	Amount
	Deposit		10/22/2018		Seaside Bank (Operating)	4,135.00
	Payment		10/22/2018	Monroe County		-4,135.00
TOTAL						-4,135.00
	Deposit		10/25/2018		Seaside Bank (Operating)	5,135.00
	Payment		10/25/2018	Dixie County		-1,000.00
	Payment		10/25/2018	Lee County		-4,135.00
TOTAL						-5,135.00
	Deposit		10/29/2018		Seaside Bank (Operating)	5,135.00
	Payment		10/29/2018	Okaloosa County		-4,135.00
	Payment		10/29/2018	Walton County		-1,000.00
TOTAL						-5,135.00
	Deposit		11/05/2018		Seaside Bank (Operating)	13,405.00
	Payment		10/29/2018	Charlotte County		-4,135.00
	Payment		11/05/2018	Escambia County		-4,135.00
	Payment		11/05/2018	Franklin County		-1,000.00
	Payment		11/05/2018	Hernando County		-4,135.00
TOTAL						-13,405.00
	Deposit		11/06/2018		Seaside Bank (Operating)	4,135.00
	Payment		11/06/2018	Santa Rosa County		-4,135.00
TOTAL						-4,135.00
	Deposit		11/08/2018		Seaside Bank (Operating)	5,135.00
	Payment		11/06/2018	Taylor County		-1,000.00
	Payment		11/08/2018	Bay County		-4,135.00
TOTAL						-5,135.00
	Deposit		11/13/2018		Seaside Bank (Operating)	2,000.00
	Payment		11/09/2018	Levy County		-1,000.00
	Payment		11/09/2018	Wakulla County		-1,000.00
TOTAL						-2,000.00
	Deposit		11/13/2018		Seaside Bank (Operating)	4,135.00

# Gulf Consortium Deposit Detail

October 2018 through April 2019

	Type	Num	Date	Name	Account	Amount
	Payment		11/13/2018	Citrus County		-4,135.00
TOTAL						-4,135.00
	Deposit		11/13/2018		Seaside Bank (Operating)	4,135.00
	Payment		11/13/2018	Pinellas County		-4,135.00
TOTAL						-4,135.00
	Deposit		11/13/2018		Seaside Bank (Operating)	1,000.00
	Payment		11/13/2018	Gulf County		-1,000.00
TOTAL						-1,000.00
	Deposit		11/21/2018		Seaside Bank (Operating)	4,135.00
	Payment		11/21/2018	Collier County		-4,135.00
TOTAL						-4,135.00
	Deposit		11/26/2018		Seaside Bank (Operating)	4,135.00
	Payment		11/26/2018	Sarasota County		-4,135.00
TOTAL						-4,135.00
	Deposit		11/28/2018		Seaside Bank (Operating)	27,184.53
	Payment	WFEEF112818	11/28/2018	Leon County 1		-27,184.53
TOTAL						-27,184.53
	Deposit		12/26/2018		Seaside Bank (Operating)	1,000.00
	Payment		11/26/2018	Jefferson County		-1,000.00
TOTAL						-1,000.00
	Deposit		01/07/2019		Seaside Bank (Operating)	4,135.00
	Payment		01/07/2019	Manatee County		-4,135.00
TOTAL						-4,135.00
	Deposit		01/09/2019		Wells Fargo Account (Grant)	140,338.75
	Payment		01/09/2019	Planning Grant Funding		-140,338.75
TOTAL						-140,338.75
	Deposit		01/11/2019		Seaside Bank (Operating)	4,135.00

**Gulf Consortium**  
**Deposit Detail**  
October 2018 through April 2019

	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Amount</u>
	Payment		01/07/2019	Hillsborough County		-4,135.00
TOTAL						-4,135.00
	Deposit		04/19/2019		Seaside Bank (Operating)	4,135.00
	Payment	557772	04/19/2019	Pasco County		-4,135.00
TOTAL						-4,135.00

**Gulf Consortium**  
**Check Detail**  
October 2018 through April 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check		10/13/2018	Wells Fargo		Wells Fargo Account (Grant)		(193.97)
					Bank Service Charges	(193.97)	193.97
TOTAL						(193.97)	193.97
Check		11/11/2018	Seaside Bank		Seaside Bank (Operating)		(31.79)
					Bank Service Charges	(31.79)	31.79
TOTAL						(31.79)	31.79
Check		11/13/2018	Wells Fargo		Wells Fargo Account (Grant)		(193.87)
					Bank Service Charges	(193.87)	193.87
TOTAL						(193.87)	193.87
Check		12/13/2018	Wells Fargo		Wells Fargo Account (Grant)		(203.75)
					Bank Service Charges	(203.75)	203.75
TOTAL						(203.75)	203.75
Check		01/13/2019	Wells Fargo		Wells Fargo Account (Grant)		(190.15)
					Bank Service Charges	(190.15)	190.15
TOTAL						(190.15)	190.15
Check		02/11/2019	Wells Fargo		Wells Fargo Account (Grant)		(225.76)
					Bank Service Charges	(225.76)	225.76
TOTAL						(225.76)	225.76
Check		03/11/2019	Wells Fargo		Wells Fargo Account (Grant)		(190.23)
					Bank Service Charges	(190.23)	190.23
TOTAL						(190.23)	190.23
Check		04/11/2019			Wells Fargo Account (Grant)		(190.20)
					Bank Service Charges	(190.20)	190.20
TOTAL						(190.20)	190.20

**Gulf Consortium**  
**Check Detail**  
October 2018 through April 2019

	Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
	Bill Pmt -Check	EFT01	01/09/2019	NGN		Wells Fargo Account (Grant)		(700.00)
	Bill	40052	07/31/2018	Planning Grant Funding	Legal		(700.00)	700.00
TOTAL							(700.00)	700.00
	Bill Pmt -Check	EFT01	01/09/2019	Environmental Science Associates		Wells Fargo Account (Grant)		(131,200.00)
	Bill	13929	09/30/2018	Planning Grant Funding	Work Order 11		(131,200.00)	131,200.00
TOTAL							(131,200.00)	131,200.00
	Bill Pmt -Check	EFT01	01/09/2019	NGN		Wells Fargo Account (Grant)		(4,800.00)
	Bill	40051	08/31/2018	Planning Grant Funding	Legal		(1,075.00)	1,075.00
	Bill	40350	09/30/2018	Planning Grant Funding	Legal		(3,725.00)	3,725.00
TOTAL							(4,800.00)	4,800.00
	Bill Pmt -Check	EFT01	01/09/2019	The Balmoral Group, LLC		Wells Fargo Account (Grant)		(3,638.75)
	Bill		09/30/2018	Planning Grant Funding	Management Fees		(3,638.75)	3,638.75
TOTAL							(3,638.75)	3,638.75
	Check	146	10/03/2018	FL Dept. of State		Seaside Bank (Operating)		(68.60)
					Meeting Expense		(68.60)	68.60
TOTAL							(68.60)	68.60
	Bill Pmt -Check	147	10/25/2018	The Balmoral Group, LLC		Seaside Bank (Operating)		(12,614.75)
	Bill	2461.0	09/30/2018		Management Fees		(12,614.75)	12,614.75
TOTAL							(12,614.75)	12,614.75
	Bill Pmt -Check	148	10/17/2018	The Balmoral Group, LLC		Seaside Bank (Operating)		(2,462.95)
	Bill	2461.0	10/03/2018		Meeting Expense		(1,170.45)	1,170.45
					Meeting Expense		(1,292.50)	1,292.50
TOTAL							(2,462.95)	2,462.95
	Bill Pmt -Check	149	10/17/2018	Vastec, Inc.		Seaside Bank (Operating)		(4,650.10)
	Bill	20180	09/30/2018		Compliance (508)		(4,650.10)	4,650.10
TOTAL							(4,650.10)	4,650.10

**Gulf Consortium**  
**Check Detail**  
October 2018 through April 2019

	Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
	Bill Pmt -Check	150	11/06/2018	FL Dept. of State		Seaside Bank (Operating)		(36.40)
	Bill	90143	10/25/2018		Meeting Expense		(34.58)	34.58
TOTAL							(34.58)	34.58
	Bill Pmt -Check	151	11/28/2018	FL Dept. of State		Seaside Bank (Operating)		(109.90)
	Bill	90177	11/28/2018		Meeting Expense		(109.90)	109.90
TOTAL							(109.90)	109.90
	Bill Pmt -Check	152	11/28/2018	FL Dept. of Economic Opportunity		Seaside Bank (Operating)		(175.00)
	Bill	District	11/28/2018		Special District Fees		(175.00)	175.00
TOTAL							(175.00)	175.00
	Bill Pmt -Check	153	01/11/2019	FL Dept. of State		Seaside Bank (Operating)		(35.14)
	Bill		01/11/2019		Meeting Expense		(35.14)	35.14
TOTAL							(35.14)	35.14
	Bill Pmt -Check	154	01/18/2019	NGN		Seaside Bank (Operating)		(16,540.63)
	Bill	40677	09/30/2018		Legal		(4,880.33)	4,880.33
	Bill	40681	10/31/2018		Legal		(4,700.00)	4,700.00
	Bill	40682	11/30/2018		Legal		(4,522.80)	4,522.80
	Bill	40683	12/31/2018		Legal		(2,437.50)	2,437.50
TOTAL							(16,540.63)	16,540.63
	Check	155	01/28/2019	Wells Fargo		Seaside Bank (Operating)		(1,000.00)
					Wells Fargo Account (Gran		(1,000.00)	1,000.00
TOTAL							(1,000.00)	1,000.00
	Bill Pmt -Check	156	02/05/2019	The Balmoral Group, LLC		Seaside Bank (Operating)		(6,999.63)
	Bill	2461.0	02/05/2019		Management Fees		(6,999.63)	6,999.63
TOTAL							(6,999.63)	6,999.63
	Bill Pmt -Check	157	02/21/2019	FL Dept. of State		Seaside Bank (Operating)		(107.94)

**Gulf Consortium**  
**Check Detail**  
October 2018 through April 2019

	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Account</u>	<u>Paid Amount</u>	<u>Original Amount</u>
	Bill	90246	02/08/2019			Management Fees	(107.94)	107.94
TOTAL							(107.94)	107.94
	<b>Bill Pmt -Check</b>	<b>158</b>	<b>03/21/2019</b>	<b>FL Dept. of State</b>		<b>Seaside Bank (Operating)</b>		<b>(83.86)</b>
	Bill	90267	02/08/2019			Meeting Expense	(49.56)	49.56
	Bill	90286	03/12/2019			Management Fees	(34.30)	34.30
TOTAL							(83.86)	83.86
	<b>Bill Pmt -Check</b>	<b>159</b>	<b>03/21/2019</b>	<b>Warren Averett, LLC</b>		<b>Seaside Bank (Operating)</b>		<b>(8,000.00)</b>
				Warren Averett, LLC		Accounts Payable	(8,000.00)	8,000.00
TOTAL							(8,000.00)	8,000.00
	<b>Bill Pmt -Check</b>	<b>160</b>	<b>04/17/2019</b>	<b>The Balmoral Group, LLC</b>		<b>Seaside Bank (Operating)</b>		<b>(4,060.95)</b>
	Bill	2461.	03/27/2019			Meeting Expense	(4,060.95)	4,060.95
TOTAL							(4,060.95)	4,060.95
	<b>Bill Pmt -Check</b>	<b>WFEF</b>	<b>11/28/2018</b>	<b>Leon County</b>		<b>Wells Fargo Account (Grant)</b>		<b>(27,184.53)</b>
	General Journal	43	09/19/2018	Leon County		Wells Fargo Account (Grant)	(27,184.53)	27,184.53
TOTAL							(27,184.53)	27,184.53

## **AGENDA ITEM 7**

**Gulf Consortium Finance and Budget Committee Meeting**  
**June 13, 2019**  
**Item 7**  
**Budget Summary and Project Status Expenditure Reports**

**Summary:**

The Budget Summary and the Project Status Expenditure Report for March 2019 are presented for Committee review.

*Condensed Budget Summary  
For the current fiscal year – six months ended March 2019*

<b>Cost Category</b>	<b>Annual 2018-19 Budget</b>	<b>Actual YTD</b>	<b>Remaining Budgeted Expenses</b>
SEP Expenses (project funding)	79,903,446	0	79,903,446
Includes: PSEP	163,564	146,564	17,000
SSEP - One Time Expense	221,038	195,809	25,229
General fixed and variable	105,000	78,136	26,864
Operating Expenses			
Total	80,229,484	397,667	79,995,381

**Project Status Expenditure Reports**

<b>County</b>	<b>Project #</b>	<b>Project Name</b>	<b>Budgeted Amount Current Year</b>	<b>Actual YTD</b>	<b>Remaining Budgeted Expenses</b>	<b>Project Status</b>
<b>Wastewater improvement Grant Application #1</b>						
<b>Santa Rosa</b>	2-1	Soundside Drive Septic to Sewer Conversion, Phase I	\$2,322.10	\$892.50	\$1,439.60	Application Submitted
<b>Okaloosa</b>	3-4	Shoal River Headwaters Protection Program - Phase I (BSAIP WRF Effluent Disposal Expansion)	\$65,889.00	\$680.00	\$65,209.00	Application Submitted
<b>Citrus</b>	13-1	NW Quadrant Sewer Force Main Project	\$153,123	\$850.00	\$15,273.00	Application Submitted
<b>Charlotte</b>	20-1	Charlotte Harbor Septic to Sewer Conversion Program	\$94,608.00	\$1,275.00	\$93,333.00	Application Submitted
<b>Okaloosa</b>	3-3	Choctawhatchee Bay Estuary Program	\$86,030.00	\$1,105.00	\$84,925.00	Application Submitted
<b>Wakulla</b>	8-2	Coastal Public Access Program - Bayside Marina	\$10,321.33	\$212.50	\$10,108.83	Application Submitted
<b>Pasco</b>	15-5	Artificial Reef Program - Hudson Reef	\$13,414.00	\$1,997.50	\$11,416.50	Application Submitted
<b>Pasco</b>	15-7	Crews Lake Hydrologic Restoration	\$163,303.44	\$382.50	\$162,920.94	Awaiting information
<b>Pinellas</b>	16-1	Lake Seminole Sediment Removal	\$48,224.17	\$2,295.00	\$45,929.17	Application Submitted

## **AGENDA ITEM 8**

**Gulf Consortium Finance and Budget Committee Meeting**  
**June 13, 2019**  
**Item 8**  
**Trust Fund Balance**

**Statement of Issue:**

Presentation of Trust Fund Balance information.

**Background:**

Going forward, the Trust Fund Balance report will be produced, showing the total funds in the Trust Fund, the amounts allocated to the SSEP and PSEP, and the amounts pertaining to pending Grant Applications for SEP projects.

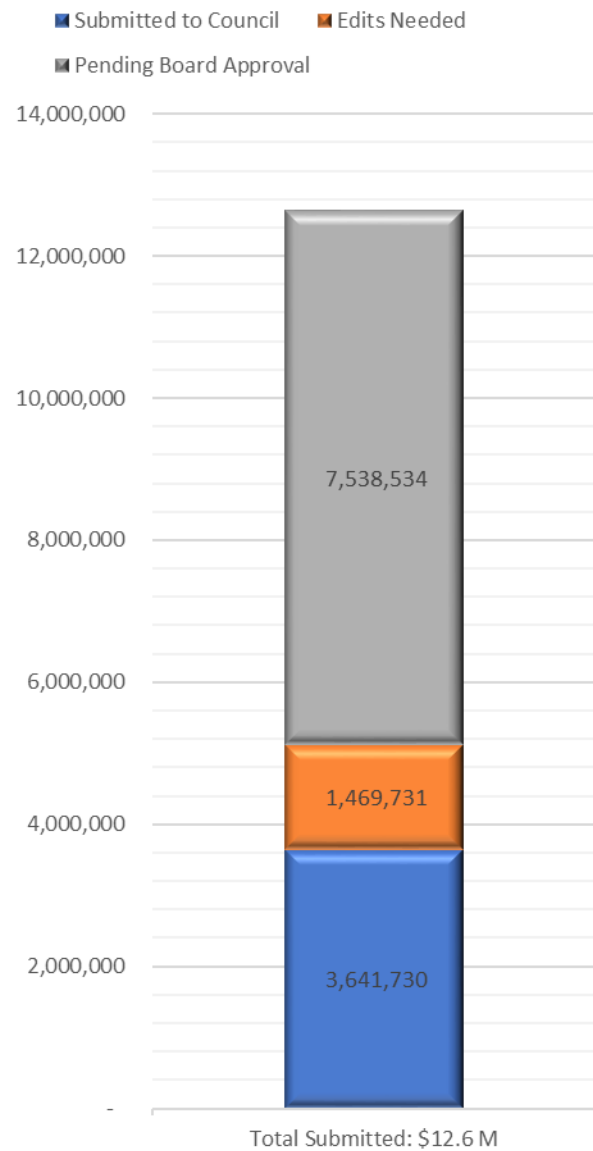
**Attachments:**

- a) Dashboard Trust Fund Balance for Consortium
- b) County-level Trust Fund Balance for counties with pending grant applications

**Prepared by:**

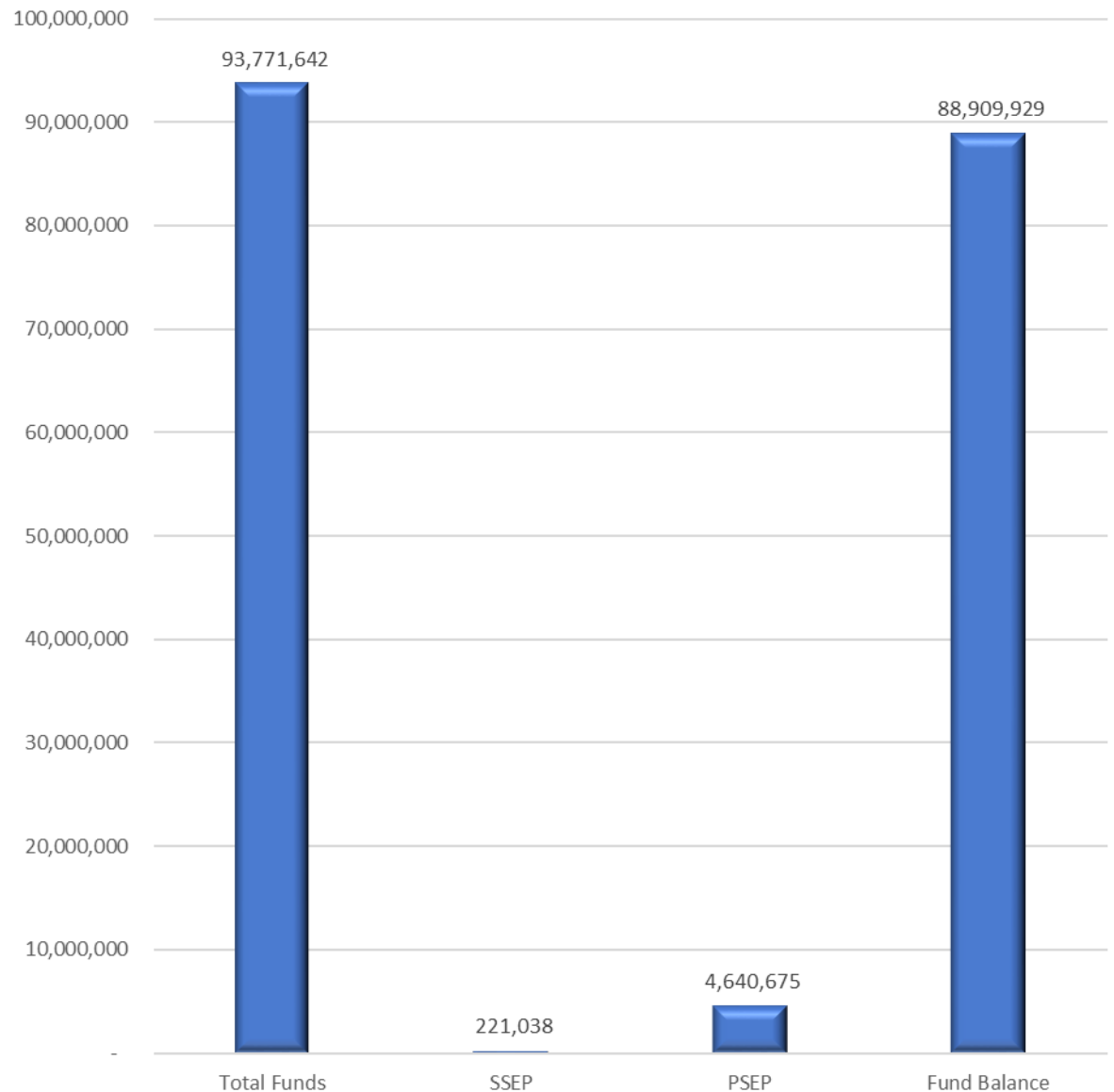
Richard Bernier  
The Balmoral Group  
On: June 4, 2019

## GRANT STATUS



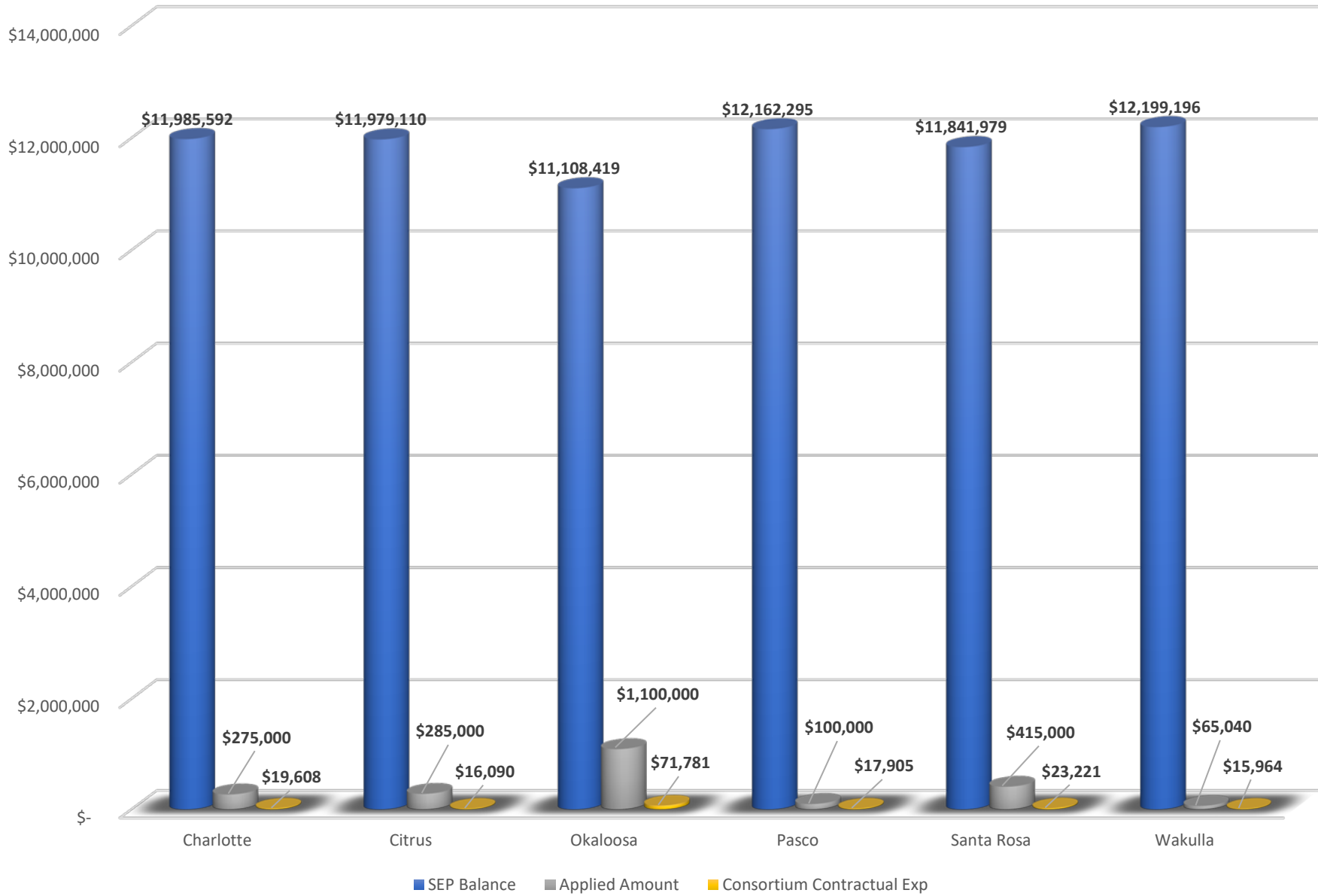
Grant Applications pending submittal or submitted – On approval, will reduce Fund Balance correspondingly.

## TRUST FUND



Trust Fund balance allocated to approved Grants - \$88M fund balance will be reduced by value of pending Grant applications - \$12M - upon approval by Council.

## County Grant Status



## **AGENDA ITEM 9**

**Gulf Consortium Finance and Budget Committee Meeting**  
**June 13, 2019**  
**Item 9**  
**Report on Delegated Authority**

**Actions from October 1, 2018 through April 30, 2019**

1. 1/15/19 - Executed agreement for WizeHive Grants Management Software at a cost of \$13,150.00
2. 4/23/19 - Submitted Grant Application: Pasco Co Artificial Reef – EGID 86
3. 4/23/19 - Submitted Grant Application: Wastewater improvement Bundle #1 – EGID 88
4. 4/24/19 – Submitted Grant Application: Wakulla Bayside Marina - EGID 89
5. 4/24/19 – Submitted Grant Application: Okaloosa CBEP - EGID 90
6. 5/7/19 - Executed agreement for 508 Compliance for the SEP amendment (VASTEC) at a cost of \$154.70
7. 5/10/19 - Submitted Grant Application: Pinellas Lake Seminole Dredge – EGID 91
8. 5/28/19 - Executed No-Cost Extension

## **AGENDA ITEM 10**

**Gulf Consortium Finance and Budget Committee Meeting  
June 13, 2019**

**Item 10  
Consideration of Additional Committee Members**

**Summary:**

Update on consideration of additional willing committee members with financial expertise.

**Analysis:**

As currently structured, the Finance and Budget Committee is comprised of four members – three Board members and one RESTORE Coordinator. One of the originally approved Board members proved unavailable, leaving the Committee short by one member.

During the same time that the Finance Committee was being formed, the Audit Committee was established, which included some County staff that had specific interest, credentials and availability to serve on an additional committee. Currently, Yana Matiyuk of Pinellas County and Heather Larson of Sarasota County are potential candidates who meet all three criteria. Given scheduling constraints, it would be preferable to have a few more Committee members in order to more frequently achieve quorum.

Finance Committee approved forwarding recommendation to Full Board for approval.

**Action:**

FYI only; Finance Committee and Executive Committee reviewed the item and recommended the item advance to the full Board for discussion.

**Prepared by:**

Valerie Seidel, The Balmoral Group  
Gulf Consortium, Manager  
On: June 6, 2019