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**PASCO COUNTY TOURIST DEVELOPMENT COUNCIL**

**July 20, 2016, 9:30 a.m.**

West Pasco Government Center

New Port Richey, FL



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**Tourist Development Council Members**

The Honorable **Kathryn Starkey**  
**Chairman, BCC**

The Honorable **Camille Hernandez**  
Vice–Chair, Mayor, City of Dade City

The Honorable **Chopper Davis**  
City of New Port Richey

**John Heather**  
Saint Leo University

**Gail Cushman**  
Days Inn & Suites

**Toby Caroline**  
Paradise Lakes Resort

**Piyush Mulji**  
Hampton Inn Dade City / Zephyrhills

**Pat Ciaccio**  
Saddlebrook Resort

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**AGENDA**

- |  |           |
|--|-----------|
| 1. CALL TO ORDER                                   | 9:30 a.m. |
| 2. Invocation, Pledge of Allegiance                |           |
| 3. Roll Call                                       |           |
| 4. Adoption of Minutes                             |           |
| a. TDC Minutes May 18, 2016 (With Correction)      |           |
| 5. Public Comment                                  |           |
| 6. New BUSINESS                                    |           |
| a. Short Term Rental Information – Elizabeth Blair | TD16-042  |
| c. Savage Race Presentation                        | TD16-050  |
| 7. Tourism Manager’s Report                        | TD16-051  |
| 8. Board Member Comments                           |           |
| 9. Adjournment                                     |           |
| 10. <b>Addendum</b> – SunWest - BCC Action Request | TD16-052  |

Next Meetings:

TDC Meeting – August 17, 2016

Historic Courthouse, Dade City, FL

**PASCO COUNTY TOURIST DEVELOPMENT COUNCIL  
REGULAR MEETING**

**ANNOTATED MINUTES**

**MAY 18, 2016**

**PREPARED IN THE OFFICE OF  
PAULA S. O'NEIL, CLERK & COMPTROLLER**

**THE MINUTES WERE PREPARED IN AGENDA ORDER  
AS PUBLISHED AND NOT IN THE ORDER  
IN WHICH THE ITEMS WERE HEARD**

**9:00 A.M.**

**WEST PASCO GOVERNMENT CENTER  
NEW PORT RICHEY, FL**

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**Tourist Development Council Members**

**The Honorable Kathryn Starkey**  
Chairman, Board of County Commissioners

**The Honorable Camille Hernandez**  
Vice-Chairman, Mayor City of Dade City

**The Honorable Chopper Davis**  
Councilman, City of New Port Richey

**John Heather - ABSENT**  
Saint Leo University

**Gail Cushman**  
Days Inn & Suites

**Toby Caroline**  
Paradise Lakes Resort

**Piyush Mulji - ABSENT**  
Hampton Inn Dade City / Zephyrhills

**Pat Ciaccio**  
Saddlebrook Resort

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**1. Call to Order – 9:05 a.m. Vice-Chairman**

Vice-Chairman Hernandez called the meeting to order at 9:05 a.m.

**2. Invocation, Pledge of Allegiance**

Ms. Donalee Schmidt, Deputy Clerk, gave the Invocation and led the Pledge of Allegiance to the Flag.

### **3. Roll Call**

Ms. Schmidt called the roll. Mr. Piyush Mulji and Mr. John Heather were absent. Chairman Starkey arrived to the meeting at 9:10 a.m.

### **4. Adoption of Minutes**

#### **a. TDC Minutes of April 20, 2016**

Vice-Chairman Hernandez requested a motion to approve the minutes.

**Motion to approve** the April 20, 2016 minutes; motion carried.

### **5. Public Comment**

No one spoke.

### **6. New BUSINESS**

#### **a. National Volleyball League, LLC**

TD16-040

Ms. Melissa Piazza, NVL (National Volleyball League), showed a video of highlights from the 2015 volleyball season. She spoke regarding the tours, events and the locations. She was approached by Sunwest Park regarding a possible event at the park. She wanted to schedule a “rise” event at Sunwest Park which would be a smaller version of the pro tour and would include amateur and junior divisions. She spoke regarding the NVL, the prize amounts, pro tour stops, that Florida was very popular for beach volleyball, the planned events, local partnerships and marketing of the event.

Mr. Ed Caum, Tourism Manager, explained the request was for \$30,000.00 and Staff had recommended \$5,000.00. He noted there was \$10,000.00 of ESA monies remaining for this year.

Discussion followed between Ms. Piazza, Staff and the Council Members regarding this would be a super event to promote; the tour schedule; growing the event; they were looking to hold the event Memorial Day weekend; costs involved with the pro tour; the requested amount; offsetting site expenses; developing partnerships; the need to not set the expectations too high; title sponsor; the possibility of taking the event to a

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national level; the number of teams involved; that the applicant would like to see more than \$5,000.00; this would be a seed event; possible sponsorships; the prize package would draw the players; it was difficult to charge admission fees; currently the Sunwest Park Operator charged a gate fee; VIP tents; team participation fees; the possibility of having alcohol at the event; that the park operator was allowed to have alcohol sales; and available funding amount.

**Motion to approve** sponsorship funding in the amount of \$7,000.00; motion carried.

**b. Special Event Marketing Program  
TD16-041**

Mr. Ed Caum, Tourism Manager, spoke extensively regarding the scoring process, the room night grid, and the spreadsheet that was distributed. He noted the TDC had indicated they did not want to fund an entire marketing budget. He reviewed the presentation guidelines with the applicants.

**Chairman Starkey arrived to the meeting at 9:10 a.m.**

Discussion followed regarding the process that would be followed. It was the consensus of the Council to determine the funding amounts at the end of the presentations.

Each of the following organizations gave presentations regarding their event, event partners, associated events, past events held, survey results, recycling, marketing strategies, geo-fencing, non-profit organizations who benefitted from the events, past TDC funding amounts, event growth, in-kind support, demographics, participating hotels, sponsorship levels, room nights, commercials, event volunteers, the use of social media, economic impacts to local businesses, and event attendance.

Extensive discussion followed between the Council Members, event representatives and Staff regarding the events. The event representatives responded to the various questions asked by the Council Members.

**Bug Jam – Randy Yoho  
Funding Requested - \$20,000.00  
OTD recommended funding in the amount of \$18,317.50**

**Chasco Fiesta – Dan Sullivan  
Funding Requested – \$26,000.00  
OTD recommended funding in the amount of \$13,771.45**

**Cotee River Bike Fest – Chip Wichmanowski**  
**Funding Requested – \$10,000.00**  
**OTD recommended funding in the amount of \$4,900.00**

**Kumquat Festival – John Moors**  
**Funding Requested – \$8,300.00**  
**OTD recommended funding in the amount of \$8,300.00**

**Pasco County Fair – David Lloyd**  
**Funding Requested – \$18,000.00**  
**OTD recommended funding in the amount of \$5,260.14**

**Rattlesnake Festival – Ann Kibby & Betty Burke**  
**Funding Requested – \$3,678.00**  
**OTD recommended funding in the amount of \$3,678.00**

**Suncoast Arts Festival – Jennifer Lee**  
**Funding Requested – \$3,599.00**  
**OTD recommended funding in the amount of \$2,355.00**

Discussion followed between the Council Members and Staff regarding the various events; the requested funding; Staff's recommended funding amount; how Staff developed their recommended funding; sponsorship funding levels; how weather could affect events; possible funding amounts; the need to track the growth of the events; the rodeo circuit; that the rodeo was a major event; and the available funding.

Mr. Caum spoke regarding meetings held with the Pasco County Fair representatives to make the event funding work. Staff did not want them to miss out on this grant cycle. He felt it may be better to market the rodeo that was held at the Fair. He spoke regarding the rodeo competition process and the economic value of the rodeo. He suggested the Council consider funding the Pasco County Fair and then next year transition the event into an Event Sponsorship Agreement. This would move the event out of the grants program and into the sports program.

**Motion to approve** Staff's recommended funding in the amount of \$3,678.00 for the Rattlesnake Festival; motion carried.

**Motion to approve** Staff's recommended funding in the amount of \$8,300.00 for the Kumquat Festival; motion carried.

**Motion to approve** funding in the amount of \$2,500.00 for the Suncoast Arts Festival; motion was not called on.

**Motion to approve** funding in the amount of \$3,599.00 for the Suncoast Arts Festival; motion carried.

**Motion to approve** funding in the amount of \$7,500.00 for the Cotee River Bike Fest; there was no second to the motion.

**Motion to approve** funding in the amount of \$6,000.00 for the Cotee River Bike Fest; there was no second to the motion.

**Motion to approve** funding in the amount of \$5,000.00 for the Cotee River Bike Fest; motion carried.

**Motion to approve** funding in the amount of \$12,500.00 for the Pasco County Fair; motion carried.

**Motion to approve** Staff's recommendation of funding in the amount of \$18,317.50 for the Bug Jam; motion carried.

**Motion to approve** funding in the amount of \$15,000.00 for the Chasco Fiesta; motion carried.

#### **7. Short Term Rental Information – Elizabeth Blair**

TD16-042

Chairman Starkey said the item would be moved to a future meeting.

Ms. Elizabeth Blair, Senior Assistant County Attorney, asked that the TDC Members review the information prior to the next meeting.

Discussion followed regarding collection of the monies; illegal short term rentals; and that the County could only collect from the people who were properly registered with the State and operating under the Ordinance.

#### **8. Tourism Manager's Report**

TD16-043

Ms. Lauren St. Martin, Tourism Marketing Coordinator, spoke regarding the Google Analytics Training that was held in Atlanta. She displayed photographs from the I-75 Welcome Center and the Atlanta Welcome Center, and spoke regarding the use of internal TVs and touch screens. She also mentioned the gifts sent to the German dignitaries.

### **Conference Attendance and Special Engagements**

- **Visit Florida Marketing Committee – May 12**
- **Expo Travel at the Villages – May 6**
- **FADMO Marketing Conference – Tourism Staff - May 18-20**
- **Florida Sports Foundation Annual Meeting – Ed Caum – May 25-27**

Mr. Ed Caum, Tourism Manager, spoke regarding the groundbreaking at Werner Boyce, that Staff would be attending the FADMO Marketing Conference this afternoon, and that he would be attending the Florida Sports Foundation Annual Summit. He noted the National Tourism Luncheon went well and that they had created some “good buzz” over National Tourism Week by releasing a press release.

### **Website, Social Media and Marketing Update - Lauren St. Martin**

- **Pasco County Tourism on Facebook – 9,131 Fans**
- **May E-Newsletter**

Ms. Lauren St. Martin, Tourism Marketing Coordinator, provided an update regarding Social Media and the May E-Newsletter. She provided a cycling update and displayed photographs of the wayfinding signs.

### **Old Business**

- **Gran Fondo appreciation letter – Commissioner Starkey**

Chairman Starkey distributed a letter that was received from the Gran Fondo representatives.

Mr. Ed Caum, Tourism Manager, explained they had received a thank you letter from the Gran Fondo representatives for the BCC and TDC support.

- **Pasco County Tourism Week Resolution – Commissioner Starkey**

Mr. Ed Caum, Tourism Manager, noted a Tourism Week Resolution had been adopted.

Mr. Ed Caum, Tourism Manager, explained they were working on a carry forward of monies left from last fiscal year. Normally, these funds would be placed into reserves and contingencies. The current amount was over \$600,000.00. He asked if the Council members would consider moving the money from last year which totaled \$89,000.00

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forward into the promotions and administration section. This would place more funds into their event sponsorship agreements. He explained this process had not been followed in the past and the County Administrator wanted to be sure there was clear direction from the Council members. He spoke regarding the procedure for removing funds from reserves.

Ms. Elizabeth Blair, Senior Assistant County Attorney, said she had not been asked about this process. She explained they needed to recognize that the Tourism Plan allocated their money into certain percentages and categories. As long as they were not violating the rule of the “pots” and the funds were being moved from the “proper pot” they would not need to amend the Tourism Plan.

Discussion followed regarding the Council’s agreement with Mr. Caum’s suggestion; that the item had been delayed due to Staff turnovers in OMB; a desire to have a spending plan when they moved forward; and the carry forward monies.

Mr. Caum said Mr. Gehring had asked him to develop a plan so that it would happen on a regular basis.

**Motion to approve** Staff’s recommendation; motion carried.

Mr. Ciaccio clarified they had the ability to move a certain percentage of the funds forward as long as they stayed in the correct categories.

Ms. Blair stated that was correct.

Chairman Starkey spoke regarding issues with the website.

Ms. Lauren St. Martin, Tourism Marketing Coordinator, explained part of the carry forward money included other contracted services. Staff hoped to use \$15,000.00 to re-do the website and hoped to use a tourism website developer.

Mr. Ed Caum, Tourism Manager, provided an update regarding the Dick’s Tournament and explained they had started the process in August 2015 and had gone back and forth with multiple proposals. He thanked Staff for their assistance regarding the item. He explained further they were trying to make sure they did not keep getting billed. Staff wished to activate their own sponsorships on their own park. The representative wanted to charge them to activate signage at his event at the County park.

Ms. Elizabeth Blair, Senior Assistant County Attorney, explained the representative had repeatedly tried to change the deal the Council saw months ago. They were trying to profit as much as possible at the County's expense.

### **New Business**

- **Jack Phethean's resignation**

Mr. Ed Caum, Tourism Manager, explained Mr. Phethean had resigned from the Council. Staff would develop recognition for Mr. Phethean's years of service. He requested permission to open up the application process. An applicant had indicated an interest. He reviewed the process that would be followed.

### **Past / Upcoming Events**

- **Caliente Bare Dare – May 13, 2016**
- **USBC Bowling – May-June**

Mr. Caum reviewed the past and upcoming events.

## **9. Board Member Comments**

Chairman Starkey spoke regarding the Spokane Visitor Center, the food policy effort, and "U-Pick" places that had turned into great tourism spots. She suggested the U-Pick be included on the website.

Mr. Ed Caum, Tourism Manager, noted he had been appointed as Chair of the Visit Florida Cultural Heritage Natural and History Council. They were trying to move people through the "food to table" experience. He spoke regarding items placed on the website.

Mr. Richard Gehring, Strategic Policy Administrator, noted Pasco was "technologically challenged" and were never on the cutting edge. The communication structure was not where it needed to be and tourism may need to lead the way on this issue.

Mr. Caum spoke regarding the content of the website.

Mr. Caum asked if the TDC wished to cancel the June meeting. He knew of no one else who wished to come before the Council. The next meeting would be scheduled on July 20, 2016 in New Port Richey.

The TDC Members were in agreement to cancel the June meeting.

### **10. Adjournment**

The meeting adjourned at 12:19 p.m.

TOURIST DEVELOPMENT COUNCIL  
REGULAR MEETING  
MAY 18, 2016

*Office of Paula S. O'Neil, Clerk & Comptroller*

Prepared by: \_\_\_\_\_  
Donalee Schmidt, Operations Lead  
Board Records Division



**BOARD OF COUNTY COMMISSIONERS  
AGENDA MEMORANDUM**

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**COMMISSION:** ALL

**FILE NO.:** TD16-042

**DATE:** 5/16/16

**TO:** Tourist Development Council

**SUBJECT:** Short Term Rentals Information

**FROM:** W. Elizabeth Blair, Sr. Assistant County Attorney

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**BACKGROUND SUMMARY/ALTERNATIVE ANALYSIS:**

The purpose of this item is to provide information to the Tourist Development Council regarding Vacation Rentals (also known as "Short Term Rentals") in Pasco County. In 1999, the Pasco County Board of County Commissioners adopted Ordinance No. 99-21, codified as Section 402.5.B. of the Land Development Code, putting in place restrictions on the then proliferations of vacation rentals and to address impacts by vacation rental renters on the surrounding neighborhood.

Since that time, the number of legally existing vacation rentals has decreased to (52) from approximately 200. However, it has become obvious that due to the ease of renting through the internet, the number of vacation rentals have increased. Web sites such as Airbnb, Home Away and Vbro, display Pasco County residences for rent on a short term basis. Although these rentals are not authorized by the County's Ordinance, enforcement is nearly impossible given the current Code Compliance staffing levels and due process requirements of noticing and repeated inspections prior to enforcement actions.

Vacation rentals operating both legally and illegally in the County do not generate nearly the level of Code Compliance complaints as in the 1990's that led to the drafting of Ordinance No. 99-21. Most complaints to the Code Compliance Department are in regards to traffic and unrecognized vehicles in the neighborhood. Previous complaints usually centered around noise and wild parties.

2011 Legislation restricted local government regulations of vacation rentals, but Pasco was able to carve out an exemption for itself. Vacation rentals are required to pay the Tourist Development Tax both under Section 125.0104, Florida Statutes and the County's Land Development Code. It is impossible to determine at this time to what extent vacation rental owners are not paying this tax.

In Pasco County, the Tourist Development Tax is collected through a process where the rental owner must register with the Florida Department of Revenue and then collect and remit the tax monies to the Department. Monthly, the Department forwards that tax revenue minus a three (3%) percent collection/administration fee to the County's Office of Tourism Development. It is possible to have the tax collected locally through the Pasco County Tax Collector by adopting an ordinance providing for local administration and entering into an Interlocal Agreement between the Tax Collector and the Board of County Commissioners. If collected locally, it may be easier to determine if rental owners are remitting the tax.

**ATTACHMENT(S):**

1. Section 402.5.B Pasco County Land Development Code
2. Sales and Use Tax on Rental of Living or Sleeping Accommodations
3. Florida Department of BPR Vacation Rental Licensing Information
4. Legislative Issue Briefs on Vacation Rentals
5. Sun Sentinel article regarding vacation rentals

**CHAPTER 400. PERMIT TYPES AND APPLICATIONS**

**SECTION 402. USE PERMITS**

**402.5. Miscellaneous Uses**

**A. Temporary Uses (Reserved)**

**B. Vacation Rentals (formerly known as Short-Term Rentals)**

**1. Intent and Purpose**

The intent and purpose of this section is to minimize conflicts occurring between vacation renters and permanent residents; to require explicit approval and notification for developments which intend to allow vacation rentals; and require the registration and monitoring of such units by both those that own and those that manage vacation rentals and who benefit economically there from and possess the authority to remedy problems that arise as a result of vacation rentals.

**2. Applicability**

Nothing herein shall be construed to affect the validity or to otherwise prevent the enforcement of deed restrictions, or other similar instruments which, either explicitly or implicitly prohibit vacation rentals within a subdivision, planned unit development, condominium, or MPUD Master Planned Unit Development.

**3. Existing Nonconformities**

Certain vacation rentals were eligible for nonconforming (grandfathered) status in accordance with Ordinance No. 99-21 and are on file with the County Administrator or designee.

**4. Approval Required**

Except for those vacation rentals grandfathered above, pursuant to Ordinance No. 99-21, no existing or future dwelling units may be utilized for vacation rental purposes unless specifically authorized by the County through the Conditional Use process or an MPUD Zoning Amendment.

Individual dwelling units located within a platted subdivision or condominium will not be authorized as a vacation rental through the Conditional Use process or an MPUD Zoning Amendment. Rather, the Board of County Commissioners may only authorize future vacation rentals in:

- a. The entire subdivision/condominium; or

- b. A distinct section, unit, or increment of the subdivision/condominium.
5. Application Requirements, Existing Platted Subdivision or Condominium
- a. Applications for vacation rental approval in an existing subdivision/condominium may be submitted by any lot or unit owner.
  - b. Applications must be accompanied by a petition in favor of the application signed by the owners of a minimum of fifty-one (51) percent of the lots/units.

6. Additional Notice Requirements

In addition to any other notice required by the Conditional Use process/MPUD Zoning Amendment process, written notice (Certified Mail, Return Receipt Requested) shall be mailed by the applicant at least twenty (20) days prior to the public hearing to each lot/unit owner within the subdivision/condominium for which the application is being made and to each lot/unit owner within 250 feet of the boundary of the application. The boundary of the application shall be the entire platted subdivision/condominium even if only a distinct section, unit, or increment is proposed as the subject of the application.

The applicant shall use the latest mailing address on file with the Property Appraiser for notification. Proof of mailing shall be furnished to the County seven (7) days prior to the public hearing.

7. Required Standards

In determining whether or not to allow vacation rentals, the following factors shall be considered in addition to the factors required in this Code for Conditional Uses/MPUD approval:

- a. The ratio of vacation rentals to total lots within the subdivision/condominium;
- b. The setbacks between dwelling units within the subdivision/condominium; and
- c. Any other factor affecting the compatibility of vacation rentals with residential dwelling units not being utilized as vacation rentals and lots/units located within 250 feet of the boundary of the application.

8. Post Approval Notification Requirements

Upon receiving vacation rental approval by the County, notices that vacation rentals will be allowed shall be provided as follows:

a. Homeowners' Documents

Within ten (10) days of approval for vacation rentals, or prior to the sale of any lots/units within the subdivision/condominium, whichever occurs first, the deed restrictions for the subdivision/condominium or instruments similar in function to deed restrictions shall indicate that vacation rentals are allowed within the subdivision/condominium and shall set forth the definition of "vacation rental" contained in this Code.

If the definition of "vacation rental" contained herein is more permissive than what is allowed in the subdivision/condominium, a more restrictive definition of "vacation rental" may be set forth. If vacation rentals are allowed in less than the entire subdivision/condominium, the deed restrictions shall identify the distinct section, unit, or increment in which vacation rentals are allowed.

b. Recorded Notice

A document to be entitled "Notice of Vacation Rentals," which document shall boldly note that vacation rentals are allowed within the subdivision/condominium, shall be recorded by the applicant in the Public Records, separate from the deed restrictions or instruments similar in function for the subdivision/condominium. A copy of the recorded notice must be provided by the applicant to the County Administrator or designee, within ten (10) days of approval for vacation rentals, or prior to the sale of any lots/units within the subdivision/condominium, whichever occurs first.

c. Posted Notice

Within ten (10) days of approval for vacation rentals, or prior to the sale of any lots/units within the subdivision/condominium, whichever occurs first, notice, including the definition of "vacation rental" must be posted in a conspicuous place in the sales office or model center, if any, for the subdivision/condominium, and shall also be included in any sales literature for the project. If the definition of "vacation rental" contained herein is more permissive than what is allowed in the project, a more restrictive definition may be included in the notice. In addition, if vacation rentals are allowed in less than the entire subdivision/condominium, the notice shall identify the distinct section, unit, or increment in which vacation rentals

are allowed. The notice shall be in no less than bold, fourteen (14) point font, and shall contain substantially the following language:

**NOTICE OF VACATION RENTALS**

(Name of subdivision/condominium)

(Name of developer/owner)

**IMPORTANT NOTICE TO PROSPECTIVE PURCHASERS:**

Vacation rentals are allowed within (name of subdivision/condominium). A vacation rental is defined by the County as a dwelling unit, which is advertised or made available more than three (3) times per year for periods of fewer than thirty (30) days or one (1) calendar month at a time, whichever is less, for use, occupancy, or possession by the public. Timeshares, vacation rentals, and holiday rentals meeting this definition are examples of vacation rentals.

If you have any questions regarding vacation rentals, you may call the Pasco County Zoning and Site Development Department at (727) 847-8132.

d. Notice to Buyer

In addition to the notice required above, prior to the execution of a contract for sale and purchase of a lot/unit within a subdivision/condominium in which vacation rentals have been authorized, the seller of such lot/unit, whether the developer or a subsequent owner, and whether the lot/unit is improved or unimproved, shall provide written notice to any prospective purchaser that vacation rentals are allowed within the subdivision/condominium. The notice shall be in substantial conformance with the Notice of Vacation Rentals set forth above and must contain a sworn statement signed and dated by the seller indicating that the seller has advised the prospective purchaser of the presence of vacation rentals in the subdivision/condominium, along with a sworn statement signed and dated by the prospective purchaser indicating that the purchaser has been advised by the seller of the presence of vacation rentals in the subdivision/condominium. Both the seller and the prospective purchaser shall be given a signed copy of the notice.

e. Grandfathered Unit Notice Requirements

Units grandfathered pursuant to Section 402.5.B.3 shall be required to only comply with the notice requirements of Sections 402.5.B.8.b, c, and d.

9. Registration

- a. The property owner and management company, if applicable, shall, on or before September 30<sup>th</sup> of each year for each dwelling unit that is approved by the County as a vacation rental, register each unit with the County Administrator or designee, pay a registration fee, and obtain a business tax certificate from the Tax Collector. The application for such registration shall include: (1) the name, telephone number, e-mail address, and mailing address of the management company managing the vacation rental; (2) the name, telephone number, e-mail address, and mailing address of the owner of such unit; (3) the street address of the unit; (4) a telephone number at which a representative of the management company can be reached twenty-four (24) hours per day. The number(s) submitted must be either a published local number or a toll-free number; and (5) a copy of the license required under Chapter 509, Florida Statutes. Only one (1) business tax certificate need be obtained for each management company on an annual basis regardless of the number of properties managed under the said license. Finally, all vacation rentals, transient lodging, and bed and breakfasts on which payment is made to rent, lease, let, or use for a period of six (6) months or less are subject to the County's Tourist Development Tax and collections, Chapter 106 of the Pasco County Code. Any dwelling unit which does not comply with these provisions shall not be utilized as a vacation rental.
- b. Within thirty (30) days of the annual registration or due date for the tax, the unit shall not be utilized for a vacation rental. The owner of the unit and the management company for the unit shall amend or correct registration information within fifteen (15) calendar days of any change to ensure that the information on file with the County Administrator or designee is both current and accurate.
- c. Registration fees and fines collected for violation of the provisions of this ordinance shall be deposited in a separate County account to be used to provide funds for additional Code Enforcement Officers to ensure compliance with the terms of this section.

10. Requirements for Operation

All approved vacation rentals including grandfathered units shall comply with the following requirements:

- a. Except where the requirements of this section are more stringent, vacation rentals shall comply with all requirements for public lodging establishments under Chapter 509, Florida Statutes, and any other applicable local, State, and Federal regulations.
- b. A copy of the Chapter 509, Florida Statutes, license, and the local business tax certificate for both the vacation rental and the management company for the unit shall be displayed on the back of the main entrance/exit door to the unit. The management company's telephone number shall be listed on its license.
- c. Each vacation rental must have an operable telephone with the words "In Case of Emergency Dial 911" or similar words displayed in a prominent position on or by each telephone in the unit.
- d. Each person occupying a vacation rental and each person or entity responsible for the housekeeping of the unit must be notified of all rules for trash collection. This notice must include information on the days of trash collection for the unit, the required use of trash containers, and applicable limitations on how trash may be stored until the day before collection.
- e. The maximum occupancy limits for vacation rentals shall be two persons per separate, enclosed bedroom. Persons who stay overnight in a unit shall be considered occupants of the unit irrespective of whether or not they are listed as occupants on the rental contract for the unit.
- f. A vacation rental unit shall not be made available for a period of less than six (6) days at a time.
- g. Loading and unloading of buses shall not be allowed within the residential areas of a subdivision or condominium. For the purposes of this provision, any vehicle designed to seat more than fifteen (15) adults shall be considered a bus. School buses and public buses are exempt from the provisions of this paragraph.
- h. A written log recording the names and addresses of all persons occupying a vacation rental unit, whether or not for exchange of consideration, and the length and dates of each person's occupancy shall be kept for each rental unit and shall

be provided to the County Administrator or designee at 8731 Citizens Drive, New Port Richey, Florida, for inspection within seventy-two (72) hours of mailing a written request.

- i. A notice in substantial conformance with the following shall be posted on the back of the main entrance/exit door to each vacation rental in no less than a twelve (12) point font:

NOTICE TO OCCUPANT

This unit is located within a residential community. Please be considerate of your neighbors. The following are some of the local laws and community restrictions that you should be aware of during your stay:

1. Trash: All trash must be placed in a covered, watertight, trash container. Trash may not be stored in such a manner that it may become deposited on public property or the property of another or in a manner that it otherwise becomes a nuisance. Trash must be disposed of at least twice a week. Garbage collectors will pick up your trash on (owner/management company shall verify days of collection and insert here). To ensure that your trash is picked up, please place your trash containers by the road after 5:00 p.m., the day before pickup. Trash cans must be removed from the roadside the same day trash is picked up.
2. Noise: It is unlawful in the County to create noise at such a level or for such duration that the noise unreasonably interferes with your neighbors' comfortable enjoyment of their property or disturbs the peace and tranquility of the neighborhood.
3. Animals: Dogs, cats, or other pets may not roam free outside of your unit. When outside, your dog must either be leashed or

fenced and pet owners must clean up after their pet(s).

4. Clothing: With the exception of nudist and clothing-optional communities, you must wear clothes while in public or any other place where you are readily visible to the public or your neighbors. Females must wear both a top and a bottom, while males must wear a bottom. G-strings and similar articles of clothing are insufficient for this purpose.

The above notice may be modified when homeowners' association restrictions or restrictions imposed by the unit owner are more stringent than the listed regulations. In addition, restrictions may be added to the notice. Any restrictions varying from or added to the notice shall not infringe upon any civil rights guaranteed by the United States or State Constitutions.

#### 11. Enforcement

Violations may be addressed by any of the methods of this Code, Section 108, or revocation of approval of a Conditional Use or revocation of the registration of the vacation rental.

Both the management company and the owner of a vacation rental shall be responsible for compliance with and shall be held jointly and severally responsible for violations of this section.

#### 12. Tourist Tax

- a. All vacation rentals on which payment is made to rent, lease, let, or use for a period of six (6) months or less are subject to the County's Tourist Development Tax and collections, Chapter 106 of the Pasco County Code and Section 125.0104, Florida Statutes.
- b. Any residential dwelling unit used as a vacation rental which does not comply with this provision shall not be utilized as a vacation rental.



# Sales and Use Tax on Rental of Living or Sleeping Accommodations

GT-800034  
R. 09/15

## What is Taxable?

Florida imposes sales tax on rental charges or room rates paid for the right to use or occupy living or sleeping accommodations. Rental charges include any charge for the use of items or services required to be paid as a condition of the use or possession of the accommodation. Florida law refers to these living or sleeping accommodations as “transient accommodations.” Most counties have a discretionary sales surtax that is imposed on rentals of transient accommodations. Form DR-15DSS provides a list of Florida counties and their surtax rates and is available in the “Forms and Publications” section of the Department’s website at [www.myflorida.com/dor](http://www.myflorida.com/dor).

In addition, many counties impose a local option tax on transient accommodations, such as a tourist development tax, convention development tax, tourist impact tax, or municipal resort tax. Many of these counties self-administer the taxes. When a county self-administers a transient rental tax, the tax collected is reported and paid directly to the county. Form DR-15TDT provides a list of Florida counties and their local option transient rental tax rates and is available on our website.

Contact your local county taxing agency to determine if your county imposes a local option tax on transient accommodations and if you are required to report and pay this tax directly to your local county taxing agency or if you should report and pay this tax to the Department.

Examples of transient accommodations include:

- Hotel or motel.
- Apartment house or any other multiple unit structure (for example: duplex, triplex, quadraplex, or condominium).
- Roominghouse.
- Tourist or mobile home court (for example: trailer court, motor court, recreational vehicle camp, or fish camp).
- Single-family dwelling.
- Garage apartment.
- Beach house or cottage.
- Cooperatively owned apartment.
- Condominium parcel.
- Timeshare resort.
- Mobile home.
- Vehicle or other structure, place, or location held out to the public to be a place where living quarters or sleeping or housekeeping accommodations are provided to transient guests in exchange for payment.
- Boats with a permanent fixed location at a dock and not operated on the water away from the dock by the tenant.

### **What is Exempt?**

Certain leases and rentals are exempt from sales tax. The owner or owner's representative must keep documentation to support the exempt transaction. These transactions are exempt:

- Rental charges or room rates paid by a person who has a signed, bona fide written lease for a continuous residence longer than six months. If there is no written lease, and a person has continuously resided at any one location for a period longer than six months and has paid the tax on the rental charges or room rates due at that location for the first six months, additional charges for continuous residence at that location are tax-exempt.
- Rental charges or room rates paid by a full-time student enrolled in an institution offering postsecondary education. A written statement from an official of the student's institution, documenting that the student attends the institution full time, is proof of the student's full-time enrollment.
- Rental charges or room rates paid by military personnel who are on active duty and are present in the community under official orders. Military personnel must provide a copy of the official orders or an overflow certificate issued to active duty military personnel making it necessary to occupy the accommodation.
- Rental of accommodations in a migrant labor camp.

### **Trailer Camps, Recreational Vehicle Parks, and Mobile Home Parks**

Rental charges at trailer camps, recreational vehicle parks, and mobile home parks (except mobile home lots regulated by Chapter 723, Florida Statutes) are taxable unless more than 50 percent of the total rental units are occupied by tenants who have continuously resided there for more than three months. When more than 50 percent of the total rental units available are occupied by tenants who have continuously resided there for more than three months, the owner or owner's representative of the camp or park must file a *Declaration of Taxable Status - Trailer Camps, Mobile Home Parks, and Recreational Vehicle Parks* (Form DR-72-2) with the Department to exempt the rental units from the transient rental taxes. All rental charges for accommodations at a camp or park are taxable until the owner or owner's representative informs the Department the charges qualify for exemption.

This exemption only applies to the rental units. Any retail sales or rentals of tangible personal property (for example, non-grocery items and recreational equipment) or rentals of commercial rental property are taxable.

### **Who Must Register to Collect Tax?**

The owner of living or sleeping accommodations must register each taxable accommodation separately. You can register to collect and report tax through our website. The site will guide you through an application interview that will help you determine your tax obligations. If you do not have Internet access, you can complete a paper *Florida Business Tax Application* (Form DR-1).

If the property owner uses a real estate brokerage firm, other entity, or other person (not an employee) to collect or receive rent or license fees on behalf of the owners (lessors), then such firm, entity, or person must register. Agents who are registering multiple properties for management and rental may complete an *Application for Collective Registration for Short-term Rental of Living or Sleeping Accommodations* (Form DR-1C). You must complete a separate application for each county where property is located.

### **Subleases**

Any person who leases a taxable accommodation and then subleases it to a third party must register as a dealer and collect the applicable tax due on the subrents, subleases, sublets, or licenses. The dealer may issue a copy of their current *Florida Annual Resale Certificate* to the property owner or property owner's representative to rent accommodations tax-exempt or take a credit for the tax paid to the owner or owner's representative on the original lease.

Any person, who cannot prove sales tax has been paid to the landlord, is liable to Florida for any applicable tax, interest, or penalty due on the subleased property.

### **When is Tax Due?**

Returns and payments are due the first day of the month and late after the 20th of the month following each reporting period, whether you are filing monthly, quarterly, twice a year, or yearly. If the 20th falls on a Saturday, Sunday, or state or federal holiday, returns and payments will be timely if they are postmarked on the first business day after the 20th. **Florida law requires you to file a tax return even if you do not owe sales and use tax.**

### **Electronic Filing and Payment**

We offer the use of our free and secure website to file and pay sales tax. You also have the option of buying software from a software vendor. For more information on electronic filing and payment options, visit our website.

You may voluntarily file and pay taxes electronically; however, if you pay \$20,000 or more in sales and use tax between July 1 and June 30 (the state fiscal year), you must use electronic funds transfer (EFT) for the next calendar year to pay your taxes.

If you make tax payments using electronic funds transfer (EFT), you must initiate electronic payments no later than 5:00 p.m., ET, on the business day before the 20th.

### **Penalty and Interest**

**Penalty** - If you file your return or pay tax late, a late penalty of 10 percent of the amount of tax owed, but not less than \$50, may be charged. The \$50 minimum penalty applies even if no tax is due. Penalty will also be charged if your return is incomplete.

**Interest** - A floating rate of interest applies to underpayments and late payments of tax. Current and prior period interest rates are posted on our website.

### **Reference Material**

**Tax Laws** – Our online Revenue Law Library contains statutes, rules, legislative changes, opinions, court cases, and publications. Search the library for Rule12A-1.061, Florida Administrative Code, *Rentals, Leases, and Licenses to Use Transient Accommodations*.

**Brochures** – Download these brochures from our “Forms and Publications” page:

- *Sales and Use Tax on Commercial Real Property Rentals* (GT-800016)
- *Sales and Use Tax on Tangible Personal Property Rentals* (GT-800038)
- *Taxation of Mobile Homes in Florida* (GT-800047)

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### **Contact Us**

Information, forms, and tutorials are available on our website: [www.myflorida.com/dor](http://www.myflorida.com/dor)

**To speak with a Department representative**, call Taxpayer Services, 8 a.m. to 7 p.m., ET, Monday through Friday, excluding holidays, at 800-352-3671.

**For written replies to tax questions**, write to:  
Taxpayer Services MS 3-2000  
Florida Department of Revenue  
5050 W Tennessee St  
Tallahassee FL 32399-0112

To find a **taxpayer service center** near you, go to: [www.myflorida.com/dor/contact.html](http://www.myflorida.com/dor/contact.html)

### **Get the Latest Tax Information**

**Subscribe to our tax publications** to receive due date reminders or an email when we post:

- Tax Information Publications (TIPs).
- Proposed rules, notices of rule development workshops, and more.

Go to: [www.myflorida.com/dor/list](http://www.myflorida.com/dor/list)



Florida Department of  
**Business  
Professional  
Regulation**



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**DIVISION OF HOTELS AND RESTAURANTS  
GUIDE TO VACATION RENTALS - DWELLINGS**

The Division of Hotels and Restaurants provides the following information as a general guide for vacation rental - dwelling licensing in Florida and does not represent this to be all requirements for maintaining a license. For complete information, we recommend you refer to applicable [laws and rules](#) and our [licensing website](#).

This webpage replaces our brochure: DBPR Form HR 5025-753, Guide to Resort Dwelling Licensing.

**Rick Akin, Director**

Division of Hotels and Restaurants  
1940 North Monroe Street  
Tallahassee, FL 32399-1011

Phone: 850.467.1395  
Email: [dhr.info@myfloridalicense.com](mailto:dhr.info@myfloridalicense.com)

**Contact the Division**

**Information**

**Elevators**

**Food and Lodging**

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**Vacation Rentals**

Florida law defines a vacation rental as

... any unit or group of units in a condominium or cooperative or any individually or collectively owned single-family, two-family, three-family or four-family house or dwelling unit that is also a transient public lodging establishment but that is not a timeshare project. [[Section 509.242\(1\)\(c\), Florida Statutes \(FS\)](#)]

The Division of Hotels and Restaurants licenses vacation rentals in one of the following classifications:

- > A **SINGLE** license may include one single-family house or townhouse, or a unit or group of units within a single building that are owned and operated by the same individual person or entity. A single license is not issued to a licensed agent.
- > A **GROUP** license is a license issued to a licensed agent to cover all rooms or units within a building or group of buildings in a single complex.
- > A **COLLECTIVE** license is issued to a licensed agent who represents a collective group of units found on separate locations. A collective license is limited to 75 units or less and is restricted to counties within one district.

"Licensed Agent" does not mean the operator of a management company must hold a license from the Division of Real Estate.

"Licensed Agent" means that the operator of a management company has been "licensed" by the property/unit owner to hold out the property/unit for rent on a transient basis. That the "license" can be in the form of a rental agreement or contract between the two parties.

The establishment must display all current licenses or copies of licenses in a conspicuous place on the premises.

**Requirements**

Keep the unit clean, safe and in good physical condition.

If you provide bedding and linens, they must be clean, unworn and properly stored. Mattress pads, bed sheets and blankets must be appropriately sized to the mattress or bed so that the entire sleeping area of the mattress is covered. Sheets and pillowcases must be in good condition, and cleaned and changed between each guest or once a week, whichever comes first. Bedding items, such as mattresses, comforters and pillows must be thoroughly aired, disinfected and kept clean.

If you provide soap, it must be available either in individually wrapped bars or as liquid soap in a dispenser.

Baby cribs provided to guests must meet safety standards established by the [Consumer Products Safety Commission](#).

If you provide dishes and glassware, they must be washed, rinsed, and sanitized between each guest. Proper warewashing requires a three-compartment sink or commercial

dishmachine. Vacation rentals that do not have the facilities to comply with this requirement must post a notice informing guests that the dishes and glassware have not been sanitized according to public food service establishment standards. The notice must include the specific language on the [notice](#) available from the division.

Keep the establishment free of vermin.

**Add all units to the state license before renting to guests.**

Licensees must file periodic updates with the division indicating which units have been added and/or dropped from the license. For updates, send a list of the changes to your local [district office](#).

**Additional Requirements**

The Florida Building Code and Florida Fire Safety Code specify additional requirements, including occupancy limits, emergency lighting and exits, fire-safety information, smoke detectors, and fire extinguishers. Please contact your local building and fire safety authorities to ensure your establishment meets those codes.

**Notice To Agents Holding Collective or Group Licenses**

[Rule 61C-1.002\(4\)\(a\) 2.e.](#), Florida Administrative Code (FAC), states:

In the case of a collective license or group license, the licensed agent shall be responsible for all violations pursuant to Chapter 509, FS, and Chapters 61C-1 and 61C-3, FAC, if violations occurred while the unit or dwelling was listed under the licensed agent or as reflected in records filed with the division.

**Fire Safety**

The division records readily observable fire safety items during inspections. The division reports any item that may violate fire safety requirements to the [State Fire Marshal](#) and local fire safety authorities. Please contact them to ensure your establishment meets fire safety requirements. General guidelines are:

Install smoke detectors in guest areas.

Specialized smoke detectors for the hearing impaired must be available at a rate of one per every fifty rental units or fraction thereof. There is a maximum requirement of 5 hearing impaired smoke detectors for each license.

The electrical system must be proper and safe. Do not use extension cords.

All units must comply with the requirements of [NFPA 101](#), the Life Safety Code.

If a majority of the rental units within a single building of three stories or more with interior means of egress or greater than 75 feet in height, vacation rentals require automatic fire sprinklers installed according to [NFPA Chapter 13](#).

[1940 North Monroe Street, Tallahassee FL 32399](#) :: Email: [Customer Contact Center](#) :: Customer Contact Center: 850.487.1395

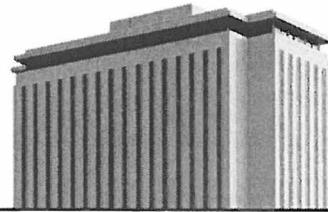
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Under Florida law, email addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the office by phone or by traditional mail. If you have any questions, please contact 850.487.1395. Pursuant to Section 455.275(1), Florida Statutes, effective October 1, 2012, licensees licensed under Chapter 455, F.S. must provide the Department with an email address if they have one. The emails provided may be used for official communication with the licensee. However email addresses are public record. If you do not wish to supply a personal address, please provide the Department with an email address which can be made available to the public.

Please see our [Chapter 455](#) page to determine if you are affected by this change.



# LEGISLATIVE ISSUE BRIEFS



## Vacation Rentals

The Florida League of Cities SUPPORTS legislation that repeals the state preemption of the regulation of vacation rental properties in order to allow local governments to regulate such properties to protect the health and welfare of residents, visitors and businesses.

### **Background:**

In 2011, the Florida legislature prohibited cities from regulating short-term vacation rentals. A short-term vacation rental is defined as a property that is rented more than three times a year for less than 30 days at a time. The legislation passed in 2011 included a provision that “grandfathered” any ordinance regulating vacation rentals prior to June 1, 2011. Since that time a number of cities, both “grandfathered” cities and those who did not have an ordinance in place, have experienced problems with these properties. The effect of the 2011 bill is that two separate classes of cities were created respective to vacation rentals, those with home rule authority and those without.

In 2014, the legislature passed SB 356 which loosened the preemption on vacation rentals. The bill allowed local governments to adopt ordinances specific to vacation rentals so that they could address some of the noise, parking, trash, and life-safety issues created by the proliferation of vacation rentals in residential neighborhoods. Unfortunately, SB 356 left in place existing statutory language stating that cities cannot “prohibit” vacation rentals, or regulate the duration or frequency of the rental.

Those cities fortunate enough to have an ordinance in place prior to the 2011 preemption are still allowed to regulate vacation rentals, but the questions remains whether these ordinances will remain valid if amended. Some city attorneys believe that these ordinances are “frozen” and any future amendments would cause a loss of the “grandfather.” The problem with this is twofold. First, with the rise of popular rental websites like *Vacation Rental by Owner* (VRBO) and *AirBnB* making it easier to advertise and rent these properties, the number of vacation rentals in Florida has exponentially increased in the last four years. Second, as a result of this enormous growth in the vacation rental market, the scope of the problem has changed and ordinances adopted before 2011 may no longer be effective.

It is important to note that many of our larger cities (with a larger professional staff) fell into the grandfathered category. They have retained the ability to regulate these properties through zoning and may have duration and frequency requirements. Some may still want to amend to adjust to a changing-problem. They are reluctant to do so out of fear of losing their existing ordinance and with it their home rule authority. Recognizing that the ordinances on the books are no longer effective, cities want the ability to come up with solutions that work for their respective community, but because of the potential loss of the “grandfather,” they are unable to do so. It is important to note that any potential amendments to existing ordinances would be vetted through numerous public hearings that allow neighboring homeowners, vacation rental owners, vacation rental managers, and local businesses the ability to weigh in on proposed legislation.

Cities without vacation rental ordinances in place prior to June 1, 2011 have had their zoning authority stripped and are now seeing vacation rentals completely taking over residential neighborhoods. Long-time residents are moving out as a result and the residential character of traditional neighborhoods is slowly being stripped away.

The impacts of problematic vacation rentals on neighboring residents are felt in a number of ways:

#### The Hotel Next Door – Commercial Activity in Residential Neighborhoods

Houses that sleep 26 people are now present in what was once a traditional neighborhood. Because of the inability to regulate the duration of a renter's stay, these houses could experience weekly, daily or even hourly turnover. Obviously, the constant turnover of renters creates a number of issues for cities and neighboring property owners. Prior to the preemption, local governments were able to regulate this activity through zoning. Vacation rentals have become increasingly popular in the last five years and because a city cannot "prohibit" these properties, they are powerless to exclude vacation rentals from residential neighborhoods. As a result, investors, many of whom are located out-of-state or even in a different country, have purchased or built single-family homes with the sole intent of turning them into vacation rentals.

#### Loss of Zoning Authority

Cities use zoning as a tool to prepare for future growth in their cities and also use it to control where commercial and residential properties are located. Hotels have different infrastructure needs than single-family residential properties. As residential neighborhoods are developed, the infrastructure installed is designed for the future use of the properties. Many neighborhoods have infrastructure in place with capacity for up to eight people per house. Now there are houses in these very same neighborhoods that sleep 26 people placing a significant strain on existing infrastructure. Commercial properties like bars, hotels and restaurants typically need more parking than a single-family property as well as have different operating hours and experience greater noise levels. The current law removes important land use and zoning tools that will impact how a city plans for future growth and levels of service.

#### Noise Complaints

Many neighboring residents complain of the noise generated by the vacationing renters next door. When people go on vacation, often their behavior changes - they may stay awake until later, consume a few more adult beverages throughout the day, or participate in recreational activities until later such as swimming at midnight while listening to music. Residents complain of the noise generated as a result. Many of these complaints are generated by the neighboring houses, but it's important to note that many of our primarily-residential communities may not be located on a beach. Instead, they may be located on a canal that leads to the ocean or even a lake. Sound travels over water – and residents located more than a hundred yards away may be the ones that are calling and complaining to the police and their local elected officials.

Some cities have noise ordinances, but these have proved problematic to enforce. One such example is Lighthouse Point – Lighthouse Point's ordinance requires sustained noise over a certain decibel threshold for 10 minutes. Many times after the police arrive at a residence, the noise dies down. These renters may leave the next day with new ones replacing them. The new renters are often unaware of the noise ordinance or past complaints and may cause the same problems. The out-of-state property owner may not even be aware of the problems created by their renters and with the constant turnover, the problem ends as one renter leaves and begins again as new renters

arrive. This causes a significant drain on law enforcement resources. When law enforcement officers are called to respond to noise complaints, one less officer is on the street either preventing crimes or solving crimes.

#### Parking

Many vacation rentals are located in single-family neighborhoods for families. The parking available in the driveway was built for two or three cars. When you now have a renovated house that sleeps 26, there will be more than three cars needed to get these renters to the property. As a result, many of these cars are parked on the street. Cars parked on the street make it tough for emergency vehicles to respond to emergencies and cause increased response times to emergencies in these neighborhoods. Cities have begun to adopt ordinances creating parking standards for vacation rental properties. Unfortunately, these ordinances only solve the parking issue and not any of the other issues created by commercial activity in a residential community.

#### Revenue Issues

There are approximately 16,000 licensed vacation rentals in Florida, but a quick search of VRBO reveals tens of thousands more that are advertised. As stated earlier, a property rented more than three times a year for less than 30 days at a time meets the vacation rental definition and should be licensed by the state. The Department of Business and Professional Regulation (DBPR) is tasked with investigating unlicensed vacation rentals, but they lack the resources needed to investigate these complaints. Unlicensed vacation rentals could be costing the state of Florida millions each year from licensing revenue.

Licensed vacation rentals are also required to charge a sales tax to renters and then remit this back to the state. Many licensed vacation rentals are not doing this and unlicensed vacation rentals most likely are not as well. Again, DBPR and DOR have limited resources and cannot adequately investigate complaints from local governments. The loss of sales tax revenue from these properties is likely costing the state millions in sales tax revenue.

Some counties impose a tourist development tax (TDT) and vacation rental owners in these counties are required to collect and remit this money to the Department of Revenue (DOR). DOR also has limited resources and does not have the manpower to track down vacation rentals that are not paying the TDT despite numerous requests from cities around the state.

Last year, the legislature began the conversation on vacation rentals and the League of Cities supported both HB 307 and SB 356. These bills were a step in the right direction, but only partially restored home rule to Florida's cities. Cities are still prevented from regulating the duration and frequency of the rentals and local zoning does not apply to these properties.

#### **Current Status:**

The House Local Government Affairs Subcommittee held a workshop on vacation rentals and a number of city officials from around the state, the Department of Business and Professional Regulation, and the Vacation Rental Managers Association provided comment to the committee. HB 735 (Moraitis) and SB 1344 allow grandfathered cities to amend their vacation rental ordinance without losing their grandfather status. The bills also allow cities to set a minimum stay requirement of up to seven days for vacation rental properties.

**Revised:** 4/27/2015

**Contact:** Casey Cook, Sr. Legislative Advocate – 850.222.9684 – [ccook@flcities.com](mailto:ccook@flcities.com)

Opinion / Editorials

# Better regulations needed for next-door vacation rentals

By **Sun Sentinel Editorial Board**

AUGUST 17, 2015, 9:52 PM

**T**he next battleground in the sharing economy takes center stage today in Fort Lauderdale, this time with vacation rentals.

Just as Uber has disrupted the taxi industry, websites such as Airbnb, FlipKey and homeaway.com — which match homeowners with vacationers looking for a quick place to stay — are disrupting the hotel industry.

But more than causing a disruption in the marketplace, these short-term home-sharing services are disrupting neighborhoods, which means it's time for government to act.

In one instance on Coral Way, residents said the partying next door got so out of hand that a vacationer crashed his rented Bentley into a neighbor's home. City officials say it's not uncommon for neighbors to call police about drunk and disorderly vacationers next door.

Given the growing complaints about too many cars, too many late-night parties and too much turnover in neighborhood homes, local regulations are sorely needed.

Property owners have rights, of course, but they do not have the right to create a nuisance or avoid paying taxes.

Tonight on second reading, Fort Lauderdale will consider an ordinance that would require people who offer their homes for short-term vacation rentals to register with the city, undergo annual inspections and pay bed and sales taxes, among other things.

"People have been complaining that they feel they are living next to a hotel," says Fort Lauderdale city manager Lee Feldman.

While we believe in free-market principles, government exists to keep people from causing harm to the greater community. Finding the proper regulatory balance can be tricky, but when your neighbor starts renting his house every weekend to 24 people at a time, it's time to try.

"Basically," Feldman said, "its commercialization of the neighborhood."

Fort Lauderdale would not be the first community in this tourist state to adopt reasonable restrictions on short-term vacation rentals in single-family neighborhoods.

Less-strict regulations have survived a circuit court challenge in Flagler County, home to St. Augustine.

But Key West has really taken the lead. Monroe County, which has a strict limit on short-term rental licenses, has cracked down on illegal vacation rentals. Its tax collector has been working to retrieve lost sales and bed taxes from their owners, and has even placed liens on people's properties. As a result, Airbnb this month reached a settlement that places more responsibility on Monroe homeowners to abide by local laws, plus pay their sales and bed taxes.

It's not been easy for cities to address the problem of short-term vacation rentals, because in 2011 the Florida Legislature passed a law that largely prohibits local governments from regulating this new sector. However, Fort Lauderdale, to its credit, has come up with a proposal that looks not at what the city can't do, but what it can do under the law.

Among the restrictions under consideration:

- **The number of renters** allowed in any home in a single-family neighborhood would be capped at 10;
- **The number of occupants** in a one-bedroom property would be limited to four, with six people in a two-bedroom and eight people in a three-bedroom — with that cap of 10;
- **Registration and inspection fees** would be required, initially costing \$1,000;
- **Rentals to known sex offenders** would be prohibited;
- **Compliance with noise standards** and parking standards would be enforced;
- **Collection of sales** and bed taxes would be mandatory.

"There are ways," Feldman said, "to be a responsible rental operation so that it doesn't impact the neighborhood."

The sharing economy is only going to become more prevalent in coming years. The time to get some reasonable restrictions in place is now.

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**This article is related to:** Florida Legislature

## **Tourist Tax Frequently Asked Questions**

### **A Dealer always handles my rental property. Do I need to apply for a tourist development tax account number?**

No, the **Dealer** is required to have their own TDT tax account number, and must submit your tax in a consolidated return, which includes the rental properties of all their clients. However, you should be aware that if the **Dealer** fails to **collect** and **remit** the tax, after all provisions under the law have been pursued, then the owner is ultimately responsible for the payment of the tax.

### **If I utilize a Dealer but also rent on my own, must I have my own tax account number?**

Yes, you will need an account number, since you will be responsible for collecting, reporting, and remitting the tax during those months in which the unit was rented without the use of a Dealer.

### **As a prospective taxpayer, what should I do?**

Complete the application and return it to Lee County Clerk of Court. Upon receipt of your application, we will activate an account number and you will be provided with a user name and password, as well as information about how to complete your return and pay online.

### **I only rent property at certain times of the year--for example, from January through March. Am I required to fill out an application and pay the tax?**

Yes, you are. The Lee County Tourist Development Tax has made provisions for seasonal renters to simplify the payment of the tax. Seasonal renters submit tax returns only once a year. See application for filing options.

### **If I rent to a resident of Florida or to a Lee County resident, do I have to collect the tax, since the renters are not tourists?**

Yes, this is a "bed tax", and is applicable to all transient guests, whether or not they are residents of Florida or Lee County.

### **Must I, as a homeowner, charge Tourist Development Tax on my own residence, or other units that I own?**

Yes, you must charge the 5% Tourist Development Tax, as well as the Florida Sales Tax (6%). Please contact the State of [Florida Department of Revenue](#) at (239) 338-2400 for information on Sales Tax.

### **My property is used by family and friends at times during the year. Am I required to collect the tax from them?**

If you collect rent from them, or accept any form of compensation in lieu of rent, you are required to file a tax return. Collect and remit the tax based upon the rent paid, or upon the fair market value of the compensation received in lieu of rent.

### **What is the purpose of the tax?**

Tourist Development Tax is used for:

53.6% - advertising and promotion (VCB operations and Lee County Sports Authority operations)

26.4% - beach and shoreline improvements and maintenance

20.0% - stadium debt service (includes debit payments for the Lee County Sports Complex and JetBlue Park, as well as major maintenance for both the City of Palms Park and the Lee County Sports Complex)

### **What is the role of the Dealer?**

If a Dealer handles your property, the Dealer is required to have their own Tourist Development Tax account and submit the Tourist Development Tax payments for all of their clients in a consolidated return. You should verify this with your Dealer. In addition to the consolidated return, Dealers are required to provide an itemized list of all properties and rental amounts collected each month. Tourist Development Tax is a 5% tax on the gross rental amount. The Dealer is responsible to collect and remit the tax from any person or other party who rents, leases or lets for consideration living quarters or accommodations for a period of six (6) months or less. If the **Dealer fails to collect and remit the tax**, after all provisions under the law have been pursued, then the **owner** is ultimately **responsible** for the payment of the **tax**.

**What remedies are available if someone does not collect the tax, or collects the tax but does not report or remit it to Lee County?**

Among other remedies, a warrant can be issued and filed, creating a lien against real property and/or personal property in Lee County. Any person who rents living quarters for a period of six months or less, and: who willfully makes a false or fraudulent return; fails to file six consecutive returns; attempts in any manner to evade the tax by failing to disclose and remit taxes; and/or diverts or converts tax monies to their own use or the benefit of others, shall be in addition to being personally liable for the payment of the tax, guilty of a misdemeanor or felony, punishable as provided in Sections 212.12, 775.082, 775.083, Florida Statutes.

- Posting "Notice of Non-Compliance" signage at the property.
- Suspending of your privilege to rent properties in Lee County, Florida

**Which renters, if any, are exempt from the tax?**

Those who have signed a bona fide written lease in excess of 6 months and one day, or have paid the tax continuously month-to-month for the first 6 months without a lease are exempt. Exempt status with the State of Florida Department of Revenue Sales & Use Tax is also exempt from Lee County Tax.

**Who enforces the collection of tourist tax?**

The Lee County Clerk of Court Internal Audit/Inspector General Department enforces the tax.



**BOARD OF COUNTY COMMISSIONERS  
AGENDA MEMORANDUM**

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**COUNCIL MEMBERS:** ALL

**FILE NO.:** TD16-050

**DATE:** 7/12/16

**SUBJECT:** Event Sponsorship Agreement – Savage Race, Multiple Events (Spring 2017, Fall 2017 and Spring 2018) – Mad Cap Events, LLC. - \$60,000.00 (\$20,000.00 per Event).

**THRU:** Richard Gehring, Strategic Policy Administrator

**FROM:** Ed Caum, Tourism Manager

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**RECOMMENDED BOARD ACTION:**

The Office of Tourism Development (OTD) recommends the Tourist Development Council (TDC) approve the Alternative No. 1

**BACKGROUND SUMMARY/ALTERNATIVE ANALYSIS:**

The purpose of this item is to bring before the TDC the Office of Tourism Development's (OTD) recommendation to enter into an Event Sponsorship Agreement (ESA) with Mad Cap Events, LLC. (MCE), for the Savage Race events to be held in Spring 2017, Fall 2017 and Spring 2018, at the Little Everglades Ranch in Dade City.

Savage Race is a 5-7 mile running race featuring 25+ obstacles. First established in 2011, MCE has produced 11 Savage Race events in FL and 42 total events in seven states by the end of 2016. The promoter is estimating at least 12,000 participants and spectators per Event, and more than 1,200 teams from 34 states and 6 countries.

A professional photographer is present at each event to capture images to be used later in advertising and marketing campaigns. These albums are uploaded to the Savage Race Facebook page immediately following each event. Each photo in the Savage Race Florida albums features the Visit Pasco logo. Additional to the photo album of the Event, Pasco County is also featured on the Savage Race website, all Savage Race emails, videos, course maps, race bibs, and an onsite billboard that travels to all Savage Race events across the U.S.

In order to motivate the participants to stay at Pasco County hotels, MCE developed the website [www.savagaracehotels.com](http://www.savagaracehotels.com) which is linked to the event website and contains a booking engine with local hotels information. This link is also featured in all Savage Race emails, along with a link of "Things to do in Pasco County".

The promoter is requesting \$20,000.00 per event, to offset the cost of the Facebook advertising campaign which markets potential participants across the U.S. MCE is currently spending 3- 4 times more the amount of funding received to market the Event out of Pasco County. The aggressive digital campaign implemented by MCE has significantly increased the visibility of Visit Pasco in their Social Media and the results speak for themselves: more than 9,000 visitors and 1,174 room nights resulted from the last Savage Race held in March, 2016.

For producing more than 600 room nights per Event, the promoter qualifies to get additional funding according to the following grid, therefore the OTD recommends to fund this Event with \$20,000.00 per Event (Spring 2017, Fall 2017 and Spring 2018 Savage Race events), for a total of \$60,000.00.

**ROOM NIGHT GRID GUIDELINE**

<b>Estimated Total Room Nights</b>	<b>Room Night Funding Range</b>
600+	Additional Funding Negotiable
500 to 599	\$6,000 - \$7,199
400 to 499	\$4,800 - \$5,999
300 to 399	\$3,600 - \$4,799
200 to 299	\$2,400 - \$3,599
100 to 199	\$1,200 - \$2,399
0 - 99	\$0 - \$1,199

The available alternatives are as follows:

1. Recommend the BCC enter into an ESA for \$60,000.00 with MCE.
2. Recommend the BCC enter into a different ESA with MCE.
3. Do not recommend entering into an ESA with MCE.

**FISCAL IMPACT/COST/REVENUE STATEMENT:**

Funding for the action will be available from the Event Sponsorship Account, #B113-115300-88201, in the FY 2016/2017 and FY 2017/2018 budgets.

**ATTACHMENT(S):**

1. Event Sponsorship Application

RG/EC/CS

## Sports Event Sponsorship Program Application

When completing the Sports Event Sponsorship Program Application, please provide detailed responses including examples, news clippings, screen shots, pie charts, etc. Please attach all additional documents and label them accordingly. Responses must be thorough and accurate.

APPLICANT INFORMATION			
<b>Organization:</b> Mad Cap Events, LLC dba Savage Race			
<b>Primary Contact:</b> Sean Wolters			
<b>Address:</b> 1035 S. Semoran Blvd Ste 1013	<b>City:</b> Winter Park	<b>State:</b> FL	<b>Zip Code:</b> 32792
<b>Phone (Daytime):</b> 407-902-9648		<b>Phone (Evening):</b> 407-902-9648	
<b>Fax:</b> 866-308-7802		<b>Email Address:</b> sean@savagerace.com	
<b>Not-for-Profit Organization:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
EVENT INFORMATION			
<b>Event Name:</b> Savage Race Florida Spring 2017; Savage Race Florida Fall 2017; Savage Race Florida Spring 2018			
<b>Event Date(s):</b> *3/18/2017 & 3/19/2017; 11/11/2017 & 11/12/2017; 3/17/2018 & 3/18/2018			
<b>Sport(s) Involved:</b> Obstacle Course Race			
<b>Age Range of Event Participants:</b> 1-80. SavageJR attracts children under 13 and the adult race attracts all ages.			

\* Event dates are tentative and dependent on venue availability and competitors' schedule.

### EVENT DESCRIPTION:

Please attach a detailed event description, including the following: Volunteer Base, Photo Library, Media Coverage, Room Nights, Time of Year, Event Site, Sponsorship Opportunities, Social Media, etc.

Attached.

---

Please attach a detailed event plan: schedules, competition details, special events, entertainment line-up, etc.

Attached.

---

### LOCATION:

What is your preferred location/facility for the event?

Little Everglades Ranch: 17951 Hamilton Rd. Dade City, FL 33523

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Where has this event previously been held?

Little Everglades Ranch: 17951 Hamilton Rd. Dade City, FL 33523

---

**PARTICIPANTS:**

What is the anticipated number of athletes and teams?

12,000+ participants and spectators per event. More than 1,200 teams from 34 states and 6 countries competed at Savage Race Florida Spring 2016.

**MARKETING PLAN:**

**In order to be eligible for reimbursement, all marketing efforts must be targeted outside of Pasco County. It is preferred that all marketing efforts be done regionally, state-wide, nationally and/or internationally.**

Please attach a detailed breakdown and timeline of the Sports Event Marketing Plan, including the following: ad sizes, placement, publish date, location, etc.

Attached.

---

**EVENT BUDGET:**

**The purpose of the Sports Event Program is to supplement a portion of the marketing efforts in order to promote Pasco County to tourists.**

Please attach a detailed breakdown of the total event operational and marketing budget.

Specific budget details are proprietary. As with past Savage Race events, we intend to spend 3-4 times the amount of funding received from Pasco County on marketing the event outside the county.

**EVENT SPONSORSHIP PROGRAM FUNDING REQUEST:**

Total Amount Requested:

\$20,000 per event

---

Intended use of funds (Please see list allowable expenses on website):

All funds provided will be used to assist in the cost of our Facebook advertising campaign to market to potential participants.

---

How will the requested funds impact the success of the event?

The funds received will allow us to increase our marketing spend and target more potential participants across the U.S. to attend Savage Race Florida.

---

**EVENT SPONSORSHIP:**

Please attach your current Event Sponsorship Packet (sponsorship levels, benefits of each level, etc).

Attached.

---

Was additional funding for this event requested? Yes  No

If "yes," was funding received from a Sports Commission, County, State, or private entity? Please provide name(s) of source(s) and value of funding:

\_\_\_\_\_  
\_\_\_\_\_

If "no," please explain.

No additional funding was received.

\_\_\_\_\_

Do you intend on approaching sponsors for this event in addition to this funding request?

Yes  No  Please Explain:

Potential sponsors can contact us via our website.

\_\_\_\_\_

**IN-KIND SUPPORT:**

Please provide details on any in-kind support from the community that has been committed to the event, i.e.: donated services, facilities, volunteer staff, advertising, etc.

None.

\_\_\_\_\_

Please note: Eligibility is determined by the Office of Tourism Development, the Tourist Development Council and the Board of County Commissioners. All funding is discretionary based on completed internal review of applications, attachments and post event reports.

**APPLICATION COMPLETED BY:**

Name: Sean Wolters

Title: Event Operations Manager

Phone: 407-902-9648

Address: 1035 S. Semoran Blvd Ste 1013 Winter Park, FL 32792

  
\_\_\_\_\_  
Signature

6/20/16  
\_\_\_\_\_  
Date

## Event Description

Savage Race is a 5-7 mile running race featuring 25+ obstacles. First established in 2011, Mad Cap Events, LLC will have produced 11 Savage Race events in FL and 42 total events in seven states by the end of 2016.

### Volunteer Base:

Volunteers are able to register online to assist at the event. Volunteers are provided with the opportunity to run for free in a future Savage Race event or receive a donation for a group, club, organization or non-profit. Many clubs and organizations from local colleges (USF, UCF, St. Leo's) participate as volunteers as a fundraising event. Typically 300-400 volunteers assist at each Savage Race Florida event.

### Photo Library:

A professional photographer is present at each event to capture images to be used later in advertising and marketing campaigns. These albums are uploaded to the Savage Race Facebook page immediately following each event. Each photo in the Savage Race Florida albums features the Pasco County logo.

Examples can be seen here:

[Savage Race Florida Spring 2016- Sunday](#)

[Savage Race Florida Spring 2016- Saturday](#)

[Savage Race Florida Fall 2015- Sunday](#)

[Savage Race Florida Fall 2015- Saturday](#)

[Savage Race Florida Spring 2015- Sunday](#)

[Savage Race Florida Spring 2015- Saturday](#)

[Savage Race Florida Fall 2014- Sunday](#)

[Savage Race Florida Fall 2014- Saturday](#)

### Media Coverage:

Savage Race has been featured in numerous media publications, including, but not limited to: [Men's Health](#), [Inc. 5000](#), [Obstacle Racing Media](#), Tampa Bay Times, Fox 13 News (Tampa), Bay News 9, The Wall Street Journal, Outside Magazine, Orlando Business Journal,



**Room Nights:**

Estimated room nights for each event range from 1,200-2,000 based on Post Event Survey's and the template provided by Pasco County.

Savage Race Florida Spring 2016- 1,174 room nights

Savage Race Florida Fall 2015- 1,534 room nights

Savage Race Florida Spring 2015- 1,717 room nights

Savage Race Florida Fall 2014- 1,944 room nights

Savage Race Florida Spring 2014- 1,620 room nights

**Time of Year:**

Since 2012 Savage Race has hosted a Spring and Fall Florida event, with 9 events located at Little Everglades Ranch in Dade City.

**Event Site:**

Little Everglades Ranch  
17951 Hamilton Rd.  
Dade City, FL 33523

**Sponsorship Opportunities:**

Pasco County is currently a sponsor of Savage Race. Pasco County is featured on the Savage Race website, all Savage Race emails, the Savage Race Florida Facebook album, Savage Race Florida event videos, course maps, race bibs, and an onsite billboard that travels to all Savage Race events across the U.S.

2015 Sponsorship Exposure:

Website: 5.2 million+ views

Videos: 305,000+ views

Facebook: 500,000+ views

Email: 3.5 million+ views

**Social Media:**

Savage Race has a large following on Social Media.

**Facebook:** 525,000+ followers

**Instagram:** 25,000+ followers



**Twitter:** 4,700+ followers



## Event Plan

### Schedule:

5:30am: Staff arrives  
7:00am: Volunteers arrive  
8:00am: Gates open to participants  
9:00am: SavagePRO wave begins  
9:20am-1:00pm: Every twenty minutes waves of 400+ participants start the event  
11:00am: First SavageJR race  
12:00pm-12:30pm: Award ceremony for SavagePRO winners  
1:30pm: Second SavageJR race  
12:30pm-5:00pm: Contests and DJ entertainment on main stage  
5:00pm: Event ends

### Competition Details:

Each participant receives a timing chip and a finish time.

The top three males and females in each age group of the SavagePRO wave are eligible for a gold, silver, or bronze medal. Participants may compete as individuals or as part of a team.

The top three overall male and females receive cash prizes of \$1,000, \$500, and \$250.

The overall top male and female receive the Savage Ax of Fame.

### Special Events:

9:00am- SavagePRO

11:00am- SavageJR

1:30pm- SavageJR

### Entertainment Line-Up

Entertainment is provided by an area DJ.



## Marketing Plan

The marketing team behind Savage Race creates thousands of ads for the event, which run year round. The event is advertised through multiple platforms, primarily, Facebook, Instagram, Google Ads, direct mail campaigns, e-mail campaigns, aerial advertising, billboards, and guerilla marketing.

Ads are targeted primarily towards active men and women between the ages of 18 and 44 in the United States.

Ad sizes range from 125x125 pixels (Google Ad) to 14'x48' (highway billboard)



## Event Sponsorship

Each sponsorship is customized to meet the specific needs and budget of the sponsor. In exchange for funding from Pasco County, Savage Race has offered, and will continue to offer the following benefits:

Sole and exclusive sponsor of the event's Facebook photo album

Presenting sponsor in Savage Race Florida event videos

Linked logo on [www.savagerace.com](http://www.savagerace.com). Linked logo sends participants to a website created by Savage Race that features "[Things to Do in Pasco County](#)".

Linked logo on all Savage Race Florida emails

Logo on event course maps

Logo on participant bibs

Logo on an inflatable billboard at event. Billboard is displayed at ALL Savage Race events.

### **2015 Sponsorship Exposure:**

Website: 5.2 million+ views

Videos: 305,000+ views

Facebook: 500,000+ views

Email: 3.5 million+ views



## Sports Event Sponsorship Program Estimated Economic Impact

**ESTIMATED ECONOMIC IMPACT:**

For each of the following categories estimate the number of participants, spectators and media persons. Additional information may be required:

**TOTAL PARTICIPANTS** (competitors, coaches, trainers, officials, etc.)

ADULT Out-of-State overnight	250
YOUTH Out-of-State overnight	20
ADULT In-State overnight	1,750
YOUTH In-State overnight	0
ADULT In-State	7,280
YOUTH In-State	125
ADULT In-County	700
YOUTH In-County	35

**TOTAL SPECTATORS** (fans, family, friends, etc.)

ADULT Out-of-State overnight	134
YOUTH Out-of-State overnight	11
ADULT In-State overnight	958
YOUTH In-State overnight	95
ADULT In-State	3,976
YOUTH In-State	30
ADULT In-County	381
YOUTH In-County	75



## Sports Event Sponsorship Program Estimated Hotel Impact

**ACCOMMODATIONS:**

How will you be securing Pasco County hotel accommodations: through a host hotel, room blocks, general RFP? Please explain.

Savage Race has used the Ramada Inn in Zephyrhills as the staff hotel for the last several events. On our website is a link to accommodations in Pasco County ([www.savageracehotels.com](http://www.savageracehotels.com)). The Savage Race website also features a link of "Things To Do in Pasco County". This link is also featured in all Savage Race emails.

Will the event require meeting or banquet space?

No.

If yes, how many people will the space need to accommodate?

**ESTIMATED HOTEL IMPACT:**

Total number of hotel rooms projected 1,200-2,000 room nights per event x **\$83.00** (average cost) = \$ \$99,600-\$166,000

Estimated number of guests per Hotel Room 2

The funding an Applicant may receive will be contingent upon all criteria, including marketing plans, survey, number of room nights, etc. The TDC and Office of Tourism Development will use the following grid only as a guideline when recommending a funding amount to the BCC.

**ROOM NIGHT GRID GUIDELINE**

Estimated Total Room Nights	Room Night Funding Range
600+	Additional Funding Negotiable
500 to 599	\$6,000 - \$7,199
400 to 499	\$4,800 - \$5,999
300 to 399	\$3,600 - \$4,799
200 to 299	\$2,400 - \$3,599
100 to 199	\$1,200 - \$2,399
0 - 99	\$0 - \$1,199





# PASCO COUNTY BOARD OF COUNTY COMMISSIONERS

West Pasco Government Center  
7530 Little Road  
New Port Richey, FL 34654

Phone: (727) 847-8115  
Fax: (727) 815-7010

## APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

### Advisory Board/Committee/Commission you are applying for:

Tourism Development

Are you willing to be considered for an alternate Board/Committee/Commission Yes  No

Are you a registered voter? (Need only answer if a requirement for the entity for which you are applying) Yes  No

Name Carol Costello

Address 14536 Lynch Lane

City Hudson

State Florida

Zip 34667

I reside in Commission District # (can be found on back of your Voter Registration Card) 013

Are you a Year Round Resident? Yes  No

Do you reside in the unincorporated area? Yes  No

If no, please indicate city: Hudson

Home Phone

Work Phone

Cell Phone 865-566-8519

Email costello@utk.edu

Employer Consultant

Address

Occupation (if retired, please indicate) Professor

Please list any governmental Advisory Boards/Committees/Commissions on which you currently serve

The Board of County Commissioners strives to ensure equal access for minorities and women to serve on advisory boards/committees/commissions. Completing this information will help the County Commissioners Office compile information needed to comply with Florida State Statutes 760.80.

African American  Asian American  American Woman   
Hispanic American  Native American  Other

For Office Use Only

Received: \_\_\_\_\_ Entered: \_\_\_\_\_  
Meets Qualifications: Yes  No  Forwarded to Department: \_\_\_\_\_  
Acknowledgement Sent: \_\_\_\_\_ BOCC Mtg Date: \_\_\_\_\_ Action: \_\_\_\_\_  
Letter Sent: \_\_\_\_\_

# APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

Complete the following. *Please describe those facets of your background/experience which you feel may be useful for membership on this Board/Committee/Commission.*

## Academic - Degrees, Diplomas

Ph.D. - Food Science, M.S. - Nutrition, B.S. - Nutrition

## Professional - Certification

ServSafe Food Safety Instructor, ServSafe Alcohol Instructor, ISG Sommelier Level II

## Knowledge - Training, interest or experience

I am semi-retired from teaching and doing research at the University of Tennessee. I have taught tourism, and conducted tourism research. I have obtained over \$1 million in competitive funding for our research projects. I

## Community Involvement - List organizations/positions

I moved to Florida 2.5 years ago. I was born in St. Petersburg and went to FSU. I have been on many committees in Tennessee and would like to become involved in Pasco County.

## Organizations - Memberships

## IMPORTANT INFORMATION

1. Eligibility for membership on certain advisory boards/committees/commissions requires a valid voter registration card.
2. Membership on certain advisory boards/committees/commissions requires financial disclosure or the submission of other information.
3. Florida State Statute 119.07 designates this application as a public document to be made available for anyone requesting to view it.
4. Pasco County Code of Ordinances Article V regulates Boards, Committees, Authorities, Councils, and Commissioners of the Board of County Commissioners.

The Board of County Commissioners of Pasco County, Florida does not discriminate upon the basis of any individual's disability status. This non discrimination policy involves every aspect of the Board's functions including one's access to, participation, employment, or treatment in its programs or activities. If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Within two working days of your receipt of this notice, please contact the Zoning/Code Compliance Division, West Pasco Government Center, 7530 Little Road, New Port Richey, FL 34654; (727) 847-8110 (v) in New Port Richey; (352) 521-4274, Ext. 9110 (v) in Dade City; and via 1-800-955-8771 if you are hearing impaired.

**By typing my name and submitting this application, I acknowledge this constitutes my signature under the Florida Electronic Signature Act.**

Electronic Signature

Type Name

Carol Costello

Date

6/21/2016

PLEASE NOTE: Application will remain active for one (1) year. Resumes may be included; however, the application MUST still be completed. Read **Important Information** section, then sign the application.

Revised 10/9/2009

**Email Form**



# PASCO COUNTY BOARD OF COUNTY COMMISSIONERS

West Pasco Government Center  
7530 Little Road  
New Port Richey, FL 34654

Phone: (727) 847-8115  
Fax: (727) 815-7010

## APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

### Advisory Board/Committee/Commission you are applying for:

Tourist Development Council

Are you willing to be considered for an alternate Board/Committee/Commission Yes  No

Are you a registered voter? (Need only answer if a requirement for the entity for which you are applying) Yes  No

Name

Address

City

State

Zip

I reside in Commission District # (can be found on back of your Voter Registration Card)

Are you a Year Round Resident? Yes  No

Do you reside in the unincorporated area? Yes  No

If no, please indicate city:

Home Phone

Work Phone

Cell Phone

Email

Employer

Address

Occupation (if retired, please indicate)

### Please list any governmental Advisory Boards/Committees/Commissions on which you currently serve

Currently serving on the Pasco County School Board Penny for Pasco oversight Committee. Previously served on the Pasco County Bike and trails committee.

The Board of County Commissioners strives to ensure equal access for minorities and women to serve on advisory boards/committees/commissions. Completing this information will help the County Commissioners Office compile information needed to comply with Florida State Statutes 760.80.

African American  Asian American  American Woman   
Hispanic American  Native American  Other

### For Office Use Only

Received: \_\_\_\_\_ Entered: \_\_\_\_\_  
Meets Qualifications: Yes  No  Forwarded to Department: \_\_\_\_\_  
Acknowledgement Sent: \_\_\_\_\_ BOCC Mtg Date: \_\_\_\_\_ Action: \_\_\_\_\_  
Letter Sent: \_\_\_\_\_

# APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

Complete the following. *Please describe those facets of your background/experience which you feel may be useful for membership on this Board/Committee/Commission.*

## Academic - Degrees, Diplomas

Bachelor of Art Education, Wichita State University, Wichita, KS 1969

## Professional - Certification

Certified Parks and Recreation Professional - expired  
Honor Graduate, Morale Welfare and Recreation Professional School, USAF

## Knowledge - Training, interest or experience

Public service. Customer relations. Park planning and design. Fiscal responsibility

## Community Involvement - List organizations/positions

Pasco County Parks and Recreation Director

## Organizations - Memberships

Florida Recreation and Parks Association  
National Recreation and Parks Association

## **IMPORTANT INFORMATION**

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**By typing my name and submitting this application, I acknowledge this constitutes my signature under the Florida Electronic Signature Act.**

**Electronic Signature**

**Type Name**

Jim Slaughter

**Date**

6/20-2016

PLEASE NOTE: Application will remain active for one (1) year. Resumes may be included; however, the application MUST still be completed. Read **Important Information** section, then sign the application.

Revised 10/9/2009

**Email Form**



# PASCO COUNTY BOARD OF COUNTY COMMISSIONERS

West Pasco Government Center  
7530 Little Road  
New Port Richey, FL 34654

Phone: (727) 847-8115  
Fax: (727) 815-7010

## APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

### Advisory Board/Committee/Commission you are applying for:

TOURISM DEVELOPMENT COUNCIL

Are you willing to be considered for an alternate Board/Committee/Commission Yes  No

Are you a registered voter? (Need only answer if a requirement for the entity for which you are applying) Yes  No

Name KRISTIN TONKIN

Address 10220 HILLTOP DRIVE

City NEW PORT RICHEY State Florida Zip 34654

I reside in Commission District # (can be found on back of your Voter Registration Card) 5

Are you a Year Round Resident? Yes  No

Do you reside in the unincorporated area? Yes  No

If no, please indicate city:

Home Phone Work Phone 727-849-5092 Cell Phone 727-364-7516

Email sunsettravel.biz@verizon.net

Employer SUNSET LANDING MARINA

Address 5115 SUNSET BLVD PORT RICHEY FL 34668

Occupation (if retired, please indicate) MANAGER / FAMILY BUSINESS

### Please list any governmental Advisory Boards/Committees/Commissions on which you currently serve

PASCO COUNTY RESTORE ACT COMMITTEE

The Board of County Commissioners strives to ensure equal access for minorities and women to serve on advisory boards/committees/commissions. Completing this information will help the County Commissioners Office compile information needed to comply with Florida State Statutes 760.80.

African American  Asian American  American Woman   
Hispanic American  Native American  Other

### For Office Use Only

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# APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

Complete the following. *Please describe those facets of your background/experience which you feel may be useful for membership on this Board/Committee/Commission.*

## Academic - Degrees, Diplomas

HS DIPLOMA

## Professional - Certification

TRAVEL PROFESSIONAL, FOOD SAFETY

## Knowledge - Training, interest or experience

TRAVEL, CULINARY, HOSPITALITY, THE ARTS, MARINE INDUSTRY

## Community Involvement - List organizations/positions

BAYOU BUSINESS ASSOCIATION, TREASURER

## Organizations - Memberships

BAYOU BUSINESS ASSOCIATION, WEST PASCO CHAMBER OF COMMERCE

## **IMPORTANT INFORMATION**

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**By typing my name and submitting this application, I acknowledge this constitutes my signature under the Florida Electronic Signature Act.**

**Electronic Signature**

**Type Name**

KRISTIN TONKIN

**Date**

JULY 2, 2015

PLEASE NOTE: Application will remain active for one (1) year. Resumes may be included; however, the application MUST still be completed. Read **Important Information** section, then sign the application.

Revised 10/9/2009

**Email Form**



# PASCO COUNTY BOARD OF COUNTY COMMISSIONERS

West Pasco Government Center  
7530 Little Road  
New Port Richey, FL 34654

Phone: (727) 847-8115  
Fax: (727) 815-7010

## APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

### Advisory Board/Committee/Commission you are applying for:

Tourist Development

Are you willing to be considered for an alternate Board/Committee/Commission Yes  No

Are you a registered voter? (Need only answer if a requirement for the entity for which you are applying) Yes  No

Name **Welbourne C. "Cliff" McDuffie**

Address **6130 17th St**

City **Zephyrhills**

State **Florida**

Zip **33542**

I reside in Commission District # (can be found on back of your Voter Registration Card) **1**

Are you a Year Round Resident? Yes  No

Do you reside in the unincorporated area? Yes  No

If no, please indicate city: **Zephyrhills**

Home Phone **813 782 0877** Work Phone  Cell Phone **813 833 3704**

Email **zgator@verizon.net**

Employer **Retired**

Address **NA**

Occupation (if retired, please indicate) **former CofC Director and Mayor of Zephyrhills**

Please list any governmental Advisory Boards/Committees/Commissions on which you currently serve  
**Planning Commission, Zephyrhills**

The Board of County Commissioners strives to ensure equal access for minorities and women to serve on advisory boards/committees/commissions. Completing this information will help the County Commissioners Office compile information needed to comply with Florida State Statutes 760.80.

African American  Asian American  American Woman   
Hispanic American  Native American  Other **American Male**

For Office Use Only  
Received: \_\_\_\_\_ Entered: \_\_\_\_\_  
Meets Qualifications: Yes  No  Forwarded to Department: \_\_\_\_\_  
Acknowledgement Sent: \_\_\_\_\_ BOCC Mtg Date: \_\_\_\_\_ Action: \_\_\_\_\_  
Letter Sent: \_\_\_\_\_

## APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

Complete the following. *Please describe those facets of your background/experience which you feel may be useful for membership on this Board/Committee/Commission.*

### Academic - Degrees, Diplomas

Two years college

### Professional - Certification

U Of Georgia, Institute of Organizational Management  
Required training for elected officials

### Knowledge - Training, interest or experience

Consumer Services, Small business, photography, wood working, Emergency Prep. Tra  
published author and poet, Scottish Clan interest,

### Community Involvement - List organizations/positions

City PLanning Commission, Cof C Ambassador, Staff Parish Rel Chair at 1ST UMet Ch  
House Committee Elks, Masons,

### Organizations - Memberships

F&AMasons of FL. Chamber, Trustee Elks, Conservative Club, Sertoma, Clan Macfie  
Clan Macduffee,

### **IMPORTANT INFORMATION**

1. Eligibility for membership on certain advisory boards/committees/commissions requires a valid voter registration card.
2. Membership on certain advisory boards/committees/commissions requires financial disclosure or the submission of other information.
3. Florida State Statute 119.07 designates this application as a public document to be made available for anyone requesting to view it.
4. Pasco County Code of Ordinances Article V regulates Boards, Committees, Authorities, Councils, and Commissioners of the Board of County Commissioners.

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**Electronic Signature**

**Type Name**

Welbourne C. McDuffie

**Date**

06/20/2016

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Revised 10/9/2009

**Email Form**



# PASCO COUNTY BOARD OF COUNTY COMMISSIONERS

West Pasco Government Center  
7530 Little Road  
New Port Richey, FL 34654

Phone: (727) 847-8115  
Fax: (727) 815-7010

## APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

### Advisory Board/Committee/Commission you are applying for:

Tourist Development Council

Are you willing to be considered for an alternate Board/Committee/Commission Yes  No

Are you a registered voter? (Need only answer if a requirement for the entity for which you are applying) Yes  No

Name

Address

City  State  Zip

I reside in Commission District # (can be found on back of your Voter Registration Card)

Are you a Year Round Resident? Yes  No

Do you reside in the unincorporated area? Yes  No

If no, please indicate city:

Home Phone  Work Phone  Cell Phone

Email

Employer

Address

Occupation (if retired, please indicate)

### Please list any governmental Advisory Boards/Committees/Commissions on which you currently serve

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African American  Asian American  American Woman   
Hispanic American  Native American  Other

### For Office Use Only

Received: \_\_\_\_\_ Entered: \_\_\_\_\_  
Meets Qualifications: Yes  No  Forwarded to Department: \_\_\_\_\_  
Acknowledgement Sent: \_\_\_\_\_ BOCC Mtg Date: \_\_\_\_\_ Action: \_\_\_\_\_  
Letter Sent: \_\_\_\_\_

# APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

Complete the following. *Please describe those facets of your background/experience which you feel may be useful for membership on this Board/Committee/Commission.*

## Academic - Degrees, Diplomas

River Ridge High School, High School Diploma  
Florida State University, Associates Degree  
University of South Florida, Bachelors Degree

## Professional - Certification

## Knowledge - Training, interest or experience

Microsoft Office (Word, Publisher, Excel, PowerPoint, etc), Graphic design, Social Media (Facebook, Twitter, Instagram, etc), Pasco County resident for over 25 years

## Community Involvement - List organizations/positions

## Organizations - Memberships

Seminoles Boosters  
Florida State University Alumni Association  
USF Bulls Boosters

## IMPORTANT INFORMATION

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**By typing my name and submitting this application, I acknowledge this constitutes my signature under the Florida Electronic Signature Act.**

**Electronic Signature**

**Type Name**

Nicole Christensen

**Date**

09 June 2016

PLEASE NOTE: Application will remain active for one (1) year. Resumes may be included; however, the application MUST still be completed. **Read Important Information** section, then sign the application.

Revised 10/9/2009

**Email Form**



# PASCO COUNTY BOARD OF COUNTY COMMISSIONERS

West Pasco Government Center  
7530 Little Road  
New Port Richey, FL 34654

Phone: (727) 847-8115  
Fax: (727) 815-7010

## APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

### Advisory Board/Committee/Commission you are applying for:

Tourism Development Council

Are you willing to be considered for an alternate Board/Committee/Commission Yes  No

Are you a registered voter? (Need only answer if a requirement for the entity for which you are applying) Yes  No

Name

Address

City  State  Zip

I reside in Commission District # (can be found on back of your Voter Registration Card)

Are you a Year Round Resident? Yes  No

Do you reside in the unincorporated area? Yes  No

If no, please indicate city:

Home Phone  Work Phone  Cell Phone

Email

Employer

Address

Occupation (if retired, please indicate)

Please list any governmental Advisory Boards/Committees/Commissions on which you currently serve

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African American  Asian American  American Woman   
Hispanic American  Native American  Other

### For Office Use Only

Received: \_\_\_\_\_ Entered: \_\_\_\_\_  
Meets Qualifications: Yes  No  Forwarded to Department: \_\_\_\_\_  
Acknowledgement Sent: \_\_\_\_\_ BOCC Mtg Date: \_\_\_\_\_ Action: \_\_\_\_\_  
Letter Sent: \_\_\_\_\_

# APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

Complete the following. *Please describe those facets of your background/experience which you feel may be useful for membership on this Board/Committee/Commission.*

## Academic - Degrees, Diplomas

Bachelor of Science - Business/Systems Science

## Professional - Certification

## Knowledge - Training, interest or experience

Own two restaurants in East Pasco..highly interested in developing as a culinary tourism destination.

## Community Involvement - List organizations/positions

Former Dade City Commissioner  
Former TDC member

## Organizations - Memberships

### IMPORTANT INFORMATION

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**By typing my name and submitting this application, I acknowledge this constitutes my signature under the Florida Electronic Signature Act.**

**Electronic Signature**

**Type Name**

Curtis A Beebe

**Date**

6/17/15

PLEASE NOTE: Application will remain active for one (1) year. Resumes may be included; however, the application MUST still be completed. **Read Important Information** section, then sign the application.

Revised 10/9/2009

**Email Form**



# PASCO COUNTY BOARD OF COUNTY COMMISSIONERS

West Pasco Government Center  
7530 Little Road  
New Port Richey, FL 34654

Phone: (727) 847-8115  
Fax: (727) 815-7010

## APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

Advisory Board/Committee/Commission you are applying for:

Tourist Development Council

Are you willing to be considered for an alternate Board/Committee/Commission Yes  No

Are you a registered voter? (Need only answer if a requirement for the entity for which you are applying) Yes  No

Name Jack Randolph West

Address 34701 Tranquiview Lane

City Dade City State Florida Zip 33523

I reside in Commission District # (can be found on back of your Voter Registration Card) 1

Are you a Year Round Resident? Yes  No

Do you reside in the unincorporated area? Yes  No

If no, please indicate city:

Home Phone 8135976611 Work Phone 3525678000 Cell Phone 8135976611

Email jackwest@interglobalproducts.com

Employer InterGlobal Products

Address 37809 Howard Avenue, Dade City, FL 33525

Occupation (if retired, please indicate) President of InterGlobal Products

Please list any governmental Advisory Boards/Committees/Commissions on which you currently serve  
None

The Board of County Commissioners strives to ensure equal access for minorities and women to serve on advisory boards/committees/commissions. Completing this information will help the County Commissioners Office compile information needed to comply with Florida State Statutes 760.80.

African American  Asian American  American Woman   
Hispanic American  Native American  Other multi-cultural white male

For Office Use Only  
Received: \_\_\_\_\_ Entered: \_\_\_\_\_  
Meets Qualifications: Yes  No  Forwarded to Department: \_\_\_\_\_  
Acknowledgement Sent: \_\_\_\_\_ BOCC Mtg Date: \_\_\_\_\_ Action: \_\_\_\_\_  
Letter Sent: \_\_\_\_\_

## APPLICATION FOR ADVISORY BOARD/COMMITTEE/COMMISSION

Complete the following. *Please describe those facets of your background/experience which you feel may be useful for membership on this Board/Committee/Commission.*

### Academic - Degrees, Diplomas

BA - American University, Washington, D.C.

MBA - University of Miami, Miami, FL

### Professional - Certification

### Knowledge - Training, interest or experience

Fluent - Spanish, Portuguese, English

Proficient - French

### Community Involvement - List organizations/positions

Northeast Pasco Rural LDC - participant

### Organizations - Memberships

Member - Lake Jovita C/C - Tennis

Member - South Creek Foxhounds

### **IMPORTANT INFORMATION**

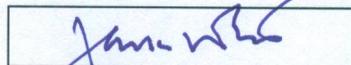
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Electronic Signature

Type Name



Date

04/28/2016

PLEASE NOTE: Application will remain active for one (1) year. Resumes may be included; however, the application MUST still be completed. **Read Important Information** section, then sign the application.

Revised 10/9/2009

Email Form

Tourism Quarterly Expenditure Report

Fund Balance	Adopted Budget FY16	380200	12,158,396.00	Quarters				Total Revenue	2nd Quarter	3rd Quarter	Final Quarter
				Oct-Dec 1st	Jan-Mar 2nd	Apr-Jun 3rd	Jul-Sept 4th				
Fund Balance	B113										
Interest Investments	(361-100,200,250,300),	369900	19,000.00	-	-	-	-				
Tourist Dev. Tax	B113	100%	312120	874,000.00	-	-	-				
<b>Total Spent Total Remaining</b>											
<b>Totals</b>			<b>13,051,396.00</b>	<b>196,336.37</b>	<b>189,478.21</b>	<b>156,480.88</b>	<b>0.00</b>	<b>542,295.46</b>	<b>12,509,100.54</b>		
<b>Administration 115200 26% Budgeted Revenue \$ 227,240 YTD Revenue \$ -</b>											
<b>Fill out this section</b>											
11200	REGULAR SALARIES AND WAGES		131,196	31153.01	33358.53	33913.66		98,425.20	32,771		
11290	EMPLOYEE BUY BACK		-			1512.65		1,512.65	(1,513)		
11400	Overtime		-					0.00	-		
12100	FICA		10,037	2493.03	2545.15	2587.62		7,625.80	2,411		
12200	RETIREMENT		9,616	2261.68	2421.82	2462.11		7,145.61	2,470		
12300	GROUP INSURANCE- SEE 91505			3.60	49.23	6339.33		6,392.16	(6,392)		
34100	COMMUNICATIONS		996	0.00	0.00	0.00		0.00	996		
34403	RENTAL - COUNTY EQUIPMENT							0.00	-		
34500	INSURANCE & BONDS - COUNT		4,618	0.00		3463.51		3,463.51	1,154		
55101	Postage					304.02		304.02			
55104	DUPLICATING EXPENSES		500	0.00	0.00	0.00		0.00	500		
55106	UNCAPITALIZED EQUIPMENT							0.00	-		
55107	DATA PROCESS SUP-SOFTWARE		600	0.00		599.88		599.88	0		
88310	INDIRECT COST - BCC		29,132	0.00	14565.98	7283.01		21,848.99	7,283		
91505	HEALTH SELF INSURAN		26,100	0.00	4190.56	6285.84		10,476.40	15,624		
99902	RESERVE - CONTINGENCIES			0.00				0.00	-		
<b>Total</b>			<b>212,795</b>	<b>35911.32</b>	<b>57131.27</b>	<b>64751.63</b>	<b>0.00</b>	<b>157,794.22</b>	<b>55,304.80</b>		
<b>Promotion 115300 64% \$ 559,360 \$ -</b>											
11200	REGULAR SALARIES AND WAGES		51,500	12,269	1,981	-		14,250	37,250		
11290	EMPLOYEE BUY BACK		0	1,152	-	-		1,152	(1,152)		
12100	FICA		3,940	933	240	-		1,172	2,768		
12200	RETIREMENT		3,775	891	209	-		1,100	2,675		
12300	GROUP INSURANCE		0	1	8	-		9	(9)		
33400	OTHER CONTRACTED SERVICES		59,649	8,196	7,139	10,998		26,333	33,316		
34000	TRAVEL AND PER DIEM		17,068	716	1,684	6,697		9,098	7,970		
34100	COMMUNICATIONS		996	2	239.00	193		434	562		
34400	Rentals & Leases		5,000	664	967.98	968		2,600	2,400		
34403	RENTAL - COUNTY EQUIPMENT		6,272	0		556		556	5,716		
34700	PRINTING-BINDING-REPRODU		3,600	0	3,663	-		3,663	(63)		
34800	PROMOTIONAL ACTIVITIES		26,334	3,259	3,474	7,722		14,455	11,879		
34920	ADVERTISING		135,378	41,534	44,538	34,314		120,386	14,992		
34923	FOOD AND DIETARY		0	0	-	93		93	(93)		
34951	EDUCATION AND TRAINING		11,700	98	975	3,691		4,764	6,936		
55100	OFFICE SUPPLIES		600	7	-	403		410	190		
55101	POSTAGE		1,000	0	-	55		55	945		
55106	UNCAPITALIZED EQUIPMENT		0	0	-	-		-	-		
55200	OPERATING SUPPLIES		1,000	168	295	659		1,122	(122)		
55201	GAS OIL AND LUBRICANTS		2,000	0	131	153		284	1,716		
55401	MEMBERSHIPS		9,590	3,369	3,295	395		7,059	2,531		
88200	AIDS TO PRIVATE ORGANZTON		64,580		28,280	18,300		46,580	18,000		
88201	EVENT SPONSORSHIPS		196,000	87,166	35,229	3,770		126,165	69,835		
91505	HEALTH SELF INSURAN		8,700	0	-	2,761		2,761	5,939		
99902	RESERVE - CONTINGENCIES			0	-	-		-	-		
<b>Total</b>			<b>608,682</b>	<b>160,425</b>	<b>132,347</b>	<b>91,729</b>	<b>-</b>	<b>384,501</b>	<b>224,181</b>		
<b>Destination Promotion 115600 15% \$ 131,100 \$ -</b>											
33400	OTHER CONTRACTED SERVICES								10500		
99902	RESERVE - CONTINGENCIES								0		
<b>Total</b>											
<b>Reserves 816100 1% \$ 8,740 \$ -</b>											
99914	RESERVE - RESTRICTED								0		
<b>Total</b>											
<b>Construction 115400 12% \$ 104,880 \$ -</b>											
33400	Other Contracted Services								0		
66300	IMPROV OTHER THAN BLDGS										
<b>Total</b>											

# *Southern Region USAC/RS Association*

10320 S.W. 50<sup>th</sup> St.

Miami, Florida 33165

Telephone/Fax 305-271-7003 Email: [GMannSKATE@aol.com](mailto:GMannSKATE@aol.com)



July 14, 2016

Pasco Cty Board of County Commissioners  
Pasco County Government Center  
8731 Citizens Drive  
New Port Richey, Fl. 34654

Re: Southern Region Artistic Championships

Dear Members of the Board,

I want to thank you for your support of our regional events over the years. We started with Grants back in 2005 and then moved to Sponsorships in 2009 to present. Pasco County has been an enormous supporter of our annual events, both Speed and Artistic, and we wholeheartedly appreciate all the help you have given us.

The location of the next year's regional championship is determined through a bid and vote process with each chartered club casting one vote. The venue with the majority of votes for 2017 was Astro Skate in Orlando.

I do want to mention that four days prior to our Artistic event, there was a hurricane threat and the west coast was experiencing heavy rain. Fortunately, the rink did not flood but it was very likely that had we had a direct hit, the rink would have flooded. This was all over the news and internet and we were swamped with calls. The Spinnations rink is in a low lying area and has had 2 major floods in recent years which closed down the facility for 2 & 3 months. I believe this left a lot of people uneasy about the coming year and possibility of future flooding.

Every year brings new challenges and expectations, and I believe that the Pasco County Sponsorship will bring us back to the place we called home for so many years.

Sincerely,

  
Gloria Manning,  
President

## *Tourism Assets &* AMENITIES

What defines a tourism asset? There are many things to consider when classifying a person, place, concept or object as a tourism asset. All tourism products begin with an attraction, without which no further discussion is needed. The information below is interpreted from the Sustainable Tourism: International Cooperation for Development Online Tool Kit and Resources Series, their definitions and support material come from the World Heritage Center (2007).

An attraction draws people in so that they have an experience. The experience can be recreational, cultural, or otherwise. Ultimately the market decides what an attraction is among its much wider resource class. If people spend time and money to experience a particular resource, then that resource is also an attraction.

An attraction must have access. Most often access refers to visitor capacity to arrive, however sometimes access means the opposite. Sometimes it is attractive because it is difficult to get to, such as wilderness areas and for adventure activities. Either way, access is essential to the exploitation of the attraction.

Activities require services, services are all those functions that a visitor might or might not be able to do for him or herself but in all cases chooses someone else to do it for them. Services include actually allowing the activity to take place, such as: access granted by a national park, the security of park guards and wilderness responders, the food, the housing, the transportation, the communication, the provision of souvenirs, etc. If an activity requires no services, then we are not talking about a tourism product.

Despite the best of tourism product designs, if no one knows the product exists, then it essentially does not. A tourism product must include promotions.

Some people might include the experience as one of the tourist components, but no product can provide an experience, only an opportunity to have an experience. The tour operator does not provide an experience. Only the visitor can create the experience based on certain factors.

When a local attraction or amenity is requesting funding to make a capital improvement, they must prove themselves as a tourism asset to the TDC and BCC. They can do this through visitor logs, certified room nights, marketing campaigns, etc.

The OTD will create an application process for capital improvement projects and funding. The applicant must be able to prove a certain percentage of their business comes from visitors and a certain percentage of their marketing efforts are targeted outside of Pasco County. The application process should set limits to funds available in the capital construction budget.

This information must then be presented to the TDC, where they would then make a recommendation to the BCC if they felt the information provided was sufficient to deem the applicant a tourism asset. The BCC makes all final decisions on deeming the attraction or amenity a tourism asset and if they are to be awarded any funding.

\*\*Tourism funds statutes that apply to our focus areas (to be worked on with EB after TDC gives direction on focus area projects):





**BOARD OF COUNTY COMMISSIONERS  
AGENDA MEMORANDUM**

---

**COUNCIL MEMBERS:** ALL

**FILE NO.:** TDC16-052

**DATE:** 7/18/16

**SUBJECT:** Use of Tourist Development Tax for SunWest Park, Phase Two Construction, and Consideration of Defining Tourism Assets for Tourist Development Tax Funding

**THRU:** Richard Gehring, Strategic Policy Administrator

**FROM:** Ed Caum, Tourism Manager

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**BACKGROUND SUMMARY OF SUNWEST PARK:**

SunWest Park is a park owned by Pasco County and operated by a private company, SunWest Park, Inc., through a Lease Agreement that was approved and executed on April 22, 2014. The Lease Agreement provides for certain improvements to be made in phases by the Operator and the County. The County has completed the Phase I improvements. The Tenant Operator is constructing the Tenant Operator's Improvements which include a full-size and two training wakeboard cable systems and an aqua park that will be completed within the next few months. In-kind services and an anonymous donation of \$600,000 have been proposed to partially complete the north parking lot (base coat) area and the north beach restroom building (Phase II improvements).

Tourist Development Funds were authorized for use by the BCC on May 20, 2014 (TD14-052) to purchase \$450,000 of volleyball quality beach sand in anticipation of landing more beach sports events in the future at SunWest Park. At that time, the TDC was interested in furthering the development of SunWest Park as a tourism asset. However, the Board of County Commissioners, in approving the expenditure for beach sand, wanted to take a wait and see approach before authorizing additional Tourist Development Tax revenues to be used at SunWest Park.

On May 4, 2015, the County turned over the operation of the SunWest Park to SunWest Park, Inc., for completion of his improvements. SunWest Park is within its first operational year and is reaching visitors from outside of Pasco County. The facility provides fresh water beach (lake) access and the site is designed to provide a location for sports enthusiasts and regional festivals. The facility has been promoted by the Office of Tourism Development (OTD), building interest from national level beach volleyball and footvolley tournament circuits. The facility has hosted 3 beach volleyball tournaments which had an economic impact, but no Post Event Reports were submitted to OTD so the impact is not quantifiable. SunWest Park hosted the Crab and Shrimp Festival in March with live bands, radio remotes, NASCAR appearances, powerboat displays and other attractions to bring visitors to Pasco County.

On June 21, 2016, the Board of County Commissioners tabled agenda memo PRN16-290 and referred the item to the Tourist Development Council for review and consideration. The item was a request made by Commissioner Mariano to use Tourist Development Capital Funds, up to \$370,870, to fund certain additional construction improvements at SunWest Park. The funding was requested for beach sand erosion protection by constructing midwalls on the north and south/southeast shorelines; construction of a sidewalk along the north beach area; and landscaping of the north parking lot.

The construction of the capital improvements (midwalls) at SunWest is not contemplated in the current Tourist Development Plan (TDP) and the other proposals (sidewalk and landscaping) are also not

contemplated in the TDP and do not appear to be authorized uses of Tourist Development Tax revenues pursuant to Section 125.0104, Florida Statute.

The TDC will be discussing at this meeting and the following meeting(s), the draft of the new TDP that outlines a process to determine a tourism asset. Currently, the TDP does not contain criteria to determine what a tourism asset is. As a part of that conversation, specific projects and priorities for allocating and spending the Tourist Development Tax revenues, consistent with Florida Statute, will be established.

The OTD has reviewed industry standards and other tourism operations' best management practices on this topic. The new TDP will provide background verbiage on tourism language. The OTD will create an application process for capital improvement projects and funding with the direction of the TDC. The applicant must be able to prove a certain percentage of their business comes from visitors and a certain percentage of their marketing efforts are targeted outside of Pasco County. The application process could set limits to funds available in the capital construction budget. The OTD will also ask the TDC to give direction on project focus areas for Capital Construction Project funding, i.e.: beach renourishment, sports facilities, trails, visitor centers, etc.

The new TDP must be adopted by ordinance amendment by the Board of County Commissioners after a public hearing. At this time, it is anticipated that the updated TDP would go into effect on October 1, 2016.

**ALTERNATIVES AND ANALYSIS:**

1. Direct staff to create a system to determine what constitutes a Pasco County Tourism Asset and areas of focus for Capital Project funding.
2. Recommend to the BCC that we delay the request for SunWest funding until after the new TDP is approved and revisit the request at that time.
3. Recommend no funding at this time.
4. Direct staff to some other alternative.

**DISTRIBUTION:**

cc:

**ATTACHED:**  
PRN16-290

MB/RG/EC TDC16-052 Agenda memo



**BOARD OF COUNTY COMMISSIONERS  
AGENDA MEMORANDUM**

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**COMMISSION DISTRICT:** 5

**FILE NO.:** PRN16-290

**DATE:** 6/15/16

**SUBJECT:** Use of Tourist Development Tax for SunWest Park, Phase Two Construction - \$370,870.00

**THRU:** Cathy Pearson, Assistant County Administrator (Public Services)

**FROM:** Kelley J. Boree, Parks, Recreation, and Natural Resources Director

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**RECOMMENDED BOARD ACTION:**

Respectfully request Board of County Commissioners to authorize the use of \$370,870 to complete elements of Phase Two construction at SunWest Park. The funding would provide for beach sand protection via midwalls on the north and south/southeast beach fronts; a sidewalk along the north beach area; and landscaping of the north parking lot.

**BACKGROUND SUMMARY:**

SunWest Park is a public-private partnership between Pasco County BCC and SunWest Park, Inc. The Lease Agreement was approved and executed April 22, 2014 providing County and Tenant Operator Improvements. The County has completed Phase I development and starting the Phase II development. In-kind services and an anonymous donation of \$600,000 will complete the north parking lot area and the north beach restroom building.

SunWest Park is within its first full operational year and is reaching visitors from outside of Pasco County. The facility does provide fresh water beach access for residents but also is designed to provide a destination for tourist, sports enthusiasts and regional festivals.

The facility is promoted via the Office of Tourism Development (OTD) Office, building interest from national level beach volleyball and footvolley tournament circuits. The facility has hosted 3 beach volleyball tournaments which had an economic impact, but no Post Event Reports were submitted to OTD so the impact is not quantifiable. SunWest Park hosted the Crab and Shrimp Festival in March with live bands, radio remotes, NASCAR appearances, powerboat displays and other attractions to bring visitors to Pasco County.

The OTD continues to work with the Tenant Operator to solicit national level volleyball and footvolley tournaments and academies; however the application process requires specific amenities to support the events. The OTD is currently sponsoring a volleyball event with the National Volleyball League in August. Once all of the amenities are completed on site it will be easier for the OTD to solicit more sporting events to the destination. Tourist Development Funds were last used at the park to purchase \$450,000 of volleyball quality sand, anticipating landing more beach sports events in the future.

The Tenant Operator is constructing a full-size and two training wakeboard cable systems that will be completed this year.

**ALTERNATIVES AND ANALYSIS:**

1. Direct staff to utilize Tourist Development Tax (Construction) Fund to complete elements, pending legal review to ensure this expenditure of funds is in line with the Florida Statute Chapter 125 Section 0104.
2. Direct staff to utilize BP Settlement funds.
3. Direct staff to some other alternative.

**FISCAL IMPACT/COST/REVENUE STATEMENT:**

If the BCC chooses Alternative No. 1, funding in the amount of \$370,870.00 for the budget amendment is available in Account No. B113-816100-599948, Tourist Development Tax Fund, Reserves Department, Reserves for Tourism Construction. Funding for the items listed in the table below is available in Account Nos. B113-820007-563400 (staff time associated with the project) and 566300 (all other items), Tourist Development Tax Fund, SunWest Park, Other Contracted Services and Improvements Other Than Buildings.

If the BCC chooses Alternative No. 2, the Office of Management and Budget (OMB) requests that the BCC give the County Administrator authorization to approve a budget amendment appropriating General Fund reserves to the SunWest Park project. This type of budget amendment would normally require BCC approval since it is both appropriating funds from reserves and transferring an amount greater than \$250,000.00. In order to expedite this process and not wait until the following BCC meeting to appropriate the funds, the OMB is asking for this pre-authorization. Once the budget amendment is approved by the County Administrator, funding for the items listed in the table below will be made available in Account Nos. B301-820007-563400 (staff time associated with the project) and 566300 (all other items), Capital Improvement Fund, SunWest Park, Other Contracted Services and Improvements Other Than Buildings.

<b>PHASE 2</b>	<b>Estimated Cost</b>
NORTH RESTROOM BUILDING (Phase II)	\$185,000***
NORTH PARKING LOT	\$934,296***
MIDWALL @ NORTH PARKING LOT (520LF)	\$17,680***
MIDWALL @ SOUTHBEACH SIDEWALK (2084LF x 2'-6" hgt.)	\$70,870.00
LANDSCAPE	\$150,000.00
NORTH SIDEWALK & MIDWALL (2,000LF x 8' width x 4" Depth)	\$140,000.00
STAFF TIME ASSOCIATED WITH THE PROJECT	\$10,000
<b>Total</b>	<b>\$370,870.00</b>

\*\*\* Donation/In-Kind item

**DISTRIBUTION:**

Board Records Department to distribute as set forth below:

1. Retain One Original
2. One Copy to Public Services Branch, New Port Richey
3. One Copy to the Parks, Recreation, & Natural Resources Department, Land O Lakes
4. One Copy to Internal Services, New Port Richey
5. One Copy to OMB, New Port Richey
6. One Copy to the Tourist Development Office, New Port Richey
7. One Copy to the Facilities Division/Project Manager, New Port Richey
8. Mail One Original to:  
Patrick Panakos  
SunWest Park, Inc.  
19504 East Colonial Drive  
Orlando, FL 32822

**ATTACHMENTS:**

1. Conceptual Site Plan
2. Budget Amendment No. 16-231(One Original)

cc: Cathy Pearson, Assistant County Administrator (Public Services)  
Heather Grimes, Assistant County Administrator (Internal Services)

CP/KJB/ prn16-290 agenda

**BUDGET TRANSFER REQUEST**

**APPROVAL DESCRIPTION**    BCC  
BUDGET AMENDMENT

**BA16 - 231**  
**DATE:** 06/21/16  
**PREPARED BY:** CS  
**REVIEWED BY:** \_\_\_\_\_  
PAGE 1 OF 1

**FUND:** B113

**EXPLANATION:** Transfer within the Tourist Development Tax Fund - Public Services, Parks, Recreation, and Natural Resources - Appropriation of Funds from Reserves Tourism Construction for the SunWest Project

LINE NO.	FUND NO.	DEPT. NO.	ACCT NO.	AMOUNT		AMOUNT		DEPARTMENT/DIVISION ACCOUNT/CENTER DESCRIPTION
				FROM (DR.)	TO (CR.)	WAS	WILL BE	
1	B113	816100	599948	\$370,870.00		\$2,955,690.00	\$2,584,820.00	Reserves Reserve - Tourism Construction
2	B113	820007	566300		\$360,870.00		\$360,870.00	SunWest Park Improvements Other Than Bldgs
3	B113	820007	563400		\$10,000.00		\$10,000.00	SunWest Park Other Contracted Services
4								
5								
6								
7								
8								
9								
<b>TOTAL</b>				<b>\$370,870.00</b>	<b>\$370,870.00</b>	<b>\$2,955,690.00</b>	<b>\$2,955,690.00</b>	POSTED BY: _____

Administrator's Approval:    APPROVAL \_\_\_\_\_    DATE: \_\_\_\_\_

Board Action at Meeting:    APPROVAL \_\_\_\_\_    DATE: \_\_\_\_\_

BOARD OF COUNTY COMMISSIONERS, PASCO COUNTY

ATTEST:

DATE POSTED: \_\_\_\_\_

CONTROL #: \_\_\_\_\_

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CLERK

