


TO: Members
FROM: Kerrie Stillman
Executive Director 
DATE: May 22, 2024
RE: Spending Authorization

My spending authority is limited to \$10,000. The following items were included in our budget request and I ask the Commission's approval to make the expenditures:

- The Commission will be in its third year of its three-year contract with Westlaw on July 1. Monthly charges 7/1/24 – 6/30/25 will be \$1,068.32, for a total of \$12,819.84 for the fiscal year.
- We will be in the second year of the 6-year lease for our office space. The cost for the upcoming fiscal year is \$8,263.50 per month, for an annual total of \$99,162.
- The Federal litigation related to the Form 6 is continuing and I will need to sign off on invoices related to the Office of the Attorney General's (OAG) representation of the Commission in President of Town Council Elizabeth A. Loper, elected official of the Town of Briny Breezes, et al. v. Lukis et. al. as well as Town of Briny Breezes, Florida et al. v. Lukis et al. The representation on this matter is paid under a different contract than the one we have in place for the Advocates each year. Invoices will be paid out of the Commission's operating budget and by the use of carryforward funds in the upcoming fiscal year.
- Each year, the Commission contracts with the OAG for the service of two Assistant Attorneys General to serve as Commission Advocates, and one paralegal specialist. The contract amount which covers salary and benefits for these three positions, as well as other associated costs such as travel, per diem, and litigation expenses. The contracted amount for the upcoming fiscal year is \$442,561, plus a possible 7% increase for the fiscal year of \$30,979. These funds will come out of the Commission's operating budget.