

MOTIONS PASSED AT THE COMBINED BOARD MEETING, FEBRUARY 20, 2020

1. Combined: Approved the minutes from January 14, 2020. **Griffitts/Pease**
2. CVB: Approved appointment of ninth Board Member. **Bailey/Griffitts**
3. CVB: Approved the election of officers.
Chairman: **Griffitts/Pease**
Vice Chairman: **Phillips/Chester**
Secretary/Treasurer: **Griffitts/Pease**
4. Combined: Approved the Consent Agenda:
Item A - Amend the CVB Purchasing Policy to Allow for Sole Source Purchase of Technical Services
Item B - Approve APTIM Coastal Planning & Engineering, Inc. Invoice #476770-RI-00636
Item C - Approve Anchor CEI Invoice #295 and #328
Item D - Approve CVB Financial Statements for October, November, & December of 2019
Phillips/Griffitts
5. Combined: Approved to recommend to the BOCC to maintain the original debt payment schedule as well as to reserve the right to exercise either option, to maintain the original payment schedule or the new payment schedule, at the recommendation of the TDC/CVB Board.
Pease/Wilkes

COMBINED BOARD MEETING
Bay County Tourist Development Council
Panama City Beach Convention & Visitors Bureau, Inc.
Panama City Beach

Thursday, February 20, 2020

9:00 a.m.

Council Room, PCB City Hall

Board Members Present:

Buddy Wilkes, Chairman
Phil Chester, Vice Chairman
Andy Phillips
Phillip Griffiths, Jr.
Mike Thomas
Steve Bailey
Clair Pease
Yonnie Patronis, Treasurer
Gary Walsingham

Board Members Absent:

NONE

I. CALL MEETING TO ORDER

Chairman Buddy Wilkes called the meeting to order at 9:00 a.m.

II. ROLL CALL

There were nine members present, zero absent.

A. Invocation

Mr. Chester gave the Invocation.

B. Pledge of Allegiance

Ms. Pease led the Pledge of Allegiance.

C. Approve Minutes from January 14, 2020

Mr. Griffiths moved; seconded by Ms. Pease, to approve the Minutes.

Motion passed by the following unanimous vote:

<i>Mr. Phillips</i>	<i>Yes</i>
<i>Mr. Thomas</i>	<i>Yes</i>
<i>Mr. Chester</i>	<i>Yes</i>
<i>Mr. Bailey</i>	<i>Yes</i>
<i>Mr. Wilkes</i>	<i>Yes</i>
<i>Mr. Griffiths</i>	<i>Yes</i>
<i>Mr. Walsingham</i>	<i>Yes</i>
<i>Ms. Pease</i>	<i>Yes</i>
<i>Mr. Patronis</i>	<i>Yes</i>

III. REQUESTS TO ADDRESS THE BOARD ON AGENDA ITEMS (3 Minutes)

None

IV. APPOINTMENT OF 9TH BOARD MEMBER

Mr. Bailey nominated Mr. Phillips as a reappointment of his membership. Mr. Thomas stated that he thought this should be open to outside applications. He said there were two or three inquiries regarding this position and that with a new Mayor coming into his seat, maybe it should be held for open applications.

Mr. Patronis stated that if there are any other interested parties, he would like to keep the door open. If not, then go ahead with the vote for Mr. Phillips.

Mr. Griffiths asked Mr. Sale if Mr. Phillips could stay in the seat until the new Mayor replaces Mr. Thomas.

Mr. Bailey stated that he thought Mr. Phillips should be reappointed.

Mr. Bailey moved; seconded by Mr. Griffiths, to reappoint Mr. Phillips

Motion passed to reappoint Mr. Phillips by the following unanimous vote:

<i>Mr. Phillips</i>	<i>Yes</i>
<i>Mr. Thomas</i>	<i>Yes</i>
<i>Mr. Chester</i>	<i>Yes</i>
<i>Mr. Bailey</i>	<i>Yes</i>
<i>Mr. Wilkes</i>	<i>Yes</i>
<i>Mr. Griffiths</i>	<i>Yes</i>
<i>Mr. Walsingham</i>	<i>Yes</i>
<i>Ms. Pease</i>	<i>Yes</i>
<i>Mr. Patronis</i>	<i>Yes</i>

V. ELECTION OF OFFICERS

Appointment of the Chairman: Mr. Chester was nominated by Mr. Griffiths

Mr. Griffiths moved; seconded by Ms. Pease, to appoint Mr. Chester as Chairman.

Motion passed by the following unanimous vote:

<i>Mr. Phillips</i>	<i>Yes</i>
<i>Mr. Thomas</i>	<i>Yes</i>
<i>Mr. Chester</i>	<i>Yes</i>
<i>Mr. Bailey</i>	<i>Yes</i>
<i>Mr. Wilkes</i>	<i>Yes</i>
<i>Mr. Griffiths</i>	<i>Yes</i>
<i>Mr. Walsingham</i>	<i>Yes</i>
<i>Ms. Pease</i>	<i>Yes</i>
<i>Mr. Patronis</i>	<i>Yes</i>

Appointment of the Vice-Chairman: Ms. Pease was nominated by Mr. Phillips.

Mr. Phillips moved; seconded by Mr. Chester, to appoint Ms. Pease as Vice Chairman.

Motion passed by the following unanimous vote:

Mr. Phillips	Yes
Mr. Thomas	Yes
Mr. Chester	Yes
Mr. Bailey	Yes
Mr. Wilkes	Yes
Mr. Griffiths	Yes
Mr. Walsingham	Yes
Ms. Pease	Yes
Mr. Patronis	Yes

Appointment of the Secretary/Treasurer: Mr. Patronis was nominated by Mr. Griffiths.

Mr. Griffiths moved; seconded by Ms. Pease, to reappoint Mr. Patronis as Secretary/Treasurer.

Motion passed by the following unanimous vote:

Mr. Phillips	Yes
Mr. Thomas	Yes
Mr. Chester	Yes
Mr. Bailey	Yes
Mr. Wilkes	Yes
Mr. Griffiths	Yes
Mr. Walsingham	Yes
Ms. Pease	Yes
Mr. Patronis	Yes

VI. CONSENT AGENDA

Mr. Rowe read the Consent Agenda into the record.

- A. **PURCHASING POLICY** – Amend the CVB Purchasing Policy to Allow for Sole Source Purchase of Technical Services
- B. **BEACH NOURISHMENT** - Approve APTIM Coastal Planning & Engineering, Inc. Invoice #476770-RI-00636
- C. **SPORTS PARK PROJECT MGT** - Approve Anchor CEI Invoice #295 and #328
- D. **FINANCIAL STATEMENT** – Approve CVB/TDC Financial Statements for October, November, & December of 2019

Mr. Phillips moved; seconded by Mr.Griffitts, to approve the Consent Agenda

Motion passed by the following unanimous vote:

Mr. Phillips	Yes
Mr. Thomas	Yes
Mr. Chester	Yes
Mr. Bailey	Yes
Mr. Wilkes	Yes
Mr. Griffitts	Yes
Mr. Walsingham	Yes
Ms. Pease	Yes
Mr. Patronis	Yes

VII. BOARD ACTION ITEMS

- A. Discuss and consider a recommendation to the Bay County Board of County Commissioners to utilize the savings from the refinancing of the Sports Park debt to retire the loan earlier, Mr. Dan Rowe**

Mr. Rowe stated that the refinancing of the Sports Park debt gave a savings due to the drop in interest rate from about four percent to just over two percent. He said that the board has the option to either decrease the monthly debt payment, or recommend to the Board of County Commissioners to keep the current monthly debt payment the same thereby paying off the loan a year and a half early. Mr. Rowe recommended that the board choose the option for the monthly payment to stay the same and pay the debt off early. This option can be changed at a future date if the TDC/CVB Board wishes to change.

Ms. Pease moved; seconded by Mr.Wilkes, to recommend to the BOCC to maintain the current debt payment schedule as well as to reserve the right to exercise either option, to maintain the original payment schedule or the new payment schedule, at any time in the future.

Motion passed by the following unanimous vote:

Mr. Phillips	Yes
Mr. Thomas	Yes
Mr. Chester	Yes
Mr. Bailey	Yes
Mr. Wilkes	Yes
Mr. Griffitts	Yes
Mr. Walsingham	Yes
Ms. Pease	Yes
Mr. Patronis	Yes

- B. Discuss and consider a recommendation to the Bay County Board of County Commissioners to expand the TDC's landscaping service, Mr. Dan Rowe**

Mr. Rowe discussed the increase in landscape maintenance needed on CVB/TDC maintained roadways. He stated this is necessary to keep the beauty of the beach gateways. Ms. Pease asked if a total scope of work could be attained from the company doing the work. General discussion regarding FDOT maintained areas took place. Mr. Rowe will follow up with the FDOT regarding trash pick-up and other eye sore issues. Mr. Phillips asked who oversees the landscape company is adhering to the contract with the work they do. Mr. Rowe stated that Mr. Bill Lee oversees the work.

General discussion regarding beach maintenance took place. Mr. Walsingham and other board members asked for a landscape architect plan. Mr. Rowe said he would peruse that plan and bring it back to the board.

VIII. DISCUSSION ITEMS

A. Tourist Development Tax Update, Mr. Dan Rowe

Mr. Rowe gave a summary of tax collection data.

B. SPORTS PARK UPDATE, Mr. Dan Rowe

Mr. Rowe introduced Mr. Cox as the new Sports Park General Manager. Mr. Cox discussed his transition into his new position. Then Mr. Chris Obrien spoke regarding Mr. Cox as well as the coming events and site visits. Other discussion by board members regarding vendors and trailers. Mr. Cox discussed how the vendors was handled at his former employer and how the PCB Sports Park can mirror their process.

C. Indoor Sports/Resiliency Center Update, Mr. Dan Rowe

Mr. Rowe gave a summary of the status of the indoor facility regarding the grant application. Plans were modified to pursue 13.8 million dollars from FEMA to harden the facility. In addition, the Triumph Gulf Coast application was modified to 26.75 million dollars to provide the rest of the funding. A total of 40 million dollar project with the ability to expand the facility in the future as needed. Both applications are progressing.

In addition to the Indoor Sports Center, Mr. Rowe discussed the "Stay it Forward" initiative, which took over 50 local residents to Mexico Beach and planted sea oats. He also discussed future "Stay it Forward" trips that are currently planned. He played a video of the initiative that the Marketing team created.

Ms. Jayna Leach spoke regarding the national news coverage of the initiative and positive response it has received.

IX. PRESENTATIONS

A. Key Data Platform, Mr. Scott McCloud, Key Data

Mr. McCloud gave a summary of the background of the Key Data Platform and how it is beneficial to our data needs. He explained how the data is collected and will be available to the board in a variety of reports that are customizable to meet their needs.

B. 2019 Visitor Sentiment, Mr. Berkley Young, Young Strategies

Mr. Young gave a summary of his report regarding how visitors feel about our destination. He summarized that first impressions make the most impact on visitor perception.

X. PRESIDENT'S REPORT

Mr. Rowe requested to spend up to one hundred thousand dollars be used for building of the Mexico Beach visitor center. He stated this was already approved and included in the budget and program of work.

XI. CHAIRMAN'S REPORT

None.

XII. AUDIENCE PARTICIPATION

None.

XIII. ADJOURNMENT

Respectfully submitted,
Sharon Cook, Recording Secretary