**MOTIONS PASSED AT THE COMBINED BOARD MEETING November 12, 2019**

1. Combined: Approved the minutes from September 10, 2019 and October 08, 2019. **Thomas/Patronis**
2. Combined: Approved the Consent Agenda:

Item A - APTIM Coastal Planning & Engineering, Inc. Invoice #466190-RI-00636 and Invoice #467329

Item B - Anchor CEI Invoice #307

**Phillips/Pease**

1. CVB: Approved contract negotiations between PCBSP and B&B Beverage Management for beer and wine sales. **Thomas/Pease**

COMBINED BOARD MEETING

Bay County Tourist Development Council

Panama City Beach Convention & Visitors Bureau, Inc.

Panama City Beach

Tuesday, November 12, 2019 9:00 a.m. Council Room, PCB City Hall

***Board Members Present:***

Buddy Wilkes, Chairman

Phil Chester, Vice Chairman

Clair Pease

Andy Phillips

Phillip Griffitts, Jr.

Mike Thomas

Gary Walsingham

Yonnie Patronis, Treasurer

***Board Members Absent:***

David Chapman

1. CALL MEETING TO ORDER

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

1. ROLL CALL

There were eight members present, one absent.

1. Invocation

Mr. Chester gave the Invocation.

1. Pledge of Allegiance

Ms. Pease led the Pledge of Allegiance.

1. Approve Minutes from September 10, 2019 and October 8,2019

**Mr. Thomas moved; seconded by Mr. Patronis, to approve the Minutes.**

**Motion passed by the following unanimous vote:**

 **Mr. Phillips Yes**

 **Mr. Thomas Yes**

 **Mr. Chester Yes**

 **Mr. Patronis Yes**

 **Mr. Wilkes Yes**

 **Ms. Pease Yes**

 **Mr. Walsingham Yes**

 **Mr. Griffitts Yes**

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

None

1. UPDATE ON TOURIST DEVELOPMENT TAX COLLECTIONS, Mr. Tyler Miller, Tourist Development Tax Specialist

Mr. Tyler Miller, Tourist Development Tax Specialist, reported Panama City Beach tax collections.

1. CONSENT AGENDA

Mr. Rowe read the Consent Agenda into the record.

1. BEACH NOURISHMENT – APTIM Coastal Planning & Engineering, Inc. Invoice #466190-RI-00636 and Invoice #467329
2. SPORTS PARK PROJECT MANAGEMENT – Anchor CEI Invoice #307

 ***Mr. Phillips moved; seconded by Ms. Pease, to approve the Consent Agenda***

 ***Motion passed by the following unanimous vote:***

 ***Ms. Pease Yes***

 ***Mr. Phillips Yes***

 ***Mr. Walsingham Yes***

 ***Mr. Chester Yes***

 ***Mr. Griffitts Yes***

 ***Mr. Patronis Yes***

 ***Mr. Thomas Yes***

 ***Mr. Wilkes Yes***

1. BOARD ACTION ITEMS
	1. Discuss and Consider for Approval contract negotiations between PCBSP and B&B Beverage Management for beer and wine sales.

Mr. Rowe stated that an RFQ was sent out and there was one vendor submission. The contract will be negotiated, it has not been written as of yet, and can be cancelled if the vendor does not meet the board’s standards, rules, and regulations. Mr. Sale stated that this contract is going to be under negotiation and will be approved by the board after it is written. The vendor will only sell packaged products under the lease agreement contract and will reside in a stand-alone kiosk. The CVB will be the “landlord” as this is a lease and will mirror the Hoover contract as having a strong management component.

***Mr. Thomas moved, seconded by Ms. Pease, that the TDC approve the PCB Sports Park enter into contract negotiations with B&B Beverage Management for beer and wine sales.***

 ***Motion passed by the following unanimous vote:***

 ***Ms. Pease Yes***

 ***Mr. Phillips Yes***

 ***Mr. Walsingham Yes***

 ***Mr. Chester Yes***

 ***Mr. Griffitts Yes***

 ***Mr. Patronis Yes***

 ***Mr. Thomas Yes***

 ***Mr. Wilkes Yes***

1. DISCUSSION ITEMS
	1. Indoor Sports Center Project Update, Mr. Dan Rowe.

Mr. Rowe gave a brief summary of the status of the Indoor Sports Center funding. This project will allow the building of a westerly command center for use during post disaster response and recovery. He stated that he would be revising the Triumph Gulf Coast application with the current build estimate of $36,000,000. The pursued funding for this project is Triumph Gulf Coast funds, just under $15,000,000 match and other park improvements, and the balance of $27,000,000 with Fema funds. Both grant applications are in process and Mr. Rowe will be taking this information before the BOCC. The BOCC will support this project with a resolution to the TGC board. This support will reiterate the damage from Deep Water horizon to the tourism industry in our area. The support of the BOCC is critically important, as this will aid in getting the needed federal funding for the project.

Mr. Griffitts addressed how the schools were used as a long-term shelter after Hurricane Michael and that this project will alleviate the problem in the future. Mr. Rowe stated that having this project completed would provide great relief for this problem.

He also stated that there is no action to take at this time by the Board. As the application moves forward, the progress and details will be brought before the CVB.

* 1. Panama City Beach Sports Park Update, Mr. J.D. Wood.

Mr. Wood gave a summary of the Sports Park activity regarding the field usage, current leagues, flag football events, POS system, and sponsorships. He stated that each of these are going well and more events and leagues have shown interest, and are being pursued, for the future. Mr. Griffitts stated that the sponsorship for the park is being sent by the BOCC to the State of Florida for an ethical opinion.

1. PRESIDENT’S REPORT

 Mr. Rowe stated that next week Visit Florida and other tourism professionals from across the state would be here for the Florida Tourism Forum. This is taking the place of the Governors’ conference, which was cancelled due to the threat of Hurricane Dorian. Some of the attendees have signed up to participate in the “Stay it Forward” campaign program, which will be planting sea oats in Mexico Beach.

 Mr. Rowe also stated that the enforcement of “Leave no Trace” on the beach during Coastal Parasail’s daytime ambassador service was not included in the contract and therefore the Clerk of the Court Finance Office refused to pay outstanding invoices. After CVB staff reviewed the invoices, it was determined that the invoices were a legitimate expense and was paid by the CVB. Going forward, this element of enforcement will be added to the vendor contract and included in the TDC/CVB budget. Mr. Rowe also asked that a detailed discussion take place at a future date regarding the ambassador education program.

 Mr. Griffitts asked for the minutes to reflect that the ambassador program was discussed and it is a justifiable expense and for the Finance Office to pay future invoices.

 Mr. Rowe invited everyone to attend the Beach Home for the Holidays event this weekend, which headlines entertainer Scotty McCrery, as well as fire pits with s’mores, Santa and fireworks.

1. CHAIRMAN’S REPORT

 Mr. Wilkes recognized this day as the 12th year anniversary of Mr. Rowe’s first day of employment and congratulated him.

1. AUDIENCE PARTICIPATION

None.

1. ADJOURNMENT

The Chairman asked for adjournment. Ms. Pease/Mr. Phillips

Respectfully submitted,

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Sharon Cook, Recording Secretary