

MOTIONS PASSED AT THE COMBINED BOARD MEETING, Tuesday, August 13, 2024

Approved July 09, 2024 Minutes
Mr. Patronis / Mr. Walsingham

Approved Consent Agenda
Mr. Phillips / Mr. DiBenedictis

Approved Action Item A
Mr. Walsingham / Mr. Patronis

Approved Action Item B
Mr. Johns / Mr. Walsingham

Approved Action Item C
Mr. Phillips / Mr. DiBenedictis

Approved Action Item D
Mr. Phillips / Mr. Johns

Approved Action Item E
Mr. Walsingham / Mr. Phillips

Approved Action Item F
Mr. Phillips / Mr. Patronis

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

Tuesday, August 13, 2024

9:00 a.m.

Council Room, PCB City Hall

I. CALL MEETING TO ORDER

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

II. ROLL CALL

Board Members:

Jeff DiBenedictis
Mike Jansen
Mike Jarman
Reggie Johns
Yonnie Patronis (Treasurer)
Clair Pease (Chairman)
Andy Phillips (Vice Chair)
Ethan Register
Gary Walsingham

Eight Members Present at the time of Roll Call.

Mr. Jarman was absent

- A. Invocation
Ms. Pease gave the Invocation.
- B. Pledge of Allegiance
Ms. Pease led the Pledge of Allegiance.
- C. Approve July 09, 2024 Minutes (CVB/TDC)
**Mr. Patronis Moved; Seconded by Mr. Walsingham to approve
Motion passed unanimously with Eight members present.**

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

IV. CONSENT AGENDA

- A. Recommend to the Bay County Board of County Commissioners to reimburse the Bay County Sheriff's Office for certain public safety expenditures related to increased tourism on Panama City Beach. (TDC)
- B. Acknowledge Receipt of the June 2024 Tourist Development Tax Collection Report (CVB/TDC)

Mr. Rowe read the consent agenda into the record and asked for a motion to approve.

**Mr. Phillips Moved; Seconded by Mr. DiBenedictis to approve
Motion passed unanimously with Eight members present.**

V. ACTION ITEMS

A. Discuss and consider a recommendation to the Bay County Board of County Commissioners on the use of Fund 127 and the formalization of a TDC reserve, Dan Rowe (TDC)

Mr. Rowe discussed the purpose for the action stating the importance of establishing a reserve. Also, this action will open the 3rd cent of the TDT for use allowed under state statute 125.01.04 as well as the \$50 million reserve. That reserve will be restricted to beach renourishment, promotion activities during an emergency event such as a storm or pandemic, and capital replacement costs for the Publix Sports Park. This does not include purchasing new capital, only replacement of currently owned capital. Anytime there is a draw down of the reserve, the 3rd cent would go back to replenish it, with one exception. If we have a fully executed contract, where we are being reimbursed by state or federal authorities, that receivable is enough to hold those dollars. This has been done many times where we are reimbursed for expenditures from the reserve. It's using the reserves to front funding that comes back into the reserve from grants and other funding sources.

Mr. Rowe answered questions from the board.

**Mr. Walsingham Moved; Seconded by Mr. Patronis to approve
Motion passed unanimously with Eight members present.**

B. Discuss and approve the CVB & Publix Sports Park FY 2025 Budgets and Programs of Work, Dan Rowe (CVB/TDC)

Mr. Rowe asked Ms. Leach to present the annual report. Mr. Rowe discussed the strategic plan and how the program of work aligns with it. He presented the budget including three sports park fields turf project and that the TDT is budgeted the same as prior year. He also discussed the continued conservative expenditures. He stated the importance of being operationally and financially transparent. Also, that a new position is being requested for operations that will ensure compliance of our contracts and event right holders. He also requested all of our annual contracts with marketing be renewed. The one exception is a data vendor that will be looked at by staff for a change.

Mr. Rowe reviewed other departments as well. He highlighted the double red flag ambassador program which will be expanded. He also requested a new Coordinator position in Special Events and a Digital Marketing Manager in the Marketing Department.

He discussed the sports park budget and the change in the organization and operations. He stated that the landscaping is being done in house verses having an outside contract. This better serves the park needs for all the fields.

Mr. Rowe answered questions from the board.

**Mr. Johns Moved; Seconded by Mr. Walsingham to approve
Motion passed unanimously with Eight members present.**

C. Discuss and consider a recommendation to the Bay County Board of County Commissioners to execute FDEP Grant Agreement for the Mexico Beach Restoration Project, Lisa Armbruster & Kimberly Shoaf (TDC)

Ms. Armbruster presented the grant for the ARPA funds. She stated that a task order would be issued to the K2 Project Management Solutions team that works for the County on these sorts of grants in the amount of 2.5% of the grant to manage the extensive federal reporting requirements associated with this type of funding. This is allowable under the grant and reimbursed by the grant.

**Mr. Phillips Moved; Seconded by Mr. DiBenedictis to approve
Motion passed unanimously with Eight members present.**

D. Discuss and consider a recommendation to the Bay County Board of County Commissioners to award and execute Contract 24-45 Beach Restoration Project-Mexico Beach to Weeks Marine in the amount of \$27,180,950. Lisa Armbruster & Kimberly Shoaf (TDC)

Ms. Armbruster stated this is a very big accomplishment that they have been working on for years, even prior to hurricane Michael. She stated they are asking the board to recommend to the Bay County Board of County Commissioners to award and execute Contract 24-45 Beach Restoration Project-Mexico Beach to Weeks Marine in

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the amount of \$27,180,950. She stated that this is the total bid price and that things in the project will likely shift and change during the process that may bring that number down. One of those things is the shell aspect, which has been included at a high rate but -may most likely be a much lower content. She stated that they have worked extremely hard for many years to secure as much funding for this project as possible. The grant just presented is for \$12 million dollars, another grant that was secured a few years ago for \$9.2 million dollars, as well as working with the City of Mexico Beach who had secured a \$5 million dollar grant through HUD. She worked extensively with the state to get the HUD grant transferred to the county, which was done successfully, because the County/TDC are managing the project rather than the City. She stated that through all of these grants that will reimburse the project account, they will fund \$25,673,327. The difference between the grants and the Weeks Marine contract amount is approximately \$1.5 million dollars. She said that amount of grant funding is incredible.

Ms. Armbruster then introduced the Tourism Director for Mexico Beach, Kimberly Shoaf, to speak. Ms. Shoaf said they have been working on this project for a very long time. She said they coordinated a sand bypass project two years ago that, through the efforts of her board as well as the PCB CVB board, they were able to truck sand to the critically eroded section of Mexico Beach. She said the current project will not only enhance the beach, but will protect upland structures as well as the addition of nesting sites for turtles and shore birds. She and Ms. Armbruster answered questions from the board including the timing of the project to begin in December 2024 and conclude before April 2025 to avoid storm season and turtle nesting season.

The board congratulated them on doing an amazing job to secure these grants.

Ms. Pease asked what the shell content is expected to be for this project. Ms. Armbruster stated that the last completed project was around one to two percent shell content. She said they have included upwards of five percent in the project but she does not expect that amount. She emphasized that the shell content is a large unknown until dredging begins regardless of what the geologists may expect.

Ms. Armbruster said that the difference of \$1.5 million is not expected to be that high once the project is completed and having over \$25 million dollars in grants for the project is incredible.

**Mr. Phillips Moved; Seconded by Mr. Johns to approve
Motion passed unanimously with Eight members present.**

E. Discuss and consider for approval a Statement of Intent regarding St. Andrews State Park Beach Renourishment, Lisa Armbruster (TDC)

Ms. Armbruster presented the park statement of intent post construction. She stated that memorializing this by the board will help with future funding eligibility from FEMA.

**Mr. Walsingham Moved; Seconded by Mr. Phillips to approve
Motion passed unanimously with Eight members present.**

F. Discuss and consider a recommendation to the Bay County Board of County Commissioners to execute FDEP Grant Amendments for the Panama City Beach Shore Protection Projects, Lisa Armbruster (TDC)

Ms. Armbruster reviewed the two grant amendments and asked the board to approve both.

**Mr. Phillips Moved; Seconded by Mr. Patronis to approve
Motion passed unanimously with Eight members present.**

VI. PRESENTATIONS

A. Beach Profile Analysis to Assess Morphologic Evolution and Nearshore Currents along PCB, Dan Rowe, Tom Pierro, P.E.

Mr. Rowe stated that this presentation is research that was done in order to determine if beach renourishment has a nexus with rip currents. He introduced Mr. Pierro, Principle Engineer. He presented the data for the geologic near shore profiles for Panama City Beach. He stated that the evolution of the gulf floor near shore is a natural occurrence of a two-sandbar profile. Storms may shift the floor, but the original profile rebuilds naturally. The

beach renourishment projects only adds sand on shore which has no effect on the gulf floor. He also stated that even if the floor of the gulf was mechanically grated, the floor would quickly go back to its original profile. He also stated that the size of the grains of sand brought on shore during renourishment are no different from original sand and has no effect on rip currents. He concluded that the profile of a double bar system is unfortunately known for rip currents and that beach renourishment has played no part in Panama City Beach rip currents.

VII. PRESIDENTS REPORT

Mr. Rowe stated that Destination Panama City, Jennifer Vigil, is working on the St. Andrews School roof being separated from the project as well as a proforma and will bring that to the board in the near future. He also reviewed some of the items for the next meeting, DPC and Mexico Beach Budgets and Programs of Work as well as the Landscape Maintenance Bid award.

VIII. CHAIRMAN'S REPORT

Ms. Pease thanked the CVB Marketing staff for their hard work. She also said that school is starting back so watch out for the children.

IX. AUDIENCE PARTICIPATION

NONE

X. ADJOURNMENT

Respectfully submitted,
Sharon Cook, Recording Secretary