

**MOTIONS PASSED AT THE COMBINED BOARD MEETING, Tuesday, June 13, 2023**

Approved Consent Agenda  
**Mr. Patronis /Ms. Pease**

Approved Action Item A  
**Mr. Casto / Mr. Wilkes**

Approved Action Item B  
**Mr. Casto / Mr. Phillips**

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

Tuesday, June 13, 2023

9:00 a.m.

Council Room, PCB City Hall

**I. CALL MEETING TO ORDER**

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

**II. ROLL CALL**

Seven Members Present

Mr. Jansen & Mr. Walsingham Absent

A. Invocation

Mr. Wilkes gave the Invocation.

B. Pledge of Allegiance

Ms. Pease led the Pledge of Allegiance.

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

None

**IV. CONSENT AGENDA**

A. Approve revised TDC Practices & Procedure Manual to include Special Taxing Districts DPC & Mexico Beach.

C. Approve Task Order 6 CPE/APTIM Panama City Beaches 2023 Reconnaissance Sand Search for Future Panama City Beaches Renourishment Projects

D. Approve Panama City Beaches and Mexico Beach Resolutions for FDEP State Beach Management Funding Assistance Program Funding Support 2024-2025

E. Acknowledge Receipt of the April 2023 Tourist Development Tax Collection Report

F. Acknowledge Receipt of the 2<sup>nd</sup> Quarter Financial Statements

Mr. Rowe read the consent agenda into the record.

**Mr. Patronis moved; seconded by Ms. Pease to approve.**

**Motion passed unanimously**

**V. ACTION ITEMS**

A. Publix Sports Park Update & Budget Amendment, Mr. Richard Sanders, & Mr. John Sparks, SFC  
Mr. Sanders reviewed the activity at the sports park regarding tournaments and other sporting events. He reviewed the Ripken Tournament stating that Chris O'Brien and Patrick Stewart brought that event to the sports park. He said that the CVB/TDC board approving some capital expenditures in the last two years brought the park into the highest echelons of sports parks. He also discussed other areas that needed attention such as landscaping, fencing, & concession area and the progress made. He played a video that Mr. Ripken made discussing their decision to come here.

TDC/CVB Combined Board Meeting

Mr. Sparks discussed the revenue generated as well as expenditure control. He also discussed filling open dates and secondary events. Also, he discussed the revenue needs and estimate going forward. He reviewed the current and next fiscal year budgets. He answered questions from the board.

Mr. Rowe discussed the landscape agreement including a larger area post installation being done by Southeastern Outdoor Mgt which will be able to maintain at a better cost. Mr. Phillips asked what else is needed for improvements. Mr. Rowe said they have purchased a beverage cart and are looking at adding shade structures and portable commercial kitchen. This will keep catered team groups out of the main concession area.

Also discussed was worker's comp and liability insurance.

Mr. O'Brien spoke about the clubs that they are pursuing and the status. Mr. Rowe added that we hosted Sports ETA conference and it was a big success.

Mr. Patronis asked the status of the bottom line profitability of the sports park. Mr. Sparks said that the estimate 2023-2024 will be a positive cash flow.

Mr. Rowe then asked for a motion to approve the budget amendment for the sports park that will be recommended to the county to amend the county side of the budget.

Ms. Pease asked if the amendment should be higher to account to any unforeseen needs. Mr. Rowe said that this amendment should suffice. He asked Mr Casto to make the motion to amend the sports park budget and the TDC budget.

Mr. Sale said, formally, Mr. Casto's motion authorizes, as TDC board, to recommend to the county to increase the allocation to the sports park on the TDC side of the budget. Then, there should be another motion afterwards as the CVB board to authorize the expenditure, as the funds flow through the CVB, to the sports park.

**Mr. Casto moved; seconded by Mr. Wilkes to approve the TDC Board's recommendation to the county to increase the allocation to the sports park as defined in the budget amendment.**

**Motion passed unanimously**

B. Approve, as the CVB Board, the expenditure as outlined in the budget amendment to Publix Sports Park

**Mr. Casto moved; seconded by Mr. Phillips to approve the CVB Board's authorization of the expenditure to the Publix Sports Park as outlined in the budget amendment.**

**Motion passed unanimously**

## **VI. PRESENTATIONS**

A. Sales Update, Mr. Steve Bailey

Mr. Bailey gave a summary of the activities of the Sales Department. Mr. J. Michael Brown also spoke regarding the artificial reef program. Mr. Rowe discussed the current conference and meeting spaces and reiterated the need for a convention center and suggested that discussions for said center may should begin soon.

**VII. PRESIDENTS REPORT**

Mr. Rowe said that he has rolled of the Visit Florida board of directors. He said we are about to get the permits completed for the St Andrews Park renourishment project which will start in September to December. He also said the shell sorter system will be doing the job needed to ensure the quality of sand. This is the first renourishment on the gulf side of the park.

Mr. Rowe stated that he and J. Michael Brown attended the Triumph Gulf Coast meeting. He said they are uncertain with regards to the amount of funding to come from them, but he will continue to work towards the requested funding.

He also stated that he had a good meeting with the Commander of the Navy Base. NSA PC is talking about expanding the micro grid that will help light the east end of the beach.

He also discussed the education initiative and showed the marketing to promote that program. He also said that this program creates increased quality in employees coming into the service industry in our area.

Ms. Pease asked if the East pass sand from the dredging could be used in our renourishment projects and Mr. Rowe said he will look into that option.

**VIII. CHAIRMAN'S REPORT**

**NONE**

**IX. AUDIENCE PARTICIPATION**

**X. ADJOURNMENT**

Respectfully submitted,  
Sharon Cook, Recording Secretary