

**MEXICO BEACH COMMUNITY DEVELOPMENT COUNCIL**  
**MINUTES OF MEETING**

Type: Monthly Meeting  
When: Thursday, February 15, 2018 - Mexico Beach Civic Center  
Attending:

Sandie Yarbrough	Director	Linda Albrecht	Director
Cathey Hobbs	Director	Debbi Mulligan	Director
Shawna Wood	Director	Kimberly Shoaf	President
Clayton Studstill	Director	Melissa Williams	
Robert Carroll	Director		

The meeting was brought to order at 10:03 a.m. Roll was called and a quorum was present. After review, a motion was made by Director Albrecht and seconded by Director Hobbs to approve the January 22, 2018 annual meeting minutes. The motion passed unanimously. After review, a motion was made by Director Albrecht and seconded by Director Carroll to approve the January 22, 2018 monthly meeting minutes. The motion passed unanimously.

- o Director Studstill joined the meeting.

President Shoaf presented the year-to-date FY18 financial report stating that money allotted for beach renourishment in Line Item 7095 – Other Beach Maintenance Project will need to rollover since work is expected to not take place until November. A motion was made by Director Albrecht and seconded by Director Studstill to accept the FY18 YTD Financial Report. The motion passed unanimously.

The bed tax numbers were reviewed with President Shoaf pointing out that back collections are placed in December so December numbers are potentially skewed. She stated spring and summer have a good forecast.

**Marketing Update:**

- President Shoaf informed the Board that the marketing update from Cornerstone Marketing was in their packet for review. There were no questions or comments from the Board.

**Ongoing Business:**

- City of Mexico Beach Sand Bypass Update – President Shoaf informed the Board that City Administrator Mell and Dewberry are in the stages of getting permits pulled which takes approximately six months. She hopes that once turtle season ends that the trucking of sand process can start. A discussion followed in regard to trucking sand around or under the pier.
- Snowbird Luncheon – President Shoaf stated that a letter requesting a bid for catering the snowbird luncheon had been sent out to all Mexico Beach restaurants and some Port St. Joe restaurants and was due Monday. As of today's meeting, she had received one proposal. President Shoaf will review bids on Monday after the bid process closes and make a selection.

**New Business:**

- CRI MBCDC Audit Presentation – Rich Moreira of Carr, Riggs & Ingram presented to the Board the FY17 audit stating there were no significant issues with a clean opinion.
- Welcome Center Operations for Weekends – President Shoaf presented the March – July 2017 Saturday Visitation Log to the Board for review. After discussion, a motion was made by Director Carroll and seconded by Director Albrecht to discontinue this service for March. The motion passed unanimously. President Shoaf inquired about staffing Saturday mornings April through July. After discussion, Director Carroll removed his motion and the consensus of the Board was to recommend suspending the opening of the Welcome Center on Saturday mornings for the time being.

**Sponsorships:** None

**Events:**

- Snowbird Luncheon – President Shoaf reiterated that the Snowbird Luncheon was Thursday, March 1<sup>st</sup>, at the El Governor Motel starting at 11:30am.
- Vow Renewal Ceremony – President Shoaf informed the Board that 26 couples have RSVP'd to participate in the Vow Renewal Ceremony and the majority have indicated they are staying in a motel or vacation rental. She stated an officiant was booked for the ceremony and preparations are proceeding.

**President's Report:**

- President Shoaf reported that Mayor Cathey spoke to her regarding the concrete pier and the City's application to Triumph. He requested the MBCDC to discuss preparing a letter of support for the City to include in their application along with a monetary amount of support. After extensive discussion, along with the consensus of the Board that the pier is a huge asset, the Board directed President Shoaf to send the City a support letter pledging the MBCDC's support but withholding any monetary amount. President Shoaf stated she will send a copy of the letter to each Board member.

President Shoaf informed the Board that due to abuse that the visitor's printer had been removed but there was still a computer for visitors to use. She also stated that the Welcome Center staff would offer printing any important or necessary document for visitors. The Board indicated they did not have a problem with this subject.

A motion was made by Director Albrecht and seconded by Director Carroll to adjourn the meeting. The motion passed unanimously.

Clayton Studstill  
Secretary/Treasurer  
/mw