

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

Type: Monthly Meeting

When: Thursday, June 17, 2021 - Mexico Beach Welcome Center

Attending:

Sandie Yarbrough	Director	Shawna Wood	Director
Debbi Mulligan	Director	Mike Burke	Attorney
Cathey Hobbs	Director	Kimberly Shoaf	President
Al Cathey	Director	Kathy Krum	
Robert Carroll	Director		

The meeting was brought to order at 10:02 a.m. Roll was called and a quorum was present. After review, a motion was made by Director Hobbs and seconded by Director Mulligan to approve the May 13, 2021 meeting minutes. The motion passed unanimously.

**Financial Report:** President Shoaf presented the current year-to-date financial report. President Shoaf stated that line item 4002 Contracted Funds from Previous Year needed amending. The funds in the amount of \$210,967 were presented to the board. President Shoaf noted that these funds were from past years collections and she is forecasting them to be rolled into FY 2022 budget unless the funds are utilized in this budget year. Present Shoaf also stated that she had added line item 7001 to the budget for the Welcome Center Landscaping service. Discussion followed. After discussion, a motion was made by Director Cathey and seconded by Director Carroll to approve the financial report. The motion passed unanimously.

**Tourist Development Tax Collections:** President Shoaf reviewed with the board the monthly tourist development tax collections, showing a continuing increase over last month's tax collections. President Shoaf stated that the increase in cost of rentals is also helping to increase our tax revenue. Discussion followed.

**Ongoing Business:**

- **Beach Restoration Project Update-**President Shoaf stated that the Beach Restoration Project is still moving forward, with Lisa waiting for the Federal permit to be approved.
- **Marketing Campaign-** President Shoaf shared a detailed report of the ongoing marketing campaign progress. Discussion followed.

**New Business:**

- **FY 2022 Budget-**President Shoaf presented the board with the FY 2022 Contract Fund 126 amount of \$353,753. Discussion followed. The FY 2022 budget will be presented to the board at the July CDC board meeting for review.
- **FY 2022 Program of Work Discussion:** President Shoaf stated that the Program of Work is up consideration. President Shoaf stated that the overview of the program outlined areas including Marketing, Visitor Services, Operations, Special Events, and Community Support. She stated that the current POW would be emailed to the board members for review and that the FY 2022 program will be on the July board agenda for review and approval.

- **Employee Review**-Director Yarbrough stated that President Shoaf's contract for FY 2022 is up for renewal. Director Yarbrough stated that the contract needs to be reviewed and a committee appointed for President Shoaf's evaluation. Director Carroll, Director Hobbs, and Director Mulligan will complete the evaluation. The evaluation results and board recommendations will be discussed at the July meeting for approval.

**Presidents Report:** President Shoaf stated that the board was not awarded the Bow Stern Project grant. President Shoaf stated that she has requested three quotes from local Landscaping Companies for the Welcome Center and will present the quotes to the board at the July CDC meeting. President Shoaf discussed the issues with vehicles parking in the parking lot that are not Welcome Center visitors, and she has purchased signs to be installed to help prevent this issue. President Shoaf shared with the board that July 4<sup>th</sup> falls on a Sunday this year and that the Welcome Center will be closed July 5<sup>th</sup> to observe the holiday. President Shoaf gave an update on the status of the new welcome center and that she has notified the County to begin the sale process of the temp office. Discussion followed.

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

Robert Carroll  
Secretary/Treasurer  
/kk