**Mexico Beach Community Development Council Monthly Meeting**

Thursday, July 16, 2026 | Conference Room, Welcome Center

I. **Call Meeting to Order**
Chairman Carroll called the meeting to order at 9:00 am.

II. **Roll Call**
Robert Carroll (Chairman)
Ethann Oldham (Secretary/Treasurer)
Steve Cox
Chris Connor
Gloria Sanchez
Betsie Welle
Six Directors present at the time of roll call, quorum was made. Director Wood and Director Horton were absent.

a. **Approve June 18th, 2026, Monthly Meeting Minutes**- Motion made by Director Oldham, seconded by Director Cox to approve. Motion passed unanimously.

b. **Acknowledgement of the Tourist Development Tax Collections-** President Shoaf presented the TDT collection reports stating that we are moving forward and going well. Discussion followed.

III. **Request to Address the Board on Agenda Items**- None

IV. **Financial Report-**

a. **Updated FY26 Budget-** President Shoaf presented an amended FY26 budget denoting areas where funds we allocated from one line item to another and that the total budget did not change. Discussion followed. Motion was made by Director Sanchez, seconded by Director Oldham to approve the amended FY26 budget. The motion passed unanimously.

b. **YTD Budget-** President Shoaf presented the FY26 budget for approval. Discussion followed. Motion was made by Director Sanchez and seconded by Director Oldham to approve the FY26 budget. The motion passed unanimously.

V. **Ongoing Items**

a. **Beach Restoration & Dune Walkover**- President Shoaf gave an update on the status of the survey and monitoring that is being conducted by Dewberry as part of the post first year requirements. She stated that the city has started construction on Sunset Park ADA walkover and the 7th Street ADA walkover. President Shoaf informed the board that the reimbursement request for the Sunset Park walkover is expected to come in the current fiscal year. She noted that partial funds and the grants are allocated in the current budget to cover a large portion of the reimbursement. President Shoaf explained that the remaining funds will come from the FY2027 budget, however she does not believe the City will have issues regarding the reimbursement process from the board's side.

b. **Resolution No. 26-001 Repeal-** President Shoaf stated that there is a need to repeal Resolution No. 26-001 due to the changes in board authorized check signers. Attorney Burke gave insight to the repeal and Visit Panama City Beach's actions to do the same. Discussion Followed. After discussion a motion was made by Director Cox and seconded by Director Oldham to direct Attorney Burke to draft a resolution repealing Resolution 26-001 and create a new resolution to be present at the next meeting. The motion passed unanimously.

VI. **Action Items**

a. **Sustainable Beaches LLC, Scope of Work & Consulting Contract FY27**- President Shoaf presented the proposed FY27 Consulting Service Agreement between Mexico Beach Community Development Council and the Beach Renourishment Management Consulting Service Scope of work for Lisa Armbruster. Discussion followed. After discussion a motion was made by Director Cox and seconded by Director Oldham to accept the FY27 Consulting Services Agreement for Lisa Armbruster. The motion passed unanimously.

b. **FY2027 Budget-** President Shoaf presented the FY2027 budget. Discussion followed. After discussion a motion was made by Director Cox and seconded by Director Oldham to approve the FY27 budget. President Shoaf stated that she will be sending it to the TDC and then to the County Commission for approval. Director Connor did request to put out for bid a new landscaping company.

c. P**resident Shoaf Annual Review-** Chairman Carroll presented the results for President Shoaf's evaluations stating that ratings were all exceptional. Discussion Followed. After discussion a motion was made by Director Welle and seconded by Director Cox to accept President Shoaf's contract and award an 8% raise to President Shoaf. The motion died. Discussion followed. After discussion a second motion was made by Director Connor and seconded by Director Oldham to accept President Shoaf's contract and award President Shoaf a 10% raise. The motion passed unanimously.

VII. **Presidents Report-** President Shoaf shared memorial service for Shawna Wood, scheduled for August 17 at 12:00pm and that she will sending something from the board to the service. She shared that Lisa Ambruster's mother had passed away and will share service details as she receives them. She stated that the Music in the Park posters are distributed and the Friday Beach Clean Up campaign will be promoted again this year.

VIII. **Chairman's Report**- None

IX. **Adjournment-** Motion made by Director Oldham seconded by Director Sanchez. Motion passed unanimously.

Respectfully submitted,
Kathy Krum/Recording Secretary