



Wakulla County Tourist Development Council
February 28, 2018 Meeting Minutes
TCC - Wakulla Center

Board Members Present: Becton Roddenberry, Commissioner Ralph Thomas, Randy Esser, Gail Gilman, Kristin Ebersol, Sherrie Miller and David Moody

Others in attendance: County Attorney Heather Encinosa and County Staff Sheree Keeler, Natalie Knowles

1. Meeting called to Order by Ralph Thomas, Vice Chair at 8:30 a.m., a quorum was recognized
2. There were no citizens to be heard.
3. Draft By Laws were provided to the Council for review and discussion. The following recommendations were made for revising the draft:
 - a. Article I, Section 4. "[TO COME]" shall be replaced with "3093 Crawfordville, Highway, Crawfordville, Florida 32327."
 - b. Article I, Section 6. "AR [XXX]" shall be replaced with "AR 1.08" concerning the Use of Social Media.
 - c. Article I, Section 6. "Policy No. (XX) concerning the Defense of Public Officer, Employees, or Agents, Polley 11-01 concerning Procedures for Processing Public Records, the Purchasing Policy embodied in Article VI, Chapter 2 of the Code," shall be replaced with "AR No. 103 concerning the Administration of Serving on Boards, Committees, Commission and other Advisory Groups, AR No. 105 concerning Defense of Public Officers, Employees or Agents; AR No. 12.02 Public Records Request; AR No. 12.03 concerning Records management; Ordinance No. 2012-33 Providing for Non Interference with Performance of Duties of Employees of the County and Ordinance No. 2015-2 Procurement and other duly adopted policies and procedures of the County" shall be added.
 - d. Article III, Section 1(d): "Okaloosa" County shall be replaced with "Wakulla" County.
 - e. Article III, Section 5, (b): Section "2.237" shall be replaced with Section "2.231".

"Council Chair and Vice Chair. The chair and the vice chair of the tourist development council shall be elected by its members annually in September and their terms shall commence on October 1 and terminate the following September 30. The Chair and Vice Chair may be re-elected or reappointed for successive terms. Any vacancy in the Chair or Vice Chair positions may be filled by the council at any regular or special council meeting."

- g. Article IV, Section 2(i): the language "County staff" shall be replaced with "TDC Coordinator."
- h. Article IV, Section 3: the paragraph has been amended to read "In the absence of the Chair; the Vice Chair shall assume the duties of the Chair and when so acting shall have all the power and authority of the Chair. In the absence of both the Chair and Vice Chair, the next most senior member of the Council in terms of the number of consecutive terms served shall assume the duties of the Chair and when so acting shall have all the power and authority of the Chair."
- i. Article V, Section 2(a): the language "County Administrative Office" shall be added and the term "Director" shall be replaced with "TDC Coordinator."
- j. Article V, Section 3: the language "County Staff" shall be replaced with the "TDC Coordinator." This occurs three times in this paragraph.
- k. Article V, Section 7: the language "by Council" shall be replaced with the "TDC Coordinator" for responsibility of the meeting minutes.
- l. Article VI, Section 2(a): the language "TDC Coordinator" shall replace "[WHO]."
- m. Article VI, Section 2(c): the language "TDC Coordinator" shall replace "[WHO]."
- n. Article VI, Section 3(a): the language "Fiscal Operations Director" shall replace "[WHO]."
- o. Article VI, Section 3(b): the language "Council" shall replace "[WHO]"
- p. Article VI, Section 3(c): the language "TDC Coordinator" shall replace "[WHO]."
- q. Article VI, Section 3(d): the language "TDC Coordinator" shall replace "(WHO)."
Also, the final sentence of the paragraph shall read: "If the Council has any objections to the adopted budget, the objection(s) shall be presented to the Board prior to the Board adopting the budget."
- r. Article VI, Section 3(e): the language "TDC Coordinator" shall replace "(WHO)."
- s. Article VI, Section 3(a): the language "Fiscal Operations Director" shall replace "[WHO]" in two places within the paragraph.

t. Article VI, Section S(b): the language "TDC Coordinator" shall replace "[WHO]."

A motion to adopt these changes was made by David Moody and seconded by Ralph Thomas. There were no objections. An agenda item will be brought by Staff to the March 15, 2018 meeting for final approval of the TDC By Laws.

4. Ordinances of the TDC as Codified in MuniCode -The Council requested that Greg James, Finance Director, work with Brandy King, Fiscal Operations Director, to provide an overlay of the 2017-2018 budget with the goals stated in the current Ordinances. This information will be presented to the Council at the March 15, 2018 meeting for review and discussion as well as further discussion of the Ordinances for
5. Meeting adjourned at approximately 10:15a.m.
Minutes were approved by the TDC on March 15, 2018.



Becton Roddenberry
TDC Chairman