

Board of County Commissioners

Agenda Request

Date of Meeting: March 3, 2009

Date Submitted: February 18, 2009

To: Honorable Chairman and Members of the Board

From: Benjamin H. Pingree, County Administrator
Jennifer Langston, Special Projects Coordinator

Subject: Requests Board Approval to Execute an Agreement with the Executive Director of the Wakulla County Tourist Development Council and Wakulla County

Statement of Issue:

This agenda item requests Board approval for the Chairman to Execute an Agreement with the Executive Director of the Wakulla County Tourist Development Council and Wakulla County that delineates responsibilities of both parties.

Background:

On April 21, 2008 the Board accepted the recommendation of the Wakulla County Tourist Development Council (WCTDC) to employ the services of Pam Portwood as the new Director. The transition of a new director prompted an overview of the WCTDC for the Board's benefit.

At the June 2, 2008 Board meeting, a report was provided in cooperation by the WCTDC and the Clerk of the Court. This report set out TDC-related statutory requirements, actions taken historically by Wakulla County, and staff's recommendations related to the Wakulla County Tourist Development Council (Attachment 1). At the Board meeting, the Board approved the status report and recommendations included in the report.

One of the recommendations included for staff and the County Attorney to prepare an employment contract for execution between the County and the WCTDC director to delineate responsibilities and expectations for both parties to be brought back to the Board at a future meeting.

This agenda item was considered during the February 17, 2009 Board Meeting, during that time the Board directed staff to schedule a Workshop to discuss the Contract on February 23, 2009 at 6:30pm and for staff to bring back an agenda request to the March 3, 2009 Board Meeting.

Analysis:

This agenda item requests for the Board to execute an agreement between the Executive Director and the County to perform the duties related to the WCTDC as directed by the Board at the June 2, 2008 Board meeting.

As stated in the report, no specific qualifications or direction is provided in State law relating to the TDC director's role and/or responsibilities. This allows for each county to decide its tourism needs and provides for greater flexibility in responding to issues as they arise. Counties typically set their

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TDC responsibilities or expectations in either resolution or employment contract. Employment contracts between the County and the WCTDC director have not previously been executed.

Staff has prepared an agreement between the Executive Director of the TDC and Wakulla County for the Board's consideration to authorize the Chairman to execute such agreement.

Options:

1. Authorize the Chairman to execute an agreement between Wakulla County and Executive Director of the Tourist Development Council.
2. Do not Authorize the Chairman to execute an agreement between Wakulla County and Executive Director of the Tourist Development Council Board Direction.

Recommendation:

Option # 1

Attachment(s):

1. Agenda Item on the Status Report on the WCTDC 6-2-08
2. Proposed Agreement between Executive Director of WCTDC and Wakulla County

BHP/jcl