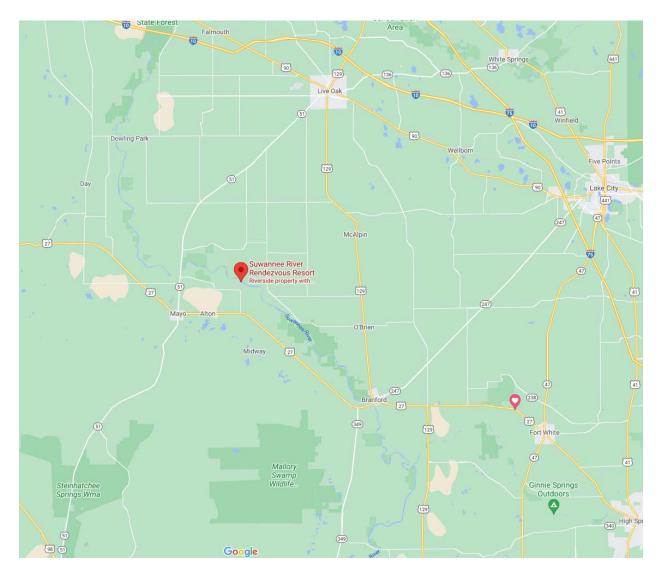


### **MEETING NOTICE**

There will be a meeting of the Original Florida Tourism Task Force on October 21, 2021. The meeting will be held at the Suwannee River Rendezvous Resort and Campground, 828 NE Primrose Road, Mayo, Florida, beginning at 10:00 a.m.



Suwannee River Rendezvous Resort and Campground 828 NE Primrose Road Mayo, FL 32066

### The Original Florida



### TOURISM TASK FORCE Meeting Agenda

Suwannee River Rendezvous Resort and Campground 828 NE Primrose Road, Mayo, FL Lafayette County

October 21, 2021 Thursday, 10:00 a.m.

		PAGE NO.
I.	Call to Order, Introductions	
II.	Approval of Agenda	3
III.	Approval of September 23, 2021 Meeting Minutes	5
IV.	Old Business	
	A. Committee Reports 1. Finance Committee	
	a. Monthly Financial Report Review and Approval - August 31,	, 2021 9
	B. Fiscal Year 2020-21 Regional Rural Development Grant	29
	1. Website	
	2. e-newsletter	
	3. Website Blogs	37
	<ul><li>4. Marketing Materials</li><li>5. Domestic Travel Shows</li></ul>	
	6. Advertising Campaign	
	7. Brochure Distribution	
	8. Scholarships	
	9. Professional Organization Memberships	
	C. VISIT FLORIDA -	
	1. Monthly Report	
	D. Staff Items -	

E. Other Old Business

Updated Task Force Member Contact Information
 2021 Meeting Dates and Locations
 61

F. Announcements

V. NEW BUSINESS

VI. Leadership Forum: TBD

VII. Adjournment

Date and Location of Next Meeting:

The next regular meeting is scheduled to be held at 10:00 a.m. on November 18, 2021 at a location to be determined in Alachua County.



# MINUTES OF The Original florida TOURISM TASK FORCE

Putnam Lodge 15487 U.S. highway 19, Cross City, FL Dixie County September 23, 2021 Thursday, 10:00 a.m.

### MEMBERS PRESENT

Will Sexton, Bradford County, Vice-Chair Alden Rosner, Columbia County Russ McCallister, Dixie County Patricia Watson, Gilchrist County Craig Colton, Lafayette County Carol McQueen, Levy County Marlene Squires-Swanson, Madison County Jackie Blount, Madison County Charissa Setzer, Suwannee County Thomas Herndon, Wakulla County

### STAFF PRESENT

Lauren Yeatter

### **MEMBERS ABSENT**

Brian Avery, Alachua County Jodi Biggar, Alachua County Ron Gromoll, Alachua County Daniel Riddick, Bradford County Rod Butler, Columbia County Paula Vann, Columbia County Ryan Fulford, Dixie County Lee Deen, Gilchrist County Katrina Richardson, Jefferson County, Treasurer David Ward, Jefferson County Tisha Whitehurst, Levy County Teena Peavey, Suwannee County Sandy Beach, Taylor County Dawn Perez, Taylor County, Chair Dale Walker, Union County Natalie Knowles, Wakulla County

### OTHERS PRESENT

Donna Creamer, Travel Show Coordinator Liz Reyes, Visit Gainesville Alachua County

#### I. CALL TO ORDER, INTRODUCTIONS

Noting the presence of a quorum, Vice-Chair Will Sexton called the meeting to order at 10:20 a.m.

#### II. APPROVAL OF THE AGENDA

Vice-Chair Sexton requested approval of the meeting agenda, as presented.

ACTION: Marlene Squires-Swanson moved and Carol McQueen seconded to approve the meeting agenda as presented. The motion passed unanimously.

### III. APPROVAL OF THE AUGUST 19, 2021 MINUTES

Vice-Chair Sexton asked for approval of the August 19, 2021 meeting minutes.

ACTION: Pat Watson moved and Craig Colton seconded to approve the August 19, 2021 minutes as presented. The motion passed unanimously.

#### IV. OLD BUSINESS

- A. Committee Reports
  - 1. Finance Committee Report
    - a. Monthly Financial Report Review and Approval
      - (1) July 31, 2021

ACTION: Pat Watson moved and Russ McCallister seconded to approve the July 31, 2021 monthly financial report as presented. The motion passed unanimously.

b. Fiscal Year 2021-22 Budget

ACTION: Craig Colton moved and Charissa Setzer seconded to adopt the Fiscal Year 2021-22 (October 1, 2021 to September 30, 2022) as presented. The motion passed unanimously.

2. Nominating Committee

ACTION: Pat Watson moved and Jackie Blount seconded to elect Craig Colton, Chair, Will Sexton, Vice-Chair; and Teena Peavey, Secretary-Treasurer to two-year terms ending September 30, 2023 as recommended by the Nominating Committee. The motion passed unanimously.

- B. Fiscal Year 2020-21 Regional Rural Development Grant
  - 1. Website
  - 2. e-Newsletter
  - 3. Website Blogs
  - 4. Marketing Materials
  - 5. Domestic Travel Shows
  - 6. Advertising Campaign
  - 7. Brochure Distribution
  - 8. Scholarships
  - 9. Professional Organization Memberships
- C. Fiscal Year 2021-22 Regional Rural Development Grant

ACTION: Pat Watson moved and Carol McQueen seconded to approve the budget for the Fiscal Year 2021-22 Regional Rural Development Grant as presented and authorize staff to submit the Fiscal Year 2021-22 Regional Rural Development Grant application to the Florida Department of Economic Opportunity. The motion passed unanimously.

D	TITOID	ET ODID A	
1)	VISIT	FLORIDA	_

1. Monthly Report - None

#### E. Staff Items

1. Bylaws Amendment

**ACTION:** Pat

Pat Watson moved and Russ McCallister seconded to adopt an amendment to the Bylaws to add a provision concerning an appeal process for member counties that may have difficulty paying annual assessments under extenuating circumstances as presented. The motion passed unanimously.

- F. Other Old Business
  - 1. Updated Task Force Member Contact Information
  - 2. 2021 Meeting Dates and Locations
- G. Announcements

Task Force members made announcements of interest to the Task Force.

- V. New Business
- VI. Leadership Forum: None
- VII. Adjournment

Date and Location of next meeting

The meeting adjourned at 11:51 a.m.

The next regular meeting is scheduled for 10:00 a.m., October 21, 2021 to be held in Lafayette County at the Suwannee River Rendezvous Resort and Campground.

	10/21/21
Craig Colton, Chair	Date

Minutes prepared by Lauren Yeatter of the North Central Florida Regional Planning Council

## The Original Florida Tourism Task Force Balance Sheet

As of August 31, 2021

	Aug 31, 21
ASSETS Current Assets Checking/Savings Cash in Bank - Capital City	147,452.26
Total Checking/Savings	147,452.26
Accounts Receivable Accounts Receivable	14,800.93
Total Accounts Receivable	14,800.93
Other Current Assets Prepaid Registration Fees	3,195.00
Total Other Current Assets	3,195.00
Total Current Assets	165,448.19
TOTAL ASSETS	165,448.19
LIABILITIES & EQUITY Liabilities Current Liabilities Accounts Payable Accounts Payable	5,360.59
Total Accounts Payable	5,360.59
Total Current Liabilities	5,360.59
Total Liabilities	5,360.59
Equity Unrestricted Earnings Net Income	123,234.74 36,852.86
Total Equity	160,087.60
TOTAL LIABILITIES & EQUITY	165,448.19

11:50 AM 10/14/21 Accrual Basis

### The Original Florida Tourism Task Force Profit & Loss

August 2021

	Aug 21
Expense	
Bank Charges	18.46
Miscellaneous	439.00
Total Expense	457.46
Net Income	-457.46

11:21 AM 09/14/21

### The Original Florida Tourism Task Force Reconciliation Summary Cash in Bank - Capital City, Period Ending 08/31/2021

	Aug 31, 21	
Beginning Balance Cleared Transactions Checks and Payments - 3 items	-1,565.48	150,501.49
Total Cleared Transactions	-1,565.48	
Cleared Balance		148,936.01
Uncleared Transactions Checks and Payments - 2 items	-1,483.75	
Total Uncleared Transactions	-1,483.75	
Register Balance as of 08/31/2021	AF THE STATE OF TH	147,452.26
Ending Balance		147,452.26

## The Original Florida Tourism Task Force Reconciliation Detail

Cash in Bank - Capital City, Period Ending 08/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
				-		150,501.49
Beginning Balance	9					
Cleared Tran	sactions					
Checks a	nd Payments - 3 it	tems	O. L Obserings	X	-197.02	-197.02
Bill Pmt -Check	07/01/2021	1559	Setzer Charissa	x	-1.350.00	-1,547.02
Bill Pmt -Check	08/05/2021	1565	South Shore Media	x	-18.46	-1,565.48
Check	08/25/2021		Capital City Bank	^ ==		
Total Obser	also and Doymonts				-1,565.48	-1,565.48
	cks and Payments			-	-1,565.48	-1,565.48
Total Cleared	l Transactions			-		4.40.000.04
Cleared Balance					-1,565.48	148,936.01
Uncleared T	ransactions	4				
	nd Payments - 2 i	tems	Gromoll, Ron		-687.68	-687.68
Bill Pmt -Check	07/15/2021	1562	Colton, Craig		-796.07	-1,483.75
Bill Pmt -Check	08/17/2021	1566	Collon, Graig			4 400 75
Total Che	cks and Payments				-1,483.75	-1,483.75
	red Transactions				-1,483.75	-1,483.75
l Olai Olicical	led Transactions			-	2.040.22	147,452.26
Register Balance a	s of 08/31/2021			C=	-3,049.23	
Ending Balance				9 <u>-</u>	-3,049.23	147,452.26



P.O. Box 900 Tallahassee, FL 32302



00002485 FCC31545090121064417 01 000000000 THE ORIGINAL FLORIDA TOURISM TASK FORCE 2009 NW 67TH PL GAINESVILLE FL 32653-1603

Date 8/31/21 Primary Account

Page xxxxxxx2204

Now hiring, and offering sign-on & retention bonuses for qualifying positions. Excellent benefits, paid time off, stock purchase plan & tuition assistance plan. Apply today! www.ccbg.com/careers EEO: Disabled Veterans & Drug Free Workplace

#### CHECKING ACCOUNT

ANALYZED BUS CHECKING Account Number Previous Balance Deposits/Credits 3 Checks/Debits Service Charges Interest Paid Ending Balance	150,501.49	Images Statement Dates 8/02 bays in this Statement Avg Ledger Balance Avg Collected Balance	/21 thru 8/31/21 Period 30 149,763.07 149,763.07
---	------------	---	---

OTHER DEBITS

8/25

Date

Description\_

Account Analysis Charge

CHECKS IN NUMBER ØRDER
Amount Date Check No
197.02 8/17 1565\*

1,350.00

1559 \* Denotes missing check numbers

Check No

### RECEIVED

SEP 0.8 2021

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL





THE ORIGINAL FLORIDA TOURISM TASK FORCE 2009 NW 67TH PL GAINESVILLE FL 32653-1603

Date 8/31/21 Primary Account Page 2 XXXXXXX2204

ANALYZED BUS CHECKING

xxxxxxx2204 (Continued)

DAILY BALANCE INFORMATION

Date Balance Date Balance

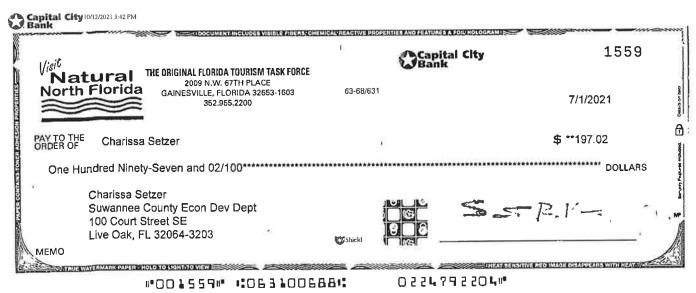
8/02 150,501.49 8/23 148,954.47

8/17 149,151.49 8/25 148,936.01

-----END OF STATEMENT-----

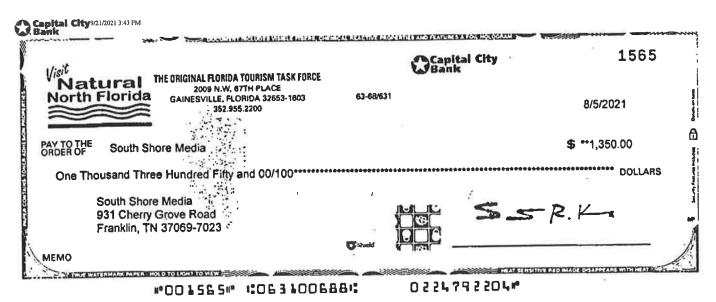






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Amount: \$-197,02 Statement Description: Check Check Number: 1559 Posted Date: 8/23/2021 Type: Debit Status: Posted



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Amount: \$-1,350,00 Statement Description: Check Check Number: 1565 Posted Date: 8/17/2021 Type: Debit Status: Posted

# The Original Florida Tourism Task Force Income and Expenses - Budget vs. Actual

As of August 31, 2021

(These financial statements are unaudited)

	Budget	August 2021	Year to Date	Over/(Under) Budget
Co-op Regional Marketing Program Fee	58,000.00	0.00	58,000.00	0.00
DEO Rural Development Grant 19/20	45,900.00	0.00	104,746.08	58,846.08
DEO Rural Development Grant 20/21	45,900.00	0.00	7,385.77	(38,514.23)
VisitFlorida Rural Area Opportunity Grant 20/21	45,000.00	0.00	0.00	(45,000.00)
VisitFlorida Rural Area Opportunity 20/21 In-Kind	81,300.00	0.00	0.00	(81,300.00)
Total Income	276,100.00	0.00	170,131.85	(105,968.15)
Expenses				
Marketing				
Planning				
VisaVues Domestic & International Editions	0.00	0,00	5,060.00	5,060.00
Total Planning	0.00	0.00	5,060.00	5,060.00
Collateral Materials				
Print Ultimate Bicycle Guide	3,000.00	0,00	0.00	(3,000.00)
Print Exhilarating Natural North FI Brochure	0.00	0.00	17,080.00	17,080.00
Total Collateral Materials	3,000.00	0.00	17,080.00	14,080.00
Website				
Website Blogs	5,100.00	0.00	1,275.00	(3,825.00)
Web Hosting & Maintenance Services	6,000.00	0.00	6,000.00	0.00
Total Website	11,100.00	0.00	7,275.00	(3,825.00)
Trade Shows				
Whistles & Other Promotional Items	5,000.00	0.00	0.00	(5,000.00)
Popup and/or Cloth Displays - VF In-Kind	3,000.00	0.00	0.00	(3,000.00)
Welcome Center Rack Space - VF In-Kind	800.00	0,00	0.00	(800.00)
Adventure Travel Training 4 Day-VF In-Kind	24,000.00	0.00	0.00	(24,000:00)
Consumer Influencer-VF In-Kind	17,000.00	0.00	0.00	(17,000.00)
VF Atlanta Camping & RV Show	5,000.00	0,00	0.00	(5,000.00)
VF New York Times Travel Show	4,000.00	0.00	0.00	(4,000.00)
VF Chicago RV & Camping Show	7,000.00	0.00	0.00	(7,000.00)
VF Toronto Outdoor Adventure Show	9,000.00	0.00	0.00	(9,000.00)
VF Washington DC Travel & Adventure Show	8,000.00	0.00	0.00	(8,000.00)
DEO Georgia RV & Camper Show	7,500.00	0.00	0.00	(7,500.00)
Total Trade Shows	90,300.00	0.00	0.00	(90,300.00)

### The Original Florida Tourism Task Force Income and Expenses - Budget vs. Actual As of August 31, 2021

(These financial statements are unaudited)

	Budget	August 2021	Year to Date	Over/(Under) Budget
Advertising				
Digital Advertising Campaign 2019-20	13,500.00	0.00	50,977.83	37,477.83
FI Vacation Planner Print Ad 2019-20	8,000.00	0.00	8,303.25	303.25
Digital Retargeting Campaign 2019-20	13,500.00	0.00	0.00	(13,500.00)
Facebook Ad Campaign 2020-21 - In-Kind	33,500.00	0.00	0.00	(33,500.00)
FI Trans Map Print Advertisement 2020-21	9,000.00	0.00	9,000.00	0.00
Quarterly eNewsletters	6,500.00	0.00	1,000.00	(5,500.00)
Go! Adventure Planning Guide Virtual	0.00	0.00	442.10	442.10
Total Advertising	84,000.00	0.00	69,723.18	(14,276.82)
Total Marketing Expenses	188,400.00	0.00	99,138.18	(89,261.82)
Administration				
NCFRPC - Admin VF & DEO 2019-20	5,625.00	0.00	3,125.00	(2,500.00)
NCFRPC - Admin VF & DEO FY 2020-21	5,625.00	0.00	3,750.00	(1,875.00)
NCFRPC - Admin Program Fees	23,750.00	0.00	6,250.00	(17,500.00)
Bank Charges	200.00	18.46	206.20	6.20
Legal Advertising	300.00	0.00	0,00	(300.00)
Legal Expenses	300.00	0.00	61,25	(238.75)
Other Admin Expenses Miscellaneous	1,200.00	439.00	439.00	(761.00)
Postage	300.00	0.00	0.00	(300.00)
VF/DEO Travel Show Service Program Fee	1,100.00	0.00	0.00	(1,100.00)
Telephone	300.00	0.00	0.00	(300.00)
Total Administration	38,700.00	457.46	13,831.45	(24,868.55)
Memberships				
Visit Florida	400.00	0.00	395.00	(5.00)
Southeast Tourism Society	600.00	0.00	560.00	(40.00)
Florida Outdoor Writers Association	200.00	0.00	175.00	(25.00)
Ride with GPS	300,00	0.00	0.00	(300.00)
Total Memberships	1,500.00	0.00	1,130.00	(370.00)
Professional Enhancement				
SE Tourism Society Marketing College	5,175.00	0.00	5,255.77	80.77
Governor's Tourism Conference	1,725.00	0.00	0.00	(1,725.00)
Adventure Elevate Networking Conference	13,000.00	0,00	0.00	(13,000.00)
Adventure Elevate Networking Conference In-Kind	3,000.00	0.00	0.00	(3,000.00)
Total Professional Enhancement	22,900.00	0.00	5,255.77	(17,644.23)

# The Original Florida Tourism Task Force Income and Expenses - Budget vs. Actual

As of August 31, 2021

(These financial statements are unaudited)

	Budget	August 2021	Year to Date	Over/(Under) Budget
Internships				
Harvey Campbell Memorial Internship	6,250.00	0.00	0.00	(6,250.00)
Dean Fowler Internship	6,250.00	0.00	0.00	(6,250.00)
Total Internships	12,500.00	0.00	0.00	(12,500.00)
Retained Reserves				
Retained Reserves	12,100.00	0.00	0.00	(12,100.00)
Total Retained Reserves	12,100.00	0.00	0.00	(12,100.00)
Total NonMarketing Expenses	87,700.00	457.46	20,217,22	(67,482.78)
Total Expenses	276,100.00	457.46	119,355.40	(156,744.60)
Net Income	0.00	(457.46)	50,776.45	50,776.45

### Original Florida Tourism Task Force Budget FY 2021-22 (10/1/21 to 9/30/22)

Adopted 9/23/2021

Revenues	Total
Cooperative Regional Marketing Program Fees:	
Alachua County	\$15,000
Bradford County	\$3,000
Columbia County	\$8,000
Dixie County	\$3,000
Gilchrist County	\$2,000
Hamilton County	\$1,000
Jefferson County	\$2,000
Lafayette County	\$1,000
Levy County	\$4,000
Madison County	\$3,000
Suwannee County	\$4,000
Taylor County	\$4,000
Union County	\$1,000
Wakulla County	\$3,000
Subtotal	\$54,000
Subiotal	φ54,000
<u>Additional Revenue:</u>	
Department of Economic OpportunityRural Development Grant, FY 2020-21	\$40,600
Department of Economic Opportunity Rural Development Grant, FY 2021-22	\$23,300
VISIT FLORIDA FY 2021-22 Rural Area of Opportunity Grant - Cash	\$0
Subtotal - Cash	\$63,900
TOTAL REVENUES - CASH	\$117,900
VISIT FLORIDA FY 2021-22 Rural Area of Opportunity Grant - In-Kind	\$0
Expenditures	
Adventure Elevate Networking Conference	\$0
Bank Charges	\$200
Governor's Conference on Tourism	\$1,725
Legal Advertising	\$300
Legal Expenses	\$300
(1) Marketing Program for FY 2021-22 (less in-kind)	\$42,400
(2) Memberships	
	\$1,500
Miscellaneous	\$1,500 \$2,000
Miscellaneous  North Central Florida Regional Planning Council - Admin/Internships	
	\$2,000
North Central Florida Regional Planning Council - Admin/Internships	\$2,000 \$38,100
North Central Florida Regional Planning Council - Admin/Internships Postage Expenses	\$2,000 \$38,100 \$300
North Central Florida Regional Planning Council - Admin/Internships Postage Expenses Service Fee - VISIT FLORIDA Travel Show Program	\$2,000 \$38,100 \$300 \$1,100
North Central Florida Regional Planning Council - Admin/Internships Postage Expenses Service Fee - VISIT FLORIDA Travel Show Program Southeast Tourism Society Marketing College	\$2,000 \$38,100 \$300 \$1,100 \$5,175
North Central Florida Regional Planning Council - Admin/Internships Postage Expenses Service Fee - VISIT FLORIDA Travel Show Program Southeast Tourism Society Marketing College Telephone	\$2,000 \$38,100 \$300 \$1,100 \$5,175 \$300
North Central Florida Regional Planning Council - Admin/Internships Postage Expenses Service Fee - VISIT FLORIDA Travel Show Program Southeast Tourism Society Marketing College Telephone Unrestricted Reserve Fund - Contribution  TOTAL EXPENDITURES - CASH  (1) Marketing Program for FY 2021-22 - In-Kind	\$2,000 \$38,100 \$300 \$1,100 \$5,175 \$300 \$24,500
North Central Florida Regional Planning Council - Admin/Internships Postage Expenses Service Fee - VISIT FLORIDA Travel Show Program Southeast Tourism Society Marketing College Telephone Unrestricted Reserve Fund - Contribution TOTAL EXPENDITURES - CASH	\$2,000 \$38,100 \$300 \$1,100 \$5,175 \$300 \$24,500
North Central Florida Regional Planning Council - Admin/Internships Postage Expenses Service Fee - VISIT FLORIDA Travel Show Program Southeast Tourism Society Marketing College Telephone Unrestricted Reserve Fund - Contribution  TOTAL EXPENDITURES - CASH  (1) Marketing Program for FY 2021-22 - In-Kind	\$2,000 \$38,100 \$300 \$1,100 \$5,175 \$300 \$24,500 \$117,900
North Central Florida Regional Planning Council - Admin/Internships Postage Expenses Service Fee - VISIT FLORIDA Travel Show Program Southeast Tourism Society Marketing College Telephone Unrestricted Reserve Fund - Contribution  TOTAL EXPENDITURES - CASH  (1) Marketing Program for FY 2021-22 - In-Kind  TOTAL EXPENDITURES - CASH AND IN-KIND  (1) See Marketing Budget Detail (2) See Memberships Detail	\$2,000 \$38,100 \$300 \$1,100 \$5,175 \$300 \$24,500 \$117,900 \$0
North Central Florida Regional Planning Council - Admin/Internships Postage Expenses Service Fee - VISIT FLORIDA Travel Show Program Southeast Tourism Society Marketing College Telephone Unrestricted Reserve Fund - Contribution  TOTAL EXPENDITURES - CASH  (1) Marketing Program for FY 2021-22 - In-Kind  TOTAL EXPENDITURES - CASH AND IN-KIND  (1) See Marketing Budget Detail (2) See Memberships Detail  Reserve Funds Restricted Funds Balance	\$2,000 \$38,100 \$300 \$1,100 \$5,175 \$300 \$24,500 <b>\$117,900</b> \$0
North Central Florida Regional Planning Council - Admin/Internships Postage Expenses Service Fee - VISIT FLORIDA Travel Show Program Southeast Tourism Society Marketing College Telephone Unrestricted Reserve Fund - Contribution  TOTAL EXPENDITURES - CASH  (1) Marketing Program for FY 2021-22 - In-Kind  TOTAL EXPENDITURES - CASH AND IN-KIND  (1) See Marketing Budget Detail (2) See Memberships Detail	\$2,000 \$38,100 \$300 \$1,100 \$5,175 \$300 \$24,500 <b>\$117,900</b> \$0
North Central Florida Regional Planning Council - Admin/Internships Postage Expenses Service Fee - VISIT FLORIDA Travel Show Program Southeast Tourism Society Marketing College Telephone Unrestricted Reserve Fund - Contribution  TOTAL EXPENDITURES - CASH (1) Marketing Program for FY 2021-22 - In-Kind  TOTAL EXPENDITURES - CASH AND IN-KIND  (1) See Marketing Budget Detail (2) See Memberships Detail  Reserve Funds Restricted Funds Balance	\$2,000 \$38,100 \$300 \$1,100 \$5,175 \$300 \$24,500 <b>\$117,900</b>

# Original Florida Tourism Task Force Budget FY 2021-22 (10/1/21 to 9/30/22) Adopted 9/23/2021

Collateral Material:	Total
2020-21 Revise and Print Ultimate Bicycle Guide	\$0
2020-21 Design and Print Collateral Material	\$0
Website:	
2020-21 Website Blogs - 12 Blogs	\$5,100
2020-21 Website Hosting & Maintenance	\$6,000
2020-21 New Topic-Centered Pages (3 Pages)	\$0
2021-22 Website Blogs - 9 Blogs 2021-22 Website Town Blogs - 3 Blogs	\$3,800 \$0
	***
Trade Shows:  Whistles and Other Promotional Items	\$(
Pop-up and/or Cloth Displays (In-kind)	\$0
VISIT FLORIDA Welcome Center Rack Space (In-kind)	\$(
VISIT FLORIDA - Atlanta Camping & RV Show	\$(
VISIT FLORIDA - New York Times Travel Show	\$0
VISIT FLORIDA - Chicago RV & Camping Show	\$0
VISIT FLORIDA - Toronto Outdoor Adventure Show	\$(
VISIT FLORIDA - Washington DC Travel & Adventure Show	\$0
DEO 2021-22 - Houston RV Show	\$0
DEO 2021-22 - Philadelphia Travel & Adventure Show	\$0
DEO 2021-22 - Atlanta Travel & Adventure Show	\$0
DEO 2021-22 - Bike Expo New York	\$(
DEO 2020-21 - Georgia RV & Camper Show	\$7,500
Adventure Travel Training - 4 Days (In-kind)	\$0
Consumer Public Relations/Influencer Trips (In-kind)	\$(
Advertising:	
2020-21 Brochure Distribution	\$0
2020-21 Digital Advertising Campaign	\$0
2020-21 Florida Vacation Planner Print Advertisement	\$0
2020-21 Digital Retargeting Campaign	\$0
2021-22 Digital Advertising Campaign	\$0
2021-22 Digital Facebook Advertising Campaign (In-kind)	\$0
2021-22 Florida Transportation Map Print Advertisement	\$9,000
2021-22 Florida Vacation Planner Co-op Print Advertisement	\$0
Quarterly eNewsletters	\$11,000
Total Marketing Expenditure	\$42,400
Administration	
North Central Florida Regional Planning Council -	
VISIT FLORIDA, Department of Economic Opportunity FY 2020-21	\$7,500
North Central Florida Regional Planning Council -	
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22	
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council -	\$5,600
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22	\$5,600 \$12,500
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges	\$5,600 \$12,500 \$200
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising	\$5,600 \$12,500 \$200 \$300
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses	\$5,600 \$12,500 \$200 \$300 \$300
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses Other Administrative Expenses/Miscellaneous	\$5,600 \$12,500 \$200 \$300 \$300 \$2,000
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses Other Administrative Expenses/Miscellaneous Postage	\$5,600 \$12,500 \$200 \$300 \$300 \$2,000 \$300
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses Other Administrative Expenses/Miscellaneous Postage Service Fee - VISIT FLORIDA Travel Show Program & DEO	\$5,600 \$12,500 \$200 \$300 \$300 \$2,000 \$300 \$1,100
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses Other Administrative Expenses/Miscellaneous Postage Service Fee - VISIT FLORIDA Travel Show Program & DEO Telephone	\$5,600 \$12,500 \$200 \$300 \$300 \$2,000 \$300 \$1,100
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses Other Administrative Expenses/Miscellaneous Postage Service Fee - VISIT FLORIDA Travel Show Program & DEO Telephone Membership Organizations - Annual Dues	\$5,600 \$12,500 \$200 \$300 \$300 \$2,000 \$31,100 \$300
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses Other Administrative Expenses/Miscellaneous Postage Service Fee - VISIT FLORIDA Travel Show Program & DEO Telephone Membership Organizations - Annual Dues VISIT FLORIDA Annual Dues	\$5,600 \$12,500 \$200 \$300 \$2,000 \$300 \$1,100 \$300
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses Other Administrative Expenses/Miscellaneous Postage Service Fee - VISIT FLORIDA Travel Show Program & DEO Telephone Membership Organizations - Annual Dues VISIT FLORIDA Annual Dues Southeastern Tourism Society Annual Dues	\$5,600 \$12,500 \$200 \$300 \$2,000 \$300 \$1,100 \$300
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses Other Administrative Expenses/Miscellaneous Postage Service Fee - VISIT FLORIDA Travel Show Program & DEO Telephone Membership Organizations - Annual Dues VISIT FLORIDA Annual Dues Southeastern Tourism Society Annual Dues Florida Outdoor Writers Association Annual Dues	\$5,600 \$12,500 \$200 \$300 \$300 \$2,000 \$300 \$1,100 \$300 \$400 \$600 \$200
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses Other Administrative Expenses/Miscellaneous Postage Service Fee - VISIT FLORIDA Travel Show Program & DEO Telephone Membership Organizations - Annual Dues VISIT FLORIDA Annual Dues Southeastern Tourism Society Annual Dues Florida Outdoor Writers Association Annual Dues Ride With GPS Annual Dues	\$5,600 \$12,500 \$200 \$300 \$3,000 \$3,000 \$3,100 \$3,000 \$4,000 \$600 \$600
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses Other Administrative Expenses/Miscellaneous Postage Service Fee - VISIT FLORIDA Travel Show Program & DEO Telephone Membership Organizations - Annual Dues VISIT FLORIDA Annual Dues Southeastern Tourism Society Annual Dues Florida Outdoor Writers Association Annual Dues Ride With GPS Annual Dues Professional Enahncement	\$5,600 \$12,500 \$200 \$300 \$300 \$2,000 \$300 \$1,100 \$300 \$400 \$600 \$200
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22  North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22  Bank Charges  Legal Advertising  Legal Expenses Other Administrative Expenses/Miscellaneous  Postage  Service Fee - VISIT FLORIDA Travel Show Program & DEO Telephone  Membership Organizations - Annual Dues  VISIT FLORIDA Annual Dues  Southeastern Tourism Society Annual Dues  Ride With GPS Annual Dues  Professional Enahncement  Southeastern Tourism Society Marketing College - 3	\$5,600 \$12,500 \$200 \$300 \$300 \$2,000 \$3300 \$1,100 \$3300 \$400 \$600 \$200 \$3300
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses Other Administrative Expenses/Miscellaneous Postage Service Fee - VISIT FLORIDA Travel Show Program & DEO Telephone Membership Organizations - Annual Dues VISIT FLORIDA Annual Dues Southeastern Tourism Society Annual Dues Florida Outdoor Writers Association Annual Dues Ride With GPS Annual Dues Professional Enahncement	\$5,600 \$12,500 \$200 \$300 \$300 \$2,000 \$300 \$1,100 \$300 \$400 \$600 \$200 \$300
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses Other Administrative Expenses/Miscellaneous Postage Service Fee - VISIT FLORIDA Travel Show Program & DEO Telephone Membership Organizations - Annual Dues VISIT FLORIDA Annual Dues Southeastern Tourism Society Annual Dues Florida Outdoor Writers Association Annual Dues Ride With GPS Annual Dues Professional Enahncement Southeastern Tourism Society Marketing College - 3 Governor's Tourism Conference - 1 Adventure Elevate Networking Conference Adventure Elevate Networking Conference (In-kind)	\$5,600 \$12,500 \$200 \$300 \$300 \$2,000 \$300 \$1,100 \$300 \$400 \$600 \$200 \$300
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses Other Administrative Expenses/Miscellaneous Postage Service Fee - VISIT FLORIDA Travel Show Program & DEO Telephone Membership Organizations - Annual Dues VISIT FLORIDA Annual Dues Southeastern Tourism Society Annual Dues Florida Outdoor Writers Association Annual Dues Ride With GPS Annual Dues Professional Enahncement Southeastern Tourism Society Marketing College - 3 Governor's Tourism Conference - 1 Adventure Elevate Networking Conference Adventure Elevate Networking Conference (In-kind) Internships	\$5,600 \$12,500 \$2000 \$300 \$300 \$300 \$300 \$1,100 \$300 \$400 \$600 \$200 \$300
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses Other Administrative Expenses/Miscellaneous Postage Service Fee - VISIT FLORIDA Travel Show Program & DEO Telephone Membership Organizations - Annual Dues VISIT FLORIDA Annual Dues Southeastern Tourism Society Annual Dues Florida Outdoor Writers Association Annual Dues Ride With GPS Annual Dues Professional Enahncement Southeastern Tourism Society Marketing College - 3 Governor's Tourism Conference - 1 Adventure Elevate Networking Conference Adventure Elevate Networking Conference (In-kind) Internships Harvey Campbell Memorial Internship	\$5,600 \$12,500 \$200 \$300 \$300 \$2,000 \$3300 \$1,100 \$3300 \$4400 \$6600 \$2200 \$3300 \$5,1725 \$1,725 \$6 \$6,250
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22  North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22  Bank Charges  Legal Advertising  Legal Expenses Other Administrative Expenses/Miscellaneous  Postage  Service Fee - VISIT FLORIDA Travel Show Program & DEO Telephone  Membership Organizations - Annual Dues  VISIT FLORIDA Annual Dues  Southeastern Tourism Society Annual Dues  Florida Outdoor Writers Association Annual Dues  Ride With GPS Annual Dues  Professional Enahncement  Southeastern Tourism Society Marketing College - 3  Governor's Tourism Conference - 1  Adventure Elevate Networking Conference  Adventure Elevate Networking Conference (In-kind)  Internships  Harvey Campbell Memorial Internship  Dean Fowler Internship	\$5,600 \$12,500 \$200 \$300 \$300 \$2,000 \$3300 \$1,100 \$3300 \$4400 \$6600 \$2200 \$3300 \$5,1725 \$1,725 \$6 \$6,250
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22  North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22  Bank Charges  Legal Advertising  Legal Expenses Other Administrative Expenses/Miscellaneous  Postage  Service Fee - VISIT FLORIDA Travel Show Program & DEO Telephone  Membership Organizations - Annual Dues  VISIT FLORIDA Annual Dues  Southeastern Tourism Society Annual Dues  Florida Outdoor Writers Association Annual Dues  Ride With GPS Annual Dues  Professional Enahncement  Southeastern Tourism Society Marketing College - 3  Governor's Tourism Conference - 1  Adventure Elevate Networking Conference  Adventure Elevate Networking Conference (In-kind)  Internships  Harvey Campbell Memorial Internship  Dean Fowler Internship	\$5,600 \$12,500 \$200 \$300 \$300 \$2,000 \$300 \$31,100 \$300 \$400 \$600 \$200 \$300 \$5,175 \$1,725 \$6 \$6 \$6 \$6 \$6 \$6 \$6 \$6 \$6 \$6 \$6 \$6 \$6
North Central Florida Regional Planning Council - VISIT FLORIDA, Department of Economic Opportunity FY 2021-22 North Central Florida Regional Planning Council - Regional Marketing Program Fees FY 2021-22 Bank Charges Legal Advertising Legal Expenses Other Administrative Expenses/Miscellaneous Postage Service Fee - VISIT FLORIDA Travel Show Program & DEO Telephone Membership Organizations - Annual Dues VISIT FLORIDA Annual Dues Southeastern Tourism Society Annual Dues Florida Outdoor Writers Association Annual Dues Ride With GPS Annual Dues Professional Enahncement Southeastern Tourism Society Marketing College - 3 Governor's Tourism Conference - 1 Adventure Elevate Networking Conference Adventure Elevate Networking Conference (In-kind) Internships Harvey Campbell Memorial Internship Dean Fowler Internship Retained Reserves	\$7,500 \$5,600 \$12,500 \$200 \$300 \$300 \$300 \$300 \$1,100 \$300 \$400 \$600 \$200 \$300 \$5,175 \$1,725 \$6,250 \$6,250 \$54,500 \$75,500

### ATTACHMENT 1 SCOPE OF WORK

1. **PROJECT DESCRIPTION:** Section 288.018(1), F.S. establishes a matching grant program (the "Grant Program") to provide funding to regionally based economic development organizations representing rural counties and communities for the purpose of building the professional capacity of their organizations. The Grant Program may also be used by an economic development organization to provide technical assistance to businesses within the rural counties and communities they serve.

The Original Florida Tourism Task Force d/b/a Visit Natural North Florida (Tax Identification Number 59-3534835) ("Grantee") is an entity created and authorized pursuant to the Florida Interlocal Cooperation Act of 1969, section 163.01, Florida Statutes. Grantee promotes the natural historic and cultural attractions of the following counties: Alachua, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Taylor, Union and Wakulla. (the "Region"). The Grantee's goal is to enhance the economy, image, and quality of life through expanded tourism in the Region. Grantee has been awarded grant funds under the Program to provide marketing and promotional services, market research and professional enhancement training for the Region.

**2. GRANTEE RESPONSIBILITIES**: Throughout the term of this Agreement, Grantee shall perform the following deliverables identified in this paragraph 2 and in paragraph 3 below.

### 2.1 Website Maintenance and Operation:

Continue to maintain, host and operate its website, www.naturalnorthflorida.com, in order to better inform potential visitors of attractions and events within the region. Website maintenance may include, but is not limited to verifying and updating existing content.

#### 2.2 Electronic Newsletters:

Create and distribute electronic newsletters to potential visitors regarding tourist-oriented attractions, facilities and events within the Region. Grantee may request reimbursement for a maximum of four (4) electronic distributions.

### 2.3 Website Blogs:

Post blogs on its website, www.naturalnorthflorida.com, in to inform visitors of tourist-oriented attractions and facilities within the Region.

### 2.4 Exhibit at Domestic Travel Shows:

The task force will exhibit at a minimum of one(1) domestic travel show. At the shows, the Task Force will staff a booth, distribute brochures, guidebooks and other materials pertaining to the region and answer questions raised by show attendees. A maximum of two(2) Task Force representatives will staff travel show booths.

### 2.5 Advertising:

The Task Force will engage in advertising campaigns consisting of online digital and/or print media advertising. At a minimum, the Task Force will place one digital or one print advertisement.

### 2.6 Literature Distribution:

Distribute literature at VISIT FLORIDA welcome centers state-wide. Grantee may request reimbursement for this task a maximum of four (4) times during the agreement period.

### 2.7 <u>Professional Enhancement Scholarships:</u>

Provide professional enhancement scholarships to Grantee staff, board members and representatives of member organizations to attend training opportunities. Grantee may request reimbursement for inperson, on-line, or virtual training sessions.

### 2.8 <u>Memberships in Professional Organizations:</u>

Maintain memberships in or join professional organizations including but not limited to the Southeast Tourism Society, VISIT FLORIDA, the Florida Outdoor Writers Association and other tourism related organizations.

### 3. DEO'S RESPONSIBILITIES:

- **3.1** Monitor the ongoing activities and progress of Grantee as DEO deems necessary, to verify that all activities are being performed in accordance with the Agreement;
- 3.2 Perform Agreement management responsibilities as stated herein;
- 3.3 Reply to reasonable inquires pursuant to the Agreement and,
- **3.4** Review Grantee's invoices for accuracy and thoroughness, and if accepted process invoices on a timely basis.

### 4. **DELIVERABLES:**

Grantee agrees to provide the following services as specified:

Deliverable No. 1 – Website Maintenance and Enhancements		
Tasks	Minimum Level of Service and Required	Financial Consequences
	Documentation	
Maintain, host and operate	Grantee must provide ongoing website hosting	Failure to maintain, host, and
website in accordance with	and operation.	operate website as specified in
Scope of Work 2.1	Required Documentation:	Scope of Work 2.1 will result in
	Copy of agreement with vendor;	non-payment.
	Invoice from provider detailing work	
	completed;	
	Copy of website analytics.	
	Proof of payment	
_		
Deliverable No. 2 – Electron		
Tasks	Minimum Level of Service and Required	Financial Consequences
	Documentation	
Distribute Electronic	Grantee must prepare and distribute at least one	Failure to prepare and distribute
Newsletters in accordance	(1) electronic newsletter. Grantee may request	a minimum of one (1) electronic
with Scope of Work 2.2	reimbursement for a maximum of four (4)	newsletter as specified in Scope
	electronic newsletter distributions during the	of Work 2.2 will result in non-
	agreement period.	payment.
	Required Documentation:	
	Include DEO Agreement Manager on	
	electronic newsletter distribution list	
	Copy of invoice;	
	Proof of payment.	

Deliverable No. 3 – Website	Blogs	
Tasks	Minimum Level of Service and Required Documentation	Financial Consequences
Post blogs on Grantee's website in accordance with Scope of Work 2.3	Post a minimum of one (1) blog on Grantee's website.  Required Documentation:  Copy of agreement with blogger	Failure to post a minimum of one (1) blog on Grantee's website as specified in Scope of Work 2.3 will result in non-
	<ul> <li>Link to each blog</li> <li>Photographer release form if necessary</li> <li>Model release for if necessary</li> <li>Invoice from blogger</li> </ul>	payment.
	Proof of payment	
Deliverable No. 4 Exhibit at		71 110
Tasks	Minimum Level of Service and Required Documentation	Financial Consequences
Exhibit at domestic travel shows in accordance with Scope of Work 2.4	Grantee must exhibit at a minimum of one (1) domestic travel show.  Required Documentation:  • Schedule for each show exhibited	Failure to exhibit at a minimum of one (1) domestic travel show as specified in Scope of Work 2.4 will result in non-payment.
	<ul> <li>Copies of completed registrations for each travel show attended</li> <li>Copies of rental agreements if applicable</li> <li>Competed travel documentation for a maximum of two (2) travelers</li> </ul>	
Deliverable No. 5 – Advertis	ing	
Tasks	Minimum Level of Service and Required	Financial Consequences
0 1 . 1	Documentation (1) Find the control of the control o	
Conduct advertising	Grantee must place a minimum of one (1) digital	Failure to place one (1) digital or
campaign in accordance with Scope of Work 2.5	or print media advertisement.  Required Documentation:	print media advertisement as specified in Scope of Work 2.5
	<ul><li>Copy of print or digital advertisement</li><li>Invoice from provider</li></ul>	will result in non-payment
Deliverable No. 6 – Literatur		
Tasks	Minimum Level of Service and Required	Financial Consequences
	Documentation	
Distribute literature in accordance with Scope of Work 2.6	Grantee must distribute a minimum of two thousand (2,000) pieces of literature. Grantee may request reimbursement a maximum of four (4) times during the agreement period.  Required Documentation:	Failure to distribute a minimum of two thousand (2,000) pieces of literature as specified in Scope of Work 2.6 will result in non-payment.
	<ul> <li>1 sample of each brochure distributed</li> <li>Copy of distribution list and number distributed</li> <li>Invoice from provider</li> <li>Proof of payment</li> </ul>	
	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
Deliverable No. 7 – Profession	onal enhancement scholarships	

Professional enhancement scholarships in accordance with Scope of Work 2.7	Grantee must provide one (1) professional enhancement scholarship.  Required documentation:  Completed event registration forms  Invoice for registration fee  Agenda for each event  Summary of how attendance at the event built	Failure to provide a minimum of one (1) professional enhancement scholarship as specified in Scope of Work 2.7 will result in non-payment.
Deliverable No. 8 – Maintair Tasks	professional capacity     Completed travel documentation      memberships in professional organizations     Minimum Level of Service and Required	Financial Consequences
1 asks	Documentation	Financial Consequences
Maintain memberships in or join professional organizations in accordance with Scope of Work 2.8	Grantee must maintain membership in one (1) professional organization.  Required Documentation:  Copy of registration for each professional organization membership joined or maintained	Failure to maintain membership in one (1) professional organization as specified in Scope of Work 2.8 will result in non-payment.
	Total	Costs Not to Exceed \$50,000.00

**COST SHIFTING:** The deliverable amounts specified within the Deliverables section 4 table above are established based on the Parties' estimation of sufficient delivery of services fulfilling grant purposes under the Agreement in order to designate payment points during the Agreement Period; however, this is not intended to restrict DEO's ability to approve and reimburse allowable costs Grantee incurred providing the deliverables herein. Prior written approval from DEO's Agreement Manager is required for changes to the above Deliverable amounts that do not exceed 10% of each deliverable total funding amount. Changes that exceed 10% of each deliverable total funding amount will require a formal written amendment request from Grantee, as described in **MODIFICATION** section of the Agreement. Regardless, in no event shall DEO reimburse costs of more than the total amount of this Agreement.

#### 5. REPORTING

- 5.1 Quarterly: Grantee shall provide a quarterly report listing all progress relating to the Deliverables in Section 4. Quarterly reports are due to DEO within 30 calendar days after the end of each quarter, until submission of the final invoice package. The ending dates for each quarter of the program year are April 30, 2021, July 31, 2021, October 31, 2021 and January 20, 2022. The quarterly report shall include a summary of project progress, indicating percentage of completion of each Deliverable, the Minority and Service-Disabled Veteran Business Enterprise Report, and all additional reports which are required pursuant to this Agreement, including but not limited to, reports documenting the positive return on investment to the State that results from Grantee's project and its use of Award Funds. The summary shall also include any issues or events occurring which affect the ability of the Grantee to meet the terms of this Agreement. If all required reports and copies are not sent to DEO or are not completed in a manner acceptable to DEO, payments may be withheld until the reports are properly completed or otherwise allowable by law.
- **5.2** <u>Minority and Service-Disabled Veteran Business Enterprise Report:</u> Quarterly, Grantee shall provide a Minority and Service-Disabled Veteran Business Enterprise Report for each invoice period summarizing the participation of certified and non-certified minority and service-disabled veteran subcontractors and material

suppliers for that period and the project to date. Grantee shall include the names, addresses, and dollar amount of each certified and non-certified Minority Business Enterprise and Service-Disabled Veteran Enterprise participant. DEO's Minority Coordinator can be reached at (850) 245-7471 to answer concerns and questions.

- **5.3** Close-out Report: No later than 60 calendar days after the Agreement ends or is terminated, Grantee shall provide copies of all paid invoices to document completed work.
- 6. INVOICE SUBMITTAL AND PAYMENT SCHEDULE: DEO shall pay Grantee in accordance with the following schedule in the amount identified per deliverable in Section 4 above. The deliverable amount specified does not establish the value of the deliverable. In accordance with the requirements of s. 215.971(1), F.S., and the Audit Requirements and Compliance section of this Agreement, Grantee and its subcontractors may only expend funding under this Agreement for allowable costs resulting from obligations incurred during the Agreement period.
- Grantee shall provide one invoice per quarter for all services rendered during the applicable period. Grantee shall submit invoices as set forth below to be eligible to receive and retain payment for the performance of duties and completion of deliverables set forth above. Grantee shall submit all documentation necessary to support Grantee's expenditures. DEO may request any information from Grantee that DEO deems necessary to verify that Grantee has performed the services for which payment is requested. Grantee's submission of each invoice package is Grantee's certification that it has performed the services and incurred the costs in compliance with all applicable laws and the terms of this Agreement. Grantee will provide invoices in accordance with the requirements of the Reference Guide for State Expenditures available at: <a href="https://www.myfloridacfo.com/Division/AA/Manuals/documents/ReferenceGuideforStateExpenditures.pdf">https://www.myfloridacfo.com/Division/AA/Manuals/documents/ReferenceGuideforStateExpenditures.pdf</a>. Invoices must be legible and must clearly reflect the performance for which payment is sought. Payment does not become due under this Agreement until DEO accepts and approves the invoiced deliverable(s) and any required report(s). At DEO's option, Grantee may submit invoices electronically. Grantee shall submit its final invoice for payment to DEO no later than 60 days after this Agreement ends and DEO may, at DEO's sole and absolute discretion, refuse to honor any requests for payment submitted after this deadline.
- **6.2** Invoices must contain the Grantee's name, address, federal employer identification number or other applicable Grantee identification number, the Agreement number, the invoice number, and the invoice period. Grantee shall submit the following documents with the itemized invoice:
- **6.2.1** A cover letter signed by the Grantee's Chairperson of the Board of Directors certifying that the costs being claimed in the invoice package: (1) are specifically for the project represented to the State in the budget appropriation; (2) are for one or more of the components as stated in Section 4, Deliverables, of this Scope of Work; (3) have been paid; and (4) were incurred during the Agreement period.
- **6.2.2** Grantee's invoices shall include the date, period in which work was performed, amount of reimbursement, and work completed to date;
  - **6.2.3** Travel documentation with a completed State of Florida Travel Reimbursement Form, <a href="https://www.myfloridacfo.com/Division/AA/Forms/DFS-AA-15VoucherforReimbursement.xlsx">https://www.myfloridacfo.com/Division/AA/Forms/DFS-AA-15VoucherforReimbursement.xlsx</a>;
  - **6.2.4** A copy of all supporting documentation for vendor payments;
  - 6.2.5 A copy of the cancelled check(s) specific to the project; and
  - **6.2.6** A copy of the bank statement that includes the cancelled check.
- **6.2.7** Proof of Financial Match indicating the amount of non-state Matching Funds raised to date, the name of the organization, business or person making the donation, the date and amount of the donation, check

number and a copy of the check. Documentation for in-kind donations shall include, the name and contact information of the entity providing in-kind donation and the date and value of the donation.

- **6.3** The State may require any other information from Grantee that the State deems necessary to verify that the services have been rendered under the Agreement.
- 6.4 All documentation necessary to support payment requests must be submitted with Grantee's invoice for DEO's review.
- 7. FINANCIAL CONSEQUENCES FOR FAILURE TO TIMELY AND SATISFACTORILY PERFORM: Failure to complete all deliverables in accordance with the requirements of this Agreement, and most particularly the deliverables specified above in Section 4, Deliverables, will result in DEO's assessment of the specified financial consequences. If appropriate, should the Parties agree to a corrective action plan, the plan shall specify additional financial consequences to be applied after the effective date of the corrective action plan. This provision for financial consequences shall in no manner affect DEO's right to terminate the Agreement as provided elsewhere in the Agreement.

- End of Attachment 1 (Scope of Work) -

Florida Department of Economic Opportunity
Fiscal Year 2020-21 Regional Rural Development Grant
(January 20, 2021 - January 19, 2022)
Proposed Deliverables and Cost Estimates
September 10, 2020

Cost Estimates	
9/10/2020	Deliverable
\$6,000.00	\$6,000.00   Website Hosting & Maintenance
\$0.00	\$0.00 VISIT FLORIDA Retargeting Campaign
\$5,100.00	\$5,100.00 Website Blogs
\$0.00	\$0.00 Town Blogs
\$0.00	\$0.00 Design and Print Collateral Material
\$7,500.00	\$7,500.00 Domestic Travel Shows (1 show)
\$9,000.00	\$9,000.00 Print Advertising (Florida Transportation Map)
\$0.00 Digital	Digital Advertising Campaign (Facebook, Google Adword search)
\$6,900.00	\$6,900.00 Scholarships (4 Scholarships)
\$0.00	\$0.00 VisaVues
\$1,500.00	\$1,500.00 Professional Organization Memberships
\$6,500.00	\$6,500.00 Quarterly eNewsletters
\$7,500.00	\$7,500.00 Administration
\$50,000.00   Total	Total



## TRAVEL BLOGS

NO SAND, NO SURF, NO PROBLEM! (HTTPS://WWW.NATURALNORTHFLORIDA.COM/BLOG/NO-SAND-NO-SURF-NO-PROBLEM/)

Posted on September 29, 2021 (https://www.naturalnorthflorida.com/blog/no-sand-no-surf-no-problem/) by Jo Clark (https://www.naturalnorthflorida.com/blog/author/clark/)

# ALACHUA COUNTY IS NOT YOUR AVERAGE FLORIDA DESTINATION



Natural Beauty From the Old Florida Heritage Highway



ou hear the word Florida, and you think beach, right? Well, not anymore! Let me tell you about the natural areas I visited recently in Alachua County. You won't find sand or surf, but I can tell you that you won't have time to miss those Florida beaches. To learn more about this area, and plan your visit, use the Natural North Florida website. You will find the answers to all your questions. There is a "Dial & Discover" free audio tour of Old Florida. The 48-

mile Old Florida Heritage Highway weaves through moss-draped trees along natural, scenic areas and historic communities, starting just south of Gainesville. To begin your tour, you will need a guide—which you can print from Gainesville Cell Tours (https://gainesvillecelltours.com/).

#### The Wild Side of Florida

I know; you're still thinking palm trees, am I right? A day at Payne's Prairie Preserve State Park will change that image. Instead, you will envision bison and wild horses, over 300 bird species, alligators, deer, armadillo, squirrels, and many other animals—yes, in Florida! This Park (https://www.floridastateparks.org/parks-and-trails/paynes-prairie-preserve-state-park) is a National Landmark. Located at the north end of Payne's Prairie, visitors will find La Chua Trail, a one-mile path leading to a sinkhole with a boardwalk and panoramic views of the prairie.

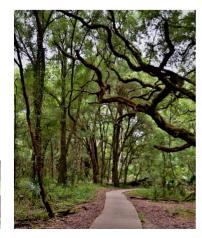


Wild American Bison and the wild horses (in the background) freely roam the prairie

Sweetwater Wetlands Park, just south of Gainesville has more than 3.5 miles of boardwalks and trails. From the observation deck at the Wetlands (https://www.sweetwaterwetlands.org/), birders will spot birds on the list of 215 species seen in the Park.

**TIP:** Of course, there *are* alligators. So here, like everywhere else, stay on the path, pay attention, don't take your dog, and keep a close eye on the little ones!

















Amazingly, Alachua County has over 20 parks within its borders. One that isn't quite as "wild" as some would be Kanapaha Botanical Gardens. This garden has hidden corners and gazebos, perfect for the picnic you thought to bring along (you did pack one, right?) Florida's weather promotes long growing seasons, perfect for the 6-foot wide Giant Victoria Water Lilies. Kanapaha Botanical (https://kanapaha.org/) Gardens (https://kanapaha.org/) have Florida's most significant public display of bamboo and the largest herb garden in the southeast. The twenty specialty gardens are displayed along a 1.5-mile paved walkway that winds throughout the park's 68 acres. The park is open daily except for Thursday.







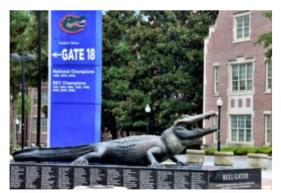




The Santa Fe College Teaching Zoo is the only AZA-accredited zoo located on a college campus. Open daily from 9-2 pm (guided tours by reservation); the zoo has ten acres of trails through a wooded forest and a walk-through aviary.

**TIP:** Take cash with you. Many of the parks have an envelope payment system for entrance fees. You put cash (or check) in the envelope, tear off the hang-tag stub, drop the envelope in the deposit box and hang the stub on your mirror. And bug spray—don't forget your bug spray!

#### **Gator 'Ville**



Bull Gator statue on University of Florida's campus

Alachua County's largest town, Gainesville, is known as the home of the University of Florida. Gainesville offers the best of "big city life," a plethora of restaurants, museums, a butterfly rainforest, bike trails, sculpted gardens, and Victorian architecture from the late 19<sup>th</sup> century. The city has five historic districts, with 1,500 historic structures and ten buildings of architectural significance listed on the Local Register of Historic Places. Gainesville also participates in the National Register Historic Districts with four districts. There are 34 buildings listed individually on the National Register of Historic Places. A list of those homes is found on the city's

(http://www.cityofgainesville.org/PlanningDepartment/HistoricPreservation.aspx) website (http://www.cityofgainesville.org/PlanningDepartment/HistoricPreservation.aspx). Armed with that list and a map, you could take a walking tour and enjoy the view.

Friday night of Homecoming week, UF's Gator Growl (https://www.gatorgrowl.org/) will fill the student center with live music and food trucks. A tradition for over 90 years, the largest student-run homecoming parade and pep rally in the country features floats, bands, and more. Circle October 8 on your calendar!



Sweetwater Branch Inn's McKenzie House

Plan your visit so that you spend a few days at The Sweetwater Branch Inn (https://sweetwaterinn.com/). The 1885 Victorian beauty is located in historic downtown Gainesville, surrounded by the magnificent McKenzie Gardens (https://sweetwaterinn.com/the-grounds/). The McKenzie (https://sweetwaterinn.com/accommodation-type/mckenzie-house/) House (https://sweetwaterinn.com/accommodation-type/mckenzie-house/) is listed on the National Registry of Historic Places. Cute little Florida bungalows are part of the 25-room property so that you can have a house to yourself. Although the cottages have full kitchens, since it is a Bed & Breakfast, you can enjoy the delicious breakfast in the main house. I had Decadent French Toast Casserole (and yes, you know I left with the recipe!) Be sure to pack a swimsuit for the jacuzzi and saltwater pool. There is a wine and cheese hour each afternoon just in time to re-energize you for the evening.







On the south end of Gainesville, Depot Park has grown up around the Historic Train (http://www.depotpark.org/) Depot (http://www.depotpark.org/). In this park is the Boxcar Beer and Wine Garden, a sub shop, a burger shop, the Cade Museum for Creativity and Invention (https://www.cademuseum.org/), and the beginning of the Gainesville to Hawthorne Rail Trail







Businesses surrounding Depot Park

## **Natural Beauty**

Just up the street is the Butterfly (https://www.floridamuseum.ufl.edu/exhibits/butterfly-rainforest/) Rainforest (https://www.floridamuseum.ufl.edu/exhibits/butterfly-rainforest/), a screened, outdoor tropical paradise filled with the sound of waterfalls. As you walk through or relax on a bench, you will be surrounded by more than 50 species of butterflies, vibrant birds, foliage, and flowers. *TIP*: Go on a warm, sunny day—the butterflies will be much more active.







Gainesville's free Matheson History Museum allows visitors to experience the history of the area. You can examine a 1,500-year-old Timucuan canoe, arrowheads and points, and drawings and documents tracing Alachua County's history through the Spanish and British periods into the 20th century. The museum is housed in the 1867 Matheson House (https://mathesonmuseum.org/).

The University has lovely walking trails, over creeks, between historic buildings, and beside peaceful ponds. Enjoy your time on this downtown campus by enjoying Lake Alice.



Lake Alice

Historic Evergreen Cemetery was established in 1856 with the burial of the 10-day-old daughter of cotton merchant and landowner James Thomas and his wife, Elizabeth. She was laid to rest at the base of a young cedar tree, roughly in the center of their vast acreage. Evergreen draws visitors interested in genealogy, tombstone art, or photography. The charming site has a cell phone tour of the 38 graves and monuments of particular note. A cell phone tour of This Wondrous Place (https://www.thiswondrousplace.org/) is found at the entrance or their website.





## **Small Town Life**











Micanopy is the oldest inland town in Florida and officially labeled "One of the 12 Cutest Small Towns in America" by the Huffington Post. The moss-draped town is plumb full of charm: vintage shops, an antique store with a bank vault and the most extensive array of Cameos EVER, local crafts, southern food, a museum, and a breathtaking B&B. Plan your trip right, and you can experience downtown's Fall Festival Halloween weekend. While you're in town, grab a bite at Blue Highway Pizzeria or Pearl Country Store and Barbeque. Schedule your Micanopy visit for October 30, and you can experience crafters, food, and music at the town's Fall Festival (https://micanopyfallfestival.org/).



fabulous Shrimp Bruschetta with fresh-from-the-

oven focaccia at Blue Highway (https://www.bluehighwaypizza.com/)...It should be called Blue *Heaven*!











The town may be small, but you need at least two days and nights, so call Herlong Mansion and book your stay. Fresh cookies on the hall table are the perfect afternoon pick-me-up. Sip your late afternoon glass of wine on the second-floor veranda and enjoy the darkness as it settles around you. The pergola's tiny lights beckon—answer "yes." When you have your scrumptious breakfast, eat an extra Peach Cobbler Muffin for me (you can thank me later!)





Windsor, originally planned to be the home of the University of Florida, is the home of the annual Zucchini Festival (37 years and counting the first weekend of October.) It is also home to Bluefield Estate Winery, a family-owned winery. They specialize in blueberry and muscadine wines, which are handcrafted and bottled on the grounds. The tasting room is open Thursday-Sunday. It has gift items, so come prepared to shop. During the season, you can pick muscadines for \$1/pound.

Alachua started life as a railroad town and now has a walkable historic district. A map is available on the town's website. (http://visitalachua.org/) Check the calendar (https://www.cityofalachua.com/) and enjoy a night under the stars at Legacy Park Amphitheater when they hold a concert or movie night. Don't forget to bring a blanket or chair. The streets are lined with Bradford Pear trees and historic lampposts.









Tony and Al's Restaurant and Bar has a wood-fired pizza oven, and the Shrimp Frangelica dripped with so much cheese I expected to be charged by the pound! And did I mention the Cannoli? (Plan ahead, ask for a to-go box and save room for this made-to-order dessert—fresh, crunchy, and filled with gooey goodness!) This historic area wasn't far from the Hampton Inn, my home for a couple of nights. The hotel is new to the town, and I nearly missed my tour the next day because I asked to be picked up at the Hampton (https://www.hilton.com/en/hotels/gnvhxhx-hampton-suites-alachua-i75/?SEO\_id=GMB-HX-GNVHXHX&y\_source=1\_MjI4NTUxMzYtNzE1LWxvY2F0aW9uLmdvb2dsZV93ZWJzaXRIX292ZXJyaWRI) in Alachua. But my guide thought I was "confused since there isn't a Hampton in Alachua." LOL! There is now!





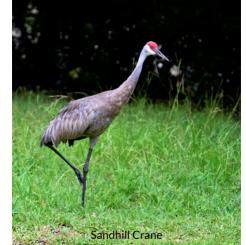






Hawthorne holds a few surprises. Enjoy the view on your drive along the Old Florida Heritage Highway to the Marjorie Kinnan Rawlings Historic State Park (https://www.floridastateparks.org/parks-and-trails/marjorie-kinnan-rawlings-historic-state-park) in Cross Creek. The renowned author of The Yearling owned the farm and land. The ranger (in period attire) conducts tours of the house and property. The guides are both knowledgeable and entertaining; you will leave with a newfound respect for this pioneer in woman's literature.

In walking distance is The Yearling Restaurant, serving old Florida dishes since 1952. Rawlings likely ate similar foods during her time in Florida. Meals on the menu include alligator, frog legs, clams, cooter, venison, and quail—oh, and conch fritters (YUM!) My friend had a salad with the house-made mango dressing. Instead of dipping my fritters into the remoulade provided, I tried her salad dressing. Oh my goodness! The waitress had to bring more since I was sopping up all her dressing! The restaurant sources some of its "fresh catch" from the freshwater lakes that surround the community. More standard dishes like burgers, salads, and steaks are also available. Desserts vary, but Buttermilk Pie is pretty much a staple. Don't question this; just order it! There are also cabins for rent at The Yearling (https://www.yearlingrestaurant.net/). Nothing fancy, but a great get-away spot.











Also tucked away in the area is the Island Grove Winery Tasting Room. The winery produces blueberries on their Florida plantations. When you taste the wines, you'll be surprised to learn that these naturally low in sulfite blueberry wines contain no grape juice or flavorings. If you're paying attention, you may also catch this statistic—Alachua County grows 25% of Florida's blueberry production. Island Grove Winery (https://www.islandgrovewinecompany.com/) also creates wines by blending blueberries or other fruits with traditional wines. I especially enjoyed the Backporch Peach, a peach blend with a crisp Chardonnay, and the Crisp Green Apple, which combined apples with Gewürztraminer. The Coastal Blue is a creation of 100% Florida blueberry juices that are barrel-aged for two years. The result is an elegant sipping wine reminiscent of port. Tours of the winery are offered weekdays, but for tastings, you'll want to visit the Tasting House. And trust me, you want to taste!



Tasting Time

## Festivals – This Area Celebrates Everything!

Alachua County must have a festival every week. They cram in more fun than the law should allow. Coming up on October 2 is the 37th Annual Windsor Zucchini Festival. There are art festivals, plant sales, orchid shows, even a Bat Fest on October 23—just in time for Halloween! And that's just in October!

Other events include Medieval (http://www.cityofgainesville.org/ParksRecreationCulturalAffairs/ArtsCulture.aspx) Faire (http://www.cityofgainesville.org/ParksRecreationCulturalAffairs/ArtsCulture.aspx), Book Festival (https://sunshinestatebookfestival.com/), Spring (https://kanapaha.org/) Garden Festival at Kanapaha Botanical Gardens (https://kanapaha.org/), Newberry Watermelon (https://newberrywatermelonfestival.com/) Festival (https://newberrywatermelonfestival.com/), Art (https://thornebrookvillage.com/event/36th-annual-art-festival-at-thornebrook/) Festival at Thornebrook (https://thornebrookvillage.com/event/36th-annual-art-festival-at-thornebrook/), with over 100 exhibitors in a park-like setting. Get an early start on your Christmas shopping at The Downtown Festival (https://www.gainesvilledowntownartfest.net/) and Arts Show (https://www.gainesvilledowntownartfest.net/). This annual event sees 240 of the nation's finest artists come together with music and food to kick off the Holiday season. An insider tells me that this is considered a top festival in the nation!

Information about upcoming events and festivals is found in the weekly *What's Good* event guide. You can receive it by email or read it on the website's homepage: www.visitgainesville.com (http://www.visitgainesville.com). That website is a one-stop shop for all things Gainesville. You can research places to eat, things to do, and places to stay.

An up to date visitor's guide is easy to request at this link: www.visitgainesville.com/visitor-resources/enews-visitor-guide/ (http://www.visitgainesville.com/visitor-resources/enews-visitor-guide/)

Ring in 2022 at Gainesville's Downtown Countdown. The event starts with fireworks at Depot Park, and bands play until midnight at Bo Diddley Plaza. More information is found on Gainesville's

(http://www.cityofgainesville.org/ParksRecreationCulturalAffairs/ArtsCulture.aspx) Cultural Affairs page (http://www.cityofgainesville.org/ParksRecreationCulturalAffairs/ArtsCulture.aspx).

### **International Food Flavors**

Gainesville restaurants range from sushi to Vegetarian to American fusion. There are breweries and coffee shops, and a winery. Visit First Magnitude Brewing (https://fmbrewing.com/) Company (https://fmbrewing.com/) and taste their craft brews that have received national and international awards. There is indoor and outside seating, events, and food trucks. Just check their web page for schedules.



Comfortable seating and food - what else could you ask for?

Bordering the UF campus, there is a Food Truck "park" with permanent setups. I found a burger truck that serves burgers, sammies, wraps, their unique "Frenchy fries," and a delicious Citrus and Berry Chicken Salad. The park has a spot for vegan Mexican, too, so everybody's happy! The Adirondack chairs are a comfortable place to enjoy the day while you eat. If you need a nap afterward, there are hammocks at the ready!

As for me? Well, I'll be right here on the swing bed, enjoying the breeze blowing through the veranda...resting up for my next adventure!



Writer Jo Clark settling in for a nap at Herlong Mansion

#### The Original Florida Tourism Task Force MEMBERS as of 9/23/2021

#### ALACHUA COUNTY

(\$15,000 - 3 votes)

#### Vacant

#### **Brian Avery**

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#### Ron Gromoll

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#### **BRADFORD COUNTY**

(\$3,000 - 2 votes)

#### William Sexton, Vice-Chair

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#### The Honorable Daniel Riddick

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#### **DIXIE COUNTY**

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#### **GILCHRIST COUNTY**

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#### The Honorable Lee Deen

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#### Patricia Watson

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#### **HAMILTON COUNTY**

(\$2,000 - 2 votes)

Vacant

Vacant

#### **JEFFERSON COUNTY**

(\$2,000 - 2 votes)

#### Katrina Richardson, Secretary/Treasurer

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#### **LAFAYETTE COUNTY**

(\$1,000 - 1 vote)

#### Craig Colton

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#### **LEVY COUNTY**

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#### Carol McQueen

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#### MADISON COUNTY

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#### Jackie Blount

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#### SUWANNEE COUNTY

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#### Charissa Setzer

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#### **TAYLOR COUNTY**

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#### **WAKULLA COUNTY**

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#### Scott R. Koons

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## THE ORIGINAL FLORIDA TOURISM TASK FORCE VOLUNTEERS, CONSULTANTS AND OTHERS

#### as of 9/23/2021

#### **VOLUNTEERS, CONSULTANTS AND OTHERS**

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#### 2021 Visit Natural North Florida Meeting Dates and Counties



Third Thursday of each month, subject to change with advance notice.

January 21:	Taylor County
February 18:	VIRTUAL
March 18:	VIRTUAL
April 15:	VIRTUAL
May 20:	VIRTUAL
June 17:	Cancelled
July 15:	Gilchrist County
August 19:	Levy County
September 23:	Dixie County
October 21:	Lafayette
November 18:	Alachua County
December 16:	Alachua County (Council Office)