

CITY OF PANAMA CITY  
AGENDA  
NONPROFIT COMMITTEE MEETING  
JULY 13, 2021  
IMMEDIATELY FOLLOWING CITY COMMISSION MEETING

1. Roll Call and Approval of Minutes for the April 13, 2021 Nonprofit Committee Meeting.

Documents:

[04.13.21 NONPROFIT MINUTES.PDF](#)

2. Approval of Financial Reports.

Documents:

[CITY PREPARED FIN STMTS 2021.06..30 \(1\).PDF](#)

3. Request for Use of Funds.

- 3.a. Consideration of request for support of the Friends of Governor Stone to assist in efforts to meet their FEMA matching requirement in the amount of \$5,000.00.

Documents:

[AGENDA ITEM REQUEST FORM-GOVENOR STONE.PDF](#)  
[GOVENOR STONE LTR REBUILD FUNDING.PDF](#)

- 3.b. Consideration of additional support to Krewe of St. Andrews for Mardi Gras 2021 in the amount of \$12,703.50.

Documents:

[AGENDA ITEM REQUEST FORM-KREWE OF ST. ANDREWS.PDF](#)

4. Confirmation of Officers.

Documents:

[PANAMA CITY FLORIDA HURRICANE DISASTER RELIEF FUND OFFICERS  
2021.PDF](#)

5. Audience Participation.

6. Adjournment.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this proceeding should contact the City's Human Resources Department prior to the proceeding at telephone (850) 872-3014 for assistance; if hearing impaired, telephone (850) 872-3028 (TDD) for assistance. If a

person decides to appeal any decision by the City Commission with respect to any matter considered at this meeting, he or she will need a record of the proceeding and for such purpose, he or she may need to insure that a verbatim record of the proceeding is made, which record needs to include the testimony and evidence upon which the appeal is to be based. (286.015) The Agenda and supporting documentation is available on the City's website on Monday afternoon preceding the regularly scheduled Tuesday City Commission meeting.



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**MINUTES  
CITY OF PANAMA CITY  
NONPROFIT COMMITTEE MEETING  
APRIL 13, 2021  
9:52 A.M.**

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**1. Roll Call and Approval of Minutes for the October 13, 2020 Nonprofit Committee Meeting**

Secretary/Treasurer Brandy Waldron called the roll with the following members present: Directors Kenneth E. Brown, Mike Nichols, Greg Brudnicki, Billy Rader, and Jenna Haligas. Also present: President Mark McQueen, Secretary/Treasurer Brandy Waldron, and City Attorney Nevin Zimmerman.

Director Haligas moved to approve the minutes for the October 13, 2020 Nonprofit Committee Meeting. On a roll call vote, Directors Brown, Nichols, Brudnicki, Rader, and Haligas. voted "YEA". "NAYS" - none. The Secretary/Treasurer certified the motion passed by a 5-0 vote.

**2. Approval of Financial Report**

Director Haligas moved to approve the unaudited Statement of Net Position for the Panama City Hurricane Disaster Relief Inc as presented. On a roll call vote, Directors Brown, Nichols, Brudnicki, Rader, and Haligas. voted "YEA". "NAYS" - none. The Secretary/Treasurer certified the motion passed by a 5-0 vote.

**3. Request for Use of Funds**

- 3.a. Ratification of SCAMP Entertainment, LLC, contract for Music on the Bayou, not to exceed \$20,000.00.

Director Haligas moved to ratify the SCAMP Entertainment, LLC, contract for Music on the Bayou, not to exceed \$20,000.00. On a roll call vote, Directors Brown, Nichols, Brudnicki, Rader, and Haligas. voted "YEA". "NAYS" - none. The Secretary/Treasurer certified the motion passed by a 5-0 vote.

**4. Audience Participation.**

Greg Dossie, PO Box 35894, Panama City, addressed the Commission.

**5. Adjournment.**

There being no further business, the meeting was adjourned at 10:01 a.m.

Panama City Florida Hurricane Disaster Relief Fund, Inc.  
 Balance Sheets, *UNAUDITED*  
 As of June 30, 2021, September 30, 2020 and September 30, 2019  
*Interim financial reporting; for internal management use only*

|   | 6-30-2021         | 9-30-2020         | 9-30-2019         |
|---|-------------------|-------------------|-------------------|
| <b>Assets</b>                             |                   |                   |                   |
| Cash and Cash Equivalents                 |                   |                   |                   |
| Restricted Cash                           | \$ 219,560        | \$ 233,096        | \$ 101,613        |
| Unrestricted Cash                         | 47,204            | 130,982           | 124,062           |
| <b>Total Assets</b>                       | <b>\$ 266,764</b> | <b>\$ 364,078</b> | <b>\$ 225,675</b> |
| <b>Liabilities and Fund Balance</b>       |                   |                   |                   |
| Accounts Payable                          | \$ -              | \$ 20,880         | \$ -              |
| Due to General Fund                       | 7,880             | -                 | -                 |
| <b>Total Liabilities</b>                  | <b>7,880</b>      | <b>20,880</b>     | <b>-</b>          |
| Fund Balance - Unrestricted               | 47,204            | 130,982           | 124,062           |
| Fund Balance - Restricted                 | 211,680           | 212,216           | 101,613           |
| <b>Total Fund Balance</b>                 | <b>258,884</b>    | <b>343,198</b>    | <b>225,675</b>    |
| <b>Total Liabilities and Fund Balance</b> | <b>\$ 266,764</b> | <b>\$ 364,078</b> | <b>\$ 225,675</b> |

*Final audited balances may vary from interim financial reports.*

**Panama City Florida Hurricane Disaster Relief Fund, Inc.**  
**Statements of Revenues, Expenses, and Changes in Fund Balance *UNAUDITED***  
**For the Nine Months Ended June 30, 2021 and**  
**Years Ended September 30, 2020 and September 30, 2019**  
*Interim financial reporting; for internal management use only*

|   | <u>6-30-2021</u>  | <u>Year Ended<br/>9-30-2020</u> | <u>Year Ended<br/>9-30-2019</u> | <u>Total</u>      |
|---|-------------------|---------------------------------|---------------------------------|-------------------|
| <b>Revenues:</b>                                    |                   |                                 |                                 |                   |
| Contributions                                       |                   |                                 |                                 |                   |
| Unrestricted Contributions                          | \$ 679            | \$ 6,701                        | \$ 124,062                      | \$ 131,442        |
| Restricted Contributions:                           |                   |                                 |                                 |                   |
| City Employees                                      | -                 | -                               | 76,750                          | 76,750            |
| Fire & Police Departments                           | -                 | -                               | 15,760                          | 15,760            |
| Oaks by the Bay                                     | -                 | -                               | 1,500                           | 1,500             |
| Woodfield Lighting                                  | -                 | 50,000                          | -                               | 50,000            |
| Playground Equipment                                | -                 | 50,000                          | -                               | 50,000            |
| Retree Program                                      | 14,500            | 58,722                          | 18,274                          | 91,496            |
| Survivors Concert                                   | -                 | 53,000                          | -                               | 53,000            |
| Total Restricted Contributions                      | <u>14,500</u>     | <u>211,722</u>                  | <u>112,284</u>                  | <u>338,506</u>    |
| Total Contributions                                 | 15,179            | 218,423                         | 236,346                         | 469,948           |
| Interest Income                                     | <u>125</u>        | <u>1,386</u>                    | <u>-</u>                        | <u>1,511</u>      |
| <b>Total Revenues</b>                               | <u>15,304</u>     | <u>219,809</u>                  | <u>236,346</u>                  | <u>471,459</u>    |
| <b>Expenses:</b>                                    |                   |                                 |                                 |                   |
| Unrestricted  |                   |                                 |                                 |                   |
| Auditing and Accounting                             | 211               | 1,160                           | -                               | 1,371             |
| Landscaping - Adams Park                            | 4,900             | -                               | -                               | 4,900             |
| Promotional   | -                 | -                               | 49                              | 49                |
| Supplies (Fire Dept)                                | -                 | 7,880                           | -                               | 7,880             |
| Total Unrestricted                                  | <u>5,111</u>      | <u>9,040</u>                    | <u>49</u>                       | <u>14,200</u>     |
| Retree Program (includes a prior year voided check) | 5,325             | 49,950                          | 10,622                          | 65,897            |
| Survivors Concert                                   | 54,192            | 43,289                          | -                               | 97,481            |
| New Year's Eve Event                                | 14,997            | -                               | -                               | 14,997            |
| Music on the Bayou                                  | <u>20,000</u>     | <u>-</u>                        | <u>-</u>                        | <u>20,000</u>     |
| <b>Total Expenses</b>                               | <u>99,625</u>     | <u>102,279</u>                  | <u>10,671</u>                   | <u>212,575</u>    |
| <b>Excess of Expenses over Revenues</b>             | <u>(84,321)</u>   | <u>117,530</u>                  | <u>225,675</u>                  | <u>\$ 258,884</u> |
| <b>Fund Balance - Beginning of Period</b>           | <u>343,205</u>    | <u>225,675</u>                  | <u>-</u>                        |                   |
| <b>Fund Balance - End of Period</b>                 | <u>\$ 258,884</u> | <u>\$ 343,205</u>               | <u>\$ 225,675</u>               |                   |

*Final audited balances may vary from interim financial reports.*

Panama City Florida Hurricane Disaster Relief Fund, Inc.  
Cash and Fund Balance Analysis  
As of June 30, 2021  
Interim financial reporting; for internal management use only

|  | Restricted Cash     |                     |                    |                     |                      |                    |                      |                    |                     |                      | Unrestricted Cash    | Total                |
|--|---------------------|---------------------|--------------------|---------------------|----------------------|--------------------|----------------------|--------------------|---------------------|----------------------|----------------------|----------------------|
|  | City Employees      | Fire & Police       | Oaks by the Bay    | Woodfield Lighting  | Playground Equipment | Survivor Concert   | New Year's Eve Event | Music on the Bayou | Retree              | Total                |                      |                      |
| Beginning cash 10-1-18                                       | -                   |                     |                    |                     |                      |                    |                      |                    |                     |                      | -                    | -                    |
| FY19 -   |                     |                     |                    |                     |                      |                    |                      |                    |                     |                      |                      |                      |
| Contributions  | 76,750.00           | 15,760.00           | 1,500.00           |                     |                      |                    |                      |                    | 18,274.00           | 112,284.00           | 124,062.00           | 236,346.00           |
| Expenses   | -                   |                     |                    |                     |                      |                    |                      |                    | 10,671.00           | 10,671.00            | -                    | 10,671.00            |
| Net increase (decrease)in cash                               | 76,750.00           | 15,760.00           | 1,500.00           | -                   | -                    | -                  | -                    | -                  | 7,603.00            | 101,613.00           | 124,062.00           | 225,675.00           |
| Ending cash 9-30-19  | 76,750.00           | 15,760.00           | 1,500.00           | -                   | -                    | -                  | -                    | -                  | 7,603.00            | 101,613.00           | 124,062.00           | 225,675.00           |
| FY20 -   |                     |                     |                    |                     |                      |                    |                      |                    |                     |                      |                      |                      |
| Contributions  | -                   | -                   | -                  | 50,000.00           | 50,000.00            | 53,000.00          |                      |                    | 58,722.00           | 211,722.00           | 8,087.00             | 219,809.00           |
| Expenses   | -                   | 7,880.00            | -                  | -                   | -                    | 43,289.00          |                      |                    | 49,950.00           | 101,119.00           | 1,167.00             | 102,286.00           |
| Net increase (decrease)                                      | -                   | (7,880.00)          | -                  | 50,000.00           | 50,000.00            | 9,711.00           | -                    | -                  | 8,772.00            | 110,603.00           | 6,920.00             | 117,523.00           |
| <b>Fund Balance</b>  | <b>76,750.00</b>    | <b>7,880.00</b>     | <b>1,500.00</b>    | <b>50,000.00</b>    | <b>50,000.00</b>     | <b>9,711.00</b>    | -                    | -                  | <b>16,375.00</b>    | <b>212,216.00</b>    | <b>130,982.00</b>    | <b>343,198.00</b>    |
| Add: AP @9-30-20   | -                   | 7,880.00            | -                  | -                   | -                    | -                  | -                    | -                  | 13,000.00           | 20,880.00            | -                    | 20,880.00            |
|  |                     |                     |                    |                     |                      |                    |                      |                    |                     |                      | 7.45                 | 7.45                 |
| <b>Cash Bal 9-30-20</b>                                      | <b>\$ 76,750.00</b> | <b>\$ 15,760.00</b> | <b>\$ 1,500.00</b> | <b>\$ 50,000.00</b> | <b>\$ 50,000.00</b>  | <b>\$ 9,711.00</b> | <b>\$ -</b>          | <b>\$ -</b>        | <b>\$ 29,375.00</b> | <b>\$ 233,096.00</b> | <b>\$ 130,989.45</b> | <b>\$ 364,085.45</b> |
| <b>FY21 through 6-30-21</b>                                  |                     |                     |                    |                     |                      |                    |                      |                    |                     |                      |                      |                      |
| FY 20 Contrib through 6-30-21                                | -                   | -                   | -                  | -                   | -                    | -                  |                      |                    | 14,500.00           | 14,500.00            | 679.25               | 15,179.25            |
| Interest income  |                     |                     |                    |                     |                      |                    |                      |                    |                     |                      | 124.51               | 124.51               |
| FY20 Exp through 6-30-21                                     |                     |                     |                    |                     |                      | 54,192.00          | 14,997.00            | 20,000.00          | 5,325.00            | 94,514.00            | 5,111.25             | 99,625.25            |
| Net increase (decrease)                                      | -                   | -                   | -                  | -                   | -                    | (54,192.00)        | (14,997.00)          | (20,000.00)        | 9,175.00            | (80,014.00)          | (4,307.49)           | (84,321.49)          |
| Fund Balance   | 76,750.00           | 15,760.00           | 1,500.00           | 50,000.00           | 50,000.00            | (44,481.00)        | (14,997.00)          | (20,000.00)        | 38,550.00           | 153,082.00           | 126,681.96           | 279,763.96           |
| Change in AP   |                     |                     |                    |                     |                      |                    |                      |                    | (13,000.00)         | (13,000.00)          |                      | (13,000.00)          |
| Move unrestricted cash to cover expenses above contributions |                     |                     |                    |                     |                      | 44,481.00          | 14,997.00            | 20,000.00          |                     | 79,478.00            | (79,478.00)          | -                    |
| <b>Cash balance as of 6-30-2021</b>                          | <b>\$ 76,750.00</b> | <b>\$ 15,760.00</b> | <b>\$ 1,500.00</b> | <b>\$ 50,000.00</b> | <b>\$ 50,000.00</b>  | <b>\$ -</b>        | <b>\$ -</b>          | <b>\$ -</b>        | <b>\$ 25,550.00</b> | <b>\$ 219,560.00</b> | <b>\$ 47,203.96</b>  | <b>\$ 266,763.96</b> |
| Remaining ap/due to other funds                              |                     | (7,880.00)          |                    |                     |                      |                    |                      |                    |                     | (7,880.00)           |                      | (7,880.00)           |
| <b>Fund Balance</b>  | <b>\$ 76,750.00</b> | <b>\$ 7,880.00</b>  | <b>\$ 1,500.00</b> | <b>\$ 50,000.00</b> | <b>\$ 50,000.00</b>  | <b>\$ -</b>        | <b>\$ -</b>          | <b>\$ -</b>        | <b>\$ 25,550.00</b> | <b>\$ 211,680.00</b> | <b>\$ 47,203.96</b>  | <b>\$ 258,883.96</b> |



# Agenda Item Request Form

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**ITEM:** Consideration of request for support of the Friends of Governor Stone to assist in efforts to meet their FEMA matching requirement in the amount of \$5,000.00.

**BACKGROUND INFORMATION:** As a result of Hurricane Michael, the National Historic Landmark vessel Governor Stone was sunk. Since the storm, The Friends of Governor Stone have been awarded a FEMA grant of \$1.5 million dollars to rebuild the historic sailing schooner built in 1877. The award is contingent upon the organization raising the necessary 10% matching funds. Thus far The Friends of Governor Stone have raised \$145,000.00 and are lacking \$5,000.00 to be eligible to receive the FEMA grant. This request is to close the funding gap in matching funds and complete FEMA grant eligibility.

**STAFF RECOMMENDATION:** Staff recommends approval of \$5,000 assistance to The Friends of Governor Stone

Requested By: Mark McQueen

Date: 7/13/2021



*Friends of the Governor Stone, Inc.*  
*P.O. Box 15968*  
*Panama City, FL 32405*  
*[www.GovernorStone.org](http://www.GovernorStone.org)*

To Whom It May Concern:

The Friends of the Governor Stone group was awarded a FEMA grant of \$1.5 million dollars for rebuilding the historic sailing schooner (built in 1877) pending one requirement: a 10% match from the group (\$150,000).

In our fundraising efforts since she sank during Hurricane Michael, we have reached \$145,000.00 and are lacking only \$5,000 to be eligible to receive the \$1.5 million dollar FEMA grant. We ask that the City of Panama City extend a helping hand through the Hurricane Michael Relief Fund to support us in closing this financial gap and restore this historic piece to its former glory so that generations to come can continue to enjoy our unique maritime history. Additionally, as we are committed to keeping the rebuilding process in the public eye in the St. Andrews area, we will offer unique cultural tourism opportunities for the community and the region.

We humbly ask for your support.

Sincerely,

Colleen Reilly  
President,  
Friends of the Governor Stone





# Agenda Item Request Form

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**ITEM:** Consideration of additional support to Krewe of St. Andrews for Mardi Gras 2021 in the amount of \$12,703.50.

**BACKGROUND INFORMATION:** The Krewe of St. Andrews stood ready to host the Annual Mardi Gras Festival and Parades in February of 2021 as the event is traditionally scheduled. Due to the spike in COVID-19 cases, both in Florida and the U.S., the City and the Krewe Board agreed to postpone the event until late May 2021. The Krewe of St. Andrews is seeking additional support for the May 2021 Mardi Gras in the amount of \$12,703.50. This additional support request is to cover operational costs for trash cans, street sweeping, labor, and porta potties in the amount of \$3,303.00. Additionally, this request assists in filling lost revenue from the cancelation of the VIP and Kids Zone, revenue loss on parade entries, and vendor refunds for the change of the event date in the amount of \$9,400.00.

**STAFF RECOMMENDATION:** Staff recommends approval

Requested By: Mark McQueen

Date: 7/13/2021

**Panama City Florida Hurricane Disaster Relief Fund, Inc.**  
**Officers and Directors**

The names and addresses of the persons who are the officers and directors of the Corporation are as follows:

| <b><u>Name</u></b>               | <b><u>Title</u></b> | <b><u>Address</u></b>                             |
|----------------------------------|---------------------|---|
| Mayor Greg Brudnicki             | Director            | 501 Harrison Avenue<br>Panama City, Florida 32401 |
| Commissioner Jenna Flint-Haligas | Director            | 501 Harrison Avenue<br>Panama City, Florida 32401 |
| Commissioner Kenneth Brown       | Director            | 501 Harrison Avenue<br>Panama City, Florida 32401 |
| Commissioner Billy Rader         | Director            | 501 Harrison Avenue<br>Panama City, Florida 32401 |
| Commissioner Josh Street         | Director            | 501 Harrison Avenue<br>Panama City, Florida 32401 |
| Mark McQueen                     | President           | 501 Harrison Avenue<br>Panama City, Florida 32401 |
| Jan Smith                        | Secretary/Treasurer | 501 Harrison Avenue<br>Panama City, Florida 32401 |