AGENDA
CITY OF PANAMA CITY
NONPROFIT COMMITTEE MEETING
AUGUST 11, 2020
IMMEDIATELY FOLLOWING THE CITY COMMISSION MEETING

1. Roll Call and Approval of Minutes for the September 9, 2019 Nonprofit Committee Meeting.
   Documents:
   
   09.09.19 NONPROFIT MINUTES.PDF

2. Approval of Financial Reports
   Documents:
   
   PC FL HURRICANE DISASTER RELIEF FUND FINANCIAL STATEMENTS.PDF

3. Request for Use of Funds
   3.a. Survivor Concert
   Documents:
   
   SURVIVOR CONCERT AGREEMENT 08.03.20.PDF

4. Audience Participation

5. 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.
AGENDA
CITY OF PANAMA CITY
NONPROFIT COMMITTEE MEETING
AUGUST 11, 2020
IMMEDIATELY FOLLOWING THE CITY COMMISSION MEETING

Roll Call and Approval of Minutes for the September 9, 2019 Nonprofit Committee Meeting.

Approval of Financial Reports
Presentation of the Panama City Florida Hurricane Disaster Relief Fund, Inc., Financial Report for the Fiscal Year ended September 30, 2019.

Request for Use of Funds
Survivor Concert

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.
1. Roll Call

City Clerk-Treasurer Darlene Hachmeister called the roll with the following members present: Directors Kenneth E. Brown, Mike Nichols, Billy Rader, Jenna Haligas, and Greg Brudnicki. Also present: President Mark McQueen, Secretary/Treasurer Darlene Hachmeister, and City Attorney Natalie McSwane.

2. Adoption of Policies

President McQueen presented an overview of the proposed Policy and Procedure Manual for the Nonprofit Fund. He noted that donations to the Hurricane Michael Disaster Relief Fund would be divided in three categories: paydown of the City's cost share, projects for the common good of the citizens, and City employee assistance.

Director Brudnicki moved to adopt the Panama City Hurricane Disaster Relief Inc. Policy and Procedure Manual as presented. On a roll call vote, Directors Brown, Nichols, Rader, Haligas, and Brudnicki voted “YEA”. “NAYS” - none. The City Clerk certified the motion passed by a 5-0 vote.

3. Approval of Financial Reports/Discussion of Money Market Account at Hancock Whitney Bank

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

Director Nichols moved to authorize the establishment of a Money Market Account at Hancock Whitney Bank with a beginning balance of $200,000.00. On a roll call vote, Directors Brown, Nichols, Rader, Haligas, and Brudnicki voted “YEA”. “NAYS” - none. The City Clerk certified the motion passed by a 5-0 vote.

4. Request for Use of Funds

4.a. Survivor Concert

Director Nichols moved to approve up to a maximum of $44,000 for a live concert to be held on October 12, 2019 to commemorate the one-year anniversary of Hurricane Michael. On a roll call vote, Directors Brown, Nichols, Rader, Haligas, and Brudnicki voted “YEA”. “NAYS” - none. The City Clerk certified the motion passed by a 5-0 vote.
4. Request for Use of Funds (Continued)

4.b. Fire

Director Rader moved to approve the disbursement of $7,500.00 donated to the Nonprofit Fund by the Order of the Eastern Star specifically for the Fire Department to utilize for the purchase of a thermal imaging camera. On a roll call vote, Directors Brown, Nichols, Rader, Haligas, and Brudnicki voted “YEA”. “NAYS” - none. The City Clerk certified the motion passed by a 5-0 vote.

5. Confirmation of Officers

Director Nichols moved to confirm the Fiscal Year 2020 Officers as follows: Directors Kenneth E. Brown, Mike Nichols, Billy Rader, Jenna Haligas, Greg Brudnicki; President Mark McQueen; and Secretary/Treasurer Darlene Hachmeister. On a roll call vote, Directors Brown, Nichols, Rader, Haligas, and Brudnicki voted “YEA”. “NAYS” - none. The City Clerk certified the motion passed by a 5-0 vote.

6. Audience Participation

There was no audience participation at this time.

7. Adjournment

There being no further business, the meeting was adjourned at 4:20 p.m.
PANAMA CITY FLORIDA HURRICANE DISASTER RELIEF FUND, INC.

PANAMA CITY, FLORIDA

COMPONENT UNIT FINANCIAL STATEMENTS

FISCAL YEAR ENDED SEPTEMBER 30, 2019

Tipton, Marler, Garner & Chastain
The CPA Group
PANAMA CITY FLORIDA HURRICANE DISASTER RELIEF FUND, INC.

PANAMA CITY, FLORIDA

COMPONENT UNIT FINANCIAL STATEMENTS

FISCAL YEAR ENDED SEPTEMBER 30, 2019
PANAMA CITY FLORIDA HURRICANE DISASTER RELIEF FUND, INC.

PANAMA CITY, FLORIDA

COMPONENT UNIT FINANCIAL STATEMENTS

FISCAL YEAR ENDED SEPTEMBER 30, 2019

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INDEPENDENT AUDITOR’S REPORT

To the Honorable Mayor, City Commissioners, and City Manager
Panama City Florida Hurricane Disaster Relief Fund, Inc.
Panama City, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities of Panama City Florida Hurricane Disaster Relief Fund, Inc., component unit of the City of Panama City, Florida, as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the Panama City Florida Hurricane Disaster Relief Fund, Inc.’s basic financial statements as listed in the table of contents.

Management’s Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor’s Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity’s
preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

**Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities of the Panama City Florida Hurricane Disaster Relief Fund, Inc., as of September 30, 2019, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Matters**

**Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the budgetary comparison information on page 13, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the management’s discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.
Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated July 29, 2020, on our consideration of the Panama City Florida Hurricane Disaster Relief Fund, Inc.’s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Panama City Florida Hurricane Disaster Relief Fund, Inc.’s internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Panama City Florida Hurricane Disaster Relief Fund, Inc.’s internal control over financial reporting and compliance.

Panama City, Florida
July 29, 2020
PANAMA CITY FLORIDA HURRICANE DISASTER RELIEF FUND, INC.  
FUND BALANCE SHEET / STATEMENT OF NET POSITION  
SEPTEMBER 30, 2019

<table>
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<th>General Fund</th>
<th>Governmental Activities</th>
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<tr>
<td><strong>ASSETS</strong></td>
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<td></td>
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<tr>
<td><strong>CURRENT ASSETS</strong></td>
<td></td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>$ 225,675</td>
</tr>
<tr>
<td>Total assets</td>
<td>$ 225,675</td>
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<tr>
<td></td>
<td></td>
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<tr>
<td><strong>FUND BALANCE / NET POSITION</strong></td>
<td></td>
</tr>
<tr>
<td>Fund balance - unassigned</td>
<td>$ 124,062</td>
</tr>
<tr>
<td>Fund balance - restricted</td>
<td>101,613</td>
</tr>
<tr>
<td>Total fund balance</td>
<td>$ 225,675</td>
</tr>
</tbody>
</table>

Unrestricted 124,062  
Restricted 101,613  
Total net position $ 225,675  

See the accompanying notes.
<table>
<thead>
<tr>
<th></th>
<th>General Fund</th>
<th>Governmental Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contributions</td>
<td>$ 236,346</td>
<td>$ 236,346</td>
</tr>
<tr>
<td><strong>EXPENDITURES/EXPENSES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Funds disbursed</td>
<td>10,671</td>
<td>10,671</td>
</tr>
<tr>
<td><strong>EXCESS OF REVENUES OVER EXPENDITURES</strong></td>
<td>225,675</td>
<td></td>
</tr>
<tr>
<td><strong>FUND BALANCE, BEGINNING OF YEAR</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
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</tr>
<tr>
<td><strong>FUND BALANCE, END OF YEAR</strong></td>
<td>$ 225,675</td>
<td></td>
</tr>
<tr>
<td><strong>INCREASE IN NET POSITION</strong></td>
<td></td>
<td>225,675</td>
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<td><strong>NET POSITION, BEGINNING OF YEAR</strong></td>
<td></td>
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<td></td>
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<tr>
<td><strong>NET POSITION, END OF YEAR</strong></td>
<td>$ 225,675</td>
<td></td>
</tr>
</tbody>
</table>

See the accompanying notes.

-5-
NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Reporting Entity

On November 13, 2018, the City Commissioners moved to approve the establishment of the Panama City Florida Hurricane Disaster Relief Fund, Inc. (Relief Fund). The Relief Fund was incorporated November 13, 2018, as a separate independent, not-for-profit corporation. The general purposes for which the Relief Fund has been formed without profit to assist the City of Panama City, Florida (City) are: (i) to provide funds to assist in paying for hurricane disaster related expenses incurred by the City that are not reimbursed by Federal Emergency Management Agency (FEMA) or any other private insurance, (ii) to provide funds to reinvest or improve the infrastructure, programming and quality of life in the City for the benefit of the citizens of the City, (iii) to serve the needs of the City’s employees by providing hurricane disaster relief, and (iv) for any and all other lawful not-for-profit purposes.

The accounting methods and procedures adopted by the Relief Fund, a component unit of the City of Panama City, Florida (City), conform to United States generally accepted accounting principles (GAAP) as applied to governmental entities.

Members of the Relief Fund are appointed by the City Board of Commissioners. Because of the City’s ability to exercise oversight responsibility, the Relief Fund is included in the general purpose financial statements of the City as a blended component unit.

Revenues are derived from contributions each year.

The accompanying financial statements have been prepared in conformity with GAAP as prescribed by the Governmental Accounting Standards Board (GASB). GASB is the accepted standard setting body for governmental accounting and financial reporting.

The external statements are prepared from accounts of the Relief Fund that are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts.

Governmental funds are used to account for the Relief Fund’s governmental activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of capital assets, and the servicing of general long-term debt.

The Relief Fund reports the following major governmental funds:

The general fund is the Relief Fund's primary operating fund. It accounts for all financial resources of the general operations, except those required to be accounted for in another fund.
NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus and Basis of Accounting

The basic financial statements of the Relief Fund are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

Government-Wide Financial Statements

Government-wide financial statements display information about the reporting government as a whole, except for its fiduciary activities. These statements include separate columns for the governmental and business-type activities of the primary government. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely, to a significant extent, on fees and charges for support. The Relief Fund had no business-type activities for the year ending September 30, 2019.

Government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and agency fund financial statements. Under the accrual basis of accounting, revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, Accounting and Financial Reporting for Nonexchange Transactions.

Amounts paid to acquire capital assets are capitalized as assets in the government-wide financial statements, rather than reported as expenditures. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as other financial sources. Amounts paid to reduce long-term indebtedness of the reporting government are reported as reductions of the related liabilities, rather than as expenditures.

Grants, entitlements, and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a given function, segment, or program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Indirect expenses not allocated to functions are reported separately. Interest on general long-term debt is considered such an indirect expense. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and entitlement revenues that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not reported as program revenues are reported as general revenues.
NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fund Financial Statements

Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Current financial resources measurement focus generally means that only current assets and current liabilities are included in the balance sheet. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are “measurable and available”). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to pay liabilities of the current period.

The Relief Fund considers grants, entitlements, and other revenues available if collected within 60 days after year-end. Grants, entitlements, and interest are all considered to be susceptible to accrual and are recognized as revenues of the fiscal year. All other revenue items are considered to be measurable and available only when cash is received by the Relief Fund.

Expenditures are recorded when the related fund liability is incurred, except for unmatured principal and interest on general long-term debt which is recognized when due.

Budgetary Data

Formal budgetary accounting is generally employed as a management control for all funds. Annual operating budgets are adopted each year by the Relief Fund and amended as required. The same basis of accounting is used to reflect actual revenues and expenditures/expenses as recognized by GAAP.

Commitments for goods and services at the end of the year are recorded as encumbrances for budgetary control. These encumbrances lapse at the end of the year and become part of the following year’s budgetary amounts. All unencumbered budgeted appropriations, except project budgets, lapse at the end of each fiscal year.

Net Position

Net position is classified in two categories. The general meaning of each is as follows:

Restricted – indicates a portion of liquid assets (generated from revenues) which are not accessible for general use because of third-party (statutory) limitations.

Unrestricted – indicates a portion of net assets that is available for future periods.

Fund Balance Descriptions

In accordance with Governmental Accounting Standards Board Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, the Relief Fund classifies governmental fund balances as follows:
NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Non-spendable – the portion of a fund balance that cannot be spent because they are either not in spendable form (such as inventories and prepaid amounts) or legally or contractually required to be maintained intact.

Spendable –

Restricted – the portion of a fund balance for which external constraints are placed on the use of resources that are either externally imposed by creditors, grantors, contributors, or laws or regulation of other governments; or imposed by law through constitutional provisions or enabling legislation.

Committed – the portion of fund balance that can be used only for specific purposes that are internally imposed by the Relief Fund through formal action of the Relief Fund’s highest level of decision-making authority. Such formal action may only be modified or rescinded by the same formal action that imposed the original constraint.

Assigned – the portion of fund balance amounts established by the Relief Fund’s expenditure policy that are intended to be used for specific purposes that are neither restricted nor committed.

Unassigned – residual net resources.

The Relief Fund considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this, such as in grant agreements requiring dollar for dollar spending. Additionally, the Relief Fund would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Cash and Cash Equivalents

The Organization considers all highly liquid investments with a maturity of three months or less at the date of acquisition to be cash equivalents.

Recently Issued Accounting Pronouncements

In November 2016, the GASB issued Statement No. 83, Certain Assets Retirement Obligations. This statement will enhance comparability of financial statements among governments by establishing uniform criteria for governments to recognize and measure certain AROs, including
NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

obligations that may not have been previously reported. The requirements of this statement are effective for financial statements for periods beginning after June 15, 2019. The Relief Fund has determined that GASB No. 83 is not applicable to this report.

In January 2017, the GASB issued Statement No. 84, *Fiduciary Activities*. This statement will enhance consistency and comparability by establishing specific criteria for identifying activities that should be reported as fiduciary activities and clarifying whether and how business-type activities should report their fiduciary activities. The requirements of this statement are effective for financial statements for periods beginning after December 15, 2019. The Relief Fund is evaluating the impact, if any, upon its financial position, results of operations, or cash flows upon adoption.

In June 2017, the GASB issued Statement No. 87, *Leases*. This statement will increase the usefulness of governments’ financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. The requirements of this statement are effective for financial statements for periods beginning after June 15, 2021. The Relief Fund is evaluating the impact, if any, upon its financial position, results of operations, or cash flows upon adoption.

In March 2018, the GASB issued Statement No. 88, *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*. This statement will improve the information that is disclosed in notes of governmental financial statements related to debt, including direct borrowings and direct placements. It also clarifies which liabilities governments should include when disclosing information related to debt. The requirements of this statement are effective for reporting periods beginning after June 15, 2019. The Relief Fund has determined that GASB No. 88 is not applicable to this report.

In June 2018, the GASB issued Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period*. This statement will enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and will simplify accounting for interest cost incurred before the end of a construction period. The requirements of this statement are effective for reporting periods beginning after December 15, 2020. The Relief Fund is evaluating the impact, if any, upon its financial position, results of operations, or cash flows upon adoption.

In August 2018, the GASB issued Statement No. 90, *Majority Equity Interests – an Amendment of GASB Statements No. 14 and No. 61*. This statement will improve the consistency and comparability of reporting a government’s majority equity interest in a legally separate organization and will improve the relevance of financial statement information for certain component units. The requirements of this statement are effective for reporting periods beginning after December 15, 2019. The Relief Fund is evaluating the impact, if any, upon its financial position, results of operations, or cash flows upon adoption.
NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

In May 2019, the GASB issued Statement No. 91, *Conduit Debt Obligations*. This statement is to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with 1) commitments extended by issuers, 2) arrangements associated with conduit debt obligations, and 3) related note disclosures. The requirements of this statement are effective for reporting periods beginning after December 15, 2021. The Relief Fund is evaluating the impact, if any, upon its financial position, results of operations or cash flows upon adoption.

In January 2020, the GASB issued Statement No. 92, *Omnibus 2020*. This statement will enhance the comparability in accounting and financial reporting and improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB statements. The requirements of this statement are effective for reporting periods beginning after June 15, 2021. The Relief Fund is evaluating the impact, if any, upon its financial position, results of operations or cash flows upon adoption.

In March 2020, the GASB issued Statement No. 93, *Replacement of Interbank Offered Rates*. This statement establishes accounting and financial reporting requirements related to the replacement of interbank offered rates (IBORS) in hedging derivative instruments and leases and identifies appropriate benchmark interest rates for hedging derivative instruments. The removal of LIBOR as an appropriate benchmark interest rate is effective for reporting periods ending after December 31, 2021. All other requirements of this statement are effective for reporting periods beginning after June 15, 2020. The Relief Fund is evaluating the impact, if any, upon its financial position, results of operations or cash flows upon adoption.

In March 2020, the GASB issued Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*. This statement is to better meet the information needs of financial statement users by improving the comparability of financial statements among governments that enter into public-public partnership arrangements (PPP) and availability payment arrangements (APAs) and by enhancing the understanding, relevance, and consistency of information about PPPs and APAs. The requirements of this statement are effective for reporting periods beginning after June 15, 2022. The Relief Fund is evaluating the impact, if any, upon its financial position, results of operations or cash flows upon adoption.

In May 2020, the GASB issued Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*. This statement is to provide temporary relief to governments and other stakeholders in light of the COVID-19 pandemic by postponing the effective dates of certain provisions in statements and implementation guides that first became effective or are scheduled to become effective for periods beginning after June 15, 2018, and later. The requirements of this statement are effective immediately. The Relief Fund has implemented GASB Statement No. 95 in this annual report, however it does not have any current impact on the Relief Fund.
NOTE 2 – DEPOSITS WITH FINANCIAL INSTITUTIONS

GASB Statement No. 40, *Deposits and Investment Risk Disclosures – an Amendment of GASB Statement No. 3* is designed to inform financial statement users about deposit and investment risks that could affect a government’s ability to provide services and meet its obligations as they become due. GASB Statement No. 40 addresses common deposit and investment risks related to credit risk, custodial credit risk, concentration of credit risk, interest rate risk, and foreign currency risk and requires that deposit and investment policies related to the risks be disclosed, as applicable.

In accordance with GASB Statement No. 40, the following disclosures are made regarding the Relief Fund’s deposit balance as of September 30, 2019:

**Deposits:**

Under the Relief Fund’s investment policy, the Relief Fund may invest in obligations of the U.S. Treasury and its agencies, interest-bearing time deposits or savings accounts in banks provided that such deposits are secured by collateral as prescribed by Chapter 280, Florida Security for Public Deposits, of the Florida Statutes and the State Treasurer’s investment pool.

Included in the Relief Fund’s cash balances are amounts deposited with banks in interest bearing accounts. The bank balances are entirely insured by federal depository insurance or by collateral pursuant to the Florida Security for Public Deposits Act of the State of Florida.

NOTE 3 – SUBSEQUENT EVENTS

In December 2019, a novel strain of Coronavirus was reported in Wuhan, China. The World Health Organization has declared the outbreak to constitute a “Public Health Emergency of International Concern.” As a result of the spread of COVID-19, economic uncertainties have arisen. It is unknown at this time the extent to which COVID-19 may impact the financial condition or results of operation.

The Relief Fund has evaluated the effect subsequent events would have on the financial statements through July 29, 2020, which is the date the financial statements were available to be issued.
REQUIRED SUPPLEMENTARY INFORMATION
PANAMA CITY FLORIDA HURRICANE DISASTER RELIEF FUND, INC.
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES –
BUDGET (GAAP BASIS) AND ACTUAL
FISCAL YEAR ENDED SEPTEMBER 30, 2019

<table>
<thead>
<tr>
<th></th>
<th>Budgeted Amounts</th>
<th>Variance with Final Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Original</td>
<td>Final</td>
</tr>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contributions</td>
<td>$</td>
<td>-</td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Funds disbursed</td>
<td>-</td>
<td>11,050</td>
</tr>
<tr>
<td>Excess of revenues over expenditures</td>
<td>-</td>
<td>227,450</td>
</tr>
<tr>
<td><strong>FUND BALANCES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beginning of year</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>End of year</td>
<td>$</td>
<td>-</td>
</tr>
</tbody>
</table>

See the independent auditor's report.
-13-
INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF COMPONENT UNIT FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Honorable Mayor, City Commissioners, and City Manager
Panama City Florida Hurricane Disaster Relief Fund, Inc.
Panama City, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of the governmental activities of Panama City Florida Hurricane Disaster Relief Fund, Inc., component unit of the City of Panama City, Florida, as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the Panama City Florida Hurricane Disaster Relief Fund, Inc.’s basic financial statements and have issued our report thereon dated July 29, 2020.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Panama City Florida Hurricane Disaster Relief Fund, Inc.’s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Panama City Florida Hurricane Disaster Relief Fund, Inc.’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Panama City Florida Hurricane Disaster Relief Fund, Inc.’s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Panama City Florida Hurricane Disaster Relief Fund, Inc.’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity’s internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Tipton, Mark, James; Chastain

Panama City, Florida
July 29, 2020
ITEM: Panama City Survivors Concert Agreement

BACKGROUND INFORMATION: This item is a proposed agreement for marketing and promotional services between the PCFHDRF and Scamp Entertainment for the survivor concert being held on October 10, 2020. The first annual concert was held in October of 2019 with 3,000 in attendance.

STAFF RECOMMENDATION: Recommended by QoL staff.
AGREEMENT FOR MARKETING AND PROMOTIONAL SERVICES

THIS AGREEMENT, made as of this 31 day of JULY, 2020, by and between the PANAMA CITY FLORIDA HURRICANE DISASTER RELIEF FUND, INC., a Florida not-for-profit corporation (the "PCFHDRF"), and SCAMP ENTERTAINMENT, LLC, a Florida limited liability company ("Scamp Entertainment").

WITNESSETH

WHEREAS, the PCFHDRF have by resolution on _________________, 2020, approved Scamp Entertainment to provide marketing and promotional services for the Survivor's Concert being held on October 16, 2020; and

WHEREAS, the PCFHDRF has agreed to provide a contribution of up to $44,000.00 for the purpose of donating to the Survivor's Concert; and

WHEREAS, on September 9, 2019, the PCFHDRF approved a policy and procedures manual listing goals of the organization that included providing for the common good of the community of Panama City, Florida.

NOW, THEREFORE the parties agree:

1. In consideration of the PCFHDRF carrying out the goal of providing for the common good of the community, the PCFHDRF will provide an aggregate sum not to exceed $44,000.00, payable in such installments and at such times as Scamp Entertainment shall request by invoice to the PCFHDRF, meeting the requirements of this Agreement.

2. The parties acknowledge that the PCFHDRF, in order to perform its statutory duties, may have an obligation to perform a pre-audit review of disbursements made to Scamp Entertainment under this Agreement. Therefore, Scamp Entertainment agrees that each invoice to the PCFHDRF shall include an intended payables report (or comparable report), which will support the cash draw request with sufficient information as to the amounts and purposes to demonstrate that the purposes relate to the Survivor's Concert, including administrative costs.

4. All payments due hereunder shall be paid solely from the PCFHDRF funds and no other.
5. As soon as practicable after the October___, 2020 survivor’s concert, Scamp Entertainment, at its expense shall cause its books and records for the survivor’s concert to be inspected by the Secretary/Treasurer of the PCFHDRF, in the offices of the City of Panama City, located at 501 Harrison Avenue, Panama City, Florida.

6. In the event of cancellation, Scamp Entertainment will reimburse PCFHDRF any funds advanced. Scamp Entertainment shall submit a certificate of insurance for special event cancellation and liability insurance to PCFHDRF. Liability insurance coverage shall be no less than $100,000 for personal injury and $100,000 for property damage.

7. Scamp Entertainment agrees to protect, defend, indemnify and hold harmless, PCFHDRF and its officers, employees, and agents free and harmless from and against any and all losses, damages, or other expenses or liabilities of every kind and character arising out of and relating to the performance of promoting the survivor’s concert, so long as the actions taken by PCFHDRF are reasonable and prudent under the circumstances.

8. Scamp Entertainment agrees to follow any guidelines promulgated by Florida Governor Executive Order in effect at the time of the event, including but not limited to, Order’s relating to COVID-19.

9. The effective date of this Agreement is deemed to be _____________, 2020, nunc pro tunc.

IN WITNESS WHEREOF the parties have caused these presents to be executed in their names as of the day and year first above written.

Witness:

______________________________
Brandy Waldron, Secretary/Treasurer

______________________________
Mark McQueen, President

______________________________
Gary Kolmetz, Manager

PANAMA CITY FLORIDA HURRICANE DISASTER RELIEF FUND, INC.

SCAMP ENTERTAINMENT, LLC