

**MINUTES**  
**PANAMA CITY**  
**COMMUNITY DEVELOPMENT CORPORATION, INC**  
**CDC**  
**September 21, 2015**  
**4:00 PM MARINA CIVIC CENTER – GALLERY A**

The meeting opened at 4:00

Chairman John Kady called the meeting to order at 3:00 pm, Sharon Churchwell called the roll, those present: John Kady, Greg Brudnicki, Kenneth Brown, Mike Nichols, Jeff Brown, and Mike Burke.

Billy Rader arrived at 4:05 pm.

**Approval of the minutes:** Darlene Hachmeister stated that a correction was needed in the minutes; in the Financial Update the line **2015 bed tax collections through July total \$830,373.57 should read 2015 bed tax collections through June total \$830,373.57**. Mr. Brudnicki made the motion to accept the minutes with the correction and Mr. Nichols seconded. The motion passed 4-0.

**Financial Update:** Darlene Hachmeister gave the financial report; the current balance in the fund account is \$4,240. The amount drawn down from the County was \$46,334 with expenses of \$42,096. The collections from August have not been confirmed from the County.

**Budget Amendment:** Dan Rowe spoke to the board and suggested a Budget Amendment for FY 2016 Budget that was approved at the August 19, 2015 meeting. In the approved budget the reserve was funded 100% but in the original plan approved by the voters, the reserve was to be funded **“A portion of the annual revenues, not less than ten percent (10%) but no more than fifteen percent (15%), derived from the Panama City Tax Revenue will be held in reserve within the Panama City Trust Fund”**. Mr. Rowe further stated that the contract amount with Bay County for destination marketing is \$1,090,100, this is a lower number than anticipated however the cash forward will be higher so that it nets out as a wash so all that is needed is the board to approve the amended budget and Mr Rowe will present to the TDC for recommendation to the Bay County Commission for

approval. Mr. Brudnicki made the motion to approve the budget amendment and Mr. Brown seconded. Motion passed 5-0.

**Consideration of Tourist Development Plan:** Dan Rowe addressed the board and introduced the project team: Young Strategies for consumer research, Odell ISC for facilities that need to be developed as well as a master view and Lou Hammonds & Associates who will take a look at grass roots initiatives to build tourism for the bottom up. The total price is \$134,500 plus out of pocket expenses and he anticipates the studies to be available by early December. Payment for the studies in three parts, the first payment is due upon acceptance of the plan, second payment due at the 50% threshold and final payment at 100% completion. Mr. Brudnicki made the motion to accept the plan and Mr. Nichols seconded. The motion passed 5-0.

**Consideration of Track & Field Study:** Mr. Rowe stated that as a part of ongoing studies for improvements to Frank Brown Park and the creation of the sports complex in the Breakfast Point area of Panama City Beach, the Sports Force team will conduct a needs analysis at no charge to the CDC to consider inclusion of a track and field complex in the proposed improvements to Tommy Oliver Stadium. Part of the study will include the cost of building and the return on investment / increased visitation to Panama City generated by the facility. The results could also be used to consider a sports facility that is up to Amateur Athletic Union standards located somewhere in Panama City other than the Tommy Oliver/ Bay High location. Mr. Nichols made the motion to authorize the study and Mr. Rader seconded. The motion passed 5-0.

**Consideration of Applicants for CEO Position:** Mr. Jeff Brown spoke to the board and gave an update of the CEO search. To date there were over forty resumes received. Mr. Jeff Brown suggested scheduling individual interviews for the top four candidates for a morning in the near future and then setting joint interviews for the board with each candidate that same afternoon. Mr. Brudnicki made the motion to set the interviews with: Barry White, Mike Davidson, Rashelle Beasley and Jennifer Vigil; Mr. Nichols seconded. Motion passed 5-0

Meeting adjourned at 4:40