



DESTINATION PANAMA CITY  
SPECIAL MEETING

Location: Bay County Government Complex  
840 West 11<sup>th</sup> Street, Panama City, FL 32401  
February 28, 2023

(Immediately following City of Panama City Board Meeting)

- 1) Roll Call
- 2) Approval of Minutes – January 24, 2023 (pg 2)
- 3) Acceptance of TDT Revenue Reports – FY23 Collections thru December 2022 (pg 6)
- 4) Financial Status Report – Period Ending January 31, 2022 (pg 8)
- 5) St. Andrews School Lease (pg 22)
- 6) St. Andrews School Historic Preservation Matching Funds Commitment (pg 24)
- 7) RAISE Grant Resolution (pg 25)
- 8) St. Patrick's Day Event Grant Sponsorship Recommendation (pg 29)
- 9) CEO Update (pg 34)
- 10) Adjournment

**Panama City Community Development Council  
dba Destination Panama City  
Agenda Item Summary**

**1. PRESENTER NAME:**

Jennifer M. Vigil  
President & CEO

**2. MEETING DATE:**

2/28/2023

**3. REQUESTED MOTION/ACTION:**

Board accept the Board Meeting Minutes of 1/24/2023 as presented.

**4. AGENDA**

- PRESENTATION
- PUBLIC HEARING
- CONSENT
- REGULAR

**5. IS THIS ITEM BUDGETED (IF APPLICABLE)?:** YES  NO  IF NO, STATE ACTION REQUIRED  N/A

BUDGET ACTION:  
FINANCIAL IMPACT SUMMARY STATEMENT:

DETAILED ANALYSIS ATTACHED?: YES  NO

**6. BACKGROUND:** (WHY IS THE ACTION NECESSARY, WHAT ACTION WILL BE ACCOMPLISHED, (WHO, WHERE, WHEN & HOW)

Board Meeting Minutes of 1/24/2023 have been prepared for review and acceptance.



DESTINATION PANAMA CITY  
SPECIAL MEETING MINUTES  
Location: Bay County Government Complex  
840 West 11<sup>th</sup> Street, Panama City, FL 32401  
January 24, 2023

- 1) Roll Call
  - a) Present were Board Members Greg Brudnicki, Joshua Street, Billy Rader, Jenna Haligas, and Scott Pilla. Chairman Nirav Banker and Board Member Kenneth Brown were absent
- 2) Approval of Minutes – November 29, 2022
  - a) Motion to approve the Minutes of November 29, 2022 was made by Board Member Billy Rader and seconded by Board Member Scott Pilla. The motion passed unanimously.
- 3) Acceptance of TDT Revenue Reports – FY23 Collections thru November 2022
  - a) Motion to accept the TDT Revenue Reports as presented was made by Board Member Scott Pilla and seconded by Board Member Joshua Street. The motion passed unanimously.
- 4) Financial Status Report – Period Ending December 31, 2022
  - a) Board Member Street suggested with the upcoming capital projects on the horizon that Project accounts for committed funds should be implemented. Board Member Street motioned to accept the Financial Status Report as presented. Seconded by Board Member Rader the motion passed unanimously.
- 5) Ratification of hotelbeds.com
  - a) Board Member Scott Pilla commented about his successful experience with hotelbeds in Orlando and was happy to see the contract. Board Member Jenna Haligas then made the motion to ratify the contract. Seconded by Board Member Joshua Street the motion passed unanimously.
- 6) KOSA Mardi Gras Event Grant Application

- a) CEO Vigil recommended the Board approve a reimbursable event grant award not to exceed \$20,000. Board Member Jenna Haligas motioned to approve followed by a second from Board Member Joshua Street. The motion passed unanimously.

## 7) CEO Update

- a) CEO Vigil told the Board that she and one other staff member would be participating in the 2023 VISIT FLORIDA Encounter Show – which is a business to business domestic trade show.
- b) CEO Vigil updated the Board on the sewer backup at the Visitor’s Center and explained they should expect to see increased expenditures in the Repair and Maintenance line item. She also explained the timing of the sewer backup was actually a blessing because they realized the sewer cleanout valve needs to be relocated before the area is enclosed for temperature controlled storage.
- c) CEO Vigil stated the immersion trip with the new marketing agency, MWB, went really well and she was looking forward to working with the agency on upcoming campaigns.
- d) CEO Vigil stated website enhancements to include a new events module, places module with Google Business integration, Itineraries module, and Trip Planning module would be implemented within the next two weeks. She also stated staff had begun in-house work to have the Special Events Grant Application be available as an online form and as a downloadable form.
- e) CEO Vigil informed the Board that she was elected President of the regional ecotourism marketing group, Explore Northwest Florida, and DPC is working in conjunction with FSU-PC and Explore Northwest Florida to bring an ecotourism event to Panama City.
- f) CEO Vigil requested the Board allow her to move forward with the next phases of the St Andrews School project. She did state that it was difficult to navigate the funding sources with the City lease in place on the property and for them to consider (at the City level) to request a lease termination. Board Member Brudnicki stated ownership of the facility didn’t matter – that we needed to get the project

rolling and get the facility activated and he supported the termination of lease. The other board members in attendance agreed and provided CEO Vigil with direction to try to secure restoration and programming oversight of the project.

#### 8) Adjournment

**Panama City Community Development Council  
dba Destination Panama City  
Agenda Item Summary**

**1. PRESENTER NAME:**

Jennifer M. Vigil  
President & CEO

**2. MEETING DATE:**

2/28/2023

**3. REQUESTED MOTION/ACTION:**

Board approve the Tourist Development Tax collections as reported by Bay County Clerk of Court.

**4. AGENDA**

- PRESENTATION
- PUBLIC HEARING
- CONSENT
- REGULAR

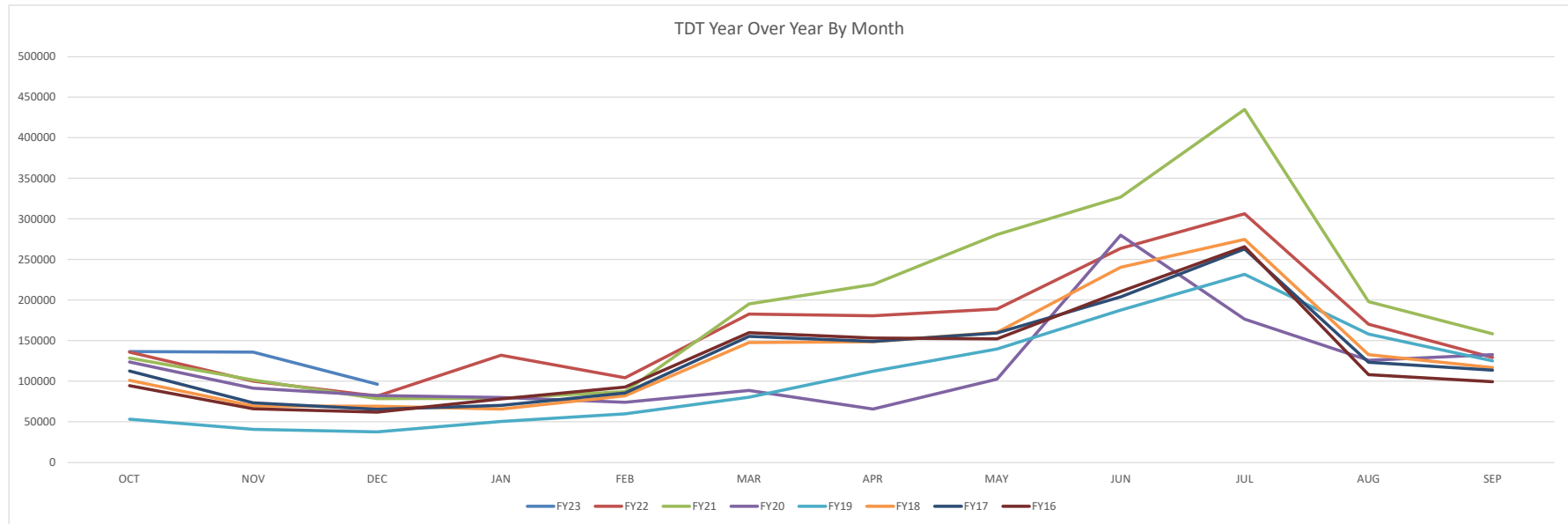
**5. IS THIS ITEM BUDGETED (IF APPLICABLE)?:** YES  NO  IF NO, STATE ACTION REQUIRED  N/A

BUDGET ACTION:  
FINANCIAL IMPACT SUMMARY STATEMENT:

DETAILED ANALYSIS ATTACHED?: YES  NO

**6. BACKGROUND:** (WHY IS THE ACTION NECESSARY, WHAT ACTION WILL BE ACCOMPLISHED, (WHO, WHERE, WHEN & HOW)

Tourist Development Taxes are collected by Bay County Clerk of Court and reported to Destination Panama City.



	FY23	FY22	FY21	FY20	FY19	FY18	FY17	FY16	FY15
OCT	136847.79	135,808.08	128,768.79	123,861.73	53,465.19	101,281.73	112,754.00	94,571.27	-
NOV	135808.08	100,118.98	101,630.73	91,643.79	40,942.54	69,765.50	73,327.00	66,059.88	-
DEC	96,525.57	81,802.37	78,649.26	82,443.03	37,691.14	69,355.65	65,657.00	62,079.90	-
JAN		132,165.89	78,908.76	79,980.05	50,642.49	66,053.88	70,339.00	78,155.39	63,069.50
FEB		104,387.19	87,288.10	73,996.73	59,891.56	82,266.95	85,637.00	92,804.00	87,845.52
MAR		182,793.74	195,307.74	88,811.23	80,393.83	147,842.53	155,229.00	159,731.00	200,483.24
APR		180,812.49	219,349.92	66,107.75	112,406.97	148,755.72	149,230.00	153,227.00	130,848.26
MAY		188,943.25	280,541.00	102,481.39	139,913.92	160,287.99	159,517.00	152,286.00	146,220.71
JUN		263,818.71	326,761.40	280,201.96	187,808.86	240,405.16	203,829.00	210,619.00	201,906.34
JUL		306,533.79	434,980.46	176,685.02	231,805.34	275,072.33	262,982.00	265,911.00	238,143.02
AUG		170,409.27	197,980.46	125,871.61	158,028.14	132,766.82	123,488.00	108,223.00	118,070.60
SEP		129,369.86	158,520.08	132,963.41	125,158.45	116,889.75	113,733.00	99,494.00	95,907.58
TOTAL		1,976,963.62	2,288,686.70	1,425,047.70	1,278,148.43	1,610,744.01	1,575,722.00	1,543,161.44	1,282,494.77

**Panama City Community Development Council  
dba Destination Panama City  
Agenda Item Summary**

**1. PRESENTER NAME:**

Jennifer M. Vigil  
President & CEO

**2. MEETING DATE:**

2/28/23

**3. REQUESTED MOTION/ACTION:**

Board accept the financial status reports as presented for period ending January 31, 2023.

**4. AGENDA**

PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

**5. IS THIS ITEM BUDGETED (IF APPLICABLE)?:** YES  NO  IF NO, STATE ACTION REQUIRED  N/A

BUDGET ACTION:  
FINANCIAL IMPACT SUMMARY STATEMENT:

DETAILED ANALYSIS ATTACHED?: YES  NO

**6. BACKGROUND:** (WHY IS THE ACTION NECESSARY, WHAT ACTION WILL BE ACCOMPLISHED, (WHO, WHERE, WHEN & HOW)

Attached is the January Financial Package for Board review and approval.



# Destination Panama City

9

## Statement of Net Position

As of January 31, 2023

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
10001 Checking - Bankcorp South	669,889.88
<b>Total Bank Accounts</b>	<b>\$669,889.88</b>
Accounts Receivable	
11500 Accounts Receivable (A/R)	65,435.37
<b>Total Accounts Receivable</b>	<b>\$65,435.37</b>
<b>Total Current Assets</b>	<b>\$735,325.25</b>
Fixed Assets	
16500 Allowance for Depreciation	-39,767.00
16600 Fixed Prop Machinery & Equipment	16,665.00
16610 Buildings & Land	1,360,555.00
16630 Furniture & Fittings	2,730.00
<b>Total Fixed Assets</b>	<b>\$1,340,183.00</b>
<b>TOTAL ASSETS</b>	<b>\$2,075,508.25</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20200 Accounts Payable (A/P)	21,346.18
<b>Total Accounts Payable</b>	<b>\$21,346.18</b>
Other Current Liabilities	
20400 Advance Deposits	100,000.00
21600 Compensated Absences	35,891.00
21601 Accrued Payroll	2,660.15
Payroll Liabilities	
21803 FL Unemployment Tax	911.41
21821 Health Insurance	-3,023.21
21822 Dental Insurance	185.58
21824 Life Insurance	41.20
21825 Vision Insurance	-34.04
<b>Total Payroll Liabilities</b>	<b>-1,919.06</b>
<b>Total Other Current Liabilities</b>	<b>\$136,632.09</b>
<b>Total Current Liabilities</b>	<b>\$157,978.27</b>
<b>Total Liabilities</b>	<b>\$157,978.27</b>

# Destination Panama City

## Statement of Net Position

As of January 31, 2023

	TOTAL
Equity	
27100 Fund Balance - Unrestricted	1,707,885.62
Retained Earnings	194,086.65
Net Income	15,557.71
<b>Total Equity</b>	<b>\$1,917,529.98</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$2,075,508.25</b>

# Destination Panama City

## Statement of Revenues, Expenses and Change in Net Position January 2023

	TOTAL	
	JAN 2023	OCT 2022 - JAN 2023 (YTD)
<b>Income</b>		
31000 Bay County TDC Contract	94,374.62	512,142.56
35000 Event Income		11,028.53
36200 Facility Rent Income		197.03
38000 Interest Income	376.87	1,407.64
39000 Misc Revenue		644.39
<b>Total Income</b>	<b>\$94,751.49</b>	<b>\$525,420.15</b>
<b>Expenses</b>		
51200 Regular Salaries	22,069.14	89,038.19
52100 FICA	1,668.64	6,717.66
52200 Retirement Contributions	1,363.92	5,526.31
52207 Health Insurance	3,062.48	11,516.70
52208 Dental Insurance	203.18	947.44
52300 Life Insurance	41.20	195.70
52500 Unemployment Insurance	892.65	1,062.43
53100 Professional Services		2,025.00
53200 Accounting & Auditing	776.79	9,025.04
53400 Other Contractual	1,227.85	4,934.25
53401 Marketing Contractual Services	3,080.00	80,896.50
54000 Travel per Diem Staff	483.00	6,314.53
54001 Travel Per Diem Non-Staff	366.54	366.54
54100 Communications	881.88	3,341.23
54200 Postage & Freight	562.40	567.60
54300 Utility	407.92	3,503.31
54400 Rentals & Leases	151.67	1,427.13
54500 Insurance		1,015.86
54600 Repair & Maintenance	3,490.36	7,350.36
54700 Printing & Binding		766.11
54800 Promotional Activities	30,221.69	218,467.67
54900 Other Current Charges	16,261.90	17,419.01
55100 Office Supplies		173.25
55200 Operating Supplies	312.84	3,117.61
55400 Books, Pubs, Memberships	6,305.51	24,438.75
55500 Training	680.49	680.49
56400 Machinery & Equipment		9,027.77
<b>Total Expenses</b>	<b>\$94,512.05</b>	<b>\$509,862.44</b>
<b>NET OPERATING INCOME</b>	<b>\$239.44</b>	<b>\$15,557.71</b>
<b>NET INCOME</b>	<b>\$239.44</b>	<b>\$15,557.71</b>

## Destination Panama City Budget vs. Actual

Explanation provided for line items greater than 45% of annual budget  
Percentage of Year complete = 33%

	Actual through Jan 31, 2023	Annual Budget	over Budget	% of Budget	Explanation
<b>Revenues</b>					
31000 Bay County TDC Contract	512,142.56	2,178,232.00	-1,666,089.44	23.51%	
35000 Event Income	11,028.53	0.00	11,028.53	100.00%	Oktoberfest & Downtown After Dark Event Revenue
36200 Facility Rent Income	197.03	0.00	197.03	100.00%	SHRM rentals and Tyndall Spouses
38000 Interest Income	1,407.64	0.00	1,407.64	100.00%	Interest earned on operating account
39000 Misc Revenue	644.39	0.00	644.39	100.00%	Refund of unopened cases from Oktoberfest (Expensed in prior year)
39500 Cash Carry Forward/County Contract	0.00	325,000.00	-325,000.00	0.00%	
<b>Total Income</b>	<b>\$ 525,420.15</b>	<b>\$ 2,503,232.00</b>	<b>-\$ 1,977,811.85</b>	<b>20.99%</b>	
<b>Expenses</b>					
51200 Regular Salaries	89,038.19	303,097.60	-214,059.41	29.38%	
51500 Special Pay	0.00	13,000.00	-13,000.00	0.00%	
52100 FICA	6,717.66	23,027.77	-16,310.11	29.17%	
52200 Retirement Contributions	5,526.31	18,074.76	-12,548.45	30.57%	
52207 Health Insurance	11,516.70	44,000.00	-32,483.30	26.17%	
52208 Dental Insurance	947.44	1,500.00	-552.56	63.16%	Includes 5 months of expense (Oct-Feb)
52300 Life Insurance	195.70	1,000.00	-804.30	19.57%	
52400 Workers Comp	0.00	3,125.00	-3,125.00	0.00%	
52500 Unemployment Insurance	1,062.43	1,500.00	-437.57	70.83%	State unemployment tax paid on first \$7,000 for each employee beginning 1/1/23. Expect higher amount of taxes in Jan/Feb than in other months of the year
53100 Professional Services	2,025.00	8,000.00	-5,975.00	25.31%	
53200 Accounting & Auditing	9,025.04	25,000.00	-15,974.96	36.10%	
53400 Other Contractual	4,934.25	12,000.00	-7,065.75	41.12%	
53401 Marketing Contractual Services	80,896.50	300,000.00	-219,103.50	26.97%	
54000 Travel per Diem Staff	6,314.53	30,200.00	-23,885.47	20.91%	
54001 Travel Per Diem Non-Staff	366.54	8,000.00	-7,633.46	4.58%	
54100 Communications	3,341.23	12,000.00	-8,658.77	27.84%	
54200 Postage & Freight	567.60	17,000.00	-16,432.40	3.34%	
54300 Utility	3,503.31	12,000.00	-8,496.69	29.19%	
54400 Rentals & Leases	1,427.13	8,000.00	-6,572.87	17.84%	
54500 Insurance	1,015.86	18,000.00	-16,984.14	5.64%	
54600 Repair & Maintenance	7,350.36	16,000.00	-8,649.64	45.94%	Annual Palm pruning and pine straw, Emergency Sewer repairs and moving of storage items so sewer repair could be completed.
54700 Printing & Binding	766.11	38,000.00	-37,233.89	2.02%	
54800 Promotional Activities	218,467.67	1,200,000.00	-981,532.33	18.21%	
54900 Other Current Charges	17,419.01	13,000.00	4,419.01	133.99%	\$16,000 paid to City of Panama City to assist with performing arts center architect cost

## Destination Panama City Budget vs. Actual

Explanation provided for line items greater than 45% of annual budget  
Percentage of Year complete = 33%

	Actual through Jan 31, 2023	Annual Budget	over Budget	% of Budget	Explanation
55100 Office Supplies	173.25	2,500.00	-2,326.75	6.93%	
55200 Operating Supplies	3,117.61	20,000.00	-16,882.39	15.59%	
55400 Books, Pubs, Memberships	24,438.75	40,000.00	-15,561.25	61.10%	Destinations International annual membership \$3,190, US Travel Association membership \$6,150, Destinations Florida annual membership \$3,655, Google Suite renewal \$1,386, Visit Florida membership \$3,095, Annual Chamber Dinner table sponsor, Monthly operating subscriptions for Adobe, Quickbooks & Canva
55500 Training	680.49	7,500.00	-6,819.51	9.07%	
55700 Operational Reserve for Contingency	0.00	302,706.87	-302,706.87	0.00%	
56400 Machinery & Equipment	9,027.77	5,000.00	4,027.77	180.56%	locks on public restrooms and facility camera system
<b>Total Expenses</b>	<b>\$ 509,862.44</b>	<b>\$ 2,503,232.00</b>	<b>-\$ 1,993,369.56</b>	<b>20.37%</b>	
<b>Net Operating Income</b>	<b>\$ 15,557.71</b>	<b>\$ 0.00</b>	<b>\$ 15,557.71</b>		
<b>Net Income</b>	<b>\$ 15,557.71</b>	<b>\$ 0.00</b>	<b>\$ 15,557.71</b>		



Destination Panama City

10001 Checking - Bankcorp South, Period Ending 01/31/2023

RECONCILIATION REPORT

2/10/23

Reconciled on: 02/10/2023

Reconciled by: suzannekennon@yahoo.com null

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	639,361.02
Service charge.....	-25.00
Interest earned.....	376.87
Checks and payments cleared (43).....	-104,135.41
Deposits and other credits cleared (4).....	174,207.79
Statement ending balance.....	<u>709,785.27</u>
Uncleared transactions as of 01/31/2023.....	-39,895.39
Register balance as of 01/31/2023.....	669,889.88
Cleared transactions after 01/31/2023.....	0.00
Uncleared transactions after 01/31/2023.....	-12,231.54
Register balance as of 02/10/2023.....	657,658.34

TB

Details

Checks and payments cleared (43)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/21/2022	Bill Payment	10201	Raymond James	-681.96
12/21/2022	Bill Payment	10192	Fahlgren Mortine	-10,829.24
12/21/2022	Bill Payment	10196	Public Eye Soar Festival	-4,555.79
12/21/2022	Bill Payment	10194	mypanhandle.com	-399.35
01/06/2023	Payroll Check	DD	Lacey S. Kennedy	-1,734.59
01/06/2023	Payroll Check	DD	Shelbie L. Scippio	-1,542.62
01/06/2023	Payroll Check	DD	Melissa K. Bowman	-1,286.24
01/06/2023	Payroll Check	DD	Jennifer Vigil	-3,910.61
01/06/2023	Payroll Check	DD	Lorraine E. Ubowski	-746.65
01/11/2023	Tax Payment		IRS	-2,993.09
01/13/2023	Bill Payment	10217	UniFirst Corporation	-141.66
01/13/2023	Bill Payment	10220	Raymond James	-681.96
01/13/2023	Bill Payment	10203	Beach TV Cable Company, Inc	-484.31
01/13/2023	Bill Payment	10216	The Group Travel Leader Inc.	-3,000.00
01/13/2023	Bill Payment	10218	VISA	-26,193.10
01/13/2023	Bill Payment	10210	Huddle Up Group, LLC	-3,000.00
01/13/2023	Bill Payment	10215	Suzanne Kennon	-1,929.75
01/13/2023	Bill Payment	10205	CIT	-186.52
01/13/2023	Bill Payment	10202	Auto Owners Insurance	-1,015.86
01/13/2023	Bill Payment	10207	Destinations Florida	-3,655.00
01/13/2023	Bill Payment	10204	Carr Riggs & Ingram	-3,000.00
01/13/2023	Bill Payment	10214	Panama Business Machines	-107.18
01/13/2023	Bill Payment	10212	Leake Landscapes	-300.00
01/13/2023	Bill Payment	10209	FPL Northwest FL	-414.37
01/13/2023	Bill Payment	10208	eSource Capital, Inc.	-1,386.00
01/13/2023	Bill Payment	10213	Miles Partnership, LLLP	-5,500.00
01/13/2023	Bill Payment	10206	City of Panama City	-350.73
01/13/2023	Bill Payment	10219	WOW	-612.26
01/13/2023	Bill Payment	10211	Krewe of St. Andrews Inc.	-5,505.87
01/17/2023	Bill Payment	10221	Raymond James	-681.96
01/19/2023	Tax Payment		FL U.C. Fund	-151.02
01/20/2023	Payroll Check	DD	Jennifer Vigil	-3,568.87
01/20/2023	Payroll Check	DD	Shelbie L. Scippio	-1,542.62
01/20/2023	Payroll Check	DD	Lorraine E. Ubowski	-396.18
01/20/2023	Payroll Check	DD	Lacey S. Kennedy	-1,734.58
01/20/2023	Payroll Check	DD	Melissa K. Bowman	-1,286.24
01/23/2023	Bill Payment	10230	Wewa Films, LLC	-4,750.00
01/23/2023	Bill Payment	10227	Principal Life Insurance Comp...	-296.12

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/23/2023	Bill Payment	10228	UniFirst Corporation	-93.36
01/23/2023	Bill Payment	10222	Aaron Rich Marketing	-276.00
01/25/2023	Tax Payment		IRS	-2,738.49
01/27/2023	Bill Payment	10237	Melissa Bowman	-241.50
01/31/2023	Tax Payment		IRS	-233.76
<b>Total</b>				<b>-104,135.41</b>

## Deposits and other credits cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/05/2023	Receive Payment	A007011	Tourism Contract	91,504.05
01/20/2023	Receive Payment		Jennifer Vigil - AR	176.00
01/26/2023	Receive Payment	1009	Tourism Contract	29,173.01
01/26/2023	Receive Payment	1008	Tourism Contract	53,354.73
<b>Total</b>				<b>174,207.79</b>

**Additional Information**

## Uncleared checks and payments as of 01/31/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/29/2021	Check	3336	BCS Maintenance, LLC	-340.00
11/24/2021	Check	3386	Samuel Weigle	-100.00
12/15/2022	Bill Payment	10186	Print Source	-1,000.00
01/23/2023	Bill Payment	10231	Tipton, Marler, Garner & Chas...	-621.79
01/23/2023	Bill Payment	10224	Brock Lawn and Pest Control,...	-48.15
01/23/2023	Bill Payment	10223	Bay County Chamber of Com...	-1,700.00
01/23/2023	Bill Payment	10226	City of Panama City Business ...	-16,000.00
01/23/2023	Bill Payment	10229	Verizon	-258.14
01/27/2023	Bill Payment	10241	WOW	-623.74
01/27/2023	Bill Payment	10234	Beach TV Cable Company, Inc	-484.31
01/27/2023	Bill Payment	10240	UniFirst Corporation	-46.68
01/27/2023	Bill Payment	10239	The Local Palate	-6,000.00
01/27/2023	Bill Payment	10238	Panama Business Machines	-13.41
01/27/2023	Bill Payment	10235	Fahlgren Mortine	-10,152.31
01/27/2023	Bill Payment	10236	Jennifer Vigil - VENDOR	-241.50
01/27/2023	Bill Payment	10232	5th Generation Services, LLC	-1,065.36
01/27/2023	Bill Payment	10233	Barb Sampson	-1,200.00
<b>Total</b>				<b>-39,895.39</b>

## Uncleared deposits and other credits as of 01/31/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/23/2023	Bill Payment	10225	Carr Riggs & Ingram	0.00
<b>Total</b>				<b>0.00</b>

## Uncleared checks and payments after 01/31/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/03/2023	Payroll Check	DD	Melissa K. Bowman	-1,286.25
02/03/2023	Payroll Check	DD	Lorraine E. Ubowski	-761.88
02/03/2023	Payroll Check	DD	Lacey S. Kennedy	-1,734.58
02/03/2023	Payroll Check	DD	Shelbie L. Scippio	-1,542.62
02/03/2023	Payroll Check	DD	Jennifer Vigil	-3,910.62
02/08/2023	Tax Payment		IRS	-2,995.59
<b>Total</b>				<b>-12,231.54</b>

30/28

PANAMA CITY COMMUNITY DEVELOPMENT COUNCI  
 101 W BEACH DR  
 PANAMA CITY FL 32401-2740

STATEMENT DATE  
 01/31/23  
 ACCOUNT NUMBER  
 [REDACTED]

INFOLINE 1-888-797-7711

2022 CHECKING YEAR TO DATE INTEREST PAID		1,413.91
***** CHECKING ACCOUNT SUMMARY *****		
PREVIOUS BALANCE	639,361.02	AVERAGE BALANCE
+ 4 CREDITS	174,207.79	682,682
- 44 DEBITS	104,135.41	YTD INTEREST PAID
- SERVICE CHARGES	25.00	376.87
+ INTEREST PAID	376.87	
ENDING BALANCE	709,785.27	

DAYS IN PERIOD 31

\*\*\*\*\* CHECKING ACCOUNT TRANSACTIONS \*\*\*\*\*  
 DEPOSITS AND OTHER CREDITS

DATE.....	AMOUNT.	TRANSACTION DESCRIPTION	CHK NO/ATM CD
01/05	91,504.05	BAY COUNTY MAST2 4596000512	
		5113 PC TDT TX CCD	
01/20	176.00	DEPOSIT	
01/26	29,173.01	BAY COUNTY MAST2 4596000512	
		5113 PC TDT TX CCD	
01/26	53,354.73	BAY COUNTY MAST2 4596000512	
		5113 PC TDT TX CCD	
01/31	376.87	IOD INTEREST PAID	

CHECKS

DATE..	CHECK NO.....	AMOUNT	DATE..	CHECK NO.....	AMOUNT
01/31	[REDACTED] ck 10237	241.50	01/17	10211	5,505.87
01/03	10192	10,829.24	01/23	10212	300.00
01/03	10194*	399.35	01/24	10213	5,500.00
01/13	10196*	4,555.79	01/18	10214	107.18
01/05	10201*	681.96	01/19	10215	1,929.75
01/24	10202	1,015.86	01/20	10216	3,000.00
01/23	10203	484.31	01/20	10217	141.66
01/19	10204	3,000.00	01/18	10219*	612.26
01/23	10205	186.52	01/18	10220	681.96
01/20	10206	350.73	01/27	10221	681.96
01/24	10207	3,655.00	01/30	10222	276.00
01/17	10208	1,386.00	01/31	10227*	296.12
01/18	10209	414.37	01/31	10228	93.36
01/20	10210	3,000.00	01/30	10230*	4,750.00



PANAMA CITY COMMUNITY DEVELOPMENT COUNCI  
 101 W BEACH DR  
 PANAMA CITY FL 32401-2740

30/28  
 PAGE 2

STATEMENT DATE  
 01/31/23  
 ACCOUNT NUMBER  
 [REDACTED]

OTHER DEBITS

DATE	AMOUNT	TRANSACTION DESCRIPTION	CHK NO/ATM CD
01/06	746.65	PAYROLL 4462800242 17100606	PAYROLL CCD
01/06	1,286.24	PAYROLL 4462800242 17100606	PAYROLL CCD
01/06	1,542.62	PAYROLL 4462800242 17100606	PAYROLL CCD
01/06	1,734.59	PAYROLL 4462800242 17100606	PAYROLL CCD
01/06	3,910.61	PAYROLL 4462800242 17100606	PAYROLL CCD
01/11	2,993.09	IRS 3387702000 227341166062388	USATAXPYMT CCD
01/17	A 463.57	VISA 1465106539 400977XXXXX0039	PAYMENT WEB
01/17	A 25,729.53	VISA 1465106539 400977XXXXX0922	PAYMENT WEB
01/18	151.02	PAYROLL 1943345425 17100606	TAX CCD
01/18	25.00	XAA ANALYSIS	
01/20	396.18	PAYROLL 4462800242 17100606	PAYROLL CCD
01/20	1,286.24	PAYROLL 4462800242 17100606	PAYROLL CCD
01/20	1,542.62	PAYROLL 4462800242 17100606	PAYROLL CCD
01/20	1,734.58	PAYROLL 4462800242 17100606	PAYROLL CCD
01/20	3,568.87	PAYROLL 4462800242 17100606	PAYROLL CCD
01/25	2,738.49	IRS 3387702000 227342566046358	USATAXPYMT CCD
01/31	233.76	IRS 3387702000 227343166316146	USATAXPYMT CCD

Sum of A = 26,193.10 Check #  
 10218 in QB

PANAMA CITY COMMUNITY DEVELOPMENT COUNCI  
 101 W BEACH DR  
 PANAMA CITY FL 32401-2740

30/28  
 PAGE 3

STATEMENT DATE  
 01/31/23  
 ACCOUNT NUMBER  
 [REDACTED]

\*\*\*\*\* DAILY BALANCE SUMMARY \*\*\*\*\*

DATE.....	BALANCE	DATE.....	BALANCE	DATE.....	BALANCE
12/31	639361.02	01/17	669099.96	01/25	633453.36
01/03	628132.43	01/18	667108.17	01/26	715981.10
01/05	718954.52	01/19	662178.42	01/27	715299.14
01/06	709733.81	01/20	647333.54	01/30	710273.14
01/11	706740.72	01/23	646362.71	01/31	709785.27
01/13	702184.93	01/24	636191.85		

\*\*\*\*\* INTEREST RATE SUMMARY \*\*\*\*\*

EFF-DATE	RATE	
09-26-22	0.00250000	49,999
	0.00500000	99,999
	0.00650000	999,999
	0.00750000	

THANK YOU FOR BANKING WITH US

**THIS SECTION IS PROVIDED TO HELP YOU BALANCE YOUR BANK STATEMENT.**

FROM \_\_\_\_\_ TO \_\_\_\_\_ 20\_\_\_\_

**CHECKS OUTSTANDING — NOT CHARGED TO ACCOUNT**

NO.	\$		
		BALANCE SHOWN ON THIS STATEMENT	CHECKBOOK BALANCE
		\$ _____	\$ _____
		ADD DEPOSITS NOT CREDITED	DEDUCT SERVICE CHARGES
		\$ _____	\$ _____
		\$ _____	
		\$ _____	
		SUBTOTAL	SUBTOTAL
		\$ _____	\$ _____
		DEDUCT OUTSTANDING CHECKS	ADD INTEREST CREDITED
		\$ _____	\$ _____
		RECONCILED STATEMENT BALANCE	UPDATED CHECKBOOK BALANCE
		\$ _____	\$ _____
		<b>TOTAL</b>	
		\$ _____	

**IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:**

Direct telephone inquiries to 1-888-797-7711 (TOLL FREE) or write us at Customer Service, 2910 West Jackson St., Tupelo, MS 38801 as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- (1) Tell us your name and account number.
- (2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- (3) Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we may recredit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation.

**IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR CREDIT LINE BILL:**

If you think your bill is wrong, or if you need more information about a transaction on your bill, write us (on a separate sheet) at Customer Service, 2910 West Jackson St., Tupelo, MS 38801 as soon as possible. We must hear from you no later than 60 days after we sent you the first bill on which the error or problem appeared. You can telephone us TOLL FREE at 1-888-797-7711, but doing so will not preserve your rights. In your letter, give us the following information.

- (1) Your name and account number.
- (2) The dollar amount of the suspected error.
- (3) Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

**Explanation of CREDIT LINE'S AVERAGE DAILY BALANCE**

We figure the FINANCE CHARGE on your account by applying the periodic rate to the "AVERAGE DAILY BALANCE". Including current transactions. To get the "AVERAGE DAILY BALANCE" we take the beginning balance of your account each day and add any new advances and subtract any payments, credits and unpaid finance charges. This gives us the daily balance. Then, we add up all the daily balances of the billing cycle divide the total by the number of days in the billing cycle. This gives us "THE AVERAGE DAILY BALANCE".

# Destination Panama City



A/R Aging Summary

As of January 31, 2023

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
IRS 940 FUTA	233.76					\$233.76
Tourism Contract	65,201.61					\$65,201.61
<b>TOTAL</b>	<b>\$65,435.37</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$65,435.37</b>

TB

# Destination Panama City

21 

A/P Aging Summary  
As of January 31, 2023

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
Beach TV Cable Company, Inc	484.31					\$484.31
CoStar Realty Information		660.00				\$660.00
Earthshine Cleaning	416.98					\$416.98
FPL Northwest FL	407.92					\$407.92
Leake Landscapes	300.00					\$300.00
Panama City Beach Chamber of Commerce		1,100.00				\$1,100.00
VISA	17,976.97					\$17,976.97
<b>TOTAL</b>	<b>\$19,586.18</b>	<b>\$1,760.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,346.18</b>

All paid as of 2/13/2023

**Panama City Community Development Council  
dba Destination Panama City  
Agenda Item Summary**

**1. PRESENTER NAME:**

Jennifer M. Vigil  
President & CEO

**2. MEETING DATE:**

2/28/23

**3. REQUESTED MOTION/ACTION:**

Board authorize CEO Vigil to pursue agreement with Bay County Commissioner for lease and management of St. Andrews School as a Creative, Cultural and Historic public venue.

**4. AGENDA**

PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

**5. IS THIS ITEM BUDGETED (IF APPLICABLE)?:** Yes  No  IF NO, STATE ACTION REQUIRED  N/A

BUDGET ACTION:  
FINANCIAL IMPACT SUMMARY STATEMENT:

DETAILED ANALYSIS ATTACHED?: Yes  No

**6. BACKGROUND:** (WHY IS THE ACTION NECESSARY, WHAT ACTION WILL BE ACCOMPLISHED, (WHO, WHERE, WHEN & HOW))

In April 2021, City of Panama City engaged in a lease of the St Andrews School. In August of 2021, Destination Panama City Board authorized CEO Vigil to engage Robin Malpass & Associates to assist in evaluating the potential of the property and to provide recommendations for highest and best use. Since that time, Destination Panama City has also engaged Quina Grundhoefer Architects to prepare conceptual illustrations (attached) that reflect the Malpass recommendations. Link to the Creative, Cultural, and Heritage venue recommendations can be found here:

<https://destinationpanamacity.com/wp-content/uploads/2021/11/Destination-Panama-City-St-Andrews-School-report-11042021.pdf>

Through cooperative efforts to ensure the venue met the FS 125.0104 requirements of the lease, the City of Panama City will be asking to terminate the lease and requesting Bay County Commission transfer the lease and management of the school to Destination Panama City (PCCDC). The goal of this project will be to maximize cultural experiences that the local community and visitors can participate in equally. Experiences and amenities include, but are not limited to: immersive cultural exhibits, performing arts, workshops, retreats, festivals, wedding venue, and small meetings spaces. These cultural elements are in direct alignment with the Tourism Development and Economic Impact Study that the Destination Panama City Board adopted in December 2015 and now serves as the visioning document for the organization. A copy of the study can be found here: <https://www.pcgov.org/533/Tourism-Development-Economic-Opportunity>

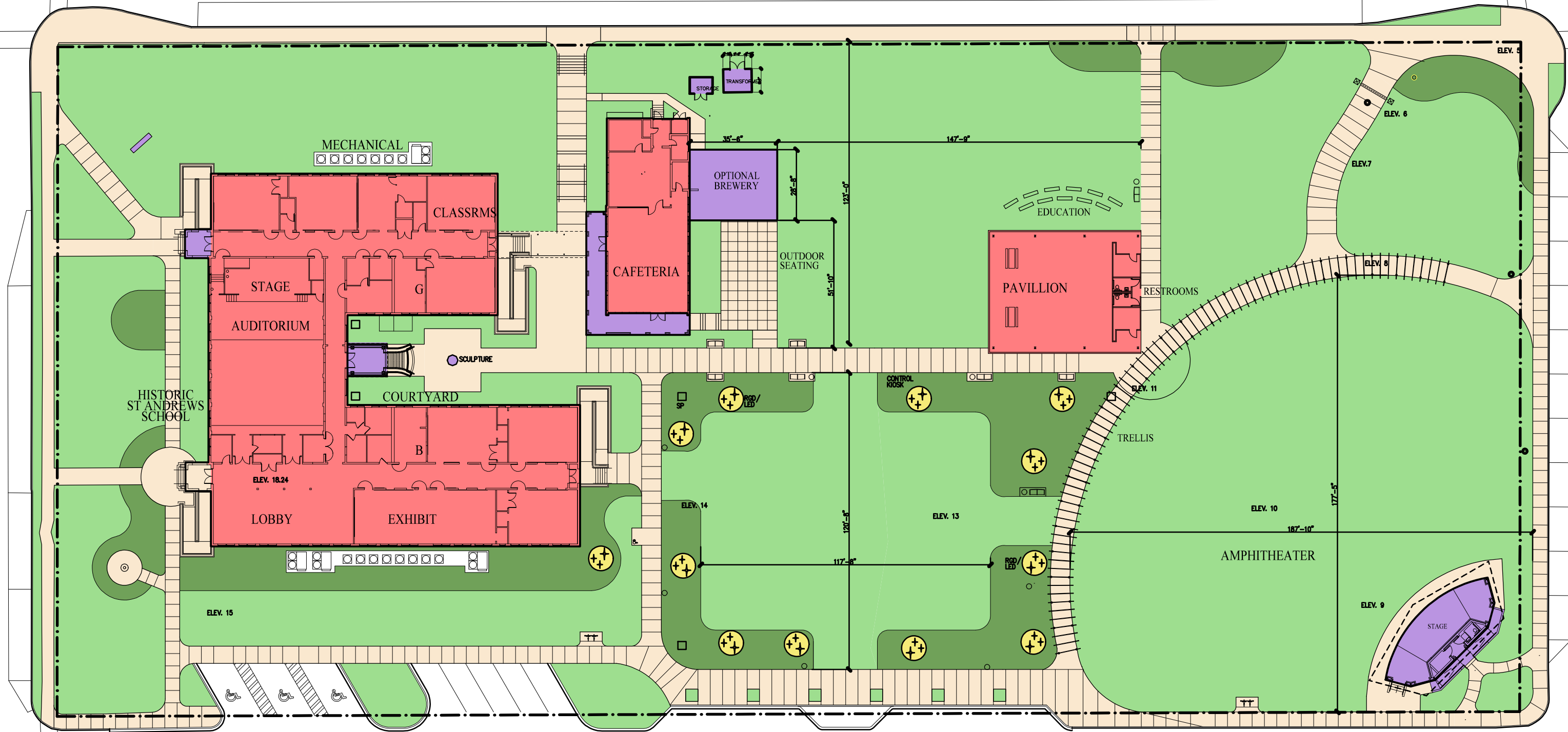
This is a transformative project that will foster economic opportunities for local business and cultural tourism.

BECK AVENUE

15 TH STREET

14 TH STREET

BAYVIEW AVENUE



Destination Panama City Site Plan  
 St. Andrews Cultural Center  
 Destination Panama City

**Panama City Community Development Council  
dba Destination Panama City  
Agenda Item Summary**

**1. PRESENTER NAME:**

Jennifer M. Vigil  
President & CEO

**2. MEETING DATE:**

2/28/23

**3. REQUESTED MOTION/ACTION:**

Board authorize CEO Vigil to utilize unrestricted current assets as Historic Preservation Grant Match for St Andrews School not to exceed \$500,000.

**4. AGENDA**

PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

**5. IS THIS ITEM BUDGETED (IF APPLICABLE)?:** Yes  No  IF NO, STATE ACTION REQUIRED  N/A

BUDGET ACTION:  
FINANCIAL IMPACT SUMMARY STATEMENT:

DETAILED ANALYSIS ATTACHED?: Yes  No

**6. BACKGROUND:** (WHY IS THE ACTION NECESSARY, WHAT ACTION WILL BE ACCOMPLISHED, (WHO, WHERE, WHEN & HOW))

On May 24, 2022, the City of Panama City approved Resolution 20220524.2 which allowed City staff to make application to the Florida Department of State, Division of Historic Resources for a restoration grant that required matching funds.

The City of Panama City anticipates the award of a Historic Preservation Grant for the Historic St. Andrews School in the summer of 2023. Working collaboratively with the City of Panama City, CEO Vigil is requesting board authorization to utilize up to \$500,000 from unrestricted Destination Panama City (PCCDC) current assets for the required monetary grant match. The grant will be used to repair the school's roof, fire suppression system, doors, plumbing, and electrical systems. The school is 95 years old and currently listed on the National Historic Registry.



**Panama City Community Development Council  
dba Destination Panama City  
Agenda Item Summary**

**1. PRESENTER NAME:**

Jennifer M. Vigil  
President & CEO

**2. MEETING DATE:**

2/28/23

**3. REQUESTED MOTION/ACTION:**

Board approve Resolution 1-2023 as presented and authorized CEO Vigil to send letter of support to US Department of Transportation in support of City of Panama City RAISE Grant Application not to exceed \$1,500,000.

**4. AGENDA**

- PRESENTATION
- PUBLIC HEARING
- CONSENT
- REGULAR

**5. IS THIS ITEM BUDGETED (IF APPLICABLE)?:** YES  NO  IF NO, STATE ACTION REQUIRED  N/A

BUDGET ACTION:  
FINANCIAL IMPACT SUMMARY STATEMENT:

DETAILED ANALYSIS ATTACHED?: YES  NO

**6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT ACTION WILL BE ACCOMPLISHED, (WHO, WHERE, WHEN & HOW))**

The City of Panama City has submitted a RAISE grant application that runs through the St. Andrews district and is located along US Highway 98, beginning at the East terminus of the Hathaway Bridge flyover, which connects the growing market of Panama City Beach, and extending to the East side of Jenks Avenue where US Highway 98 intersects and leads to the emerging Panama City historic downtown and surrounding municipalities. Enhancements two blocks North and South of US Highway 98 are included in the proposed project.

The Historic St. Andrews School Project falls within the boundaries of the grant project zone. City of Panama City and CRA Match contributions can be combined with funds and improvement projects from other Applicants to fulfill the match obligation of \$5,000,000.

Destination Panama City funds would only go to the St. Andrews School Project; however, because our project falls within the geographic zone of the City's RAISE grant project a Resolution and Letter of Support will greatly enhance the probability of the RAISE grant approval.

Resolution 1-2023 and draft letter of support are attached for review and approval.

**RESOLUTION NO. 1-2023****A RESOLUTION OF DESTINATION PANAMA CITY (PANAMA CITY COMMUNITY DEVELOPMENT COUNCIL, INC.) AGREEING TO ASSIST IN FULFILLING THE MATCH FUNDS REQUIRED FOR THE REBUILDING AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) GRANT PROGRAM**

**WHEREAS**, the United States Department of Transportation has made \$1 billion in Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant funds available to eligible applicants for the 2021 funding cycle;

**WHEREAS**, RAISE Grants are highly competitive, merit based discretionary grants focused on surface transportation projects that will have a significant local or regional impact;

**WHEREAS**, RAISE applicants should state the extent to which a project will facilitate environmental stewardship and public health; will improve infrastructure conditions; will connect people of all ages, abilities, and races to economic opportunities by removing barriers to such opportunities in the long-term and by providing access to good-paying jobs in the short-term; will enhance community partnerships; and will provide access to efficient, reliable, safe, and affordable transportation options; among other outcomes;

**WHEREAS**, RAISE Grant applicants must demonstrate partnerships among a broad range of stakeholders for success, including partnerships with other local agencies and organizations;

**WHEREAS**, the City of Panama City ("City"), the Panama City Community Redevelopment Agency ("CRA"), the Florida Department of Transportation ("DOT"), Bay County, acting through its destination marketing organization, Destination Panama City ("DPC") (collectively the "Applicants"), are joint, eligible applicants in their request for funding for the Highway 98 Complete Streets project, hereinafter referred to as "the Project";

**WHEREAS**, RAISE Grants are intended to provide the funding necessary to complete projects of scales similar to the Project;

**WHEREAS**, the Applicants together request up to \$25,000,000 to fund a portion of the Project and distribute funds for the Project to enable the Applicants to complete the Project;

**WHEREAS**, RAISE Grants fund up to eighty percent (80%) of each awarded project in an urban area, and applicants must demonstrate an ability to obtain, at a minimum, the remaining matching funds;

**WHEREAS**, Destination Panama City is funding the improvements to Historic St. Andrews School, which is listed on the National Historic Registry, for creative, cultural tourism and economic impact purposes.

**WHEREAS**, Destination Panama City recognizes that tourism and economic impact components within the RAISE grant project area can result in improved Benefit Cost Analysis component for enhanced grant ranking.

**WHEREAS**, the Project implements the goals and objectives of the Applicants.

**NOW THEREFORE BE IT RESOLVED** by the Board of the Destination Panama City (PCCDC) as follows:

**SECTION 1.** If the Applicants are awarded the RAISE Grant, Destination Panama City agrees to allow the St. Andrews School Project to be included in the BCA component.

**SECTION 2.** This Resolution will take effect upon adoption by the Board

**PASSED, APPROVED AND ADOPTED** by the Board of Directors of Destination Panama City (PCCDC) at its meeting this 28th day of February, 2023.

**DESTINATION PANAMA CITY**

By: \_\_\_\_\_  
Nirav Banker, Chairman

**ATTEST:**

\_\_\_\_\_  
Jennifer Vigil, President & CEO

**APPROVED AS TO FORM AND CORRECTNESS:**

\_\_\_\_\_  
Mike Burke, Board Attorney



February 28, 2023

Attn: Honorable Pete Buttigieg  
Secretary of Transportation  
US Department of Transportation  
1200 New Jersey Avenue SE  
Washington, DC 20590

Dear Secretary Buttigieg:

This letter serves as the Letter of Support for the \$25 Million RAISE Grant for the City of Panama City, Florida. Our efforts to renovate and resurrect the Historic St. Andrews School, currently listed on the National Historic Registry, should be included in the Benefit Cost Analysis when ranking the City of Panama City grant application.

Our historic St. Andrews School project resides within the project area identified in the RAISE grant and is fully funded. Our project is planned as a creative, cultural, and historic tourism venue and will undoubtedly be an economic driver for the entire community. This is a transformative project that will bring immersive digital media projection, workshops, exhibits, performing arts, hands on learning opportunities all within the walls and grounds of a spectacular and historic special event venue. The project will help foster economic opportunities for local businesses and cultural tourism. It will enhance traditional art and performance experiences, provide exposure of new career paths to residents and visitors.

The City's RAISE Grant Application for US Highway 98 (from Hathaway Bridge to Jenks Avenue) is of paramount importance for helping Panama City emerge as a world class cultural tourism destination. Creative Tourism is a sub-form of Cultural Tourism that is defined as "tourism which offers visitors the opportunity to develop their creative potential through active participation in experiences which are characteristic of the destination." In 2004, UNESCO recognized this new form of tourism by launching the Creative Cities Network. Working together with the City and other co-applicants will solidify our goals of adding Panama City to the UNESCO Creative Cities Network.

As a small city, it is rare that we are so well positioned with partners to be able to complete these transformational changes. With this letter of commitment, I urge you to fully fund the City of Panama City's US Highway 98 Corridor project.

Sincerely,

Jennifer M. Vigil  
President & CEO, Destination Panama City

**Panama City Community Development Council  
dba Destination Panama City  
Agenda Item Summary**

**1. PRESENTER NAME:**

Jennifer M. Vigil  
President & CEO

**2. MEETING DATE:**

2/28/23

**3. REQUESTED MOTION/ACTION:**

Board approve the Special Event Grant supporting St Patrick's Festivities as a reimbursable grant award not to exceed \$15,000.

**4. AGENDA**

PRESENTATION   
PUBLIC HEARING   
CONSENT   
REGULAR

**5. IS THIS ITEM BUDGETED (IF APPLICABLE)?:** YES  NO  IF NO, STATE ACTION REQUIRED  N/A

BUDGET ACTION:  
FINANCIAL IMPACT SUMMARY STATEMENT:

DETAILED ANALYSIS ATTACHED?: YES  NO

**6. BACKGROUND:** (WHY IS THE ACTION NECESSARY, WHAT ACTION WILL BE ACCOMPLISHED, (WHO, WHERE, WHEN & HOW))

A special event grant application (attached) was received on January 30, 2023 requesting \$15,000 to support multi-day celebration and two day festival held on Harrison Avenue at House of Henry.

Destination Panama City staff has met with the applicant, reviewed the application, and supports the request for a reimbursement grant not to exceed \$15,000.

## New Event Assistance Grant Application

1 message

**Destination Panama City** <donotreply@destinationpanamacity.com>

Mon, Jan 30, 2023 at 10:42 AM

Reply-To: bbibobby@gmail.com

To: jennifer@destinationpanamacity.com, gorgeous@destinationpanamacity.com

### I. Event Information

#### Event Name

St. Patrick's Day Festival

#### Event Date(s)

March 17 &amp; 18, 2023

#### Event Location

House of Henry, Harrison Avenue, Parking Lot

#### Event Description

Third Annual St Patrick's Day Dinner and Festival in Historic Downtown Panama City. Featuring 7+ performances, Irish Dinner (Wednesday), Stein hoisting, Kilt Contest, Mayor's Irish Toast, Kegs & Eggs (Friday & Saturday morning), Kids Highland Games, Green Beer, Pipes & Drums.

#### Type of Event

Cultural/Holiday

#### Event History

Recurring Event

#### How Many Years?

3

#### Has Event Received Prior DPC Funding?

Yes

#### Has the Location/Facility Been Secured?

Yes

#### Facility Name

House of Henry

#### Facility Contact

Bobby Beard

#### Please Select Which Supporting Documents You Are Attaching

- Event Budget
- Detailed Media Budget
- Letters of Community Support
- Letters of Lodging Partnership Agreement
- List of Sponsors, Type & Amount of Sponsorship
- Event Schedule
- IRS Form W9

#### Please Attach Your Documents Here

- [MOU-St-Patricks-Day-HoH-030922.pdf](#)

### II. Application Information

#### Organization Name

House of Henry

#### Organization Contact

Bobby Beard

#### Contact Email

[bbibobby@gmail.com](mailto:bbibobby@gmail.com)

#### Contact Phone

(615) 975-8973

#### Address

[461 Harrison Avenue](#)  
[Panama City, Florida 32401](#)  
[United States](#)  
[Map It](#)

#### Organization Type

Private

#### Tax ID

84-4158852

### III. Grant Request

#### Amount of Financial Assistance Requested

\$15,000.00

#### Type of In-Kind Assistance Requested (Be Specific)

Social Media Support

### IV. Economic Impact

#### a. Adult - Visitor

10

**b. Adult - Local**

40

**c. Youth - Visitor**

0

**d. Youth - Local**

0

**a. Adult - Visitor**

500

**b. Adult - Local**

2,500

**c. Youth - Visitor**

25

**d. Youth - Local**

50

**a. Projected Length of Stay**

3

**b. Projected Number of Rooms**

25

**c. Projected Room Night Cost**

150

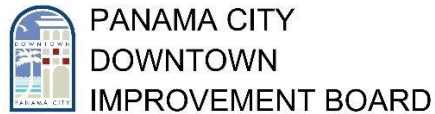
**V. Signatures & Acknowledgements**

**Applicant Consent / Disclaimer Agreement**

I certify that I have read and understand the Destination Panama City (PCCDC), Event Grant Assistance Program Policy and have been appointed by our organization as an Authorized Agent.

**What is 5+3? (Anti-Spam)**

8



February 15, 2023

To Whom It May Concern,

The Panama City Downtown Improvement Board is providing this letter of community support to House of Henry for their St. Patrick's Day festival. Our mission statement, as an economic development organization, is improving the image of Downtown Panama City and communicating its exciting potential. This includes, but is not limited to, the marketing of attractions and hosting Downtown events. We believe festivals such as this are important contributors to the social character of Downtown and enhance the economic vitality of Downtown.

Respectfully,

Maria Williams, Executive Director

Panama City Downtown Improvement Board





Hello Bay County Friends!

As we all know, vibrant cities host events which bring the community together. These events need to have a variety, some large signature events around national holidays, and some are small quirky events. We believe St. Patrick's Day will be a long-term signature event for our arts district.

Events such as this bring locals & visitors with a common interest together to celebrate and enjoy what downtown Panama City has to offer. History Class always tries to be a helping hand, a host, or a sponsor of downtown events for this reason. We want an awesome downtown and an even more awesome Bay County.

Bobby Beard and his team at The House of Henry have repeatedly hosted professionally organized events with good marketing materials. Bobby and his team need our support

A handwritten signature in black ink that reads "Allan Branch". The signature is written in a cursive, flowing style.

Allan Branch

Co-Owner of History Class Brewing Co.

CEO Update:

Board Member Resignation & Recommendation

Update on Visitor's Center Storage

Nao Trindad Sponsorship – Corporate Events, School Passes