



DESTINATION PANAMA CITY
REGULAR MEETING

Location: Destination Panama City Visitor's Center
101 West Beach Drive, Panama City, FL 32401
5/29/2025 – 9:00 AM

- 1) Roll Call
- 2) Approval of Minutes – March 18, 2025 Regular Meeting
- 3) Tourist Development Tax Revenue -March 2025
- 4) Financial Status Report – Period Ending April 30, 2025
- 5) Drews Hall (formerly St. Andrews School) Funding Discussion
- 6) Destination Panama City Board Composition
- 7) Aqua Marketing Presentation
- 8) CEO Updates
 - a) Convention Center Feasibility Study Update
 - b) Tourism Appreciation Day 5/5/2025
 - c) Flagler Submissions
 - d) FY26 Budget
 - e) Gov Stone Lease Update
- 9) Public Participation
- 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:

05/29/2025

3. REQUESTED MOTION/ACTION:

Board accept the Board Meeting Minutes of 03/18/2025 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 03/18/2025 have been prepared for review and acceptance.



**Destination Panama City Board of Directors Meeting Minutes
March 18, 2025**

Destination Panama City Visitor's Center, 101 West Beach Drive, Panama City, FL 32401

Prepared by Jennifer Vigil

1. **Call to Order**
 - Chairman Nirav Banker called the meeting to order at 2:00 PM.
2. **Roll Call**
 - Board Members Present:
 - Joshua Street, Secretary/Treasurer
 - Brian Grainger, Vice Chairman
 - Nirav Banker, Chairman
 - Jenna Haligas, Board Member
 - Janice Lucas, Board Member
3. **Approval of Minutes – December 16, 2024 Regular Meeting**
 - Secretary/Treasurer Street motioned to approve the minutes of the December 16, 2024 meeting.
 - Chairman Banker seconded the motion.
 - The motion passed unanimously with all ayes.
4. **Financial Status Report – Period Ending December 31, 2024**
 - Secretary/Treasurer Street motioned to approve the financial status report.
 - Chairman Banker seconded the motion.
 - The motion passed unanimously with all ayes.
5. **Destination Panama City 2025 Board Schedule**
 - Board Member Lucas motioned to approve the 2025 board schedule.
 - Secretary/Treasurer Street seconded the motion.
 - The motion passed unanimously with all ayes.
6. **FY23 Audit (Prepared by CRI)**
 - Vice Chairman Grainger motioned to accept the FY23 audit.
 - Board Member Haligas seconded the motion.
 - The motion passed unanimously with all ayes.
7. **Cadence Bank Positive Pay Ratification**
 - Vice Chairman Grainger motioned to ratify Cadence Bank Positive Pay.
 - Secretary/Treasurer Street seconded the motion.
 - The motion passed unanimously with all ayes.
8. **Bay County Chamber of Commerce Investors Program**
 - Secretary/Treasurer Street emphasized the value of local business development partnerships.
 - Board Member Haligas motioned to approve participation in the Investors Program.
 - Board Member Lucas seconded the motion.
 - The motion passed unanimously with all ayes.
9. **St. Andrews School Project Update & Clarification**
 - Secretary/Treasurer Street motioned to accept the update.

- Vice Chairman Grainger seconded the motion.
- The motion passed unanimously with all ayes.
- Board discussion noted that crowdsourcing and fundraising would be beneficial to the initiative.

10. Friends of Governor Stone Lease

- Board Member Lucas motioned to move forward with clarifying and finalizing the lease terms.
- Vice Chairman Grainger seconded the motion.
- The motion passed unanimously with all ayes.
- Board Member Haligas stated a firm end date should be included and expressed concern over past noncompliance. She noted the City had attempted to assist, but that help was declined.

11. Destination Panama City Board Composition

- Secretary/Treasurer Street expressed concerns but supported the idea, noting it could enhance collaboration. He requested CEO Vigil run the concept by Dan Rowe and Bob Majka.
- Board Member Haligas emphasized the need to address board participation and the value of having more engaged members.
- Vice Chairman Grainger questioned whether the change could help solidify broader community and county partnerships.
- No vote was taken. CEO Vigil will gather additional input and present a formal recommendation at the next meeting.

12. Convention Center / Civic Center Feasibility Study Discussion

- Vice Chairman Grainger stated this was a pathway to publicly discuss the possibility of a convention center. He noted the need for a feasibility study and economic impact data, potentially to be supported by Triumph Gulf Coast.
- He suggested an 85,000 sq ft facility might be appropriate.
- He asked if the project could move forward this fiscal year or next.
- Secretary/Treasurer Street noted funding would likely require a public-private partnership.
- Board Member Haligas asked if the mall property owners had been contacted; no one had.
- Attorney Natalie McSwane stated she had final market analysis documents from Wilson Butler and would provide them to CEO Vigil.
- Street mentioned potential partnership interest from OakView Partners and noted an active code enforcement case on the site.
- Grainger raised the idea of a land donation from Hendon (mall property owners).

- Street clarified that Seritage owns the retail section and has active redevelopment plans. He added that although the City faces two tight financial years, a partnership could be viable later.
- Grainger noted that county-enacted tourism dollars (a sixth cent) could potentially support land acquisition.
- Vice Chairman Grainger motioned for CEO Vigil to further review and return with a recommendation.
- Board Member Lucas seconded the motion.
- The motion passed unanimously with all ayes.

13. CEO Updates

- a. *Hotel Indigo Newcomer Recognition*: CEO Vigil shared details about a newcomer welcome effort.
- b. *Tourism Appreciation Day (May 5, 2025)*: Planning is underway with additional updates to follow.
- c. *Marketing Update*: Included highlights of new campaigns and promotional strategies.

14. Public Participation

- None.

15. Adjournment

- Chairman Banker adjourned the meeting at 2:45pm.

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

1. PRESENTER NAME:

Jennifer M. Vigil
President & CEO

2. MEETING DATE:

5/29/2025

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 ☐

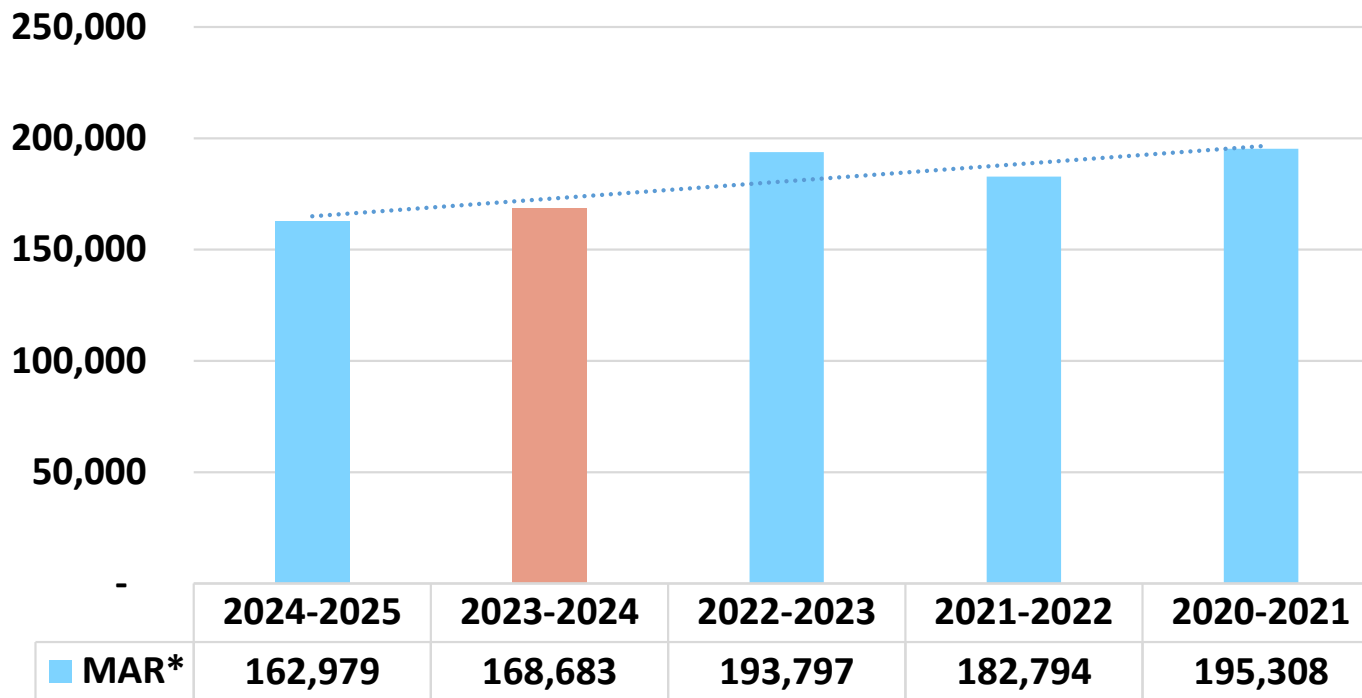
6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT ACTION WILL BE ACCOMPLISHED, (WHO, WHERE, WHEN & HOW))

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

Cash Collection Analysis:

Panama City

For the month ending
March 31, 2025



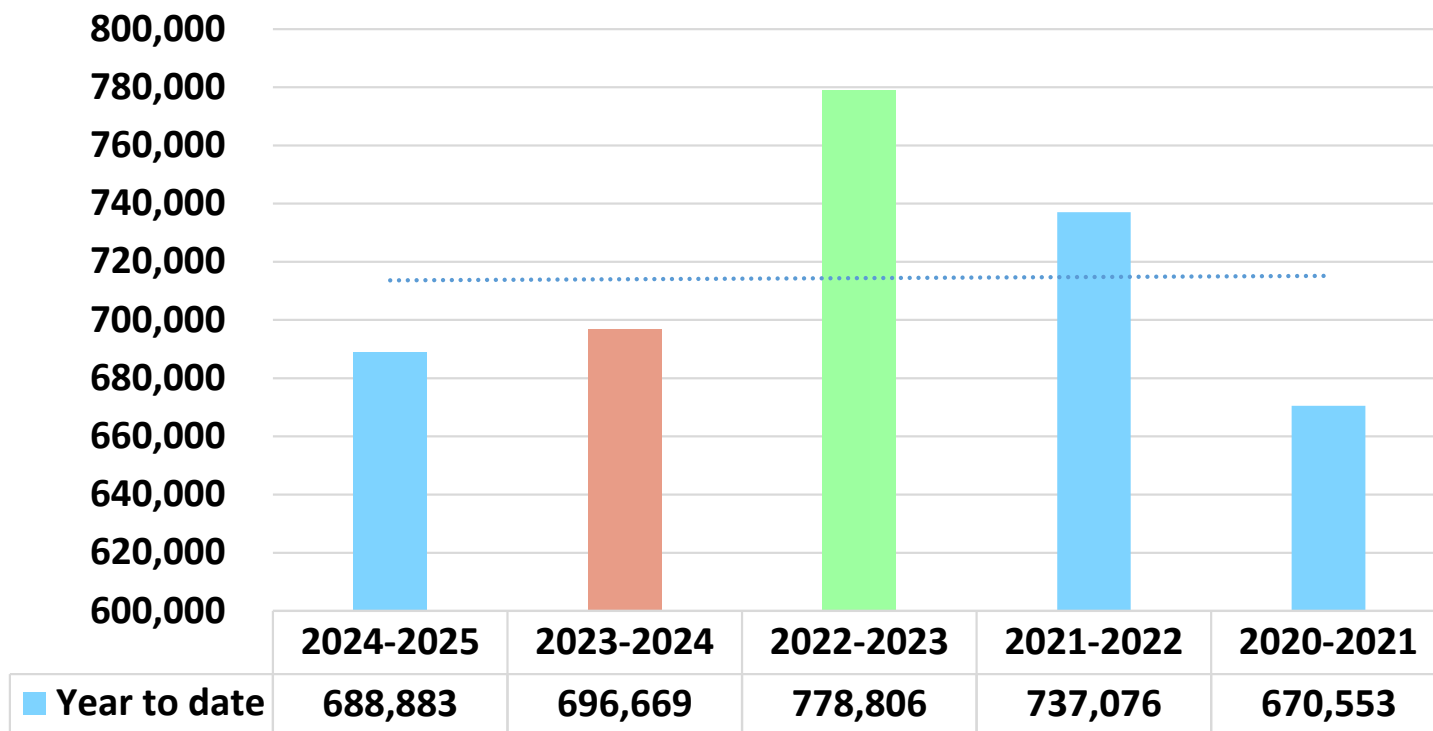
*Note: This report represents collections on a cash basis. The collection period is indicative of all cash receipts generated in the following month (i.e. February period collections are generated March 1st through March 31st; these figures will correspond with the March column in the Cash Accrual Breakdown).



Cash Collection Analysis:

Panama City

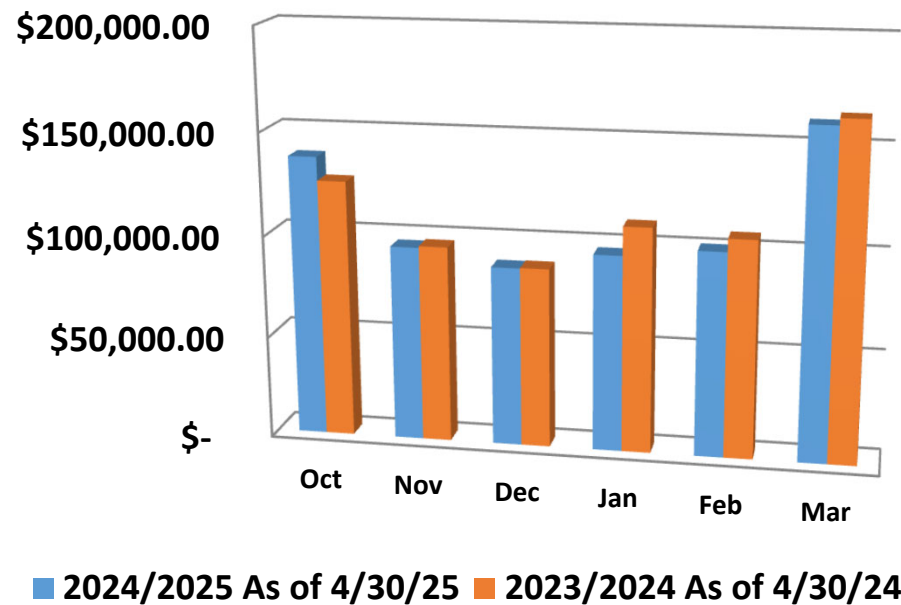
For the five months ending
March 31, 2025



*Note: This report represents collections on a cash basis. The collection period is indicative of all cash receipts generated in the following month (i.e. February period collections are generated March 1st through March 31st; these figures will correspond with the March column in the Cash Accrual Breakdown).

Accrual Attribution Data				
	<u>2024/2025 As</u>	<u>2023/2024 As</u>	<u>Variance</u>	<u>Variance %</u>
	<u>of 4/30/25</u>	<u>of 4/30/24</u>		
Oct	\$ 137,302.34	\$ 125,922.87	\$ 11,379.47	9.04%
Nov	\$ 95,404.05	\$ 96,198.74	\$ (794.69)	-0.83%
Dec	\$ 87,663.79	\$ 87,912.73	\$ (248.94)	-0.28%
Jan	\$ 96,068.36	\$ 110,111.36	\$ (14,043.00)	-12.75%
Feb	\$ 100,167.43	\$ 106,495.88	\$ (6,328.45)	-5.94%
Mar	\$ 160,638.14	\$ 163,953.00	\$ (3,314.86)	-2.02%
Apr-Sep	\$ -	\$ 571.26		
	\$ 677,244.11	\$ 691,165.84	\$ (13,350.47)	-1.93%

Accrual Attribution Data



Cash / Accrual Breakdown

Panama City
FY2025

Attributed period

Collected in							
	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	
Pre	\$ 7,548.47	\$ 486.84	\$ 3,040.83			\$ 562.72	\$ 11,638.86
Oct	\$ 131,451.02	\$ 5,304.54	\$ 100.00	\$ 110.01		\$ 336.77	\$ 137,302.34
Nov		\$ 92,900.69	\$ 1,969.27	\$ 99.19	\$ 58.34	\$ 376.56	\$ 95,404.05
Dec		\$ 1,104.50	\$ 86,263.60	\$ 80.11	\$ 7.82	\$ 207.76	\$ 87,663.79
Jan			\$ 860.44	\$ 93,533.53	\$ 1,660.40	\$ 13.99	\$ 96,068.36
Feb					\$ 99,324.74	\$ 842.69	\$ 100,167.43
Mar						\$ 160,638.14	\$ 160,638.14
Apr							\$ -
May							\$ -
Jun							\$ -
Jul							\$ -
Aug							\$ -
Sep							\$ -
Post							\$ -
	\$ 138,999.49	\$ 99,796.57	\$ 92,234.14	\$ 93,822.84	\$ 101,051.30	\$ 162,978.63	\$ 688,882.97

*Note: This report delineates the attribution of collected revenue in a given reporting period.



Bay County
Tourist Development Council

Schedule of Collection Allocation

Panama City

For the month and fiscal year ending March 2025 and 2024

For the month ending March 2025

	Current period	Prior periods	Total
Taxes	160,538	1,649	162,186
Penalties	100	650	750
Interest	0	42	42
Total Collections	160,638	2,340	162,979

Fiscal year to date through March 2025

	Current period	Prior periods	Total
Taxes	665,624	17,640	683,263
Penalties	450	4,862	5,312
Interest	2	305	307
Total Collections	666,076	22,806	688,882

For the month ending March 2024

	Current period	Prior periods	Total
Taxes	163,854	3,967	167,821
Penalties	321	456	777
Interest	2	82	85
Total Collections	164,178	4,505	168,683

Fiscal year to date through March 2024

	Current period	Prior periods	Total
Taxes	682,790	9,363	692,153
Penalties	1,228	3,065	4,293
Interest	3	219	223
Total Collections	684,022	12,647	696,669

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

1. PRESENTER NAME:

Jennifer M. Vigil
President & CEO

2. MEETING DATE:

5/29/2025

3. REQUESTED MOTION/ACTION:

Board accept the financial status reports as presented for period ending April 30, 2025.

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 April 2025 Financial Package for Board review and approval.

Management Report

Destination Panama City

For the period ended April 30, 2025



Prepared on

May 23, 2025

Statement of Net Position

As of April 30, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
10001 Checking - Bankcorp South	786,331.38
10003 Checking - First Federal	10,401.51
Total Bank Accounts	796,732.89
Accounts Receivable	
11500 Accounts Receivable (A/R)	531,591.89
Total Accounts Receivable	531,591.89
Other Current Assets	
15510 Prepaid Insurance	4,024.64
15520 Deposits	700.47
Total Other Current Assets	4,725.11
Total Current Assets	1,333,049.89
Fixed Assets	
16500 Allowance for Depreciation	-117,689.96
16600 Fixed Prop Machinery & Equipment	24,908.99
16610 Buildings & Land	1,360,555.00
16630 Furniture & Fittings	2,730.00
16710 Construction in Progress	122,655.00
Total Fixed Assets	1,393,159.03
TOTAL ASSETS	\$2,726,208.92

LIABILITIES AND EQUITY

Liabilities	
Current Liabilities	
Accounts Payable	
20200 Accounts Payable (A/P)	204,560.56
Total Accounts Payable	204,560.56
Credit Cards	
22010 Credit Card Payable - First Fed	7,840.39
Total Credit Cards	7,840.39
Other Current Liabilities	
20400 Advance Deposits	100,000.00
21600 Compensated Absences	47,413.86
Payroll Liabilities	0.00
21821 Health Insurance	-1,703.81
21822 Dental Insurance	-121.48
21824 Life Insurance	-46.35
21825 Vision Insurance	-25.78

	Total
Total Payroll Liabilities	-1,897.42
Total Other Current Liabilities	145,516.44
Total Current Liabilities	357,917.39
Total Liabilities	357,917.39
Equity	
27100 Fund Balance - Unrestricted	960,529.36
27200 Net Investment in Capital Assets	1,393,159.00
Retained Earnings	0.00
Net Revenue	14,603.17
Total Equity	2,368,291.53
TOTAL LIABILITIES AND EQUITY	\$2,726,208.92

Statement of Revenues, Expenses and Change in Net Position

April 2025

		Total
	Apr 2025	Oct 2024 - Apr 2025 (YTD)
REVENUE		
31000 Bay County TDC Contract	316,199.88	1,324,024.99
34132 Co-Op Advertising Revenue		7,100.00
35000 Event Income		1,590.72
35915 Event Booth Rental	2,851.20	6,085.80
36200 Facility Rent Income	657.40	4,510.13
366140 Pvt Contribs & Donations	65.78	362.30
38000 Interest Income	506.26	3,800.08
39000 Misc Revenue		1,133.28
Total Revenue	320,280.52	1,348,607.30
GROSS PROFIT	320,280.52	1,348,607.30
EXPENDITURES		
51200 Regular Salaries	32,152.50	216,436.72
52100 FICA	2,443.03	16,437.22
52200 Retirement Contributions	2,616.99	14,980.03
52207 Health Insurance	3,234.42	24,258.11
52208 Dental Insurance	167.84	1,225.66
52300 Life Insurance	51.50	365.65
52400 Workers Comp	260.00	719.34
52500 Unemployment Insurance	0.68	36.13
53100 Professional Services		3,851.50
53200 Accounting & Auditing	6,411.75	26,450.75
53400 Other Contractual	7,616.77	14,054.69
53401 Marketing Contractual Services	937.96	154,214.29
54000 Travel per Diem Staff	91.83	22,483.02
54001 Travel Per Diem Non-Staff		150.91
54100 Communications	953.86	6,751.92
54200 Postage & Freight	469.99	9,642.79
54300 Utility	384.81	26,870.64
54400 Rentals & Leases	144.07	2,833.02
54500 Insurance	1,187.06	9,723.12
54600 Repair & Maintenance	854.43	11,758.52
54700 Printing & Binding	1,004.22	4,358.59
54800 Promotional Activities	58,991.26	469,532.39
54801 Creative Services		32,800.00
54803 Photography/Videography		19,488.00
54900 Other Current Charges	391.82	2,732.15
55100 Office Supplies		64.00
55200 Operating Supplies	218.61	2,452.71

		Total
	Apr 2025	Oct 2024 - Apr 2025 (YTD)
55400 Books, Pubs, Memberships	293.89	23,210.01
55500 Training		4,297.75
55700 Operational Reserve for Contingency		15,000.00
56200 Buildings	196,824.50	196,824.50
Total Expenditures	317,703.79	1,334,004.13
NET OPERATING REVENUE	2,576.73	14,603.17
NET REVENUE	\$2,576.73	\$14,603.17

Destination Panama City
Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L
Apr-25

Explanation provided for line items greater than 70% of annual budget
Percentage of Year complete = 58%

	Actual	Budget	Remaining	% of Budget	Explanation
Revenue					
31000 Bay County TDC Contract	1,324,024.99	1,984,429.00	660,404.01	66.72%	
34132 Co-Op Advertising Revenue	7,100.00	-	(7,100.00)	100.00%	
35000 Event Income	1,590.72	100,000.00	98,409.28	1.59%	
35915 Event Booth Rental	6,085.80	-	(6,085.80)	100.00%	
36200 Facility Rent Income	4,510.13	10,000.00	5,489.87	45.10%	
366140 Pvt Contribs & Donations	362.30	-	(362.30)	100.00%	
38000 Interest Income	3,800.08	-	(3,800.08)	100.00%	
39000 Misc Income	1,133.28	-	(1,133.28)	100.00%	Provisional bank credit for fraudulent check and insurance refund from prior fiscal year
39500 Cash Carry Forward/County Contract	-	700,000.00	700,000.00	0.00%	
39600 Unrestricted Cash	-	325,000.00	325,000.00	0.00%	
Contributed income					
Grants from other nonprofits	-	375,000.00	375,000.00	0.00%	
Total Contributed income	-	375,000.00	375,000.00	0.00%	
Total Revenue	1,348,607.30	3,494,429.00	2,145,821.70	38.59%	
Gross Profit	1,348,607.30	3,494,429.00	2,145,821.70	38.59%	
Expenditures					
51200 Regular Salaries	216,436.72	390,629.18	174,192.46	55.41%	
51500 Special Pay	-	16,838.60	16,838.60	0.00%	
52100 FICA	16,437.22	29,548.87	13,111.65	55.63%	
52200 Retirement Contributions	14,980.03	39,062.92	24,082.89	38.35%	
52207 Health Insurance	24,258.11	40,851.24	16,593.13	59.38%	
52208 Dental Insurance	1,225.66	2,650.08	1,424.42	46.25%	
52300 Life Insurance	365.65	618.00	252.35	59.17%	
52400 Workers Comp	719.34	3,125.00	2,405.66	23.02%	
52500 Unemployment Insurance	36.13	1,500.00	1,463.87	2.41%	
53100 Professional Services	3,851.50	7,500.00	3,648.50	51.35%	
53200 Accounting & Auditing	26,450.75	28,410.00	1,959.25	93.10%	Carr Riggs & Ingram 9/30/24 audit. Kennon Accounting Oct - April Accounting, Intuit monthly QB Subscription
53400 Other Contractual	14,054.69	22,610.00	8,555.31	62.16%	

Destination Panama City
Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L
Apr-25

Explanation provided for line items greater than 70% of annual budget
Percentage of Year complete = 58%

	Actual	Budget	Remaining	% of Budget	Explanation
Revenue					
53401 Marketing Contractual Services	154,214.29	203,156.00	48,941.71	75.91%	Annual Subscriptions Key Data \$16,125, ITI Digital \$19,500, Zartico \$35,000, Placer.ai \$16,000, iDSS Global \$3,000, Aqua \$25,000, Laurie Rowe \$28,500
54000 Travel per Diem Staff	22,483.02	41,300.00	18,816.98	54.44%	
54001 Travel Per Diem Non-Staff	150.91	13,000.00	12,849.09	1.16%	
54100 Communications	6,751.92	12,000.00	5,248.08	56.27%	
54200 Postage & Freight	9,642.79	17,000.00	7,357.21	56.72%	
54300 Utility	26,870.64	49,200.00	22,329.36	54.62%	
54400 Rentals & Leases	2,833.02	9,660.00	6,826.98	29.33%	
54500 Insurance	9,723.12	28,000.00	18,276.88	34.73%	
54600 Repair & Maintenance	11,758.52	28,100.00	16,341.48	41.85%	
54700 Printing & Binding	4,358.59	38,500.00	34,141.41	11.32%	
54800 Promotional Activities	469,532.39	1,096,650.00	627,117.61	42.82%	
54801 Creative Services	32,800.00	60,000.00	27,200.00	54.67%	
54802 Media Commissions	-	49,000.00	49,000.00	0.00%	
54803 Photography/Videography	19,488.00	50,000.00	30,512.00	38.98%	
54900 Other Current Charges	2,732.15	30,000.00	27,267.85	9.11%	
55100 Office Supplies	64.00	1,500.00	1,436.00	4.27%	
55200 Operating Supplies	2,452.71	20,000.00	17,547.29	12.26%	
55400 Books, Pubs, Memberships	23,210.01	27,475.00	4,264.99	84.48%	Destinations International Annual Membership \$3,319 & Destinations Florida Annual Membership \$3,953, US Travel Association renewal \$6,450, Chamber Annual Dinner \$1,500, Great Loop Cruisers Association \$2,900, Destinations International \$2,231
55500 Training	4,297.75	10,500.00	6,202.25	40.93%	
55700 Operational Reserve for Contingency	15,000.00	621,044.11	606,044.11	2.42%	
56200 Buildings	196,824.50	500,000.00	303,175.50	39.36%	
56400 Machinery & Equipment	-	5,000.00	5,000.00	0.00%	
Total Expenditures	1,334,004.13	3,494,429.00	2,160,424.87	38.18%	
Net Operating Revenue	14,603.17	-	-		
Net Revenue	14,603.17	-	-		

A/R Aging Summary

As of April 30, 2025



	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
Tourism Contract						0.00
Bay County 24/25	321,459.37					321,459.37
St Andrews School	210,132.52					210,132.52
Total Tourism Contract	531,591.89					531,591.89
TOTAL	\$531,591.89	\$0.00	\$0.00	\$0.00	\$0.00	\$531,591.89

TB

A/P Aging Summary

As of April 30, 2025

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
Aaron Rich Marketing	571.00					571.00
Bay Arts Alliance	11,177.50					11,177.50
Bay County Chamber of Commerce		15.89				15.89
Beach TV Cable Company, Inc	1,001.84					1,001.84
BMR Building Solutions, LLC		157,459.60				157,459.60
Brock Lawn and Pest Control, Inc	53.50	53.50				107.00
Burke Blue		511.25				511.25
City of Panama City	384.81					384.81
Clear Channel Outdoor	1,800.00					1,800.00
Harris Business Machines	13.86					13.86
iDSS Global, LLC		900.00				900.00
Jane Perry	200.00					200.00
Jeffrey Tolodxi		300.00				300.00
Kennon Accounting Solutions, Inc	4,923.75					4,923.75
Otis Signature Service	1,784.52					1,784.52
Print Source					-6.00	-6.00
Professional Printers	1,004.22					1,004.22
RateGain Adara	5,169.83					5,169.83
Raymond James		1,401.83				1,401.83
StyleBlueprint, LLC	8,500.00					8,500.00
THRIVE Media	6,500.00					6,500.00
Wells Fargo Vendor Financial Services	144.07					144.07
WOW		695.59				695.59
TOTAL	\$43,228.90	\$161,337.66	\$0.00	\$0.00	\$ -6.00	\$204,560.56

TB



Destination Panama City

10001 Checking - Bankcorp South, Period Ending 04/30/2025

RECONCILIATION REPORT

Reconciled on: 05/23/2025

Reconciled by: Suzanne Kennon

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

Summary

USD

Statement beginning balance	748,557.83
Service charge	-120.75
Interest earned	506.17
Checks and payments cleared (55)	-226,650.30
Deposits and other credits cleared (18)	288,921.75
Statement ending balance	811,214.70

Uncleared transactions as of 04/30/2025	-24,883.32
Register balance as of 04/30/2025	786,331.38
Cleared transactions after 04/30/2025	0.00
Uncleared transactions after 04/30/2025	-132,453.91
Register balance as of 05/23/2025	653,877.47

TB

Details

Checks and payments cleared (55)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/18/2025	Bill Payment	11127	RateGain Adara	-5,365.71
03/18/2025	Bill Payment	11126	Panama Business Machines	-56.89
03/18/2025	Bill Payment	11121	Carr Riggs & Ingram	-4,500.00
03/18/2025	Bill Payment	11125	Lawnscares, Inc	-284.63
03/27/2025	Bill Payment	11135	WMBB	-1,850.84
03/27/2025	Bill Payment	11136	WOW	-705.59
03/27/2025	Bill Payment	11131	Clear Channel Outdoor	-1,800.00
03/27/2025	Bill Payment	11130	Aaron Rich Marketing	-446.00
03/27/2025	Bill Payment	11132	Expedia Group	-6,158.23
03/27/2025	Bill Payment	11134	Verizon	-370.85
03/31/2025	Bill Payment	11137	Beach TV Cable Company, Inc	-775.99
03/31/2025	Bill Payment	11138	FPL Northwest FL	-2,028.36
03/31/2025	Bill Payment	11139	Laurie Rowe & Company	-9,500.00
03/31/2025	Bill Payment	11140	Lawnscares, Inc	-629.00
03/31/2025	Bill Payment	11141	Panama City Downtown Impr...	-1,617.00
03/31/2025	Bill Payment	11142	RateGain Adara	-6,121.19
03/31/2025	Bill Payment	11143	Wells Fargo Vendor Financial ...	-144.07
04/02/2025	Bill Payment	10928	BMR Building Solutions, LLC	-39,364.90
04/11/2025	Payroll Check	DD	Jessica A. Bright	-1,100.00
04/11/2025	Bill Payment	10929	Christopher Cumby	-5,000.00
04/11/2025	Tax Payment		QuickBooks Payroll	-3,998.53
04/11/2025	Payroll Check	DD	Aubrey E. Haskell	-1,797.35
04/11/2025	Payroll Check	DD	Shelbie L. Scippio	-2,223.29
04/11/2025	Payroll Check	DD	Jennifer Vigil	-4,620.76
04/11/2025	Payroll Check	DD	Patricia K Blake	-2,084.81
04/11/2025	Payroll Check	DD	Jessica A. Bright	-334.70
04/11/2025	Payroll Check	DD	Ellexa R. Bonafede	-415.58
04/14/2025	Bill Payment	11150	Expedia Group	-5,508.69
04/14/2025	Bill Payment	11144	Aqua	-20,545.82
04/14/2025	Bill Payment	11145	Bay High School - Girls Weigh...	-3,000.00
04/14/2025	Bill Payment	11146	Beach TV Cable Company, Inc	-1,971.35
04/14/2025	Bill Payment	11147	BHS Wrestling Booster Club, Inc	-8,000.00
04/14/2025	Bill Payment	11148	Carr Riggs & Ingram	-3,250.00
04/14/2025	Bill Payment	11149	Daystar Cleaning, Inc	-2,086.50
04/14/2025	Bill Payment	11151	Krewe of St. Andrews Inc.	-23,500.00
04/14/2025	Bill Payment	11152	Lawnscares, Inc	-284.63
04/14/2025	Bill Payment	11153	Otis Signature Service	-550.00
04/14/2025	Bill Payment	11154	Rotary Club of Panama City F...	-258.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/14/2025	Bill Payment	11155	StyleBlueprint, LLC	-4,500.00
04/14/2025	Bill Payment	11156	Raymond James	-1,215.16
04/18/2025	Bill Payment	11161	First Federal Bank	-20,443.05
04/18/2025	Bill Payment	11165	Verizon	-258.27
04/18/2025	Bill Payment	11162	Mason St. Germain	-1,000.00
04/18/2025	Bill Payment	11160	City of Panama City	-847.18
04/18/2025	Bill Payment	11157	Alabama Media Group	-8,000.00
04/18/2025	Check	ACH	Florida Department of Revenue	-70.65
04/21/2025	Expense	1163558-10001-5/25	Principal Life Insurance Comp...	-262.94
04/25/2025	Payroll Check	DD	Jessica A. Bright	-1,100.00
04/25/2025	Payroll Check	DD	Shelbie L. Scippio	-2,223.28
04/25/2025	Payroll Check	DD	Patricia K Blake	-2,084.80
04/25/2025	Payroll Check	DD	Jennifer Vigil	-4,279.03
04/25/2025	Tax Payment		QuickBooks Payroll	-4,292.27
04/25/2025	Payroll Check	DD	Elexa R. Bonafede	-207.79
04/25/2025	Payroll Check	DD	Jessica A. Bright	-1,047.91
04/25/2025	Payroll Check	DD	Aubrey E. Haskell	-2,568.71

Total -226,650.30

Deposits and other credits cleared (18)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/31/2025	Deposit			789.93
04/02/2025	Deposit			373.02
04/04/2025	Deposit			591.29
04/07/2025	Deposit			51.92
04/07/2025	Deposit			350.12
04/11/2025	Deposit			51.92
04/14/2025	Deposit			980.80
04/16/2025	Deposit			109.94
04/17/2025	Receive Payment	100001050	Tourism Contract:Bay County ...	117,010.15
04/17/2025	Receive Payment	100001055	Tourism Contract:Bay County ...	150,336.57
04/17/2025	Receive Payment	100001051	Tourism Contract:St Andrews ...	4,513.74
04/17/2025	Receive Payment	100001053	Tourism Contract:St Andrews ...	12,822.40
04/17/2025	Deposit			118.58
04/17/2025	Deposit			162.45
04/21/2025	Deposit			104.14
04/24/2025	Deposit			346.50
04/27/2025	Deposit			104.14
04/27/2025	Deposit			104.14

Total 288,921.75

Additional Information

Uncleared checks and payments as of 04/30/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/18/2025	Bill Payment	11164	Spencer Morgan	-2,500.00
04/18/2025	Bill Payment	11158	Aqua	-20,679.16
04/18/2025	Bill Payment	11159	Auto Owners Insurance	-260.00
04/18/2025	Bill Payment	11163	mypanhandle.com	-1,444.16

Total -24,883.32

Uncleared checks and payments after 04/30/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/01/2025	Bill Payment	11171	BMR Building Solutions, LLC	-157,459.60
05/02/2025	Bill Payment	11184	StyleBlueprint, LLC	-8,500.00
05/02/2025	Bill Payment	11180	Jeffrey Tolodxi	-300.00
05/02/2025	Bill Payment	11186	Wells Fargo Vendor Financial ...	-144.07

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/02/2025	Bill Payment	11178	iDSS Global, LLC	-900.00
05/02/2025	Bill Payment	11185	THRIVE Media	-6,500.00
05/02/2025	Bill Payment	11176	Clear Channel Outdoor	-1,800.00
05/02/2025	Bill Payment	11174	Brock Lawn and Pest Control,...	-53.50
05/02/2025	Bill Payment	11181	Otis Signature Service	-1,784.52
05/02/2025	Bill Payment	11172	Bay Arts Alliance	-11,177.50
05/02/2025	Bill Payment	11175	Burke Blue	-511.25
05/02/2025	Bill Payment	11182	RateGain Adara	-5,169.83
05/02/2025	Bill Payment	11187	WOW	-695.59
05/02/2025	Bill Payment	11173	Bay County Chamber of Com...	-15.89
05/02/2025	Bill Payment	11183	Raymond James	-1,401.83
05/02/2025	Bill Payment	11177	Harris Business Machines	-13.86
05/02/2025	Bill Payment	11179	Jane Perry	-200.00
05/09/2025	Payroll Check	DD	Jessica A. Bright	-1,047.91
05/09/2025	Payroll Check	DD	Patricia K Blake	-2,084.80
05/09/2025	Payroll Check	DD	Jennifer Vigil	-4,620.77
05/09/2025	Payroll Check	DD	Shelbie L. Scippio	-2,223.29
05/09/2025	Payroll Check	DD	Jessica A. Bright	-1,100.00
05/09/2025	Payroll Check	DD	Aubrey E. Haskell	-2,568.70
05/09/2025	Tax Payment		QuickBooks Payroll	-4,454.16
05/12/2025	Bill Payment	11188	Lawnscares, Inc	-357.63
05/12/2025	Bill Payment	11189	Professional Printers	-1,004.22
05/12/2025	Bill Payment	11190	Expedia Group	-3,221.20
05/12/2025	Bill Payment	11191	First Federal Bank	-9,606.19
05/12/2025	Bill Payment	11192	Beach TV Cable Company, Inc	-1,001.84
05/12/2025	Bill Payment	11193	Aaron Rich Marketing	-571.00
05/12/2025	Bill Payment	11194	JSC Systems, Inc	-600.00
05/12/2025	Bill Payment	11195	Brock Lawn and Pest Control,...	-53.50
05/12/2025	Bill Payment	11196	City of Panama City	-384.81
05/12/2025	Bill Payment	11197	Kennon Accounting Solutions,...	-4,923.75
05/18/2025	Bill Payment	11209	City of Panama City	-583.69
05/18/2025	Bill Payment	11208	Brock Lawn and Pest Control,...	-53.50
05/18/2025	Bill Payment	11198	Alabama Media Group	-9,000.00
05/18/2025	Bill Payment	11199	Panama City Beach Chamber...	-2,700.00
05/18/2025	Bill Payment	11201	Down to Earth Outdoor Servic...	-1,200.00
05/18/2025	Bill Payment	11202	WOW	-705.59
05/18/2025	Bill Payment	11203	Quina Grundhoefer Architects	-8,919.96
05/18/2025	Bill Payment	11204	Dewberry Engineers, Inc.	-9,975.00
05/18/2025	Bill Payment	11205	Amanda Stiffler	-4,990.00
05/18/2025	Bill Payment	11206	Janelle Frost	-200.00
05/18/2025	Bill Payment	11207	On The Go Oyster and Loco B...	-1,000.00
05/23/2025	Payroll Check	DD	Patricia K Blake	-2,084.81
05/23/2025	Payroll Check	DD	Jennifer Vigil	-4,279.02
05/23/2025	Payroll Check	DD	Jessica A. Bright	-923.18
05/23/2025	Payroll Check	DD	Aubrey E. Haskell	-1,215.01
05/23/2025	Tax Payment		QuickBooks Payroll	-3,409.25
05/23/2025	Payroll Check	DD	Shelbie L. Scippio	-2,223.29

Total -289,913.51

Uncleared deposits and other credits after 04/30/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/08/2025	Receive Payment	100001581	Tourism Contract:St Andrews ...	157,459.60

Total 157,459.60

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

STATEMENT DATE
04/30/25
ACCOUNT NUMBER
[REDACTED]

INFOLINE 1-888-797-7711

* * * * * CHECKING ACCOUNT SUMMARY * * * * *

PREVIOUS BALANCE	748,557.83	AVERAGE BALANCE	
+ 18 CREDITS	288,921.75		769,814
- 55 DEBITS	226,650.30	YTD INTEREST PAID	
- SERVICE CHARGES	120.75		2,224.14
+ INTEREST PAID	506.17		
ENDING BALANCE	811,214.70		

DAYS IN PERIOD

30

* * * * * CHECKING ACCOUNT TRANSACTIONS * * * * *

DEPOSITS AND OTHER CREDITS

DATE.....	AMOUNT.	TRANSACTION DESCRIPTION	CHK NO/ATM CD
04/01	789.93	SQUARE INC 9424300002	
		T3VYD662C1M012W SQ250401	CCD
04/02	373.02	SQUARE INC 9424300002	
		T3NX65J32YB50G3 SQ250402	CCD
04/04	591.29	SQUARE INC 9424300002	
		T3PY32QJCTJAMMS SQ250404	CCD
04/07	51.92	SQUARE INC 9424300002	
		T3HQYTV9RTZ381 SQ250407	CCD
04/07	350.12	SQUARE INC 9424300002	
		T3R6SGWNPP3JGJZ SQ250407	CCD
04/11	51.92	SQUARE INC 9424300002	
		T3TW7ZD0V939EDR SQ250411	CCD
04/14	980.80	SQUARE INC 9424300002	
		T3XQZH43EJPSMGQ SQ250414	CCD
04/16	109.94	SQUARE INC 9424300002	
		T32YQ4BG9HRT67P SQ250416	CCD
04/17	118.58	SQUARE INC 9424300002	
		T3JQHCBHBK2PYEW SQ250417	CCD
04/17	4,513.74	BAY COUNTY MAST2 4596000512	
		5113 PC TDT TX	CCD
04/17	12,822.40	BAY COUNTY MAST2 4596000512	
		5113 PC TDT TX	CCD
04/17	117,010.15	BAY COUNTY MAST2 4596000512	
		5113 PC TDT TX	CCD

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

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STATEMENT DATE
04/30/25
ACCOUNT NUMBER
[REDACTED]

* * * * * CHECKING ACCOUNT TRANSACTIONS * * * * *

DEPOSITS AND OTHER CREDITS

DATE	AMOUNT	TRANSACTION DESCRIPTION	CHK NO/ATM CD
04/17	150,336.57	BAY COUNTY MAST2 4596000512	
		5113 PC TDT TX CCD	
04/18	162.45	SQUARE INC 9424300002	
		T3QTWEYJ4QFF8GR SQ250418 CCD	
04/22	104.14	SQUARE INC 9424300002	
		T35G12H3WA9HRV5 SQ250422 CCD	
04/25	346.50	SQUARE INC 9424300002	
		T3SY7VEN3GEZ1C0 SQ250425 CCD	
04/28	104.14	SQUARE INC 9424300002	
		T3CF44NE27JD3NG SQ250428 CCD	
04/28	104.14	SQUARE INC 9424300002	
		T3DRK5VB0Q0NHJF SQ250428 CCD	
04/30	506.17	IOD INTEREST PAID	

CHECKS

DATE	CHECK NO	AMOUNT	DATE	CHECK NO	AMOUNT
04/04	10928*	39,364.90	04/22	11144	20,545.82
04/11	10929	5,000.00	04/23	11145	3,000.00
04/08	11121*	4,500.00	04/17	11146	1,971.35
04/04	11125*	284.63	04/17	11147	8,000.00
04/07	11126	56.89	04/17	11148	3,250.00
04/01	11127	5,365.71	04/18	11149	2,086.50
04/04	11130*	446.00	04/21	11150	5,508.69
04/01	11131	1,800.00	04/30	11151	23,500.00
04/01	11132	6,158.23	04/23	11152	284.63
04/04	11134*	370.85	04/22	11153	550.00
04/01	11135	1,850.84	04/29	11154	258.00
04/02	11136	705.59	04/24	11155	4,500.00
04/08	11137	775.99	04/17	11156	1,215.16
04/08	11138	2,028.36	04/30	11157	8,000.00
04/04	11139	9,500.00	04/24	11160*	847.18
04/10	11140	629.00	04/24	11161	20,443.05
04/09	11141	1,617.00	04/28	11162	1,000.00
04/10	11142	6,121.19	04/30	11165*	258.27
04/08	11143	144.07			

OTHER DEBITS

DATE	AMOUNT	TRANSACTION DESCRIPTION	CHK NO/ATM CD
04/10	120.75	XAA ANALYSIS	
04/11	334.70	INTUIT 56614626 4462800242	
		17100606 PAYROLL CCD	

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

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STATEMENT DATE
 04/30/25
 ACCOUNT NUMBER
 [REDACTED]

* * * * * CHECKING ACCOUNT TRANSACTIONS * * * * *

OTHER DEBITS

DATE.....	AMOUNT.	TRANSACTION DESCRIPTION	CHK NO/ATM CD
04/11	415.58	INTUIT 56614626 4462800242	
		17100606 PAYROLL	CCD
04/11	1,100.00	INTUIT 56614626 4462800242	
		17100606 PAYROLL	CCD
04/11	1,797.35	INTUIT 56614626 4462800242	
		17100606 PAYROLL	CCD
04/11	2,084.81	INTUIT 56614626 4462800242	
		17100606 PAYROLL	CCD
04/11	2,223.29	INTUIT 56614626 4462800242	
		17100606 PAYROLL	CCD
04/11	3,998.53	INTUIT 11061299 4462800242	
		17100606 TAX	CCD
04/11	4,620.76	INTUIT 56614626 4462800242	
		17100606 PAYROLL	CCD
04/21	70.65	FLA DEPT REVENUE 7596001874	
		208407872 C01	CCD
04/21	262.94	PLIC-SBD 9GPSBD0000	
		PACT#246197435 INSUR CLM	CCD
04/25	207.79	INTUIT 57821021 4462800242	
		17100606 PAYROLL	CCD
04/25	1,047.91	INTUIT 57821021 4462800242	
		17100606 PAYROLL	CCD
04/25	1,100.00	INTUIT 57821021 4462800242	
		17100606 PAYROLL	CCD
04/25	2,084.80	INTUIT 57821021 4462800242	
		17100606 PAYROLL	CCD
04/25	2,223.28	INTUIT 57821021 4462800242	
		17100606 PAYROLL	CCD
04/25	2,568.71	INTUIT 57821021 4462800242	
		17100606 PAYROLL	CCD
04/25	4,279.03	INTUIT 57821021 4462800242	
		17100606 PAYROLL	CCD
04/25	4,292.27	INTUIT 76387708 4462800242	
		17100606 TAX	CCD

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

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STATEMENT DATE
 04/30/25
 ACCOUNT NUMBER
 [REDACTED]

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

DATE.....	BALANCE	DATE.....	BALANCE	DATE.....	BALANCE
03/31	748557.83	04/10	668874.11	04/22	890048.67
04/01	734172.98	04/11	647351.01	04/23	886764.04
04/02	733840.41	04/14	648331.81	04/24	860973.81
04/04	684465.32	04/16	648441.75	04/25	843516.52
04/07	684810.47	04/17	918806.68	04/28	842724.80
04/08	677362.05	04/18	916882.63	04/29	842466.80
04/09	675745.05	04/21	911040.35	04/30	811214.70

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

EFF-DATE	RATE	
03-31-25	0.00350000	49,999
	0.00550000	99,999
	0.00800000	999,999
	0.01050000	

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	\$ _____
			\$ _____
			\$ _____
		SUBTOTAL	\$ _____
		DEDUCT OUTSTANDING CHECKS	\$ _____
		ADJ INTEREST CREDITED	\$ _____
		RECONCILED STATEMENT BALANCE	\$ _____
		UPDATED CHECKBOOK BALANCE	\$ _____
TOTAL \$ _____			

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".

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

Summary	USD
Statement beginning balance.....	10,401.42
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	0.09
Statement ending balance.....	<u>10,401.51</u>

Register balance as of 04/30/2025.....10,401.51 TB

Details

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/30/2025	Deposit			0.09
Total				0.09



FIRST FEDERAL BANK

P.O. Box 2029
Lake City, FL 32056

Account Statement

Page 1 of 1
Statement Period:
04-01-25 thru 04-30-25

PC COMMUNITY DEVELOPMENT COUNCIL
JENNIFER M VIGIL
JOSHUA J STREET
101 WEST BEACH DRIVE
PANAMA CITY FL 32401

0

Account XXXXXX8627 INTEREST CHECKING PF

Beginning balance on 03-31-25		\$10,401.42
Credits and deposits	+	0.09
Debits and withdrawals	-	0.00
Ending balance on 04-30-2025		\$10,401.51

Interest Information

Interest Earned:	0.09	Days in Period:	30
Interest Paid This Period:	0.09	Annual Percentage Yield Earned:	0.0100%
Interest Paid 2025:	0.35		

Your Account Activity

Date	Description	Credits	Debits	Balance
04-30-25	Interest	0.09		10,401.51

Itemization of NSF Paid and Returned Item Fees

	Total for This Period	Total Year to Date
TOTAL OVERDRAFT FEES:	0.00	0.00
TOTAL RETURNED ITEM FEES:	\$0.00	\$0.00

THIS FORM IS PROVIDED TO HELP YOU BALANCE YOUR CHECKBOOK WITH YOUR STATEMENT

[illegible]

ENTER FINAL BALANCE AS PER STATEMENT	
ADD	
ANY DEPOSITS NOT CREDITED	
TOTAL	
SUBTRACT	
CHECKS OUTSTANDING	
BALANCE SHOULD AGREE WITH YOUR CHECKBOOK	

1. In your checkbook, enter the interest earned, if applicable, on your account as it appears on the front of this statement.
2. Verify that checks are charged on statement for the amount drawn.
3. Be sure that the service charge (if any) or other authorized deductions shown on this statement have been deducted from your checkbook balance.
4. Verify that all deposits have been credited for same amount as on your records.
5. Be sure that all checks outstanding on previous statement have been included on this statement (otherwise, they are still outstanding).
6. Check off on the stubs of your checkbook each of the checks paid by us.
7. Make a list of the numbers and amounts of those checks still outstanding in the space provided.

CUSTOMER SERVICE

For information on account balance, checks paid, electronic transfers or deposits, call Customer Service at (386) 755-0600.

Billing Rights Summary

In Case of Errors or Questions About Your billing statement.

If you think your billing statement is wrong, or if you need more information about a transaction on your billing statement, write us on a separate sheet at the address shown on your billing statement as soon as possible. We must hear from you no later than 60 days after we sent you the first billing statement on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights.

In your letter, give us the following information:

- Your name and account number
- The dollar amount or the suspected error.
- 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 billing statement that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount in question.

To figure the finance charge for each billing cycle, a daily periodic rate is multiplied by the daily balance of my loan account balance each day. To figure the daily balance, you first take my loan balance at the beginning of each day, and add any new advances, and subtract any payments or credits that apply to debit repayment, and any unpaid finance charges, fees and charges. This gives you the daily balance.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS

Telephone or write us at (386) 755-0600 or address shown on the front of this statement as soon as you can if you think your statement is wrong or if you need more information about a transfer listed on this statement. We must hear from you no later than 60 days after we send you the FIRST statement on which the problem or error appeared. If you have a question concerning your statement, please be prepared to:

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

If you tell us orally, we may require that you send us your complaint or question in writing within 10 business days.

We will determine whether an error occurred within ten (10) business days (twenty (20) business days for new accounts) after we hear from you and we will correct any error promptly. If we need more time, however, we may take up to forty-five (45) days (ninety (90) days for new accounts and foreign initiated or Point of Sale transfers) to investigate your complaint or question. If we decide to do this, we will credit your account within ten (10) business days (twenty business (20) days for new accounts) for the amount which you think is in error, so that you will have the use of the money during the time it takes to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within ten (10) business days, we may not credit your account. The extended time periods for new accounts apply to all electronic fund transfers that occur within the first thirty (30) days after the first deposit to the account is made, including those for foreign initiated or Point of Sale transactions. Visa's® cardholder protection policy requires that we provide provisional credit for losses from unauthorized Visa® Check Card use within five (5) business days of notification of the loss.

We will tell you the results within three (3) business days after completing our investigation. If we decide that there was no error, we will send you a written explanation.

You may ask for copies of the documents that we used in our investigation.



FIRST FEDERAL BANK

Corporate Account Name: PANAMA CITY COMM DEVELOPME
Account Name: PANAMA CITY COMM DEVELOPME

Corporate Number: 205388
Account Ending In: 0506

Corporate Account Summary

Previous Account Balance	\$20,443.05	Statement Closing Date	05/03/2025
Payments and Credits	\$20,443.05	Days This Period	30
Purchases and Debits	\$9,606.19	Credit Limit	\$80,000.00
Cash Advances	\$0.00	Available Credit	\$69,908.00
Fees	\$0.00	Cash Limit	\$40,000.00
Finance Charges	\$0.00	Available Cash	\$40,000.00
New Ending Balance	\$9,606.19	Payment Due Date	05/28/2025
Total Amount of Disputes	\$0.00	Payment Amount Due	\$289.00

Questions? View your account information online at www.ffbf.com or call our Customer Service Center toll free at 1-855-609-3578 or 1-877-499-0572.

Send Billing Inquiries and Correspondence to:
P.O. Box 2087, Omaha, NE 68103-2087

Mail Payments to: P.O. Box 2711, Omaha, NE 68103-2711

Important Information

THANK YOU FOR CHOOSING FIRST FEDERAL BANK FOR YOUR CREDIT CARD NEEDS.

REWARDS SUMMARY REFLECTS POINTS ACTIVITY THROUGH THE END OF THE PREVIOUS MONTH.
ALWAYS REFER TO YOUR UCHOOSE REWARDS ONLINE ACCOUNT FOR YOUR CURRENT POINTS BALANCE.

First Federal Bank
4705 HWY 90 W
Lake City FL 32055-4884



Account Ending In 0506
Payment Due Date 05/28/2025
New Balance \$9,606.19
Minimum Payment Due \$289.00

Make Check Payable To:



PANAMA CITY COMM DEVELOPME
101 W BEACH DR
PANAMA CITY FL 32401-2740



First Federal Bank
P.O. Box 2711
Omaha NE 68103-2711



424169450012154700000028900000009606187

IMPORTANT INFORMATION

Interest Charge Calculation Methods and Computation of Average Daily Balance Subject to Interest Charge. The **Interest Charge** Calculation Method applicable to your account for Cash Advances and Credit Purchases of goods and services that you obtain through the use of your card is specified and explained below:

Explanation of Interest Charge for Cash Advance Plans and Retail/Purchase Plans

Cash Advance Plans - Average Daily Balance (including current transactions). The **Interest Charge** on cash advances begins from the date you obtained the cash advance, or the first day of the billing cycle in which it is posted to your account, whichever is later. There is no grace period provided for current cycle transactions.

The **Interest Charges** for a billing cycle are computed by dividing the Annual Percentage Rate (APR) by 12 and applying to the "average daily balance" of cash advances. To get the average daily balance, we take the beginning cash balance of your account each day, add any new cash advances, and subtract any payments, credits, non-accruing fees, and unpaid Interest Charges. This gives us the average daily cash advance balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Retail /Purchase Plans - Average Daily Balance (including current transactions). To avoid incurring an additional **Interest Charge** on the balance of purchases reflected on your monthly statement and on any new purchases appearing on your next monthly statement, you must pay the New Balance shown on your monthly statement on or before the Payment Due Date. The grace period for the New Balance of purchases extends to the Payment Due Date.

The **Interest Charges** for a billing cycle are computed by dividing the Annual Percentage Rate (APR) by 12 and applying to the "average daily balance" of retail /purchase balances. To get the average daily balance, we take the beginning retail/purchase balance of your account each day, add any new purchases, and subtract any payments, credits, non-accruing fees, and unpaid Interest Charges. This gives us the average daily retail/purchase balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Payment Crediting and Credit Balance: Payments received at the location specified on the front of the statement after the phrase "MAKE CHECK PAYABLE TO" will be credited as of the date of receipt to the account specified on the payment coupon. Payments received at locations other than the address specified or payments that do not conform to the requirements set forth on or with the periodic statement (e.g. missing payment stub, payment envelope other than as provided with your statement, multiple checks or multiple coupons in the same envelope) may be subject to delay in crediting, but shall be credited within five days of receipt. If there is a credit balance due on your account, you may request, in writing, a full refund. Submit your request to the address indicated on the front of this statement after the phrase "SEND INQUIRY TO".

By sending your check, you are authorizing the use of the information on your check to make a one-time electronic debit from the account on which the check is drawn. This electronic debit, which may be posted to your account as early as the date your check is received, will be only for the amount of your check. The original check will be destroyed and we will retain its image in our records. If you have questions please call the customer service number on the front of this billing statement.

Closing Date: The closing date is the last day of the billing cycle; all transactions received after the closing date will appear on your next statement.

Annual Fee: If your account has been assessed an annual fee, you may avoid paying this annual fee by sending written notification of termination within 30 days following the mailing date of this bill, to the address found at the top of the first page of this bill under your financial institution's name. You may use your card(s) during this 30 day period but immediately thereafter must send your card(s), which you have cut in half, to this same address.

Negative Credit Reports: We may report information about your account to credit bureaus. Late payments, missed payments, or other defaults on your account may be reflected in your credit report.

BILLING RIGHTS SUMMARY

In Case of Errors or Inquiries About Your 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 of paper at the address indicated on the front of this statement after the phrase "Send Inquiries To" 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, but doing so will not preserve your rights.

In your letter, give us the following information:

- Your name and account number
- The dollar amount of the suspected error
- 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.

Special Rule For Credit Card Purchases

If you have a problem with the quality of goods or services that you purchased with a credit card, and you have tried in good faith to correct the problem with the merchant, you may not have to pay the remaining amount due on the goods or services. You have this protection only when the purchase price was more than \$50.00 and the purchase was made in your home state or within 100 miles of your mailing address. (If we own or operate the merchant, or if we mailed you the advertisement for the goods or services, all purchases are covered regardless of amount or location of purchase).

Report a Lost or Stolen Card Immediately: Please notify First Federal Bank immediately if your Card is lost or stolen. You may telephone our Card Service Center at 1-855-609-3578 or 1-540-707-4026. You may also contact First Federal Bank at 1-877-499-0572 to report the loss, theft or possible unauthorized use of the Card. You may be liable for the unauthorized use of the Card, but you will not be liable for unauthorized use that occurs after you notify First Federal Bank, verbally or in writing, of the loss, theft or possible unauthorized use of your Card. In any case, your liability for unauthorized use of the Card will not exceed \$50. Do not use your account after you report a lost or stolen card.

O1E1176 - 11/02/21



Account Name: PANAMA CITY COMM DEVELOPME

Account Number Ending In: 0506

Corporate Account Activity

PANAMA CITY COMM DEVELOPME
Card Ending In 0506

Post Date	Tran Date	Reference Number	Transaction Description	\$Amount
04/23	04/23	74241673J00XSRDPD	PAYMENT THANK YOU LAKE CITY FL	20,443.05-
Total Activity				20,443.05-
Total Fees This Period				0.00
05/03	05/03		Interest Charge on Purchases	0.00
05/03	05/03		Interest Charge on Cash Advances	0.00
Total Interest This Period				0.00

Cardholder Account Activity

JENNIFER VIGIL**Card Ending In 0522**

				Total Amount	\$5,770.73
Post Date	Tran Date	Reference Number	Transaction Description	\$Amount	
04/07	04/07	240362931LTE5AZ9B	ADOBE *ADOBE 408-536-6000 CA	299.96	
04/13	04/13	24692163732QVW8TJ	INTUIT *QBooks Payroll CL.INTUIT.COM CA	185.00	
04/16	04/16	24239003AS66HF7ML	CANCUNS MEXICAN GRILL OF MARIANNA FL	91.83	
04/21	04/21	24692163F2ZS74SKJ	BLUECROSS+BLUESHIELD 904-791-6111 FL	3,408.14	
04/26	04/26	24492163L2X55LGT3	OPENAI *CHATGPT SUBSCR OPENAI.COM CA	20.00	
05/01	05/01	24445003S00RE7WPQ	PY *STORAGE DEPOT 850-640-2161 FL	462.80	
05/01	05/01	24692163S2Z45PRGW	IN *GORGEOUSRFP LLC 850-8888474 FL	1,303.00	

SHELBY SCIPPPIO**Card Ending In 4797**

				Total Amount	\$368.00
Post Date	Tran Date	Reference Number	Transaction Description	\$Amount	
04/09	04/09	2401134332X6TBWZQ	BITLY.COM BITLY.COM NY	348.00	
04/15	04/15	2449216392X56D9P3	OPENAI *CHATGPT SUBSCR OPENAI.COM CA	20.00	

AUBREY E HASKELL**Card Ending In 1694**

				Total Amount	\$28.88
Post Date	Tran Date	Reference Number	Transaction Description	\$Amount	
04/21	04/21	24692163F2ZPA15LY	AMAZON MKTPL *QZ9TS96X3 Amzn.com/bill WA	28.88	

JESSICA BRIGHT**Card Ending In 1892**

				Total Amount	\$2,869.94
Post Date	Tran Date	Reference Number	Transaction Description	\$Amount	
04/04	04/02	24054492X0VZDWR36	SOMETHIN'S COOKIN DOWNTOW PANAMA CITY FL	17.28	
04/04	04/02	24071502X0T55LVHN	PANAMA CITY HOT GLASS LLC PANAMA CITY FL	22.41	
04/04	04/02	24137462X5SGQYV4B	HOBBY LOBBY #339 PANAMA CITY FL	27.79	
04/04	04/03	24064662X2X4PXPTZ	LS SUNJAMMERS WATERSP 185-08193440 FL	37.82	
04/08	04/08	244450033HEY7VG33	USPS STAMPS ENDICIA 888-434-0055 DC	200.00	
04/10	04/10	2469216342ZP8T9YZ	STAMPS.COM 855-608-2677 TX	19.99	
04/11	04/11	24455013543AD28B6	SAMSClub #8151 PANAMA CITY FL	151.22	



FIRST FEDERAL BANK

Account Name: PANAMA CITY COMM DEVELOPME

Account Number Ending In: 0506

Cardholder Account Activity (continued)

Post Date	Tran Date	Reference Number	Transaction Description	\$Amount
04/11	04/11	2475542358F114RFN	VISIT FLORIDA SERVICE CEN850-4885607 FL	75.00
04/15	04/15	2449216392X5AGNNQ	STICKER MULE STICKERMULE.C NY	523.23
04/23	04/23	24137463JHF3D95WF	PUBLIX #481 PANAMA CITY FL	97.96
04/23	04/23	24692163H319X1Z7K	AMAZON MKTPL*6L4P22T53 Amzn.com/bill WA	30.00
04/24	04/24	24692163J32AZ2536	IN *ADAM BURKE 833-5951581 IL	1,204.00
04/26	04/26	24692163L33K3P99R	AMAZON MKTPL*TA8K26P53 Amzn.com/bill WA	23.53
04/29	04/29	24445003RHEZ4EMJZ	USPS STAMPS ENDICIA 888-434-0055 DC	250.00
04/30	04/30	24692163T2Y4FPY8Y	IN *ECS LLC 850-8960908 FL	189.71
PATRICIA K BLAKE Card Ending In 3849				
				Total Amount \$568.64
Post Date	Tran Date	Reference Number	Transaction Description	\$Amount
04/30	04/30	24204293R00J09TPT	FACEBK *8YULBPC7M2 650-5434800 CA	568.64

Finance Charges

Type of Balance	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charge
Purchases	14.90%	\$0.00	\$0.00
Cash Advance	14.90%	\$0.00	\$0.00
Balance Transfer	14.90%	\$0.00	\$0.00

2025 Total Year-to-Date

Total fees charged in 2025	\$49.99
Total interest charged in 2025	\$0.00

Date	Posted date Status	Merchant	Account	Amount	Description	City	Last four	Name on c: MCC	Trans Type	Bank Ref	Original Cu	Merchant C	Country
4/21/2025	4/21/2025 Posted	BLUECROSS+BLUESHIELD	52207	\$ (3,408.14)	Health Insurance	904-791-61	522	JENNIFER \	5960	246921651	0		
4/13/2025	4/13/2025 Posted	INTUIT *QBooks Payroll	53200	\$ (185.00)	Accounting Software	CLINTUIT.C	522	JENNIFER \	5734	246921651	0		
5/1/2025	5/1/2025 Posted	IN *GORGEIOUSRFP LLC	53401	\$ (1,303.00)	Website Maintenance	850-88884	522	JENNIFER \	7333	246921651	0		
4/26/2025	4/26/2025 Posted	OPENAI *CHATGPT SUBSCR	53401	\$ (20.00)	ChatGPT Subscription	OPENAI.CC	522	JENNIFER \	5734	244921651	0		
4/7/2025	4/7/2025 Posted	ADOBE *ADOBE	53401	\$ (299.96)	Adobe Creative Suite	408-536-6C	522	JENNIFER \	5734	240362950	0		
4/15/2025	4/15/2025 Posted	OPENAI *CHATGPT SUBSCR	53401	\$ (20.00)	ChatGPT Subscription	OPENAI.CC	4797	SHELBI E SC	5734	244921651	0		
4/9/2025	4/9/2025 Posted	BITLY.COM	53401	\$ (348.00)	URL Code Generator	BITLY.COM	4797	SHELBI E SC	5734	240113450	0		
4/16/2025	4/16/2025 Posted	CANCUNS MEXICAN GRILL OF	53401	\$ (1,990.96)									
4/16/2025	4/16/2025 Posted	CANCUNS MEXICAN GRILL OF	54000	\$ (91.83)	Staff Lunch HWY 231 Welcome Center	MARIANNA	522	JENNIFER \	5812	242390051	0		
4/29/2025	4/29/2025 Posted	USPS STAMPS ENDICIA	54200	\$ (250.00)	Government Services	888-434-0C	1892	JESSICA BR	9402	244450051	0		
4/10/2025	4/10/2025 Posted	STAMPS.COM	54200	\$ (19.99)	Postage Subscription	855-608-2E	1892	JESSICA BR	5045	246921651	0		
4/8/2025	4/8/2025 Posted	USPS STAMPS ENDICIA	54200	\$ (200.00)	Postage	888-434-0C	1892	JESSICA BR	9402	244450050	0		
5/1/2025	5/1/2025 Posted	PY *STORAGE DEPOT	54600	\$ (462.80)	Storage Unit	850-640-21	522	JENNIFER \	4225	244450051	0		
4/21/2025	4/21/2025 Posted	AMAZON MKTPL *QZ9TS96X3	54800	\$ (28.88)	Fishing Game - Redfish FF	Amzn.com/	1694	AUBREY E F	5942	246921651	0		
4/30/2025	4/30/2025 Posted	IN *ECS LLC	54800	\$ (189.71)	Professional Membership and Organiza	850-89609	1892	JESSICA BR	8999	246921651	0		
4/24/2025	4/24/2025 Posted	IN *ADAM BURKE	54800	\$ (1,204.00)	Promo Item - Coloring Book	833-59515	1892	JESSICA BR	7311	246921651	0		
4/23/2025	4/23/2025 Posted	PUBLIX #481	54800	\$ (97.96)	TAM Cake	PANAMA CI	1892	JESSICA BR	5411	241374651	0		
4/15/2025	4/15/2025 Posted	STICKER MULE	54800	\$ (523.23)	Promo Item - Blessing of the Fleet Stick	STICKERML	1892	JESSICA BR	5111	244921651	0		
4/11/2025	4/11/2025 Posted	VISIT FLORIDA SERVICE CEN	54800	\$ (75.00)	VF Welcome Center Registration	850-48856	1892	JESSICA BR	9399	247554251	0		
4/3/2025	4/4/2025 Posted	LS SUNJAMMERS WATERSP	54800	\$ (37.82)	Public Outreach - Club 360	185-08193	1892	JESSICA BR	5941	240646650	0		
4/2/2025	4/4/2025 Posted	PANAMA CITY HOT GLASS LLC	54800	\$ (22.41)	Public Outreach - Club 360	PANAMA CI	1892	JESSICA BR	5971	240715050	0		
4/2/2025	4/4/2025 Posted	HOBBY LOBBY #339	54800	\$ (27.79)	Public Outreach - Club 360	PANAMA CI	1892	JESSICA BR	5945	241374650	0		
4/2/2025	4/4/2025 Posted	SOMETHIN'S COOKIN DOWNTOW	54800	\$ (17.28)	Public Outreach - Club 360	PANAMA CI	1892	JESSICA BR	5812	240544950	0		
4/30/2025	4/30/2025 Posted	FACEBK *8YULBPC7M2	54800	\$ (568.64)	Social Media Placements	650-54348	3849	PATRICIA K	7311	242042951	0		
4/26/2025	4/26/2025 Posted	AMAZON MKTPL *TA8K26P53	55200	\$ (2,792.72)									
4/23/2025	4/23/2025 Posted	AMAZON MKTPL *6L4P22T63	55200	\$ (23.53)	Photobooth tablet holder replacement	Amzn.com/	1892	JESSICA BR	5942	246921651	0		
4/11/2025	4/11/2025 Posted	SAMSClub #8151	55200	\$ (30.00)	Kitchen / Office Supplies	Amzn.com/	1892	JESSICA BR	5942	246921651	0		
			55200	\$ (151.22)	Office provisions	PANAMA CI	1892	JESSICA BR	5300	244550151	0		
			55200	\$ (204.75)									
			55200	\$ (9,606.19)									

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

1. PRESENTER NAME:

Jennifer M. Vigil
President & CEO

2. MEETING DATE:

5/29/2025

3. REQUESTED MOTION/ACTION:

Board review and discuss Drews Hall staff funding concerns and recommendation.

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)

Drews Hall, formerly the historic St. Andrews School, is a culturally significant property located in the St. Andrews district and listed on the National Register of Historic Places. Following Hurricane Michael, the building was acquired using Tourist Development Tax (TDT) funds and is currently owned by Bay County. Destination Panama City (DPC) holds the lease for the facility and has made strategic investments to stabilize and preserve the structure, including funding and managing the completion of a new roof in partnership with the Florida Department of State's Historic Preservation Office.

While critical progress has been made, the next phase of the project—interior renovations and activation of the venue—requires additional financial resources. At present, DPC is absorbing ongoing costs related to liability insurance, utilities, emergency repairs, and grounds maintenance, with no mechanism in place to generate revenue from the site. In its current state, Drews Hall remains an underutilized tourism asset with significant potential for cultural programming and economic impact.

To advance this project responsibly and ensure long-term sustainability, DPC seeks to initiate a formal conversation with the Bay County Tourist Development Council (TDC). The TDC's support would allow for completion of capital restoration and provide the foundation for a programming model that aligns with regional tourism goals. This agenda item presents a structured proposal that invites collaboration and provides a starting point for formal negotiations. It is also an opportunity to explore creative funding models that balance public investment with long-term return and organizational accountability.

It is important that a County Commissioner be involved in these discussions to ensure alignment across local and county priorities.

Staff funding recommendation:

Authorize the submission of a formal proposal to the Bay County TDC requesting the following:

- Up to \$5 million in capital investment for full restoration of Drews Hall.
- \$1 million in programming support over five years (\$200,000 annually) to ensure successful activation.
- A \$2.5 million repayment commitment from DPC over 30 years at the state revolving loan rate, with the balance to be raised through private, philanthropic, or earned revenue streams.

The intent is to present a clearly defined proposal that allows the TDC to consider the opportunity and respond with support, alternatives, or feedback. Without a collaborative path forward, DPC must evaluate the long-term financial implications of holding an inoperable facility without the necessary resources to activate it.

****Additional draft documents will be provided at the meeting.****

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

1. PRESENTER NAME:

Jennifer M. Vigil
President & CEO

2. MEETING DATE:

5/29/2025

3. REQUESTED MOTION/ACTION:

Motion to approve the proposed Destination Panama City Board composition as presented and to direct staff to develop an application and selection process for potential board members. The proposed process will be brought back for discussion and approval at the July board meeting, with the goal of onboarding the newly composed board in October 2025.

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)

As this item is being revisited, staff has added an introductory explanation to provide context for new board members elected since our last discussion.

At the March 18, 2025, regular meeting of the Destination Panama City Community Development Council (DPC), the board initially discussed the need to update the board's composition to better align with state guidelines and industry best practices. Staff was directed to consult with Dan Rowe (Bay County TDC Executive Director) and Bob Majka (Bay County Government Administrator) regarding the proposed changes. Following those conversations, CEO Vigil is now bringing forward a refined recommendation based on the input received.

The proposed adjustment introduces an additional step to the current board member selection process, whereby the DPC Board would solicit applications for four tourism-related seats, select preferred candidates, and submit those recommendations first to the Destination Panama City Board for consideration. The Destination Panama City will forward it's recommendation to the City of Panama City Commission and Bay County Commission for their consideration and approval. Candidates must be confirmed by both the City Commission and Bay County Commission to be eligible for the term. Additionally, the proposed citizen-at-large seat has been redefined as a second tourism industry partner to enhance sector expertise.

Purpose & Necessity of Action:

The DPC Board of Directors plays a critical role in guiding tourism development and destination marketing strategy for Panama City. As the tourism landscape continues to evolve, it is imperative that the board structure reflects best practices in destination governance and complies with Florida Statute 125.0104, which outlines specific composition requirements for Tourist Development Councils (TDCs) in Florida.

Currently, the DPC Board is heavily composed of elected officials. While this ensures robust municipal oversight, it limits participation from tourism industry stakeholders whose insight is essential to driving visitation

and economic growth. The inclusion of a Bay County Commissioner on the board ensures representation and support at multiple levels of local government, fostering stronger collaboration and alignment between city and county tourism priorities. To improve the board's effectiveness, diversity, and alignment with industry priorities, a revised structure is proposed, drawing from successful models used by peer organizations.

Comparative Models for Board Composition:

1. Mexico Beach CDC Board

- Total of 9 members:
 - 1 Bay County Commissioner
 - 1 Mexico Beach City Commissioner
 - 3 lodging industry representatives
 - 2 tourism industry professionals
 - 2 residents of the taxing district
- Members are nominated by the CDC board and appointed by the Bay County Commission.

2. Visit Panama City Beach Board

- Total of 9 members, fully compliant with Florida Statute 125.0104
- Includes a mix of public officials, lodging partners, and tourism stakeholders
- Emphasizes strong private-sector representation

Proposed Destination Panama City Board Composition:

1. Two (2) City Commissioners
 - Appointed by the Panama City Commission
2. One (1) Bay County Commissioner
 - Appointed by the Bay County Commission
3. Two (2) Lodging Industry Representatives
 - Selected by majority vote of the DPC Board
4. Two (2) Tourism Industry Partner
 - Engaged in attractions, events, dining, or hospitality services
 - Selected by majority vote of the DPC Board

Rationale for the Proposed Structure:

1. **Statutory Compliance**
 - Aligns with Florida Statute 125.0104 governing TDC board composition.
2. **Enhanced Industry Representation**
 - Brings more direct insight from professionals with real-world tourism experience.
3. **Balanced Governance**
 - Maintains public accountability while prioritizing tourism expertise.
4. **Model Consistency with Peer DMOs**
 - Mirrors successful board structures in Mexico Beach and Panama City Beach.
5. **Improved Regional Collaboration**
 - Strengthens alignment with Bay County and Visit Panama City Beach through shared board governance approaches.

If the board approves this recommendation, Destination Panama City staff will develop and launch an online application process to solicit and vet candidates for the tourism-related and at-large board seats.