



President
ROB MEDINA

Members
DONNY FELIX
KENNY JOHNSON
RANDY FOSTER
VACANT

120 Malabar Road, SE - Palm Bay, FL 32907
(321-952-3400)
www.palmbayflorida.org

AGENDA
SPECIAL MEETING
PALM BAY MUNICIPAL FOUNDATION, INC.
TUESDAY
October 17, 2023 – 5:30 P.M.
City Hall Council Chambers

CALL TO ORDER:

ROLL CALL:

BUSINESS:

1. Consideration of donating Disaster Relief funding to the Second Harvest Food Bank of the Big Bend (Tallahassee) in the amount of \$1,000 for assistance towards Hurricane Idalia relief efforts in the Florida Panhandle.
2. PBMF Resolution 2023-01, amending PBMF Resolution 2017-01, by modifying the meeting frequency of the Disaster Relief Committee Executive Board.

ADJOURNMENT:

In accordance with the Americans with Disabilities Act, persons needing special accommodations for this meeting shall contact the Office of the City Clerk at (321) 952-3414 or Florida Relay System at 711.

If you use assistive technology (such as a Braille reader, a screen reader, or TTY) and the format of any material on this website or documents contained therein interferes with your ability to access information, please contact us. To enable us to respond in a manner most helpful to you, please indicate the nature of your accessibility problem, the preferred format in which to receive the material, the web address of the requested material, and your contact information. Users who need accessibility assistance can also contact us by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.

THIS MEETING IS BROADCAST LIVE ON THE CITY'S WEBSITE

LEGISLATIVE MEMORANDUM

Palm Bay Municipal Foundation, Inc.

TO: Palm Bay Municipal Foundation, Inc. Board of Directors

FROM: Larry Wojciechowski, Treasurer

DATE: October 17, 2023

RE: Recommendation of Disaster Relief Committee Executive Board

At its Regular Meeting 2023-02 held on September 12, 2023, the Disaster Relief Committee (Committee) unanimously voted to recommend a donation to two (2) organizations: 1) Family Promise of Gainesville and 2) Second Harvest Food Bank of Central Florida, in the total amount of \$2,000 (\$1,000 per organization) for assistance towards Hurricane Idalia relief efforts in the Florida Panhandle.

Staff reached out to both organizations. Second Harvest Food Bank of Central Florida advised they sent at least one tractor trailer load of family food boxes (22 pallets) to the panhandle (out of Orlando) and that they have additional food resources should they be requested by their network partner, Second Harvest Food Bank of the Big Bend in Tallahassee. Staff did not receive a response from Family Promise.

Staff is suggesting that the Committee's recommendation be modified as a donation of \$1,000 to the Second Harvest Food Bank of the Big Bend in Tallahassee and to not include the donation to Family Promise of Gainesville since staff has not heard back from this organization. The City Attorney confirmed that both adjustments to the recommendation would be acceptable.

Any expenditures by the Committee require approval by the Palm Bay Municipal Foundation, Inc. (Foundation).

FISCAL IMPACT:

Total cost is \$1,000. Disaster relief funding, in the amount of \$8,220.78, is currently available through the Foundation's account.

RECOMMENDATION:

Motion to approve the expenditure(s) as requested.

/tjl

LEGISLATIVE MEMORANDUM

Palm Bay Municipal Foundation, Inc.

TO: Palm Bay Municipal Foundation, Inc. Board of Directors

FROM: Larry Wojciechowski, Treasurer

DATE: October 17, 2023

RE: Amending the Disaster Relief Committee's Meeting Schedule

The Disaster Relief Committee (Committee) has completed the design of their webpage, marketing flyer and business card, as well as established additional criteria for their by-laws. The Committee has also implemented a funding source through VIP parking at the annual Independence Day event and are currently working on some additional funding sources.

Due to this progress, the Committee, at its Regular Meeting 2023-01, held on March 20, 2023, unanimously voted to revise Article V, Section 1, of the By-laws, to semi-annually meetings, each calendar year, or as needed more frequently. This is revised from quarterly meetings, each calendar year.

This will require an amendment to Section 2(H) of Resolution 2017-01 of the Palm Bay Municipal Foundation, Inc., establishing the Disaster Relief Committee Executive Board.

FISCAL IMPACT:

None.

RECOMMENDATION:

Motion to approve PBMF Resolution 2023-01.

/tjl

RESOLUTION 2023-01

A RESOLUTION OF THE PALM BAY MUNICIPAL FOUNDATION, INC., BREVARD COUNTY, FLORIDA, AMENDING RESOLUTION 2017-01, BY MODIFYING THE MEETING FREQUENCY OF THE DISASTER RELIEF COMMITTEE EXECUTIVE BOARD; RESCINDING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Disaster Relief Committee Executive Board was established by the Palm Bay Municipal Foundation, Inc. on October 3, 2017, and

WHEREAS, the Palm Bay Municipal Foundation, Inc., desires to amend the Committee's meeting schedule from quarterly to semi-annually.

NOW, THEREFORE, BE IT RESOLVED BY THE PALM BAY MUNICIPAL FOUNDATION, INC., as follows:

SECTION 1. Resolution 2017-01, Section 2(H), is hereby amended to read as follows:

"H. The Committee shall meet semi-annually, each calendar year, or as needed more frequently. The day and time of such meetings shall be determined by the Executive Board at its first meeting after passage of this Resolution. A special meeting of the Executive Board may be called by the Chairperson at any time as needed."

SECTION 2. This resolution shall take effect immediately upon the enactment date.

This resolution was duly enacted at the Special Meeting of the Palm Bay Municipal Foundation, Inc., held on October 17, 2023.

Rob Medina, PRESIDENT

ATTEST:

Terese M. Jones, SECRETARY