

**PORT OF PALM BEACH DISTRICT
REQUEST FOR DISCUSSION AND
COMMISSION ACTION**

**APPROVAL OF MINUTES
ITEM D**

PREPARED BY: Venice Howard Deputy Clerk May 10, 2018

SUBJECT: Approval of the Minutes

BACKGROUND INFORMATION: The minutes of the following public meeting are attached for your review:

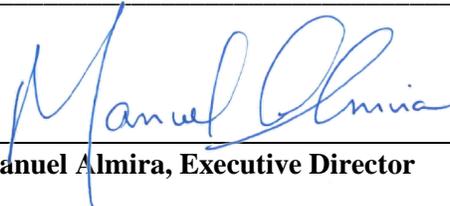
April 19, 2018 Regular Board of Commissioners Meeting

ADDITIONAL INFORMATION ATTACHED: No _____ Yes X

FINANCIAL IMPACT: N/A

RECOMMENDATION: The Board of Commissioners is respectfully requested to review the minutes, advise staff of any necessary changes and approve the minutes of the April 19, 2018 Regular Board of Commissioners Meeting.

Respectfully Submitted By:



Manuel Almira, Executive Director

DATE ACTION TAKEN: _____
Approved: _____
Disapproved: _____
Deferred To: _____
Incorporated into Minutes: _____

Motion By: _____
Seconded By: _____
Unanimous: Yes _____ No _____
By: _____

BOARD OF COMMISSIONERS
PORT OF PALM BEACH DISTRICT
Regular Board Meeting

- - -

Thursday, April 19, 2018

Port of Palm Beach
One East 11th Street
Riviera Beach, Florida

3:32 p.m. - 3:34 p.m.
and
4:38 p.m. - 5:47 p.m.

- - -

ATTENDING:

Jean L. Enright, Chair
Peyton W. McArthur, Vice Chair
Katherine M. Waldron, Secretary/Treasurer
Blair J. Ciklin, Commissioner
Wayne M. Richards, Commissioner
Manuel Almira, Executive Director
Paul Zielinski, Deputy Director/CFO
José R. Soler, Port Engineer
Carl Baker, Director of Planning
Ken Hern, Director, Seaport Operations, Security
Jarra Kaczvara, Sr. Director, Business Development
Gregory Picken, Port Attorney
Donald R. Bicknell, Jr., Port Attorney
Venice Howard, Deputy Clerk
Aidy Alonzo, Public Relations/Media Specialist

1 CHAIR ENRIGHT: Absent.

2 MS. HOWARD: Commissioner Wayne Richards.

3 COMMISSIONER RICHARDS: Married and present.

4 MS. HOWARD: Commissioner Blair Ciklin.

5 COMMISSIONER CIKLIN: Here.

6 MS. HOWARD: Executive Director Manuel

7 Almira.

8 EXECUTIVE DIRECTOR ALMIRA: I'm here.

9 MS. HOWARD: Port Counsel Gregory Picken.

10 MR. PICKEN: Here.

11 MS. HOWARD: We have a quorum.

12 CHAIR ENRIGHT: Thank you. Let's all stand
13 for the Pledge of Allegiance, please.

14 (Pledge of Allegiance recited.)

15 CHAIR ENRIGHT: You may be seated.

16 Now we're going to go into attorney-client
17 executive session. Members present will be myself,
18 Jean Enright, Commissioner Blair Ciklin, Commissioner
19 Peyton McArthur, Commissioner Wayne Richards,
20 Commissioner Katherine Waldron, Mr. Manny Almira, our
21 Executive Director, our attorney Greg Picken, our
22 attorney Don Bicknell and court reporter Susan Kruger.
23 Now we will dismiss for executive session, and we will
24 return in about 30 minutes, give or take. Thank you.

25 (Whereupon, there was a recess in the

1 proceedings from 3:36 p.m. until 4:34 p.m.)

2 CHAIR ENRIGHT: The meeting will now
3 continue. I'd like to have approval for the minutes.

4 COMMISSIONER CIKLIN: So moved.

5 VICE CHAIR MCARTHUR: Second.

6 CHAIR ENRIGHT: All in favor, please say aye.
7 (A chorus of ayes.)

8 CHAIR ENRIGHT: Motion has been properly
9 carried.

10 Any additions, deletions, Mr. Almira?

11 EXECUTIVE DIRECTOR ALMIRA: Yes,
12 Commissioner. First thing, we would like to rearrange
13 the agenda, and that is to take I.5, approval of
14 resolution, member dues for Transportation Planning
15 Agency first, since we have a guest speaker that is on
16 a tight schedule.

17 Also, we would like to add I.7, request for
18 proposal, mobile food services provider.

19 CHAIR ENRIGHT: We will move I.5 to first,
20 okay.

21 Also, under Community Grants I would like --

22 EXECUTIVE DIRECTOR ALMIRA: Go ahead, it's
23 your --

24 CHAIR ENRIGHT: I'd like to pull Suncoast
25 Community High School so I can -- thank you. Any

1 others?

2 EXECUTIVE DIRECTOR ALMIRA: That's it.

3 CHAIR ENRIGHT: All in favor of changes?

4 COMMISSIONER WALDRON: Aye.

5 CHAIR ENRIGHT: Motion carries, five/zero.

6 Thank you.

7 Consent agenda. All in favor? Mr. Almira.

8 EXECUTIVE DIRECTOR ALMIRA: Yes.

9 MS. HOWARD: Can we take a vote? Who will
10 make the motion for consent?

11 CHAIR ENRIGHT: I need a motion.

12 COMMISSIONER WALDRON: I'll make a motion to
13 approve the consent.

14 CHAIR ENRIGHT: Need a second.

15 VICE CHAIR MCARTHUR: Second.

16 CHAIR ENRIGHT: All in favor, please say aye.

17 (A chorus of ayes.)

18 CHAIR ENRIGHT: Okay.

19 MS. HOWARD: And then if we can make a motion
20 on the one that you separately -- that was for the
21 business development, F.7. You pulled that from the
22 consent, correct?

23 CHAIR ENRIGHT: That was from F.9, community
24 grants.

25 MS. HOWARD: Yes, community grants.

1 CHAIR ENRIGHT: I need a motion for that.

2 MS. HOWARD: So what was it you were doing
3 with that?

4 CHAIR ENRIGHT: I was going to add; I was
5 going to give a donation of \$100 to --

6 COMMISSIONER CIKLIN: It's already on.
7 You've already got it on.

8 MS. HOWARD: No, she's changing, making a
9 change.

10 COMMISSIONER CIKLIN: Oh.

11 CHAIR ENRIGHT: I'm making a change and
12 adding.

13 MS. HOWARD: So you're adding.

14 VICE CHAIR MCARTHUR: Madam Chairman, I'm
15 glad you pulled this item, because I was going to pull
16 it myself.

17 A question: You know, we have these
18 community grants, which I have some issues with anyway,
19 the \$2,000 per Commissioner. But we get requests from
20 all sorts of organizations, many of whom or most of
21 whom don't really have any bearing on the Port. If
22 we're going to do this every year, I'd like to see us
23 take the \$10,000 and use it in our host city for young
24 people and make a real difference. Maybe, you know, go
25 from high school to high school or school to school.

1 But we have so many requests, and they're all
2 wonderful organizations, and I wish we had a lot more
3 money so we could give it. But when the budget comes
4 up in a couple months, I would just like the Board to
5 think about that. Maybe we could be more effective
6 with that if we used it in our host city and really
7 made a difference rather than the way we've been doing
8 it. Thank you.

9 CHAIR ENRIGHT: Thank you, Mr. McArthur.

10 I just want to make a comment to that. The
11 problem I see in that, on the other hand, is that the
12 Port of Palm Beach District is 14 municipalities. And
13 although we're located in the City of Riviera Beach and
14 I live here myself, I think it would not -- I think we
15 would have some issues on that, because they would say,
16 hey, you're supporting one of the cities, one of the 14
17 in the Port District, and you're not even considering
18 any requests that we have from any of our other cities.

19 So I think that would give us a problem. I
20 don't know how the other Commissioners feel about that,
21 but I think that it would be opening a can of worms.
22 So that's just my comment.

23 When it comes to Suncoast Community High
24 School, back to that, I would like to donate \$100 to be
25 added to the other two Commissioners.

1 COMMISSIONER RICHARDS: Move approval of F.9.

2 VICE CHAIR MCARTHUR: Second.

3 CHAIR ENRIGHT: All in favor, please say aye.
4 (A chorus of ayes.)

5 CHAIR ENRIGHT: Thank you. Motion carries,
6 five/zero.

7 Mr. Almira.

8 EXECUTIVE DIRECTOR ALMIRA: Yes. We're going
9 to go to the executive report.

10 CHAIR ENRIGHT: District reports.

11 EXECUTIVE DIRECTOR ALMIRA: District reports,
12 yes.

13 Commissioners, I would like to start off by
14 providing an update on last night's Riviera Beach --
15 I'm going to start with that first -- Riviera Beach
16 City Council meeting.

17 So I've spoken to a few of you. Jeff Gagnon,
18 Interim Planning and Zoning Director, presented our
19 agenda item and would have allowed -- that would have
20 allowed the annex property to be incorporated in the
21 Port. The Council listened to this presentation, which
22 is one of two, and they -- two members, one prior to
23 the meeting and one during the meeting suggested and
24 requested that both Port and members of the Council
25 have a meeting to discuss part two of the interlocal

1 agreement, which will include the annex property usage
2 and other items, such as Vertex and Stonerock.

3 Let me stop there for one second and let you
4 know that Stonerock, when he's in town -- that's Stuart
5 Kroll -- he's meeting with them, meeting with the City,
6 not only a Councilperson, but also the Assistant City
7 Attorney. So that is moving along.

8 With respect to Vertex, we learned that
9 Vertex has submitted the permits, and we confirmed that
10 the permits are in Jeff Gagnon's office. He just has
11 not had a chance to evaluate it.

12 So should we decide to go that route, then my
13 recommendation is that Michael Busha, Treasure Coast
14 Regional Planning Council, coordinate and chair this
15 meeting and if our Board decides to move forward with
16 the meeting. So in effect, I'm asking. The request
17 has been made by the City. I have had conversations
18 with a few of you. Perhaps we should discuss it
19 further.

20 COMMISSIONER CIKLIN: Jean.

21 CHAIR ENRIGHT: Mr. Ciklin.

22 COMMISSIONER CIKLIN: Yes, look, I'm all in
23 favor of trying to finalize the interlocal, but I mean
24 the last meeting we had was three years ago.

25 EXECUTIVE DIRECTOR ALMIRA: That's right.

1 COMMISSIONER CIKLIN: So that's fine, we can
2 go ahead and do that. But all the Port needs that are
3 coming up and have been in front of the City for years
4 now and putting us way back, we have to get these
5 approved, whether there's an interlocal, you know,
6 agreement now or a year from now.

7 So we all want to have an interlocal, but it
8 can't have anything to do with, you know, what we've
9 got in front of the City that's been there for years.
10 So I think, if everyone agrees, that we need to tell
11 the City that we definitely do want an interlocal, but
12 we can't stop all our projects waiting for that,
13 because the last meeting was, what, three years ago.

14 EXECUTIVE DIRECTOR ALMIRA: 2015.

15 COMMISSIONER CIKLIN: 2015.

16 CHAIR ENRIGHT: Commissioner Richards.

17 COMMISSIONER RICHARDS: I fully agree. I
18 love the idea of having an interlocal agreement that
19 addresses numerous issues, so please push hard for that
20 meeting. However, we do not want the business of the
21 Port to be on hold any longer, any further. We don't
22 want to say, oh, it's okay, we'll wait for this meeting
23 to occur, then when that happens, sometime after that
24 you'll move forward on our applications, which have
25 been pending for many months, if not years.

1 So yes, please go forth with the meeting, but
2 do not slow down. And I'm not willing to wait for the
3 meeting, no. This is a standard application. Please
4 process it.

5 CHAIR ENRIGHT: And the comments, I agree
6 with --

7 VICE CHAIR MCARTHUR: Chair, may I make a
8 comment?

9 CHAIR ENRIGHT: I'm sorry, Commissioner.

10 VICE CHAIR MCARTHUR: I just wanted to
11 suggest that you try to set up a meeting between
12 yourself, the City Manager or City Administrator and
13 maybe Tonya Davis Johnson. She has been very helpful.
14 I don't think they understand the impact of waiting.
15 And I think if you can explain it to them, I think
16 they'll agree that there's no reason to hold those
17 items up.

18 EXECUTIVE DIRECTOR ALMIRA: That's a good
19 idea.

20 CHAIR ENRIGHT: I would also like to add in
21 the interlocal agreement, did they write it up,
22 Mr. Picken? Who wrote it up? Did they write the
23 interlocal agreement up?

24 MR. PICKEN: From what we were told, the
25 draft that came over here was written by Mr. Busha. Am

1 I pronouncing that --

2 EXECUTIVE DIRECTOR ALMIRA: Busha.

3 CHAIR ENRIGHT: I would like to see the Port
4 of Palm Beach do our draft. And I think the best way
5 to do this whole thing -- this is my opinion -- is that
6 with their draft, then we have a draft, then we need to
7 give them theirs, they give us ours, we work on it,
8 then we get together as a meeting and have a meeting to
9 go through each item one by one.

10 Now, that would take a long time. One
11 meeting is not going to get it. So we're talking about
12 a process, step by step, and I think it's going to take
13 a while before we get there. But I would like to see
14 the Port with their -- for us to do our thing and then
15 combine it.

16 Or if you think it will be too costly or too
17 much time, then if we take theirs and just go through
18 it and just write ours in and then give it back to
19 them, it will still have to go back to them before we
20 meet as a team to have a discussion.

21 And also, I think when we met three years
22 ago, I don't think we got much accomplished, to be
23 honest and truthful. I think we were like all over the
24 place. So I think it should be a set agenda of items
25 and go down them, one, two, three.

1 MR. PICKEN: And I would think one of the
2 parties should draft it as opposed to the mediator.
3 You know, the parties are kind of intimate with what
4 the issues are and what the problems have been and how
5 to work together going forward as opposed to the -- so
6 I was a little surprised when it did come that it came
7 from the mediator.

8 EXECUTIVE DIRECTOR ALMIRA: That is correct.
9 That's --

10 CHAIR ENRIGHT: So I think we should be
11 involved in drafting the agreement.

12 EXECUTIVE DIRECTOR ALMIRA: Yes, and I'll
13 take it a step further, Commissioners. When we did
14 meet with Michael Busha after he wrote what he wrote,
15 it was his -- quote, unquote -- it's my first time at
16 it, and now it's up to the Port to review it, add,
17 subtract and see what you guys would like to do.

18 Then things happened, such as politicians
19 started to change and some were not reelected, and this
20 has been placed on a back shelf somewhere.

21 For some reason, two Council people, as I
22 mentioned before, would like us to work on it. And I
23 will be more than glad to take the suggestions made by
24 the Board and follow through, have a meeting with their
25 City Manager, along with perhaps the Chairperson, and

1 let them know your feelings and just move forward.

2 CHAIR ENRIGHT: Okay.

3 EXECUTIVE DIRECTOR ALMIRA: All right.

4 CHAIR ENRIGHT: Thank you.

5 EXECUTIVE DIRECTOR ALMIRA: Sure. Now let's
6 get back to the executive report.

7 On April the 13th, last Friday, we had our
8 first sailing of the Grand Classica. Those of us who
9 had a chance to go inside the ship, board the ship, it
10 was a rather pleasant experience.

11 A lot of people showed up for the luncheon,
12 and of course, there was a ceremony. The boat owners
13 were there. They're not very good singers. Some of
14 you remember seeing that. But nevertheless, they did
15 the best they could, and we had a genuine grand time.
16 I was not fortunate enough to travel or to go overnight
17 to the Bahamas and come back. And while the ship is
18 right outside, it will be leaving in a couple of
19 minutes, so this, we just will move right along.

20 There have not been any -- let me make this
21 perfectly clear -- there have not been any parking
22 issues, whereas we have been able to accommodate the
23 added volume. There had been, and we had talked about
24 some docking issues. And we had one of our largest
25 partners here, Tropical Shipping, who have been

1 absolutely more than accommodating. We have to --
2 we're still working on that. And I know that Ken Hern
3 and I have, when they ask us what makes you lose sleep
4 at night, well, that's one of them.

5 VICE CHAIR MCARTHUR: Madam Chair.

6 EXECUTIVE DIRECTOR ALMIRA: So we're still
7 working on that.

8 CHAIR ENRIGHT: Mr. McArthur.

9 VICE CHAIR MCARTHUR: Mr. Manuel, I'm glad,
10 delighted there were no parking problems. But the
11 Classica, as you told me, was only selling at 800
12 passengers -- I mean 600 passengers, I believe. If
13 they do fill up, will we still be able to accommodate
14 the parking with the current --

15 EXECUTIVE DIRECTOR ALMIRA: How many parking
16 spots do you have in your home? Yet to be tested,
17 Commissioners, but we're fairly confident that yes,
18 we'll be able to accommodate them. Yes. That's a
19 reassuring yes. Thank you.

20 All right, so those of you in the audience,
21 it's a wonderful ship and a great, you know, getaway.
22 From Friday afternoon, you're back on Sunday having
23 breakfast inside the ship or in one of our nearby
24 restaurants. So that's my shameless plug for the Grand
25 Classica. Thank you.

1 Moving on. Back in -- wow, back in March I
2 attended the AAPA Conference in Washington, D.C. In
3 addition to attending the conferences, of course, I was
4 also able to meet with Congressman Brian Mast and
5 Congressman Alcee Hastings.

6 Additionally, I was requested to join a
7 delegation from the AAPA to meet with the U.S. Senator
8 from Washington, Patty Murray, to discuss the Harbor
9 Maintenance Tax.

10 That presentation went rather well, however,
11 there were demonstrations in the Senate building for
12 some reason, and it was rather disruptive to see how
13 some of the active participants demonstrating were
14 being handcuffed and taken away. So that was an
15 experience.

16 I can tell you, and we have seen some
17 positive moves with our efforts. Just recently I
18 shared with all of the Commissioners a letter that we
19 received from Congresswoman Lois Frankel's office in
20 which she is requesting the Budget Office to please
21 keep in mind the CBP's budget must continue to be
22 increased in order to meet the demand of additional
23 capacity in seaports. She didn't specify the Port of
24 Palm Beach, but seaports. So that's a positive move
25 and going in the right direction.

1 Moving on. The AAPA Third Annual Port Day,
2 believe it or not, is April 5th. From now till
3 eternity, April 5th will be a Port Day in the United
4 States. This is to recognize port contribution to jobs
5 and the economy. The combined international sea trade
6 moving through western hemisphere ports in 2016 totaled
7 \$3.01 billion in value.

8 What else do we have? Oh, there's our
9 picture. And there's only one person without the.
10 Port shirt. She's right in the middle. I think that's
11 Jean Enright.

12 CHAIR ENRIGHT: Yes.

13 EXECUTIVE DIRECTOR ALMIRA: All right, what
14 else do we have? Yes, Commissioners, we have had
15 staff, while doing other jobs, but this has been one
16 that's sort of, you know, you start working on it at
17 3:00 in the afternoon, it's our Policy and Procedures
18 Manual. We, back about now three months ago, we
19 decided to update it, and we're glad that we have done
20 that. We're almost finished with the Policy and
21 Procedures Manual.

22 It was, at one point, 482 pages. We have
23 since condensed that too by adding and including Tariff
24 Number 21, of course, rail tariff, employee handbook,
25 union contract, foreign trade 135 schedule and

1 purchasing manual.

2 So what we have worked on is a Policy and
3 Procedures Manual. It's only about 280 pages. That we
4 should be completing sometime in early May, and at that
5 point we will distribute to all five Commissioners so
6 they can review it and provide us with comments.

7 What else do we have here? Oh, of course.
8 And lastly in the events, the AAPA Capital Projects
9 Seminar in Norfolk, Virginia. Of course, I will be
10 attending the Florida Ports Council Summer Board
11 Meeting in Orlando May 23rd.

12 There's the AAPA Commissioner Seminar up in
13 Montreal, Canada. And of course, moving, looking down
14 the road, the Florida Ports Council Board, Annual Board
15 Meeting this year will be in St. Petersburg, Florida
16 September 5th and 6th. And let's not forget the AAPA
17 107th Annual Convention held in Valparaiso, Chile.

18 Commissioners, if you have any questions,
19 I'll be more than glad to answer. If not, I'll pass it
20 on to José.

21 CHAIR ENRIGHT: Thank you.

22 EXECUTIVE DIRECTOR ALMIRA: Thank you.

23 MR. SOLER: Good afternoon, Commissioners.
24 I'll present you with the engineering report for the
25 projects taking place at the Port of Palm Beach. I

1 will start off with Berth 17.

2 Not much activity has been performed since
3 our last meeting in March. On the upland side, the
4 contractor has completed the electrical manholes which
5 allow the conduits for the shore power on the north
6 side of the slip.

7 They have a subcontractor working on the
8 pavement areas, but in the last few weeks we have not
9 seen any -- not much movement in that sector.

10 And on the west side they have been working
11 on the installation and construction on the trench
12 drain, which will collect all the runoff waters before
13 they collect -- before they get into the water and
14 putting in through our storm system.

15 On the south side we still have some to
16 complete the surface concrete that will meet between
17 the bulkhead and FP&L property. Bollards are already
18 in place; timber woods are already in place around the
19 bulkhead.

20 The water side, which is our major issue
21 right now, you will remember that we have three dolphin
22 structures. On the last Board meeting we represented
23 that the contractor had already casted or poured
24 concrete on the middle and inner dolphin structure.

25 And after the casting, they removed the

1 forms. And this one, one of the photos that we present
2 at the Board meeting, which looks like really are okay
3 concrete finish, but the day after the Board meeting,
4 when it was low tide, it was exposed some voids in the
5 concrete, which we can actually see here. We have
6 exposed rebar and gaps between two sections of the
7 structure.

8 COMMISSIONER RICHARDS: And which one is
9 that?

10 MR. SOLER: This one here is the middle
11 dolphin structure.

12 COMMISSIONER RICHARDS: Thank you.

13 MR. SOLER: A week after that we managed to
14 get an underwater camera, and we found out the inner
15 dolphin structure also have defects on the lower
16 section, with exposed rebar in the bottom of the
17 structure, and also an opening in one of the back
18 walls. That wall is in the south side of the
19 structure, and we can see also exposed rebar.

20 The middle dolphin structure, the contractor
21 decided to demolish it. We asked that they perform a
22 structural engineer analysis, but they decided that
23 there's no way to fix it. But they started on April
24 the 9th to demolish it. They did what is called wire
25 cut. It's like sawing it with a cable.

1 And they actually started cutting sections of
2 the structure until they exposed the areas where the
3 concrete is around the piles. And that section is
4 being done by hand at this point, in which they are
5 exposing all the rebar that comes out of the piles so
6 they can rebuild again the structure and incorporate
7 the existing rebar with the new rebar.

8 This is a photo of how it looks today. They
9 have -- underwater they have divers in the underwater
10 area they have to demolish, and on the upland side,
11 they are working on -- out of a floating barge.

12 On Monday of this week the contractor also
13 submitted what they call a repair plan to save the
14 inner dolphin structure. That plan has been under
15 review by the structural engineer from AECOM. We have
16 not received a final approval or rejection of the plan,
17 so we hopefully will have that tomorrow or early next
18 week.

19 COMMISSIONER CIKLIN: Jean, got a question.

20 CHAIR ENRIGHT: Mr. Ciklin.

21 MR. SOLER: Sure.

22 COMMISSIONER CIKLIN: I know somebody from
23 AECOM is here. Do we know that they're going to give
24 us a report tomorrow? I mean Karen is here. I'd like
25 to find out when this is coming, if you don't mind.

1 MR. SOLER: Well, she can come in now.

2 COMMISSIONER CIKLIN: Yes, yes.

3 CHAIR ENRIGHT: Right, she can give it.

4 MR. SOLER: I spoke to Diane Lopez, which is
5 one of the vice presidents. She's actually a
6 structural engineer. And she, with another structural
7 engineer, are the ones that are actually looking at it.
8 She gave -- she didn't have a written report. But yes,
9 maybe Karen has more information.

10 MS. BRANDON: It just so happened that John
11 Carroll, the marine structural engineer of record, was
12 on vacation this week when the report came out. So
13 that's why Diana stepped in to try to get another
14 structural engineer down in our Miami office to review
15 it in the meantime. John will be back in the office on
16 Monday, so at the latest, we'll get a review by him on
17 Monday, if not before.

18 COMMISSIONER CIKLIN: Okay.

19 MR. SOLER: The review is underway.
20 Obviously, John Carroll is the structural engineer of
21 record. He's the one that has to present the final
22 acceptance or rejection report. But Diane and another
23 internal structural engineer from AECOM already
24 completed the review. But it has to be finalized by
25 John Carroll.

1 On the east dolphin structure we're still
2 working on the redesign, adding two additional piles in
3 the middle of the four piles that are already driven.
4 For this work, the contractor submitted a request for a
5 change order. They feel that they're entitled to
6 additional compensation for this work. For that they
7 submitted a change order for an additional cost of
8 \$372,000.

9 The change order was evaluated by AECOM, and
10 AECOM indicated that the contractor is not entitled to
11 get compensated for the work. And at this point, we're
12 in the process of evaluating the outcome of how we'll
13 be dealing with the additional piles that need to be
14 driven.

15 On Tuesday we received a schedule from the
16 contractor in which they incorporated the work that
17 needs to be performed by them, being the demolition of
18 the middle dolphin structure. They assume that the
19 inner dolphin structure will be repaired and driving
20 the two additional piles for the east dolphin
21 structure. With that activities incorporated in the
22 schedule, they have a substantial completion date of
23 August 24th. So that means that the project will
24 actually run two years and one month after the original
25 completion date of the contract.

1 Do you have additional questions regarding
2 Berth 17?

3 CHAIR ENRIGHT: Any questions?
4 Continue.

5 MR. SOLER: Next project, we have the rail
6 project. We're glad to say that the contractor already
7 received all the materials for the rail. Project will
8 start on Tuesday, April 26th. That's next -- I mean
9 Thursday of next week.

10 Contractor will start with the demolition and
11 reconstruction of spur number one. While that spur is
12 being repaired, it will take -- it's estimated to have
13 in 30 days. The Port will be allowed to continue to
14 access the Port with -- through spur number two.

15 For spur number two, we can actually go all
16 the way to track number two to track number six, so the
17 rail activities at the Port will not be affected by the
18 construction of spur number one.

19 Once spur number one is completed, then we
20 move down to spur number two. Those construction
21 activities will take place in non-operational hours.
22 By that, I mean during the night or Sunday. And that's
23 the way the project has been set up, so no rail
24 activity to the Port is being affected by this project.

25 The estimated completion date for the project

1 as of now is by the end of July, even though the
2 contractor, contractually, has all the way to the end
3 of August to complete it. But since all the material
4 has been received earlier than we expected, we are --
5 they feel confident they will complete the project
6 before the actual completion date.

7 MOB. CH2M Hill completed the 100 percent
8 package for the bidding process. We are going to come
9 out for advertisement this Sunday at the Post, and on
10 Monday all material for the bidding will be available
11 for contractors to download the materials from the
12 Port's website.

13 The date for submitting bids by contractor is
14 said to be on May 23rd. We're going to have -- a week
15 after that we will have our pre-construction, pre-bid
16 meeting on the 30th of April for questions from the
17 contractor. May 23rd will be the last date for
18 submission of sealed proposals.

19 And we will, once it's been evaluated by CH2M
20 Hill and Port staff, we will come back to the Board on
21 the June 21st Board meeting for a recommendation for
22 approval of the contractor that's been selected for the
23 project. That falls between the -- inside the expected
24 dates, so we're comfortable to think that the
25 contractor will be able to go to the City to request

1 the permit for the project aligned with the dates that
2 we have in the Tropical agreement and the Port.

3 Do you have any questions regarding the MOB?

4 CHAIR ENRIGHT: Any questions? No.

5 Thank you; thank you very much.

6 Mr. Pinsky.

7 MR. PINSKY: Madam Chair, Commissioners.

8 Richard Pinsky.

9 In your book is the report for the items that
10 were actually vetoed in Palm Beach County. There's a
11 federal piece in there. The handout that you have is a
12 supplement, and it actually just came out, so it lists
13 all the moneys that came to Palm Beach County, and you
14 can see over the various pages.

15 Of note is at the bottom of page ten. So
16 when I tell you how much the Legislature funded FSTED
17 and funded the seaport grants and the big ticket items
18 at the bottom of page ten, included in those items --
19 this is the actual breakdown that now you finally get
20 to see how much we're eligible for.

21 So as you just heard about the on-port rail,
22 4.3 million, the Berth 1 expansion, the 3 million, and
23 the loading bridge, which I did not even know there was
24 an application in for -- I apologize -- but 1.2 is in
25 that FSTED money. So total that up, about 8 million, a

1 little more than 8 million. And I think Mr. Zielinski
2 said he's got the check ready to go, and we can start
3 tomorrow.

4 So anyway, that's -- and it may be
5 interesting to you also just to see what other items
6 were funded. So you wouldn't see these items
7 necessarily in the budget as a proviso, although some
8 are, but when you see cultural grants and FRDAP money,
9 the parks and rec money, now you actually get to see
10 what was in the Palm Beach County budget.

11 With that, I'm happy to answer any questions.

12 CHAIR ENRIGHT: Any questions?

13 COMMISSIONER CIKLIN: Yes. So this is money
14 that we applied for and that we are getting?

15 MR. PINSKY: Correct. This is money that the
16 Port of Palm Beach and your staff told FSTED that they
17 would like to have funded in the fiscal year. And so
18 when that line item was approved, so now you actually
19 are eligible to match these moneys and spend them to
20 continue these projects.

21 COMMISSIONER CIKLIN: Are all these,
22 everything on here, is it match, or just us, or just --

23 MR. PINSKY: Some of the cultural grant money
24 that you'll see is not a match; it's actually part of
25 the cultural grant. Some of the parks and rec, the

1 FRDAP money, that's not match. But the aviation
2 grants, most of the transportation grants you'll see
3 are all match, unless there was a proviso in the
4 budget, singled out out of that line item, we want you
5 to spend X. So most items will carry a match, but
6 not --

7 COMMISSIONER CIKLIN: 50/50 or 75/25? What
8 is the match?

9 MR. PINSKY: For these, it's 50/50. But
10 depending on the other items, some are not matched and
11 some have at least a 50/50, if not --

12 CHAIR ENRIGHT: So our three?

13 MR. PINSKY: Correct.

14 COMMISSIONER CIKLIN: Good.

15 CHAIR ENRIGHT: Any other questions?

16 Thank you very much.

17 MR. PINSKY: Sure.

18 CHAIR ENRIGHT: Now let's go to the item we
19 pulled, which was I.5, because you said there's
20 individuals in the audience. I.5.

21 EXECUTIVE DIRECTOR ALMIRA: You don't want
22 Commissioner's report?

23 CHAIR ENRIGHT: Oh, I'm sorry. It was on the
24 other page. Commissioner Waldron, please, your report.

25 COMMISSIONER WALDRON: Yes. Well, one,

1 Nick's going to come up and talk about the TPA thing.

2 But the Commerce Park initiative, thank you
3 all for signing that letter, because that's part of it.
4 The BDB has sent a letter in support for the
5 opportunity zones, and we're trying to get the Glades
6 to be recognized as one of the opportunity zones in
7 Florida, so when Governor Scott sends his list up to
8 the federal government, it's on that list, which will
9 allow us to have a lot of incentives and get some grant
10 money to help push the Commerce Park along.

11 CHAIR ENRIGHT: Thank you.

12 EXECUTIVE DIRECTOR ALMIRA: Commissioners,
13 can we then go on to I.5, please?

14 CHAIR ENRIGHT: Yes.

15 EXECUTIVE DIRECTOR ALMIRA: We have a guest,
16 very well known, Nick, and I'd like to bring him up and
17 have him explain to you who is the Transportation
18 Planning Agency, MPO, and then he'll just expand on
19 that.

20 Nick.

21 MR. UHREN: Good afternoon, Commissioners.
22 It's a pleasure to be with you.

23 Again, my name is Nick Uhren, and I have the
24 pleasure of serving as the Executive Director for now
25 the Palm Beach Transportation Planning Agency. Recent

1 rebranding. We're 40 years old this year, and I guess
2 it was a midlife crisis, so we decided to change the
3 name and the presentation to the public to make it a
4 little more clear what our agency does.

5 If you're unfamiliar, we are the entity that
6 is responsible for allocating federal and state gas
7 taxes and other transportation revenues to projects
8 within Palm Beach County, primarily surface
9 transportation. We don't get to do as much with the
10 seaport, water based movement of goods as I would like
11 to.

12 It's a beautiful facility you have here, and
13 a view that I never grow tired of. But we do help
14 quite a bit with the movement on land of those goods
15 and passengers once they arrive at your Port or when
16 we're trying to get them to your facility.

17 The Port is one of our 21 Governing Board
18 members. We have 21 locally elected officials. Right
19 now you've got Commissioner Waldron as your designated
20 representative. I've had the pleasure of working with
21 several of you in the time that I've been at the TPA in
22 that capacity.

23 Had a wonderful bike ride one afternoon with
24 Commissioner Richards. We traveled all the way down to
25 Boca Raton on Tri-Rail and then came back on U.S. 1 by

1 bicycle. Very, very ambitious journey that we took
2 that day.

3 Anyway, we are the entity that is trying to
4 collaboratively plan, prioritize and fund
5 transportation in Palm Beach County, and we are very
6 appreciative of the partnership with the Port.

7 We are transitioning right now to try to
8 maximize our effectiveness as an agency, as well as to
9 empower all of our members to lead. We are
10 transitioning from an agency that has been hosted by
11 Palm Beach County to an agency that will operate
12 independently.

13 One of the reasons we're doing that is to
14 establish a distance from the County as the largest
15 entity, but not the only entity with voting membership
16 on our Board, and to empower our other members to
17 advocate for transportation investments that best serve
18 their local interests, as well as to empower our
19 collective members to advocate on a statewide and
20 national level for discretionary grant funds and
21 project funding that are available to us.

22 The reason I'm here this afternoon is to
23 request your approval of authorization to participate
24 in membership dues payments that we are now asking each
25 of our local government members to pay on an annual

1 basis to the agency. Most of the other members are
2 easy to calculate because we're asking for a ten cents
3 per capita annual dues payment.

4 Because you don't actually have a defined
5 population associated with the Port, while you do have
6 a district boundary, we didn't think it was appropriate
7 to charge you on that entirety of the population within
8 your district boundary. We're suggesting in this
9 request that you would make your annual dues payment
10 based on the population of your host city.

11 So that's my basic pitch in a nutshell. I
12 want to keep it brief. I know you have other items on
13 your agenda, but I'm happy to answer any questions that
14 you have.

15 And again, pleasure to be with you, Madam
16 Chair.

17 CHAIR ENRIGHT: Any questions?

18 Mr. Ciklin.

19 COMMISSIONER CIKLIN: Yes, thank you. I
20 served on the MPO before your time, and you guys do a
21 great job. When I was on, I always wondered if we were
22 ever going to -- if the Port's got any projects that
23 aren't out 30 or 40 years. Is there anything on the
24 horizon that you are going to be able to do for us?

25 MR. UHREN: You know, it's an interesting

1 conversation. And I'll mention Mr. Baker is a member
2 on our Technical Advisory Committee who participates
3 actively in what-we-should-fund-next kinds of
4 conversations. I'll say that we are very interested in
5 being a funding partner for projects that the Port
6 wants to accomplish.

7 The caveat is that our agency has a five year
8 document that says these are the things we're going to
9 accomplish over the next five years. So when you come
10 to us with a good idea, it's not 30 to 40 years out
11 that we can provide the money, but it is four to five
12 years out that we can provide money. So we're not as
13 fast as some of the other funding sources that you
14 typically pursue.

15 What I've expressed to Mr. Baker, as well as
16 to Mr. Almira, is let us be a parallel funding source
17 to you so that you can use your short fuse funding
18 sources to accomplish the urgent needs, and you can
19 pipeline your capital program with additional funds
20 from our agency in the three, four, five year
21 timeframe.

22 I do want to make this -- your Commission
23 aware that we have, in the time that I've been here,
24 our Governing Board at the TPA has established an
25 annual competitive funding program. We call it the

1 Local Initiatives Program, where any of our local
2 governments can submit an application for funding of a
3 locally identified transportation project in an amount
4 up to \$5 million. Those funds, if projects are
5 selected, are available in the new fifth year of our
6 work program.

7 So we would love to hear what you are trying
8 to accomplish. Submit one of those projects to us for
9 that five year timeframe, and let's see if we can't
10 work on something together.

11 COMMISSIONER CIKLIN: Appreciate it.

12 CHAIR ENRIGHT: Okay.

13 COMMISSIONER CIKLIN: Thank you.

14 CHAIR ENRIGHT: Thank you.

15 Commissioners.

16 COMMISSIONER RICHARDS: Move approval.

17 COMMISSIONER WALDRON: Second.

18 CHAIR ENRIGHT: All in favor?

19 (A chorus of ayes.)

20 MR. UHREN: Great.

21 CHAIR ENRIGHT: Motion carries, five/zero.

22 COMMISSIONER RICHARDS: Good job, Nick.

23 COMMISSIONER WALDRON: Thank you very much.

24 CHAIR ENRIGHT: Thank you; thank you.

25 MR. UHREN: Thank you very much for allowing

1 me to be here.

2 CHAIR ENRIGHT: Now let's go back. Old
3 business, H.1, Peanut Island.

4 EXECUTIVE DIRECTOR ALMIRA: Yes, ma'am.

5 Commissioners, as scheduled, we had our
6 second round table discussion back on April the 1st,
7 and I will tell you it was well attended. We had
8 interest from a wide spectrum and determined the best
9 to move forward is for Eric Call, the Director of Parks
10 and Recreation, to get with me to develop a framework
11 for a small task force. Eric and I will hopefully be
12 meeting next week, and it appears that, of course,
13 Former Commissioner Karen Marcus, who now represents
14 the Palm Beach Civic Association, will be the head of
15 the task force.

16 There was general discussion of several
17 non-traditional uses for the island, but were all
18 deemed inappropriate by our group. However, I would
19 like to mention that the members of the Civic
20 Association stated that they would like to see the
21 island's function remain as is rather than a more
22 commercial use.

23 Incidentally, we, while the meeting was going
24 on, ironically we received a quote from our company
25 that performs tenting and things of that nature, and we

1 learned that to maintain or to tent and work on those
2 three facilities that we have out there, it will cost
3 approximately \$14,000. We were under the false
4 impression that it was up in the 50s or maybe even
5 60,000. So no, they came back and said it's 14,000.

6 So recapping, I will be meeting -- I hope to
7 be meeting with Eric Call. We'll design this task
8 force, offer it to Ms. Karen Marcus, and then I'm
9 hoping that by the next Board meeting, I'll be able to
10 bring you more of our progress.

11 Are there any questions?

12 CHAIR ENRIGHT: Commissioners.

13 VICE CHAIR MCARTHUR: Just a suggestion. It
14 was a good meeting. It was very informative.

15 EXECUTIVE DIRECTOR ALMIRA: You were there,
16 yes.

17 VICE CHAIR MCARTHUR: And there was a lot of
18 interest in it.

19 When we go forward with Karen as Chair, I'm
20 sure she'll know this, but if we can, let's entice Eric
21 to get the County to offer its grant writers. They
22 have much more professional and much more experienced
23 grant writers than if we were to have to go out and
24 hire grant writers. So let's see if that's one element
25 of this process we can get the County to assume. Thank

1 you.

2 EXECUTIVE DIRECTOR ALMIRA: Thank you.

3 CHAIR ENRIGHT: Any other comments?

4 Thank you.

5 EXECUTIVE DIRECTOR ALMIRA: Thank you.

6 CHAIR ENRIGHT: Next item, I.1.

7 MR. HERN: Good afternoon, Commissioners.

8 Item H.1, cleaning services. Request to
9 advertise for proposals. Based on the addition of the
10 Grand Classica, Port staff has determined that for
11 operational efficiency and cost effectiveness, a need
12 exists to consolidate cleaning services.

13 Currently, staffing and materials are sourced
14 from nine different suppliers. Port staff is seeking
15 to advertise a request for proposals for cleaning
16 services that will encompass both staffing as well as
17 supplies in an effort to streamline operations,
18 potentially reducing costs and ensure a clean, safe
19 facility.

20 COMMISSIONER CIKLIN: So moved.

21 COMMISSIONER RICHARDS: Second.

22 CHAIR ENRIGHT: Questions, discussion. All
23 in favor, please say aye.

24 (A chorus of ayes.)

25 CHAIR ENRIGHT: Motion carries, five/zero.

1 Continue.

2 MR. HERN: Next item, I.2, vending machine
3 services. In an effort to streamline services,
4 maximize operational efficiency, again for the Grand
5 Classica, highlighting the elegance of our terminal,
6 providing healthy and alternative food choices and
7 utilizing machines that accept credit cards and debit
8 cards --

9 VICE CHAIR MCARTHUR: So moved.

10 CHAIR ENRIGHT: Second?

11 MS. HOWARD: Who made the motion?

12 CHAIR ENRIGHT: Mr. McArthur.

13 Discussion.

14 COMMISSIONER WALDRON: Second.

15 CHAIR ENRIGHT: Discussion. All in favor,
16 please say aye.

17 (A chorus of ayes.)

18 CHAIR ENRIGHT: Motion carries, five/zero.

19 MR. HERN: Thank you, Commissioners.

20 CHAIR ENRIGHT: Let's go further. Financial,
21 Mr. Zielinski.

22 EXECUTIVE DIRECTOR ALMIRA: I.3.

23 Commissioners, in front of you, of course, we have our
24 audit that was conducted, of course, by our Ron. And
25 what I'd like to do is to have Paul Zielinski, our CFO,

1 make the presentation. And by the way, you're looking
2 at my favorite page in the entire audit. It's page 85.

3 MR. ZIELINSKI: Page 85 basically will show
4 the last ten years, the fact that revenue has and
5 continues to grow and the Port has made a very
6 conscientious and successful effort in maintaining
7 operating expenses.

8 The comprehensive annual report was provided
9 to you. We met with your audit committee as your
10 appointees on April 10th. They were provided a copy of
11 it about a week in advance. When it was presented to
12 them, their questions were answered. They were very
13 effective, very inquisitive, and I appreciate your
14 recommendations. And their letter attesting to their
15 acceptance of the audit has been attached for you. We
16 are required to submit this to the Auditor General
17 within 45 days of your accepting it.

18 Before I begin, I wanted to thank Danny
19 Kirchman, our Controller, and all of the staff in the
20 Accounting Department for the hard work they've put
21 into making this document possible and working with our
22 auditors while maintaining their everyday
23 responsibilities.

24 I'm not going to take too much time because
25 it is truly the auditor's responsibility to present the

1 audit report. We will answer all your questions at the
2 end.

3 I am proud to say that once again, the Port
4 received what I consider an outstanding audit.
5 Mr. Bennett will elaborate in just a few minutes. But
6 before I move off and allow Mr. Bennett here, I'd like
7 to tell you a little bit about the past year. It was a
8 very, very positive year for the Port.

9 Tonnage decreased slightly, about one
10 percent, but all commodities really showed increases,
11 offset by the seasonal decline of sugar.

12 Net operating revenue increased to
13 17.2 million, an increase of a half million dollars
14 from the prior year. Of this, about 400,000 was due to
15 the multiday cruise line.

16 Operating expenses remained our Port focus,
17 reflected only a one percent compounded growth rate
18 since 2008. Almost 40 percent of this year's increase
19 was related to personnel costs, including a \$100,000
20 charge that was the result of actuary calculations
21 required by the State of Florida.

22 Slip 3 was depreciated for a full year, and
23 this added about another quarter million dollars of
24 non-cash expense to the Port, for a total of about
25 \$600,000 a year of additional depreciation.

1 Our interest in debt related expenses
2 decreased by about \$215,000 as a result of the bond
3 refunding issues on the Port.

4 By the end of the year 2017, the Port had a
5 net position of 115.5 million, an increase of over
6 5 million from the previous year, and an increase of
7 \$45 million since 2008.

8 The Port of Palm Beach saw profitability
9 continue to increase for the sixth straight year,
10 reaching in excess of \$2 million last year. This is an
11 increase of 5.1 million in net revenue from 2008 when
12 the Port experienced the loss of 3.1.

13 Operating revenues increased by 6.2 million
14 over this timeframe. Expenses, before depreciation,
15 increased by only \$350,000. Since 19 -- sorry. Since
16 2008, continual efforts to control our expenses.
17 However, depreciation has increased about \$1 million, a
18 direct result of the extensive capital program the Port
19 is undertaking and will continue to undertake.

20 Perhaps the most significant accomplishment
21 for the Port relates to our cash position. By the end
22 of 2008, the Port had approximately \$19 million in
23 cash. Since that year, we have invested \$25 million of
24 our own cash in construction assets and capital assets.
25 We've paid off \$22 million worth of long-term debt.

1 We've paid approximately \$20 million worth of interest
2 payments, used over \$80 million to meet our operating
3 needs, and in spite of this nearly \$150 million cash
4 outlay, the Port has increased its cash balance to
5 \$26 million at the end of 2017. We are in an excellent
6 position to continue our capital program for those
7 projects that are much needed by this Port, as
8 previously presented.

9 I have to say most organizations our size
10 would be nothing short of envious of this position
11 we're in and what we've been able to accomplish.
12 Bottom line, 2017 continued to reflect the Port's
13 aggressive marketing efforts, focus on control, and a
14 continued commitment to building and rebuilding the
15 infrastructure of this Port to meet our tenants' needs.

16 With that, I'd like to --

17 COMMISSIONER CIKLIN: A question.

18 CHAIR ENRIGHT: Mr. Ciklin.

19 COMMISSIONER CIKLIN: Paul, how much in tax
20 did our residents of Palm Beach Port District pay last
21 year?

22 MR. ZIELINSKI: Absolutely nothing. Not
23 enough to fill our petty cash fund.

24 COMMISSIONER CIKLIN: All right, thank you.
25 I always like to bring that out.

1 MR. ZIELINSKI: It's an excellent point. We
2 run this Port as if it was an independent business.
3 There is no tax dollars. The only thing is the grants,
4 and basically with the Port being the way it is, we
5 still are -- like I said, we put 25 million of our own
6 cash into these projects, so it's not totally free.
7 But yes, there was no taxation at all.

8 COMMISSIONER CIKLIN: Good. Thank you.

9 MR. ZIELINSKI: I'd like to introduce Ron
10 Bennett, a partner of the firm of Nowlen, Holt & Miner,
11 and Mark Escoffery, a partner with the firm of Mark
12 Escoffery, P.A. They served as the Port independent
13 auditors under a joint venture and will present the
14 financial report for the year ended 2017.

15 MR. BENNETT: I'm Ron Bennett.

16 MR. ESCOFFERY: Mark Escoffery.

17 MR. BENNETT: And together, we would like to
18 thank you for allowing us to serve as your auditors.
19 We really appreciate the business. We hope we've done
20 a good job.

21 I know Mr. Zielinski mentioned it, but it's
22 such an impressive number that I'd like to mention it
23 once again. If you look at the graph on the chart
24 there, it's on page 85 in the Comprehensive Annual
25 Financial Report, and the underlying data is on page

1 83.

2 But revenues in 2008 were about 10.9 million,
3 and in 2017, they're 17 million. And over that same
4 time span, the expenses, before depreciation and
5 amortization, which you basically have no control over,
6 went from 8.8 million to 9.1 million. They went up
7 300,000, while revenue was going up 7 million. That's
8 a pretty impressive job of running an organization. My
9 hat's off to him.

10 Mr. Zielinski's talked about the numbers.
11 Other than the ones I just talked about, I'm not going
12 to mention numbers anymore. I'm going to talk about
13 the role of the independent auditors.

14 If you haven't seen the document -- I know
15 all the Commissioners have a copy. Everyone else, it
16 is now available, or soon will be in a .pdf format on
17 the Port's website, so it's available to the public at
18 no cost.

19 But our role as independent auditors in this
20 is we render opinions, we provide reports. The
21 information, the numbers, the financial statements, the
22 introductory session, you know, the management's
23 discussion and analysis, the statistical section, the
24 other supplementary information, all that's the product
25 of the Port's Finance Department.

1 Our contribution to this is we come in, and
2 based on our audit, we render opinions on these
3 financial statements and on various other components.
4 And I'll go through that. There are actually five
5 reports that we have in here. You can pretty easily
6 identify them. They have our the letterhead on them,
7 the first page of them, so they stick out as opposed to
8 the rest of the stuff.

9 But those five reports, the first one is the
10 independent auditor's reports on pages three through
11 five. And in that one, we give an opinion on the
12 financial statements. And I'm happy to say that based
13 on our audit, we believe that these financial
14 statements were fairly stated in accordance with
15 generally accepted accounting principles, what we call
16 a clean opinion.

17 Now, from there you go to page 91 and 92. In
18 the state of Florida, all audits of governmental
19 entities are required to be performed in accordance
20 with not only generally accepted auditing standards,
21 but generally accepted government auditing standards.
22 And part and parcel of government auditing standards is
23 another report. And that report has a title that's
24 about five lines long, but basically, it's a report on
25 internal control and compliance.

1 And in this one, we don't really give an
2 opinion, but the way it comes about is when you plan an
3 audit, you have to gain an understanding of the
4 internal control structure sufficient to plan your
5 audit. If you happen to come across anything that you
6 don't think is adequate, then you're required to report
7 that in the internal control arena. I'm glad to say we
8 didn't find anything that's required to be reported.

9 At the same time, because it's a governmental
10 entity, there are a lot of compliance requirements you
11 have and laws, regulations. We're also required to
12 look at certain of those. And again, we didn't find
13 any of those where there were any violations. So
14 report number two, you get a clean opinion.

15 The third report immediately follows the
16 second one. It's on pages 93 through 95. And this
17 relates to grants. Starting back in 1984, the federal
18 government passed something called the Single Audit
19 Act, so you have a single audit.

20 Where that came from was originally all the
21 federal agencies had their own audit manual, and if you
22 got grants from 25 federal agencies, you had 25
23 separate audits, all done under a different set of
24 rules. And they finally concluded this was just too
25 obstreperous, so they came up with what's called a

1 single audit, where you would have one audit that
2 encompassed all of those grants under one uniform set
3 of rules, the single audit rules.

4 Now, not to be outdone, several years later
5 the State of Florida decided they would have a Florida
6 single audit for Florida grants. And as it now stands,
7 if you expend more than \$750,000 of federal grant funds
8 in one year, you have to have a federal single audit.
9 If you expend more than \$750,000 of State grant funds,
10 you have to have a State single audit.

11 In 2017 the Port expended more than \$750,000
12 in both, so you had a State single audit and a federal
13 single audit. And again, we give an opinion this time,
14 and we did give a clean opinion.

15 However, we did have one minor finding, which
16 you'll find on the Schedule of Findings and Questioned
17 Costs on page 97 through 102. And it really had to do
18 with administrative requirements. It was not with how
19 the funds were spent. They were all spent
20 appropriately.

21 But all of these grant funds come with a lot
22 of strings attached, and it's fairly easy to miss some
23 of these administrative requirements, especially in the
24 last year or so, because there's a whole new regime
25 under the Federal Single Audit. They came out with

1 something called Uniform Guidance, and they changed all
2 the rules. Well, they kind of pulled a quick one on
3 them there. We consider this to be a fairly minor
4 instance of noncompliance with an administrative
5 requirement.

6 The fourth report is the management letter.
7 In the state of Florida, all governmental audits are
8 required to have, in the same document with your
9 audited financial statements, a management letter as
10 specified by the Florida Auditor General. They give
11 you a litany of items that we have to comment on.
12 Again, I'm glad to say here we didn't find anything
13 amiss that's reported there.

14 And the very last report is an independent
15 accountant's report on compliance with Section 218.415,
16 Florida Statutes. If you're not familiar with it,
17 that's the statute that lists the types of investments
18 that governmental entities can invest in. And
19 basically, we were required to go over the investments
20 of all the governmental auditees and determine if they
21 invested in appropriate vehicles. And we're glad to
22 say that the Port did. And again, you get a clean
23 opinion there.

24 So all in all, I'd like to congratulate the
25 management and staff of the Port for doing an excellent

1 job. We'd like to thank them for just being very
2 cooperative. They're a joy to work with. They're a
3 very talented bunch, they're very professional, and we
4 enjoy working with them.

5 And we again appreciate the opportunity to
6 discuss your CAFR today. If you have any questions,
7 Mr. Escoffery and I and Mr. Zielinski would be happy to
8 try and answer them.

9 CHAIR ENRIGHT: Any questions?

10 I just would like to say thank you for an
11 outstanding job. You've done an excellent job working
12 with us through the years, and we appreciate all your
13 work.

14 Any other comments?

15 VICE CHAIR MCARTHUR: Madam Chair.

16 CHAIR ENRIGHT: Yes.

17 VICE CHAIR MCARTHUR: I would just like to
18 point out that when I was HR at the Port, Manuel
19 arrived, and not long after that, we had to have the
20 largest layoffs we had ever had because of the economic
21 turndown. But if you look at this chart, he has done a
22 remarkable job. I doubt that there's any other
23 organization, public or private, in Palm Beach County
24 that can compare to this type of performance.

25 And also, I would dispute one thing with him.

1 The fact that things started getting better when I left
2 the Port is clearly coincidental. I don't believe that
3 I had anything to do with that.

4 CHAIR ENRIGHT: What year did you leave?

5 VICE CHAIR MCARTHUR: 2010, at the end of the
6 year.

7 Anyway, thank you, Manuel. You and your
8 staff have done an excellent job holding down costs as
9 our revenue has continued to rise. It's just amazing,
10 you know. So maybe you should write a book on the side
11 about how we can do that in our individual finances.
12 It would be great. Thank you.

13 EXECUTIVE DIRECTOR ALMIRA: Thank you.

14 CHAIR ENRIGHT: Thank you.

15 Mr. Zielinski.

16 MR. ZIELINSKI: I would like to just extend a
17 personal thanks to the Board. This graph you're
18 looking at where we held expenses flat is a phenomenal
19 accomplishment. But we have to put that in
20 perspective.

21 During those lean years when we were having
22 difficulty, through all of those years you appreciated
23 your staff, and you allowed for pay increases in each
24 and every year. So even though there were increases to
25 staff's pay, we still maintained our expenses by

1 finding other places to cut them. And on behalf of the
2 staff, I want to thank you for your commitment to us in
3 allowing the increases to continue year after year.

4 CHAIR ENRIGHT: Any other comments?

5 Thank you very much; thank all of you.

6 COMMISSIONER WALDRON: Thank you.

7 CHAIR ENRIGHT: Job well done.

8 MR. ZIELINSKI: Thank you.

9 COMMISSIONER RICHARDS: Move approval of item
10 I.3.

11 COMMISSIONER WALDRON: Second.

12 VICE CHAIR MCARTHUR: Second.

13 CHAIR ENRIGHT: Motion is made properly
14 (inaudible). Commissioner who seconded?

15 VICE CHAIR MCARTHUR: Commissioner Waldron.

16 CHAIR ENRIGHT: Waldron. All in favor,
17 please say aye.

18 (A chorus of ayes.)

19 CHAIR ENRIGHT: Motion carries, five/zero.
20 Thank you very much.

21 MR. ZIELINSKI: Thank you.

22 MR. HERN: Speaking of federal grant money.

23 CHAIR ENRIGHT: I.4. Yes, TWIC readers.

24 MR. HERN: Commissioners, a new federal
25 requirement by the Maritime Transportation Security Act

1 requires some biometric reads for areas next to the
2 cruise ships. We're a little bit more ahead of the
3 game than other seaports. It's going to have a major
4 impact in Miami, Canaveral, in the larger cruise ports.

5 Port staff has anticipated this requirement,
6 having requested and received funding previously from
7 the Port Security Grant Program. We currently have
8 some IdSoftware units that you see right there.
9 They're about five years old. We're looking to utilize
10 some of the grant money to buy some new ones so we can
11 meet that requirement in August.

12 Port staff is requesting Commissioners to
13 approve this purchase to IdSoftware, who we have a
14 contract with, in the amount of 27,740.

15 COMMISSIONER RICHARDS: So moved.

16 COMMISSIONER CIKLIN: Second.

17 CHAIR ENRIGHT: Discussion? All in favor,
18 please say aye.

19 (A chorus of ayes.)

20 MR. HERN: Thank you very much.

21 CHAIR ENRIGHT: Motion carries, five/zero.
22 Thank you for all you do.

23 Next we have 1.6 -- I.6.

24 EXECUTIVE DIRECTOR ALMIRA: I.6.

25 CHAIR ENRIGHT: Approval of Southgate.

1 MS. KACZWARA: Good evening, Madam Chair,
2 Commissioners.

3 Item I.6 is a lease for the Southgate complex
4 for Paradise Cruise Line. They currently are operating
5 in this warehouse now under a temporary space
6 assignment. They would like to enter into a long-term
7 lease.

8 They now, as you know, have their second
9 ship. The warehouse, both that -- the red that you see
10 is identifying the lease area. The entire area
11 consists of two bays. It's 18,800 square feet, and it
12 is entirely full. It's full of equipment used on the
13 ships, carpet, any type of inventory that they may need
14 for the ships, and they anticipate needing to use that
15 space on a long-term basis.

16 Right now they're paying \$6 a square foot for
17 the warehouse. The lease is at \$6.50 a square foot.
18 They do also have a receiving office that you can see
19 there is identified with the pink roof, and that's at
20 \$10 a square foot. Currently that is what they are
21 paying, and that's what others are paying for those
22 same offices.

23 This would have a commencement date of May
24 1st, which would coincide with the operating agreement
25 for the vessels, and it would be coterminous along with

1 the vessels as well. The tenant would pay utilities,
2 janitorial services, taxes and insurance, as well as a
3 common area maintenance fee.

4 Currently in that warehouse also, the
5 passenger bin operations are occurring. You may recall
6 the prior ship to the Celebration, passengers would
7 come and they would drop off belongings or goods. They
8 would pack them into bins, and they would take them to
9 the Bahamas. The Celebration is a little more
10 difficult to do that. They don't have the space, the
11 needs to do that. They do still do some bins for
12 passengers, just not to the extreme that they were with
13 the Celebration.

14 COMMISSIONER RICHARDS: I'll move approval.

15 COMMISSIONER WALDRON: Second.

16 CHAIR ENRIGHT: Motion was -- second by
17 Waldron. All in favor? Any discussion first? Any
18 discussion? No discussion. All in favor, please say
19 aye. Motion carries, five/zero.

20 MS. KACZWARA: Thank you.

21 CHAIR ENRIGHT: Thank you.

22 I.7.

23 EXECUTIVE DIRECTOR ALMIRA: And finally, I.7,
24 Commissioners. Food service. We would like to go out
25 with an RFP to find out who or what services are out

1 there that can provide food in and around the Port
2 areas. We will identify in our RFP which areas we are
3 looking at.

4 Please keep in mind that in order for any
5 individual to be awarded this RFP, of course, they will
6 need to have a license, which is \$200 a year, and they
7 must have proof of insurance for at least \$2 million.
8 That does include also the liabilities.

9 So with that, Commissioners, I ask for your
10 approval so that we can go and have this RFP out on the
11 street within the next few weeks.

12 COMMISSIONER WALDRON: Motion for approval.

13 VICE CHAIR MCARTHUR: Second.

14 CHAIR ENRIGHT: Motion is -- okay, any
15 discussion?

16 COMMISSIONER CIKLIN: I have a question. Can
17 you explain -- I don't understand exactly what these
18 people do. Where would they have the food service?

19 EXECUTIVE DIRECTOR ALMIRA: Sure. They will
20 have -- we happen to have one. It's inside the Port
21 right about here (indicating). What they do is they
22 provide coffees and the small doughnuts and things of
23 that nature. It is very convenient for some of the
24 workers to actually go there and get whatever it is
25 that they wish to eat.

1 We have test a market downstairs as the
2 passengers exit or are disembarked and exit the
3 building. Perhaps some of them may need water or so on
4 and so forth. What we find is that the parking
5 attendants are also purchasing water, primarily. So
6 we'd like to do it and see what else is out there,
7 something more along the lines of assisting us helping
8 our own people within the Port.

9 CHAIR ENRIGHT: I have a question, several
10 questions. Don't we already have someone doing this
11 for us?

12 EXECUTIVE DIRECTOR ALMIRA: No, not really.
13 We have one, as I mentioned.

14 CHAIR ENRIGHT: Yes.

15 EXECUTIVE DIRECTOR ALMIRA: He's a caterer.
16 He's down here (indicating).

17 CHAIR ENRIGHT: Beethoven?

18 EXECUTIVE DIRECTOR ALMIRA: No.

19 COMMISSIONER WALDRON: No, it's just --

20 CHAIR ENRIGHT: This is --

21 EXECUTIVE DIRECTOR ALMIRA: Beethoven used to
22 be downstairs, as I before mentioned two seconds ago.
23 He would bring in coffee, doughnuts and see what he
24 could sell. I have been in touch with him to let him
25 know that if he wishes to proceed, please, (a) look at

1 this RFP going out, and then he has to come in with a
2 license and proof of insurance.

3 CHAIR ENRIGHT: So this is something totally
4 different from what he's doing. This is having --

5 EXECUTIVE DIRECTOR ALMIRA: No, this will be
6 exactly what he has been doing. It's providing food
7 service. He brings it, he wholesales it, whatever he
8 does.

9 CHAIR ENRIGHT: So this will be inside the
10 terminal?

11 EXECUTIVE DIRECTOR ALMIRA: Not inside the
12 terminal. By the parking facility.

13 CHAIR ENRIGHT: Okay, where they park. So
14 what he's doing now.

15 EXECUTIVE DIRECTOR ALMIRA: Correct, what he
16 used to be doing.

17 CHAIR ENRIGHT: So he's no longer doing it
18 now?

19 EXECUTIVE DIRECTOR ALMIRA: That is correct.

20 COMMISSIONER WALDRON: But he may do it in
21 the future.

22 CHAIR ENRIGHT: Okay, so he's no longer doing
23 it now, as we talk?

24 EXECUTIVE DIRECTOR ALMIRA: As I understand
25 it, he has not been -- his individual has not come by

1 and established it and sell foods.

2 CHAIR ENRIGHT: But he can apply for this if
3 he decides to?

4 EXECUTIVE DIRECTOR ALMIRA: Absolutely. Him
5 or anybody else.

6 CHAIR ENRIGHT: Okay, okay. Do you think
7 that there's a need for this?

8 EXECUTIVE DIRECTOR ALMIRA: Inside the Port,
9 yes, particularly now maybe down in Southgate. It's
10 yet to be determined what happens in here, underneath
11 where people park and are exiting the building. That
12 has yet to be determined.

13 CHAIR ENRIGHT: Okay. Any other questions?
14 All in favor, please say aye.

15 (A chorus of ayes.)

16 CHAIR ENRIGHT: Motion carries, five/zero.

17 EXECUTIVE DIRECTOR ALMIRA: Thank you.

18 CHAIR ENRIGHT: I have no cards from the
19 public, no comment cards for the public at all.

20 Commissioner comments. I'll start on this
21 end.

22 COMMISSIONER WALDRON: I'm fine. I have
23 nothing.

24 CHAIR ENRIGHT: Commissioner Richards.

25 COMMISSIONER RICHARDS: I have nothing.

1 CHAIR ENRIGHT: Commissioner McArthur.

2 VICE CHAIR MCARTHUR: Nothing today.

3 CHAIR ENRIGHT: Commissioner --

4 COMMISSIONER CIKLIN: Nothing.

5 CHAIR ENRIGHT: Nothing? I have no comments
6 also.

7 Mr. Picken.

8 MR. PICKEN: Yes. Port counsel requests an
9 attorney-client session with -- asking advice of the
10 Board with regard to pending litigation with LMH. The
11 meeting will be confined to settlement negotiations,
12 strategy sessions related to litigation expenditures.

13 CHAIR ENRIGHT: Do you have a date?

14 MR. PICKEN: Well, we discussed the
15 special -- the possibility of having a special meeting
16 earlier today, and we --

17 CHAIR ENRIGHT: We need a date.

18 MR. PICKEN: -- need to set that date and
19 then have the attorney-client session at the beginning
20 of that meeting. So I don't know what date was
21 selected.

22 EXECUTIVE DIRECTOR ALMIRA: Yes, two things,
23 Commissioner. If you recall, we had selected May 3rd.
24 However, we have since learned that May 12th is a very
25 important date, so we may be able to extend it another

1 week after that May 3rd in the event that we cannot get
2 our own professional team to do an inspection.

3 CHAIR ENRIGHT: Okay.

4 COMMISSIONER RICHARDS: Madam Chair. May
5 10th makes sense. That gives more time to gather
6 information, as we discussed. And accordingly, I would
7 move that we have an attorney-client session on May
8 10th at 4 p.m. to discuss the same matters we discussed
9 earlier today.

10 COMMISSIONER WALDRON: I second that.

11 COMMISSIONER RICHARDS: The LMH litigation.

12 CHAIR ENRIGHT: Question.

13 COMMISSIONER CIKLIN: If we don't have a lot
14 on our May agenda, maybe we could have our regular
15 meeting on the 10th instead of the 17th. That would be
16 something you can look into, because a lot of times
17 during the summer there's not a whole lot for the
18 regular scheduled meeting.

19 COMMISSIONER RICHARDS: Like that.

20 VICE CHAIR MCARTHUR: So moved.

21 COMMISSIONER CIKLIN: Just a thought. So
22 that might be something we can do.

23 EXECUTIVE DIRECTOR ALMIRA: We'll see if we
24 can accommodate you.

25 CHAIR ENRIGHT: I can't believe Mr. McArthur

1 agreed, and he never likes to change a meeting.

2 COMMISSIONER RICHARDS: Peyton agreed?

3 CHAIR ENRIGHT: Peyton agreed. He said, "So
4 moved." What's going on? Wow.

5 COMMISSIONER CIKLIN: All right, so we can
6 look into that and see --

7 EXECUTIVE DIRECTOR ALMIRA: Sure.

8 CHAIR ENRIGHT: I have no problem. I guess
9 since we're all here, is May 10th okay that we can
10 change our meeting?

11 MS. HOWARD: Was that 4 p.m.?

12 CHAIR ENRIGHT: I guess we would have the
13 executive session at 3:30, and then our meeting will
14 proceed afterwards at 4.

15 COMMISSIONER RICHARDS: So I will modify my
16 motion to incorporate the next meeting date, for the
17 regular scheduled -- for the monthly meeting to be on
18 Thursday, May 10th, meeting at 4:00, and executive
19 session at 3:30.

20 CHAIR ENRIGHT: Thank you.

21 COMMISSIONER RICHARDS: The second agree to
22 that?

23 COMMISSIONER WALDRON: I second it.

24 CHAIR ENRIGHT: We don't have to vote on
25 that.

1 COMMISSIONER WALDRON: We don't?

2 CHAIR ENRIGHT: No, no.

3 COMMISSIONER RICHARDS: We should. It
4 doesn't hurt. Chicken soup.

5 CHAIR ENRIGHT: We don't have to vote.

6 MS. HOWARD: It doesn't hurt.

7 CHAIR ENRIGHT: Okay. All in favor, just say
8 aye.

9 (A chorus of ayes.)

10 CHAIR ENRIGHT: Motion carries, five/zero.
11 Thank you very much.

12 I guess no other -- so our next meeting will
13 be held at 3:30 for executive session, and regular
14 meeting at 4:00 on May 10th. Meeting adjourned.

15 (Whereupon, at 5:47 p.m., the proceedings
16 were concluded.)

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<p>A</p> <p>AAPA 16:2,7 17:1 18:8,12,16</p> <p>able 14:22 15:13 15:18 16:4 25:25 32:24 36:9 42:11 59:25</p> <p>Absent 3:1</p> <p>absolutely 15:1 42:22 58:4</p> <p>accept 38:7</p> <p>acceptance 22:22 39:15</p> <p>accepted 45:15,20 45:21</p> <p>accepting 39:17</p> <p>access 24:14</p> <p>accommodate 14:22 15:13,18 60:24</p> <p>accommodating 15:1</p> <p>accomplish 33:6,9 33:18 34:8 42:11</p> <p>accomplished 12:22</p> <p>accomplishment 41:20 50:19</p> <p>accountant's 48:15</p> <p>accounting 39:20 45:15</p> <p>Act 46:19 51:25</p> <p>active 16:13</p> <p>actively 33:3</p> <p>activities 23:21 24:17,21</p> <p>activity 19:2 24:24</p> <p>actual 25:6 26:19</p> <p>actuary 40:20</p> <p>add 4:17 6:4 11:20 13:16</p> <p>added 7:25 14:23</p>	<p>40:23</p> <p>adding 6:12,13 17:23 23:2</p> <p>addition 16:3 37:9</p> <p>additional 16:22 23:2,6,7,13,20 24:1 33:19 40:25</p> <p>Additionally 16:6</p> <p>additions 4:10</p> <p>addresses 10:19</p> <p>adequate 46:6</p> <p>adjourned 62:14</p> <p>administrative 47:18,23 48:4</p> <p>Administrator 11:12</p> <p>advance 39:11</p> <p>advertise 37:9,15</p> <p>advertisement 25:9</p> <p>advice 59:9</p> <p>Advisory 33:2</p> <p>advocate 31:17,19</p> <p>AECOM 21:15,23 22:23 23:9,10</p> <p>afternoon 15:22 17:17 18:23 29:21 30:23 31:22 37:7</p> <p>agencies 46:21,22</p> <p>agency 4:15 29:18 29:25 30:4 31:8 31:10,11 32:1 33:7,20</p> <p>agenda 4:13 5:7 8:19 12:24 32:13 60:14</p> <p>aggressive 42:13</p> <p>ago 2:16 9:24 10:13 12:22 17:18 56:22</p> <p>agree 10:17 11:5 11:16 61:21</p> <p>agreed 61:1,2,3</p>	<p>agreement 9:1 10:6,18 11:21 11:23 13:11 26:2 53:24</p> <p>agrees 10:10</p> <p>ahead 4:22 10:2 52:2</p> <p>Aidy 1:25</p> <p>Alcee 16:5</p> <p>aligned 26:1</p> <p>Allegiance 3:13 3:14</p> <p>allocating 30:6</p> <p>allow 19:5 29:9 40:6</p> <p>allowed 8:19,20 24:13 50:23</p> <p>allowing 34:25 43:18 51:3</p> <p>Almira 1:20 2:9 3:7,8,20 4:10,11 4:22 5:2,7,8 8:7 8:8,11 9:25 10:14 11:18 12:2 13:8,12 14:3,5 15:6,15 17:13 18:22 28:21 29:12,15 33:16 35:4 36:15 37:2,5 38:22 50:13 52:24 54:23 55:19 56:12,15 56:18,21 57:5 57:11,15,19,24 58:4,8,17 59:22 60:23 61:7</p> <p>Alonzo 1:25</p> <p>alternative 38:6</p> <p>amazing 50:9</p> <p>ambitious 31:1</p> <p>amiss 48:13</p> <p>amortization 44:5</p> <p>amount 34:3 52:14</p> <p>analysis 20:22</p>	<p>44:23</p> <p>annex 8:20 9:1</p> <p>annual 17:1 18:14 18:17 31:25 32:3,9 33:25 39:8 43:24</p> <p>answer 18:19 27:11 32:13 40:1 49:8</p> <p>answered 39:12</p> <p>anticipate 53:14</p> <p>anticipated 52:5</p> <p>anybody 58:5</p> <p>anymore 2:15 44:12</p> <p>anyway 6:18 27:4 31:3 50:7</p> <p>apologize 26:24</p> <p>appears 35:12</p> <p>application 11:3 26:24 34:2</p> <p>applications 10:24</p> <p>applied 27:14</p> <p>apply 58:2</p> <p>appointees 39:10</p> <p>appreciate 34:11 39:13 43:19 49:5,12</p> <p>appreciated 50:22</p> <p>appreciative 31:6</p> <p>appropriate 32:6 48:21</p> <p>appropriately 47:20</p> <p>approval 4:3,13 8:1 21:16 25:22 31:23 34:16 51:9 52:25 54:14 55:10,12</p> <p>approve 5:13 52:13</p> <p>approved 10:5 27:18</p> <p>approximately 36:3 41:22 42:1</p>	<p>April 1:7 2:4 14:7 17:2,3 20:23 24:8 25:16 35:6 39:10 63:15</p> <p>area 21:10 53:10 53:10 54:3</p> <p>areas 19:8 21:2 52:1 55:2,2</p> <p>arena 46:7</p> <p>arrive 30:15</p> <p>arrived 49:19</p> <p>asked 20:21</p> <p>asking 9:16 31:24 32:2 59:9</p> <p>assets 41:24,24</p> <p>assignment 53:6</p> <p>Assistant 9:6</p> <p>assisting 56:7</p> <p>associated 32:5</p> <p>Association 35:14 35:20</p> <p>assume 23:18 36:25</p> <p>attached 39:15 47:22</p> <p>attendants 56:5</p> <p>attended 16:2 35:7</p> <p>attendees 2:4</p> <p>attending 1:16 16:3 18:10</p> <p>attesting 39:14</p> <p>attorney 1:23,24 3:21,22 9:7</p> <p>attorney-client 3:16 59:9,19 60:7</p> <p>audience 15:20 28:20</p> <p>audit 38:24 39:2,9 39:15 40:1,4 45:2,13 46:3,5 46:18,19,21 47:1,1,3,6,8,10 47:12,13,25</p> <p>audited 48:9</p>
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