

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

**CONSENT AGENDA
ITEM E-10**

PREPARED BY: Paul J. Zielinski Deputy Director-CFO July 19, 2018

SUBJECT: DISPOSAL OF PORT VENDING MACHINES

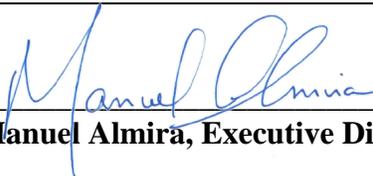
BACKGROUND: Port staff is seeking disposal of six Port assets, all related to the awarding of a Vending contract approved under item I-2 at the April 2018 board meeting. All six of the vending machines have a remaining book value totaling approximately \$3,450 that will need to be written off as a non-operating expense in FY 2018. This non-cash expense is partially offset by the purchase of the machines for \$1,200 by the new vendor. The disposal request form with the assets listed is attached.

ADDITIONAL INFORMATION ATTACHED: No _____ Yes X

RECOMMENDATIONS: The Board of Commissioners of the Port of Palm Beach District is respectfully requested to approve the write-off of the equipment identified and authorize the Port to dispose of them.

FINANCIAL IMPACT: Non-operating loss on disposal of assets of approximately \$3,450, offset by \$1,200 sale of assets.

Respectfully Submitted By:



Manuel Almira, Executive Director

DATE ACTION TAKEN:	_____	
Approved:	_____	Motion By: _____
Disapproved:	_____	Seconded By: _____
Deferred To:	_____	Unanimous: Yes_____ No_____
Incorporated into Minutes:	_____	By: _____

