

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

**CONSENT AGENDA  
ITEM H-4**

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**PREPARED BY:** Paul J. Zielinski Deputy Director - CFO September 20, 2018

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**SUBJECT:** Accountant's Review Report for July 2018

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**BACKGROUND:** The firm of Divine, Blalock, Martin & Sellari, LLC has performed their monthly accounting services for the Port of Palm Beach District and has issued their review reports for July 2018.

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**ADDITIONAL INFORMATION ATTACHED:** No \_\_\_\_\_ Yes  X

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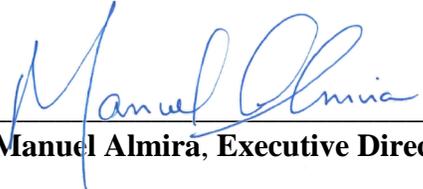
**FINANCIAL IMPACT:** None

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**RECOMMENDATIONS:** Motion to approve the Accountant's Review Report for July 2018 issued by the firm of Divine, Blalock, Martin & Sellari, LLC to the Port of Palm Beach District.

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**Respectfully Submitted By:**

  
\_\_\_\_\_  
**Manuel Almira, Executive Director**

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**DATE ACTION TAKEN:** \_\_\_\_\_

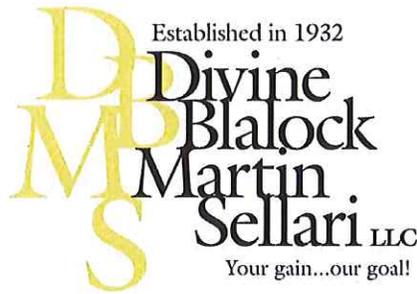
Approved: \_\_\_\_\_  
Disapproved: \_\_\_\_\_  
Deferred To: \_\_\_\_\_  
Incorporated into Minutes: \_\_\_\_\_

Motion By: \_\_\_\_\_  
Seconded By: \_\_\_\_\_  
Unanimous: Yes \_\_\_\_\_ No \_\_\_\_\_  
By: \_\_\_\_\_

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G. MICHAEL MARTIN, CPA (1945-2014)

\*REGULATED BY THE STATE OF FL  
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August 14, 2018

Board of Commissioners  
Port of Palm Beach District  
1 East 11<sup>th</sup> Street, Suite 600  
Riviera Beach, FL 33404

Dear Port Commissioners:

In accordance with our contract for accounting and auditing of the Port of Palm Beach District, we have reviewed the following for the month of July 2018:

1. Reviewed the monthly bank statement activity.
2. Examined reconciliations of each Port of Palm Beach bank account.
3. Examined all travel vouchers.
4. Examined all cash disbursement vouchers.

We have found no material errors or omissions.

Sincerely,

Michael Daoud  
Account Manager