

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

**CONSENT AGENDA  
ITEM F-3**

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**PREPARED BY:** Paul J. Zielinski Deputy Director - CFO February 1, 2018

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**SUBJECT:** Cash Balances and Cash Flow Summaries, FDOT Seaport Grants, and American Express Monthly Statements – December 2017.

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**BACKGROUND:** The Cash and Investment Reconciled Bank Balances and Cash Flow Summaries, FDOT Seaport Grants, and American Express Monthly Statement – December 2017.

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

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**RECOMMENDATIONS:** The Board of Commissioners is respectfully requested to approve the Cash Balances and Cash Flow Summaries, FDOT Seaport Grants, and American Express Monthly Statement – December 2017.

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**Respectfully Submitted By:**

  
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**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: \_\_\_\_\_



**PORT OF PALM BEACH DISTRICT  
STATEMENT OF CASH FLOWS  
For the Month of December 2017**

	REVENUE	O&M	O&M IMPRESS	PAYROLL IMPRESS	PETTY CASH	TOTAL OPERATIONS - UNDESIGNATED
<i>Begin Balance 10/01/2017</i>	<i>11,005,015</i>	<i>1,734,865</i>	<i>0</i>	<i>8,732</i>	<i>1,600</i>	<i>12,750,212</i>
Beginning Balance 12/1/2017	\$ 11,618,419	\$ 1,677,162	\$ (0)	\$ 126,630	\$ 1,600	\$ 13,423,811
Receipts	1,244,275	126,203	-	-	-	1,370,478
Transfers In	-	-	472,371	242,000	-	714,371
Interest	5,490	-	-	-	-	5,490
Payments	(43,204)	(28,886)	(472,371)	(327,373)	-	(871,833)
Transfers Out	(1,206,269)	-	-	-	-	(1,206,269)
Ending Balance 12/31/2017	<u>\$ 11,618,712</u>	<u>\$ 1,774,480</u>	<u>\$ -</u>	<u>\$ 41,257</u>	<u>\$ 1,600</u>	<u>\$ 13,436,049</u>
NET CHANGE (Current)	293	97,317	0	(85,373)	-	12,237
NET CHANGE (YTD)	613,697	39,614	0	32,526	0	685,837

	CUSTOMER DEPOSITS	PORT DEVELOPMENT	PORT DEVELOPMENT IMPRESS	RENEWAL & REPLACEMENT 2016 DHS PORT SECURITY GRANT	RENEWAL & REPLACEMENT OTHER	RENEWAL & REPLACEMENT IMPRESS	RESTRICTED DEBT SERVICE ACCOUNTS	TOTAL RESTRICTED CASH
<i>Begin Balance 10/01/2017</i>	<i>25,000</i>	<i>372,452</i>	<i>0</i>	<i>0</i>	<i>798,586</i>	<i>0</i>	<i>4,686,644</i>	<i>5,882,682</i>
Beginning Balance 12/1/2017	\$ 375,000	\$ 638,306	\$ 0	\$ -	\$ 751,820	\$ -	\$ 5,385,786	\$ 7,150,912
Receipts	-	-	-	-	-	-	-	-
Transfers In	-	69,385	18,024	1,707	93,755	173,204	328,758	684,832
Interest	-	-	-	-	-	-	4,567	4,567
Payments	-	-	(18,024)	(1,707)	-	(127,837)	-	(147,568)
Transfers Out	-	(18,024)	-	-	(129,544)	(45,367)	-	(192,934)
Ending Balance 12/31/2017	<u>\$ 375,000</u>	<u>\$ 689,667</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 716,031</u>	<u>\$ -</u>	<u>\$ 5,719,110</u>	<u>\$ 7,499,809</u>
NET CHANGE (Current)	-	51,361	(0)	-	(35,789)	-	333,325	348,897
NET CHANGE (YTD)	350,000	317,215	0	0	(82,555)	0	1,032,467	1,617,127

	CAPITAL IMPROVEMENT FDOT SEAPORT GRANTS	CAPITAL IMPROVEMENT OTHER	TOTAL CAPITAL IMPROVEMENT - DESIGNATED	TOTAL ALL CASH
<i>Begin Balance 10/01/2017</i>	<i>5,519,288</i>	<i>1,036,086</i>	<i>6,555,374</i>	<i>25,007,682</i>
Beginning Balance 12/1/2017	\$ 5,182,605	\$ 677,552	\$ 5,860,158	\$ 26,434,881
Receipts	-	-	-	1,370,478
Transfers In	194,308	104,773	299,082	1,698,285
Interest/Dividends	-	-	-	10,057
Payments	(104,653)	(120)	(104,773)	(1,124,174)
Transfers Out	(104,773)	(194,308)	(299,082)	(1,698,285)
Ending Balance 12/31/2017	<u>\$ 5,167,487</u>	<u>\$ 587,897</u>	<u>\$ 5,755,384</u>	<u>\$ 26,691,242</u>
NET CHANGE (Current)	(15,118)	(89,655)	(104,773)	256,361
NET CHANGE (YTD)	(351,801)	(448,189)	(799,990)	1,683,560

No significant cash transactions to report.

Port of Palm Beach - FDOT Seaport Grants										
FDOT Project No.	Contract No.	Project Description	Execution Date	Expiration Date	Matching Ratio	Total FDOT Grant	Total FDOT Funding	Original Port Match	Port's Current Match Requirement @ 12/31/17	STATUS
422827-1-94-02	AR857	Berth 17 - BOND	12/04/13	12/04/18	Front End Funded	\$ 9,202,000	\$ 4,601,000	\$ 4,601,000	\$ 593,240	Open & under construction
422827-1-94-03	G0995	Berth 17 - JPA NON BOND	04/01/16	12/31/17	50 / 50	\$ 1,500,000	\$ 750,000	\$ 750,000	\$ 750,000	Funds to be used after bond monies are spent
422827-1-94-03	G0995	Berth 17 -SJPA No. 1 NON BOND	01/10/17	12/31/17	50 / 50	\$ 1,500,000	\$ 750,000	\$ 750,000	\$ 750,000	Funds to be used after bond monies are spent
435033-1-94-01	ARJ70	Tropical Shipping Reefer Line Expansion	07/29/14	12/31/18	50 / 50	\$ 550,000	\$ 275,000	\$ 275,000	\$ 275,000	Project delayed until MOB demolition
439974-1-94-01	G0E90	MOB Demo. & Cargo Laydown Capacity Improv. - Design & Permitting	05/26/17	12/31/18	50 / 50	\$ 340,000	\$ 170,000	\$ 170,000	\$ 128,253	Open & in planning phase
440705-1-94-01	G0078	MOB Demo. & Upland Cargo Improvement	08/28/17	12/31/19	50 / 50	\$ 4,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	Project has not commenced
436215-1-94-01	ARL88	On Port Rail Facility Expansion	09/22/14	12/31/18	50 / 50	\$ 1,060,090	\$ 530,045	\$ 530,045	\$ 424,659	Open & in planning phase
434833-1-94-01	ARS49	Berth 1 Expansion	03/06/15	12/31/18	50 / 50	\$ 769,000	\$ 384,500	\$ 384,500	\$ 280,406	Open & in planning phase
439152-1-94-01	GO846	Master Plan Update	02/01/16	12/31/18	50 / 50	\$ 250,000	\$ 125,000	\$ 125,000	\$ 77,034	Open & Under way
<b>Port of Palm Beach - FDOT Seaport Grants</b>										
									<b>\$ 5,278,593</b>	

**PORT OF PALM BEACH DISTRICT  
AMERICAN EXPRESS MONTHLY STATEMENT  
ENDING ON 12/28/17**

**BUSINESS DEVELOPMENT FUND:**

SUN SENTINEL- MONTHLY SUBSCRIPTION FEE	\$ 15.96
ADOBE- MONTHLY SUBSCRIPTION FEE	\$ 49.99
PALM BEACH POST- MONTHLY SUBSCRIPTION FEE	\$ 20.32
FACEBOOK.COM- ADVERTISING	\$ 27.55
HR DIRECT- PORT OF PALM BEACH HOLIDAY CARDS FOR PORT STAFF & COMMISSIONER USE	\$ 635.14
CHAMBER OF COMMERCE- 2 TICKETS FOR A. ALONZO & J. KACZWARA TO ATTEND DECEMBER 2017 BREAKFAST	\$ 90.00
AMAZON.COM- BOOKS ON WRITING & GRAMMAR FOR ASSOCIATED PRESS TO BE USED BY A. ALONZO	\$ 21.04
SOUTH FL BUSINESS JOURNAL- ONE YEAR SUBSCRIPTION	\$ 119.00
CHAMBER OF COMMERCE OF THE PALM BEACHES- 1 TICKET FOR M. ALMIRA TO ATTEND DECEMBER 2017 BREAKFAST	\$ 50.00
GREENPORT- 3 YEAR MAGAZINE SUBSCRIPTION	\$ 202.60
AAPA- REGISTRATION FOR A. ALONZO TO ATTEND PUBLIC RELATION WORKSHOP 3/1-2/2018	\$ 695.00
SAILFISH MARINA- LUNCH MEETING WITH CLARK BENNETT- PAUL ZIELINSKI	\$ 54.00
AMAZON.COM- TABLE CLOTHS FOR PORT STAFF'S WINTER FESTIVAL	\$ 28.71
HOME DEPOT- SUPPLIES FOR PORT STAFF'S WINTER FESTIVAL	\$ 8.51
WALGREENS- CANDY AND LIGHTS FOR PORT STAFF'S WINTER FESTIVAL	\$ 9.61
LOWE'S- POINSETTIAS FOR PORT STAFF'S WINTER FESTIVAL	\$ 32.00
PUBLIX- SUPPLIES FOR PORT STAFF'S WINTER FESTIVAL	\$ 8.70
LAKE PARK BRICK OVEN PIZZA- BUSINESS LUNCHEON WITH COMMISSIONER RICHARDS AND CHANDLER CAMPBELLE COMPANY	\$ 63.66
LA BAMBIA- LUNCH MEETING WITH TEETERS- MANUEL ALMIRA	\$ 52.94
LYNORA'S- LUNCH MEETING WITH COMMISSIONER MCARTHUR- MANUEL ALMIRA	\$ 59.13
ISLAS CANARIAS CAFÉ RESTAURANT- LUNCH MEETING WITH PORT STAFF AND LANDMARK PRECAST- MANUEL ALMIRA	\$ 143.68
LA BAMBIA- LUNCH MEETING WITH COMMISSIONER RICHARDS AND JEROID CHIMES ABOUT MEDIA ADVERTISING- MANUEL ALMIRA	\$ 66.71
HOG SNAPPERS- LUNCH MEETING WITH TROPICAL- MANUEL ALMIRA	\$ 54.44
EXPEDIA- RENTAL CAR WHILE ATTENDING FL PORTS COUNCIL MEETING IN TALLAHASSEE- M. ALMIRA	\$ 89.23
DELTA AIRLINES- FLIGHT TO ATTEND FL PORTS COUNCIL MEETING IN TALLAHASSEE- M. ALMIRA	\$ 439.60
NORTHERN PBC CHAMBER OF COMMERCE- 2 TICKETS FOR COMMISSIONER CIKLIN TO ATTEND HOLIDAY MIXER	\$ 30.00
KAFE HUB- LUNCH MEETING WITH HIGHLAND BEACH TOWN CLERK ABOUT RECORDS DESTRUCTION PROJECT	\$ 45.39
WALGREENS- GIFT CARDS FOR PORT STAFF'S WINTER FESTIVAL RAFFLE	\$ 100.00
SUNPASS- REPLENISH ACCOUNT FOR PORT VEHICLES	\$ 100.00
FRIGATES- LUNCH MEETING WITH PCI AND T. ANDERSON JONES	\$ 60.25
TOOJAY'S- CATERING FOR PORT STAFF'S WINTER FESTIVAL	\$ 1,036.44
DUNKIN DONUTS- DONUTS FOR PORT OFFICE	\$ 10.99

① CHECK # 6147- 01/18/18 \$ 4,420.59

**OPERATIONS AND MAINTENANCE FUND:**

AMAZON.COM- OFFICE SUPPLIES	\$ 45.30
MICHAELS- OFFICE SUPPLIES	\$ 9.62
HOME DEPOT- OFFICE SUPPLIES	\$ 6.39
WALGREENS- EXTENSION CORD FOR OFFICE USE	\$ 2.66
THE STAMPMAKER- FIXED ASSETS STAMP FOR B. ELLING	\$ 48.20
WALGREENS- DRINKS AND CANDY FOR OFFICE USE/MEETINGS	\$ 40.63
WALGREENS- SERVICE AWARDS FOR PORT EMPLOYEES	\$ 88.90
AMAZON.COM- LAPTOP CASE FOR V. HOWARD AND BLUETOOTH HEADSETS FOR RECEPTIONIST & CLERK	\$ 143.03
AMAZON.COM- CHARGING CASES FOR BLUETOOTH HEADSETS	\$ 45.06
AMAZON.COM- PRIME MEMBERSHIP RENEWAL- FINANCE & ADMINISTRATION	\$ 99.00
COMMERCE CLEARING HOUSE- MASTER TAX GUIDE FOR CONTROLLER	\$ 93.16
COLUMBIA BOOKS INC- FEDERAL GRANTS MANAGEMENT BOOK FOR CONTROLLER	\$ 299.00
AICPA- AUDIT AND ACCOUNTING GUIDE BOOKS FOR CONTROLLER	\$ 202.56
DEE'S T-SHIRTS- APPLY PORT LOGO TO (6) SECURITY UNIFORM SHIRTS	\$ 52.50
RING- (2) WHITE FLOODLIGHT CAMERAS FOR PEANUT ISLAND SECURITY- KEN HERN	\$ 532.86
SIMPLISAFE.COM- MATERIALS FOR SECURITY CAMERAS ON PEANUT ISLAND- KEN HERN	\$ 24.99

① CHECK # 20742- 01/18/18 \$ 1,733.86

**RENEWAL AND REPLACEMENT FUND**

STAND AND MOUNTS- MOUNTS FOR INSTALLATION OF SECURITY MONITORS ON MOC 4TH FLOOR	\$ 1,397.64
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① CHECK # 2758 - 01/18/18 \$ 1,397.64

① THE ABOVE CHARGES WERE THROUGH THE MONTHLY STATEMENT ENDING ON 12/28/17.