

**MINUTES OF THE
FLORIDA INLAND NAVIGATION DISTRICT**

Finance and Budget Committee Meeting

8:45 a.m., Saturday, November 19, 2016

Hutchinson Island Marriott Beach Resort and Marina

555 N. E. Ocean Boulevard

Stuart, Martin County, Florida 34996-1620

ITEM 1. Call to Order.

Committee Chair McCabe called the meeting to order at 8:36 a.m.

ITEM 2. Roll Call.

Assistance Executive Director Janet Zimmerman called the roll and Committee Chair McCabe, Secretary Donaldson, Commissioner Blow and Commissioner Sansom were present. Ms. Zimmerman stated that a quorum was present.

ITEM 3. Additions or Deletions.

Committee Chair McCabe asked if there were any additions or deletions to the meeting agenda. Mr. Crosley stated that there were no additions or deletions to the agenda.

Mr. Crosley noted that that a current Interest and Term of Funds sheet had been distributed to commissioners and staff.

Commissioner Sansom made a motion to approve the agenda as presented. The motion was seconded by Secretary Donaldson. Committee Chair McCabe asked for any further discussion, hearing none, a vote was taken and the motion passed unanimously.

ITEM 4. Public Comments.

Committee Chair McCabe asked if there were any public comments on issues that are not on today's agenda. There were none.

ITEM 5. Financial Statements for September of 2016.

Mr. Crosley presented the District's financial statements for September of 2016. He noted that September is the end of the District's Fiscal Year.

Mr. Crosley noted that the Fidelity Bank CD that matured in September was transferred into the District's Seacoast Checking account. This funding was partially used to pay end-of-year grant disbursements.

Mr. Crosley stated that \$4.1 million has been disbursed for grants that have been completed and had their close-out paperwork turned by September 1st. Additional funding will be disbursed for grants that have been closed-out and did not turn in their close-out paperwork until September 30th. \$3.9 million has been disbursed to Cashman Dredging for the Broward deepening project. The \$2.5 million deposit to Port Everglades for use of their access and Dredged Material Management Site (DMMA) road will be refunded to the District upon completion of the Broward Deepening project.

Mr. Crosley stated that the District's current expenses as of September 30, 2016 are \$30.4 million. That amount is more than usual and will continue to increase. The District has spent \$17.4 million more this Fiscal Year than revenue collected, which was expected and planned, and included the Broward deepening project. The dredging of the Ponce Inlet Intracoastal Waterway project will begin soon and may cost more than \$14 million. He asked for questions.

Commissioner Sansom asked about payments to Cashman Dredging being paid about a month behind. Mr. Crosley stated that the process for payment starts from the time the work is completed, billed and the payment is disbursed to Cashman Dredging. That time line is approximately one-month.

Secretary Donaldson asked about the funds due from other government. Mr. Crosley stated that money is \$2.5 million that is being held by Port Everglades for use of their access road and will be refunded once the project has been completed.

Commissioner Blow made a motion to approve a recommendation to the full Board of the financial statements for September of 2016. The motion was seconded by Secretary Donaldson. Committee Chair McCabe asked for any additional discussion. Hearing none, a vote was taken and the motion passed unanimously.

ITEM 6. September of 2016 Budget Summary and Project Status Expenditure Reports.

Mr. Crosley presented the Budget Summary and Project Status Expenditure Reports for September of 2016.

Mr. Crosley stated the District spent \$40.2 million this year and that reflects the \$6.5 million provided to the U.S. Army Corps of Engineers (USACE) for DMMA O-7.

Mr. Crosley stated that the remaining expenditures are within the District's budget. He asked for questions. There were none.

ITEM 7. FY 2015-2016 Budget Amendment No. 2.

Mr. Crosley presented FY 2015-2016 Budget Amendment No. 2. This is the initial budget amendment to the District's current FY budget and is being made to reflect the actual expenditures by fiscal year in the Waterways Assistance Program (WAP), as well as some other unanticipated distribution of funds such as, additional funding for DMMA O-7 construction, St. Augustine & Matanzas IWW Maintenance Dredging. To balance the budget, staff transferred \$404,000.00 out of the Land-General account. The final District Budget changes are for line item transfers and do not change the bottom-line.

Commissioner Sansom asked about the DMMA O-7 project cost increase. Mr. Crosley stated that the USACE estimated the project cost and the actual project cost bid came in higher than estimated. The project was re-bid with the road construction removed and there is anticipation that the project will re-bid for less.

Commissioner Sansom asked if the project bids for less than the funding that FIND provided the USACE, will the District received a refund. Ms. Trulock stated that she will hold some funding for project modifications and return any excess funding to the District.

Secretary Donaldson made a motion to approve a recommendation to the full Board of Resolution No. 2016-05 for Budget Amendment No. 2. The motion was seconded by Commissioner Sansom. Committee Chair McCabe asked for any additional discussion. Hearing none, a vote was taken and the motion passed unanimously.

ITEM 8. Review and Update of the District's Cash Management and Investment Policy.

Mr. Crosley stated that the District's Cash Management and Investment Policy was updated in February of 2016, after no changes for over 10 years. Staff has implemented the revised policy and has realized the need for some additional minor revisions.

Mr. Crosley stated that revised policy for Automated Clearing House (ACH), or electronic payments procedures, has been updated. All ACH payments will be reviewed by the Executive Director and two commissioners.

Commissioner Sansom asked if these changes have been reviewed by the District's auditors. Mr. Crosley stated that they have not been reviewed yet, but they will be reviewed by the District's auditors.

Commissioner Sansom made a motion to approve a recommendation to the full Board to adopt Resolution 2016-04, the revised District Cash Management and Investment Policy and Attachments, subject to review by the District auditors. The motion was seconded by Commissioner Blow. Committee Chair McCabe asked for any additional discussion. Hearing none, a vote was taken and the motion passed.

ITEM 9. Delegation of Authority Report.

Mr. Crosley presented the Executive Director's Delegation of Authority Report and stated that eight (8) actions were taken from October 5, 2016 through November 8, 2016. He asked for questions. There were none.

ITEM 10. Additional Agenda Items or Staff Comments.

Committee Chair McCabe asked if there were any additional agenda items or staff comments. There were none.

ITEM 11. Additional Commissioners Comments.

Committee Chair McCabe asked if there were any additional Commissioner comments. There were none.

ITEM 12. Adjournment.

Committee Chair McCabe stated that hearing no further business the meeting was adjourned at 9:00 a.m.

Susanne McCabe, Chair

Attest: Don Donaldson, Secretary
(SEAL)