



MEMORANDUM

TO: Members of the City Council, City of Westlake
FROM: Steven Fowler, Accountant; Trumaine Easy, Accounting Director
CC: Ken Cassel, City Manager
DATE: March 23, 2021
SUBJECT: February Financial Report

Please find attached the February 2021 financial report. During your review, please keep in mind that the goal is for revenue to meet or exceed the year-to-date budget and for expenditures to be at or below the year-to-date budget. An overview of the City's funds is provided below. Should you have any questions or require additional information, please contact me at Steven.Fowler@inframark.com.

General Fund

- Total Revenues through February were approximately 44% of the annual budget. FY2021 Ad Valorem Tax collections were approximately 94%. The annual budget includes revenue from a funding agreement with the Developer. The Developer is invoiced quarterly for any year-to-date excess of actual expenditures over actual revenue. The Developer is also invoiced quarterly for the 1st Quarter Operating Reserves amount identified in the budget. The Quarter One invoice was submitted in January.
- Total Expenditures through February were approximately 34% of the annual budget.

Special Revenue Fund – Housing Assistance Program

- Total Revenues through February were approximately 284% of the annual budget, which is a result of a higher than anticipated rate of residential construction. A donation of \$1,500 per Single Family Residence building permit is paid into the Housing Assistance Program.

Special Revenue Fund – Comprehensive Planning Services

- Total Revenues through February were approximately 66% of the annual budget.
- Total Expenditures through February were approximately 36% of the annual budget.

City of Westlake

Financial Report

February 28, 2021



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City of Westlake

Financial Statements

February 28, 2021

Balance Sheet
February 28, 2021

ACCOUNT DESCRIPTION	GENERAL FUND	SPECIAL REVENUE FUND - HOUSING ASSISTANCE PROGRAM	SPECIAL REVENUE FUND - COMPREHENSIVE PLANNING SVCS	TOTAL
ASSETS				
Cash - Checking Account	\$ 1,719,713	\$ -	\$ -	\$ 1,719,713
Accounts Receivable	670	-	-	670
Due From Other Gov'tl Units	70	-	-	70
Due From Other Districts	6,445	-	-	6,445
Due From Other Funds	-	-	1,093,883	1,093,883
Investments:				
Money Market Account	3,487	1,645,496	-	1,648,983
Deposits	641	-	-	641
Mortgages Receivable	-	189,146	-	189,146
TOTAL ASSETS	\$ 1,731,026	\$ 1,834,642	\$ 1,093,883	\$ 4,659,551
LIABILITIES				
Accounts Payable	\$ 41,605	\$ -	\$ 332,547	\$ 374,152
Accrued Expenses	-	-	66,200	66,200
DBPR surcharge	-	-	3,444	3,444
DCA surcharge	-	-	5,085	5,085
Unearned Revenue	126,884	-	-	126,884
Deferred Revenue-Developer Submittals (Minto)	-	-	50,942	50,942
Other Current Liabilities	-	-	4,118	4,118
Due To Other Funds	1,093,883	-	-	1,093,883
TOTAL LIABILITIES	1,262,372	-	462,336	1,724,708
FUND BALANCES				
Nonspendable:				
Deposits	641	-	-	641
Restricted for:				
Special Revenue	-	1,834,642	631,547	2,466,189
Unassigned:	468,013	-	-	468,013
TOTAL FUND BALANCES	\$ 468,654	\$ 1,834,642	\$ 631,547	\$ 2,934,843
TOTAL LIABILITIES & FUND BALANCES	\$ 1,731,026	\$ 1,834,642	\$ 1,093,883	\$ 4,659,551

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ -	\$ 3	\$ 3
Ad Valorem Taxes	1,164,549	1,097,557	1,097,557	-
Ad Valorem Taxes - Discounts	(46,582)	(43,063)	(43,063)	-
Local Option Gas Tax	100	-	-	-
FPL Franchise	113,700	47,375	51,503	4,128
Electricity	152,900	63,708	49,772	(13,936)
Water	27,000	11,250	14,373	3,123
Gas	19,000	7,917	10,593	2,676
Communication Services Taxes	17,800	7,417	9,655	2,238
Occupational Licenses	5,000	2,083	1,525	(558)
Building Permits - Admin Fee	45,500	18,958	46,223	27,265
Other Licenses, Fees & Permits	2,300	958	595	(363)
State Revenue Sharing Proceeds	4,700	1,958	2,161	203
Administrative Fees	10,500	-	-	-
Other Public Safety Chrgs/Fees	2,500	1,042	1,313	271
Garbage/Solid Waste Revenue	3,600	1,500	80,466	78,966
Other Operating Revenues	13,200	5,500	4,424	(1,076)
Judgements and Fines	-	-	289	289
Developer Contribution	1,512,933	-	-	-
Lien Search Fee	-	-	1,140	1,140
TOTAL REVENUES	3,048,700	1,224,160	1,328,529	104,369
<u>EXPENDITURES</u>				
<u>Legislative</u>				
Mayor/Council Stipend	146,400	61,000	61,000	-
FICA Taxes	11,200	4,667	4,667	-
ProfServ-Legislative Expense	24,000	-	-	-
Public Officials Insurance	3,900	3,900	4,025	(125)
Misc-Event Expense	25,000	-	-	-
Council Expenses	15,000	6,250	5,270	980
Dues, Licenses, Subscriptions	1,900	1,395	1,395	-
Total Legislative	227,400	77,212	76,357	855
<u>City Manager</u>				
Contracts-City Manager	222,900	92,875	92,875	-
Office Supplies	15,500	6,458	4,915	1,543
Dues, Licenses, Subscriptions	2,200	1,851	1,851	-
Total City Manager	240,600	101,184	99,641	1,543

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2021

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>
<u>City Clerk</u>				
ProfServ-Web Site Maintenance	18,000	7,500	4,017	3,483
Contracts-City Clerk	125,100	52,125	52,125	-
Postage and Freight	1,400	583	613	(30)
Printing	22,500	9,375	1,564	7,811
Legal Advertising	28,200	11,750	8,619	3,131
Miscellaneous Services	-	-	300	(300)
Dues, Licenses, Subscriptions	1,400	1,400	2,007	(607)
Total City Clerk	196,600	82,733	69,245	13,488
<u>Finance</u>				
Auditing Services	5,300	-	-	-
Contracts-Finance	92,700	38,625	38,625	-
Total Finance	98,000	38,625	38,625	-
<u>Legal Counsel</u>				
ProfServ-Legal Services	404,000	168,325	168,325	-
Outside Legal Services	115,000	-	-	-
Miscellaneous Services	-	-	180	(180)
Miscellaneous Expenses	10,100	4,208	4,208	-
Total Legal Counsel	529,100	172,533	172,713	(180)
<u>Other Administrative Services</u>				
ProfServ-Info Technology	144,700	60,292	66,382	(6,090)
ProfServ-Compliance Service	25,000	-	-	-
Contracts-Admin. Service	158,700	66,125	66,125	-
Misc-Public Relations	50,000	-	-	-
General Government	115,000	2,116	2,116	-
Emergency Comm. Program	25,000	-	-	-
Total Other Administrative Services	518,400	128,533	134,623	(6,090)
<u>Facility Services</u>				
Telephone, Cable & Internet Service	21,200	8,833	6,539	2,294
Lease - Copier	20,500	8,542	8,498	44
Lease - Building	12,500	500	500	-
Insurance (Liab,Auto,Property)	4,000	4,000	4,088	(88)
Miscellaneous Services	1,200	500	904	(404)
Cleaning Services	43,500	12,816	12,816	-
Principal-Capital Lease	7,600	3,065	2,452	613
Interest-Capital Lease	2,600	1,175	953	222
Total Facility Services	113,100	39,431	36,750	2,681

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Community Services</u>				
Contracts-Solid Waste	-	-	91,119	(91,119)
Contracts-Sheriff	662,000	275,833	270,833	5,000
Electricity	43,300	18,042	20,370	(2,328)
R&M-Community Maintenance	26,700	11,125	11,125	-
Operating Supplies	25,000	25,000	27,238	(2,238)
Total Community Services	757,000	330,000	420,685	(90,685)
<u>Other Fees and Charges</u>				
Misc-Contingency	134,000	2,059	2,059	-
Total Other Fees and Charges	134,000	2,059	2,059	-
<u>Reserves</u>				
1st Quarter Operating Reserves	234,500	-	-	-
Total Reserves	234,500	-	-	-
TOTAL EXPENDITURES & RESERVES	3,048,700	972,310	1,050,698	(78,388)
Excess (deficiency) of revenues				
Over (under) expenditures	-	251,850	277,831	25,981
Net change in fund balance	\$ -	\$ 251,850	\$ 277,831	\$ 25,981
FUND BALANCE, BEGINNING (OCT 1, 2020)	190,823	190,823	190,823	
FUND BALANCE, ENDING	\$ 190,823	\$ 442,673	\$ 468,654	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ -	\$ 1,681	\$ 1,681
Donations	150,000	62,500	424,500	362,000
TOTAL REVENUES	150,000	62,500	426,181	363,681
<u>EXPENDITURES</u>				
<u>Public Assistance</u>				
Misc-Admin Fee (%)	11,300	-	-	-
Assistance Program	138,700	-	-	-
Total Public Assistance	150,000	-	-	-
TOTAL EXPENDITURES	150,000	-	-	-
Excess (deficiency) of revenues Over (under) expenditures	-	62,500	426,181	363,681
Net change in fund balance	\$ -	\$ 62,500	\$ 426,181	\$ 363,681
FUND BALANCE, BEGINNING (OCT 1, 2020)	1,408,461	1,408,461	1,408,461	
FUND BALANCE, ENDING	\$ 1,408,461	\$ 1,470,961	\$ 1,834,642	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 28, 2021

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Building Permits	\$ 1,159,200	\$ 483,000	\$ 950,185	\$ 467,185
Reinspection Fees	8,600	3,583	17,650	14,067
Building Permits - Surcharge	2,000	835	3,356	2,521
Other Building Permit Fees	15,000	6,250	30,450	24,200
Building Permits - Admin Fee	64,400	26,833	62,597	35,764
Engineering Permits	590,900	246,208	285,915	39,707
Planning & Zoning Permits	231,000	96,250	23,451	(72,799)
TOTAL REVENUES	2,071,100	862,959	1,373,604	510,645
EXPENDITURES				
Comprehensive Planning				
ProfServ-Engineering	562,900	234,542	140,594	93,948
ProfServ-Info Technology	28,100	25,000	25,000	-
ProfServ-Planning/Zoning Board	231,000	96,250	110,509	(14,259)
ProfServ-Consultants	28,000	11,667	4,325	7,342
ProfServ-Building Permits	1,219,900	508,292	460,681	47,611
Telephone, Cable & Internet Service	1,200	500	477	23
Printing	-	-	271	(271)
Office Supplies	-	-	200	(200)
Total Comprehensive Planning	2,071,100	876,251	742,057	134,194
TOTAL EXPENDITURES	2,071,100	876,251	742,057	134,194
Excess (deficiency) of revenues				
Over (under) expenditures	-	(13,292)	631,547	644,839
Net change in fund balance	\$ -	\$ (13,292)	\$ 631,547	\$ 644,839
FUND BALANCE, BEGINNING (OCT 1, 2020)	-	-	-	
FUND BALANCE, ENDING	\$ -	\$ (13,292)	\$ 631,547	

City of Westlake

Supporting Schedules

February 28, 2021

Cash and Investment Report

February 28, 2021

GENERAL FUND

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
Checking Account - Operating	BankUnited	Checking Account	n/a	\$1,719,713
Money Market	BankUnited	MMA	0.25%	\$3,487
		Subtotal		<u>\$1,723,200</u>

SPECIAL REVENUE FUND

Money Market	BankUnited	MMA	0.25%	\$1,645,496
		Subtotal		<u>\$1,645,496</u>
		Total		<u><u>\$3,368,696</u></u>

City of Westlake

Bank Reconciliation

Bank Account No. 0300 Bank United GF
 Statement No. 0221
 Statement Date 2/28/2021

G/L Balance (LCY)	1,719,712.92	Statement Balance	1,821,022.43
G/L Balance	1,719,712.92	Outstanding Deposits	686.93
Positive Adjustments	0.00		
Subtotal	1,719,712.92	Subtotal	1,821,709.36
Negative Adjustments	0.00	Outstanding Checks	101,996.44
		Differences	0.00
Ending G/L Balance	1,719,712.92	Ending Balance	1,719,712.92
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Outstanding Checks						
11/19/2020	Payment	8465	DAVID DELGADO	230.00	0.00	230.00
12/10/2020	Payment	8492	FORUM CLUB OF THE PALM BEACHES, IN	525.00	0.00	525.00
2/25/2021	Payment	8565	INFRAMARK, LLC	50,351.25	0.00	50,351.25
2/25/2021	Payment	8566	CHEN MOORE & ASSOCIATES, INC.	22,105.00	0.00	22,105.00
2/25/2021	Payment	8567	NZ CONSULTANTS, INC.	22,325.00	0.00	22,325.00
2/25/2021	Payment	8568	OFFICE DEPOT	91.04	0.00	91.04
2/25/2021	Payment	8569	MARK DUBOIS	475.00	0.00	475.00
2/25/2021	Payment	8570	FLORIDA TECHNICAL CONSULTANTS	3,210.00	0.00	3,210.00
2/25/2021	Payment	8571	GREATAMERICA FINANCIAL SERVICES CO	315.13	0.00	315.13
2/25/2021	Payment	8572	MILNER INC LEASE	1,125.26	0.00	1,125.26
2/25/2021	Payment	8573	GATEHOUSE WEST PALM BCH	700.00	0.00	700.00
2/25/2021	Payment	8574	AT&T MOBILTY	96.71	0.00	96.71
2/25/2021	Payment	8575	RENEE CONYERS	447.05	0.00	447.05
Total Outstanding Checks.....				101,996.44		101,996.44
Outstanding Deposits						
2/25/2021		DEP01538	ENGINEERING FEE	G/L Ac 587.53	0.00	587.53
2/26/2021		DEP01535	TRASH BIN PURCHASE	G/L Ac 50.00	0.00	50.00
2/26/2021		DEP01539	TRASH BIN PURCHASE	G/L Ac 49.40	0.00	49.40
Total Outstanding Deposits.....				686.93		686.93

City of Westlake

Check Register

February 1-28, 2021

Payment Register by Fund
For the Period from 02/1/2021 to 2/28/2021
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001								
001	8535	02/02/21	LAW OFFICES OF PAM E. BOOKER, ESQ	2021-2	2/2021 LEGAL SERVICE	Miscellaneous Enxpenses	549999-51401	\$841.62
001	8535	02/02/21	LAW OFFICES OF PAM E. BOOKER, ESQ	2021-2	2/2021 LEGAL SERVICE	ProfServ-Legal Services	531023-51401	\$33,665.00
001	8536	02/02/21	T-MOBILE USA, INC.	63851-012121	ACCT# 955763851 12/21-1/20/21	Telephone, Cable and Internet Services	541016-51906	\$228.43
001	8537	02/02/21	OFFICE DEPOT	148597570002	PENS	Office Supplies	551002-51306	\$8.58
001	8538	02/02/21	PBC SHERIFF'S OFFICE	68224	2/2021 LAW ENFORCEMENT SERVICE	Contracts-Sheriff	534100-52902	\$54,166.67
001	8540	02/02/21	AVATARA PARTNERS LLC	10187	2/2021 CLOUD SERVICE	ProServ-Info Technology	531020-51905	\$5,322.00
001	8540	02/02/21	AVATARA PARTNERS LLC	10187	2/2021 CLOUD SERVICE	Due to Other Districts	206500	\$1,774.00
001	8541	02/02/21	NETONE TECHNOLOGIES, INC	8743	2/2021 PPD BLOCK/ARCHIVING	ProServ-Info Technology	531020-51905	\$1,122.50
001	8542	02/02/21	MILNER INC LEASE	70644280	CY2020 PROPERTY TAX ON COPIER	Miscellaneous Services	549001-51906	\$524.35
001	8544	02/02/21	DEON B MALONEY	01202021	DBL PAYMENT FOR SW COLLECTION FEES	Garbage/Solid Waste Revenue	343400	\$252.80
001	8545	02/04/21	MILNER INC LEASE	70900381	COPIER LEASE/LATE CHG 1/1-1/31/21	Lease-Copier	544008-51906	\$1,071.67
001	8545	02/04/21	MILNER INC LEASE	70900381	COPIER LEASE/LATE CHG 1/1-1/31/21	Miscellaneous Services	549001-51906	\$53.45
001	8546	02/09/21	OFFICE DEPOT	147678152001	INK, SODA	Office Supplies	551002-51306	\$49.05
001	8547	02/09/21	OFFICE DEPOT	122587677001	CUPS	Office Supplies	551002-51306	\$8.69
001	8549	02/09/21	FLORIDA TECHNICAL CONSULTANTS	1116	14-WA14 GIS SERVICES 1/4-1/18/2021	ProServ-Info Technology	531020-51905	\$3,549.00
001	8549	02/09/21	FLORIDA TECHNICAL CONSULTANTS	1116	14-WA14 GIS SERVICES 1/4-1/18/2021	Due to Other Districts	206500	\$1,521.00
001	8550	02/09/21	FLORIDA VENDORS ASSOCIATION	1522	CLEANING SUPPLIES	Office Supplies	551002-51306	\$385.21
001	8551	02/09/21	FLORIDA VENDORS ASSOCIATION	1517	1/1-1/29/2021 MAIN OFFICE CLEANING	Cleaning Services	551008-51906	\$750.00
001	8552	02/09/21	FLORIDA VENDORS ASSOCIATION	1516	1/2021 BACK OFFICE/CHAMBERS CLEANING	Cleaning Services	551008-51906	\$2,281.25
001	8553	02/09/21	MILNER INC LEASE	71089407	SOFTWARE LEASE 1/15-2/14/2021	Principal-Capital Lease Payments	571040-51906	\$621.31
001	8553	02/09/21	MILNER INC LEASE	71089407	SOFTWARE LEASE 1/15-2/14/2021	Due to Other Districts	206500	\$212.80
001	8553	02/09/21	MILNER INC LEASE	71089407	SOFTWARE LEASE 1/15-2/14/2021	Interest-Capital Lease Payments	572040-51906	\$229.89
001	8554	02/09/21	MILNER INC LEASE	70503347	COPIER LEASE 12/1-12/31/2020	Lease-Copier	544008-51307	\$855.20
001	8554	02/09/21	MILNER INC LEASE	70503347	COPIER LEASE 12/1-12/31/2020	Due to Other Districts	206500	\$213.80
001	8555	02/09/21	ADVANCED DISPOSAL	TLAKE-020421	1/2021 SOLID WASTE COLLECTIONS & DISPOSAL FEES	Contracts-Solid Waste	534038-52902	\$19,053.47
001	8556	02/11/21	GATE HOUSE WEST PALM BCH-ADV	35857-012721	PUBLIC NOTICE 1/29/2021	Legal Advertising	548002-51307	\$700.00
001	8560	02/11/21	OFFICE DEPOT	CM111443331001	RETURN SODA (INV. 111302548001)	Office Supplies	551002-51306	(\$11.47)
001	8560	02/11/21	OFFICE DEPOT	154540827001	MISC OFFICE SUPPLIES	Office Supplies	551002-51306	\$86.03
001	8561	02/11/21	CIT BANK, N.A.	37111916	TOSHIBA COPIER 2/2021	Lease-Copier	544008-51906	\$661.49
001	8562	02/11/21	INTERNATIONAL INSTITUTE FOR LEADERSHIP	002	CONFLICT MGMT.COACHING 1/5-1/28/2021	General Government	549109-51905	\$1,391.25
001	8563	02/15/21	PALM BEACH COUNTY BOARD OF	20210126	INTERLOCAL AGREEMENT 10/22/19-10/8/2020	Misc-Contingency	549900-58050	\$19,813.83
001	8564	02/17/21	GATEHOUSE WEST PALM BCH	0000207031	NOTICE OF PUBLIC HEARING	Legal Advertising	548002-51307	\$3,462.96
001	8565	02/25/21	INFRAMARK, LLC	60467	2/2021 MANAGEMENT SERVICE	Contracts-City Manager	534381-51306	\$18,575.00
001	8565	02/25/21	INFRAMARK, LLC	60467	2/2021 MANAGEMENT SERVICE	Contracts-City Clerk	534379-51307	\$10,425.00
001	8565	02/25/21	INFRAMARK, LLC	60467	2/2021 MANAGEMENT SERVICE	Contracts-Finance	534376-51308	\$7,725.00
001	8565	02/25/21	INFRAMARK, LLC	60467	2/2021 MANAGEMENT SERVICE	Contracts-Admin Service	534375-51905	\$13,225.00
001	8565	02/25/21	INFRAMARK, LLC	60467	2/2021 MANAGEMENT SERVICE	Postage and Freight	541006-51307	\$17.92
001	8565	02/25/21	INFRAMARK, LLC	60467	2/2021 MANAGEMENT SERVICE	ProServ-Web Site Maintenance	531094-51307	\$383.33
001	8568	02/25/21	OFFICE DEPOT	147678152002	SODA	Office Supplies	551002-51306	\$11.69
001	8568	02/25/21	OFFICE DEPOT	156082118001	MISC OFFICE SUPPLIES	Office Supplies	551002-51306	\$73.56
001	8568	02/25/21	OFFICE DEPOT	156089623001	BINDER CLIP	Office Supplies	551002-51306	\$5.79
001	8570	02/25/21	FLORIDA TECHNICAL CONSULTANTS	1124	15-WA15 GIS SUPPORT SERVICES 1/18-1/26/2021	ProServ-Info Technology	531020-51905	\$2,247.00
001	8570	02/25/21	FLORIDA TECHNICAL CONSULTANTS	1124	15-WA15 GIS SUPPORT SERVICES 1/18-1/26/2021	Due to Other Districts	206500	\$963.00
001	8571	02/25/21	GREATAMERICA FINANCIAL SERVICES CORP	28751320	KONICA LEASE 2/2021	Lease-Copier	544008-51906	\$315.13
001	8572	02/25/21	MILNER INC LEASE	71378901	COPIER LEASE/ LATE FEE 2/1-2/28/21	Lease-Copier	544008-51906	\$857.34
001	8572	02/25/21	MILNER INC LEASE	71378901	COPIER LEASE/ LATE FEE 2/1-2/28/21	Miscellaneous Services	549001-51906	\$53.59
001	8572	02/25/21	MILNER INC LEASE	71378901	COPIER LEASE/ LATE FEE 2/1-2/28/21	Due to Other Districts	206500	\$214.33
001	8573	02/25/21	GATEHOUSE WEST PALM BCH	0000209351	LEGAL ADD 1/27/21	Legal Advertising	548002-51307	\$700.00
001	8575	02/25/21	RENEE CONYERS	02122021	CUSTOMER PAID SW FEES AT CLOSING OF HOME DOUBLE PA	Garbage/Solid Waste Revenue	343400	\$447.05

**Payment Register by Fund
For the Period from 02/1/2021 to 2/28/2021
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	DD538	02/01/21	FPL	01212021-02039 ACH	ACCT# 51575-02039 12/19-1/21/2021	Electricity	543075-52902	\$86.44
001	DD541	02/04/21	CARD SERVICES CENTER ACH	0935-011021	PURCHASES FOR 12/2020	TABLECLOTHS (2)	551002-51306	\$9.98
001	DD541	02/04/21	CARD SERVICES CENTER ACH	0935-011021	PURCHASES FOR 12/2020	J2 EFAX SERVICES	554020-51306	\$16.95
001	DD541	02/04/21	CARD SERVICES CENTER ACH	0935-011021	PURCHASES FOR 12/2020	PALM BEACH POST CIRC	554020-51306	\$68.16
001	DD541	02/04/21	CARD SERVICES CENTER ACH	0935-011021	PURCHASES FOR 12/2020	SHUTTERSTOCK	554020-51307	\$29.00
001	DD541	02/04/21	CARD SERVICES CENTER ACH	0935-011021	PURCHASES FOR 12/2020	IPHONE CASE/CHARGER (CLERK)	551002-51306	\$30.97
001	DD541	02/04/21	CARD SERVICES CENTER ACH	0935-011021	PURCHASES FOR 12/2020	PRINTER/INK/HEADPHONES(CLERK)	551002-51306	\$221.76
001	DD541	02/04/21	CARD SERVICES CENTER ACH	0935-011021	PURCHASES FOR 12/2020	INK CARTRIDGES(CLERK)	551002-51306	\$68.89
001	DD541	02/04/21	CARD SERVICES CENTER ACH	0935-011021	PURCHASES FOR 12/2020	FLA.ASSOC.CLERKS(MCNEIL)	554020-51307	\$75.00
001	DD541	02/04/21	CARD SERVICES CENTER ACH	0935-011021	PURCHASES FOR 12/2020	DRI CISCO WEBEX	554020-51307	\$39.90
001	DD541	02/04/21	CARD SERVICES CENTER ACH	0935-011021	PURCHASES FOR 12/2020	ADOBE ACROBAT PRO DC	554020-51307	\$179.88
001	DD541	02/04/21	CARD SERVICES CENTER ACH	0935-011021	PURCHASES FOR 12/2020	NCH ESCRIBE TRANSCRIPTION SOFTWARE	554020-51307	\$50.48
001	DD541	02/04/21	CARD SERVICES CENTER ACH	0935-011021	PURCHASES FOR 12/2020	FORUM CLUB LONG ROBINSON	549170-51101	\$525.00
001	DD541	02/04/21	CARD SERVICES CENTER ACH	0935-011021	PURCHASES FOR 12/2020	FORIEGN CURRENCY EXCHANGE NCH	554020-51307	\$1.51
001	DD552	02/17/21	COMCAST	01262021-4953 ACH	ACCT# 8535 11 407 0674953 1/30-2/28/2021	Telephone, Cable and Internet Services	541016-51906	\$409.72
001	DD553	02/17/21	COMCAST	01262021-4961 ACH	ACCT# 8535 11 407 0674961 1/30-2/28/21	Telephone, Cable and Internet Services	541016-51906	\$561.88
001	DD563	02/16/21	FPL	02052021-89127 ACH	ACCT# 61367-89127 1/7-2/5/2021	Electricity	543075-52902	\$84.99
001	DD564	02/16/21	FPL	02052021-99121 ACH	ACCT# 09796-99121 1/7-2/5/2021	Electricity	543075-52902	\$94.57
001	DD547	02/08/21	KARA S. CRUMP	PAYROLL	February 08, 2021 Payroll Posting			\$2,786.36
001	DD548	02/08/21	KATRINA L. LONG	PAYROLL	February 08, 2021 Payroll Posting			\$2,786.36
001	DD549	02/08/21	ROGER B MANNING	PAYROLL	February 08, 2021 Payroll Posting			\$2,829.36
001	DD550	02/08/21	JOHNPAUL O'CONNOR	PAYROLL	February 08, 2021 Payroll Posting			\$923.50
001	DD551	02/08/21	PATRIC S. PAUL	PAYROLL	February 08, 2021 Payroll Posting			\$923.50
Fund Total								\$223,909.72

SPECIAL REVENUE FUND - COMPREHENSIVE PLANNING SVCS - 102

102	8539	02/02/21	MARK DUBOIS	18311	SERVICE FOR 1/18-1/28/2021	ProfServ-Consultants	531075-51501	\$350.00
102	8543	02/02/21	TIM ERVIN	01202021	REFUND OF ENGINEERING FEE PAID FOR DRIVEWAY	Building Permits	322000	\$79.00
102	8548	02/09/21	PBC FINANCE DEPARTMENT	013121	1/2021 IMPACT FEES	Other Current Liabilities	229000	\$458,266.64
102	8557	02/11/21	CHEN MOORE & ASSOCIATES, INC.	0000139413	PROFESSIONAL SERVICE 12/1-12/31/2020	ProfServ-Engineering	531013-51501	\$20,726.50
102	8558	02/11/21	NZ CONSULTANTS, INC.	WES-51	PROFESSIONAL PLANNING & ZONING 12/1-12/31/2020	ProfServ-Planning/Zoning Board	531032-51501	\$21,021.25
102	8559	02/11/21	NOVA ENGINEERING AND	0246377	PROFESSIONAL SERVICES 1/1-1/30/2021	ProfServ-Building Permits	531091-51501	\$84,636.25
102	8566	02/25/21	CHEN MOORE & ASSOCIATES, INC.	0000139595	PROFESSIONAL SSERVICE 1/1-1/31/2021	ProfServ-Engineering	531013-51501	\$22,105.00
102	8567	02/25/21	NZ CONSULTANTS, INC.	WES-52	PROFESSIONAL PLANNING & ZONING SERVICE 1/1-1/31/21	ProfServ-Planning/Zoning Board	531032-51501	\$22,325.00
102	8569	02/25/21	MARK DUBOIS	18313	PROFESSIONAL SERVICE 2/2021	ProfServ-Consultants	531075-51501	\$475.00
102	8574	02/25/21	AT&T MOBILITY	87298217522X02092021	ACCT# 287298217522 1/2-2/1/2021	Telephone, Cable and Internet Services	541016-51501	\$96.71
Fund Total								\$630,081.35

Total Checks Paid	\$853,991.07
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