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**PORT PANAMA CITY  
U.S.A.**

September 13<sup>th</sup>, 2019

Mr. Mark McQueen  
City Manager  
City of Panama City  
501 Harrison Avenue  
Panama City, FL 32401

Re: Panama City Port Authority Operating and Capital Budget Fiscal Year 2019/2020.

Dear Mark,

Enclosed is the Panama City Port Authority's operating budget and capital budget for fiscal year 2019/2020. These budgets were approved by our Board on Thursday, September 12<sup>th</sup>, 2019.

The Port expects a good year with operating income of just over \$4 million. As the operating budget reflects, we are continuing to invest in new employees. The additional employees are needed to handle the growth we are anticipating over the next year.

The 2019/2020 capital budget includes over \$30 million of new investments in facilities and equipment. \$15 million of this is related to the expansion of our biomass handling facility. We do have a combined \$20 million in matching State and Federal grants to assist with the capital projects and should be able to complete these over the next eighteen months without additional borrowing.

Please let me know if you or the City Commissioners have any questions or concerns regarding our budgets. As always we appreciate the close working relationship we have with the City.

Sincerely,

Wayne Stubbs  
Executive Director

Enclosures

CC: Panama City Commissioners  
Darlene Hachmeister, City Clerk

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**Panama City Port Authority & Foreign Trade Zone 65**

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**PORT PANAMA CITY U.S.A  
OPERATING BUDGET  
FISCAL YEAR 2019-2020**

	<b>BUDGET FY 2018-19</b>	<b>PROJECTED ACTUAL FY 2018-19</b>	<b>PROPOSED BUDGET FY 2019-20</b>
<b><u>REVENUES</u></b>			
LEASES	\$2,751,400	\$2,403,800	\$2,753,800
STEVEDORE LICENSE	\$6,000	\$6,000	\$6,000
STEVEDORE FEES & FACILITY USE	\$477,200	\$414,000	\$576,400
DOCK WAREHOUSE STORAGE	\$542,800	\$360,700	\$325,000
DOCKAGE	\$1,475,000	\$1,706,800	\$1,600,000
WHARFAGE	\$2,904,900	\$2,602,600	\$2,952,900
CARGO HANDLING	\$2,411,300	\$1,898,200	\$1,778,000
CONTAINER HANDLING	\$1,050,000	\$760,200	\$925,000
WOOD PELLET HANDLING	\$2,297,500	\$2,114,400	\$2,350,000
MISC. SERVICES	\$896,300	\$731,000	\$745,600
SECURITY ASSESSMENT FEE	\$386,800	\$391,400	\$407,800
MISC. INCOME	\$20,200	\$32,600	\$33,200
CRANE USE	\$671,000	\$625,500	\$550,000
FOREIGN TRADE ZONE	\$20,000	\$30,000	\$20,000
EAST WAREHOUSE REVENUE	\$0	\$0	\$0
<b>SUBTOTAL</b>	<b>\$15,910,400</b>	<b>\$14,077,200</b>	<b>\$15,023,700</b>
<b><u>EXPENDITURES</u></b>			
PERSONNEL EXPENSE	\$5,995,100	\$5,535,800	\$5,943,500
SUPPLIES & SERVICES	\$2,118,000	\$1,827,100	\$2,101,300
PORT TRADE & PROMOTION	\$157,700	\$206,600	\$175,000
PROPERTY INSURANCE & TAXES	\$875,000	\$1,062,900	\$1,208,100
PROFESSIONAL SERVICE	\$330,000	\$99,900	\$273,000
PROPERTY RENT - CITY OWNED	\$24,000	\$24,000	\$24,000
REPAIRS & MAINTENANCE	\$1,025,500	\$856,100	\$1,190,000
CONTINGENCIES	\$175,000	\$7,800	\$50,000
<b>OPERATING EXPENSES</b>	<b>\$10,700,300</b>	<b>\$9,620,200</b>	<b>\$10,964,900</b>
<b>OPERATING INCOME</b>	<b>\$5,210,100</b>	<b>\$4,457,000</b>	<b>\$4,058,800</b>
<b><u>OTHER INCOME/EXPENSE</u></b>			
INTEREST EXPENSE	(\$802,500)	(\$805,500)	(\$765,200)
INTEREST REVENUE	\$88,100	\$166,600	\$88,100
DEPRECIATION	(\$5,555,000)	(\$5,226,300)	(\$5,858,000)
MISC. INCOME	\$0	\$0	\$0
FEMA FUNDS		\$34,900	
OTHER INCOME INSURANCE PROCEEDS	\$0	\$14,838,600	\$0
OTHER EXPENSE HURRICANE MICHAEL	\$0	(\$14,838,600)	\$0
INTEREST EARNINGS - HIRTH NOTE	\$0	\$0	\$0
GAIN/LOSS ON SALE OF FIXED ASSETS	\$0	\$0	\$0
GRANTS AND CONTRIBUTIONS	\$31,369,000	\$6,367,800	\$28,020,000
GRANT ADMINISTRATION	(\$26,900)	(\$26,900)	(\$34,000)
<b>NET INCOME</b>	<b>\$30,282,800</b>	<b>\$4,967,600</b>	<b>\$25,509,700</b>

**PORT PANAMA CITY U.S.A.  
OPERATING BUDGET DETAIL  
FISCAL YEAR 2019-2020**

	<b>BUDGET FY 2018-19</b>	<b>PROJECTED ACTUAL FY 2018-19</b>	<b>PROPOSED BUDGET FY 2019-20</b>
<b><u>PERSONNEL</u></b>			
EMP RETIRE & EXEC DIR PENSION	\$233,500	\$169,800	\$222,700
SALARY-EXECUTIVE DIRECTOR	\$218,300	\$218,300	\$222,600
EXEC DIR - PROF BONUS	\$0	\$0	\$0
EXEC DIR - AUTO ALLOWANCE	\$9,000	\$9,000	\$9,000
SALARY-ASSISTANT PORT DIRECTOR	\$129,800	\$129,800	\$132,400
ASSISTANT DIR - AUTO ALLOWANCE	\$7,800	\$7,800	\$7,800
SALARY - ADMINISTRATIVE	\$384,600	\$349,600	\$354,000
SALARY-OPER & MAINT	\$3,324,600	\$3,077,100	\$3,350,700
OPER & MAINT - AUTO	\$28,200	\$25,200	\$28,200
SALARY - CASUAL LABOR	\$169,900	\$125,100	\$130,000
SOCIAL SECURITY	\$304,100	\$277,000	\$305,000
WORKERS COMPENSATION	\$134,600	\$130,600	\$142,500
WORKERS COMPENSATION INSURANCE CLAIM	\$34,000	\$19,400	\$20,000
INSURANCE-HOSPITALIZATION	\$865,700	\$803,400	\$821,100
DISABILITY INSURANCE PREMIUMS	\$76,000	\$75,300	\$76,800
MISC PERSONNEL EXPENSE	\$75,000	\$118,400	\$120,700
<b>TOTAL</b>	<b>\$5,995,100</b>	<b>\$5,535,800</b>	<b>\$5,943,500</b>
<b><u>INTEREST</u></b>			
INTEREST SUNTRUST LOAN-BULK TERMINAL	\$178,800	\$181,800	\$161,200
INTEREST PAYABLE-SHARE THE FUTURE LOAN	\$9,000	\$9,000	\$9,000
INTEREST-CITY OF PC PROMISSORY NOTE	\$36,000	\$36,000	\$36,000
INTEREST - SIB LOAN	\$578,700	\$578,700	\$559,000
<b>TOTAL</b>	<b>\$802,500</b>	<b>\$805,500</b>	<b>\$765,200</b>
<b><u>SUPPLIES &amp; SERVICES</u></b>			
SAFETY SUPPLIES & EQUIPMENT	\$100,000	\$86,400	\$88,100
ID BADGES/SUPPLIES	\$45,900	\$45,100	\$46,000
TOOLS/MISC EQUIPMENT	\$10,100	\$47,600	\$48,600
TOOLS/MISC. EQUIPMENT RENTAL	\$48,900	\$41,400	\$42,200
MTRL HDLG/EQUIP RENTAL	\$30,000	\$10,300	\$35,000
SUPPLIES OPERATING	\$198,800	\$115,500	\$117,800
SUPPLIES OFFICE	\$34,200	\$29,900	\$30,500
GAS, OIL & GREASE	\$224,700	\$216,000	\$235,000
WATER & SEWER	\$94,600	\$91,500	\$93,300
JANITORIAL SERVICE	\$75,200	\$58,300	\$59,500
LIGHT & POWER	\$555,900	\$383,600	\$460,000
TELEPHONE	\$83,300	\$78,800	\$80,400
POSTAGE	\$1,500	\$1,700	\$1,700
AUTO ALLOWANCE	\$0	\$0	\$0
SECURITY GUARD SERVICE	\$542,300	\$536,100	\$650,000
MISC. SUPPLIES/SERVICE	\$45,500	\$58,300	\$59,400
MISC. BANK FEE	\$800	\$25,300	\$25,800
LINE HANDLING - EAST TERMINAL	\$26,300	\$1,300	\$28,000
<b>TOTAL</b>	<b>\$2,118,000</b>	<b>\$1,827,100</b>	<b>\$2,101,300</b>

**PORT PANAMA CITY U.S.A.  
OPERATING BUDGET DETAIL  
FISCAL YEAR 2019-20**

	<b>BUDGET FY 2018-19</b>	<b>PROJECTED ACTUAL FY 2018-19</b>	<b>PROPOSED BUDGET FY 2019-20</b>
<b><u>PORT TRADE &amp; PROMOTION</u></b>			
DUES & SUBSCRIPTIONS	\$57,700	\$56,700	\$57,800
TRAVEL	\$29,300	\$32,500	\$33,200
SOLICITATION	\$27,200	\$92,400	\$59,000
ADVERTISING	\$2,500	\$0	\$0
ECONOMIC DEV ALLIANCE PARTNERSHIP	\$26,000	\$25,000	\$25,000
CONTRACT MARKETING	\$15,000	\$0	\$0
<b>TOTAL</b>	<b>\$157,700</b>	<b>\$206,600</b>	<b>\$175,000</b>
<b><u>INSURANCE &amp; TAXES</u></b>			
PROPERTY & CASUALTY INSURANCE	\$875,000	\$1,062,900	\$1,208,100
PROPERTY TAXES - PORT OWNED	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$875,000</b>	<b>\$1,062,900</b>	<b>\$1,208,100</b>
<b><u>PROFESSIONAL</u></b>			
LEGAL	\$70,000	\$44,200	\$150,000
ENGINEERING	\$175,000	\$14,600	\$35,000
ACCOUNTING	\$35,000	\$41,100	\$38,000
PROFESSIONAL CONSULT	\$50,000	\$0	\$50,000
<b>TOTAL</b>	<b>\$330,000</b>	<b>\$99,900</b>	<b>\$273,000</b>
<b><u>RENTS</u></b>			
RENTAL CITY PROPERTY	\$24,000	\$24,000	\$24,000
<b>TOTAL</b>	<b>\$24,000</b>	<b>\$24,000</b>	<b>\$24,000</b>
<b><u>REPAIRS &amp; MAINTENANCE</u></b>			
AUTO, BUILDINGS & MISC	\$177,000	\$300,000	\$200,000
MATERIAL HANDLING EQUIP	\$182,500	\$285,200	\$300,000
MATERIAL HANDLING - CRANES	\$250,000	\$130,200	\$200,000
TRACKS & RR BEDS	\$150,000	\$76,700	\$250,000
WHARVES, FENDERS & BERTHS	\$125,000	\$4,100	\$200,000
BULK TERMINAL MAINTENANCE	\$101,000	\$36,000	\$10,000
IDC MAINTENANCE	\$40,000	\$23,900	\$30,000
<b>TOTAL</b>	<b>\$1,025,500</b>	<b>\$856,100</b>	<b>\$1,190,000</b>
<b><u>CONTINGENCIES</u></b>			
UNCATEGORIZED	\$175,000	\$7,800	\$50,000
<b>TOTAL</b>	<b>\$175,000</b>	<b>\$7,800</b>	<b>\$50,000</b>
<b>TOTAL EXPENSES</b>	<b>\$11,502,800</b>	<b>\$10,425,700</b>	<b>\$11,730,100</b>

**Panama City Port Authority  
Capital Budget  
FY 2019-2020**

**West Terminal**

Container Freight Station (CFS)	\$4,500,000
Slip Closure	1,200,000
Equipment	500,000
Berth Dredging	500,000
Wood Pellet Storage Dome	15,000,000
Shuttle Bus	50,000
Land Acquisition	350,000
Mobile Harbor Crane	4,500,000

**East Terminal**

Stevedoring Shops	\$900,000
Entrance Road	300,000
Truck Scales	140,000
Rail Access Improvements	1,400,000
Equipment	225,000
IT Expenses	25,000

**Intermodal Distribution Center**

Site Improvements	\$1,000,000
Warehouse Office/Parking	175,000

**Total** **\$30,765,000**