



# CITY OF DELRAY BEACH

## OFFICE OF THE CITY MANAGER

100 N.W. 1<sup>ST</sup> AVENUE • DELRAY BEACH • FLORIDA 33444 • (561) 243-7015



### City Commission Information Letter

March 25, 2022

#### **Current Status Regarding Palm Beach County's Repairs to the George Bush Boulevard Bridge**

As both the Office of the City Manager and that of Director of Public Works Missie Barletto continues to experience numerous inquiries relative to the status of Palm Beach County's repair schedule for the George Bush Boulevard Bridge, we continue to remain dependent on the County's Department of Engineering relative to current status and schedule for resumption of normal operations.

As referenced in the attached electronic mail message from Assistant County Engineer Joanne Keller, the facility continues to be evaluated by a consulting expert on bascule bridges. It has likewise been determined at least one of the existing bearings will need to be replaced. The bearing is made from a material that is difficult to obtain. For this reason, the repair is expected to take at least six weeks.

Leadership of Palm Beach County requests that inquiries regarding the status of the George Bush Boulevard Bridge be made by contacting the Palm County Engineering Action Center at (561) 684-4012.

#### **Anticipated Schedule to Administer Water and Wastewater Utility Rate Structure**

As city administration prepares to finalize ordinance considerations relative to the City's revised water and wastewater utility rate structure (as outlined, directed, and committed to via the March 8<sup>th</sup> workshop meeting), please be advised that such is being contemplated via five intervals over a three-year period.

As referenced in the attached matrix summary, monthly charges for water and wastewater services are being outlined from July 1, 2022, to October 1, 2025, including specific calculations for volumetric rates for resident and multiple

## **City Commission Information Letter**

**March 25, 2022**

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family units; non-residential (i.e., commercial); potable irrigation; and other activities such as reclaimed water. Additionally, a tiered rating structure is being included to help advance and promote water conservation activities, enabling efficiencies that may otherwise not become available.

An opportunity to adopt respective ordinances will therefore be offered during the next couple months, to include a reiteration of financing and construction schedules necessary to support the development of a new water treatment plant and other accompanying infrastructure.

### **Updated Revisions to the Approved Annual Budget Format**

With new Director of Finance Hugh Dunkley joining the City of Delray Beach this week, the Office of the City Manager was able to spend time with him to discuss various expectations. This includes updates to both proposed and annual budget processes, to likewise include opportunities to improve transparency and accountability for revenue and expenditure changes that may be experienced in any given fiscal year.

As referenced in Section 4.05 (C)(1) of the Delray Beach City Charter, direction to this effect includes summaries of “detailed estimates of all proposed expenditures for each department and offices of the City, showing the expenditures for corresponding items for the last preceding and current fiscal years with the reasons for increases and decreases recommended, as compared with appropriations for the current year”. As a similar provision exists in the City Charter concerning revenues (Section 4.05 (C)(3)), guidance regarding revenues is being provided accordingly as well.

The attached table formats will therefore serve as a representation of how future approved annual budget documents will be presented for all departments and municipal operations. Orientations to this effect for all department directors and section administrators will therefore become an integral function of the Fiscal Year 2022-2023 process.

## **Evaluation of Alternative Currency and Other Assets as an Investment Policy Consideration for Municipalities**

As several of you have recently experienced on occasion, ancillary suggestions to update the City's investment policy to include alternative currency and other assets that have previously not been made available, have recently become a notable point of both discussion and consideration for a number of municipal governments throughout America. This includes the prospect (and practice) of investing in Bitcoin and other cryptocurrency that is currently available in the marketplace.

As the City of Delray Beach evaluates options relative to updating its investment policies to help both our organization and community to achieve optimal returns on its portfolio, direction has been offered to engage in benchmarking activities with the Government Finance Officers Associations (GFOA), and other professional organizations that support public finance practices and endeavors.

As referenced in the attached memorandum from Director of Finance Hugh Dunkley, GFOA currently advises governments to "abstain from accepting cryptocurrency for receivables, using cryptocurrency for payables, and investing in these products". Additional, as GFOA believes that the use of cryptocurrency carries multiple risks, including the fact that such is not legal tender; lack underlying substantive value; are extremely volatile in nature, resulting in loss of principal; as well as potentially illiquid.

Nevertheless, city administration will continue to evaluate the merits of including suitable investment asset/types for respective future considerations. Meanwhile, as good stewards of public funds, our main goal remains the safety and liquidity of the City's resources.

## **Calendar of Meetings, Activities, and Functions**

Me, along with Mayor Shelley Petrolia, Delray Beach Education Board Chairman Mitchell Katz, and Education Coordinator Janet Meeks all appeared before the School District of Palm Beach County Board of Education this past Wednesday evening to discuss the merits and vision for technical and other ancillary higher education opportunities at the Delray Full-Service Center.

## City Commission Information Letter

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All concerned may recall a discussion to this effect publicly during the March 8<sup>th</sup> City Commission meeting, with consensus having been offered to present the merits of respective considerations. We all felt that the communication went well, in that we were all able to effectively represent the City of Delray Beach accordingly. Direction is likewise now underway to prepare for a more specific and robust dialogue to this effect via the joint planning meeting involving both the City of Delray Beach and School District leadership Monday April 4<sup>th</sup>.

### Enclosures:

Electronic Mail Message Stream from Palm Beach County Engineering Leadership – George Bush Bascule Bridge Matrix Summary – City of Delray Beach Proposed Water & Wastewater Rate Structure  
Sample Adopted Budget Highlights Sections to Support Section 4.05(C)(1) and 4.05(C)(3) of the Delray Beach City Charter  
Memorandum from Director of Finance Hugh Dunkley – Cryptocurrency as an Investment Policy Consideration  
Calendar for Business Week of March 21, 2022

CM/Documents/City Commission Information Letter 24

## Terrence R. Moore

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**From:** Barletto, Missie  
**Sent:** Thursday, March 24, 2022 3:45 PM  
**To:** Terrence R. Moore  
**Subject:** Fwd: Update on George Bush Bascule Bridge in Delray Beach FROM LAST WEEK

Sent from my iPhone

Begin forwarded message:

**From:** "Figurella, Patrick" <FigurellaP@mydelraybeach.com>  
**Date:** March 24, 2022 at 3:21:18 PM EDT  
**To:** "Barletto, Missie" <BarlettoM@mydelraybeach.com>  
**Subject:** **FW: Update on George Bush Bascule Bridge in Delray Beach FROM LAST WEEK**

Here is the first press release they put out. They are getting me on the email distribution list for these updates now.

**Patrick A. Figurella, P.E.**  
**City Engineer**



**Swinton Operations Center**  
**434 South Swinton Avenue, Delray Beach, FL 33444**  
| ☎ 561.243.7000 ext.6220 | ✉ [figurellap@mydelraybeach.com](mailto:figurellap@mydelraybeach.com)

*PUBLIC RECORDS NOTE: Florida has a very broad public records law. Most written communications to or from local officials, employees, or the general public regarding city business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.*

**From:** Joanne Keller M. <JKeller@pbcgov.org>  
**Sent:** Thursday, March 24, 2022 3:19 PM  
**To:** Figurella, Patrick <FigurellaP@mydelraybeach.com>  
**Subject:** FW: Update on George Bush Bascule Bridge in Delray Beach

**\*\*Please be cautious\*\***

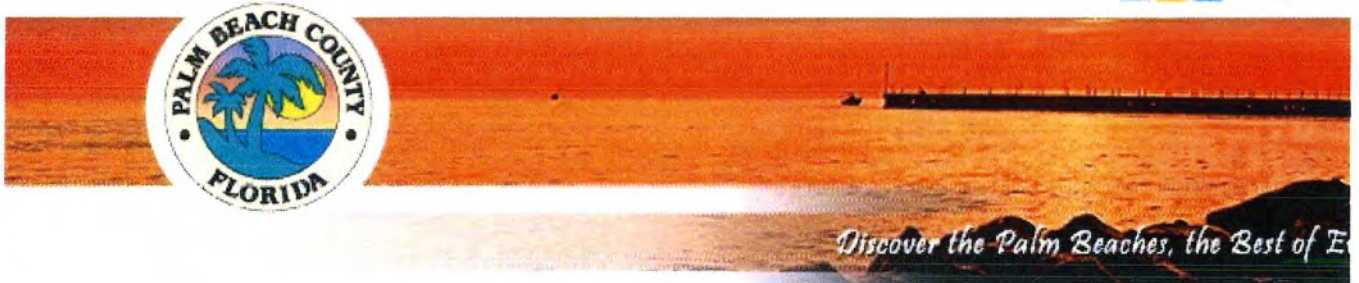
This email originated from outside of The City of Delray Beach. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Fyi

Joanne M. Keller, P.E.  
Deputy County Engineer

Palm Beach County Board of County Commissioners  
Engineering Department  
2300 N. Jog Road  
West Palm Beach, FL 33411  
email: [JKeller@pbcgov.org](mailto:JKeller@pbcgov.org)  
phone: 561-684-4019

**From:** Press Release <[PressRelease@pbcgov.org](mailto:PressRelease@pbcgov.org)>  
**Sent:** Friday, March 18, 2022 3:08 PM  
**To:** John Jamason H. <[jjamason@pbcgov.org](mailto:jjamason@pbcgov.org)>  
**Subject:** Update on George Bush Bascule Bridge in Delray Beach



For immediate release:  
Contact:

March 18, 2022  
Public Affairs  
561-662-7549

## Update on George Bush Bascule Bridge in Delray Beach

On Thursday, March 3 at 9:30 P.M. George Bush Bascule Bridge, built in 1949, experienced a significant malfunction during an opening. The spans were raised; however, they were unable to close, and remained in the open position. Maintenance staff was notified, responded, and worked through the night, determining the cause of the malfunction to be damage to the original machinery, more specifically, a main shaft and gear section of the drive system.

Further investigation has determined that the shaft sheared in two pieces. A new replacement shaft was fabricated on 3/11/22 and tested with the existing gear. A subsequent site inspection by a structural engineering consulting firm (with bascule bridge experience and

expertise) revealed the need to replace other drive shaft machinery components (including a damaged bearing) and for further testing of the remaining machinery in both spans.

The fabrication of a new replacement bearing will take approximately six weeks, but may take longer depending on the availability of material. The testing of the remaining machinery is ongoing and may require additional replacements and time. The bridge will remain open to boat traffic and closed to vehicular traffic.

The county is coordinating all bridge repair work with the Florida Department of Transportation. The bridge reopening will occur once the repairs are completed and we have concurrence from the Florida Department of Transportation and the structural engineering consulting firm.

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Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

# City of Delray Beach Proposed Water & Wastewater Rate Structure

Description	Effective July 1, 2022	Effective January 1, 2023	Effective October 1, 2023	Effective October 1, 2024	Effective October 1, 2025
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## WATER RATES - INSIDE CITY

### Minimum Monthly Charges:

5/8 Inch or 3/4 Inch	\$ 13.04	\$ 13.30	\$ 13.57	\$ 13.84	\$ 14.12
1.0 Inch	\$ 32.60	\$ 33.25	\$ 33.93	\$ 34.60	\$ 35.30
1.5 Inch	\$ 65.20	\$ 66.50	\$ 67.85	\$ 69.20	\$ 70.60
2.0 Inch	\$ 104.32	\$ 106.40	\$ 108.56	\$ 110.72	\$ 112.96
3.0 Inch	\$ 195.60	\$ 199.50	\$ 203.55	\$ 207.60	\$ 211.80
4.0 Inch	\$ 326.00	\$ 332.50	\$ 339.25	\$ 346.00	\$ 353.00
6.0 Inch	\$ 652.00	\$ 665.00	\$ 678.50	\$ 692.00	\$ 706.00
8.0 Inch	\$ 1,043.20	\$ 1,064.00	\$ 1,085.60	\$ 1,107.20	\$ 1,129.60
10.0 Inch	\$ 1,630.00	\$ 1,662.50	\$ 1,696.25	\$ 1,730.00	\$ 1,765.00

<b>Customer Charge per Meter:</b>	\$ 2.97	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00
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### Volumetric Rates Per 1,000 Gallons - Residential & Multi-Family:

Block 1 - 0 to 3,000 Gal / Month	\$ 0.49	\$ 1.15	\$ 2.03	\$ 2.39	\$ 2.81
Block 2 - 3,001 to 12,000 Gal / Month	\$ 1.47	\$ 1.73	\$ 2.03	\$ 2.39	\$ 2.81
Block 3 - 12,001 to 25,000 Gal / Month	\$ 2.55	\$ 3.23	\$ 4.06	\$ 4.78	\$ 5.62
Block 4 - 25,001 to 50,000 Gal / Month	\$ 4.21	\$ 5.08	\$ 6.09	\$ 7.17	\$ 8.43
Block 5 - 50,001 and Over Gal / Month	\$ 5.49	\$ 6.69	\$ 8.12	\$ 9.56	\$ 11.24

### Volumetric Rates Per 1,000 Gallons - Potable Irrigation:

Block 1 - 0 to 25,000 Gal / Month	\$ 2.55	\$ 3.23	\$ 4.06	\$ 4.78	\$ 5.62
Block 2 - 25,001 to 50,000 Gal / Month	\$ 4.21	\$ 5.08	\$ 6.09	\$ 7.17	\$ 8.43
Block 3 - 50,001 and Over Gal / Month	\$ 5.49	\$ 6.69	\$ 8.12	\$ 9.56	\$ 11.24

### Volumetric Rates Per 1,000 Gallons - Other:

Non-Residential	\$ 2.21	\$ 2.60	\$ 3.05	\$ 3.59	\$ 4.22
Reclaimed Water - Retail	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
Reclaimed Water - Wholesale	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30

Description	Effective July 1, 2022	Effective January 1, 2023	Effective October 1, 2023	Effective October 1, 2024	Effective October 1, 2025
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## WASTEWATER RATES - INSIDE CITY

### Minimum Monthly Charges:

5/8 Inch or 3/4 Inch	\$ 18.04	\$ 18.04	\$ 18.04	\$ 18.04	\$ 18.04
1.0 Inch	\$ 45.10	\$ 45.10	\$ 45.10	\$ 45.10	\$ 45.10
1.5 Inch	\$ 90.20	\$ 90.20	\$ 90.20	\$ 90.20	\$ 90.20
2.0 Inch	\$ 144.32	\$ 144.32	\$ 144.32	\$ 144.32	\$ 144.32
3.0 Inch	\$ 270.60	\$ 270.60	\$ 270.60	\$ 270.60	\$ 270.60
4.0 Inch	\$ 451.00	\$ 451.00	\$ 451.00	\$ 451.00	\$ 451.00
6.0 Inch	\$ 902.00	\$ 902.00	\$ 902.00	\$ 902.00	\$ 902.00
8.0 Inch	\$ 1,443.20	\$ 1,443.20	\$ 1,443.20	\$ 1,443.20	\$ 1,443.20
10.0 Inch	\$ 2,255.00	\$ 2,255.00	\$ 2,255.00	\$ 2,255.00	\$ 2,255.00

<b>Volumetric Rates Per 1,000 Gallons:</b>	\$ 3.50	\$ 3.61	\$ 3.72	\$ 3.83	\$ 3.94
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# City of Delray Beach Proposed Water & Wastewater Rate Structure

Description	Effective July 1, 2022	Effective January 1, 2023	Effective October 1, 2023	Effective October 1, 2024	Effective October 1, 2025
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## WATER RATES - OUTSIDE CITY

### Minimum Monthly Charges:

5/8 Inch or 3/4 Inch	\$ 16.30	\$ 16.63	\$ 16.96	\$ 17.30	\$ 17.65
1.0 Inch	\$ 40.75	\$ 41.56	\$ 42.41	\$ 43.25	\$ 44.13
1.5 Inch	\$ 81.50	\$ 83.13	\$ 84.81	\$ 86.50	\$ 88.25
2.0 Inch	\$ 130.40	\$ 133.00	\$ 135.70	\$ 138.40	\$ 141.20
3.0 Inch	\$ 244.50	\$ 249.38	\$ 254.44	\$ 259.50	\$ 264.75
4.0 Inch	\$ 407.50	\$ 415.63	\$ 424.06	\$ 432.50	\$ 441.25
6.0 Inch	\$ 815.00	\$ 831.25	\$ 848.13	\$ 865.00	\$ 882.50
8.0 Inch	\$ 1,304.00	\$ 1,330.00	\$ 1,357.00	\$ 1,384.00	\$ 1,412.00
10.0 Inch	\$ 2,037.50	\$ 2,078.13	\$ 2,120.31	\$ 2,162.50	\$ 2,206.25

<b>Customer Charge per Meter:</b>	\$ 3.71	\$ 3.75	\$ 3.75	\$ 3.75	\$ 3.75
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### Volumetric Rates Per 1,000 Gallons - Residential & Multi-Family:

Block 1 - 0 to 3,000 Gal / Month	\$ 0.61	\$ 1.44	\$ 2.54	\$ 2.99	\$ 3.51
Block 2 - 3,001 to 12,000 Gal / Month	\$ 1.84	\$ 2.16	\$ 2.54	\$ 2.99	\$ 3.51
Block 3 - 12,001 to 25,000 Gal / Month	\$ 3.19	\$ 4.04	\$ 5.08	\$ 5.98	\$ 7.03
Block 4 - 25,001 to 50,000 Gal / Month	\$ 5.26	\$ 6.35	\$ 7.61	\$ 8.96	\$ 10.54
Block 5 - 50,001 and Over Gal / Month	\$ 6.86	\$ 8.36	\$ 10.15	\$ 11.95	\$ 14.05

### Volumetric Rates Per 1,000 Gallons - Potable Irrigation:

Block 1 - 0 to 25,000 Gal / Month	\$ 3.19	\$ 4.04	\$ 5.08	\$ 5.98	\$ 7.03
Block 2 - 25,001 to 50,000 Gal / Month	\$ 5.26	\$ 6.35	\$ 7.61	\$ 8.96	\$ 10.54
Block 3 - 50,001 and Over Gal / Month	\$ 6.86	\$ 8.36	\$ 10.15	\$ 11.95	\$ 14.05

### Volumetric Rates Per 1,000 Gallons - Other:

Non-Residential	\$ 2.76	\$ 3.25	\$ 3.81	\$ 4.49	\$ 5.28
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Description	Effective July 1, 2022	Effective January 1, 2023	Effective October 1, 2023	Effective October 1, 2024	Effective October 1, 2025
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## WASTEWATER RATES - OUTSIDE CITY

### Minimum Monthly Charges:

5/8 Inch or 3/4 Inch	\$ 22.55	\$ 22.55	\$ 22.55	\$ 22.55	\$ 22.55
1.0 Inch	\$ 56.38	\$ 56.38	\$ 56.38	\$ 56.38	\$ 56.38
1.5 Inch	\$ 112.75	\$ 112.75	\$ 112.75	\$ 112.75	\$ 112.75
2.0 Inch	\$ 180.40	\$ 180.40	\$ 180.40	\$ 180.40	\$ 180.40
3.0 Inch	\$ 338.25	\$ 338.25	\$ 338.25	\$ 338.25	\$ 338.25
4.0 Inch	\$ 563.75	\$ 563.75	\$ 563.75	\$ 563.75	\$ 563.75
6.0 Inch	\$ 1,127.50	\$ 1,127.50	\$ 1,127.50	\$ 1,127.50	\$ 1,127.50
8.0 Inch	\$ 1,804.00	\$ 1,804.00	\$ 1,804.00	\$ 1,804.00	\$ 1,804.00
10.0 Inch	\$ 2,818.75	\$ 2,818.75	\$ 2,818.75	\$ 2,818.75	\$ 2,818.75

<b>Volumetric Rates Per 1,000 Gallons:</b>	\$ 4.38	\$ 4.52	\$ 4.65	\$ 4.79	\$ 4.93
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**Section 4.05(C)(1):**

This section requires the budget document to at least include the following information:  
"Detailed estimates of all proposed expenditures for each department and office of the City, showing the expenditures for corresponding items for the last preceding and current fiscal years with reasons for increases and decreases recommended, as compared with appropriations for the current year."

**Finance Department - Administration**

*General Fund*

<b>Expenditures by Type</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2021 Revised</b>	<b>2022 Adopted</b>	<b>\$ Change 2021-2022</b>	<b>% Change 2021-2022</b>
Personnel Services	\$ 1,640,974	\$ 1,689,950	\$ 1,713,633	\$ 1,805,837	\$ 92,204	5.4%
Operating Expenses	314,375	298,574	333,017	307,420	(25,597)	-7.7%
<b>Total Expenditures</b>	<b>\$ 1,955,349</b>	<b>\$ 1,988,524</b>	<b>\$ 2,046,650</b>	<b>\$ 2,113,257</b>	<b>\$ 66,607</b>	<b>-2.3%</b>
Per Capita	\$30.57	\$30.22	\$30.74	\$31.46		

**2021-22 Financial Highlights**

- ◆ Personnel Services increased by \$92,000 or 5% due to merit increases and assumed increases in benefit rates and healthcare premiums.
- ◆ Operating Expenses decreased by \$25,000 or 8% due to reductions in professional fees and temporary help of (\$20,000), general liability insurance of (\$7,000), and office supplies and equipment of (\$8,000) offset by the restoration in travel, conference, and training costs of (\$9,000) in FY 2021-22.

**Section 4.05(C)(3):**

This section requires the budget document to at least include the following information:  
 "Detailed estimates of all anticipated income of the City from sources other than taxes and borrowing, with a comparative statement of the amounts received by the City from each of the same or similar sources for the last preceding and current fiscal years."

**General Fund**

	2020	2021	2021	2022	\$ Change	% Change
Revenues	Actual	Actual	Revised Budget	Adopted Budget	2021-2022	2021-2022
Prior Year Revenue	\$ -	\$ -	\$ 11,237,632	\$ 3,840,000	\$ (7,397,632)	-65.8%
Taxes	83,379,622	89,004,722	87,549,943	91,556,560	4,006,617	4.6%
Licenses And Permits	12,890,624	16,490,191	14,357,850	8,301,500	(6,056,350)	-42.2%
Intergovernmental Revenue	9,293,144	11,105,136	9,206,871	15,006,584	5,799,713	63.0%
Charges for Services	13,269,353	16,165,329	15,920,716	15,767,358	(153,358)	-1.0%
Fines and Forfeits	1,068,002	1,082,167	1,426,998	1,033,500	(393,498)	-27.6%
Miscellaneous Revenue	11,035,802	11,007,301	11,504,556	11,639,782	135,226	1.2%
Non-Revenues (Transfers)	3,742,226	4,176,668	3,769,342	5,238,800	1,469,458	39.0%
<b>Total Revenues</b>	<b>\$ 134,678,773</b>	<b>\$ 149,031,514</b>	<b>\$ 154,973,908</b>	<b>\$ 152,384,084</b>	<b>\$ (2,589,824)</b>	<b>-28.8%</b>



# City of Delray Beach Finance Department

## M E M O R A N D M

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**TO:** Terrence Moore, City Manager

**FROM:** Hugh Dunkley, Finance Director

**DATE:** March 24, 2022

**SUBJECT: Cryptocurrency as an Investment Policy Consideration**

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Regarding the subject of cryptocurrency as an investment policy consideration, the City's current investment policy does not permit investments in cryptocurrency. Further, the Government Finance Officers' Association (GFOA) currently advises against governments investing in cryptocurrency.

Section 218.415, Florida statutes, governs the investment activity of municipalities. In part, this section requires that the City's investment policy be structured in such a way as to place the highest priority on safety of principal and liquidity of funds. The optimization of investment returns shall be secondary to the requirements for safety and liquidity.

In accordance with statutory guidelines, the City's investment policy has as its primary objective safety of investment principal and liquidity of funds. The City's investment policy was modeled after GFOA's Model Investment Policy.

On March 4, 2022, GFOA issued an advisory warning governments to "abstain from accepting cryptocurrency for receivables, using cryptocurrency for payables, and investing in these products." GFOA believes that the use of cryptocurrency carries multiple risks, including that it is:

- Not legal tender as it is like an unregulated anonymous foreign currency
- Lacking underlying substantive value
- Extremely volatile in nature, which could cause loss of principal
- Potentially illiquid

Further, according to the International Monetary Fund (IMF) "Consumer protection risks remain substantial given limited or inadequate disclosure and oversight" of cryptocurrency assets.

I am available as always, if you would like to discuss this matter further.

*Cc: Laura Thezine, Assistant Finance Director*

# March 21, 2022 - March 27, 2022

March 2022							April 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4 5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

## Monday, March 21

- 12:00am Duane ooo
- 12:00am Brenda ooo
- 7:30am - 8:30am Begin CIL (CM Office)
- 8:30am - 8:40am New employee orientation (First Floor Conference Room) - Bast, Dot ↻
- 9:00am - 10:00am Introduction to Hugh B. Dunkley, Finance Director (Conference Room - Commission Chambers) - Vega, Brenda
- 10:00am - 11:30am Mayor mtg w/CM Moore Re: Agenda & Updates (1st Floor Conference Room) - Rangel, Delores ↻
- 10:30am - 11:30am Introduction to Hugh B. Dunkley, Finance Director (Conference Room - Commission Chambers) - Vega, Brenda
- 11:30am - 1:00pm TK (TK)
- 2:00pm - 2:30pm Process JD Trans. (CM Office)
- 3:00pm - 4:30pm VM Johnson Mtg w/CM Moore Re: Agenda & Updates (Commission Conference Room) - Rangel, Delores ↻

## Tuesday, March 22

- 8:00am - 9:00am New Director of Finance Office of the City Manager Orientation (CM Office) - Terrence R. Moore
- 9:00am - 10:00am Sam Metott Annual Performance Evaluation (CM Office) - Terrence R. Moore
- 10:00am - 11:00am Approved Annual Document Formatting Based on Internal Auditor Recommendations (CM Office) - Terrence R.
- 10:30am - 11:30am Compile Information Letter Report - Updated Revisions to Proposed and Approved Annual Budget Format (CM Office) - Vega, Brenda
- 12:15pm - 1:00pm Meeting with Mitchell Katz (City Manager's Office) - Vega, Brenda
- 2:00pm - 2:30pm Meeting with Kelcey Brooks re: Historical Black College University/ College Football Game at FAU 2022 (City Manager's Office) - Vega, Brenda
- 3:00pm - 4:00pm CRA Workshop Meeting (Arts Warehouse) -
- 4:00pm - 6:00pm CRA Regular Board Meeting (Arts Warehouse) -
- 5:00pm - 6:00pm Compile and Deliver (CM Office)

## Wednesday, March 23

- 7:30am - 8:30am Kiwanis Club of Delray Beach (Delray Beach Golf Club (2200 Highland Ave, Delray Beach, FL 33445)) ↻
- 8:30am - 9:00am Meeting with Barry Tantleff of the DB Police Dept Volunteer Corps (City Manager's Office) - Vega, Brenda
- 9:00am - 10:00am Agenda Review Meeting (April 5 CC Meeting) (City Hall 1st Floor Conference Room) - Conference Room -
- 10:00am - 11:00am Compile Information Letter Report - Anticipated Schedule to Administer Water Utility Rate
- 10:45am - 11:30am TRAVEL TIME
- 11:30am - 1:00pm PBC League of Cities General Membership Meeting (Gaines Park, 1501 North Australian Avenue, West Palm Beach) -
- 3:00pm - 4:00pm Special Event Consideration at OSS Complex (CM Office) -
- 3:00pm - 3:30pm 23
- 4:00pm - 5:00pm Travel Time
- 5:00pm - 6:30pm School Board Meeting (3300 Forest Hill Boulevard, Delray Beach) -

## Thursday, March 24

- 8:30am - 9:00am Meeting with Jimmy Crews re: Utilities Customer Service (City Manager's Office 100 NW 1st Avenue, Delray Beach, FL) -
- 9:00am - 9:30am Follow Up Discussion Relative Future Opportunities (Conference Room - City Manager) - Vega, Brenda
- 10:00am - 11:00am Follow-Up Analysis and Considerations Regarding Ocean Rescue Reorganization (CM Office) - Terrence R.
- 11:30am - 12:30pm Compile Information Letter Report - Evaluation of Cryptocurrency as an Investment Policy
- 2:00pm - 3:30pm Various (Various) ↻
- 3:30pm - 4:30pm Compile Information Letter Report - Current Status Regarding Palm Beach County's Efforts to Repair George
- 4:00pm - 6:00pm City of Delray Beach Pedestrian and Bicycle Master Plan Public Meeting (Veterans Park, 802 Northeast 1st Street, Delray Beach) -
- 4:00pm - 5:00pm Agreement Considerations Involving Boca Raton
- 4:30pm - 5:00pm Various Follow-Up (CM Office) - Terrence R.

## Friday, March 25

- 7:30am - 9:00am Finalize CIL (CM Office) ↻
- 9:00am - 9:30am Meeting with Janet Meeks re: Follow-Up and Direction (City Manager's Office) - Terrence R. Moore
- 9:45am - 10:00am Travel Time
- 10:00am - 11:00am 98 NW 5th Avenue Groundbreaking Ceremony
- 11:00am - 1:30pm PBCCMA (Monthly) Meeting (City of West Palm Beach, Flagler Gallery (First Floor) 401 Clematis Street, West Palm Beach) -
- 11:15am - 12:15pm Mtg. w/Boca Museum of Art (City Manager's Office, 100 NW 1st Avenue, Delray Beach) - Graikowski, Beverly
- 1:30pm - 2:00pm Travel Time
- 2:00pm - 3:00pm Comm. Casale mtg w/CM Moore Re: Updates (City Manager's Office) - Rangel, Delores
- 3:30pm - 5:00pm Finish Chief Sims Annual Performance
- 4:30pm - 5:30pm MD (CM Office)
- 5:30pm - 6:00pm Reminder: ICMA CoachConnect with Alex

## Saturday, March 26

- 10:00am - 4:00pm DB American Little League Opening Day (Pompey Park 1101 NW 2nd Street)
- 10:00am - 2:00pm Community Resource Fair Hosted by NCS (OSS)
- 10:00am - 11:00am Delray Beach Tennis Center (Clay Court #8) ↻
- 12:00pm - 2:00pm Various, CIL Notes, etc. (CM Office)

## Sunday, March 27