



# 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

June 21, 2024

### **Project Financing Transaction Process to Support Construction of New Water Treatment Plant Facility**

With final approval granted by City Commission a couple weeks ago for the Office of the City Manager to formally accept and process the Florida Department of Environment Protection's revolving fund program application to help support design of the new water treatment plant facility, as well as for construction costs for a new deep injection well (for disposal of concentrate water as a function of respective nanofiltration treatment), please be advised that necessary processes will soon be initiated to direct project financing processes to ultimately fund the predominance of transactions for full implementation.

As highlighted in the attached (previously shared) project schedule, current trajectory for respective development and construction involves groundbreaking activities to begin circa next summer, with opening and operations to commence late 2027 to early 2028.

A formal resolution to approve applicable project financing options (based on evaluation of options from the traditional bond market, as well as other interest rate competitive opportunities to do so) are therefore anticipated for City Commission review and recommendation circa early 2025, soon after guaranteed maximum price for project implementation has been determined.

### **Municipal Expenditure Pressure Trends and Comparative Analysis Vis-à-Vis Ad Valorem Tax Revenues**

As Fiscal Year 2024-2025 Proposed Budget recommendations become finalized in the coming days, an ancillary econometric exercise to help support resulting millage rate considerations involves trend analysis regarding aggregate municipal expenditures experienced in Delray Beach during the past 10 years.



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As referenced in the attached electronic mail message from Chief Financial Officer Hugh Dunkley, while the City's expenditures increased by \$87.3 million during this period, property tax revenue only increased by \$52.8 million.

Given the general consensus offered during the June 11<sup>th</sup> workshop meeting to offer proposed budget recommendations that continue to support current levels of service for municipal operations, an emphasis regarding aforementioned expenditure inflationary analysis will now become an ancillary focus to ultimately help underscore the basis for specific millage rate considerations.

A public comment to this effect will likewise be included as part of an introductory overview as noted via the July 9<sup>th</sup> budget workshop meeting.

### **Potential Collaboration Regarding Haitian Community Center Involving Palm Beach County**

In response to an update recently provided regarding the prospect of the City of Delray Beach collaborating with Palm Beach County to develop a Haitian community/resource center in our community, please be advised that review and evaluation to date recently included site visits involving both Palm Beach County District 7 Commissioner Mack Bernard and Palm Beach County Administrator Verdenia Baker.

As noted in the attached electronic mail message from Director of Neighborhood and Community Services Sam Walthour, present considerations involve a review of the Neighborhood Resources Center facility located on Southwest 12<sup>th</sup> Avenue, resulting in a pending evaluation to help determine the feasibility of either new construction and/or physical enhancements to the current structure for future use as outlined.

The Office of the City Manager will likewise host a follow-up meeting to this effect with Palm Beach County leadership Friday, July 19<sup>th</sup>. Respective recommendations for City Commission review and consideration are therefore anticipated sometime soon thereafter.

## **Follow-Up Analysis and Considerations Regarding Super Senior Homestead Exemption**

While working with leadership of the Office of the Palm Beach County Property Appraiser to evaluate aggregate calculations for property valuation in Delray Beach and other data analysis necessary to help evaluate fiscal policy considerations for our community, both the Office of the City Manager and the Department of Finance were provided additional background information concerning the Super Senior Homestead Exemption Program.

Formally established over a decade ago, this opportunity allows eligible seniors in Palm Beach County the ability to claim an exemption equal to the total assessed value of their individual homes, so long as the value of the property is less than \$250,000.

As referenced in the attached electronic mail message exchange involving Chief Financial Officer Hugh Dunkley and Palm Beach County Tax Roll Coordinator Dino Maniotis, it has been determined that approximately 43 property owners in our community would be eligible for this benefit should the City of Delray Beach elect to adopt this program.

With Palm Beach County Property Appraiser Dorothy Jacks currently scheduled to join us for a presentation relative to valuation analysis and outlook during an upcoming regular meeting, more information regarding this possibility will be offered at that time.

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

With the reorganization of the Utility Billing Division now experiencing nearly three months of implementation, both Director of Utilities Hassan Hadjimiry and I are extremely pleased with overall progress relative to applicable internal daily operations. I was therefore able to join Mr. Hadjimiry this morning for a staff



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meeting discussion as noted, enabling me to offer my personal appreciation for respective employee contributions and teamwork to date.

As mentioned publicly during the May 21<sup>st</sup> regular City Commission meeting, successful outcomes to this effect include a tremendous reduction in expectations relative to estimated billing practices, now representing a mere 2% of all accounts currently being processed. Much of this is the result of outlier events such as missing utility infrastructure and/or lack of immediate access to meters necessary to achieve accurate reads accordingly.

Likewise, between existing properly functioning Badger, Inc. meters, as well as mandatory readings being performed by assigned Department of Utilities staff, the resulting 98% rate for accurate readings represents excellent metrics in terms of applicable industry standards and guidelines.

Enclosures:

Project Schedule Graph – New Water Treatment Plant Facility

Electronic Mail Message from Hugh Dunkley – City of Delray Beach Expenditure Trends

Electronic Mail Message from Sam Walthour – Haitian Cultural/Resource Center

Electronic Mail Message Exchange Involving Hugh Dunkley and Dino Maniotis – Super Homestead Exemption

Calendar for Business Week of June 17, 2024

CM/Documents/City Commission Information Letter 111





## Terrence R. Moore

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**From:** Dunkley, Hugh  
**Sent:** Thursday, June 20, 2024 6:33 PM  
**To:** Terrence R. Moore  
**Subject:** City of Delray Beach General Fund Expenditure Trends

Mr. Moore –

In response to feedback received during our June 11<sup>th</sup> budget workshop regarding the increase in General Fund expenditures in relation to the increase in property tax revenues, I was able to compare the City's annual budget for Fiscal Years (FY) 2024 and 2014. There are some points that I believe that are worth mentioning – as follows:

1. The City's total budget increased by \$87.3M over the past 10 years.
2. While the City's expenditures increased by \$87.3M, property tax revenue only increased by \$52.8M.
3. Of the above total increase in property tax revenue, \$14.5M was remitted to the CRA in the form of tax incremental revenue. In 2014, the City remitted tax incremental revenues to the CRA totaling \$6.9M; in 2024, this amount rose to \$21.4M.
4. The lion's share of the increase in expenditures over this ten-year period was primarily due to the increase in the cost of personnel services, i.e., salaries and benefits, which accounted for \$45.0M of the \$87.3M increase. I have included a chart below for you to see what has led to the increase in expenditures over this time frame. Should you have any questions, please feel free to let me know. Thank you.

Row Labels	2014	2024	Difference
⊕ Capital Outlay	350,700	1,826,288	1,475,588
⊕ Debt Service	3,996,990	387,566	(3,609,424)
⊕ Grants and Aids	8,868,810	23,964,909	15,096,099
⊕ Operating Expenditures/Expenses	19,327,600	40,981,516	21,653,916
⊕ Other Uses	3,266,870	10,991,886	7,725,016
⊕ Personnel Services	61,788,380	106,759,442	44,971,062
<b>Grand Total</b>	<b>97,599,350</b>	<b>184,911,607</b>	<b>87,312,257</b>



**Hugh B. Dunkley, CPA, CPFO, CGFO**  
Chief Financial Officer  
City of Delray Beach  
100 N.W. 1<sup>st</sup> Avenue  
Delray Beach, FL 33444  
(561) 243-6204  
[DunkleyH@mydelraybeach.com](mailto:DunkleyH@mydelraybeach.com)

**Terrence R. Moore**

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**From:** Walthour, Sammie  
**Sent:** Thursday, June 20, 2024 2:59 PM  
**To:** Terrence R. Moore  
**Subject:** Haitian Cultural/Resource Center

Mr. Manager,

Recent inquiries regarding the establishment of a Haitian cultural/resource center in the City of Delray Beach, resulted in your June 7, 2024 meeting with Palm Beach County Commissioner Mack Bernard and County Administrator Verdenia Baker. Following the meeting, staff accompanied the County officials to the Neighborhood Resource Center (NRC) for a tour of the facility and provided them with an overview of the existing services offered by the nonprofit tenants.

A potential collaboration of this nature would involve a range of considerations such as identifying a viable location (inclusive of use/expansion of the NRC building), resource mapping to ensure relevancy of services to be provided, upfront and ongoing community engagement for alignment and support, partnerships, and center management, to name a few. This appears to be a promising beginning to an effort that stands to bring needed services to the community and enhance the quality of life for the residents of the city.

We look forward to assisting in this effort.

Thanks,

**Sammie L. Walthour, MSM, Director**  
Neighborhood and Community Services Department  
100 NW First Avenue  
Delray Beach, FL 33444  
Work: (561) 243-7240  
Mobile: (561) 400-4511  
[www.delraybeachfl.gov](http://www.delraybeachfl.gov)



**TRUST: Transparency – Respect – Unconditional support – Shared vision - Teamwork**

**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.



## Terrence R. Moore

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**From:** Dunkley, Hugh  
**Sent:** Wednesday, June 19, 2024 10:13 PM  
**To:** Terrence R. Moore  
**Subject:** FW: Super Homestead Exemption - Delray Beach

Mr. Moore –

Regarding the “Super Senior” Homestead Exemption, the City of Delray Beach has approximately 43 residents who would qualify for this exemption, if enacted by the City Commission. Whereas the “regular” Senior Homestead Exemption would allow for an additional exemption of \$25,000 for qualifying residents, the Super Senior Homestead Exemption would provide for an exemption equal to the assessed value of the property to an owner who has title to real estate in the City with a just value less than \$250,000; who has maintained permanent residence on the property for at least 25 years; is 65 or older and who meet certain income requirements.

I will provide additional information regarding the total financial impact to the City when it is received from the Property Appraiser’s Office. Please see below e-mail string from the Property Appraiser’s Office and advise if you have any additional questions.



**Hugh B. Dunkley, CPA, CPFO, CGFO**  
Chief Financial Officer  
City of Delray Beach  
100 N.W. 1<sup>st</sup> Avenue  
Delray Beach, FL 33444  
(561) 243-6204  
[DunkleyH@mydelraybeach.com](mailto:DunkleyH@mydelraybeach.com)

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**From:** Dino Maniotis <dmanioti@pbcpao.gov>  
**Sent:** Wednesday, June 12, 2024 3:49 PM  
**To:** Dunkley, Hugh <DunkleyH@mydelraybeach.com>  
**Subject:** FW: Super Homestead Exemption - 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.

See below Hugh.



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Dino Maniotis, CFE  
Tax Roll Coordinator  
**Palm Beach County Property Appraiser's Office**  
301 N Olive Ave, West Palm Beach, FL 33401  
Tel: 561 355-2681 Fax: 561 355-3963  
Website: [www.pbcpa.gov](http://www.pbcpa.gov)

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**Recipient of the Certificate of Excellence in Assessment Administration**



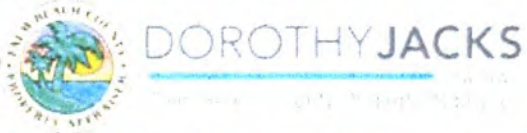
**From:** Kristin Deese <[KDeese@pbcpa.gov](mailto:KDeese@pbcpa.gov)>  
**Sent:** Wednesday, June 12, 2024 3:40 PM  
**To:** Dino Maniotis <[dmanioti@pbcpa.gov](mailto:dmanioti@pbcpa.gov)>  
**Subject:** RE: Super Homestead Exemption - Delray Beach

Hi there,

Delray Beach does not have the Municipal Senior that I am aware of but if it did 1,015 would be eligible for that. Of the 1,015 Senior exemptions, 43 would be eligible for the Super Senior

Thank you,

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**From:** Kristin Deese  
**Sent:** Wednesday, June 12, 2024 3:33 PM  
**To:** Dino Maniotis <[dmanioti@pbcpa.gov](mailto:dmanioti@pbcpa.gov)>  
**Subject:** RE: Super Homestead Exemption - Delray Beach

Hi there,

For tax year 2024:

17,844 Homestead parcels  
1,015 Senior exemption parcels

Thank you,

**We Value What You Value**



**Recipient of the Certificate of Excellence in Assessment Administration**



**From:** Dino Maniotis <[dmanioti@pbcpao.gov](mailto:dmanioti@pbcpao.gov)>  
**Sent:** Wednesday, June 12, 2024 2:15 PM  
**To:** Kristin Deese <[KDeese@pbcpao.gov](mailto:KDeese@pbcpao.gov)>  
**Subject:** FW: Super Homestead Exemption - Delray Beach

Delray Beach is thinking about the Super Homestead exemption. Can you get us some numbers?  
Thanks

-----  
Dino Maniotis, CFE  
Tax Roll Coordinator  
**Palm Beach County Property Appraiser's Office**  
301 N Olive Ave, West Palm Beach, FL 33401  
Tel: 561 355-2681 Fax: 561 355-3963  
Website: [www.pbcpao.gov](http://www.pbcpao.gov)

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**Recipient of the Certificate of Excellence in Assessment Administration**



**From:** Dunkley, Hugh <[DunkleyH@mydelraybeach.com](mailto:DunkleyH@mydelraybeach.com)>  
**Sent:** Monday, June 10, 2024 4:48 PM  
**To:** Dino Maniotis <[dmanioti@pbcpao.gov](mailto:dmanioti@pbcpao.gov)>  
**Subject:** Super Homestead Exemption - Delray Beach

Dino –

The City of Delray Beach would like to discuss the possibility of entertaining this benefit and would like to know if you could provide us with any info that you have at your disposal regarding how many



homeowners would be eligible and the potential financial impact to the City. Thanks in advance for your assistance with this matter.



**Hugh B. Dunkley, CPA, CPFO, CGFO**  
Chief Financial Officer  
City of Delray Beach  
100 N.W. 1<sup>st</sup> Avenue  
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Under Florida Law e-mail addresses are public record. 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.

# June 17, 2024 - June 23, 2024

June 2024							July 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													

## Monday, June 17

- 12:00am S. Metott - Out →
- D. D'Andrea - Out
- 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 Meeting to Discuss Fiscal Year 2024-2025
- 10:00am - 11:00am Mayor Meeting w/CM Moore Re: Agenda &
- 10:00am - 10:30am Mayor MTG w/ Constituent (Commission
- 11:00am - 12:00pm Follow-Up Considerations to Determine Fleet
- 1:30pm - 2:30pm Various (Various) ↻
- 3:00pm - 4:00pm Commissioner Burns mtg w/CM Moore Re:
- 3:00pm - 3:30pm Vision for External Grant Opportunity Outreach
- 3:30pm - 4:00pm Follow-Up Direction and Expectations Relative
- 4:00pm - 5:00pm Review and Finalize Fiscal Year 2024-2025

## Wednesday, June 19

- Juneteenth Holiday
- 7:30am - 8:30am Kiwanis Club of Delray (Delray Beach Golf Club (2200 Highland Ave, Delray Beach, FL 33445)) ↻
- 8:30am - 9:00am Sam Metott Bi-Weekly Meeting (Office of the City Manager) - Terrence R. Moore ↻
- 9:00am - 9:30am Sam Metott Bi-Weekly Meeting (CM Office) - Terrence R. Moore ↻
- 11:00am - 12:00pm Commissioner Casale Meeting w/CM Moore Re: Agenda & Updates (CM Office) - Terrence R. Moore ↻
- 1:30pm - 2:30pm Various (Various) ↻
- 2:00pm - 2:30pm Jay Stacy Bi-Weekly Meeting (City Manager Office) - Vilain, Amanda ↻
- 4:00pm - 4:30pm Interim Fire Chief Green (CM Office) - Terrence R. Moore ↻

## Friday, June 21

- ← 12:00am S. Metott - Out
- 7:30am - 9:00am Finalize CIL (CM Office) ↻
- 8:00am - 10:00am Utilities Meeting (Conference Room - SOC Training) - Conference Room - SOC Training
- 9:30am - 10:30am Follow-Up Meeting with Purchasing Manager Candidate (CM Office) - Terrence R. Moore
- 10:30am - 12:00pm Various (Various)
- 11:30am - 12:30pm Birthday Celebration
- 1:30pm - 2:30pm Various (Various) ↻
- 4:00pm - 5:00pm Finalize and Submitted Gina Carter Annual Performance Evaluation (CM Office)
- 5:00pm - 6:00pm Initiate FLL/DFW (CM Office)

## Tuesday, June 18

- ← 12:00am S. Metott - Out
- 9:00am - 10:00am Discussion Regarding Direction on Opioid Litigation Funds (CM ConConference) - Terrence R. Moore
- 11:00am - 12:00pm Compile Information Letter Report - Inflationary Pressure Trends and Comparative Analysis to Ad
- 11:30am - 12:30pm Compile Information Letter Report - Follow-Up Analysis Considerations Regarding Super Senior
- 1:30pm - 2:30pm Various (Various) ↻
- 2:30pm - 3:00pm Gina Carter Bi-weekly Meeting (CM Office) - Terrence R. Moore ↻
- 4:00pm - 5:00pm Compile Information Letter Report - Considerations Regarding Haitian Community Center Involving
- 6:00pm - 10:00pm June 18th Commission Meeting - Viewing of Presentations (Microsoft Teams Meeting) - Harris, Patrice
- 6:00pm - 9:00pm Regular Commission Meeting (Commission

## Thursday, June 20

- 12:00am S. Metott - Out →
- 9:00am - 10:00am Compile Information Letter Report - New Water Treatment Plant Revenue Bond Transaction Process (CM Office) -
- 10:00am - 10:30am Sammie Walthour - Bi-weekly Meeting with ACM Jeff Oris (City Manager's Office) - Walthour, Sammie ↻
- 11:30am - 12:00pm JANAI BOWENS - BI-WEEKLY MEETING (CM OFFICE) - Oris, Jeff ↻
- 1:00pm - 2:00pm Ancillary Thought and Input RE: Financial Mgmt. for CODB (CM Office) - Terrence R. Moore
- 1:30pm - 2:30pm Various (Various) ↻
- 2:00pm - 2:30pm Katerri Johnson Bi-Weekly Meeting (Office of the City Manager) - Vega, Brenda ↻
- 3:00pm - 4:30pm Various (Various) ↻
- 4:30pm - 5:00pm Process GT (CM Office)
- 5:00pm - 6:00pm Compile and Deliver (CM Office)

## Saturday, June 22

- 10:00am - 11:00am Delray Beach Tennis Center (Hard Court #1) ↻
- 11:30am - 1:30pm Various, CIL Notes, etc. (CM Office) ↻

## Sunday, June 23

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