



# CITY OF DELRAY BEACH

## OFFICE OF THE CITY MANAGER

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

Delray Beach

Florida



All-America City

1993-2001-2017

1993-2001-2017

### City Commission Information Letter Summary

**April 17, 2026**

#### **Selection of New Chief Procurement Officer**

- The City has completed the selection process for a new Chief Procurement Officer.
- Paul P. Narcisse was selected and brings more than 20 years of purchasing, procurement, and supply chain leadership experience in both the public and private sectors.
- His government experience includes serving as Director of Procurement for Baton Rouge, Louisiana, where he improved contract negotiations, procurement guidelines, and purchasing audits.
- His first day is scheduled for Monday, April 27, and he will be introduced publicly at the May 5 City Commission meeting.

#### **Formal Contractor Notice to Proceed for Construction of New Water Treatment Plant Facility**

- Since the January 29 groundbreaking, the City and CDM Constructors have been working through preconstruction planning and site preparation.
- The City also approved direct purchases of equipment and materials to take advantage of Florida sales tax exemptions.
- The official Notice to Proceed has now been issued, allowing construction timelines to move forward.
- Substantial completion is expected by August 2028, with final completion projected for October 2028.

#### **Considerations for Law Enforcement Trust Fund Supported Scholarships for Delray Beach High School Seniors**

- The City is considering using the Law Enforcement Trust Fund to create scholarships for students at Atlantic High School and Village Academy.

**S**ERVICE • **P**ERFORMANCE • **I**NTEGRITY • **R**ESPONSIBLE • **I**NNOVATIVE • **T**EAMWORK



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- The scholarships would support four deserving Delray Beach resident seniors interested in careers in law enforcement or other public service.
- The financial support would help cover tuition and related college expenses.
- City Commission is expected to review the proposal soon, and scholarship recipients would later be recognized at employee award programs and other events.

### **Annual Allocation Increase for Delray Beach Community Development Block Grant Program**

- Delray Beach will receive \$474,697 in Community Development Block Grant funding for the coming program year.
- This represents an increase of \$16,000, or 3.4%, over the previous allocation of \$458,697.
- The increase is based on HUD's annual review of demographic changes and other funding factors.
- The City expects only minimal changes in outcomes for its current housing rehabilitation programs.



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## City Commission Information Letter

**April 17, 2026**

### **Selection of New Chief Procurement Officer**

The Office of the City Manager is pleased to report that the selection process necessary to hire a new chief procurement officer concluded earlier this week.

Mr. Paul P. Narcisse brings to the role over 20 years of both public and private sector purchasing and procurement management and leadership experience. Professional background to date included a broad array of functions involving supply chain management, as well as organizational procurement in various companies nationally.

His most productive local government contribution involved several years of service as Director of Procurement for the City of Baton Rouge, Louisiana. Mr. Narcisse's resulting record of achievement in this capacity included innovative contract negotiations strategies, revamping guidelines for Requests for Proposal, Requests for Qualifications, and bid processes, as well as review/audits of purchasing activities to help identify potential risks and areas for improvement, all align with applicable path forward expectations for the City of Delray Beach.

Previously based in Connecticut, Texas, and Louisiana, Mr. Narcisse is currently a resident of South Florida. His educational background includes a Bachelor of Science in Finance from Sacred Heart University, as well as advanced professional certifications in Six Sigma and Lean Manufacturing.

As Mr. Narcisse is currently finalizing necessary pre-employment arrangements, his first day of service is scheduled for Monday, April 27<sup>th</sup>. He will likewise be introduced publicly during the May 5<sup>th</sup> regular City Commission meeting.

Meanwhile, much appreciation to the interview panel that greatly assisted the Office of the City Manager via the evaluation of candidates that ultimately became finalists for this opportunity. This included Assistant City Manager Jeff Oris; Chief Financial Officer Henry Dachowitz; and Director of Human Resources Duane D'Andrea.

**S**ERVICE • **P**ERFORMANCE • **I**NTEGRITY • **R**ESPONSIBLE • **I**NNOVATIVE • **T**EAMWORK

**Formal Contractor Notice to Proceed for Construction of New Water Treatment Plant Facility**

Since the January 29<sup>th</sup> groundbreaking event to celebrate the initiation of the new water treatment plant facility, involved professionals, including representatives from the City's construction contractor, CDM Constructors, Inc., have been extremely busy preparing to finalize details necessary to engage external construction services accordingly. This included various preconstruction meetings necessary for site preparation, as well as approving transactions for equipment and material direct purchase to help take advantage of Florida sales tax exemptions as a local government entity.

Both the Office of the City Manager and that of Director of Utilities Hassan Hadjimiry are pleased to report that the Notice to Proceed necessary to establish both construction start and completions dates accordingly was successfully issued a few weeks ago.

As referenced, the substantial completion date is anticipated by August 2028, with a final completion timeline of October 2028.

**Considerations for Law Enforcement Trust Fund Supported Scholarships for the Delray Beach High School Seniors**

Please be advised of pending recommendations to advance use of the City's Law Enforcement Trust Fund to establish a scholarship initiative to help benefit students at both Atlantic High School and Village Academy that may have interests in pursuing careers in either law enforcement or other public service.

As noted in the attached electronic mail message from Chief of Police Darrell Hunter, considerations to advance opportunities in these regards are being contemplated for four deserving high school students (that are Delray Beach residents) interested in academic pursuits that would support career goals and aspirations as noted. Resulting financial support would likewise help mitigate college tuition and other related expenses that may otherwise not become possible.

An opportunity for City Commission to formally endorse this effort will likewise become available via regular meeting in the coming weeks. Additionally, once students are selected for scholarships, formal recognitions to help acknowledge involved youth for resulting dedication, character, and academic promise, will be featured during employee quarterly award programs and other events to celebrate outcomes accordingly.

### **Annual Allocation Increase for Delray Beach Community Development Block Grant Program**

As the City of Delray Beach maintains its standing with the United States Department of Housing and Urban Development (HUD) as a Community Development Block Grant (CDBG) Entitlement Recipient, please be advised of a pending adjustment for the coming program year.

As referenced in the attached electronic mail message exchanging involving Director of Neighborhood and Community Services Jeri Pryor and Neighborhood Services Administrator Tavarous Parks, the City of Delray Beach will receive a total CDBG allocation of \$474,697 for the coming program year. This outcome represents \$16,000, or a 3.4% increase from the previous allocation amount of \$458,697.

The basis for this adjustment is a function of HUD's annual distribution review and analysis of demographic changes and other metrics to determine specific funding considerations. Likewise, Neighborhood and Community Services anticipate minimal changes in service outcomes involving existing housing rehabilitation programs.

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

Several events and engagements that yielded opportunities for elected officials to greet and kindly interact with staff from various departments took place this week at several venues throughout the community. This included Monday's Kiwanis Story Trail dedication at Barwick Park; Wednesday's advocacy presentation before the Lake Worth Drainage District Board of Supervisors concerning tree preservation efforts (as a feature of the Delray Beach Municipal

## **City Commission Information Letter**

**April 17, 2026**

**Page 4**

Golf Course Renovation Program); and yesterday's employee quarterly service awards program here at City Hall.

In addition to my individual appreciation for members of City Commission taking time for respective participation at highly anticipated and well-regarded meetings, activities, and functions, I am also confident that all others who attended very much valued opportunities for interaction that otherwise may not have become possible.

Enclosures:

Resume for Newly Selected Chief Procurement Officer Paul P. Narcisse  
Notice to Proceed for CDM Constructors, Inc. – Water Treatment Plant Progressive Design Build – RFQ 2023-066  
Electronic Mail Message from Chief Hunter – Delray Beach Law Enforcement Trust Fund Scholarship Initiative  
Electronic Mail Message Exchange Involving Jeri Pryor and Tavarous Parks – CDBG FY 2026 Allocation  
Calendar for Business Week of April 13, 2026

CM/Documents/City Commission Information Letter 181

## Paul P. Narcisse

### EXECUTIVE PROFILE:

- Versatile, leader with 20 plus years' experience (Private and Public Sector) increase proficiencies, cost reduction, inventory management, and strategic sourcing. Expertise in strategic planning, analyzing processes, and project management.
- As the Government Purchasing Director of City of Baton Rouge, I recognize the critical role that procurement plays in the effective functioning our City Parish and the responsible utilization of public funds. My primary objective was to ensure that our procurement processes are conducted ethically, competitively, and with a clear focus on achieving value for money.
- Reputation for getting the job done and collaborating key stakeholders to grow business and maintain a competitive edge.
- Over 15 years of experience with supply chain processes, MRPs, and ERPs including SAP, Oracle and Manugistics.
- Over 6 years of experience with Ariba Source and Buyer/P2P modules.
- Project team leader for Ariba.
- Procurement Super User for Ariba.
- SAP (implementation, upgrade, business intelligence), Project team leader for SAP PP Implementation.
- SAP PP Super User for Procurement Team
- Logic Source Inc – Managed over \$55 million in spend and with an averaged a cost savings of 5% to 10% hitting bottom line.
- Dr. Pepper Snapple Group – Managed over \$250 million in spend and averaged a cost savings of 8% to 12%
- Coty US LLC - Generate monthly master production schedule for respective brands. Develop master production plans and schedules for 20 brands, ensuring production with all manufacturing.
- United Distillers and Vintners NA - Performed EFT to US Customs for third party warehouses.
- United Distillers and Vintners NA - Managed \$30 million in operating accounts payable for all third party warehouses.
- United Distillers and Vintners NA - Manage and analyze data sources for a product line 110 brands strong.
- United Distillers and Vintners NA - Conduct extensive data and root cause analysis of multiple information streams
- United Distillers and Vintners NA - identified risks and opportunities to the overall supply plan.
- Finance Group - Determined fiscal year-end marketing expense accrual for accounting purposes
- Finance Group – Managed and audited programs with FY budget over \$51 million in spend
- Allied Domecq Plc - Responsibilities for CEO special projects.

### EDUCATION:

#### B.S. Finance

- Sacred Heart University (Fairfield, CT):

#### A.A.S. Accounting

- Norwalk Community College (Norwalk, CT)

### SPECIAL SKILLS:

- Experience with (NAFTA – Commercial invoices, Bill of lading, 7512 bonded international shipments) and US Customs Clearance from Mexico and overseas.
- Knowledge of Micro Soft Office Products, SAP, Ariba, Excel, Lotus 1-2-3, Ami Pro, and Lotus Notes, Manugistics 6.0. Macola, MUNIS
- Extensive use of Oracle, COGNOS, and Access databases.
- Fluent in French.
- Strong communication, trouble shooting, analytical skills, sharp, detail-oriented, responsible, and great interpersonal skills.
- Six Sigma and Lean Manufacturing experience.

## **Founder & Principal Consultant**

**Narcisse & Partners International LLC (NPI Advisors) – Miami, FL**

**March 2025 – Present**

[www.npiadvisors.com](http://www.npiadvisors.com)

- Lead a strategic advisory firm specializing in procurement, government contracting, economic development, and organizational transformation for public and private sector clients.
- Spearhead disparity studies, DEI-centered procurement initiatives, and capacity-building programs for local governments, economic development agencies, and nonprofit coalitions.
- Manage cross-functional teams across partner organizations to deliver large-scale research and policy projects including procurement equity analyses and supplier diversity initiatives.
- Develop and implement procurement strategies, vendor engagement frameworks, and compliance structures that improve access and transparency in public-sector procurement.
- Provide expert guidance on competitive bidding, proposal development, and supplier performance metrics, resulting in millions in public/private contract awards for clients.
- Facilitate workshops and training programs on procurement best practices, small business inclusion, and grant development, impacting over 500 entrepreneurs and civic leaders.
- Serve as lead strategist on multi-agency collaborative initiatives focused on inclusive economic growth, human-centered policy design, and innovation in civic infrastructure.
- **Key Projects & Clients Include:**
  - Disparity Study
  - Economic Inclusion Program Development – Southeastern U.S. municipalities
  - Procurement Innovation Roadmap – Minority Supplier Development Projects
  - Training & Workforce Strategy

## **PROFESSIONAL EXPERIENCE:**

### **Procurement & Supplier Diversity Director**

**2022 - 2025**

#### **City of Baton Rouge, Baton Rouge, LA**

- Developed and implemented purchasing policies and procedures that align with Public Bid law and regulations.
- Supervision of purchasing staff (20 employees) to monitor their performance and ensure compliance with policies and procedures.
- Develop and manage Supplier evaluation and selection process.
- Responsible for Risk and compliance management.
- Lead contract negotiation.
- Conduct audits and reviews of purchasing activities to identify potential risks and areas for improvement.
- Communicating with stakeholders (agencies) to identify their requirements and preferences in procurement decisions.
- Established guidelines for implementing RFQ's, RFP's, Informal and Formal Bids.
- Creation of SOP's and manuals for conducting business in purchasing department.
- Responsible for collaboration for initiatives for cost reductions and implementing cost saving Initiatives through value optimizations, strategic sourcing, or payment terms benefits.
- Monitoring, reviewing, and analyzing bids and quotes with suppliers including the negotiation of service agreements and contracts.
- Establishing and maintaining Baton Rouge City Parish budget and streamlining costs.
- Maintaining knowledge of the market, in addition to current prices and fair rates for goods.
- Special projects for Metropolitan Council Members.
- Fairness and Equal Opportunity. Responsible for creating a level playing field for all suppliers on of our newly created department of "Socially Economically Disadvantaged Business Enterprise team".

**PROFESSIONAL EXPERIENCE:****Sr. Manager, Procurement****2021 - 2022****Scout and Cellar, Dallas, TX**

- Responsible for developing a strategic approach to the corporate procurement and material process.
- Direct and manage the Procurement process optimization.
- Drive RFP Management.
- Develop and manage Supplier evaluation and selection process.
- Responsible for Risk and compliance management.
- Lead contract negotiation.
- Inventory management and data analysis.
- Responsible for company sustainability.
- Established guidelines for approving purchase orders, set purchasing policies and budget for materials. AOP process with Finance team.
- Responsible for collaboration for initiatives for cost reductions and implementing cost saving Initiatives through value optimizations, strategic sourcing, or payment terms benefits.
- Monitoring, reviewing, and analyzing bids and quotes with suppliers including the negotiation of service agreements and contracts.
- Maintaining company budget and streamlining costs.
- Maintaining knowledge of the market, in addition to current prices and fair rates for goods.
- Communicate with ELT regularly with any potential stockouts or risk to the business.
- Special projects for COO

**PROFESSIONAL EXPERIENCE:****General Manager****2019 - 2021****48Forty Solutions, Dallas, TX**

- Direct, manage and hold complete P&L responsibility for the Plant.
- Drive Safety Performance across the Plant.
- Provide leadership to the entire staff to effectively recruit, train, develop, evaluate, motivate, delegate and monitor their activities.
- Control and monitor operation activities, including local transportation activities to maintain compliance with all Federal, State and local laws (OSHA, DOL, DOJ, EPA, FD).
- Developed a balanced approach to maximize best operational practices and cost efficiencies across the Plant while maintaining critical quality and raw material utilization standards that were necessary to maintain customer satisfaction and Plant profitability.
- Ensure the consistent execution of all SOPs throughout the Plant and in accordance with the organization business units.
- Own and drive cost control initiatives and process control within the Plant.
- Responsible for managing a comprehensive sales funnel that delivers new business wins in existing and new verticals as well as lane expansions with existing customers while aligning with strategic initiatives of the Region and overall business.
- Develop and implement marketing strategies that enable growth and increased profitability through pricing strategies and identification of new segment opportunities.
- Ultimately responsible for the development and execution of strategies and processes surrounding the continuous improvement of all aspects of the site P&L, including business development, safety, quality, service and cost.
- Support and ensure compliance with company safety programs and initiatives as well as all applicable OSHA and state workplace safety laws.
- Ensure compliance with building security requirements.
- Prepare various reports and analyses as required by customer and management.

**General Manager****2018 - 2019****Pollo Regio., Grand Prairie, TX**

- Plan, direct and coordinate company's food distribution and warehouse operations.
- Formulate policies, managing daily operations, and plan the use of material and human resources.

- Manage and establish operational procedures for activities such as verification of incoming and outgoing shipments, handling & disposition of materials, keeping warehouse inventory current and delivering all customer orders and transfers.
- Address unacceptable conditions from both a safety and housekeeping perspective.
- Manage and ensure that all Fleet equipment are in compliance with DOT standards.
- Manage and motivate a large staff of managers, employees and temporary workers.
- Ensure that customer's service expectations are met, including achieving all service levels metrics and quality performance goals.
- Communicate and interact with customers and various internal functional departments (i.e. IT, HR, Accounting, etc.) in order to resolve issues, capitalize on opportunities and improve business and service performance.
- Responsible for adequacy and assessment of areas of risk for Request for Proposals (RFPs) related to procurement.
- Generate, cultivate and communicate ideas for continual improvement of processes and activities across all areas of the operation.
- Support and ensure compliance with company safety programs and initiatives as well as all applicable OSHA and state workplace safety laws.
- Ensure compliance with building security requirements.
- Prepare various reports and analyses as required by customer and management.
- Identify gaps in existing systems and processes, proposing solutions that improve operational efficiency.

**Director, Supply Chain & Procurement**

**2017 - 2018**

**CBI Laboratories., Ft. Worth, TX**

- Directs daily activities of the organizational staff of customer service, planning, procurement and warehousing members to ensure effective efficiencies in compliance with corporate, contractual and legal requirements.
- Lead and create the supply chain goals and strategies for improving the operations and processes within Inventory and Distribution.
- Employs Lean methodologies and tools in order to accomplish business activities.
- Plan, organize, directs and controls inventory levels, stock replenishment, order filling, and delivery scheduling to achieve financial, inventory control, service level and employee satisfaction objectives.
- Define KPI's and metrics for Customer Service, Planning, Purchasing and Warehousing.
- Establishes and implements effective procurement policies to ensure continued success in customer satisfaction.
- Develop sourcing agreements, provide proposal support, and negotiate limits of authority delegated by the department.
- Responsible for adequacy and assessment of areas of risk for Request for Proposals (RFPs) related to procurement.
- Directs the resolution of supplier problems regarding schedule, quantities, manufacturers and specifications. Leads in the resolution of significant disputes.
- Manage and Supervises a staff of 30
- Project Lead team lead for Macola and JDE

**Director, Supply Chain & Packaging**

**2016 - 2017**

**Logic Source Inc., Richardson, TX**

- Develop, advocate, and implement sourcing strategies on behalf of clients for physical marketing categories including; printed materials, interior signage and packaging materials under my responsibility (HDPE containers, totes and handles, printed shrink, BIB (bag in the box), hi-cone, stickers and other materials) to achieve short and long-term savings targets.
- Analyze client spend and procurement processes to identify opportunities to optimize efficiency, process compliance, quality and cost.
- Counsel internal and client stakeholder's specifications improvement and value engineering to drive cost containment and savings
- Foster vendor ecosystem by maintaining in-depth knowledge of and relationships with the national vendor marketplace in these categories
- Advise client terms on vendor performance, strategic alliances and opportunities to leverage total spend under management

- Maintain a supplier management structure and process to vet, on-board, monitor and audit suppliers
- Manage relationships with the existing suppliers and work with Procurement to eliminate existing constraints.
- Maintain and provide a current understanding of industry best practices and technology trends Support the IPM process to ensure successful new product launches.
- Develop and lead the strategy to mitigate supplier and industrial risks within the categories under my responsibility (Risk Management).
- Evaluate supplier capabilities and establish sources for new technologies and markets as dictated by business requirements.
- Procurement Super User for Ariba.
- Project team leader for Ariba.

**Strategic Sourcing Analyst, Supply Chain Procurement, Operations Group  
Dr Pepper Snapple Group, Plano, TX**

**2011 - 2016**

- Develop, advocate, and implement sourcing strategies for the materials under my responsibility (HDPE containers, totes and handles, printed shrink, BIB (bag in the box), hi-cone, stickers and other materials) to achieve short and long-term savings targets, taking into account total end to end supply chain costs.
- Where appropriate, rationalize the number of suppliers utilized to drive volume leverage, while maintaining assured supply at high quality and service level standards – (current spend of ~\$250 million over 30 suppliers).
- Manage relationships with the existing suppliers and work with Procurement to eliminate existing constraints.
- Lead industry best practices and technology trend initiatives, supporting the IPM process to ensure successful new product launches.
- Developed and lead strategies to mitigate supplier and industrial risks (cost avoidance of ~\$100 million).
- Responsible for monthly PPV (Price Purchases Variance) root cause analysis, and forecasting for leadership presentations.
- Prepare the Annual Operating Plan (AOP) for core categories ensuring operating goals were met.
- In collaboration with the innovation groups, evaluate supplier capabilities and establish sources for new technologies and markets as dictated by business requirements.
- Procurement Super User for Ariba.
- Project team leader for Ariba.
- SAP (implementation, upgrade, business intelligence), Project team leader for SAP PP Implementation.
- SAP PP Super User for Procurement Team

**National Material Planner, Supply Chain Dept, Operations Group  
Dr Pepper Snapple Group, Plano, TX**

**2005 - 2011**

- Planned the production and movement of materials for suppliers, co-packers and company owned production facilities consistent with the delivery of the lowest total delivered economic cost to Dr Pepper Snapple Group operating units.
- Developed and execute strategies, policies and procedures to ensure the company receives the highest levels of quality and service while minimizing the cost of inventory, storage, transportation and obsolescence risk.
- Manage relationships with existing suppliers while collaborating with Procurement to eliminate existing constraints.
- Determine the economic order quantity for "A" items. i.e. Snapple Teas and Dr. Pepper carbonated platforms.
- Support the IPM process to ensure successful new product launches.
- Develop strategies to meet and improve inventory turns resulting in inventory reduction from "28" days to "14" days.
- Instruct Inventory Planners in the development of plans to balance raw material inventory with scheduled production to avoid material obsolescence and shortage of materials.
- Execute the phase in/out strategies of promotional and product discontinuations. Work with R&D to explore possibilities of reformulation due to slow moving items.
- Prepared run-out analysis to determine soft and hard conversions for new product launch.

**Supply, Materials and Inventory Planner, Network and Supply, Operations Group  
United Distillers and Vintners NA, Diageo Plc, Stamford, CT**

**1999 - 2004**

- Analyze and manage data sources for a product line of 110 brands, 650 item codes, greater than 1,200 SKU's.
- Responsible to develop monthly 12-month rolling supply plans for all Domestic & Foreign plants –MPS (Master Production Scheduling).
- Responsible to identify risks and/or opportunities to the overall supply plan and execute necessary changes. Perform root cause and trend analysis for critical case volume and inventory valuation data streams.
- Manage both mid and long (3-12 months) range material requirements planning – MRP, maintain consistent inventory management practices.
- Monitor blanket Purchase Orders for completeness and inventory balances - coordinate updates with Procurement.
- 2nd level material supply issue resolution (particularly shared materials) with suppliers - if plants cannot resolve on their own.
- Primary material planning contact for Brand Change - component setups, run outs, write-offs, etc.
- Assist department leads in developing and implementing supplier inventory strategies - monitor supplier inventories against targets.
- Performed EFT to US Customs for third party warehouses.
- Maintained database to run daily exception reports and compiled month end performance reports. Managed operating accounts payable (approx. \$30mm) relating to all third party warehouses.



**NOTICE TO PROCEED**

Date: March 09<sup>th</sup>, 2026  
 To: CDM Constructors, Inc.  
 Address: 75 State Street, Suite 701  
 Boston, MA 02109.


**Re: Water treatment Plant Progressive Design Build – Phase 2 Services RFQ 2023-066**

You are notified that the Contract time under the above contract will commence to run on the notice to proceed (NTP) of the **2<sup>nd</sup>** day of **March, 2026**. By that date, you are to start performing your obligations under the Contract Documents. In accordance with the Agreement, the dates of Substantial Completion and the Final Completion are the **10<sup>th</sup>** day of **August, 2028** and the **20<sup>th</sup>** day of **October, 2028** respectively with the following durations:

- From NTP date to the Substantial Completion date: 892 calendar days.
- From the Substantial Completion date to the Final Completion date: 71 calendar days.

By this NTP, CDM Constructors, Inc. is obliged to meet the United States Environmental Protection Agency Per- and Polyfluoroalkyl Substances (PFAS) compliance date which is April 26, 2029 by starting to sample water one year in advance prior to the aforementioned compliance date.

The awarded amount for above referenced project services is **\$228,924,854.**

Signature:  Date: March 14, 2026

Print Name: Hassan Hadjimiry, PE.

Title: Utilities Director.

Entity: City of Delray Beach, Utilities Department.

- cc:
- Hassan Hadjimiry, City of Delray Beach Utilities Director.
  - Juan Guevarez, City of Delray Beach Assistant Utilities Director.
  - Michael Rezk, City of Delray Beach Utilities Principal Engineer.
  - Raed Ghantous, CDM Smith Project Manager.
  - Suzanne Mechler, CDM Smith Vice President.
  - Bradley Daane, CDM Smith Project Manager.

## Terrence R. Moore

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**From:** Hunter, Darrell  
**Sent:** Wednesday, April 1, 2026 4:52 PM  
**To:** Terrence R. Moore  
**Subject:** Delray Beach Law Enforcement Trust Fund Scholarship Initiative

Mr. Moore,

I am writing to respectfully request your support and consideration for the use of the Delray Beach Law Enforcement Trust Fund to establish a scholarship initiative for four deserving students from Atlantic High School and Village Academy. This initiative is consistent with Florida Statutes 932.7055 as it supports crime prevention and safe neighborhood objectives. Each recipient will be a Delray Beach resident, ensuring this investment directly benefits the community we proudly serve. Notably, the scholarship awarded to Atlantic High School will be designated for students enrolled in the Delray Beach Criminal Justice Academy, further supporting and encouraging those with an interest in public service and law enforcement careers.

This initiative reflects our continued commitment to strengthening meaningful partnerships within our community. By recognizing students who demonstrate dedication, character, and academic promise, we are reinforcing the importance of education while building positive relationships that extend beyond traditional law enforcement interactions.

As a department, we are guided by our core values Professional, Accountable, Consistent, and Engaged. This scholarship program is a direct reflection of those values, highlighting our commitment to being engaged with our youth, accountable in how we invest in our community, consistent in our outreach efforts, and professional in our approach to service.

I respectfully seek your support in advancing this initiative for consideration by the City Commission. Additionally, the scholarships could be formally presented during the City's quarterly awards ceremony at City Hall, providing an opportunity to publicly recognize these students and further highlight the City's commitment to investing in its youth.

I am confident this effort will have a lasting and meaningful impact not only for the students selected, but also in strengthening trust, engagement, and opportunity within our community.

Thank you for your leadership and continued support. I look forward to working with you to bring this initiative to fruition.



Chief Darrell K. Hunter, M.A.  
Delray Beach Police Department  
Ph: 561-243-7873  
Email: [Hunter@mydelraybeach.com](mailto:Hunter@mydelraybeach.com)  
Web: [www.mydelraybeach.com](http://www.mydelraybeach.com) or Delray Beach Police

**"We set the P.A.C.E."  
Professional, Accountable, Consistent, Engaged**

## Terrence R. Moore

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**From:** Pryor, Jeri  
**Sent:** Monday, April 6, 2026 2:50 PM  
**To:** Terrence R. Moore; Oris, Jeff  
**Cc:** Dachowitz, Henry; Aleman, Carmen  
**Subject:** FW: CDBG FY26 Allocation  
**Attachments:** FY2026-Formula-Allocations-All-Grantees.xlsx

FYI, our CDBG program will be receiving a \$16,000 increase in our Entitlement Allocation from HUD for FY 25/26.

**Jeri Pryor, BPM, MS**  
**Director**  
*Neighborhood & Community Services Department*  
100 NW 1<sup>st</sup> Avenue  
Delray Beach, FL 33444  
561-243-7240  
[pryorj@mydelraybeach.com](mailto:pryorj@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:** Parks, Tavarous <[ParksT@mydelraybeach.com](mailto:ParksT@mydelraybeach.com)>  
**Sent:** Monday, April 6, 2026 8:38 AM  
**To:** Comm. Improve./Neighborhood Services <[CINeighborhoodServ@ci.delray-beach.fl.us](mailto:CINeighborhoodServ@ci.delray-beach.fl.us)>  
**Cc:** Pryor, Jeri <[PryorJ@mydelraybeach.com](mailto:PryorJ@mydelraybeach.com)>  
**Subject:** CDBG FY26 Allocation

Good Afternoon Team,

Happy Monday! Our 2026 CDBG allocation has been released. We will be receiving \$474,697. This will be an 16K increase from our current fiscal year.

Thanks,

**Tavarous Parks, Administrator**  
*Neighborhood Services Department*  
100 NW 1<sup>st</sup> Avenue  
Delray Beach, FL 33444  
561-243-7282  
[ParksT@mydelraybeach.com](mailto:ParksT@mydelraybeach.com)



# April 13, 2026 - April 19, 2026

April 2026							May 2026							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
				1	2	3	4					1	2	
5	6	7	8	9	10	11		3	4	5	6	7	8	9
12	13	14	15	16	17	18		10	11	12	13	14	15	16
19	20	21	22	23	24	25		17	18	19	20	21	22	23
26	27	28	29	30				24	25	26	27	28	29	30
								31						

## Monday, April 13

- 12:00am EOC Status - Level 4 - Normal Municipal Operations/Monitoring** - Delray Prepared EOC →
- 7:00am - 8:30am Begin CIL** (CM Office) ↻
- 8:30am - 9:00am New Employee Orientation** (Department of Human Resources)
- 9:00am - 10:00am Kiwanis Story Trail Dedication** (Barwick Park - 735 Barwick Rd, Delray Beach, FL 33445, United States)
- 9:00am - 9:30am Missie Barletto: Biweekly Touchbase Meeting** (CM Office) - Terrence R. Moore ↻
- 10:30am - 11:30am Mayor Meeting w/CM Moore Re: Agenda & Updates** (CM Office) - Terrence R. Moore ↻
- 10:30am - 11:00am Follow-Up Regarding Purchasing and**
- 2:00pm - 3:00pm Various (Field Trip) Site Visit** (2320 Del Air
- 2:00pm - 2:30pm Duane D'Andrea Bi-Weekly Meeting** (CM Office) -
- 3:30pm - 4:30pm Compile Information Letter Report - Formal**

## Tuesday, April 14

- EOC Status - Level 4 - Normal Municipal Operations/Monitoring** - Delray Prepared EOC →
- 7:30am - 8:30am Various** (Various)
- 9:00am - 9:30am Hassan Hadjimiry Bi-Weekly Meeting** (434 S Swinton Ave (434 S Swinton Ave, Delray Beach, Florida 33444)) -
- 10:00am - 10:30am Henry Dachowitz Bi-Weekly Meeting** (CM Office) - Terrence R. Moore ↻
- 11:00am - 12:00pm Site Visit Boys & Girls Club** (1451 S.W 7th Street; Delray Beach, FL 33444) - St. Luce, Jeane
- 1:00pm - 1:30pm Demand to Bargain: EV Charging at Fire Station Facilities** (Microsoft Teams Meeting) - English, Dawn
- 1:30pm - 2:30pm Compile Information Letter Report - Law Enforcement Trust Fund Supported Scholarship for Atlantic High**
- 2:30pm - 3:30pm Subculture** (Conference Room - City Manager) -
- 3:30pm - 4:30pm Various** (Various)

## Wednesday, April 15

- EOC Status - Level 4 - Normal Municipal Operations/Monitoring** - Delray Prepared EOC →
- 7:30am - 8:30am Kiwanis Club of Delray** (American Legion Post #65. 263 NE 5th Avenue, Delray Beach, Florida) ↻
- 9:00am - 10:30am Lake Worth Drainage District Presentation** (Lake Worth Drainage District (13081 S Military Trail, Delray Beach, FL 33484,
- 11:00am - 11:30am C. Chitester - Biweekly Touchbase** (CM Office) - Terrence R. Moore ↻
- 2:00pm - 3:00pm Compile Information Letter Report - Selection of New Chief Procurement Officer** (CM Office) - Terrence R. Moore
- 3:00pm - 4:00pm Various** (Various)
- 4:00pm - 5:00pm Commissioner Markert Meeting w/CM Moore Re: Agenda & Updates** (CM Office) - Terrence R. Moore ↻
- 4:00pm - 4:30pm Follow-Up Regarding Purchasing and**
- 6:00pm - 8:00pm Burning Conversations** (Pompey Park (1101 NW

## Thursday, April 16

- EOC Status - Level 4 - Normal Municipal Operations/Monitoring** - Delray Prepared EOC →
- 7:30am - 8:30am Various** (Various)
- 9:00am - 10:00am Compile Information Letter Report - Annual Funding Increase for Delray Beach Community Development Block**
- 10:00am - 10:30am Various Follow-Up** (City Manager's Office) -
- 10:30am - 11:30am QUARTERLY SERVICE AWARDS** (Commission
- 11:30am - 12:00pm Alexis Givings: Biweekly Touchbase** (CM Office)
- 1:00pm - 2:00pm Preparation for Annual Goal Setting** (Microsoft
- 2:00pm - 3:00pm Commissioner Mollica Meeting w/CM Moore Re:**
- 2:00pm - 2:30pm COLA Analysis/Considerations for Retirees** (CM
- 2:30pm - 3:00pm Follow-Up Regarding Purchasing and**
- 3:00pm - 4:30pm Various** (Various) ↻
- 4:00pm - 5:00pm Police Chief Hunter Bi-Weekly meeting** (CM

## Friday, April 17

- EOC Status - Level 4 - Normal Municipal Operations/Monitoring** - Delray Prepared EOC →
- 7:30am - 9:00am Finalize CIL** (CM Office) ↻
- 9:00am - 9:30am Anthea Gianniotis Bi-Weekly Meeting** (CM Office) ↻
- 10:00am - 11:00am Step 3 Grievance Pre-Determination Hearing** (Conference Room - City Hall 1st Floor) - Terrence R. Moore
- 1:00pm - 1:30pm Development Matters Concerning Former Doc's and Other Adjoining Properties** (CM Office) - Terrence R. Moore
- 1:30pm - 2:00pm Development Matters Concerning Former Doc's and Other Adjoining Properties** (Conference Room - City Manager) -
- 2:00pm - 3:00pm Follow-Up Regarding Brooks Lane/Flooding and Applicable Code Response** (Conference Room - City Hall 1st Floor) -
- 4:00pm - 5:00pm Process UKG Time and Attendance** (CM Office) - Terrence R. Moore ↻

## Saturday, April 18

- EOC Status - Level 4 - Normal Municipal Operations/Monitoring** - Delray Prepared EOC →
- 10:00am - 11:30am Delray Beach Tennis Center** (Delray Beach Tennis Center) ↻
- 11:30am - 1:00pm Various, CIL Notes, etc.** (CM Office) ↻
- 1:00pm - 2:00pm Various** (Various)

## Sunday, April 19

- EOC Status - Level 4 - Normal Municipal Operations/Monitoring** - Delray Prepared EOC →