



Cover Memorandum/Staff Report

File #: 26-0682

Agenda Date: 6/2/2026

Item #: 7.E.

TO: Mayor and Commissioners
FROM: Terrence R. Moore, ICMA-CM
DATE: June 2, 2026

RESOLUTION NO. 103-26: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELRAY BEACH, FLORIDA, ESTABLISHING A BUDGET/FINANCIAL REVIEW COMMITTEE TO REVIEW AND PROVIDE RECOMMENDATIONS TO THE CITY COMMISSION CONCERNING THE CITY'S BUDGET, FINANCIAL AND BUDGETARY SYSTEMS AND PROCEDURES, TECHNOLOGY IMPROVEMENTS, AND ALL OTHER MATTERS AS MAY BE DIRECTED BY THE CITY COMMISSION; PROVIDING AN EFFECTIVE DATE.

Recommended Action:

Approve Resolution No. 103-26, establishing a Budget/Financial Review Committee.

Background:

In 2007, the City Commission of the City of Delray Beach established, via Resolution No. 63-07, a Budget Task Force comprised of nine qualified volunteers to, *inter alia*, provide the City Commission with recommendations concerning salaries and fringe benefits, operating expenses, debt service, capital outlay, grant funding, and financial transfers to City funds.

In 2008, recognizing the importance of maintaining the Task Force, the City Commission extended its term through July 31, 2009, via Resolution No. 23-08. Thereafter, the City Commission desired to create a permanent committee, known as the Budget Review Committee, via Resolution No. 55-09, later renaming same the Financial Review Board. Resolution No. 58-09 established the Financial Review Board and tasked same with reviewing the City's budget, systems and procedures, technology improvements, making recommendations regarding revenues, and any other items that may favorably impact the City's budget and overall financial condition. The City Commission now desires to reestablish a committee of professionals to review the City's budget and make recommendations during the budgetary process and throughout the fiscal year as the Commission may direct.

The Committee shall be comprised of nine (9) members appointed by the City Commission. All members shall be residents of or own property in the City, own a business within the City, or be an officer, director or manager of a business located within the City. The City Commission shall appoint at least seven (7) seats with the following disciplines to the Committee. The remaining two (2) seats may be at large. If there is a lack of applicants to fill the seats reserved for professionals, additional at large members may be considered.

- a) Certified Public Accountant
- b) Accounting Professional
- c) Finance Professional

- d) Certified Financial Planner
- e) Investment Advisor
- f) Insurance Professional
- g) Public Sector Auditor or experience with Governmental Auditing
- h) IT Professional
- i) MBA or MPA degree.

The Committee shall remain in force until formally terminated by the City Commission. All meetings shall be open to the public. Seven members of the Committee shall constitute a quorum. The members of the Committee shall be subject to the provisions of Chapter 32 of the City of Delray Beach Code of Ordinances, Florida's Sunshine Law, Florida Statute Chapter 119 and the Palm Beach County Code of Ethics.

City Attorney Review:

Approved as to legal sufficiency.

Funding Source/Financial Impact:

N/A

Timing of Request:

N/A