




## MEMORANDUM BUDGET AMENDMENT MEMO REQUEST

**TO:** Henry Dachowitz, Chief Financial Officer  
**FROM:** Hassan Hadjimiry, P.E., Utilities Director   
**THROUGH:** Terrence R. Moore, ICMA-CM  
**SUBJECT:** Request to Amend Utilities Fiscal Year 24-25 Budget  
**DATE:** June 30, 2025

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The Utilities Department (Utilities) is submitting the following budget amendment for consideration:

### Capital

Utilities requests to transfer funds in from:

- **Upgrades to GIS Datasets, Finance Project 36020,**  
GL account 442-36-260-537.68-10  
Amount: \$52,000.00 to:
- **AWIA Risk and Resilience Assessment, Finance Project ID 36029,**  
GL account 442-36-260-257.31-90

On October 23, 2018, the US Environmental Protection Agency (USEPA) signed the America's Water Infrastructure Act (AWIA) into law. This law requires all community water systems (CWS) serving more than 3,300 people perform a Risk and Resilience Assessment (RRA) and Emergency Response Plan (ERP) on their system. These Risk and Resilience Assessments involve assessing the risks of every part of the water system from supply to distribution including physical, cyber, and financial systems. Communities such as the City of Delray Beach (City) with a Population Served between 49,999 and 99,999 are required to submit certification of completion of a resubmittal of the AWIA Risk and Resilience Assessment by December 31, 2025. The Emergency Response Plan certification of completion is due six months after the Risk and Resilience Assessment submittal with a final deadline by June 30, 2026.

Utilities requests to amend the Fiscal Year 2024-2025 budget adopted on September 16, 2024, under Resolution No. 175-24 for this transaction.

### Purchasing Policy

In accordance with PPM, Administrative Policies and Procedures BF-7 rev. 5

### Funding Account Number

**Capital** Budget transfer from 442-36-260-537.68-10 to 442-36-260-537-31-90

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Henry Dachowitz, Chief Financial Officer

30/06/2025

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Henry Dachowitz, Chief Financial Officer

Date