

**EXHIBIT A**  
**City of Delray Beach**  
**FY 2025-26 Budget Amendment # 11 - Summary - Resolution # 111-26**  
**July 14, 2026**

General Fund (001)				
Description	Increase	Decrease	Total	
<b>Expenditures</b>				
<b><u>Creative Arts School</u></b>				
Other Contractual Services	\$ -	\$ 90,000.00	\$	(90,000.00)
Supplies & Equipment	\$ 76,000.00	\$ -	\$	76,000.00
Promotional/Special Events	\$ 4,000.00	\$ -	\$	4,000.00
Advertising	\$ 10,000.00	\$ -	\$	10,000.00
<b>Total Creative Arts School</b>	<b>\$ 90,000.00</b>	<b>\$ 90,000.00</b>	<b>\$</b>	<b>-</b>
<i>Requested to fund activities at the Creative Arts School in response to sustained growth in programming, enrollment, and community demand. This reallocation of funds will strengthen operations, increase revenue, and ensure the continued success and sustainability of the Creative Arts School.</i>				
<b><u>City Manager</u></b>				
Various general ledger accounts	\$ 448.77	\$ 82,337.77	\$	(81,889.00)
<b>Total City Manager</b>	<b>\$ 448.77</b>	<b>\$ 82,337.77</b>	<b>\$</b>	<b>(81,889.00)</b>
<i>Transfer remainder of expense budget related to move of Education position from City Manager to Neighborhood and Community Services (@May 18)</i>				
<b><u>Neighborhood and Community Services</u></b>				
Various general ledger accounts	\$ 81,889.00	\$ -	\$	81,889.00
Books Pubs Subs & Memberships Tuition Reimbursement	\$ -	\$ 14,500.00	\$	(14,500.00)
Books Pubs Subs & Memberships Training & Education Costs	\$ 10,000.00	\$ -	\$	10,000.00
Travel & Per Diem Travel & Training	\$ 2,500.00	\$ -	\$	2,500.00
Operating Supplies Uniform / Linen Service	\$ 2,000.00	\$ -	\$	2,000.00
<b>Total Neighborhood and Community Services</b>	<b>\$ 96,389.00</b>	<b>\$ 14,500.00</b>	<b>\$</b>	<b>81,889.00</b>
<i>Transfer remainder of expense budget related to move of Education position from City Manager to Neighborhood and Community Services (@May 18)</i>				
<i>Transfer funds for education, training, and professional development for new staff, and purchase of uniforms for daily operations</i>				
<b><u>Finance</u></b>				
Salaries/Wages & FICA	\$ -	\$ 72,765.64	\$	(72,765.64)
Various general ledger accounts	\$ 3,298.40	\$ 369,009.39	\$	(365,710.99)
<b>Total Finance</b>	<b>\$ 3,298.40</b>	<b>\$ 441,775.03</b>	<b>\$</b>	<b>(438,476.63)</b>
<i>Transfer remainder of expense budget related to move of Pension Administration from Finance to Human Resources (@May 4)</i>				
<i>Transfer remainder of expense budgets related to move of Purchasing to its own department (@April 27)</i>				
<b><u>Purchasing</u></b>				
Various general ledger accounts	\$ 365,710.99	\$ -	\$	365,710.99
<b>Total Purchasing</b>	<b>\$ 365,710.99</b>	<b>\$ -</b>	<b>\$</b>	<b>365,710.99</b>
<i>Transfer remainder of expense budgets related to move of Purchasing to its own department (@April 27)</i>				
<b><u>Human Resources</u></b>				
Salaries/Wages & FICA	\$ 72,765.64	\$ -	\$	72,765.64
<b>Total Human Resources</b>	<b>\$ 72,765.64</b>	<b>\$ -</b>	<b>\$</b>	<b>72,765.64</b>
<i>Transfer remainder of expense budget related to move of Pension Administration from Finance to Human Resources (@May 4)</i>				
<b>Total Expenditures</b>	<b>\$ 538,612.80</b>	<b>\$ 538,612.80</b>	<b>\$</b>	<b>-</b>
<b>Beginning General Fund (001)</b>			<b>\$</b>	<b>204,645,427.53</b>
07/14/2026 Budget Amendment			\$	-
<b>Ending General Fund (001)</b>			<b>\$</b>	<b>204,645,427.53</b>

**EXHIBIT A**

**City of Delray Beach**

**FY 2025-26 Budget Amendment # 11 - Summary - Resolution # 111-26**

**July 14, 2026**

**General Construction Fund (334)**

<b>Description</b>	<b>Increase</b>	<b>Decrease</b>	<b>Total</b>
<b>Revenues</b>			
<b>Administration</b>			
Budgetary Account Prior Year Surplus	\$ 252,751.43	\$ -	\$ 252,751.43
<b>Total Administration</b>	<b>\$ 252,751.43</b>	<b>\$ -</b>	<b>\$ 252,751.43</b>
<i>Refund CRA surplus funds following project close-out: Osceola Park Phase I and II Projects (Public Works P/N 16-095; Finance Project Code 41014) \$236,015.62 + SW Alleyways (PW P/N 17-103; Finance Project Code 41013) \$16,735.81 = total refund of \$252,751.43</i>			
<b>Administration</b>			
Contributions & Donations CRA Contribution	\$ 23,107,000.00	\$ 3,750,143.00	\$ 19,356,857.00
<b>Total Administration</b>	<b>\$ 23,107,000.00</b>	<b>\$ 3,750,143.00</b>	<b>\$ 19,356,857.00</b>
<i>To align with First Amendment of the ILA between the City and CRA for construction/professional services for FY25-26. The amendment decreases FY26 funding for the NW Neighborhood Project (PW P/N 17-020) by \$3,706,725 for a new total of \$11,893,275; increases SW 8th Ave/SW 2nd St Intersection Improvements (PW P/N 25-005) by \$107,000 for a new total of \$318,000; and increases Pompey Park Recreation Center Project (PW P/N 16-102) by \$23,000,000 for a new total of \$48,000,000. Project totals for Merritt Park Shade Structure and Carver Park Playground are also amended from \$150,000 to \$118,910 and \$360,000 to \$347,672, respectively.</i>			
<b>Expenditures</b>			
<b>Transfers</b>			
Aid to Government Agencies CRA	\$ 236,015.62	\$ -	\$ 236,015.62
Aid to Government Agencies CRA	\$ 16,735.81	\$ -	\$ 16,735.81
<b>Total Transfers</b>	<b>\$ 252,751.43</b>	<b>\$ -</b>	<b>\$ 252,751.43</b>
<i>Refund CRA surplus funds following project close-out: Osceola Park Phase I and II Projects (Public Works P/N 16-095; Finance Project Code 41014) \$236,015.62 + SW Alleyways (PW P/N 17-103; Finance Project Code 41013) \$16,735.81 = total refund of \$252,751.43</i>			
<b>Public Works &amp; Parks and Recreation</b>			
Capital Outlay - NW Neighborhood Improvements Project	\$ -	\$ 3,706,725.00	\$ (3,706,725.00)
Capital Outlay - Merritt Park Shade Structure	\$ -	\$ 31,090.00	\$ (31,090.00)
Capital Outlay - Carver Square Park	\$ -	\$ 12,328.00	\$ (12,328.00)
Repair and Maintenance Service Other Repair Maintenance	\$ 107,000.00	\$ -	\$ 107,000.00
Capital Outlay - Pompey Park/Community Center Project	\$ 23,000,000.00	\$ -	\$ 23,000,000.00
<b>Total Public Works &amp; Parks and Recreation</b>	<b>\$ 23,107,000.00</b>	<b>\$ 3,750,143.00</b>	<b>\$ 19,356,857.00</b>
<i>To align with First Amendment of the ILA between the City and CRA for construction/professional services for FY25-26. The amendment decreases FY26 funding for the NW Neighborhood Project (PW P/N 17-020) by \$3,706,725 for a new total of \$11,893,275; increases SW 8th Ave/SW 2nd St Intersection Improvements (PW P/N 25-005) by \$107,000 for a new total of \$318,000; and increases Pompey Park Recreation Center Project (PW P/N 16-102) by \$23,000,000 for a new total of \$48,000,000. Project totals for Merritt Park Shade Structure and Carver Park Playground are also amended from \$150,000 to \$118,910 and \$360,000 to \$347,672, respectively.</i>			
<b>Total</b>	<b>\$ 23,359,751.43</b>	<b>\$ 3,750,143.00</b>	<b>\$ 19,609,608.43</b>
<b>Beginning General Construction Fund (334)</b>			<b>\$ 82,282,619.32</b>
07/14/2026 Budget Amendment			\$ 19,609,608.43
<b>Ending General Construction Fund (334)</b>			<b>\$ 101,892,227.75</b>

## Creative Arts School Budget transfer Request

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**From** Carter, Gina <carterg@mydelraybeach.com>

**Date** Fri 6/12/2026 2:26 PM

**To** Terrence R. Moore <moore@mydelraybeach.com>; Dachowitz, Henry <DachowitzH@mydelraybeach.com>

**Cc** Avery, Sabra <AveryS@mydelraybeach.com>; Aleman, Carmen <AlemanC@mydelraybeach.com>

 1 attachment (94 KB)

CAS Budget Transfer Form June 2026.xls - Compatibility Mode.pdf;

Good afternoon,

I am requesting an interdepartmental budget transfer of \$90,000 from *Other Contractual Services* to be reallocated into *Supplies & Equipment, Promotional/Special Events, and Advertising* in response to sustained growth in programming, enrollment, and community demand. This reallocation of funds will strengthen operations, increase revenue, and ensure the continued success and sustainability of the Creative Arts School.

Thank you for your assistance,



**Gina Carter**

**Director of Communications**

51 N. Swinton Avenue, Delray Beach, FL 33444

O: 561-243-7278 | [CarterG@MyDelrayBeach.com](mailto:CarterG@MyDelrayBeach.com)

[www.DelrayBeachFL.gov](http://www.DelrayBeachFL.gov)

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

**City of Delray Beach  
Budget Transfer Form**

(1) Departmental Line Transfer

(2) Date: 6/12/2026

(3) Interfund/Interdepartmental Transfer

(4) Batch Number: \_\_\_\_\_

(5) Requested By: Gina Carter

PROJECT #	(6) ACCOUNT NUMBER	(7) DESCRIPTION	(8) TRANSFER OUT	(9) TRANSFER IN
	001-20-016-569-34-90	other contacts	\$ 90,000	
	001-20-016-569-51-20	supplies & equipment		\$ 76,000
	001-20-016-569-48-15	promotional/special events		\$ 4,000
	001-20-016-569-49-50	advertising		\$ 10,000
<b>(10) TOTAL</b>			<b>\$ 90,000.00</b>	<b>\$ 90,000.00</b>

**(11) JUSTIFICATION:**

The transfer of \$90,000 is requested to fund activities at the Creative Arts School in response to sustained growth in programming, enrollment, and community demand. This reallocation of funds will strengthen operations, increase revenue, and ensure the continued success and sustainability of the Creative Arts School.

Department Head *Gina Carter* Budget Administrator *Sabra H. Avery*  
 Chief Financial Officer *Henry Dachowitz* City Manager *[Signature]*  
Henry Dachowitz (Jun 18, 2026 13:01:24 EDT)



**CITY OF DELRAY BEACH**  
**NEIGHBORHOOD & COMMUNITY SERVICES**  
 100 N.W. 1<sup>ST</sup> AVENUE • DELRAY BEACH • FLORIDA 33444 • (561) 243-7364



**MEMORANDUM**

TO: Henry Dachowitz, Chief Financial Officer  
 FROM: Jeri Pryor, BPM, MS, Director, Neighborhood and Community Services  
 DATE: June 1, 2026  
 SUBJECT: Budget Amendment – Administration FY2025-2026

The Neighborhood and Community Services (NCS) Administration Division is requesting a budget amendment to accommodate education, training, and professional development opportunities for newly hired staff, as well as to support the purchase of uniforms necessary for daily operations. The requested reallocation will ensure staff are adequately supported through ongoing professional development and are equipped with the necessary resources to perform their duties effectively and deliver high-quality services.

This amendment does not increase the overall departmental budget and utilizes existing funds to address current operational needs and staffing support priorities.

Details of the proposed G/L account transfers are outlined below:

ACCOUNT NUMBER	DESCRIPTION	INCREASE	DECREASE
001-24-000-524.54-40	Books Pubs Subs & Memberships Tuition Reimbursement	\$14,500.00	
001-24-000-524.54-30	Books Pubs Subs & Memberships Training & Education Costs		\$10,000.00
001-24-000-524.40-10	Travel & Per Diem Travel & Training		\$2,500.00
001-24-240-524.52-33	Operating Supplies Uniform / Linen Service		\$2,000.00
TOTAL		\$14,500.00	\$14,500.00

Thank you for your consideration of this request.



**City of Delray Beach  
Budget Transfer / Amendment Form**

Requested By (Name & Title): Jeri Pryor, Director

Date: 6/1/2026

Department: Neighborhood and Community Services

Journal: \_\_\_\_\_

ACCOUNT TYPE	GL ACCOUNT NUMBER	GL DESCRIPTION	PROJECT #	INCREASE \$	DECREASE \$
EXPENSE	001-24-000-524.54-40	Books Pubs Subs & Memberships Tuition Reimbursement			\$14,500
		<b>TOTAL EXPENSE</b>			<b>\$ 14,500.00</b>
EXPENSE	001-24-000-524.54-30	Books Pubs Subs & Memberships Training & Education Costs		\$ 10,000.00	
	001-24-000-524.40-10	Travel & Per Diem Travel & Training		\$ 2,500.00	
	001-24-240-524.52-33	Operating Supplies Uniforms / Linen Service		\$ 2,000.00	
		<b>TOTAL EXPENSE</b>		<b>\$ 14,500.00</b>	

**JUSTIFICATION:**  
 The Neighborhood and Community Services (NCS) Administration Division is requesting a budget amendment to accommodate education, training, and professional development opportunities for newly hired staff, as well as to support the purchase of uniforms necessary for daily operations. The requested reallocation will ensure staff are adequately supported through ongoing professional development and are equipped with the necessary resources to perform their duties effectively and deliver high-quality services.

Approvals: \_\_\_\_\_ **Is this a Budget Amendment (Y or N)?** Y

Department Head  Budget Team Sabra H. Avery

Chief Financial Officer Henry Dachowitz (Jun 9, 2026 12:01:49 EDT) City Manager

Instructions (effective January 6, 2026):  
 Fully complete each section to the best of your ability; for questions, contact Budget at 243-7120/243-7128 or email [BudgetTeam@mydelraybeach.com](mailto:BudgetTeam@mydelraybeach.com)  
 All budget requests must be balanced - e.g., expense & expense, revenue & expense, or revenue & revenue.  
 This form must be approved by your Department Head, then routed to the Budget Team for review via email: [BudgetTeam@mydelraybeach.com](mailto:BudgetTeam@mydelraybeach.com)  
 Once reviewed, the Budget team will route for further approvals, based on the current version of policy BF-7:  
[Budget Transfer and Amendment Policy BF-7, Rev. 8](#)



# CITY OF DELRAY BEACH

## FINANCE DEPARTMENT

100 N.W. 1<sup>ST</sup> AVENUE • DELRAY BEACH • FLORIDA 33444 • (561) 243-7115



### MEMORANDUM

TO: Henry Dachowitz, Chief Financial Officer & Terrence Moore, City Manager

FROM: Sabra H Avery, Budget Manager *Sally*

DATE: June 10, 2026

SUBJECT: Budget Amendments Related to Recent Departmental Reorganizations

The Budget Team within the Department of Finance is requesting numerous budget amendments related to recently approved reorganizations throughout the City to ensure proper expense accounting.

ACCOUNT NUMBER	DESCRIPTION	INCREASE	DECREASE
City Manager	Transfer of education position & related expenses from City Manager to Neighborhood and Community Services		(\$81,889.00)
Neighborhood and Community Services	Transfer of education position & related expenses from City Manager to Neighborhood and Community Services	\$81,889.00	
Finance	Transfer of purchasing positions & related expenses from Finance to Purchasing Transfer of pension positions from Finance to Human Resources		(\$365,710.99) (\$72,765.64)
Purchasing	Transfer of purchasing positions & related expenses from Finance to Purchasing	\$365,710.99	
Human Resources	Transfer of pension positions from Finance to Human Resources	\$72,765.64	
<b>Totals</b>		<b>\$520,365.63</b>	<b>(\$520,365.63)</b>



# CITY OF DELRAY BEACH

## OFFICE OF THE CITY MANAGER

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Delray Beach  
Florida



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### **City Commission Information Letter Summary**

**May 15, 2026**

#### **Current Trajectory to Advance Updated Impact Fee Policies**

- The City of Delray Beach is moving forward with updated and expanded impact fee policies to support public safety, city administration, water and sewer facilities, stormwater management, and Parks and Recreation.
- This would be the City's first major impact fee implementation of this kind since 1992, when the current Parks and Recreation Impact Fee was approved.
- Finalizing the program requires detailed technical analysis and fee calculations for each category, with different metrics depending on the service area and property type.
- Since the study was directed last September, the City must approve implementing legislation by September of this year, though adoption may occur earlier.

#### **Position Restructuring Involving the Education and External Opportunities Manager Role**

- The City recently authorized a restructuring to reduce duplication between Neighborhood and Community Services and the Education and External Opportunities Division.
- The Education and External Opportunities Manager role has been reorganized into the Assistant Director of Neighborhood and Community Services/Education Liaison position.
- The reconfigured role will support strategic planning, organizational development, education partnerships, workforce development, grants, and collaborative external opportunities.
- Current incumbent Janai Bowens will begin serving in the new role on Monday, May 18, after working with Director Jeri Pryor on orientation and organizational alignment.



City of Delray Beach

Budget Transfer / Amendment Form

Requested By (Name & Title): Sabra Avery, Budget Manager

Date: 06/02/2026

Department: Finance Department

Journal:

Table with columns: ACCOUNT TYPE, GL ACCOUNT NUMBER, GL DESCRIPTION, PROJECT #, INCREASE \$, DECREASE \$. Rows include REVENUE, EXPENSE, and TOTAL EXPENSE.

JUSTIFICATION: To transfer remainder of expense budget related to reorganization moving Education position from City Manager to Neighborhood and Community Services (as of May 18)

Approvals: Budget Amendment (Y or N)? Y

Department Head: Henry Dachowitz (signature and name)

Budget Team: Sabra H. Avery (signature)

Chief Financial Officer: Henry Dachowitz (signature and name)

City Manager: (signature)



# CITY OF DELRAY BEACH

## OFFICE OF THE CITY MANAGER

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### 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.

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**City of Delray Beach**  
**Budget Transfer / Amendment Form**

Requested By (Name & Title): Sabra Avery, Budget Manager

Date: 06/02/2026

Department: Finance Department

Journal: \_\_\_\_\_

ACCOUNT TYPE	GL ACCOUNT NUMBER	GL DESCRIPTION	PROJECT #	INCREASE \$	DECREASE \$
<b>REVENUE</b>					
		<b>TOTAL REVENUE</b>		\$ -	\$ -
<b>EXPENSE</b>	001-13-019-513.12-10	Regular Salaries/Wages Regular Salaries/Wages			\$ 224,853.72
	001-13-019-513.12-30	Regular Salaries/Wages Term. Pay Sick & Vacc		\$ 3,298.40	
	001-13-019-513.21-10	FICA Taxes Employer FICA			\$ 18,217.09
	001-13-019-513.22-10	Retirement Contributions General Employees Retirement			\$ 10,118.44
	001-13-019-513.22-20	Retirement Contributions ICMA Contributions			\$ 2,347.24
	001-13-019-513.23-10	Life & Health Insurance Health Insurance			\$ 46,338.68
	001-13-019-513.23-20	Life & Health Insurance Life Insurance			\$ 701.13
	001-13-019-513.23-30	Life & Health Insurance Disability Insurance			\$ 677.09
	001-13-019-513.24-10	Workers Compensation Workers Compensation			\$ 1,560.44
	001-13-019-513.25-10	Other Employee Benefits Unemployment Compensation			\$ 104.88
	001-13-019-513.27-10	Other Employee Benefits Employee Assistance Program			\$ 84.20
	001-13-019-513.31-90	Professional Services Other Professional Services			\$ 79.00
	001-13-019-513.40-10	Travel & Per Diem Travel & Training			\$ 8,632.52
	001-13-019-513.42-10	Freight & Postage Services Postage			\$ 216.70
	001-13-019-513.45-10	Insurance General Liability			\$ 6,739.56
	001-13-019-513.48-17	Promotional Activities Refreshment / Food / Meetings			\$ 1,000.00
	001-13-019-513.48-20	Promotional Activities Other Promotional Costs			\$ 5,000.00
	001-13-019-513.49-50	Other Current Charges Advertising			\$ 2,000.00
	001-13-019-513.51-10	Office Supplies Stationery, Paper, Forms			\$ 400.00
	001-13-019-513.51-15	Office Supplies Other Office Supplies			\$ 2,337.62
	001-13-019-513.54-10	Books Pubs Subs & Memberships Books & Publications			\$ 500.00
	001-13-019-513.54-11	Books Pubs Subs & Memberships Subscriptions			\$ 15,000.00
	001-13-019-513.54-13	Books Pubs Subs & Memberships Memberships			\$ 1,650.00
	001-13-019-513.54-30	Books Pubs Subs & Memberships Training & Education Costs			\$ 19,682.00
	001-13-019-513.54-40	Books Pubs Subs & Memberships Tuition Reimbursement			\$ 769.08
	001-19-000-513.12-10	Regular Salaries/Wages Regular Salaries/Wag		\$ 221,555.32	
	001-19-000-513.21-10	FICA Taxes Employer FICA		\$ 18,217.09	
	001-19-000-513.22-10	Retirement Contributions General Employees		\$ 10,118.44	
	001-19-000-513.22-20	Retirement Contributions ICMA Contributions		\$ 2,347.24	
	001-19-000-513.23-10	Life & Health Insurance Health Insurance		\$ 46,338.68	
	001-19-000-513.23-20	Life & Health Insurance Life Insurance		\$ 701.13	
	001-19-000-513.23-30	Life & Health Insurance Disability Insurance		\$ 677.09	
	001-19-000-513.24-10	Workers Compensation Workers Compensatio		\$ 1,560.44	
	001-19-000-513.25-10	Other Employee Benefits Unemployment Com		\$ 104.88	
	001-19-000-513.27-10	Other Employee Benefits Employee Assistance		\$ 84.20	
	001-19-000-513.31-90	Professional Services Other Professional Servic		\$ 79.00	
	001-19-000-513.40-10	Travel & Per Diem Travel & Training		\$ 8,632.52	
	001-19-000-513.42-10	Freight & Postage Services Postage		\$ 216.70	
	001-19-000-513.45-10	Insurance General Liability		\$ 6,739.56	
	001-19-000-513.48-17	Promotional Activities Refreshment / Food / M		\$ 1,000.00	
	001-19-000-513.48-20	Promotional Activities Other Promotional Costs		\$ 5,000.00	
	001-19-000-513.49-50	Other Current Charges Advertising		\$ 2,000.00	
	001-19-000-513.51-10	Office Supplies Stationery, Paper, Forms		\$ 400.00	
	001-19-000-513.51-15	Office Supplies Other Office Supplies		\$ 2,337.62	
	001-19-000-513.54-10	Books Pubs Subs & Memberships Books & Publi		\$ 500.00	
	001-19-000-513.54-11	Books Pubs Subs & Memberships Subscriptions		\$ 15,000.00	
	001-19-000-513.54-13	Books Pubs Subs & Memberships Memberships		\$ 1,650.00	
	001-19-000-513.54-30	Books Pubs Subs & Memberships Training & Ed		\$ 19,682.00	
	001-19-000-513.54-40	Books Pubs Subs & Memberships Tuition Reimb		\$ 769.08	
		<b>TOTAL EXPENSE</b>		\$ 369,009.39	\$ 369,009.39

**JUSTIFICATION:**

To transfer remainder of expense budgets related to reorganization moving Purchasing to its own department (as of April 27)

Approvals:

Budget Amendment (Y or N)? Y

Department Head   
Henry Dachowitz (Jun 10, 2026 11:19:09 EDT)

Budget Team 

Chief Financial Officer   
Henry Dachowitz (Jun 10, 2026 11:19:09 EDT)

City Manager 



# CITY OF DELRAY BEACH

OFFICE OF THE CITY MANAGER

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Delray Beach

Florida

All-America City

NATIONAL BUREAU OF GOVERNMENTAL RELATIONS

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## City Commission Information Letter Summary

May 1, 2026

### **Reorganization: Finance, Human Resources, Risk Management and Pension Administration**

- The City initiated two reorganizations involving the Department of Finance and the Department of Human Resources earlier this week.
- Risk Management will move from Human Resources to the Department of Finance.
- Pension Administration will move from Finance to the Department of Human Resources.
- The changes are intended to better align related functions: risk management with finance/insurance activities, and pension services with employee benefits. The changes take effect Monday, May 4.

### **General Employee Retirement Plan COLA Review**

- Gabriel, Roeder, Smith & Company completed an actuarial analysis on the financial impact of a one-time Cost of Living Adjustment for retired general employees.
- The analysis is based on a 2.5% COLA for pensioners in payment status as of October 1, 2025, with the adjustment effective October 1, 2026.
- The COLA would not apply to DROP participants or employees who have not yet retired.
- Two funding options were reviewed: a 5-year amortization increasing the Required City Contribution by \$533,897 annually, and a 10-year option increasing it by \$310,158 annually. The City Commission is expected to review the matter at the May 19 regular meeting.

### **Pay Grade Wage and Salary Scale Adjustments**

- The Fiscal Year 2026-2027 Proposed Budget process includes consideration of wage and salary scale adjustments.

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## MEMORANDUM BUDGET AMENDMENT MEMO REQUEST

**TO:** Henry M. Dachowitz, Chief Financial Officer

**FROM:** Missie Barletto, Public Works Director *MB*

**THROUGH:** Terrence R. Moore, ICMA-CM

**SUBJECT:** Request to Amend Fiscal Year 2025-2026 Budget

**DATE:** June 4, 2026

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The Public Works Department is submitting the following budget amendment for consideration:


### **General Construction Fund – New Appropriations**

Request to amend the FY 2026 Capital Improvement Plan (CIP) Budget to facilitate the return of unused funds to the Community Redevelopment Agency (CRA) following project closeouts. In FY 2025, the Osceola Park (Phases I and II) and SW Alleys projects were completed, with remaining funds in the amounts of \$236,015.62 and \$16,735.81, respectively. These projects were previously paid in full through the duration of the projects via Interlocal Agreements (ILA) between the City and CRA. The total refund amount is \$252,751.43.

### **Budget Transfer & Amendment Policy**

In accordance with Administrative Policies and Procedures BF-7, Rev 8.

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Henry Dachowitz (Jun 23, 2026 16:53:24 EDT)

Henry M. Dachowitz, Chief Financial Officer

Date



**City of Delray Beach  
Budget Transfer / Amendment Form**

Requested By (Name & Title): Amanda Skeberis, Budget Coordinator

Date: 6/2/2026

Department: Public Works

Journal: \_\_\_\_\_

ACCOUNT TYPE	GL ACCOUNT NUMBER	GL DESCRIPTION	PROJECT #	INCREASE \$	DECREASE \$
REVENUE	334-00-000-301-034	Budgetary Account Prior Year Surplus	N/A	\$ 252,751.43	
		TOTAL REVENUE		\$ 252,751.43	\$ -
EXPENSE	334-91-920-559-81.20	Aide to Government Agencies CRA	N/A	\$ 252,751.43	
		TOTAL EXPENSE		\$ 252,751.43	\$ -

**JUSTIFICATION:** Refunds to the CRA for surplus funds following project close-out related to the Osceola Park Phase I and II Projects (Public Works P/N 16-095; Finance Project Code 41014) in the amount of \$236,015.62 and SW Alleyways (PW P/N 17-103; Finance Project Code 41013) in the amount of \$16,735.81 for a total refund of \$252,751.43.

Approvals:

Is this a Budget Amendment (Y or N)? Y

Department Head *Missie Barletto*  
Missie Barletto (Jun 4, 2026 14:56:56 EDT)

Budget Team *Sabra H. Avery*

Chief Financial Officer *Henry Dachowitz*  
Henry Dachowitz (Jun 23, 2026 16:53:24 EDT)

City Manager *[Signature]*

Instructions:

Fully complete each section to the best of your ability; for questions, contact Budget at 243-7120/243-7128 or email [BudgetTeam@mydelraybeach.com](mailto:BudgetTeam@mydelraybeach.com)

All budget requests must be balanced - e.g., expense & expense, revenue & expense, or revenue & revenue.

This form must be approved by your Department Head, then routed to the Budget Team for review via email:

[BudgetTeam@mydelraybeach.com](mailto:BudgetTeam@mydelraybeach.com)

Once reviewed, the Budget team will route for further approvals, based on the current version of policy BF-7:

[Budget Transfer and Amendment Policy BF-7, Rev. 8](#)



**CITY OF DELRAY BEACH**  
**DEPARTMENT OF PUBLIC WORKS**  
 434 S Swinton Avenue - DELRAY BEACH, FLORIDA 33444  
 (561) 243-7295



Project	Account #	PO#	PO Amount	CRA Paid	CRA Owes	Amount Remaining on PO	Amount to CRE after PO closeout	Comments	Lead Department	Lead PM
<b>334 General Construction</b>										
<b>Osceola Park Phase I and II (PW Project No. 16-095 // Finance Project Code 41014)</b>										
CEI Services: RFQ 2019-051	334-41-340-541.63-20	2020-00001082	\$ 1,407,865.00	\$ 1,407,865.00	\$ -	\$ -	\$ -	CRA paid City via Invoices #43233, 43737, 44617, 45582. PO closed 7/11/2025	Public Works	Begonia Krane
Construction - Phase I: ITBC 2020-004	334-41-340-541.63-20	2020-00001085	\$ 3,952,298.43	\$ 3,952,298.43	\$ -	\$ 2,499.98	\$ 2,499.98	CRA paid City via Invoices #43333, 44617. PO closed 7/3/2025		Begonia Krane
Construction - Phase II: ITBC 2021-025	334-41-340-541.63-20	2021-00001006	\$ 4,114,878.00	\$ 4,114,878.00	\$ -	\$ 226,208.52	\$ 226,208.52	CRA paid City via Invoice #43737. PO closed 7/3/2025		Begonia Krane
CEI Services: Baxter & Woodman	334-41-340-541.63-20	2023-00001014	\$ 81,123.00	\$ 81,123.00	\$ -	\$ 7,307.12	\$ 7,307.12	CRA paid City via Invoice # 44617. PO closed 9/30/2025		Begonia Krane
Construction - Osceola Park SE 1st Ave: P2023-060	334-41-340-541.63-20	2024-00000844	\$ 1,068,877.00	\$ 1,068,877.00	\$ -	\$ -	\$ -	CRA paid City via Invoice # 44617. PO closed 9/30/2025		Begonia Krane
<b>TOTAL</b>			<b>\$ 10,625,041.43</b>	<b>\$ 10,625,041.43</b>	<b>\$ -</b>	<b>\$ 236,015.62</b>	<b>\$ 236,015.62</b>	<b>CRA Total Budget: \$10,625,041.43</b>		
<b>SW Alleyways (PW Project No. 17-103 // Finance Project Code 41013)</b>										
CEI Services: Baxter & Woodman	334-41-340-541.69-01	2023-00001014	\$ 81,123.00	\$ 81,123.00	\$ -	\$ 6,327.33	\$ 6,327.33	CRA paid City via Invoice # 44617. PO closed 9/30/2025	Public Works	Begonia Krane
Design Services: Baxter & Woodman RFQ 2017-048	334-41-340-541.69-01	2023-00000789	\$ 44,846.00	\$ 44,846.00	\$ -	\$ 10,408.48	\$ 10,408.48	CRA paid City via Invoice #44617. PO closed 9/30/2025	Public Works	Begonia Krane
Construction Services: P2023-060	334-41-340-541.69-01	2024-00000844	\$ 1,371,123.00	\$ 1,371,123.00	\$ -	\$ -	\$ -	CRA paid City via Invoice # 44617. PO closed 9/30/2025	Public Works	Begonia Krane
<b>TOTAL</b>			<b>\$ 1,497,092.00</b>	<b>\$ 1,497,092.00</b>	<b>\$ -</b>	<b>\$ 16,735.81</b>	<b>\$ 16,735.81</b>	<b>CRA Total Budget: \$1,497,092</b>		



**CITY OF DELRAY BEACH**  
 DEPARTMENT OF PUBLIC WORKS  
 434 S SWINSON AVENUE, DELRAY BEACH, FLORIDA 33444  
 (661) 243-7295



**334 General Construction**

Project	Account #	PO#	PO Amount	CRA Paid	CRA Owes	Amount Remaining on PO	Amount to CRE after PO closeout	Comments	Lead Department	Lead PM
<b>Osceola Park Phase I and II (PW Project No. 16-095 // Finance Project Code 41014)</b>										
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Construction - Phase I; ITBC 2020-004	334-41-340-541.63-20	2020-00001085	\$ 3,952,298.43	\$ 3,952,298.43	\$ -	\$ 2,499.98	\$ 2,499.98	CRA paid City via invoices #43233, 44617. PO closed 7/3/2025		Regona Krane
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CEI Services; Baxter & Woodman	334-41-340-541.63-20	2023-00001014	\$ 81,123.00	\$ 81,123.00	\$ -	\$ 7,307.12	\$ 7,307.12	CRA paid City via invoice #44617. PO closed 9/30/2025		Regona Krane
Construction - Osceola Park SE 1st Ave; P2023-060	334-41-340-541.63-20	2024-00000844	\$ 1,068,877.00	\$ 1,068,877.00	\$ -	\$ -	\$ -	CRA paid City via invoice #44617. PO closed 9/30/2025		Regona Krane
<b>TOTAL</b>			<b>\$ 10,625,041.43</b>	<b>\$ 10,625,041.43</b>	<b>\$ -</b>	<b>\$ 236,015.62</b>	<b>\$ 236,015.62</b>	<b>CRA Total Budget \$10,625,041.43</b>		

Purchase Order 2020-1085  
 Type   
 Go

**General**

Department Public Works Engineering  
 Vendor 15353 - RIC-MAN CONSTRUCTION, INC.  
 Status Complete  
 Contact Name RIC-MAN CONSTRUCTION, INC. (ACH)  
 Purchasing Address 41500 Mound Road  
 City Sterling Heights  
 State MI  
 Zip Code 48312  
 Email Address cmorefield@ric-man.com  
 Description Osceola Park PN# 16-095  
 Message  
 Soft Close Method Roll POs with Budget & Encumbrance  
 Soft Close Date 09/30/2024

**Miscellaneous**

Change Counter No 2  
 Type Blanket  
 Form Type Custom SSIS  
 Bill To Location Finance Department  
 Assigned to Buyer DEFOOR, BELINDA JOANN  
 Resolution Number Reso. 41-20; City Comm 3/3/20  
 Created by User Ilyse Triestman  
 Created Date 03/16/2020  
 Last Changed User Karen Hayes  
 Last Changed Date 07/01/2025

**Totals**

Total Cost \$3,952,298.43  
 Amount Voided \$0.00  
 Amount Expensed \$3,949,798.45  
 Amount Encumbered \$0.00  
 Amount Discounted \$0.00  
 Amount Remaining \$0.00

**\$3,952,298.43 - \$3,949,798.45 =**  
**\$2,499.98 REFUND**

**Dates**

G/L Date 03/10/2020  
 Deliver by Date  
 Printed Date 03/17/2020  
 Expiration Date  
 Completed/Void Date 07/03/2025

Detail v

Transactions v

History v

Approvals v

Receipt of Goods

AP Invoices - Summary v

AP Invoices - Detail

+ ✓  
 + ✓  
 + ✓  
 + ✓  
 + ✓  
 + ✓  
 + ✓



FINAL PAYMENT

1601 Forum Place, Suite 400, West Palm Beach, FL 33401 • baxterwoodman.com

**CITY OF DELRAY BEACH**

PUBLIC WORKS DEPARTMENT

June 27, 2025 – via Fed Exp.

APPROVED  PARTIAL PAYMENT

NOT APPROVED  FINAL PAYMENT

Begonia Krane  
City of Delray Beach  
434 South Swinton Ave.  
Delray Beach, FL 33444

P.O.# 2020-00001085

ACCT.# 334-41-340-541.63-20

ACCT.# \_\_\_\_\_

OK TO PAY: Begonia Krane

APPROVAL BY: \_\_\_\_\_

FINAL APPROVAL: \_\_\_\_\_

DATE: 6/27/25

**Subject:** *City of Delray Beach  
Osceola Park Neighborhood Improvement Project Phase 1  
Contractors Final Pay Application #17*

Dear Ms. Krane,

On May 20, 2025 we received the final closeout documents for the above referenced Project. Enclosed please find a signed copy of Ric-Man Construction’s FINAL Application for Payment #17 for the period ending May 31, 2023. We have completed our review of the Application and recommend the Town makes FINAL payment in the amount of \$92,442.26.

**Attachments:**

- FINAL Pay Application #17
- Consent of Surety to Final Payment.
- Release of lien from Ric-Man, Subs & Vendors (excluding Action Sod)
- Thumb Drive with PDF & CAD as-built files (1 drive has all three projects)

If you have any questions or concerns, please call me at 561-425-7708.

Sincerely,

Baxter & Woodman, Inc.

Richard M. Chipman, CGC.  
Construction Manager

Enclosure

O:\DELB\091293.60\const\Pay Apps

# APPLICATION AND CERTIFICATE FOR PAYMENT

**TO OWNER:**  
 CITY OF DELRAY BEACH  
 100 NW 1ST AVE  
 DELRAY BEACH, FL 33444  
 FROM CONTRACTOR:  
 RIC-MAN CONSTRUCTION, INC.  
 2051 GREEN ROAD, SUITE D  
 DEERFIELD BEACH, FL 33064  
 CONTRACT FOR:

**PROJECT:**  
 Contract No. 2020-004  
 Osceola Park Neighborhood Improvements  
 Project No. 16-095  
**VIA ENGINEER:**  
 BAXTER & WOODMAN  
 477 S. Rosemary Ave., Suite 228  
 West Palm Beach, FL 33401

**APPLICATION #:** 17  
**PERIOD TO:** 05/31/23  
**PROJECT NOS:**  
**CONTRACT DATE:** 3/3/2020

**Distribution to:**  
 FINAL  
 Owner  
 Const. Mgr  
 Architect  
 Contractor

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner.

\$	4,056,327.00
\$	-106528.56
\$	3,949,798.44
	3,949,798.44

- 1. ORIGINAL CONTRACT SUM**-----
- 2. Net change by Change Orders**-----
- 3. CONTRACT SUM TO DATE (Line 1)**-----
- 4. TOTAL COMPLETED & STORED TO DATE-\$**  
(Column G on Continuation Sheet)

### 5. RETAINAGE:

- 5.0% of Completed Work  
(Columns D+E on Continuation S
- 0.0% of Stored Material  
(Column F on Continuation Sheet  
Total Retainage (Line 5a + 5b or

\$	
\$	3,949,798.44


- 6. TOTAL EARNED LESS RETAINAGE**-----  
(Line 4 less Line 5 Total)

### 7. LESS PREVIOUS CERTIFICATES F

\$	3,857,356.17
\$	92,442.26

- 8. CURRENT PAYMENT DUE**-----  
(Line 6 from prior Certificate)
- 9. BALANCE TO FINISH, INCLUDING**  
(Line 3 less Line 6)

CHANGE ORDER SUMMARY	DEDUCTIONS
Total changes approved in previous months by Owner	-\$104,557.74
Total approved this Month	-\$1,970.82
<b>TOTALS</b>	-\$106,528.56
<b>NET CHANGES by Change Order</b>	-\$106,528.56

By:  Date: 6/25/2025

State of: Michigan  
 County of: Macomb

Subscribed and sworn to before me this 25 day of June, 2025

**CYNTHIA R. MOREFIELD**  
 Notary Public, State of Michigan  
 County of Macomb  
 My Commission Expires Nov. 11, 2028  
 Acting in the County of Macomb

### CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED** ----- \$ 92,442.26  
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ENGINEER:  Date: 6/27/25  
 This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

PAYMENT APPLICATION SPREADSHEET FOR THE CITY OF DELRAY BEACH  
 CONTRACTOR NAME: Ric-Man Construction, Inc.  
 PROJECT NAME & PROJECT NUMBER: Osceola Park Neighborhood Improvements

Payment Application # 17  
 Period Ending: 5/31/2023

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	Original Contract Award	Prev. Quant.	Prev. Quant / %	Prev. Amount	Current Quant	Current Quant / %	Current Amount	To Date Total Quant.	To Date Total Amount	Balances to Completion	Retainage
QTY.				Total										
1	Mobilization/De-mobilization - Bonds - Insurance	1	LF	\$190,500.00	100.00	100.00	\$190,500.00	0.00	0.00	\$	100.00	\$	\$190,500.00	\$
2	Maintenance of Traffic	1	LS	\$39,600.00	100.00	100.00	\$39,600.00	0.00	0.00	\$	100.00	\$	\$39,600.00	\$
4	NPDES Permitted Discharges	1	LS	\$144,800.00	100.00	100.00	\$144,800.00	0.00	0.00	\$	100.00	\$	\$144,800.00	\$
5	Chairs & Grabbars (Along and Road ROW)	1	LS	\$2,775.00	100.00	100.00	\$2,775.00	0.00	0.00	\$	100.00	\$	\$2,775.00	\$
6	Intransformation (Fixed Value = \$10,000)	1	LS	\$158,895.40	100.00	100.00	\$158,895.40	0.00	0.00	\$	100.00	\$	\$158,895.40	\$
7	Remove & Dispose of Existing Pavement (various thickness)	17,255	SY	\$12,655	16,925.25	98.19	\$48,109.00	0.00	0.00	\$	16,925.25	\$	\$48,109.00	\$
8	1-1/2 in. Type S-III Asphalt (2 lifts)	14,070	SY	\$163,915.50	14,110.70	100.28	\$23,497.74	0.00	0.00	\$	14,110.70	\$	\$23,497.74	\$
9	6 in. Bitrock (or 10 in. Crushed Concrete Base (LBR 100) (br-curbs prime seal)	15,510	SY	\$14,850	16,280.70	107.03	\$2,432.70	0.00	0.00	\$	16,280.70	\$	\$2,432.70	\$
10	12 in. Stabilized Subgrade (SP-1 S.I.F.B.V.)	4,768	SY	\$3,500	4,768.00	100.00	\$3,500.00	0.00	0.00	\$	4,768.00	\$	\$3,500.00	\$
11	Min. Stabilized Subgrade (SP-1 S.I.F.B.V.)	10,042	SY	\$2,500	10,042.00	100.00	\$2,500.00	0.00	0.00	\$	10,042.00	\$	\$2,500.00	\$
12	1/2 in. Single Yellow Thermo (with black road)	2,500	LF	\$115,717.50	680.00	27.20	\$75,262.50	0.00	0.00	\$	680.00	\$	\$75,262.50	\$
13	1/2 in. Single Yellow Thermo (with black road)	2,500	LF	\$115,717.50	680.00	27.20	\$75,262.50	0.00	0.00	\$	680.00	\$	\$75,262.50	\$
14	Aluminum Parabolic Concrete Pavement (w/ 1 in. AASHTO No. 57 Stone)	0	0	\$30,000.00	2,900.00	0.00	\$87,000.00	0.00	0.00	\$	2,900.00	\$	\$87,000.00	\$
15	Not Used	0	0	\$0.00	0.00	0.00	\$0.00	0.00	0.00	\$	0.00	\$	\$0.00	\$
16	Aluminum Base - 6 in. # 3 Stone	3,100	SY	\$46,845.00	3,100.00	100.00	\$46,845.00	0.00	0.00	\$	3,100.00	\$	\$46,845.00	\$
17	Impregnated - Placed & Compacted Suitable Broadcast Material	400	CY	\$14.35	\$5,740.00	52.50	\$733.36	0.00	0.00	\$	52.50	\$	\$733.36	\$
18	Colored Slurped Asphalt (per FDOT Index 623) (Dist. C-10)	1,700	SF	\$17.25	\$29,525.00	1,952.00	\$33,672.00	0.00	0.00	\$	1,952.00	\$	\$33,672.00	\$
19	Remove Existing Concrete Curbing (All Types)	76	LF	\$12.50	\$937.50	43.50	\$543.75	0.00	0.00	\$	43.50	\$	\$543.75	\$
20	Remove Existing Concrete Sidewalk (various thickness)	21	EA	\$945.00	\$19,945.00	0.00	\$0.00	0.00	0.00	\$	0.00	\$	\$19,945.00	\$
21	Remove Existing Concrete Driveway (various thickness)	5,753	SY	\$8.15	\$35,422.45	7,659.30	\$62,311.35	0.00	0.00	\$	7,659.30	\$	\$62,311.35	\$
22	Not Used	0	0	\$0.00	0.00	0.00	\$0.00	0.00	0.00	\$	0.00	\$	\$0.00	\$
23	Remove & Reinstall Existing Black Power Driveway	1,850	SF	\$30.00	\$55,500.00	0.00	\$0.00	0.00	0.00	\$	0.00	\$	\$55,500.00	\$
24	Concrete Sidewalk - 4 in. Thick - 3000 PSI	27,030	SF	\$4.30	\$116,231.00	34,280.00	\$147,511.00	0.00	0.00	\$	34,280.00	\$	\$147,511.00	\$
25	Concrete Driveway - 6 in. Thick - 3000 PSI	57,630	SF	\$5.75	\$331,117.50	68,503.25	\$393,620.75	0.00	0.00	\$	68,503.25	\$	\$393,620.75	\$
26	Not Used	0	0	\$0.00	0.00	0.00	\$0.00	0.00	0.00	\$	0.00	\$	\$0.00	\$
27	Thickened Edge Sidewalk - 3000 PSI	600	SF	\$13.45	\$8,070.00	1,020.00	\$13,710.00	0.00	0.00	\$	1,020.00	\$	\$13,710.00	\$
28	Type 2 Curb & Gutter	216	LF	\$17.35	\$3,747.60	548.05	\$9,503.67	0.00	0.00	\$	548.05	\$	\$9,503.67	\$
29	Type 1 Curb & Gutter	708	LF	\$24.50	\$17,346.00	586.00	\$14,357.00	0.00	0.00	\$	586.00	\$	\$14,357.00	\$
30	12 in. Concrete Curb	4,158	LF	\$22.35	\$92,494.50	4,538.00	\$101,424.30	0.00	0.00	\$	4,538.00	\$	\$101,424.30	\$
31	Valley Gutter	152	LF	\$27.00	\$4,116.00	884.00	\$23,916.00	0.00	0.00	\$	884.00	\$	\$23,916.00	\$
32	Curb Ramps with ADA-Compliant Tactile Surface Mat	77	EA	\$2,775.00	\$21,165.00	1,100.00	\$3,015.00	0.00	0.00	\$	1,100.00	\$	\$3,015.00	\$
33	Remove & Replace Existing Speed Hump (Including Pavement Markings)	1	EA	\$2,775.00	\$2,775.00	100.00	\$2,775.00	0.00	0.00	\$	100.00	\$	\$2,775.00	\$
34	Finish & Install Std. (St. Augustine / Bahia)	11,618	SY	\$4.45	\$51,721.10	11,818.00	\$52,605.30	0.00	0.00	\$	11,818.00	\$	\$52,605.30	\$
35	Ratio Reflective Pavement Markers (RPMs)	287	EA	\$2.00	\$574.00	1,034.00	\$2,068.00	0.00	0.00	\$	1,034.00	\$	\$2,068.00	\$
36	6 in. Double Yellow Thermo	1,690	LF	\$2.00	\$3,380.00	1,034.00	\$2,068.00	0.00	0.00	\$	1,034.00	\$	\$2,068.00	\$
37	6 in. Single Yellow Thermo	45	LF	\$3.35	\$150.75	60.25	\$202.13	0.00	0.00	\$	60.25	\$	\$202.13	\$
38	12 in. Single Yellow Thermo	2,810	LF	\$4.15	\$11,661.50	1,415.00	\$5,881.25	0.00	0.00	\$	1,415.00	\$	\$5,881.25	\$
39	24 in. Stop Bar White Thermo	40	LF	\$1.85	\$74.00	254.00	\$467.00	0.00	0.00	\$	254.00	\$	\$467.00	\$
40	Not Used	0	0	\$0.00	0.00	0.00	\$0.00	0.00	0.00	\$	0.00	\$	\$0.00	\$
41	Not Used	0	0	\$0.00	0.00	0.00	\$0.00	0.00	0.00	\$	0.00	\$	\$0.00	\$
42	Pavement Markings Traffic Paint	46	LF	\$8.35	\$384.10	46.00	\$384.10	0.00	0.00	\$	46.00	\$	\$384.10	\$
43	Not Used	0	0	\$0.00	0.00	0.00	\$0.00	0.00	0.00	\$	0.00	\$	\$0.00	\$
44	Furnish & Install New Project Identification Sign	8	EA	\$850.00	\$6,800.00	8.00	\$6,800.00	0.00	0.00	\$	8.00	\$	\$6,800.00	\$
45	Furnish & Install New Traffic Signs	69	EA	\$172.00	\$11,868.00	69.00	\$11,868.00	0.00	0.00	\$	69.00	\$	\$11,868.00	\$
46	Remove Existing Sign Post & Return to the City	56	EA	\$189.00	\$10,644.00	44.00	\$8,316.00	0.00	0.00	\$	44.00	\$	\$8,316.00	\$
47	Remove Existing Sign Post & Return to the City	20	EA	\$25.00	\$500.00	23.00	\$575.00	0.00	0.00	\$	23.00	\$	\$575.00	\$
48	Remove Existing Sign - Salvage & Return to the City	30	EA	\$275.00	\$8,250.00	23.00	\$6,225.00	0.00	0.00	\$	23.00	\$	\$6,225.00	\$
49	Remove Existing Sign to New Location	30	EA	\$275.00	\$8,250.00	23.00	\$6,225.00	0.00	0.00	\$	23.00	\$	\$6,225.00	\$
50	Remove Existing Drainage Structure	8	EA	\$975.00	\$7,800.00	8.00	\$7,800.00	0.00	0.00	\$	8.00	\$	\$7,800.00	\$
51	Remove Existing Drainage Pile (12 in. x 30 in.)	350	LF	\$16.85	\$5,897.50	346.50	\$5,838.55	0.00	0.00	\$	346.50	\$	\$5,838.55	\$





# FULL CONDITIONAL WAIVER


My/Our contract with The City of Delray Beach  
(other contracting party)

to provide Labor and Materials

for the improvement to the property described as \_\_\_\_\_  
Delray Osceola Park Neighborhood Improvements

having been fully paid and satisfied, all my/our construction lien rights against such property are hereby waived and released.

This waiver is conditioned on actual payment of \$92,442.26

By: Ric-Man Construction, Inc.  
  
(Signature of lien claimant)

Address: 41500 Mound Road  
Sterling Heights, MI 48314

Telephone: (586) 739-5210

Signed On: 6.28.25

**DO NOT SIGN BLANK OR INCOMPLETE FORMS, RETAIN A COPY.**

**CONSENT OF SURETY  
TO FINAL PAYMENT**

*AIA Document G707*

(Instructions on reverse side)

- OWNER
- ARCHITECT
- CONTRACTOR
- SURETY
- OTHER

TO OWNER:

*(Name and address)*

City of Delray Beach  
100 N.W. 1st Ave.  
Delray Beach, FL 33444

ARCHITECT'S PROJECT NO.:

CONTRACT FOR:

PROJECT:

*(Name and address)*

ITBC 2020-004 Osceola Park Neighborhood Improvements Phase 1

CONTRACT DATED:

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the  
*(Insert name and address of Surety)*

Western Surety Company  
151 N. Franklin St.  
Chicago, IL 60606

, SURETY,

on bond of

*(Insert name and address of Contractor)*

Ric-Man Construction Inc  
41500 Mound Rd.  
Sterling Heights, MI 48314

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to

*(Insert name and address of Owner)*

City of Delray Beach  
100 N.W. 1st Ave.  
Delray Beach, FL 33444

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: **May 2, 2025**

*(Insert in writing the month followed by the numeric date and year.)*

Western Surety Company

*(Surety)*

*Courtney Saunders*  
*(Signature of authorized representative)*

Courtney Saunders, Attorney-in-Fact

*(Printed name and title)*

Attest:  
(Seal):

*Cheryl Emery*



# Western Surety Company

## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Angelo G Zervos, Courtney Saunders, Individually**

of Troy, MI, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

### - In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 27th day of June, 2024.



WESTERN SURETY COMPANY

*Larry Kasten*  
Larry Kasten, Vice President

State of South Dakota }  
County of Minnehaha } ss

On this 27th day of June, 2024, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota, that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



*M. Bent*  
M. Bent, Notary Public

### CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 2nd day of May, 2025.



WESTERN SURETY COMPANY

*Paula Kolsrud*  
Paula Kolsrud, Assistant Secretary

### Authorizing By-Laws and Resolutions

#### ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

“RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company.”

Go to [www.cnasurety.com](http://www.cnasurety.com) > Owner / Oblige Services > Validate Bond Coverage, if you want to verify bond authenticity.

**FULL UNCONDITIONAL WAIVER**

My/our contract with Ric-Man Construction to provide:

Labor / Material

for the improvement to the property described as:

Osceola Neighborhood Improvements

having been fully paid and satisfied, all my/our construction lien rights against such property are hereby waived and released.

Signed On: 1/31/23

Date

Acme Barricades

Verdell Lockert  
Signature

Address:

9800 Normandy Blvd

Jacksonville, FL 32221-2036

Telephone:

904-423-1725

**WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS**  
**RETAIN A COPY**

**FULL UNCONDITIONAL WAIVER**

My/our contract with     **Ric-Man Construction**     to provide:

    **Labor / Material**    

for the improvement to the property described as:

    **Osceola Neighborhood Improvements**    

having been fully paid and satisfied, all my/our construction lien rights against such  
property are hereby waived and released.

Signed On:     8/26/22      
Date

    **Arazoza Bros Corp**      
    *[Signature]*      
Signature

Address:  
    **7027 SW 87<sup>th</sup> Court**    

    **Miami, FL 33173**    

Telephone:  
    **(305) 246 3223**    

**WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS**  
**RETAIN A COPY**

**FULL UNCONDITIONAL WAIVER**

My/our contract with Ric-Man Construction to provide:

Labor / Material

for the improvement to the property described as:

Osceola Neighborhood Improvements

having been fully paid and satisfied, all my/our construction lien rights against such property are hereby waived and released.

Signed On:

Date

6-12-25

Austin Tupler Trucking Inc.

X   
Signature

Address:

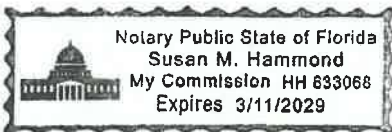
6570 SW 47<sup>th</sup> Court

Davie, FL 33314

Telephone:

954-583-0801





**WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS**  
**RETAIN A COPY**

**FULL UNCONDITIONAL WAIVER**

My/our contract with Ric-Man Construction to provide:

Labor / Material

for the improvement to the property described as:

Osceola Neighborhood Improvements

having been fully paid and satisfied, all my/our construction lien rights against such property are hereby waived and released.

Signed On: 7/11/22  
Date

C & R Milling & Paving Inc.

[Signature]  
Signature

Address:  
1 North Krome Ave, Ste 100

Homestead, FL 33030

Telephone:  
(305) 247-0833



**WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS**  
**RETAIN A COPY**

**FULL UNCONDITIONAL WAIVER**

My/our contract with Ric-Man Construction to provide:

Labor / Material

for the improvement to the property described as:

Osceola Neighborhood Improvements

having been fully paid and satisfied, all my/our construction lien rights against such property are hereby waived and released.

Signed On:

2/3/2023

Date

Homestead Concrete & Drainage

Signature

Address:  
PO Box 1273

Homestead, FL 33090

Telephone:

(305) 248-9649

**WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS**  
**RETAIN A COPY**

**FULL UNCONDITIONAL WAIVER**

My/our contract with     **Ric-Man Construction**     to provide:

    **Labor / Material**    

for the improvement to the property described as:

    **Osceola Neighborhood Improvements**    

having been fully paid and satisfied, all my/our construction lien rights against such  
property are hereby waived and released.

Signed On: \_\_\_\_\_

Date

    11/17/21    

    **J & A Contracting, Inc.**    

          
Signature

Address:

    **517 Spinnaker**    

    **Weston, FL 33326**    

Telephone:  
\_\_\_\_\_

**WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS**  
**RETAIN A COPY**

**FULL UNCONDITIONAL WAIVER**

My/our contract with     **Ric-Man Construction**     to provide:

    **Labor / Material**    

for the improvement to the property described as:

    **Osceola Neighborhood Improvements**    

having been fully paid and satisfied, all my/our construction lien rights against such  
property are hereby waived and released.

Signed On:     **2/22/23**      
Date

    **Lanzo Construction Company**    

          
Signature

Address:  
    **125 SE 5<sup>th</sup> Court**    

    **Deerfield Beach, FL 33441**    

Telephone:

    **954-979-0802**    

**WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS**  
**RETAIN A COPY**

**FULL UNCONDITIONAL WAIVER**

My/our contract with Ric-Man Construction to provide:

Labor / Material

for the improvement to the property described as:

Osceola Neighborhood Improvements

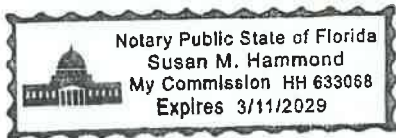
having been fully paid and satisfied, all my/our construction lien rights against such property are hereby waived and released.

Signed On:

Date

6.12.25

*Susan M. Hammond*



M & G Fill Corporation

X  
[Signature]  
Signature

Address:

6570 SW 47<sup>th</sup> Court

Davie, FL 33314

Telephone:

954-583-0801

**WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS**  
**RETAIN A COPY**

**FULL UNCONDITIONAL WAIVER**

My/our contract with Ric-Man Construction to provide:

Labor / Material

for the improvement to the property described as:

Osceola Neighborhood Improvements

having been fully paid and satisfied, all my/our construction lien rights against such property are hereby waived and released.

Signed On: 6/20/2022  
Date

Paveway Systems, Inc.

Jiffony Aelright  
Signature

Address:

114 Indian Lakes Lane

Florahome, FL 32140

Telephone:

317-441-4981

**WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS**  
**RETAIN A COPY**

**FULL UNCONDITIONAL WAIVER**

My/our contract with Ric-Man Construction Inc. to provide:

Tree Removal

for the improvement to the property described as:

Osceola Neighborhood Improvements

having been fully paid and satisfied, all my/our construction lien rights against such property are hereby waived and released.

Signed On: 12-21-20  
Date

Tree Trimming Service, LLC

  
Signature

Address:  
185 NE 4<sup>th</sup> Ave

Delray Beach, FL 33483

Telephone:

561-213-2295

**WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS**  
**RETAIN A COPY**

**FULL UNCONDITIONAL WAIVER**

My/our contract with     **Ric-Man Construction**     to provide:

    **Labor / Material**    

for the improvement to the property described as:

    **Osceola Neighborhood Improvements**    

having been fully paid and satisfied, all my/our construction lien rights against such  
property are hereby waived and released.

Signed On:     6/20/22      
Date

    **Trinity Striping Inc.**    

          
Signature

Address:  
    **613 Cherry Road**    

    **West Palm Beach, FL 33409**    

Telephone:

    **(954) 931-3168**    

**WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS**  
**RETAIN A COPY**

**FULL UNCONDITIONAL WAIVER**

My/our contract with     **Ric-Man Construction**     to provide:

    **Labor / Material**    

for the improvement to the property described as:

    **Osceola Neighborhood Improvements**    

having been fully paid and satisfied, all my/our construction lien rights against such  
property are hereby waived and released.

Signed On: 8/2/22  
Date

Underground Services of America  
  
Signature

Address:  
333 Southern Blvd, Ste 303

West Palm Beach, FL 33405

Telephone:  
\_\_\_\_\_

**WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS**  
**RETAIN A COPY**

**FULL UNCONDITIONAL WAIVER**

My/our contract with     **Ric-Man Construction**     to provide:

    **Labor / Material**    

for the improvement to the property described as:

    **Osceola Neighborhood Improvements**    

having been fully paid and satisfied, all my/our construction lien rights against such  
property are hereby waived and released.

Signed On:     **April 3<sup>rd</sup>, 2023**      
Date

    **Universal Engineering Sciences**    

    **Signature**    

Address:  
    **1215 Wallace Drive**    

    **Delray Beach, FL 33444**    

Telephone:

    **561-347-0070**    

**WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS**  
**RETAIN A COPY**

Purchase Order Type 2021-1006  
 Go Reset

General

**General**  
 Department Public Works Engineering  
 Vendor 15353 - RIC-MAN CONSTRUCTION, INC.  
 Status Complete  
 Contact Name RIC-MAN CONSTRUCTION, INC. (ACH)  
 Purchasing Address 41500 Mound Road  
 City Sterling Heights  
 State MI  
 Zip Code 48312  
 Email Address cmorefield@ric-man.com  
 Description Osceola Park Neigh Improvements Phase II Construction  
 Message  
 Soft Close Method Roll POs with Budget & Encumbrance  
 Soft Close Date 09/30/2024

Miscellaneous

Change Counter No. Blanket  
 Form Type Custom SSRS  
 Bill To Location Finance Department  
 Assigned to Buyer TRIESTMAN, ILYSE  
 Resolution Number  
 Created by User Ja'Anal McAden  
 Created Date 06/18/2021  
 Last Changed User Karen Hayes  
 Last Changed Date 07/01/2025

Totals

Total Cost \$4,114,878.00  
 Amount Voided \$0.00  
 Amount Expensed \$3,888,669.48  
 Amount Encumbered \$0.00  
 Amount Discounted \$0.00  
 Amount Remaining \$0.00

**\$4,114,878.00 - \$3,888,669.48 = \$226,208.52 REFUND**

Dates

G/L Date 06/16/2021  
 Deliver by Date  
 Printed Date 06/18/2021  
 Expiration Date  
 Completed/Void Date 07/03/2025

- Detail
- Transactions
- History
- Approvals
- Receipt of Goods
- AP Invoices - Summary
- AP Invoices - Detail

**APPLICATION AND CERTIFICATE FOR PAYMENT**

**TO OWNER:**  
 CITY OF DELRAY BEACH  
 100 NW 1ST AVE  
 DELRAY BEACH, FL 33444

**FROM CONTRACTOR:**  
 RIC-MAN CONSTRUCTION, INC.  
 2051 GREEN ROAD, SUITE D  
 DEERFIELD BEACH, FL 33064

**CONTRACT FOR:**

**PROJECT:**  
 Contract No. 2021-025  
 Osceola Park Neighborhood Improvements Phase II  
 Project No. 16-095

**VIA ENGINEER:**  
 BAXTER & WOODMAN  
 1601 Forum Place, Suite 400  
 West Palm Beach, FL 33401

**APPLICATION #:** 15 & Final Pay Application  
**PERIOD TO:** 12/31/24

**PROJECT NOS:**

**CONTRACT DATE:**

**OWNER:**  
 Owner  
 Const. Mgr  
 Architect  
 Contractor

**FINAL**

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

<b>1. ORIGINAL CONTRACT SUM</b> -----	\$ 4,114,878.00
<b>2. Net change by Change Orders</b> -----	\$ -226,208.52
<b>3. CONTRACT SUM TO DATE (Line 1 +/- 2)</b>	\$ 3,888,669.48
<b>4. TOTAL COMPLETED &amp; STORED TO DATE-\$</b> (Column G on Continuation Sheet)	\$ 3,888,669.48

**5. RETAINAGE:**

a.          of Completed Work  
(Columns D+E on Continuation Sheet)

b. 0.0% of Stored Material  
(Column F on Continuation Sheet)

Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet)-----

\$	0.00
----	------

<b>6. TOTAL EARNED LESS RETAINAGE</b> ----- (Line 4 less Line 5 Total)	\$ 3,888,669.48
---	-----------------

<b>7. LESS PREVIOUS CERTIFICATES FOR PAYMENT</b> (Line 6 from prior Certificate)-----	\$ 3,415,864.66
--	-----------------

<b>8. CURRENT PAYMENT DUE</b> -----	\$ 472,804.82
<b>9. BALANCE TO FINISH, INCLUDING RETAINAGE</b> (Line 3 less Line 6)	\$ 0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$226,208.52	
<b>TOTALS</b>	\$226,208.52	
<b>NET CHANGES by Change Order</b>	\$226,208.52	

**CONTRACTOR:**

By: [Signature] Date: 6/17/25

State of: Michigan  
 County of: Macomb  
 Subscribed and sworn to before me this 17 day of June, 2025

CYNTHIA R. MOREFIELD  
 Notary Public, State of Michigan  
 County of Macomb  
 My Commission Expires Nov. 11, 2028  
 Acting in the County of MACOMB

Notary Public: [Signature]  
 My Commission expires: 11/11/28

**CERTIFICATE FOR PAYMENT**

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED** ----- \$ 472,804.82  
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

**ENGINEER:**

By: [Signature] Date: 6/24/25

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

PAYMENT APPLICATION SPREADSHEET FOR THE CITY OF DELRAY BEACH

CONTRACTOR NAME: Ric-Man Construction, Inc.

PROJECT NAME & PROJECT NUMBER: Osceola Park Neighborhood Improvements Phase II

Payment Application #

14

Period Ending: 7/15/2023

ITEM NO.	QTY.	UNIT	DESCRIPTION	Original Contract Award	Prev. Quantity	Prev. Quant / %	Prev. Amount	Current Quantity	Current Quant / %	Current Amount	To-Date Total Quant	To-Date Total Amount	To-Date Total Quant %	To-Date Total Amount	Balance to Completion	0% Retainage
1	1	LS	Maintenance of Traffic	\$7,500.00	1.00	100.00	\$ 7,500.00	0.00	0.00	\$ -	1.00	\$ 7,500.00	100.00	\$ 7,500.00	\$ -	0%
2	1	LS	1/2" Recycled Drainage	\$12,500.00	1.00	100.00	\$12,500.00	0.00	0.00	\$ -	1.00	\$12,500.00	100.00	\$12,500.00	\$ -	0%
3	1	LS	1/2" Recycled Drainage	\$50,000.00	1.00	100.00	\$50,000.00	0.00	0.00	\$ -	1.00	\$50,000.00	100.00	\$50,000.00	\$ -	0%
4	1	LS	Unsealing & Cracking (Apply Seal Black RDV)	\$5,000.00	1.00	100.00	\$5,000.00	0.00	0.00	\$ -	1.00	\$5,000.00	100.00	\$5,000.00	\$ -	0%
5	1	LS	Re-paving	\$50,000.00	1.00	100.00	\$50,000.00	0.00	0.00	\$ -	1.00	\$50,000.00	100.00	\$50,000.00	\$ -	0%
6	9,400	SY	Remove & Dispose of Existing Pavement Section (various locations)	\$23,650.00	9,400.00	95.40	\$23,650.00	0.00	0.00	\$ -	9,400.00	\$23,650.00	95.40	\$23,650.00	\$1,050.00	5%
7	1,117.4	SY	1 1/2" n. Layer 5/8" Asphalt, 2" fill	\$108,000.00	11,177.40	135.14	\$139,441.84	0.00	0.00	\$ -	11,177.40	\$139,441.84	135.14	\$139,441.84	\$1,058.16	5%
8	0.130	SY	1 1/2" n. Layer 5/8" Asphalt, 2" fill	\$15,000.00	0.130.00	100.00	\$15,000.00	0.00	0.00	\$ -	0.130.00	\$15,000.00	100.00	\$15,000.00	\$ -	0%
9	12.0	Linear	12" n. Stripped Supergrade 1/2" P 81 P B.V.	\$35,250.00	12.00	100.00	\$35,250.00	0.00	0.00	\$ -	12.00	\$35,250.00	100.00	\$35,250.00	\$ -	0%
10	12.0	Linear	12" n. Stripped Supergrade 1/2" P 81 P B.V.	\$35,250.00	12.00	100.00	\$35,250.00	0.00	0.00	\$ -	12.00	\$35,250.00	100.00	\$35,250.00	\$ -	0%
11	28,000	SY	1/2" n. Layer 5/8" Asphalt, 2" fill	\$41,940.00	28,000.00	81.94	\$41,940.00	0.00	0.00	\$ -	28,000.00	\$41,940.00	81.94	\$41,940.00	\$3,060.00	5%
12	1,700	SY	1/2" n. Layer 5/8" Asphalt, 2" fill	\$4,922.50	1,700.00	100.00	\$4,922.50	0.00	0.00	\$ -	1,700.00	\$4,922.50	100.00	\$4,922.50	\$ -	0%
13	13	SY	1/2" n. Layer 5/8" Asphalt, 2" fill	\$35,250.00	13.00	100.00	\$35,250.00	0.00	0.00	\$ -	13.00	\$35,250.00	100.00	\$35,250.00	\$ -	0%
14	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
15	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
16	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
17	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
18	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
19	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
20	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
21	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
22	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
23	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
24	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
25	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
26	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
27	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
28	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
29	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
30	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
31	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
32	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
33	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
34	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
35	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
36	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
37	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
38	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
39	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
40	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
41	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
42	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
43	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
44	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
45	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
46	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%
47	1	LF	1/2" n. Layer 5/8" Asphalt, 2" fill	\$16,668.00	1.00	100.00	\$16,668.00	0.00	0.00	\$ -	1.00	\$16,668.00	100.00	\$16,668.00	\$ -	0%





**CONSENT OF SURETY TO FINAL PAYMENT**

*AIA Document G707*

(Instructions on reverse side)

- OWNER
- ARCHITECT
- CONTRACTOR
- SURETY
- OTHER

TO OWNER:  
*(Name and address)*

City of Delray Beach  
100 N.W. 1st Ave.  
Delray Beach, FL 33444

ARCHITECT'S PROJECT NO.:

CONTRACT FOR:

PROJECT:  
*(Name and address)*

Osceola Park Neighborhood Improvements, Phase II - Project No. 16-095

CONTRACT DATED:

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the  
*(Insert name and address of Surety)*

Travelers Casualty and Surety Company of America  
One Tower Square  
Hartford, CT 06183

, SURETY,

on bond of  
*(Insert name and address of Contractor)*

Ric-Man Construction Inc  
41500 Mound Rd.  
Sterling Heights, MI 48314

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to  
*(Insert name and address of Owner)*

City of Delray Beach  
100 N.W. 1st Ave.  
Delray Beach, FL 33444

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: **May 2, 2025**  
*(Insert in writing the month followed by the numeric date and year.)*

Travelers Casualty and Surety Company of America  
*(Surety)*

*Courtney Saunders*  
*(Signature of authorized representative)*

Courtney Saunders, Attorney-in-Fact  
*(Printed name and title)*

Attest:  
(Seal):

*Chris Emery*





**Travelers Casualty and Surety Company of America  
Travelers Casualty and Surety Company  
St. Paul Fire and Marine Insurance Company**

**POWER OF ATTORNEY**

Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and the Companies do hereby make, constitute and appoint **Courtney Saunders** of **COCONUT CREEK**, **Florida**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **16th** day of **February, 2024**.



State of Connecticut

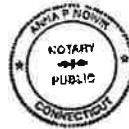
City of Hartford ss.

By:   
Bryce Grissom, Senior Vice President

On this the **16th** day of **February, 2024**, before me personally appeared **Bryce Grissom**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June, 2026**



  
Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **2nd** day of **May**, **2025**



  
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.  
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

# FULL CONDITIONAL WAIVER

My/Our contract with The City of Delray Beach  
(other contracting party)

to provide Labor and Materials

for the improvement to the property described as Osceola Neighborhood Improvements Phase 2

having been fully paid and satisfied, all my/our construction lien rights against such property are hereby waived and released.

This waiver is conditioned on actual payment of \$472,804.81

Ric-Man Construction, Inc.

By:   
(Signature of lien claimant)

Address: 41500 Mound Road  
Sterling Heights, MI 48314

Telephone: (586) 739-5210

Signed On:  6.17.25

**DO NOT SIGN BLANK OR INCOMPLETE FORMS, RETAIN A COPY.**

**FULL UNCONDITIONAL WAIVER**

My/our contract with Ric-Man Construction to provide:

Labor / Material

for the improvement to the property described as:

Osceola Neighborhood Improvements Phase 2

having been fully paid and satisfied, all my/our construction lien rights against such property are hereby waived and released.

Signed On:

6.12.25

Date

Austin Tupler Trucking Inc.

  
Signature

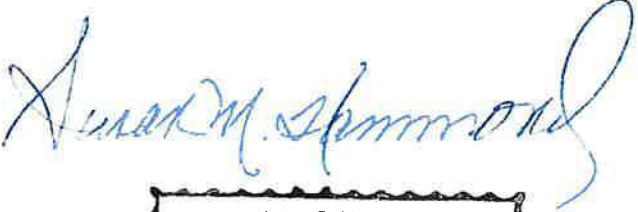
Address:

6570 SW 47<sup>th</sup> Court

Davie, FL 33314

Telephone:

954-583-0801





**WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS**  
**RETAIN A COPY**

**FINAL UNCONDITIONAL WAIVER**

We have a contract with Ric-Man Construction Inc to provide CONCRETE CONSTRUCTION

For the improvement to the property/project described as: OSCEOLA PARK NEIGHBORHOOD IMPROVEMENTS

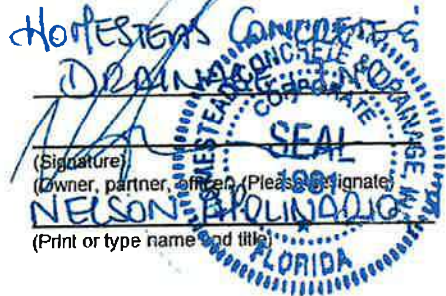
It is the understanding of the undersigned that this is a FINAL RELEASE OF LIEN AND BOND RIGHTS which the undersigned has against the premises described therein, for all goods and services for work completed . This waiver does not refer to any project other than the property/project listed above.

In witness whereof, HORFESTERS CONCRETE & DRAINAGE, INC. has either individually or by its duly authorized representative set his/her hand and seal to this 20th day of DECEMBER 2024

Vendor:

By:

Print:



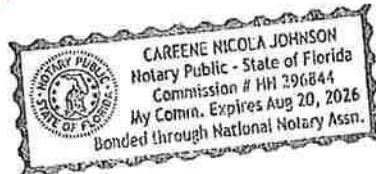
VICE PRESIDENT

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE

Sworn to and subscribed before the undersigned this 20th day of DECEMBER 2024, by

NELSON ABOLINARIO (name), VICE PRESIDENT (title) of HORFESTERS CONCRETE & DRAINAGE, INC. (vendor) He/she is personally known to me or provided \_\_\_\_\_ as identification.

[Signature]  
Notary Public  
My Commission Expires:



**FULL UNCONDITIONAL WAIVER**

My/our contract with Ric-Man Construction to provide:

Labor / Material

for the improvement to the property described as:

Osceola Neighborhood Improvements Phase 2

having been fully paid and satisfied, all my/our construction lien rights against such property are hereby waived and released.

Signed On: 6.12.25

Date

M & G Fill Corporation

X [Signature]  
Signature

Address:

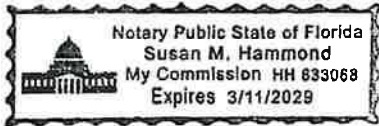
6570 SW 47<sup>th</sup> Court

Davie, FL 33314

Telephone:

954-583-0801

[Signature]



**WARNING: DO NOT SIGN BLANK OR INCOMPLETE FORMS**  
**RETAIN A COPY**



1601 Forum Place, Suite 400, West Palm Beach, FL 33401 • baxterwoodman.com

CITY OF DELRAY BEACH

PUBLIC WORKS DEPARTMENT

June 24, 2025 – via Fed Exp.

APPROVED  PARTIAL PAYMENT

NOT APPROVED  FINAL PAYMENT

Begonia Krane  
City of Delray Beach  
434 South Swinton Ave.  
Delray Beach, FL 33444

P.O.# 2021-00001006 Ric-Man Const

ACCT.# \_\_\_\_\_

ACCT.# 334-41-340-541.63-20

OK TO PAY: Begonia Krane

APPROVAL BY: Mason Kaufman [Jul 7, 2025 14:03 EDT]

FINAL APPROVAL: Missie Barletto

DATE: 6/27/25

**Subject:** City of Delray Beach  
Osceola Park Neighborhood Improvement Project Phase 2  
Contractors Final Pay Application #15

Dear Ms. Krane,

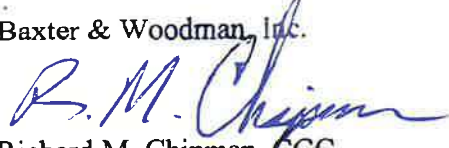
On May 20, 2025 we received the final closeout documents for the above referenced Project. Enclosed please find a signed copy of Ric-Man Construction’s FINAL Application for Payment #15 for the period ending December 31, 2024. We have completed our review of the Application and recommend the Town makes FINAL payment in the amount of \$472,804.82.

**Attachments:**

- FINAL Pay Application #15
- Consent of Surety to Final Payment.
- Release of lien from Ric-Man, Subs & Vendors (excluding Action Sod)
- Thumb Drive with PDF & CAD as-built files (all three projects)

If you have any questions or concerns, please call me at 561-425-7708.

Sincerely,

Baxter & Woodman, Inc.  
  
Richard M. Chipman, CGC.  
Construction Manager

Enclosure

O:\DELB\091293.60\const\Pay Apps

Purchase Order Inquiry - 2023-00001014 - SW Neighborhood Alleys and SE 1st Avenue Improvements - Engineer

Purchase Order Type: 2023-1014

Go

2023-00001014 - SW Neighborhood Alleys and SE 1st Avenue Improvements - Engineer

Documents

Requisitions

General

Department: Public Works-Engineering  
 Vendor: 12311 - BAXTER & WOODMAN, INC.  
 Status: Complete  
 Contact Name: BAXTER & WOODMAN, INC. (ACH)  
 Purchasing Address: 8678 Ridgfield Road  
 City: CRYSTAL LAKE  
 State: IL  
 Zip Code: 60012  
 Email Address: rtravis@baxterwoodman.com  
 Description: SW Neighborhood Alleys and SE 1st Avenue Improvements - Engineer  
 Message

Miscellaneous

Change Counter No.: 2  
 Type: Blanket  
 Form Type: Custom SSSS  
 Bill To Location: Finance Department  
 Assigned to Buyer: DEFOOR, BELINDA JOANN  
 Resolution Number:  
 Created by User: Belinda Defoor  
 Created Date: 06/07/2023  
 Last Changed User: Carmen Alkman  
 Last Changed Date: 10/22/2025

Totals

Total Cost: \$162,246.00  
 Amount Voided: \$0.00  
 Amount Expensed: \$148,611.53  
 Amount Encumbered: \$0.00  
 Amount Discourbed: \$0.00  
 Amount Remaining: \$0.00

**Osceola Park:**  
 \$81,123.00 -  
 \$73,815.88 =  
**\$7,307.12 REFUND**

**SW Alleys:**  
 \$81,123.00 -  
 \$74,795.67 =  
**\$6,327.33 REFUND**

Dates

G/L Date: 06/12/2023  
 Deliver by Date: 06/19/2023  
 Printed Date: 06/19/2023  
 Expiration Date:  
 Completed/Void Date: 09/30/2025

Roll POs with Budget & Encumbrance  
 Soft Close Date: 09/30/2024

Detail

Seq	Status	Description	Quantity	Received	Price per Unit	U/M	Amount	Remaining Amount	Associated Records
1	Complete	ENGINEER SERVICES PROFESSIONAL - SW Neighborhood Alleys	1.0000		162,246.0000	Each	\$162,246.00	\$0.00	
<b>Amount</b>									
<b>G/L Account</b>									
		\$81,123.00 334-41-340-541.63-20 - General Construction Fund-Public Works-Streets Alleys Side...						\$73,815.88	
		\$81,123.00 334-41-340-541.69-01 - General Construction Fund-Public Works-Streets Alleys Side...						\$74,795.67	

# CITY OF DELRAY BEACH

## PUBLIC WORKS DEPARTMENT



baxterwoodman.com

APPROVED

PARTIAL PAYMENT

NOT APPROVED

FINAL PAYMENT

P.O.# 2023-00001014 March 07, 2025  
 ACCT.# 334-41-340-54.63-20 M Project No: 0230368.60  
 City of Delray Beach ACCT.# 334-41-340-54.69-01 L2 Invoice No 0269733  
 100 NW 1st Avenue  
 Delray Beach, FL 33444 Client ID DELBC

OK TO PAY: Begona Krans  
Ja Kaf

APPROVAL BY: Jason Kautman (Date: 3/19/25 15:49 EDT)

FINAL APPROVAL: Missie Barletto

**Total this Invoice: \$7,016.50**

Client Manager **DATE:** Rebecca Travis 3/19/25

Project Manager Craig Mitchell

Professional Services Through February 28, 2025

Project 0230368.60 SW Neighborhood Alleyway Improvements  
 City Project No: 17-103 & 16-095 Purchase Order No.: 2023-00001014. Invoice period 2/1/25 through 2/28/25.

**Total Contract Amount = \$162,246.00**  
**Total Prior Billings: \$141,595.03**  
**Current Billing: \$7,016.50**  
**Total Billings to Date: \$148,611.53**  
**Balance Remaining: \$13,634.47**

Professional Construction Engineering services consisting of; Progress meeting with City and contractor, project management, inspection of work, RFI processing.

Deliverable ALLOW Allowance Item  
**Professional Services**

			Hours	Rate	Amount
<b>Sr Engineer</b>					
Rush, Eric	2/3/2025		.25	111.76	27.94
Rush, Eric	2/6/2025		.25	111.76	27.94
Rush, Eric	2/10/2025		.25	111.76	27.94
Rush, Eric	2/14/2025		.25	111.76	27.94
Rush, Eric	2/18/2025		.25	111.76	27.94
Rush, Eric	2/21/2025		1.50	111.76	167.64
Rush, Eric	2/25/2025		.25	111.76	27.94
Rush, Eric	2/26/2025		.25	111.76	27.94
Rush, Eric	2/28/2025		.25	111.76	27.94
<b>Construction Mgr</b>					
Adams, Richard	2/4/2025		2.00	96.58	193.16
<b>Sr. Eng. Tech.</b>					
Capellini, Andrew	2/3/2025		2.00	81.42	162.84
Capellini, Andrew	2/4/2025		1.50	81.42	122.13
Capellini, Andrew	2/5/2025		2.00	81.42	162.84
Capellini, Andrew	2/10/2025		3.00	81.42	244.26
Capellini, Andrew	2/12/2025		3.00	81.42	244.26
Capellini, Andrew	2/24/2025		1.50	81.42	122.13
Capellini, Andrew	2/25/2025		1.00	81.42	81.42
Philbrick, Rick	2/3/2025		4.00	81.42	325.68
Philbrick, Rick	2/5/2025		8.00	81.42	651.36

Make check payable to Baxter & Woodman, Inc., Dept# 349, PO Box 850001, Orlando, FL 32885-0349. Call 561.655.6175 with questions on this invoice or wiring instructions.

Project	0230368.60	DELBC SW Neighborhood Alleyway Imprvs	Invoice	0269733	
Philbrick, Rick		2/6/2025	8.00	81.42	651.36
Philbrick, Rick		2/7/2025	8.00	81.42	651.36
Philbrick, Rick		2/10/2025	4.00	81.42	325.68
Philbrick, Rick		2/11/2025	4.00	81.42	325.68
Philbrick, Rick		2/12/2025	4.00	81.42	325.68
Philbrick, Rick		2/13/2025	8.00	81.42	651.36
Philbrick, Rick		2/14/2025	8.00	81.42	651.36
Philbrick, Rick		2/19/2025	3.00	81.42	244.26
Philbrick, Rick		2/21/2025	4.00	81.42	325.68
Philbrick, Rick		2/28/2025	2.00	81.42	162.84
<b>Totals</b>			<b>84.50</b>		<b>7,016.50</b>
<b>Total Labor</b>					<b>7,016.50</b>

<b>Contract Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	7,016.50	14,350.98	21,367.48
Engineers' Fee			30,000.00
Remaining			8,632.52
<b>Total this Deliverable</b>			<b>\$7,016.50</b>

Deliverable	TASK04	Construction Adminiostration Phase	
<b>Fee</b>			
Total Fee		27,051.00	
Percent Complete	100.00	Total Earned	27,051.00
		Previous Fee Billing	27,051.00
		Current Fee Billing	0.00
<b>Total Fee</b>			<b>0.00</b>
<b>Contract Billing Limits</b>			
Total Billings	0.00	Prior	27,051.00
Engineers' Fee		To-Date	27,051.00
<b>Total this Deliverable</b>			<b>0.00</b>

Deliverable	TASK05	Resident Project Representative	
<b>Fee</b>			
Total Fee		93,204.00	
Percent Complete	100.00	Total Earned	93,204.00
		Previous Fee Billing	93,204.00
		Current Fee Billing	0.00
<b>Total Fee</b>			<b>0.00</b>
<b>Contract Billing Limits</b>			
Total Billings	0.00	Prior	93,204.00
Engineers' Fee		To-Date	93,204.00
<b>Total this Deliverable</b>			<b>0.00</b>

Deliverable	TASK06	Public Outreach during Construction
<b>Fee</b>		
Total Fee		6,691.00

Make check payable to Baxter & Woodman, Inc., Dept# 349, PO Box 850001, Orlando, FL 32885-0349. Call 561.655.6175 with questions on this invoice or wiring instructions.

Project	0230368.60	DELBC SW Neighborhood Alleyway Imprvs	Invoice	0269733
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Percent Complete	100.00	Total Earned	6,691.00	
		Previous Fee Billing	6,691.00	
		Current Fee Billing	0.00	
		<b>Total Fee</b>		<b>0.00</b>
<b>Contract Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		0.00	6,691.00	6,691.00
Engineers' Fee				6,691.00
			<b>Total this Deliverable</b>	<b>0.00</b>

Deliverable	TASK99	Reimbursable Expenses		
<b>Contract Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		0.00	298.05	298.05
Engineers' Fee				5,300.00
Remaining				5,001.95
			<b>Total this Deliverable</b>	<b>0.00</b>
			<b>Total this Invoice</b>	<b><u>\$7,016.50</u></b>

**Outstanding Invoices**

Number	Date	Balance
0267204	12/17/2024	12,917.70
0269064	2/14/2025	12,605.66
<b>Total</b>		<b>25,523.36</b>

**Billings to Date**

	Current	Prior	Total
Fee	0.00	126,946.00	126,946.00
Labor	7,016.50	14,350.98	21,367.48
Expense	0.00	298.05	298.05
<b>Totals</b>	<b>7,016.50</b>	<b>141,595.03</b>	<b>148,611.53</b>

Make check payable to Baxter & Woodman, Inc., Dept# 349, PO Box 850001, Orlando, FL 32885-0349. Call 561.655.6175 with questions on this invoice or wiring instructions.

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Project	0230368.60	DELBC SW Neighborhood Alleyway Imprvs	Invoice	0269733
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# Billing Backup

Friday, March 7, 2025

Baxter & Woodman, Inc.

Invoice 0269733 Dated 3/7/2025

4:49:15 PM

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Project	0230368.60	SW Neighborhood Alleyway Improvements		
Deliverable	ALLOW	Allowance Item		
			<b>Total this Deliverable</b>	<b>\$7,016.50</b>
			<b>Total this Project</b>	<b>\$7,016.50</b>
			<b>Total this Report</b>	<b>\$7,016.50</b>

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Make check payable to Baxter & Woodman, Inc., Dept# 349, PO Box 850001, Orlando, FL 32885-0349. Call 561.655.6175 with questions on this invoice or wiring instructions.

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**CITY OF DELRAY BEACH**  
**DEPARTMENT OF PUBLIC WORKS**  
 434 S Swinton Avenue - Delray Beach, Florida 33444  
 (661) 243-7295



**334 General Construction**

Project	Account #	PO#	PO Amount	CRA Paid	CRA Owes	Amount Remaining on PO	Amount to CRE after PO closeout	Comments	Lead Department	Lead PM
SW Alleyways (PW Project No. 17-103 // Finance Project Code 41013)										
CEI Services; Baxter & Woodman	334-41-340-541.69-01	2023-00001014	\$ 81,123.00	\$ 81,123.00	\$ -	\$ 6,327.33	\$ 6,327.33	CRA paid City via invoice # 44617. PO closed 9/30/2025	Public Works	Begonia Krane
Design Services; Baxter & Woodman RfQ 2017-048	334-41-340-541.69-01	2023-00000789	\$ 44,846.00	\$ 44,846.00	\$ -	\$ 10,408.48	\$ 10,408.48	CRA paid City via invoice #44617. PO closed 9/30/2025	Public Works	Begonia Krane
Construction Services; P2023-060	334-41-340-541.69-01	2024-00000844	\$ 1,371,123.00	\$ 1,371,123.00	\$ -	\$ -	\$ -	CRA paid City via invoice # 44617. PO closed 9/30/2025	Public Works	Begonia Krane
<b>TOTAL</b>			\$ 1,497,092.00	\$ 1,497,092.00	\$ -	\$ 16,735.81	\$ 16,735.81	CRA Total Budget: \$1,497,092		

Purchase Order Inquiry - 2023-00001014 - SW Neighborhood Alleys and SE 1st Avenue Improvements - Engineer

Purchase Order Type: 2023-1014

Go

2023-00001014 - SW Neighborhood Alleys and SE 1st Avenue Improvements - Engineer

Documents

Requisitions

General

Department: Public Works-Engineering  
 Vendor: 12311 - BAXTER & WOODMAN, INC.  
 Status: Complete  
 Contact Name: BAXTER & WOODMAN, INC. (ACH)  
 Purchasing Address: 8678 Ridgfield Road  
 City: CRYSTAL LAKE  
 State: IL  
 Zip Code: 60012  
 Email Address: rtravis@baxterwoodman.com  
 Description: SW Neighborhood Alleys and SE 1st Avenue Improvements - Engineer  
 Message

Miscellaneous

Change Counter No. 2  
 Type: Blanket  
 Form Type: Custom SSSS  
 Bill To Location: Finance Department  
 Assigned to Buyer: DEFOOR, BELINDA JOANN  
 Resolution Number:  
 Created by User: Belinda Defoor  
 Created Date: 06/07/2023  
 Last Changed User: Carmen Almanan  
 Last Changed Date: 10/22/2025

Totals

Total Cost: \$162,246.00  
 Amount Voided: \$0.00  
 Amount Expensed: \$148,611.53  
 Amount Encumbered: \$0.00  
 Amount Discourbed: \$0.00  
 Amount Remaining: \$0.00

Osceola Park:  
 \$81,123.00 -  
 \$73,815.88 =  
**\$7,307.12 REFUND**

SW Alleys:  
 \$81,123.00 -  
 \$74,795.67 =  
**\$6,327.33 REFUND**

Dates

G/L Date: 06/12/2023  
 Deliver by Date: 06/19/2023  
 Printed Date: 06/19/2023  
 Expiration Date:  
 Completed/Void Date: 09/30/2025

Roll POs with Budget & Encumbrance  
 Soft Close Date: 09/30/2024

Detail

Seq	Status	Description	Quantity	Received	Price per Unit	U/M	Amount	Remaining Amount	Associated Records
1	Complete	ENGINEER SERVICES PROFESSIONAL - SW Neighborhood Alleys	1.0000		162,246.0000	Each	\$162,246.00	\$0.00	
<b>Amount</b>									
							<b>G/L Account</b>		
							334-41-340-541-63-20 - General Construction Fund-Public Works-Streets Alleys Side...	\$73,815.88	
							334-41-340-541-69-01 - General Construction Fund-Public Works-Streets Alleys Side...	\$74,795.67	

# CITY OF DELRAY BEACH

## PUBLIC WORKS DEPARTMENT



baxterwoodman.com

APPROVED

PARTIAL PAYMENT

NOT APPROVED

FINAL PAYMENT

P.O.# 2023-00001014 March 07, 2025  
 ACCT.# 334-41-340-54.63-20 M Project No: 0230368.60  
 City of Delray Beach ACCT.# 334-41-340-54.69-01 L2 Invoice No 0269733  
 100 NW 1st Avenue Client ID DELBC  
 Delray Beach, FL 33444

OK TO PAY: Begona Krans  
Ja Kaf

APPROVAL BY: Jason Kautman (Date: 3/19/25 15:49 EDT)

FINAL APPROVAL: Missie Barletto

**Total this Invoice: \$7,016.50**

Client Manager **DATE:** Rebecca Travis 3/19/25

Project Manager Craig Mitchell

Professional Services Through February 28, 2025

Project 0230368.60 SW Neighborhood Alleyway Improvements  
 City Project No: 17-103 & 16-095 Purchase Order No.: 2023-00001014. Invoice period 2/1/25 through 2/28/25.

**Total Contract Amount = \$162,246.00**

Total Prior Billings: \$141,595.03

Current Billing: \$7,016.50

**Total Billings to Date: \$148,611.53**

**Balance Remaining: \$13,634.47**

Professional Construction Engineering services consisting of; Progress meeting with City and contractor, project management, inspection of work, RFI processing.

Deliverable ALLOW Allowance Item

**Professional Services**

			Hours	Rate	Amount
<b>Sr Engineer</b>					
Rush, Eric	2/3/2025		.25	111.76	27.94
Rush, Eric	2/6/2025		.25	111.76	27.94
Rush, Eric	2/10/2025		.25	111.76	27.94
Rush, Eric	2/14/2025		.25	111.76	27.94
Rush, Eric	2/18/2025		.25	111.76	27.94
Rush, Eric	2/21/2025		1.50	111.76	167.64
Rush, Eric	2/25/2025		.25	111.76	27.94
Rush, Eric	2/26/2025		.25	111.76	27.94
Rush, Eric	2/28/2025		.25	111.76	27.94
<b>Construction Mgr</b>					
Adams, Richard	2/4/2025		2.00	96.58	193.16
<b>Sr. Eng. Tech.</b>					
Capellini, Andrew	2/3/2025		2.00	81.42	162.84
Capellini, Andrew	2/4/2025		1.50	81.42	122.13
Capellini, Andrew	2/5/2025		2.00	81.42	162.84
Capellini, Andrew	2/10/2025		3.00	81.42	244.26
Capellini, Andrew	2/12/2025		3.00	81.42	244.26
Capellini, Andrew	2/24/2025		1.50	81.42	122.13
Capellini, Andrew	2/25/2025		1.00	81.42	81.42
Philbrick, Rick	2/3/2025		4.00	81.42	325.68
Philbrick, Rick	2/5/2025		8.00	81.42	651.36

Make check payable to Baxter & Woodman, Inc., Dept# 349, PO Box 850001, Orlando, FL 32885-0349. Call 561.655.6175 with questions on this invoice or wiring instructions.

Project	0230368.60	DELBC SW Neighborhood Alleyway Imprvs	Invoice	0269733	
Philbrick, Rick		2/6/2025	8.00	81.42	651.36
Philbrick, Rick		2/7/2025	8.00	81.42	651.36
Philbrick, Rick		2/10/2025	4.00	81.42	325.68
Philbrick, Rick		2/11/2025	4.00	81.42	325.68
Philbrick, Rick		2/12/2025	4.00	81.42	325.68
Philbrick, Rick		2/13/2025	8.00	81.42	651.36
Philbrick, Rick		2/14/2025	8.00	81.42	651.36
Philbrick, Rick		2/19/2025	3.00	81.42	244.26
Philbrick, Rick		2/21/2025	4.00	81.42	325.68
Philbrick, Rick		2/28/2025	2.00	81.42	162.84
<b>Totals</b>			<b>84.50</b>		<b>7,016.50</b>
<b>Total Labor</b>					<b>7,016.50</b>

<b>Contract Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	7,016.50	14,350.98	21,367.48
Engineers' Fee			30,000.00
Remaining			8,632.52
<b>Total this Deliverable</b>			<b>\$7,016.50</b>

Deliverable	TASK04	Construction Adminiostration Phase	
<b>Fee</b>			
Total Fee		27,051.00	
Percent Complete	100.00	Total Earned	27,051.00
		Previous Fee Billing	27,051.00
		Current Fee Billing	0.00
<b>Total Fee</b>			<b>0.00</b>
<b>Contract Billing Limits</b>			
Total Billings	0.00	Prior	27,051.00
Engineers' Fee		To-Date	27,051.00
<b>Total this Deliverable</b>			<b>0.00</b>

Deliverable	TASK05	Resident Project Representative	
<b>Fee</b>			
Total Fee		93,204.00	
Percent Complete	100.00	Total Earned	93,204.00
		Previous Fee Billing	93,204.00
		Current Fee Billing	0.00
<b>Total Fee</b>			<b>0.00</b>
<b>Contract Billing Limits</b>			
Total Billings	0.00	Prior	93,204.00
Engineers' Fee		To-Date	93,204.00
<b>Total this Deliverable</b>			<b>0.00</b>

Deliverable	TASK06	Public Outreach during Construction
<b>Fee</b>		
Total Fee		6,691.00

Make check payable to Baxter & Woodman, Inc., Dept# 349, PO Box 850001, Orlando, FL 32885-0349. Call 561.655.6175 with questions on this invoice or wiring instructions.

Project	0230368.60	DELBC SW Neighborhood Alleyway Imprvs	Invoice	0269733
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Percent Complete	100.00	Total Earned	6,691.00	
		Previous Fee Billing	6,691.00	
		Current Fee Billing	0.00	
		<b>Total Fee</b>		<b>0.00</b>
<b>Contract Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		0.00	6,691.00	6,691.00
Engineers' Fee				6,691.00
			<b>Total this Deliverable</b>	<b>0.00</b>

Deliverable	TASK99	Reimbursable Expenses		
<b>Contract Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		0.00	298.05	298.05
Engineers' Fee				5,300.00
Remaining				5,001.95
			<b>Total this Deliverable</b>	<b>0.00</b>
			<b>Total this Invoice</b>	<b><u><u>\$7,016.50</u></u></b>

**Outstanding Invoices**

Number	Date	Balance
0267204	12/17/2024	12,917.70
0269064	2/14/2025	12,605.66
<b>Total</b>		<b>25,523.36</b>

**Billings to Date**

	Current	Prior	Total
Fee	0.00	126,946.00	126,946.00
Labor	7,016.50	14,350.98	21,367.48
Expense	0.00	298.05	298.05
<b>Totals</b>	<b>7,016.50</b>	<b>141,595.03</b>	<b>148,611.53</b>

Make check payable to Baxter & Woodman, Inc., Dept# 349, PO Box 850001, Orlando, FL 32885-0349. Call 561.655.6175 with questions on this invoice or wiring instructions.

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Project	0230368.60	DELBC SW Neighborhood Alleyway Imprvs	Invoice	0269733
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# Billing Backup

Friday, March 7, 2025

Baxter & Woodman, Inc.

Invoice 0269733 Dated 3/7/2025

4:49:15 PM

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Project	0230368.60	SW Neighborhood Alleyway Improvements		
Deliverable	ALLOW	Allowance Item		
			<b>Total this Deliverable</b>	<b>\$7,016.50</b>
			<b>Total this Project</b>	<b>\$7,016.50</b>
			<b>Total this Report</b>	<b>\$7,016.50</b>

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Make check payable to Baxter & Woodman, Inc., Dept# 349, PO Box 850001, Orlando, FL 32885-0349. Call 561.655.6175 with questions on this invoice or wiring instructions.

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Type

- Purchase Orders
- Documents
- Requisitions

**General**

Department: Public Works Engineering  
 Vendor: 12311 - BAXTER & WOODMAN, INC.  
 Status: Complete  
 Contact Name: BAXTER & WOODMAN, INC. (ACH)  
 Purchasing Address: 8678 Ridgfield Road  
 City: CRYSTAL LAKE  
 State: IL  
 Zip Code: 60012  
 Email Address: rtravis@baxterwoodman.com  
 Description: SW Neighborhood Alleys and SE 1st Avenue Improvements - Engineer  
 Message:  
 Soft Close Method: Roll POs with Budget & Encumbrance  
 Soft Close Date: 09/30/2024

**Miscellaneous**

Change Counter No. 1  
 Type: Blanket  
 Form Type: Custom SSRS  
 Bill To Location: Finance Department  
 Assigned to Buyer: SNYDER, CHRISTOPHER  
 Resolution Number:  
 Created by User: Chris Snyder  
 Created Date: 03/01/2023  
 Last Changed User: Carmen Aleman  
 Last Changed Date: 10/22/2025

**Totals**

Total Cost: \$44,846.00  
 Amount Voided: \$0.00  
 Amount Expensed: \$34,437.52  
 Amount Encumbered: \$0.00  
 Amount Discounted: \$0.00  
 Amount Remaining: \$0.00

**Dates**

G/L Date: 02/08/2023  
 Deliver by Date:  
 Printed Date: 03/02/2023  
 Expiration Date:  
 Completed/Void Date: 09/30/2025

\$44,846.00 -  
 \$34,437.52 =  
**\$10,408.48 REFUND**



**CITY OF DELRAY BEACH**

PUBLIC WORKS DEPARTMENT

APPROVED  PARTIAL PAYMENT

NOT APPROVED  FINAL PAYMENT

P.O.# 2023-00000789

ACCT.# 334-41-340-541.69-01

OK TO PAY: Begona Krane

APPROVAL BY: Jason Kaufman (Jan 17, 2025 09:24 EST)

FINAL APPROVAL: Missie Barletto

DATE: 1/16/25 Missie Barletto (Jan 17, 2025 11:00 EST)

Project No: 0230368  
 Invoice No: 0260005

Begona Krane  
 City of Delray Beach  
 100 NW 1st Avenue  
 Delray Beach, FL 33444

Client ID: DELBC

**Total this Invoice: \$1,299.01**

Client Manager: Rebecca Travis  
 Project Manager: Rebecca Travis

Professional Services Through: January 4, 2025

Project: 0230368 SW Alleys & SE 1st Ave Imp

City Project No.: 17-103

Total Contract Amount = \$44,846.00

Total Prior Billings: \$33,138.51

Current Billings: \$1,299.01

Total Billings to Date: \$34,437.52

Balance Remaining: \$10,408.48

Deliverable	TASK 01	Phase I - Design Drawings		
<b>Fee</b>				
Total Fee		28,420.00		
Percent Complete	100.00	Total Earned	28,420.00	
		Previous Fee Billing	28,420.00	
		Current Fee Billing	0.00	
		<b>Total Fee</b>		<b>0.00</b>
<b>Contract Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		0.00	28,420.00	28,420.00
Engineers' Fee				28,420.00
<b>Total this Deliverable</b>				<b>0.00</b>

Deliverable	TASK 02	Phase II - Permit Conditions Review		
<b>Fee</b>				
Total Fee		913.00		
Percent Complete	100.00	Total Earned	913.00	
		Previous Fee Billing	913.00	
		Current Fee Billing	0.00	
		<b>Total Fee</b>		<b>0.00</b>
<b>Contract Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		0.00	913.00	913.00
Engineers' Fee				913.00

Make check payable to Baxter & Woodman, Inc., Dept# 349, PO Box 850001, Orlando, FL 32885-0349. Call 561.655.6175 with questions on this invoice or wiring instructions.

Project	0230368.40	DELBC SW Alleys & SE 1st Ave Imp -Design	Invoice	0260005
<b>Total this Deliverable</b>				<b>0.00</b>

Deliverable	<b>TASK 03</b>	<b>Phase III</b> - Bidding Phase			
<b>Fee</b>					
Total Fee		5,013.00			
Percent Complete		100.00	Total Earned	5,013.00	
			Previous Fee Billing	3,759.75	
			Current Fee Billing	1,253.25	
			<b>Total Fee</b>	<b>1,253.25</b>	
<b>Contract Billing Limits</b>			<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings			1,253.25	3,759.75	5,013.00
Engineers' Fee					5,013.00
<b>Total this Deliverable</b>				<b>\$1,253.25</b>	

Deliverable	TASK 04	Allowance Item			
<b>Contract Billing Limits</b>					
Total Billings			0.00	0.00	0.00
Engineers' Fee					10,000.00
Remaining					10,000.00
<b>Total this Deliverable</b>				<b>0.00</b>	

Deliverable	TASK 99	Reimbursables			
<b>Fee</b>					
Total Fee		500.00			
Percent Complete		18.304	Total Earned	91.52	
			Previous Fee Billing	45.76	
			Current Fee Billing	45.76	
			<b>Total Fee</b>	<b>45.76</b>	
<b>Contract Billing Limits</b>			<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings			45.76	45.76	91.52
Engineers' Fee					500.00
Remaining					408.48
<b>Total this Deliverable</b>				<b>\$45.76</b>	
<b>Total this Invoice</b>				<b>\$1,299.01</b>	

**Outstanding Invoices**

Number	Date	Balance
0258230	4/23/2024	2,506.50
0259016	5/15/2024	1,299.01
<b>Total</b>		<b>3,805.51</b>

Make check payable to Baxter & Woodman, Inc., Dept# 349, PO Box 850001, Orlando, FL 32885-0349. Call 561.655.6175 with questions on this invoice or wiring instructions.

**Baxter & Woodman, Inc.**  
**In-House Reimbursable Costs**

**Project No.:** 230368.4 **Date:** 5/1/2024  
**Project Name:** SW Alleys  
**Client Name:** City of Delray Beach

**Reproduction Charges:**

	Number	Rate	Unit	Total Cost
Photocopies 8-1/2 x 11 (Black & White):		\$0.07	/ea.	
Photocopies 11 x 17 (Black & White):		\$0.23	/ea.	
Photocopies 8-1/2 x 11 (Color):		\$0.49	/ea.	
Photocopies 11 x 17 (Color):		\$0.89	/ea.	
Blueprint 22 x 34 (Black & White):	52	\$0.88	/ea.	\$45.76
Blueprint 24 x 36 (Black & White):		\$0.96	/ea.	
Blueprint 22 x 34 (Color):		\$2.50	/ea.	
Blueprint 24 x 36 (Color):		\$2.75	/ea.	
3-Ring Binders: 1"		\$11.50	/ea.	
2"		\$16.40	/ea.	
3"		\$25.50	/ea.	
2"      11x17		\$35.00	/ea.	
5-Tab Dividers:		\$7.00	/ea. Set	
8-Tab Dividers:		\$9.00	/ea. Set	
Misc. Dividers:		\$5.00	/ea. Set	
CD Holders / CD / Thumb Drive:		\$1.00	/ea.	
Thumb Drive (4 GB/Drive)		\$5.50	/ea.	
GBC Binding w/ Laminated Cover:		\$6.00	/ea. Set	
<b>Total:</b>				<b>\$45.76</b>

**Postage Charges:**

Item Description	Postage Used
<b>Total:</b>	

**Traffic Counter:**

_____	at \$50/Day
_____	at \$50/Day
<b>Total:</b>	

**For Accounting Use Only:**

GL Code: \_\_\_\_\_

Aug-20



## MEMORANDUM BUDGET AMENDMENT MEMO REQUEST

**TO:** Henry M. Dachowitz, Chief Financial Officer

**FROM:** Missie Barletto, Public Works Director *Missie Barletto*  
[Missie Barletto \(Jun 22, 2026 12:31:26 EDT\)](#)

**THROUGH:** Terrence R. Moore, ICMA-CM

**SUBJECT:** Request to Amend Fiscal Year 2025-2026 Budget

**DATE:** June 22, 2026

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The Public Works Department is submitting the following budget amendment for consideration:


### **General Construction Fund – New Appropriations**

Request to amend the FY 2026 Capital Improvement Plan (CIP) Budget for CRA funded projects pursuant to the First Amendment to the Interlocal Agreement for Funding of Construction/Professional Services. The changes effectuated by this amendment are as follows: decrease funding in FY26 for the NW Neighborhood Project (Public Works Project No. 17-020) by \$3,706,725.00; increase funding for SW 8<sup>th</sup> Avenue/SW 2<sup>nd</sup> Street Intersection Improvements (Public Works Project No. 25-005) by \$107,000.00; and increase Pompey Park Recreation Center Project (Public Works Project No. 16-102) by \$23,000,000.00. The original ILA amount for Pompey Park was \$45,000,000.00 however the City's CIP budget reflected \$25,000,000.00 based on cashflow budgeting procedures. This budget amendment will match the City's CIP budget to the original ILA amount of \$45,000,000.00 as well as reflect the additional \$3,000,000.00 allocated by the CRA, for revised ILA and FY26 CIP budget of \$48,000,000.00 for Pompey Park. This amendment also updates the final project costs for Merritt Park Shade Enhancement from \$150,000.00 to \$118,910.00 and Carver Square Park from \$360,000.00 to \$347,672.00.

### **Budget Transfer & Amendment Policy**

In accordance with Administrative Policies and Procedures BF-7, Rev 8.

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[Henry M. Dachowitz \(Jun 23, 2026 15:46:11 EDT\)](#)

Henry M. Dachowitz, Chief Financial Officer

23/06/2026

Date



**City of Delray Beach  
Budget Transfer / Amendment Form**

Requested By (Name & Title): Amanda Skeberis, Budget Coordinator

Date: 6/22/2026

Department: Public Works

Journal: \_\_\_\_\_

ACCOUNT TYPE	GL ACCOUNT NUMBER	GL DESCRIPTION	PROJECT #	INCREASE \$	DECREASE \$
REVENUE	334-00-000-366-164	Contributions & Donations CRA Contribution	41012		\$ 3,706,725.00
	334-00-000-366-164	Contributions & Donations CRA Contribution	72023		\$ 31,090.00
	334-00-000-366-164	Contributions & Donations CRA Contribution	72024		\$ 12,328.00
	334-00-000-366-164	Contributions & Donations CRA Contribution	41075	\$ 107,000.00	
	334-00-000-366-164	Contributions & Donations CRA Contribution	41010	\$ 23,000,000.00	
	TOTAL REVENUE				\$ 23,107,000.00
EXPENSE	334-41-340-541-69.47	Capital Outlay - NW Neighborhood Improvements Project	41012		\$ 3,706,725.00
	334-72-772-572-63.40	Capital Outlay - Merritt Park Shade Structure	72023		\$ 31,090.00
	334-72-772-572-63.41	Capital Outlay - Carver Square Park Repair and Maintenance	72024		\$ 12,328.00
	334-41-340-541-46.40	Service Other Repair Maintenance - SW 8th Ave/SW 2nd St	41075	\$ 107,000.00	
	334-41-340-541-63.28	Capital Outlay - Pompey Park/Community Center Project	41010	\$ 23,000,000.00	
	TOTAL EXPENSE				\$ 23,107,000.00

**JUSTIFICATION:** Budget Amendment aligns with the First Amendment of the ILA between the City and the CRA for Construction/Professional Services for FY25-26. The amendment decreases funding in FY26 for the NW Neighborhood Project (PW P/N 17-020) by \$3,706,725 for a new total of \$11,893,275; increases funding for SW 8th Ave/SW 2nd St Intersection Improvements (PW P/N 25-005) by \$107,000 for a new total of \$318,000; and increases Pompey Park Recreation Center Project (PW P/N 16-102) by \$23,000,000 for a new total of \$48,000,000. The project totals for Merritt Park Shade Structure and Carver Park Playground are also amended from \$150,000.00 to \$118,910.00 and \$360,000.00 to \$347,672.00, respectively.

Approvals:

Is this a Budget Amendment (Y or N)? Y

Department Head Missie Barletto  
Missie Barletto (Jun 22, 2026 12:31:26 EDT)

Budget Team Sabra H. Avery

Chief Financial Officer Henry Dachowitz  
Henry Dachowitz (Jun 23, 2026 15:46:11 EDT)

City Manager [Signature]

**Instructions:**

Fully complete each section to the best of your ability; for questions, contact Budget at 243-7120/243-7128 or email [BudgetTeam@mydelraybeach.com](mailto:BudgetTeam@mydelraybeach.com)

All budget requests must be balanced - e.g., expense & expense, revenue & expense, or revenue & revenue.

This form must be approved by your Department Head, then routed to the Budget Team for review via email:

[BudgetTeam@mydelraybeach.com](mailto:BudgetTeam@mydelraybeach.com)

Once reviewed, the Budget team will route for further approvals, based on the current version of policy BF-7:

[Budget Transfer and Amendment Policy BF-7, Rev. 8](#)



## Cover Memorandum/Staff Report

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**File #:** 26-0705

**Agenda Date:** 6/9/2026

**Item #:** 6.F.

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**TO:** Mayor and Commissioners  
**FROM:** Missie Barletto, Public Works Department  
**THROUGH:** Terrence R. Moore, ICMA-CM  
**DATE:** June 9, 2026

APPROVAL OF THE FIRST AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN THE CITY OF DELRAY BEACH AND DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY FOR FUNDING CONSTRUCTION/PROFESSIONAL SERVICES - FY 2025-2026

**Recommended Action:**

Approve the First Amendment to the Interlocal Agreement (ILA) between the City of Delray Beach (City) and Delray Beach Community Redevelopment Agency (CRA) for funding Construction/Professional Services related to Capital Improvement Program (CIP) projects within the CRA District for Fiscal Year 2025-2026.

**Background:**

Implementation of projects, particularly public infrastructure projects in the CRA District, requires a collaborative effort between the City and the CRA. Through this ILA, the CRA provides funding for all or a portion of projects (i.e., engineering, project management, and construction) while the City provides overall management of the projects' construction and implementation. Projects recommended for funding each fiscal year are included in the City's approved budget through the CIP budget review and approval process.

The City and CRA enter into an ILA each year to formalize the CRA's commitment to fund these projects. The Fiscal Year 2025-2026 ILA was approved by the CRA Board on October 28, 2025 and the City of December 8, 2025.

The City and CRA desire to enter into the First Amendment to the ILA to amend project funding to reflect actual and projected costs in "Exhibit A". The changes include:

- Pompey Park Pre-Construction and Project Owners Representative Services** - addition of funding in the amount of \$3,000,000.00
- NW Neighborhood Improvements** - amended funding from \$15,600,000 to \$11,893,275.00
- SW 8<sup>th</sup> Avenue and SW 2<sup>nd</sup> Street Intersection Improvements** - increase funding from \$211,000.00 to \$318,000.00
- Merritt Park Shade Enhancement** - decrease funding from \$150,000.00 to \$118,910.00 to reflect actual project cost following completion
- Carver Square Park** - decrease funding from \$360,000.00 to \$347,672.00 to reflect actual project cost following completion

The revised "Exhibit A" is as follows:

CRA GL #	Public Works Project #	Project Name	CRA Funding
5661	16-102	Pompey Park Construction Project	\$45,000,000.00
5622	17-020	NW Neighborhood Infrastructure Improvement Project	\$11,893,275.00
5638	25-005	SW 8th Avenue Streetscape Improvements	\$1,200,000.00
5367	16-095	SW 8th and SW 2nd Improvements	\$318,000.00
5201	24-005	Implementation of Old School Square Master Plan	\$500,000.00
5203	25-001	Crest Theatre Historic Preservation Improvements - Architectural Services	\$500,000.00
5621	N/A	Merritt Park Shade Enhancement	\$118,910.00
5364	N/A	Carver Square Park	\$347,672.00
5661 a	16-102	Pompey Park Pre-Construction and Project Owners Rep	\$3,000,000.00

Funds will be transferred to the City at the time that a contract is awarded, or service authorization (consultant agreement) is approved for each project.

**Attachments:**

1. First Amendment to ILA for Construction/Professional Services FY 2025-2026
2. Legal Review
3. ILA for Construction/Professional Services FY 2025-2026

**City Attorney Review:**

City Attorney approves as to form and legal sufficiency.

**Funding Source/Financial Impact:**

This funding is required to complete the Capital Improvement Projects listed above.

**Timing of Request:**

This request is time sensitive to begin/continue approval of CRA funded projects

**FIRST AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN  
THE CITY OF DELRAY BEACH AND THE  
DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY  
FOR FUNDING CONSTRUCTION/PROFESSIONAL SERVICES  
FY 2025-2026**

**THIS FIRST AMENDMENT TO THE INTERLOCAL AGREEMENT FOR FUNDING OF CONSTRUCTION/PROFESSIONAL SERVICES ("FIRST AMENDMENT")** is made this 9<sup>th</sup> day of June, 2026, by and between the **CITY OF DELRAY BEACH**, a Florida municipal corporation, (hereinafter referred to as "**CITY**"), and the **DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY**, a public body corporate and politic, duly created and operated pursuant to Chapter 163, Florida Statutes (hereinafter referred to as the "**CRA**").

**WITNESSETH:**

**WHEREAS**, the **CITY** and the **CRA** entered into an Interlocal Agreement for the Funding of Construction/Professional Services for Fiscal Year 2025-2026, dated December 8, 2025, (the "Original Agreement"), which provided for funding for professional services and construction for projects within the Community Redevelopment Area; and

**WHEREAS**, the **CITY** and the **CRA** desire to enter into this First Amendment in order to amend **Exhibit "A"** to the Original Agreement to include funding for the Pompey Park Pre-Construction and Project Owners Rep, to increase funding for the SW 8<sup>th</sup> Avenue and SW 2nd St Intersection Improvements, to amend the project funding for NW Neighborhood Infrastructure Improvement Project, and to amend the costs for the Merritt Park Shade Enhancement and Carver Square Park projects to reflect actual project costs; and

**WHEREAS**, the **CITY** and the **CRA** find that this First Amendment serves a municipal and public purpose and is consistent with the Community Redevelopment Plan and the requirements of Chapter 163, Florida Statutes.

**NOW, THEREFORE**, in consideration of the mutual covenants and promises herein contained, the parties hereby agree as follows:

1. The recitations set forth above are hereby incorporated herein.
2. The **CITY** and the **CRA** agree to amend **Exhibit "A"** to the Original Agreement to provide for adjustments to project costs.
3. The Agreement is hereby amended to include an updated Exhibit "A", which is attached hereto and incorporated herein by reference.
4. All other terms and conditions of the Original Agreement are ratified and confirmed and shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed on the day and year first above written.

ATTEST:

CITY OF DELRAY BEACH, FLORIDA

  
Alexis Givings, City Clerk

By:   
Thomas F. Carney, Jr., Mayor

Approved as to Form and  
Legal Sufficiency:

  
Lynn Gelin, City Attorney



DELRAY BEACH COMMUNITY  
REDEVELOPMENT AGENCY

By:   
Juli Casale, CRA Board Chair

ATTEST:

  
Renée A. Jadusingh, Esq., Executive Director

I HEREBY APPROVE THIS AGREEMENT  
AS TO FORM:

  
CRA Legal Counsel

## EXHIBIT "A"

<b>Fiscal Year 2025-2026 Projects</b>			
<b>CRA GL#</b>	<b>City Project #</b>	<b>Project Name</b>	<b>CRA Funding</b>
5661		Pompey Park Construction Project	\$45,000,000
5622		NW Neighborhood Infrastructure Improvement Project	\$11,893,275
5638		SW 8th Avenue Streetscape Improvements	\$1,200,000
5367		SW 8 <sup>th</sup> Avenue and SW 2nd Street Improvements	\$318,000
5201		Implementation of Old School Square Master Plan	\$500,000
5203		Crest Theatre Historic Preservation Improvements – Architectural Services	\$500,000
5621		Merritt Park Shade Enhancement	\$118,910
5364		Carver Square Park	\$347,672
5661 a		Pompey Park Pre-Construction and Project Owners Rep	\$3,000,000