



City of Delray Beach

100 N.W. 1st Avenue
Delray Beach, FL 33444

Cover Memorandum/Staff Report

File #: 25-1670

Agenda Date: 1/20/2026

Item #: 6.B.

TO: Mayor and Commissioners
FROM: Jeffrey L. Oris, CEcD, Assistant City Manager
THROUGH: Terrence R. Moore, ICMA-CM
DATE: January 20, 2026

APPROVAL OF INTERLOCAL AGREEMENT BETWEEN THE CITY OF DELRAY BEACH AND THE DELRAY BEACH DOWNTOWN DEVELOPMENT AUTHORITY FOR INFORMATION TECHNOLOGY SERVICES

Recommended Action:

Motion to approve the Interlocal Agreement Between the City of Delray Beach and the Delray Beach Downtown Development Authority for information technology services.

Background:

As the Delray Beach Downtown Development Authority (DDA) has been utilizing the City Commission chambers for their regular Board Meetings as well as special meetings and workshops, the City's Information Technology Services Department has been providing support and equipment for these meeting and the recording and online streaming of these meetings. This Interlocal Agreement (ILA) is designed to outline each party's responsibilities and to set a fixed fee for each meeting utilizing the IT Department's services (The fee is currently set at \$200.00 per meeting utilizing IT services with provision for changing the fee in future fiscal years). The ILA also provides for termination by either party with 30 days notice.

City Attorney Review:

City Attorney approves the document as to form and legal sufficiency.

Funding Source/Financial Impact:

Funds paid by the DDA are designed to cover expected costs incurred by the City.

Timing of Request:

This ILA is to pay the City for services in the current fiscal year.