



# CITY OF DELRAY BEACH

CITY MANAGER'S OFFICE

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



## City Commission Information Letter

May 20, 2022

### **Request for Qualifications Process for Owner Representative for New Water Treatment Plant Progressive Design-Build Project**

As city administration is currently working to prepare tasks to ultimately issue a revenue bond transaction, as well as to calculate revised cost estimates necessary to support development and construction of a new water treatment plant facility (including a production well, a deep injection well, a laboratory building, and other ancillary related facilities), please be advised that immediate direction is now underway to secure the services of a owner representative to help serve the City of Delray Beach as outlined.

As referenced in the attached electronic mail message from Director of Utilities Hassan Hadjimiry, an owner representative will supervise and facilitate all major activities and functions for selecting a progressive design-build firm for the new facility. Involvement to this effect will likewise include evaluation of proposals, selection considerations, and fee negotiations.

With formal advertisement as outlined anticipated to commence in the next few days, we look forward to offering recommendations for City Commission review and consideration in the coming weeks.

### **Clean Cities Program Guidance to Improve Downtown Trash Management Activities**

As discussed during last week's goal setting session, as well as via the May 3<sup>rd</sup> City Commission meeting, the Department of Neighborhood and Community Services has recently initiated a collaborative dialogue with leadership of the Downtown Development Authority to outline strategies to enhance trash removal and other clean community efforts.

As referenced in the attached electronic mail message from Director of Neighborhood and Community Services Sammie Walthour, specific guidance

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## **City Commission Information Letter**

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as noted includes modifying maintenance work scheduling to help expand coverage to better respond to overflowing trash receptacles, and ancillary pressure cleaning services in applicable right-of-way areas. Direction to this effect has likewise resulted in monthly scheduling, as opposed to the previous quarterly timeframe. Additionally, with the Fiscal Year 2022-2023 Proposed Budget process having been recently initiated, considerations involving the Community Redevelopment Agency to support an additional maintenance crew to help enhance service levels (as now expected and desired), is being contemplated.

### **Progress and Update Regarding Education Master Plan**

Since the January 25<sup>th</sup> joint City Commission/Community Redevelopment Agency Board of Commissioners workshop meeting discussion relative to the Delray Full-Service Center and associated historic properties, Education Coordinator Janet Meeks has been working to assemble comprehensive action steps to help prepare education master planning activities accordingly.

As noted, guidance to this effect involved identification of specific issues and concerns, including matters regarding the interlocal agreement for coordinated planning to help support the Delray Full-Service Center and Pine Grove Renovation Program. Additionally, via participation in several meetings with school district leadership to discuss outstanding issues and possible responses to City of Delray Beach concerns, an opportunity to offer specific recommendations for an education master plan to support desired goals, objectives, and outcomes for our community will soon become available. The anticipated timeline to finalize draft considerations to this effect will therefore be during the next few months.

Meanwhile, please also be advised that School District of Palm Beach County Board Member Dr. Debra Robinson is presently coordinating a town hall meeting concerning the future of Delray Full-Service Center to take place here at City Commission Chambers Thursday, June 30<sup>th</sup>.

## **Efforts to Advance Intergovernmental Communication and Collaboration Involving Palm Beach County**

Given the myriad of Palm Beach County projects, programs, and initiatives currently underway in Delray Beach (as well as for such being planned prospectively), please be advised that arrangements are being made to host a meeting with both County Administrator Verdenia Baker and members of her team to discuss status, direction, and other interests of mutual concern. Opportunities to this effect likewise involve matters related to Palm Beach County administered capital projects, maintenance activities, and infrastructure improvements, as well as considerations for other intergovernmental collaborations.

As this discussion is being scheduled to take place in the coming weeks (to include several other members of the Executive Leadership Team involved in related fields and disciplines), the Office of the City Manager looks forward to a more collaborative and communicative professional connection with Palm Beach County administrative leadership as a result.

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

With the productive annual goal setting engagement experienced last Friday, a final report that outlines resulting direction, objectives, and expectations is anticipated to be issued during the next few days. Likewise, an integral function of next week's Executive Leadership Team meeting will be a comprehensive review of tasks to be executed, including direction to offer specific recommendations to the City Commission, as well as applicable commitments via the Fiscal Year 2022-2023 Proposed Budget process.

Enclosures:

Electronic Mail Message from Hassan Hadjimiry – New Water Treatment Plant Owner's Representative  
Electronic Mail Message from Sammie Walthour – Update Regarding Downtown Maintenance and Trash Management Program Overview – NCS Clean Safe Division at a Glance  
Memorandum from Janet Meeks – State of Education Update  
Calendar for Business Week of May 16, 2022

CM/Documents/City Commission Information Letter 31

## Terrence R. Moore

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**From:** Hadjimiry, Hassan  
**Sent:** Tuesday, May 17, 2022 1:01 PM  
**To:** Terrence R. Moore  
**Cc:** Oris, Jeff; Dunkley, Hugh; Ruiz, Yolaina; DiMascio, Susan  
**Subject:** New WTP - Owner's Representative

Mr. Moore,

As you are aware, the City of Delray Beach (City) will utilize a progressive design-build project delivery method for the construction of a new water treatment plant and supporting facilities such as production wells, deep injection well, laboratory and administration offices.

Administration and oversight of such a large-scale design and construction activities, requires a need of Owner's Representative to operate in the best interest of the City and its citizen during the solicitation of the professional services, selection, fee negotiation and overall project implementation.

The benefits of hiring an Owner's Representative include:

- Provides technical support and knowledge
- Provides a team of experts
- Saves time and money across the project
- Better able to supervise budgets and oversee project schedules
- Continually manage conflicts within project entities and teams

The request for qualification (RFQ) for the Owner's Representative services will be advertised by the Purchasing/Finance Department by Sunday, May 22, 2022.

Respectfully,



**Hassan Hadjimiry, P.E.**

*Utilities Director*

*City of Delray Beach*

*434 S. Swinton Avenue*

*Delray Beach, FL 33444*

 **561.243.7303**

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

## Terrence R. Moore

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**From:** Walthour, Sammie  
**Sent:** Thursday, May 19, 2022 6:55 PM  
**To:** Terrence R. Moore  
**Subject:** Update Regarding Downtown General Maintenance and Trash Management  
**Attachments:** NCS Clean Safe Division at a Glance 4-29-22.pdf

Mr. Manager,

This serves as a summary update regarding our general maintenance and trash management operations in the Downtown District. The following reflects our efforts over the past several weeks.

1. Adjusted the schedule of staff to ensure Monday and Friday afternoon (1:00pm – 3:00pm) trash receptacles check by Nuisance Abatement Officers – this supplements the work of the maintenance crew shift that ends at 1:00pm.
2. First shipment of new liners for the receptacles expected the week of May 23<sup>rd</sup>.
3. Currently engaged in a search for new trash receptacles for downtown that will have aesthetic appeal and functionality.
4. Beginning May 14, 2022, increased the downtown pressure cleaning frequency from quarterly to monthly.
5. Code Enforcement Officers have visited all sidewalk cafés in downtown and provided their representatives with a copy of the ordinance regarding their pressure cleaning responsibilities.
6. Put the City's pest control vendor on notice regarding potential additional services that may be needed in downtown.
7. Held a joint meeting with the DDA to discuss concerns in downtown and opportunities for greater collaboration. Plans in motion to hold regularly scheduled meetings going forward.
8. On May 9, 2022, welcomed the new Clean & Safe Administrator – a U.S. Navy and Army Reserve veteran with close to 20 years of service as a City employee.
9. Submitted a budget request to the CRA for a second general maintenance crew. If approved, the second maintenance crew will significantly assist in addressing the growing needs in downtown due to increased foot traffic and the resumption special events.

For your information I have attached the Clean & Safe Division at a glance document. It summarizes the breadth and depth of the general maintenance, solid waste collection, code compliance and other ancillary services provided in the Downtown District.

Please let me know if you have questions or need additional information.

Thanks,

Sam

**Sammie L. Walthour, MSM, Director**  
Neighborhood & Community Services Department  
100 NW First Avenue  
Delray Beach, FL 33444  
Work: (561) 243-7240  
Mobile: (561) 400-4511  
[www.delraybeachfl.gov](http://www.delraybeachfl.gov)



## NEIGHBORHOOD and COMMUNITY SERVICES

**TRUST: Transparency – Respect – Unconditional support – Shared vision - Teamwork**

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



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



## Clean & Safe Division Schedule

The Clean & Safe District is defined generally as one block north and south of Atlantic Avenue, from A-1-A to NW/SW 12<sup>th</sup> Avenue, Pineapple Grove from Atlantic Avenue to NE 4<sup>th</sup> Street, NW 5<sup>th</sup> Avenue to NW 2<sup>nd</sup> Street, and NE 4<sup>th</sup> Avenue to NE 2<sup>nd</sup> Street. Services for litter control are also extended to the Gateway.

### General Maintenance 4:30am – 1:00pm Shift Seven (7) days a week

**4:30am - 6:00am** - Blow-off sidewalks and removal of trash, litter, debris along E. Atlantic Ave.

**4:30am - 6:00am** - Public works provides street sweeper services five (5) days a week M-F

**6:00am – 8:00am** – Patrol District for trash, litter and debris

**8:00 a.m. – 8:30 a.m.** Briefing on tasks for the day or special projects.

**8:30 a.m. – 10:30 a.m.** Proceed with special projects or tasks.

- Trimming
- Planting and plant material removal projects
- Trash can liners maintenance - liners sanitized, deodorized and returned.
- Mulching
- Mowing the Greenways
- Parking lots – landscape maintenance and trash removal

### **10:30am – 11:00am Lunch (4:30am Shift)**

**11:00a.m. – 1:00 p.m.** Proceed with completion of assigned tasks.

**Trash Receptacle Monitoring** – 1:00pm 2:30pm Mondays and Fridays conducted by a nuisance abatement officer following the end of the Clean & Safe General Maintenance Team's 4:30am shift.

### General Maintenance 7:00am – 3:30pm Shift Tuesday – Thursday

**7:00 a.m. – 11:30 a.m.** Patrol for litter, trash, debris and/or assigned details in Hot Spot Areas:

- Libby Wesley Park, City Library, Chamber of Commerce, La Rosa parking lot, CRA parking lot

**8:30am – 11:30am** Join team for special project as directed by Supervisor.

### **11:30am – 12:00pm Lunch (7:00am Shift)**

**12:00pm – 1:00pm** Continue Patrol for litter, trash, debris and/or assigned detail in Hot Spot Areas:

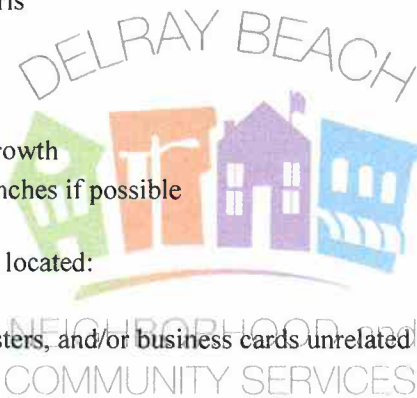
- Libby Wesley Park, City Library, Chamber of Commerce,

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- La Rosa parking lot, CRA parking lot

**1:00pm – 2:30pm - Janitorial Cart Service** – Scheduled to resume on May 23, 2022. Assigned to general maintenance personnel to patrol the Downtown Area North and South sides of E. Atlantic Ave from Swinton Ave to A1A. Details of Janitorial Cart Service include:

- Patrol the entire plant nodes for:
  - litter, trash, and debris
  - weeds and dead vegetation
  - cigarette butts
- Clean and sanitize:
  - trash can lids
  - benches
  - exterior of the big belly and scrape clean inside of big belly trash shoot
- All storm drains and parallel parking spots:
  - cleared of all dead leaves
  - trash, litter, and debris
  - palm fronds
- Trees along Atlantic Ave:
  - remove all sucker growth
  - lift low hanging branches if possible
- Check for and remove when located:
  - graffiti
  - removing flyers, posters, and/or business cards unrelated to the City or it is events
- Report all damages such as:
  - sidewalk damages, glass on sidewalks, etc.
  - electrical issues
  - missing and/or damaged plants
  - damaged benches and trash cans



**Electricians in the Clean & Safe District Seven (7) Days a Week**

There are two (2) electricians that provide five-day coverage, Monday – Friday from 5am – 1:30pm; and on call 7 days a week.

- Streetscape light, lighting at Old School Square
- Daily assessment of all decorative and City lighting; also monitors FPL and county lighting in order to report outages
- Assist with all power related requests for all Special Events
- Assists city Partners with power related duties (i.e., Police license plate readers)
- Handle all power issues within the Clean & Safe District



### **Code Enforcement in the Clean & Safe District Seven (7) Days a Week**

Three (3) code enforcement officers provide seven-day coverage, Sunday-Thursday from 10am-7pm, Thursday-Saturday from 2pm-11pm, providing:

- Daily assessment and patrol of all residential and commercial properties with emphasis in the Entertainment District of downtown
- Graffiti removal, sign removal, and on occasion removal of overflowing trash cans
- Daily sidewalk café inspections
- New construction permit inspections
- Conducts Facility safety inspection
- Participate in noise study program
- Participate in all special events within the downtown area

### **Police in the Clean & Safe District Seven (7) Days a Week**

Two (2) sergeants and ten (10) police officers provide seven-day coverage, Monday 8am-12am, Tuesday 7am-1am, Wednesday 7am-2am, Thurs 7am-2am, Friday 7am-2:30am, Saturday 7am-2:30am, Sunday 8am-11pm

- Areas covered include Atlantic Ave from I95 east to bridge, 1-block north/south from Swinton east to bridge, and NE 2<sup>nd</sup> Avenue
- Report to Police Department (PD)

### **Fire in the Clean & Safe District Seven (7) Days a Week**

One (1) to three (3) personnel provide weekend coverage

- Weekend coverage only, Friday-Saturday from 9pm-midnight
- Focus on occupancy load checks
- Core downtown only
- Reports to Fire Department (FD)

### **Sanitation Division of the Neighborhood and Community Services Department**

Provides nuisance abatement officer five-day coverage, Monday-Friday, comprised of 2 hours per day (mornings) to conduct:

- Daily assessment of downtown alleyways, dumpsters and enclosures, storm drains, graffiti removal, trash removal, etc.
- Provides updates to Clean & Safe Administrator

### **Waste Management Services 4:30-6:00am Seven (7) days a week**

Waste Management, Inc. is the solid waste and recycling services hauler for the City of Delray Beach. Services provided in the Clean & Safe District include dumping big bellies/stationary trash receptacles.

### **Partner City Departments in the Clean & Safe District**

- Public Works (Street Maintenance Division) provides street sweeper services five (5) days a week Monday-Friday from 4:30am-6:00am.
- Parks & Recreation helps with special event clean up and additional staff when needed.

### **Vendor Services Supplementing Clean & Safe Division**

- *Rodent Prevention Services* – Hulett Environmental Services places bait boxes in hedges, replacing them monthly and moving boxes as needed based upon activity. Hulett also investigates complaints as requested and provides additional treatment plans. Current service area includes 500 E Atlantic Avenue, 1100 E Atlantic Avenue, the Visitor’s Center exterior perimeter, and 400-600 W Atlantic Avenue.
- *Pressure Cleaning Services* – Scheduled to be conducted monthly beginning in May 2022. The pressure cleaning vendor contracted to complete quarterly cleaning of the major sidewalks, gutters, and medians within the Clean & Safe District.

### **Clean & Safe Division Contact Information**

1. Henry Thompson, Clean & Safe Administrator  
(561) 243-7212  
(561) 467-0676  
[thompsonh@mydelraybeach.com](mailto:thompsonh@mydelraybeach.com)
2. Danise Cleckley, Neighborhood & Community Services, Assistant Director  
(561) 243-7213 work  
(561) 527-5634 cell  
[cleckley@mydelraybeach.com](mailto:cleckley@mydelraybeach.com)
3. Sammie L. Walthour, Neighborhood & Community Services, Director  
(561) 243-7240 work  
(561)400-4511 cell  
[walthours@mydelraybeach.com](mailto:walthours@mydelraybeach.com)





# CITY OF DELRAY BEACH

## CITY MANAGER'S OFFICE

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



### MEMORANDUM

**TO:** Terrence R. Moore, City Manager  
**FROM:** Janet Meeks, Education Coordinator  
**DATE:** May 19, 2022  
**SUBJECT:** State of Education Update

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This report defines the actions being taken to prepare a draft Education Master Plan that captures the data required for the City Commission to make important decisions about public school district site work, education program offerings, school under-enrollment and/or under-performance, and the historic properties remaining on Delray Full Service Center Campus/aka Historic Carver High School Campus ("DFSC"). This report sums up the 7 months of work that has been conducted to include the data needed to support future decisions and clarify roles and expectations.

#### **HISTORY:**

The 2016 taxpayer referendum funds for public school physical improvements dedicated to the PBC School District included approximately \$34 million dollars allocated for two (2) sites in the City of Delray Beach, namely Pine Grove Elementary School (\$20M+/-) and DFSC (\$14M+/-). These funds are governed by the "Interlocal Agreement between the School Board of Palm Beach County and the municipalities of Palm Beach County for Coordinated Planning." adopted by the School Board of Palm Beach County on August 19, 2015, approved by the Delray Beach City Commission on March 30, 2017.

#### **ACTION STEPS:**

The following actions have been taken since November 2021 regarding the state of education in the City of Delray Beach to address the funds allocated for Pine Grove Elementary School and at DFSC:

#### **PHASE ONE - City of Delray Beach Actions to Identify & Frame Issues (November 2021-January 2022):**

1. Presentation by Education Coordinator of the Data Report on Delray Education to the City Commission;
2. Education Board recommendation to City Commission to demand that PBC School District comply with Interlocal Agreement;
3. Conference call between City of Delray Beach (Mayor Petrolia and Education Coordinator Janet Meeks) and the PBC School District (Superintendent Mike Burke, Chief of Staff Jay Boggess, Kristin Garrison, Director Intergovernmental Affairs and Joe Sanches, COO);
4. Joint City Commission/CRA Meeting re: PBC School District Offer to Deed Title to certain remaining historic buildings and at DFSC;
5. City Commission approves Resolution urging PBC School District comply with Interlocal Agreement;
6. Delray Beach City Manager, Mayor, Chair of the Education Board and Education Coordinator present at PBC School District Board meeting to urge PBC School District to comply with the Interlocal Agreement;

**PHASE TWO - City of Delray Beach Conducts Discovery with PBC School District (January-April 2022):**

1. A series of conference calls, school site visits, and meetings were held between City of Delray Beach staff and PBC School District (City Manager Terrance Moore, Education Coordinator Janet Meeks, and Economic Development Director Sara Maxfield and PBC School District staff Fred Barch, Ed Tierney, Brian Killian, Kristin Garrison, Peter Licata, and Joe Sanches) regarding identification of outstanding issues and possible resolutions;
2. PBC School District staff presentation at the March 7, 2022, Education Board Meeting regarding the state of schools in Delray Beach;
3. April 4, 2022, City of Delray Beach Education Board meeting dedicated to presentations of City of Delray Beach Education Coordinator, Education Board, and PBC School District to discuss DFSC and State of Schools;
4. April 18, 2022, conference call between the City of Delray Beach staff (City Manager Terrance Moore and Education Coordinator Janet Meeks) and PBC School District staff (Kristin Garrison, Director Intergovernmental Affairs and Joe Sanches, COO); and
5. April 29, 2022, meeting of City Manager Terrance Moore and Education Coordinator Janet Meeks with City of Delray Beach education consultant Ohana Solutions, Inc. regarding the preparation of the Delray Beach Education Master Plan for 2022-2027;

The conclusion of the Phase One and Two activities set forth above revealed that the City requires additional data in order to make informed decisions regarding the important issues surrounding the PBC School District properties and programs in the City of Delray Beach.

***That brings us to embark on an aggressive Phase Three which is to be completed by August 31, 2022, as set forth below:***

**PHASE THREE - City of Delray Beach Begins Process to Draft an Education Master Plan (May-August 2022):**

1. May 3, 2022: Education Board Meeting Education Board to debrief the April 4, 2022, meeting surfaced great concern over the lack of community visibility to and engagement in the proposed design, construction, and programming at \$20 million Pine Grove Elementary “modernization” project;
2. May 5, 2022: Comprehensive Letter was sent to PBC School District staff (Kristin Garrison, Director of Intergovernmental Affairs and Joe Sanches, COO) outlining the following steps to complete the process of developing a draft Education Master Plan for the City of Delray Beach for 2022-2027, with highlights and timeline as follows:
  - a) PBC School District was asked to produce the complete 3-5 year business plan with pro forma financials for the education and training to be offered at the new Adult Education building on the Historic Carver Campus by Friday May 20, 2022;
  - b) PBC School District was asked to adjust the building floor plans to account for the removal of any previously planned “modular” units on the property and to accommodate any education planned for the modulars to be incorporated into the building;
  - c) PBC School District was advised that the City requested the three lead Delray Beach historic preservation, culture, and heritage nonprofit stakeholder organizations in the City to provide a detailed proposal by July 15, 2022, containing the information required for the City to make decisions about taking title to and restoring all the historic buildings. The proposal will include the restoration costs and funding opportunities; proposed uses; proposed public-private

partners; and program design and management. This Delray Beach community expertise is essential, and will serve as a basis for City decision-making, thus enabling further discussions with PBC School District once we receive, review and evaluate that information;

- d) PBC School District was advised that no site plans, architectural plans, master plans, or other such actions should be taken at the Caver Campus and/or historic properties until the Delray Beach community due diligence and discovery has been completed and presented to the City Commission for feedback; and
- e) PBC School District was advised that there was strong concern expressed by the Education Board at the May 3, 2022, meeting regarding the lack of community visibility to and engagement in the proposed design, construction, and programming at Pine Grove. PBC School District was advised that the Education Board needs community input for this project and it must be scheduled before any further construction documentation work is advanced by PBC School District.

***As activities move forward through the next 3 months, regular updates will be provided to the City Commission as to the progress of the Education Master Plan that is to be completed by the end of August 2022.***

# May 16, 2022 - May 22, 2022

May 2022

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

June 2022

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

## Monday, May 16

- ← Janet ooo →
- ← Jay ooo →
- ← Gina ooo →
- 12:00am Gina ooo →
- 7:30am - 8:30am Begin CIL (CM Office)
- 8:30am - 8:40am New employee orientation (First Floor Conference Room) - Bast, Dot ↻
- 9:00am - 10:00am Development of Presentation Regarding History and Background Concerning Community Land Trusts (CM)
- 10:00am - 11:30am Cancelled - Mayor mtg w/CM Moore Re:
- 1:30pm - 2:30pm NCR Follow-up Visit to Discuss and Offer
- 3:00pm - 4:00pm Meeting with Todd L'Herrou re: Nonprofit
- 3:00pm - 4:30pm Canceled: Cancelled - Comm. Johnson mtg w/CM
- 4:30pm - 5:00pm JDT (CM Office)

## Tuesday, May 17

- ← 12:00am Janet ooo
- ← 12:00am Jay ooo
- ← Gina ooo →
- ← Gina ooo →
- 9:00am - 10:00am Department of Human Resources FY 2022-23 Budget Review Meeting (Conference Room - City Manager) - Vega,
- 10:30am - 11:30am Office of the City Clerk FY 2022-23 Budget Review Meeting (Conference Room - City Manager) - Vega, Brenda
- 11:30am - 12:30pm Compile Information Letter Report - Request for Qualifications Process for Owner Representative for New Water
- 2:30pm - 8:00pm May 17th Workshop & Regular Commission Meetings - Viewing of Presentations (Microsoft Teams Meeting) -
- 3:00pm - 4:00pm City Commission Workshop re: Summer Program Considerations for Cornell Museum
- 4:00pm - 7:00pm City Commission Regular Meeting ↻

## Wednesday, May 18

- ← Gina ooo →
- ← Gina ooo →
- 7:30am - 8:30am Kiwanis Club of Delray Beach (Delray Beach Golf Club (2200 Highland Ave, Delray Beach, FL 33445)) - Ezra Krieg ↻
- 9:00am - 10:30am Department of Finance FY 2022-23 Budget Review Meeting (Conference Room - City Manager) - Vega, Brenda
- 11:00am - 12:00pm Compile Information Letter Report - Clean Cities Program Guidance to Improve Downtown Trash
- 11:30am - 12:00pm Gulfstream/Delray Beach Water Contract (Conference Room - City Manager) - Graikowski, Beverly
- 1:30pm - 2:30pm Truist (Truist Atlantic Avenue)
- 2:30pm - 3:30pm Office of the City Attorney FY 2022-23 Budget Review Meeting (Conference Room - City Manager) - Vega, Brenda
- 3:00pm - 3:30pm Clarity Regarding Fire Station 113 Contract
- 4:00pm - 5:00pm Follow-Up Meeting with Rob Sweeten re: Battle

## Thursday, May 19

- ← Gina ooo →
- ← Gina ooo →
- 8:00am - 8:30am Various (CM Office)
- 8:30am - 9:30am Compile Information Letter Report - Efforts to Advance Intergovernmental Communication and Coordination Involving Palm Beach County (CM Office)
- 10:00am - 11:00am Meeting with Peter Camacho (Conference Room - City Manager) - Vega, Brenda
- 11:30am - 1:30pm National Public Works Week Celebration (DB Golf Club)
- 2:00pm - 3:00pm Comm. Casale Mtg w/CM Moore Re: Bi-Weekly Updates (City Manager's Office) - Rangel, Delores ↻
- 3:00pm - 4:30pm Various (Various) ↻
- 4:00pm - 5:00pm Compile Information Letter Report - Considerations and Outlook Regarding Delray Full Service Center

## Friday, May 20

- ← Gina ooo →
- ← Gina ooo →
- Hassan ooo
- 7:30am - 9:00am Finalize CIL (CM Office) ↻
- 9:00am - 10:30am Fire Rescue FY 2022-23 Budget Review Meeting (Conference Room - City Hall 1st Floor) - Terrence R. Moore
- 9:30am - 10:30am ICMAA High Performance Leadership Academy - Live Event - Moderator ↻
- 11:00am - 1:30pm Various (Various)
- 2:00pm - 3:30pm VTT002 - Virtual Think Tank (<https://us02web.zoom.us/j/84767239455?pwd=d09sZEtMakgyTmtBdDlteDZXMHJudz09>) - Rob Duncan ↻
- 4:00pm - 5:30pm Finish Hassan Hadjimiry Performance Evaluation

## Saturday, May 21

- ← Gina ooo →
- ← Gina ooo →
- 10:00am - 11:00am Delray Beach Tennis Center (Clay Court #8) ↻
- 11:00am - 1:00pm Various, CIL Notes, etc. (CM Office)
- 1:00pm - 2:00pm Martin County Senior Games Registration (CM Office)

## Sunday, May 22

- ← Gina ooo →
- ← Gina ooo →