



# CITY OF DELRAY BEACH

OFFICE OF THE CITY MANAGER

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



## City Commission Information Letter

August 26, 2022

### **Additional Clarity and Direction to Address Challenges Involving Transient/Short-Term Residential Occupancy Use**

As discussed during last week's City Commission meeting, the City is amending the transient residential uses ordinance to address short-term vacation rentals.

As noted in the attached electronic mail message from Director of Neighborhood and Community Services Sammie Walthour, guidance to this effect involves a better ability to enforce the adverse impacts that transient residential can have on neighborhoods throughout our community, including excessive parking and "special events". This includes multiple turnovers of tenants/guests, in violation of the City's current ordinance.

With the ordinance revisions anticipated to be offered publicly during the coming weeks, staff is also preparing to administer a selection process to secure a vendor to help the City track and monitor vacation rentals. Additionally, once the revised ordinance has been approved, a communitywide educational outreach effort will be implemented, proactively addressing questions and concerns.

### **Town of Gulfstream Water Service Interlocal Agreement Renewal**

The 25-year water service interlocal agreement with the Town of Gulfstream is scheduled to expire June 17, 2023. The Office of the City Manager hosted a meeting with Gulfstream's leadership earlier this week to discuss considerations for a renewal. Guidance to this effect includes a timeframe for a new pact to continue to provide up to 800,000 gallons per day of potable water to Gulfstream, including operations of applicable connection points for respective delivery.

Leadership from both municipalities agreed to finalize a new agreement for review and consideration. Direction to this effect includes a rate structure in line

with the recently adopted water rate ordinance in Delray Beach. Recommendations are anticipated during the next few months.

### **Benchmark Review and Resulting Considerations Regarding a Juneteenth Holiday Recognition**

In response to recent inquiries relative to the Juneteenth federal holiday, and considerations for the City of Delray Beach to formally recognize accordingly, the Department of Human Resources was asked to perform a benchmark survey of other municipalities throughout Palm Beach County and other jurisdictions in Florida to ascertain direction offered to date.

As referenced in the attached spreadsheet summary, of the 13 Palm Beach County municipalities that responded to our inquiry, 10 have adopted Juneteenth as an official holiday. Nine of which did not reduce any of the other observed holidays to accommodate the Juneteenth recognition. One agency eliminated a personal holiday benefit to support Juneteenth as outlined.

As both the City of Delray Beach and three other municipalities in Palm Beach County have yet to recognize Juneteenth as an official holiday (two of the three, the City of Boynton Beach and the City of Palm Beach Gardens are currently considering adding Juneteenth as a paid holiday), an opportunity for City Commission review and consideration will be offered during the September 6<sup>th</sup> regular meeting.

### **Special Event Fencing**

As parameters to support special events vary depending on the specific logistics of each activity, please be advised that direction is being offered to collaborate with leadership of the Downtown Development Authority to consider event fencing requirements. As resulting staff meetings and other tasks may support recommendations to revise existing policies and practices, resulting direction will be shared with the City Commission.

**Calendar of Meetings, Activities and Functions**

I wish to offer appreciation to the organizers of yesterday's Delray Chamber Education Fund Annual Breakfast, specifically, the kind words, acknowledgments, and recognition of Janet Meeks, and her contributions serving the City of Delray Beach. I especially appreciated such regarding efforts to achieve the City's third All-America City Award, as well as ancillary compliments offered by educational leadership in attendance.

Enclosures:

Electronic Mail Message from Sammie Walthour – Update on Efforts to Address Transient Residential Uses  
Matrix Chart Summary – Benchmark Considerations Regarding Juneteenth Holiday  
Calendar for Business Week of August 22, 2022

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## Terrence R. Moore

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**From:** Walthour, Sammie  
**Sent:** Thursday, August 25, 2022 5:16 PM  
**To:** Terrence R. Moore  
**Subject:** Update on Efforts to Address Transient Residential Uses

Mr. Manager,

The department is currently working with the City Attorney's Office to prepare an ordinance to amend section 4.3.3 of the Land Development Regulations (LDR) specific to Transient Residential Uses for City Commission consideration and approval. The revisions will expand the ability of the Code Enforcement Division to address the quality-of-life impacts that transient residential uses have on neighborhoods throughout the city. Property owners will be required to obtain a zoning certificate of use and a landlord permit from the City, a business tax receipt from Palm Beach County, and all documentation as required by the Florida Department of Business and Professional Regulation.

In addition, in the upcoming fiscal year, the department will secure the services of a company to assist in monitoring and tracking transient residential activity. We anticipate that the referenced amendments in conjunction with monitoring/tracking assistance and other proactive measures will strengthen our code compliance capabilities.

The ordinance expected to be scheduled before the City Commission in the weeks to come.

Thanks,

**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)



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.

Agency	Recognize Juneteenth	Reduced to include?	# holidays	# floating	Total
Boca Raton	No	n/a	10	3	13
Boynton Beach	Considering	n/a	11	0	11
Delray Beach	No	n/a	11	1	12
Greenacres	Yes	No	12	1	13
Jupiter	Yes	No	12	0	12
Lantana	Yes	No	12	0	12
North Palm Beach	Yes	No	12	0	12
Palm Beach Gardens	Considering	n/a	11	1	12
Riviera Beach	Yes	Yes, -1 personal holiday	12	0	12
Royal Palm Beach	Yes	No	12.5	0	12.5
Tequesta	Yes	No	13	0	13
Town of Palm Beach	Yes	No	13	1	14
Village of Wellington	Yes	No	13.5	0	13.5
West Palm Beach	Yes	No	12	0	12

# August 22, 2022 - August 28, 2022

August 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		

September 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, August 22

- ← Chief Sims ooo →
- ← Janet ooo →
- ← 12:00am Janet ooo
- ← 12:00am Chief Tomey
- 8:00am - 9:00am Begin CIL (CM Office)
- 9:00am - 9:30am HBL (CM Office)
- 10:00am - 11:30am Mayor mtg w/CM Moore Re: Agenda & Updates (City Manager's Office) - Rangel, Delores ↻
- 2:00pm - 2:30pm JM (CM Office)
- 3:00pm - 4:30pm Canceled: Cancelled - Comm. Johnson mtg w/CM Moore Re: Agenda and Updates (Commission Conference Room) - Rangel, Delores ↻
- 3:30pm - 5:30pm Follow-Up Budget Workshop Meeting
- 6:00pm - 7:00pm Updated invitation: Cancelled - South Central Regional Wastewater Treatment a... @ Mon Aug 22, 2022 6pm -

## Wednesday, August 24

- ← Chief Sims ooo →
- ← Chief Tomey →
- 7:30am - 8:30am Kiwanis Club of Delray Beach (Delray Beach Golf Club (2200 Highland Ave, Delray Beach, FL 33445)) ↻
- 9:00am - 10:00am Agenda Review Meeting (September 6 CC Meeting) (City Hall 1st Floor Conference Room) - Conference Room - City Hall 1st Floor
- 10:00am - 11:00am Compile Information Letter Report - Considerations Regarding Town of Gulfstream Water Utility Services Contract Renewal (CM Office) - Terrence R. Moore
- 11:30am - 1:00pm HOLD - PBC League of Cities General Membership Meeting (TBD) - Vega, Brenda ↻
- 3:00pm - 3:30pm Various (Various)
- 4:00pm - 5:00pm CBRE Kick-Off Discussion Re: Municipal Complex P3 Consideration (Microsoft Teams Meeting) - Vega, Brenda

## Friday, August 26

- ← Chief Sims ooo →
- ← 12:00am Chief Tomey
- 7:30am - 9:00am Finalize CIL (CM Office) ↻
- 8:30am - 8:45am Orientation
- 9:00am - 10:00am Meeting with Laura Simon re: Special Event Fencing (Conference Room - City Manager) - Vega, Brenda
- 11:00am - 1:30pm PBCCMA (Monthly) Meeting (TBD) - Vega, Brenda ↻
- 12:00pm - 1:30pm CS (Various)
- 2:30pm - 4:00pm Finish Credentialed Manager Annual Report (CM)
- 4:00pm - 4:30pm Meeting with Sam Metott re: Pickleball
- 4:30pm - 5:00pm PM (CM Office)
- 5:00pm - 5:30pm GM (CM Office)
- 5:30pm - 6:30pm Presentation at Delray Kicks (Merritt Park)

## Tuesday, August 23

- ← Chief Sims ooo →
- ← 12:00am Janet ooo
- 12:00am Chief Tomey →
- 7:00am - 8:00am Vote (Voting Precinct)
- 9:00am - 10:00am Compile Information Letter Report - Benchmark Review and Resulting Considerations Regarding Juneteenth Holiday Recognition in Municipalities (CM Office) - Terrence R.
- 10:00am - 11:00am Gulf Stream/ Delray Beach Water Contract Renewal Discussion (Conference Room - City Manager) - Vega,
- 11:30am - 12:00pm Travel Time
- 12:00pm - 1:00pm ROTARY CLUB (Loft, 202 SW Fifth Ave, Delray Beach, FL 33483)
- 1:00pm - 1:30pm Travel Time
- 3:30pm - 4:30pm Compile Information Letter Report - Additional Clarity Regarding Allowable Transient/Short-Term Residential

## Thursday, August 25

- ← Chief Sims ooo →
- ← Chief Tomey →
- 8:00am - 10:00am 2022 Annual Education Breakfast (ALOFT Hotel, 202 SE 5th Avenue)
- 11:00am - 12:00pm Compile Information Letter Report - Special Event Fencing (CM Office)
- 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) ↻
- 3:30pm - 4:30pm Change of Command Walkthrough (Atlantic High School Auditorium) - Screciu, Beatrice

## Saturday, August 27

- ← Chief Sims ooo →
- 9:00am - 1:00pm Shred Day 2022 (City Hall's North ParkingLot)
- 10:00am - 11:00am Delray Beach Tennis Center (Hard Court #1) ↻
- 11:00am - 12:30pm Various, CIL Notes, etc. (CM Office)
- 12:30pm - 2:30pm Finalize and Deliver Credentialed Manager Annual Report (CM Office)

## Sunday, August 28

- ← Chief Sims ooo →