



# 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

September 16, 2022

### **Solid Waste and Recycling Services Franchise Agreement Selection Process**

The Office of the City Manager is pleased to report that the request for proposal process necessary to consider solid waste and recycling collection services was officially released earlier this week. Proposals are due to the City of Delray Beach by the end of next month. Evaluations will take place immediately, thereafter, resulting in recommendations for City Commission review by December. The cone of silence has been formally instituted.

### **Current Progress and Achievements Relative to Citywide Cross-Connection Control Program**

Utilities Director Hassan Hadjimiry recently submitted a report to the Office of the City Manager highlighting significant achievements relative to citywide cross-connection compliance.

As noted in the attached quarterly progress report (recently delivered to the Florida Department of Health), the Department of Utilities recently reached a cross-connection compliance rate of 54%. This represents a real milestone considering the compliance rate was 14% two years ago. Secondly, the Florida Department of Health determined a three-year timeframe to achieve full compliance and with our current trajectory, the City may meet its obligations earlier than initially anticipated.

## **Direction to Advance Assertive Police Officer Recruitment Strategies**

As committed during last week's Fiscal Year 2022-2023 Proposed Budget first reading dialogue relative to maintaining current levels of police officer staffing, please be advised that direction is being offered to execute more assertive strategies to fill vacant officer positions.

As referenced in the attached electronic mail message from Police Chief Russ Mager, our community is currently experiencing 16 police officer vacancies (out of 126 total police officer positions [105 operations, 21 support]), representing a current employment rate of approximately 87%. Although this figure isn't terribly problematic in terms of law enforcement coverage, the goal of achieving full employment remains paramount.

Specific recruitment efforts now involve direct engagement with colleges, universities, career fairs, and Florida police academies. With these strategies in place, all involved remain confident that vacancies will be filled in the coming months.

## **Logistics to Support Placement of Alfred "Zack" Straghn Recognition Monument**

In response to consensus offered during the July 12<sup>th</sup> City Commission meeting to support placement of an Alfred "Zack" Straghn recognition monument in a prominent location in Delray Beach, my office recently hosted a meeting with former Fire Chief Koen and other community volunteers involved in the effort.

As referenced in the attached electronic mail message from Director of Public Works Missie Barletto, guidance to this effect involves the placement of a stone monument and plaque along the beach promenade, east of the sidewalk and west of the dune perimeter, immediately south of the main beach pavilion.

Public Works and Parks and Recreation will collaborate with the volunteer base to prepare for installation once external fundraising goals have been achieved.

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

With newly appointed Education and Workforce Development Coordinator Cheryl Young-Moffett beginning her tenure with the City of Delray Beach this past Monday, numerous staff meetings and other external discussions were offered to assist her orientation efforts as noted. This included spending time with Janet Meeks, whose contributions to this effect involved various status reports and updates regarding the state of education in Delray Beach, as well as pending engagements with the School District of Palm Beach County accordingly.

Direction and guidance relative to goals, objectives, and expectations, to include involvement of both the City Commission and Education Board, will be outlined and offered publicly.

Enclosures:

Delray Beach Utilities Cross-Connection Compliance Quarterly Progress Report – Noted Milestones  
Matrix Summary and Linear Graph – Cross-Connection Compliance Noted Milestones  
Electronic Mail Message from Russ Mager – Recruiting  
Electronic Mail Message from Missie Barletto – Zack Straghn Monument  
Schematic Design – “Straghn Recognition Monument”  
Calendar for Business Week of September 12, 2022

CM/Documents/City Commission Information Letter 44



# Delray Beach Utilities Cross-Connection Compliance Quarterly Progress Report

June 2022-August 2022

Consent Order WP-038-20

## Backflow Installations

New Backflow Installs 141

## Customer Notifications Sent

Test Notifications 2118

Notices to Install 422

Plumbing Deficiency 0

## Inspections and Testing

Cross-Connection Insp. 56

Backflow test received 1330

## Device Installations Needed

Non-Residential 218

Residential 450

Municipal 30

DuCs 269

PWS ID#4500351

## Consent Order Completion

- Issued Public Notice on 12/7/2021 per consent order item 5.a.
- Submitted Certification of Public Notice to FDOH on 12/7/2021 per consent order item 5.b.
- Submitted an amended 2020 Cross-Connection Control Program Annual Report Form on 12/10/2021 per consent order item 5.f.
- Submitted a copy of the City of Delray Beach Utilities Cross-Connection Control Plan for FDOH review on 12/7/2021 per consent order item 5.g.
- Submitted the settlement of \$1,021,193.90 to the FDOH on 12/7/2021 per consent order item 6.
- Submitted All Monthly Progress Report per consent order item 5.c.
- Submitted Quarterly Report #1 on 3/18/2022 consent order item 5.e.
- Submitted Complete Inventory on 05/04/2022 consent order item 5.c.
- Submitted Quarterly Report #2 on 6/02/2022 consent order item 5.e.

## Activities

- Reclaimed water cross connection control:
  - 56 Cross Connection inspections completed.
- City wide cross connection control program:
  - 165 city owned backflow devices tested and recertified.
  - 141 new backflow prevention assemblies have been installed.
  - 76 customer accounts were sent to Code Enforcement for failure to comply with Utilities' notice to install.
  - 670 customer accounts were sent to Code Enforcement for failure to test backflow prevention assemblies.

## Team

Brad Hasseler

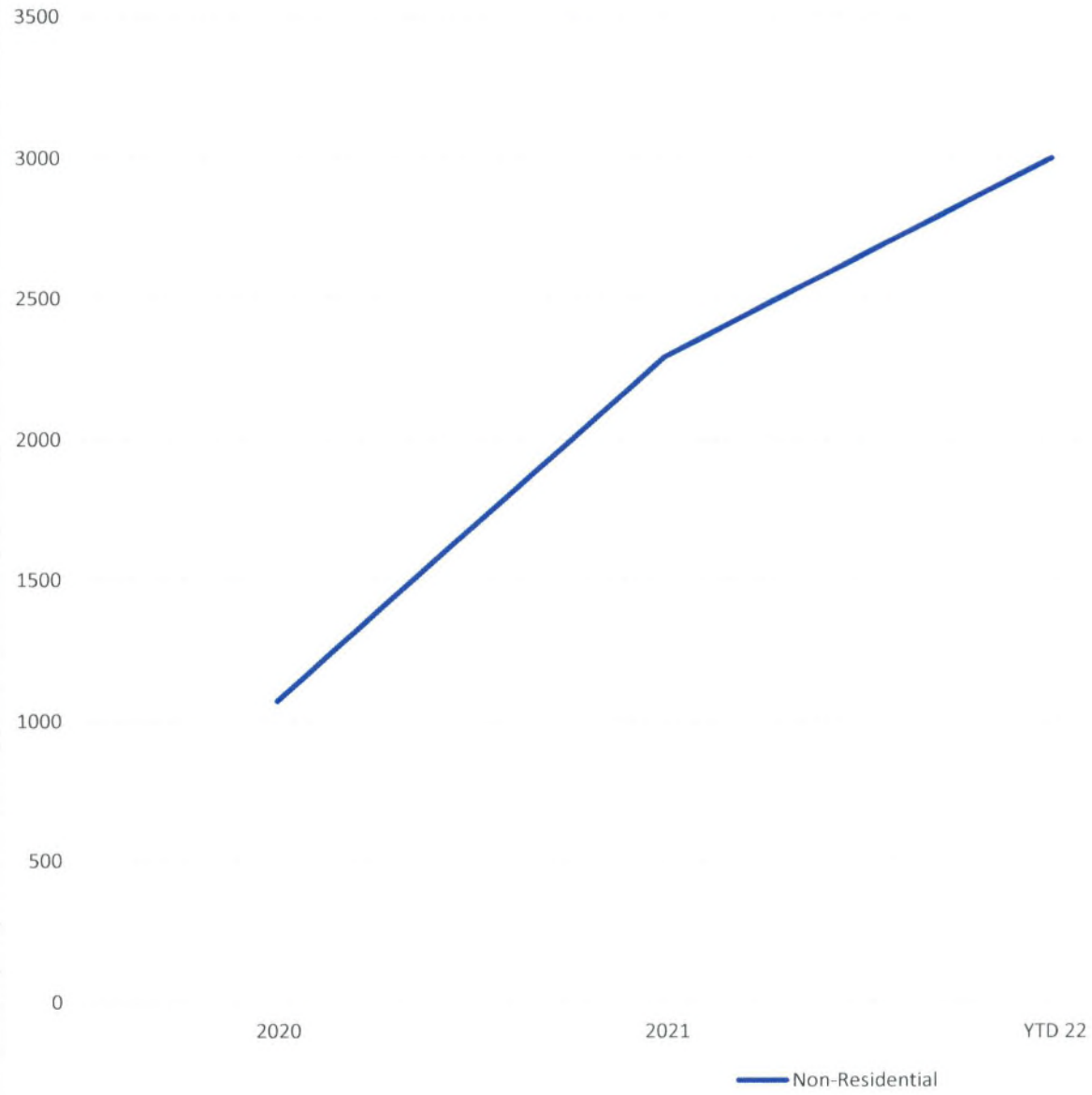
Demetrius Smith

Savannah Santiago





# City of Delray Beach Backflow Test Reports



## Terrence R. Moore

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**From:** Mager, Russ  
**Sent:** Tuesday, September 13, 2022 1:22 PM  
**To:** Terrence R. Moore  
**Subject:** Recruiting

Mr. Moore,

I have taken an active approach in addressing our police officer shortage, which currently resides at 16 vacancies. I met with the entire Training and Recruiting unit to include all respective supervision and went over the entire process with regard to recruiting and hiring practices. As a result of that meeting, significant changes were made to improve the process which in turn increased the number of qualified applicants applying to our agency. We now have 12 applicants processing at various stages within the application process. Two are previously certified as law enforcement officers and the remaining ten are non-certified.

Additionally, 40 background application packets have been sent out, (these are those who applied online, who have met the minimum requirements to move on to the next stage in the application process)

Should you have any questions or inquiries, please let me know.

Respectfully,

**Chief Russ E. Mager**  
**Delray Beach Police Department**  
**Ph: 561-243-7846**  
**Web: [www.mydelraybeach.com](http://www.mydelraybeach.com)**





## Terrence R. Moore

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**From:** Barletto, Missie  
**Sent:** Friday, September 16, 2022 7:10 AM  
**To:** Terrence R. Moore  
**Cc:** Buisson, Cynthia; Metott, Samuel  
**Subject:** Zack Straghn Monument

Good morning Terrence,

Following our meeting with former Fire Chief Koen, Public Works and Parks & Recreation staff evaluated the proposed location for the Zack Straghn Monument they have proposed placing along the Municipal Beach Promenade in the vicinity of the Main Pavilion. Staff is in support of this location for the monument for a number of reasons including the design is consistent with other historical monuments located in the vicinity, does not violate the Commission directive concerning placement of memorial markers due to the historical context, is outside of the Coastal Construction Line requiring no FDEP permits, will not interfere with any planned informational boards that will be placed for Blue Flag Beach compliance, and due to the design of the monument with a coral rock base and brass monument, will not contribute to sign clutter on the Promenade. Below is a crude picture (staff with talent and artistic ability is working on a better one) of where the monument is proposed for placement just south of the main pavilion. Please let me know if you have any additional questions or concerns.

With Commission permission, Staff looks forward to working with Chief Koen and his group to place this monument.  
Missie



**Missie Barletto** | Public Works Director

☎ 561-243-7000 ext. 4104 | ☎ 239-707-2371 | ✉ [barlettom@mydelraybeach.com](mailto:barlettom@mydelraybeach.com) | 434 South Swinton Avenue, Delray Beach, Florida 33444



May 16, 2022

# SHOP DRAWING 23792 (Quote)

• ALFRED "ZACK" STRAGHN RECOGNITION MONUMENT  
Delray Beach, FL

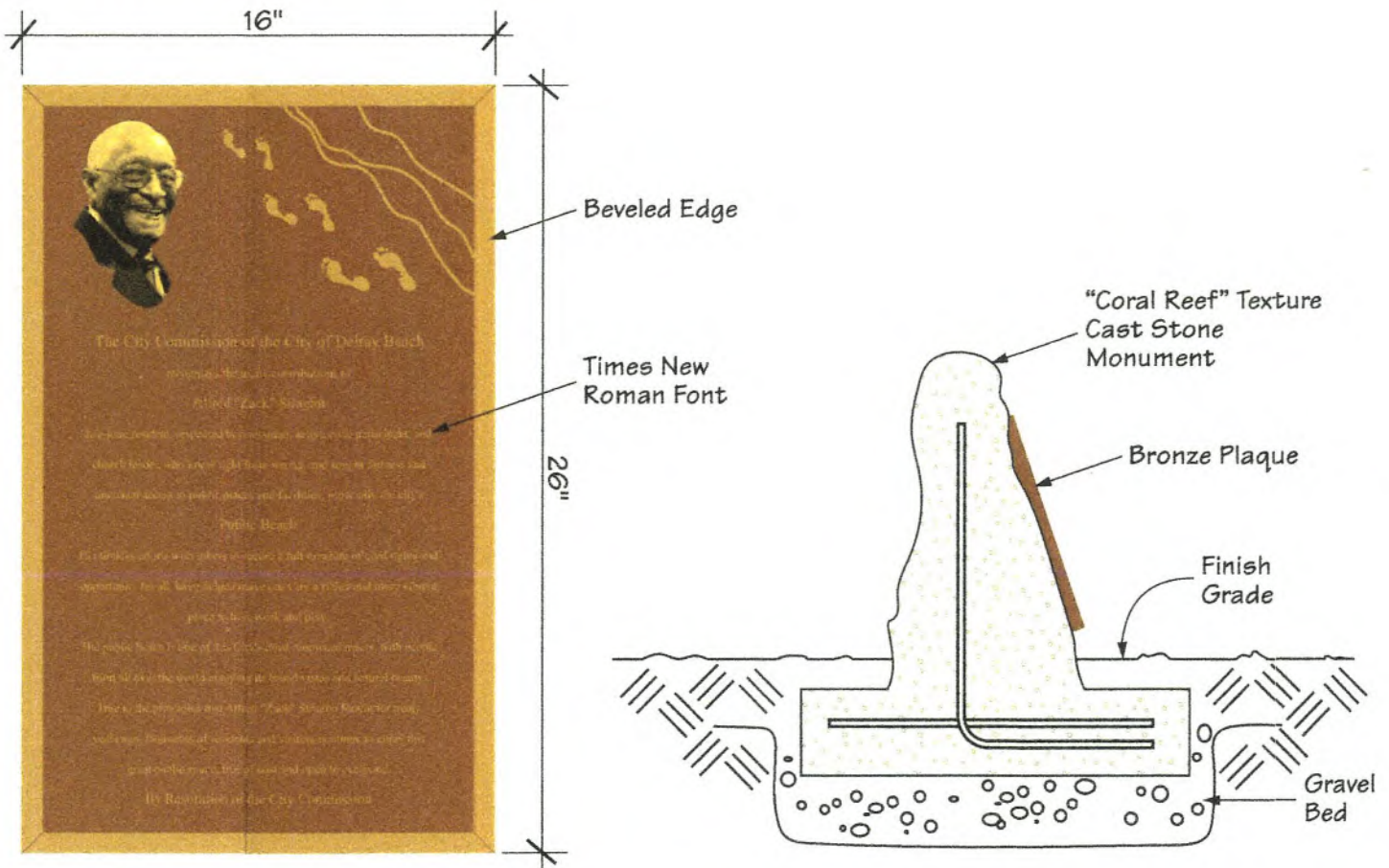


Custom Bronze Plaque by  
**PINEAPPLE GROVE DESIGNS**

**PINEAPPLE GROVE DESIGNS**  
YOUR SOURCE FOR ARCHITECTURAL ELEMENTS

EMAIL - info@pineapplegrove.com  
WEB - pineapplegrove.com  
PHONE - 800 771 4595

- Monument Size: 36" x 36" x 8" Thick
- Plaque Size: 16" x 26" x 1 1/2" Thick
- Design: Alfred "Zack" Straghn Bronze Plaque
- Monument Finish: "Coral Reef" Texture
- Plaque Finish: Bronze



## ALFRED "ZACK" STRAGHN BRONZE PLAQUE

N. T. S.

## TYP. SECTION

N. T. S.

### Shop Drawing Terms & Conditions:

- 1/2" minimum tolerance required in surrounding opening dimensions (i.e. 24" sq. medallion requires a 24-1/2" x 24-1/2" opening). Please go to [www.pineapplegrove.com](http://www.pineapplegrove.com) to view Tech Data Sheet and other additional installation information.
- Ultimate installation method is the responsibility of building design engineer, architect or other responsible person(s) charged with design connections for this project.
- By signing below, customer acknowledges that no claim of copyright exists for any designs, artwork or drawings provided to Pineapple Grove Designs for the purposes of creating this work. Customer agrees that Pineapple Grove Designs shall be entitled to all copyrights of the work it creates. All rights reserved.
- All oversized custom medallions are cast with a hollow back unless otherwise noted.
- All dimensions are subject to 1/8" tolerance.
- PGD reserves the right to make minor adjustments in design and dimension in order to accommodate unforeseen technical issues which may require such adjustments.

**CUSTOM MOLD STORAGE DISCLAIMER:** Mold material has a limited shelf life. While Pineapple Grove Designs can store custom molds for up to two (2) years, any storage longer than that will require special measures to assure the viability of the mold for future castings. As such, if there are no additional orders involving your mold within two (2) years of the initial order for which the mold was created, Pineapple Grove Designs reserves the right, without notice, to discard the mold. If additional castings are thereafter required, the then current rates for creating a new custom mold may apply.

Signed

Date



# September 12, 2022 - September 18, 2022

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	

October 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					

## Monday, September 12

- Duane ooo
- 8:00am - 9:00am Begin CIL (CM Office)
- 9:00am - 9:30am LCL (CM Office)
- 10:00am - 11:30am Mayor mtg w/CM Moore Re: Agenda & Updates (City Manager's Office) - Rangel, Delores ↻
- 11:00am - 12:00pm Executive Orientation for New Education & Workforce Coordinator (Conference Room - City Manager) - Vega, Brenda
- 2:00pm - 3:00pm Follow-Up Classification and Compensation Structure Considerations (CM Office) - Terrence R. Moore
- 3:00pm - 3:30pm HOA Statement (CM Office)
- 3:00pm - 4:30pm Canceled: Cancelled - Comm. Johnson mtg w/CM Moore Re: Agenda and Updates (Commission Conference Room) -
- 3:30pm - 4:30pm Collaboration and Participation Efforts to Advance the Delray Beach Tourism Master Plan (DDA 350 SE 1st

## Tuesday, September 13

- 9:00am - 10:00am Compile Information Letter Report - Logistics to Support Placement of Alfred "Zack" Straghn Recognition Monument (CM Office) - Terrence R. Moore
- 10:30am - 11:30am Efforts to Advance Assertive Police Officer Recruitment Strategies (CM Office) - Terrence R. Moore
- 11:00am - 12:00pm Compile Information Letter Report - Direction to Advance Assertive Police Officer Recruitment Strategies (CM Office) - Terrence R. Moore
- 11:30am - 1:00pm Various (Various)
- 2:00pm - 3:00pm Compile Information Letter Report - Backflow Milestones (Title...) (CM Office) - Terrence R. Moore
- 3:30pm - 4:30pm Monthly Meeting with Renee Jadusingh (CRA Office) - Vega, Brenda ↻

## Wednesday, September 14

- 7:30am - 8:30am Kiwanis Club of Delray Beach (Delray Beach Golf Club (2200 Highland Ave, Delray Beach, FL 33445)) - Ezra Krieg ↻
- 9:00am - 10:00am Compile Information Letter Report - Solid Waste and Recycling Services Selection Process (Current Timeline, Related Logistics, etc.) (CM Office) - Terrence R. Moore
- 10:00am - 11:30am DBFR Captain Michael Rodriguez Retirement Ceremony (Station 111, 501 West Atlantic Avenue)
- 3:00pm - 4:00pm Step 3 Grievance Hearing re: Article 40 of the Collective Bargaining Agreement (Conference Room - City Manager) - Vega, Brenda
- 4:00pm - 4:30pm Meeting with Commissioner Johnson (City Commission Conference Room) - Vega, Brenda

## Thursday, September 15

- Delores ooo
- 8:30am - 9:00am Travel Time
- 9:00am - 10:00am Elder's Table Meeting (Community Primitive Baptist Church, 33 N. W. 11th Ave., Delray Beach ,FL) - Vega, Brenda
- 10:00am - 10:30am Travel Time
- 2:00pm - 3:00pm Assemble ICMA Online Conference Registration Protocols (CM Office)
- 3:00pm - 4:30pm Various (Various) ↻

## Friday, September 16

- 7:30am - 9:00am Finalize CIL (CM Office) ↻
- 9:00am - 10:00am Comm. Boylston mtg w/CM Moore Re: Bi-Weekly Updates (City Manager's Office) - Rangel, Delores ↻
- 10:30am - 12:30pm Various (Various)
- 2:30pm - 3:00pm Parker Zelle (CM Office)
- 3:00pm - 3:30pm Grant Zelle (CM Office)
- 3:30pm - 5:00pm Finish Hugh Dunkley Six Month Performance Review (CM Office)

## Saturday, September 17

- 12:00am Virtual 2022 ICMA Annual Conference - International City/County Management Association →
- 9:00am - 12:00pm Atlantic Community High School Tree Planting
- 10:00am - 11:00am Delray Beach Tennis Center (Hard Court #1) ↻
- 11:30am - 1:30pm Various, CIL Notes, etc. (CM Office)

## Sunday, September 18

- ← Virtual 2022 ICMA Annual Conference - International City/County Management Association →