



CITY OF DELRAY BEACH

OFFICE OF THE CITY MANAGER

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



City Commission Information Letter

October 28, 2022

Direction Concerning Cyber Security Insurance

In addition to several efforts to advance cyber security training and other initiatives necessary to protect information technology related functions and protocols for the City of Delray Beach, please be advised that our organization also enjoys cyber security insurance coverage as a function of its comprehensive policy with the Florida League of Cities (FLC).

As noted in the attached electronic mail message from Risk Manager Eddie DeMicco, coverage to this effect specifically includes an endorsement aggregate limit of liability of \$1,000,000. The City of Delray Beach is likewise insured for resulting adverse impacts such as business interruption, cyber extortion loss, data recovery expenses, and data and network liability.

Our organization continues to enjoy this protection via the FLC policy as a result of meeting applicable underwriting criteria such as annual cyber security awareness training, as well as the administration of anti-virus software as a function of daily municipal operations. City leadership will therefore continue to engage with FLC so as to embrace and support their expectations and other additional requirements that may become necessary to maintain compliance and coverage as outlined.

Process to Advance Communitywide Solar Education and Outreach Efforts to Reduce Greenhouse Gases

In response to suggestions offered during the October 11th regular meeting via that evening's clarification dialogue relative to the City's previous support and involvement with the Solar United Neighbors Co-Op in Palm Beach, both the Office of Sustainability and that of Communications are now developing a more inclusive outreach strategy that will further promote solar energy and other strategies for greenhouse gas reduction efforts in our community.

City Commission Information Letter

October 28, 2022

Page 2

As noted in the attached electronic mail message from Sustainability Officer Kent Edwards, direction to this effect involves applicable revisions to sections of the City's website, to now reference several resources that detail solar technology and industry contacts that are useful for both individuals and groups who may have an interest in pursuing installation of solar energy systems.

Additionally, with efforts to promote green building and other related strategies such as tree planting, water conservation, and expanded recycling and waste reduction programming, the City of Delray Beach will become more comprehensive in our approach to help decrease greenhouse gas emissions.

Evaluation and Criteria for Co-Sponsorship of Special Events

With the City of Delray Beach continuing to experience more requests for co-sponsorship opportunity special events that will ultimately support charitable contributions for non-profit organizations and other functions that foster an authentic and inspiring community, both the Office of the City Manager and staff of the Special Events Division of the Department of Parks and Recreation continue to review considerations on a case-by-case basis; as outlined in criteria referenced in the attached excerpts from our organization's special events policy.

As noted, guidance to this effect includes evaluation benchmarks as a function of promoting community welfare, improvement of quality of life for both residents and visitors alike, building a sense of community, and/or the enrichment of cultural opportunities. Events recently authorized to this effect for 2023 include activities such as an arts and crafts exhibition, and a car show, in which the proceeds raised are to benefit the Sandoway Discovery Center.

Meanwhile, direction is likewise being offered to convene a task force to review and recommend updates to the special events policy. Once this exercise has been completed, a formal presentation for City Commission consideration will be offered.

Bike Peds Master Plan Focus Group Meeting Scheduling

With last year's City Commission's authorization to appoint members of the community to serve as a focus group to help evaluate considerations and other feedback resulting from consultancy efforts related to the City's Bicycle Pedestrian Master Plan, direction to this effect involved a commitment of three meetings to support the entire effort.

To date, one such session has occurred, yielding initial input and dialogue with both staff and external consultants involved in the compilation of recommendations that will ultimately be made available for City Commission review and consideration.

With representatives of T.Y. Lin International (the infrastructure consulting firm commissioned by the City of Delray Beach for this purpose) scheduled to convene a follow-up series of review and analysis concerning a proposed master plan respectively, focus group meetings are now anticipated to resume during the new year.

Calendar of Meetings, Activities, and Functions

Two days ago, the City of Delray Beach hosted its annual Employee Wellness and Health Fair at the Pompey Park Recreation Center.

The level of participation was robust, including involvement from various external partners who engaged with staff to offer proactive advice, suggestions, and feedback relative personal health and wellness practices and activities, as well as opportunities to learn more about maximization of benefits made available because of their employment with our organization.

I wish to therefore offer a well-deserved congratulations to the Department of Human Resources, who were able to plan and organize this event effectively and efficiently. The resulting organizational structure will therefore serve as the format for similar future activities and functions.

City Commission Information Letter
October 28, 2022
Page 4

Enclosures:

Electronic Mail Message/Breach Response & Cyber Liability Summary from Eddie DeMicco – Cyber Insurance
Electronic Mail Message from Kent Edwards – Solar Energy Information Webpage Edits
Electronic Mail Message from Sam Metott – Requests for City Co-Sponsorship of Events
Electronic Mail Message from Anthea Gianniotis – Bike Peds Committee Appointments
Calendar for Business Week of October 24, 2022

CM/Documents/City Commission Information Letter 50

Terrence R. Moore

From: DeMicco, Edward
Sent: Tuesday, October 25, 2022 2:06 PM
To: Terrence R. Moore
Cc: D'Andrea, Duane; Stacy, Jay
Subject: Cyber Insurance
Attachments: Scan_DeMicco Edward_13_52_25-10-2022.pdf

Mr. Moore,

The City obtains Cyber Insurance through The Florida League of Cities (FLC) as part of its annual Property Insurance Policy, with an aggregate Limit of Liability of \$1,000,000. Please see the attachment which breaks down the specific coverages.

The City is afforded this coverage as a result of meeting certain underwriting requirements, such as annual cybersecurity awareness training, the use of firewalls and anti-virus software, and the implementation of technologies for disaster recovery and business continuity as a function of daily municipal operations.

Each year the City pursues the renewal of Cyber Insurance through the FLC and will continue to comply with the necessary underwriting requirements to do so.

Eddie

BREACH RESPONSE & CYBER LIABILITY

	Limit	Retention
Endorsement Aggregate Limit of Liability:	\$1,000,000	
First Party Loss		
<i>(Included in Endorsement Aggregate Limit)</i>		
Business Interruption Loss:	\$1,000,000	each incident \$35,000
Cyber Extortion Loss:	\$1,000,000	each incident \$35,000
Data Recovery Costs:	\$1,000,000	each incident \$35,000
Liability		
<i>(Included in Endorsement Aggregate Limit)</i>		
Data & Network Liability:	\$1,000,000	each Claim \$35,000
Regulatory Defense & Penalties:	\$1,000,000	each Claim \$35,000
Payment Card Liabilities & Costs:	\$1,000,000	each Claim \$35,000
Media Liability:	\$1,000,000	each Claim \$35,000
eCrime		
<i>(Included in Endorsement Aggregate Limit)</i>		
Fraudulent Instruction:	\$100,000	each loss \$35,000
Funds Transfer Fraud:	\$100,000	each loss \$35,000
Telephone Fraud:	\$100,000	each loss \$35,000
Criminal Reward:	\$5,000	each loss \$0
Breach Response Services Aggregate Limit of Coverage:		
<i>(In addition to Endorsement Aggregate Limit)</i>	\$1,000,000	each incident \$35,000

Terrence R. Moore

From: Edwards, Kent
Sent: Thursday, October 27, 2022 12:08 PM
To: Terrence R. Moore
Cc: Oris, Jeff; Wozny, Mary; Carter, Gina
Subject: RE: Solar Energy Information Webpage Edits

Good afternoon Mr. Moore, in follow up to our discussion, please see described below outreach efforts which will tie in with the solar energy-related website changes noted earlier. Together, these efforts provide a path toward greenhouse gas emission reductions. The individual issues may seem to be unrelated at first glance, but they are all part of a comprehensive greenhouse gas reduction strategy.

The green building ordinance would lead to more green certified buildings. The large majority of credits in all of the certification programs have some greenhouse gas reduction effect. Credit categories such as alternative energy, appliance efficiency, planting shade trees, water conservation, insulation, and many others have a clear connection to greenhouse gas reduction. Office of Sustainability and Resilience (OSAR) outreach efforts to the community will promote and inform regarding the connection between green building certification and greenhouse gas reduction.

The tree planting program is often thought of as only having aesthetic or urban heat island effect benefits. Research shows that trees also act as a carbon sink, to stabilize soils, and improve stormwater and air quality. OSAR outreach efforts can broaden the community's understanding of the many benefits of trees, in addition to their function as a sink for carbon.

Recycling reduces the consumption of petroleum, and energy used to manufacture containers, and metal and paper products. In addition, the City receives compensation for recycled materials, a benefit beyond greenhouse gas reduction. OSAR outreach efforts can increase awareness that the SWA "Recycle Right" program has economic and greenhouse gas reduction benefits.

These efforts are just a part of the outreach that is needed, to show steps the City and all our residents should take in order to reduce greenhouse gas emissions. All of these actions are practical, possible, and provide benefits beyond greenhouse gas reduction. If the City is to meet the goals of the Race to Zero program, then efforts in all these areas and more will be needed. It is challenging, but OSAR outreach efforts can be designed to highlight the path to a 50% reduction in carbon emissions by 2030, and net-zero emissions by 2050.

Sincerely,
Kent



John Kent Edwards
MS, MPH, LEED Green Associate
Sustainability Officer
City of Delray Beach
434 S. Swinton Ave.
Delray Beach, FL 33444
P: 561-243-7349
EdwardsJ@MyDelrayBeach.com

From: Edwards, Kent
Sent: Monday, October 17, 2022 5:49 PM
To: Terrence R. Moore <Moore@mydelraybeach.com>

Terrence R. Moore

From: Metott, Samuel
Sent: Thursday, October 27, 2022 11:58 AM
To: Terrence R. Moore
Subject: Requests for City Co-Sponsorship of Events

Hello,

Per request, please see Section W (Requests for City Co-Sponsorship of Events) from the Special Event Policy.

W. Requests for City Co-Sponsorship of Events: As part of the Special Events Permit Application, Community/Athletic Non-Profit event producers may request co-sponsorship from the City. This co-sponsorship may be in the form of fee reductions or discounts beyond the discount noted in the chart above or provision of in-kind services. Event sponsorships are limited to Community/Athletic Non-profit producers only and must quantify how their proposed event serves a public purpose which will foster an authentic and inspiring community that celebrates our history while building toward the future. The following are examples of public purposes that may be considered:

- a. promote community welfare;
- b. improve quality of life for citizens and visitors;
- c. build a sense of community;
- d. provide enriched cultural opportunities;

If granted a City Co-Sponsorship, the City of Delray Beach must be included, but not limited to the following: inclusion in all promotional material, booth space, participant registrations, etc. Co-sponsorship requests will be reviewed and granted by the City Manager or his/her designees.

Please let me know if we can be of further assistance.

Sincerely,

Sam Metott



Samuel R. Metott, C.P.R.E.
Director of Parks & Recreation
City of Delray Beach
Parks & Recreation Department
50 NW 1st Avenue
Delray Beach, FL 33444
P: [561-243-7251](tel:561-243-7251)
MetottS@MyDelrayBeach.com

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.

Terrence R. Moore

From: Vega, Brenda
Sent: Thursday, October 20, 2022 11:18 AM
To: Terrence R. Moore
Subject: FW: Bike Peds Committee Appointments

Terrence, please see update from Anthea.

From: Gianniotas, Anthea <GianniotasA@mydelraybeach.com>
Sent: Wednesday, October 19, 2022 4:21 PM
To: Oris, Jeff <OrisJ@mydelraybeach.com>
Cc: Vega, Brenda <vegab@mydelraybeach.com>
Subject: RE: Bike Peds Committee Appointments

The Focus Group is supposed to participate in 3 meetings (we promised not to require too much time from them).

Here is a list of the focus group members.

Commissioner Frankel

- Brian Rosen
Brian.Rosen@marcusmillichap.com
3057530808

Shirley E. Johnson

- Tammeric Itson-Scurry
tammeric.scurry@delraylibrary.org
240-204-0078 (cell)

Mayor Petrolia

- Michael Levy
Levym24@gmail.com
3594 Lakeview Blvd
978-808-4204

Commissioner Boylston

- Albert Richwagen
561-272-SURF @ Shack
561-272-BIKE @ Shop
delraybeachwatersports.com
delraybeachbicycles.com
arichwagen@aol.com

Commissioner Juli Casale

- Chris Pittaluga
1444 E Bexley Park Drive
cprnjd@yahoo.com
561-305-8877.

They have had one meeting to date, prior to the appointment of Chris Pittaluga. Since Mr. Ridgewagen could not attend, the consultant reached out to him directly for input. Two more meetings are planned in the process, likely in the new year.

Please let me know if you need anything more.

Anthea Gianniotes, AICP

Development Services Director

561-243-7041 | 100 N.W. 1st Avenue, Delray Beach, Florida 33444

From: Oris, Jeff <OrisJ@mydelraybeach.com>
Sent: Wednesday, October 19, 2022 12:25 PM
To: Gianniotes, Anthea <GianniotesA@mydelraybeach.com>
Subject: Fwd: Bike Peds Committee Appointments

Anthea,

Where are we on this?

Jeff

Sent from my iPhone

Begin forwarded message:

From: "Vega, Brenda" <vegab@mydelraybeach.com>
Date: October 19, 2022 at 12:23:55 PM EDT
To: "Oris, Jeff" <OrisJ@mydelraybeach.com>, "Gianniotes, Anthea" <GianniotesA@mydelraybeach.com>
Cc: "Vega, Brenda" <vegab@mydelraybeach.com>
Subject: Bike Peds Committee Appointments

Good afternoon,
Reaching out to you on behalf of CM Moore, he would like an update on the committee appointments.

Thank you and make it a great day!

Brenda Vega

Executive Assistant to the City Manager

City of Delray Beach

100 NW 1st Avenue

Delray Beach, Florida 33444

561-243--7015

vegab@mydelraybeach.com

www.DelrayBeachFL.gov - Facebook: [@CityofDelrayBeach](https://www.facebook.com/CityofDelrayBeach) - Instagram: [@CityofDelrayBeachFL](https://www.instagram.com/CityofDelrayBeachFL) - Twitter: [@CityDelrayBeach](https://twitter.com/CityDelrayBeach)

- YouTube: [@CityofDelrayBeach](https://www.youtube.com/CityofDelrayBeach)

October 24, 2022 - October 30, 2022

October 2022							November 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

Monday, October 24

- 7:30am - 8:30am Begin CIL (CM Office) ↻
- 8:30am - 9:00am New employee orientation
- 10:00am - 10:30am Mayor mtg w/CM Moore & Duane D'Andrea Re: Department Director Contracts (City Manager's Office) - Rangel, Delores
- 10:30am - 11:00am Mayor mtg w/CM Moore Re: Agenda & Updates (City Manager's Office) - Rangel, Delores ↻
- 2:00pm - 3:30pm PD OCTOBER 2022 QUARTERLY AWARDS CEREMONY (Delray Beach Public Library -100 West Atlantic Avenue)
- 3:00pm - 4:30pm Canceled: Canceled - Comm. Johnson mtg w/CM Moore Re: Agenda and Updates (Commission Conference Room) -
- 3:30pm - 4:30pm Delray Beach Historical Society Capital Improvements Implementation (Conference Room - City Manager) -
- 4:00pm - 5:00pm Department of Finance/Budget Operations Matters (CM Office) - Terrence R. Moore

Tuesday, October 25

- 9:00am - 10:00am Compile Information Letter Report - Direction Concerning Cyber Security Insurance (CM Office) - Terrence R. Moore
- 10:00am - 11:00am Canceled: Canceled Comm. Johnson mtg w/CM Moore & Hugh Dunkley (Commission Conference Room) - Rangel, Delores
- 10:30am - 11:30am Introduction of New Education and Workforce Development Coordinator/and Follow-Up w/ Existing Collaborative Opportunities (Conference Room - City Manager) - Vega, Brenda
- 2:00pm - 3:00pm Interview Dialogue (Arts Garage)
- 4:00pm - 7:00pm City Commission Regular Meeting
- 4:00pm - 8:00pm October 25th Commission Meeting - Viewing of Presentations (Microsoft Teams Meeting) - Harris, Patrice

Wednesday, October 26

- 7:30am - 8:30am Kiwanis Club of Delray Beach (Delray Beach Golf Club (2200 Highland Ave, Delray Beach, FL 33445)) ↻
- 7:30am - 8:30am Kiwanis Club of Delray Beach (Delray Beach Golf Club (2200 Highland Ave, Delray Beach, FL 33445)) ↻
- 9:00am - 9:30am Sam Metott Bi-Weekly Meeting (Office of the City)
- 10:00am - 1:00pm October Wellness and HEALTH FAIR (Pompey)
- 11:30am - 1:00pm HOLD - PBC League of Cities General
- 11:30am - 12:00pm 11:30 am Metal and Steel Recycling Meeting
- 1:30pm - 2:00pm Joseph Sanches re: Status of Historic Carver
- 2:00pm - 2:30pm Travel Time
- 2:00pm - 3:00pm Canceled: Happy Birthday Duane and Welcome
- 2:30pm - 3:15pm Tea with Terrence Hosted by Department of
- 4:00pm - 5:00pm Compile Information Letter Report - Bike Peds
- 5:30pm - 6:30pm Compile and Deliver (CM Office)

Thursday, October 27

- 12:00am Delores ooo →
- 9:00am - 10:00am Compile Information Letter Report - Process to Advance Solar Educational Outreach (CM Office) - Terrence R. Moore
- 11:00am - 12:00pm Compile Information Letter Report - Direction for Co-Sponsorship and Authorization to Support 'Muscle on the Beach' Car Show (CM Office) - Terrence R. Moore
- 1:00pm - 1:30pm Canceled: Sammie Walthour - Bi-weekly Meeting with ACM Jeff Oris (Sam Walthour's Office) - Walthour, Sammie ↻
- 2:00pm - 2:45pm Fire LOS-Staffing (City Manager's office) - Billingsley, Joyce
- 3:00pm - 4:30pm Various (Various) ↻
- 4:00pm - 6:00pm Delray Beach CRA: Regular Board Meeting (Arts Warehouse, 313 NE 3rd Street, Delray Beach, FL 33444) - Waterlander, Tracy

Friday, October 28

- ← 12:00am Delores ooo
- 7:30am - 9:00am Finalize CIL (CM Office) ↻
- 7:30am - 9:00am Tyler New World will be available Friday, October 28th - Marese, Don
- 9:00am - 10:00am Comm. Boylston mtg w/CM Moore Re: Bi-Weekly Updates (City Manager's Office) - Rangel, Delores ↻
- 10:00am - 11:30am Various (Various)
- 11:00am - 1:30pm PBCMA (Monthly) Meeting (Lantana Pizza 467 Greynolds Circle, Lantana, FL 33462) - Vega, Brenda ↻
- 1:00pm - 2:30pm Various (Various)
- 3:30pm - 4:00pm Follow-Up meeting with Education Workforce Coordinator (EWC) (CM Office) - Terrence R. Moore ↻
- 4:00pm - 4:30pm Canvassing Board for Next Year's March Election
- 5:30pm - 6:30pm Process Parker and Grant Holiday Travel (CM Office)

Saturday, October 29

- 8:00am - 9:00am Witches Ride (Witches of Delray) (City Hall/Vicinity)
- 9:00am - 12:00pm Atlantic Community High School Tree Planting
- 10:00am - 11:00am Delray Beach Tennis Center (Hard Court #1) ↻
- 11:00am - 1:00pm Various, CIL Notes, etc. (CM Office) ↻
- 12:00pm - 2:00pm Begin Brenda Vega Annual Performance

Sunday, October 30