



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

March 10, 2023

Successful Concurrency Negotiations for Future Development

Both the Office of the City Manager and that of Fire Rescue Chief L. Keith Tomey III are pleased to report that matters concerning future development of the Parks of Delray are being productively addressed.

As referenced in the attached electronic mail message from Chief Tomey, specific related achievements include a financial commitment from South Florida based developer 13th Floor Investments of \$927,000. As the Parks of Delray is anticipated to ultimately become one of the largest singular residential construction projects in our community's history, the funding will serve as a concurrency mitigation fee necessary to help offset the increased level of service that will be generated from this development.

With agreements and transactions being finalized accordingly, recommendations for related resources will soon be made available for City Commission review and consideration. Meanwhile, a well-deserved congratulations to both the Delray Beach Fire Rescue Leadership Team, and the Office of the City Attorney for their work in helping the City of Delray Beach realize this long overdue resolution.

Direction Regarding the Administration of a Special Events Master Calendar

In response to observations and expressed interests offered during recent City Commission meetings relative to publishing and circulating a special events master calendar, please be advised that various departments are now being engaged to build the required digital architecture to support this initiative.

As referenced in the attached electronic mail message from Director of Communications Gina Carter, guidance to this effect will include the creation of an online interface driven by a geographical information systems platform to help

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inform and educate both residents and stakeholders as to any impacts in our community due to events and road closures that might be experienced at any given time.

Given the interdepartmental dynamics of this endeavor, progress to this effect is anticipated to be achieved during the next few months. Once available, a demonstration of functionality as outlined will be offered publicly via a forthcoming City Commission meeting.

Ancillary Organization and External Communication for Construction Scheduling Coordination

Given the current level of roadway construction and other external infrastructure improvements currently being experienced in our community, as well as recent resulting observations that support the need to improve applicable notification practices, please be advised that the Department of Public Works is now working to improve coordination and scheduling of road closures by private projects, public improvements, and special events.

Direction to this effect specifically also involves updating the City's traffic advisory pages on our organization's website, to include a more prominent positioning, as well as additional detail to help convey actual traffic impacts that may be experienced at any given time. Additionally, a traffic advisory section is already part of the City of Delray Beach App, enabling both residents and stakeholders to have real time information at their immediate disposal.

Efforts to Secure a Tree City USA Designation

Given the City of Delray Beach's current emphasis on increasing our community's overall tree canopy, please be advised that direction was recently initiated to secure a Tree City USA designation.

As noted in the attached electronic mail message from Sustainability Officer Kent Edwards, guidance to this effect also involves participation from staff in Development Services, Public Works, and Parks and Recreation to help contribute maintenance and administer applicable review criteria consistent with both the tenets and criteria requirements for Tree City USA. As it has been

City Commission Information Letter

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determined that the City of Delray Beach offers a robust commitment accordingly, to be recognized as outlined is highly realistic.

With application materials to be submitted during the next couple weeks, the City of Delray Beach is anticipated to secure standing as a Tree City USA soon thereafter. Additionally, an important aspect of being a Tree City involves department staff, as well as the Green Implementation Advancement Board to function as the City's tree board. Direction for organizational structure in this regard is also being offered.

Calendar of Meetings, Activities, and Functions

With organizational structure necessary to productively host ancillary community outreach meetings relative to Delray Beach Golf Course redevelopment, considerations having been directed earlier this week, specific guidance and participation by the Office of the City Manager, various department directors, and representatives from CBRE have been tailored for each session, all scheduled to take place Friday, March 17th; Thursday, March 23rd; and Saturday, March 25th. Dialogue to this effect will likewise include an emphasis as to potential financial impacts to the City of Delray Beach and its residents if external partnerships do not become possible, as well as technical responses to a variety of existing infrastructure issues that will need to be addressed accordingly.

With next week's pending municipal election and related staff time, energy and focus anticipated to become the experience in the coming days, no information letter will be issued next week. Reporting as noted will likewise resume Friday, March 24th.

Enclosures:

Electronic Mail Message from Chief Tomey/Letter of Acceptance – Parks of Delray Currency Evaluation Report

Electronic Mail Message from Gina Carter – Special Events Master Calendar

Electronic Mail Message from Kent Edwards – Tree City USA Application

Calendar for Business Week of February 27, 2023

CM/Documents/City Commission Information Letter 62

Terrence R. Moore

From: Tomey, Keith
Sent: Wednesday, March 8, 2023 10:24 AM
To: Terrence R. Moore
Cc: Gelin, Lynn; Dunkley, Hugh; Gianniotas, Anthea; Franco, Travis; Giaccone, Gregory; Green, Kevin
Subject: Concurrency Evaluation and Mitigation Fee for Parks of Delray
Attachments: 082422_Parks at Delray_Fire Department Service Delivery Concurrency Evaluation FEB_1_23_final.pdf; Acceptance Letter of Fire Concurrency Report 2.3.23.pdf

Mr. Moore,

I am please to inform you that we have accepted the Fire Department Service Delivery Concurrency Evaluation and successfully negotiated a mitigation fee and payment schedule for the Parks of Delray. The Parks of Delray will be a 43-acre mixed use community located on Congress Avenue. It is the single biggest development in our City's history with 1009 residential units.

The mitigation fee is used to help offset the decrease in the level of service this development will have on our current system. Subsequently, the funding can only be used to enhance the current level of service by way of personnel and/or apparatus. The mitigation fee that was negotiated was \$927,029.00. Recommendations for level of service enhancements will be following soon.

If you have any questions, please do not hesitate to reach out to me or the Fire Marshal, Travis Franco.

I would like to thank everyone for helping us get through this somewhat uncharted process. We make a great team!

Keith

Be safe,

L. Keith Tomey III
Fire Chief
Delray Beach Fire Rescue

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DELRAY BEACH - GULFSTREAM - HIGHLAND BEACH

February 2, 2023

Rey Melendi
Chief Operating Officer
13th Floor Investments
2850 Tigertail Ave, Suite 701
Miami, FL 33133

Re: Acceptance of Parks of Delray Fire Department Service Delivery Concurrency Evaluation Report

Mr. Melendi:

The City is in receipt of the Parks of Delray Fire Department Service Delivery Concurrency Evaluation Report (the "Report") submitted by SLS Consulting, LLC, on February 1, 2023, attached hereto and incorporated herein as Exhibit "A". As the Authority Having Jurisdiction (AHJ), pursuant to the Florida Fire Prevention Code, NFPA 1 Chapter 15, "Fire Service Delivery Concurrency Evaluation," I have determined that the level of service objectives have been met for the proposed development, Parks of Delray, and that the proposed mitigation strategies are funded and appropriate as outlined below.

Parks at Delray - Fire Fees				
Fire Concurrency Fee - Total				\$ 750,000
Allocation Details				
<i>Parcel</i>	<i>Parcel A</i>	<i>Parcel B</i>	<i>Parcel C</i>	<i>Total</i>
<i>Allocated Fee</i>	\$324,699	\$252,801	\$172,500	\$750,000
<i>Units / SF</i>	420	327	79106	
<i>Fee / Unit / SF</i>	\$773.09	\$773.09	\$2.18	
Fire Inspection Fees - Total				\$ 177,029
Allocation Details				
<i>Parcel</i>	<i>Parcel A</i>	<i>Parcel B</i>	<i>Parcel C</i>	<i>Total</i>
<i>Allocated Fee</i>	\$76,642	\$59,671	\$40,717	\$177,029
<i>Units / SF</i>	420	327	79106	
<i>Fee / Unit / SF</i>	\$182.48	\$182.48	\$0.51	
Total Fire Fees				\$ 927,029

Accordingly, the Report is accepted in its entirety. Further, it is expressly agreed and understood that 13th Floor Investments will make concurrency fee payments pursuant to the amounts shown in the

FIRE RESCUE DEPARTMENT HEADQUARTERS -501 WEST ATLANTIC AVENUE -DELRAY BEACH, FLORIDA 33444
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above-referenced table based on the allocated fee for each respective parcel at the time of building permit issuance. Failure to make timely payment will result in the placement of a hold on any outstanding building permits for the proposed development.

The City reserves the right to enforce the provisions outlined in the Concurrency Evaluation Report using all means available under state or federal law, inclusive.

L. Keith Tomey III
Fire Chief
City of Delray Beach

Travis Franco
Assistant Chief/Fire Marshal
City of Delray Beach

Acknowledged by 13th Floor Investments this 2 day of February, 2023.

Rey Melendi
Chief Operating Officer
13th Floor Investments

cc: Terrence Moore, City Manager
Lynn Gelin, City Attorney
Hugh Dunkley, Finance Director
Anthea Giannotes, Development Services Director

FIRE RESCUE DEPARTMENT HEADQUARTERS -501 WEST ATLANTIC AVENUE -DELRAY BEACH, FLORIDA 33441
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Terrence R. Moore

From: Carter, Gina
Sent: Friday, March 10, 2023 8:25 AM
To: Terrence R. Moore
Cc: Stacy, Jay; Barletto, Missie
Subject: Calendar

Good morning, City Manager Moore,

Per our discussion, I have reached out to IT and Public Works regarding the city's Traffic Advisory Map (<https://maps.mydelraybeach.com/portal/apps/experiencebuilder/experience/?id=a2a57bd37f194fcdcdc28ff7aec465c2>) as well as the City Calendar (<https://www.delraybeachfl.gov/services/advanced-components/basic-pages/calendar-month-view>).

Our efforts are centering on optimizing both platforms to capture all events or construction which may impact our community.



Gina Carter
Director of Communications
City of Delray Beach
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Delray Beach, FL 33444
561-243-7278
CarterG@MyDelrayBeach.com

Web: 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) - LinkedIn: [CityofDelrayBeach](https://www.linkedin.com/company/CityofDelrayBeach)

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 be subject to public disclosure.

Terrence R. Moore

From: Edwards, Kent
Sent: Wednesday, March 8, 2023 5:26 PM
To: Terrence R. Moore
Subject: Tree City Application

Good afternoon, Mr. Moore. Following direction to research the process and requirements for continuing the Tree City USA designation for the City, I have the following update.

I obtained a copy of the Tree City application form and reviewed the requirements. The application is not extensive, and several items are straightforward. Some items required follow up and clarification, as detailed below.

I asked the Arbor Day Foundation for clarification on the makeup and function of the Tree Board. Based on the response, the Tree Board should have some oversight of matters pertaining to the protection and maintenance of tree resources. To accomplish this function, they indicated that many communities had local citizens and professional city staff on their Tree Board.

With this information I reached out to City Departments that have responsibilities for the maintenance and protection of tree resources. All Departments responded positively, and along with Department staff, the Green Implementation Advancement Board will function as the City's Tree Board.

I have requested the information necessary to complete the Tree City application, specifically budget expenditures for staff, materials and other resources devoted to trees. I will compile this information and submit the application, anticipating the City will again achieve status as a Tree City USA.

Please let me know if you have any questions.

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

March 6, 2023 - March 12, 2023

March 2023							April 2023							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
				1	2	3	4						1	
5	6	7	8	9	10	11		2	3	4	5	6	7	8
12	13	14	15	16	17	18		9	10	11	12	13	14	15
19	20	21	22	23	24	25		16	17	18	19	20	21	22
26	27	28	29	30	31			23	24	25	26	27	28	29
								30						

Monday, March 6

- 7:30am - 8:30am Begin CIL (CM Office) ↻
- 8:30am - 8:40am New employee orientation (First Floor Conference Room) - Bast, Dot ↻
- 9:00am - 9:30am Missie Barletto Bi-Weekly Meeting (Office of the City Manager) - Vega, Brenda ↻
- 10:00am - 11:30am Mayor mtg w/CM Moore Re: Agenda & Updates (City Manager's Office) - Rangel, Delores ↻
- 11:00am - 12:00pm Truist (Truist Atlantic Avenue)
- 1:30pm - 2:00pm Delores Rangel Mtg w/CM Re: Goal Setting (City Manager's Office) - Rangel, Delores
- 2:00pm - 2:30pm Duane D'Andrea Bi-Weekly Meeting (CM's Office) ↻
- 3:30pm - 4:00pm City Commission Workshop
- 3:30pm - 8:00pm March 6th Commission Meetings - Viewing of
- 4:00pm - 7:00pm City Commission Regular Meeting

Wednesday, March 8

- 7:30am - 8:30am Kiwanis Club of Delray (Delray Beach Golf Club (2200 Highland Ave, Delray Beach, FL 33445)) ↻
- 9:00am - 10:00am Compile Information Letter Report - Successful Concurrency Negotiations for Future Development (CM Office) -
- 10:00am - 10:30am City of Delray Beach interview (Microsoft Teams Meeting) - Bast, Dot
- 10:00am - 10:30am Hold for Exec Admin Asst interview Biskoff (Teams) - Bast, Dot
- 11:00am - 11:30am Kent Edwards Bi-Weekly Meeting (CM's Office) - Vega, Brenda ↻
- 11:30am - 12:30pm Duane D'Andrea Annual Performance Evaluation (CM Office) - Terrence R. Moore
- 2:00pm - 3:00pm Public Safety Staff Wellness Opportunity
- 3:00pm - 3:30pm Hugh Dunkley Bi-Weekly Meeting (CM's Office) -
- 3:30pm - 4:00pm Bid Waiver to Renew BJCE Golf Contract

Friday, March 10

- 7:30am - 9:00am Finalize CIL (CM Office) ↻
- 9:00am - 9:30am Anthea Gianniotis Bi-Weekly Meeting (City Manager's Office) - Vega, Brenda ↻
- 10:00am - 11:00am Various (Various)
- 12:00pm - 1:00pm Golf Course Public Meetings Planning (Microsoft Teams Meeting) - Maxfield, Sara
- 1:30pm - 2:30pm POSTPRONED - PD Retirement - Sergeant Andrew Arena (DB Police Dept. Training Room) - Rangel, Delores
- 2:00pm - 3:00pm Follow-Up on Special Events (Conference Room - City Manager) - Vega, Brenda

Tuesday, March 7

- Chief Tomey - Off
- Sam Metott - VAC
- 8:30am - 9:00am Hassan Hadjimiry Bi-Weekly Meeting (CM's Office) - Vega, Brenda ↻
- 9:00am - 9:30am Meeting regarding the Belinda Merceron Claim (Microsoft Teams Meeting) - Screciu, Beatrice
- 9:30am - 11:30am Hold for Exec Administrative Assistant interviews (City Manager's Office) - Bast, Dot
- 9:30am - 10:00am City of Delray Beach interview (Microsoft Teams Meeting) - Bast, Dot
- 10:20am - 11:50am Evals (CM Office)
- 2:00pm - 3:00pm Compile Information Letter Report - Direction Regarding Special Events Master Calendar (CM Office) - Terrence R.
- 3:30pm - 4:30pm Compile Information Letter Report - Efforts to Achieve Tree City USA Designation (CM Office) - Terrence R. Moore

Thursday, March 9

- 9:00am - 10:00am Compile Information Letter Report - Ancillary Organization for Construction Scheduling Coordination (CM Office) - Terrence R. Moore
- 10:00am - 11:00am Various (Various)
- 11:00am - 12:00pm Meeting with CM Moore (Conference Room - City Manager) - Vega, Brenda
- 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 Monthly Meeting with Renee Jadusingh (CRA Office) - Vega, Brenda ↻
- 4:30pm - 5:30pm Biweekly Involving Office of the Chief of Police (CM Office) - Terrence R. Moore ↻

Saturday, March 11

- 10:00am - 11:00am Delray Beach Tennis Center (Hard Court #1) ↻
- 11:00am - 1:00pm Various, CIL Notes, etc. (CM Office) ↻

Sunday, March 12