



CITY OF DELRAY BEACH

OFFICE OF THE CITY MANAGER

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

Delray Beach

Florida



1993 • 2001 • 2017

City Commission Information Letter

March 24, 2023

Review and Analysis to Consider Expansion of Ancillary Reclaimed Water Usage

In addition to efforts currently underway to promote and encourage the use of reclaimed water for irrigation, and eventually, other permitted purposes, I've asked the Department of Utilities to provide a geographical assessment relative to capacity and opportunities to do so as noted.

As referenced in the attached location map that underscores sites for both current and future reclaimed water access, up to 300,000 gallons of additional usage is anticipated to become available for irrigation during the next couple years.

As the City of Delray Beach continues to likewise advance infrastructure improvements to expand capabilities as outlined, attention and focus relative to both applicable environmental and water conservation education will become a function of daily operations of the Department of Utilities.

Additional Florida East Coast Railroad Crossing Improvements

Both the Office of the City Manager and that of Director of Public Works Missie Barletto were recently notified by leadership of Florida East Coast Railroad (FEC) that several infrastructure improvements to three crossings located in our community are being programmed and scheduled to commence in the coming months.

As referenced in the attached notification letters from FEC, scope of improvements include general enhancements to crossings located at Southeast 1st Street; Atlantic Avenue; and Southeast 10th Street.

Given the existing agreement between the City of Delray Beach and FEC that governs crossing maintenance activities at all crossings located in the Delray

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City Commission Information Letter

March 24, 2023

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Beach Corporate Limits, operational budget amendments to fund these enhancements will be forthcoming as well.

Although fairly routine, direction to this effect will result in closures at these locations for approximately four days for each project. To keep the public abreast relative to pending road closures, the City's road closure map, as supported via the City's website, will be updated accordingly. Additionally, a brief dialogue to this effect will be offered during the upcoming City Commission meeting in advance of work commencement.

Considerations to Advance Civilian Fire Inspection Services

Given the March 10th information letter report update regarding successful concurrency negotiations with South Florida based developer "13th Floor" to ultimately help support increased level of service associated with the future Parks of Delray multiple residential complex to be located in the vicinity of Congress Avenue and Germantown Road, please be advised that guidance is now being offered to consider new construction inspection services and related staffing activities moving forward.

As referenced in the attached electronic mail message from Fire Rescue Chief L. Keith Tomey III, current inspection staffing resources do not take into consideration this large-scale development, perhaps the largest singular residential complex in Delray Beach's known history.

The Fiscal Year 2023-2024 Proposed Budget process will likewise include options relative to resource allocation to meet ancillary inspection obligations, involving either a specific civilian staff position, and/or external contractual services to ensure safety codes are adhered to.

Specific Special Event Policy Revision Considerations

In response to commitments recently offered publicly to engage the City Commission relative to the existing special event policy, as well as to offer clarification and revisions deemed appropriate, please be advised that a working summary is currently being prepared for a workshop meeting dialogue for review and consideration.

City Commission Information Letter

March 24, 2023

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Specific observations to this effect include road closures, clarification regarding what constitutes a major event in our community, as well as sponsorship contribution thresholds.

Arrangements are therefore being made to host a discussion as outlined via the April 18th session, providing an opportunity for the City Commission to offer input relative to a revised special events policy prior to execution by the Office of the City Manager.

Calendar of Meetings, Activities, and Functions

With the Office of the City Manager, several members of the Executive Leadership Team, and representatives from the City's real estate consulting firm CBRE scheduled to conclude the third of three committed public outreach engagements tomorrow morning relative to Delray Beach Municipal Golf Course and pending considerations, Tuesday evening's presentation to this effect will likewise include a summary of thoughts and observations as shared by residents and stakeholders offered to date. CBRE Senior Vice President Lee Ann Korst is therefore being assigned to facilitate next week's deliberation as noted, to include a reiteration of project scope for each of the four external partnership proposals that continue to be evaluated.

Enclosures:

Location Map – Proposed Reclaimed Water Sites

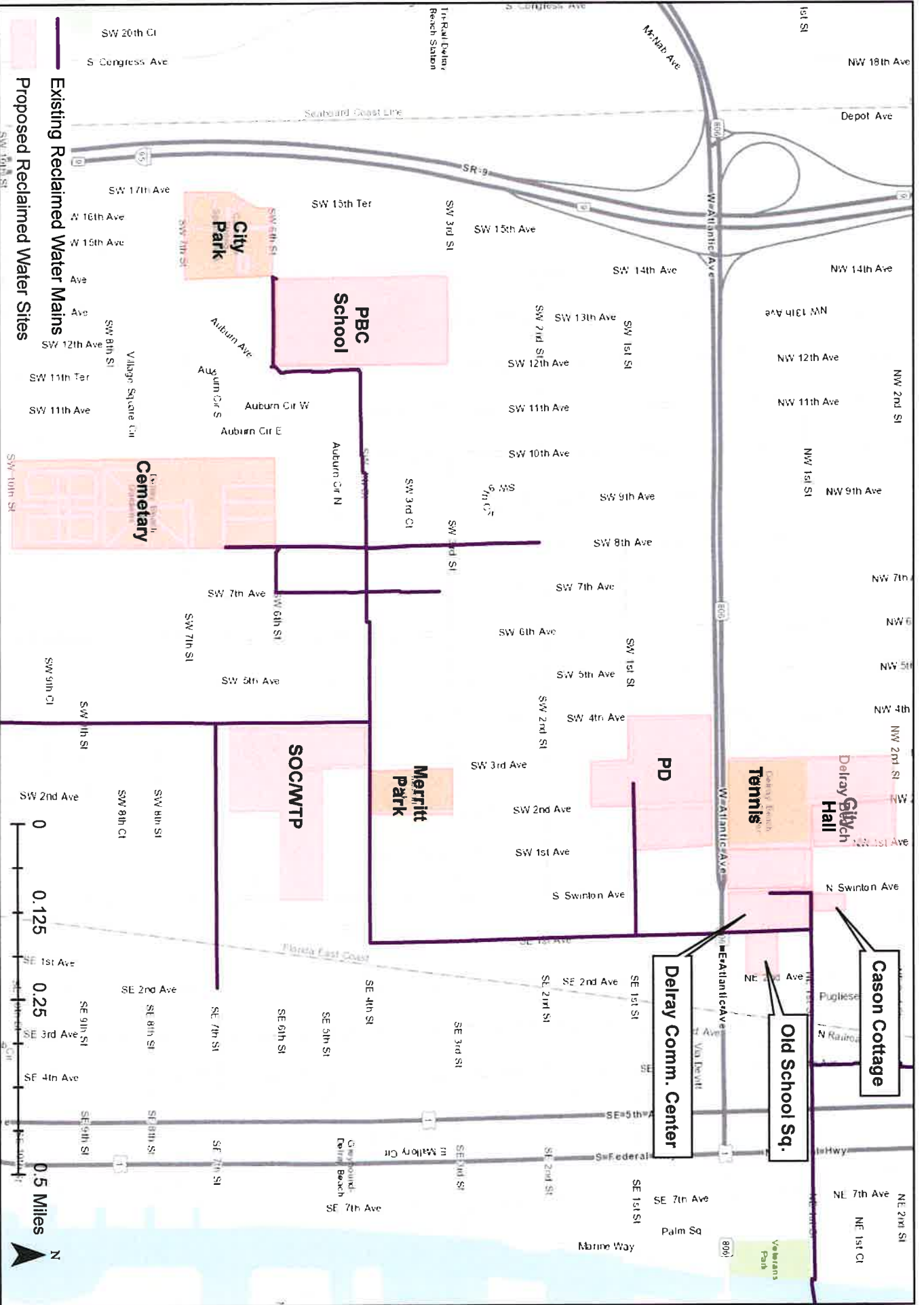
Letters (3) from FEC - Grade Crossing Maintenance at SE 1 Street; Atlantic Avenue; and SE 10th Street

Electronic Mail Message from Chief L. Keith Tomey III – New Civilian Inspector Services

Calendar for Business Week of March 20, 2023

CM/Documents/City Commission Information Letter 63

Proposed Reclaimed Water Sites



March 1, 2020

**CITY OF
DELRAY BEACH:**

**GRADE CROSSING MAINTENANCE
SE 1ST STREET - MP 316+5088'-DOT# 272869G
NOTICE OF INTENT TO WORK**

Ms. Missie Barletto
Deputy Public Works Director
City of Delray Beach
434 Swinton Ave
Delray Beach, FL 33444

Dear Ms. Barletto:

This is in reference to the FEC notification letter dated July 20, 2022, listing the crossings scheduled for maintenance in the year 2023. The above-referenced grade crossing has declined to the point of requiring said maintenance. The Railway or our contractors will perform all work associated with the crossing to include maintenance of traffic and paving. We have scheduled this work to begin on **May 23, 2023**.

In accordance with the terms of the agreement dated January 12, 2007, the cost of the crossing maintenance is the responsibility of the CITY. The costs to the CITY are as outlined in the enclosed estimate, however this is an estimate only and all charges for which the CITY is responsible shall be billed on an actual cost basis. Additionally, the CITY will be responsible to replace the traffic loop sensors if they are damaged during construction. If this occurs, the new sensors must be installed behind the crossing warning device gate arm to better protect them during future crossing maintenance.

I have included the enclosed estimate for your reference and review. Upon completion, FEC will invoice the actual cost for this work. If there is a specific account or tracking number you wish to be included or noted with this invoicing, please provide that information at your earliest opportunity prior to this invoicing. In the interim, our Contractor, Gulfstream Engineering, will be in contact to coordinate the scheduling of the work. Otherwise, if you have any questions in this matter, please do not hesitate to contact me at (904) 279-3196.

Sincerely,



Daniel Fetahovic
Public Projects Engineer

Enclosure

cc: Mr. Bill Young
Mr. Ben Ortegon

March 1, 2023

**CITY OF
DELRAY BEACH: GRADE CROSSING MAINTENANCE
ATLANTIC AVENUE - MP 316+4424'-DOT# 272492H
NOTICE OF INTENT TO WORK**

Ms. Missie Barletto
Deputy Public Works Director
City of Delray Beach
434 Swinton Ave
Delray Beach, FL 33444

Dear Ms. Barletto:

This is in reference to the FEC notification letter dated July 20, 2022, listing the crossings scheduled for maintenance in the year 2023. The above-referenced grade crossing has declined to the point of requiring said maintenance. The Railway or our contractors will perform all work associated with the crossing to include maintenance of traffic and paving. We have scheduled this work to begin on **June 3, 2023**.

In accordance with the terms of the agreement dated May 6, 1988, certain portions of the cost of the crossing maintenance are the responsibility of the CITY. The costs to the CITY are as outlined in the enclosed estimate, however this is an estimate only and all charges for which the CITY is responsible shall be billed on an actual cost basis. Additionally, the CITY will be responsible to replace the traffic loop sensors if they are damaged during construction. If this occurs, the new sensors must be installed behind the crossing warning device gate arm to better protect them during future crossing maintenance.

I have included the enclosed estimate for your reference and review. Upon completion, FEC will invoice the actual cost for this work. If there is a specific account or tracking number you wish to be included or noted with this invoicing, please provide that information at your earliest opportunity prior to this invoicing. In the interim, our Contractor, Gulfstream Engineering, will be in contact to coordinate the scheduling of the work. Otherwise, if you have any questions in this matter, please do not hesitate to contact me at (904) 279-3196.

Sincerely,



Daniel Fetahovic
Public Projects Engineer

Enclosure

cc: Mr. Bill Young
Mr. Ben Ortegon

March 1, 2020

**CITY OF
DELRAY BEACH: GRADE CROSSING MAINTENANCE
SE 10TH STREET - MP 317+4508'-DOT# 272495D
NOTICE OF INTENT TO WORK**

Ms. Missie Barletto
Deputy Public Works Director
City of Delray Beach
434 Swinton Ave
Delray Beach, FL 33444

Dear Ms. Barletto:

This is in reference to the FEC notification letter dated July 20, 2022, listing the crossings scheduled for maintenance in the year 2023. The above-referenced grade crossing has declined to the point of requiring said maintenance. The Railway or our contractors will perform all work associated with the crossing to include maintenance of traffic and paving. We have scheduled this work to begin on **June 6, 2023**.

In accordance with the terms of the agreement dated January 16, 1992, the cost of the crossing maintenance is the responsibility of the CITY. The costs to the CITY are as outlined in the enclosed estimate, however this is an estimate only and all charges for which the CITY is responsible shall be billed on an actual cost basis. Additionally, the CITY will be responsible to replace the traffic loop sensors if they are damaged during construction. If this occurs, the new sensors must be installed behind the crossing warning device gate arm to better protect them during future crossing maintenance.

I have included the enclosed estimate for your reference and review. Upon completion, FEC will invoice the actual cost for this work. If there is a specific account or tracking number you wish to be included or noted with this invoicing, please provide that information at your earliest opportunity prior to this invoicing. In the interim, our Contractor, Gulfstream Engineering, will be in contact to coordinate the scheduling of the work. Otherwise, if you have any questions in this matter, please do not hesitate to contact me at (904) 279-3196.

Sincerely,



Daniel Fetahovic
Public Projects Engineer

Enclosure

cc: Mr. Bill Young
Mr. Ben Ortegon

Terrence R. Moore

From: Tomey, Keith
Sent: Wednesday, March 22, 2023 1:30 PM
To: Terrence R. Moore
Cc: Billingsley, Joyce; Franco, Travis; Giaccone, Gregory
Subject: New Civilian Inspector

Terrence,

In my March 8, 2023, email I notified you that we had accepted the Fire Department Delivery Concurrency Evaluation report for Parks of Delray and settled on a mitigation fee and payment schedule. The Fire Department Service Delivery Concurrency Evaluation was placed in the Florida Fire Prevention Code to address that as communities grow and housing developments expand, they can outgrow the municipalities' ability to provide efficient and effective emergency response, fire protection, and life safety services. The objective is to develop and settle on a mitigation and funding plan to help offset maintaining the current level of service.

The Parks of Delray will be the largest residential complex in Delray Beach's known history. The Fire Department Service Delivery Concurrency Evaluation revealed that the Parks of Delray, due to its size and complexity, would decrease our ability to maintain our current level of service. Through several meetings with 13th Floor Investments and my Fire Life Safety staff we settled on a mitigation fee to help offset the cost to maintain our current level of service.

The Parks of Delray project will require significant staff hours from our Fire Life Safety Division, in new construction inspections and meetings, and thus, will reduce our staff's availability to ensure all new and existing buildings are inspected every year. To alleviate this impact, a portion of the mitigation fee was negotiated and designated for a Civilian Fire Inspector.

The Parks of Delray has recently broken ground and begun construction. We now request to proceed and hire a Civilian Fire Inspector as soon as possible.

Thank you,

Keith

"Be the reason people love and respect our fire department."

Be safe,

L. Keith Tomey III
Fire Chief
Delray Beach Fire Rescue

501 W. Atlantic Avenue
Delray Beach, Florida 33444
TomeyK@mydelraybeach.com
www.mydelraybeach.com
(561) 243-7410 – Office
(954) 448-8566 – Cell

Excellence in all we do!

March 20, 2023 - March 26, 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 20

- ← 12:00am Duane ooo
- 12:00am Gina out of Office →
- Kent Edwards - VAC
- 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 &
- 10:00am - 11:00am Mayor/City Manager mtg w/County
- 10:30am - 11:00am Clarity Regarding Delray Beach Open Ticket
- 2:00pm - 2:30pm Duane D'Andrea Bi-Weekly Meeting (CM's Office)
- 3:00pm - 4:00pm Comm. Johnson Mtg w/CM Moore Re: Weekly
- 3:00pm - 4:30pm Canceled: Cancelled - Comm. Johnson mtg w/CM

Tuesday, March 21

- ← Gina out of Office →
- 8:00am - 9:00am Compile March 22, 2023 Executive Leadership Team Meeting Agenda (CM Office) - Terrence R. Moore
- 9:00am - 9:30am Hassan Hadjimiry Bi-Weekly Meeting (CM's Office) - Vega, Brenda ↻
- 10:00am - 11:00am Sam Metott Annual Performance Evaluation (CM Office) - Terrence R. Moore
- 11:00am - 12:00pm Special Events Debriefing (Conference Room - City Manager) - Vega, Brenda
- 1:30pm - 2:00pm Mtg w/Mark Baron & Sam Metott (City Manager's Office) - Terrence R. Moore
- 2:30pm - 3:30pm Compile Information Letter Report - Civilian Fire Inspection Services (CM Office) - Terrence R. Moore
- 4:00pm - 5:00pm Guerriero Grievance Hearing (Delray Beach City Hall Office of the City Manager) - Terrence R. Moore

Wednesday, March 22

- ← Gina out of Office →
- 7:30am - 8:30am Kiwanis Club of Delray Beach (Delray Beach Golf Club (2200 Highland Ave, Delray Beach, FL 33445)) ↻
- 9:00am - 11:00am Agenda Review (4/4/2023)/ELT Meeting (1st Floor Conference Room) - Rangel, Delores
- 9:00am - 10:00am Agenda Review Meeting (April 4 CC Meeting) - Conference Room - City Hall 1st Floor
- 11:00am - 11:30am Kent Edwards Bi-Weekly Meeting (CM's Office) - Vega, Brenda ↻
- 11:30am - 1:00pm HOLD - PBC League of Cities General Membership Meeting (TBD) - Vega, Brenda ↻
- 12:00pm - 1:30pm Various (Various)
- 2:00pm - 3:00pm Follow-Up Direction and Clarity Concerning
- 3:00pm - 3:30pm Hugh Dunkley Bi-Weekly Meeting (CM's Office) -
- 4:00pm - 5:00pm Compile Information Letter Report - Specific

Thursday, March 23

- ← Gina out of Office →
- 12:00am Anthea - Out →
- 9:00am - 10:00am Compile Information Letter Report - Review and Analysis to Consider Reclaimed Water Incentive Initiatives (CM Office) - Terrence R. Moore
- 10:30am - 11:30am Compile Information Letter Report - Ancillary Florida East Coast Railroad Crossing Infrastructure Improvements (CM Office) - Terrence R. Moore
- 11:30am - 12:00pm Position Review and Analysis (CM Office) - Terrence R. Moore
- 3:00pm - 4:30pm Various (Various) ↻
- 4:30pm - 5:30pm Biweekly Involving Office of the Chief of Police (CM Office) - Terrence R. Moore ↻
- 5:30pm - 8:00pm Hold for GC Public Outreach (Pompey Park, 1101 NW 2nd St, Delray Beach, FL 33444) - Maxfield, Sara

Friday, March 24

- ← 12:00am Gina out of Office
- ← 12:00am Anthea - Out
- Katerri - Out
- 7:30am - 9:00am Finalize CIL (CM Office) ↻
- 9:00am - 9:30am Anthea Gianniotis Bi-Weekly Meeting (City Manager's Office) - Vega, Brenda ↻
- 11:00am - 1:30pm PBCCMA (Monthly) Meeting (TBD) - Vega, Brenda ↻
- 12:00pm - 1:30pm Various (Various)
- 3:00pm - 4:00pm Hugh Dunkley Annual Performance Evaluation (CM Office) - Terrence R. Moore
- 4:30pm - 5:30pm KnowBe 4 Training Module (CM Office)

Saturday, March 25

- 8:30am - 11:00am Hold for GC Public Outreach (Delray Swim and Tennis Center, 2350 Jaeger Dr, Delray Beach, FL 33444) - Maxfield, Sara
- 10:00am - 11:00am Delray Beach Tennis Center (Hard Court #1) ↻
- 11:00am - 12:30pm Delray Beach Community Resource Fair (Pompey Park)
- 12:30pm - 2:30pm Various, CIL Notes, etc. (CM Office) ↻

Sunday, March 26