



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

April 21, 2023

Trajectory Concerning Train Depot Renovation Program

With significant progress currently being made relative to completing the Historic Train Depot Renovation Program (that was initiated in 2021), please be advised that the Department of Public Works will soon introduce contract amendment recommendations necessary to enable continuous project implementation activities.

As noted in the attached electronic mail message from Director of Public Works Missie Barletto, guidance to this effect involves sequencing of work progress to allow for the relocation of the City's Wellness Center by early next year, as well as the completion of additional office space in the coming months.

Meanwhile, all involved continue to work to achieve external site beautification activities as a function of project completion. Staff is likewise looking forward to offering a more aesthetically pleasing and welcoming environment for the community as a result.

Fire Hydrant Refurbishment Program

As leadership in both the Department of Utilities and the Fire Rescue Department have been recently collaborating to update the City's water distribution system to help achieve enhanced reliability, please be advised that direction to this effect includes rehabilitation of over 3,000 fire hydrants throughout the Delray Beach corporate limits.

As referenced in the attached electronic mail message from Director of Utilities Hassan Hadjimiry, guidance and scope to this effect includes a more formalized hydrant classification system necessary to achieve National Fire Protection Association standards and requirements accordingly.

City Commission Information Letter

April 21, 2023

Page 2

All barrels for each hydrant will now therefore be chrome yellow, except in cases where another color has been previously adopted. Tops and nozzle caps will be painted to reflect a color code designation to enable public safety staff to deploy emergency suppression activities more rapidly and efficiently.

As refurbishment activities are anticipated to be completed throughout the remainder of the year, staff in both departments are currently being trained relative to applicable geographical placement.

Enforcement Strategies to Support Notice of Termination of Residential Tenancies and Payment Increase Ordinance

In response to the April 4th City Commission approval of Delray Beach's termination of residential tenancies and payment increase ordinance, the Office of the City Manager has since been able to collaborate with leadership of both the Department of Neighborhood and Community Services and the Office of the Chief of Police to outline applicable enforcement strategies for our community.

As outlined in the attached electronic mail message from Director of Neighborhood and Community Services Sam Walthour, direction includes Code Enforcement staff being available to respond to violations. This will likewise involve administration of both telephone and electronic mail messaging protocols that will enable necessary responsiveness and attentiveness. Additionally, the Delray Beach Police Department will be available should they experience inquiries and/or calls for service to this effect, yielding applicable collaboration with the Code Enforcement Division to resolve and address accordingly.

Federal Energy Efficiency Conservation Block Grant Program

Given Tuesday evening's City Commission authorization to have the City of Delray Beach to submit pre-award documentation necessary to ultimately secure a grant allocation from the United States Department of Energy's Energy Efficiency Conservation Block Grant (EECBG) program, please be advised that the initially reported allocation amount of \$128,640 will now necessitate additional material to enable our organization to secure this opportunity.

City Commission Information Letter

April 21, 2023

Page 3

The Office of Sustainability and Resiliency is therefore being asked to collaborate with leadership of the Department of Public Works to help identify the most beneficial use considerations accordingly. Once this has been achieved, project implementation details will be summarized, to include an update to this effect for City Commission ratification.

Calendar of Meetings, Activities, and Functions

As departments have recently submitted initial expenditure request considerations necessary to formally engage the Fiscal Year 2023-2024 Proposed Budget process, leadership from both the Office of the City Manager and the Department of Finance convened earlier this week to direct preliminary revenue and expenditure analysis activities, necessary to ultimately support aggregate balanced budget recommendations for City Commission review and consideration. Work progress as noted will therefore be finalized in time for the comprehensive budget workshop meeting dialogue currently scheduled to take place Tuesday, June 13th.

As I've been asked to serve as a speaker at one of the educational sessions during next Wednesday's Government Innovation Florida conference in Orlando, please be advised that I will be away from Delray Beach beginning Tuesday evening, to report back to City Hall Thursday morning, April 27th. No information letter will therefore be issued next Friday. Weekly reporting as noted will likewise resume Friday, May 5th.

Enclosures:

Electronic Mail Message and Accompanying Background Information from Missie Barletto – Historic Train Depot

Electronic Mail Message from Hassan Hadjimiry – Fire Hydrant Inspection & Rehabilitation Project

Electronic Mail Message from Sam Walthour – Enforcement Strategies in Support of Notices of Termination and Increases
Calendar for Business Week of April 17, 2023

CM/Documents/City Commission Information Letter 67

Terrence R. Moore

From: Missie Barletto <missie2858@gmail.com>
Sent: Friday, April 21, 2023 7:41 AM
To: Terrence R. Moore
Subject: Fwd: Historic Train Depot
Attachments: GC2020096996_092001_FOS_04-19-23.pdf

****Please be cautious****

This email originated from outside of The City of Delray Beach. Do not click links or open attachments unless you recognize the sender and know the content is safe.

The Historic Train Depot project is making good progress taking into consideration supply chain shortages and cost increases. This week the shell of the building was completed and the roof was entirely dried in. Public Works will be bringing a contract amendment to Commission on May 16 to commit FY23 CIP funds. Additional funding will be requested in the FY24 CIP budget process. The project is on track to be completed by year's end or very early 2024.

The gross project budget provided by Synergy, the contractor for our insurance carrier FMIT, is as follows:

Total Project Reserve: \$7.2 MIL

Insurance Portion: \$5MIL

City Portion: \$2.2 MIL



Project and Weather Information

Related Claim	GC2020096996 - Fire - Damage to Railroad Depot Building
Project Name	Delray Beach: Fire Damage to Railroad Depot Building
Project Address	80 Depot Avenue, Delray Beach, FL, 33444
Project Manager Phone Email	Jim Ells 407-460-2066 jells@synergynds.com
PM On-Site?	Yes
Report Start Time End Time	4/19/2023 7:05:25 AM 4/19/2023 7:09:19 AM

Weather Information

Is Weather Affecting Job Site?	No
---------------------------------------	----

Exterior Jobsite Conditions

Are Exterior Job Site Conditions Conducive to Safe/Quality Work Day?	Yes
---	-----

Interior Jobsite Conditions

Are Interior Job Site Conditions Conducive to Safe/Quality Work Day?	Yes
---	-----

Planned Work Activities & Additional Resources

Are there Planned Work Activities, Material or Equipment Deliveries?	Yes
Summary of Planned Workday Activities	Fortune construction will be removing concrete wall forms from parapet walls on north end of building. A better plumbing will be installed pvc drain pipes from upper roof drain on north and south ends of building.
Additional Resources Needed?	No

Exterior Jobsite Photos



Exterior Site Photo 1

North end of building



Exterior Site Photo 2

East side of building

Interior Jobsite Photos



Interior Site Photo 1

South end of building



Interior Site Photo 2

North end of building

Terrence R. Moore

From: Hadjimiry, Hassan
Sent: Tuesday, April 18, 2023 8:24 AM
To: Terrence R. Moore
Subject: Fire Hydrant Inspection & Rehabilitation Project.

As part of the enhancing and reliability of water distribution system and fire protection, Utilities Department has begun City-wide inspection and rehabilitation of over 3,000 fire hydrant within the City’s service area. This project involves, complete rehabilitation, exercise and flow testing of all fire hydrants and bringing them to the National Fire Protection Association (NFPA) standards as Follow:

Chapter 5 Marking of Hydrants:

5.1 Classification of Hydrants.

Hydrants should be classified in accordance with their rated capacities [at 20 psi (1.4 bar) residual pressure or other designated value] as follows:

- Class AA — Rated capacity of 1500 gpm (5680 L/min) or greater
- Class A — Rated capacity of 1000–1499 gpm (3785–5675 L/min)
- Class B — Rated capacity of 500–999 gpm (1900–3780 L/min)
- Class C — Rated capacity of less than 500 gpm (1900 L/min)

5.2 Marking of Hydrants.

5.2.1 Public Hydrants.

- 5.2.1.1 All barrels are to be chrome yellow except in cases where another color has already been adopted.
- 5.2.1.2 The tops and nozzle caps should be painted with the following capacity indicating color scheme to provide simplicity and consistency with colors used in signal work for safety, danger, and intermediate condition:

- (1) Class AA — Light blue
- (2) Class A — Green
- (3) Class B — Orange
- (4) Class C — Red

Respectfully,



Hassan Hadjimiry, P.E.

*Utilities Director
City of Delray Beach
434 S. Swinton Avenue
Delray Beach, FL 33444*

 **561.243.7303**
 hadjimiryh@mydelraybeach.com

Terrence R. Moore

From: Walthour, Sammie
Sent: Tuesday, April 18, 2023 12:04 PM
To: Terrence R. Moore
Cc: Mager, Russ
Subject: Ordinance 03-23 - Enforcement Strategies in Support of Notices of Termination and Proposed Rent Increases

Mr. Manager,

In response to the passage of Ordinance 03-23 on April 4, 2023, a meeting was held on Monday, April 17, 2023, with Chief Mager, Assistant City Attorney Lawonda Warren, and Neighborhood and Community Services staff to discuss the appropriate handling of complaints.

As you are aware, the ordinance requires a landlord desiring not to renew a residential tenancy to provide a written fair notice of non-renewal not less than 60 days prior to the end of the tenancy. Likewise, a residential landlord that proposes to increase the rental rate by more than five percent (5%) at the end of a specific lease must provide not less than 60 days written fair notice. Complaints received regarding this matter will be directed to the Code Enforcement Division for assignment. Should the Police Department be dispatched, the responding officer will explain the elements of the ordinance to the complainant and make a referral to the Neighborhood and Community Services Department for follow up.

Landlords determined to be in violation of the ordinance may be required to appear before the Special Magistrate and subject to fines not to exceed \$1,000.00 per day per violation for the first violation, \$5,000.00 per day per violation for a repeat violation, and up to \$15,000.00 per violation if the Special Magistrate finds the violation to be irreparable or irreversible in nature.

Should you need additional information regarding this coordination of effort, Chief Mager and I are available.

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



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.

April 17, 2023 - April 23, 2023

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

Monday, April 17

- 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 - 11:00am Mayor mtg w/CM Moore Re: Agenda & Updates (City Manager's Office) - Rangel, Delores ☺
- 11:00am - 11:15am Mayor & CM "Teams Meeting" Re: Fraud injury from our Auditors (Microsoft Teams Meeting) - Rangel, Delores
- 11:30am - 12:15pm Truist (Truist Atlantic Avenue)
- 1:30pm - 2:00pm Mtg w/CM Moore, Delores & Marie (City Manager's Office) - Rangel, Delores
- 2:00pm - 2:30pm Duane D'Andrea Bi-Weekly Meeting (CM's Office)
- 3:00pm - 4:00pm COMMISSIONER BURNS MEETING W/CM
- 3:00pm - 4:00pm Commissioner Burns mtg w/CM Moore Re:

Tuesday, April 18

- 8:45am - 9:00am Various (Various)
- 9:00am - 9:30am Hassan Hadjimiry Bi-Weekly Meeting (CM's Office) - Vega, Brenda ☺
- 9:30am - 10:30am Compile Information Letter Report - Fire Hydrant Refurbishment Program (CM Office) - Terrence R. Moore
- 10:30am - 12:00pm Mtg w/ Dunkley, Thezine, Oris & Budget Manager Re: Revenue & Expenditures Forecast (City Manager's
- 11:30am - 12:30pm Various (Various)
- 2:00pm - 3:00pm Quarterly Police Awards Program (Delray Beach Public Library)
- 3:00pm - 8:00pm April 18th Commission Meetings - Viewing of Presentations (Microsoft Teams Meeting) - Harris, Patrice
- 3:00pm - 4:00pm Commission Workshop Re: Special Events (Commission Chambers) - Rangel, Delores
- 4:00pm - 7:00pm Regular Commission Meeting (Commission

Wednesday, April 19

- 7:30am - 8:30am Kiwanis Club of Delray (Delray Beach Golf Club (2200 Highland Ave, Delray Beach, FL 33445)) ☺
- 9:00am - 10:00am Agenda Review Meeting (May 2 CC Meeting) - Conference Room - City Hall 1st Floor
- 10:00am - 10:30am Government Innovation Florida - Panel Prep Call: Making Waves: Leveraging Smart Technologies to Maximize
- 11:00am - 11:30am AM - GUIDANCE AND DIRECTION - TREE REPLACEMENT PROGRAM (CITY MANAGER'S OFFICE) - Terrence R.
- 11:00am - 11:30am Kent Edwards Bi-Weekly Meeting (CM's Office) - Vega, Brenda ☺
- 11:30am - 12:30pm Compile Information Letter Report - Administration of Federal Energy Efficiency Conservation Block
- 2:30pm - 3:30pm Discuss General Obligation Bond Transactions &
- 3:00pm - 3:30pm Hugh Dunkley Bi-Weekly Meeting (CM's Office) -
- 4:00pm - 5:30pm Various (Various)

Thursday, April 20

- 9:00am - 10:00am Compile Information Letter Report - Status of Train Depot (TITLE) (CM Office) - Terrence R. Moore
- 10:00am - 11:00am Employee Service Awards (Commission Chambers)
- 11:00am - 12:00pm Compile Information Letter Report - Enforcement Strategies to Support Notice of Termination of Residential Tenancies and Payment Increase Ordinance (CM Office) - Terrence R. Moore
- 2:00pm - 3:00pm Commissioner Long mtg w/CM Moore Re: Updates & Agenda & P3 (City Manager's Office) - Rangel, Delores ☺
- 3:00pm - 4:30pm Various (Various) ☺
- 4:30pm - 5:30pm Biweekly Involving Office of the Chief of Police (CM Office) - Terrence R. Moore ☺

Friday, April 21

- Duane, HR - Out (Conference)
- 7:30am - 9:00am Finalize CIL (CM Office) ☺
- 9:00am - 9:30am Anthea Gianniotis Bi-Weekly Meeting (City Manager's Office) - Vega, Brenda ☺
- 9:30am - 10:30am Liability Insurance Discussion (Microsoft Teams Meeting) - Graikowski, Beverly
- 2:00pm - 3:30pm Begin Kent Edwards Annual Performance Evaluation (CM Office)

Saturday, April 22

- 9:00am - 9:30am Earth Day Tree Giveaway Event (OSS Near Parking Garage)
- 10:00am - 11:00am Delray Beach Tennis Center (Hard Court #1) ☺
- 11:00am - 1:00pm Various, CIL Notes, etc. (CM Office) ☺

Sunday, April 23