



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

June 30, 2023

Have a Safe and Enjoyable Independence Day!

Progress Regarding Historical Society Building and Campus Improvements

With significant progress currently being experienced relative to both facility and infrastructure improvements at the Delray Beach Historical Society (DBHS) Campus, both the Office of the City Manager and that of Director of Public Works Missie Barletto are please to outline specific outcomes to date, as acknowledged and supported by DBHS leadership.

As referenced in the attached electronic mail message from Missie Barletto, outcomes to this effect include roof repairs, door replacement, and new siding being installed at Cason Cottage. Additionally, exterior painting is currently in progress, with pressure washing also having recently been completed.

An Americans with Disability Act compliant handrail (to ultimately be positioned at the bungalow building) has been ordered and is now being fabricated. Additionally, the capital improvement project to replace the damaged flooring inside the bungalow, as well as to stabilize its foundation, will begin circa late July, after the conclusion of this year's summer camp activities.

Once all projects and improvements have been completed, direction will be offered to coordinate with DBHS leadership any termite mitigation deemed necessary.

Considerations to Pursue Fourth All-America City Recognition

As the Office of the City Manager recently received the criteria for the 2024 All America City Award from the National Civic League (NLC), including several that support the City's current goals, objectives, programs, and initiatives, please be

City Commission Information Letter

June 30, 2023

Page 2

advised that direction is now being offered to pursue a fourth destination for our community.

As referenced in the attached electronic mail message from Education and Workforce Coordinator Janai Bowens, guidance to this effect includes a demonstration of the City of Delray Beach's continuous commitment to strengthen democracy via local action and innovation.

As many will recall, our organization and community have consistently supported various projects and programs to this effect, including current outreach involving the education sector and local government. With a primary theme for 2024 involving strengthening democratic processes to ultimately help remove barriers to civic engagement and participation, we feel that the City of Delray Beach is once again worthy of recognition.

Although applications for the 2024 cycle are not due until February, various preliminary exercises via NLC will begin in July. Likewise, a formal recommendation for City Commission authorization will be forthcoming.

Considerations Regarding Behavioral Health Access Programming

To engage comprehensive employee mental health/wellness and crisis intervention planning for staff that may require support, please be advised that direction is being offered to consider a behavioral health access program for the City of Delray Beach.

As referenced in the attached electronic mail message from Fire Rescue Chief L. Keith Tomey III, this initiative would involve both an interactive and interdepartmental focus for additional mental health support resources that may otherwise be unavailable. Such may include a peer support organizational structure, as well as volunteer clinician services to become available via the local health care community.

Arrangements are therefore being made to initiate as outlined on a pilot program basis (specifically for both the Delray Beach Police Department and the Delray Beach Fire Rescue Department) effective circa October 1st, commensurate with

City Commission Information Letter

June 30, 2023

Page 3

the new fiscal year. Meanwhile, given the voluntarily nature of this effort, no additional operational expenses are anticipated as a result.

Capital Improvement Program Focus for Fiscal Year 2023-2024

As staff prepares for the July 11th City Commission workshop concerning the Fiscal Year 2023-2024 Proposed Budget, guidance to this effect will include a brief synopsis of the City of Delray Beach's updated five-year capital improvement program.

A principle focus for this year's exercise involves timeframes and transaction details for projects to be supported via pending general obligation bond issuances.

As previously reported, guidance to this effect will also include the reimbursement resolution process (as an initial function of general obligation bond issuance), with recommendations for the City Commission to authorize is anticipated in the coming weeks.

Calendar of Meetings, Activities, and Functions

With this year's Independence Day holiday falling on a Tuesday, many staff members have elected to enjoy a four-day weekend. Nevertheless, most preparations for City sponsored holiday festivities and events have already been directed, yielding expectations for an enjoyable experience for residents, visitors, and stakeholders.

With next business week being abbreviated due to Independence Day, no information letter will be issued Friday, July 7th. Weekly reporting as noted will therefore resume Friday, July 14th.

Meanwhile, continued best wishes for a safe and enjoyable holiday.

City Commission Information Letter

June 30, 2023

Page 4

Enclosures:

Electronic Mail Message from Missie Barletto – Historical Society Campus
Electronic Mail Message from Janai Bowens – All America City Award
Program Synopsis from National Civic League – 2024 All-America City Award
Electronic Mail Message from Chief Tomey – Behavioral Health Access Pilot Program
Calendar for Business Week of June 26, 2023

CM/Documents/City Commission Information Letter 74

Terrence R. Moore

From: Barletto, Missie
Sent: Friday, June 30, 2023 8:40 AM
To: Terrence R. Moore
Cc: Oris, Jeff
Subject: FW: Historical Society Updates

Updates on historical Society Buildings:

Cason Cottage:

Pressure washing - **Complete**
Painting— **In progress** (photos attached)
Siding repair – **Complete**
Roof Repair – **Complete** (photos attached)
Door replacement - **Complete**
Termite Tenting – **Will be coordinated following other projects / program activities to limit disruption**

Hunt House:

Termite Tenting – **Will be coordinated following other projects / program activities to limit disruption**

Bungalow:

Handrail – **Pending Schedule (currently being fabricated)**
Termite Tenting – **Will be coordinated following other projects / program activities to limit disruption**

CIP project details below/attached:

No physical work has started – Start date ETA – **Last week of July to accommodate summer camp activity completion**

Post preconstruction meeting update:

6/12 – post meeting follow-up email with Winnie Edwards, Executive Director confirming the agreed to schedule, see email attachment.

6/13 – WGI the structural engineer of record commenced review and approval of the building materials and hardware.

1. [Submittals • DLB23-02 Delray Historic Complex \(procore.com\)](#) Timber - 4x4 and 2x6
2. [Submittals • DLB23-02 Delray Historic Complex \(procore.com\)](#) U26 Joist Hanger - Detail 4 - Sheet S200
3. [Submittals • DLB23-02 Delray Historic Complex \(procore.com\)](#) MTS12 ZMAX - Detail 2 - Sheet S200
4. [Submittals • DLB23-02 Delray Historic Complex \(procore.com\)](#) CMST Ties - Detail 1 - Sheet S200

Missie Barletto | Public Works Director

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CITY OF DELRAY BEACH

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.

<DBHS Bungalow floor meeting minutes 6.6.23.pdf>
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<20230628_075411.jpg>
<20230628_075439.jpg>
<20230628_075259.jpg>
<Cason Cottage Roof Maintenance Pictures.pdf>

Terrence R. Moore

From: Bowens, Janai
Sent: Thursday, June 29, 2023 4:34 PM
To: Terrence R. Moore
Cc: Oris, Jeff
Subject: City Commission Information Letter

Bowens, Janai
Thursday, June 29th, 2023
Terrence R. Moore
All-America City Award

The National Civic League (NCL) has announced the 2024 theme for The All-America City Award: *Strengthening Democracy through Local Action and Innovation*. This year's focus emphasizes the role of community members in local government and the importance of promoting innovative ways to secure equality and civic engagement. Delray Beach has always leveraged the collective power of its residents and has diligently provided meaningful opportunities for residents to exercise their civic responsibilities and be a part of decision-making processes. Therefore, pursuing this award under the direction of the Commission will be a collection of inclusive actions that our City promotes and champions regularly.

The beginning of the application process begins in July 2023, where an informational webinar will be conducted by the NCL with further direction for local government liaisons. It is the expectation that all stakeholders will be invited to participate in this effort as we work together to strengthen our community engagement processes. I look forward to working on behalf of the City of Delray Beach to continue this effort.

Janai Bowens, MBA M.Ed
Education and Workforce Coordinator
City of Delray Beach
100 NW 1st Avenue
Delray Beach, Florida 33444
561-243-7231 – office
bowensj@mydelraybeach.com



2024 All-America City Award

Strengthening Democracy through Local Action and Innovation

As the 2024 elections approach, many communities are experiencing some of the same threats to democracy we see at the national and international levels, including polarization, economic inequality, anti-democratic activities, and racial and ethnically motivated violence. We are at a decisive moment in history, and strengthening and improving democracy begins locally. When people have meaningful opportunities to help make decisions and solve problems, they build trust, create a stronger sense of community, and help address important challenges.

The 2024 All-America City Award will recognize communities that are finding innovative ways to equitably engage community members in activities that strengthen democratic processes, like making it easier to vote, engage in community affairs, and serve in leadership roles.



Some projects adhering to this year's theme include:

- Bridging divides across political, social, and economic differences
- Improving public meetings through innovative practices
- Undertaking reforms that give people a meaningful say in public decision-making
- Increasing voter engagement, participation, and education
- Reforming elections to be transparent, fair, and inclusive
- Authentically engaging marginalized and/or historically disadvantaged populations
- Removing barriers to participation in civic life
- Advancing equity & inclusion
- Using civic technology
- Promoting youth civic education and engagement
- Providing opportunities for civic leadership and participation
- Creating a stronger sense of belonging and community
- Promoting deliberative forms of public decision-making

Important Dates:

July 2023-May 2024: Webinar Series

December 14, 2023: Letters of Intent Due

February 13, 2024: Submit Application

March 2024: Finalists Announced

March-June 2024: Competition Preparation

June 7-9, 2024: AAC Competition and Event in Denver, CO

As always, eligible communities for next year's awards include tribes, towns, cities, counties, and regions. Applicants will be asked to discuss the strength of their civic capital—the formal and informal relationships, networks, and capacities they use to make decisions and solve problems—and to provide examples of community-driven projects that are making sure everyone counts by reaching out to include all community members in civic matters.

Looking ahead to 2025?

We will be focusing on climate change and sustainability!

Learn More: NationalCivicLeague.org/America-City-Award/





All-America City Awards

Celebrating the best in American civic innovation since 1949

About

Each year, the National Civic League recognizes ten communities with the All-America City Award. The award celebrates the best in local innovation, civic engagement, and cross-sector collaboration. The award reminds us of the potential that exists within every community to tackle tough issues and create real change when residents, businesses, and nonprofit and government leaders work together.

Inclusive and Community Driven

The program celebrates innovation and excellence in a range of American communities – from small towns and tribes to cities, counties and regions. The smallest towns and largest cities compete on equal footing – judged on the impact of their work and excellence of their engagement, not reputation or size. Leaders from local government, nonprofits, libraries, and youth have all led their communities to apply.



"Each year, AAC renews my faith in the ability of this country's residents and communities to come together to solve problems, showcase successes, and celebrate each other's struggles and dreams in this 'lively experiment' we call democracy." -Angela Romans, League Board Member and AAC Juror

Benefits of Winning the Award



Economic Stimulus: Finalists and winners have seen an increase in tourism and grants.



Pride and Collaboration: The award has reinvigorated communities with a new sense of pride, accomplishment and teamwork.



National Recognition: Winning the All-America City Award raises the profile of local efforts and puts communities on a national stage.

Terrence R. Moore

From: Tomey, Keith
Sent: Wednesday, June 28, 2023 1:30 PM
To: Terrence R. Moore
Cc: D'Andrea, Duane; DeFranco, Alexandria; Mager, Russ
Subject: Behavioral Health Access Pilot Program

Terrence,

As you know mental health illness is becoming more of a concern with public safety employee as well as regular employees more than ever before. The city of Coral Springs has put together a program that is designed to support the mental wellness of their employees. It is called, the Behavioral Health Access Program or BHAP for short. BHAP is a comprehensive employee mental health/wellness and crisis intervention plan. The program aims to assess, educate, minimize the impact of stress, improve quality of life, and return employees experiencing significant challenges to a healthy, productive state.

In Coral Springs, BHAP operates under the Safety, Health and Wellness Committee (SHWC). The organization's Safety, Health and Wellness Officer is responsible for implementing and managing the program and is the chair of the SHWC.

BHAP incorporates the services of Critical Incident Stress Management (CISM), peer support, trained peer support specialists, and trained professionals, such as department chaplains, physicians, psychologists, counselors, and Employee Assistance Programs (EAP) professionals. These tools provide a diversified resource pool that may be utilized by employees and family members experiencing an acute crisis or everyday stress.

The BHAP team comprises of trained and credentialed members of the organization (peer supporters), health care professionals, trained, credentialed, and licensed mental health professionals, and qualified clergy members trained in crisis intervention. BHAP programs are intended to be available for any incident that occurs 24 x 7 x 365, within two (2) hours after a critical incident or when services are requested.

BHAP components include, leadership, CISM, Trained Clinician Response Team (CRT), Chaplaincy program, peer support team, family support, recovery centers, retiree inclusion, mental health awareness education, financial wellbeing education, effective insurance coverage, Employee Assistance Program (EAP), and most important, confidentiality.

With your leadership and approval, I would like to start a BHAP pilot program for the City of Delray Beach. Starting small at first with only one or two departments. Building and evaluating this program over time. Our goal is to have a citywide BHAP program for all our employees to use.

I would recommend we start with fire and police first. Both fire and police have most of what is in a BHAP program. We both have peer support teams, chaplaincy programs, CISM, and EAP. So, it will be an easy transition.

Utilizing the right people and with support from the Office of the City Manager and the Office of the Human Resource Director we should be able to implement a partial BHAP program by October 1st and grow for there.

Thank you so much for your consideration,

Keith

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

Be safe,

L. Keith Tomey III
Fire Chief
Delray Beach Fire Rescue

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Delray Beach, Florida 33444
TomeyK@mydelraybeach.com
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Excellence in all we do!



June 26, 2023 - July 2, 2023

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

Monday, June 26

- D. D'Andrea - Out 2-5pm
- K. Edwards - Out
- S. Metott - Out
- 7:30am - 8:30am Begin CIL (CM Office) ↻
- 9:00am - 9:30am Missie Barletto Bi-Weekly Meeting (Office of the City Manager) - Vega, Brenda ↻
- 10:00am - 11:00am Canceled: Cancelled - Mayor mtg w/CM Moore
- 11:00am - 12:00pm MCO Introduction (CM Office)
- 11:00am - 11:30am Duane D'Andrea Bi-Weekly Meeting (CM)
- 2:00pm - 2:30pm Duane D'Andrea Bi-Weekly Meeting (CM's Office)
- 2:00pm - 2:30pm Various (Various) ↻
- 2:00pm - 3:00pm FCCMA Awards and Scholarships Committee
- 3:00pm - 4:00pm Commissioner Burns mtg w/CM Moore Re:
- 4:00pm - 4:45pm Meeting Request - Recommendation of

Wednesday, June 28

- 7:30am - 8:30am Kiwanis Club of Delray Beach (Delray Beach Golf Club (2200 Highland Ave, Delray Beach, FL 33445)) ↻
- 9:00am - 10:00am Agenda Review Meeting (July 11 CC Meeting) (Conference Room - City Hall 1st Floor) - Conference Room - City Hall
- 10:00am - 1:00pm (Delray Beach/Guerriero) Telephone Mediation (Call In: 844-863-5972, ID and Password: 2310448) - Edward G. Guedes
- 11:00am - 11:30am Kent Edwards Bi-Weekly Meeting (CM's Office) - Vega, Brenda ↻
- 11:30am - 12:00pm Guidance Considerations to Support Resilient Florida Planning Grant Application Process (CM Office) - Terrence R. Moore
- 11:30am - 1:00pm HOLD - PBC League of Cities General
- 2:00pm - 2:30pm Various (Various) ↻
- 3:00pm - 4:00pm Final Projections and Prioritizations for Capital
- 3:00pm - 3:30pm Hugh Dunkley Bi-Weekly Meeting (CM's Office) -
- 4:00pm - 5:00pm Compile Information Letter Report - Progress

Friday, June 30

- 7:30am - 9:00am Finalize CIL (CM Office) ↻
- 8:30am - 9:30am Executive Session re: City of Delray Beach and the International Association of Firefighters Local 1842 Contract
- 8:30am - 9:30am Canceled: Cancelled - Executive Session - IAFF (1st Floor Conference Room) - Rangel, Delores
- 9:00am - 9:30am Anthea Gianniotis Bi-Weekly Meeting (City Manager's Office) - Vega, Brenda ↻
- 9:30am - 10:30am Executive Session - Shade Meetings (Conference Room - City Hall 1st Floor) - Terrence R. Moore
- 11:00am - 11:30am Regarding Subdivision Flat - Right of Way (CM Conf) - Terrence R. Moore
- 2:00pm - 2:30pm Various (Various) ↻
- 2:30pm - 3:00pm Discussion For Proposal To Rebuild Swim And Racquet Center (CM Office) - Terrence R. Moore
- 3:30pm - 4:00pm Parker Zelle (CM Office)

Tuesday, June 27

- 9:00am - 9:30am Hassan Hadjimiry Bi-Weekly Meeting (CM's Office) - Vega, Brenda ↻
- 9:30am - 12:30pm ECONOMIC DEVELOPMENT MANAGER INTERVIEWS (1st FLOOR CONFERENCE ROOM)
- 10:00am - 11:00am Compile Information Letter Report - Considerations Regarding Behavioral Health Access Programming (CM Office) - Terrence R. Moore
- 12:00pm - 1:00pm Various (Various) - Terrence R. Moore
- 2:00pm - 3:30pm Various (Various) ↻
- 5:30pm - 6:00pm Various (Various)

Thursday, June 29

- 9:00am - 10:00am Compile Information Letter Report - Considerations to Pursue Fourth All-America City Recognition (CM Office) - Terrence R. Moore
- 10:00am - 11:00am Compile Information Letter Report - Capital Improvement Program Focus for Fiscal Year 2023-2024 (CM Office)
- 11:00am - 12:00pm Various Follow-Up (CM Office) - Terrence R. Moore
- 1:00pm - 1:30pm Various (Various) ↻
- 2:00pm - 3:00pm Commissioner Long mtg w/CM Moore Re: Updates & Agenda (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 ↻
- 5:30pm - 6:30pm Note and Deliver (CM Office)

Saturday, July 1

- 10:00am - 11:00am Delray Beach Tennis Center (Hard Court #1) ↻
- 11:00am - 1:00pm Various, CIL Notes, etc. (CM Office) ↻
- 11:30am - 1:00pm Finish Gina Carter Annual Performance Evaluation (CM Office)

Sunday, July 2