



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

July 14, 2023

Department of Utilities Administration of Periodic Water Distribution Maintenance Program

As is the case with most public water suppliers in the region (including public water utility operations in Boca Raton, Boynton Beach, and Palm Beach County), the City of Delray Beach Department of Utilities' process for disinfecting its treated water is periodically achieved by adding chloramines (consisting of a combination of chlorine and ammonia) at the City's water treatment plant facility.

As referenced in the attached memorandum from Director of Utilities Hassan Hadjimiry, chloramines have been found to be an effective and safe disinfectant for this purpose. A routine semiannual administration of free chlorine as a disinfectant enhances the quality of the City's water distribution system. During the course of administering maintenance activities as outlined, customers may experience a slight change in the taste or odor of their tap water. This exercise also involves neighborhood fire hydrants being flushed, which is likewise a normal function of maintenance as well.

With the most recent chlorine flush process having been initiated this past Sunday, July 9th, and scheduled to conclude Saturday, July 29th, applicable notification processes to residents, including via utility bills and various online communications, were achieved well in advance.

United States Department of Transportation Safe Streets and Roads for All Grant Proposal Process

Given recent expressions of interests to formally establish a community-oriented task force to help develop strategies for long-term and sustainable traffic management and mobility in Delray Beach, please be advised that direction is currently being offered to pursue external funding via the United States Department of Transportation's (USDOT) Safe Streets and Roads for All grant program.

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City Commission Information Letter

July 14, 2023

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As referenced in the attached electronic mail message from Director of Public Works Missie Barletto, this opportunity will likewise enable the City of Delray Beach to secure a financial investment to help develop an action that will ultimately define both strategies and capital projects consistent with the "Vision Zero City" plan that was recently adopted by the City Commission. Key components of planned development as outlined therefore include a planning structure that includes a task force charged with oversight of the action plan's development, implementation, and project monitoring functions. Engagement and collaboration with members of the public and other relevant stakeholders is an additional requirement as well.

As the federal government has identified roadway projects as a funding priority, a resulting action plan for the City of Delray Beach is a requirement to help position our organization and community to apply for implementation grant funding that otherwise would not become available.

As USDOT formally announced availability of this opportunity a few weeks ago, including a submission deadline of this past Monday (July 10th), a recommendation for retroactive approval to the City Commission will be offered via the August 8th regular meeting. Meanwhile, staff anticipates learning of the outcome of our efforts to this effect in the coming months.

Progress Regarding Time and Attendance Implementation

Various members of the Executive Leadership Team are pleased to report that collaborative efforts to advance the City's time and attendance payroll integration system implementation efforts are progressing steadily, yielding our organization's commitment to direct and achieve as noted in a timely manner.

As referenced in the attached electronic mail message from Director of Information Technology Jay Stacy, guidance to this effect currently involves assigning staff members representing all departments to initiate the respective testing environment. This exercise will therefore confirm systems functionality and accuracy for prospective payroll administration, as well as ancillary training and initial phasing of departmental implementation accordingly.

Initiation of operations as noted is likewise anticipated to begin in October.

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Department of Utilities Involvement to Support the City's Complete Streets Program

With direction imminent to advance additional and collaborative efforts to respond to both roadway and related underground infrastructure repair and maintenance issues more holistically in various areas of the community, please be advised that the Department of Utilities has been asked to engage with both the Department of Public Works and the Department of Development Services to help advance considerations for specific improvements that might be deemed necessary.

Guidance to this effect specifically involves an evaluation of underground water utilities infrastructure in advance of implementing roadway construction projects, whether new and/or preexisting. The resulting expectation likewise involves a more concurrent and efficient outcome relative to capital improvements in this regard.

Calendar of Meetings, Activities, and Functions

As is the case with many other Florida coastal communities, emergency planning activities necessary to engage this year's hurricane season have been underway since early last month. Guidance to this effect likewise includes applicable emergency operations center logistics coordination, as well as related drills and exercises involving all departments.

Enclosures:

Memorandum from Hassan Hadjimiry – Citywide Chlorine Maintenance
Electronic Mail Message from Missie Barletto – USDOT Safe Streets and Roads for All Grant Program
City of Delray Beach Action Plan Narrative Summary – USDOT Safe Streets and Roads for All
Electronic Mail Message from Jay Stacy – Status of Online Time and Attendance System
Calendar for Business Week of July 10, 2023

CM/Documents/City Commission Information Letter 75



City of Delray Beach

Utilities Department

M E M O R A N D U M

TO: Mr. Terrence Moore, ICMA-CM, City Manager
FROM: Hassan Hadjimiry, P.E., Utilities Director *HH*
DATE: July 10, 2023
SUBJECT: Citywide Chlorine Maintenance

City of Delray Beach (City) Water Utilities Department (Utilities) began conducting free chlorination of the water distribution system on Sunday July 9, 2023, and ending on Saturday July 29, 2023. Like most public water suppliers in the region, the disinfection of our treated water is normally achieved by adding chloramines (combined chlorine and ammonia) at the City's water treatment plant. Chloramines have been found to be an effective and safe disinfectant. However, over time, nitrification, a chemical reaction which results in the oxidation of ammonia in the distribution system, can reduce the effectiveness of chloramines as a disinfectant. This nitrification causes a biofilm to form inside the distribution system piping, which reduces chlorine in potable water. The application of free chlorine, (stand-alone chlorine) for a short duration, effectively controls nitrification and removes biofilm growth from the interior of pipe surfaces. Stand-alone chlorine is a stronger disinfectant than chloramines.

Palm Beach County, Cities of Boca Raton and Boynton Beach also perform chlorine maintenance on their water distribution systems during the month of July.

The Utilities' Laboratory conducts routine monthly sampling in the distribution system and checks for free and total chlorine. Nitrite levels are also closely measured and monitored. Therefore, on an as-needed basis, the Utilities Department switches from chloramines to free chlorine as part of the City's distribution system maintenance program.

The City expects the free chlorination period to be transparent to our customers. However, some customers may notice a slight change in the taste or odor of their tap water. Additionally, customers may see fire hydrants being flushed in their neighborhoods, which is part of this normal maintenance process. This is a recommended and common practice utilized by drinking water providers using chloramines for regular disinfection.

The Water Utilities Department and Office of Communication will widely publicize the free chlorination event as follows:

1. The Office of Communication will disseminate the information through the appropriate communication tools.
2. The water Utilities Department has:
 - a. Notified the Florida Department of Health
 - b. Notified local hospitals, dialysis centers and pet stores.
 - c. Notified our wholesale customers and Emergency Interconnects

Should any customers have questions or concerns, the phone number for the Water Utilities Department Customer Service is 561-243-7312. Contact information will be provided all outreach materials. Utilities Customer Service Staff are trained and educated on the free chlorination process and are available to respond to any neighbor inquiries. In addition, a Frequently Asked Questions (FAQs) document was developed and provided to staff to assist.

Attachments:

Chlorine Maintenance Schedule

Public Notice

Citywide Chlorine Maintenance Event

Frequently Asked Questions

City of Delray Beach Water Utilities Department
Chlorine Maintenance
July 9-29, 2023

ID	Task Name	Duration	Start	Finish	June 2023	July 2023
1	Chlorine Maintenance July 2023	43 days	Thu 6/1/23	Sat 7/29/23	[Gantt bar from 6/1 to 7/29]	
2	Announcement to City Manager	1 day	Thu 6/1/23	Thu 6/1/23	[Gantt bar at 6/1]	
3	Email notification to DOH	1 day	Fri 6/2/23	Fri 6/2/23	[Gantt bar at 6/2]	
4	Request Utility Billing to notify customers	22 days	Fri 6/2/23	Mon 7/3/23	[Gantt bar from 6/2 to 7/3]	
5	Send notification to Dialysis Centers, customers sensitive to chlorine	22 days	Thu 6/8/23	Fri 7/7/23	[Gantt bar from 6/8 to 7/7]	
6	Send notifications to emergency interconnects and bulk water users	27 days	Fri 6/2/23	Mon 7/10/23	[Gantt bar from 6/2 to 7/10]	
7	Request for advertisements to City Clerk	0 days	Thu 6/1/23	Thu 6/1/23	[Milestone diamond at 6/1]	
8	Advertisement run (Website, TV Stations, Twitter, Facebook)	0 days	Thu 6/1/23	Thu 6/1/23	[Milestone diamond at 6/1]	
9	Certification of Delivery (COD) of public notice to DOH	0 days	Wed 7/5/23	Wed 7/5/23	[Milestone diamond at 7/5]	
10	Chlorine Maintenance	17 days	Sun 7/9/23	Sat 7/29/23	[Gantt bar from 7/9 to 7/29]	
11	Start conversion to free chlorine at WTP	2 days	Sun 7/9/23	Mon 7/10/23	[Gantt bar from 7/9 to 7/10]	
12	Flush chloramines out of distribution system	5 days	Mon 7/10/23	Fri 7/14/23	[Gantt bar from 7/10 to 7/14]	
13	Start conversion to chloramines at WTP	2 days	Mon 7/24/23	Tue 7/25/23	[Gantt bar from 7/24 to 7/25]	
14	Flush free chlorine out of the distribution system	4 days	Tue 7/25/23	Fri 7/28/23	[Gantt bar from 7/25 to 7/28]	
15	End chlorine maintenance	0 days	Sat 7/29/23	Sat 7/29/23	[Milestone diamond at 7/29]	

Project: Tentative Schedule Date: Tue 6/27/23	Task		Project Summary		Manual Task		Start-only		Deadline	
	Split		Inactive Task		Duration-only		Finish-only		Progress	
	Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
	Summary		Inactive Summary		Manual Summary		External Milestone			

Public Notice

City of Delray Beach

City Wide Chlorine Maintenance Event

SCHEDULED FOR JULY 9-29, 2023

Beginning Sunday, July 9, 2023, the City of Delray Beach will begin the process of temporarily switching from total chloramines to free chlorine. The event will take place until Saturday, July 29, 2023.

This preventive maintenance process is considered standard practice and is recommended by the Florida Department of Health and the Florida Department of Environmental Protection, the lead regulatory agencies overseeing the Safe Drinking Water Act programs, and it entails converting from chloramines to free chlorine as the primary disinfectant.

Customers served by Delray Beach Utilities may notice a slight chlorine taste or odor in their tap water during this period. Many may not detect a change at all. If you are especially sensitive to the taste or odor of chlorine, keep an open container of drinking water in your refrigerator for a few hours to allow the chlorine to dissipate. Users of home dialysis machines, owners of aquarium fish, and managers of stores and restaurants with fish and shellfish holding tanks are advised to seek professional advice as the method for removing chlorine residuals differs from removing chloramine residuals from tap water.

For additional information, please contact **customer service** at (561) 243-7312 between 7:00 AM and 3:30 PM Monday through Friday or visit the City's website at delraybeachfl.gov or Twitter: <http://twitter.com/citydelraybeach> or Facebook: www.facebook.com/cityofdelraybeach



CITY OF DELRAY BEACH

UTILITIES DEPARTMENT

434 S. SWINTON AVE • DELRAY BEACH • FLORIDA 33444 •
(561) 243-7000





CITY WIDE CHLORINE MAINTENANCE EVENT

JULY 9-JULY 29, 2023

CITY OF DELRAY BEACH UTILITIES

SERVICE · PERFORMANCE · INTEGRITY · RESPONSIBLE · INNOVATIVE · TEAMWORK

CITY OF DELRAY BEACH CHLORINE MAINTENANCE EVENT

DATES:

Sunday, July 9, 2023 through Saturday, July 29, 2023

WHAT:

Free Chlorination is a temporary conversion from utilizing chloramine disinfection to free chlorine disinfection at the water treatment plant and in the water distribution system as part of routine distribution system maintenance designed to help improve water quality. The drinking water will continue to be safe during the conversion, but customers may notice a difference in taste or smell.

WHY:

A free chlorine conversion is typically conducted for two reasons:

1. It is often conducted as a preventative measure to kill bacteria that can make the maintenance of disinfection residual problematic. A film can form in the distribution system piping that can contain bacteria which uses ammonia as a food source. The bacteria in this film are harmless to people. When the water system stops adding ammonia, the bacteria starve. Therefore, a periodic conversion to free chlorine is effective for inactivating these types of bacteria in piping with biofilm by interrupting the supply of ammonia and can help prevent subsequent issues from occurring.
2. The disinfection of our treated water is normally achieved by adding chloramines. Chloramines are effective and safe. However, over time, nitrification in the distribution can reduce the effectiveness of chloramines as a disinfectant and as a result, the water system may not be able to maintain minimum disinfectant residuals and biofilm can form inside the distribution system piping,

The conversion to free chlorine, in conjunction with increased flushing activities, assists in removing excess film from the distribution system. The chlorine conversion helps the system return to an environment where the disinfectant residual can be maintained.

HOW:

On July 9, the Delray Beach Water Treatment Plant will stop the addition of ammonia and begin the conversion to Free Chlorine. The laboratory will also be conducting routine sampling throughout the city at predetermined sites in the distribution to ensure the free chlorine levels are staying above the minimum requirements. Flushing fire hydrants is also a routine process of chlorine maintenance. Our distribution team will be sampling and flushing a set of hydrants throughout the city. All chlorine values will be recorded and documented.

The Florida Department of Health (FDOH) and pertinent businesses such as: dialysis centers, pet stores, and hospitals will be notified in advance of the upcoming event, as well as other water systems that are interconnected with the City of Delray Beach.

For additional information, please contact customer service at (561) 243-7312 between 7:00 AM and 3:30 PM Monday through Friday or visit the City's website at delraybeachfl.go

Frequently Asked Questions

1. WHAT IS CHLORINE MAINTENANCE?

Chlorine maintenance is a temporary process that distributes free chlorine in place of chloramine throughout the water distribution system as part of routine distribution system maintenance.

Free chlorine is a common practice used by water producers using the chloramine treatment method. It is typically performed once or twice a year over a three-week period to remove biofilms from inside the distribution pipes.

2. WHAT IS FREE CHLORINE?

Free chlorine is the use of chlorine only, making it a stronger disinfectant. Versus chloramines which is a combination of chlorine and ammonia.

3. HOW IS CHLORINE ADDED TO DRINKING WATER?

Water treatment operators use a liquid Sodium Hypochlorite (NaOCl) solution.

4. HOW LONG HAS U.S. DRINKING WATER BEEN CHLORINATED?

Chlorine has helped provide safe drinking water in the United States for over 100 years.

5. HOW COMMON IS CHLORINE DISINFECTION OF DRINKING WATER?

By far, chlorine is the most common form of disinfection in all regions of the world. The U.S. Environmental Protection Agency (USEPA) requires treated tap water to contain a detectable level of chlorine to protect against bacteria as it flows through the distribution system to customer's taps.

6. IS CHLORINE IN DRINKING WATER SAFE?

The U.S. Environmental Protection Agency (USEPA), the Centers for Disease Control, and the World Health Organization have determined that chloramine and chlorine are a safe disinfectant if within regulatory standards and has no known or expected adverse health effects. Chloramine and chlorine must be removed from the water prior to use in dialysis machines and can be harmful to fish and amphibians. However, proper filters and dichlorination products are able to address these concerns.

7. HOW LONG WILL THE FREE CHLORINATION PROCESS LAST?

This is a temporary process being performed from Sunday, July 9-Saturday, July 29, 2023.

8. IS THIS THE FIRST TIME THE CITY OF DELRAY BEACH HAS USED FREE CHLORINE? No, chlorine maintenance is typically performed every 6 months.

9. DO OTHER CITIES PERFORM CHLORINE MAINTENANCE?

Yes, this is a very common industry practice. There are many utilities throughout the country that use chloramines as a distribution system disinfectant which convert to free chlorine on a periodic basis.

10. DOES FREE CHLORINE CHANGE OUR WATER QUALITY?

No, the drinking water will continue to meet all State and Federal water quality standards.

11. WILL I NOTICE A CHANGE IN MY WATER?

Free chlorine is a stronger disinfectant compared to chloramines; therefore, some people may notice a change in the taste or smell of the drinking water during this time, but the change does not have any adverse health effects.

12. WHAT CAN I DO TO IMPROVE THE WATER TASTE/SMELL?

If you are especially sensitive to the taste or smell of chlorine, it is suggested to keep an open container of drinking water in your refrigerator for a few hours to allow the chlorine to dissipate.

13. WHY ARE YOU DOING THIS DURING THIS TIME OF THE YEAR?

As part of our commitment to provide safe and reliable water, the Utilities staff continuously monitors the water in the distribution system to determine when it would need treatment to maintain the highest quality water.

14. WHAT ARE THE METHODS FOR REMOVING CHLORINE/CHLORAMINES FROM AQUARIUMS?

Both chlorine and chloramines can be harmful to saltwater and freshwater fish, reptiles, shellfish, and amphibians that live in water. Commercial establishments and hobbyists involved in fish rearing need to take precautions. There are two methods that can be used to remove or neutralize chloramines before adding water to a fish tank, pond, or aquarium. (1) Granular activated carbon (GAC) filtration system specifically designed to remove chloramines, or (2) conditioner or additive that contains de-chlorinating chemical for both ammonia and chlorine. These products are available at local pet and aquarium supply stores. The residential and commercial fish owners are advised to verify which method is best for them with their pet store or aquatic/aquarium retailer.

15. I NOTICED THE FIRE HYDRANT ON MY STREET FLOWING, IS THIS PART OF THE FREE CHLORINATION PROCESS?

Flushing fire hydrants is a routine part of the free chlorination process, as a result increased flushing may be observed during this time, occurring in predetermined areas throughout the city.

16. WHO CAN I CONTACT FOR ADDITIONAL INFORMATION, QUESTIONS OR CONCERNS?

For additional information, please contact customer service at (561) 243-7312 between 7:00 AM and 4:00 PM Monday through Friday or visit the City's website at delraybeachfl.gov or Twitter: <http://twitter.com/citydelraybeach> or Facebook: www.facebook.com/cityofdelraybeach

Terrence R. Moore

From: Barletto, Missie
Sent: Thursday, July 13, 2023 5:16 PM
To: Terrence R. Moore
Subject: Safe Streets and Roads For All (SS4A) Federal Grant
Attachments: Action Plan Narrative.docx

Good afternoon Terrence,

In accordance with the expressed wishes of the Commission to provide community involvement opportunities in the development and implementation of solutions to existing traffic congestion and mobility issues within our City, the Public Works staff has submitted a grant application to the US Department of Transportation to participate in the Safe Streets and Roads for All (SS4A) program. The Federal government has identified road improvements as a funding priority in the near future. In order to position the City to apply for this funding, we will be required to adopt an SS4A Action Plan that includes a project list. Implementation grants to construct projects in the list will be available in future years.

Development of this plan requires community involvement, through a task force or committee, in the development, implementation and monitoring of projects associated with this grant. The resultant Action Plan will also provide City leadership with an additional tool during goal setting, as well as helping to move the needle in the City's effort to achieve the Vision Zero City goals that were adopted earlier this year. Additionally, this effort is recommended and supported by the Palm Beach County Transportation Planning Agency (TPA).

The timeline for submittal of this application was very short and we appreciate having received permission to apply without an opportunity to gain Commission support in advance of the application. Please find attached the City of Delray Beach Action Plan Narrative that outlines the items to be included in the SS4A Action Plan.

Thank you,
Missie

Missie Barletto | Public Works Director

☎ 561-243-7000 ext. 4104 | 📞 239-707-2371 | ✉ barlettom@mydelraybeach.com | 434 South Swinton Avenue, Delray Beach, Florida 33444



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.

City of Delray Beach Action Plan Narrative

The City of Delray Beach is a coastal city in South Florida with a population of 66,573 residents in the 2021 Census. The City has had major growth in recent years due to an influx of residents based on the warmer temperatures, the growth of business opportunities, and people seeking a different lifestyle. The City also has a vibrant downtown atmosphere that encourages pedestrians to explore the main avenue and side streets, which are full of shops and dining, or simply take a walk to the beach. Due to this continuous growth, City officials and staff know that roadway and pedestrian safety is a top priority.

The City of Delray Beach is committed to making safer roadways for pedestrians, commuters, cyclists, and micro mobility users. In February 2022, the City Commission passed a resolution designating Delray Beach as a "Vision Zero City", establishing a Vision Zero Coordinating Committee and directing the City Manager to create a Vision Zero Action Plan to establish a goal of no severe traffic injuries or fatalities by 2035. Additionally, in November 2016, the City Manager approved a Complete Streets Policy committing Delray Beach to implement improvements that support safe, efficient, and convenient mobility for all roadway users - pedestrians, bicyclists, transit riders, and motorists - regardless of age or ability. Finally, the City has Neighborhood Traffic Calming policies and procedures for identifying and addressing problems related to speeding, excessive volumes, and safety on neighborhood streets.

The intention of the City is to formulate and develop an Action Plan outlining programs and projects that will be the guidebook for City Staff, paving the way forward to achieving the goal of crash and injury reduction. Key elements of the Action plan will be formulated to address concerns and implement strategies such as those listed below:

- Roadway Reconfiguration & Complete Streets
- High Visibility Crosswalks
- Midblock Crosswalks with Rectangular Rapid Flash Beacons
- Leading Pedestrian Intervals
- ADA Improvements
- Pedestrian Level Lighting
- Traffic Calming and Speed Reduction

The City also intends to set forth standards and procedures with the ultimate goal of reducing speed, providing improvements for traffic calming, updating traffic ordinances, and reviewing and updating standards to help reduce traffic congestion.

Underserved communities within the City limits will be reviewed to facilitate more methods of travel from these areas allowing easier access to main corridors and safer paths utilizing different forms of transportation.

Furthermore the City intends to continue collecting and assessing data from this plan along with the Vision Zero plan to ensure implementation and evaluate the effectiveness of strategies and policies.

Terrence R. Moore

From: Stacy, Jay
Sent: Wednesday, July 12, 2023 1:43 PM
To: Terrence R. Moore
Cc: Dunkley, Hugh; D'Andrea, Duane; Carter, Gina; Gelin, Lynn
Subject: Status of Online Time and Attendance System

Good afternoon Terrence,

We have reached a significant milestone in the Online Time and Attendance System Project. After many months of analysis, configuration, data collection, and the creation of program interfaces to existing systems, we have begun the user testing phase. A team of testers representing all city departments were trained last week on the testing methodology and will begin formal testing later this week.

Simultaneously, we will begin preparing necessary policies and procedures to support the new way of doing business and will also prepare information and training materials for all City employees.

Because this system affects employee payroll, it is not a simple flip of the switch. Once we believe the system is ready, we will attempt a parallel payroll run and compare the results with the actual payroll. Accepted practice is to have at least two successful parallel runs before cutting over a department to the new system. We expect the first set of departments to go live in October. Police and Fire will be the last departments to come on board because their existing on-site Telestaff system will need to be migrated to the cloud before it can be interfaced into this new system. That migration will be underway shortly.

I'm happy to answer any questions you may have.

July 10, 2023 - July 16, 2023

July 2023							August 2023						
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	31		
30	31												

Monday, July 10

- 12:00am A. Gianniotis - 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 Mayor mtg w/CM Moore Re: Agenda & Updates (City Manager's Office) - Rangel, Delores ↻
- 10:00am - 10:30am Review and Analyze (Conference Room - City Hall 1st Floor) - Terrence R. Moore
- 11:00am - 12:00pm Direction For Purchasing & Procurement Prioritization (Conference Room - City Hall 1st Floor) - Terrence R.
- 12:00pm - 2:00pm Various (Various)
- 2:00pm - 2:30pm Duane D'Andrea Bi-Weekly Meeting (CM's Office)
- 3:00pm - 4:00pm Commissioner Burns mtg w/CM Moore Re:
- 3:00pm - 4:00pm FreeBee On Demand Transportation (CM Confere;
- 4:00pm - 5:00pm Final Summary Notes for Fiscal Year 2023-2024

Wednesday, July 12

- ← A. Gianniotis - Out →
- 12:00am H. Hadjimiry - Out →
- 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 - Progress Regarding Time and Attendance Implementation (CM Office) -
- 10:00am - 10:30am Police Advisory Board Meeting (CM Conference Room) - Sahai, Dian
- 11:00am - 11:30am Kent Edwards Bi-Weekly Meeting (CM's Office) - Vega, Brenda ↻
- 11:30am - 1:00pm 2023 Farewell Luncheon and Intern Presentation (Delray Beach Golf Club (2200 Highland Ave, Delray
- 3:00pm - 3:30pm Hugh Dunkley Bi-Weekly Meeting (CM's Office) -
- 4:00pm - 5:00pm Cornerstone Development Proposal For
- 5:30pm - 6:30pm Groundbreaking Ceremony - 95 SW 5th Avenue

Friday, July 14

- ← 12:00am A. Gianniotis - Out →
- ← 12:00am H. Hadjimiry - Out →
- ← Chief Tomey/Conference in Naples →
- ← 12:00am S. Metott - Out →
- D. Rangel - Out
- 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 - 10:30am James Chess Club (CM Office)
- 2:30pm - 4:00pm Various (Various)

Tuesday, July 11

- ← A. Gianniotis - Out →
- Chief Mager - Out
- 8:00am - 8:30am Various (Various)
- 8:30am - 11:00am EOC Exercise MAKE UP DAY (Fairfield Inn & Suites by Marriott Delray Beach I-95 (910 W Atlantic Ave, Delray Beach,
- 9:00am - 10:00am Compile Information Letter Report -Department of Utilities Administration of Periodic Chlorine Flush
- 9:00am - 9:30am Hassan Hadjimiry Bi-Weekly Meeting (CM's Office) - Vega, Brenda ↻
- 9:30am - 10:30am Compile Information Letter Report - Department of Utilities Involvement to Support Complete Streets
- 11:00am - 12:00pm Gina Carter Annual Performance Evaluation
- 3:00pm - 8:00pm July 11th Commission Meetings - Viewing of
- 3:00pm - 4:00pm Budget Workshop
- 4:00pm - 7:00pm Regular Commission Meeting (Commission

Thursday, July 13

- ← A. Gianniotis - Out →
- ← H. Hadjimiry - Out →
- 12:00am Chief Tomey/Conference in Naples →
- 12:00am S. Metott - Out →
- 8:30am - 9:30am Compile Information Letter Report -Safe Streets for All Grant Proposal Process (CM Office) - Terrence R. Moore
- 9:30am - 10:00am Resident(s) Concerns (CM Office) - Terrence R. Moore
- 11:00am - 12:00pm Virtual Kick Off Meeting - Purchasing Division
- 12:00pm - 1:30pm Various (Various)
- 2:00pm - 3:00pm Commissioner Long mtg w/CM Moore Re:
- 3:00pm - 4:30pm Various (Various) ↻
- 3:30pm - 4:30pm CANCELED: Monthly Meeting with Renee
- 4:30pm - 5:30pm Biweekly Involving Office of the Chief of Police

Saturday, July 15

- ← Chief Tomey/Conference in Naples →
- 10:00am - 11:00am Delray Beach Tennis Center (Hard Court #1) ↻
- 11:00am - 1:00pm Various, CIL Notes, etc. (CM Office) ↻

Sunday, July 16

- ← Chief Tomey/Conference in Naples →