



# CITY OF DELRAY BEACH

OFFICE OF THE CITY MANAGER

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



## City Commission Information Letter

October 13, 2023

### **Pending Demolition of Old Plumosa School Campus Building**

In response to concerns about the current state of the Old Plumosa School campus building, specifically, physical conditions before and after last month's fire at the facility, the Office of the City Manager hosted a dialogue with the leadership of the School District of Palm Beach County (SDPBC) a couple weeks ago to ascertain its plans to remedy the situation.

As referenced in the attached electronic mail message from SDPBC Operations Division Chief Operating Officer Joseph Sanches, demolition of the structure is currently scheduled to be initiated during the next two months.

Once completed, staff will have the opportunity to discuss considerations regarding future use.

### **Collaborations Involving Delray Beach Public Library Regarding Clean and Safe Program Implementation and Outcomes**

Last week, the Office of the City Manager hosted a meeting with leadership of the Delray Beach Public Library to discuss follow-up considerations and opportunities to improve the City's Clean and Safe Program, including leadership and guidance relative to social services currently offered in the library's parking lot.

In response to the City of Delray Beach's interests in cooperation and collaboration as noted, Executive Director Mykal Banta was able to speak with community partners regarding direction to conclude services effective by no later than Monday, January 1<sup>st</sup>, as referenced in the attached electronic mail message.

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Likewise, organizations involved in the administration of social services, specifically Caring Kitchen, the Health Care District Mobile Medical Van, and FLASH Mobile Van (HIV counseling and needle exchange), have each committed to individual transition timeframes to conclude operations at the Delray Beach Public Library, ranging from immediately, to a reduced presence as outlined to one day a week (until the end of the year). Much of this is possible as a result faith-based organizations beginning to resume respective partnerships to continue service delivery elsewhere.

The Office of the City Manager, the Delray Beach Police Department, and the Department of Neighborhood and Community Services will continue to support all involved with this transition. Meanwhile, much appreciation to all external stakeholders, including the faith-based community for its assistance and support.

### **Recommendations for Lien Administration Via Annual Property Tax Billing Process**

In response to external challenges commonly experienced via the collection of code enforcement violation liens via the current practice of cash receipt transactions as generated by the Department of Neighborhood and Community Services, leadership of the Department of Finance recently recommended that this practice be revised to enable balances and delinquencies to be added to associated property tax bills.

Payments as noted via annual property tax billings will reduce delinquency rates accordingly. The City of Delray Beach will also be able to more effectively recoup expenses associated with liens.

Direction is being offered to engage with the Palm Beach County Office of the Property Appraiser to create necessary organizational and accounting structures. Any specific authorizations that will require City Commission involvement will also soon be offered publicly.

## **Ancillary Collaboration Opportunities Involving the Palm Beach County Sports Commission**

As leadership of the Palm Beach County Sports Commission (PBCSC) recently introduced new members of its team to the City of Delray Beach, please be advised that additional opportunities for potential partnership and collaboration are now being contemplated via the Department of Parks and Recreation.

Although both organizations have enjoyed productive relationships over the years relative to large scale functions and activities such as the Billie Jean King Cup at the Delray Beach Tennis Center, an interest to develop more locally oriented engagement with many of the City's youth sports providers (i.e., little league, youth football, youth soccer, etc.) are now being considered.

Direction is being offered to the Department of Parks and Recreation to work closely with PBCSC to explore opportunities, to include applicable external funding considerations that otherwise would not be available.

## **Calendar of Meetings, Activities, and Functions**

Given Tuesday evening's clarification regarding the role and function of the Delray Beach Education Board, as well as commitments moving forward to expand both new and existing board and committee member orientation efforts, both the Office of the City Manager and other involved members of the Executive Leadership Team will make ourselves available to meet and dialogue with appointees individually.

Open invitations to this effect include any board or committee members that have been recently appointed to their respective role and function, as well as residents and stakeholders that may express an interest in serving our community in the future.

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Direction to this effect includes formal invitations to Education Board members that have recently decided to resign their positions after having served only a short tenure. Although such has yet to occur, we continue to welcome and support the opportunity to visit and dialogue as outlined.

Enclosures:

Electronic Mail Message from Joe Sanches – Old Plumosa ES

Electronic Mail Message from Mykal Banta – Follow-Up Considerations Regarding Clean and Safe Calendar for Business Week of October 9, 2023

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**Terrence R. Moore**

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**From:** Joseph Sanches <joseph.sanches@palmbeachschools.org>  
**Sent:** Thursday, September 21, 2023 4:22 PM  
**To:** Terrence R. Moore  
**Subject:** Old Plumosa ES

**\*\*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.

Good afternoon Mr. Moore,

Thank you for attending the Black Chamber of Commerce meeting this morning. The information you shared was very helpful, and I've heard a lot of positive comments from the attendees.

We didn't get a chance to talk about the Old Plumosa ES campus, but I wanted to let you know that we expect to start demolition of the older buildings in either November or December. There are four buildings constructed in the 1990's that the Department of Education will not allow us to demolish at this time.

Separately, I heard that there may be some interest by the city in using some space of the buildings at the campus. It should be noted that even the buildings constructed in the 1990's will require a significant investment to make them usable. In addition, once the older buildings have been demolished, I suspect that all or a portion of the utilities servicing the remaining buildings will have to be rerouted.

I'm happy to discuss this further with you, however, please note that I will be on vacation and unavailable after Tuesday, September 27th through October 11th.

Thanks,

Joe

--

Joseph M. Sanches, MBA

Chief Operating Officer

Operations Division

***Stronger, Smarter, Better Together***

SCHOOL DISTRICT OF PALM BEACH COUNTY

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## Terrence R. Moore

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**From:** Mykal Banta <mykal.banta@Delraylibrary.org>  
**Sent:** Tuesday, October 3, 2023 3:04 PM  
**To:** Terrence R. Moore; kae jonsons; Mager, Russ; Jadusingh, Renee; Walthour, Sammie; Gelin, Lynn; Hunter, Darrell; Tibbs, Christine  
**Cc:** Caring Kitchen1; Ezra Krieg ; Krieg, Ezra  
**Subject:** RE: Follow-Up Considerations Regarding Clean and Safe

### **\*\*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.

All: Regarding our follow-up meeting and considerations of Clean and Safe on 10/02/2023:

Thank you all very much for your thoughts regarding the Social Services offered in the parking lot of the Delray Beach Public Library. I understand your concerns regarding the challenges presented by the social services hosted by the Library in our surface parking lot. In the spirit of cooperation, I have spoken with all the directors and managers of the Social Services community partners. All have agreed to end their services in the parking lot. For the three agencies and services involved, all will relocate and end Library Parking distribution and services no later than January 1, 2024 – last possible day of service December 31, 2023. I hope this is agreeable to all concerned. The services and deadlines are as follows:

#### **The Caring Kitchen Meals:**

The Caring Kitchen Meals were down to one day a week – Thursdays. I have spoken with Shona Castillo regarding this deadline. Ms. Castillo's wish has always been to return the Caring Kitchen Meals a roofed facility ASAP. Shona has assured me that she will have the Caring Kitchen Meals relocated completely by January 1, 2024.

#### **The Health Care District Mobile Medical Van:**

The Mobile Medical Van was coming 2 days a month.

I have spoken with Marisol Miranda, Executive Director. She has told me that she will probably end their Library visits immediately – She was having problems with the maintenance of the van and, under the circumstances, thinks it best to relocate immediately.

#### **FLASH mobile van: HIV Counseling and Needle Exchange:**

This service was coming twice a month. Rebel Recover was the umbrella organization: I have spoken with Nancy McConnell, Director of FLASH. She has assured that all services will be transitioned from Library parking lot by January 1, 2024, at latest.

My hope is that these measures, transitioning all social services from the Library parking lot by the deadline of January 1, 2024, will help in alleviating the issues discussed at the Clean and Save Follow-up Meeting.

Mykal Banta  
Executive Director  
Delray Beach Public Library  
100 West Atlantic Ave.  
Delray Beach, FL 33444  
[Mykal.banta@delraylibrary.org](mailto:Mykal.banta@delraylibrary.org)  
561-266-9488

# October 9, 2023 - October 15, 2023

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

## Monday, October 9

- 7:30am - 8:30am Begin CIL (CM Office) ↻
- 10:00am - 11:00am Mayor mtg w/CM Moore Re: Agenda & Updates (City Manager's Office) - Rangel, Delores ↻
- 11:00am - 12:00pm Direction For Purchasing and Procurement Prioritization (Conference Room - City Hall 1st Floor) - Terrence R. Moore
- 3:00pm - 3:30pm Match Point Review (CM Office) - Terrence R. Moore
- 3:30pm - 4:30pm Preparation for Joint City/CRA Workshop (CM CONFERENCE ROOM) - Terrence R. Moore

## Tuesday, October 10

- 7:30am - 10:00am 9th Annual Thought Leaders Breakfast (650 Okeechobee Blvd, West Palm Beach, Florida 33401, United States)
- 10:00am - 10:30am Biweekly Meeting Gina Carter (CM Office) - Terrence R. Moore ↻
- 11:00am - 12:00pm Compile Information Letter Report - Pending Demolition of Old Plumosa Campus Building (CM Office) - Terrence R. Moore
- 2:00pm - 3:00pm Compile Information Letter Report - Collaboration Involving Delray Beach Public Library Regarding
- 3:30pm - 4:30pm Executive Session--IAFF (Conference Room - City Hall 1st Floor) - Gelin, Lynn
- 5:00pm - 9:00pm October 10th Commission Meeting - Viewing of Presentations (Microsoft Teams Meeting) - Harris, Patrice
- 5:00pm - 8:00pm Regular Commission Meeting (Commission Chambers)
- 5:00pm - 7:00pm Delray Community Health Center Ribbon Cutting

## Wednesday, October 11

- 7:30am - 8:30am Kiwanis Club of Delray (Delray Beach Golf Club (2200 Highland Ave, Delray Beach, FL 33445)) ↻
- 8:30am - 9:00am Sam Metott Bi-Weekly Meeting (Office of the City Manager) - Terrence R. Moore ↻
- 9:00am - 10:00am Ancillary Introductions and Collaborations Involving Palm Beach County Sports Commission (Conference Room)
- 10:00am - 11:00am Compile Information Letter Report - Ancillary Collaborations Involving the Palm Beach County Sports Commission
- 2:00pm - 2:30pm Follow-Up Regarding Time and Attendance Implementation and Related Transition Processes (CM Office) -
- 2:00pm - 2:30pm Jay Stacy Bi-Weekly Meeting (City Manager)
- 2:30pm - 3:00pm Terrence Moore and Noa Zeldin - Co-founder
- 4:00pm - 4:30pm Chief Tomey Bi-Weekly Meeting (City Manager's Office)
- 4:30pm - 5:30pm Compile and Deliver (CM Office)
- 6:00pm - 8:30pm Various (Various)

## Thursday, October 12

- 12:00am Chief Mager - Conference →
- 12:00am M. Barletto - Out →
- 9:00am - 10:00am Compile Information Letter Report - Recommendations for Lien Administration Via Annual Property
- 10:00am - 10:30am Sammie Walthour - Bi-weekly Meeting with
- 11:30am - 12:00pm JANAI BOWENS - BI-WEEKLY MEETING (CM Office)
- 12:00pm - 1:30pm Various (Various)
- 1:00pm - 2:00pm Meeting with John Durgan (Economic Development)
- 2:00pm - 2:30pm Clarity Regarding Education Board Function
- 2:00pm - 2:30pm Katerri Johnson Bi-Weekly Meeting (Office of the City Manager)
- 3:00pm - 4:30pm Various (Various) ↻
- 3:30pm - 4:30pm Monthly Meeting with Renee Jadusingh (CRA)
- 3:30pm - 4:30pm Monthly Meeting with Renee Jadusingh (CRA)
- 6:00pm - 9:00pm Delray Beach Youth Tennis Foundation - Do

## Friday, October 13

- 12:00am Chief Mager - Conference
- 12:00am M. Barletto - Out
- D. D'Andrea - Out
- 7:30am - 9:00am Finalize CIL (CM Office) ↻
- 8:00am - 8:30am Process Travel (CM Office)
- 9:00am - 10:00am Comm. Boylston mtg w/CM Moore Re: Bi-Weekly Updates (City Manager's Office) - Rangel, Delores ↻
- 9:30am - 10:00am Wells Fargo (Wells Fargo)
- 10:30am - 11:30am Candidate Introduction (CM Office) - Terrence R. Moore
- 11:30am - 1:00pm Various (Various)
- 11:30am - 12:30pm Entrepreneurship Academy (ROB USE OF CM Office)
- 2:00pm - 3:00pm Follow-Up Direction Concerning Consultancy
- 3:30pm - 4:30pm Process FPL, SMC, HEL, Z MC (CM Office)
- 5:30pm - 7:00pm Unity Event In Honor of Brothers and Sisters in

## Saturday, October 14

- 10:00am - 2:00pm Public Safety Open House (Delray Beach Fire Station 111 501 W. Atlantic Ave.)
- 10:00am - 11:00am Delray Beach Tennis Center (Hard Court #1) ↻
- 11:00am - 1:00pm Various, CIL Notes, etc. (CM Office) ↻

## Sunday, October 15

- 3:00pm - 4:00pm JS (Home)