



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

March 8, 2024

Fire Rescue Staffing Adjustments Involving Highland Beach Transition

Given the Town of Highland Beach's current trajectory to begin full operations of its fire rescue department effective midnight May 1, 2024, please be advised that arrangements are imminent to have the Delray Beach Fire Rescue Department no longer support the 22 positions associated with the interlocal agreement for service provisions as outlined.

As referenced in the attached electronic mail message from Director of Human Resources Duane D'Andrea, the current fiscal year adopted budget supports slightly less than 60% of operating expenses for resources allocated to the Town of Highland Beach as noted. The Town of Highland Beach leadership confirmed last year that they would proceed with their own operations in a timely manner.

Given the current position vacancy rate in the Delray Beach Fire Rescue Department, employees currently assigned to Highland Beach will be reassigned to stations located in the Delray Beach city limits. No physical layoffs will be experienced as a result.

Community Outreach Efforts Supported by the Delray Beach Police Department

The Office of the City Manager and that of Chief of Police Russ Mager recently hosted a meeting with several residents who expressed interests in understanding efforts to adequately deploy law enforcement in various neighborhoods of Delray Beach. Our police leadership has implemented specific strategies to proactively collaborate, educate, and inform community stakeholders.

As referenced in the attached electronic mail message from Chief Mager, guidance to this effect involves introducing the recently established Problem

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Oriented Policing (POP) team to engage and connect regarding crime trends, community concerns, and responsiveness to traffic issues.

The forum for community outreach will include quarterly police public safety awareness events. The first engagement to this effect is being planned to take place Saturday, May 4th, 10:00am at Pompey Park.

All involved look forward to the opportunity to share specific information that will ultimately achieve awareness and support via the Delray Beach Police Department.

External Consulting to Support Execution of Remaining Golf Course Management and Operations Proposal Solicitation Process

Delray Beach recently received formal interest from potential external partners to operate and manage Delray Beach Municipal Golf Course.

With the next phase of the formal solicitation process involves the submission of details for capital improvements, financial structure, and other pertinent considerations to support improvements to daily operations at the facility, please be advised that direction is currently underway to work with the National Golf Foundation to engage external professional consulting services to help us finalize this process. Outcomes to this effect will include the development of a scope of service that will highlight expectations of the City of Delray Beach, as well as their role in selecting the best qualified firm to manage and operate accordingly.

With the Office of the City Manager anticipated to execute a professional service agreement as outlined during the next couple weeks, guidance for City Commission review and involvement will be outlined soon thereafter.

External Planning Support to Help Update City's Stormwater Master Plan

To offer more comprehensive focus relative to stormwater improvement planning citywide, as well as to support tenets of the Water Resources Development Act of 1974, please be advised that guidance is currently being initiated to update the City's stormwater master plan, to likewise include ancillary planning support from the United States Army Corp of Engineers (ACOE) to do so.

As noted in the attached letter to ACOE Colonel James Booth, engagement to this effect provides additional technical expertise necessary to efficiently deliver what will ultimately become a comprehensive set of priorities for a stormwater related capital improvement program.

Although the most recent experience in this regard was accomplished for our community five years ago, such took into consideration only 14 basins that were at the time considered to be of highest risks for flooding. The pending opportunity with ACOE's involvement will therefore enable the City of Delray Beach to become even more proactive, and to help retain our current grant procurement success rate.

Calendar of Meetings, Activities and Functions

This week marked the initiation of individual departmental spatial analysis exercises that will ultimately assist in efforts to define the future for our city hall facility.

Resulting considerations will likewise involve potential relocation of specific operations inside the building, as well as an eventual review process to help determine an applicable long-term vision, including the merits for a new facility, or a full renovation and upgrade to the existing structure.

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The Office of the City Manager therefore looks forward to resulting financial and cost-benefit analysis to help finalize eventual recommendations for City Commission review and evaluation.

Enclosures:

Electronic Mail Message from Duane D'Andrea – Highland Beach FY 2023-2024 Adopted Budget

Electronic Mail Message from Chief Mager – Police Community Outreach

Letter to ACOE Colonel James Booth – Assistance to Support Updating Delray Beach's Stormwater Master Plan Calendar for Business Week of March 4, 2024

CM/Documents/City Commission Information Letter 99

Terrence R. Moore

From: D'Andrea, Duane
Sent: Thursday, March 7, 2024 11:05 AM
To: Terrence R. Moore
Cc: Dunkley, Hugh; Tomey, Keith; Bast, Dot; Giaccone, Gregory
Subject: FW: Highland Beach FY 2023-24 Adopted Budget
Attachments: Fire Department - Highland Beach Division FY 2023-24 Adopted Budget.pdf

Mr. Moore, as you know, and worth stating, the department worked with HR to ensure that staffing was at a level where they would be able to absorb these employees with no additional FTE's being required. What Mr. Dunkley provided also reflects the forward thinking that was associated with the costing being accounted for until the turnover date .

Best,

Duane

Duane D'Andrea M.A , PHR, SHRM-CP
Director, Human Resources
City of Delray Beach
100 NW 1st Ave.
Delray Beach, Fl 33444
561-243-7042
dandread@mydelraybeach.com



Terrence R. Moore

From: Mager, Russ
Sent: Wednesday, March 6, 2024 12:47 PM
To: Terrence R. Moore
Subject: police community outreach

Mr. Moore,

Approximately two weeks ago a meeting was held with members of the community at the city manager's office to discuss the police department's deployment as it relates to law enforcement in our communities.

In January of 2024, the Problem Oriented Policing Team (P.O.P.) was implemented to address various crime trends, traffic concerns, and a variety of issues/concerns that may affect any community. In addition to the recent implementation of the P.O.P. Team, a total of 17 new officers were recently released to solo patrol from the Field Training Program. As a result, there has been an increase in police presence and productivity within our communities.

The meeting with those community members allowed us to explain deployment efforts, create dialogue, collaboration and education to assist with addressing any concerns. The meeting was positive in that it created a better understanding our law enforcement efforts. To further our relationships with the communities, we will be hosting a quarterly police public safety day at various locations in the city. The first event has been tentatively scheduled for Saturday, May 4, 2024, beginning at 10:00 a.m. at Pompey Park. In addition, we will be attending faith-based organizations for community engagement and education to bridge police community relations.

Chief Russ E. Mager
Delray Beach Police Department
Ph: 561-243-7846
Web: www.mydelraybeach.com



Serving with H.E.A.R.T



CODC and AOC



Session 72



CITY OF DELRAY BEACH



February 26, 2024

Colonel James Booth
Jacksonville District Corporate Communications Office
701 San Marco Blvd.
Jacksonville, Florida 32207

Re: Assistance to Support Updating Delray Beach's Stormwater Master Plan

Dear Colonel Booth:

This is in reference to the Corps of Engineers Planning Assistance to States Program. We understand that the provisions of Section 22 of the Water Resources Development Act of 1974 (Public Law 93-251), as amended, provides authority for the Corps to assist in the preparation of comprehensive plans for the development, utilization, and conservation of water and related land resources. The City of Delray Beach, Florida requests planning assistance for updating the City's Stormwater Master Plan, per statutory requirements.

The City's last Stormwater Master Plan update was completed in 2019 and was focused on 14 known flooding locations. This next update would expand the Stormwater Master Plan to be more comprehensive for the entire City and will incorporate details from the July 2021 Coastal Resilience Partnership of Southeast Palm Beach County's Multi-Jurisdictional Climate Change Vulnerability Assessment (which included Boca Raton, Boynton Beach, Delray Beach, Highland Beach, Lake Worth Lantana, Ocean Ridge and select portions of unincorporated Palm Beach County) in Palm Beach County, Florida

We would like to discuss the availability of information, required schedule, and level of effort required in order to negotiate an appropriate Cost Sharing Agreement to initiate a Section 22 study. Please contact Missie Barletto, City of Delray Beach Public Works Director at 561-243- 7398 to arrange a further discussion of this inquiry.

Thank you in advance for your consideration of this request.

Sincerely,

Terrence R. Moore, ICMA-CM
City Manager

March 4, 2024 - March 10, 2024

March 2024							April 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
						31							

Monday, March 4

- 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 - 11:30am Coordination Regarding Placement of Straughn Memorial (CM Conference) - Terrence R. Moore
- 2:00pm - 2:30pm Duane D'Andrea Bi-Weekly Meeting (CM's Office) ↻
- 3:30pm - 4:30pm External Purchasing Consultation Review of Respective Operations (CM Office) - Terrence R. Moore

Tuesday, March 5

- 8:00am - 9:00am Various (Various) - Terrence R. Moore
- 9:00am - 9:30am Hassan Hadjimiry Bi-Weekly Meeting (CM's Office) - Vega, Brenda ↻
- 9:00am - 9:30am Hassan Hadjimiry Bi-Weekly Meeting (CM Office) ↻
- 10:00am - 11:00am Compile Information Letter Report - External Consulting Support to Execution of Remaining Golf Course
- 11:00am - 12:00pm 24-012 - Building Division Reconfiguration - City Manager's Office - Interviews (Conference Room - City
- 2:00pm - 3:00pm Compile Information Letter Report - External Planning Support to Update City's Stormwater Master Plan (CM
- 5:00pm - 9:00pm March 5th Commission Meetings - Viewing of Presentations (Microsoft Teams Meeting) - Harris, Patrice
- 5:00pm - 8:00pm Regular Commission Meeting (Commission Chambers)

Wednesday, March 6

- 7:30am - 8:30am Kiwanis Club of Delray (Delray Beach Golf Club (2200 Highland Ave, Delray Beach, FL 33445)) ↻
- 9:30am - 10:00am Hold for Communications: Space Assessment Analysis (CM conference)
- 10:00am - 11:00am Compile Information Letter Report - Ancillary Community Engagement and Outreach Efforts Involving the Delray
- 11:00am - 11:30am Kent Edwards Bi-Weekly Meeting (CM's Office) - Vega, Brenda ↻
- 2:00pm - 2:30pm Follow-Up Discussion Regarding Match Point Agreement (CM Conference) - Terrence R. Moore
- 2:30pm - 3:00pm Compile Protocol Email (CM Office)
- 3:00pm - 4:00pm Fire Rescue Positions Transition to Highland Beach Operations (CM Office) - Terrence R. Moore
- 3:00pm - 3:30pm Hugh Dunkley Bi-Weekly Meeting (CM's Office) - Vega, Brenda ↻

Thursday, March 7

- 9:00am - 10:00am Duane D'Andrea Annual Performance Review (CM Office) - Terrence R. Moore
- 10:00am - 11:00am Compile Information Letter Report - Fire Rescue Staffing Transition Involving Highland Beach (CM Office) - Terrence R. Moore
- 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) ↻
- 4:00pm - 5:00pm External Purchasing Consultation Review of Respective Operations (CM Conference) - Terrence R. Moore

Friday, March 8

- H. Hadjimiry - Out
- 7:30am - 9:00am Finalize CIL (CM Office) ↻
- 9:00am - 9:30am Anthea Gianniotis Bi-Weekly Meeting (City Manager's Office) - Vega, Brenda ↻
- 9:00am - 9:30am HOLD for Communications: Youth and Government Interview (CM Conference)
- 10:00am - 10:30am Pickleball Courts at Catherine Strong Park - Ribbon Cutting (Catherine Strong Park)
- 11:00am - 12:30pm Begin Hugh Dunkley Annual Performance Evaluation (CM Office) - Terrence R. Moore
- 2:00pm - 3:00pm Finish Michele Pandolfo Six Month Performance Review (CM Office)
- 3:30pm - 4:30pm Begin Marie Catalano Annual Performance Evaluation (CM Office)

Saturday, March 9

- 10:00am - 11:00am Delray Beach Tennis Center (Hard Court #1) ↻
- 11:00am - 11:30am HBG (CM Office)
- 11:30am - 1:30pm Various, CIL Notes, etc. (CM Office) ↻

Sunday, March 10