



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

May 10, 2024

Happy Mother's Day!

CDM Smith Update Concerning New Water Treatment Plant Project Progression and Timeline Trajectory

With significant progress being made relative to initial tasks necessary to begin design-build related activities and functions that will ultimately yield development and construction of the new water treatment plant facility, please be advised that a meaningful outcome to this effect included a confirmation of a previously shared project timeline.

As referenced in the attached project schedule Gantt chart, both staff and representatives of the City's design-build firm, CDM Smith, continue to forecast project completion by circa late 2027.

Given the March 5th City Commission authorization to have CDM Smith to initiate respective design tasks, services, and activities, arrangements are being made to offer the first of many project status updates, as noted during the May 21st regular meeting.

Ancillary Fire Rescue Position Adjustments Resulting from Highland Beach Service Agreement Transition

As the City of Delray Beach's interlocal agreement with the Town of Highland Beach concluded a week ago Wednesday, the associated 22 positions have therefore been eliminated from respective operations. However, employees formally involved at the Highland Beach station are currently transitioning into existing vacant budgeted positions for Delray Beach (yielding no additional net positions accordingly).

As referenced in the attached electronic mail message from Assistant Fire Rescue Chief Travis Franco, direction to this effect specifically involves

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reassignment of employees to one of 25 vacancies, via policies and provisions of the current collective bargaining agreement with the International Association of Firefighters.

Leadership of the Department of Human Resources is likewise being asked to engage with Interim Fire Rescue Chief Kevin Green to facilitate as smooth of a transition as possible.

Otherwise, all involved had a very productive discussion earlier this week that achieved a mutual understanding of applicable current fiscal year budgetary responsibilities, as well as associated orientation for Chief Green and his current team.

Follow-Up Review and Evaluation Concerning Swale Parking Ordinance

In response to a recent dialogue I had with Mayor Carney concerning swale parking issues and challenges, as well as associated regulatory considerations, both Director of Public Works Missie Barletto and I had an opportunity to discuss potential solutions and practices that could help alleviate concerns accordingly.

Direction is likewise now being offered to host a workshop meeting presentation on the subject, to include considerations relative to an initial ordinance that was previously tabled at the City Commission level. Opportunities to this effect include a previously evaluated suggestion to direct no swale parking on an individual neighborhood case basis.

Once applicable criteria recommendations as outlined are offered (including specific infrastructure conditions in areas of the community to help determine a sequenced approach accordingly), arrangements will be made to secure current City Commission involvement and guidance.

First Responders Foundation Award Recognition for the Delray Beach Police Department

Both the Office of the City Manager and that of Chief of Police Russ Mager are pleased to report that the Delray Beach Police Department was recognized last week by the South Florida-based First Responders Foundation (FRF).

As noted in the attached electronic mail message from Chief Mager, Delray Beach Police Detective Mike Liberta won FRF's Detective/Investigator of the Year Award. This honor is in recognition of solving the case involving our victim that was found in suitcases along the Intracoastal Waterway in 2023.

Given the efforts and contributions of both Detective Liberta and other dedicated law enforcement professionals and staff in our organization, direction is being offered to present this achievement publicly during the June 4th regular City Commission meeting.

Calendar of Meetings, Activities and Functions

Given the fire rescue chief position transition that was initiated last week, a principal focus for the Office of the City Manager during the past few days involved orientation for Interim Fire Rescue Chief Kevin Green relative to performance and leadership engagement expectations. I likewise remain confident that experiences to this effect will remain both productive and collaborative, to therefore achieve a stable organizational structure environment for the Delray Beach Fire Rescue Department while a selection process for a permanent chief is directed.

Enclosures:

Gantt Chart – City of Delray Beach Nanofiltration Water Treatment Plant Project Schedule
Electronic Mail Message from Kevin Green – Fire Department Position Adjustments
Electronic Mail Message from Rus Mager – FRF Award
Calendar for Business Week of May 6, 2024

CM/Documents/City Commission Information Letter 106

Terrence R. Moore

From: Green, Kevin
Sent: Wednesday, May 8, 2024 5:07 PM
To: Terrence R. Moore
Cc: Catalano, Marie; Billingsley, Joyce
Subject: Fire Department Position Adjustments

Mr. Moore:

Per your direction, below is the information for your weekly report/update for the City Commission.

The Fire Department began working on the realignment/demotion impacts to the operation of the department based on the number of budgeted positions for the ranks of captain and driver engineer that resulted from the Highland Beach transition. The Department has consulted with the office of the City Attorney and the Human Resources Department to ensure the process is conducted fairly and correctly.

Please let me know if you have any questions or concerns.

Regards,

Kevin L. Green

Interim Fire Chief

Delray Beach Fire Rescue Dept.

501 W. Atlantic Ave. Delray Beach, FL 33444

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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.

Terrence R. Moore

From: Mager, Russ
Sent: Tuesday, May 7, 2024 10:55 AM
To: Terrence R. Moore
Subject: FRAF award

Mr. Moore,

Last week we attended an awards banquet at PGA International for First Responders, (FRAF), First Responders Appreciation Foundation. There were over 1000 attendees from various law enforcement agencies and victim services. There were dozens of categories for various acknowledgements; one of my detectives, Detective Mike Liberta, was nominated and won Detective / investigator of the year for his role in the homicide investigation and arrest of William Lowe. This was the case involving our victim that was found in the suitcases along the intracoastal waterway. This was also an excellent team effort by our agency, and it speaks volumes regarding the hard work and dedication from the men and women at the Delray Beach Police Department.

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



Serving with H.E.A.R.T



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May 6, 2024 - May 12, 2024

May 2024							June 2024							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
				1	2	3	4						1	
5	6	7	8	9	10	11		2	3	4	5	6	7	8
12	13	14	15	16	17	18		9	10	11	12	13	14	15
19	20	21	22	23	24	25		16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29	30

Monday, May 6

- 7:30am - 8:30am Begin CIL (CM Office) ↻
- 8:30am - 8:40am New employee orientation (First Floor Conference Room) - Bast, Dot ↻
- 9:15am - 9:45am Summer Internship Orientation (Conference Room - City Hall 1st Floor) - Terrence R. Moore
- 10:00am - 11:00am Mayor Meeting w/CM Moore Re: Agenda &
- 10:00am - 10:30am Meeting with Mayor Carney (CM Office) -
- 11:00am - 12:00pm Budget Meeting w/Communications (CM
- 11:30am - 12:00pm Budget Meeting w/ Clerk's Office (CM
- 1:30pm - 2:00pm Meeting with Purchasing Manager Candidate
- 2:00pm - 2:30pm Meeting with Purchasing Manager Candidate
- 3:00pm - 4:00pm Commissioner Burns mtg w/CM Moore Re:
- 3:00pm - 3:30pm Ancillary Community Engagement to Support
- 4:00pm - 5:00pm Budget Meeting w/ Finance (Conference Room -

Tuesday, May 7

- 8:00am - 9:00am Compile Information Letter Report - CDM Smith Update Concerning New Water Treatment Plant Timeline
- 9:00am - 10:00am Budget Meeting w/ IT (Conference Room - City Hall 1st Floor) - Terrence R. Moore
- 10:00am - 10:30am Gina Carter Bi-weekly Meeting (CM Office) - Terrence R. Moore ↻
- 10:30am - 11:30am Briefing (CM Office) - Terrence R. Moore
- 11:30am - 12:30pm Compile Information Letter Report - Ancillary Fire Rescue Position Adjustments/Reductions Resulting from
- 2:30pm - 3:30pm Compile Information Letter Report - First Responders Appreciation Association Award Recognition for the
- 4:00pm - 5:00pm Special Meeting (Shade Meeting - Closed Attorney/Client Session)
- 5:00pm - 9:00pm May 7th Commission Meeting - Viewing of
- 5:00pm - 8:00pm Regular Commission Meeting (Commission

Wednesday, May 8

- 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 Agenda Review Meeting (May 21st CC Meeting)
- 9:00am - 9:30am Sam Metott Bi-Weekly Meeting (CM Office) - Terrence R. Moore ↻
- 10:00am - 11:00am Blue Flag Designation Award Second Consecutive Year (Atlantic Ave and A1A Flagpole)
- 11:00am - 12:00pm Commissioner Casale Meeting w/CM Moore Re: Agenda & Updates (CM Office) - Terrence R. Moore ↻
- 2:00pm - 2:30pm Jay Stacy Bi-Weekly Meeting (City Manager
- 3:00pm - 4:00pm Compile Information Letter Report - Follow-Up
- 4:00pm - 5:00pm Budget Meeting w/ Human Resources
- 5:00pm - 6:00pm Compile and Deliver (CM Office)

Thursday, May 9

- H. Hadjimiry - Out
 - 8:00am - 9:00am Finalize CIL (CM Office)
 - 9:00am - 10:00am Budget Meeting w/ Neighborhood &
 - 10:00am - 10:30am Sammie Walthour - Bi-weekly Meeting with
 - 10:30am - 11:30am Various (Various)
 - 11:30am - 12:00pm JANAI BOWENS - BI-WEEKLY MEETING (CM
 - 1:00pm - 2:00pm Process Various (Various)
 - 1:30pm - 2:00pm Captain Unionization (Microsoft Teams Meeting) -
 - 2:00pm - 2:30pm Katerri Johnson Bi-Weekly Meeting (Office of the
 - 2:30pm - 3:00pm Set Out of Office Notification (CM Office)
 - 3:00pm - 4:30pm Various (Various) ↻
 - 3:30pm - 4:30pm Monthly Meeting with Renee Jadusingh (CRA
 - 4:00pm - 5:00pm Monthly Meeting with Renee Jadusingh (CM
- More Items...

Friday, May 10

- D. D'Andrea - Out
- T. Moore - Out
- 7:30am - 9:00am Finalize CIL (CM Office) ↻
- 10:00am - 10:30am Retirement Celebration Firefighter Tommie Osborn (Station 112)

Saturday, May 11

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

Sunday, May 12