



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 12, 2024

Trajectory for New Fire Rescue Chief Selection Process

With the recruitment process necessary to select a highly qualified professional to serve as our community's next fire rescue chief now significantly underway, both the Office of the City Manager and that of Director of Human Resources Duane D'Andrea recently convened to outline a projected timeline to conclude hiring as noted.

As referenced in the attached memorandum from Mr. D'Andrea, a total of nine semi-finalists for this opportunity were selected earlier this week. Individual interviews and other evaluation exercises are to likewise take place during the next few weeks, with the goal of identifying several finalists as noted immediately thereafter.

Candidate interviews will involve engagement with a selection committee appointed by the Office of the City Manager, consisting of various members of the City's Executive Leadership Team, and an external subject matter expert such as a fire rescue leader from another area municipality, followed by dialogues with me individually.

Resulting announcements and introduction of the next Delray Beach Fire Rescue Chief is likewise anticipated in the next couple months.

Clarity Regarding Funding for Facility Enhancements at the Delray Beach Tennis Center

Although some initial considerations were offered last year to program 2023 Parks General Obligation Bond resources to help support improvements at the Delray Beach Tennis Center, please be advised that it has since been clarified legally that such an arrangement isn't possible.

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As referenced in the attached electronic mail message from Director of Parks and Recreation Sam Metott, such is a function of bond covenant restrictions for special facilities such as tennis centers, beaches, cemeteries, and other environments that are not traditionally defined as public parks.

However, direction has been initiated to continue a variety of enhancements at the Delray Beach Tennis Center via budgeted Parks and Recreation line-item resources. This includes a current fiscal year commitment of \$500,000 for various related improvements, including public restroom renovations, lighting enhancements, as well as Phase 1 of the stadium seating replacement program.

Meanwhile, direction will continue to deliver a facility that meets Association of Tennis Professionals tour standards, as part of contractual obligations for the annual Delray Beach Open.

Potential Additional Federal Funding for Water Infrastructure

With leadership of the City's federal lobbying firm, The Color Nine Group, having recently advised the Office of the City Manager relative to their efforts to expand funding availability for water related infrastructure improvements via a bill that is currently engaging the United States Senate approval process, please be advised that direction is likewise being offered to prepare specific proposal considerations to support the City of Delray's efforts to this effect. This includes such for water utility related capital improvements, as well as such for our community's wastewater and stormwater systems.

Given the recently communicated focus for external financial assistance and support to advance the City's commitments to improve infrastructure as outlined, the City of Delray Beach's timing regarding this possibility may very well prove to be extremely impeccable.

Point in Time Homelessness Statistics for Delray Beach

Both my office and that of Chief of Police Russ Mager recently hosted a meeting to review and discuss recently provided statistical analysis to help determine homelessness demographics in our community.

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As referenced in the attached electronic mail message and graphical summary from Delray Beach Police Department Service Population Advocate Manager Ariana Ciancio, of an initial total of 109 people in the Delray Beach vicinity (formally recognized as homeless by Palm Beach County since January), the City of Delray Beach was able to identify 106 via its records. This includes individuals that may have been in town for very short periods of time via the library, courthouse, and/or other public venues to secure available services, as well as those incarcerated and/or receiving some form of treatment.

Given the City's recent expansion of assertiveness to manage issues and challenges that have impacted our community as noted, a presentation to help underscore continued efforts and current situations regarding this matter will be offered during the August 19th regular meeting.

Calendar of Meetings, Activities and Functions

In response to interests expressed during Tuesday's budget workshop meeting dialogue relative to an additional millage rate reduction without compromising existing level of service structure, both the Office of the City Manager and the Department of Finance continue to work diligently to identify opportunities to achieve in this regard. This specifically includes identification of ancillary efficiencies in operations, as well as adjustments to capital improvement expenditures to help reduce General Fund dependency as noted to the extent possible.

Final millage rate considerations as obligated for approval this coming Tuesday will likewise yield an updated recommended spending plan for the coming fiscal year, with additional resulting adjustments to be highlighted via September's associated public hearing process.

Enclosures:

Memorandum from Duane D'Andrea – Fire Rescue Chief Recruitment Timeline

Electronic Mail Message from Sam Metott – Tennis Stadium Improvements

Electronic Mail Message/Pie and Bar Graphs Summary from Ariana Ciancio - Point In Time Numbers

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Calendar for Business Week of July 8, 2024

CM/Documents/City Commission Information Letter 113



Human Resources
M E M O R A N D U M

TO: Terrence Moore, City Manager
FROM: Duane D'Andrea, Human Resources Director
DATE: June 12, 2024
SUBJECT: Fire Chief Recruitment Timeline

A handwritten signature in blue ink, appearing to be "D. D'Andrea", written over the "FROM:" line.

This is the timeline we propose for recruiting and hiring the next Fire Chief:

May 20, 2024 – June 30, 2024: Position posted on City of Delray Beach website via NeoGov and on the websites listed below

July 9, 2024: Meet with City Manager to select 8-10 semi-finalists to invite for panel interviews.

July 2024: Schedule interviews with the panel with the goal of referring the top three applicants for final interviews with the City Manager.

August 2024: The City Manager will conduct final interviews and make the offer of employment to the selected candidate. Human Resources will complete the onboarding process.

Position will be advertised with these organizations:

1. Florida City and County Management Association (FCCMA)
2. International City/County Management Association (ICMA)
3. Florida League of Cities
4. Florida Fire Chiefs Association: www.ffca.org
5. International Association of Fire Chiefs: www.iafc.org

Terrence R. Moore

From: Metott, Samuel
Sent: Thursday, July 11, 2024 11:27 AM
To: Terrence R. Moore
Subject: Tennis Stadium Improvements

Hello Terrance,

As we discussed we are continuing to improve the tennis stadium to stay in accordance with the ATP standards requirement(s) from the contract for the Delray Beach Open event.

Unfortunately, the tennis center is considered a “special facility” and does not fit the guidelines for funding through the Parks General Obligation Bond.

Last year we instituted an initial phased improvement process that included;

- Lower bowl seating replacement
 - Extension of Tennis court 1 (tournament court)
 - New, longer court surface
 - New fencing
 - New led lighting
 - Restroom building renovations
 - New urinals/toilets
 - New lighting
 - New partitions
- Concourse green carpet replacement.

The next phase of improvements include veranda bathroom renovations, stadium grand stand seating, electrical upgrades, media tower improvements, and renovations to the player locker rooms.

Sincerely,

Samuel Metott



Samuel R. Metott, C.P.R.E.
Director of Parks & Recreation
City of Delray Beach
Parks & Recreation Department
50 NW 1st Avenue
Delray Beach, FL 33444
P: 561-243-7251
MetottS@MyDelrayBeach.com



Terrence R. Moore

From: Ciancio, Ariana
Sent: Monday, July 1, 2024 2:55 PM
To: Terrence R. Moore
Cc: Mager, Russ
Subject: Point in Time Numbers

Good afternoon Mr. Moore,

Here is a breakdown of the Point in time numbers for the City of Delray 2024 from the Community Outreach Team

As of 6/28/24: Of the 109 people the county identified during point in time, I have 106 identified through our records

Of the 106 individuals identified:

18 have never crossed our path again. They could have just been in the city that day having visited: DAF, SCMHC, DMC, HCD, PBC Courthouse, Palm Beach County HUB or visiting the library

2 of the individuals were not homeless and said they were in order to get gift cards

14 of the individuals are either in jail, treatment or in housing

3 left the city permanently

Since January 2024 we placed 37 people into the shelter

Since January 2024, 7 people have been placed in permanent housing

If you have any question please feel free to reach out.

Ariana Ciancio LMHC, MCAP

Service Population Advocate Manager
Delray Beach Police Department
300 W. Atlantic Ave
Delray Beach, FL 33444
561-353-6205
Email: ciancioa@mydelraybeach.com

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.

Homeless Point in Time Count 2024 Delray Beach

Households
103

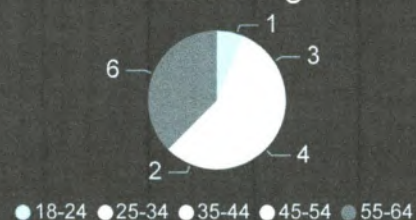
Individuals
109

Chronically Homeless

41
Households

42
Individuals

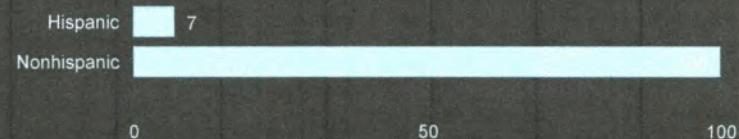
Observed Age



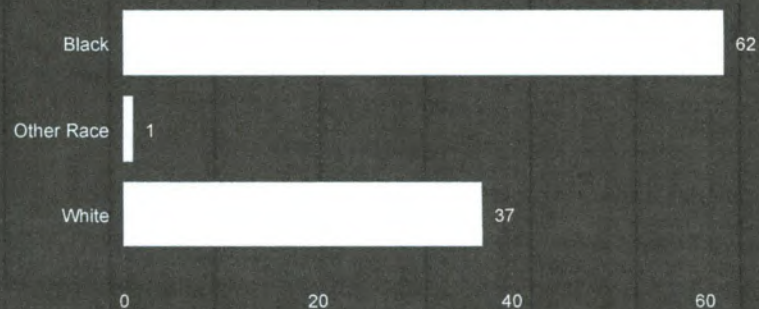
Gender



Ethnicity



Race



July 8, 2024 - July 14, 2024

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

Monday, July 8

- 12:00am Chief Mager - Out →
 - J. Oris - Out
 - 7:30am - 8:30am Begin CIL (CM Office) ↻
 - 8:30am - 8:40am New employee orientation - tentative (First Floor)
 - 9:00am - 9:30am Missie Barletto Bi-Weekly Meeting (Office of the
 - 10:00am - 11:00am Mayor Meeting w/CM Moore Re: Agenda &
 - 10:00am - 10:15am Brief Meeting Regarding Utilities (CM Office) -
 - 10:30am - 11:00am Update Regarding Procurement and
 - 11:30am - 12:00pm Tomey v. City (Microsoft Teams Meeting) - Gelin,
 - 1:30pm - 2:30pm Various (Various) ↻
 - 2:00pm - 2:30pm Duane D'Andrea Bi-Weekly Meeting (CM's Office)
 - 2:30pm - 3:00pm Wells Fargo (Wells Fargo)
 - 3:00pm - 4:00pm Gina Carter Annual Performance Review (CM
- More Items...

Tuesday, July 9

- ← Chief Mager - Out →
- 9:00am - 9:30am Hassan Hadjimiry Bi-Weekly Meeting (CM's Office) - Vega, Brenda ↻
- 9:00am - 9:30am Hassan Hadjimiry Bi-Weekly Meeting (Water Treatment Plant (200 SW 6th St, Delray Beach, FL 33444, United States))
- 10:00am - 11:00am Review Fire Chief applications (City Manager's Office) - Bast, Dot
- 11:00am - 12:00pm Compile Information Letter Report - Trajectory for New Fire Rescue Chief Selection Process (CM Office)
- 1:30pm - 2:30pm Various (Various) ↻
- 2:00pm - 3:00pm Various (Various) - Terrence R. Moore
- 4:00pm - 10:00pm July 9th Commission Meetings - Viewing of Presentations (Microsoft Teams Meeting) - Harris, Patrice
- 4:00pm - 8:00pm Budget Workshop/ Regular Commission Meeting (Commission Chambers)

Wednesday, July 10

- ← Chief Mager - 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 - 9:30am Meeting to Discuss Invoice (CM Conference) - Terrence R. Moore
- 9:30am - 10:30am Compile Information Letter Report - Clarity Regarding Funding for Capital Improvements to Delray Beach
- 11:00am - 11:30am Kent Edwards Bi-Weekly Meeting (CM's Office) - Vega, Brenda ↻
- 1:30pm - 2:30pm Various (Various) ↻
- 3:00pm - 4:00pm Follow-Up Direction Concerning Millage
- 3:00pm - 3:30pm Hugh Dunkley Bi-Weekly Meeting (CM's Office) -
- 4:00pm - 5:00pm Commissioner Markert Meeting w/CM Moore
- 4:00pm - 4:30pm Update Regarding Procurement and Purchasing

Thursday, July 11

- ← Chief Mager - Out →
 - ← H. Hadjimiry - Out →
 - 12:00am S. Metott - Out →
 - 8:00am - 9:00am Compile Information Letter Report - Point In
 - 9:30am - 10:30am Compile Information Letter Report - Federal
 - 10:00am - 10:30am Hold for Communications: Audio Interview
 - 10:30am - 11:30am Ancillary CIP Funding Considerations to
 - 11:30am - 12:00pm Meeting Regarding State Budget Cultural and
 - 1:00pm - 1:30pm Farewell to Eddie DiMicco (First Floor Conference
 - 1:00pm - 1:30pm Hold for Communications: Audio Interview for
 - 1:30pm - 2:30pm Various (Various) ↻
 - 2:00pm - 3:00pm Commissioner Long mtg w/CM Moore Re:
 - 2:00pm - 2:30pm Update Regarding Procurement and Purchasing
- More Items...

Friday, July 12

- ← 12:00am Chief Mager - Out
- ← 12:00am H. Hadjimiry - Out
- ← 12:00am S. Metott - Out
- D. D'Andrea - Out (1/2 day)
- S. Walthour - Out
- 7:30am - 9:00am Finalize CIL (CM Office) ↻
- 9:00am - 9:30am Anthea Gianniotis Bi-Weekly Meeting (City Manager's Office) - Vega, Brenda ↻
- 11:30am - 1:30pm 18th Annual S.P.I.R.I.T. BBQ (Old School Square Field House)
- 1:30pm - 2:30pm Various (Various) ↻
- 3:30pm - 5:30pm Various, CIL Notes, etc. (CM Office) ↻
- 5:30pm - 6:00pm Reserve Tennis Center for Monday (CM Office/Delray Beach Tennis Center)

Saturday, July 13

- 10:00am - 11:00am Delray Beach Tennis Center (Hard Court #1) ↻

Sunday, July 14