



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

October 25, 2024

Operational Analysis to Support Fire Rescue Staffing Considerations

With Fire Rescue Chief Ronald Martin's priority focus during his first few weeks of service including an operational analysis that will ultimately support minimal staffing considerations for the Delray Beach Fire Rescue Department, he was likewise able to provide me with the attached matrix report that offers possible future shift options accordingly.

This exercise contemplates the now confirmed national standard of fire department asset deployment (National Fire Protection Association Document Standard 1710) that rescue companies can be adequately staffed with two persons without negatively impacting our community's emergency response force.

Although analysis to this effect was initially driven by the 24/72 operational shift structure scheduled to take effect October 1, 2025, direction is also imminent to consider resulting adjustments during the current fiscal year. Recommendations for City Commission review and consideration are therefore anticipated during the next couple months.

Wayfinding Signage Project Implementation

Both the Office of the City Manager and the Department of Public Works are pleased to report that significant progress is now being realized relative to the long-awaited implementation of the City's replacement wayfinding signage program.

As referenced in the attached electronic mail message and other accompanying background information from Director of Public Works Missie Barletto, outcomes to this effect include a new sign presence to this effect on Atlantic Avenue, immediately east of Interstate 95. This feature, along with four additional signs

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to be positioned along the corridor, are therefore anticipated to be completed by later today.

Otherwise, with a total of 46 additional wayfinding signs to also be installed along Federal Highway, A1A, and the downtown vicinity during the next few weeks, close out of respective project implementation activities are anticipated by the holiday season.

Update Regarding Badger Meter Endpoint Replacement Program

As the Department of Utilities continues to work closely with Badger Meters, Inc. to conclude the City's current advanced metering infrastructure defective endpoint replacement program, please be advised that initial hardware necessary to replace accordingly was recently delivered to the Swinton Operations Complex.

As referenced in the attached electronic mail message from Director of Utilities Hassan Hadjimiry, this outcome now anticipates complete replacement and functionality of defective endpoints by first quarter new year.

The Office of the City Manager therefore anticipates executing remaining statement of work documents (again, not involving respective financial commitments from the City of Delray Beach) from Badger in the coming days. Once substantial completion has been achieved, Mr. Hadjimiry will offer a public presentation relative to progress as outlined via a following City Commission meeting.

History of Local Youth Access for Broadband Technology

As mentioned during the October 8th workshop meeting concerning our community's focus and expectations for educational achievement, students that previously did not have access to broadband technology in Delray Beach were provided opportunities as noted via a collaborative effort involving the Department of Neighborhood and Community Services, the Delray Beach Community Redevelopment Agency, and Palm Beach County Broadband, first initiated in 2013.

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As noted in the attached the background information, outcomes to this effect included the installation of broadband infrastructure in areas of the community that previously lacked access. Additionally, parent training opportunities regarding the use of resulting technology availability were facilitated, yielding support for approximately 34 families in Delray Beach nearly a decade ago.

Although this project essentially concluded after 2015, resulting technology interface and access continues to remain available to this day.

Calendar of Meetings, Activities and Functions

While the City of Delray Beach was able to collaborate with leadership of both the School District of Palm Beach County and the Delray Beach Public Library to support and participate in yesterday's Delray Reads Day activities and functions, an ancillary highly appreciated outcome featured the involvement of other community leaders and associations. This included membership from the Delray Beach Kiwanis Club, parent volunteers, and a few City employees that were able to adjust their individual schedules to accommodate time to read to students accordingly. I personally enjoyed my contribution as noted at S.D. Spady Elementary School, especially the informal, yet very enthusiastic, question and answer session that was directed by youth in attendance as a result.

Enclosures:

Spreadsheet Summary – Operational Analysis/Scenarios to Support Fire Rescue Staff Considerations

Electronic Mail Message from Missie Barletto – Wayfinding Signage

Electronic Mail Message from Hassan Hadjimiry – Update on Replacement of Defective Endpoints by Badger Meters, Inc.

Background Material Summarizing Digital Divide Project (Youth Broadband Technology Access)

Calendar for Business Week of October 21, 2024

CM/Documents/City Commission Information Letter 124

City Commission Information Letter Summary

October 25, 2024

Operational Analysis to Support Fire Rescue Staffing Considerations

- Fire Chief Ronald Martin's initial priority includes an operational analysis to support staffing considerations for Delray Beach Fire Rescue.
- A matrix report was provided with future shift options.
- Analysis follows the national standard (NFPA 1710), allowing rescue companies to be adequately staffed with two persons.
- Shift structure changes driven by the 24/72 schedule are set to begin on October 1, 2025.
- Adjustments may be considered in the current fiscal year, with recommendations expected for City Commission review in the coming months.

Wayfinding Signage Project Implementation

- Progress is being made on the City's replacement wayfinding signage program.
- New signs are being installed on Atlantic Avenue, east of I-95, with four additional signs to be completed soon.
- A total of 46 additional signs will be installed along Federal Highway, A1A, and downtown over the next few weeks.
- The project is expected to be completed by the holiday season.

Badger Meter Endpoint Replacement Program Update

- The Department of Utilities is working with Badger Meters, Inc. to replace defective endpoints in the City's advanced metering infrastructure.
- Replacement hardware has been delivered to the Swinton Operations Complex.
- Full replacement and functionality are anticipated by the first quarter of the new year.
- Remaining work documents will be executed soon, with a public presentation on progress at a future City Commission meeting.

History of Local Youth Access for Broadband Technology

- A collaborative effort in 2013 provided broadband access to underserved areas in Delray Beach, involving the Department of Neighborhood and Community Services, Delray Beach CRA, and Palm Beach County Broadband.
- Broadband infrastructure was installed in areas lacking access, and parent training sessions supported approximately 34 families.
- Though the project concluded in 2015, broadband access continues to be available today.

Staffing Analysis

Minimum Performance Standard

NFPA Standard 1710 (2020)	2000 Sqft 2-story Residential		3-Story Apartment	Strip Mall	High Rise > 75ft
	Staffing				
	Standard	17	28	28	43
	DBFRD Compliance	Yes	Yes	Yes	NO

	Current Minimum Shift Staffing	Reduced Minimum Shift Staffing
Station 111		
Squad 111	1	1
Truck 111	3	3
Rescue 111	3	2
Battalion 111	1	1
EMS 111	1	1
Total Station Staffing	9	8
Station 112		
Truck 112	3	3
Rescue 112	3	2
Total Station Staffing	6	5
Station 113		
Engine 113	3	3
Rescue 113	3	2
Total Station Staffing	6	5
Station 114		
Engine 114	3	3
Rescue 114	3	2
Total Station Staffing	6	5
Station 115		
Truck 115	3	3
Rescue 115	3	2
Total Station Staffing	6	5
Total Minimum Shift Strength	33	28

Consistent Effective Response	18	18
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Proposed Action Plan:		
Recommendation	Responsible Party	Timeline
Standards, practice, procedure review of system	Fire Chief	Anticipated Completion November 7, 2024
Fire Chief preps CM and Updates Elected Officials	CM	Continuous
One on One meetings with Elected Officials	CM and Fire Chief as Directed	Anticipated Completion December 15, 2024
Phased reduction eliminate backfill OT on Rescues	Fire Chief	Anticipated Completion December 15, 2024
Implement Minimum Staffing Matrix	Fire Chief	Anticipated Completion January 15, 2024

Potential Implication to Change in Staffing Model	
Impacts Internally	Impacts Externally
Increased OOS for Rescues	Reduced Patient Outcomes
Increased Workers Comp Claims	Increased risk to patient safety
Increased Heavy Apparatus Response	Increased potential for medical error
Decrease in Moral	Reduced unit availability
Decrease in Employee Satisfaction	Increased Labor Based Political Activity
Potential for Labor Action =Grievance	Labor Allegation of Change in Terms
Enhanced Political Rhetoric	Neighboring Community Criticism
Enhanced maintenance cost on Heavy Apparatus	Potential Impacts to ISO Rating
Increased turnover	Regionalized Labor Response
Retention Issues	Increased # of responders on low level acuity calls

Terrence R. Moore

From: Barletto, Missie
Sent: Friday, October 25, 2024 4:11 AM
To: Terrence R. Moore
Subject: Wayfinding Signage

Good morning Terrence,
Installation of the Wayfinding signage -- designed by the CRA and turned over to the City for permitting, manufacturing and installation -- began this week. In total, there are 52 signs including the large welcome signs on US1 at City limit. Approximately two signs per day are able to be installed. Signs installed this week are located at:

A17 W Atlantic Ave, NW 11th Ave (26.4617359°, -080.0843946°)

A18 W Atlantic Ave, SW 5th Ave (26.4615101°, -080.0783962°)

A19 W Atlantic Ave, NW 5th Ave (26.4617183°, -080.0779639°)

A20 W Atlantic Ave, SW 2nd Ave (26.4615267°, -080.0753085°)

GM3 W Atlantic Ave (26.4616179°, -080.0864545°)

We will receive a schedule of the signs to be installed each week on the Friday preceeding that week.



This is the design of a typical sign.

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

Missie

Missie Barletto | Public Works Director

☎ 561-243-7398 | ☎ 239-707-2371 | ✉ barlettom@mydelraybeach.com | 434 South Swinton Avenue, Delray Beach, Florida 33444

Terrence R. Moore

From: Hadjimiry, Hassan
Sent: Tuesday, October 22, 2024 11:56 AM
To: Terrence R. Moore
Subject: Update on Replacement of Defective Endpoints by Badger Meter

Mr. Moore,

We are currently finalizing the Statement of Work (SOW) agreement which should be completed / executed within the next few days.

Subsequently, Badger Meter will begin the immediate replacement of the defective encoders, with the goal of completing the process by the first quarter of 2025.

To date, we have received over 3,000 new endpoints, which are currently stored in the Utilities Warehouse at the Swinton Operation Center.

We are making every effort to ensure that the replacement of the approximately 8,000 defective encoders will have no financial impact on the City of Delray Beach Utilities Department. I will continue to keep you updated on the progress of this project.

Respectfully,



Hassan Hadjimiry, P.E.

Utilities Director

City of Delray Beach

434 S. Swinton Avenue

Delray Beach, FL 33444

 **561.243.7303**

 hadjimiryh@mydelraybeach.com

City of Delray Beach

Digital Divide Project

5/9/2012

TASK	RESPONSIBLE PARTY	STATUS
Design WiFi network	Mike Butler	Complete
Obtain Quote for WiFi Radios	Chuck Spalding	Scheduled for 5/11/2012
Funding for WiFi Radios	Woody McDuffie Diane Colonna	Pending Approval
Funding for WiFi Modems	Woody McDuffie	Pending Approval
Interlocal Agreement between Palm Beach County and City of Delray Beach for Payment of FPL Street Light Attachment Fees	Woody McDuffie Chuck Spalding	Agreement signed by the City of Delray Beach, in process for BOCC approval.
Establish Agreements between the Delray Beach Agencies and PBC Education Commission for the acquisition of equipment	Woody McDuffie Diane Colonna Jody Gleason	
Identify Community Project Manager for Delray Beach	Woody McDuffie	
Identify Help Desk Support Organization for Residents	Delray Beach Project Manager Woody McDuffie	
Identify Refurbished Computers for Program	Gary Weidenhamer	
Identify Eligible Families for Computers and Training	Gary Weidenhamer	
Training and Distribution of Computers	Delray Beach Project Manager	
Create Overall Project Plan	Chuck Spalding Delray Beach Project Manager	

**INTERLOCAL AGREEMENT BETWEEN THE CITY OF DELRAY BEACH
AND THE DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY TO
PROVIDE FUNDING FOR INCREASED BROADBAND ACCESS IN THE
NORTHWEST/SOUTHWEST NEIGHBORHOODS**

THIS AGREEMENT is made this 20th day of June, 2012 by and between the **CITY OF DELRAY BEACH**, a Florida Municipal Corporation, (hereinafter referred to as "City"), and the **DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY**, a public body corporate and politic, duly created and operated pursuant to Chapter 163, Florida Statutes (hereinafter referred to as the "CRA").

WITNESSETH:

WHEREAS, Broadband access is critical to community revitalization and economic development.

WHEREAS, Residents will be able to use the internet to apply for jobs, access information, complete applications for social security, food stamps, and additional services from their homes.

WHEREAS, Technology encourages investment, supports disadvantaged businesses, creates jobs, fosters innovation, improves productivity and increases consumer benefits to our citizens.

WHEREAS, Part 4, Section II A.1.1 of the Community Redevelopment Plan, "West Atlantic Avenue Redevelopment Plan" calls for the improvement of technology infrastructure necessary to provide broad-band access and community wireless "hot-spots" within the West Atlantic Avenue Redevelopment area and surrounding neighborhoods.

WHEREAS, City and CRA are working in partnership with Palm Beach County, the Palm Beach County School District, the Palm Beach County Education Commission, Palm Beach State College, the TED Center (Center for Technology Enterprise and Development, Inc.) and other partners to provide internet access and computer training to residents in the NW/SW neighborhoods of Delray Beach, within the CRA District

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, the parties hereby agree as follows:

1. The recitations set forth above are hereby incorporated herein.
2. The CRA shall provide funding up to One Hundred Thirty Five and 00/100 Dollars (\$135,000.00) to the City for the purchase of Tropos WiFi Radios and

Return to: City of Delray Beach, City Clerk's Office 100 N.W. 19 Avenue, Delray Beach, FL 33444

related equipment. All equipment shall be placed within the CRA district. The CRA shall provide the funding to the City prior to the time the City is required to obligate itself for the purchase of the radios and related equipment or to provide the funding to another entity. If the City has not obligated the money within one year of the execution of this Agreement, either party may declare this Agreement null and void, and the City shall return the funds back to the CRA no later than ten (10) days following either the receipt of or delivery of the notice to the other party that this Agreement is null and void. If the project is completed and not all of the funds are expended, any remaining funds shall be returned to the CRA within sixty (60) days of project completion. The CRA's contribution of funds shall be acknowledged in any City press releases or other publicity concerning this project.

3. The term of this Agreement shall commence upon the date provided above and shall extend for a period of one (1) year.

4. This Interlocal Agreement shall be filed pursuant to the requirements of Section 163.01(11) of the Florida Statutes.

5. No prior or present agreements or representations with regard to any subject matter contained within this Agreement shall be binding on any party unless included expressly in this Agreement. Any modification to this Agreement shall be in writing and executed by the parties.

6. The validity of any portion, article, paragraph, provision, clause, or any portion thereof of this Agreement shall have no force and effect upon the validity of any other part of portion hereof.

7. This Agreement shall be governed by and in accordance with the Laws of Florida. The venue for any action arising from this Agreement shall be in Palm Beach County, Florida.

8. Neither the City nor the CRA shall assign or transfer any rights or interest in this Agreement.

9. This Agreement shall not be valid until signed by the Mayor and the City Clerk.

ATTEST:

Donald D. Nelson
City Clerk

CITY OF DELRAY BEACH, FLORIDA

By: *Nelson S. McDuffie*
Nelson S. McDuffie, Mayor

Approved as to Form:

[Signature]
City Attorney

ATTEST:

Diane Colonna
Print Name: DIANE COLONNA

COMMUNITY REDEVELOPMENT AGENCY

By: *[Signature]*
Howard Lewis, Chair

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by _____, as _____ (name of officer or agent, title of officer or agent), of _____ (name of corporation acknowledging), a _____ (state or place of incorporation) corporation, on behalf of the corporation. He/She is personally known to me or has produced _____ (type of identification) as identification.

Notary Public – State of Florida

Terrence R. Moore

From: Meeks, Janet
Sent: Friday, July 26, 2013 9:01 AM
To: Costello, Jeff
Cc: Colonna, Diane
Subject: FW: Delray DI
Attachments: DelrayNetworkMap.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Please see below.

Janet Meeks

Education Coordinator
City of Delray Beach
100 NW 1st Avenue
Delray Beach, FL 33444
Phone: 243-7231
Fax: 243-7221



*Campaign For Grade Level Reading-Perfectly Punctual Campaign
Reading Success Matters.....it Starts With You!*

From: Michael Butler [mailto:mbutler@pbcgov.org]
Sent: Thursday, July 25, 2013 10:46 AM
To: Meeks, Janet
Cc: Woodie McDuffie
Subject: Delray DI

Janet,

Attached is a preliminary map of the currently deployed radios in the Delray DI project. We will have a more polished, presentable version within the next 30 days.

PBC Network Services has completed deployment of the radios associated with this project. We are monitoring them on a 24 by 7 basis within our Network Operations Center and will maintain them from this point forward.

As for the next steps in the project I would contact Gary Weidenhamer from the PBC School District as the school/student portion of the project falls within his purview. His contact information is below.

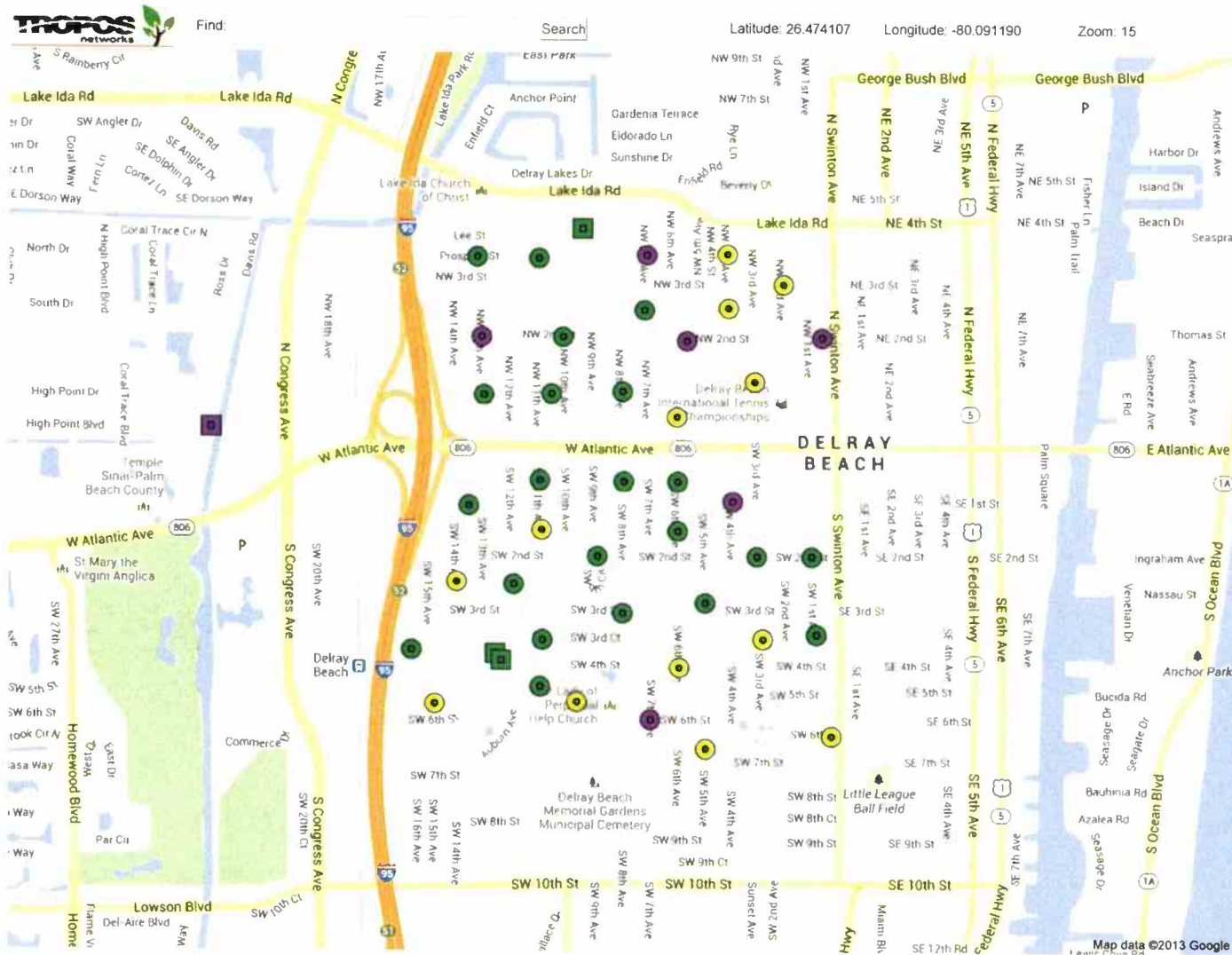
Gary Weidenhamer

Director - Educational Technology

(561) 434-8224 or px48224

email: Gary.Weidenhamer@palmbeachschools.org

Additionally Tony Parziale from Palm Beach State College had volunteered his team to handle the help desk for the DI area. His contact information is below.



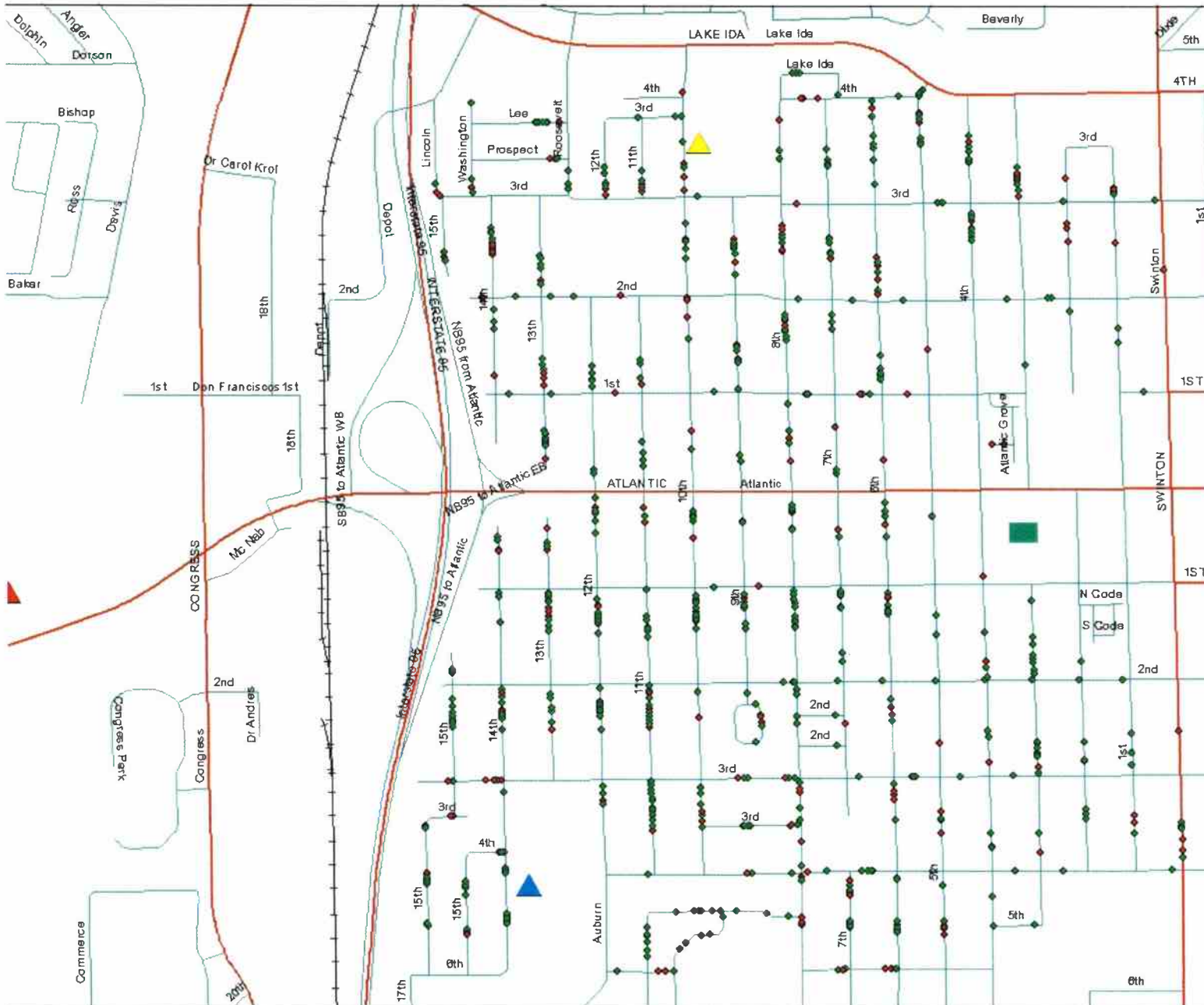
Refresh Map

- 2.4 GHz
- 5.8 or 4.9 GHz
- Single Radio Gateway
- Dual Radio Gateway
- Single Radio Node
- Dual Radio Node
- Mobile Node
- Multiple Devices

Channels:

- Channels 1 / 100 / 9220
- Channels 2 / 104 / 9620
- Channels 3 / 108
- Channels 4 / 112
- Channels 5 / 116
- Channels 6 / 120
- Channels 7 / 124
- Channels 8 / 128
- Channels 9/132
- Channels 10/136
- Channels 11/140
- Channels 12/149
- Channels 13/153
- Channel 157
- Channel 161
- Channel 165

Delray Beach K-12 Student Population



Legend

- Eligible (1,114)
- Did Not Apply (296)
- ▲ Atlantic High
- ▲ S.D. Spady
- ▲ Village Academy
- Major Roads
- Minor Roads
- +— Railroads
- Police Department

Note: Thirty-four students were not eligible for free/reduced lunch. Area boundaries include: Swinton Avenue, east; Lake Ida to north; I-95, west; and S.W. 6th Street, south.



October 21, 2024 - October 27, 2024

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

Monday, October 21

- 7:30am - 8:30am **Begin CIL** (CM Office) ↻
- 8:30am - 8:40am **New employee orientation** (First Floor Conference Room) - Bast, Dot ↻
- 10:00am - 11:00am **Mayor Meeting w/CM Moore Re: Agenda & Updates** (CM Office) - Terrence R. Moore ↻
- 11:00am - 11:45am **CFO Interview** (CMO) - Bast, Dot
- 3:00pm - 4:00pm **Commissioner Burns mtg w/CM Moore Re: Agenda and Updates** (CM Office) - Terrence R. Moore ↻
- 3:00pm - 3:30pm **Various Code Issues Involving Michael Litchko, 45 NW 8th Avenue** (CM Office) - Terrence R. Moore
- 4:00pm - 4:30pm **Introductions: City Manager's Office & Nohemi Morgan** (Conference Room - City Manager) - Terrence R. Moore

Tuesday, October 22

- 9:00am - 10:00am **Compile Information Letter Report - Update Regarding Badger Meter Encoder Replacement Program** (CM Office) - Terrence R. Moore
- 10:30am - 11:30am **Compile Information Letter Report - Local Youth Access for Broadband** (CM Office) - Terrence R. Moore
- 11:30am - 12:00pm **Considerations and Concerns Regarding Code Enforcement in Sherwood Park Community** (Delray Beach City Hall Office of the City Manager) - Terrence R. Moore
- 2:00pm - 3:30pm **Bridging the Cultures A Sister Cities Celebration** (Arts Warehouse (313 NE 3rd St, Delray Beach, FL 33444))
- 4:00pm - 5:00pm **Compile Information Letter Report - Progress Regarding Wayfinding Signage Project Implementation** (CM Office) - Terrence R. Moore

Wednesday, October 23

- 7:30am - 8:30am **Kiwanis Club of Delray** (Delray Beach Golf Club)
- 7:30am - 8:30am **Kiwanis Club of Delray Beach** (Delray Beach Golf Club)
- 8:30am - 9:00am **Sam Metott Bi-Weekly Meeting** (Office of the City Manager)
- 9:00am - 10:00am **Agenda Review Meeting (November 4 CC)**
- 9:00am - 9:30am **Sam Metott Bi-Weekly Meeting** (CM Office) -
- 10:00am - 10:30am **Gina Carter Bi-Weekly Meeting** (CM Office) -
- 11:00am - 12:00pm **Commissioner Casale Meeting w/CM Moore**
- 11:00am - 11:30am **Various Follow-Up** (CM Office) - Terrence R.
- 11:30am - 12:30pm **Various** (Various)
- 11:30am - 1:00pm **HOLD - PBC League of Cities General**
- 2:00pm - 2:30pm **Jay Stacy Bi-Weekly Meeting** (City Manager)
- 2:30pm - 3:00pm **Hassan Hadjimiry/Badger** (CM Office) - Terrence
- 3:00pm - 4:00pm **Compile Information Letter Report - Operational**

More Items...

Thursday, October 24

- 8:00am - 9:00am **Delray Reads Day** (S. D. Spady Elementary School - 901 NW 3rd St, Delray Beach, FL, United States)
- 10:00am - 10:30am **Sammie Walthour - Bi-weekly Meeting with ACM Jeff Oris** (City Manager's Office) - Walthour, Sammie ↻
- 10:30am - 11:30am **CFO Interview** (CMO) - Bast, Dot
- 11:30am - 12:00pm **JANAI BOWENS - BI-WEEKLY MEETING** (CM OFFICE) - Oris, Jeff ↻
- 1:00pm - 2:00pm **CFO Interview** (City Manager's Office) - Bast, Dot
- 3:00pm - 4:30pm **Various** (Various) ↻
- 4:00pm - 5:00pm **Follow-Up Considerations Regarding Enforcement Administration** (Conference Room - City Manager) - Terrence R. Moore

Friday, October 25

- 7:30am - 9:00am **Finalize CIL** (CM Office) ↻
- 9:00am - 10:30am **Various** (Various)
- 10:30am - 11:00am **Rep. Frankel Staff Meet w/ City Manager & Assistant City Manager for Delray Beach** (City Manager's Office) - Terrence R. Moore
- 11:00am - 1:30pm **PBCCMA (Monthly) Meeting** (Village of Royal Palm Beach Cypress Hall. 1050A Royal Palm Beach Boulevard, Royal Palm Beach, FL 33411)
- 2:30pm - 3:30pm **Meeting to Review the Classification and Compensation Study Results Provided by Paypoint HR, LLC. & Various**
- 2:30pm - 3:00pm **2:30 pm - DEPARTMENT STAFF MONTHLY MEETING** (CM CONFERENCE ROOM) - Oris, Jeff ↻
- 3:30pm - 4:30pm **Direction Regarding Fiscal Year 2024-2025 Capital Lease Program** (CM Office) - Terrence R. Moore
- 4:30pm - 5:30pm **Compile/Process** (CM Office)
- 6:00pm - 9:00pm **Citizens' Academy** (Swinton Operations Center)

Saturday, October 26

- 7:30am - 9:00am **Witches Ride/Kiwanis** (City Hall Exterior)
- 10:00am - 11:00am **Delray Beach Tennis Center** (Hard Court #1) ↻
- 11:30am - 4:00pm **62nd Annual Delray Beach Trick or Treat on the Avenue, Halloween Parade & Kidsfest**
- 11:30am - 1:30pm **Various, CIL Notes, etc.** (CM Office) ↻

Sunday, October 27