



20 N. Swinton Avenue
Delray Beach, FL 3444

Agenda Item #
January 12, 2017

7B

~ CRA BOARD SUMMARY ~

CRA FUNDED STREETScape MAINTENANCE UPDATE

At its July 28, 2016 meeting, the CRA Board considered the proposed Fourth Amendment to the interlocal agreement (ILA) for Streetscape/Landscape Maintenance to extend the time period for the CRA to fund the costs associated with the irrigation and landscaping maintenance along the MLK Jr. Dr. (NE/NW 2nd Street) right of way, and along SW 12th Avenue from West Atlantic Avenue to SW 3rd Street, for an additional 5 years, up to and including September 28, 2021. The sites covered in the ILA also include the Atlantic Avenue Gateway Feature, SW 2nd Street Beautification, and NE/SE 5th and 6th Avenues, between George Bush Boulevard and SE 10th Street. The item was postponed to the August 25, 2016 to provide an opportunity for the Board to discuss the item in more detail with the applicable City staff.

An ILA was approved by the CRA Board at the August 25, 2016 CRA Board meeting with additional language to allow a representative from the CRA to participate in the evaluation and/or selection of the landscape maintenance services. October 18, 2016, the amended ILA was approved by City Commission.

At the December 8, 2016 CRA Board meeting the Environmental Services Department (ESD) Director reported that "Right-of-Way Transition Planning Group," led by ESD staff and consisting of representatives from ESD, Parks and Recreation Department (P&R), Planning, Zoning, and Building Department (PZB). CRA staff has been participating in these coordination meetings.

P&R is continuing the maintenance of the landscaping within the right-of-way at this time. To date, the group has completed an inventory of existing right-of-way areas to be maintained throughout the City of Delray Beach and is working toward completing the GIS mapping of these areas. Existing landscape maintenance contracts have been identified and work is being conducted to transfer management of these contracts from P&R to ESD. In the meantime, the group is working cooperatively to perform right-of-way management functions including addressing issues with lack of irrigation and dead palms along Atlantic Avenue and issues along Federal Highway. Outstanding issues of concern are landscaping nodes along MLK Jr. Drive and other areas within the CRA district and identification and documentation of a number of informal agreements for medians and entranceways adjacent to neighborhoods. The next steps in the evaluation process include identification of required resources and costs to bring the right-of-way maintenance up to the desired Level of Service.

Representatives from ESD will be present at the January 12, 2017 Board meeting to answer questions from the Board regarding the above mentioned efforts and any current landscape maintenance procurement process.

Submitted By: Thuy Shutt, Assistant Director

AK

Shutt, Thuy

From: Barletto, Missie
Sent: Friday, January 06, 2017 2:40 PM
To: Shutt, Thuy
Cc: Morgan, John; Costello, Jeff; Lee, DJ; Fisher, Suzanne; Olivier, Kanya
Subject: RE: Landscape Maintenance ILA

Thanks, Thuy!

First of all, the ILAs that DJ dropped off were in my basket. I apologize for the delay in getting them processed, but Kanya has them now and is taking care of getting them fully through the process. Completely my bad.

Parks and Recreation is continuing to perform Right of Way maintenance responsibilities at this time, so Suzanne may have items to add to the update below.

Update:

The Right-of-Way Transition Planning Group is led by ESD staff and is made up of representatives from ESD; Parks and Recreation; Planning, Zoning and Building; and the CRA. To date the group has completed an inventory of existing right of way areas to be maintained throughout the City of Delray Beach and is working toward completing GIS mapping of these areas. Existing landscape maintenance contracts have been identified and work is being conducted to transfer management of these contracts from Parks and Recreation to ESD. In the meantime, this group is working cooperatively to perform right of way management functions including addressing issues with lack of irrigation and dead palms along Atlantic Avenue and issues along Federal Highway. Outstanding issues of concern are landscaping nodes along MLK Boulevard and other areas within CRA jurisdiction. Other outstanding issues include identification and documentation of a number of "handshake" agreements for medians and entranceways adjacent to neighborhoods. Next steps in the evaluation process include identification of required resources and costs to bring the right of way maintenance up to the desired Level of Service.

Hope that is helpful, please let me know if you have any additional questions or concerns. I will be available for the meeting next Thursday. Thanks!

Missie

From: Shutt, Thuy
Sent: Friday, January 6, 2017 11:50 AM
To: Barletto, Missie <BarlettoM@mydelraybeach.com>
Cc: Morgan, John <morgan@mydelraybeach.com>; Costello, Jeff <costelloj@mydelraybeach.com>; Lee, DJ <Leed@mydelraybeach.com>; Fisher, Suzanne <fisher@mydelraybeach.com>
Subject: Landscape Maintenance ILA
Importance: High

Missie,

I just wanted to follow up on DJ's previous requests in December and this week.

Please update the staff report from last month for us by 3pm today so we can include this in our Board packet. The update should indicate progress that have been made to the transition and coordination efforts between ESD and Parks and Rec with respect to the maintenance of the areas/right-of-ways in the City-CRA Landscape and Maintenance ILA (including the status of the procurement of maintenance services if not done in-house). This needs to be distributed today for next week's meeting. I am providing you with the Word document from last month to help save time in the edit.

As you recall, the CRA board wanted a 3-month monthly reporting from the departments with CRA funded programs or positions (December 2016 – February 2017). After February, they said they can re-evaluate the frequency. Since we did not get a full up date from the last meeting, please plan to be there next Thursday for the CRA meeting at 5:30p in City Commission Chambers. We will send you the finalized Agenda once completed. Thank you.

Thuy T. Shutt, AIA, CRA
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