

June 30, 2023

## MEMORANDUM

TO: Mayor and Members of the City Commission

FROM: Joe Gerrity, City Manager  
and Kevin Hogencamp, Deputy City Manager

SUBJECT: Weekly Highlights

Here are highlights of City of Atlantic Beach activities and initiatives of significance. Please let us know if you have any questions. These highlights are posted at [www.coab.us/citymanager](http://www.coab.us/citymanager).

### **City Manager's Office**

- Working with staff, citizens on developing a volunteer management program.
- Town Hall meeting on consideration of providing utilities to 500 Atlantic Blvd. in Neptune Beach.
- Developing plan to host at least three City Manager candidates in late July.

### **City Engineer**

- Prepared Donner Park splash pad contract documents and Waterplay ordering documentation in preparation for commencement of construction.
- Continued discussions with TECO Gas and Regency Centers in an effort come to agreement on the relocation of an existing gas line that must be relocated and temporary construction impacts due to the pending Aquatic Gardens drainage project.

### **Cultural Arts and Recreation**

- Movie Night at Bull Park; about 120 attendees.
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- Senior citizens went on a field trip to the movies to see "Transformers"; utilized Dial-A-Ride for transportation.
- Summer campers field trip to the Alligator Farm in St. Augustine.

### **Finance**

- Utility Billing Supervisor Carlene Matthews retired from the City after 46 years of service.

### **Human Resources**

- Interviewed Finance Director candidates.
- Prepared for and conducted an Impact Bargaining meeting with the LIUNA union.
- Working with the City's broker, Gallagher, regarding the upcoming general liability and workers' compensation coverage renewals.

### **Information Technology**

- Chamber sound system replacement project under way.
- FDLE previous audit review.
- ERP process review.

### **Planning/Community Development/Building**

- Land development regulations update project progressing.
- Updating City GIS system.

### **Police**

- Held CPR and AED training for officers and dispatchers.
- Extra staffing for July 4
- Two new police trainees joining department.

### **Public Utilities**

- Sherry Drive Water Main Extension 90% complete. Performing PSI testing.
- Selva Marina forcemain extension project under way. 1500 LF pipe has been placed.
- Levy Road Outfall line preliminary testing has begun

### **Public Works**

- Reset the dune signs and some trash cans, moving them farther from the dunes.
- Started the repairs on the skateboard park, fixing the cracks and doing the outside beautifications.
- Dutton Island pipe sleeve is installed and getting ready for the concrete filler.