

September 1, 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.

City Manager's Office

- Storm-related prep, monitoring and coordination, along with police, public works and other departments.
- Coordinating department head introductions, meetings and tours with incoming City Manager Killingsworth next week. Mr. Gerrity's final day is Sept. 8; Mr. Killingsworth begins Sept. 26.

City Clerk

- Prepared the office for Idalia.
- Deputy City Clerk will attend the Florida Association of City Clerks Fall Academy.

Engineer

- Completed Project Manual and Bid Package for Aquatic Gardens Drainage Improvements project. Project will be advertised for bids soon.
- Calculated the finished floor elevation of the new lifeguard station addition to ensure it would meet FDEP coastal construction requirements. Coordinated with architect and structural engineer to ensure that the proposed finished floor elevation was properly incorporated into the design documents.

Human Resources

- Coordinated, participated in storm-prep activities.

Information Technology

- Microsoft Office 365 for government license purchases are being presented to the City Commission in September.
- Public work administrative office network design.

Planning, Community Development and Building

- Storm prep.
- Celebrated Building and Code Staff Appreciation Day.

Police

- Provided training to officers on Tactical Casualty Care to enhance their knowledge of treating serious injuries in the field.
- All divisions handled their area of responsibility during Idalia with great professionalism.

Public Utilities

- Contractor Lab results for lead and copper testing received and letters sent out to participating residences.
- Tropical storm preparations; no damage.

Public Works

- Donner Road paving is complete; striping scheduled for Sept. 1. Ribbon-cutting is 10 a.m. Thursday, Sept. 7.
- Prepared for the storm in various capacities, including clearing storm drains and pumping Aquatic pond, and continuing clean up. Nine trees fell on public property, including one on the roof at Gail Baker Community Center.