

September 8, 2023

MEMORANDUM

TO: Mayor and Members of the City Commission

FROM: 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

- Joe Gerrity's final week as interim city manager; Bill Killingsworth begins Sept. 26.
- Final stages of budget preparation

City Clerk

- Continued work on iCompass Board Manager implementation project; attended webinars; updated board/committee members and users data; and entered positions and members' terms.
- Interviewed candidate for records clerk vacancy.

Cultural Arts and Recreation

- Events
 - o Movie in the Park Sept. 8 at Donner Park (Buzz Light Year)
- Senior Citizens
 - o Senior Grandparents Day Luncheon at Gail Baker Community Center Sept. 8

Engineer

- Presented the approach to and status of Atlantic Beach's resiliency program at the American Planning Association annual conference.
- Conducted a pre-construction meeting at Donner Park for the splash pad. Demolition of the basketball court will begin next week and the splash pad should be complete and ready for a spring time ribbon cutting.

Human Resources

- Researching various additional program requirements for federal grant recipients and how those programs will be maintained. Prepare documents for Commission approval.
- Meet with new City Manager and conduct initial on-boarding, answering benefit questions.

Information Technology

- Public Work network design (New building and admin office) II
- Email mailboxes – review
- Firewall upgrade and configuration

Planning/Community Development/Building

- Attended the Florida Chapter American Planning Association conference
- Environmental Stewardship Committee speaker series
- Code Enforcement Special Magistrate hearing

Police

- Planning for Halloween event
- Facilitated traffic management at the Donner Road opening

Public Utilities

- Held a pre-bid meeting for the Hydraulic/Piping Improvements for the Wastewater Plant Head works.
- Had final walk thru for the Sherry Drive water main extension.
- Held ribbon cutting for Donner Road improvement project.

Public Works

- ribbon-cutting ceremony for the Donner Road project.
- Milling was completed prior to paving on Lewis Street, West Ninth and Sea Oats; paving begins next week.
- Public Works has been moving out of the PW building.