



The CITY OF DAYTONA BEACH

“THE WORLD’S MOST FAMOUS BEACH”

Office of the Deputy City Manager/Administrative and
Development Services Department

To: James V. Chisholm, City Manager
From: Paul McKittrick, Deputy City Manager/Administrative Services
Date: June 6, 2012
Re: Proposed Rental Property Inspection Program

A draft of the proposed Rental Property Inspection Program was presented to the City Commission at their April 4th workshop. The consensus from the City Commission was to move forward with adoption.

We recommend adoption of the Rental Property Inspection Program code with a phased implementation. The new code should be effective October 1st, 2012. A clerical staff person dedicated to this program can be hired immediately afterwards. That employee’s first effort will be to identify every property requiring licensure. As the actual number of properties requiring inspections becomes evident, hire the appropriate number of inspectors and commence inspections. The goal is to have this program be financially self-sufficient. Staffing must be flexible to stay within budget.

Staff is recommending adoption of the Rental Property Inspection Program.