

# *Manager's Update*

## *Administrative*

August 10, 2010

This Update will refer to the events since the date of the last Update July 7, 2010.

### **PUBLIC WORKS AND UTILITIES**

#### **UTILITIES**

- **Lift Station 15 Force Main** - The Lift Station 15 replacement force main construction remains incomplete although the major work of directional drilling pipe is nearing completed. Remaining work primarily comprises site restoration. The Contractor completed all “punchlist” work for project completion with the exception of pavement restoration in US Alternate 19. FDOT’s resurfacing contractor advised that there continues to be a short time available to complete such restoration before it is adversely impacted. The City advised its contractor that the restoration work must be completed to avoid impact on the FDOT project or the City will complete the project and back charge the contractor.
- **Causeway Utilities Replacement** – The consultant prepared revised design drawings for permitting to allow open cut methods of pipe construction in addition to directional drilling methods.
- **Milwaukee Avenue Water Main Replacement** – Project work is essentially completed.

#### **ROADS**

- **FDOT - SR 580** – FDOT has begun mast arm construction. This work will be followed by resurfacing of SR 580 (Main Street) from Pinehurst Road east to US 19. Night work is expected to begin in September with milling and resurfacing.
- **FDOT – Alt 19** – FDOT has begun improvements including enhanced drainage, resurfacing, bus stop consolidation, and old sidewalk removal on Alt 19 from Skinner Blvd north to Curlew Road.
- **Pinehurst Road Reconstruction** – Project construction at Pinehurst Road and San Christopher is essentially completed. Reconstruction of the intersection of Michigan Blvd at Pinehurst Road is underway.
- **St. Andrew’s Links Bridge** – Construction of the replacement bridge is nearing completion.

## STORMWATER

- **Lake Suemar** - Project construction is complete. The City has hired a contractor for control of nuisance and invasive plant species.
- **Dunedin Isles Drainage Improvements** – The project bids are scheduled for City Commission review and contract award on August 5, 2010. The low bid price, by Clark Hunt Construction is within the project estimate and available funding. Construction can be expected to start in early September.

## WATER DIVISION

### **Water Production-**

- **Production Numbers:**

Average Daily Potable Water Production-July:	3.51 Million Gallons
Monthly Potable Water Production-July:	108.75 Million Gallons
Annual Year to Date Potable Water Production:	779.32 Million Gallons
Annual Year to Date Rainfall:	35.14 Inches
Monthly Rainfall Total	8.07 Inches

- **Maintenance And Repair:**

SCADA Upgrade: The upgrade of HSQ WTP SCADA hardware/software is in progress.  
Concentrate Reduction and Backwash Water Recovery In-House Study is underway. Evaluating Greensand filter operations.

- **Compliance:**

Initial Distribution System Sampling (IDSE) completed. IDSE Standard Monitoring Report submitted to Environmental Protection Agency's (EPA) thru EPA's CDX.

All Production staff reviewed the Guidelines Post Hurricane Activities.

- **Other:**

Energy Savings: Water Production continues on a 15 hour Progress Energy (PE) Off-Peak Hour pricing schedule. During the remaining 9 hours of the day (PE's On Peak Hour pricing) the distribution system's demand is supplied from storage.

### **Water Distribution-**

- **Maintenance And Repair** – The annual backflow testing program is 99% complete with approximately 11,231 backflows tested for FY09/10. The large meter program is 100% complete with 67 large meters tested for FY09/10. Additionally, for FY09/10, 2 large meters have been replaced, 100% of the yearly goal. For the year, the Hydrant Program has installed 4 new hydrants, repaired 44 and replaced 4. This month the Valve Program exercised 85 valves. For the year, the Valve Program has installed 10 new, replaced 3, repaired 3, and exercised 1,310 distribution valves.

### **Wellfield-**

- Pumps tests, geo-logging, back plugging and acidizing have been initiated on two of the four drinking water wells slated for rehabilitation. In addition, the installation of drinking water

well 92 on the Guardian Angels property, near the intersection of Evans Rd. and Belcher Rd. is expected to commence and be completed during August.

- Permit preparation is complete to bring Well 31 back into operation. Permit approval is expected in late August.

## **WASTEWATER**

### **Plant Summary**

- The Anaerobic mixing basins concrete bridge repairs have been completed. Both number two and four basins are back on line.
- The aeration diversion pipe project is progressing. The aeration basin discharge pipe has been saddled and tapped for six inch bleed-off pipe to the digesters.
- Regional engineering has completed the rebuilding of our Hoffman Blower. Plant maintenance has the blower in place and they are in the process of aligning the motor.
- We took a major lightning strike at the Weathersfield reclaimed water storage facility with electrical damage at both the reclaimed and potable water sides. We are looking into upgrading the lightning protection at this site.
- We are continuing with the prepping and painting of the inside of Facility 8. A good portion of the downstairs walls have been completed. The complex piping galley will take much longer to complete.

### **Collection System Summary**

Scheduled repairs: 3 – emergency main line repairs; 11 - lateral repairs; 3 – lateral liner installations. Continue PM clean out installs and confirm / correct with lateral inspections / mini-scout follow ups.

Unscheduled repairs / blockages: Continue to respond to citizen blockage calls (26) and continue daily utility field locates of sewer / fiber optics.

Cleaner crew: Clean 21,400' of main lines and 2 lift stations.

TV Truck: Inspect 5,995' of sanitary sewer with 21 set ups and 760' of storm water with 7 set ups. Continue manhole inspections.

Lift Station: Continue working on new control panel installation for lift station # 7 (Baywood Shores). Working on Priority One stations for SCADA notifications for power outages / and generator running at lift stations. Pull and derag pumps. Respond to SCADA alarms and continue preventative maint - exercise valves, clean out check valves, clean wet wells, grounds keeping, etc.

## **PUBLIC SERVICES DIVISION**

### **Streets**

- Continued right-of-way Tree Trimming City-Wide.
- Continue Traffic Sign & Post Maintenance City-Wide.
- Completed new school crossing signals at 13 different locations.
- Completed paving on the Citrus Ave. Water Line Replacement.
- Completed Pedestrian trail and roadway paving at Weaver Park.
- Brick street/curb repairs are complete on Santa Barbara Drive.

### **Stormwater**

- Continue FDOT & Residential Sweeping.
- Continue right-of-way and drainage ditch mowing city-wide.
- Compiling city-wide Stormwater data for the Annual FDEP MS4 Report.
- Completed temporary storm drain installation to relieve flooding on Heidelberg Dr.

### **Facilities**

- Completed replacement of HVAC at the Water Plant Administration building.
- The remodel of the Bungalow located at Weaver Park is continuing and should be completed in early Mid-August.
- Continue to work with Simplex-Grinnell on resolving Fire Alarm tone at City Hall.
- Crews have completed assembly of 26 new school crossing signals.

## **SOLID WASTE**

### **Sustainability**

- Tons Recycled Curbside (residential and commercial) – July 32.694
- Provided 3 recycling presentations to the children at Nature Camp. Addressed topics including the recent oil spill and cleanup efforts, energy conservation, litter and its impact on oceans, and recycling.
- Experiencing operational and service level challenges due to break downs in recycling equipment.
- Have assembled a steering committee, goals, procedures, and committee chairs for almost all aspects of the Tampa Bay Living Green Event that is coming to Dunedin in October 2010. Continue to approach local vendors to exhibit at the event as well as recruiting volunteers. We expect a successful event.
- Provided a waste assessment, developed and implemented a recycling program, and provided a staff presentation to the Dunedin Blue Jays office staff.
- Providing information to Kessler Consulting to assist them in their study of solid waste services.
- Provided recycling containers for volunteer work days. In the process of obtaining details, photos, and LEED documentation to share the project's green features on the city's green building website. Also visited Habitat's ReStore to learn the resources that are available to local residents.
- Met with Lake Haven Mobile Home Park residents and working with Park staff to provide a rain barrel workshop to their residents.

- Inspected Waste Pro Sarasota Facility to study recycling and waste operations, employee incentive programs, and truck maintenance procedures.
- Continue to serve as staff liaison for the Committee on Environmental Quality.

## **PLANNING & DEVELOPMENT**

### **Development Service**

- Permits were issued for the month of July as follows: 387 total permits issued; 0 new single family residence, valuation \$0; 0 new multi-family residences, valuation \$0; 1 new commercial structures, valuation \$384,000; 30 additions and remodeling valuation \$969,930; 356 miscellaneous permits, valuation \$2,403,489
- Inspections made during the month are as follows: Code Enforcement Inspections 777; Special Codes (signs/licenses) 52; Special Codes Inspections (housing/misc. codes) 679

## **PARKS & RECREATION**

- Staff attended the yearly Budget Workshops.
- Preparations were made for the upcoming Purple Heart Recognition Day in August at Purple Heart Park, Starlight Concerts in September on the outdoor Sindoon Stage at the Community Center, and Fall Antiques Fair in downtown Dunedin in October.
- The Community Events Calendar for August-December was finalized and distributed.
- The Causeway Concessionaire's Agreement was approved by the City Commission for a three-year term.
- Coordinated continued renovations of the Weaver Bungalow in preparation for the September opening.
- Continued work on design of the Jerry Lake soccer fields ADA accessibility project.
- The Weaver Park pier renovations contract was awarded.
- Weaver Park safety fencing was put out to bid.
- Developed the Fall version of the Dunedin Magazine in preparation for printing and distribution.
- Continued management of the Coastal Partnership Initiative (CPI) and Land and Water Conservation Fund (LWCF) Grants for Weaver Park.
- Developed the Ian Hill promotional video for National Parks & Recreation Month presentation.
- Developed a plan with Solid Waste to enclose and relocate all dumpsters in Dunedin parks.

### **Volunteer/Special Events:**

- In spite of the rain that caused the cancellation of the Blue Jays ballgame, the rest of the July 3<sup>rd</sup> Hometown USA event went on as planned, with a concert and fireworks in Dunedin Stadium. Later that evening, the Kiwanis Midnight Run event on Dunedin Causeway had a large number of entrants.
- A blues concert in Pioneer Park on July 2 drew good numbers, but rain shortened the first Orange Festival on July 3<sup>rd</sup>.
- The Second Friday event in Pioneer Park went as planned on July 9.

- About a dozen volunteers participated in the monthly Causeway Cleanup.

### **Recreation:**

- **Martin Luther King, Jr. Recreation Center**-Summer camps continued with campers attending Camp TNT (Teens and Tweens), Skate, Cheer, Gymnastics, Wrestling, Volleyball and Cyber Camps. Cooking Camp with Chef John Lewis was also held at the Center. The weekly enrollment was 80 campers. The monthly Teen Dance was held on July 16 and preparations continued for the Before/After School Program during the 2010-2011 school year—hiring staff, complying with new Pinellas County Licensing Board regulations and program organization.
- **Nature Center**-Nature Center staff prepared a day-by-day procedures manual for Hammock Day Camp. Nature Camps continued to run at almost full capacity during the month of July.
- **Community Center**-The Dunedin Community hosted two rentals in the month of July, as well as several children's birthday parties. Staff also met with a committee regarding the Tampa Bay Living Green Expo which will be held at the Community Center in October. The Dunedin Showcase Kids Theatre had a performance with 146 in attendance. Half way through the summer camp season, we had over 1,900 campers registered for our summer camp programs.
- **Athletics**-Summer Sports Camps offered this month consisted of Tennis, Baseball, Softball, Football and Multi-Sports Camps. The camps are averaging about 23 children per week. Several AAU team rentals were processed for evenings at the Vanech Recreation Complex. Staff has also met with representatives from the following leagues: 50 Years & Over Softball, Coed Softball, Track Program and Youth Flag Football to discuss their upcoming seasons.
- **Fitness**-The new Zumba Gold group exercise classes began this month. The class is designed for the active older adult or true beginner, as it is done at a lower intensity—not as fast, but it certainly is as fun. Fitness Center participants totaled 3,032 for the month for an average of 98 visits/day. Group exercise participants totaled 978, making for a grand total of 4,010 participant visits for the month of July.
- **Hale Activity Center**-The Center held 41 adult classes and programs for the month of July with a participation of 2,280. The All American Luncheon, sponsored by The Palms of Largo, had 37 participants, and the Dinner & Movie had 30 in attendance. Two meetings and two rentals were held this month with an attendance of 170. Total attendance for the month of July was 2,517.
- **Highlander Pool**-Pool supervisory staff and lifeguards have picked up the pool maintenance responsibilities after the departure of the Maintenance Worker. They are also continuing with in-service maintenance trainings. Repairs to the diving boards are due to be completed next month. Kiwanis Sprayground celebrated its 1-year anniversary on July 2, and with the increase in usage of the facility, lifeguard staff has been added to monitor the sprayground and enforce policies more consistently. Sailing Camps continue to do very well and most have been filled. The Adult Sailing Lessons also continue to be very popular.

### **Parks:**

- Hammock Park-All the trash cans were replaced, exotic invasive plants were eradicated, repairs were made on the Youth Guild boardwalk, and the handrails were replaced at Cedar Trail Bridge.

- Weaver Park—Riprap was removed on part of the bank and native plants were installed. This will allow public access to the water. The holes were filled with shell behind the riprap seawall and old fences were removed.
- The City entrance signs at Union and Edgewater Drive and Belcher Road and Main Street were landscaped.
- Lift Station 2 on Edgewater Drive was landscaped.
- A shell parking lot was installed at the VFW.

### **Marina:**

- The Sheriff's boat is now on the lift at the Marina and Sheriff personnel are in operation there.
- Replacement decking is complete on the dock where the Sheriff's boat is located, along with the board replacement on A and B docks.
- Painting of the fencing along the east side of the Marina is more than three quarters complete.

### **COMMUNICATIONS DIVISION**

Communications Division continues to work with all City Departments in an effort to keep citizens engaged and informed:

- Facebook/Twitter Updates (Facebook has grown to over 1,700 fans)
- Managed Social and Digital Media.
- Participated on the Chamber Tourism Marketing Committee
- Participated in Public Relations Advisory Action Committee Meeting, assigned as staff liaison for Committee.
- Attended County PIO Meeting
- Coordinated Starlight Concerts Brighthouse PSA
- Hired WorkNet Pinellas employee.
- Managed Citywide Message on Hold Message.
- Coordinated production for Purple Heart Recognition Day.
- Updated City Hall TV/Monitors in lobby and conference room. Update allows meetings to be enhanced with computer presentations displayed on monitor.
- Researched web development companies, received and distributed quotes, supported RFP process. Continue to research and contact other municipalities for feedback on their web development experiences with several companies.
- Assisted with webmaster transition to the Community Center. Webmaster position moved under Communications.
- Assisted media outlets as Public Information Officer.
- Wrote and distributed press releases
- Coordinated information for City website

Dunedin Television continues to promote all events and services City-wide some highlights are:

- New July "Spotlight" show, including Fire Dept. Water Training, SWITCH program at Water Plant, Pinehurst/Michigan Construction, Library update, Downtown Waterfront Corridor Update, and the Environmental Advocate Award.
- Produced/Aired 542 Main with special guest Commissioner Carson.

- Purple Heart Recognition Day PSA
- Wearable Art PSA
- Starlight Concert PSA for Brighthouse.
- Upload and maintenance of Granicus (video on demand).
- Coverage of the City Commission and LPA meetings
- Budget Workshops.
- Dunedin TV Scheduling and Bulletin Board Maintenance
- Troubleshoot over the air audio problem.
- Maintained and Upgraded DTV edit systems.
- Maintained Digital Photo library.
- Fulfilled DVD requests

## **LIBRARY**

We have just wrapped up one of our most successful Children’s Summer programs ever with well over 2,000 children coming to a program in the month of July! We owe a huge thank you to the Friends of the Library who fund all the programs for youth, teens and adults at our Library.

We are reorganizing our book collections in one alphabetical order so that the staff and volunteers can shelf them in a much more efficient manner. They will no longer be in order by type of material, such as western, mystery but rather by author. It is a common way to shelve in libraries and several libraries in this area us this method. The great part of it is that many readers find more books by their favorite authors!

We have had a visiting Librarian from Scotland working with us in the various departments and it has been wonderful to have the extra help and also to see how things are done in a small town library in Scotland!

### Library Statistics

Note: These numbers are for July 1-18 only

Visitors	16,948
Total Transactions	30,697
Fines & Fees	1,859.10
New Materials added	814
Adult & Youth Internet	2,508
Program attendance	3,182! In 18 days!!
Adult & Youth programs	66 In 18 Days!!
Videos as % of total circulation-	39.54%-Books still Rule!!

## **UPCOMING EVENTS**

Wednesday, Aug 18	Fire Pension Quarterly Meeting City Hall Chambers 542 Main Street Dunedin	2:30 p.m.
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August 18-19	Dunedin Public Library 223 Douglas Avenue, Adm. Conference Room Dunedin	Closed for Collection Reorganization & Adjustment
Thursday, Aug 19	City Commission Meeting City Hall Chambers 542 Main Street Dunedin	6:30 p.m.
Wednesday, Aug 25	Pinellas Suncoast Transit Authority Meeting 3201 Scherer Drive St. Petersburg	9:00 a.m.
Wednesday, Aug 25	Board of Adjustment & Appeals Meeting City Hall Chambers 542 Main Street Dunedin	3:00 p.m.
Wednesday, Aug 25	Friends of the Library Board Meeting Dunedin Public Library 223 Douglas Avenue, Meeting Room "A" Dunedin	6:00 p.m.