

# *Interim Manager's Update*

## *Administrative*

September 12, 2016

This Update will refer to the events since the date of the last Update of August 15<sup>th</sup>, 2016.

## **PARKS & RECREATION**

### **Parks & Recreation Administration:**

- Attended the budget workshop.
- Continued preparations for the installation of outdoor fitness equipment at Weaver Park.
- Walked Hammock Park with City staff and advisory committee members to determine the new park boundary with the Our Lady of Lourdes land purchase.
- Met with members of the Rotary Club to discuss improvements and renovations to Rotary Environmental Park.
- Completed the FCT grant application to fund the Hammock Park acquisition.
- Completed the Stewardship report and 5-year conversion application for the Weaver Park FCT grant.
- A variety of staff attended the annual Florida Recreation and Park Association conference and exhibit hall.
- Prepared logistics and coordinating with various City Departments to host a Blue Jays Community Open House end of September.

### **Marketing:**

- Completed and distributed new Parks & Recreation Magazine (Fall edition). Postcards were sent to residents announcing its availability, also posted to social media, and emails were sent to all e-notify subscribers and City employees.
- Populated the Parks & Recreation webpages and online Special Events Calendar with new Magazine information and new event schedule.
- Completed a slideshow of photos and ads to display on the lobby TVs located at each of the recreation centers to help promote programs and events.
- Completed and distributed the new Dunedin Community Events Calendar for September-December.
- Designed various print materials for programs and upcoming events including posters, flyers and postcards.
- Continued upkeep and maintenance of Department webpages and posts to social media.

### **Special Events:**

- Purple Heart Recognition Ceremony- over 100 attended to honor MPOH veterans; followed by great performance in John R. Lawrence Pioneer Park by the Soul Benders.

### **Recreation:**

- **Community Center**
  - The Community Center had a total of 7 rentals (City and Community meetings, miscellaneous parties) that brought in 150 guests.

- Summer Camps came to an end. Between iCamp and Learn & Play, the camps hosted over 150 children each week. Registration for the last two weeks of summer camp were full, even before the summer camps began.
- The Wearable Art Fundraiser, hosted by the Dunedin Fine Art Center, brought in a total of 600 attendees.
- The Homeschoolers of Pinellas hosted their open house for their upcoming fall season. This program has more than 35 families making their max capacity of 85 families attending. The use of this program continues to see an increase and has rented extra space in our facility.
- Employees are busy reorganizing the facility, now that Summer Camp has come to an end. Staff is also planning for upcoming events that will be taking place in the next few months.
- **Fitness/Wellness**
  - Fitness Center visits totaled 3,477 and group fitness visits totaled 1,283 for a total of 4,750 visits.
  - Total Fitness attendance (Fitness Center and Group Exercise) was up an average of 11 visits/day for the month compared to August 2015. August 2015 had a total visit count of 4,409 visits. This is an increase of 341 visits for the month.
- **Athletics**
  - Men's Softball and 50 Years & Over Softball will start back up after Labor Day.
  - Forty-five (45) athletic rentals were held in August.
  - Cross Country had almost 20 participants.
- **Martin Luther King, Jr. Recreation Center/Youth Services:**
  - Summer Camp programming wrapped-up on August 5<sup>th</sup> with Teen Camp, Gymnastics, Basketball, Skate and Cooking Camps providing youth with a fun, safe 8-week summer time experience.
  - Staff prepared for Before and After School Programs for 2016-17 school year, including program planning, organization, training and hiring of new staff. Attended open houses August 8<sup>th</sup> and 9<sup>th</sup>. First day of school, August 10<sup>th</sup>, was a great success; enrollment increases daily.
  - Staff undergoing contract renewal process with Juvenile Welfare Board and Pinellas County School Board for Promise Time. Promise Time is a program that extends the school day and offer children free tutoring and enrichment activities in order to boost their academic success. JWB funds are set to increase to assist families with program costs.
  - August 22<sup>nd</sup>-24<sup>th</sup>-Coordinated with Humans Resources as a host site for annual open enrollment for City Employees.
  - August 25<sup>th</sup> - Staff kicked off first night of games for Boys High School Basketball League, 5 teams in league.
  - August 26<sup>th</sup> - The Youth Advisory Committee and Staff hosted Midnite Madness, a special event for 200 teens and tweens. The event was a night of fun and excitement challenged by laser tag, two extreme inflatables, game raids, mini skate park jams with snack food buffets, music and raffle prizes.
  - August 30<sup>th</sup>-31<sup>st</sup> – Staff attended FRPA conference on training topics regarding innovative skate park trends.
  - Staff worked on events including Back to School Bash, Halloween, Boat Parade, Holiday Parade and Dunedin School Showcase.
- **Hale Activity Center:**
  - Held forty-nine (49) adult classes and programs this month with a total participation of 2,236.
  - The monthly luncheon was sponsored by Horizon Bay Brookdale at Safety Harbor and had an attendance of 32.
  - The Center hosted three outside group meetings with an attendance of 19.
  - Hosted one rental with an attendance of 50.
  - Total Center attendance for the month of August was 2,337.

- Hale Center staff member returned to the Hale Center after the Nature Center Summer Camp program ended.
- Hale Center staff is preparing for the upcoming Annual Volunteer Appreciation Breakfast.
- Staff member attended the Florida Recreation and Park Association Conference in Orlando.
- **Highlander Pool:**
  - Current monthly pool attendance for August was 1,395; a decrease from over 2,000 due to campers going back to school.
  - Special Olympics regional qualifier swim meet was held with an attendance of approximately 500.
  - Trident Swim Team and AAU hosted a swim meet on August 27 and 28.
  - Preparations were made for a new fence and shade structure to be installed at the sprayground in September.

**Parks:**

- Formed and poured concrete pads on the Dunedin Causeway for new benches and downtown on Broadway for new planters, 13 total.
- Cut down and removed dead trees at Weaver Park.
- Cleaned out stopped up drain at Amberlea Park.
- Fixed railing at Weaver Park pier.
- Removed concrete slab at Vanech Park to find and stop a water leak.
- Prepared for the tropical storm and performed cleanup after the event.
- Marked out locations for replacement sod at Jerry Lake and Fisher Little League fields.
- Provided logistical support for a variety of events including Purple Heart Recognition, swim meet, and Fine Art Center Wearable Art Show.

**Marina:**

- August's ramp use and visiting boaters:
  - Daily resident ramp users – 98
  - Non- resident ramp users – 13
  - Annual ramp decals – 6
  - Transient visitors – 23
- The Marina did not have any damage from Hurricane Hermine nor did any of the boats.

**DUNEDIN PUBLIC LIBRARY**

- Presented 6 computer classes with an attendance of 36 people
- Notary Service at Library – 18 stamps
- Delivered 113 items to 24 users of our Homebound Delivery Service
- Dunedin Youth Volunteers donated 64.5 hours of their time
- Adult Volunteers donated 203.75 hours of their time
- 330 patrons utilized the study rooms
- 304 seeds packets “checked out”
- 130 DVDs/CDs reprocessed by staff and volunteer that are back in collection
- E-books checked out – 1436
- E-audiobooks checked out - 478
- Webinars: FLA Continuing Education Webinar, State Library-Youth Services update
- Staff attended the following meetings: Catalogers Special Interest Group, Youth Services Special Interest Group
- SIRSI meetings: EDI and continued training of online catalog, staff instruction of Bill Pay and Patron Registration.

- Staff attended open enrollment
- Monthly meeting with Pinellas County Library Directors
- Staff attended Budget Workshop
- Digitization Project of Dunedin Times completed by Olive Software
- Starting planning birthday party of Library building at this current location
- Library Survey available online and in print. Link available on Dunedin Utility Bill
- Intern at Library through a program from Dunedin High School
- Grant program of Sing, Spell, Read & Write held the entire month of August
- Presented at Tampa Bay Library Consortium Outreach meeting
- 37 Teens attended SAT review class offered free at the Library

### STATISTICS

Door Count	29,557
Total Transactions	91,557
Adult and Youth Programs	80
Program Attendance	1874
Internet Usage (Adult & Youth)	3679
Wireless Usage	2770
AWE Early Literacy Station Users	352
Ipad stations	300
Items added to Collection	898

## **PUBLIC WORKS AND UTILITIES DEPARTMENT:**

### **Engineering Division:**

#### **Utilities Section**

- **New Reclaimed Water Ground Storage Tank related projects**
  - The City is installing a new 2 million gallon ground storage tank and associated equipment at the wastewater treatment plant to increase the reclaimed water storage capacity. The City will also receive water from the Coca Cola facility on MLK, Jr. Avenue.
  - Commission awarded the contract to Florida Design Contractors at their August 25<sup>th</sup> meeting. Notice to proceed is expected to be in October and be completed in July 2017.



- **Water Plant Greensand Filter Media Replacement –**
  - The City is replacing exhausted media in the greensand filters at the water treatment plant to ensure reliability and robustness of the treatment process and potable water supply.
  - Commission awarded the contract to Vogel Bros. at their July 14<sup>th</sup> meeting. The preconstruction meeting took place on September 8<sup>th</sup> and the notice to proceed is October 3<sup>rd</sup>.

- **Wastewater Plant Methanol Tank Replacement –**
  - The City is replacing the methanol storage tank at the wastewater treatment plant with a new tank meeting current code requirements. The original tank has reached the end of its useful life, exhibiting some integrity concerns.
  - A temporary methanol pumping system has been installed and is operational.
  - Corresponding infrastructure relocations are currently underway.
- **Wastewater Plant Headworks Redundant Discharge Pipe –**
  - The City is adding a redundant pipe connecting the headworks of the plant, which receives all the wastewater for the City, to the treatment process. This project provides for redundancy at the plant in order to ensure the ability to continue to treat wastewater in the event of a headworks pipe failure.
  - Commission awarded the contract to Florida Design Contractors at their July 14<sup>th</sup> meeting. The preconstruction meeting occurred on September 1<sup>st</sup> and a Notice to Proceed was issued then.
- **County Road 1 Valve Replacement –**
  - The City is replacing several valves throughout the potable water system on CR 1, Falcon Drive, and Amberlea Drive North. These valves were either broken or were no longer functioning properly. Replacement of these valves has been completed and has increased the efficiency and flexibility of the system.
  - The existing manhole in the northbound lane of CR 1 at Amberlea Drive was experiencing sinking of the ground and road in its immediate area. Investigation revealed leaking from broken pipes and connections to the manhole. Repair of the manhole on CR 1 at Amberlea Drive has been completed.

**Photos from CR 1 at Amberlea Drive North**



## Traffic Section

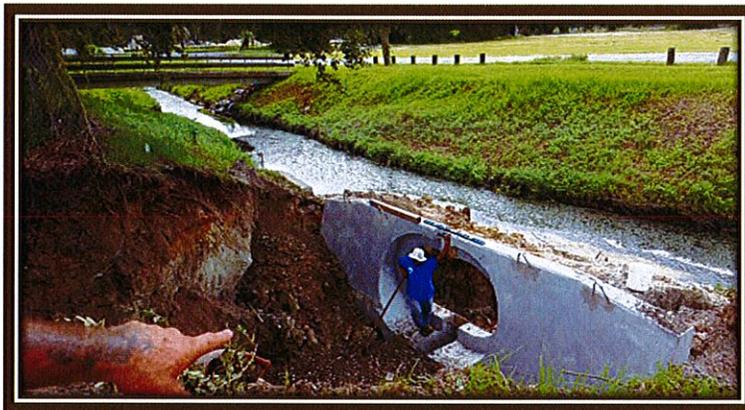
- **Vision Zero –**
  - The City's Vision Zero Campaign has been kicked-off, and information is now available on our website and Dunedin TV.
  - Vision Zero is a multi-national road traffic safety project that aims to achieve a roadway system with no fatalities or serious injuries in road traffic. A core principle of the vision is that 'Life and health can never be exchanged for other benefits within the society'.
  - Public Service Announcer [r for Facebook.](#)
  - Drive Friendly Dunedin!

***Vision Zero***  
**Envisioning No Traffic Deaths**



## Stormwater Section

- **Lakewood Estates Drainage Improvements Project** – This project was awarded at the June 16<sup>th</sup> Commission meeting to Keystone Excavators for \$4.6M. Construction is underway, as large stormwater pipes, 4'x 6' are being installed daily. Duke Energy is preparing to relocate power poles to facilitate the installation of new sanitary sewer mains and manholes. Following stormwater modeling efforts, a Stormwater Lift Station, along with the gravity pipe system, will be incorporated into the construction of this project in order to address historic flooding issues in this neighborhood. The project duration is 18 months.



## Roadway Section

- **Michigan Blvd - East of Pinehurst Road** – As a result of the success of the Michigan Blvd –West project, the Commission authorized a Change Order for the completion of the East End project to the contract with APS, at their meeting of August 25, 2016. The PM is presently preparing to schedule the Pre-Construction meeting.
- **Pavement Management Program** – A contract was awarded to Kercher Engineering, Inc. on May 19<sup>th</sup> to perform a roadway pavement inventory and assessment of all City roadways and select City owned parking lots, including the assignment of a Pavement Condition Index (PCI) number. *(The PCI # is based on a degradation curve, where a new road is assigned a value of 100, and a failing roadway is given a lower number based upon standardized assessment criteria).* An analysis will be performed on each section of roadway, and a corresponding asphalt treatment can then be programmed, as warranted. This data will then be uploaded through GIS Applications to a web hosted asset management system, allowing staff to utilize predictive models for funding and quality analysis. Once the project is complete, staff will present their findings to the Commission to receive direction as to implementation based upon funding needs.
- **Monroe / Huntley Street Improvements** – Construction is nearly complete on the roadway, drainage, and pedestrian improvement aspect of this project. Phase 1 along Huntley Avenue and Washington Street is 100% complete, with work along Monroe Street at 80% complete. Upon completion, Monroe, Huntley, and Washington will have been refurbished, adding a few new parking spaces and green area.



## Miscellaneous

- **Solid Waste Storage Building Replacement** – Construction activities have commenced on the Solid Waste Division covered storage area, to provide secure storage and shelter for their equipment and materials, such as new cart inventory. The new building will have a structural capacity capable of withstanding severe wind storm conditions of up to 146 mph. Stamper Construction Company was awarded the design build turnkey contract by the Commission on May 19<sup>th</sup>. Assembly of the structure has begun, with completion expected by October 2016.



## Development

- **Site Infrastructure / Development Review Participation:**  
Projects discussed / researched as part of DRC meetings – (3)  
Site / Infrastructure plan sets reviewed – (8)

## Public Services Division:

### Streets Section

- Continued repair of concrete sidewalks (900 SF).
- Continued pothole and asphalt repairs 22 tons installed).
- 500 Wood St and 228 Main St Parking Lots
- Hurricane Hermine Storm Event



- Finished construction on the Fire Station #61 – September 11 Memorial



- Staff continues right-of-way tree trimming Citywide. Trimmed and hauled tree canopies for roadway clearance Citywide, and Brae Moor subdivisions (21 tons)
- Continued Traffic Sign & Post maintenance Citywide, as needed. Manufactured (18) new signs, (62) signs replaced
- Repaired utility cuts for Water and Wastewater (17 Repairs)
- Continued hauling concrete and asphalt to recycling plant, as needed (33.50 tons hauled)

### **Stormwater Section**

- Arm ditch mowing (approximately 15,000 LF).
- ROW mowing (43,000 LF)
- Continued residential street sweeping activities.
- Ditch maintenance Citywide.
- Catch basin repairs Citywide.
- Hurricane Hermine Storm Event



- Stormwater pipe maintenance Citywide
- Conducted permit required sampling of street sweeping and stormwater sediment materials
- Cleaned CDS units
- Continued storm drain cleaning activities with Vac-Truck in Area II

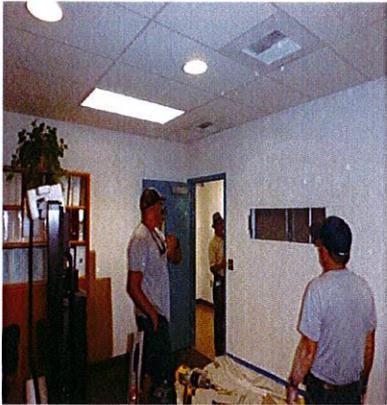
### **Stormwater Program Coordinator**

- Attended and presented the Stormwater Operating Budget for FY17 during the second Budget Workshop held in August.
- Attended the Pinellas County Quarterly Municipal MS4 meeting.
- Attended the Tampa Bay Regional Planning Council Stormwater Education quarterly meeting.
- Organized and attended the Pinellas County Mosquito Control presentation for the August 18<sup>th</sup> Commission meeting.
- Reviewed three projects in the DRC platform concerning stormwater permitting through FDEP and the SWFWMD. Also instructed developers in the need for proper BMPs during construction.
- Reviewed six projects for Infrastructure Review to notify the developer of potential site contamination, permit requirements through FDEP and/or the SWFWMD, and proper BMPs.
- Attended one pre-construction meetings hosted by Engineering for the Redundant Pipe Project. The developers were reminded of the need for proper BMP's during construction.
- Looking forward:
  - Participate in the Toronto Blue Jays Commission Workshop and Public Town Hall meeting to present the Environmental Impact of the proposed plans.
  - Currently working a wrap design concept for the newly purchased street sweeper to promote the message of "Let Only Rain Down the Drain".

- Planning to attend the Stormwater Advisory Committee meeting in October.
  - A presentation from Committee on Environmental Quality member Alan Brand on Solar Power will take place.
- Planning to attend the FDEP Annual Audit with Pinellas County and all corresponding MS4 permittees in October.

### **Facilities Section**

- Performed preventative maintenance on generators Citywide.
- Performed FDEP Aboveground Storage Tank (AST) diesel tank inspections Citywide.
- Started installations of new Recordex Whiteboards Citywide.
- Continued addressing Code / Safety Inspections Citywide.
- Schedule repairs for multiple roof leaks Citywide due to Hurricane Hermine.



- Inspected and made necessary repairs to all fire sprinkler suppression systems Citywide.
- Continued HVAC filter replacements (400 +/-) Citywide throughout 31 buildings, on a monthly cycle.
- Diagnose and schedule replacement of Chiller #1 compressor.
- Finish installing the lighting for the 9/11 Memorial.
- Begin preparations for Special Events Season.
- Coordinate repairs with Duke Energy for damaged transformer at the Fine Art Center.



- Replace Ice Machine Filters Citywide.
- Repaired lighting throughout buildings Citywide.
- Secured Payed Parking Stations at the Community Center and Library
- Scheduled fuel delivery for onsite pad mount generators.



- Repaired and installed Dolphin Statue located at the Pinellas Trail and Main Street.
- Installed new electrical connections for equipment at Fleet Services.
- Responded to maintenance requests Citywide as needed.

### **Solid Waste & Recycling Division:**

- Represented Dunedin at the Pinellas County Technical Management Committee (TMC) and Pinellas Partners in Recycling (PPR) subcommittee.
- Serve as staff liaison for the Committee on Environmental Quality.
- Through numerous outreach outlets, Solid Waste was able to provide its residential driver's 3 holiday Monday's off over the summer for the first time in the division's history. Changes were thoroughly communicated to the residents in regards to service changes which delivered a successful campaign.
- A Friendly Landscaping workshop will be held on Saturday September 24<sup>th</sup> from 9am-10:30am at the Community Garden. This workshop will provide information about rain barrels and will assist patrons in achieving a Florida Friendly Landscape for their homes. These workshops are conducted in conjunction with our FGBC certification. If interested, please contact Christina Perez at number below.
- The City's Solid Waste & Recycling Division will be partnering again with the Achieva Credit Union to host the 3<sup>rd</sup> Annual Shredtoberfest. The event will be held on Saturday October 1<sup>st</sup>, from 8-12pm. Patrons can bring up to 5 banker boxes of paper, however, in lieu of exceeding that limit; patrons may donate to the Achieva Foundation that provides funding to our local schools.

**Shredtoberfest**  
Free secure shredding and recycling of personal paper documents.

Saturday, October 1st  
8am - 12pm  
Achieva Center Court  
1659 Virginia Street, Dunedin

Limit 5 boxes per car\*. No need to remove staples, rubber bands or tape.

For more information, contact:  
Dunedin Solid Waste & Recycling

727.298.3215 Ext 1324  
or visit DunedinGov.com

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SPRINKLER BRAND

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\*Participants may bring up to five (5) "banker boxes of confidential and sensitive documents (bankruptcy records) for secure shredding at NO CHARGE. In lieu of service charges if not available, see the 5 box limit, participants may make a donation knowing that all proceeds will be directed to benefit the Achieva Foundation, a 501(c)(3) Corporation.

\*\*Estimated box size 12" W x 16" H x 18" D; 5 banker boxes or equivalent to technician (curb) pickup.

**DRIVE ELECTRIC TAMPA BAY**

Charging into the Future

**NATIONAL DRIVE ELECTRIC WEEK**  
Join us as we charge into the future celebrating electric vehicles and sustainability.

SATURDAY  
September 17  
2016  
8:30AM - 12:30 PM  
Oldsmar, Florida

For more information visit:  
[driveelectricweek.org](http://driveelectricweek.org)

**the route**

8:30 A.M. - 9:00 A.M.  
EV Rally Launch at Dunkin' Donuts  
3720 Tampa Rd., Oldsmar, FL 34677

10 A.M. - 11 A.M.  
Pit-stop in Downtown Dunedin  
411 Wood St., Dunedin, FL 34698 (parking address)

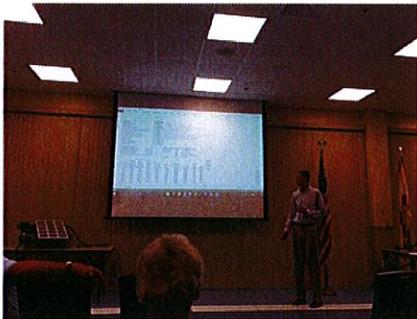
12:30 P.M. Complete tour at the Brass Tap  
Tyrone Square, 2438 Tyrone Blvd N.,  
St. Petersburg, FL 33710

**DUNEDIN**  
City of Incorporated 1972

**SIERRA CLUB**  
CALIFORNIA

**ACHIEVA**  
BANKING FOR GOOD

- The Sustainability Coordinator will be partnering with the Cities of Oldsmar and St. Petersburg, and the Sierra Club for a Drive Electric Event on Saturday Sept 17<sup>th</sup>. Patrons will have to opportunity to speak with fellow EV owners regarding their experiences owning an EV. EV owners will be parked at 411 Wood St (behind Dunedin Methodist Church) and a table will be set up at Pioneer Park to offer patrons related information. Those interested in participating should contact Christina Perez at [CPerez@DunedinFL.Net](mailto:CPerez@DunedinFL.Net) or call (727) 298-3215, ext. #1324.
- City's Sustainability Coordinator attended the Downtown Dunedin Merchants Association on August 10th at the Hog Island Fish Camp. Christina Perez discussed the upcoming Drive Electric Event on Sat September 17th that will be occurring within the Downtown corridor and address any concerns they might have pertaining to the event.
- City's Sustainability Coordinator assisted CEQ with a Solar Panel presentation that was held on Tuesday August 16th. The presentation was provided by CEQ member Alan Brand to discuss what solar power is, how it works, and how to get it. A second solar panel presentation is slated for Saturday October 8th at the Dunedin Library at 10am.



## **Wastewater Division:**

- **Plant Summary Wastewater Treatment flows:**
  - Influent Average Daily Flow: 5.906 Million Gallons
  - Influent Monthly Total Flow: 183.092 Million Gallons
  - Reclaimed Water Average Daily Flow: 2.467 Million Gallons
  - Reclaimed Water Monthly Total Flow: 76.485 Million Gallons
- **Maintenance and Repairs:**
  - The South clarifier was offline for maintenance and repairs. Preventative maintenance, pressure washing, sand blasting, and painting was completed by City staff. Ovivo USA, LLC, an outside vendor, upgraded and installed new aluminum catwalks, stainless steel baffles/weirs, and new stainless steel seals. The clarifier is now back in service.
  - Utility Service Company, Inc., an outside vendor completed repairs to the Curlew elevated reclaimed storage tank. The contractor replaced corroded steel and installed a new double aviation light on the top of the tank.
  - Maintenance installed one new Aurora reuse isolation pump located in fac#8 and installed two new high efficiency Baldor motors on the Fac#8 reclaimed isolation pumps.
  - Daly Aluminum, Inc., an outside contractor installed a new aluminum awning over the headworks/raw sewage pump/wet-well area located in Fac#4.
  - American Construction Services, Inc., is on-site working on temporary methanol feed pumps and a temporary tank prior to the new permanent methanol tank being installed.
  - Maintenance is installing Variable Frequency Drives (VFD's) at the Curlew reclaim pump station and is close to completion.

- **Compliance:**

- July 2016 Monthly Discharge Monitoring report sent to the Florida Department of Environmental Protection (FDEP); [No Issues].
- “Discharge Monitoring Report-Quality Assurance” (DMRQA) Study #36 has been completed through EPA for outside contracted Laboratories (Advanced Environmental Laboratories (AEL) and Maringo). This is an EPA requirement / study that evaluates the analytical ability of the labs that we use to perform our environmental analyses, per our NPDES permit.
- Central Florida Controls outside vendor on-site performed semi-annual flow meter calibrations on all compliance flow meters.

**Collections Summary**

- Scheduled repairs:
  - Machine dig repairs – Overcash Dr. and Oak St.
  - Install lateral liners (6) – Holly Ct., New York Ave., Palm Blvd., Highland Ave., Rutland Ln., and Locklie St.
  - R/W clean-outs installed (4) – Dinnerbell Ln. E., Ben Hogan Dr., Palm Blvd., and Ford Ln.
  - Lateral repairs (replacement) on Locklie St., and Rutland Ln.
  - Crew attended Safety Driving Course at Solid Waste.
- Unscheduled repairs / blockages:
  - Continued to respond to citizen blockage calls (23); and daily utility field locates of sewer / fiber optics.
- TV Truck:
  - Monthly clean out of the backwash basin at the Water Plant.
  - Infiltration/Inflow search and investigations in the Greenbriar area during/following rain events.
- Lift Station:
  - NO Power alarms, call back for LS # 1, 25, 24, 38 – set up emergency generator.
  - Repairs on small equipment.
  - Work with Siemens Rep (Ramey) on PLC change over.
  - Change out main breaker at LS # 8 (480v) \* Order spare replacement.
  - Responded to SCADA alarms with after-hour call outs.
  - Jockey portable pumps around lift stations during heavy rain events related to tropical storm Hermine to keep up with increased flows.



- Continued preventative maintenance:
  - Exercising valves,
  - Clean out check valves,
  - Cleaned wet wells,
  - Pulled/de-ragged pumps,
  - Grounds keeping, etc.

## **Water Division:**

### **Water Production**

- **Production Numbers:**
  - Average Daily Potable Water Production: 3.58 Million Gallons
  - Monthly Potable Water Production: 111.04 Million Gallons
  - Annual YTD Potable Water Production: 918.43 Million Gallons
  - Annual YTD Rainfall: 50.53 Inches
  - Monthly Rainfall Total: 18.20 Inches
- **Noteworthy Events:**
  - Provided tours for engineering firms in advance of the RFQ for WTP Master Plan.
- **Maintenance:**
  - Operators continue normal PM program on plant equipment.
  - Outside contractor, Rocha Controls is finalizing the installation of new telemetry controls at all of the production wells.

### **Water Distribution**

- **Maintenance and Repair** – The annual backflow testing program is 59% complete, with approximately 6,418 backflows tested for the calendar year. The large meter program is 100% complete, with 72 large meters tested for the fiscal year. Thus far this year, the Hydrant Program has installed 1 new hydrant, repaired 10, replaced 1, and flow tested 283. During this time period, the Valve Program exercised 109 valves. For the year, the Valve Program has installed 1 new, replaced 2, repaired 0, and exercised 2,647 potable and reclaimed distribution valves.

### **Wellfield**

- Construction by Southeast Drilling Services is nearing completion. Remote telemetry equipment has been installed and is in operation at all of the 25 well sites. Only miscellaneous upgrades on the wellfield communications system remain until the project is completed.
- Leggette, Brashears & Graham, Inc. was awarded the contract to provide professional services to renew the City's Water Use Permit (WUP) at the July 28<sup>th</sup> Commission meeting.
- Acoma Roofing has been selected to install a new roof at Well #11.

## **HUMAN RESOURCES**

- **Recruitment & Selection:**
  - Positions posted during the month of August: None.
  - Technical Support Assistant (Fleet Services), Fire Lieutenant, Water Distribution Technician, and Public Services Maintenance Worker III are in the selection phase.
  - Recreation Leader & Lifeguard I & II remain open until filled; these are Variable/On Demand positions.
  - Promotions during the month of August:
    - Mark Zipeto was promoted to District Chief on August 28, 2016.
  - Employees hired during August:
    - James Graef, Solid Waste/Driver Loader, August 1, 2016 (re-hire)
    - John Senn, Public Services Maintenance Worker I, August 1, 2016
    - Logan Broberg, Firefighter/Paramedic, August 3, 2016
    - Amelia Zimmerman, Librarian, August 10, 2016
    - Devin Williams, Park Maintenance Worker, August 17, 2016
    - John Short, Wastewater Service Worker, August 24, 2016.

- Employee Benefits:
  - Self-Insured Medical Claims Experience: Total Paid Medical & Pharmacy claims for August was \$207,544.10, which represents a decrease of almost 3% increase from the July claims total. The average weekly claims for August were \$51,886.03.
  - Payroll/Benefits Coordinator communicated with benefits personnel from BenTek and the Gehring Group on August 11, 12 & 19 to ensure that all changes for open enrollment were up to date.
  - Employee benefits Open Enrollment meetings were held August 22 through 24, 2016.
  - Humana Vitality Wellness Program: Number and % Status of Participants, with Blue as the Starter level and Platinum as Highest level:

	<u>Employee Count</u>	<u>Participation Level %</u>
<b>Platinum</b>	66	22%
<b>Gold</b>	19	6%
<b>Silver</b>	61	20%
<b>Bronze</b>	92	30%
<b>Blue</b>	69	22%
<b>Total Eligible Employees</b>	307	100%

- DROP (Deferred Retirement Option Program):
  - Number of Employees in DROP: 9.
  - Employees who entered DROP during the month: 0.
- Performance Management:
  - Number of Coaching/Counseling or Other Disciplinary Actions: 1.
- Employment Separations (Regular Full- and/or Part-Time):
  - Number of Separations from employment: 2.
  - HR/Risk Manager Bonnie Steinberg retired on August 30, 2016 after 33 years of service to the City.
- Risk Management:
  - Director and HR/Risk Management Specialist facilitated the bi-monthly meeting of the Safety Action Committee.
  - HR/Risk Management Specialist met with representatives from BayCare, the new City Physician, on August 11<sup>th</sup> to conduct facilities inspections in advance of random drug testing.
  - Workers' Compensation:
    - Number of new workers' compensation claims: 2.
    - Total current open workers' compensation claims: 2; two employees are on light duty.
    - Total loss of time in August = 33 days.
  - Property/Liability Claims:
    - New Property/Liability Claims: 1; total open cases = 10.
    - New Moving Vehicle Accidents: 0; total open cases = 6.
- Family Medical Leave Act (FMLA):
  - Number of Employees with approved/pending FMLA: 15 - (Regular - 5, Intermittent - 10).
  - Number of new requests in August: 3.
- Other (Non-WC, Modified Duty)
  - Four employees are currently working on a modified schedule (some restrictions).

- Records Requests: Number of Records Requests processed: 5.
- Other:
  - Director & Payroll & Benefits Coordinator facilitated quarterly supervisor roundtable workshops on August 10 & 15.
  - HR Director, Payroll & Benefits Coordinator are in process of making revisions to the Employee Service System Rules (ESSR). Input was requested from supervisors last year.

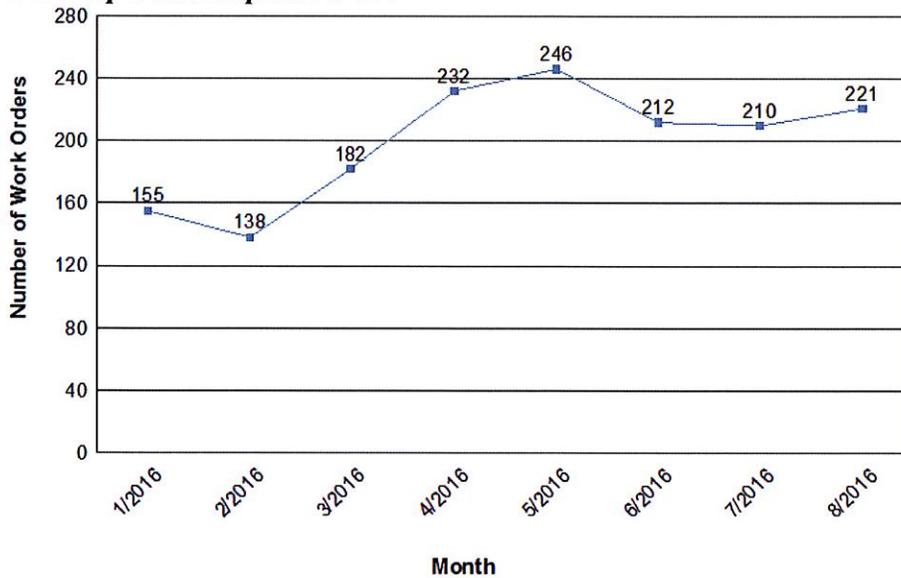
**Information Technology:**

***IT Services Help Desk Requests for the Month of August, 2016:***

<b>Monthly Ticket Counts</b>	
Tickets Created	221
Resolved Tickets	224
Open Tickets	40
Malware Tickets	8

<b>Tickets by Priority</b>	
Critical Tickets	30
High Priority Tickets	40
Low Priority Tickets	146
Project Tickets	1

***IT Services Help Desk Requests YTD:***

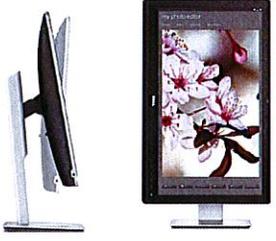


***New IT Projects:***

- **Live Feed from Cameras in City Hall** – IT Services is working with City Hall admin staff, Facilities and the camera vendor on adding more cameras in the City Hall building to provide live feed of all cameras to City staff and the Sheriff’s Office. This project will include 5 additional cameras and a large wall-mounted monitor for displaying cameras, as well as a secure IP address to access the live feeds.
- **Cameras in MSB** – IT Services is researching the installation of cameras and a recording device in the Municipal Services Building, much like the system in the City Hall building. This project will be coordinated with Facilities and the various departments in the Municipal Services Building.
- **City Intranet** – In collaboration with the HR and Communications departments, IT Services is working on the creation of an “internal” website called the Intranet, for City employees to access information and enhance communication.
- **ESRI SEGLA** – IT Services is assisting the Engineering Department with an implementation of a geographic information system (GIS) called ESRI that will allow



the City to visualize, question, analyze, and interpret data to understand relationships, patterns, and trends throughout the City. Trends such as traffic patterns, economic housing factors, residential data, flooding issues, street repairs, special events data, etc.

- **IT Offices Renovations** - IT Services Division is in the process of replacing all of their office furniture with cubicle-style seating, laying new carpeting throughout the three offices over the vinyl flooring, and re-painting of the walls.
- **Technical Services Building Electrical Discussion** - IT Services met with Facilities and Public Works to discuss the electrical power issues in the Technical Services Building. That building
- **Dell 23" UltraSharp Widescreen LCD Monitors** – IT Services has reviewed the specification and pricing for the purchase of new Dell 23" UltraSharp LCD computer monitors for staff the require a larger screen to view maps and large spreadsheets. These monitors include built-in camera, microphones, speakers and a height-adjustable/tilting stand. 
- **Rugged Toughbooks** – IT Services has reviewed the specification and pricing for the purchase of new fully rugged laptops for the Engineering Inspectors. The City decided to purchase the Panasonic CF20 Toughbooks that allow the user to move the screen and use as a tablet device.
- **Library Internet Service** – IT Services is assisting the Library with a review of the public internet broadband service at the main Library building. A meeting with Brighthouse account representative is planned for mid-September.
- **Jones Building Kiosks** – IT Services met with the Parks Maintenance staff to review the installation of six additional Kiosk computers in the Jones Building to allow staff the ability to access Bentek, Stromberg, their City email accounts and the Internet for training purposes.

#### ***On-Going IT Projects:***

- **Computer and Laptop Replacements for 2016 & 2017** – This project will consist of new computer images downloaded on each computer and laptop, as well as scheduling the installation with the staff. The City will be standardizing on the typical desktop setup with Dell “all-in-one” PCs that include a 23” wide-screen LCD monitor. 
- **Network Servers and Switch Replacements** –This project includes the installation of two new Dell servers for the city’s intranet project and to upgrade an aging server. The network switch upgrades are to replace a core network switch at 1405 CR1 and the other core switches at 737 Louden Avenue. These core switches will provide faster access and throughput for the users.
- **Recordex Interactive Touchscreen Electronic Whiteboards** –This project will include coordination with the Facilities Division to install power, data, wall mounts and the actual whiteboard monitors in seven locations. Currently the Recordex monitors in Community Center, Water Dept and the Public Services Conference Rooms have been installed. 
- **Windows 10 Desktop Image Replacements** – This project includes the installation of Windows 10 operating system software and all applicable City issued software applications onto a new computer. An image of the new computer will be used to download onto all computers and laptops throughout the City.
- **Monthly Permit Data Transmittal to Pinellas County Appraiser Office** –This on-going monthly project includes a transmittal of updated City permit data to the County’s database.
- **ViewPoint Cloud Program** – This project consists of a customized application for building permits and services that the public can access online. IT Services is assisting the Planning & Development department and the Engineering staff with this implementation. The project will also include new all-in-one computers and flatbed scanners for public use.

- **ERP (Enterprise Resource Program)** – This project would replace the current HTE/NaviLine system and the existing HR programs. August 2016 – Submitted revised Modules templates to each department for their review.
- **Fire Suppression System for Data Center** – This project includes the installation of an automated suppression system to stop a fire from growing inside the Data Center at 1405 CR1. IT Services is collaborating with the Fire Inspector and Facilities on this project.
- **Assessment of Network Infrastructure for Strategic Planning** –
  - Review and document an audit of the City’s network fiber optics cabling.
  - Review and document the implementation of redundant network fiber cabling.
  - Review and document implementation of large scale battery backup device for the City’s Data Center and Network Closets.
  - Review and document the feasibility of a remote data backup site.
  - Review and document the replacement of all network switches.
  - Review and document the implementation of a dedicated electrical circuit panel for the Core network switch rack located at 737 Louden Avenue.
  - Review and document the implementation of a network monitoring system that includes visual display monitors, door and room sensors for data centers and network closets with alerting mechanisms.
- **Wireless Access for Jones Building Break Room** – Install a new wireless access point in the break/training room in the Jones building. This will give City employee’s access to the internet via their wireless devices.
- **Micro Computer Installations for Training/Conference Rooms** – In collaboration with the Facilities Department, the City will install wall-mounted Dell Micro 3040 PCs in various training/conference rooms to be attached to the large LCD monitors in each of those rooms. These PCs will have internet access and allow departments to attend webinars, online training, as well as other module based training to a large audience. Each setup will include a wireless keyboard and mouse for access from anywhere in that room.
- **Physical Inventory of All IT Equipment** – IT Services has been conducting a physical siting and applying new Dunedin asset tags to each piece of IT-related equipment for tracking and accountability purposes. This project is about 90% completed.

## COMMUNICATIONS

Communications Department continues to work with all City Departments in an effort to keep citizens engaged and informed via Web, Television, Social Media and Print:

- Facebook/Twitter Updates (Facebook has grown over 14,694 followers



- Managed Social and Digital Media (Facebook, Twitter, YouTube, Dunedin TV and DunedinGov.com)
- YouTube - 519 subscribers 109,887 views
- Park Mobile App research
- Pinellas County PIO Countywide meeting

- Parking Team meetings and outreach planning
- Promotional material for DTV/DunedinGov.com/Social media outreach.
- Finalized work with Aqua Marketing on Public Relations Campaign
- Planning/scheduling of DTV productions
- Pinellas County GIS project assistance for Penny for Pinellas project map
- Assist visitors to City Hall
- SeeClickFix response coordination
- Supervisor Roundtable
- Budget preparation and planning
- Research of Vision Live new web platform
- Downtown Parking team meetings
- CodeRed system maintenance
- Social Media/Citizen Engagement tools research
- Staff certification in First Aid/CPR.
- Coordination of photography for City website and citywide requests
- Staff Liaison for Public Relations Action Advisory Committee
- Visit Dunedin City Liaison
- Coordinated web updates
- Assisted media outlets
- Digital Library maintenance

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

- August Spotlight on Dunedin: Odyssey of Mind, Purple Heart Recognition Ceremony, Jerry Berry Branch Farm opening, Engineering update Lakewood Estates/Huntley Monroe and Historical Museum/Library Dunedin Times collaboration.
- “A Look Inside the Dunedin Public Library”
- “Your City at Work” in Post-Production.
- Produced all content for Dunedin TV, City website, Facebook and YouTube.
- Upload and maintenance of Granicus (video on demand)
- Coverage of the City Commission, Collective Agenda Review, Workshops and LPA meetings
- Dunedin TV Scheduling and Bulletin Board Maintenance
- Maintained DTV Broadcast systems and edit suites
- Fulfilled DVD requests



City Webmaster continues to support all departments Citywide.

- Continues to assist all city departments with City website.
- Regular site updates
- Intranet development
- Website overview and analysis
- Training for web editors
- Search function assistance/Google analytics
- Homepage edit and design of Spotlight and Slides
- Flipbook uploads and management
- Digital photo editing
- E-notification distribution and management
- Assisted staff on web updates.



## **CRA/ECONOMIC & HOUSING DEVELOPMENT DEPARTMENT**

- Dunedin thanks Aqua Marketing & Communications for two years of successfully promoting Dunedin as a great place to work, play and stay.
- Aqua Marketing & Communications presented their Quarterly Update to Commission regarding their media pitches about Dunedin's attributes and upcoming events to various newspapers, radio, and magazines both regional and national on a variety of topics, and to include placements received with total media value.
- Commission approved the 2016-2017 Jolley Trolley Services Agreement and Coastal Route Funding Agreement. The Jolley Trolley's North Coastal Route provides fixed route service from Clearwater Beach and downtown Clearwater to Dunedin, unincorporated Palm Harbor, Ozona, and to the Tarpon Springs Sponge Dock. As a measure to provide expanded coverage, starting October 1, 2016 and running to September 30, 2017, the new Agreement provides for 7 day service.
- Downtown events in August included 2<sup>nd</sup> Friday Night on the Town and the Purple Heart Recognition Day in Dunedin.
- Broadway enhancements encompassing palm trees and lighting is in process.
- Huntley Avenue/Monroe Street/Washington Street improvements featuring streetscape on Monroe Street with the addition of 11 parallel parking spaces is nearing completion.
- An artistic crosswalk of a fish was presented to the Community Redevelopment Agency (CRA) and the CRA Advisory Committee for an area by the Marina and staff is working on implementing the design.



### **Downtown Parking Update**

- A contract was awarded to Parkeon, Inc. for the pay stations and the citation management system.
- SP Plus Corporation was awarded a contract for parking management and enforcement services.
- The pay stations are being installed and will be in effect on October 3, 2016. Payment for parking can be made at the pay stations using coins or credit cards.
- An additional payment option is to pay via a phone app using a smart phone. Parkmobile, LLC (Parkmobile) of Atlanta, GA created a phone app that is widely used in the Pinellas County area for this service. Commission approved piggybacking onto a City of St. Petersburg contract with Parkmobile for mobile payment services.
- Approval was granted for a public/private initiative to create 23 angled parking spaces on Douglas Avenue in front of the upcoming Artisan Apartment Home project.
- Improvements to 500 Wood Street (former First Baptist) were approved to formalize the parking area and create additional parking spaces, golf cart spaces and (2) motorcycle spaces.
- The Downtown Parking web page is continually being updated.
- Artistic parking signs for wayfinding have been installed downtown and will continue to be added as needed.

## **PLANNING AND DEVELOPMENT DEPARTMENT**

- During the month of August, 380 total permits were issued, valuation \$5,278,629; 7 new single family residences, valuation \$1,466,687; 36 additions and alterations, valuation \$1,606,439; 337 miscellaneous permits, valuation \$2,205,503.

- Inspections made during the month are as follows: 991 inspections (building, electrical, plumbing, mechanical, gas, and roofing). A total of 623 Business Tax Receipts were issued during August for an amount of \$45,360.05.
- The August Code Enforcement Board heard 8 Old Business cases, 22 New Business cases, and accepted 9 Affidavits of Compliance. 3 Fine Reconsideration Requests were heard. The Code Enforcement Department collected \$23,375.47 of unpaid fines and fees in August, raising the yearly total to \$234,368.09.
- The Local Planning Agency's August meeting heard two cases: (1) a Request for Annexation, Land Use Plan and Zoning Designations, and a Design Review for a liquor store to be located at 1410 Main Street and 1420 Carnation Drive, and (2) Creation of a Paid Parking Management System within the City's Community Redevelopment District.
- City Commission approved the Design Review and determination of Parkland Dedication at 2624 North Paula Drive for the purpose of developing 12 Zero Energy high performance townhomes and approved the first reading for the approval of Ordinance 16-25 which codified the City's new Parking Management System.

**FINANCE**

The Budget Division:

- Processed 8 Budget Transfers
- Held second FY 2017 Budget Workshop on August 9, 2016
- Attended Board of Finance meeting

**COPY OF PAYMENTS PROCESSED FY2016**

<u>DATE</u>	<u>CHECK</u>	<u>CHECK</u>	<u>EFT</u>	<u>EFT</u>	<u>EPAY</u>	<u>EPAY</u>	
<u>PRINTED</u>	<u>COUNT</u>	<u>TOTAL</u>	<u>COUNT</u>	<u>TOTAL</u>	<u>COUNT</u>	<u>TOTAL</u>	<u>TOTAL</u>
8/4/2016	109	\$255,467	22	\$40,527	6	\$9,234	\$305,228
8/11/2016	103	\$263,597	3	\$15,042	2	\$6,278	\$284,918
8/18/2016	84	\$387,896	9	\$15,669	4	\$18,424	\$421,989
8/25/2016	104	\$481,171	2	\$118,469	1	\$3,657	\$603,298
8/31/2016	73	\$440,733	12	\$15,483	6	\$17,777	\$473,993
<b>TOTALS</b>	<b>473</b>	<b>\$1,828,864</b>	<b>48</b>	<b>\$205,191</b>	<b>19</b>	<b>\$55,370</b>	<b>\$2,089,425</b>

**PURCHASING**

**CURRENT BID & RFP STATUS LIST**

**RECENTLY AWARDED**

- Bid 16-1067 titled "Reclaimed Water Ground Storage Tank and Pump Station" was awarded at the August 25, 2016 City Commission meeting.

**UNDER EVALUATION**

- RFP 16-1070 is titled "Retirement Plan Record Keeper and Service Provider for the City of Dunedin 457(b) Deferred Compensation and 401(a) Defined Contribution Plans." Proposals were accepted until 2:00 pm August 2, 2016.
- Bid 16-1071 is titled "Replacement of Gate Operators and Access Control System." Bids were accepted until 2:00 pm, Thursday, August 11, 2016.

**ACTIVE ON THE STREET**

- Bid 16-1072 it titled “Resurfacing of the Kiwanis Playground.” Bids are due at 2:00 pm Tuesday, October 4, 2016.

**UNDER DEVELOPMENT**

- Design/Build for Water/Wastewater Master Plan Improvements

# Government Calendar



September 2016 - Government Calendar Fourth Revision

Last edit 9/14/2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	31	1	2	3
4	5	6	7	8	9	10
The Dunedin Library is closed today.	All City facilities and the Dunedin Library are closed for Labor Day.	10:00 AM Agenda Review Session @ City Hall  2:00 PM Code Enforcement Board @ City Hall	4:15 PM Community Redevelopment Agency Advisory @ Planning Conf. Room	7:30 AM Public Relations Advisory Action Committee @ City Hall  6:30 PM Commission Meeting @ City Hall		
11	12	13	14	15	16	17
	6:30 PM Hammock Advisory Committee @ Community Center  6:30 PM Dunedin Library Youth volunteers @ Dunedin Library	8:00 AM Causeway Committee @ Community Center  9:00 AM City Commission Workshop @ City Hall  6:00 PM Neighborhood Meeting re: Dunedin Commons @ Hale Center	8:30 AM Development Review Committee @ Planning Conf. Room  6:00 PM DDMA-Candidates Forum @ Bon Appetit! THIS IS A PRIVATE FUNCTION.  6:30 PM Local Planning Agency @ City Hall	10:00 AM Public Safety Comm. @ Fire Admin.  6:30 PM Youth Advisory Committee @ MLK, Jr. Center		
18	19	20	21	22	23	24
	5:15 PM Marina Advisory Committee @ Harbormaster's Office	10:00 AM Agenda Review Session @ City Hall  3:00 PM Stadium Advisory Committee Special Meeting @ Community Center  5:30 PM Social Service Committee @ MLK, Jr. Center	4:00 PM Board of Finance @ Water Plant  4:00 PM Parks & Rec Committee @ Community Center	5:30 PM Community Redevelopment Agency @ City Hall  6:30 PM Commission Meeting @ City Hall	8:00 AM Arts & Culture Advisory Committee @ Planning Conf. Room	
25	26	27	28	29	30	1
	9:00 AM Committee on Aging @ Hale Center  6:00 PM Library Advisory Committee @ Dunedin Library  6:00 PM City Commission Workshop re: Toronto Blue Jays @ City Hall	7:30 AM Committee on Environmental Quality @ Water Plant  5:30 PM Community Presentation re: Toronto Blue Jays @ Hale Center	8:30 AM Development Review Committee @ Planning Conf. Room  6:00 PM Friends of the Library @ Library  7:00 PM Fairway Estates-Candidates Forum @ Dunedin Golf Club-THIS IS A PRIVATE FUNCTION		11:00 AM Disability Advisory Committee @ Hale Center	

No meeting for Stormwater or Edgewater.

**Development Project Update 9-9-16**

<b>Current Projects - City Commission Review</b>			<b>LPA</b>	<b>CC 1st</b>	<b>CC 2nd</b>	<b>Appvd</b>	<b>under const.</b>
Aberdeen Oaks	1441-1461 Virginia St	20 single-family home subdivision	√ <i>infrastructure under review</i>	√	√	√	No
Arcadia	265 Causeway Blvd	16 4-story condos	√ <i>infrastructure under review</i>	√	√	√	No
Artisan Apartments	940-966 Douglas Ave	Retail, apartments & parking garage	√ <i>infrastructure under review</i>	√	√	√	No
Chesapeake Apartments	2307 Cumberland Cir	44 apts (add. to existing complex)	√	√	√	√	No
Douglas Place	523 Douglas Ave	8 townhome unit development	√ <i>infrastructure approved</i>	√	√	√	Yes
Dunedin B&B	520/530 Skinner Blvd	11-room B&B, plus owner's unit	√ <i>infrastructure approved</i>	√	√	√	Yes
Dunedin Causeway Hotel	2621/2641 Michael Pl	90-room hotel with restaurant	√	√	√	√	No
Dunedin Commons	375 Patricia Ave	mixed-use (retail, TH, apts); D.A.	√ <i>infras. under review</i>	√	√	√	Yes
Eco Village - Honeymoon	2624 Paula Dr N	12 Townhomes with docks	06/08/16	07/28/16	08/18/16	√	No
Gateway	Gateway Tract	mixed-use; amended Dev. Agrmt	√ <i>default letter sent</i>	√	√	√	No
Gramercy Court	Highland/Howard	48 Townhomes	√ <i>infrastructure approved</i>	√	√	√	Yes
Gramercy Ct Ph II	Howard Ave	18 Townhomes - phase II	07/13/16	09/22/16	10/06/16		
Highland Ridge TH	949 Highland	13 Townhomes	√ <i>infrastructure under review</i>	√	√	√	No
Leuken's Liquors - <i>amended</i>	1410 Main St	2-story liquor store- <i>revised; annex.</i>	07/13/16	10/06/16	10/20/16		
M&D Lofts	Main/Douglas	18 TH/retail w/underground parkir.	09/14/16	10/20/16	11/03/16		
Pura Vida	1413 Bayshore Blvd	7 Townhomes replacing bungalows	TBD	TBD	TBD		
Scotland St Cottages	601 Scotland St	2 single-family homes, rezone PRD	10/12/16	12/01/16	12/15/16		

<b>Current Projects - Staff Only Review Only</b>			<b>Comments</b>	<b>under const.</b>
BlackHägen Design	333 Scotland	2-story office building for up to 18 staff		Yes
Cueni Brewery	945 Huntley	convert former Tabor cleaners to micro brewery		Yes
Escape Root Juicery	769 Main St	organic juicery		Yes
Hackett Causeway Café	901 Curlew	convert to café - easement agreement at 6/16 Commission		Yes
Caledonia Brewery	587 Main Street	convert Dunedin Printing into craft brewery - ROW use agrmt app'd		Yes
Dunkin Donuts	1461 Main St	internal renovations		Yes
James St. Cottages	603 Scotland	SF property to 4 (Glencairn-style) cottages	<i>infrastructure under review</i>	No
Jensen's Seafood	907 Douglas	converting adjacent home to retail shop for seafood business		No
Mike's Auto Repair	715 Main St	add 4 auto bays in rear, and façade impv'ts	<i>permit ready for pick-up</i>	No
1001 New York Ave	1001 New York Ave	4 townhomes		Yes
1046 Oak St	1046 Oak St	4 single-family 2-story homes; 1 home in permitting		Yes
Rally's	2198 Main/580	convert existing Shell gas to Rally's, new buildings/pumps	<i>permit ready for pick-up</i>	No
Retail strip center	1440 Main St	demo existing bldg, replace w/4-unit retail bldg	<i>infrastructure approved</i>	No
Sail Honeymoon	61 Causeway	removing existing structures, replacing with larger structure w/deck		Yes
Salty Dawg	941 Huntley	cover seating area, improve landscaping, etc.		Yes
Soggy Bottom Brewery	662 Main St	converting Richard's to craft brewery		No
Wells Fargo	2494 Bayshore Blvd	demo existing WF, construct new bldg on S. portion		Yes

<b>Potential Future Projects - City Commission Review</b>			<b>Comments</b>
1341 Bayshore Blvd	1341 Bayshore Blvd	15 Townhomes	
Carnation Drive - behind Family Dollar		50 - 70 affordable apartments	
1540 Pasadena	1540 Pasadena	12-18 Townhomes	
Stirling Glen Townhomes	1680 Union St	33 Townhome development or affordable apts/TH mix	

<b>Potential Future Projects - Staff Only Review Only</b>			<b>Comments</b>
911 Highland Ave	911 Highland Ave	renovate home, convert to gift shop (stone house behind city hall)	
971 Howard Ave	971 Howard Ave	4 Townhomes, abutting Gramercy Court	
1480 Main St	1480 Main St	demo auto repair/replace with fast food	
San Ruffino TH	1340 Bayshore Blvd	finish 7 townhomes previously approved, but never built	
324 Scotland	324 Scotland	convert photography studio to pub/café	
1095 Virginia St	1095 Virginia St	annex, subdivide into 3 parcels, construct & hook-up to city utilities	

Fire Department Administration  
MEMORANDUM

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**To:** Douglas Hutchens, Interim City Manager  
**From:** Jeffrey Parks, Fire Chief   
**Date:** September 6, 2016  
**Re:** Monthly Report for August 2016

**Fire Prevention Division:**

This month fire prevention division received the digital hardware (iPads) to begin the conversion from a paper inspection system to a digital inspection system. Once the software is implemented and personnel trained all fire inspections will be conducted on iPads, with the results of the inspection being e-mailed to the business immediately upon completion of the inspection. The anticipated implementation date is November 1st.

The fire prevention division continues the project to scan and digitize all of the fire inspection files that the department has. This project is expected to take several months to complete.

All fire prevention staff worked to complete multiple inspections of Victoria Place to ensure that all of the life safety components of the project were operational and project deadlines could be met.

New construction projects completed:

- Victoria Place, 200 Main St (Fire Alarms, Fire Sprinklers & common areas)
- Florida Medical Hearing Center – 930 Curlew Rd

Current projects:

- Fenway, 453 Edgewater - remodel
- Mease Manor Memory Care, 603 Virginia St- new construction
- Florida Auto Exchange-Clubhouse- new office addition
- Bob's Barracuda Bait Shoppe, 240 Causeway-interior remodel
- Interior remodel- 501 Causeway (30 day completion expectation)
- Mease Dunedin- ER remodel and 3rd floor intake area
- 2340 Main St- façade renovation
- Lokey Nissan, 27758 US 19-new sales and showroom building
- Mana Mana Restaurant, 470 Main St, Single family conversion to restaurant
- House of Beer/Marley's Monster Grill, 324 B Monroe St - interior remodel
- Bay Neds Pharmacy, 2640 Bayshore Blvd - interior remodel
- Lukens Liquor – 1410 Main St
- Blackhagen Laboratory – 333 Scotland
- Dunedin Commons Apt. – 375 Patricia
- Arcadia Luxury Condo – 265 Causeway Blvd

- Spine Pain and Orthopedic Injury Center – 28050 US 19N #100 – Room Remodel
- Rally Gas Station – 2198 Main St.
- Dunedin Bed & Breakfast – 520 Skinner Blvd - New Project
- Gramercy Court Townhomes – Highland Ave
- Townhomes at Highland Ridge – Highland Ave.
- Cueni Brewing Company – 945 Huntley Ave.
- Boxing Gym – 1511 Main St. – Interior Renovation – New Tenant
- Dunedin Plumbing – 483 Patricia Ave – Interior Renovation/Expansion
- Dunedin Commons Townhomes – 1060 Scotsdale
- Salty Dog – 941 Huntly Ave.
- Take 5 Oil Change – 1650 Main St. – Exterior Remodel
- Caledonia Brewery – 587 Main St
- Coca Cola – 427 San Christopher Ave – Store front/lobby Remodel
- Scotsdale Townhomes – 1060 Scotsdale St. – Site Plan & Pool House
- State Farm Insurance – 1164 Belcher Rd. – Interior Remodel
- Wells Fargo – 2494 Bayshore Blvd – New Building
- Artisan Lofts – 638 Douglas Ave
- Cabinet Shop – 545 Fredricia Lane
- James St. Cottages – 603 Douglas Ave
- Jensen Brothers Seafood – 907 Douglas Ave
- Chesapeake Apartments – 2307 Cumberland Cir.
- Whiskey Cartel – 1600 Main St.
- Soggy Bottom Brewing Co. – 660 Main St.
- Corporate Square Office Building – 28050 US 19 N. (Demo of 4th Floor & Remodel)
- VFW – 360 Douglas Ave – Remodel
- Tumbleweed Bar – 424 Patricia Ave (Interior Demo & Remodel)

#### Fire Prevention Staff Activities

Inspections – 49

Re-inspections - 24

Fire extinguisher training – 0

Plans Reviewed – 54

Partial Inspections (New Construction) – 6

Final Inspections – 2

Meetings – 29

Smoke Alarm Installations – 1

Phone Consultations - 63

Fire Investigations – 1

Event Inspections - 2

Fire Safety presentations – 0

Public Education Contacts – 21

Station Tours – 1

Hurricane Awareness presentation – 0

Smoke Alarm checks – 0

#### **Training and Safety Division:**

- Instructed at 10 North County Training sessions at SPC Drill Grounds.
- Attended Pinellas County Training Officers Group meeting.
- Began development of Active Shooter presentation to city.
- Generated monthly training reports for previous month.
- Continued development of 2016 training drills.
- Total department training hours logged: 1395

**Operations:**

<u>Type of Incident</u>	<u>Month of Aug</u>	<u>Year to Date</u>	<u>Emer Resp by Unit</u>	<u>Runs</u>	<u>Mins</u>
Medical Incident Response	502	4185	<b><u>EMS</u></b>		
Rescue Incident Response	45	452	<u>Station 60's Area</u>		
Fire Alarm	34	310	E60	154	4:16
Fire Incident Response	23	162	E61	12	6:44
Structure Fire Response	19	163	E62	8	5:35
Special	7	57	E51 (CFD)	3	6:25
Water Rescue Response	11	76	<u>Station 61's Area</u>		
Major Incident Response	3	26	E61	51	5:49
Support incident (Fire)	1	27	E60	7	6:18
Unconfirmed Structure Fire	6	31	E66 (PHFD)	5	6:02
Fire Incident Response Special	8	57	E62	1	6:21
Air Transport Incident	1	19	<u>Station 62's Area</u>		
Trauma Alert	5	32	E62	99	4:51
Support Incident (DC)	1	15	E50 (CFD)	10	4:28
Medical Incident Special	5	15	E60	7	5:14
Support Incident (Medical)	6	25	E61	4	6:27
Wires Down	0	0	<b><u>FIRE</u></b>		
HazMat Invest	1	3	<u>Station 60's Area</u>		
Moveup - Coverage	2	20	T60	9	6:04
Hospital Landing Zone	0	2	E60	5	5:48
Rescue Incident Special	0	2	E62	1	6:16
Special Event	0	0	<u>Station 61's Area</u>		
MVC Possible Extrication	1	17	E61	8	7:00
Medical	0	1	E66 (PHFD)	1	5:07
Brush Fire Incident Response	0	3	<u>Station 62's Area</u>		
Mass Casualty 5-10 Patients	0	0	E62	9	4:28
Non-Emergency Evacuation	0	0	E50 (CFD)	1	8:26
Rescue (High Angle/Below)	0	0			
Technical Rescue	0	0			
Water Extrication Upgrade	0	0			
Public Assist Call Dispatch	0	1			
Hazardous Materials	0	0			
Extrication (Vehicle)	1	1			
Extrication	<u>1</u>	<u>9</u>			
Totals	683	5711			

22 of the above calls were handled by units other than DFD.

PINELLAS COUNTY SHERIFF'S OFFICE  
BOB GUALTIERI, SHERIFF

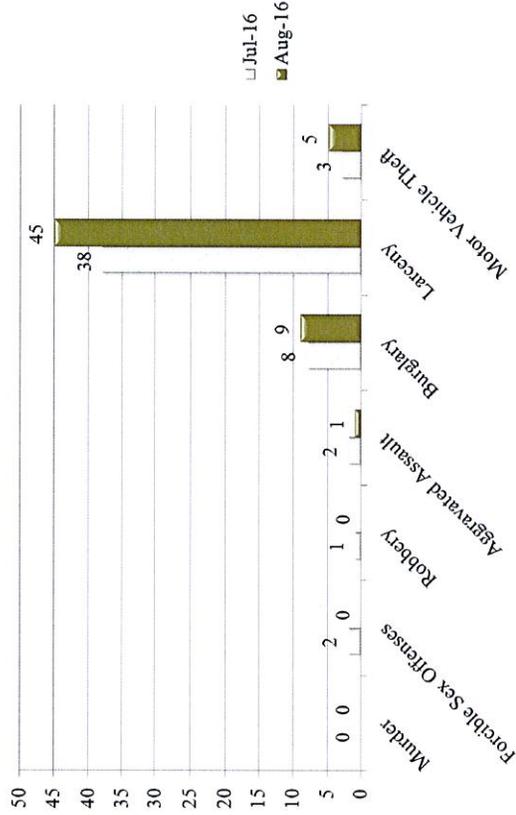


STRATEGIC PLANNING BUREAU  
DUNEDIN MONTHLY ANALYSIS

UCR Part I Crimes

August 2016

UCR Part I Crime Category	July 2016	August 2016	August 2015 YTD	August 2016 YTD
Murder	0	0	0	0
Forcible Sex Offenses	2	0	9	13
Robbery	1	0	11	4
Aggravated Assault	2	1	32	20
Burglary	8	9	87	58
Larceny	38	45	399	346
Motor Vehicle Theft	3	5	19	28
<b>GRAND TOTAL</b>	<b>54</b>	<b>60</b>	<b>557</b>	<b>469</b>



# Arrests

## August 2016

ARREST TYPE AND DESCRIPTION	TOTAL
<b>Felony</b>	<b>34</b>
Battery - Domestic Related	2
Burglary-Conveyance	9
Burglary-Residential	3
Dealing In Stolen Property	1
Felony Battery - Prior Convictions	1
Fraud Use Of Credit Card	1
Grand Theft - Auto	2
Grand Theft - Other	2
Obstruction-Disguised Person	1
Possession Of Certain Drugs Without Prescription Unlawful	2
Possession Of Controlled Substance	5
Possession Of Firearm/Ammo By Felon	1
Utter Forged/Counterfeit Bill Checks, Drafts, Or Notes	3
Violation Of Probation/Community Control-Adult	1
<b>Misdemeanor</b>	<b>51</b>
Battery	1
Battery - Domestic Related	7
Contribute To Delinquency Of Minor	1
Criminal Mischief-Misdemeanor	1
Dating Violence Domestic	1
Disorderly Intoxication	3
Driver's License Suspended/Revoked	4
Driving Under The Influence	5
False Name Or Id By Per Arrest	1
Leave Scene W/Unattended Vehicle/Property/Damage	1
No Valid Driver's License	1
Petit Theft - Shoplifting	1
Possession Of Controlled Substance	8
Possession Of Drug Paraphernalia	3
Resist/Obstruct LEO Without Violence	7
Theft By Employee-Lodging/Restaurant	1
Trespass After Warning	3
Violation Of Probation - Juvenile	1

ARREST TYPE AND DESCRIPTION	TOTAL
Violation Of Protective Injunction	1
<b>Warrant</b>	<b>5</b>
Failure To Appear	2
Warrant Arrest	3
<b>Grand Total</b>	<b>90</b>

## Deputy Activity

There were a total of 4,582 events in the City of Dunedin during the month of August resulting in 6,925 units responding.

The table below reflects the top twenty-five events to include both self-initiated and dispatched calls in the City of Dunedin for the month of August.  
\*CAD data is filtered by problem type.

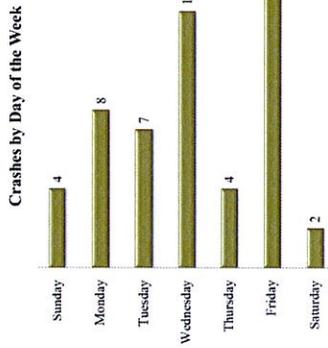
### August 2016

DEPUTY ACTIVITY	TOTAL
Traffic Stop	1120
House Check	690
Directed Patrol	642
Area Check	264
Assist Citizen	152
Suspicious Person	136
Special Detail	108
Supplement	90
Building Check Business	73
Suspicious Vehicle	68
Information / Other	66
Alarm	64
Transport Prisoner	61
Accident	56
Contact	50
Operation Medicine Cabinet	45
Vehicle Abandoned / Illegally Park	42
Traffic Control	41
911 Hang-up Or Open Line	41
Theft - Not In Progress	39
Warrant Service / Attempt	39
Assist Motorist	38
Traffic Violation	38
Ordinance Violation	38
Civil Matter	36

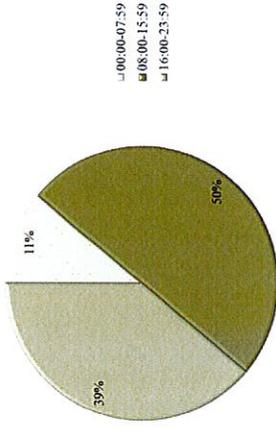
## Crash & Citation Analysis

There were a total of 54 crashes in the City of Dunedin during August 2016. \*Crash data is filtered by disposition type and may include "accident and hit and run" problem types.

Top 10 Crash Locations	Total
Main St / Overcash Dr	4
Main St / Belcher Rd	3
Curlw Rd / Alt 19	3
Palm Blvd / Alt 19	3
2102 Main St	2
Main St/Keene Rd	2
Michigan Blvd / Alt 19	1
Douglas Ave / Lyndhurst St	1
CR1/ San Christopher Dr	1
1750 Main St	1



Crashes by Time of Day



There were a total of 994 citations and warnings issued in the City of Dunedin during August 2016.

TOP 10 TRAFFIC CITATION LOCATIONS	TOTAL
Belcher Rd & Main St	8
Main St & Keene Rd	7
Alt 19 & Curlw Rd	7
62 Causeway Blvd	7
Main St & Patricia Ave	6
CR1 & Solon Ave	4
Broadway & Skinner Blvd	4
Main St & Overcash Dr	4
Lake Haven Rd & Main St	4
Douglas Ave & Main St	3

