

Interim Manager's ^{Up}date

Administrative

October 10, 2016

This ^{Up}date will refer to the events since the date of the last ^{Up}date of September 12th, 2016.

DUNEDIN PUBLIC LIBRARY

- Presented 9 computer classes with an attendance of 40 people
- Notary Service at Library – 15 stamps
- Delivered 93 items to 22 users of our Homebound Delivery Service
- Dunedin Youth Volunteers donated 162.25 hours of their time
- Adult Volunteers donated 231.5hours of their time
- 332 patrons utilized the study rooms
- 226 seeds packets “checked out”
- 120 DVDs/CDs reprocessed by staff and volunteer that are back in collection
- E-books checked out – 1358
- E-audiobooks checked out - 461
- Webinars: FLA Continuing Education Webinar, Compassion Fatigue webinar, Baker and Taylor Grid webinar
- Staff attended the following meetings: Public Safety Committee Meeting, DCO, Commission Meetings, Library Advisory, Friends of the Library and Dunedin Youth Volunteers, in-house materials budget meeting
- Cleaned up Tech Room in Library work area
- SIRSI meetings: EDI and continued training of online catalog, staff instruction of Bill Pay and Patron Registration.
- Monthly meeting with Pinellas County Library Directors
- Assisted with City of Dunedin Principals Meeting
- Attended PASS Kick off meeting with Dunedin Elementary
- Attended Dunedin Fire Department 9/11 Memorial and dedication
- Digitization Project of Dunedin Times completed by Olive Software
- Continued planning birthday party of Library building at this current location
- Library Survey completed. Staff follow-up meeting to compile results
- Presented at two Rotary Club meetings about library services

STATISTICS

Door Count	27,771
Total Transactions	81,323
Adult and Youth Programs	125
Program Attendance	2892
Internet Usage (Adult & Youth)	3308
Wireless Usage	2734
AWE Early Literacy Station Users	325
Ipad stations	200
Items added to Collection	1028

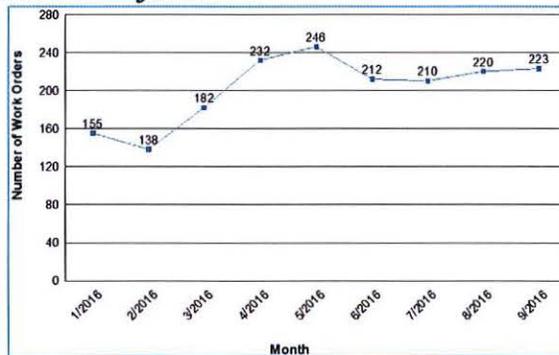
INFORMATION TECHNOLOGY:

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

<i>Monthly Ticket Counts</i>	
Tickets Created	223
Resolved Tickets	172
Open Tickets	101
Malware Tickets	6

<i>Tickets by Priority</i>	
Critical Tickets	34
High Priority Tickets	52
Low Priority Tickets	135
Project Tickets	2

IT Services Help Desk Requests YTD for 2016:



- As of September 30, 2016, the IT Services Division has received and processed 1,818 help desk tickets.
- IT Services averaged 147.5 help desk tickets per month in 2015. So far in 2016, they are averaging 202 tickets per month. That is a 37% increase per month in help desk tickets compared to last year.

New IT Projects:

- **Purchasing of Computer-related Equipment** – IT Services is reminding all departments that the City’s new policy on purchasing of any software or hardware that related to technology, will need to be approved in advance by the IT Services Division. IT Services will research the product and provide pricing to the requesting department and make recommendations on products. This new policy is direct correlation to the City’s Asset Inventory Control Program, whereas all computer-related equipment will be tagged and entered into the inventory database.
- **Security Cameras for IT, Public Services and P&D** – IT Services is researching the use and installation for security cameras and recording devices for



the P&D Reception Area and the IT/Public Services Buildings. This camera security system will mimic the system installed in the City Hall. IT will allow live video streaming and recording.

- **IT Secure Storage** – IT Services is collaborating with Facilities on a secure, climate controlled room for storing new and spare computer equipment. The current “Radio Building” next to the IT Offices is being reviewed.
- **Monitor Swapping** – During the installation of the new Dell 23” widescreen monitors, some users had 20, 21, 22 and even 23 inch monitors that were being replaced. Those smaller sized monitors are being re-deployed to employees or workstations that have even smaller 17, 18 or 19 inch monitors. This will at least give all employees one or two widescreen computer monitors. The smaller monitors will eventually be disposed of.
- **NovoPro for Recordex** – Each of the Recordex whiteboards will include a small device called a *NovoPro*, that allows Apple and Android devices, such as iPhones, iPads and Smartphones, to attach via Bluetooth to the Recordex for training purposes. This device is smaller than most TV remote controls. Up to 64 mobile devices can be attached to the Recordex via the NovoPro device. Once the final Recordex whiteboard is installed, IT Services will start scheduling the connection and training on the use of the NovoPro devices.



On-Going IT Projects:

- **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.
- **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.
- **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.
- **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. This project should be completed by October 27, 2016.
- **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.
- **Security 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.
- **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. The following three locations are scheduled for upcoming installations:

- Fire Admin Conf/EOC Room
- MSB Conference Room
- P&D Conference Room



- **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 capital improvement project would replace the current HTE/NaviLine system and the existing HR payroll and time-keeping programs. Here is the current project timeline of events:
 - August 2016 – Submitted revised modules templates to each department for their review.
 - September 2016 –ERP Steering Committee (*Michael Nagy, Theresa Smalling and Joe Ciurro*) reviewed the module templates and the RFP documentation.
 - October, 2016 – ERP to be advertised.
- **Library Internet Service** – IT Services met with the Library Admin staff and the Customer Rep from Brighthouse Networks to review the public internet broadband service at the main Library building. Brighthouse offered to more than double the broadband pipe for \$100 more per month. The Library is currently reviewing the proposal.
- **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.
- **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. The locations include:

- Library Conference Room (Smartboard connection) – *installation completed*
 - Parks Mtc/Jones Building Breakroom
 - Solid Waste Conference Room
 - Solid Waste Break Room
 - Engineering Conference 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 95% completed.

Completed IT Projects:

- **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. 
- **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
- **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.
- **Wireless Access for Jones Building Break Room** – A new wireless access point was installed in the break/training room in the Jones building. This will give City employee’s access to the internet via their wireless devices.
- **Recordex Interactive Touchscreen Electronic Whiteboards** – Of the seven installations, the following 4 locations have the Recordex whiteboards installed and functioning:
 1. City Hall
 2. Public Services Conference Room
 3. Community Center
 4. Water Division Conference Room

FINANCE

The Accounting Division:

- Filed for the county’s new 1% EMS overhead allowance resulting in funding of \$13,360 to the City.
- Developed in-house application that allows Finance to map the year-end trial balance accounts for CAFR Reporting. In the past, this was performed by the auditors and required some lead time. This new application will allow for a more efficient year-end and CAFR preparation process. Year-to year changes are saved and with each trial balance import, unmapped accounts are automatically identified!
- Completed city-wide cash audits
- Both the A/P and A/R staff trained staff accountants to perform their tasks to limit cities exposure in case of unexpected periods of absence.

The Budget Division:

- Presented Tentative FY 2017 CRA Budget to the CRAAC 9/7/16
- First hearing on Tentative Millage Rate and FY 2017 Budget 9/8/16

- Second hearing on Final Millage Rate and FY 2017 Budget 9/22/16
 - Fourth Quarter Budget Amendment for FY 2016 9/22/16
 - Board of Finance Meetings 9/21/16, 9/28/16
 - Assisted in Utility Rate Update for FY 2017
 - Completed TRIM compliance activities for adoption of FY 2017 Budget
 - Participated in selection committee for City's Retirement Services
- Processed 25 Budget Transfers

COPY OF PAYMENTS PROCESSED FY2016

DATE PRINTED	CHECK COUNT	CHECK TOTAL	EFT COUNT	EFT TOTAL	EPAY COUNT	EPAY TOTAL	TOTAL
9/2/2016	6	\$ 17,796	0	\$ -	0	\$ -	\$ 17,796
9/8/2016	114	\$ 358,276	8	\$ 73,088	1	\$ 1,279	\$ 432,643
9/15/2016	78	\$ 173,784	17	\$ 14,099	5	\$ 3,914	\$ 191,797
9/22/2016	70	\$ 316,609	4	\$ 86,090	3	\$ 10,481	\$ 413,180
9/29/2016	147	\$ 864,367	9	\$ 37,584	6	\$ 23,246	\$ 925,197
TOTALS	415	\$ 1,730,831	38	\$ 210,861	15	\$ 38,920	\$ 1,980,613

Assessment Search Requests for the Month of September, 2016			
Routing Request	Charge	Requests	Collected
Expedited	\$ 35	44	\$ 1,540
Standard	\$ 25	39	\$ 975
Update (30 days)	\$ -	2	\$ -
Totals		85	\$ 2,515

PURCHASING

CURRENT BID & RFP STATUS LIST

RECENTLY AWARDED

- Bid 16-1071 is titled "Replacement of Gate Operators and Access Control System." The bid was awarded administratively because the bid came in below \$25,000.

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. The Evaluation Committee has ranked the proposers. Human Resources is negotiating with the highest ranked proposer.

ACTIVE ON THE STREET

- Bid 16-1072 is 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

HUMAN RESOURCES

- Recruitment & Selection:
 - Positions posted during the month of September: Firefighter/Paramedic, Fire Inspector, Public Services Maintenance Worker II, Park Maintenance Worker II, Technical Support Assistant & Wastewater Service Worker.
 - The Fire Lieutenant, Public Services Maintenance Workers I & III, and Craftworker II positions 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 September:
 - ✓ Richard Wicks was promoted to Water Distribution Technician on September 28, 2016.
 - Employees hired during September:
 - ✓ Peter Britt, Jr., Park Maintenance Worker I, September 12, 2016.
- Employee Benefits:
 - Self-Insured Medical Claims Experience: Total Paid Medical & Pharmacy claims for September was \$403,047.44, which was almost 95% more than the August total. The average weekly claims for September were \$80,609.49.
 - Director and Payroll/Benefits Coordinator met with Humana on September 15th to review the New Plan Year Case Documents for all medical plans.
 - 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>
Platinum	67	22%
Gold	19	6%
Silver	60	20%
Bronze	92	30%
Blue	67	22%
Total Eligible Employees	307	100%

- Family Medical Leave Act (FMLA):
 - Number of Employees with approved/pending FMLA: 13 - (Regular - 3, Intermittent - 10).
 - Number of new requests in September: 3.
- Other (Non-WC, Modified Duty)
 - Four employees are currently working on a modified schedule (some restrictions).
- Records Requests: Number of Records Requests processed: 1.
- DROP (Deferred Retirement Option Program):
 - Number of Employees in DROP: 10.
 - Employees who entered DROP during the month: 1.
- 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.

- Risk Management:
 - Director and HR/Risk Management Specialist met with the Risk Management Consultant from the Gehring Group on September 7 & 20 to update the Risk Management position descriptions and the review the functions of the Risk Management division.
 - Director, HR/Risk Management Specialist and Senior Administrative Assistant met with representatives from BayCare, the new City Physician, on September 2 & 20 to discuss and monitor the program.
 - Workers' Compensation:
 - ✓ Number of new workers' compensation claims: 0.
 - ✓ Total current open workers' compensation claims: 3; two employees are on light duty.
 - ✓ Total loss of time in September = 40 days.
 - Property/Liability Claims:
 - ✓ New Property/Liability Claims: 2; total open cases = 12.
 - ✓ New Moving Vehicle Accidents: 0; total open cases = 6.
- Other:
 - Director & Payroll & Benefits Coordinator met with members of Finance to select finalists for the City's new Retirement Plan Administrator on September 2 and 10.
 - ✓ Finalist Presentations were made on September 23 and 26
 - ✓ Selection Committee met to select the new Administrator; negotiations are pending.
 - HR Director, Payroll & Benefits Coordinator are in process of making revisions to the Employee Service System Rules (ESSR). The process is expected to be completed by January 2017.

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 25th meeting. A Pre-Construction meeting was held on October 6, and completion is expected by July 2017.
- **Water Plant Greensand Filter Media Replacement –**
 - The City is replacing exhausted media in the green sand filters at the Water Treatment Plant to ensure reliability and robustness of the treatment process and potable water supply.
 - The Notice to Proceed (NTP) was issued on October 3rd, and work is expected to be completed 290 days from NTP.
- **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 service life and is exhibiting some integrity concerns.
 - Fabrication of the replacement tank is underway. Completion is expected in November 2016.
- **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. Building redundancy into the system ensures the plant is able to continue to treat wastewater in the event of a headworks pipe failure.

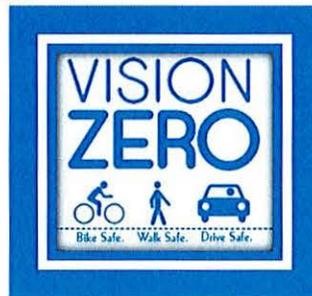
- The Notice to Proceed (NTP) was issued on September 1st. Project completion is expected to be early November 2016, which is much earlier than the scheduled date of March 2017.
- **County Road 1 Valve Replacement –**
 - The City is replacing several valves throughout the potable water system on CR 1, Falcon Drive and Amberlea Drive North. These valves were either broken or not functioning properly. Replacement increased the efficiency and flexibility of the system. Replacement of these valves is now complete.
 - The City is expanding the water and sewer infrastructure along Carnation Drive. This work consists of installing new sanitary sewer lines, and a new water main to support a new fire hydrant in this area north of SR 580.

Photos of work along Carnation Drive, north of SR-580



Traffic Section

- **Vision Zero –**
 - 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'.
 - You can learn more about our Vision Zero Campaign on the City's website (www.dunedingov.com) under the "Living" tab.
 - Drive Friendly Dunedin!



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 Project Manager will schedule the Pre-Construction meeting during October.
- **Pavement Management Program –** A contract was awarded to Kercher Engineering, Inc. on May 19th 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. Staff will present their findings to the Commission during the November 3rd meeting and seek direction as to implementation based upon funding needs and availability.

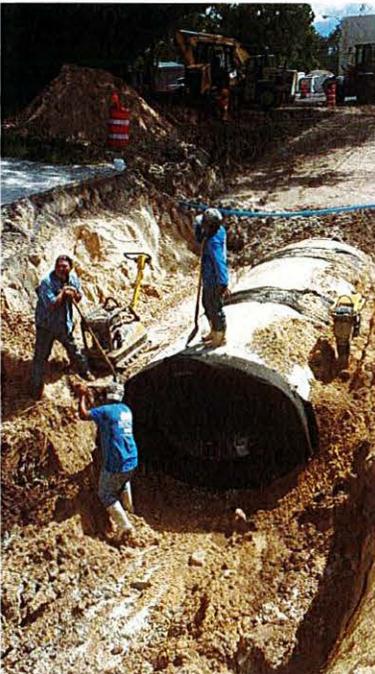
- **Monroe / Huntley Street Improvements** – Construction is nearly complete on the roadway, drainage, and pedestrian improvements along Huntley Avenue and Washington Street, as well as along Monroe Street. Upon completion, Monroe, Huntley, and Washington will have been refurbished, adding some new parking spaces and green areas.

Views along Monroe Street, looking east and west



Stormwater Section

- **Lakewood Estates Drainage Improvements Project** – This project was awarded at the June 16th Commission meeting to Keystone Excavators for \$4.6M. Construction is currently underway, as large stormwater pipes, 4' x 6' are being installed. 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.



Views of construction within Lakewood Estates. Storm sewer culvert installations along Oakwood



Miscellaneous

- **Solid Waste Storage Building Replacement** – Construction is now complete on the Solid Waste Division covered storage area, providing secure storage and shelter for their equipment and materials, such as new cart inventory. This new building has 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 19th.

Development

- **Site Infrastructure / Development Review Participation:**
Projects discussed / researched as part of DRC meetings – (2)
Site / Infrastructure plan sets reviewed – (3)

Public Services Division:

Streets Section

- Continued repair of concrete sidewalks (140 SF).
- Continued pothole and asphalt repairs (30 tons installed).
- Performed 500 Wood Street Parking Lot construction improvements.



- Staff continues right-of-way tree trimming Citywide. Trimmed and hauled tree canopies for roadway clearance Citywide, and Brae Moor subdivisions (completed) (21 tons)
- Continued Traffic Sign & Post maintenance Citywide. Manufactured (22) new signs, and replaced (10).
- Repaired utility cuts for the Water and Wastewater Divisions (25 Repairs)
- Continued hauling concrete and asphalt to recycling plant, as needed (105 tons hauled).

Stormwater Section

- Continued Arm ditch mowing (approximately 31,000 LF).
- Continued R-O-W mowing (29,000 LF)
- Continued residential street sweeping activities.
 - Hauled 2.89 ton / 3 cubic yards of sweeping debris to the County landfill.
- Conducted permit required sampling of street sweeping and stormwater sediment materials.
- Continue stormwater pipe sediment cleaning. Hauled 32.79 ton / 21 cubic yards
- Continued ditch maintenance Citywide.
- Continued catch basin repairs Citywide.
- Continued stormwater pipe maintenance and repairs Citywide.

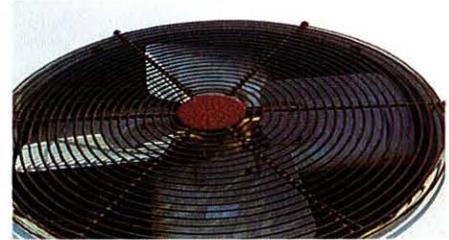


Stormwater Program Coordinator

- Attended FDEP Annual Audit with Pinellas County and corresponding MS4 permittees in October.
 - The City of Dunedin's 2015 MS4 Annual Report is considered accepted and complete by FDEP.
- Participated in the Toronto Blue Jays Commission Workshop and Public Town Hall meeting to respond to inquiries regarding any potential Environmental Impacts of the proposed plans.
- Attended the FDEP Quarterly MS4 teleconference.
- Attended the Stormwater Advisory Committee meeting.
 - A presentation was provided by CEQ member Alan Brand on Solar Power.
- Received high water mark data on Curlew Creek from Jones, Edmonds, and Associates, the consultant for the Comprehensive Watershed Management Plan for Curlew Creek and Smith Bayou.
- Looking forward:
 - Currently working a wrap design concept for the newly purchased street sweeper to promote the message of "Let Only Rain Down the Drain".
 - Plan to present at the Committee on Environmental Quality (CEQ) meeting in October.
 - Plan to present at the Edgewater Drive Committee meeting in October.
 - Plan to attend Tampa Bay Regional Planning Council Stormwater Education quarterly meeting.

Facilities Section

- Performed preventative maintenance on generators Citywide.
- Performed FDEP Aboveground Storage Tank (AST) diesel tank inspections Citywide.
- Continued addressing Code / Safety Inspections Citywide.
- Pressure washed Public Services and Hammock Park restroom facilities.
- Approximately 400 HVAC filter replacements continue on a monthly cycle throughout our 31 buildings.
- Installed new data lines in the Permitting Department for equipment upgrades.
- Repaired MLK gymnasium lights.
- Replaced circuit 2 compressor for Chiller Unit #1 at the Community Center.
- Replaced compressor fans for the Hale Center Ballroom A/C units.



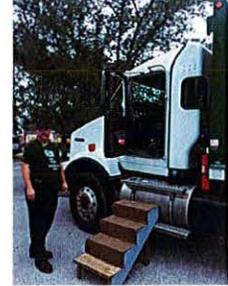
- Replaced MSB refrigerator.
- Repaired Water plant site lighting.
- Repaired Magna Grip exhaust system at Fire Station #62.
- Repaired pole lights at Main and Douglas Ave.
- Repaired tennis court lighting and contactors at the Virginia Street Recreation Complex.
- Completed construction with Streets Section on Fire Station #61's - September 11th Memorial project.
- Began Citywide installation of Recordex Smart Board devices.



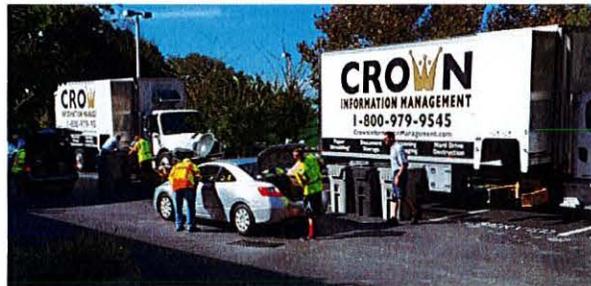
- Began City Hall security system upgrades.
- Setup and worked the Starlight Concert series.
- Responded to maintenance requests Citywide, as needed.

Solid Waste & Recycling Division:

- Represented Dunedin at the Pinellas County Technical Management Committee (TMC) and Pinellas Partners in Recycling (PPR) subcommittee meeting.
- Served as staff liaison for the Committee on Environmental Quality (CEQ.)
- Staff worked together during Hurricane Hermine to insure operations were completed on their regular schedules, including the week following, despite the major increase in curbside yard debris.
- Solid Waste staff attended the Dunedin Elementary Walk to School Event on Wednesday October 5th at the Dunedin Public Library.



- The City partnered again with Achieva Credit Union to host its 3rd Annual Shredtoberfest. This year's event was held on Saturday October 1st, and was a huge success; accepting 765 vehicles, 33723 lbs of shredded & recycled paper, and 1200 lbs of cardboard boxes recycled. The event was free; however, donations of \$890.45 were raised for the Achieva Foundation which provides relief to our local schools.

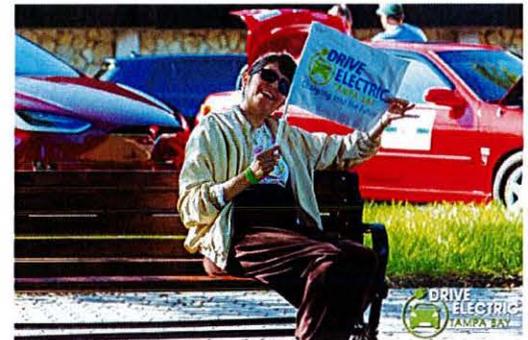
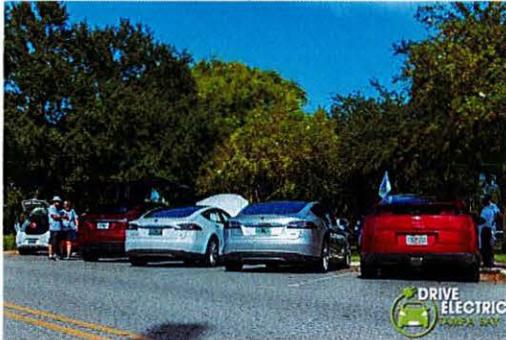


Sustainability Program Coordinator

- Hosted a Friendly Landscaping workshop on Saturday September 24th at the Community Garden. The workshop provided information on the benefits of rain barrels, and how their use relate to a Florida Friendly Landscape for our residents homes. Approximately 30 participants received rain barrels. This workshop is held in conjunction with maintaining our City's FGBC certification.



- At the September 8th Commission meeting a motion was unanimously passed that strengthens the City's commitment for sustainable transportation by accepting a donation of an electric vehicle (EV) charging station from Nissan/Nova Charge and Greenlots. The agreement included implementing a fee structure for the electric vehicle charging station, and for the creation of a golf cart parking space and power supply at the Dunedin Library. The EV fees will be used to build a maintenance reserve and recuperate associated operational expenses for the EV charging station.
- Partnered with the Cities of Oldsmar and St. Petersburg, and the Sierra Club for the Drive Electric Tampa Bay event held on Saturday September 17th. More than 40 electric vehicle owners drove in a caravan stopping along with way between Oldsmar, Dunedin, and St Petersburg. The nationwide event was part of the 5th Annual National Drive Electric Week, bringing awareness of today's widespread availability of plug-in vehicles and highlighting the benefits of all-electric and plug-in hybrid-electric cars, trucks, motorcycles.



- Assisted the Committee on Environmental Quality (CEQ) with a second Solar Panel presentation held on Saturday October 8th, from 10am - 11am, at the Dunedin Library. The presentation was provided by CEQ member Alan Brand, explaining what solar power is, how it works, and how to get it.

Wastewater Division:

- **Plant Summary Wastewater Treatment flows:**

- | | |
|---------------------------------------|-------------------------|
| ○ Influent Average Daily Flow: | 7.243 Million Gallons |
| ○ Influent Monthly Total Flow: | 217.300 Million Gallons |
| ○ Reclaimed Water Average Daily Flow: | 2.346 Million Gallons |
| ○ Reclaimed Water Monthly Total Flow: | 70.380 Million Gallons |

- **Maintenance and Repairs:**

- Maintenance replaced all drive belts on Wastewater Treatment Plant emergency generator radiator.
- American Construction Services, Inc., is on-site and installed a new entry door and a new observation window for the Methanol Tank Replacement Project.
- Maintenance replaced the fecal sample pump at Sample Station EFA-01.
- Maintenance installed new lighting over the raw sampler Sample Station INF-01.
- Water Treatment and Controls is on-site performing yearly Preventative Maintenance (PM) services on all chlorine / sulfur dioxide gas feed equipment.

- **Compliance:**

- August 2016 Monthly Discharge Monitoring report sent to the Florida Department of Environmental Protection (FDEP); [No Issues].
- Bioassay toxicity passed for the third quarter.
- Quarterly sludge biosolids passed for the third quarter.

Collections Summary

- Scheduled repairs:
 - Machine dig repairs – CR1 and Main St. (SR 580)



- Installed lateral liners (2) – Scotland St., and Surrey Ln.
- R-O-W clean-outs installed (1) – Ford Lane.
- Hand dig lateral repairs/replacements (5) – Scotland St., Indigo Dr., Summit Way, Fairway Dr., Idlewild Dr. (Holes that opened up during Hurricane Hermine, allowing rain water to enter the collection system).



- Investigated depressions (15), following heavy rains from Hurricane Hermine.



- Unscheduled repairs / blockages:
 - Continued to respond to blockage calls (39); and daily utility field locates of sewer / fiber optics.
- TV Truck:
 - Clean up following Hurricane Hermine: 10 sites where we experienced sanitary sewer overflows (SSO's) * All SSO's were reported to the Department of Environmental Protection (FDEP).



- Performed monthly clean out of the backwash basin at the Water Plant.
- Assist Wastewater Plant with cleaning out illegal oil dump from scum pit (3-days a week).
- Cut out depression in front of Fire Station # 61 – compacted (will return to install sectional liner)
- Installed sectional liner at New York Avenue & San Christopher Drive due to a depression that formed in the pavement. Cut out the depression and compacted the area in preparation for repaving by the Streets Section of Public Services.



- Infiltration / Inflow search and investigations in the Greenbriar area during/following rain events.
- Installed sectional liner due to hole that opened over sewer main (located in the rear yard easement of N. Lotus Drive – 9’ deep, near the property owner’s pool).

- Lift Station:

- Performed repairs to the bottom of wet well and pump rail at LS #19 (Country Woods), set up bypass pump to isolate wet well, cleaned out wet well with Vac truck, and related activities.



- Performed repairs on small equipment.
- Worked with Siemens representative (Ramey) on PLC change over.
- LS # 26 – pulled pumps and adjusted shear plate.
- LS # 6 – installed transducer to replace floats, also pulled pump – broken impeller.
- Responded to SCADA alarms with after-hour call outs.
- Jockeyed portable pumps around to several lift stations during heavy rain events related to Hurricane Hermine in order to keep up with increased flows. * Retrieved and cleaned up all pumps / hoses following the rain event.
- Continued preventative maintenance activities:
 - 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: 3.51 Million Gallons
 - Monthly Potable Water Production: 105.42 Million Gallons
 - Annual YTD Potable Water Production: 1086.85 Million Gallons
 - Annual YTD Rainfall: 59.18 Inches
 - Monthly Rainfall Total: 8.65 Inches
- **Noteworthy Events:**
 - Provided tours for engineering / design-build firms in advance of advertising the RFQ for implementation of the WTP Master Plan capital projects.
 - 2015 Consumer Confidence Report is now available on the City's website.
- **Maintenance:**
 - Operators continue normal PM program on plant equipment.
 - Outside contractor, Rocha Controls is finalizing the installation of new telemetry controls at all of our production wells.

Water Distribution

- **Maintenance and Repair** – The annual backflow testing program is 61% complete, with approximately 6,970 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 11, replaced 1, and flow tested 311. During this time period, the Valve Program exercised 36 valves. For the year, the Valve Program has installed 1 new, replaced 2, repaired 0, and exercised 2,683 potable and reclaimed distribution valves.

Wellfield

- Construction by Southeast Drilling Services is now complete. Remote telemetry equipment has been installed and is in operation at all of our 25 well sites.
- City staff and Leggette, Brashears & Graham, Inc. attended a kick off meeting with SWFWMD personnel to discuss the renewal of the City's Water Use Permit (WUP).
- Acoma Roofing installed a new roof at Well #11.
- Bids are being requested to enhance the landscaping around Well #2 (at City Hall).

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 14,832 followers
- Managed Social and Digital Media (Facebook, Twitter, YouTube, Dunedin TV and DunedinGov.com)
- YouTube - 527 subscribers • 112,763 views
- Parking Outreach planning/assistance
- Blue Jays Meeting Coordination
- Vision Website Upgrade planning
- Vision Zero campaign coordination
- Pinellas County PIO Countywide meeting

- End of fiscal year 2016 budget planning/finalization
- DTV engineering/production upgrades
- External Website Policy research
- Scheduling Candidate Interviews
- Pre-production planning for Chamber Candidate forum
- Parking Team meetings and outreach planning
- Fire Station 61 9/11 Memorial production/promotion
- Promotional material for DTV/DunedinGov.com/Social media outreach.
- Planning/scheduling of DTV productions
- Assist visitors to City Hall
- SeeClickFix response coordination
- CodeRed system maintenance
- Social Media/Citizen Engagement tools research
- 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:

- September Spotlight on Dunedin: 9/11 Memorial at Fire Station 61, Vision Zero, Dunedin Times archive online, promo Shredtoberfest.
- “Your City at Work” in Post-Production.
- Blue Jays meeting pre-planning and production
- Produced all video 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/Chamber 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
- Vision Website upgrade meeting
- 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.



PARKS & RECREATION

Parks & Recreation Administration:

- Continued preparations for the installation of outdoor fitness equipment at Weaver Park, including designs and quotations for a shade structure.
- Prepared and conducted two public meetings for the Toronto Blue Jays, including a Commission Workshop and Open House at the Hale Center.
- Continued to research LDO statistics and options and presented an update at the Parks & Recreation Advisory Committee meeting.
- Began preparations to put the palm tree trimming contract out to bid.
- Developed and finalized the Department's new Employee Orientation Program and Employee Guide. Staff will be implementing by end of the year.

Marketing:

- Held a Department Marketing Committee meeting to discuss summer camp satisfaction surveys and continued to reach out to new potential users.
- Created webpage about the Blue Jays and Spring Training facilities project.
- Designed various print materials for upcoming events, including flyers, posters, and postcards.
- Continued upkeep and maintenance of Department webpages and posts to social media.

Special Events:

- The First Tee Ribbon Cutting was held at Dunedin Stirling Links in partnership with Billy Casper Golf, First Tee of Clearwater and the City of Dunedin. Thirty youth golfers were in attendance.
- Oktoberfest Run at Bauser's had 400 participants in attendance.
- Edinburgh Cyclocross had 57 people race on Saturday and 70 people on Sunday. City of Dunedin team was fantastic and everyone had a lot of fun. Holy Cow food vendor did an amazing job.
- Suncoast Waldorf School Michaelmas Festival & Pageant rental in John R. Lawrence Pioneer Park; approximately 175 people attended.
- Dunedin High School Homecoming Parade – Approximately 250-300 students participated in the parade and many spectators came out along the parade route to watch and cheer on the High School.
- Dunedin Cup Regatta – 140 participants attended the Regatta Ball; 18 cruising racers represented approximately 50 sailors from Clearwater, St. Petersburg, Tampa and Dunedin; DYSA put on a clinic for 20 Windlasses for the 420 boats that will be used by them in the Florida Women's Sailing Association Regatta held in Dunedin in October. Over 50 volunteers and 10-12 committee and support boats were manned by members of the Dunedin Boat Club and DYSA both days. The big winner was the Sunday races for all the kids. Around 35 kids from pre-online registrations were expected. We ended up with 35 prams racing in the Green Fleet regatta from Bradenton, Davis Island, St Pete, Clearwater Sailing Center, and our DYSA sailors from our local program. We also had 20, 420 boats with two-man crews for an additional total of 40 kids sailing a separate course north of Weaver Park. This is a total of 75 young sailors on the water Sunday. Weather was perfect! Great event!

Recreation:

- **Community Center:**
 - The Community Center had a total of 7 rentals that brought in 640 guests, which included City and Community meetings, 9/11 Memorial, a wedding shower and a birthday party.
 - The Homeschoolers of Pinellas began their fall classes. The classes use a majority of the Center's room space. 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 of additional rented space in the Community Center.

- The Random Acts of Flowers hosted a fundraiser to help raise money for individuals in the healthcare facilities. It helps send flowers and arrangements while they are in care. Over 200 people attended the event.
- Starlight Concerts held in Highlander Park on Friday evenings in September were another success, bringing in approximately 500-800 in attendance for each show.
- Center staff continued to be busy planning for this year's Halloween Happenings event and all other special events taking place in the next few months.
- **Fitness Center:**
 - Fitness Center visits totaled 3,168 and group fitness visits totaled 1,294 for a total of 4,482 visits.
 - Total Fitness attendance (Fitness Center and Group Exercise) totaled 59,519 visits for FY2016/17; 40,927 of those visits were to the Fitness Center only. This is an increase of 3,562 visits or 296 visits for the month compared to 2015 fiscal year.
- **Athletics:**
 - Men's Softball has 8 teams participating.
 - 50 Years & Over Softball League had 6 teams participating
 - Sixty-six (66) athletic rentals were held in September.
 - Cross Country had approximately 21 participants.
 - Over 71 participants in the tennis program during the month of September.
- **Martin Luther King, Jr. Recreation Center/Youth Services:**
 - Sept. 22nd-Youth Advisory meetings resumed; five members returning, two positions sent to Commission for appointment approval, actively recruiting additional members. Members to vote in new chair, vice chair and secretary during future meeting.
 - Sept. 23rd -Staff hosted Back to School Bash, 45 youth ages 8-13 years enjoyed a Block Party-themed night of games, skating, crafts, food, treats and a piñata.
 - Staff finalized 2016-17 contract renewal and budget with JWB and Pinellas County School Board regarding Promise Time initiative at Dunedin Schools. Promise Time is a program that extends the school day and offers children free tutoring and enrichment activities in order to boost their academic success.
 - Girl Scout Troop #902 conducted weekly meetings at the center.
 - Staff worked on updating background screenings for Before/After School Program staff according to newly-adopted federal laws.
 - Staff focused on preparing and planning for programming/events including Reel Adventures, TGFH Days/Holiday Camps, Halloween Happenings, Boat Parade, and Intergenerational Week.
 - High School Boys Basketball League continued on Thursday evenings with 6 teams in the league.
- **Hale Activity Center:**
 - Held fifty (50) adult classes and programs this month with a total participation of 2,046.
 - The monthly luncheon was sponsored by Inn on the Pond and had an attendance of 25.
 - The Center hosted two outside group meetings with an attendance of 13.
 - Held two public meetings this month—The Commons with 175 in attendance and the Blue Jays public meeting with 150 in attendance.
 - Hosted two rentals with an attendance of 280.
 - Total Center attendance for the month of September was 2,689.
 - Hale Center Staff continued with planning and preparation for this year's Halloween Happenings event and training in RecTrac 3.1 for the new software migration.
- **Highlander Pool:**
 - Attendance for the month of September was 788.

- An annual breakfast rental was held on Labor Day at one of the shelters and field 7. Approximately 200 were in attendance.
- The sprayground valves were changed from solenoid to hand valves, thanks to the Parks Division for their assistance.
- New shade structure fencing is due to be installed at the sprayground in October.
- An RFQ for a resurfacing project went out for bid.

Parks:

- The Parks Division cleaned up debris after the storms.
- Installed the concrete pad at Weaver Park for the new outdoor fitness equipment.
- Installed silt fencing at Amberlea Park.
- Cut down and removed two dead trees from the Library.
- Cleaned up around old firehouse.
- Cut out sod at Jerry Lake Fields 1 and 3 and at Fisher Fields 1 and 2, totaling approximately 22,000 sq. ft.
- Added dirt to outfield fencing at Vanech ball fields.
- Had mulch delivered to Happy Tails Dog Park.
- Installed temporary fencing in large dog park due to flooding.
- Cut out and leveled Field 4 at Fisher Little League.
- Top dressed all infields at Little League.
- Provided logistical support for a variety of events including Starlight Concert Series, City Commission Meeting, Blue Jays Open House, and 9/11 Memorial at the Fire Station.

Marina:

- September's ramp use and visiting boaters:
 - Daily resident ramp users – 114
 - Non-resident ramp users – 10
 - Annual ramp decals – 8
 - Transient visitors – 18
- Installed new entrance channel markers to the Marina.
- Replaced red entrance channel marker light.

CRA/ECONOMIC & HOUSING DEVELOPMENT DEPARTMENT

- Commission approved Resolution 16-13 endorsing the Housing First philosophy and principles and supporting the Pinellas County Homeless Leadership, Inc.'s development of a coordinated entry system.
- The Gimme Shelter program creates artistic bus shelters throughout North Pinellas County to promote public art with small signature projects representing the cultural and/or historical uniqueness of each community. Commission moved to accept a bus shelter donation and assume ongoing maintenance responsibility.
- Downtown events in September included 2nd Friday Night on the Town, Dunedin Regatta Ball and Oktoberfest Beer Run.
- Broadway enhancements encompassing palm trees and lighting is nearing completion.



- 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 for an area by the Marina has been approved and is being worked on.



Downtown Parking Update

- Ordinance 16-25 Downtown Parking was approved on its third reading. This Ordinance codifies the City's new Parking Management System.
- Additionally, the following Resolutions were adopted:
 - Resolution 16-22 for establishing parking locations, payment type, schedule of fines and location of Residential Parking Permit areas
 - Resolution 16-23 establishing Parking Performance Measures for the Pilot Program
 - Resolution 16-24 appointing a Special Magistrate to hear parking violation matters
 - Resolution 16-25 waiving paid parking revenue during certain downtown special events
- Improvements to 500 Wood Street (former First Baptist) are ongoing and will formalize the parking area and create additional parking spaces, golf cart spaces and (2) motorcycle spaces.
- 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 September, 349 total permits were issued, valuation \$19,035,237; 2 new two-family residences, valuation \$161,154; 1 new mixed-use building, valuation \$13,673,393; 35 additions and alterations, valuation \$1,372,743; 310 miscellaneous permits, valuation \$3,825,547.
- Inspections made during September: 1,027 inspections (building, electrical, plumbing, mechanical, gas, and roofing). A total of 737 Business Tax Receipts were issued for an amount of \$31,812.80.
- The September Code Enforcement Board heard 9 Old Business and 16 New Business cases, and accepted 19 Affidavits of Compliance. The board approved two lien foreclosure proceedings by the City Attorney. The Code Enforcement Department collected \$18,750.56 of unpaid fines and fees in September, raising the yearly total to \$253,118.65.
- The Local Planning Agency's September meeting discussed a Request for Annexation, Land Use Plan designation to Commercial General (CG) and Zoning Designation to Form-Based Medium (FX-M) for a property located at 2801 U.S. Alternate 19, and recommended approval.

- City Commission approved the FY17 Contract and Addendum with the Pinellas County Sheriff's Office (PCSO) for law enforcement services.
- Staff held a Neighborhood Meeting for those residents and property owners surrounding the Dunedin Commons project at 375 Patricia to hear their opinions and issues regarding the upcoming development and traffic pattern concerns.
- Commission approved the purchase of an ESRI Small Municipal and County Government Enterprise License Agreement. ESRI's ArcGIS software platform provides a robust platform for the City's GIS needs that go beyond producing static maps, providing the ability to perform data queries and analysis.
- September was a busy month preparing for the launch of the paid parking in downtown Dunedin. Staff working with SP Plus, Parkmobile, Parkeon, and the development of a parkdunedin.com website. Planning Department installed a demo pay station, and staff has been handling many visitors and calls seeking information. Community outreach has included two Utility bill inserts.
- At the September 13, 2016 City Commission Workshop for Historic Preservation staff sought approval to move forward with the proposed Historic Preservation Plan. The following were discussion items:
 - Create a Historic Preservation Advisory Committee
 - Become a Certified Local Government
 - Develop a new Historic Preservation Ordinance
 - Inventory every existing structure built prior to 1945 to determine its eligibility for the FSMF for the National Register
 - Recognize prominent historic homes with a commemorative plaque
 - Select other Dunedin sites to apply for State and National Register recognition
 - Identify historic districts meeting designation criteria



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
2	3 6:30 PM Dunedin Library Youth volunteers @ Dunedin Library	4 10:00 AM Agenda Review Session @ City Hall 1:00 PM Fire Pension Board Special Meeting @ Community Center 2:00 PM Code Enforcement Board @ City Hall 6:30 PM Chamber of Commerce Candidate Forum @ Hale Center 6:30 PM Stormwater Advisory Committee @ Water Plant	5 4:15 PM Community-Redevelopment-Agency-Advisory @ Planning Conf. Room Cancelled 6:30 PM Charter Review Committee @ Water Plant	6 6:30 PM Commission Meeting @ City Hall	7	8
9	10 6:30 PM Hammock Advisory Committee @ Community Center	11 8:00 AM Causeway Committee @ Community Center Sail Honeymoon on the Causeway 3:30 PM Stadium-Adv-Committee @ Dunedin-Stadium- Cancelled 6:00 PM City Commission Workshop @ Library	12 8:30 AM Development Review Committee @ Planning Conf. Room 6:30 PM Local Planning Agency @ City Hall	13	14	15
16	17 5:15 PM Marina Advisory Committee @ Harbormaster's Office	18 10:00 AM Agenda Review Session @ City Hall 4:30 PM CRA Advisory Committee Subcommittee @ Community Center 6:30 PM Social Services Committee @ MLK, Jr. Center	19 4:00 PM Board of Finance @ Water-Plant Cancelled 4:00 PM Parks & Rec Committee @ Community Center	20 7:30 AM Public Relations Advisory Action Committee @ City Hall 10:00 AM Public Safety Comm. @ Fire Admin. 6:30 PM Youth Advisory Committee @ MLK, Jr. Center 6:30 PM Commission Meeting @ City Hall	21 7:00 AM DCO Candidate Forum @ Dunedin Golf Club	22
23	24 9:00 AM Committee on Aging @ Hale Center 6:00 PM Library Advisory Committee @ Dunedin Library	25 7:30 AM Committee on Environmental Quality @ Water Plant	26 8:30 AM Development Review Committee @ Planning Conf. Room 6:00 PM Friends of the Library @ Library	27 8:00 AM Edgewater Drive Committee @ Planning Conf. Room	28 8:00 AM Arts & Culture Advisory Committee @ Planning Conf. Room 11:00 AM Disability Advisory Committee @ Hale Center	29
30	31 Happy Halloween!! 	1 10:00 AM Agenda Review Session @ City Hall 2:00 PM Code Enforcement Board @ City Hall	2	3 6:30 PM Commission Meeting @ City Hall	4	5

No meeting for the CRA Advisory Committee, Board of Finance or Stormwater.

Development Project Update 10-6-16

Current Projects - City Commission Review			LPA	CC 1st	CC 2nd	Appvd	under const.
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)	√ <i>infrastructure under review</i>			√	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>infrastructure approved</i>			√	Yes
Eco Village - Honeymoon	2624 Paula Dr N	12 Townhomes with docks <i>contract cancelled</i>	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	10/22/16	11/03/16		
Highland Ridge TH	949 Highland	13 Townhomes	√ <i>infrastructure under review</i>			√	No
Leuken's Liquors - <i>amended</i>	1410 Main St	1-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	11/09/16	12/01/16	12/15/16		
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		

Current Projects - Staff Only Review Only			Comments	under const.
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
911 Highland Ave	911 Highland Ave	renovate home, convert to gift shop (stone house behind city hall)		No
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		Yes
Wells Fargo	2494 Bayshore Blvd	demo existing WF, construct new bldg on S. portion		Yes

Potential Future Projects - City Commission Review			Comments
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	

Potential Future Projects - Staff Only Review Only			Comments
510 Frances St	510 Frances St	4 Townhomes	
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	

Fire Department Administration
MEMORANDUM

To: Douglas Hutchens, Interim City Manager
From: Jeffrey Parks, Fire Chief
Date: October 5, 2016
Re: Monthly Report for September 2016

Fire Prevention Division:

During the month of September fire prevention staff trained and began to conduct fire inspections utilizing the new iPad inspection platform. The complete migration from the current paper based fire inspections to the iPad inspections will take place during the month of October.

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.

Fire prevention personnel worked with the staff and general contractor of the new Mease Manor Memory Care facility to conduct partial fire inspections so that the facility could apply for a state license. It is anticipated that the project will be complete and open in the next 45 days.

Fire Inspector Whitney Wright submitted her resignation effective 9/29/2016. The job opening was posted on multiple industry websites and advertised throughout Pinellas County. Candidate screening and interviews will take place during the month of October with an anticipated start date of a new fire inspector in November.

New construction projects completed:

- Victoria Place, 200 Main St (Residential Units)

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 – 78	Fire Investigations – 0
Re-inspections - 13	Event Inspections - 10
Fire extinguisher training – 0	Fire Safety presentations – 0
Plans Reviewed – 21	Public Education Contacts – 0
Partial Inspections (New Construction) - 6	Station Tours – 2
Final Inspections - 1	Hurricane Awareness presentation – 0
Meetings - 34	Smoke Alarm Installations – 2
Phone Consultations - 78	Smoke Alarm checks – 2

Training and Safety Division:

- Prepared Training Reports from August
- Met with Bunker Gear salesman regarding 2017 purchases
- Attended Pinellas County Training Officer’s Group Meeting
- Participated as an assessor for Pinellas County promotional exams.
- Scheduled hosting National Fire Incident Reporting System class.
- Attended PHTLS re-certification class and testing.
- Total department training hours for September: 1142

Operations:

<u>Type of Incident</u>	<u>Month of Sep</u>	<u>Year to Date</u>	<u>Emer Resp by Unit</u>	<u>Runs</u>	<u>Mins</u>
Medical Incident Response	485	4670	<u>EMS</u>		
Rescue Incident Response	46	498	<u>Station 60's Area</u>		
Fire Alarm	40	350	E60	155	4:23
Fire Incident Response	28	190	E62	15	5:53
Structure Fire Response	14	177	E61	14	6:23
Special	3	60	E51 (CFD)	2	6:10
Water Rescue Response	5	81	<u>Station 61's Area</u>		
Major Incident Response	3	29	E61	63	5:16
Support incident (Fire)	6	33	E60	3	5:28
Unconfirmed Structure Fire	3	34	E66 (PHFD)	2	5:06
Fire Incident Response Special	4	61	E62	1	4:20
Air Transport Incident	3	22	<u>Station 62's Area</u>		
Trauma Alert	2	34	E62	89	4:48
Support Incident (DC)	1	16	E50 (CFD)	8	5:38
Medical Incident Special	0	15	E60	2	7:49
Support Incident (Medical)	2	27	E65 (PHFD)	1	5:25
HazMat Invest	0	3	E61	1	5:34
Moveup - Coverage	1	21	<u>FIRE</u>		
Hospital Landing Zone	0	2	<u>Station 60's Area</u>		
Rescue Incident Special	0	2	T60	14	6:35
MVC Possible Extrication	2	19	E60	9	6:13
Medical	0	1	E62	1	7:09
Brush Fire Incident Response	0	3	<u>Station 61's Area</u>		
Public Assist Call Dispatch	0	1	E61	8	6:00
Storm Structure Damage - No Inj	4	4	T60	1	5:43
Fire Alarm - Storm Mode	3	3	B61	1	7:41
Transformer/Pole Fire	1	1	<u>Station 62's Area</u>		
Tree Fire	1	1	E62	4	5:12
Extrication (Vehicle)	0	1	E60	1	6:03
Extrication	<u>0</u>	<u>9</u>	E50 (CFD)	1	3:56
Totals	657	6368	E61	1	7:31
			T60	1	7:11

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

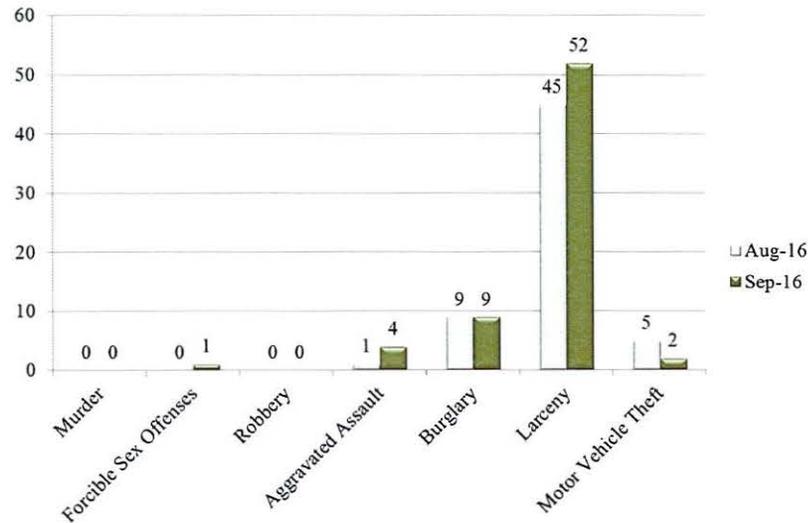


STRATEGIC PLANNING BUREAU
DUNEDIN MONTHLY ANALYSIS

UCR Part I Crimes

September 2016

UCR Part I Crime Category	August 2016	September 2016	September 2015 YTD	September 2016 YTD
Murder	0	0	0	0
Forcible Sex Offenses	0	1	9	14
Robbery	0	0	12	4
Aggravated Assault	1	4	33	24
Burglary	9	9	93	67
Larceny	45	52	441	398
Motor Vehicle Theft	5	2	20	30
GRAND TOTAL	60	68	608	537



Arrests

September 2016

There were a total of **91** people arrested in the City of Dunedin during the month of September resulting in the following charges:

ARREST TYPE AND DESCRIPTION	TOTAL
Felony	51
Aggravated Assault	1
Aggravated Battery	1
Aggravated Assault - Domestic Related	1
Battery	2
Battery - Domestic Related	2
Battery On School Personnel	1
Burglary-Commercial	11
Burglary-Conveyance	1
Burglary-Residential	4
Criminal Mischief	1
Dealing In Stolen Property	2
Domestic Battery By Strangulation	1
Driver's License Suspended/Revoked	1
Driving Under The Influence	1
False Verification Of Ownership	1
Fraud Use Of Credit Card	2
Grand Theft - Other	2
Grand Theft - Shoplifting	1
Habitual Traffic Offender	1
Possession Of Controlled Substance	6
Possession Of Drug Paraphernalia	1
Tamper With Evidence	1
Tamper/Harass Witness-Victim	1
Utter Forged/Counterfeit Bill Checks, Drafts, Or Notes	2
Violation Of Probation - Juvenile	1
Violation Of Probation/Community Control-Adult	2
Misdemeanor	61
Battery	2
Battery - Domestic Related	3
Credit Card Violation-Other	1
Criminal Mischief	4
Disorderly Conduct/Breach Peace	1

ARREST TYPE AND DESCRIPTION	TOTAL
Disorderly Intoxication	6
Driver's License Suspended/Revoked	6
Driving Under The Influence	13
Fraud Use Of Credit Card	1
Leave Scene (W/ Damage)	1
No Valid Driver's License	3
Petit Theft - Shoplifting	5
Possession Of Controlled Substance	4
Possession Of Drug Paraphernalia	1
Resist/Obstruct LEO Without Violence	2
Spouse Battery	2
Trespass After Warning	2
Trespass On School Grounds	2
Violation Of Injunction Protect Domestic	1
Violation Of Pretrial Release	1
Ordinance	1
Open Container Ordinance	1
Warrant	17
Failure To Appear	7
Violation Of Probation/Community Control-Adult	1
Warrant Arrest	9
Grand Total	130

*Information provided reflects the number of arrests (persons arrested) as well as the total charges associated with those arrests.

Deputy Activity

There were a total of **4,459** events in the City of Dunedin during the month of September resulting in **6,883** 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 September. *CAD data is filtered by problem type.

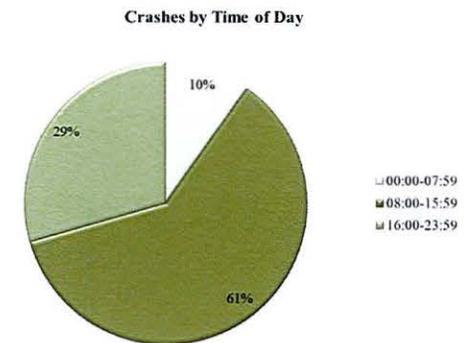
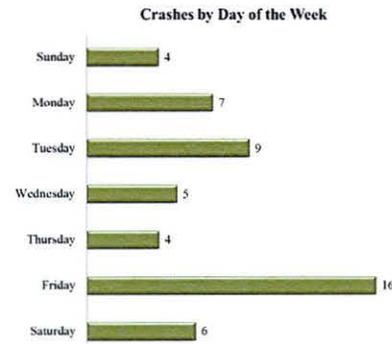
September 2016

DEPUTY ACTIVITY	TOTAL
Traffic Stop	1139
House Check	666
Directed Patrol	299
Suspicious Person	285
Area Check	153
Suspicious Vehicle	141
Assist Citizen	136
Traffic Control	113
Information / Other	101
Special Detail	95
Alarm	78
Building Check Business	71
Supplement	71
Transport Prisoner	68
Ordinance Violation	60
Traffic Violation	54
Accident	52
Vehicle Abandoned / Illegally Parked	47
Operation Medicine Cabinet	42
Contact	40
Theft - Not In Progress	37
Warrant Service / Attempt	36
Lost/Found/Abandoned Property	35
911 Hang-up Or Open Line	34
Trespass	34

Crash & Citation Analysis

There were a total of **51** crashes in the City of Dunedin during September 2016.**Crash data is filtered by disposition type and may include "accident and hit and run" problem types.*

Top 10 Crash Locations	Total
Alt 19 / Orange St	2
Alt 19 / Michigan Blvd	2
Curlew Rd / Alt 19	2
1491 Main St	2
Belcher Rd / Curlew Rd	3
N Keene Rd / Beltrees St	1
Lake Haven Rd / Main St	1
1744 Santa Barbara Dr	1
Main St / Overcash Dr	1
1750 Main St	1



There were a total of **1,042** citations and warnings issued in the City of Dunedin during September 2016.

TOP 10 TRAFFIC CITATION LOCATIONS	TOTAL
County Road 1 S & Main St	10
62 Causeway Blvd	7
Causeway Blvd & N Paula Dr	6
Alternate 19 & Palm Blvd	5
Main St & Lake Haven Rd	5
Main St & Virginia St	5
Belcher Rd N & State Road 580	4
Causeway Blvd & Island Park Pl	3
Belcher Rd & Curlew Ave	3
Patricia Ave & Cedarwood Ave	2

