

City Manager's ^{Up}date

Administrative

November 6, 2017

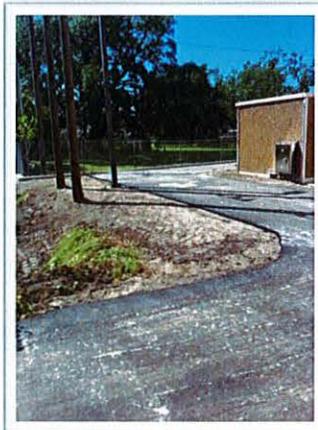
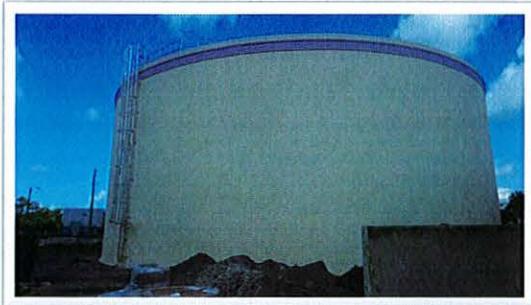
This ^{Up}date will refer to the events since the date of the last ^{Up}date of October 9, 2017.

PUBLIC WORKS AND UTILITIES DEPARTMENT:

Engineering Division:

Utilities Section

- **New Reclaimed Water Ground Storage Tank related projects –**
 - Construction of a new 2 million gallon ground storage tank and associated equipment is nearing completion at the Wastewater Treatment Plant to increase the reclaimed water storage capacity. The City will also receive water from the adjacent Coca Cola facility on MLK, Jr. Avenue to augment the reclaimed water system once their construction project is completed and fully operational.
 - Installation of the tank, electrical, and mechanical systems is complete and tested.
 - Installation of the interconnection with Coca Cola to receive reclaimed water is complete.
 - Final punchlist items are underway prior to substantial completion.



- **Water Plant Greensand Filter Media Replacement –**

- The City replaced the exhausted media in the Green Sand Filters at the Water Treatment Plant to ensure reliability of the treatment process and potable water supply.
- Final completion has been issued, and punch list items have been completed.



- **WWTP Chemical Feed System Conversion –**

- This project consists of the renovation of the current chlorine and sulfur dioxide chemical building, and installation of new sodium hypochlorite and sodium bisulfite storage tanks and dosing systems, replacement of a Return Activated Sludge (RAS) flow meter, and installation of two air valves to the aeration basins.
- The project has been awarded to Odyssey Manufacturing, in the amount of \$740,010.
- A Pre-Construction meeting is scheduled for November 14th. A “Notice to Proceed” (NTP) is expected for mid to late November.

- **WWTP Headworks Pump Station Rehabilitation –**

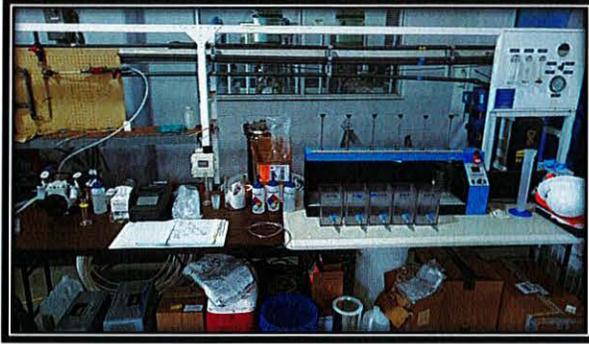
- This project consists of the removal of five existing pumps, pump bases and associated ductile iron piping, and installing new pumps, bases and stainless steel piping. Since all of the City’s raw sewage passes through the headworks pump station, the project requires significant bypass pumping in order to perform the work.
- The project has been awarded to TLC Diversified, in the amount of \$249,663.18.
- A Pre-Construction meeting will be scheduled in early November.



- **Water Treatment Plant –**

- The Water Treatment Plant (WTP) Refurbishment Project consists of rehabilitating/replacing the existing 9.5 MGD treatment plant to ensure the ongoing production of high quality potable water to the City of Dunedin’s residents and customers. This is a progressive design build project and consists of two phases. Phase I includes pilot testing and detailed design to 90% in order to establish a “Guaranteed Maximum Price” (GMP) for construction. Phase II, which will be brought before the Commission at a future date, includes completing detailed design, construction, commissioning, and turnover to the City.

- Phase I has commenced. Bench-scale pilot testing has begun; screening oxidant and coagulant chemicals which that may be used in the final design.
- City forces installed raw water lines to provide untreated raw water to the pilot system for accurate and complete testing to commence.



Stormwater Section

- **Lakewood Estates Drainage Improvements Project** – Construction of this project is nearly complete; consisting of the installation of large stormwater culverts within the right-of-way. Close out testing will commence throughout November. This SWFWMD cooperatively funded project addresses historic flooding issues in this neighborhood. The contract duration is 18 months, with project completion anticipated well in advance of March 2018.

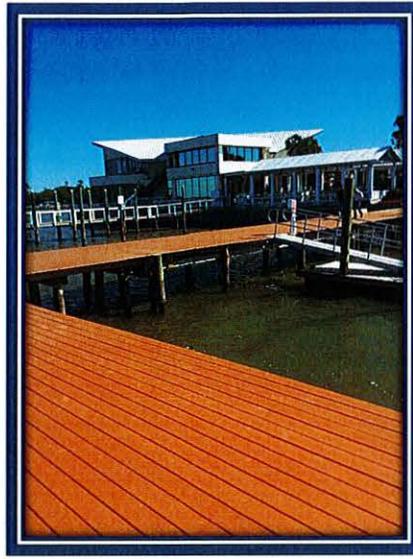
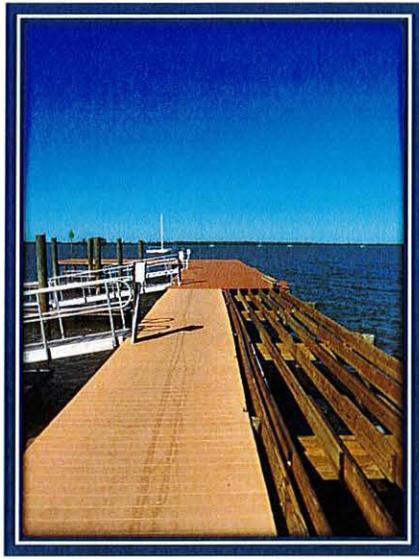
Roadway Section

- **Pavement Preservation - Rejuvenation Contract on Various Street Locations** – This contract was awarded on 8/22/17 as part of our Pavement Preservation Program. The rejuvenating agent is designed to improve the durability lost to weathering, thus extending the service life of existing asphalt. For FY17, this was the first of three contracts developed and advertised. This contract was awarded to Pavement Technology, Inc., in the amount of \$52,390.43. A Pre-Construction meeting was held with the contractor on 10/19; the work is expected to be completed before February 2018.
- **Pavement Preservation - Application of Microsurface and Crackseal on Various Street Locations** – The second Pavement Preservation Program contract, for Cracksealing and Micro-surfacing includes sealing pavement cracks, and applying a surface layer to protect the asphalt from water damage and surface cracking. The bid has occurred, and an award recommendation is expected to come before Commission next month.
- **Pavement Preservation - Asphalt Resurfacing at Various Street Locations** – This third Pavement Preservation Program contract will consist of asphalt milling and resurfacing throughout various locations in the City. The bid opening for this project occurred on 11/2/17, with 10 bidders responding. An award recommendation for this project will coincide during the same Commission meeting as the aforementioned Microsurface / Crackseal project. Different millings depths and asphalt overlays will be performed under this contract throughout various roadway segments within the City.

Miscellaneous

- **Dunedin Marina Fishing Pier Rehabilitation** –
 - The Dunedin Marina Fishing Pier is located at the northwestern corner of the Marina, at the western end of Marina Plaza. This rehabilitation project includes removal and replacement of the existing timber decking, stringers, handrail, bench, lighting, electric line, and water line.

- The Contractor started work on the new fishing pier at the end of August. The project was delayed as a result of Hurricane Irma. A field change order was issued to include the re-decking of the Day Dock and to extend the dock to tie into the fishing pier. The Contractor is approximately 50% complete; the project is anticipated to be completed by the end of November.



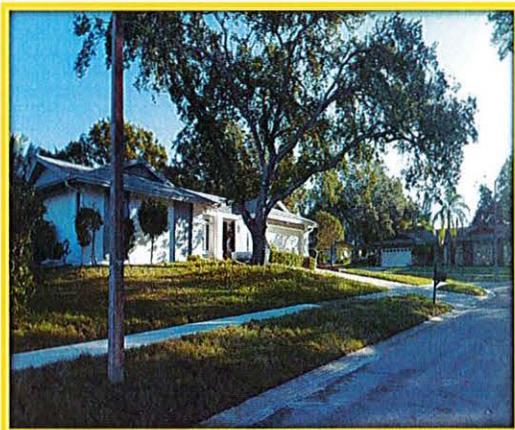
Development

- **Site Infrastructure / Development Review Participation:**
Projects discussed / researched as part of DRC meetings – (4)
Site / Infrastructure plan sets reviewed – (4)

Public Services Division:

Streets Section

- Continued new installations and repair of concrete sidewalks (800SF)



- Continued support of Solid Waste staff with Hurricane Irma debris cleanup.
- Continued pothole and asphalt repairs (17.03 tons installed).
- Staff continues right-of-way tree trimming Citywide.
- Continued Traffic Sign & Post maintenance Citywide. Manufactured (10) new signs, replaced (22) and straightened (290).
- Repaired utility cuts for the Water and Wastewater Divisions (17 Repairs).

- Continued hauling concrete and asphalt to recycling plant, as needed (36.25 tons hauled).
- Special event support – DDMA Car Show, OLL Fall Festival, Old Bay Café Stone Crab Festival, Downtown Trick or Treating, and Halloween Happenings.
- Completed Cellular Modems on School Flasher and Speed Feedback Signs.
- Installed Military banner on the Freedom Arch.

Stormwater Section

- Continued ditch maintenance Citywide.
- Continued catch basin cleaning
- Continued stormwater pipe and catch basin maintenance and repairs Citywide.
- Supported Solid Waste staff with Hurricane Irma preparation and debris clean up assistance.
- Continued support of Solid Waste staff in Hurricane Irma cleanup
- Continued Arm Ditch mowing
- Continued ROW mowing
- Continued residential street sweeping activities.
 - Hauled 44.90 ton / 84 cubic yards of sweeping debris to the County landfill.
 - Continue stormwater pipe sediment cleaning. Hauled 2.53 tons/2.5 cyds to the County landfill.
 - Continued inspecting and cleaning of stormwater treatment systems Citywide. Hauled 1.60 tons/2.5 cyds to County Landfill.

Stormwater Program Coordinator

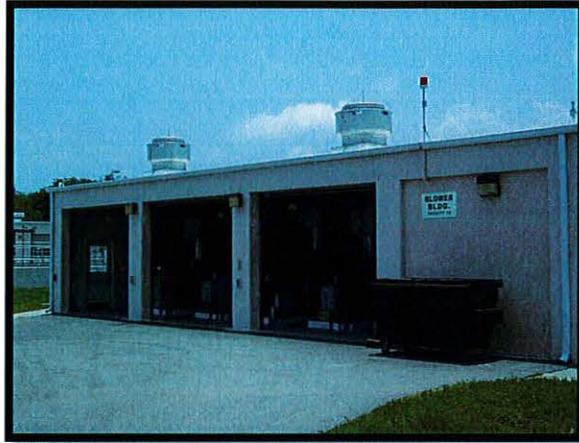
- Jones Edmonds and Associates (JEA) met with City staff to discuss various problem areas within the City of Dunedin for inclusion in the Stormwater Master Plan.
- The USF CSPP course on Sea Level Rise held the second round of stakeholder interviews with citizens, various committee group members, and City of Dunedin staff on October 20th.
- Reviewed four projects for DRC concerning stormwater permitting through FDEP and the SWFWMD. Provided information to developers regarding the need for proper BMP's during construction.
- Reviewed one project for Infrastructure Review to notify the developer of potential site contamination, permit requirements through FDEP and/or the SWFWMD, and proper BMPs.
- Looking forward:
 - Plan to attend the Florida Stormwater Association Winter Conference and Board of Directors quarterly meeting.
 - A First Amendment to the Interlocal Agreement for Water Quality and Biological Monitoring with Pinellas County will be brought before the Commission on November 14th.

Facilities Section

- Performed FDEP Aboveground Storage Tank (AST) diesel tank inspections Citywide.
- Continued addressing Code / Safety Inspections Citywide.
- Replaced approximately 400 HVAC filters, on a monthly cycle, Citywide throughout all buildings.
- Replaced 5 ton Air Conditioner at the Nature Center.
- Repaired pole lighting along sidewalk at the Community Center.



- Repaired ceiling at the City Clerk's office.
- Repaired Wastewater Administrations lights
- Repaired ice machine at Fire Station #61
- Setup and provided support for the Stone Crab and Halloween special events
- Repaired lighting at Golf Club main dining area
- Relocated Community Center fitness room fans
- Replaced lobby lighting at the Library
- Repaired Community Center bollard lighting
- Replaced Wastewater exhaust fan motor



- Continued damage assessment process for City facilities after Hurricane Irma / secure damaged facilities
- Repaired Community Center Chiller 2 expansion valves
- Repaired Englebert locker room shower valves
- Inspected all fire extinguishers Citywide
- Repaired fuel pump on Fire Station #60 generator
- Replaced hose bib on dock for Fire Boat
- Repaired Causeway restroom doors
- Repaired Harvard concession stand air conditioning
- Began replacement of 40 ton Air Conditioning unit at the Golf Club
- Completed maintenance on MagnaGrip exhaust systems at all Fire Stations
- Replaced TV in Deputy City Manager's office
- Responded to maintenance requests Citywide, as needed.

Solid Waste & Recycling Division:

(Please note, this is an abridged version of this Division's monthly update, given their focus on post-Hurricane Irma storm debris collection activities)

- The City completed multiple passes picking up Hurricane Irma related storm debris within the City's right-of-way, and made the final debris pass during the week of October 30th through November 3rd; resuming regular weekly services during the week of November 6th
- The last Facebook Live broadcast update regarding debris removal was conducted on October 12th by Laura Barron, of the Solid Waste Division, as the first pass was in its final stages.
- The Lake Haven Road recycling center will re-open on or before Friday November 3rd
- October marked a new beginning with the City's new Recycling Service partnership with Waste Pro:



- Christina Perez hosted an electric vehicle workshop on Monday, October 30th at the Dunedin Public Library regarding different types of electric vehicles currently out on the market. The workshop included a Q & A session with actual electric vehicle owners. This workshop was part of the City’s commitment to 100% renewable energy with the Sierra Clubs “Ready for 100” pledge.

Wastewater Division:

Plant Summary

- Wastewater Treatment flows:**
 - Influent Average Daily Flow: 4.303 Million Gallons
 - Influent Monthly Total Flow: 133.401 Million Gallons
 - Reclaimed Water Average Daily Flow: 2.986 Million Gallons
 - Reclaimed Water Monthly Total Flow: 92.563 Million Gallons
- Maintenance and Repairs:**
 - Airmasters, Inc., installed a new 4-ton Air Conditioning unit on Facility #16, the Master Reuse Station.
 - Daly Aluminum, Inc., installed an awning over the new methanol feed pump area, Facility #14, the Chemical Feed Building.
 - Cavileer Locksmith Inc., made the required changes to all doors in the Administration Building per the inspection performed by Human Resources/Risk Safety, the Fire Department, and the Gehring Group.
 - Maintenance staff removed, repaired and reinstalled RAS pump #1 in Facility #7, the Sludge Building.
 - Maintenance staff installed a new roof vent, for the fresh air intake, on Facility #7, the Sludge Building.
 - Maintenance staff installed a new #3 pump, at Facility #16, Master Reuse Station.
 - Maintenance is working on replacing all Motor Control Center light fixtures with LED bulbs.
 - Florida Design Contractors, Inc., is onsite finishing up final punch for the new 2 MG Reclaimed Water Storage Tank.
- Compliance:**
 - The September 2017 Monthly Discharge Monitoring report was sent to FDEP utilizing the new EZDMR format; [No Issues].

• **Scheduled repairs:**

- Install new sewer tap/lateral for 501 Frances St.



- Install lateral liners (5) – Blackwood Cir., San Charles Dr., Coachlight Way, Argile Dr., and Lexington Dr.



- R/W cleanout installs (18) – “Trails West” area.
- Manholes ring and covers raised / replaced (3)
- Lateral repairs (3) – Scotland Dr., Michigan Blvd., and 2nd Ave.
- Mini-scout inspection follow-ups (3)
- Responded to citizen blockage calls (29); and daily utility field locates of sewer / fiber optics.

• **Vac / Cleaner Truck:**

- Cleaned: 25,326 LF of main lines
- Monthly cleaning out of backwash basin at the Water Plant.
- Updating time dated trouble spot list
- Cleaned out 3 wet wells (#’s: 31, 20, and 2)

• **TV Truck:**

- Locate / inspect lateral for 1255 Texas Ave. (septic to sewer conversion)
- Install main line sectional liner on Causeway Blvd.
- Televised: 2,851 LF, with 13 set-ups
- Final inspection of all manholes (77) rehabilitated by contractor – ROWLAND.

• **Lift Stations:**

- Repaired Plant-side SCADA main antenna damaged during Irma



- LS # 9 – Repaired RTU antenna pole damaged during IRMA
- LS #4 – clean up dry side of lift station and replace sump pump / and exhaust fan
- Repaired pump in E-One station at Dunedin Marina restroom/bath house
- Investigating “water hammer” on force main along Wood St. (LS # 10)
- Responded to SCADA alarms, with after-hour call outs.
- Continued preventative maintenance:
 - Exercising valves
 - Clean out check valves
 - Cleaned wet wells
 - Grounds keeping, etc.

Water Division:

Water Production

● **Production Numbers:**

- Average Daily Potable Water Production: 3.59 Million Gallons
- Monthly Potable Water Production: 111.40 Million Gallons
- Annual YTD Potable Water Production: 1130.42 Million Gallons
- Annual YTD Rainfall: 38.94 Inches
- Monthly Rainfall Total: 2.35 Inches

● **Maintenance:**

- Operators continue normal Preventative Maintenance (PM) program on plant equipment.

● **Noteworthy Events:**

- Supplied DESAL plant with 132,000 gallons of permeate
- Outside consultant, Black & Veatch has begun mobilizing pilot plant and bench top operations as part of the Water Master Plan.
- Triennial Lead and Copper sampling has been completed and submitted to the Florida Department of Environmental Protection.

Water Distribution

- **Maintenance and Repair** – The annual backflow testing program is 90% complete, with approximately 7,315 backflows tested for the calendar year. The large meter program is 100% complete, with 100 large meters tested for the fiscal year. Thus far this year, the Hydrant Program has installed 4 new hydrants, repaired 29, replaced 3, and flowed 326. During this time period, the Valve Program exercised 197 valves. For the year, the Valve Program has installed 10 new, replaced 3, repaired 0, and exercised 2,042 potable and reclaimed distribution valves.

Wellfield

- Well #85 is back in operation after replacement and installation of a new motor.
- Well #4 is out of operation. Bids are being received for a new foot valve and mechanical seal.
- New dedicated sampling pumps were installed in Wells #:18, 32, 52, 53, and 54.
- Purchased new sampling generator.

COMMUNITY RELATIONS

Community Relations 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 18,290 followers)
- Managed Social and Digital Media (Facebook, Twitter, YouTube, Dunedin TV and DunedinGov.com)



- YouTube - 652 subscribers • 155,634 views
- New City website coordination, planning, development and launch!
- Post Hurricane Irma Community Outreach and Updates via the City website, DTV and social media.
- Granicus research for Citizen Participation Suite planning. Spoke with Granicus, Austin, TX and Largo, FL for further insight on product development and user feedback.
- Equipment research for DTV control room. Replaced battery back-up for head end playback server rack. Working with Tighrope on software upgrade for Cablecast, Carousel and Server.
- Planning and coordination for upcoming Parking Workshop at the Hale Center on Nov. 9th.
- Ribbon cutting for new bike shop Pedego on Pinellas Trail with Chamber of Commerce.
- Planning and coordination with Tampa Bay Markets for social media outreach & promotion of the Downtown Market.
- New Public Information Coordinator position planning with Human Resources.
- Community relations and assistance with visitors to City Hall
- SeeClickFix response coordination
- Coordination of photography for City website and citywide requests
- Staff Liaison for Public Relations Action Advisory Committee and Visit Dunedin.
- Social Media Archiving.
- Coordinated web updates
- Assisted media outlets

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

- October Spotlight on Dunedin: Walk your Child to School, Halloween Downtown, Halloween Happenings, Penny for Pinellas Dunedin video, Hammock Park update with City Arborist Craig Wilson, Promo for Wines the Blues and Promo for Art Harvest.
- “Made in Dunedin” in post-production featuring Artistic Bike Racks in Dunedin.
- Produced all video content for Dunedin TV, City website, Facebook and YouTube.
- Upload and maintenance of Granicus (video on demand)
- Coverage of the City Commissions, Collective Agenda Reviews, Workshops and LPA meetings
- Dunedin TV Scheduling and Bulletin Board Maintenance
- Maintained DTV Broadcast systems/Chamber and edit suites



City Webmaster continues to support all departments Citywide:

- Launch of new City website and follow up assistance with web editors.
- Hosted web editor work session for new City website.
- Troubleshooting of new Content Management System.
- Website overview and analysis
- Flipbook uploads and management
- Digital photo editing
- E-notification distribution and management



HUMAN RESOURCES

- **Recruitment & Selection:**

- Positions posted during the month of October: Crafts Worker III (HVAC), Public Works/Public Services, was posted October 3. Park Attendant (Marina), Parks and Recreation, was posted October 20.

- Employees hired during October:
 - ✓ Daniel Connell, Parks Maintenance Worker, Parks, October 2
 - ✓ Jason King, Parks Maintenance Worker, Parks, October 2
 - ✓ Logan Wells, Parks Maintenance Worker, Parks, October 11

- **Employee Benefits:**

- Self-Insured Medical Claims Experience: Total Paid Medical & Pharmacy claims for October was \$231,960.83, which was a 54% increase over September's totals. The average weekly claims for October were \$57,990.21.
- Humana Vitality Wellness Program: Number and % Status of Participants, with Blue as the Starter level and Platinum as Highest level (Points level reset to 10% of 2016-17 total on October 1):

	<u>Employee Count</u>	<u>Participation Level %</u>
Platinum	0	33%
Gold	0	7%
Silver	44	11%
Bronze	107	19%
Blue	148	30%
Total Eligible Employees	299	100%

- **Family Medical Leave Act (FMLA):**

- Number of Employees with approved/pending FMLA: 16- (Regular - 4, Intermittent – 11, Pending 1).
- Number of new requests in October: 0.

- **Other (Non-WC, Modified Duty)**

- Number of employees currently working on a modified schedule (some restrictions) - 0.

- **Records Requests:** Number of Records Requests processed: 4.

- **DROP (Deferred Retirement Option Program):**

- Number of Employees in DROP: 9.
- Employees who entered DROP during October: 0.

- **Performance Management:**

- Number of Coaching/Counseling or Other Disciplinary Actions: 3.

- **Employment Separations (Regular Full- and/or Part-Time):**

- Number of Separations from employment: 1
- Lead Water Plant Operator John Oberst retired on October 23rd with 22 years of City service.

- **Risk Management:**

- Workers' Compensation:
 - ✓ Number of new workers' compensation claims: 3;
 - ✓ Total current open workers' compensation claims: 15; 0 employees are on light duty;
 - ✓ Employees out of work: 1.
- Property/Liability Claims:
 - ✓ New Property/Liability Claims: 3; total open cases = 18.
 - ✓ New Moving Vehicle Accidents: 1; total open cases = 6.

- **Safety:**

- The Safety Action Committee meeting was held on October 19.

- **Other:**

- HR/Risk Department coordinated: The Ultimate Loser Wellness Program October 3, 10, 17, 24 & 31, 2017.
- HR/Risk Department attended: EPR Phase II Executime Software Kickoff 10/27.
- The Post Hurricane Irma Employee Appreciation Picnic was held October 26. (see below)



CRA/ECONOMIC & HOUSING DEVELOPMENT

- City Staff is working in partnership with Visit Dunedin to expand Free WIFI in downtown
- Trailside Pavilion award in November, construction to start in December
- City Staff met with CRAAC the agenda included
 - Box Car Plaza
 - Parking
 - Courtyard on Main
 - Nature's Food Patch
 - Gateway
 - Tampa Bay Market
 - Road Closures
 - Landscape Maintenance
- County Commissioners appointed Bob to the Affordable Housing Advisory
- City Staff met and discussed a Jolley Trolley multiyear contract for next year
- City Staff met with DDMA to discuss an Art District
- City Staff worked on Downtown Maintenance projects
 - Downtown Market Opened
 - Repaired Pavers on Milwaukee and Loudon and New Caldonia (trip hazard)
 - Repaint/restripe Main Street
 - Repaired Fountain in Armston Park
 - Bus Shelter – Give Me Shelter Art Project
 - Brick Pavers installed on median at Grant Street
- Artisan Project is nearing completion (April 1, 2018) – announced tenants include:
 - Nature's Food Patch – Boutique Market
 - Victoria Marino and Laura Cobb with Salon Island Estates - hair salon
 - Iberian Import Company - eco-friendly fashion accessories

Downtown Parking Update

- Staffing for the November 9, 2017 Public Parking Meeting prepared



DUNEDIN PUBLIC LIBRARY

- Presented 11 tech classes with an attendance of 36 people
- Notary Service at Library –17 stamps
- Delivered 78 items to 17 users of our Homebound Delivery Service
- Dunedin Youth Volunteers donated 203.75 hours of their time
- Adult Volunteers donated 136.5 hours of their time
- 340 patrons utilized the study rooms
- 190 seeds packets “checked out”
- E-books checked out – 1552
- E-audiobooks checked out – 565
- 1 Exam proctored
- 193 DVDs/CDs cleaned and put back in collection
- Webinars: FLA Committee Meetings SIRSI/Symphony webinars, Libraries & Psychological First Aid
- Staff attended the following meetings: Commission Meetings, New City Webpage, Youth Services Special Interest Group, E-books, Integrated Library System and Sure Sail Meeting, Library webpage meeting,
- Monthly meeting with Pinellas County Library Directors
- Hosted Dunedin Community Garden workshop
- Approved Executive PASS partnership with Dunedin Elementary
- Hosted Walk to School event for Dunedin Elementary
- Attended Walk to School event at Garrison Jones and coordinated Commissioners attendance at each Dunedin school
- Participated in Downtown Trick or Treating
- Attend Community Center Halloween Happening
- Teens participated in Honeymoon Island Halloween event
- Hosted Dunedin International Chorale – 170 in attendance
- Director attend Library Director Meeting in Tallahassee
- Attended Chamber Foundation Education Committee meeting

STATISTICS

Door Count	27,098
Total Transactions	71,188
Average Circulation Per Hour	139
Adult and Youth Programs	125
Program Attendance	4487
Internet Usage (Adult & Youth)	3358
Wireless Usage	3297
AWE Early Literacy Station Users	201
Ipad Usage	77
Items Added to Collection	1003

PLANNING AND DEVELOPMENT DEPARTMENT

City Commission approved the following in October:

- First and Second Reading of Ordinance 17-29 for Application S/D-LDO-ZO 17-58-00 for Lexington Estates – Request for Design Review and Parkland Dedication for the purpose of building 20 single-

family homes and rezoning from Single-Family Residential (R-75) to Planned Residential Development (PRD). The property is located at 93 Lexington Drive.

- First Reading of Ordinance 17-33 for Application 17-60 LUP – Requesting Land Use Plan Amendment change from Institutional (I) to Commercial General (CG) to be consistent with FX-M zoning and intended business operation. The property is located at 1251 San Christopher Drive (former Knights of Columbus facility).
- First Reading of Ordinance 17-31 for Application ZO 17-59 – Rezoning of 6 addresses: 805 & 811 Main Street, 815 & 825 State Road 580 and 1029 & 103 Park Drive from Multi-Family (MF-15) and General Office (GO) to Form-Based Medium (FX-M) for increased flexibility use.
- Resolution 17-49 accepting public easements and other dedications in the plat of the Aberdeen Oaks Subdivision.

Local Planning Agency heard the following cases in **October** and recommended approval:

- Application LUP 17-60: Land Use Plan designation from Institutional (I) to Commercial General (CG) at 1251 San Christopher Drive.
- Application ZO 17-59: Rezoning from Multi-Family (MF-15) and General Office (GO) to Form Based Medium (FX-M) of six properties located at 805 & 811 Main Street, 815 & 825 State Road 580 and 1029 & 103 Park Drive.

Code Enforcement

- Commission authorized the acceptance of a \$22,000 settlement offer from Attorney Michael Boutzoukas of Becker & Poliakoff, representing Madinah Properties, LLC, owed in connection with the Code Enforcement Board lien at 1354 Lady Marion Drive.
- Commission authorized the acceptance of a \$7,500 settlement offer from Comfort Level Housing of Florida, LLC in exchange for a Release of the Code Enforcement Board Lien at 1327 Georgia Avenue.
- Commission authorized the acceptance of a \$17,358.90 settlement offer from Attorney Diana Davis Basta on behalf of the owner, Michael Meadows, in exchange for the Release of the Code Enforcement Board Lien at 420 Scotland Street.
- Commission authorized the acceptance of a \$3,500 settlement offer from Attorney Andrew Oppenheim of Shumaker, Loop & Kendrick on behalf of their client, Branch Bank & Trust Company in exchange for a Partial Release of the Code Enforcement Board Lien at 1978 Lynwood Court.
- The **October** Code Enforcement Board heard 7 Old Business and 9 New Business cases, and accepted 19 Affidavits of Compliance. The board heard fine reconsiderations for one case, and gave approval to the City Attorney to initiate foreclosure proceedings on two properties.
- The City Commission appointed alternate member Wade Davenport to the DCEB.
- The Code Enforcement Board collected \$62,971.56 in unpaid fines and fees in **October**.

PARKS & RECREATION

Parks & Recreation Administration:

- Coordinated cleanup efforts due to Hurricane Irma and began reporting and expense FEMA calculations.
- Coordinated the contractor for storm debris removal in both Hammock Parks and the Dunedin Golf Course.
- Implementing the new Revocable Use Agreement at the Dunedin Marina. The new agreement, rules and regulations, instructions and various forms are now available on the City website.
- Began discussions with the associated City Departments regarding the re-bidding of the City's mowing contract.
- Assisted with the logistical coordination of the Employee Appreciation Picnic at Highlander Pool.
- Coordinated with the Finance Department to begin the implementation of the new Tyler software system.

- Finalizing the design and estimates for Edgewater Park and Scotsdale playgrounds.
- Designed a new LDO application.

Marketing:

- Prepared, designed and continued maintenance of department webpages and content for the new City website launch in October.
- Completed redesign and launch of the new webtrac/online registration webpage.
- Completed first draft of the next Parks & Recreation Magazine (winter/spring edition).
- Finalized and distributed the December Community Events Calendar (print and online).
- Designed various flyers, posters and postcards for upcoming events and programs.
- Continued to oversee department events and programs on social media.

Special Events:

- “Love Thy Neighbor” Prayer Vigil on Wednesday, Oct. 11 at 6:30pm, John R. Lawrence Pioneer Park- Local faith communities gathered together for a time of prayer, remembrance, and healing after the Las Vegas shooting on Oct. 1st. The service included reflections from local clergy and Dunedin’s City Manager, prayer, song, and candle lighting to remember the victims and families. This prayer vigil was hosted by First United Methodist Church of Dunedin, First Presbyterian Church of Dunedin, Good Shepherd Episcopal Church of Dunedin, and Palm Harbor United Methodist Church. There was an estimated 115 people in attendance from our local community who came out to pray and show our support for the victims and families in Las Vegas. Pastors from each church led a part of the service, and the new City Manager, Jennifer Bramley, shared her heartfelt and inspiring thoughts with the audience. There were also many City Commissioners and other City Officials in attendance to show their support. This event was a beautiful and powerful witness to our city’s commitment to love and peace, especially to our neighbors in Las Vegas. We continue to offer our love and support of those affected by the Las Vegas shooting, and may we continue to commit ourselves to the way of peace as a local community and as a nation.
- Our Lady of Lourdes Fall Festival on Thursday, October 12-Sunday, October 15 was a successful event. The rain on Friday evening had an effect on the attendance, but Saturday night was the busiest they had ever been. Everything ran smoothly.
- Stone Crab Festival – October 21 and 22 held in Edgewater Park was another successful event celebrating Stone Crab season along with beer and music all supporting awareness of the Homeless Empowerment Program. It was also an excellent display of community involvement and appreciation and usage of Dunedin’s Marina and park area.
- Car Show on Broadway – 165 car show enthusiasts participated.

Recreation:

• Community Center:

- The Community Center had a total of 16 rentals that brought in 524 guests, which included City and Community meetings, two baby showers, a bridal shower and a birthday party.
- The Dunedin Showcase Adult Theater performed their “Mind Over Matt” play, which brought in 50 guests per show.
- Halloween Happenings went well, but due to inclement weather, there was a smaller turnout from other years. Still had 500 patrons attend however.
- The American Sign Language Talent Show was a huge success. The event brought in over 300 guests, as the performers sang, danced and performed skits to entertain the crowd.
- Pickleball continued to thrive with over 30 participants each day of play.
- The Center saw an increase in patrons this month, due to the return of the snowbirds inquiring about membership renewals and signing up for the fitness center and exercise classes.
- Staff continued to reorganize materials/supplies in preparation for upcoming holiday events.

- **Fitness Center:**
 - Fitness Center visits and group exercise attendance totaled 3,745 for the month of October (Fitness/GEX class drop-in: 195; GEX/Fitness Pass: 3,550.)
 - Completed interviews for the Recreation Program Specialist position.
- **Athletics:**
 - Eighty (80) athletic rentals were held in October.
 - Cross County had 21 participants. Ended on October 18th with close to 80 runners at the meet in Dunedin.
 - Men's Softball had 9 teams.
 - 50 Years & Over Softball League had 5 teams.
 - Had over 70 participants for tennis for the month of October.
- **Martin Luther King, Jr. Recreation Center/Youth Services:**
 - 10/17-Five new Youth Advisory members were officially appointed during Commission meeting; two members reappointed for additional term.
 - 10/20-Staff hosted annual Halloween Party for neighborhood children at MLK Center. Activities included pumpkin carving, spooky treats, a candy corn hunt and riddle scavenger hunt.
 - 10/26-Championship games for high school boys basketball league held, bringing season to a conclusion.
 - 10/28-Staff and Youth Advisory Committee worked together on Halloween Happening 30 carnival games. Staff also worked parking, hayride and the little goblins hayride.
 - Staff worked on event planning and organization for upcoming special events and programs including Intergenerational Week, Boat Parade, Diversity Week and Turkey Trot and Jack Frost Camps.
 - A new security system was installed at MLK.
 - Staff finalizing JWB 2017-18 budget for Promise Time at Dunedin and San Jose Elementary Schools.
 - Staff attended CPR and First Aid training.
- **Hale Activity Center:**
 - HAC held 49 adult classes & programs--participation of 2,425.
 - Three (3) meetings were held with an attendance of 31.
 - HAC luncheon was sponsored by Palms of Largo and had an attendance of 48.
 - Held 4 rentals with an attendance of 534.
 - Center total attendance for the month of October was 3,038.
 - Hale Center staff planned and conducted the Costume Contest and craft area at the yearly Halloween Happenings event.
- **Highlander Pool:**
 - Staff planned and executed the Halloween Happening event. Weather played a major role this year with light rain the whole evening.
 - Staff worked with Human Resources to plan and implement the employee picnic thanking staff for all the work they did for Hurricane Irma cleanup. It was a great success with food trucks and ice cream, which were a big hit with the employees.
 - Staff continued prep and coordination for this year's upcoming Holiday Parade.
 - An additional \$6,000 was added to the contract for this year's Operation Twinkle, which will allow for 36 additional lit lamp posts to the downtown area. Staff is also working on wreaths to be added to the decorations.

Parks:

- Continued with cleanup from Hurricane Irma.
- Converted Little League Field #5 from a grass infield to a clay infield.
- Continued to catch up with mowing and other maintenance.
- Provided logistical support for Stone Crab Festival, Downtown Trick or Treating, Halloween Happenings.

Marina:

- October’s boat ramp users:
 Resident Ramp: 44
 Non-Resident: 11
 Transient “visiting” Boaters: 7
- The Fishing Pier is nearing completion; most of the pier has been decked and the railing will be installed next.

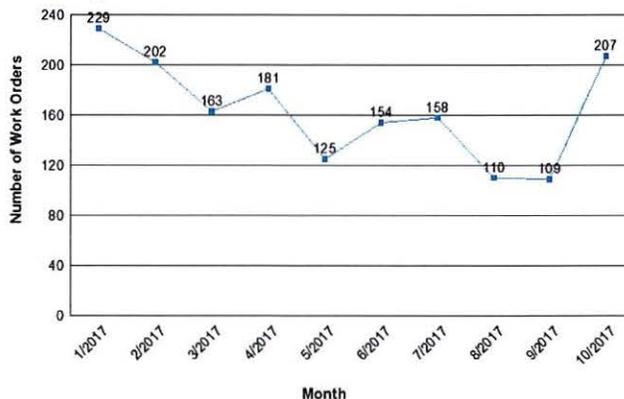
INFORMATION TECHNOLOGY:

IT Services Help Desk Requests for the Month of October, 2017:

Monthly Ticket Counts	
Tickets Created	207
Resolved Tickets	236
Open Tickets	87
Malware Tickets	1

Tickets by Priority	
Critical Tickets	6
High Priority Tickets	51
Low Priority Tickets	149
Project Tickets	1

IT Services Help Desk Requests YTD for 2016-2017:



- During the month of October 2017, the IT Services Division implemented a new policy and procedure on processing help desk support calls. This resulted in 207 new requests for support and the resolution of 236 support tickets during the month. That amounts to an 80% increase in new tickets received and a 181% increase in resolving support calls during the period. Year-to-date, there have been 1,657 IT-related support calls logged.
- IT Services Divisions averages approximately 161 recorded help desk tickets per month.

On-Going IT Projects:

- **ERP (Enterprise Resource Program)** – This capital improvement project will replace the current financial system and the existing HR payroll and time-keeping programs. The City Commission approved the purchase of the new ERP solution from Tyler Technologies. This solution included their Munis financials/payroll packages, ExecuTime for time keeping and EnerGov for permitting, cashiering and citizen self-service portal. Phase 1 of the ERP solution started in October 2017 and is anticipated to go live in October 2018. The proposed time line for all phases of this project kick-off will be as follows:

ERP MODULES IMPLEMENTATION TIME LINE	KICK OFF	LIVE DATE
Phase 1 - MUNIS Financials, Procurement, Reports and Document Mgt.	October, 2017	July, 2018
Phase 2 - ExecuTime Time & Attendance	November, 2017	May, 2018
Phase 3 - EnerGov (Permits/Buildings/Citizen) and A/R & Collections	May, 2018	May, 2019
Phase 4 - MUNIS Payroll/HR (Migrate from Sungard)	July, 2018	April, 2019
Phase 5 - MUNIS Work orders, Fleet & Facilities Management	April, 2019	January, 2020
Phase 6 - MUNIS Utility Billing	April, 2019	January, 2020
Estimated ERP Project Completion Date	January, 2020	

- **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. The City installed the new server equipment during October and plans on migrating the ESRI data onto the server in late November or early December. 
- **Auditing of City Phone Lines** – IT Services is continuing to audit all City phone lines to determine their purpose and costs. The City currently has over 380 various phone lines in its inventory throughout the City.
- **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.
- **Software Licensing Compliancy** – IT Services is currently reviewing all software applications installed on City-owned computers, laptops, tablets, iPads and other mobile devices. The goal of this project is to have accountability of all software licenses purchased and to be in compliance with federal law.

Delayed Projects:

- **Fire Suppression System for Data Center** – Due to funding needs, this project is delayed until FY18. This project will include the installation of an automated suppression system to stop a fire from growing inside the Data Center. IT Services would be collaborating with the City's Fire Inspector and Facilities Services on this project.
- **A/C Replacement for Data for Data Center** – Due to funding needs, this project is delayed until FY18. This project will include the purchase and replacement of a new air conditioning system for the City's Data Center. The current system has failed numerous times. IT Services would be collaborating with Facilities Services on this project.
- **Security Cameras** – Due to funding needs, this project is delayed until FY18. If approved by the City Commission, the project will include the installation of security cameras in various City locations. A four member steering committee has been established to help create policy, acceptable use, planning and budgetary concerns. The committee will open up invitations to prospective vendors to demonstrate the latest in video surveillance technologies available to the City. 

FINANCE

The Accounting, Budget and Purchasing Divisions:

- Presented the final FY 2018 Budget and FY 2018 Millage Rate to the City Commission on October 5th. Both were adopted with a unanimous vote.
- Conducted two rounds of interviews for the vacant Budget Analyst position
- Extensive preparation for the Chart of Accounts (COA) in the Tyler Munis ERP software was completed as follows:
 - Three days of on-site training that covered the detailed structure of the new account number layout and the parameters for account indexing.

- Developed framework for translating existing account numbers to new Tyler layout with indexes that are based on the State of Florida chart of accounts.
- Created a methodology to automatically apply the new framework to the existing 4,562 that allows the COA to be submitted to Tyler in their specified format.
- Performed a 3-year analysis on all account balances to determine the accounts to include in the new COA.
- In the midst of the year-end and audit preparation process, the department performed the following processes:
 - Organized audit tasks by setting up a comprehensive audit plan with staff assignments.
 - Completed documentation requirements established by auditors for all 3rd party vendors.
 - Calculated and recorded allowance for doubtful accounts.
 - Recorded fuel inventory true-up
 - Sent confirmation letters to the auditors.
 - Allocated UB customer credits to utility funds.
 - Completed year-end reconciliations for the following areas:
 - City cash and investments
 - Payroll liabilities
 - Purchasing cards
 - Debt liabilities and related expenses
 - Purchase card reimbursements, prepaid travel expenses and other prepaid items..
 - Dunedin Marina slip deposits
 - Liens receivable
 - Notes receivable
- Continued to work on documentation for FEMA reimbursement in association with Hurricane Irma.
- Started transition of the City's primary banking services from Bank of America to Wells Fargo.
- Attended a combined meeting with the Board of Finance, Parks & Recreation Advisory Committee and the Stadium Advisory Committee on October 18th to discuss the pending agreement between the City of Dunedin and the Toronto Blue Jays regarding the project for spring training facilities.
- Met with Departments regarding FY 2017 year-end project invoicing, potential carryforwards to FY 2018 and setup of Tyler ERP software for project accounting.
- Presented, with Pinellas County, Penny for Pinellas information to numerous citizen groups such as the Dunedin Council of Organizations and the Committee on Aging in preparation of the referendum on November 7th.
- Began the development of a slightly new budget process for FY 2019 that included an initial look at the budget calendar with the City Manager.

PAYMENTS PROCESSED – OCTOBER 2017

DATE	CHECK	CHECK	EFT	EFT	EPAY	EPAY	
PRINTED	COUNT	TOTAL	COUNT	TOTAL	COUNT	TOTAL	TOTAL
10/4/2017	3	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ 150
10/6/2017	114	642,228	25	125,334	4	12,768	780,331
10/6/2017	1	236,503	-	-	-	-	236,503
10/19/2017	159	847,126	10	68,461	1	1,227	916,815
10/26/2017	101	501,925	18	163,611	4	15,285	680,821
10/27/2017	1	943	-	-	-	-	943
TOTALS	379	\$ 2,228,876	\$ 53	\$ 357,406	\$ 9	\$ 29,280	\$ 2,615,562

CURRENT BID & RFP STATUS LIST

RECENTLY AWARDED

- Bid 17-1090 is titled “WWTP Feed System Conversion.” This bid was awarded at the October 17, 2017 City Commission meeting.

SCHEDULED FOR CITY COMMISSION DISCUSSION

- Bid 17-1092 is titled “Construction of a Trailside Pavilion.” Bids were accepted until 2:00 pm Tuesday, September 28, 2017. This item is on the CRA Commission agenda for the November 16, 2017 meeting.

UNDER EVALUATION

- RFQ 17-1089 is titled “Third Party Administrative Services for Property, Casualty and Workers’ Comp Claims.” The Evaluation is complete and the Committee is negotiating with the selected vendor. We anticipate that this will be added to the agenda for the December 5, 2017 City Commission meeting.
- RFP 17-1091 is titled “Water Quality and BMP Sediment Monitoring & Analysis Services.” Submittals were due at 2:00 pm Thursday, September 26, 2017. The evaluation process has begun and the initial meeting is scheduled for November 7, 2017.
- Bid 17-1093 is titled “Application of Crack Seal and Microsurface on Various Street Locations in Dunedin, FL.” Bids were accepted until 2:00 pm Tuesday, October 3, 2017.
- Bid 17-1094 is titled “Mill and Overlay on Various Street Locations in Dunedin, FL.” Bids were accepted until 2:00 pm Thursday, November 2, 2017.

ACTIVE ON THE STREET

- N/A

UNDER DEVELOPMENT

- RFQ for architectural services required for improvements to the Toronto Blue Jays spring training facilities.
- RFQ for a Construction Manager at Risk (CMAR) for improvements to the Toronto Blue Jays spring training facilities.



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	31 Happy Halloween!! 	1	2 6:00 PM Commission Meeting @ City Hall	3	4
5	6 6:00 PM Dunedin Library Youth volunteers @ Dunedin Library	7 2:00 PM Code Enforcement Board @ City Hall 5:00 PM Dunedin Parking Appeals Hearing @ City Hall	8 8:30 AM Development Review Committee @ Planning Conf. Room 4:15 PM Community Redevelopment Agency Advisory Committee @ Planning Conf. Room	9 7:30 AM Public Relations Advisory Action Committee @ City Hall 4:00 PM Historic Preservation Advisory Committee @ Planning Conf. Room 6:00 PM Workshop to Discuss Downtown Parking @ Hale Center	10 All city facilities and the Dunedin Public Library and branch libraries are closed for Veterans Day.	11
12	13 6:30 PM Hammock Advisory Committee @ Community Center	14 8:00 AM Causeway Committee @ Community Center 9:00 AM Work Session @ City Hall 3:45 PM 3:45 PM Dunedin Housing Authority @ Corporate Square, Clearwater	15 2:30 PM Fire Pension Board @ Comm Ctr 4:00 PM Board of Finance @ Water Plant 4:00 PM Parks & Rec Committee @ Comm Ctr 6:00 PM Friends of the Library Board @ Library	16 10:00 AM Public Safety Committee @ Fire Admin. 5:30 PM Community Redevelopment Agency @ City Hall 6:00 PM Commission Meeting @ City Hall 6:30 PM Youth Advisory Committee @ MLK	17	18
19	20 5:15 PM Marina Advisory Committee @ Harbormaster's Office	21	22 The branch library will be closed today and the main Dunedin Library will close at 5:00 PM today.	23 All City facilities and the Dunedin Public Library are closed today for Thanksgiving. 	24 All City facilities and the Dunedin Public Library are closed today for Thanksgiving.	25
26	27 8:00 AM Arts & Culture Advisory Committee @ Planning Conf. Room 9:00 AM Committee on Aging @ Hale Center 6:00 PM Library Advisory Committee @ Dunedin Library	28	29 8:30 AM-10:00 AM Development Review Committee @ Planning Conf. Room 3:00 PM Board of Adjustment and Appeal @ City Hall	30	1	2

No meeting for the Disability, Edgewater Drive, Environmental Quality, Social Services, Stadium or Stormwater.

Development Project Update 11-2-17

Current Projects - City Commission Review			LPA	CC 1st	CC 2nd	Apvd	under const.
Aberdeen Oaks	1441-1461 Virginia St	20 single-family home subdivis	√	√	√	√	Yes
Americourt	418 Grant St	12 townhomes	12/13/17	TBD	TBD		
Arcadia	265 Causeway Blvd	16 4-story condos	√	<i>infrastructure under review</i>		√	No
Artisan Apartments	940-966 Douglas Ave	Retail, apartments & parking g	√	√	√	√	Yes
Chesapeake Apartments	2307 Cumberland Cir	44 apts (add. to existing compl	√	√	√	√	Yes
Courtyard on Main	Main and Douglas	18 condos above retail	8/9/17	9/21/17	11/2/17		
Douglas Place	523 Douglas Ave	8 townhome unit developmen	√	√	√	√	Yes
Dunedin Causeway Hotel	2621/2641 Michael Pl	90-room hotel with restaurant	√	<i>in discussion with hotel chain</i>		√	No
Dunedin Commons	375 Patricia Ave	mixed-use (retail, TH, apts); D	√	√	√	√	Yes
Gramercy Court	Highland/Howard	48 townhomes	√	√	√	√	Yes
Gramercy Ct Ph II	Howard Ave	18 townhomes - phase II	√	√	√	√	Yes
Highland Ridge TH	949 Highland	13 townhomes	√	√	√	√	Yes
Leuken's Liquors - <i>amended</i>	1410 Main St	1-story liquor store- <i>revised; anne</i>	√	√	√	√	Yes
Lexinton Estates	93 Lexington Ave	20 single-family homes	8/9/17	<i>infrastructure under review</i>		√	No
Oak Bend Townhomes	801 Main St	32 townhomes	12/13/17	TBD	TBD		
Pura Vida	1413 Bayshore Blvd	7 townhomes replacing bungal	√	√	√	√	No
Sailing Club	Causeway at Woodette	sailing club (land use/rezone)	12/13/17	TBD	TBD		
San Christopher Villas	1501 San Christopher Dr	12 villas	√	√	√	√	No
Sea Palms	2624 Paula Dr N	8 townhomes	√	√	√	√	No

Current Projects - Staff Only Review Only			Comments	under const
536 Bay St	536 Bay St	2 SF homes		Yes
357 Chase Ct	SF home with bakery	bulding SF home and natural, wholesale bakery in P-X-M	<i>permit under review</i>	No
501 Frances St	501 Frances St	4 townhomes		Yes
911 Highland Ave	911 Highland Ave	renovate home, convert to gift shop (stone house behind city hall)		Yes
Historical Museum	Historical Museum	expansion towards the trail		Yes
James St. Cottages	603 Scotland	SF property to 4 (Glencairn-style) cottages		Yes
Jensen's Seafood	907 Douglas	converting adjacent home to retail shop for seafood business		Yes
Marker One Marina	343 Causeway Blvd	complete Phase II	<i>infrastructure under review</i>	No
Mike's Auto Repair	715 Main St	add 4 auto bays in rear, and façade impv'ts		Yes
1046 Oak St	1046 Oak St	4 single-family 2-story homes		Yes
1041 Martin Luther King	1041 MLK	3 townhomes		Yes
Pearly's Beach Eats	903 Douglas Ave	convert SF home to restaurant		Yes
Retail strip center	1440 Main St	demo bldg, replace w/4-unit retail bldg (waiting for lease to exp.)		No
San Ruffino TH	1340 Bayshore Blvd	finish 7 townhomes previously approved, but never built	<i>permit under review</i>	No
Sheriff admin building	2496 Bayshore Blvd	renovating former WF admin building	<i>infrastructure under review</i>	No

Potential Future Projects - City Commission Review		Comments
Carnation Drive - behind Family Dollar		50 - 70 affordable apartments
Stirling Glen Townhomes	1680 Union St	33 townhome development or affordable apts/TH mix

Potential Future Projects - Staff Only Review Only		Comments
Carriage House	1040 Broadway	convert to event venue
Dunedin Organics (Daryal)	818 Highland (vacant)	create art/community gathering spot; food truck - Cond. Use @ BAA
Faith United Church	1650 Pinehurst	1100 sf addition
Floridays	971 Howard	3 vacation cottages
Pirate's Cove	2400 Bayshore Blvd	2nd floor deck - in legal discussion

Fire Department Administration
MEMORANDUM

To: Jennifer Bramley, City Manager
From: Jeffrey Parks, Fire Chief
Date: November 1, 2017
Re: Monthly Report for October 2017

Fire Prevention Division:

October marks Fire Prevention Month for Dunedin Fire. The month is dedicated primarily to providing high quality fire prevention programs to residents, schools and businesses throughout the city. Each day fire prevention personnel along with firefighters presented fire safety tips and delivered the national 2017 NFPA fire prevention message of “Every second counts, Plan 2 ways out.” Over 22 schools were visited; fire safety presentations made to several health care facilities, reading programs were put on at the Dunedin Library for children and fire station tours coordinated for organizations such as the Boy Scouts and Girl Scouts. Fire prevention also participated in the North Pinellas County Fire Prevention Expo at Countryside Mall. This event had representatives from multiple agencies providing material and information to the public on fire prevention, fall awareness and home safety.

Deputy Fire Marshal Michael Handoga was promoted to Fire Marshal as of October 1st. An official promotional ceremony will follow at a later date.

New construction projects completed:

- No major projects completed in October.

Current projects:

- Fenway, 453 Edgewater - remodel
- Bob’s Barracuda Bait Shoppe, 240 Causeway-interior remodel
- House of Beer/Marley’s Monster Grill, 324 B Monroe St - interior remodel
- Lukens Liquor – 1410 Main St
- Dunedin Commons Apt. – 375 Patricia
- Arcadia Luxury Condo – 265 Causeway Blvd
- Gramercy Court Townhomes – Highland Ave
- Townhomes at Highland Ridge – Highland Ave.
- Artisan Lofts – 638 Douglas Ave
- James St. Cottages – 603 Douglas Ave
- Jensen Brothers Seafood expansion – 907 Douglas Ave
- Chesapeake Apartments – 2307 Cumberland Cir.
- The Inn Lounge – Interior Renovations – 300 Causeway Blvd
- Edgewater Arms – Site & Infrastructure Improvements – 632 / 634 Edgewater

- LA Fitness – 1681 Man St. – New Build Out
- Pearly’s Beach Eats – 903 Douglas Ave – New Restaurant
- Marker 1 – 343 Causeway Blvd – Expansion Project
- Dunedin Historical Museum – 349 Main St. – Addition to building

Fire Prevention Staff Activities:

Inspections – 50

Re-inspections - 1

Fire extinguisher training – 0

Plans Reviewed – 28

Partial Inspections (New Construction) - 24

Final Inspections - 6

Meetings/Consultations - 23

Referrals/ Complaints - 6

Fire Investigations – 4

Event Inspections – 6

Fire Safety presentations – 36

Public Education Contacts – 2,800

Station Tours – 4

Hurricane Awareness presentation – 0

Smoke Alarm Installations – 0

Training and Safety Division:

-Prepared monthly reports for September.

-Conducted annual firefighter swim assessment.

-Participated in employment interviews.

-Participated in Third Party Administrator vendor presentations and demonstrations with HR.

-Chaired the FD Safety Committee meeting.

-Attended City’s Safety Action Committee meeting

-Attended ACLS re-certification class.

-Attended Pinellas County Training Group meeting.

Non-EMS Training Hours: 1534

Operations:

<u>Type of Incident</u>	<u>Month of Oct</u>	<u>Year to Date</u>	<u>Emer Resp by Unit</u>	<u>Runs</u>	<u>Mins</u>
Medical Incident Response	505	5369	<u>EMS INCIDENTS</u>		
Rescue Incident Response	52	553	<u>Station 60's Area</u>		
Fire Alarm	38	339	E60	172	4:30
Fire Incident Response	13	201	E61	9	7:21
Structure Fire Response	16	162	E62	7	5:04
Special	3	120	E51 (CFD)	2	6:18
Water Rescue Response	7	62	T60	1	0:20
Major Incident Response	4	47	<u>Station 61's Area</u>		
Support incident (Fire)	3	46	E61	63	2:12
Unconfirmed Structure Fire	1	39	E66 (PHFD)	3	1:58
Fire Incident Response Special	7	63	E60	2	2:58
Air Transport Incident	0	24	<u>Station 62's Area</u>		
Trauma Alert	7	47	E62	79	5:05
Support Incident (DC)	1	20	E50 (CFD)	5	6:17
Medical Incident Special	2	12	E61	3	5:59
Support Incident (Medical)	3	36	E60	2	7:25
Moveup - Coverage	1	11	S65 (PHFD)	1	5:31
Hospital Landing Zone	1	4	E65 (PHFD)	1	4:34
Rescue Incident Special	1	6	R48 (CFD)	1	7:02
MVC Possible Extrication	1	12	<u>FIRE INCIDENTS</u>		
Brush Fire Incident Response	0	4	<u>Station 60's Area</u>		
Storm Structure Damage - No Inj	0	3	T60	8	4:41
Fire Alarm - Storm Mode	0	8	E60	4	4:36
Transformer/Pole Fire	0	5	E62	2	6:28
Wires Down	0	13	U60	2	3:31
Tree Fire	0	10	E61	1	6:14
Code H	0	1	<u>Station 61's Area</u>		
Special Event	0	6	E61	6	5:12
Cardiac Arrest Response	3	44	E62	1	7:43
Fire Unit Incident	0	11	<u>Station 62's Area</u>		
Medical Unit Incident	0	9	E62	6	4:43
Off Shore Call Dispatch	0	1	T53 (SHFD)	1	7:24
Hazardous Materials	1	2	E50 (CFD)	1	0:17
Hazmat Invest	2	3	E65 (PHFD)	1	6:49
Non-Emergency Evacuation	0	4			
Extrication	0	5			
Totals	672	7302			

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