

# City Manager's <sup>Up</sup>date

## Administrative

June 11, 2018

This <sup>Up</sup>date will refer to the events since the date of the last <sup>Up</sup>date of May 7, 2018.

## PLANNING AND DEVELOPMENT DEPARTMENT

### *Building Department*

MANAGER'S UPDATE  
PLANNING & DEVELOPMENT DEPARTMENT - BUILDING DIVISION

MONTH: MAY 2018

PERMITS		
Total Permits Issued		516
Total Permit Fees Collected		\$153,309.00
Total Valuation of Construction		\$8,968,190.00
Permits by Group:		
	NUMBER	VALUATION
Building Permit	307	\$7,927,441.00
Electrical Permit	22	\$128,581.00
Fence Permit	43	\$28,370.00
Gas Permit	4	\$7,460.00
Mechanical Permit	99	\$541,306.00
Plumbing Permit	38	\$88,450.00
Sign Permit	5	\$8,400.00
Tent Permit	0	\$0.00
New Construction by Building Type:		
	NUMBER	VALUATION
New Single Family Residences	9	\$2,669,784.00
New Two-Family Residences	0	\$0.00
New Multi-Family Residential Buildings	0	\$0.00
New Mobile Homes	2	\$128,082.00
New Commercial Buildings	0	\$0.00
New Mixed-Use Buildings (Commercial & Residential)	0	\$0.00
BUILDING INSPECTIONS		
Building, Electrical, Gas, Mechanical, Plumbing:	NUMBER	
TOTAL	1,210	
LOCAL BUSINESS TAX RECEIPTS		
	NUMBER	FEES
Business Taxes	113	\$641.10

### *Planning Department*

The City Commission approval was granted at final public hearings in **May** for the following:

- Application 17-54.00 Fenway Hotel: Request for a second amendment to the existing Development Agreement.
- Ordinance 18-11: Fence Permit Code Amendment.

### *Local Planning Agency*

- Ordinance 18-09: Establishing an Architectural Review Committee. Failed.
- Application LUP-ZO 18-10: Request for Rezoning and Land Use Plan Amendment to establish a legal conforming assisted living facility at 1722 Curlew Road. Recommended approval.
- Ordinance 18-14: Public Arts Master Plan: Recommended approval. Will be discussed at City Commission Workshop prior to City Commission public hearings.
- Application AN-LUP-ZO 18-12: Request for Annexation into the City of Dunedin, Land Use Plan Amendment from Residential Urban (RU) County to Residential Urban (RU) City, and Zoning designation change from Single Family Residential (R-6) County to Single Family Residential (R-60) City for the property located at 322 and 323 Aristotle Street. Recommended approval.

- Application DR 18-11: Request for Design Review for the build of a 7,600 sf single story surgery center adjacent to existing parking lot for the property located at 980 Milwaukee Avenue. Recommended approval.

**Code Enforcement**

- The May Code Enforcement Board heard 4 Old Business and 19 New Business cases, and accepted 6 Affidavits of Compliance.
- The Code Enforcement Board collected \$45,163.35 in unpaid fines and fees in May.

**DUNEDIN PUBLIC LIBRARY**

- Presented 8 tech classes with an attendance of 50 people
- Notary Service at Library –15 stamps
- Delivered 78 items to 12 users of our Homebound Delivery Service
- Dunedin Youth Volunteers donated 94.75 hours of their time
- Adult Volunteers donated 189 hours of their time
- 270 patrons utilized the study rooms
- 353 seeds packets “checked out”
- E-books checked out – 1809
- E-audiobooks checked out – 658
- 527 DVDs/CDs cleaned and put back into collection
- 7 exams proctored
- Webinars: Building Accessible Content
- Staff attended the following meetings: Commission Meetings, DCO monthly meeting, weekly City Department Head Meeting and weekly Library Management Team meetings, ILS SIG, Children’s SIG, SAC at Garrison Jones Elementary and Juvenile Welfare Board meetings, Library Foundation, Friends of the Library, City Business Plan Budget Work Session.
- 5 staff members attend the Florida Library Association Conference, Orlando
- Library Director and Friends member presented program at the FLA Conference
- Hosted Blood Drive
- Continued working on Library Budget for 2019
- Graduation celebration for teen volunteers & recognition at Commission Meeting
- Staff attended the City Employee Health and Wellness Fair
- Hosted piano recital with 160 people attending
- Worked on Summer Reading program planning
- Worked with representative on WiFi Hotspot implementation

**STATISTICS**

Door Count	30,887
Total Transactions	87,486
Average Circulation Per Hour	143.85
Adult and Youth Programs	123
Program Attendance	1795
Internet Usage (Adult & Youth)	2918
Wireless Usage	2496
AWE Early Literacy Station Users	213
Items Added to Collection	1087

# **CRA/ECONOMIC & HOUSING DEVELOPMENT**

## **Gateway**

- Staff has been working on obtaining appraisals for the Gateway parcels along with a unified plan

## **Downtown East End Plan**

- Staff is preparing Staffing for the June 19<sup>th</sup> City Commission Workshop

## **CRA**

- CRA met to review capital projects noted in the CRA Master Plan 2033 at the May meeting
- CRA Advisory met and discussed several projects and topics
- CRA 30<sup>th</sup> Anniversary plans are on-going. A date has been selected: February 16, 2019

## **Housing**

- Staff completed the USF Affordable Housing Goals and Recommendations and submitted to City Manager
  - Staff is meeting with Affordable Housing Partners to assist with developing a strategic plan
  - Staff has initiated a search for a Consultant to do the Affordable Housing Needs Assessment

## **Skinner Blvd Road Project**

- Traffic Study has commenced on Skinner Blvd
- Staff has been meeting with Stakeholders, including; FDOT, Pinellas County, Local Businesses and City Commissioners
- Public-input Charrettes are scheduled for July 16<sup>th</sup> at Mease Hospital for 3 to 5pm and 6 to 8pm

## **Parking**

- Staff is working in an advisory role with Purchasing on an RFP for the Pay Stations

## **Wayfinding**

- Staff is working with George F. Young on a Downtown Wayfinding program
  - Public-input Charrettes are scheduled for June 20<sup>th</sup> from 3 to 5pm and 6 to 8pm at the Dunedin Community Center
  - Findings will be presented at the July 26<sup>th</sup> CRA meeting

## **Agreement Renewals**

- Staff is reviewing several Agreements and developing Staffing for City Commission review of the following Agreements:
  - Skinner Blvd Grant – June 18
  - PSTA (Jolly Trolley) – August 21
  - Achieva Way – August 21
  - Tampa Bay Market – September 4
  - Florida Business Incubator – September 18

## **Business Recruitment**

- Staff is working with three business who wish to relocate to Dunedin
- Staff is reviewing several new emerging business concepts, two of which are from the Florida Business Incubator

## **Downtown Projects**

- Pole Banners for Douglas Avenue are ready to be hung as soon as the Artisan is complete
- Pole Banners for the Downtown (Trail Town) are ready and will be installed this month
- Ground work has started on the next Artistic Bus Shelter at the First United Methodist Church
- Artificial Turf at Pioneer Park – staff will be retaining a Landscape Architect to review options for the Park



## **Marketing**

- Staff is working to develop an updated promotional and marketing plan

## **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 19,690) followers
- Managed Social and Digital Media (Facebook, Twitter, Instagram, YouTube, Dunedin TV and DunedinGov.com)
- YouTube - 785 subscribers • 185,026 views
- Granicus PEAK agenda management kick-off call with the Clerk's office.
- Your City @ Work enewsletter.
- Citizen Academy outreach assistance.
- Live Well animation for Parks & Recreation
- Recycling outreach campaign assistance.
- Parking meetings and outreach.
- Senior Hall of Fame coverage.
- Community Relations Department story with the Dunedin Beacon.
- Stormwater "Only Rain Drain the Drain" campaign outreach assistance.
- Economic Development update.
- Nesting Shorebirds story with Environmental Specialist from Honeymoon Island.
- Affordable Housing meeting with Pinellas County.
- Made in Dunedin with artist Steve Spathelf.
- eComment promotion and outreach.
- Community Police Officer promotional planning with Pinellas County Sheriff's Office.
- Budget FY 19' planning and preparation.
- Community relations assistance with visitors to City Hall
- SeeClickFix response coordination.
- Continue to work with Tampa Bay Markets for social media outreach & promotion of the Downtown Market.
- Coordination of photography for City website and citywide requests
- Staff Liaison for Public Relations Action Advisory Committee and Visit Dunedin.
- Social Media Archiving management.
- City website follow-up and troubleshooting
- Assisted media outlets

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

- May Spotlight on Dunedin: Stormwater update, Nesting Shorebirds, Senior Hall of Fame and Downtown Update.
- New episode of Made in Dunedin in 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 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:

- Assisted web editors with City website.
- Intranet planning.
- WGAG 2.0 updates.
- Research, planning and troubleshooting of new service request portal.
- Created new images and graphics for web homepage.

- Troubleshooting of Vision's Content Management System.
- Website overview and analysis
- Digital photo editing
- E-notification distribution and management

## **PARKS & RECREATION**

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

- Continued discussions with the Veterans Advisory Committee and local partners regarding the relocation of the Purple Heart monument.
- Finalized the terms of agreement for the Clearwater Ferry service. The item is scheduled for the first Commission meeting in June.
- Attended a meeting with various citizens and Pinellas County and their concerns regarding wildlife on the Dunedin Causeway.
- Attended an after-action meeting regarding Hurricane Irma.
- Continued development of the Parks & Recreation Department presentations for the Citizen's Academy.
- Continued discussions regarding the sediment removal studies, potential design options, and scope of work at the Dunedin Marina.
- Attended a de minimus review with SWFWMD regarding the installation of the boardwalk on Fern Trail at Hammock Park.
- Finalized quotes and ordered safety fencing at the Scotsdale Park and Weaver Park playgrounds.
- Continued the installation of the new replacement playground equipment at Edgewater Park.

### **Marketing:**

- Created dedicated webpages and an animated video for the LiveWell Dunedin.
- Submitted a Public Relations Award application to Florida Recreation & Parks Association to recognize the LiveWell Dunedin initiative and campaign.
- Presented to the Parks & Recreation Advisory Committee an overview of the Parks & Recreation Department, including staffing, recreation facilities, parks system, programs, events and services offered.
- Designed, reviewed and printed posters and flyers for upcoming programs and events.
- Continue to monitor and promote Department events, programs, summer camps and pool opening on social media.
- Continue to oversee, manage and populate information on the Parks & Recreation webpages.

### **Special Events:**

- **Rotary Triathlon** – Great race with 503 registered athletes.
- **Cinco de Mayo** – One of the best years ever—great turnout.
- **Whiskey Bent BBQ Supply Store Grand Opening** – Much larger than anticipated. Had approximately 600-700 people come through the store. Charlie Belcher from Charlie's World did a segment a few days after the event.
- **5<sup>th</sup> Annual Rat Riders Bike Show and Swap Meet** – The event was held on May 12 at the Episcopal Church of the Good Shepherd on Edgewater Drive. The charity event showcased vintage and custom bicycles and featured 75 bike show entries, multiple raffle prizes and over 30 vendors.

### **Recreation:**

- **Community Center:**
  - The Community Center had a total of 10 rentals with 900 guests. Both Discovery Academy of Science and Academie Da Vinci held their end-of-the-year performance shows and graduation. There were numerous Teen Leadership and Counselor Trainings held this month, along with City and private meetings.

- Summer Camp Counselors from 7 surrounding cities held the Florida Recreation and Parks Annual Summer Camp Training at the Center. These counselors were able to network and learn about camp training from their peers. There were both inside and outside games, arts and crafts, round table discussions and a guest speaker. Our very own Commissioner Moe Freaney welcomed the eager group of young and old participants.
- Summer Camp registration was ongoing and camps have begun. All camps operated the first week with maximum enrollments with a total of 205 campers, not including 16 Junior Counselors and 10 Counselors, making the first week a great success.
- The Homeschoolers of Pinellas wrapped up their third school year at the Community Center with a total of 85 families.
- Center staff continued with registration of summer camps, programs and rentals.

#### **Fitness Center:**

- Fitness Center visits and group exercise attendance totaled 2,688 for the month of May. Fitness/GEX class drop-in attendance: 88.
- We are now offering Chair Massages every Thursday and Friday from 9 AM-12 Noon.

#### **Athletics:**

- Men's Softball had 12 teams participating.
- Four (4) teams participated in the 50 Years & Over Softball League.
- Fifty-two (52) athletic rentals were held in May.
- Fifty-four (54) participants registered for tennis classes in May.
- There were 555 kids in the North City Track program. A Track Meet was held on May 2 at Safety Harbor Middle School with runners from Safety Harbor, Palm Harbor, Largo, Tarpon Springs and Pinellas Park, and 175 runners attended the end-of-the-year party.

#### **Martin Luther King, Jr. Recreation Center/Youth Services:**

- Supervisory Staff completed hiring and background screenings for 2018 Summer Camps.
- May 5<sup>th</sup> and 12<sup>th</sup> –Staff conducted Teen Leadership Training in incoming teen volunteers working with Summer Camp Programs.
- May 12<sup>th</sup> and May 25<sup>th</sup> -Supervisory Staff conducted Summer In-Service Trainings for leaders on topics including team building, manual policy review, behavior, supervision and discipline, safety and work ethic, as well as certification in CPR/FA and van driver safety.
- May 19<sup>th</sup> – Staff partnered with local recreation departments and FRPA to act as host site for FRPA summer camp training. Staff prepared hands-on training for 210 front-line summer staff; training topics included creative activity planning, professional development, acting as role model, group spirit, and behavior management and supervision.
- May 24<sup>th</sup> - Last day of school for 2017-2018 Before and After School Programming for 135 pre-kindergarten and school age children.
- Dunedin For Youth Scholarship Fund actively awarded to Summer Camp participants.
- May 29<sup>th</sup>-Summer Camp programming began with Teen Camp and Skate Camp providing 40 youth each week with a fun, safe summertime experience.
- Pinellas County Child Care License Board conducted licensing inspections at San Jose and Dunedin Elementary Schools; each school receiving 100% compliance.
- Promise Time program wrapped up for the school year at Dunedin and San Jose Elementary Schools; enrichment programs incentive and parties held.
- Private basketball and classroom rentals continue throughout summer.

#### **Hale Activity Center:**

- Held 50 adult classes and programs with a participation of 2,050.
- Special Hat Party had a participation of 39 sponsored by Grand Villa of Dunedin.
- Senior Hall of Fame Luncheon had a participation of 110 and was sponsored by Mease Manor.

- Held 1 rental with an attendance of 74.
- Held 2 meetings with an attendance of 23.
- Total Center attendance for the month of May was 2,296.
- The Committee On Aging presented awards to Bill Douglas and Donna Moore at the Senior Hall of Fame luncheon.

#### **Highlander Pool:**

- The pool opened on May 12<sup>th</sup> for the season, with deck repairs completed.
- Highlander bathrooms on the back of the pool classroom were tiled.
- Five new lifeguards were hired for the season.
- Every Child a Swimmer's 9<sup>th</sup> season was completed with 92 participants in the course with a total amount of over 1,000 since the start of the program.
- Sam Rakoski obtained his Water Safety Instructor Certification and is now teaching!

#### **Parks:**

- The Athletic Field Crew prepared and hosted multiple tournaments at Fisher and Vanech Fields.
- Measured for sod at Jerry Lake for the Field 2 renovation.
- Removed dead palms from Palm Blvd medians.
- Cleaned and beautified Rotary Park and installed new park sign.
- Prepared Downtown medians for new landscaping, including installing irrigation.
- Installed new sidewalk at Edgewater Park.
- Chlorine and pressure washed Edgewater Park playground, mulched, and installed a new border.
- Cement pads for new Causeway benches were completed and four new benches installed.
- Provided logistical support for a variety of events and rentals, including Sunset Music Series, Taste of Dunedin, Rotary Triathlon, Hog Hustle, Cinco de Mayo, and Downtown Market.
- Attended various trainings on safety and project management.
- Completed monthly safety checks of parks, playgrounds, and parking lots.

#### **Marina:**

- Marina's boat ramp users for May:
  - Resident: 94
  - Non-Resident: 23
  - Annual Ramp Decals: 22
  - Transient "visiting" Boaters: 13
- The Marina hosted two events for the month of May with the Coast Guard Auxiliary conducting a free boat safety inspection. And secondly, the Marina was a base for the 5<sup>th</sup> Annual Boat Kids event where volunteers took underprivileged children to Caladesi Island for a picnic.
- Per the Pinellas County Sheriff's Office, there are no derelict vessels in the Dunedin Intracoastal area at this time.

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

### **Engineering Division:**

#### **Utilities Section**

- **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.
  - Electrical and lighting installation is ongoing.

- The tanks have been delivered and installed, and the containment area construction and protective coatings are complete.
- Two 16” butterfly valves (one on each header) have been installed on the air lines to the aeration basins to allow for future isolation.



- **WWTP Denitrification Filter Building Repair & Rehabilitation –**

- This project consists of the removal and replacement of twenty (20) valves and actuators for the denitrification filters, removal and replacement of two pumps and 2 check valves, and repair of damaged concrete portions of the filter building. To perform the work, insertion, operation, and removal of eight line stops are required to isolate portions of existing piping and valves. In addition, all piping corresponding to replaced valves will be painted.
- The project was awarded to SGS Contracting Services in the amount of \$697,400 at the April 19<sup>th</sup> Commission meeting.
- The preconstruction meeting was held on May 29<sup>th</sup>. Due to the long lead time of the valves and actuators, the “Notice to Proceed” (NTP) is expected for July / August 2018.



- **Water Treatment Plant – Design Build**

- The Water Treatment Plant (WTP) Refurbishment Project will rehabilitate / replace the existing 9.5 MGD treatment plant and 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 which 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, includes completing detailed design, construction, commissioning and turnover to the City.
- Phase I detailed design is currently underway.
- The Basis of Design Memorandum was received on May 25<sup>th</sup> and is currently under review.
- The next design meeting will be held on June 13<sup>th</sup>.
- Design is expected to be complete by the end of 2018, with the GMP anticipated during the first quarter of 2019 to be brought before the Commission for consideration of construction award.

### **Roadway Section**

- **Pavement Preservation - Application of Microsurface and Crackseal on Various Street Locations**  
This Pavement Preservation Program contract, for Crack sealing and Micro-surfacing included sealing pavement cracks, and applying a surface layer to protect the asphalt from water damage and surface cracking. This contract was awarded to Asphalt Paving Systems, Inc., in December and construction began in late January. All work has been completed with the exception of a short section of roadway on Highland at James St. Work is anticipated to be complete by the end of June 2018.



- **Albert Street Crosswalk** – This crossing on Edgewater Drive is being retro-fitted with Rectangular Rapid Flashing Beacons (RRFB). The project was bid along with adjacent sewer repair work in May.
- **Traffic Committee** - The Traffic Committee discussed 25 resident requests and 3 internal traffic related issues during their most recent meeting.

### **Development**

- **Site Infrastructure / Development Review Participation:**  
Projects discussed / researched as part of DRC meetings – (4)  
Site / Infrastructure plan sets reviewed – (5)

### **Public Services Division:**

#### **Streets Section**

- Continued new installations and repair of concrete sidewalks (1426 SF).
- Continued pothole and asphalt repairs (11.2 tons installed).
- Staff continues right-of-way tree trimming Citywide:
  - Trimmed and hauled tree canopies for roadway clearance Citywide;
  - Trimmed 156 hardwood trees and palms (37.4 tons).
- Continued Traffic Sign & Post maintenance Citywide:
  - Manufactured (72) new signs, and replaced (37).
- Repaired utility cuts for the Water and Wastewater Divisions (13 Repairs).
- Continued hauling concrete and asphalt to recycling plant, as needed (91.6 tons hauled).
- Provided Special Event support –
  - Hog Hustle
  - Cinco De Mayo
  - Dunedin Rotary Triathlon
  - Sunset Music Series
- 421 Main Street - added bus shelter pad
- Completed tree trimming in Amberglen and Dunedin Pines subdivisions.
- Installed Military Banners
- Installed Special Event Banners
- Began yearly traffic counts Citywide
- Assisted in downtown parking meter removals
- Employees completed FEMA NIMS training

#### **Stormwater Section**

- Installed 160LF of 6” drainage pipe at 421 Main Street



- Repaired St. Catherine ditch bank
- Trimmed Ravenwood ditch for mowing clearance
- 221 Douglas Ave, cleaned detention ponds
- Installed new aeration system in Lake Paloma
- Continued slope ditch mowing
- Continued ROW mowing
- Continued residential street sweeping activities:
  - Hauled 9 ton / 14 cubic yards of sweeping debris to the County landfill.
  - Hauled 4.5 ton / 3 cubic yards of catch basin debris to the County landfill.
- Continued catch basin repairs Citywide (5).
- Continued ditch maintenance Citywide.
- Continued stormwater pipe maintenance and repairs Citywide.
- Employees completed FEMA NIMS training

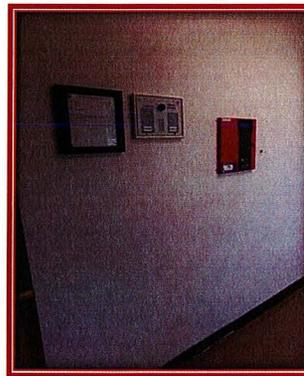
### **Stormwater Program Coordinator**

- The City of Dunedin Stormwater Master Plan field data collection conducted by Jones Edmunds and Associates (JEA) is currently underway throughout the City.
- In conjunction with the Communication Departments, Stormwater staff created a promotional video featuring the two “Let Only Rain Down the Drain” vehicle wraps and associated educational messages.
- Participated in the Keep Pinellas Beautiful Cedar Creek Cleanup event organized in conjunction with Keep Pinellas Beautiful and the City of Dunedin.
- Participated in a walk-thru of Fern Trail in Hammock Park with SWFWMD as part of the boardwalk initiative. The walk-thru was for guidance and clarification of permitting through wetland areas.
- The Stormwater Section of the Division collected and shipped five (5) samples for the Florida Department of Environmental Protection (FDEP) to microbial source track dog waste in Cedar Creek.
- The Stormwater Advisory Committee (SAC) presented to the City Commission requesting continuance of the Committee. The Commission voted unanimously to continue the SAC for an additional 3 years.
- Attended the FSA New Developments in Stormwater Utilities webinar.
- Attended the Commission Budget Workshop to discuss various aspects of the Stormwater FY19 budget.
- Attended the Curlew Creek Watershed Management Plan Peer Review meeting.
- The City hosted Kelli Levy of Pinellas County on a demonstration of their newly developed SLR Tool.
- Reviewed three (3) projects in the DRC platform concerning stormwater permitting through FDEP and the SWFWMD. Informed developers regarding the need for proper BMP’s during construction.
- Reviewed two (2) projects for Infrastructure Review to notify the developer of potential site contamination, permit requirements through FDEP and/or the SWFWMD, and proper BMP’s.
- Attended one (1) Pre-Construction meeting for the kick-off of the Villas at San Christopher project. The contractor was notified of the required proper BMP’s to be maintained during construction.

- Looking forward:
  - Plan to attend the Florida Stormwater Association Annual Conference and associated Board of Director meetings.
  - Plan to attend the Committee on Environmental Quality (CEQ) June meeting.
  - Plan to attend the Stormwater Advisory Committee (SAC) quarterly July meeting.
  - Plan to attend the Pinellas County MS4 quarterly meeting.

### **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.
- Performed annual storage tank leak detection inspections with Pinellas County DEP at Wastewater and MLK Center
- Perform annual maintenance on MLK Center generator
- Replaced broken toilet in Scottsdale restroom
- Replaced circulation fans at Wellness Center
- Install new fire alarm system in Public Services Administration Building



- Performed exit / emergency lighting inspections and repairs Citywide
- Replaced water heater in Fleet Services bay area
- Installed disconnect switch on outdoor vacuum for PCSO Fleet
- Repaired broken underground pipe for camera system install at Public Services
- Repaired Water Plant pole lighting
- Repaired plumbing leak for toilets in Marina Park restroom
- Repaired ice machine at City Hall
- Installed new lighting for display cases at Fire Administration
- Installed wiring and hung ceiling fan in Solid Waste dispatch office
- Performed setup and breakdown for Wing Night at the Blue Jays Special Event
- Replaced Concourse lighting at Stadium
- Replaced potable water shutoff valves at Jerry Lake Recreation Complex
- Replaced shore plug power connection to apparatus at Fire Station 62
- Repaired lighting in non-potable water area at Water Dept.
- Relocated phone lines in Public Services for new fire alarm
- Performed chiller plant maintenance at Community Center
- Repaired A/C unit for Finance area at Municipal Services
- Repaired electric to aerator pump at Highlander Pool
- Repaired Facility #2 A/C unit at Wastewater
- Assisted vendor as they performed indoor air quality study at NDS and Municipal Services

- Replaced windows in Art Center damaged by Hurricane Irma



- Hosted National Public Works Week event at Public Services
- Responded to maintenance requests Citywide, as needed.

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

- China is enforcing its new “National Sword” policy which limits the import of contaminated recyclable commodities. China was the largest consumer of recyclables - importing ~50% of the U.S. stock – but has now set a much tougher acceptance standard for contamination levels (from: 55% to 0.05%), which is causing a global disruption in recycling markets. As a result, Solid Waste staff continues its outreach campaign emphasizing the importance of generating high quality recycling materials. Staff also continues to work closely with WastePro and Pinellas County Solid Waste exploring feasible options should market conditions not recover.
- Staff utilized the Utility Billing insert to disseminate information concerning changes for curbside customers due to holidays for the remainder of the year.
- Continue to serve as staff liaison to the Committee on Environmental Quality (CEQ).
- The City’s Sustainability Program Coordinator attended a conference in Nashville, Tennessee hosted by the Southeastern Sustainability Directors Network. While in attendance, she was able to formulate connections with other sustainability coordinators from Florida, Georgia, Tennessee, South Carolina, and Alabama. The conference focused on topics ranging from the Ready for 100 Campaign, establishing a partnership with major utilities, developing a sustainability master plan, equity, etc. Many of the topics discussed at this conference are beneficial to Dunedin, as we have similar projects under consideration and it is beneficial for staff to develop and maintain connections in the South-East region, in order to periodically reach out for assistance and guidance.
- Staff attended a stakeholders meeting for the Pinellas County Extension Office (PCEO) regarding their sustainability programs. The PCEO is a valued resource to the City and its residents, and staff has a working partnership with the Extension Office to provide educational programs and technical assistance on some of our programs (i.e.: green certification, greenhouse gas inventory, climate adaptation plan, rain barrel workshops etc.)
- On Saturday, May 19<sup>th</sup> the City of Dunedin and Keep Pinellas Beautiful partnered together to host a cleanup within Hammock Park as part of the Great American Cleanup. Approximately 12 patrons participated in the cleanup, with about 60 pounds of debris collected.



- In consideration of the end of the school year, staff worked with a few local schools to host a Locker Clean Out. Students and teachers cleaned out their desks/lockers, and diverted approximately 500 pounds of recyclable material (cardboard, loose paper, work books, etc.) from the landfill.
  - Academie Da Vinci took the initiative to participate in this year's clean out for the 4th year in a row.
  - Staff hopes to have more participation in the future.



## **Wastewater Division:**

### **Plant Summary**

- **Wastewater Treatment flows:**

- |                                       |                         |
|---------------------------------------|-------------------------|
| ○ Influent Average Daily Flow:        | 4.046 Million Gallons   |
| ○ Influent Monthly Total Flow:        | 125.438 Million Gallons |
| ○ Reclaimed Water Average Daily Flow: | 3.156 Million Gallons   |
| ○ Reclaimed Water Monthly Total Flow: | 97.851 Million Gallons  |
| ○ Final Effluent Average Daily Flow:  | .780 Million Gallons    |
| ○ Final Effluent Monthly Total Flow:  | 24.190 Million Gallons  |

- **Maintenance and Repairs:**

- Contractor, Odyssey Manufacturing Inc., is onsite, working on Fac#14b Chemical Bay Storage, prepping for the new bleach/bisulfite feed systems. New bleach/bisulfite tanks are on site and moved inside of Fac#14a, Chemical building. Contractor also installed two new 16" Pratt butterfly valves on main aeration tank air lines at Fac#6, (On-Going).
- Maintenance completed installation of three (3) new Micro 2000 chlorine analyzers in Fac#16, Master reuse station.
- Maintenance removed #1 reuse pump from Fac#16 master reuse station for repairs.
- Maintenance cleaned aerobic digesters 1-2-3-4, installed 432 new snap cap diffusers, and replaced three (3) 12" Dezurik valves at Fac#12.

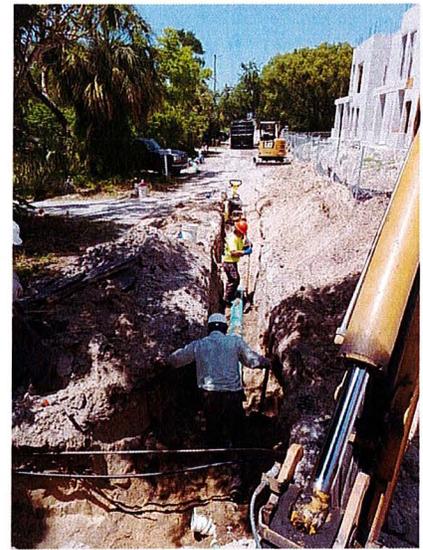
- **Compliance:**

- The April 2018 Monthly Discharge Monitoring report was submitted to FDEP utilizing the new EZDMR format; [No Issues].
- Bi-Annual sampling Giardia/Cryptosporidium completed. [No Issues].

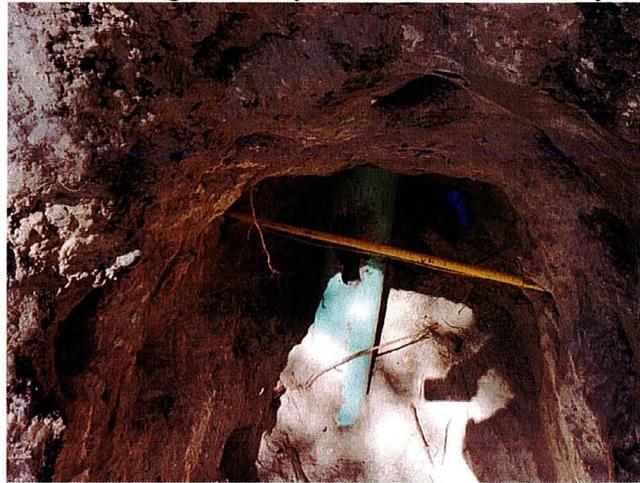
### **Collections Summary**

- **Scheduled repairs:**

- Finished main line / laterals / manhole replacement on Howard Ave. – along with clean up and final compaction testing (City crews).



- Repaired Gas line shot through sanitary sewer main at 708 Bay Street.



- R/W cleanout installs / Mini scout inspection (19) – Blackwood Cir., Bramblewood Dr., and Briarwood St.
  - Lateral liner installs (3) – Orange Ave., Sandalwood Dr., and Blackwood Cir.
  - Installed Flood Domes / MH inserts (19) in beneficial manholes to reduce inflow.
  - Manhole repairs / ring & cover change outs – (1) Rolling View Dr. (I/I).
  - Mini-scout / Root removal (2) – Greenbrier Dr. and Pine Ridge Dr.
  - Hand-dig; lateral repair – Victoria Dr. at Victoria Condos.
  - Continued responding to citizen blockage calls (24); & daily utility locates of sewer/fiber optics.
- Vac / Cleaner Truck:
    - Cleaning mains in LS # 1 area.
    - Monthly cleaning out of backwash basin at the Water Plant (1<sup>st</sup> Wed of Month).
    - Cleaned out LS # 12 wet well
    - Assisted repair crew (truck out of service and in for repairs - 3 days).
    - Cleaned out odor control (activated granular charcoal) unit at LS # 10
    - Periodically wet down Howard Avenue due to dust from main line construction
    - Root cutter utilized on Richland Dr. (200 LF of main line)
    - Total Cleaned: 7,059 LF of main lines

- TV Truck:

- Televised mains on Howard Ave. (new construction), Santa Barbara Dr. (Heavy infiltration – future CIPP), Santa Clara Dr., and Pine Ridge Dr.
- TV Truck sent to CUES (Orlando) for repairs, along with software issues with GraniteXP.
- Installed 12” x 7’ sectional liner in main on Richland Dr.
- Repaired 3 laterals on Richland Dr. (Telephone pole through one, and cable shot thru another!).



- Cleaned out drying bed at Greenbrier, hauled to land fill, and hauled back road base on return.
- Total televised: 9,566 LF with 39 set ups.

- Lift Stations:

- LS # 15 – installed final, new, 34hp pump (also changed out overloads).
- Attended Fleet meeting on portable generator replacements.
- LS # 12 – Rehab project: changed over camlock discharge hoses to rail system, with new discharge pipes and pumps.



- LS # 10 – Finished odor control replacement.



- Working on; off/on Communication problems at LS # 20, LS # 16, and LS # 24.
- Back up Diesel Pumps:
- Field trip to City of Tarpon Springs – research on Emergency Lift Station diesel back up pumps.
- Kick – Off meeting on May 30, 2018 with King Engineering.



- Responded to SCADA alarms, after-hour call outs; including power outages at LS#4 & LS#5.
- 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: 3.76 Million Gallons
- Monthly Potable Water Production: 116.59 Million Gallons
- Annual YTD Potable Water Production: 574.36 Million Gallons
- Annual YTD Rainfall: 14.67 Inches
- Monthly Rainfall Total: 5.21 Inches

- **Maintenance:**

- Operators continue normal Preventative Maintenance programs on plant equipment.

- **Noteworthy Events:**

- Black & Veatch / Hazen & Sawyer pilot operations have concluded.
- Advertised for Water Maintenance Mechanic position.
- Austin Johnson and Derrick Lessinger started their employment with the City as Water Plant Operators.
- Completed the 4<sup>th</sup> Unregulated Contaminants Monitoring Rule (UCMR4) sampling event.

### **Water Distribution**

- **Maintenance and Repair** – The annual backflow testing program is 55% complete, with approximately 4,515 backflows tested for the calendar year. The large meter program is 100% complete, with 86 large meters tested for the fiscal year. Thus far this year, the Hydrant Program has installed 0 new hydrants, repaired 11, replaced 0, painted 167, and flowed 120. During this time period, the Valve Program exercised 153 valves. For the year, the Valve Program has installed 1 new, replaced 1, repaired 2, and exercised 675 potable and reclaimed distribution valves.

### **Wellfield**

- The drilling company, A.C. Schultes of Florida, Inc., was selected to abandon Well #96. The abandonment of Well #96 is a condition of our recently renewed Water Use Permit (WUP).
- Bid specifications are being developed by King Engineering to redesign and change the vertical turbine configuration at Well #4 to a submersible pump configuration.

# **HUMAN RESOURCES**

## **Recruitment & Selection:**

- Positions posted during the month of May: Water Maintenance Mechanic, Budget Manager, Administrative Coordinator, ITS Network Administrator, Wastewater Service Worker and Wastewater Plant Operator Trainee.
- The Human Resources & Risk Manager, Crafts Worker II, Lifeguard I, Recreation Leader, Recreation Leader II, positions are in the selection phase.
- Total Number of Applications received: 449
- Employees hired during May:
  - Andrea Williams, Recreation Leader, May 1
  - Emma Brandmaier, Recreation Leader, May 2
  - Cora Paolillo, Recreation Leader, May 12
  - Matthew Moore, Recreation Leader, May 16
  - Madisen Trapp, Recreation Leader, May 21
  - Stephanie Kensinger, Head Lifeguard, May 28
  - Austin Johnson, Water Plant Operator, May 9
  - Derrick Lessinger, Water Plant Operator, May 20
  - Michelle Gilbert, Code Enforcement Inspector, May 9
  - Bruce Wirth, Senior Engineer, May 23
  - Keith Malinsky, Library Aide, May 23
  - Laurel Buschel, Library Aide, May 30
  - Daniel Charles, Human Resources Specialist, May 30
- Promotions during May:
  - Tim Kulcsar, Public Services Maintenance Worker III, May 23

## **Employee Benefits:**

- Self-Insured Medical Claims Experience: Total Paid Medical & Pharmacy claims for May was \$241,587.21, which was a 31% decrease over April’s totals. The average weekly claims for May were \$60,396.80.
- Humana Vitality Wellness Program: Number and % Status of Participants, with Blue as the Starter level and Platinum as Highest level:

	<b><u>Employee Count</u></b>	<b><u>Participation Level %</u></b>
<b>Platinum</b>	56	33%
<b>Gold</b>	36	7%
<b>Silver</b>	52	11%
<b>Bronze</b>	62	19%
<b>Blue</b>	80	30%
<b>Total Eligible Employees</b>	286	100%

- **Family Medical Leave Act (FMLA):**
  - Number of Employees with approved/pending FMLA: 13- (Regular - 4, Intermittent – 9, Pending 0).
  - Number of new requests in May: 2
- **Other (Non-WC, Modified Duty)**
  - Number of employees currently working on a modified schedule (some restrictions) – 1
- **Records Requests:** Number of Records Requests processed: 1

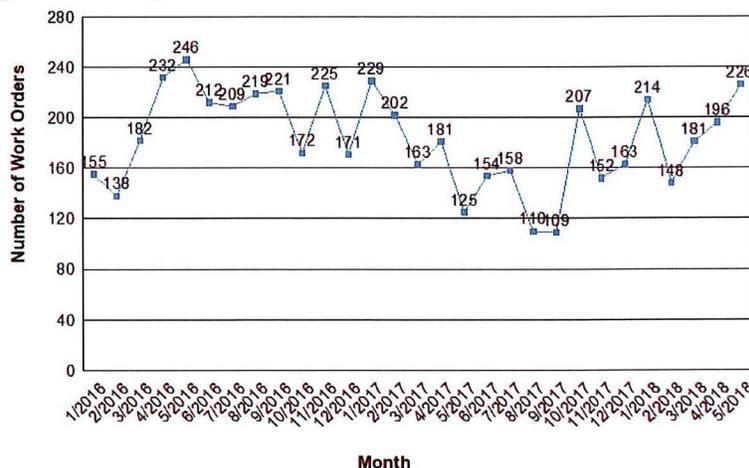
- **DROP (Deferred Retirement Option Program):**
  - Number of Employees in DROP: 12
  - Employees who entered DROP during May: 1
- **Performance Management:**
  - Number of Disciplinary Actions: 0.
- **Employment Separations (Regular Full- and/or Part-Time):**
  - Number of Separations from employment: 3
  - Richard Helton, Sr. Wastewater Service Worker, retired May 31 after 28 years of service.
- **Risk Management:**
  - Workers' Compensation:
    - ✓ Number of new workers' compensation claims: 1
    - ✓ Total current open workers' compensation claims: 4; 1 employees on light duty
    - ✓ Employees out of work: 0
  - Property/Liability/Motor Vehicle Claims:
    - ✓ New Property/Liability Claims: 2; total open cases = 18
    - ✓ New Moving Vehicle Accidents: 1; total open cases = 2
  - Cases Closed During the Month:
    - ✓ Worker's Compensation: 1
    - ✓ Property Liability: 6
    - ✓ Moving Vehicle: 1
- **Safety:**
  - 66 City of Dunedin employees completed 82 online safety training courses during the month of May.
  - The Quarterly Safety Action Committee meeting was held May 10
- **Other:**
  - HR/Risk Department coordinated:
    - The 2018 Employee Wellness Fair May 3

## **INFORMATION TECHNOLOGY:**

### ***IT Services Help Desk Requests for the Month of May, 2018:***

<b>Monthly Ticket Counts</b>		<b>Tickets by Priority</b>	
Tickets Created	226	Critical Tickets	12
Resolved Tickets	181	High Priority Tickets	52
Open Tickets	106	Low Priority Tickets	162
Malware Tickets	0	Project Tickets	0

### ***IT Services Help Desk Requests YTD for 2016-2018:***



- During the month of May 2018, IT Services received 226 new on-line help desk support tickets. IT Services is averaging approximately 193 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 a citizen self-service portal. Phase 1 of the ERP solution started in October 2017 and is anticipated to go live in February 2019. The City’s Finance Department has completed the analysis design and setup. Conversion of all data files will be worked on this summer and Power User training will begin in October 2018. Phase 2 of the ERP solution started in November of 2017 and is anticipated to go live in July of 2018. The proposed time line for all phases of this two+ year project will be as follows:

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

Phase 3 of the ERP solution includes the community development and infrastructure system, referred to as EnerGov. This system will include the building, code enforcement, permitting, inspections and citizen self-service portal. The EnerGov module will be integrated with the county GIS mappings and Pinellas County property tax database. Phase 3 is planned for an 18 month implementation.

- **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 continuing an internal review of all software applications installed on City-owned computers, laptops, tablets and mobile devices. The goal of this project is to have accountability of all software licenses purchased and to be in compliance with all applicable laws.
- **Computer Equipment Replacements** – The City has adopted a five year cyclical replacement for its desktop computers, laptops and network devices. The IT Services staff are in the process of replacing sixty such devices as part of this program. Included in this replacement program are ten fully rugged Panasonic model CF-20 laptops for the City’s fire vehicles. These mobile devices allow the City to be connected to the County’s 911 service.



**FINANCE**

- Began search for new Budget Manager
- Continued work on Tyler
- Overhauled process for generating Monthly/Quarterly Investment report. Process has been streamlined to save time and eliminate manual preparation errors. Macros have been employed to automatically update charts, lists and calculations.
- Started weekly implementation calls with Well Fargo for migrating accounts over from Bank of America.

## **CURRENT BID & RFP STATUS LIST**

### **RECENTLY AWARDED**

N/A

### **SCHEDULED FOR CITY COMMISSION DISCUSSION**

N/A

### **UNDER EVALUATION**

- Submittals in response to RFQ 18-1103 titled “Architectural Services for the Toronto Blue Jays Spring Training Facilities Improvements Project” were accepted until 2:00 pm Tuesday, April 3, 2018. The Evaluation Committee ranked the firms and is negotiating with the top ranked firm.
- Submittals in response to RFP 18-1104 titled “Parking Pay Stations and a Parking Management Software System” were accepted until 2:00 pm Tuesday, May 1, 2018. The evaluation process is underway.
- Submittals for RFQ 18-1107 titled “Architectural Services for an EOC/Fire Training Center Design Criteria Package” were accepted until 2:00 pm Wednesday, May 30, 2018. The submittals are being evaluated.

### **ACTIVE ON THE STREET**

- Submittals in response to RFP 18-1105 titled “Parking System Management Services” are due at 2:00 pm Tuesday, June 12, 2018.
- Bids are due at 2:00 pm Tuesday June 19, 2018 in response to Bid 18-1106 titled “Edgewater Drive Sanitary Sewer Replacement and Crosswalk.”
- Bids are due at 2:00 pm Tuesday June 26, 2018 in response to Bid 18-1108 titled “Replacement of 8-ft Wooden Fences.”
- Submittals in response to RFP 18-1109 titled “Underwriter Services” are due at 2:00 pm Tuesday, June 19, 2018.
- Submittals in response to RFQ 18-1110 titled “Toronto Blue Jays Spring Training Facilities Improvements Project – CMAR Services” are due at 2:00 pm Monday, June 25, 2018.

### **UNDER DEVELOPMENT**

- Bid for Dunedin Public Library Restroom Renovations project
- Bid for custodial services at all City facilities

### **BUDGET**

- Focused on creation of 2019 FY Proposed budget.
- Cross training Accounting Staff to assist with preparation of Proposed Budget in the absence of a Budget Manager.
- CRF Early Pay-offs: 6 payoffs
- CRF New Loans: 3 new loans totaling \$5,487
- Reclaimed Meters Paid at Install: 1 in the amount of \$1,829

## **PINELLAS COUNTY SHERIFF’S OFFICE**

### **Derelict Boats**

- The PCSO Marine Unit is continuously monitoring the area. There are no active cases as this time and all previously noted vessels have been removed.



## Development Project Update 6-8-18

<b>Current Projects - City Commission Review</b>			<b>LPA</b>	<b>CC 1st</b>	<b>CC 2nd</b>	<b>Apvd</b>	<b>under const</b>
Aberdeen Oaks	1441-1461 Virginia St	20 single-family home subdivis	√	√	√	√	Yes
Arcadia	265 Causeway Blvd	16 4-story condos	√	<i>infrastructure approved</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	√	<i>infrastructure under review</i>	√	√	No
Douglas Place	523 Douglas Ave	8 townhome unit developmen	√	√	√	√	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	√	√	√	√	Yes
Garden of Dun-Eden	818 Main St	outdoor art/café venue	TBD	TBD	TBD		
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
Lexinton Estates	93 Lexington Ave	20 single-family homes	√	<i>infrastructure approved</i>	√	√	Yes
Oak Bend Townhomes	801 Main St	32 townhomes	2/7/18	3/1/18	6/21/18		
Pura Vida (now Mira Vista)	1413 Bayshore Blvd	7 townhomes replacing bungal	√	<i>plat under review</i>	√	√	No
Sailing Center	Causeway at Woodette	sailing ctr (land use/rezone)	12/13/17	TBD	TBD		
San Christopher Villas	1501 San Christopher Dr	12 villas	√	<i>infrastructure approved</i>	√	√	Yes
Sea Palms	2624 Paula Dr N	8 townhomes	√	<i>infrastructure approved</i>	√	√	No
Surgery Center	980 Milwaukee (Gateway)	7600 sf surgery center	5/23/18	6/7/18	6/21/18		

<b>Current Projects - Staff Only Review Only</b>			<b>Comments</b>	<b>under const</b>
536 Bay St	536 Bay St	2 SF homes		Yes
Carriage House	1040 Broadway	convert to event venue		No
Faith United Church	1650 Pinehurst	1100 sf addition		Yes
911 Highland Ave	911 Highland Ave	renovate home, convert to gift shop (stone house behind city hall)		Yes
Historical Museum	349 Main St	expansion towards the trail		Yes
James St. Cottages	603 Scotland	SF property to 4 (Glencairn-style) cottages		Yes
Marker One Marina	343 Causeway Blvd	complete Phase II		Yes
McDonalds	2618 Bayshore Blvd	renovation, add extra drive-thru lane		No
1041 Martin Luther King	1041 MLK	3 SF homes		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
Whiskey Cartel	1600 Main St	fully C.O.'ed, but not open		Comp.

<b>Potential Future Projects - City Commission Review</b>			<b>Comments</b>
1530 Bayshore Blvd	1530 Bayshore Blvd	discussed 4 - 7 homes ("Skinner property")	
The Broadway	990 Broadway	mixed use; 9 condo units above commercial	
Carnation Drive - behind Family Dollar		50 - 70 affordable apartments	
521 Howell St	521 Howell St	5 condos	
Union Street Townhomes	1180 Union St	36 (market price) townhome development	

<b>Potential Future Projects - Staff Only Review Only</b>			<b>Comments</b>
227 & 229 Hancock St	227 & 229 Hancock St	keep SF home and add duplex	
962 Highland Ave	962 Highland Ave	4-unit apt building	
Floridays	971 Howard	3 vacation cottages	No

Fire Department Administration  
MEMORANDUM

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**To:** Jennifer Bramley, City Manager  
**Thru:** Doug Hutchens, Deputy City Manager  
**From:** Jeffrey Parks, Fire Chief  
**Date:** June 4, 2018  
**Re:** Monthly Report for May 2018

**Fire Prevention Division:**

As June 1st marks the beginning of the hurricane season, fire prevention division personnel have been contacting the people in the community who have requested evacuation and shelter assistance. Each individual that is on the list has to be contacted to verify key information to ensure that the citizen receives the proper assistance. Fire prevention personnel determine what mode of transportation (van, bus, wheelchair bus or ambulance) each citizen needs, and what facility is the most appropriate destination.

New projects completed:

- Pinellas County Sheriff North District Station – Bayshore & Curlew - Renovation

Current projects:

- Fenway, 453 Edgewater - remodel
- 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.
- Marker 1 – 343 Causeway Blvd – Expansion Project
- Dunedin Historical Museum – 349 Main St. – Addition to building
- Hampton Inn – 2641 Michael Place – New Hotel
- The Rusty Lion – 925 Broadway
- The Courtyard on Main – Main St – New mixed use project
- Paws & Claws – 812 Loudon Ave.

**Fire Prevention Staff Activities:**

Inspections – 83	Fire Investigations – 1
Re-inspections - 3	Event Inspections - 6
Fire extinguisher training – 0	Fire Safety presentations – 1
Plans Reviewed – 32	Public Education Contacts – 150
Construction Inspections – 15	Station Tours – 0
Final Inspections/BTR – 15	Hurricane Awareness presentation – 0
Meetings / Consultations – 16	Home Safety Checks/Smoke Alarm Install – 3
Referrals / Complaints – 5	

**Training and Safety Division:**

**Training Officer Highlights**

- Prepared training reports for the month of April.
- Attended City’s Wellness Fair.
- Attended Pinellas County Emergency Management WebEOC training session.
- Attended Pinellas County Training Group meeting.
- Meeting with Recreation and Safety Risk regarding EMS responses to city properties.
- Instructed (8) North County Training sessions at SPC covering firefighter survival techniques.
- Continued training planning and coordination for July and August.

**May Training Hour Totals**

Total non-EMS related training hours: 1544

Total EMS related training hours: 106 est.

**Assigned Training for May**

Monthly EMS Continuing Education Class (2 hours online)

Facility Training Drill (3.5 hours)

Continued Quarterly Training Assignments (pre-plans, driving, NFPA 1410 Drills, fire hydrant checks)

**Operations:**

<b><u>Type of Incident</u></b>	<b><u>Month of May</u></b>	<b><u>Year to Date</u></b>	<b><u>Emer Resp by Unit</u></b>	<b><u>Runs</u></b>	<b><u>Mins</u></b>
Medical Incident Response	507	2625	<b><u>EMS</u></b>		
Rescue Incident Response	53	272	<u>Station 60's Area</u>		
Fire Alarm	40	174	E60	162	4:14
Fire Incident Response	15	72	E61	10	5:38
Structure Fire Response	12	73	E62	10	5:24
Special	15	56	E51 (CFD)	4	7:32
Cardiac Arrest Response	5	32	<u>Station 61's Area</u>		
Water Rescue Response	5	20	E61	78	5:04
Major Incident Response	4	12	E60	4	6:05
Support incident (Fire)	6	17	E66 (PHFD)	3	5:12
Unconfirmed Structure Fire	3	20	E62	1	6:18
Fire Incident Response Special	7	30	<u>Station 62's Area</u>		
Air Transport Incident	0	7	E62	77	5:24
Trauma Alert	3	25	E50 (CFD)	10	4:57
Support Incident (DC)	2	8	E60	6	5:12
Medical Incident Special	3	11	E65 (PHFD)	4	5:27
Support Incident (Medical)	4	14	R48 (CFD)	1	5:47
HazMat Invest	0	1	<b><u>FIRE</u></b>		
Moveup - Coverage	1	6	<u>Station 60's Area</u>		
Special Event	2	4	E60	11	5:18
Hospital Landing Zone	0	3	U60	5	5:31
MVC Possible Extrication	1	8	E61	1	5:03
Brush Fire Incident Response	0	3	D60	1	1:09
Extrication	0	2	<u>Station 61's Area</u>		
Technical Rescue	0	1	E61	7	5:52
Extrication (Vehicle)	0	1	U60	1	6:54
Code H	0	1	<u>Station 62's Area</u>		
Totals	688	3498	E62	6	6:25
			U60	1	5:03

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



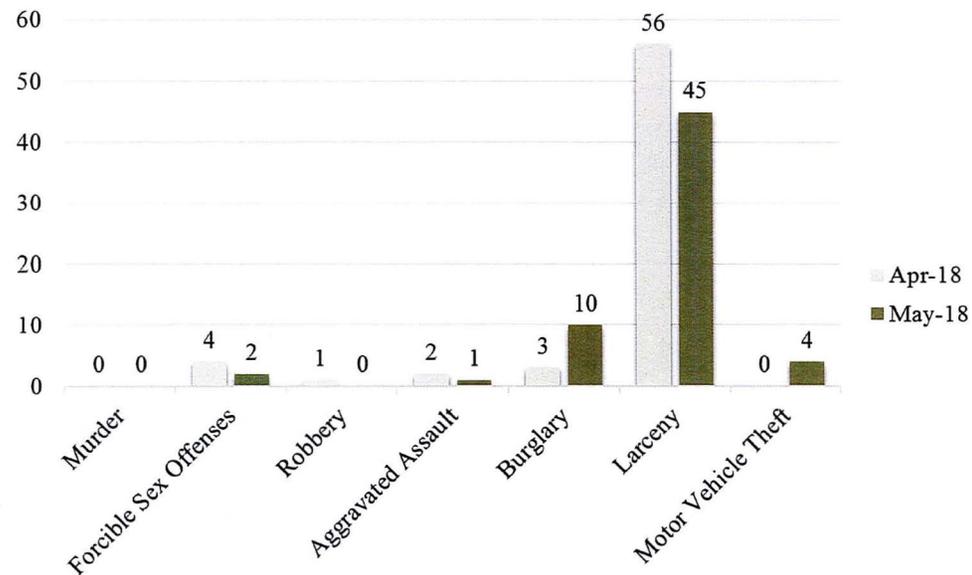
STRATEGIC PLANNING BUREAU

DUNEDIN MONTHLY ANALYSIS

UCR Part I Crimes

May 2018

UCR Part I Crime Category	April 2018	May 2018	May 2017 YTD	May 2018 YTD
Murder	0	0	0	1
Forcible Sex Offenses	4	2	5	8
Robbery	1	0	6	1
Aggravated Assault	2	1	13	11
Burglary	3	10	36	33
Larceny	56	45	265	256
Motor Vehicle Theft	0	4	14	15
<b>GRAND TOTAL</b>	<b>66</b>	<b>62</b>	<b>339</b>	<b>325</b>



## Arrests

**May 2018**

There were a total of **63** people arrested in the City of Dunedin during the month of May resulting in the following charges:

ARREST TYPE AND DESCRIPTION	TOTAL
<b>Felony</b>	<b>18</b>
Abuse/Neglect Of Aged/Disabled	2
Aggravated Battery - Domestic Related	1
Battery	1
Burglary-Commercial (No Entry)	2
Burglary-Structure	1
Child Neglect	1
Grand Theft - From Building	1
Possession Of Controlled Substance	4
Possession Of Burglary Tools	2
Robbery-Armed	1
Sale Of Controlled Substance	1
Violation Of Probation - Juvenile	1
<b>Misdemeanor</b>	<b>27</b>
Assault - Domestic Related	1
Battery	5
Battery - Domestic Related	5
Dating Violence Domestic	1
Disorderly Conduct/Breach Peace	3
False Information To LEO During Investigation	1
Loitering/Prowling	1
Possession Of Controlled Substance	2
Possession Of Drug Paraphernalia	3
Resist/Obstruct LEO Without Violence	2
Spouse Battery	1
Trespass On School Grounds	1
Viol Domestic Pretrial Release	1
<b>Warrant</b>	<b>6</b>
Failure To Appear	1
Violation Of Probation/Community Control-Adult	1
Warrant Arrest	4
<b>Traffic Felony</b>	<b>2</b>
Driver's License Suspended/Revoked	2

Prepared by: Casey Taylor

Data Source: ACISS: UCR Offenses with Occurred Address, Arrested Subjects, Citation City Report  
CAD: Crime Analysis Views, Crime Analysis Incident History (Dispo- 7)

- 2 -

6/11/2018

ARREST TYPE AND DESCRIPTION	TOTAL
<b>Traffic Misdemeanor</b>	<b>25</b>
Driver's License Suspended/Revoked	2
Driving Under The Influence	18
DUI-Damage To Person/Property	1
Leave Scene (With Damage)	2
No Valid Driver's License	2
<b>Grand Total</b>	<b>78</b>

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

## Deputy Activity

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There were a total of **3,400** events in the City of Dunedin during the month of May resulting in **5,611** 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 May.  
*\*CAD data is filtered by problem type.*

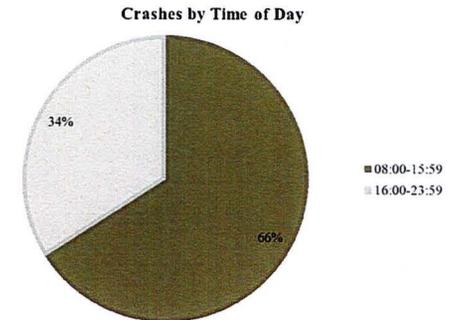
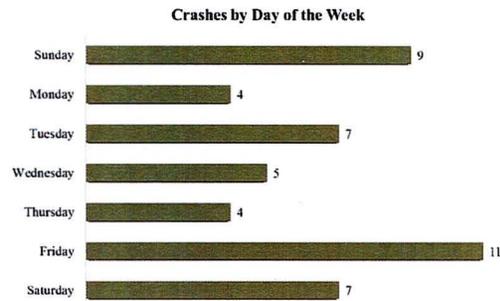
### May 2018

DEPUTY ACTIVITY	TOTAL
Traffic Stop	897
House Check	612
Directed Patrol	177
Special Detail	145
Assist Citizen	99
Suspicious Person	88
Information / Other	82
Suspicious Vehicle	65
Alarm	62
Contact	56
Accident	56
Supplement	45
Traffic Violation	44
Building Check Business	44
Transport Prisoner	42
Fraud/Forgery - Not In Progress	41
Domestic - In Progress	38
Vehicle Abandoned / Illegally Parked	36
Theft - Not In Progress	35
Assist Other Agency	34
Operation Medicine Cabinet	33
Warrant Service / Attempt	29
911 Hang-up Or Open Line	28
Ambulance / Fire Department Call	27
Community Contact	26

## Crash & Citation Analysis

There were a total of **47** crashes in the City of Dunedin during May 2018. \*Crash data is filtered by disposition type and may include "accident and hit and run" problem types.

TOP 10 CRASH LOCATIONS	TOTAL
Main St / Belcher Rd	4
Main St / CR 1	4
Main St / Enterprise Rd	3
1645 Main St	2
62 Causeway Blvd	2
Alt 19 / Curlew Rd	2
1625 Main St	1
1582 Cottonwood Terrace	1
1491 Main St	1
1296 CR 1	1



There were a total of **878** citations and warnings issued in the City of Dunedin during May 2018.

TOP 10 TRAFFIC CITATION LOCATIONS	TOTAL
Main St & Belcher Rd	12
Main St & Keene Rd	10
62 Causeway Blvd	8
Mcarthur Ct & Michigan Blvd	4
Beltrees St & Scotsdale St	4
Main St & Virginia St	4
Bayshore Blvd & Curlew Rd	3
Union St & Nugget Drive	3
70 Patricia Ave	3
County Road 1 & San Christopher Drive	3

