

City Manager's ^{Up}date

Administrative

September 10, 2018

This ^{Up}date will refer to the events since the date of the last ^{Up}date of August 13, 2018.

CRA/ECONOMIC & HOUSING DEVELOPMENT

Congratulations! Bob was elected to the Florida Redevelopment Board

Achieva Way

- Staff continues to work with Achieva to assist with the process of renaming Virginia Street to Achieva Way, per development agreement.

Incentive Workshop

- Staff presented material including a Power Point for the Special Incentives Workshop on August 22nd.

Conferences:

- The Director will be making a presentation on Trail Towns at the APA Conference on September 13th
- The Director will be making a presentation at the FRA conference in October of “Special Events in the CRA”

Downtown East End Plan (DEEP)

- The next steps are to build a critical path schedule for siting City Hall utilizing a RFQ process
- Gateway - Staff is preparing a critical path schedule and next steps regarding the sale of City owned Gateway parcels to the developer for a unified plan.

CRA

- CRA will meet on September 20th – topics to be discussed included; 2019 Budget, TampaBay Market, and Jolley Trolley Agreements. CRAAC met in August to discuss Downtown Road Closures, and the above agreements.
- Staff is meeting with Director of Communications to discuss getting the word out on the CRA 30th Anniversary. The date is confirmed for 2/16/2019 from 9am to 2pm. Details for the event are still being worked out.

Housing

- First time Homebuyers workshop is scheduled for Saturday, November 3rd at the Hale Center.
- RFQ for an Affordable Housing Assessment is planned to go out next month.
- Staff will be celebrating the Ribbon Cutting of the joint venture Aristotle Habitat Humanity project on September 24th
- Staff is working with Planning to review of the Housing Comprehensive Plan

Skinner Blvd Road Project

- The Forward Pinellas Skinner Blvd Grant was presented and approved by the Commission at the July 25th Commission Workshop. Staff is working on the Grant procurement process.
- Additional Public meetings are being scheduled

Parking

- Staff continues to work in a supporting role with Planning and Development on parking
- Staff continues visiting every business in the downtown to discuss and poll businesses on the parking plan

- Staff will be reviewing the Dunedin Station Parking Lot Lease Agreement

Wayfinding

- Staff is working with George F. Young on a Downtown Wayfinding program
 - Findings were presented at the July 26th CRA meeting with good feedback from the Commission on the new design.
 - Per Commission request, Staff will present a map of the Wayfinding and Directional signage at the 9/20 CRA meeting



Agreement Renewals

- Staff is reviewing several Agreements and developing Staffing for CRA and City Commission review of the following Agreements in September:
 - PSTA (Jolley Trolley)
 - Tampa Bay Market
 - Florida Business Incubator

Business Recruitment

- Staff has finished drafting the renewal agreement with the Florida Business Incubator and will bring to the Commission on September 18th
- The Florida Business Incubator continues to grow and reports a 22% increase in new participants last month



Marketing

- Staff is working on producing video vignettes for marketing purposes.

Downtown Projects

- Staff attended the DDMA monthly meeting and received an update on the new marketing management company the DDMA hired for special events.
- Staff met with an architect to discuss possible enhancements to the John R. Lawrence Pioneer Park
- Staff is working with a contractor and the Museum on improvements to the Box Car



PARKS & RECREATION

Parks & Recreation Administration:

- Completed the Florida Communities Trust Grant Application for reimbursement of the purchase cost for the Hammock Park Expansion from Our Lady of Lourdes.
- Prepared for and presented research and options regarding the Land Dedication Ordinance (LDO) at a special workshop.
- Worked with the Veteran’s Advisory Committee to establish a recognition program for Veteran-Friendly or Veteran-Owned businesses.
- Continued work on the design and options for the replacement ramp at the Marina Beach and sailboat launching facilities.
- Attended the annual Florida Recreation and Park Association conference, including a pre-conference seminar on disaster preparedness and response. Accepted a marketing campaign award for the LiveWell Dunedin initiative.
- Attended the Golf Cart Task Force meeting to address various issues concerning golf cart usage in the parks. Recommendation of the committee was to exclude golf cart usage within the green spaces and pedestrian trails of Highlander Park.
- Met with shade companies to discuss options at Weaver Park playground, Sindoon Stage, and Edgewater Park playground.

- Continued to consult with Engineering and the City Attorney regarding the City's jurisdictional limits with regards to mooring in St. Joseph Sound and if the City has the legal authority to regulate activities in this area.
- Completed the installation of two safety fences at Weaver Park and Scotsdale Park playgrounds.

Marketing:

- Printed and distributed the new Parks & Recreation Magazine (Fall edition). Promoted through email, website and social media. Updated webpages, event calendars, print materials and lobby slideshow photos with new Magazine information and content.
- RFQ responses for the Magazine and postcard printing were received, reviewed and completed.
- Continue to promote LiveWell Dunedin through social media campaigns and website.
- LiveWell Dunedin shirts are now available for the public to buy at the Recreation Centers.
- Attended the Florida Recreation and Park Association Annual Conference in Orlando; attended various seminars, the exhibit hall of vendors, and networked with fellow professionals.
- Was awarded the Public Relations Award/Campaign Initiative for LiveWell Dunedin from the Florida Recreation and Park Association during the state conference in Orlando.
- Organized Parks & Recreation multimedia content/photos for all staff to now access, share, organize and use.
- Met with staff and continued planning for Citizen's Academy.
- Continued to oversee maintenance, populate information and content, and troubleshoot issues on Department webpages.
- Continued to promote and monitor Department events and programs on social media.
- Designed, reviewed and printed numerous posters, postcards, flyers and banners for upcoming events.

Special Events:

- 11th Annual Purple Heart Ceremony was held on Tuesday, August 7 at Purple Heart Park. In spite of threatening rain, approximately 200 Veterans, family and friends were in attendance. Several Veterans were presented with quilts from the Quilts of Valor.
- "The Yoga Mob" held a Causeway Cleanup on August 18th with 231 volunteers removing 318 pounds of trash from the area. Thanks for the great job!
- The Bush's Food Drive team in Dunedin raised the largest amount of donations in this year's food drive (1,126 lbs.); therefore, Bush's/MLB Charities will be matching this donation to Dunedin Cares as a token of their appreciation for the hard work by the Dunedin Blue Jays Minor League Charities Group. Nice job everyone!
- The Dunedin Pipe Band won the Grade 2 Band World Piping Championship in Scotland on August 18th. Began preparations for "Paint the Town Plaid", a street festival on Broadway Avenue w/food, drink and music to celebrate the band's accomplishment.

Recreation:

- **Community Center:**
 - The Community Center had a total of 10 rentals that brought in 380 guests to the Center. This included City and Community meetings and a birthday party.
 - Summer Camp came to an end at the beginning of the month. Between iCamp, Learn & Play, Multi-Sports Camp, Baseball Camp and Theater Camp, the camps hosted over 150 children each week. Six weeks of Summer Camp were sold out.
 - The Wearable Art Fundraiser, hosted by the Art Center, brought in a total of 600 attendees. The show included big, vibrant outfits that wowed the crowd.
 - The Community Center was the host site for Dunedin Little League sign-ups. For three days, over 200 families stopped in to sign their children up for baseball or softball.
 - The Community Center was a polling station host site for the Primary Elections. This event brought in 100 voters.

- Employees continued to re-organize the facility now that Summer Camp has come to an end. Staff is also planning for upcoming events that will be taking place in the next few months.
- **Fitness Center:**
 - Fitness Center visits and group exercise attendance totaled 2,840 for the month of August. Fitness/GEX class drop-in attendance: 101
 - Chair massage performed 365 minutes of massage in the month of August.
- **Athletics:**
 - Thirty-six (36) athletic rentals were held in August.
 - Cross Country had 22 participants; the first meet was Wednesday, August 22 in Safety Harbor.
- **Martin Luther King, Jr. Recreation Center/Youth Services:**
 - Summer Camp programming wrapped-up on August 10th with Teen Camp, Gymnastics, Basketball, Skate and Cooking Camps providing youth with a fun, safe 11-week summer time experience.
 - August 2nd—Staff hosted our second Back-to-School Open House and Expo; over 500 people attended the event. Two hundred backpacks filled with free school supplies were distributed to school-age children. Over 40 vendors, regarding health, wellness, finances, insurance and other family-oriented businesses/organizations, presented families with information/services to help prepare for the upcoming school year.
 - August 2nd- Supervisory staff attended a managers and supervisors conference in Tampa.
 - Staff prepared for the Before and After School Programs for 2018-19 school year, including program planning, organization and training; attended open houses August 10th. First day of school, August 13th, was a great success; enrollment increases daily.
 - Staff undergoing contract renewal process with Juvenile Welfare Board and Pinellas County School Board for Promise Time. Promise Time is a program that extends the school day and offers children free tutoring and enrichment activities in order to boost their academic success. JWB funds are set to increase to assist families with program costs. Dunedin and San Jose Elementary Schools will serve as Promise Time sites for the 2018-19 school year.
 - August 16th – Staff attended BASP training for the start of the new school year; topics included lesson plan guidelines, game tips, setting up your environment and expectations, discipline vs. punishment, behavior management, talking with parents and safety/accident reports.
 - August 21st 23rd -Coordinated with Humans Resources as a host site for annual open enrollment for City Employees.
 - August 23rd - Staff kicked off first night of games for Boys High School Basketball League, 6 teams in league.
 - August 24th- The Youth Advisory Committee and Staff hosted Midnite Madness, a special event for 200 teens and tweens. The event was a night of fun and excitement challenged by laser tag, an two extreme inflatable, game raids, mini skate park jams with snack food buffets, music and raffle prizes.
 - Staff working on events including Parent’s Night Out, Halloween, Boat Parade, Holiday Parade and Intergenerational Week.
- **Hale Activity Center:**
 - Held 42 adult classes and programs with a participation of 2,015.
 - Luncheon was sponsored by PurePoint Financial and had an attendance of 42.
 - Three meetings were held with an attendance of 18.
 - Three rentals were held with an attendance of 545.
 - Total attendance for the month of August was 2,620.
 - Staff worked on preparations for the upcoming annual Volunteer Appreciation Breakfast.
 - One staff member attended the Florida Recreation and Park Association Conference in Orlando.

- **Highlander Pool**

- Revenues for August were \$6,800, which reflects school starting, changing of hours and recent weather issues.
- Attendance for August was 2,540.
- The Pool hosted the Special Olympics Regional Qualifier event, which was unfortunately rained out. Everyone was excited and ready to go until the storms came. Next year's event is scheduled for August 10, 2019.
- The Dunedin High School swim team is using the Highlander Pool for the 2018 swim season. The first meet was August 30th, with two more meets scheduled for September 5 and 17.
- Staff continued to work on upcoming special events—Float in Movie, Halloween Happenings, Operation Twinkle, Holiday Parade and Old Fashioned Christmas.

Parks:

- Athletic Field Crew performed general maintenance at Jerry Lake and Vanech. At the Fisher Little League Complex, clay was added to Fields 1-3 and 7, roto-tilled, then leveled, Fields 1-4 and 7, re-installed new base anchors on all 7 fields, deep spiked and leveled Fields 5 & 6 and added new pitching rubbers. Had two new service gates installed on Fields 1 & 2 to eliminate the need to drive across the outfielders while adding clay. Collected, emptied, washed and deodorized all of the trash and recycling cans throughout the entire complex. Started trimming all of the trees, to provide adequate clearance and will complete in the upcoming weeks.
- Removed old memorial benches on the Dunedin Causeway.
- Installed a fence and irrigation at the Dunedin Community Garden.
- Expanded the parking lot at Weaver Park.
- Provided logistical support for a variety of events and rentals, including Purple Heart Recognition Day, Summer Camp, and Midnite Madness.
- Attended various trainings on safety and communication.
- Four staff members obtained Class B CDLs.
- Completed monthly safety checks of parks, playgrounds, and parking lots.

Marina:

- Marina's boat ramp users for August:
 - Resident: 79
 - Non-Resident: 20
 - Annual Ramp Decals: 18
 - Transient "visiting" Boaters: 35

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 20,251) followers
- Managed Social and Digital Media (Facebook, Twitter, Instagram, YouTube, Dunedin TV and DunedinGov.com)
- YouTube - 825 subscribers • 194,869 views
- Your City @ Work August edition newsletter.
- Citizen engagement product demo with Bang the Table.
- Purple Heart Recognition Day event promotion and coverage.
- Red Tide updates with Pinellas County, Fish & Wildlife Commission and Visit St. Pete Clearwater.
- Photos for Jolley Trolley in Dunedin provided to Jolley Trolley.
- Internal City newsletter in development.

- Annual reviews with Community Relations personnel.
- Golf cart safety committee meeting.
- Headshots for City staff.
- Supervisor roundtable session.
- Downtown Parking outreach to all media, web and social media.
- Sustainability outreach campaign development and assistance.
- Citizen Academy outreach assistance.
- Live Well outreach for Parks & Recreation.
- Replaced battery back-ups in DTV control room.
- Community relations 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 management.
- City website follow-up and troubleshooting
- Assisted media outlets



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

- August Spotlight on Dunedin: Purple Heart Promo & Ceremony, Causeway Cleanup, Wearable Art.
- Produced all video content for Dunedin TV, City website, Facebook and YouTube.
- Upload and maintenance of Granicus (video on demand)
- Coverage of City Commission meetings, 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 and development.
- ADA accessibility training research and webinars.
- Vision Internet webinar.
- WGAG 2.0 updates and learning about WCAG 2.1
- Created new images and graphics for web homepage.
- Website overview and analysis
- Digital photo editing
- E-notification distribution and management

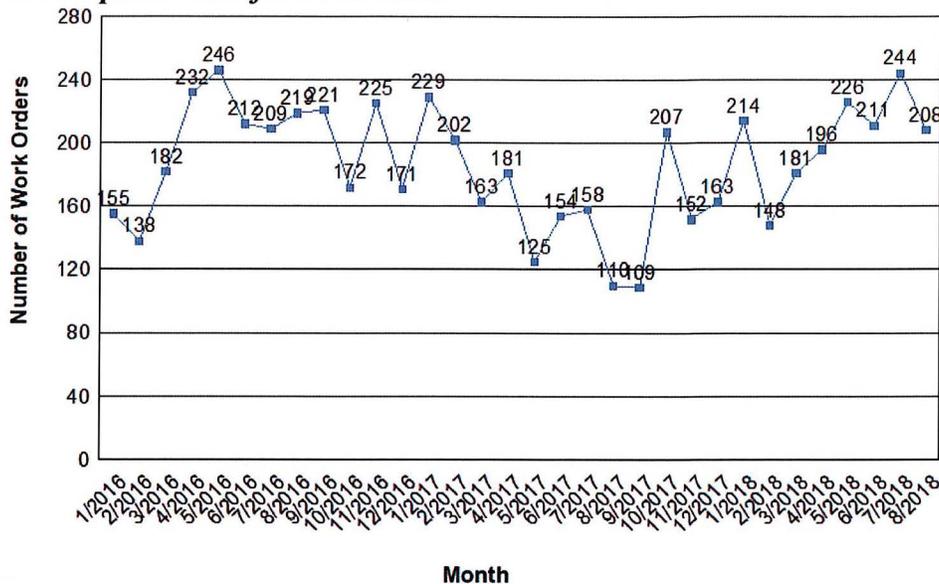
INFORMATION TECHNOLOGY DEPARTMENT:

IT Services Help Desk Requests for the Month of August, 2018:

<i>Monthly Ticket Counts</i>	
Tickets Created	208
Resolved Tickets	196
Open Tickets	144
Malware Tickets	0

<i>Tickets by Priority</i>	
Critical Tickets	13
High Priority Tickets	35
Low Priority Tickets	160
Project Tickets	0

IT Services Help Desk Requests YTD for 2016-2018:



- During the month of August 2018, IT Services received 244 new on-line help desk support tickets. IT Services is averaging approximately 203 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. 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 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 September of 2018. Staff from various departments involved in the test pilot group are simultaneously working on both the new and old time keeping systems.

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. Data and process analysis are currently being implemented for this project to build the infrastructure.

- **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 Fire vehicles to be connected to the County’s 911 service.
- **Network Administrator Vacancy** – The IT Department currently has a vacancy position for a *Network Administrator*. The responsibilities for the selected candidate includes the ability and knowledge for maintaining computer infrastructures with emphasis on networking, on-site servers, and software-network interactions. Those candidates with experience in the administration of *Microsoft Server 2012/2016*, *Microsoft Exchange Server*, *Microsoft Outlook* for email/calendaring, and Avaya Phone Systems are highly preferred. Interested parties are encouraged to review City job posting #15298-93.



New IT Projects:

- **Sr. IT Technician** – The IT Department will begin a search to fill the upcoming vacancy position of *Sr. IT Technician*. The responsibilities for the selected candidate includes expertise in Windows 10 desktop imaging, Tier 1 help desk support calls and resolutions regarding hardware and software issues as well as providing friendly, patient and knowledgeable end-user customer service.
- **Fiber Optics Cabling Planning** – The IT Department in collaboration with local vendors are reviewing the installation of additional City-owned fiber optics cabling. The additional fiber data cabling will provide network access to the proposed Emergency Operations Center (EOC) to be located next to Fire Station 62 on Belcher Road.
- **Security Camera Systems & Upgrades** – The IT Department in collaboration with local vendors are reviewing the installation of new security surveillance camera recording systems in the City Fleet Services Building, Planning & Development public space and an upgrade to the City Hall recording system.
- **Network Switch Upgrades** – The IT Department will be upgrading about a dozen network switches throughout the City to replace devices determined by the device manufacturer to be vulnerable to power failure. There is no cost to the City for the equipment upgrades as they are under warranty. The replacement if the equipment will be scheduled during the weekends to minimize the impact on the City staff.
- **Parks & Recreation Software Review** – The City’s Parks & Rec Department currently uses a program called RecTrac for it Parks & Rec room reservation scheduling system. Since the City is implementing a new Tyler Technologies ERP system as indicated above, the Parks and IT Department staffs have determined that a review of Tyler’s reservation scheduler software for Parks & Recreation was warranted as it would be an integrated system into the Tyler financial module and it is a web-based system.



PUBLIC WORKS AND UTILITIES DEPARTMENT:

Engineering Division:

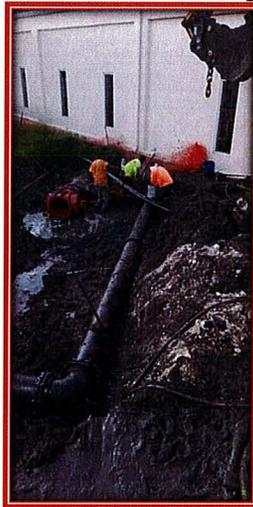
Utilities Section

- **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.

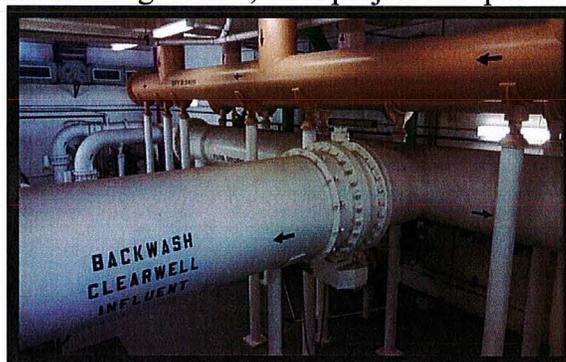


- The project has reached Substantial Completion and final punch list items are being completed.
- The installation of the RAS flow meter, vault and piping has begun. An overnight plant shutdown, from Thursday (9/6) to Friday (9/7), was executed to install a permanent bypass line. Final installation of the flow meter and vault is expected to be complete by mid-September.



- **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 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.
- SGS Contracting Services was awarded the contract in the amount of \$697,400 on April 19th.
- The Pre-Con meeting was held on May 29th; due to long lead times for the valves and actuators, the “NTP” was issued for August 20th; with project completion anticipated before June 12, 2019.



- **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 City has completed the review of the 30% design package.
- The 60% design package is expected by September 14th, which will be reviewed by the City and the City’s value engineering consultant, Tetra Tech.
- The City and Black & Veatch met with fire and building officials concerning requirements for the new installations.
- 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.

- **Lift Station 8 & 15 Emergency Diesel Pumps –**

- These Emergency Diesel Pumps will automatically turn on in the event of a power outage, thus minimizing the need for wastewater staff to physically access the stations to respond to an emergency power outage. In addition, the back-up pumps will be designed to handle above normal flows to the stations during inclement weather, in an effort to minimize SSO’s.
- The City’s consultant has submitted the 50% Design Drawings and Specifications for the project. It is anticipated the 100% design will be completed by the middle of September, and will be advertised for Bid in October.

- **Edgewater Drive Sanitary Sewer Replacement and Crosswalk RRFB Project –**

- This project consists of the removal of existing 8” vitrified clay sanitary sewer pipe (VCP) and replacement with 8” PVC pipe, the removal and replacement of one manhole, installation of a crosswalk with signage and rectangular rapid flashing beacons (RRFB’s), and associated restoration work. This project will improve water quality, and decrease Inflow/Infiltration into the sanitary sewer collection system.
- The Project was awarded to Rowland Inc., on July 24th. The Pre-Con meeting was held on September 6th, and construction is scheduled to commence in September. During construction, Edgewater Drive will be closed at Albert Street for approximately one month.



- **Wastewater Treatment Plant SCADA System Upgrades –**

- The City of Dunedin intends to upgrade its existing PLC’s and InTouch application in the Advanced Wastewater Treatment Facility AWWTF and Collection systems. The scope of work includes: supply materials, install, test, and commission existing Local and Remote Telemetry Units, PLC’s, network equipment, power supplies, terminal blocks, wire, wire ways, surge suppression, cellular communication modems, miscellaneous mounting hardware, & computers.
- The scope of work and estimation is completed. The bid package is expected to be advertised in September/October, award in November, with construction commencing December/January.

Roadway Section

- **Albert Street Crosswalk** – This Edgewater Dr crossing is being retro-fitted with RRFB's (see above).
- **Traffic Committee** - The Traffic Committee discussed 8 resident requests and 2 internal traffic related issues during their most recent meeting.
- **Pavement Preservation** – The 2018 annual paving contract was bid on August 31st with bid opening scheduled for October 2nd.
- **Community Center Pervious Concrete Parking Lot Improvements** –
 - Project consists of the removal and disposal of existing granite chips, geoweb, and subsurface material in the existing parking lot on the east side of the Community Center; and subsequent replacement with pervious concrete. This project will improve storm water quality and reduce maintenance responsibilities associated with the existing gravel parking spaces.
 - A SWFWMD Permit Exemption was issued for the installation of a base of 12" washed FDOT #57 stone and filter fabric under 6" of Pervious Concrete.
 - The Bid Opening occurred on September 4th with bids received from two contractors. The Parks & Recreation Department is assessing if available funding exists to award the project.



Drainage / Interdepartmental Support

- **Interdepartmental Support:**
 - **Marina Sediment Removal Project** – The City Commission approved an authorization request for \$62,430 on August 21st for a natural resources survey, bathymetric survey, and geotechnical data collection in order to complete Phase 1 of the project, and finalize permitting. With these results, the consultant can then move forward with the design in Phase 2, if it is confirmed that sediment depths warrant removal.
 - **Marina Boat Ramp Replacement** – The concrete boat ramp to the gulf has been damaged by wave erosion and needs to be replaced. Staff received verbal confirmation from the Florida Department of Environmental Protection (FDEP) that removal and replacement with a boat ramp of similar size and footprint is exempt from permitting. A formal request to FDEP for a written Exemption Verification will be submitted; plans for a smaller ramp are currently being prepared.
 - **Idlewild Ditch Project** – The City Commission approved an authorization request for \$49,996 on August 21st for the Idlewild Ditch Project, which will address erosion and sediment issues affecting adjacent properties, and the City maintained ditch system. The consultant (ADA) will provide design and permitting services.

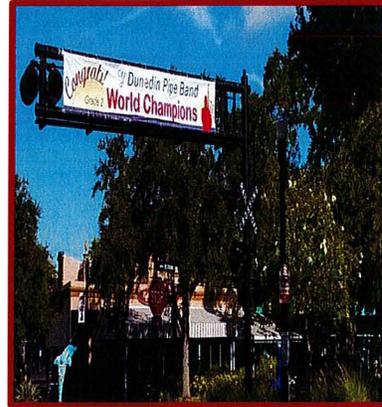
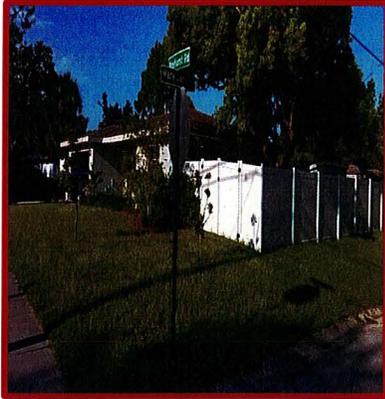
Development

- **Site Infrastructure / Development Review Participation:**
 - Projects discussed / researched as part of DRC meetings – (1)
 - Site / Infrastructure plan sets reviewed – (1)
 - Site / Infrastructure projects under construction – (13)

Public Services Division:

Streets Section

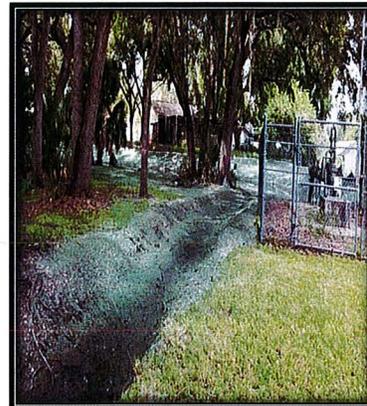
- Continued new installations and repair of concrete sidewalks (1200 SF).
- Continued pothole and asphalt repairs (12.1 tons installed).
- Regraded Victoria Drive and Winding Creek Road.
- Staff continues right-of-way tree trimming Citywide:
 - Trimmed and hauled tree canopies for roadway clearance;
 - Completed Kibbey Groves and Grove Terrace, Lakeside Terrace subdivision
- Continued Traffic Sign & Post maintenance Citywide:
 - Manufactured (134) new signs, and replaced (67).
- Repaired utility cuts for the Water and Wastewater Divisions (16 Repairs).
- Continued hauling concrete and asphalt to recycling plant, as needed (64.7 tons hauled).



- Installed traffic counters for Spring Training Facility
- Installed "NO LOADING ZONE" on Grant Street
- Conducted Dog Park traffic counts

Stormwater Section

- Cleaned 16,072 linear feet of stormwater piping
- Regraded detention pond in Amberlea Park
- Palm Blvd / Greenway detention pond cleaning



- Continued slope ditch mowing
- Continued ROW mowing
- Continued residential street sweeping activities:
 - Hauled 10.1 ton / 12 cubic yards of sweeping debris to the County landfill.
 - Hauled 16.1 ton / 15 cubic yards of catch basin debris to the County landfill.
- Continued catch basin repairs Citywide (5).

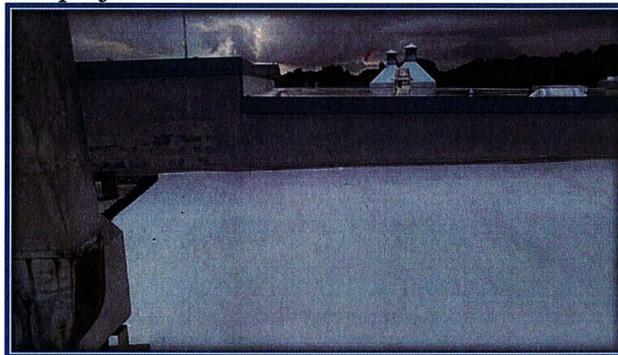
- Continued ditch maintenance Citywide.
- Continued stormwater pipe maintenance and repairs Citywide.

Stormwater Program Coordinator

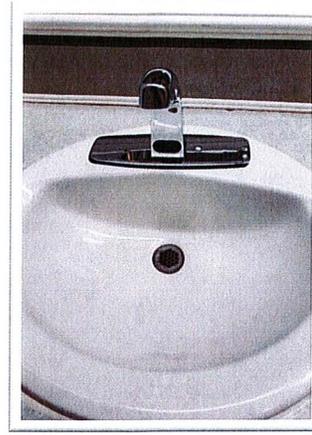
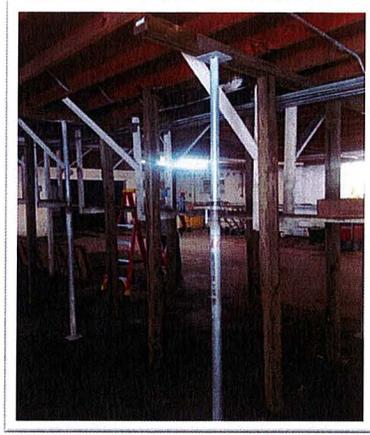
- Met with various City departments concerning information requests for the EPA MS4 Annual Report.
- Attended the Florida Stormwater Association Fall Seminar, the Conference Committee quarterly meeting, and the Board of Directors quarterly meeting.
- Received custom catch basin markers with the message of “Let Only Rain Down the Stormdrain”, which were funded by a grant from Tampa Bay Regional Planning Council and the FDOT. The markers will be placed atop catch basins throughout the City.
- Worked with Planning and Development staff on the Comprehensive Plan Update for the Stormwater and Coastal Management Sub-elements.
- Reviewed one project for DRC concerning stormwater permitting through FDEP and the SWFWMD. Provided the developer with the requirements for proper BMP’s during construction.
- Attended a Pre-Construction meeting for the kick-off of the Gateway Surgery Center project. The contractor was notified of the required proper BMP’s during construction.
- Looking forward:
 - Attending the Pinellas County quarterly MS4 meeting.
 - Attending the Committee on Environmental Quality September meeting.
 - Attending the Tampa Bay Regional Planning Council quarterly Stormwater Education meeting.

Facilities Section

- Performed FDEP Aboveground Storage Tank (AST) diesel tank inspections Citywide.
- Continued addressing Code / Safety Inspections Citywide.
- Replaced approximately 400 HVAC filters Citywide.
- Built crates to return parking meter kiosks.
- Replaced flags and ropes at various facilities Citywide.
- Ordered new ice machine for Fire Station 61 and Wastewater.
- Continued roof replacement project at the Water Administration Building, 90% complete.



- Repaired exit and emergency lighting Citywide.
- Performed PM inspections on fire extinguishers Citywide.
- Replaced weather stripping on exterior doors at Community Center.
- Change ice machine filters Citywide.
- Ordered replacement parts for N.E. bay door at Fire Station 62.
- Replaced 100 bulbs and 40 ballasts at the Dunedin Library.
- Setup and worked the Starlight Concert Series.
- Setup and worked the World Champion Pipe Band Celebration.
- Setup and practiced demo for the Citizens Academy.
- Scheduled duct cleaning for Technical Services Building.



- Installed support braces for water damaged ceiling and disconnected electrical outlets in the Dunedin Golf Club Cart Barn.
- Repaired potable water leak to ladies bathroom at the Golf Club House.
- Replaced standard faucets with motion activated faucets in the lobby restrooms at the Golf Club House.
- Repaired roof leak at the Fisher Little League Concession Stand.
- Repaired A/C and ordered new compressor for Solid Waste.
- Repaired shower heads and valves at the Pool.
- Responded to maintenance requests Citywide, as needed.

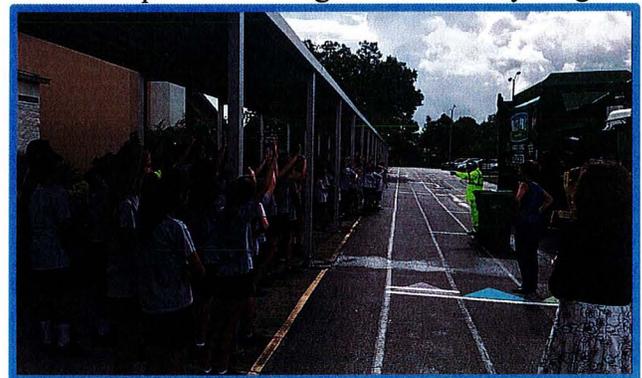
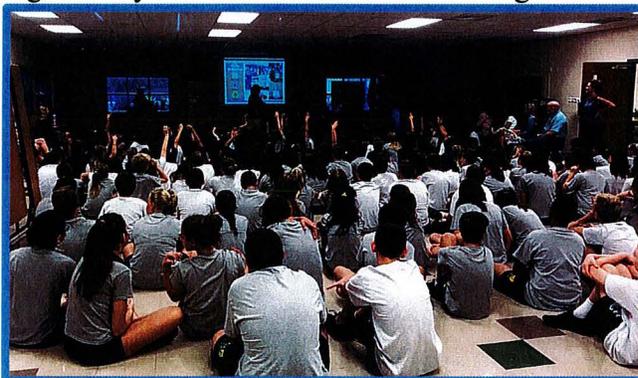
Solid Waste & Recycling Division:

- Staff completed an overhaul of all Solid Waste pages on the City's website. Updated and added information and images, as well as implemented a general email inbox for communication. Customers can now use SolidWaste@DunedinFL.net to ask questions, schedule service, and request estimates. The response to this new digital process for conducting business has been very favorable. Emails and photos are coming into the new general mailbox from residential and commercial customers daily. The ability to dispatch the collection vehicle through this method reduces approximately 4 steps of the Special Collection process, which is much timelier and cost efficient.
- UF Extension Office and staff have finalized December 1st 2018 as the next Rain Barrel Workshop at the Community Garden on Virginia St. Residents who attend will receive a free rain barrel donated by Minute Maid / Coca Cola Corporation, and a demonstration on how to get it set up.
- Achieva and staff have finalized February 9th, 2019 as the next date for the 4th Annual Shredfest Event.
- Laura Barron met with the Waste Pro commercial rep and the restaurant manager at Julian's Little Italy to discuss implementation of a recycling program for their restaurant.
- Laura also met with the Waste Pro Rep and Board President at Douglas Arms to discuss the struggles they are having with their current commercial recycling provider and potential solutions to those issues.
 - These visits generally include discussing specific material / volume details of the facility's refuse stream to determine levels of recycling, and space availability for containers and truck access.
- Staff will attend the monthly Principles' meeting of local schools to discuss recycling in the schools. Assessments will include what level of recycling involvement is currently in place, what goals are under consideration to further their efforts, and how the Solid Waste Division can partner in those efforts.
- Staff attended a webcast discussion regarding ADA compliant pages within the City's website.
- Staff's outreach campaign to combat recycling contamination at the curb and drop-off sites continues.
- Laura Barron delivered a mini-media campaign to the Community Relations Department for a series of contamination related posts on social media, to run for a period of time. The posts contain a mix of general information, as well as content targeting specific contaminants in the single stream program.
- Staff has finalized a revised Recycling Flyer with Waste Pro (see below); to be provided to individuals who visit the Solid Waste office, and for distribution to multi-family communities and local schools.

Staff is working on a tri-fold version, which will incorporate some of the bigger contamination issues, and will be distributed, to all City facilities.



- In coordination with Waste Pro drivers, contamination is being reported through the GPS truck tracking software. Drivers are also able to submit photos and leave service interruption tags at the curb.
- Staff joined Waste Pro and Keep Pinellas Beautiful at Guardian Angels School on the first day of classes to launch their single stream recycling program. KPB did a presentation for the kids, Waste Pro had a side-load truck on site for demonstration, and the Solid Waste Division provided educational materials and giveaways. Kids and teachers were eager to learn, and were quite knowledgeable about recycling.



- Solid Waste staff met with the City Planner II, Interns, and the Public Works Director to review goals, objectives, and policies as part of the City’s Comprehensive Plan update.

Wastewater Division:

Plant Summary

- **Wastewater Treatment flows:**
 - Influent Average Daily Flow: 4.785 Million Gallons
 - Influent Monthly Total Flow: 148.343 Million Gallons
 - Reclaimed Water Average Daily Flow: 2.662 Million Gallons
 - Reclaimed Water Monthly Total Flow: 82.530 Million Gallons
 - Final Effluent Average Daily Flow: 1.842 Million Gallons
 - Final Effluent Monthly Total Flow: 57.095 Million Gallons
- **Maintenance and Repairs:**
 - Contractor, Odyssey Manufacturing, Inc., is onsite, working on Fac#14b, Chemical Bay Storage; new feed systems are online; Odyssey is working on final punch list items.
 - Maintenance installed a 60 HP reclaimed jockey pump in the Fac#16, Master Reuse Station.

- Commercial Fence Contractors, Inc., is onsite replacing all 8' tall wooden fencing at the Belcher Road Potable/Reuse Pump Station, and at the Jerry Lake Potable/Reuse Pump Station areas.
- Maintenance replaced two, one RPM motors on the Micro 2000 chlorine analyzers in Fac#16.
- Stamper Construction, Inc., is onsite prepping for concrete work at Fac#4, Headworks Valve Pit Restoration for proper drainage.
- **Compliance:**
 - July 2018 Discharge Monitoring report was submitted to FDEP via EZDMR format; [No Issues].
 - Discharge Monitoring Report-Quality Assurance" (DMRQA) Study #38 was completed through EPA for outside contracted Laboratories (Advanced Environmental Laboratories [AEL] and Marinco). This is an EPA requirement/study to evaluate the analytical ability of the labs that we use to perform our environmental analyses, per our NPDES permit.
 - Annual DMRQA Study#38 completed through EPA; [No Issues].
 - Wastewater hosted a plant tour for Gus Bilirakis, U.S Representative for Florida's 12th Congressional District.

Collections Summary

- **Scheduled repairs:**
 - Chase Ct. – built new manhole and started installation of 3" force main across Douglas Ave.



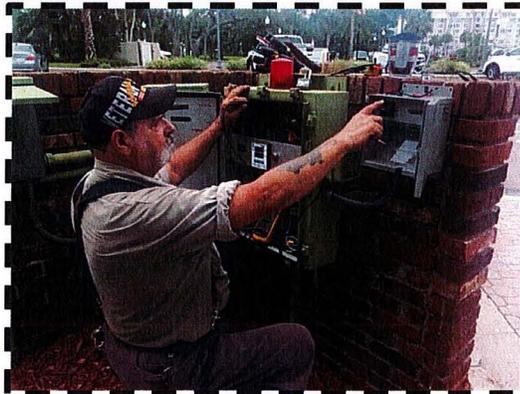
- R/W cleanout installs / Mini scout inspection (3) – Redwood Circle.
- Lateral liner installs (2) – Wynnewood Drive and Blackwood Circle.
- Lateral repairs / replace (4) – Idlewild Drive S., San Helen, Bass Blvd., and Oak Street.
- Manhole repairs (5) – Oakwood Dr., Virginia & Vine Ave's, Beltrees St, and Admiral Rd. (I/I)
- Mini-scout lateral inspections (11)
- Installed flood domes / manhole inserts (I/I)
- Continued to respond to blockage calls (25); and daily utility field locates of sewer / fiber optics.
- Water/Wastewater/Engineering working together to locate (protect) subaqueous force main and water mains along the Causeway, while contractor directional drills a new communications line.
- **Vac / Cleaner Truck:**
 - Continued cleaning mains in LS #1 area and Causeway Blvd.
 - Monthly clean-out of backwash basin at the Water Plant (1st Wed of each month).
 - Worked on time dated trouble spot cleanings – Curlew Rd., LS # 15
 - Root Cut main line (Beltrees St.) – 350 LF
 - Total cleaned: 1,800 LF of main lines.
- **TV Truck:**
 - Installed sectional liner on Del Rio Way (Heavy Infiltration).
 - Root control main (RootX) on Manor Dr. W.
 - Cleaned out debris from Greenbrier drying bed, hauled to landfill, rebuilt filter system for bed.
 - Work with CUES on new software, ordered replacement equipment (camera, mini-scout, cable).
 - Trimmed trees at the Greenbrier site.
 - Total televised: 3,604 LF with 18 set-ups.

- Lift Stations:

- Installed new lights and receptacles at LS #20.
- Changed out emergency generator receptacles for LS #40, 41 & 42, and ran generator tests.
- LS #3 – changed out pump



- Installed new transfer switches (connections for backup power generation) at LS #14 and the E-One pump station for Marina Bath House.



- SCADA System – troubleshoot/change-out main board in Collections Monitoring Room cabinet.
- Attended meeting with KING Engineering to finalize comments on design plans for proposed lift station emergency backup pumps.
- Responded to SCADA alarms, with after-hour call outs – Power outages at LS #'s 32, 6, & 2
- Conducted ALL STAFF Emergency generator training – discussed / reviewed SOP's and conducted actual set ups for emergency generators at several lift stations (480v, 230v, and smaller generator set-ups).
- Continued preventative maintenance:
 - Exercising valves; Cleaned out check valves; Cleaned wet wells; Grounds keeping, etc.

Water Division:

Water Production

- **Production Numbers:**

- Average Daily Potable Water Production: 3.64 Million Gallons
- Monthly Potable Water Production: 112.80 Million Gallons
- Annual YTD Potable Water Production: 916.13 Million Gallons
- Annual YTD Rainfall: 32.12 Inches
- Monthly Rainfall Total: 9.04 Inches

- **Maintenance:**

- Operators continue normal PM program on plant equipment.

- **Noteworthy Events:**

- Continued hiring process for vacant Operator and Maintenance Mechanic positions.

Water Distribution

- **Maintenance and Repair** – The annual backflow testing program is 80% complete, with approximately 6,640 backflows tested for the calendar year. The large meter program is 100% complete, with 88 large meters tested for the fiscal year. This year, the Hydrant Program has installed 0 new hydrants, repaired 8, replaced 2, painted 177, and flow tested 206. During this time period, the Valve Program exercised 97 valves. For the year; installed 1 new, replaced 1, repaired 2, and exercised 1034 potable and reclaimed distribution valves.

Wellfield

- Bid specifications were received from King Engineering to redesign Well #4's vertical turbine pump, converting it to a submersible pump configuration, with the specs being sent to contractors for bids.
- The City received a Request for Additional Information (RAI) from Southwest Florida Water Management District (SWFWMD) regarding the submitted 2017 Annual Wellfield report. A response was provided on July 20, 2018, and a Water Use Permit (WUP) Letter of Modification was submitted to SWFWMD in August 2018.
- Check valves at Wells 30, 50, 85, 87, and 91 were found to be defective. After an inspection by TLC Construction, Inc., Wells 50 and 87 were able to be repaired the same day. Bids for new check valves were received for Wells 30, 85 & 91; these valves should be installed in September 2018.

HUMAN RESOURCES

- **Recruitment & Selection:**
 - Positions posted during the month of August: Recreation Leader II (Hale Senior Center).
 - The Budget Manager, and Solid Waste Driver/Loader positions are open until filled.
 - The Human Resources & Risk Manager, Water Maintenance Mechanic and ITS Network Administrator Water Service Worker, Water Plant Operator, and Parks Maintenance Worker I, Public Services Maintenance Worker I and Park Attendant positions are in the selection phase.
 - The Lifeguard I, Recreation Leader, Recreation Leader II positions are seasonal and open until filled.
 - The Firefighter/Paramedic position is posted year round.
 - Total Number of Applications received: 271
 - Employees hired during August:
 - Noah Smith, Wastewater Plant Operator Trainee, August 15
 - Philip Beck, Parks Maintenance Worker I, August 27
 - Maureen Lynch, Recreation Leader II, August 29
 - Promotions during August:
 - Francesca Colich, Recreation Leader II, August 1
 - Eric Leon, Fire Lieutenant, August 15
 - Transfers during August:
 - Cecil Allen, Wastewater Plant Operator Trainee, August 1
- **Employee Benefits:**
 - Self-Insured Medical Claims Experience: Total Paid Medical & Pharmacy claims for August was \$179,045.13 which was a 54% decrease over July's totals. The average weekly claims for August were \$44,761.28.
 - Humana GO 365 Wellness Program: Number and % Status of Participants, with Blue as the Starter level and Platinum as Highest level:

	<u>Employee Count</u>	<u>Participation Level %</u>
Platinum	86	33%
Gold	23	7%
Silver	44	11%
Bronze	65	19%
Blue	69	30%
Total Eligible Employees	287	100%

- **Family Medical Leave Act (FMLA):**
 - Number of Employees with approved/pending FMLA: 13- (Regular - 7, Intermittent – 6, Pending 0).
 - Number of new requests in August: 7.
- **Other (Non-WC, Modified Duty)**
 - Number of employees currently working on a modified schedule (some restrictions) – 0.
- **Records Requests:** Number of Records Requests processed: 2.
- **DROP (Deferred Retirement Option Program):**
 - Number of Employees in DROP: 11.
 - Employees who entered DROP during August: 0
- **Performance Management:**
 - Number of Disciplinary Actions: 1.
- **Employment Separations (Regular Full- and/or Part-Time):**
 - Number of Separations from employment: 1
 - Fire Lieutenant Howard Rein retired from City service after 16 years of service.
- **Risk Management:**
 - Workers' Compensation:
 - Number of new workers' compensation claims: 2
 - Total current open workers' compensation claims: 4
 - Employees on light duty: 0
 - Employees out of work: 0.
 - Property/Liability/Motor Vehicle Claims:
 - New Property/Liability Claims: 0; total open cases = 12.
 - New Moving Vehicle Accidents: 0; total open cases = 2
 - Cases Closed During the Month:
 - Worker's Compensation Claims: 1
 - Property/Liability Claims: 1
 - Moving Vehicle Accidents: 1
 - Subrogation Recovery by The City: (the process by which the City collects money from the party at fault (or their insurance company) in order to **recover** funds that have already been paid) = \$436.16
- **Safety:**
 - 82 City of Dunedin employees completed 107 online safety training courses during the month of August.
 - The Quarterly Claims file review was held on August 17th.
 - The Liability Claims review with the City Attorney was held August 31st.
- **Other:**
 - HR/Risk Department coordinated:
 - Open Enrollment for insurance benefits, August 21st, 22nd and 23rd.

DUNEDIN PUBLIC LIBRARY

- Notary Service at Library - 38 stamps
- Delivered 63 items to 11 users of Homebound Delivery Service
- Dunedin Youth Volunteers donated 65 hours
- Adult Volunteers donated 216 hours of their time
- 352 patrons utilized the study rooms
- 250 seed packets checked out
- E-books checked out - 2043
- E-audiobooks checked out - 870
- 147 DVDs/CDs cleaned and put back into collection
- 4 exams proctored
- 698 people visited the Branch Library at the Community Center for the month
- Webinars: SIRSI Tips and Tricks, Grade Level, Halloween Ideas, School Library Journal Teen all day webinar and Florida Library Association online meetings
- Staff attended the following meetings: Commission meetings, weekly City Department Head meeting, weekly Library Management Team meetings, County Library Director meeting, County cataloging meeting, County programming program, Technology Team meeting, and Circulation Special Interest Group
- Staff attended the Garrison Jones Elementary and Curtis Fundamental School Advisory Committee meetings
- Donated 2 boxes of books to Mease Behavioral Care
- Staff attended open enrollment
- Staff members attended the Very Important Paraprofessional Workshop
- Supervisors attended roundtable training
- Hosted the Sierra Club documentary *Reinventing Power* with 75 people in attendance
- Bay News 9 featured the Homebound Delivery Service
- Worked on Library portion of Dunedin Citizen's Academy
- Dropped off donated school supplies to Dunedin Elementary School
- Presented library information at Florida Business Incubator Meeting
- Online database of The New York Times training at Library staff meeting
- Bid opening for library restroom project

STATISTICS

Door Count	26,493
Total Transactions	88,135
Average Circulation Per Hour	137.50
Adult & Youth Programs	74
Program Attendance	1717
Internet Usage (adult & Youth)	3215
Wireless Usage	1173
AWE Early Literacy Station Users	317
Items Added to Collection	861

FINANCE

- Revised the Debt Management Policy
- Established guidelines for categorizing department's FY ending expenses and issued the 'Year End Cut Off Dates' memo
- Reviewed Budget Manager applications and began conducting interviews of qualified candidates.
- Finance Staff has been assisting with Debt Financing documents and information for the Blue Jays Stadium Project.

CURRENT BID & RFP STATUS LIST

RECENTLY AWARDED

None

SCHEDULED FOR CITY COMMISSION DISCUSSION

- Bid 18-1111 is titled "Dunedin Public Library Restroom Renovations." This item is scheduled for discussion at the September 18, 2018 City Commission meeting.
- Bid 18-1112 is titled "Removal and Disposal of Sludge." This item is scheduled for discussion at the September 18, 2018 City Commission meeting.

UNDER EVALUATION

- 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 Evaluation Committee ranked the firms and the City is negotiating with the top ranked firm.
- Submittals in response to RFQ 18-1110 titled "Toronto Blue Jays Spring Training Facilities Improvements Project – CMAR Services" were accepted until 2:00 pm Monday, June 25, 2018. The Evaluation Committee ranked the construction firms and the City is negotiating with the top ranked firm.
- Bid 18-1113 is titled "Dunedin Community Center Pervious Concrete Parking Lot Improvements Project." Bids were due at 2:00 pm Tuesday, September 4, 2018. The responses are being evaluated.

ACTIVE ON THE STREET

- Bid 18-1114 is titled "Janitorial Services." Bids are due at 2:00 pm Tuesday, September 11, 2018.
- Bid 18-1115 is titled "Mill & Overlay on Various Streets in Dunedin, FL." Bids are due at 2:00 pm Tuesday, October 2, 2018.

UNDER DEVELOPMENT

RFQ for architectural services required for the design of a municipal services complex.

BUDGET

- Prepared multiple firefighter pay plan analysis in preparation for new union contract negotiations.
- CRF Early Pay-offs: 6 payoffs totaling \$4,089.71
- CRF New Loans: 3 new loan totaling \$3,939.12
- Reclaimed Meters Paid at Install: 1 at \$1,828.97

PLANNING AND DEVELOPMENT DEPARTMENT

Code Enforcement

- The August Code Enforcement Board heard 2 Old Business and 16 New Business cases, and accepted 6 Affidavits of Compliance. The board heard 3 fine reconsideration requests, and authorized the City Attorney to begin foreclosure proceedings on 3 properties.
- The City Commission reappointed regular members Bunny Dutton, Arlene Graham, and Ken Carson for another 3-year term expiring September 2021. The DCEB accepted the resignation of Wade Davenport and discussed candidates to fill this vacant alternate position. The City Commission will recommend this replacement in an October meeting.
- The Code Enforcement Board collected \$133,730.47 in unpaid fines and fees in August.

Building Department

**MANAGER'S UPDATE
PLANNING & DEVELOPMENT DEPARTMENT - BUILDING DIVISION**

MONTH: AUGUST 2018

PERMITS		
Total Permits Issued		484
Total Permit Fees Collected		\$168,523.50
Total Valuation of Construction		\$9,596,351.00
Permits by Group:	NUMBER	VALUATION
Building Permit	215	\$8,588,004.00
Electrical Permit	104	\$327,579.00
Fence Permit	23	\$20,000.00
Gas Permit	5	\$16,238.00
Mechanical Permit	94	\$505,625.00
Plumbing Permit	40	\$69,671.00
Sign Permit	3	\$9,036.00
Tent Permit	0	\$0.00
New Construction by Building Type:	NUMBER	VALUATION
New Single Family Residences	13	\$4,935,708.00
New Two-Family Residences	0	\$0.00
New Multi-Family Residential Buildings	0	\$0.00
New Mobile Homes	0	\$0.00
New Commercial Buildings	0	\$0.00
New Mixed-Use Buildings (Commercial & Residential)	0	\$0.00
BUILDING INSPECTIONS		
Building, Electrical, Gas, Mechanical, Plumbing:	NUMBER	
TOTAL	1,219	
LOCAL BUSINESS TAX RECEIPTS		
	NUMBER	FEES
Business Taxes	710	\$44,840.80

Planning Department

The City Commission held public hearings in August for the following:

- Approved on second reading Ordinance 18-26 relating to the deployment of communications infrastructure (small and micro cell facilities).
- Approved on second reading Annexation into City of Dunedin the property located at 3240 Garrison Road (Ordinances 18-21, 18-22, and 18-23).
- Approved on second reading Land Use and Zoning Change of property located at 1722 Curlew Road (Ordinances 18-12 and 18-13).
- Approved Resolution 18-17 accepting the Mira Vista Townhomes plat.
- Approved the amended right-of-way use agreement for The Living Room (ZJF Brands) as the result of a code enforcement case.
- Amended Downtown Paid Parking Plan (Ordinance 18-27) and Resolution 18-02 failed, eliminating paid parking in the downtown area everywhere.

Local Planning Agency

- Recommended approval of Ordinance 18-28: Historic Preservation Ordinance to create LDC Chapter 111, establishing the Dunedin Historic Preservation Commission (DHPC) and Historic Preservation Advisory Committee (HPAC); designation of historic landmarks with appropriate guidelines.
- Recommended approval of Ordinance 18-25: Sign Code Ordinance to include amendment of portions of LDC Chapter 105 – Development Standards; Design Review Standards; Sign Regulations; and Appendix – Entitled Sign Code Definitions.

Development Project Update 9-7-18

Current Projects - City Commission Review			LPA	CC 1st	CC 2nd	under const	% comp
Aberdeen Oaks	1441-1461 Virginia St	20 single-family home subdivis	√	√	√	Yes	45%
Arcadia	265 Causeway Blvd	16 4-story condos	√	√	√	No	5%
Artisan Apartments	940-966 Douglas Ave	Retail, apartments & parking g	√	√	√	Yes	95%
The Broadway	990 Broadway	8 townhome units	9/12/18	10/4/18	10/18/18		
Chesapeake Apartments	2307 Cumberland Cir	44 apts (add. to existing)	√	√	√	Yes	60%
Courtyard on Main- <i>amended</i>	Main/Douglas/Monroe	18 condos; retail;parking gar.	9/12/18	10/4/18	10/18/18		
Douglas Place	523 Douglas Ave	8 townhome units	√	√	√	Yes	85%
Hampton Inn - Causeway	2621/2641 Michael Pl	90-room hotel with restaurant	√	√	√	Yes	30%
Dunedin Commons	375 Patricia Ave	mixed-use (retail, TH, apts); D	√	√	√	Yes	80%
Dunedin Cove	93 Lexington Ave	20 single-family homes	√	√	√	Yes	20%
Gramercy Ct Ph II	Howard Ave	18 townhomes - phase II	√	√	√	Yes	20%
Grant St B&B	418 Grant St	22-unit vacation rentals	10/10/18	11/1/18	11/8/18		
Highland Ridge TH	949 Highland	13 townhomes	√	√	√	Yes	75%
Oak Bend Townhomes	801 Main St	32 townhomes	√	√	√	No	0%
Pura Vida (now Mira Vista)	1413 Bayshore Blvd	7 townhomes replacing bungal	√	<i>infrastructure under review</i>		No	0%
San Christopher Villas	1501 San Christopher Dr	12 villas	√	√	√	Yes	5%
Sea Palms	2624 Paula Dr N	8 townhomes	√	<i>infrastructure approved</i>		No	0%
Surgcenter Dunedin	980 Milwaukee (Gateway)	7600 sf surgery center	5/23/18	6/7/18	6/21/18	No	10%

Current Projects - Staff Only Review Only			Comments	under const	% comp
536 Bay St	536 Bay St	2 SF homes		Yes	75%
Carriage House	1040 Broadway	convert to event venue		No	0%
Faith United Church	1650 Pinehurst	1100 sf addition		Yes	25%
James St. Cottages	603 Scotland	SF property to 4 (Glencairn-style) cottages		Yes	80%
Marker One Marina	343 Causeway Blvd	complete Phase II		Yes	25%
McDonalds	2618 Bayshore Blvd	renovation, add extra drive-thru lane		No	0%
Retail strip center	1440 Main St	demo bldg, replace w/retail bldg (pizza & urgent care)	<i>permit under review</i>	No	0%
San Ruffino TH	1340 Bayshore Blvd	finish 7 townhomes previously approved, but never built	<i>permit under review</i>	No	0%
Whiskey Cartel	1600 Main St	fully C.O.'ed, but not open		Comp.	100%

Potential Future Projects - City Commission Review			Comments
491 Causeway	491 Causeway	34 unit hotel/vacation rental	
521 Howell St	521 Howell St	5 condos	
Union Street Townhomes	1180 Union St	36 (market price) townhome development	

Potential Future Projects - Staff Only Review Only			Comments
227 & 229 Hancock St	227 & 229 Hancock St	keep SF home and add duplex	
962 Highland Ave	962 Highland Ave	4-unit apt building/vacation rental	
Floridays	971 Howard	3 vacation cottages	
1385 Lady Marion	1385 Lady Marion	private warehouse (requires BAA cond. Use approval)	


Home of Honeymoon Island
Fire Department Administration
MEMORANDUM

To: Jennifer Bramley, City Manager
Thru: Doug Hutchens, Deputy City Manager
From: Jeffrey Parks, Fire Chief
Date: September 12, 2018
Re: Monthly Report for August 2018

Fire Prevention Division:

New projects completed:

- Artisan Lofts – 638 Douglas Ave – Commercial Units (Partial)

Current projects:

- Artisan Lofts – 638 Douglas Ave – Commercial Units
- 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.
- Jensen Brothers Seafood expansion – 907 Douglas Ave
- Chesapeake Apartments – 2307 Cumberland Cir.
- Marker 1 – 343 Causeway Blvd – Expansion Project
- 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.
- Mira Vista Townhomes – 1413 Bayshore Blvd
- Gateway Surgery Center – 980 Milwaukee Ave

Fire Prevention Staff Activities:

Inspections – 85

Re-inspections - 9

Fire extinguisher training – 0

Plans Reviewed – 30

Construction Inspections – 20

Final Inspections/BTR – 17

Meetings / Consultations – 25

Referrals / Complaints – 2

Fire Investigations – 2

Event Inspections - 2

Fire Safety presentations – 1

Public Education Contacts – 30

Station Tours – 1

Hurricane Awareness presentation – 0

Home Safety Checks/Smoke Alarm Install – 1

Training and Safety Division:

Training Officer Highlights

- Prepared training reports for July.
- Attended Supervisor Roundtable meeting.
- Administered Final Acting Lieutenant Testing to candidate.
- Completed online portion of Emergency Pediatric Care training.
- Instructed NCT emergency vehicle driver training over 10 sessions.
- Participated in accreditation webinar.
- Attended Active Assailant Train the Trainer session.

Ongoing Projects

- Training Plan and Calendar development for 2019
- Coordinating Active Assailant training for north Pinellas departments.
- Assessment of trial protective equipment
- Presenter/Instructor Liaison for 2018 Officer Development Seminar
- Continued work as Co-Chair of the Training Section of the Florida Fire Chiefs Association.
- Continued work to establish west-central section of the Florida Firefighters Safety and Health Collaborative.

August Training Hour Totals

Total non-EMS related training hours: 1529

Total EMS related training hours: 193

Assigned Training for August

Monthly EMS Continuing Education Class (8 hours classroom)

Emergency Vehicle Driver Training (1 hour practical)

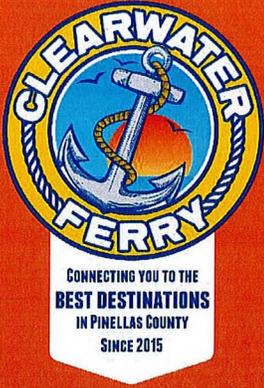
Propane Emergencies Training (4 hours classroom)

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

Operations:

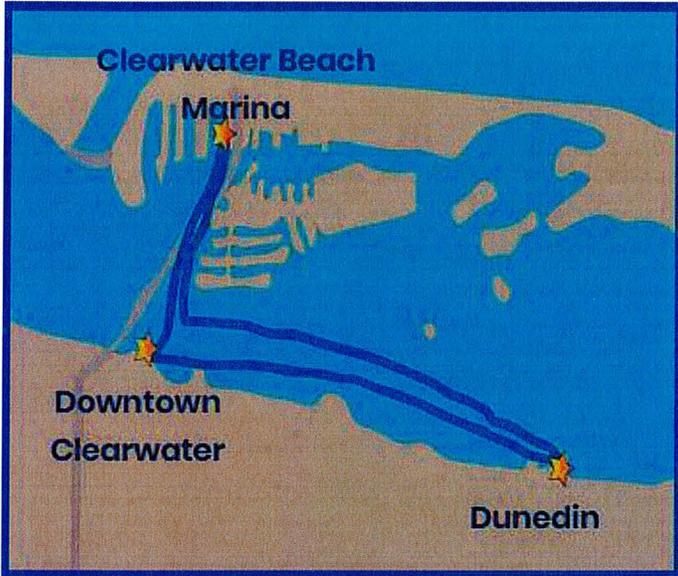
<u>Type of Incident</u>	<u>Month of Aug</u>	<u>Year to Date</u>	<u>Emer Resp by Unit</u>	<u>Runs</u>	<u>Mins</u>
Medical Incident Response	476	4097	EMS		
Rescue Incident Response	56	434	<u>Station 60's Area</u>		
Fire Alarm	28	264	E60	122	4:54
Fire Incident Response	25	129	E62	17	5:22
Structure Fire Response	17	122	E61	12	6:09
Special	23	110	E51 (CFD)	4	7:45
Cardiac Arrest Response	5	51	R48 (CFD)	3	7:04
Water Rescue Response	7	45	S65 (PHFD)	1	8:51
Major Incident Response	10	28	<u>Station 61's Area</u>		
Support incident (Fire)	4	25	E61	64	5:58
Unconfirmed Structure Fire	1	30	E66 (PHFD)	5	4:53
Fire Incident Response Special	5	46	E60	4	6:47
Air Transport Incident	2	12	E62	2	7:07
Trauma Alert	6	38	<u>Station 62's Area</u>		
Support Incident (DC)	2	12	E62	83	4:52
Medical Incident Special	1	16	E50 (CFD)	10	5:51
Support Incident (Medical)	3	22	E60	8	5:53
HazMat Invest	1	2	E65 (PHFD)	6	6:02
Moveup - Coverage	2	9	E61	5	6:26
Special Event	0	6	E68 (PHFD)	1	0:06
Hospital Landing Zone	0	3	S65 (PHFD)	1	4:57
MVC Possible Extrication	2	14	R48 (CFD)	1	6:18
Brush Fire Incident Response	0	3	FIRE		
Extrication	0	2	<u>Station 60's Area</u>		
Technical Rescue	0	1	U60	6	4:43
Rescue Incident Special	0	1	E60	4	6:54
Extrication (Vehicle)	0	1	E61	1	7:40
Code H	0	2	E62	1	7:46
Totals	676	5525	<u>Station 61's Area</u>		
			E61	9	6:36
			U60	2	7:48
			E68 (PHFD)	1	8:05
			E66 (PHFD)	1	8:04
			E60	1	7:58
			<u>Station 62's Area</u>		
			E62	6	5:18
			T60	1	7:03
			E60	1	6:28

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



MONTHLY RIDERSHIP REPORT

Prepared by Clearwater Ferry Services for the City of Dunedin.
 For any questions or to request a copy of this report, please email Camille@ClearwaterFerry.com



Approved by the City of Dunedin Commission to start on July 6th, 2018, Clearwater Ferry services Dunedin every Friday, Saturday and Sunday on its Blue Line. Trips depart from the Dunedin Marina at the below times and go to Clearwater Beach Marina, then to Downtown Clearwater, then back to Dunedin.

BEACH MARINA	DOWNTOWN	DUNEDIN
11:00 AM	11:15 AM	11:50 AM
12:25 PM	12:40 PM	1:15 PM
1:50 PM	2:05 PM	2:40 PM
3:15 PM	3:30 PM	4:05 PM
4:40 PM	4:55 PM	5:30 PM
6:05 PM	6:20 PM	6:55 PM
7:30 PM	7:45 PM	8:20 PM
8:55 PM	9:10 PM	9:45 PM

JULY 2018

- Number of Days of Operation of Blue Line with service to Dunedin: **12 days**
- Total Ridership on Blue Line with service to Dunedin: **1,383 passengers**
- Average daily Ridership on Blue Line with service to Dunedin: **over 115 guests**

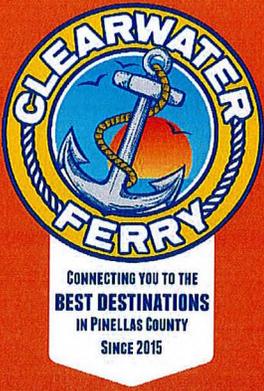
2018 YEAR TO DATE

12 Days	1,383 Passengers	115 Guests Daily Average
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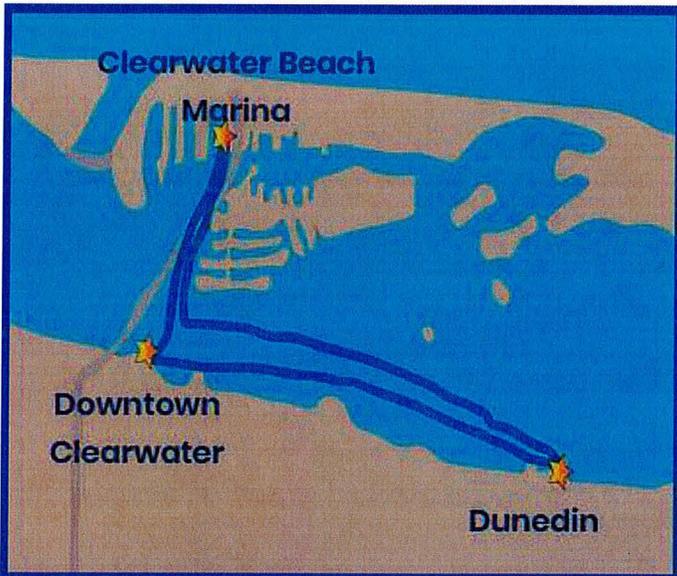
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8:55 PM	9:10 PM	9:45 PM

AUGUST 2018

- Number of Days of Operation of Blue Line with service to Dunedin: **13 days**
- Total Ridership on Blue Line with service to Dunedin: **955 passengers**
- Average daily Ridership on Blue Line with service to Dunedin: **over 73 guests**

2018 YEAR TO DATE

25 Days

2,338 Passengers

94 Guests
Daily Average

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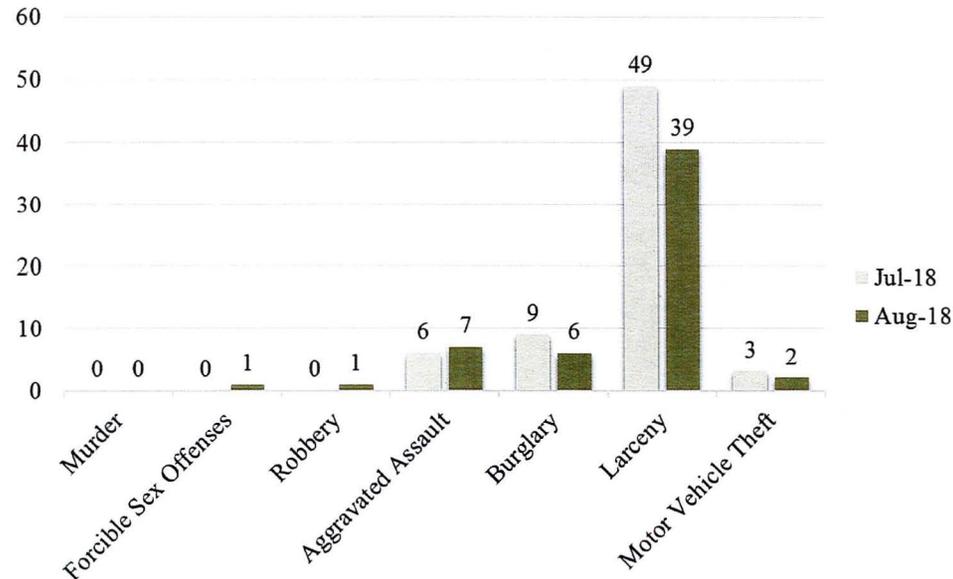
STRATEGIC PLANNING BUREAU

DUNEDIN MONTHLY ANALYSIS

UCR Part I Crimes

August 2018

UCR Part I Crime Category	July 2018	August 2018	August 2017 YTD	August 2018 YTD
Murder	0	0	0	1
Forcible Sex Offenses	0	1	7	10
Robbery	0	1	9	3
Aggravated Assault	6	7	22	25
Burglary	9	6	50	52
Larceny	49	39	414	386
Motor Vehicle Theft	3	2	26	24
GRAND TOTAL	67	56	528	501



Arrests

August 2018

There were a total of **64** people arrested in the City of Dunedin during the month of August resulting in the following charges:

ARREST TYPE AND DESCRIPTION	TOTAL
County Ordinance	2
Open Container Ordinance	1
Open Container Within 500' Of Package Store	1
Felony	77
Aggravated Assault	2
Aggravated Battery	1
Burglary-Conveyance	2
Burglary-Residential	1
Carry Concealed Firearm	4
Carrying Concealed Weapon	1
Conspiracy-Traffic Drugs	1
Counterfeit License Plates/Valid Tag	1
Dealing In Stolen Property	1
False Report Of Bomb	1
Fraudulent Use Of Credit Card	2
Grand Theft-Auto	1
Grand Theft-Firearm	3
Grand Theft-Other	3
Grand Theft-Shoplifting	1
Possession Of Controlled Substance	29
Possession With Intent To Sell/Distribute A Controlled Substance	4
Robbery-Unarmed	4
Sale Of Controlled Substance	2
Sexual Offender Registration	1
Tamper With Evidence	4
Trafficking In Drugs	2
Use Firearm/Weapon During Offense	1
Violation Of Probation-Juvenile	1
Violation Of Probation/Community Control-Adult	4
Misdemeanor	26
Battery - Domestic Related	5
Contribute To Delinquency Of A Minor	1
Petit Theft - Shoplifting	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)

ARREST TYPE AND DESCRIPTION	TOTAL
Possession Of Controlled Substance	9
Possession Of Drug Paraphernalia	4
Resist/Obstruct LEO Without Violence	4
Violation Of Probation/Community Control-Adult	1
Warrant	10
Failure To Appear	1
Violation Of Probation/Community Control-Adult	2
Warrant Arrest	7
Traffic Felony	2
Driver's License Suspended/Revoked	1
Habitual Traffic Offender	1
Traffic Misdemeanor	18
Attach Tag Not Assigned	1
Driver's License Suspended/Revoked	8
Driving Under The Influence	3
DUI-Damage To Person/Property	2
No Valid Driver's License	3
Operating Unregistered Vehicle	1
Grand Total	135

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

Deputy Activity

There were a total of **3,847** events in the City of Dunedin during the month of August resulting in **5,770** units responding.

The table below reflects the top twenty-five events to include both self-initiated and dispatched calls in the City of Dunedin for the month of August.

**CAD data is filtered by problem type.*

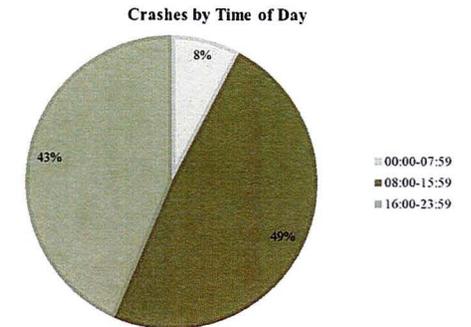
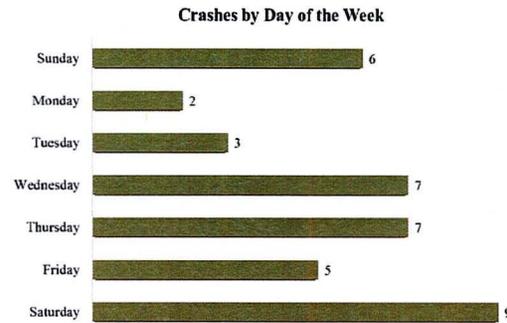
August 2018

DEPUTY ACTIVITY	TOTAL
Traffic Stop	1179
House Check	652
Directed Patrol	195
Special Detail	191
Assist Citizen	137
Information / Other	135
Suspicious Person	108
Contact	69
Supplement	63
Alarm	63
Transport Prisoner	55
Suspicious Vehicle	54
Building Check Business	47
Vehicle Abandoned / Illegally Parked	47
Accident	43
Traffic Violation	37
Traffic Control	33
Trespass	32
Theft - Not In Progress	31
Community Contact	31
Civil Matter	29
Fraud/Forgery - Not In Progress	29
Domestic - In Progress	28
Operation Medicine Cabinet	26
Warrant Service / Attempt	26

Crash & Citation Analysis

There were a total of **39** crashes in the City of Dunedin during August 2018. *Crash data is filtered by disposition type and may include "accident and hit and run" problem types.

TOP 10 CRASH LOCATIONS	TOTAL
Curlw Rd / Belcher Rd	3
N Keene Rd / Virginia Ave	2
Alt 19 / Curlw Rd	2
Keene Rd / Main St	2
1418 Douglas Ave	1
Cordoba Ct S Of Curlw Rd / Spanish Oaks Blvd	1
1461 Overcash Drive	1
N Belcher Rd / Palmwood Drive	1
150 Causeway Blvd	1
Belcher Rd / Main St	1



There were a total of **1,160** citations and warnings issued in the City of Dunedin during August 2018.

TOP 10 TRAFFIC CITATION LOCATIONS	TOTAL
Main St & Patricia Ave	15
County Road 1 & Falcon Drive	10
Union St & Patricia Ave	9
Main St & Keene Rd	7
Belcher Rd & Saddle Hill Drive	6
Virginia St & Main St	6
Patricia Ave & Lexington Drive	5
Solon Ave & Dinnerbell Ln E	5
Belcher Rd & Ranchette Ln	4
Belcher Rd & Solon Ave	4

