

City Manager's ^{Up}date

Administrative

January 14, 2018

This ^{Up}date will refer to the events since the date of the last ^{Up}date of December 10th, 2018.

CRA/ECONOMIC & HOUSING DEVELOPMENT

DEEP Project

- **City Hall** – The Selection Committee selected the firm of Harvard Jolly to design (3 options for City Hall placement) subject to City Commission approval.
- **Gateway** – Staff is working to build a unified plan on the Gateway property. A City Commission Workshop is being scheduled for the Spring.



Patricia Corridor

- Staff is working on getting quotes to retain a consultant to prepare targeted enhancements to a section of Patricia Avenue.

CRA/CRAAC

- Staff continues to work on the details for the CRA 30th Anniversary event. The date has been confirmed for 2/16/2019 from 9am to 2pm. This is a family friendly event and includes a free Pancake Breakfast served by the Kiwanis Club. Staff is also working on a Promotional Video for the 30th Anniversary event.
- Staff is working with the City Attorney on a one (1) year Pilot Program for The Nickel Ride, a golf cart transit service.
- A CRAAC Landscaping Task Force Sub-Committee presented their report at the December CRA meeting. Staff will work with Parks to develop a plan.
- City Commission approved staff's recommendation to include Douglas Avenue in the Special Public Transportation Zone, which will reduce the speed limit on Douglas Avenue to 15mph. Staff is also working on additional traffic calming measures on Douglas Avenue.

Housing

- The RFQ for an Affordable Housing Assessment is in draft and being reviewed.
- Staff continues to explore potential affordable housing opportunities.

Skinner Blvd Road Project

- Several Public Input meetings on Skinner Blvd enhancements were held in November and a Walking Tour was held on Saturday December 1st. The next Public Input meetings are scheduled for Monday January 7th 2019 and Monday, February 4th at 6:00pm at Mease Hospital.
- An application requesting \$1,000,000 (\$1M) for a Forward Pinellas Complete Streets Grant for Skinner Blvd enhancements was submitted to Forward Pinellas.



Wayfinding

- A sample of the new Wayfinding design is in place at the intersection of Main Street and Douglas.
- City Attorney continues to work with a Trademark Attorney on a patent for the new Wayfinding design.



Business Recruitment

- Staff continues to work with several businesses who wish to relocate to Dunedin.

- Staff met with Tobin Management Company to help fill the vacancies (Lukens Liquors space) on Patricia Avenue and to discuss some enhancements to the shopping center.
- The Florida Business Incubator continues to grow and holds weekly morning Spunk Tank meetings at the Dunedin Golf Club and evening Do and Brew meetings at local establishments. Next month there will be training on How to Develop a Business Pod Cast.

Downtown Projects

- Operation Twinkle Lamp Post contest was a great success with over 40 businesses participating. The overall winner for 2018 was Salon G.W.
- Staff has enhanced the entrance sign at the John R. Lawrence Pioneer Park.
- Staff continues working with the Museum on improvements to the Box Car.
- The Downtown Market and the Arts and Crafts Events continue with great success.
- Staff continues to attend the monthly DDMA and Visit Dunedin meetings.
- Staff is working on a plan for enhancements to the John R. Lawrence Pioneer Park.
- Five Commercial Façade Grants have been awarded to Downtown Businesses and we have 6 Façade Grants pending.
- The new Artistic Bus Shelter is underway. PSTA have painted the shelter, next steps are placement and a Call to Artists.
- Staff is working with the Arts and Cultural Committee on obtaining quotes for the new entrance sign on Douglas and Skinner.



DUNEDIN PUBLIC LIBRARY

- Presented 6 tech classes with an attendance of 36 people
- Notary Service at Library –20 stamps
- Delivered 84 items to 15 users of our Homebound Delivery Service
- Dunedin Youth Volunteers donated 213.25 hours of their time
- Adult Volunteers donated 176 hours of their time
- 259 patrons utilized the study rooms
- 597 people visited the Branch Library @ the Community Center for the month
- 205 seeds packets “checked out”
- E-books checked out – 1667
- E-audiobooks checked out – 872
- 2 Exams proctored
- Interlibrary loan books obtained for Dunedin Patrons - 52
- 220 DVDs/CDs cleaned and put back in collection
- Webinars: Story Time Webinar, Newsbank Demo, Books Highlighting Diverse Families
- Staff attended the following meetings: Commission Meeting, Pinellas Memory Project, Adult Special Interest Group, Integrated Library System Group, Dunedin Council of Organizations, Weekly City Department Head Meeting and weekly Library Management Team meetings.
- Hosted Dunedin Community Garden workshop
- Youth Supervisor attended Juvenile Welfare Board meeting
- Staff attended Census 2020 meeting
- Planning and promoting Friends of the Library Book Sale February 2019
- Library staff participated in Holiday Parade and Old Fashioned Christmas
- Held Noon Year event sponsored by the Friends of the Library with 65 people in attendance
- Fanfare Brass Concert had 72 people in attendance
- Hosted Florida Humanities Council speaker – 66 people in attendance
- Attended Fire Department new engine push ceremony

- Hosted Dunedin International Film Festival Youth Film School
- School visits by Dunedin Elementary, Garrison Jones, Cornerstone and area preschools
- Storytime and Santa Visit at Manor Care
- Pre-construction meeting for Library restroom renovations

STATISTICS

Door Count	22,441
Total Transactions	76,094
Average Circulation Per Hour	142.84
Adult and Youth Programs	113
Program Attendance	2823
Internet Usage (Adult & Youth)	2517
Wireless Usage	1627
AWE Early Literacy Station Users	225

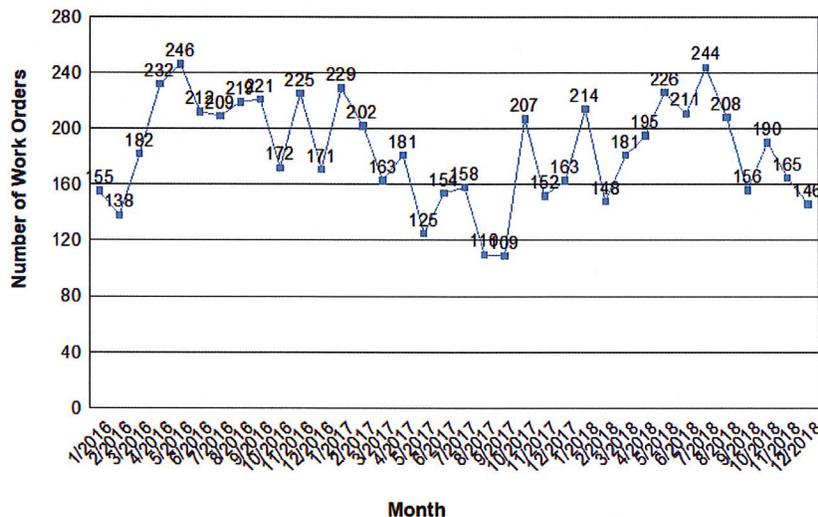
INFORMATION TECHNOLOGY DEPARTMENT:

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

<i>Monthly Ticket Counts</i>	
Tickets Created	146
Resolved Tickets	187
Open Tickets	56
Malware Tickets	

<i>Tickets by Priority</i>	
Critical Tickets	3
High Priority Tickets	21
Low Priority Tickets	122
Project Tickets	0

IT Services Help Desk Requests YTD for 2016-2018:



- During the month of December 2018, IT Services received 146 new on-line help desk support tickets. IT Services is averaging approximately 190 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. In July of 2017 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, cashing 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 and Document Mgt.	November, 2017	April, 2019
Phase 2 - ExecuTime Time & Attendance	November, 2017	August, 2018
Phase 3 - EnerGov (Permits/Buildings/Citizen) and A/R & Collections	May, 2018	January, 2020
Phase 4 - MUNIS Payroll/HR (Migrate from Sungard)	January, 2019	July, 2019
Phase 5 - MUNIS Work orders, Fleet & Facilities Management	April, 2019	January, 2020
Phase 6 - MUNIS Utility Billing	April, 2019	January, 2020
Estimated ERP Project Completion Date	January, 2020	

Phase 1 of the ERP solution started in October 2017 and is anticipated to go live in April 2019. The City's Finance Department has completed the analysis design and setup. Conversion of all data files is currently being worked on and Power User training will begin in February 2019.

Phase 2 of the ERP solution started in November of 2017 and went live in August 2018. Staff from various departments were involved in the test pilot group and simultaneously worked on both the new and old time keeping systems. New touch-screen time clocks with magnetic card readers were tested and will be installed in November. The new mag-cards will allow the employee to "swipe" their card for clocking-in and out during the day. Should the City implement a mag-card reader system for door access throughout their facilities, the same employee mag-card can be used on the building doors. This will provide a means of security for the employee and the City to gain access into a building.

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 pricing out the ninety-five (95) computers and laptops that are scheduled for replacement in FY19.
- **IT Services Vacant Positions** – The IT Department recently interviewed and selected a candidate for their *Network Administrator* vacancy position. The responsibilities for the position include the ability and knowledge for maintaining computer infrastructures with emphasis on networking, on-site servers, and software-network interactions. The anticipated start date for the selected candidate is January 2, 2019. The recent vacancy position for the *Sr. IT Technician* was filled in October 2018. The responsibilities for that position include 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.

- **Network Switch Upgrades** – The IT Department will continue upgrading their network switches throughout the City to replace devices determined by the device manufacturer to be vulnerable to power failures. 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.

New IT Projects:

- **Intranet Website**– In collaboration with various other departments, the IT Department is working on a secure Intranet website for employees to access outside of the City's network. An intranet is a private network accessible only to City staff. Generally a wide range of information and services from the City's internal IT systems are available that would not be available to the public from the Internet. This Intranet site will allow City staff to access employment-related information from any internet browser that is traditionally only available while logged into a City computer. There are 5 essential purposes of a City Intranet:
 1. *Deliver employee content*
 2. *Be a key communication tool*
 3. *Enable collaboration amongst City staff and departments*
 4. *Support the culture of the City*
 5. *Create efficiencies through supporting business activities*
- **Fiber Cabling Survey** – The IT Department will be performing a site survey of the City-owned fiber optics cabling that runs underground along San Christopher Drive. This survey will tell us where the fiber cabling exists, the depth, the condition and where it should be repaired or upgraded.
- **Font/Size and Signatures in City Email Accounts** – The IT Department will be implementing a group policy where all City email accounts use the official character font of Arial and the font size of 12 in all email correspondence. In addition, all staff will be provided with instructions on how to create signature lines in their email accounts that follow a standard business practice.
- **Telephone System Upgrade** – The IT Department is working on plans to upgrade the City's current telephone system servers. This project will include an upgrade to the existing servers and services only, while retaining the telephone desk sets to save costs. Upon Commission approval, implementation of the new telephone system could occur in January of 2019.
- **ERP Project Phases 4, 5 and 6** - The IT Department is working on the pre-planning stages for the upcoming additional phases to its ERP project solution in 2019. The ERP Phase 4 includes the Payroll and Human Resources modules and the official kick-off is in late January of 2019. ERP Phases 5 includes the Global Works Orders, Fleet and Facilities Management modules and the ERP Phase 6 which includes the Utility Billing module, are both slated for an implementation start date of April 2019. Phase 4 for Payroll is a six month project which should go live in July of 2019. Both Phases 5 and 6 are anticipated to be completed in January of 2020. The implementation and training of each ERP Phase requires the cooperation and collaboration of staff from every City department.

PLANNING AND DEVELOPMENT DEPARTMENT

Building Department

MANAGER'S UPDATE
PLANNING & DEVELOPMENT DEPARTMENT - BUILDING DIVISION

MONTH: DECEMBER 2018

PERMITS		
Total Permits Issued		355
Total Permit Fees Collected		\$93,861.00
Total Valuation of Construction		\$5,068,445.00
Permits by Group:		
	NUMBER	VALUATION
Building Permit	187	\$4,281,746.00
Electrical Permit	35	\$246,313.00
Fence Permit	26	\$94,757.00
Gas Permit	3	\$13,230.00
Mechanical Permit	50	\$336,217.00
Plumbing Permit	52	\$90,775.00
Sign Permit	2	\$9,007.00
Tent Permit	0	\$0.00
New Construction by Building Type:		
	NUMBER	VALUATION
New Single Family Residences	5	\$1,576,348.00
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		1,003
LOCAL BUSINESS TAX RECEIPTS		
	NUMBER	FEES
Business Taxes	143	\$2,261.63

Code Enforcement

- The December Code Enforcement Board heard 3 Old Business and 13 New Business cases, and accepted 11 Affidavits of Compliance. The board heard 1 fine reconsideration request, and authorized the City Attorney to begin foreclosure proceedings on 1 property. Department staff responded to 1 public records request.
- Code Enforcement opened 29 cases, including its first public nuisance case in December.
- The Code Enforcement Board collected \$50,333.91 in unpaid fines and fees in December.

Planning Department

The City Commission held public hearings in **December** for the following:

- Approved on first reading Application DR-18-16: Request for a Design Review for the proposed construction of a 22-room Bed and Breakfast on the property located at 418 Grant Street (Parcel Number 27-28-15-32922-000-0020).
- Approved on first reading Ordinance 18-30: Request to rezone the property located at 927 Highland Avenue (Parcel 27-28-15-51588-000-2103) from "DR" Downtown Residential to "DC" Downtown Core.

PARKS & RECREATION

Parks & Recreation Administration:

- Prepared support documentation for the Florida Communities Trust for the Hammock Park Expansion from the Our Lady of Lourdes property.
- Continued construction of the expanded dog park at Achieva Credit Union Corporate Headquarters including landscaping, fencing, and site amenities.
- Site preparation for the relocation of the Vanech Park playground to behind the Dunedin Community Center.

- Installed new directional signage at Hammock Park in partnership with the Friends of Hammock, Inc.
- Met with City staff and the Pinellas County Sheriff's Office to discuss crime statistics at Hammock Park and whether any preventative measures or community outreach is necessary.
- Met with Joe and Mandy Rosello of Kuma Too to discuss future operations of their charter business at the day docks for 2019.
- Removed the old equipment at the VFW playground and ordered replacement equipment.
- Received bids for the construction of a boardwalk on Fern Trail in Hammock Park. Proposals exceeded the budget. Staff met with Engineering to discuss future options.

Marketing:

- Printed and distributed the new Parks & Recreation Magazine (January-April edition). Promoted the Magazine through email, website and social media. Updated webpages, event calendars, flyers and photo slideshows with new Magazine content, programs and events.
- Prepared and created the first draft copy of the 2019 Summer Camp Magazine to be distributed in February.
- Printed and distributed the monthly Community Events Calendar and populated information on the City's online calendar.
- Presented LiveWell Dunedin and its progress to the Parks & Recreation Advisory Committee.
- Designed, reviewed and printed various types of marketing materials for Department programs and events including posters, postcards and flyers.
- Continued to oversee and maintain Department webpages including populating new information, updating and reviewing content, creating news stories, event listings and troubleshooting website issues.
- Continued to promote and monitor Department events and programs on social media.

Special Events:

- The Boat Parade and Tree Lighting Ceremony were held on December 1 in conjunction with Dunedin Boat Club and Marker One Marina.
- The Dunedin Holiday Parade and Old Fashioned Christmas were held on December 8. The parade had 99 entries with a total of 108 floats. Spectator estimation was higher than 10,000 based on Pinellas County Sheriff estimation of the event.
- Suncoast Brotherhood Toy Run – It was a beautiful day with over 1,500 motorcycles participating.

Recreation:

- **Community Center:**
 - The Community Center had a total of 8 rentals from City and Community meetings, a company Christmas Party, seminars on Mental Health, two high school basketball practices and a Christmas Eve Service, which took place outside on the Sindoon Stage. A grand total of 550 guests.
 - Breakfast with Santa was a huge success. Over 250 people came to eat and take their picture with Santa himself. The children enjoyed the fun activities after they ate their breakfast.
 - Old Fashioned Christmas had another great year. The parade to kick it off and all the fun activities throughout the evening brought over 10,000 people to downtown Dunedin. Families from all over attended and had a great time.
 - The Chorus Concert "A Heart-felt Holiday" brought a sold-out crowd. Over 400 people came to hear their favorite classic Christmas songs.
 - The Chorus program also hosted their annual holiday luncheon. The members got to celebrate with one another as they shared a potluck-style lunch. All eighty (80) members attended, as well as some of their family members.

- The Drive-In Movie was sold out but had to be cancelled due to inclement weather. The next movie will take place in March.
- The Band Concert “Be Different, Go Traditional” played all holiday favorites, old and new tunes. There were a total of 350 guests and all had a great time.
- The Homeschoolers of Pinellas ended their fall classes. The classes used a majority of the Center’s room space. This program has more than 40 families making their maximum capacity of 85 families. They will return in the New Year to begin their spring classes.
- Programs and activities have done well and numbers continue to increase, as existing and returning customers came to town for the holiday season.
- Staff has been busy organizing and getting ready for all upcoming events taking place after the New Year.
- **Fitness Center:**
 - Fitness Center visits and group exercise attendance totaled 2,726 for the month of December.
 - Fitness/GEX class drop-in attendance: 137
 - Chair Massages: 130 minutes performed at the Community Center
 - Added a new class to the GEX schedule—Stretch, Move & Tone. Deep stretching focused on lengthening and loosening tight muscles, improving circulation relaxation, posture and increasing energy through a combination of rhythmic coordination, stability, flexibility and fun. Choreographed and taught by Arielle Giordano.
- **Athletics:**
 - Twenty-two (22) athletic rentals were held in December.
 - Over fifty-two (52) participants in Tennis in December.
 - Over sixty-six (66) children signed up for Winter Baseball Camp.
- **Martin Luther King, Jr. Recreation Center/Youth Services:**
 - December 2nd-8th -Staff hosted events for Intergenerational Week promoting meaningful connections between generations in the community with chair volleyball at the Hale Center, interactive cooking, Happy Taps dancing and golf at Stirling Links Golf Course. The Committee on Aging also reintroduced the “My Favorite Older Person” essay contest for students in grades 6-8. Winning essayists received prizes and read their entries at the December 6th Commission meeting.
 - December 8th -Staff worked the Holiday Parade and Old Fashioned Christmas event; Before/After School Program staff and children walked in the Holiday Parade.
 - December 10th -Staff attended Dunedin Golf Club Children’s Annual Christmas Party, acted as liaison to provide names of families in need.
 - December 21st -Staff hosted Kids’ Night Out with stockings, raffle prizes, dinner and treats.
 - December 26th - December 28th - Staff hosted the first week of Jack Frost Camp for school-age children during winter vacation. Thirty (30) children enjoyed winter and holiday-themed crafts, games and sports activities.
 - Veteran staff member, Liz Hough, received a promotion to the Wastewater Department. New staff member, Jessica Mastrogiovanni, started working at the Garrison Jones After School Program.
 - Staff is working on coordinating a new middle/high school girls’ basketball program and expanding Parkour program.
 - Senior basketball, hosted every Tuesday and Thursday, continues to build and garner interest in the community.
 - Staff continued to work on preparations for the MLK Diversity Breakfast and March, Summer Camp 2019 and Teen Leadership Program.

- **Hale Activity Center:**

- Held 50 adult classes and programs with a participation of 1,990.
- Held 2 meetings with an attendance of 12.
- Holiday Feast Luncheon, sponsored by Dedicated Senior Care, had a participation of 80.
The seniors were entertained by the kindergarten classes from Curtis Fundamental.
- Held a trip to Mt. Dora with a participation of 54.
- Held a Holiday Light Tour with 38 in attendance.
- Held Santa's Calling with 8 volunteers servicing 152 local children.
- Held Intergenerational Chair Volleyball with 30 in attendance.
- Had 2 rentals with an attendance of 340.
- Total attendance for the month of December was 2,696.
- Three of the Hale Center Staff worked setting up, during, and after tearing down of Old Fashioned Christmas event. Staff also prepared for Santa's Calling acquiring volunteers and donations for the event. All Hale Center Staff drove vans for the Holiday Light Tour.

- **Highlander Pool**

- Pool staff Alicia Castricone and Stephanie Kensinger attended the Florida Aquatics Council Seminar on December 14. The seminar was informative, especially regarding keeping employees engaged and first-time management training.
- Staff Alicia Castricone and Frankie Colich taught CPR for MLK/Youth Services staff on December 20th.
- Purchase orders for a shade structure and camera line and relocation are completed and items are in the fabrication stage. Dates for install will be in January.
- Pool staff is working on a park and facility amenity binder. This binder will locate every facility and park in the Parks & Recreation listing. In each location, staff will be identifying shelters, gazebos and stages, as well as benches and park features.
- Staff continued to plan for upcoming programs and opening of both the pool and sprayground.

Parks:

- Began annual repairs on all seven (7) fields at the Fisher Little League Complex.
- Continued work on the Achieva Paw Park expansion.
- Operation Twinkle was in full effect for the entire month. Fourteen (14) trees were decorated with white lights at John R. Lawrence Pioneer Park and Edgewater Park.
- Prepared for the installation of new playground equipment at Dunedin Community Center, Martin Luther King, Jr. Recreation Center, and the VFW by removing the old playgrounds.
- Installed a swing set at Weaver Park Playground.
- Provided logical support for a variety of events and rentals, including the Boat Parade & Tree Lighting, Old Fashioned Christmas and Downtown Market.
- Athletic Field Crew Leader Brian Elliott received his Certified Playground Safety Inspector (CPSI) Certification.
- Completed monthly safety checks of parks, playgrounds and parking lots.

Marina:

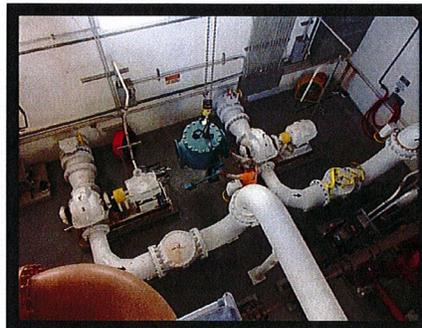
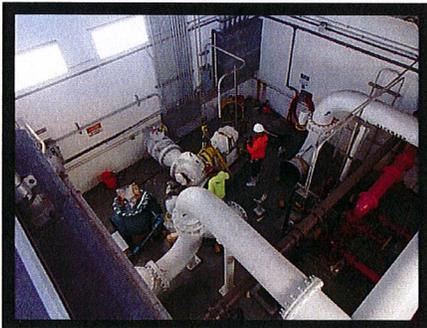
- Marina's boat ramp users for December:
Resident Daily Ramp Users: 23
Non-Resident Ramp Users: 5
Annual Ramp Decals: 16
Transient "visiting" Boaters: 16

PUBLIC WORKS AND UTILITIES DEPARTMENT:

Engineering Division:

Utilities Section

- **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-Construction 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.
 - To date, the Contractor has removed and replaced Backwash Pump #1 & #2 and associated piping and valves. Both pumps have been operating successfully with no problems. Wastewater staff has assisted in disconnecting electric conductors, tagging/lockout all electrical equipment and reconnecting the electric for startup.
 - Delivery of the new Filter Valves and Pneumatic Operators is anticipated the week of January 14th.



- **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, included pilot testing (already completed) 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 and their value engineering sub-consultant have completed review of the 90% design package and returned comments to Black & Veatch (Design-Build firm). These comments are being incorporated into the final design package.
 - A 90% design review meeting was held on December 12th between the City, the City’s value engineering firm, and Black & Veatch.
 - The 90% Design package, with three released addenda, is currently out to bid with bids due on January 18th. Once the bids are reviewed, the City will receive the GMP, which will subsequently 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 are designed to handle above normal flows to the stations during inclement weather, in an effort to minimize SSO's (Sanitary Sewer Overflows).

- The Bid Opening for the project occurred on January 8th in which seven Contractors submitted bids. City staff are reviewing the Bids and checking references. The Project is expected to be awarded in March.
- **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 Collections system. The scope of work includes: materials, installation, testing, and commissioning of existing Local and Remote Telemetry Units, PLC's, network equipment, power supplies, terminal blocks, wire, wire ways, surge suppression, cellular communication modems, mounting hardware, & computers.
 - The project was advertised as a time and materials contract on August 24th. All bids received were deemed unresponsive.
 - The City has awarded final design and completion of panel construction drawings to McKim & Creed. The design portion will begin in January and is expected to be completed three months after notice to proceed.
 - The project is expected to be re-bid in the first or second quarter of 2019.

Roadway Section

- **Fenway Street Crosswalk** – This Edgewater Drive crossing is in the final design phase and expected to be constructed in early 2019. Clearwater Gas has moved its line marker.
- **Main Street and Edgewater Crosswalk** – This crossing will be delayed as FDOT is going to include it in their FY2019/2020 budget. FDOT is planning on milling and repaving this section of the road and will re-align the crosswalk, modify curbs and sidewalks as necessary. Once completed, the City will install the flashers.
- **Milling & Overlay** – The 2018 annual paving contract was awarded to Gator Grading & Paving, LLC on October 30th in the amount of \$522,673.20. A Pre-Construction Conference is scheduled for January 15th. The Contractor is anticipated to begin roadway work in February.

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 (completed), field bathymetric survey (completed), and field geotechnical data collection (completed) in order to finalize Phase 1 of the project, and prepare permitting submittals. Reports of the natural resource, bathymetric and geotechnical findings were provided to the City in December. The Consultant has submitted the permit applications to both the ACOE and FDEP for their review.
 - **Marina Boat Ramp Replacement** – The concrete boat ramp to the Sound has been damaged by wave erosion and needs to be replaced. Staff submitted and received an Exemption Verification from the Florida Department of Environmental Protection (FDEP) that allows for removal and replacement with a ramp of similar size and location without permitting. Final plans for a smaller ramp are currently at 90% completion. Demolition of the existing ramp is scheduled to be performed by In-House forces in mid-January. The finalizing of 100% plans in December was delayed for several weeks as a concern raised by a stakeholder was considered.
 - **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) has completed the site survey and preliminary calculations and is preparing the 90% construction plans. A pre-application meeting with the SWFWMD (regulatory agency) was held the first week of December and the application will be submitted in January. Final design plans are expected by March.

- **Fern Trail Boardwalk** – This existing trail in Hammock Park floods and has been closed to preserve the native species along the trail. A boardwalk has been designed to be approximately one foot above existing grade to ensure this trail can be enjoyed year-round, while the natural wetland and vegetation is not be disturbed. The project was bid in November and bids opened on December 11, 2018. The low bid amount was significantly higher than what was available in the budget and it was decided to not award a contract. Alternative options to an elevated boardwalk are being explored.

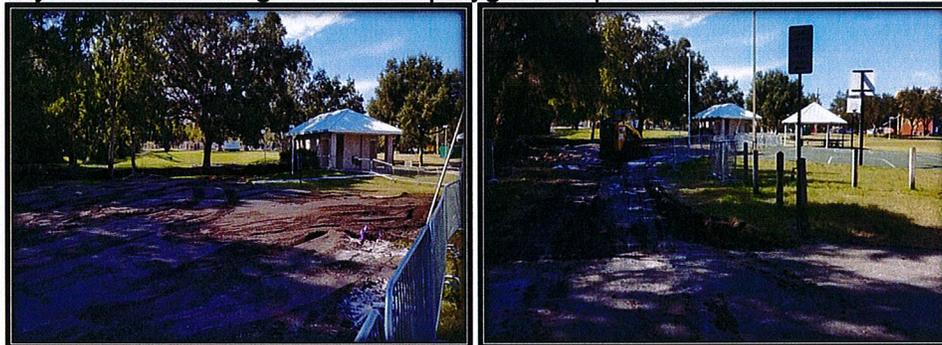
Development

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

Public Services Division:

Streets Section

- Continued new installations and repair of concrete sidewalks (2,215 SF).
- Removed/replaced military and event banners
- Staff continues right-of-way tree trimming Citywide:
 - Trimmed and hauled tree canopies for roadway clearance Citywide;
 - Trimmed hardwood trees and palms (132 trimmed, 35 tons hauled).
 - Continue trimming Grove Terrace Subdivision
 - Completed San Christopher and Virginia St tree canopy trimming over roadway
- Continued Traffic Sign & Post maintenance Citywide:
 - Manufactured (31) new signs, and replaced (16).
- Repaired utility cuts for the Water and Wastewater Divisions (20 Repairs).
- Continued hauling concrete and asphalt to recycling plant, as needed (97.9 tons hauled).
- Hauled 500 yards of fill and graded new playground pad for Parks at Community Center



- Installed new speed limit signs on Douglas Ave, between Skinner Blvd and Scotland St.
- Marina boat ramp demolition scheduled for the week of January 14, 2019
- Closed Beltrees Street for a Water Division repair
- Completed removal of parking poles in the CRA district
- Provided Special Event support –
 - Old Fashion Christmas
 - Holiday Parade
 - Boat Parade
 - Suncoast Brotherhood Toy Run

Stormwater Section

- Cleaned 4,210 linear feet of stormwater piping
- Continued slope ditch mowing
- Continued ROW mowing
- Cleaned stormwater pipes at Dunedin Stadium
- Continued residential street sweeping activities:
 - Hauled 20.2 ton / 14 cubic yards of sweeping debris to the County landfill.
 - Hauled 16.0 ton / 14 cubic yards of catch basin debris to the County landfill.
- Continued catch basin repairs Citywide (6).
- Repaired 70' valley curb at 616 Melissa
- Continued ditch maintenance Citywide.
- Continued stormwater pipe maintenance and repairs Citywide.

Facilities Section

- Performed FDEP Aboveground Storage Tank (AST) diesel tank inspections Citywide.
- Continued addressing Code / Safety Inspections Citywide.
- Replaced approximately 400 HVAC filters Citywide in City facilities on a monthly cycle.
- Setup and worked Old Fashioned Christmas special event
- Performed preventative maintenance (PM) inspections on fire extinguishers Citywide
- Replaced air conditioning units at the Hale Center, Sunshine Room
- Began installation of new CCTV system cameras at Public Services

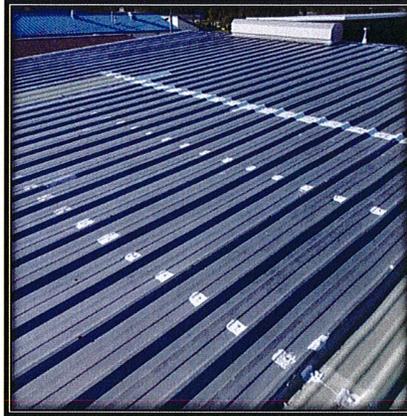


- Installed new attic exhaust fan at the Fire Administration Building.
- Repaired generator at Fire Station 60.
- Continue HVAC apprenticeship and internship programs with Pinellas Technical College
- Removed electrical controls to ballfield lighting at Vanech Recreation Complex
- Replaced water heater in Wastewater maintenance building
- Completed installation of electrical in trees for downtown tree lighting project



- Installed electric for new tire balancer at Fleet
- Replaced Hale Center exercise room and corridor air handler A/C unit controllers

- Replaced plumbing shutoff valves at Fire Administration
- Repaired lights in Wastewater Administration Building
- Repaired leaks in roof at PCSO Fleet.



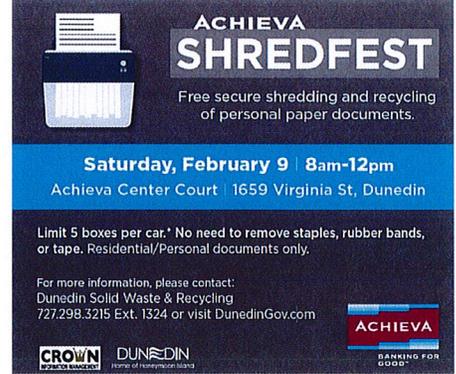
- Performed Community Center chiller quarterly preventative maintenance
- Repaired flake ice machine at MLK Center
- Responded to maintenance requests Citywide, as needed.

Solid Waste & Recycling Division:

- On December 17th, Solid Waste welcomed Natalie Henley aboard as the City's new Sustainability Program Coordinator. Natalie's responsibilities will be split between the Solid Waste Division and other City Departments helping to achieve the City's sustainability program goals. Her first priority is working towards implementation of the recently adopted Ready for 100% Clean Energy plan to achieve a target of powering City of Dunedin facilities with 100 percent renewable zero emission energy sources by no later than 2035.
- Natalie Henley attended her 1st Pinellas Partners in Recycling (PPR) meeting. The PPR establishes resources and partnerships with City / County staff and private and non-profit organizations within the County that collaborate on various recycling agendas.
- Staff is working with Pinellas County Solid Waste to spread the word about their Master Plan and to help gather more Community Input. The purpose of the Master Plan is to evaluate Pinellas County's existing solid waste management system (Waste-to-Energy Plant & programs) and provide solutions and options to improve recycling and diversion, solid waste operations, programs, facilities (i.e. possible north county disposal/transfer site and a Materials Recycling Facility), and technologies. There are numerous ways the public can learn about the Master Plan, provide input, and take a Survey: email: solidwasteplan@pinellascounty.org or through social media – Facebook, Twitter, and Instagram.
- Commercial & Multi-Family recycling:
 - Staff continues to assist multi-family and commercial customers who are contracted with Private Haulers to resolve service issues.
- Staff's outreach campaign to combat recycling contamination at the curb and drop-off sites continues:
 - Update on 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.
- Upcoming Outreach Events:
 - 1/19/19 Rain Barrel Workshop - partnership with UF Extension Services at the Dunedin Community Garden @

Eagle Scout Park, 1040 Virginia St.

- 2/9/19 Shred Fest Event – The Solid Waste Division partners with Achieva Corporate (Campus) 1659 Virginia St for this free annual event. Participants may bring up to five (5) banker boxes of sensitive documents (paper-based materials) for secure shredding at NO CHARGE. In lieu of service charges if individuals exceed the 5 box limit, they will be asked to make a donation to the Achieva Foundation [501(c)(3) Corporation] that benefits (\$) our local schools. Estimated box size: 12"W X16"L X10"H (e.g. bankers box, or equivalent to rectangular laundry basket).
- 4/12/19 DFAC Family Fun Night-Recycling outreach at Dunedin Fine Arts Center, 1143 Michigan Blvd.



ACHIEVA SHREDFEST
Free secure shredding and recycling of personal paper documents.

Saturday, February 9 | 8am-12pm
Achieva Center Court | 1659 Virginia St, Dunedin

Limit 5 boxes per car.* No need to remove staples, rubber bands, or tape. Residential/Personal documents only.

For more information, please contact:
Dunedin Solid Waste & Recycling
727.298.3215 Ext. 1324 or visit DunedinGov.com

ACHIEVA
BANKING FOR GOOD

CROWN
DUNEDIN
Home of Recycled Island

Wastewater Division:

Plant Summary

- **Wastewater Treatment flows:**
 - Influent Average Daily Flow: 5.090 Million Gallons
 - Influent Monthly Total Flow: 157.797 Million Gallons
 - Reclaimed Water Average Daily Flow: 2.653 Million Gallons
 - Reclaimed Water Monthly Total Flow: 82.230 Million Gallons
 - Final Effluent Average Daily Flow: 2.217 Million Gallons
 - Final Effluent Monthly Total Flow: 68.717 Million Gallons
- **Maintenance and Repairs:**
 - Contractor - TSC/Jacobs has installed four, out of the five new, 200 HP Gardner Denver blowers at Facility #13.
 - Contractor – Allstate Weather Proofing completed pressure washing and painting of two Crom, 2.0 million gallon storage tanks (1-Reclaimed, 1-Potable) at Belcher Road, and two Crom, 2.0 million gallon storage tanks (1-Reclaimed, 1-Potable) at Jerry Lake.
 - Contractor - SGS Contracting Services installed two new 50 HP backwash water pumps at Facility #8 (Filter Building).
 - Contractor – Hales Air Conditioning installed a new split cool A/C system in Facility #14 B, (Chemical Storage Facility).
 - Contractor - Mission Critical Services installed new pull tape for the new fiber optic cable replacement throughout the Wastewater Treatment Plant, connecting all motor control centers.
- **Compliance:**
 - November 2018 Discharge Monitoring report was submitted to FDEP via EZDMR format; [No Issues].

Collections Summary

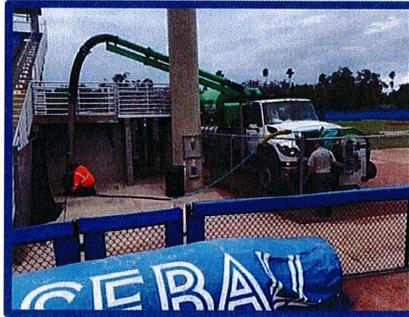
- **Scheduled repairs:**
 - Lateral extensions (new homes) – 204 Garden Circle N., and 425 Jackson Street.
 - Lateral repairs (5) – Deerhound Way, Eldorado Ct., Santa Barbara Dr., Hillwood Dr., and Brady Dr.
 - R/W cleanout installs / Mini scout inspections (5) – Eldorado Ct., Riviera Dr., Hillwood Dr. (2), and Harvard Ave.



- Descaling cast iron laterals (Picote) – Taylor Ave., Harvard Ave., & Cedarwood Ave. (2).
- Manhole work installing manhole inserts in Fairway Estates (Inflow reduction)
- Lateral liner installs (2) – Santa Barbara Drive and Lexington Drive.



- Responded to citizen blockage calls (27); and daily utility field locates of sewer / fiber optics.
- Vac / Cleaner Truck:
 - Continue cleaning mains in LS #17 Area, and a few lines working with the TV truck.
 - Monthly clean-out of the backwash basin at the Water Plant (1st Wed. of each month).
 - Update Trouble Spot time dated locations.
 - Worked with Public Services to clean the 15" stormwater line under the bleachers at the Blue Jay's Stadium, along with the 6" drain lines that connect to the bleachers.



- TV Truck:
 - Followed up on TV inspections of mainline root control list.
 - Installed one main line sectional repair – Diogenes Street.
 - Total televised: 21,988', with 81 set ups.
- Lift Stations:
 - Emergency repairs at LS # 9 – underground electrical line failure. Set up generator, pumped (quieter overnight), until we could get utility locates done and make the repair.



- LS # 20 had a hard time keeping up with flows during the heavy rains (5") on 12/20/18. Set up ACME pump to assist with excess flows.



- Finalized replacement of all floats with pressure transducers (level control) in 10 lift stations – in anticipation of new telemetry system.
- LS # 7 – Rebuilt pump (seals and bearings) and reinstalled in wet well.
- LS # 3 – reinstalled pump that we replaced impeller and wear ring.
- Repaired pumps at E-One station on Causeway for Restrooms.



- LS Maintenance Mechanic finalized paperwork / work orders / cleaning out of office – (retired on 1/2/19 after 33 years). Thank you Art, for all of your hard work, knowledge and dedication for all of those years !!!!!!!
- Continued preventative maintenance:
- Exercising valves; Cleaning out check valves; Cleaning wet wells; Grounds keeping, etc.

Water Division:

Water Production

- **Production Numbers:**

- | | |
|---|--------------------------|
| ○ Average Daily Potable Water Production: | 3.63 Million Gallons |
| ○ Monthly Potable Water Production: | 112.64 Million Gallons |
| ○ Annual YTD Potable Water Production: | 1,365.54 Million Gallons |
| ○ Annual YTD Rainfall: | 50.96 Inches |
| ○ Monthly Rainfall Total: | 9.08 Inches |

- **Maintenance:**

- Operators continue normal PM program on plant equipment.

- **Noteworthy Events:**

- Reviewing 90% design documents for WTP Refurbishment project.
- We were visited and provided a tour to Cub Scout Pack 10.

Water Distribution

- **Maintenance and Repair** – The annual backflow testing program is 100% complete, with approximately 8,398 backflows tested for the calendar year. The large meter program is 100%

complete, with 89 large meters tested for the fiscal year. This year, the Hydrant Program has installed 0 new hydrants, repaired 24, replaced 3, painted 375, and flow tested 309. During this time period, the Valve Program exercised 561 valves. For the year; installed 4 new, replaced 1, repaired 3, and exercised 2,109 potable and reclaimed distribution valves.

Wellfield

- Diversified Drilling Corporation has removed the old vertical turbine at Well #4 and installed a new submersible pump and motor, and also built a new well pedestal. The new pump and equipment were installed in November. A new starter was installed in December. Well #4 is now up and running.
- Southeast Drilling Corporation replaced a faulty motor at Well #30, which is now operational.
- Well #90 is out of operation due to a faulty flow meter. A new meter has been ordered and we anticipate that Well #90 will be back in service before the end of January 2019.

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:

- City of Dunedin Facebook page grew to 21,288 followers in Dec. 2018.
- Managed Social and Digital Media (Facebook, Twitter, Instagram, YouTube, Dunedin TV and DunedinGov.com)
- YouTube - 925 subscribers • 215,873 views
- Your City @ Work December edition newsletter.
- Jingle Bell Rock video with City Employees pre-production, production & post-production.
- Holiday Boat Parade.
- Holiday Parade & Old Fashioned Christmas Live Streaming coverage.
- Holiday event coverage & promotion.
- Live Streaming research & training.
- Intranet meeting with IT & HR.
- CRA 30th Anniversary logo design, outreach material coordination, scheduled live music and public outreach.
- Legislative priorities document assistance.
- DTV Server replacement project complete.
- Skinner Blvd. meeting outreach assistance.
- Dunedin International Film Festival planning and assistance.
- Sustainability outreach campaign assistance.
- Recycling outreach material completed for Solid Waste
- Granicus troubleshooting and updates to the server.
- SeeClickFix response coordination.
- Coordination of photography for City website and citywide requests.
- Staff Liaison for Public Relations Action Advisory Committee, Visit Dunedin and the Dunedin International Film Festival.
- Community relations assistance with visitors to City Hall
- 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:

- December Spotlight on Dunedin: Holiday event promos, Special Holiday recap video, Dunedin Youth Guild Tour of Homes & Honeymoon Island Update.
- 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 design and implementation.
- New widget platform via Vision.
- Training course with WebAIM for ADA compliance.
- Hero homepage images updated.
- Created new images and graphics for web homepage.
- Website overview and analysis.
- Digital photo editing.
- E-notification distribution and management.

HUMAN RESOURCES

- **Recruitment & Selection:**
 - Total applications received: 452
 - Positions posted during the month of December: Parks Maintenance Worker I, Public Services Maintenance Worker I
 - The Budget Manager, ITS Network Administrator, Park Attendant, Building Inspector I-IV (Bus. & Family Dwelling), Buyer (Temporary/Contract) Wastewater Plant Operator/Trainee and Wastewater Maintenance Mechanic positions are in the selection phase.
 - Candidates have been selected for the Senior Public Works Designer, Building Inspector I-IV (Plumbing and Mechanical) positions,
 - The Lifeguard I & Recreation Leader positions are seasonal and open until filled.
 - The Firefighter/Paramedic position is posted year round.
 - Employees hired during December:
 - Jessica Mastrogiovann, Recreation Leader, December 4
 - Dianna Smith, Library Aide, December 5
 - Natalie Henley, Sustainability Program Coordinator, December 17
 - Employee Promotions during December:
 - Elizabeth Hough, Administrative Assistant, December 17
- **Employee Benefits:**
 - Self-Insured Medical Claims Experience: Total Paid Medical & Pharmacy claims for December was \$316,203.64 which was a 15% decrease over November's totals. The average weekly claims for December were \$63,240.73
 - 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	12	33%
Gold	42	7%
Silver	84	11%
Bronze	88	19%
Blue	69	30%
Total Eligible Employees	294	100%

- **Family Medical Leave Act (FMLA):**
 - Number of Employees with approved/pending FMLA: 18- (Regular - 8, Intermittent – 10, Pending - 0). Number of new requests in December: 1
- **Other (Non-WC, Modified Duty)**
 - Number of employees currently working on a modified schedule (some restrictions) – 1
- **Records Requests:** Number of Records Requests processed: 0
- **DROP (Deferred Retirement Option Program):**
 - Number of Employees in DROP: 12
 - Employees who entered DROP during December: 0
- **Performance Management:**
 - Number of Disciplinary Actions: 0
- **Employment Separations (Regular Full- and/or Part-Time):**
 - Number of Separations from employment: 1
- **Risk Management:**
 - Workers' Compensation:
 - ✓ Number of new workers' compensation claims: 2
 - ✓ Total current open workers' compensation claims (current employees): 11
 - ✓ Employees on light duty: 3
 - ✓ Employees out of work: 0.
 - Property/Liability/Motor Vehicle Claims:
 - ✓ New Property/Liability Claims: 1; total open cases = 1
 - ✓ New Moving Vehicle Accidents: 0; total open cases = 0
 - Cases Closed During the Month:
 - ✓ Worker's Compensation Claims: 1
 - ✓ Property/Liability Claims: 0
 - ✓ 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) = \$4,409.50
- **Safety:**
 - 94 City of Dunedin employees completed 123 online safety training courses during the month of December.
 - Annual Facility Safety Inspections were conducted on December 4, 6, 7 & 10.

FINANCE

- Completed bond issue to finance Blue Jays Project
- Made final planned tweaks to investment holdings and achieved full compliance with the city's investment policy
- Completed year end Journal Entries (J/E's) to adjust General Ledger values to Fair Market Value for all investments.
- Completed year end J/E's to bring Inventory balances in line with period end physical counts.
- Completed year end accrual entries for revenues.
- Completed year end J/E's for the City's defined contribution plan.
- Passed testing of ACH/Direct Deposit test files with Wells Fargo. Positive Pay test files still in progress.
- Was able to work with Wells Fargo to create Payment files that are input to our current Utility Billing software. Test file was accepted by system. Working on corrects to payment amounts which are still not coming over correctly.
- 3rd Party check processing (via Manatee County Tax Collector) has been set up and tested with Wells Fargo and is ready for production.

CURRENT BID & RFP STATUS LIST

RECENTLY AWARDED

- N/A

SCHEDULED FOR CITY COMMISSION DISCUSSION

- Bid 19-1121 is titled "Pre-Engineered Metal Building." This bid is scheduled for discussion at the January 22, 2019 meeting.

UNDER EVALUATION

- RFQ 19-1117 is titled "Architectural Services for a New Dunedin City Hall." City staff is negotiating with the highest ranked firm.
- Bid 19-1118 is titled "Hammock Park Fern Trail Boardwalk Improvements Project." Bids were received until 2:00 pm Tuesday, December 11, 2018.
- RFQ 19-1119 is titled "Construction Materials Testing and Inspection Services." City staff is negotiating with the highest ranked firm.

ACTIVE ON THE STREET

- Bid 19-1120 is titled "Application of Crack Seal and Microsurface on Various Street Locations in Dunedin, Florida." Bids are due at 2:00 pm Thursday, January 3, 2019.
- Bid 19-1122 is titled "Lift Station #8 and #15 Emergency Pump Replacement." Bids are due at 2:00 pm Tuesday, January 8, 2019.

UNDER DEVELOPMENT

- Engineering Design Services for WWTP Electrical System Upgrades

BUDGET

- Completed preliminary work for new budget including creation of templates and worksheets.
- Made preparations for and scheduled the Budget Kick-Off meeting.

December 2018 CRF:

Early CRF payoffs: 4 totaling \$3,432

New CRF loans: 1 totaling \$1,225

CRF paid at install: 1 for \$1,225

Development Project Update 1-14-19

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	55%
Arcadia	265 Causeway Blvd	16 4-story condos	√	√	√	Yes	5%
Artisan Apartments	940-966 Douglas Ave	Retail, apartments & parking g	√	√	√	Yes	100%
The Broadway	990 Broadway	8 townhome units	9/12/18	TBD	TBD		
Chesapeake Apartments	2307 Cumberland Cir	44 apts (add. to existing)	√	√	√	Yes	75%
Courtyard on Main- <i>amended</i>	Main/Douglas/Monroe	18 condos; retail; parking gar.	√	√	√	No	0%
Douglas Place	523 Douglas Ave	8 townhome units	√	√	√	Yes	95%
Hampton Inn - Causeway	2621/2641 Michael Pl	90-room hotel with restaurant	√	√	√	Yes	60%
Dunedin Commons	375 Patricia Ave	mixed-use (retail, TH, apts); D	√	√	√	Yes	95%
Dunedin Cove	93 Lexington Ave	20 single-family homes	√	√	√	Yes	35%
Gramercy Ct Ph II	Howard Ave	18 townhomes - phase II	√	√	√	Yes	20%
Grant St B&B	418 Grant St	22-unit vacation rentals	11/14/18	12/6/18	1/10/19	No	0%
Highland Ridge TH	949 Highland	13 townhomes	√	√	√	Yes	85%
Oak Bend Townhomes	801 Main St	32 townhomes	<i>infrastructure to be submitted 2019</i>			No	0%
Pura Vida (now Mira Vista)	1413 Bayshore Blvd	7 townhomes replacing bungal	<i>√ infrastructure approved</i>			No	0%
San Christopher Villas	1501 San Christopher Dr	12 villas	√	√	√	Yes	30%
Sea Palms	2624 Paula Dr N	8 townhomes	√	√	√	Yes	5%
Surgcenter Dunedin	980 Milwaukee (Gateway)	7600 sf surgery center	√	√	√	Yes	45%

Current Projects - Staff Only Review Only			Comments	under const	% comp
blue Jays	training facility	rennovations, etc	<i>infrastructure under review</i>	Ny	0%
Carriage House	1040 Broadway	convert to event venue		No	0%
Faith United Church	1650 Pinehurst	1100 sf addition		Yes	30%
James St. Cottages	603 Scotland	SF property to 4 (Glencairn-style) cottages		Yes	90%
Marker One Marina	343 Causeway Blvd	complete Phase II		Yes	40%
McDonalds	2618 Bayshore Blvd	renovation, add extra drive-thru lane	<i>permit approved</i>	No	0%
Retail strip center	1440 Main St	demo bldg, replace w/retail bldg (pizza & urgent care)	<i>infrastructure app'd</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
929 Broadway	929 Broadway	current HOB - condos; 4-story mixed use residential over commercial	
469-491 Causeway/500 Paula Dr S	491 Causeway	127 room hotel	
521 Howell St	521 Howell St	5 condos	
424 James St	424 James St	3 townhomes: rezone to PRD, design review	
Union Street Townhomes	1180 Union St	36 (market price) townhome development	

Potential Future Projects - Staff Only Review Only			Comments
630-643 Athens St	630-643 Athens St	4 single-family homes with shared drive	
Baywood Shores Clubhouse		demo clubhouse and convert land to park (sell parking lot)	
Chase Ct @ Douglas	Chase Ct @ Douglas	4 vacation rentals or a duplex	
EOC	Belcher	EOC and future training	
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	
971 Howard	971 Howard	four residential units	
1385 Lady Marion	1385 Lady Marion	private warehouse (BAA for cond. use)	
Soggy Bottom Brewery	662 Main St	expand outdoor dining, create additional parking (BAA for cond. use)	

To: Jennifer Bramley, City Manager
Thru: Doug Hutchens, Deputy City Manager
From: Jeffrey Parks, Fire Chief
Date: January 2, 2019
Re: Monthly Report for December 2018

Fire Prevention Division:

Dunedin Fire Prevention personnel conducted life safety inspections on all of the major special events during the 2018 Holiday season. Fire prevention provided crowd management and ongoing fire prevention monitoring to the Christmas Tree Lighting, Old Fashioned Christmas and Holiday Parade as well as the art show and weekly downtown market.

The Santa Truck had another successful year despite several days that had to be cancelled due to weather. Volunteers from the fire department decorated the truck, and then drove Santa in several different events including the Holiday Parade. The eleven night schedule was required so that all parts of the city could be visited by Santa.

New projects completed:

- No major projects completed in December

Current projects:

- Artisan Lofts – 638 Douglas Ave – Commercial Units
- 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 Courtyard on Main – Main St – New mixed use project
- Mira Vista Townhomes – 1413 Bayshore Blvd
- Gateway Surgery Center – 980 Milwaukee Ave
- Dunedin House of Beer – 324 Monroe St – Interior Renovation
- Dunedin Stadium – Douglas – Renovation
- Kellys Chic-A-Boom – Outdoor Renovation – 319 Main St.

- Dunedin EOC – New Construction
- San Ruffino Building 3 & 5 – New Construction – 1340 Bayshore Blvd

Fire Prevention Staff Activities:

Inspections – 67	Fire Investigations – 2
Re-inspections - 0	Event Inspections – 7
Fire extinguisher training – 0	Fire Safety presentations – 0
Plans Reviewed – 33	Public Education Contacts – 0
Construction Inspections – 7	Station Tours – 0
Final Inspections/BTR – 36	Hurricane Awareness presentation – 0
Meetings / Consultations – 20	Home Safety Checks/Smoke Alarm Install – 0
Referrals / Complaints – 1	

Training and Safety Division:

- December monthly facility inspections reviewed and scanned into files.
- Scheduling of NCT for January 2019.
- Working on new NCT calendar for 2019.
- Assembling gear setup for new hires.
- Attended Fire Fighter Health and Safety Collaborative Conference in Orlando
- Set up packets and equipment for new hires
- Continued working with Tim Riley to learn target solutions administration
- Continual training on learning all aspects involved in Training Division
- Updating and review of new Ladder truck qualification program
- Assigned pre-plans to shifts for updates and review of information
- Contacting remaining schools for crew walk troughs
- Started SCBA, Ebola and Aura mask FIT testing for 2019
- Attended all NCT training dates at St Pete College.
- Developed Firefighter Cancer Awareness presentation for department
- Developed Behavioral Health and Mental Awareness Presentation for department
- Administered pre-employment swim test to new hire
- Working on revisions and future training for Gross Decon procedures
- Completed training reports for all shifts for the month of December 2018.

A Shift completed 678 hours

B Shift completed 474 hours

C Shift completed 591 hours

Department total of 1743 hours

Operations:

- The new aerial platform truck was placed in service on December 18, 2018 after a Washdown/Push in Ceremony at station 60.

<u>Type of Incident</u>	<u>Month of Dec</u>	<u>Year to Date</u>	<u>Emer Resp by Unit</u>	<u>Runs</u>	<u>Mins</u>
Medical Incident Response	561	6203	<u>EMS RESPONSES</u>		
Rescue Incident Response	59	651	<u>Station 60's Area</u>		
Fire Alarm	49	413	E60	173	4:47
Fire Incident Response	16	183	E61	13	7:18
Structure Fire Response	17	179	E62	12	5:94
Special	4	125	E51 (CFD)	3	6:42
Cardiac Arrest Response	8	75	E50 (CFD)	1	3:38
Water Rescue Response	6	66	<u>Station 61's Area</u>		
Major Incident Response	11	50	E61	46	6:04
Support incident (Fire)	1	34	E62	5	7:01
Unconfirmed Structure Fire	6	44	E60	4	6:29
Fire Incident Response Special	4	62	E66 (PHFD)	3	5:47
Air Transport Incident	1	16	<u>Station 62's Area</u>		
Trauma Alert	2	56	E62	89	5:32
Support Incident (DC)	3	19	E60	9	6:13
Medical Incident Special	0	19	E65 (PHFD)	7	5:48
Support Incident (Medical)	3	38	E50 (CFD)	6	4:39
HazMat Invest	1	6	S65 (PHFD)	2	5:43
Moveup - Coverage	3	17	E61	1	7:16
Special Event	0	7	<u>FIRE RESPONSES</u>		
Hospital Landing Zone	0	4	<u>Station 60's Area</u>		
MVC Possible Extrication	1	20	E60	13	6:08
Brush Fire Incident Response	0	4	E61	3	6:33
Extrication	0	2	T60	2	3:57
Technical Rescue	0	1	U60	1	3:25
Rescue Incident Special	0	2	E45 (CFD)	1	7:59
Extrication (Vehicle)	0	1	<u>Station 61's Area</u>		
Code H	0	2	E61	2	5:36
Totals	756	8299	<u>Station 62's Area</u>		
			E62	7	4:28
			T53 (SHFD)	1	8:57
			U60	1	5:12
			E65 (PHFD)	1	6:33

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

PINELLAS COUNTY SHERIFF'S OFFICE
 BOB GUALTIERI, SHERIFF



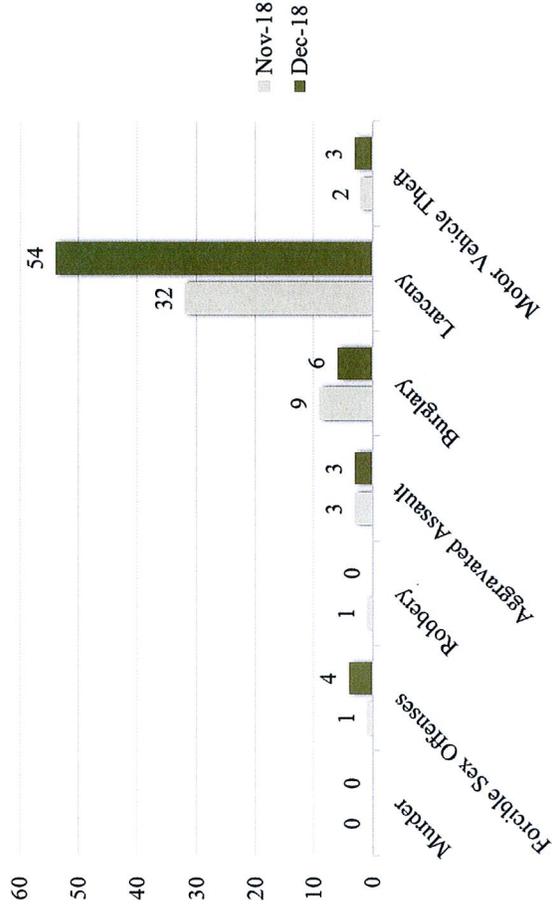
STRATEGIC PLANNING BUREAU

DUNEDIN MONTHLY ANALYSIS

UCR Part I Crimes

December 2018

UCR Part I Crime Category	November 2018	December 2018	December 2017 YTD	December 2018 YTD
Murder	0	0	0	1
Forcible Sex Offenses	1	4	12	18
Robbery	1	0	16	5
Aggravated Assault	3	3	33	37
Burglary	9	6	92	82
Larceny	32	54	551	561
Motor Vehicle Theft	2	3	37	35
GRAND TOTAL	48	70	741	739



Arrests

December 2018

There were a total of 66 people arrested in the City of Dunedin during the month of December resulting in the following charges:

ARREST TYPE AND DESCRIPTION	TOTAL
Felony	32
Assault On LEO	1
Battery-Domestic Related	3
Battery-65 Or Older	2
Burglary-Commercial (No Entry)	1
Burglary-Conveyance	2
Burglary-Residential	1
Dealing In Stolen Property	2
Domestic Battery By Strangulation	1
False Imprisonment	1
False Verification Of Ownership	2
Felony Battery-Prior Convictions	1
Grand Theft-Auto	1
Grand Theft-Other	1
Grand Theft \$100/\$300 Home	1
Possession Of Certain Drugs Without Prescription Unlawful	2
Possession Of Controlled Substance	5
Robbery By Sudden Snatching	1
Sale Of Controlled Substance	1
Utter Forged/Counterfeit Bill Checks, Drafts, Or Notes	1
Violation Of Probation/Community Control-Adult	1
Violation Of Home Detention With Electronic Monitor	1
Misdemeanor	35
Battery	1
Battery-Domestic Related	8
Criminal Mischief	1
Defrauding An Innkeeper	1
Disorderly Conduct In Establishment	2
Disorderly Conduct/Breach Peace	3
Disorderly Intoxication	2
Failure To Appear	1
Loitering/Prowling	1
Petit Theft-Shoplifting	1
Possession Of Certain Drugs Without Prescription Unlawful	1
Possession Of Controlled Substance	3

ARREST TYPE AND DESCRIPTION	TOTAL
Possession Of Drug Paraphernalia	3
Resist/Obstruct LEO Without Violence	4
Trespass After Warning	1
Trespass In Structure/Conveyance	1
Trespass On School Grounds	1
Warrant	7
Failure To Appear	1
Violation Of Probation/Community Control-Adult	1
Warrant Arrest	5
Traffic Felony	3
Driver's License Suspended/Revoked	2
Driving Under The Influence	1
Traffic Misdemeanor	18
Driver's License Suspended/Revoked	2
Driving Under The Influence	9
Leave Scene (With Damage)	1
No Valid Driver's License	2
Reckless Driving	3
Refusal To Submit To Test-Intoxicated	1
Grand Total	95

*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 **3,054** events in the City of Dunedin during the month of December resulting in **5,199** 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 December. *CAD data is filtered by *problem type*.

December 2018

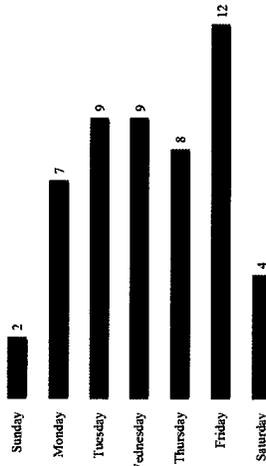
DEPUTY ACTIVITY	TOTAL
Traffic Stop	862
Directed Patrol	245
Assist Citizen	176
House Check	128
Special Detail	125
Information/Other	113
Suspicious Person	104
Supplement	76
Traffic Violation	71
Suspicious Vehicle	66
Contact	61
Alarm	57
Accident	56
Transport Prisoner	55
Domestic-In Progress	54
Noise	46
Vehicle Abandoned/Illegally Parked	44
Trespass	34
Operation Medicine Cabinet	34
Fraud/Forgery-Not In Progress	31
Theft-Not In Progress	30
Assist Other Agency	26
Lost/Found/Abandoned Property	25
Burglary-Not In Progress	24
Civil Matter	22

Crash & Citation Analysis

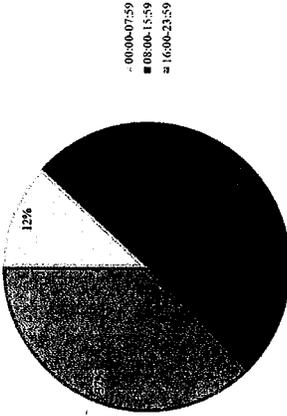
There were a total of 51 crashes in the City of Dunedin during December 2018. *Crash data is filtered by disposition type and may include "accident and hit and run" problem types.

TOP 10 CRASH LOCATIONS	TOTAL
Main St/Belcher Rd	3
Main St/Overcash Drive	3
Alt 19/Orange St	2
Main St/Keene Rd	2
Lake Haven Rd/Main St	2
Main St/Colony Drive	1
Pinehurst Rd/San Christopher Drive	1
1670 Bayshore Blvd	1
1785 Main St	1
1471 Main St	1

Crashes by Day of the Week



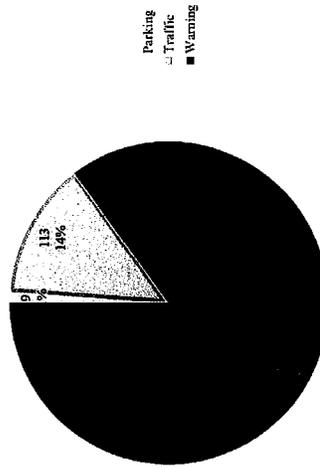
Crashes by Time of Day

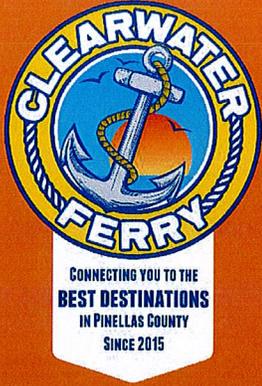


There were a total of 821 citations and warnings issued in the City of Dunedin during December 2018.

TOP 10 TRAFFIC CITATION LOCATIONS	TOTAL
Macarthur Ct & Michigan Blvd	4
Main St & Overcash Drive	4
Alt 19 & Orange St	4
Pinehurst Rd & Mclean St	4
Main St & Belcher Rd	4
Macalpine Way & N Keene Rd	3
520 Douglas Ave	3
Patricia Ave & Union St	3
County Road 1 & Main St	2
Broadway & Skinner Blvd	2

Citations and Warnings

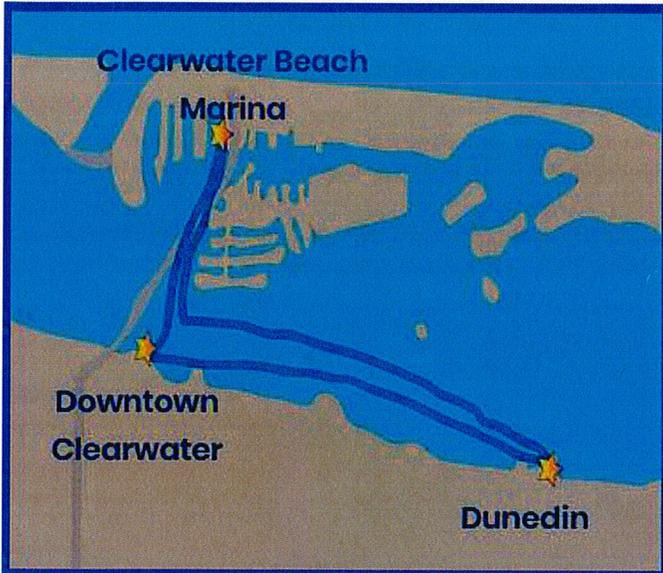




MONTHLY RIDERSHIP REPORT

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

NOVEMBER 2018

- Number of Days of Operation of Blue Line with service to Dunedin: **13 days**
- Total Ridership on Blue Line with service to Dunedin: **688 passengers**
- Average daily Ridership on Blue Line with service to Dunedin: **over 52 guests**
- Passengers originating in Dunedin = 45% // Passengers originating in Clearwater = 55%

2018 YEAR TO DATE

64 Days

4,724 Passengers

74 Guests
Daily Average

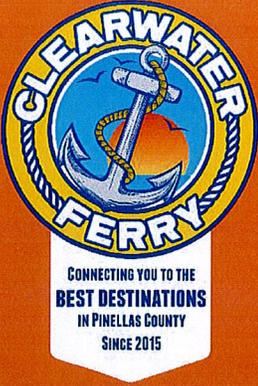
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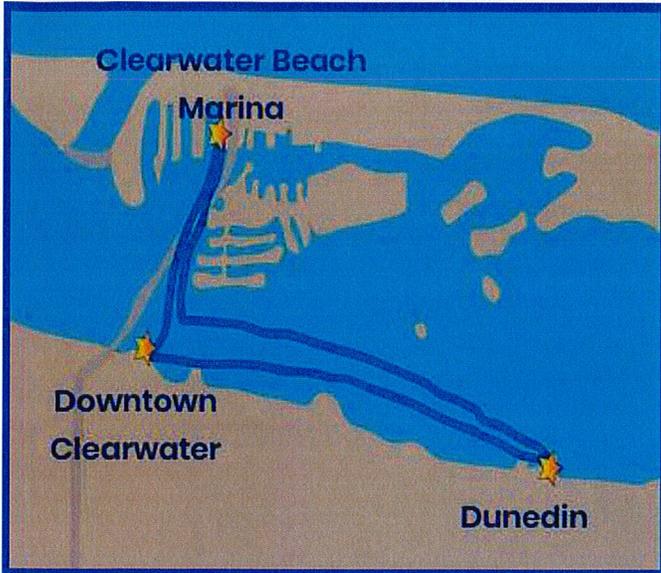
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6:05 PM	6:20 PM	6:55 PM
7:30 PM	7:45 PM	8:20 PM
8:55 PM	9:10 PM	9:45 PM

DECEMBER 2018

- Number of Days of Operation of Blue Line with service to Dunedin: **8 days**
- Total Ridership on Blue Line with service to Dunedin: **568 passengers**
- Average daily Ridership on Blue Line with service to Dunedin: **over 71 guests**
- Passengers originating in Dunedin = 33% // Passengers originating in Clearwater = 67%

2018 YEAR TO DATE

72 Days

5,292 Passengers

74 Guests
Daily Average

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