

City Manager's ^{Up}date

June 10, 2019

This ^{Up}date will refer to the events since the date of the last ^{Up}date of May 6th, 2019.

PLANNING & DEVELOPMENT DEPARTMENT Building Division

May 2019

PERMITS		
Total Permits Issued		554
Total Permit Fees Collected		\$1,026,892.50
Total Valuation of Construction		\$66,976,426.00
Permits by Group:	NUMBER	VALUATION
Building Permit	294	\$65,529,964.00
Electrical Permit	40	\$406,056.00
Fence Permit	42	\$139,082.00
Gas Permit	6	\$32,226.00
Mechanical Permit	110	\$656,566.00
Plumbing Permit	58	\$120,297.00
Sign Permit	4	\$34,500.00
Tent Permit	0	\$0.00
New Construction by Building Type:	NUMBER	VALUATION
New Single Family Residences	8	\$3,225,631.00
New Two-Family Residences	0	\$0.00
New Multi-Family Residential Buildings	0	\$0.00
New Mobile Homes	1	\$85,308.00
New Commercial Buildings	0	\$0.00
New Mixed-Use Buildings (Commercial & Residential)	0	\$0.00
BUILDING INSPECTIONS		
Building, Electrical, Gas, Mechanical, Plumbing:	NUMBER	
TOTAL	1,208	
LOCAL BUSINESS TAX RECEIPTS		
	NUMBER	TAXES
New Business Tax Receipts	15	\$1,572.00
Renewed Business Tax Receipts	2	\$621.25

Code Enforcement Division

- Code enforcement staff performed 133 inspections, responded to 15 public records requests, opened 62 new cases and closed 61 existing cases.
- May 7, 2019 Code Enforcement Board Meeting Actions:
 - Affidavits of Compliance Accepted: 11
 - Old Business Cases Heard: 2
 - New Business Cases Heard: 19
 - Reconsideration of Fine Requests: 2
- Code Enforcement Board fines/fees collected: \$50,760.27

Planning Division

- City Commission Meeting Actions:
 - Ordinance 19-09 for the 3155 Garrison Road rezoning was approved on first reading with conditions but denied on second reading.
 - Approved first and second readings of Ordinance 19-11 for CRA Street Types Amendment.
 - Adopted Resolution 19-04 creating the Certificate of Appropriateness document as required by the City's Historic Preservation Ordinance.
 - Denied Permit 100054 – Request for third story approval at 359-361 Chase Court.
- Staff presented the following items to the City Commission for comments, questions and direction:
 - 5/2/2019 - Draft Comprehensive Plan Update of the Transportation Element.
- May 8, 2019 Local Planning Agency Meeting Actions:
 - Approved Application 19-14 for the Design Review of Sea Palms Twin Villas located at 2624 Paula Drive North.
 - Approved Application 19-15 for the Design Review of Beyond the Wall located at 520 Skinner Boulevard.
 - Approved Ordinance 19-01 for the rezoning of property located at 1341 Bayshore Boulevard from Planned Residential Development (PRD) to Multi-Family Residential 15 (MF-15).
- May 22, 2019 Board of Adjustment & Appeal Meeting Actions:
 - Approved Application 19-6C – Conditional Use Permit to operate a Bed and Breakfast at 501 Locklie Street.
 - Approved Application 19-7C – Conditional Use Permit to operate a Bed and Breakfast at 560 Bay Street.
 - Denied Application 19-8C – Conditional Use Permit for a multi-use private dock at 2186 Edythe Drive #5.

DUNEDIN PUBLIC LIBRARY

- Presented 27 tech sessions with an attendance of 39 people
- Notary Service at Library – 18 stamps
- Delivered 86 items to 16 users of our Homebound Delivery Service
- Dunedin Youth Volunteers donated 121 hours of their time
- Adult Volunteers donated 194.75 hours of their time
- 348 patrons utilized the study rooms
- 663 people visited the Branch Library @ the Community Center for the month
- 242 seeds packets “checked out”
- E-books checked out – 2134
- E-audiobooks checked out – 1016
- 1 Exam proctored
- Interlibrary loan books obtained for Dunedin Patrons – 24 books
- 136 DVDs/CDs cleaned and put back in collection
- Webinars: Best Children's Books, Storytime & Planning Made Easy, Cricut Webinar, Planning & Implementing a Fine Free Policy, Cooking with Kids, Creating an Ongoing Weeding & Inventory Plan, Novelist Fantasy Fiction, OCLC
- Staff attended the following meetings: Commission Meeting, Weekly City Department Head Meeting, weekly Library Management Team meetings, Friends of the Library, Cataloging

- Library restroom renovation complete.
- Staff attended Curtis Fundamental and Garrison Jones SAC meetings
- Partnership with Dunedin Fine Art Center on their library collection
- Director worked on FY20 Budget and attended budget review meetings
- Hosted graduation party for Dunedin Youth Volunteers graduating seniors
- Staff presented at Kiwanis meeting
- 4 staff members attended the Florida Library Association Conference
- Numerous staff members completed the Homeless Library Training Program
- Hosted 90th Anniversary Celebration of the Dunedin Garden Club
- Library Staff Meeting with Summer Programming, Interlibrary Loan and Outreach

STATISTICS

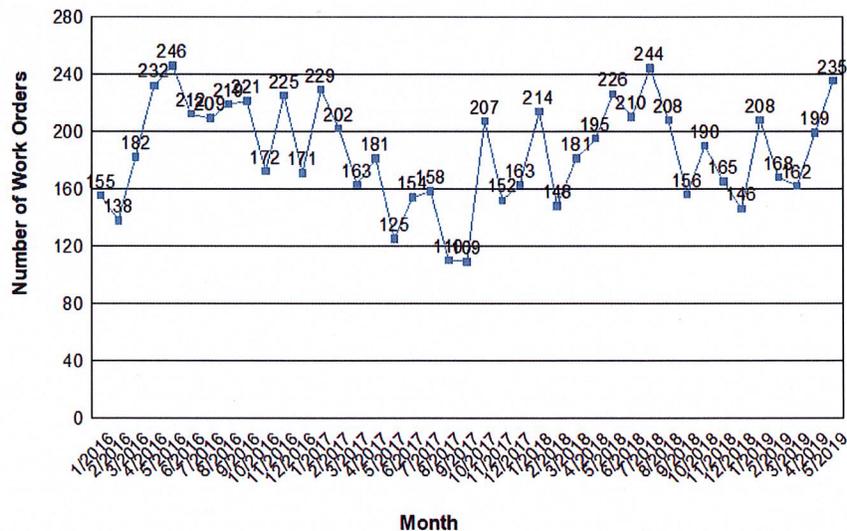
Door Count	23,346
Total Transactions	80,160
Average Circulation Per Hour	135.85
Adult and Youth Programs	101
Program Attendance	1681
Internet Usage (Adult & Youth)	2551
Wireless Usage	1681

IT Services Help Desk Requests for the Month of May, 2019:

Monthly Ticket Counts	
Tickets Created	235
Resolved Tickets	218
Open Tickets	119
Malware Tickets	0

Tickets by Priority	
Critical Tickets	5
High Priority Tickets	51
Low Priority Tickets	179
Project Tickets	0

IT Services Help Desk Requests YTD for 2016-2019:



- During the month of May 2019, IT Services received 235 new on-line help desk support tickets. IT Services is averaging approximately 184 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, cashiering and a citizen self-service portal. The proposed time line for all phases of this thirty-three month 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	October, 2019
Phase 5 - MUNIS Work orders, Fleet & Facilities Management	October, 2019	January, 2020
Phase 6 - MUNIS Utility Billing	October, 2019	January, 2020
Estimated ERP Project Completion Date	January, 2020	

- ✓ Phase 1 of the ERP solution started in October. The City's Finance Department has completed the installation and conversion of this phase of the project. As of April 16, 2019 the City went live on the new financial system.
- ✓ 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.
- ✓ Phase 4 of the ERP solution includes the Human Resources, Payroll and Applicant Recruiting/Tracking modules. The official kick-off of this event was held on January 22, 2019. This module will incorporate an Employee Self-Service aspect that allows City staff to remotely access their personnel records, make changes to deductions, and update their personal information, as well as accessing and printing all pay statements and forms via the online portal. The Applicant Recruiting/Tracking module will allow candidates to apply online for City jobs and track their progress. The go live date for Phase 4 is scheduled for late October of 2019.
- **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.

- **IT Hardware 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 deploying the one hundred twenty (150) desktop computers, laptops, tablets and network switches that are all scheduled for replacement in 2019.
- **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*
- **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** – During early May, the IT Services Department implemented an upgrade to the City's current telephone system. This project included an upgrade to the existing phone servers and services only, while retaining the telephone desk sets to save costs.
- **ERP Project Phases 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 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 October of 2019. Both Phases 5 and 6 are anticipated to be completed by October of 2020. The implementation and training of each ERP Phase requires the cooperation and collaboration of staff from every City department.

CRA/ECONOMIC & HOUSING DEVELOPMENT

Patricia Corridor

- Staff has organized the first meeting of the Patricia Merchants Association (PMA) last month with over 20 people attending. Staff is working with the merchants on identifying areas of need.

DEEP Project

- **City Hall** – Staff has been working with the Deputy City Manager on identifying potential spaces for relocating City staff during the construction of City Hall.
- **Gateway** – Appraisals have been ordered and are due to be complete in the next few weeks.

Affordable/Workforce Housing

- Staff has been working with Langton & Associates on the final draft of the Affordable Housing Needs Assessment and Housing Elements Comp Plan. The findings and strategy for implementation is schedule for presentation at the June 18, 2019 Commission Workshop.
- Staff continues to work to assemble the resources and partners for an affordable/workforce housing project.

Skinner Blvd Road Project

- With City Commission approval of the concept plans at the May Commission meeting, staff is working to assemble an RFQ for the Design Phase on this project.

CRA/CRAAC/ Downtown Projects

- Staff will be meeting with Pinellas County and other areas CRA's to discuss the recent legislative outcome.
- Staff has been working on repairs and enhancements including, benches, pavers, parking lot upgrades as well as renewal of parking lot leases.
- Staff has been working with the Museum and Architect on final design plans on the Box Car enhancements. Work is scheduled to begin mid-summer.
- Ten Commercial Façade Grants have been awarded to Downtown Businesses so far this fiscal year.
- The new Artistic Bus Shelter is in place and the solar panels have been installed. Next steps are for the Arts and Cultural Committee to put a Call to Artist for the Shelter.

Douglas Avenue

- Staff is moving forward with design for raised crosswalks. This project is a measure to enhance walkability on Douglas Avenue near the Artisan and parking Garage. Work is scheduled to begin this summer.
- The artistic lettering to enhance the brick entrance sign at Douglas/Skinner intersection has been completed.

Business Recruitment and Retention

- Staff has been actively visiting and researching Business Innovator and Apprenticeship programs around the County.

Florida Business Incubator Sponsorship

- The FBII continues to build on its success. Quarterly email video reports are being sent to the City Manager and City Commission. Activities include: weekly Spark Tanks meeting, Launch and Learns and Brew and Do's. Plans are to participate in the Global Entrepreneurship Week November 18-24.

Wayfinding

- An RFQ has been issued for the production of the new local Wayfinding signs. We are waiting final approval from FDOT before moving forward with the production of the rest of the signage. The Trademark process for the orange wayfinding signage is under way.

Awards

- Staff prepared a submission for the 27th Annual Future of the Region Awards and received the *Regional Excellence Award for the Eco-Village Townhomes project*.

PARKS & RECREATION

Parks & Recreation Administration:

- Attended the Budget Workshops and began preparing the final budget narratives. Submitted adjusted capital project requests due to revised estimates for Purple Heart Park and Hammock Park bridges.
- Continued work with Engineering to plan and finalize the scope for the Marina dredge and Dock A renovations.
- Reviewed the applications and conducted phone and in-person interviews for the Harbormaster position vacancy.
- Attended the bi-annual meeting with the various sailing groups to discuss scheduling, logistics, inventory and budget.

- Assisted with the Request for Proposals for the Employee Benefit Brokerage and Consulting Services contract.
- Received the bids for the shade structures at Weaver Park and the Sindoon stage behind the Dunedin Community Center. Selected the most responsive vendor and began work on final design.
- Finalized the agenda packet and Ordinance for the revised Land Dedication Ordinance (LDO) scheduled for the Local Planning Agency (LPA) on June 12, followed by the two commission meetings in July.
- Finalizing the Management Plan for the Florida Communities Trust (FCT) grant award for the purchase of the Hammock Park property.

Marketing:

- Continued to promote summer camp and open registration with first day of camp beginning June 3rd.
- Printed and distributed the new Parks & Recreation Magazine (summer edition, May-August 2019) throughout the city and promoted through the city website, social media and e-notifications.
- Completed photo editing and imagery to the WebTrac/Online Registration to help improve navigation and comprehension of programs, camps and events.
- Assisted staff with the Parks & Recreation Photo Contest held April-May with the ten finalists selected and posted on Facebook for voting. The most 'liked' photo won a gift certificate to use towards any parks and recreation program.
- Completed new Marina map for staff use, as well as a web-friendly version to post on the city website/marina webpage.
- Began taking footage of city parks and recreational facilities using a 360-degree camera, learning software and creating virtual tours to post online.
- Met with staff to discuss promotion and campaign ideas for National Park and Recreation Month in July.
- Distributed and promoted the Aquatic Complex Design Survey on the city website, parks & rec webpage, pool webpage, e-notification, social media and hard copies distributed to city facilities. Survey closed May 31st with 594 responses. Currently analyzing results and feedback.
- Designed various types of marketing materials including posters, postcards and flyers for upcoming Department events and programs.
- Continued to create, promote and monitor Department events and announcements on social media.
- Continued maintenance of Department webpages including populating with new information, updating and reviewing content, digital photo editing, creating news stories, e-notifications and troubleshooting.

Special Events:

- Sheriff Youth Ranch Thrift Store Motorcycle & Classic Car Show – 50 cars and 30 bikes on display. Great turnout for their first show.
- Boat Kids (a boating and island adventure for special needs individuals and their families) – there were 32 boats, 40 families and a lot of volunteers.
- Salty Soul Cleanup and Hands Across the Sand – 133 volunteers assisted with the cleanup and 495 pounds of trash; 141 volunteers assisted with the Hands Across the Sand.
- Dunedin Rotary Triathlon – 537 registrations with 481 finishers. Tony Dungy was at the race watching his wife compete, which everyone was excited about!
- Solar Vibes Cleanup on the Causeway – The cleanup was a big hit! 25 volunteers picked up 134.5 lbs. of litter.

Recreation:

- **Community Center:**
 - The Community Center had a total of 10 rentals with 900 guests total. Both Discovery Academy of Science and Academie Da Vinci held their end of year performance show and graduation. There was numerous Teen Leadership and Counselor trainings held along with city and private meetings.
 - Dunedin Showcase Theater held a two-weekend show “Sherlock Holmes & the Spinsters of Blackmead” to sell-out crowds.
 - Summer Camp registration has been ongoing with the majority of the camps already at maximum counts.
 - The Homeschoolers of Pinellas wrapped up their fourth school year at the Community Center with a total of 85 families.
 - Employees continued with registration of camps, programs and rentals.
- **Fitness Center:**
 - Fitness Center visits and group exercise attendance totaled 2,580 for the month of May.
 - Fitness/GEX class drop-in attendance: 39
 - Added a new Yoga class on Saturdays at 11:15 AM for pass users and the general public.
- **Athletics:**
 - Twenty (20) athletic rentals were held in May.
 - Forty-five (45) participants registered for tennis classes in May.
 - Over 50 kids were in North City Track. A track meet was held on May 1 at Dunedin High School with over 200 runners.
 - Hog Hustle was held on Saturday, May 4 with close to 300 runners participating. The event had 10 sponsors and numerous raffle prizes.
- **Martin Luther King, Jr. Recreation Center/Youth Services:**
 - Supervisory Staff completed hiring and background screenings for 2019 Summer Camps.
 - May 11th and 18th –Staff conducted Teen Leadership Training in incoming teen volunteers working with Summer Camp Programs.
 - May 11th, May 22nd and May 30th -Supervisory Staff conducted Summer In-Service Trainings for leaders on topics including team building, manual policy review, behavior, supervision and discipline, safety and work ethic as well as certification in CPR/FA and van driver safety.
 - May 18th – Staff partnered with local recreation departments and FRPA to act as host site for FRPA summer camp training. Staff prepared hands-on training for 230 front-line summer staff; training topics included creative activity planning, professional development, rally time activities, acting as role model, group spirit, and behavior management and supervision.
 - May 29th - Last day of school for 2018-2019 Before and After School Programming for 135 pre-kindergarten and school-age children.
 - Dunedin For Youth Scholarship Fund actively awarded to Summer Camp participants.
 - Pinellas County Child Care License Board conducted licensing inspections at San Jose and Dunedin Elementary Schools; each school receiving 100% compliance.
 - Promise Time program wrapped up for the school year at Dunedin and San Jose Elementary Schools; enrichment programs incentive and parties held.
 - Private basketball and classroom rentals continue throughout summer.
- **Hale Activity Center:**
 - Held 51 adult classes and programs for a total participation of 2,006.
 - Special Hat Party had a participation of 35 and was sponsored by Grand Villa of Dunedin.
 - Held 3 meetings with an attendance of 28.
 - The Center was host to this year’s Hog Hustle event with a participation of 250+.

- Held 2 rentals with an attendance of 275.
- Held a Barbershop Chorus Concert with a participation of 85.
- Pinellas County Watershed Public Meeting had 157 in attendance.
- Senior Hall of Fame Luncheon had a participation of 128 and was sponsored by Mease Manor. The Committee on Aging presented awards to Sara and John Kessinger and Edward Hughes at the luncheon.
- One Center staff member is working part-time at the pool for the summer months.
- Total attendance for the month of May was 2,964.
- **Highlander Pool**
 - Splash Bash brought in 614 participants.
 - Summer Lifeguard In-Service Training took place on 5/31 where staff practiced lifesaving skills and scenarios, as well as the Manual and Standard Operations Procedures.
 - Every Child a Swimmer Program finished up on May 15 with a total of 154 children taught how to swim.
 - Total pool admissions for the month of May was 2,849.
- **Parks:**
 - Prepared Fisher Little League Fields for 65+ games, including 4 separate end-of-season/top team tournaments.
 - Hosted Dunedin High School Softball District Championship and first-round of the Regional Playoff.
 - Delivered extra garbage cans and picnic tables for the Little League Closing Ceremonies on 5/18/19.
 - Completed multiple fence repairs on the chain link fencing throughout the athletic complexes.
 - Removed silk fencing and barricades from the Community Center Playground.
 - Set up and removed bleachers (4 sets) for Dunedin High School.
 - Removed and replaced parking lot bumpers at Dunedin Fine Art Center.
 - Removed, built and replaced parking blocks for Highlander parking area.
 - Pressure washed signs at all City parks.
 - Painted sign caps and pineapples at City parks.
 - Repaired garbage can at the Causeway bathroom
 - Removed and replaced Skinner Jackson Park gazebo posts.
 - Repaired Weaver Park parking area.
 - Prepared for City summer camps by setting up picnic tables, tents and sprucing up outside areas.
 - Repaired and added additional trash cans on the causeway.
 - Removed and replaced Scotsdale Park entrance sign.
 - Graded out and rolled shell near the Causeway restrooms.
 - Removed an old Chinese Tallow tree that had fallen at the south end of the Fisher Field Complex, cut down and removed a dead tree at Curlew Creek Park, and trimmed palms on Curlew and Belcher Roads.
 - Removed palm trees and sawgrass at the Dunedin Marina and trimmed Hawthorne.
 - Provided logical support for a variety of events and rentals including Sunset Music Series, Hog Hustle, Splash Bash, Cinco de Mayo, Rotary Triathlon, Hands Across the Sand, Dunedin Garden Club 90th Anniversary and the Downtown Market.
 - Maintained all parks and playgrounds and completed monthly safety checks of all parks, playgrounds and parking lots.
 - Pete Wells was promoted to Parks Maintenance Supervisor.

Marina

- Marina's boat ramp users for May:
 - Resident Daily Ramp Users: 29
 - Daily Non-Resident Ramp Users: 28
 - Annual Resident Decals: 4
 - Non-Resident Decals - 0
 - Transient "visiting" Boaters: 11
 - Annual Parking Passes: 4
- The handrail around the stairs and second story of the Harbormaster's office is in need of replacement. The second story has been blocked off for safety reasons. The Marina staff is currently working to secure bids for this work.
- Staff is securing quotes for repair work on the day docks including welding of the aluminum ramp, cleats, and installing new bumpers.
- The landscaping around the Marina has been cleaned up and staff is identifying locations for additional palm trees to be planted along the east wall.
- The areas in, around, and under the pram shed and boat club have been cleaned out. A complete annual inventory was conducted with the sailing groups and prams beyond repair have been disposed of.
- Pilings along the north seawall at slip #180 have been replaced.
- All fire extinguishers have been inventoried and additional locations identified. Expired extinguishers are scheduled for replacement.
- Staff is researching and obtaining quotes for a maintenance shed to house the utility cart and other equipment.
- Additional signs have been ordered and installed along the seawall between the Harbormaster's office and Dock A stating "No docking anytime".

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 check valves, and repair of damaged concrete portions of the filter building. To perform the work, insertion of eight (8) 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 19, 2018; due to long lead times for the valves and actuators, the "NTP" was issued for August 20, 2018; with project completion anticipated on or before June 12, 2019.
 - At this time, all new filter valves, pneumatic actuators and backwash pumps have been installed and are operational. The Denitrification Filters have been put back in service and contractor is beginning to demobilize from site. Remaining activities are final painting, completion of punch list items and providing the City with contract required spare parts.



- **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), as well as detailed design to 90% in order to establish a Guaranteed Maximum Price (GMP) for construction. Phase II, includes completing the detailed design, construction, commissioning and turnover to the City.
 - The City received authorization by the FDEP for a low-interest State Revolving Fund (SRF) loan for construction in May. The loan approval amount is \$28,024,437 (*the Total GMP + technical services*). The FDEP SRF Loan approval is a “Pay as you Draw” amount; thus the City is only obligated to repay the actual amount of the loan used.
 - In May, 2019, the City approved an amendment to the contract with Overland Contracting authorizing Phase II (construction) of the WTP Refurbishment Project. The Notice to Proceed was issued on May 20, 2019, and construction is expected to be completed by December 2020.
 - A Groundbreaking Ceremony has been scheduled at the WTP on Thursday June 27th, at 10:00 am.
- **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 emergency power outages. 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).
 - This project was awarded to Danus Utilities, Inc., on March 5th, in the amount of \$476,245.00. A pre-construction meeting occurred on April 27th. Due to the long lead times for the Emergency Diesel Pumps, a Notice to Proceed’ (NTP) will be issued for July 15th. Shop Drawings/Submittals have been received for review by the City.
- **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, and computers.
 - Final design and completion of panel construction drawings and specification compilation was awarded to McKim & Creed. The design portion began in January and is 90% complete. The project is expected to be bid in the second quarter of 2019, with construction expected to be complete by approximately the third quarter of 2020.

- **Wastewater Lift Station #3 Force Main Replacement –**
 - The City of Dunedin intends to replace the aged force main from Lift Station #3, and make some modifications to the wet well of Lift Station #3. The existing force main is cast iron and was originally installed in the 1960's. Failure of the aged pipeline (either by a pipe break or leak) would result in an unauthorized raw sewage discharge and present a public health hazard. The replacement force main will be HDPE and/or PVC.
 - Ardurra completed design and the bid package was advertised in May 2019. Bids are scheduled to be received on June 25th, and construction is expected to start during the 3rd quarter of 2019.
- **Wastewater Treatment Plant – Electrical System Upgrades**
 - The City of Dunedin intends to replace the City's Motor Control Centers (MCC's), switchgears, breakers, add localized generators and related electrical equipment at its Wastewater Treatment Plant, and the electrical equipment, starters, etc., at the City's 44 Lift Stations. The electrical equipment at the WWTP and lift stations have reached the end of useful life and maintenance has become difficult to perform, with parts a challenge to acquire. Installation of this new equipment increases safety measures for operational and maintenance staff.
 - The City completed review of qualifications submittals from various firms. The City is currently in contract negotiations with the highest rated firm and expects to recommend award of design services in June.

Roadway Section

- **Fenway Crosswalk** – This Edgewater Drive crossing is approved by FDOT and expected to be constructed in July 2019.
- **Milling & Overlay** – The 2018 annual paving contract was awarded to Gator Grading & Paving, LLC on October 30th (\$522,673.20). The Contractor has completed all work.
- **Crack Seal, Micro Surface and Full Depth Reclamation** – This project was awarded to Asphalt Paving Systems, Inc (APS) on February 5th (\$552,678.10). A Pre-Construction meeting was held May 1st, with a Notice to Proceed on June 3rd (contract time of 90 days). Specific locations of work can be found on the City's website.
- **Dunedin Pines** – This drainage and sidewalk project is in the final stages of design and will be constructed with City forces. Curb and sidewalk will be added to portions of the neighborhood.

Drainage / Interdepartmental Support

- **Marina Sediment Removal Project** – Phases 1 and 2 (regulatory approvals) are complete. The City received an FDEP Exemption Verification to dredge the channel and marina basin to the previously approved (2003) bottom elevations. The ACOE has approved their permit; a condition of the FDEP exemption is that sediment material must be hauled to a landfill, as it exceeded residential threshold limits for disposal. Staff is developing a scope of services with Wood Inc. (consultant for Phases 1 & 2) to provide construction plan, bidding, and construction phase services.
- **Marina Boat Ramp Replacement** – The former western concrete boat ramp to the Sound had been damaged by loss of beach and wave erosion undermining the ramp, resulting in the need for replacement. Staff submitted and received an Exemption Verification from the FDEP that allowed for removal and replacement with a ramp of similar size and location without permitting. Demolition of the existing ramp was completed by staff from the Public Services Division in mid-January. The bid has been advertised and scheduled to be opened on June 14, 2019, with work commencing by the end of July.

- **Idlewild Ditch Project** – This project will address erosion and sediment issues affecting adjacent properties, and the City maintained ditch system. The SWFWMD (regulatory agency) permit application was approved in February. The Timm Group Building & General Contractors was awarded the construction contract (\$240,115) at the June 4th Commission meeting. A construction schedule is being finalized and will be provided with the next update.
- **Fern Trail Boardwalk** – This existing trail in Hammock Park floods and is periodically closed to preserve the native species along the trail. An elevated boardwalk was designed above existing grade as an effort to provide year-round access to the trail, while the natural wetland and vegetation is not disturbed. The project was bid in late 2018; the low bid amount was significantly higher than the available budget, and it was decided not to award the contract. Alternative options (to a fully elevated boardwalk) are being explored. This project is on hold per Parks & Recreation as they consider options.

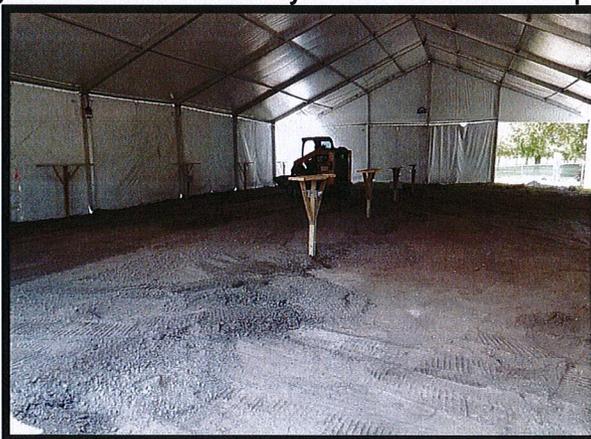
Development

- **Site Infrastructure / Development Review Participation:**
Projects discussed / researched as part of DRC meetings – (0)
Site / Infrastructure plan sets reviewed – (2)

Public Services Division:

Streets Section

- Continued new installations and repair of concrete sidewalks (2,844 SF).
- Removed / replaced military and event banners.
- Staff continues right-of-way tree trimming Citywide:
 - Trimmed and hauled tree canopies for roadway clearance Citywide;
 - Removal of large Australian pine at Golf Club
 - Trimmed hardwood trees and palms (36.7 tons hauled).
- Continued Traffic Sign & Post maintenance Citywide:
 - Manufactured (64) new signs, and replaced (32).
- Repaired utility cuts for the Water and Wastewater Divisions (12 Repairs).
- Continued hauling concrete and asphalt to recycling plant, as needed (93.2 tons hauled).
- Repaired brick signs in the CRA District
- Installed asphalt millings at Dunedin Country Club Golf Cart temporary tent.



- Installed 1000 LF of silt fence at Dunedin Country Club construction site.
- Installed traffic counters throughout the City for annual counts.
- Installed traffic counters in the 1400 block of Bass Blvd and Patricia Ave, Countrywoods Ln., Cedarwood Ave.
- Installed temporary speed feedback sign on New York Ave / Union Street.
- Completed re-grading of Victoria Drive.



- Set up road closure for Wastewater sewer repair on Ranchwood Dr. E.
- Provided Special Event support –
 - Sunset Music Series
 - Cinco Da Mayo
 - Hog Hustle
 - Rotary Club Triathlon

Stormwater Section

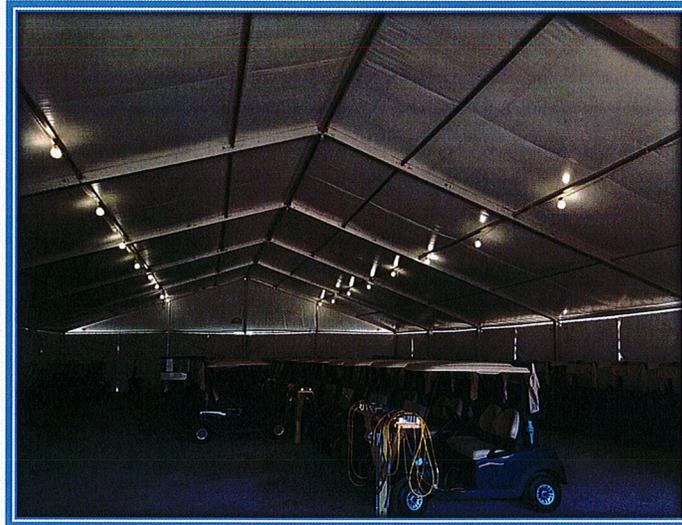
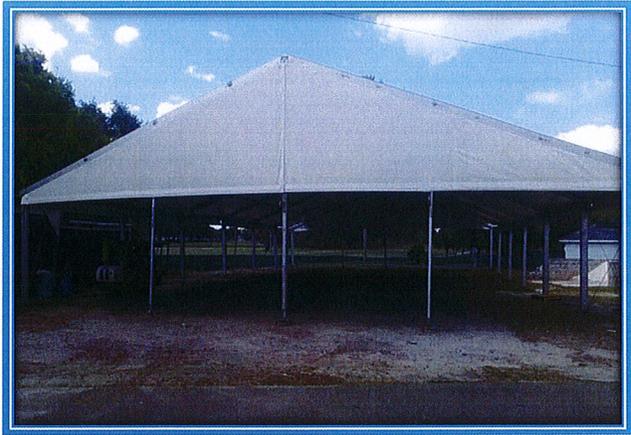
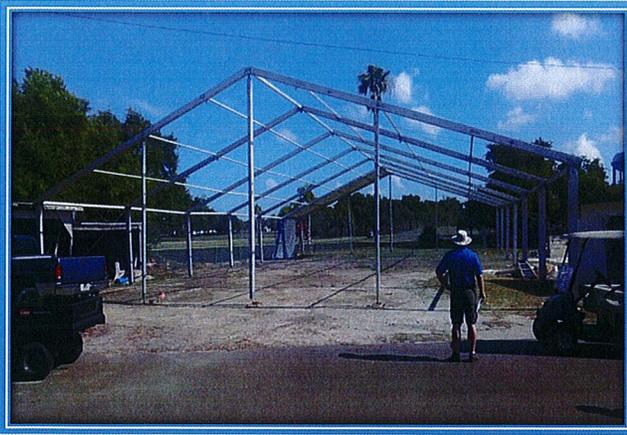
- Cleaned 6,023 LF feet of stormwater piping
- Continued slope ditch mowing
- Continued ROW mowing
- Continued residential street sweeping activities:
 - Hauled 20.1 ton / 24 cubic yards of street sweeping debris to the County landfill.
 - Hauled 33.2 ton / 28 cubic yards of catch basin debris to the County landfill.
- Continued catch basin repairs Citywide (8).
- Replace 238 LF of failed valley curb
- Poured concrete spillway at Achieva Dog Park
- Continued ditch maintenance Citywide.
- Continued stormwater pipe maintenance and repairs Citywide.

Stormwater Program Coordinator

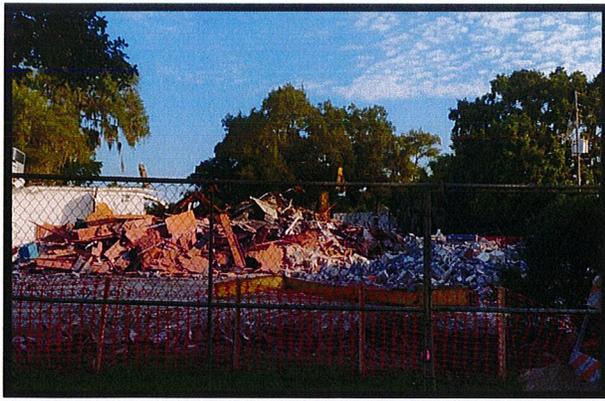
- Participated in the CIP and Business Plan Budget Workshop.
- Participated in the Florida Stormwater Association new conference app testing as part of the Conference Committee.
- Participated in City of Dunedin Stormwater Master Plan progress meeting to discuss the path forward on the Vulnerability Assessment and the Downtown Regional Plan tasks.
- Attended Florida Department of Environmental Protection Water Quality Webinar.
- Aided in the preparation and meeting walk-through for the Curlew Creek and Smith Bayou Watershed Management Plan Public Meeting and Open House that took place at the City of Dunedin Hale Senior Center on May 8th.
- Presented at the Curlew Creek and Smith Bayou Watershed Management Plan Public Meeting and Open House to City of Dunedin citizens.
- Reviewed one project for Infrastructure Review to notify the developer of potential site contamination, permit requirements through FDEP and/or the SWFWMD, and proper BMP's.

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.
- Completed installation of temporary Golf Cart storage at Golf Club



- Installed wireless access points in Apparatus Bay at Fire Station 60
- Re-installed fountain in pond at Community Center
- Repaired A/C for Card Room at the Golf Club
- Repaired ice machine in kitchen at MLK Center
- Replaced oscillating fans in Community Center Fitness Room
- Repaired Engine Bay overhead door at Fire Station 60
- Installed aerator in Highlander Pool
- Setup and worked Sunset Concert Series special event
- Replaced door to Maintenance Shed at the Golf Club
- Replaced door closers at the Water Administration Building
- Replaced air handler motor in Fitness Room at the Community Center
- Replaced restroom water heater at Library
- Completed demolition of Cart Bard & Pro Shop at the Golf Club



- Repaired security system panic devices at Community Center
- Repaired plumbing in restrooms at Highlander Little League
- Repaired drinking fountain at Hale Center
- Repaired garage lights at Fleet
- Performed preventative maintenance of fire station exhaust systems
- Repaired lighting in MSB
- Repaired fire alarm system at Boat Club
- Continue HVAC apprenticeship and internship programs with Pinellas Technical College
- Responded to maintenance requests Citywide, as needed.

Solid Waste & Recycling Division:

- Staff submitted the City's Florida Green Building Coalition (FGBC) application with supporting documentation to renew the City's FGBC Platinum designation. The recertification packet was sent April 10th, a few weeks prior to the May deadline; and the application is still under review.
- Staff attended the May Committee on Environmental Quality (CEQ) meeting. The CEQ sent a letter to the Commission encouraging the City to create a Plastic Reduction Plan.
- Staff participated in some informative webinars with the Southeast Sustainability Directors Network (SSDN) to collaborate with other Sustainability Coordinators in the region. Doing so provided insight and lessons learned from other government sustainability projects; such as discussions concerning Municipalities sending letters to the Florida Public Service Commission regarding the Florida Energy Efficiency and Conservation Act (FEECA).
- On May 16th Staff co-presented the Florida Gulf Coast Hope Spot project to the Commission. The project aims to bring more education, research, and protection around our Gulf Coast waters. Our Commission gave its unanimous support to sign a Resolution of support for the resident group to apply for the nomination.
- Staff completed four (4) site visits with the Contractor and NovaCHARGE to work out the installation details for all the charging stations which the City is receiving from the Duke Park & Plug Program. The City Manager has signed the formal Notice of Commencement, allowing installation of the Monroe St Parking Garage charging station, which is now under review by the City's Building Department.
- On May 18th Staff attended the "Hands Across the Sands" event at the Dunedin Causeway. The Event promoted the use of clean energy and clean fuel.
- Staff assisted CEQ in scheduling a Solar Tour at the new City of St. Petersburg Police Station parking garage. A few City Commissioners, CEQ members, and City employees attended to learn about the facilities new solar technology. This project was designed by the same architect the City is using for our new City Hall Government Center.

- The planning process for the City's Ready For 100 Renewable Energy commitment has begun. Staff is currently working on a timeline that will incorporate several listening sessions, planning meetings, and various workshops in the months to come.
- Commercial & Multi-Family recycling:
 - Staff continues to assist multi-family and commercial customers who are contracted with Private Haulers to resolve service concerns, and assist in program implementation.
 - Staff provided a free recycling opportunity for schools, called Locker-Clean Out. Every school in Dunedin was given the opportunity to have free recycling service to divert the paper waste that comes with the end of the school year. Five schools participated in the program and thirty six 95-gallon recycling carts were filled and diverted from the landfill waste stream. This material was taken to the WastePro Sarasota Materials Recovery Facility (MRF) to be recycled.
- Outreach Events attended:
 - Staff attended the Southeast Sustainability Directors Network (SSDN) Annual Meeting in Sarasota; networked with Sustainability Coordinators of the Southeast states and obtained information about other regional sustainability initiatives and projects.
 - Staff assisted in setting up an educational presentation on electric vehicles in partnership with the Southern Alliance for Clean Energy. The guest speaker was Dory Larsen, who discussed the benefits of electric vehicles. Attendees were then allowed to sign up for a free test ride in a Tesla Model 3.
 - Staff gave an educational presentation entitled "Reduce, Reuse, and Recycle" at the Dunedin Public Library. The presentation provided the public with information on the state of recycling and how to be better environmental partners.



Wastewater Division:
Plant Summary

- **Wastewater Treatment flows:**
 - Influent Average Daily Flow: 3.987 Million Gallons
 - Influent Monthly Total Flow: 123.589 Million Gallons
 - Reclaimed Water Average Daily Flow: 3.583 Million Gallons
 - Reclaimed Water Monthly Total Flow: 111.080 Million Gallons
 - Final Effluent Average Daily Flow: .412 Million Gallons
 - Final Effluent Monthly Total Flow: 12.786 Million Gallons
- **Maintenance and Repairs:**
 - Contractor - TSC/Jacobs installed four, out of five, new 200HP Gardner Denver blowers at Facility #13.
 - Contractor - SGS Contracting Services installed five new valves and actuators on Filter #1 at Facility #8 (Filter Building).
 - Maintenance installed a 2" reclaim water line around the Facility #7 south clarifier, for baffle / weir wash down.

- Maintenance removed a 125 HP motor, master reuse pump #3, for repairs.
- Maintenance is prepping/cleaning the Wastewater Plant grounds for hurricane season.
- Contractor – Warner Trees Service is onsite trimming trees around the WWTP.

- **Compliance:**

- April '19 Discharge Monitoring report submitted to FDEP via EZDMR; [No Issues].
- Quarterly sludge sampling conducted for second quarter; [No issues].

Collections Summary

- **Scheduled repairs:**

- Completed an 8" main line replacement at the Blue Jays Stadium, which included hauling off debris and final manhole invert work.



- Lateral repairs (2) – Ranchwood Drive East and Hitching Post Lane.



- Follow up mini-scout inspections (14).
- Lateral liner installs (3) – Oak Street, San Helen Street, and Greenwood Drive.
- Lateral repair on Monroe Street.
- Descale iron pipe laterals with PICOTE – Marjon Avenue and Bayshore Boulevard.
- Capped off lateral for new construction at the Dunedin Golf Course Pro Shop/Cart Barn – 1050 Gulf Boulevard.
- Responded to citizen blockage calls (26); daily utility field locates of sewer / fiber optics.

- **Vac / Cleaner Truck:**

- Continued cleaning mains in the LS #2 area (Broadway) and LS #32 (Greenbrier Area).
- Weekly clean-out of the backwash basin sludge at the Water Plant.
- Cleaned wet wells at LS #15, #19, #1, #2.
- Worked on time dated trouble spot cleaning.
- Total cleaned: 11,823 LF of sewer mains; 570 LF of main line root removal.

- **TV Truck:**

- Continue to follow up on TV inspections of mainline root control list.
- Worked on repairing root cutter (seized up).
- Installed sectional liner (2) – Argile Drive / MacCharles Court – cut out depression; on Patricia Avenue / Michigan Drive East (follow up to main line blockage).
- Total televised: 8,232 LF with 41 set ups.



- **Lift Stations:**

- LS #10 – installed emergency generator automatic transfer switch.



- LS #27 – pulled both pumps due to high amps (rags).
- Communications/radio problems – met with Motorola Solutions for assistance.
- LS #30 – pulled #2 pump due to high amps (rags), replace transducer.
- LS #3 – after hours call back for power outage – set up emergency generator.
- LS #19 – replaced battery charger.
- E-One Station (Boat Club) – pump failure, installed new pump and replaced stator on pump that failed.
- Continued preventative maintenance:
 - Exercise valves; Clean out check valves; Cleaned wet wells; Grounds keeping, etc.

Water Division:

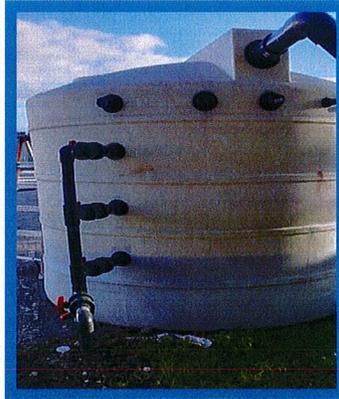
Water Production

- **Production Numbers:**

- Average Daily Potable Water Production: 3.89 Million Gallons
- Monthly Potable Water Production: 120.67 Million Gallons
- Annual YTD Potable Water Production: 572.94 Million Gallons
- Annual YTD Rainfall: 131.53 Inches
- Monthly Rainfall Total: 2.07 Inches

- **Maintenance:**

- Operators continue normal PM program on plant equipment.
- Operators have installed a temporary sludge holding tank to reduce arsenic levels in WW sludge.



- **Noteworthy Events:**

- The Water Treatment Plant Refurbishment Project mobilization has begun.

Water Distribution

- **Maintenance and Repair** – The annual backflow testing program is 32% complete, with approximately 2,670 backflows tested for the calendar year. The large meter program is 100% complete, with 72 large meters tested for the calendar year. This year, the Hydrant Program has installed 0 new hydrants, repaired 9, replaced 1, painted 110, and flow tested 63. During this time period, the Valve Program exercised 113 valves. For the year; the Valve Program has installed 1 new, replaced 0, repaired 3, and exercised 337 potable and reclaimed distribution valves.
- City forces have begun construction in Fairway Estates, replacing old water mains.



Wellfield

- Well #12 is back in operation after replacement of a faulty flow meter.
- Monitoring Well (MW #62) was abandoned and replaced by MW #64 due to facility conflicts at the Toronto Blue Jay's Player Development Complex (PDC). Southeast Drilling, Inc. performed the drilling tasks.
- Well #6 and Well #31 are out of operation due to faulty check valves.
- King Engineering is in the process of designing a plan to renovate Well #1 with a new pump/motor, piping, and electrical features.
- Repairs due to water damage are being completed at Well #3.
- The 2018 Annual Wellfield report for submittal to SWFWMD was submitted on April 30, 2019.

FINANCE

- Completed and submitted 2018 CAFR for review by Moore Stephens Lovelace, our audit firm, and satisfactorily addressed all reviewers' concerns.
- Worked to resolve Munis implementation problems.
- Assisted other departments with usage of the new Munis requisition, purchase order and invoicing processes.
- Selected and interviewed candidates for the open Staff Accountant position and Accounting Manager positions. An offer was extended to a qualified Staff Accountant applicant but applicant had opted to take a position elsewhere.
- Established procedural guidelines and a formal policy of documentation for entering automatically generated H-T-E journal entries into Munis which originate from departments not yet converted to Munis.
- Fine-tuned and initiated our in-house developed automated process to convert and import recurring transactions into the Munis accounting module.

CURRENT BID & RFP STATUS LIST

RECENTLY AWARDED

N/A

SCHEDULED FOR CITY COMMISSION DISCUSSION

- Bid 19-1126 is titled "Idlewild Drive Ditch Conversion to Culvert with Shallow Swale." The item is on the June 4 City Commission.

UNDER EVALUATION

- RFQ 19-1123 is titled "Engineering Design Services for the WWTP Electrical System Upgrades." Submittals were accepted until 2:00 pm Tuesday, April 2. Staff is negotiating with the top ranked Consultant.
- RFQ 19-1124 is titled "Engineering Design Services for SR-580 Pipeline Rerouting and County Interconnection. Submittals were accepted until 10:00 am Friday, April 12. Staff is negotiating with the top ranked Consultant.
- RFP 19-1125 is titled "Employee Benefits Brokerage & Consulting Services." Submittals were accepted until 10:00 am Friday, April, 26. The Evaluation Committee has created a Short List of three firms and scheduled interviews.
- RFP 19-1127 is titled "Furnish & Install Shade Structures at Two City Locations." The Evaluation Committee selected a vendor. Staff is working on a final design with the vendor.
- RFQ 19-1128 is titled "Architectural Design Services for a Building Repurposing." Submittals were accepted until 2:00 pm Thursday, April 11. Staff is negotiating with the top ranked Consultant.
- RFQ 19-1129 is titled "Contractor's Pre-Qualification Statement and Questionnaire for the Construction of an EOC/Fire Training Center. Submittals were accepted until 2:30 pm Tuesday, April 30. The Evaluation Committee pre-qualified four construction companies to bid on this project. No further action is required.

ACTIVE ON THE STREET

- Bid # 19-1130 is titled "Lift Station #3 Sanitary Sewer Force Main Replacement." Bids are due at 2:00 pm Tuesday, June 25, 2019.
- RFP 19-1131 is titled "Dunedin Marina Retail Space Lease." Proposals are due at 2:00 pm Wednesday, July 10, 2019.
- RFP 19-1132 is titled "Auditing Services." Proposals are due at 2:30 pm Wednesday, July 10, 2019.

UNDER DEVELOPMENT

City Attorney Services

BUDGET

- Started draft proposed budget.

April 2019 CRF:

Early CRF payoffs: 3 totaling \$4,751.20

New CRF loans: 6 totaling \$36,297.38

CRF paid at install: None

CRF reaching full amortization: 21

May 2019 CRF:

Early CRF payoffs: 2 totaling \$2,796.76

New CRF loans: 1 totaling \$1,828.97

CRF paid at install: None

CRF reaching full amortization: 21

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 22,302 followers in May 2019.
- Managed Social and Digital Media (Facebook, Twitter, Instagram, YouTube, Dunedin TV and DunedinGov.com)
- YouTube – 1058 subscribers • 242,554 views
- Your City @ Work May edition newsletter.
- Budget planning and training on new Tyler system.
- PR outreach for ongoing code enforcement issues.
- Active Directory for the City Intranet activated.
- Public Service Recognition week coordination.
- ADA research and discussion for City website.
- Closed Captioning research for Dunedin TV/Web.
- Senior Hall of Fame promotion, outreach and filming.
- Coordination and Filming of Dr. Sylvia Earle at the Dunedin Public Library.
- Water Plant event meeting, outreach materials and promotion in development.
- Created new brochures for Sustainability and Solar Incentives.
- Golf Cart Safety Committee outreach material in development.
- Comprehensive Plan outreach material in development.
- Postcards for Recycling campaign distributed.
- Citizens' Academy planning for Fall 2019 class.
- SeeClickFix response coordination.
- Social Media Archiving management.
- Coordination of photography for City website and citywide requests.
- Staff Liaison for Public Relations Action Advisory Committee & Visit Dunedin.
- Community relations assistance with visitors to City Hall
- City website follow-up and troubleshooting
- Assistance and outreach to media & news outlets.



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

- Produced all video content for Dunedin TV, City website, Facebook and YouTube.



- May Spotlight on Dunedin: Highland Games, Senior Hall of Fame, New Tattoo Exhibit at the History Museum and Student/Member segment for the DFAC.
- Dr. Sylvia Earle and Senior Hall of Fame full programs filmed/edited/aired.
- Upload and maintenance of Granicus (video on demand).
- Coverage of City Commission meetings, Collective Agenda Reviews, Workshops and LPA meetings.
- Audio for BAA/Code Enforcement meetings.
- Dunedin TV Scheduling and Bulletin Board Maintenance.
- Maintained DTV Broadcast systems/Chamber and edit suites.

City Webmaster continues to support all departments Citywide:

- Website review, editing and overall upkeep.
- Assisted web editors with City website.
- Researched new features and widgets available.
- Worked with Granicus/IT to implement active directory for new City Intranet.
- Hot Topics button/page coordination.
- Met with City Attorney and City Clerk for ADA overview.
- Troubleshoot issues with splash page and ADA compatibility.
- 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: 233
- Ongoing Positions Posted:
 - Lifeguard I & II positions are seasonal and open until filled.
 - Firefighter Paramedic position is posted year round.
 - Recreation positions are seasonal and open until filled.
- Existing Vacant Positions Posted from Prior Months
 - Accountant/Financial Analyst
 - Accounting Manager
 - Librarian
 - Sr. Administrative Assistant: City Clerk
 - City Clerk
 - Harbormaster
 - Solid Waste Driver Loader
- NEW Positions Posted:
 - Risk Management Coordinator
- Employees hired during May:
 - Parks Maintenance Worker – Harold Kuemmel: 5/8/2019
 - Lifeguard(s) I:
 - Sarah Barrentine: 5/9/2019
 - Paige Byers: 5/25/2019
 - Blake Olmo: 5/25/2019
 - Theresa Moran: 5/27/2019

- Wastewater Maintenance Mechanic – Brad Thompson: 5/14/2019
- Recreation Leader(s):
 - Thomas Bujalski: 5/24/2019
 - Samantha Moore: 5/24/2019
- Employee Promotions during May: N/A
 - Marine Maintenance Technician – Jason King: 5/1/2019
 - Parks Maintenance Supervisor – Peter Wells: 5/8/2019
- New Hire Orientations:
 - Facilitated on: 5/7/2019 & 5/30/2019

Employee Benefits:

- Self-Insured Medical Claims Experience: Total Paid Medical & Pharmacy claims for May was \$ 140,864.88, which was a 39% decrease over April's totals. The average weekly claims for May were \$ 35,216.22.
- Humana GO365 Wellness Program: Number and % Status of Participants, with Blue as the Starter level and Platinum as Highest level:

Humana Vitality Status as of 6/1/19

	<u>Employee Count</u>	<u>Participation Level</u>
		<u>%</u>
Platinum	61	21%
Gold	44	15%
Silver	54	18%
Bronze	69	23%
Blue	66	22%
Total Eligible Employees	295	100%

- **Family Medical Leave Act (FMLA):**
 - Number of Employees with approved/pending FMLA: 12 - (Regular - 2, Intermittent – 10, Pending - 0). Number of new requests in May: 2
- **Other (Non-WC, Modified Duty)**
 - Number of employees currently working on a modified schedule (some restrictions) – 3
- **Records Requests:** Number of Records Requests processed: 6
- **DROP (Deferred Retirement Option Program):**
 - Number of Employees in DROP: 18
 - Employees who entered DROP during May: 1
- **Performance Management:**
 - Number of Disciplinary Actions: 2
- **Employment Separations (Regular Full- and/or Part-Time):**
 - Number of Separations from Employment: 4
- **Risk Management:**
 - Workers' Compensation:
 - Number of new workers' compensation claims: 1
 - Total current open workers' compensation claims (2019-2019): 3
 - Employees on light duty: 2
 - Employees out of work: 0
 - Property/Liability/Motor Vehicle Claims:
 - New Property/Liability Claims: 0; 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: 0.
- 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) = 0.
- **Safety:**
 - 84 employees completed 109 online safety training courses during the month of May.
- **Other:**
 - BayCare Strategic Meetings
 - Mindfulness – 5/20/2019
 - Meet and Greet Exercise Specialist w. Recreation – 5/30/2019
 - Meet and Greet w. Fire & EMS Incident Follow Up – 5/30/2019

*NOTES AND
LETTERS OF
APPRECIATION*

Notes of Appreciation & Messages to Share:

From: Quintas, Jorge
Sent: Wednesday, June 5, 2019 2:57 PM
To: Stanek, Paul; Chislock, Dan; Ellison, Jamie
Cc: Bramley, Jennifer; Hutchens, Doug; King, Courtney; Smalling, Theresa
Subject: RE: Nice message to share....

Very nice excellent customer service as always !

Keep up the great work James !

Thanks, Jorge

Jorge M. Quintas, P.E.
Public Works & Utilities Director / City Engineer
Office #: (727) 298-3175
Mobile #: (727) 238-5099

From: King, Courtney
Sent: Wednesday, June 5, 2019 2:47 PM
To: Quintas, Jorge; Stanek, Paul; Smalling, Theresa
Subject: Nice message to share....

Hello,

This was submitted via the City FB messenger, if you could please make sure James receives this:

Kyrstin Damon wrote:

Yesterday when i got home from work i noticed a huge puddle of water in my yard that flowed out into the road. This was passed my meter so I called the city five minutes before they closed and they still sent someone out to evaluate the water leak. Now at this time it was after hours. We had the pleasure of James Allison the field rep who came out. James went above any beyond he had to dig and pump out the water to find the leak that was a good four feet down he then got cover in mud and water repairing the broken pipe. I have two kids under 5 years old that watched him the whole time he talked to them while doing his job. It was like they were one of his own. When it was time to fill back up the hole my kids wanted to help he was so patient with then they helped put some dirt back. He told me he would be back in the morning with more dirt to finish filling up the hole since some washed way. In the morning the kids watched him before I send them to daycare he even told them to have a good day. I'm not sure who reads these but thank you James for putting big smiles on my kids faces and making my yard look good as new!

Thank you,
Courtney King
Communications Director
City of Dunedin, Florida
[727-298-3015](tel:727-298-3015)
[727-735-3592](tel:727-735-3592) cell
STAY CONNECTED with EVERYTHING DUNEDIN!

Bramley, Jennifer

From: Kathleen Fracassi
Sent: Thursday, May 30, 2019 12:32 PM
To: Bramley, Jennifer
Subject: Dunedin Fire Department

I would like to say thank you to the guys that work for this department. What an awesome group. I had to call 911 on March 6 around 8:45 p.m. due to a fall.

They were totally amazing and could not do enough.

Please thank all of them and recognize them in some way to let them know how great they are.

If there are any more questions please let me know. I appreciate the great care I received.

I will drop off donuts in a couple days to the station as a small thank you

Thanks again
Kathy Fracassi

Sent from my iPad

To: Jennifer Bramley, City Manager
Thru: Doug Hutchens, Deputy City Manager
From: Jeffrey Parks, Fire Chief
Date: June 6, 2019
Re: Monthly Report for May 2019

Fire Prevention Division:

As June 1st marks the beginning of the hurricane season, fire prevention division personnel have been contacting the people in the community who have requested evacuation and shelter assistance. Each individual that is on the list has to be contacted to verify key information to ensure that the citizen receives the proper assistance. Fire prevention personnel determine what mode of transportation (van, bus, wheelchair bus or ambulance) each citizen needs, and what facility is the most appropriate destination. There are approximately 100 individuals who have indicated they may need transportation assistance in the event of an evacuation.

Dunedin Fire Rescue is proud to recognize Fire Inspector Corey Lyons on graduating from St. Petersburg College with his Bachelor's Degree in Public Safety Administration. Corey has been diligently working for the past several years and the hard work has paid off.

Current projects:

- Hampton Inn – 2641 Michael Place – New Hotel
- Artisan Lofts – 638 Douglas Ave – Commercial Units
- Dunedin Commons Apt. – 375 Patricia – Commercial Units
- Arcadia Luxury Condo – 265 Causeway Blvd
- Gramercy Court Townhomes – Highland Ave
- The Courtyard on Main – Main St – New mixed use project
- Mira Vista Townhomes – 1413 Bayshore Blvd
- 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
- Sonder Social – 966 Douglas Ave – Restaurant/bar build out

Fire Prevention Staff Activities:

Inspections – 92	Fire Investigations - 2
Re-inspections - 2	Event Inspections – 6
Fire extinguisher training – 2	Fire Safety presentations – 0
Plans Reviewed – 18	Station Tours – 2
Construction Inspections – 7	Pub. Ed Contacts (Total) – 75
Final Inspections/BTR - 17	Hurricane Awareness presentation - 1
Meetings / Consultations – 24	Home Safety Checks/Smoke Alarm Install - 4
Referrals / Complaints - 3	

Training and Safety Division:

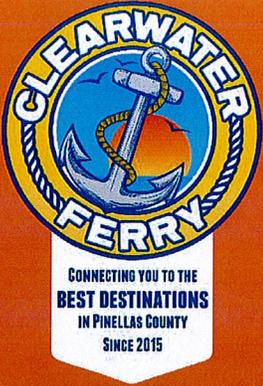
- May monthly facility inspections reviewed and scanned into files.
- All gear in storage room inspected and serial numbers recorded
- Attended NCT group meeting to plan NCT drills
- Developed monthly training matrix and unit assignments
- Developing SOP for Hood Swap on fire scene
- DU300 Completed Legal Considerations for the Safety Officer
- Updated Target Solutions Bulletin board
- Attended all sessions of NCT for Ladder operations
- Completed monthly CME
- Conducted Quarterly Department Safety Meeting
- Updated numbering system for SCBA masks
- Updating Pre-Plans, Verifying all Pre-plans accuracy and information
- Created Pre-Plan review assignment/credential in Target Solutions
- Completed training reports for all shifts for the month of May 2019.
 - A Shift completed 736 hours
 - B Shift completed 487 hours
 - C Shift completed 395 hours

Department total of hours 1618

Operations:

<u>Type of Incident</u>	<u>Month of May</u>	<u>Year to Date</u>	<u>Emer Resp by Unit</u>	<u>Runs</u>	<u>Mins</u>
Medical Incident Response	552	2673	EMS		
Rescue Incident Response	55	270	<u>Station 60's Area</u>		
Fire Alarm	36	187	E60	162	4:24
Fire Incident Response	11	59	E62	20	5:33
Structure Fire Response	11	87	E61	15	6:38
Special	5	44	E51 (CFD)	6	6:52
Cardiac Arrest Response	8	28	R48 (CFD)	1	6:19
Water Rescue Response	19	44	R46 (CFD)	1	4:26
Major Incident Response	5	21	E50 (CFD)	1	7:19
Support incident (Fire)	0	10	<u>Station 61's Area</u>		
Unconfirmed Structure Fire	3	19	E61	63	6:00
Fire Incident Response Special	7	34	E66 (PHFD)	8	5:37
Air Transport Incident	1	6	E62	3	6:48
Trauma Alert	8	34	E60	3	5:00
Support Incident (DC)	3	23	SR61	1	0:23
Medical Incident Special	1	3	SR60	1	1:08
Support Incident (Medical)	4	20	ME45 (CFD)	1	9:04
Moveup - Coverage	0	6	<u>Station 62's Area</u>		
Special Event	0	1	E62	92	5:08
Hospital Landing Zone	0	1	E50 (CFD)	9	5:57
MVC Possible Extrication	1	4	E65 (PHFD)	5	6:01
Brush Fire Incident Response	1	1	E60	3	6:45
Extrication	0	3	E61	2	6:36
Rescue Incident Special	0	3	S65 (PHFD)	1	8:43
Rescue (High Angle/Below)	1	1	FIRE		
Extrication (Vehicle)	0	1	<u>Station 60's Area</u>		
Auto Crash	0	1	T60	13	5:36
	Totals	732	E60	2	4:07
			E62	1	2:14
			<u>Station 61's Area</u>		
			T60	2	7:36
			E61	2	6:43
			<u>Station 62's Area</u>		
			E62	14	4:23

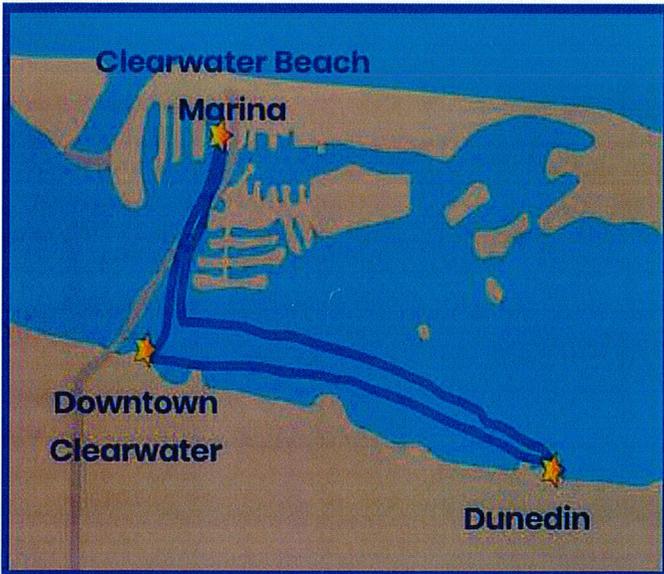
44 (7.33%) of the 601 calls within the DFD District were handled by units other than DFD.



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

MAY 2019

- Number of Days of Operation of Blue Line with service to Dunedin: **13 days**
- Total Ridership on Blue Line with service to Dunedin: **1,131 passengers**
- Average daily Ridership on Blue Line with service to Dunedin: **87 guests**
- Passengers originating in Dunedin = 50% // Passengers originating in Clearwater = 50%

PILOT PROGRAM TO DATE (7/6/18-present)

130 Days

12,230
Passengers

94 Guests
Daily Average

Connect with us

www.ClearwaterFerry.com

or Download our FREE Clearwater Ferry App
Available on the App Store & Google Play

Clearwater Ferry on
@ClearwaterFerry on
@ClearwaterFerry on



PINELLAS COUNTY SHERIFF'S OFFICE
 BOB GUALTIERI, SHERIFF



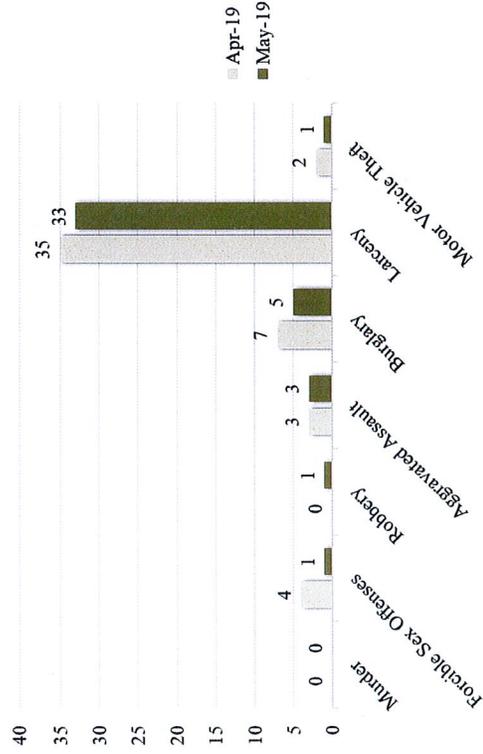
STRATEGIC PLANNING BUREAU

DUNEDIN MONTHLY ANALYSIS

UCR Part I Crimes

May 2019

UCR Part I Crime Category	April 2019	May 2019	May 2018 YTD	May 2019 YTD
Murder	0	0	1	0
Forcible Sex Offenses	4	1	8	5
Robbery	0	1	1	3
Aggravated Assault	3	3	11	12
Burglary	7	5	33	27
Larceny	35	33	256	165
Motor Vehicle Theft	2	1	15	11
GRAND TOTAL	51	44	325	223



Arrests

May 2019

There were a total of 67 people arrested in the City of Dunedin during the month of May resulting in the following charges:

ARREST TYPE AND DESCRIPTION	TOTAL
Felony	27
Aggravated Battery	2
Battery	1
Battery-Domestic Related	1
Battery-65 Or Older	1
Battery On Health Service Personnel	1
Burglary-Residential (Curtilage)	1
Burglary-Structure (Curtilage)	1
Child Pornography	1
Dealing In Stolen Property	1
Domestic Battery By Strangulation	1
Felony Theft-Prior Convictions	1
Fraudulent Use Of Credit Card	1
Petit Theft-Other Larceny	1
Possession Of Controlled Substance	7
Possession With Intent To Sell/Distribute A Controlled Substance	1
Tamper With Evidence	2
Tamper/Harass Witness-Victim	3
Misdemeanor	35
Abandoned And Derelict Vessels	1
Assault-Domestic Related	1
Battery	4
Battery-Domestic Related	11
Disorderly Conduct/Breach Peace	2
Disorderly Intoxication	1
Loitering/Prowling	3
Petit Theft-Shoplifting	1
Possession Of Controlled Substance	2
Possession Of Drug Paraphernalia	4
Resist/Obstruct LEO Without Violence	2
Trespass After Warning	2
Voyeurism	1
Warrant	8
Failure To Appear	2
Violation Of Probation/Community Control-Adult	1

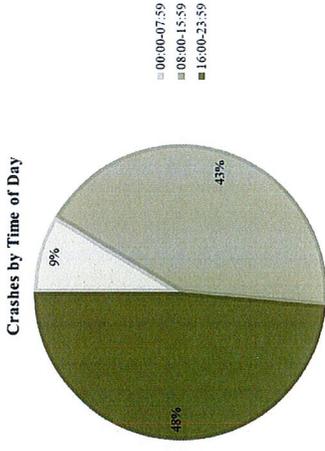
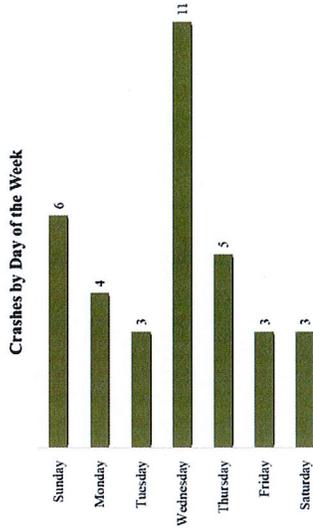
Warrant Arrest	5
Traffic Felony	1
Driver's License Suspended/Revoked	1
Traffic Misdemeanor	20
Driver's License Suspended/Revoked	8
Driving Under The Influence	9
DUI-Damage To Person/Property	2
No Valid Driver's License	1
Grand Total	91

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

Crash & Citation Analysis

There were a total of 35 crashes in the City of Dunedin during May 2019. *Crash data is filtered by disposition type and may include "accident and hit and run" problem types.

TOP 10 CRASH LOCATIONS	TOTAL
62 Causeway Blvd	3
Curlew Rd/Belcher Rd	2
Main St/Achieva Way	2
150 Marina Plaza	2
Belcher Rd/Main St	2
Main St/Keene Rd	2
Main St/Sunlight Drive	2
Union St/New York Ave	1
152 Macalpine Way	1
Curlew Rd/CR 1	1



There were a total of 1,094 citations and warnings issued in the City of Dunedin during May 2019.

TOP 10 TRAFFIC CITATION LOCATIONS	TOTAL
Belcher Rd & Ranchette Ln	7
Main St & County Road 1	7
Douglas Ave & Grant St	5
County Road 1 & Solon Ave	5
Curlew Rd & Bayshore Blvd	5
County Road 1 & San Christopher Drive	4
Causeway Blvd & Woodette Drive	4
62 Causeway Blvd	4
Main St & Sunlight Drive	3
County Road 1 & Palm Lake Ln	3

