

City Manager's ^{Up}date

August 16, 2019

This ^{Up}date will refer to the events since the date of the last ^{Up}date of August 12, 2019.

DUNEDIN PUBLIC LIBRARY

- 589 people visiting the Branch Library at the Community Center
- Notary Service at Library –19 stamps
- Delivered 83 items to 16 users of our Homebound Delivery Service
- Dunedin Youth Volunteers donated 289 hours of their time
- Adult Volunteers donated 189.25 hours of their time
- 346 patrons utilized the study rooms
- 187 seeds packets “checked out”
- E-books checked out – 2549
- E-audiobooks checked out – 1143
- Interlibrary loan books obtained for Dunedin Patrons – 49 books
- 210 DVDs/CDs cleaned and put back into circulation
- **Webinars:** 20 Creative Ways to Welcome, Lifelong Learning, Promoting Collection, Disaster Prep, Novelist Romance Books, Teen Brain, Blue Cloud for kids, Generation Z, Using Kanopy and Gale Business Resources.
- **Staff attended the following meetings:** Commission Meeting, Weekly City Department Head Meeting, weekly Library Management Team meetings, New employee orientation and 2 Budget Workshops
- Partnership with Dunedin Fine Art Center on their library collection
- Started new service with Kanopy – streaming films
- American Songbook program had over 150 people in attendance
- Hosted community meeting for Planning & Development
- Hosted the 15th anniversary of the planting of the Andrew Jackson Magnolia Tree with the Daughters of the American Revolution – Caladesi Chapter
- Dropped off food donations to Dunedin Cares
- Library front sliding doors repaired with new retro kits
- Over 100 people participated in the Adult Summer Reading Program
- Apollo 11 display by Jay Archer in the main lobby area in honor of 50th Anniversary
- Teen Librarian hosted summer film school and created film to enter into Dunedin International Film Festival

STATISTICS

Door Count	26,471
Total Transactions	90,843
Average Circulation Per Hour	152.53
Adult and Youth Programs	124
Program Attendance	3147
Internet Usage (Adult & Youth)	2558
Wireless Usage	1435

CRA/ECONOMIC & HOUSING DEVELOPMENT

Budget

- Staff has been busy preparing the FY2020 Budget for Economic & Housing Development as well as Community Redevelopment Budget and CRA Long Range Plan. Staff will present the CRA Budget for approval by Resolution at the September 19, 2019 CRA meeting.

Patricia Corridor

- Staff continues its work with the newly formed Patricia Merchants Association (PMA) on identifying areas of need. And has been working on beatification efforts for the corridor.

DEEP Project

New City Hall Complex – Staff has been working to manage the relocation efforts of staff during the transition to temporary offices.

- **Gateway** – Staff has been meeting with the property owner and surrounding property owners to build a unified site development.



Affordable/Workforce Housing

- Staff is working to develop an Affordable Housing Action Plan and is expected to provide to the City Manager in November.
- Staff has been working with Planning on updating the Housing Elements of the Comp Plan
- Staff continues to work to assemble the resources and partners for an affordable/workforce housing project. We are currently reviewing the feasibility of a potential Senior Affordable housing project.

Skinner Blvd Road Project

- Staff is working to assemble an RFQ for the Design Phase on this project and will put out to bid in September.

CRA/CRAAC/ Downtown Projects

- Staff has met with the newly formed Pinellas County CRA workgroup to discuss the implementation of the recent legislative outcomes and Pinellas County new requirements.
- Staff continues working on repairs and enhancements including, benches, pavers, parking lot upgrades as well as renewal of parking lot leases.
- Work on the enhancements to the Box Car has stated, expected date of completion in late summer 2019 and we welcome Elena Kapetaneas of Lane's Lemonade as the new proprietor of the Box Car.
- Eleven 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.
- Staff will present concept drawings for the John R. Lawrence Pioneer Park to Commission at the August 22, CRA meeting.



Douglas Avenue

- Staff is moving forward with construction of the raised crosswalks. This project is a measure to enhance walkability on Douglas Avenue near the Artisan and parking Garage. Work is scheduled to begin in October.

Business Recruitment and Retention

- Staff has been actively visiting and researching Business Innovator and Apprenticeship programs around the County. Staff recently met with Florida Funder sin an effort to connect local entrepreneurs to investment funding.

Florida Business Incubator Sponsorship

- The Florida Business Incubator, Inc. (FBII) Agreement is under review for renewal and due before Commission on September 17, 2019. Elaine Mann and several members of the FBII will be present at the September 17, Commission Workshop to provide and Annual Report.



Wayfinding

- The new Wayfinding signs are being in production and are due to be installed before the end of the year. We are still 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.

Special Event Parking

- Staff has been working on the Special Event Parking Committee to help locate additional parking during special events downtown.



PLANNING & DEVELOPMENT DEPARTMENT

Building Division

July 2019

PERMITS			
Total Permits Issued			494
Total Permit Fees Collected			\$169,177.62
Total Valuation of Construction			\$9,463,463.00
Permits by Group:		NUMBER	VALUATION
Building Permit		272	\$8,397,242.00
Electrical Permit		50	\$226,814.00
Fence Permit		24	\$89,684.00
Gas Permit		2	\$14,193.00
Mechanical Permit		102	\$617,873.00
Plumbing Permit		40	\$110,557.00
Sign Permit		3	\$20,900.00
Tent Permit		1	\$3,200.00
New Construction by Building Type:		NUMBER	VALUATION
New Single Family Residences		10	\$3,290,587.00
New Two-Family Residences		0	\$0.00
New Multi-Family Residential Buildings		0	\$0.00
New Mobile Homes		1	\$136,595.00
New Commercial Buildings		0	\$0.00
New Mixed-Use Buildings (Commercial & Residential)		0	\$0.00
BUILDING INSPECTIONS			
Building, Electrical, Gas, Mechanical, Plumbing:			NUMBER
TOTAL			997
LOCAL BUSINESS TAX RECEIPTS			
		NUMBER	TAXES
New Business Tax Receipts		16	\$1,596.25
Renewed Business Tax Receipts		34	\$2,025.00

Code Enforcement Division

- Code enforcement staff performed 152 inspections, responded to 7 public records requests, opened 62 new cases and closed 81 existing cases in July.
- July 2, 2019 Code Enforcement Board Meeting Actions:
 - Old Business Cases Heard: 2
 - New Business Cases Heard: 15
 - Affidavits of Compliance Accepted: 12
 - Reconsideration of Fine Requests: 3
- The Code Enforcement Board collected \$32,891.65 in unpaid fines and fees in July.
- The City Commission approved the following actions regarding existing code enforcement cases:
 - 7/23/2019: Authorized the City Attorney to accept a \$3,500.00 settlement offer from Attorney Ted Topouzis, on behalf of the current property owner, in exchange for a Partial Release of the Code Enforcement Board Liens on the property located at 977 Victor Drive, Dunedin.
 - 7/23/2019: Authorized the City Attorney to accept a \$7,500.00 settlement offer from Attorney Clint Burton, on behalf of the owner's management company, in exchange for the Release of the Code Enforcement Board Lien (DCEB 18-757), on the property located at 1618 Amberglen Drive.

Planning Division

- Staff presented the following items to the City Commission for comments, questions and direction:
 - 7/23/2019: Supplemental Height Amendments
- July 9, 2019 City Commission work session actions:
 - Reviewed and accepted the Public Art Master Plan (PAMP) Implementation Update.
- July 11, 2019 City Commission meeting actions:
 - Approved First Reading of Ordinance 19-14 amending the City's Golf Cart Regulations.
 - Approved Second Reading of Application 19-15: Beyond the Wall Design Review for the property located at 520 Skinner Boulevard.
 - Approved First Reading of Ordinances 19-16 (Annexation), 19-17 (Land Use) and 19-18 (Zoning) for the property located at 1 Eagle Lane.
 - Approved First Reading of Ordinance 19-20 amending Section 104-26 of the Land Development Code.
- July 25, 2019 City Commission meeting actions:
 - Approved Second Reading of Ordinance 19-14 amending the City's Golf Cart Regulations.
 - Approved Second Reading of Ordinances 19-16 to Annex, 19-17 to designate the Lane Use Plan and 19-18 to Rezone the property located at 1 Eagle Lane.
 - Approved Second Reading of Ordinance 19-20 amending Section 104-26 of the Land Development Code.
 - Approved First Reading of Ordinance 19-22, Scottish American Society – Historic Landmark Designation. Property located at 917 Loudon Avenue.
- July 10, 2019 Local Planning Agency meeting actions:
 - Recommended approval of Ordinance 19-13: Vacation Rental and Bed & Breakfast code changes.
 - Recommended approval of Ordinance 19-21: Historic Preservation Ordinance Amendments.
- July 17, 2019 Board of Adjustment & Appeal meeting actions:

- Approved Conditional Use Permit Application BAA 19-10C: Conditional Use to operate a Bed & Breakfast in MF-15 Zone. Property located at 559 Laura Lane.

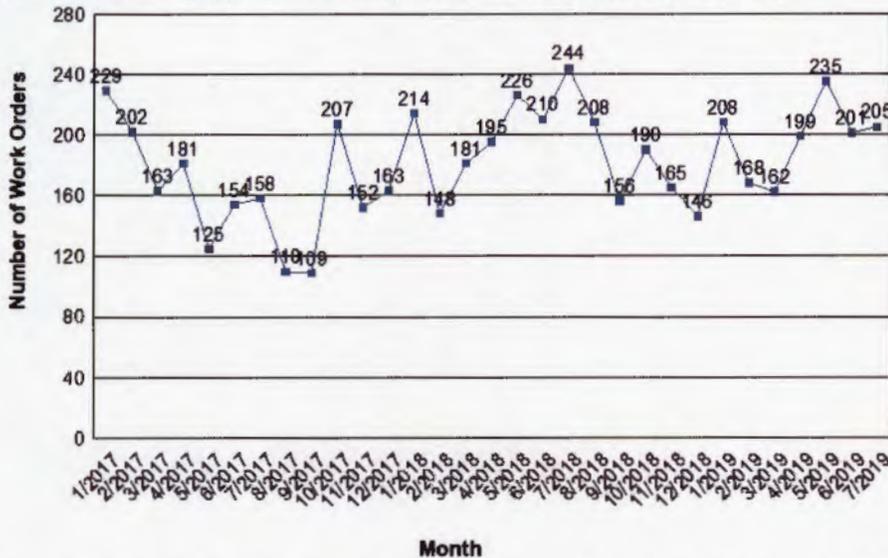
INFORMATION TECHNOLOGY DEPARTMENT:

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

Monthly Ticket Counts	
Tickets Created	205
Resolved Tickets	235
Open Tickets	108
Malware Tickets	0

Tickets by Priority	
Critical Tickets	1
High Priority Tickets	21
Low Priority Tickets	131
Project Tickets	0

IT Services Help Desk Requests YTD for 2017-2019:



- During the month of July 2019, IT Services received 205 new on-line help desk support tickets. IT Services is averaging approximately 190 system generated help desk ticket per month and the department receives over 200 support-related phone calls and emails each month.

On-Going IT Projects:

- **ERP (Enterprise Resource Program)** – This capital improvement project is replacing the City’s current financial, HR and time-keeping systems. 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	December, 2019
Phase 4 - MUNIS Payroll/HR (Migrate from HTE/NavLine)	January, 2019	January, 2020
Phase 5 - MUNIS Work orders, Fleet & Facilities Management	January, 2020	December, 2020
Phase 6 - MUNIS Utility Billing	January, 2020	December, 2020
Estimated ERP Project Completion Date	January, 2021	

Phase 1 of the ERP solution started in November of 2017. 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. Data and process analysis are currently being implemented for this project to build the infrastructure. Phase 3 is planned for an 18 month implementation and is expected to go-live in mid-December of 2019.

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 early January of 2020.

- **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 have been 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.
- **IT Policies and Procedures** – The IT Department is currently updating all of the computer usage policies and procedures to coincide with the current software versions and changes in technology. Items such as internet usage, computer file storage, email usage and USB device connectivity will be included in the updated documents. Employees will be required to sign a document that they have read and understand the policies.
- **Relocation of Staff** – The IT Department is working on the pre-planning of moving and installation of data and telco communications for the staff located in the Municipal Services and Technical Services Buildings. Those staff will be relocated to other office space for the demolition of those buildings.
- **New PRI Telephone Circuits** – The IT Department is working on the installation of new PRI telephone circuits to be located in the current Data Center in the Public Services Building. Those telco circuits will replace the existing circuits located in the Technical Services Building that will be demolished in October.
- **Fiber Cabling Project for Relocation of Staff** – The IT Department is working on various scenarios for the installation and relocation of the City's fiber optics cabling for the upcoming demolition of the Municipal Services and Technical Services Buildings.
- **Fiber Cabling Project for EOC Building** – The IT Department working in conjunction with the Fire Administration and Public Works Department on the installation of new fiber optics cabling from the City's current Data Center to the location of the new Emergency Operations Center (EOC) Building that will be constructed next to the Fire Station #62 on Belcher Road. This fiber cable project will include connectivity to several other City sites that include: the future Parks & Recreation Maintenance Building to be located in the Englebert Sports Complex site located off Solon Avenue, the Water Tanks on Belcher Road and connection to Fire Station #62 on Belcher Road.



This cabling project will also allow for future fiber cable installations that will allow for redundant network connectivity to the existing City facilities around the Dunedin Community Center on Pinehurst Road and Fire Station #61 on Michigan Blvd. This project will also allow for a redundant network connectivity for all of the City facilities located on Virginia Street that include the Water Tanks at Jerry Lake, the Fleet and Solid Waste Buildings as well as Fire Station #60 and the Fire Admin Building.

- **Fiber Cabling Project for New Government Center Building** – The IT Department is working on various scenarios for the installation and relocation of the City's fiber optics cabling for the upcoming construction of the new City of Dunedin Government Center Building. This new building to be located on the existing site of the City's Municipal Services and Technical Services Buildings will house a secondary Data Center for redundancy purposes. The new

building will allow for three points of entry for the City's fiber optics cabling as opposed to the single point of entry that now exists in the Technical Services Building.

Completed IT Projects:

- **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.
- **Fiber Cabling Project for Water Treatment Plant Upgrade** – The IT Department in conjunction with the Public Works Department has installed new fiber optics cabling along the service road next to the Water Treatment Plant. This new fiber cabling was bored four feet underground and is currently the main fiber line that feeds from the City's Data Center to the rest of the City

Future IT Projects:

- **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 2020. 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 January of 2020. Both Phases 5 and 6 are anticipated to be completed by December of 2020. The implementation and training of each ERP Phase requires the cooperation and collaboration of staff from every City department.

MS Office 2019 – The City has purchased the Microsoft Office 2019 software licenses to replace the aging version 2010 that will no longer be supported after October 12, 2020. MS Office is used for the City's word processing, email, spreadsheets, and presentation materials. The IT Department will be searching for a vendor to provide hands-on training to employees on using the new version 2019.

- **Cyber Security Training** – The IT Department will be developing a curriculum to provide required hands-on training for all City employees to help them understand the issues with ransomware, cyberattacks, hacking and other computer-related threats. This training will provide instruction on how to recognize threats, how to handle them and how to avoid exposure to protect the City's information technology assets.
- **Fiber Cable Audit** – The City's has over 12 miles of its privately-owned fiber optics cabling that was installed at various stages over the past 20 years. The IT Department will be seeking vendor support to perform a physical inspection of the City's entire fiber infrastructure to help determine the condition and location of the fiber cabling for future projects.



PARKS & RECREATION

Parks & Recreation Administration:

- Drafted revised language for the City's tree codes in response to the new state legislation approved by the Governor restricting local oversight of tree removals and trimming on certain residential properties.
- Began preparations and finalizing schedules for the 2019 Citizen's Academy.

- Accepted the Proclamation for National Parks & Recreation Month at the July 9th City Commission meeting and presented a video showcasing the Bag Drive and the Youth Advisory Committee for kids in foster care.
- Presented to the City Commission for two readings and received approval the revised Land Dedication Ordinance for parkland impact fees and credits.
- Attended the budget workshops and answered questions as necessary.
- Completed the interviews for the Harbormaster position and selected Laurie Ferguson who has been successfully filling the role on the interim basis.
- Completed the design of the replacement playground for Elizabeth Skinner Jackson Park playground and obtained quotes.
- Received quotes to remove two of the unneeded columns on the Sindoon stage at the Dunedin Community and reduce the height of the others in preparation for the new shade sails.
- Continued work on the rate study for the Dunedin Marina taking into account the long-range capital improvement plan.
- Continued work with Engineering to plan and finalize the scope for the Marina dredge and Dock A renovations.
- Staff brought the Marina beach boat ramp project to City Commission for successful approval.
- Carol Karpp, Senior Administrative Assistant, retired after 30 years of service. A celebration in her honor was held July 31st in the Elliot Room at the Community Center. Carol will be greatly missed throughout the City and we wish her well on her next adventure.

Marketing:

- Continued work and production of the next Parks & Recreation Magazine (Fall edition, Sept-Dec). Finalizing content and preparing to print and distribute mid-August.
- Continued taking photos of parks, facilities and participants in summer camps and various recreation programs to use for marketing purposes and promotions.
- Designed various types of print and online marketing materials including posters, postcards and flyers for Department events and programs.
- Continued monitoring and creating social media promotions for Department events, programs and announcements.
- Continued maintenance of Department webpages, populating with new information, messaging, updating and reviewing content, digital photo editing, creating news stories, e-notifications, support and troubleshooting issues.
- The Parks & Recreation & Youth Advisory Committee's "Bag Drive" to help children in foster care was held throughout the month of July and in celebration of National Park & Recreation Month. Marketing materials and promotions included posters, postcards, e-notifications and announcements on social media and the city's website. A presentation and promotional video were also presented at the July 9th City Commission meeting.

Special Events:

- 40th Annual Kiwanis Midnight Run was held on July 3rd/4th and 1,169 runners registered. Distance runner Marko Cheseto used the Midnight Run to qualify for the 2019 Chicago Marathon. Mr. Cheseto was the 10k overall winner at the 2019 Boston Marathon in April and set a world record for a marathon by a double amputee, beating the previous record by 28 seconds.
- Light Up the Park was held July 3rd in Highlander Park. Approximately 2,500 guests attended the event, which included a performance by Ronnie Dee & the SuperStars followed by a laser

light show. Due to construction at Dunedin Stadium, we were unable to hold our traditional fireworks show this year, but we still lit up the sky!

Recreation:

- **Community Center:**
 - The Community Center had a total of 11 rentals ranging from baby showers, HOA meetings, Zumba Master Class and a dancing/singing performance of Frozen. Total number of guests for July's rentals was 1,000.
 - Summer camp has continued to run at maximum capacity for the Pre-K, Kids and specialty camps with an attendance of 250 campers each week. Upwards of 400 parents and family members attended Family Night and watched campers from the Pre-K, Kids, Teens and Dance camps perform to musical selections.
 - Registration for the Before and After School program has started for Dunedin, Garrison Jones and San Jose Elementary schools.
 - Staff continued with registration of camps, programs, and rentals.
- **Fitness Center:**
 - Fitness Center visits and group exercise attendance totaled 2,778 for the month of July.
 - Fitness/GEX class drop-in attendance: 69
- **Athletics:**
 - Thirty-two (32) athletic rentals were held in July.
 - Athletic Summer Camp Enrollments:
 - Multi Sports
 - Week 9 - 7/22-7/26 – 26 participants
 - Baseball Camp
 - Week 7 – 7/8-7/12 and Week 8 – 7/15-7/19 – 57 participants
- **Martin Luther King, Jr. Recreation Center/Youth Services:**
 - Summer Camp programming continued with Teen Camp, Nature Camp, Hammock Day Camp, Skate, Basketball and Gymnastics Camps providing youth with fun, safe summer time experience.
 - Building rentals including cooking camp and private parties continued as a revenue source.
 - Staff is working on launching the new season of boys' high school basketball leagues, to begin in August.
 - Staff continued preparing for Before and After School Programs for the 2019-20 school year, including program planning, organization, purchasing and staffing.
 - Staff in renewal process for 2019-20 school year contract with JWB and Pinellas County School Board to continue Promise Time initiative at Dunedin and San Jose Elementary Schools.
 - Staff working with Pinellas County School Board to provide snack service for upcoming school year.
 - Staff is preparing for the Back to School Open House and Expo to be held August 1st, including PR, securing vendors and school supplies.
 - Staff hosted a "Thank You" party for Teen Leadership Program volunteers on July 19th. During this program, 56 teens worked alongside Summer Camp staff, gaining valuable knowledge and real world experience while earning community service hours for scholarships/clubs. Goals of the program include: instilling the importance of volunteering and giving to your community, preparing teens for the work force and future leadership roles, and teaching skills such as responsibility, communication, and leadership.
 - On July 26th family and friends supported the Teen Group at Family Night, the summer camp annual performance, showcasing groups' musical/dance performances.

- **Hale Activity Center:**
 - Held 47 adult classes & programs for a total participation of 1,597.
 - Held 2 meetings with an attendance of 35.
 - Held 2 rentals with 175 in attendance.
 - The “Patriotic Luncheon” had an attendance of 38 and was sponsored by Arden Courts.
 - Ice Cream Bingo Social had an attendance of 48.
 - Total attendance for the month of July was 1,893.
 - Staff continued with planning, marketing, and preparing for upcoming special events.
- **Highlander Pool**
 - Total pool admissions for the month of July were 5,475.
 - There were 4 after-hour rentals with one cancellation due to weather
 - There were 4 daytime rentals.
 - The Christmas in July event held on July 13th was attended by 326 participants and brought in \$866.00.
 - Float Fit attendance increased to 37 for July, despite the inclement weather throughout the month.
 - Staff attended the Commission meeting celebrating Every Child A Swimmer 2019. Total participants in the program, to date, is 1,166.

Parks:

- Hosted District 12 All Star Baseball Tournament (3 fields, 3 days 10+ games).
- Co-Hosted NSA Fast-Pitch Softball World Series (3 fields, 3 days, 15+ games).
- Began field maintenance repairs to fields 1 and 7.
- Mowed all 7 outfields and all 4 soccer fields (Jerry Lake) 2x's/week all month.
- Performed chain link fence repairs throughout Fisher Little League Complex.
- Contracted The Bay Area Fence Factory to install a new gate at Jerry Lake.
- Set up barricades along Edgewater Dr. to protect John Hubbard Linear Park from vehicles parking on the grass for July 4th.
- Prepped Pioneer Park for sod installation and installed sod.
- Painted new flag stands for Special Events.
- Pressure-washed and cleaned walls at MLK Center and Stirling Skate Park.
- Deep cleaned all trash receptacles at Edgewater Park and the Marina.
- Removed dead palms from Youth Guild Park, the Causeway, and Palm Blvd. medians.
- Re-shelled the area by the Causeway bathrooms and Sail Honeymoon.
- Graded the parking lots at the Municipal Services Building and Highlander Pool bathrooms.
- Ground down the sidewalks at Edgewater Park and the Marina to remove potential trip hazards.
- Removed swings from Elizabeth Skinner Jackson playground due to safety concerns.
- Installed trash cans and trash directional signs at the Causeway and Highlander Pool.
- Raised trees at City Hall, Amberlea Park, Elizabeth Skinner Jackson Park, Vivien Skinner Grant Park, Pinellas Trail parking lot, and Jones Building.
- Removed hedge in Downtown median.
- Continued organizing and deep cleaning Jones Building.
- Prepped Amberlea Park for contractor to remove dangerous trees.
- Organized and held a “just because” lunch potluck.
- Provided logistical support for a variety of events and rentals, including Summer Camp, Light Up the Park, Orangefest, Christmas in July, Kiwanis Midnight Run, and City Commission meeting.

- Completed monthly safety checks of parks, playgrounds, and parking lots.
- Four staff members received their GI-BMP certifications.

Marina:

- Marina's boat ramp users for July:
 - Resident Daily Ramp Users: 42
 - Daily Non-Resident Ramp Users: 66
 - Annual Resident Decals: 14
 - Non-Resident Decals: 3
 - Transient "visiting" Boaters: 28
 - Annual Parking Passes: 10
- The handrail around the stairs and second story of the Harbormaster's office will be replaced by the end of this month.
- The purchase order is being processed for the repair work on the day docks including welding the aluminum ramp, cleats, and repairing the hand rails.
- The new bumpers have arrived and are in the process of being installed.
- The permit application for the new shed is being processed. The shed will be located on the west side of the Marina near the Boat Club and will be used to store the Gator, along with various marina tools and supplies.

FINANCE

- The new Accounting Manager, Ross Adair, joined the Finance Staff.
- 3 days of 'additional' on-site Munis assistance from an implementation specialist occurred and many of the problems we were encountering were solved. There is still a short list of issues. Some are quite important. Les and Michael are arranging to have those problems addressed by the software vendor.
- Closed the March month end. Complete the recording of all April financial transaction into Munis. Finance expects the April close to take place in early August. Still on track to get caught back up and return to normal process of booking transactions as they occur by the end of August.

CURRENT BID & RFP STATUS LIST

RECENTLY AWARDED

- RFP #19-1127 is titled "Furnish & Install Shade Structures at Two City Locations." Awarded at the July 9 City Commission meeting.
- RFQ #19-1128 is titled "Architectural Design Services for a Building Repurposing." Awarded at the July 9 City Commission meeting.
- RFQ #19-1123 is titled "Engineering Design Services for the WWTP Electrical System Upgrades." Awarded at the July 23 City Commission meeting.
- Bid # 19-1130 is titled "Lift Station #3 Sanitary Sewer Force Main Replacement." Awarded at the July 23 City Commission meeting.

SCHEDULED FOR CITY COMMISSION DISCUSSION

- RFP #19-1125 is titled "Employee Benefits Brokerage & Consulting Services." This item is scheduled for the discussion at the August 20, 2019 City Commission meeting.
- RFP #19-1132 is titled "Auditing Services." This item is scheduled for the discussion at the August 20, 2019 City Commission meeting.

UNDER EVALUATION

- 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 #19-1131 is titled "Dunedin Marina Retail Space Lease." Submittals were accepted until 2:00 pm Wednesday, July 10, 2019. The evaluation process has begun.
- RFQ #19-1133 is titled "Lift Station #20 and #32 Rehabilitation." Submittals were accepted until 2:00 pm Wednesday, June 26, 2019. The evaluation process has begun.
- Bid #19-1135 is titled "WWTP Aeration Basin Rehabilitation." Bids were accepted until 2:00 pm Tuesday, July 30, 2019.

ACTIVE ON THE STREET

- Bid 19-1136 is titled "City of Dunedin Fire Station #60 Restroom Renovations." Bids are due at 2:00 pm Tuesday, August 6, 2019.
- Bid 19-1137 is titled "Erection of and Improvements to a City Furnished Pre-Engineered Metal Building." Bids are due at 2:00 pm Tuesday, August 13, 2019.
- Bid #19-1138 is titled "hammock Park Bridge Replacement." Bids are due at 2:00 pm Tuesday, August 27, 2019.
- RFP #19-1139 is titled Loan Administration/Compliance Services for a State of Florida DEP SRF Loan." Submittals are due at 2:00 pm Tuesday, August 27, 2019.
- RFP 19-1140 is titled "City Attorney Services." Submittals are due at 2:00 pm Thursday, August 29, 2019.

UNDER DEVELOPMENT

Hammock Park Fern Trail Boardwalk

BUDGET

- Continued to fine tune the FY 2020 proposed budget.
- Issued the FY 2020 Proposed Budget in early July and presented to the Commission with Budget workshops on July 16th and 23rd.
- Continue to answer and respond to FEMA policy compliance requests and satisfied their additional requests for detailed documentation of submitted expenses.

July 2019 CRF

Early CRF Payoffs: 1 totaling \$405.24

New CRF Loans: 2 totaling \$3,657.94

CRF paid at install: None

CRF reaching full amortization: 1

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 were required to isolate portions of existing piping and valves. In addition, all piping corresponding to replaced valves were 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.
- The project is complete and operational at this time. The City is awaiting final closeout documents from the contractor.



- **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 as well as detailed design to 90% (already completed) established the Guaranteed Maximum Price (GMP) for construction. Phase II, recently awarded by the Commission, includes the detailed design, construction, commissioning and turnover to the City.
- In July, 2019, a small screw press pilot was operated to determine feasibility for sludge handling for the pretreatment system. The City is awaiting scope and cost information from the consultant to install a new sludge drying system.
- Substantial completion of construction is scheduled for December 2020.

- **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. A pre-construction meeting occurred on April 27th. A Notice to Proceed’ (NTP) was issued for July 15th. Shop Drawings/Submittals have been reviewed and approved. Contractor has performed preliminary measurements in preparation of construction of pump pads and piping in anticipation of the delivery of the new pumps.

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

- The City 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 100% complete. The project is currently on hold for potential planning of a state revolving loan to fund the project.

- **Wastewater Lift Station #3 Force Main Replacement –**
 - The City 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 pipe.
 - The project was awarded to GA Nichols Company on July 23rd for \$281,815.60.
 - A Pre-Con meeting is planned for August to confirm project start and completion dates.
- **Wastewater Treatment Plant – Electrical System Upgrades**
 - The City intends to replace the Motor Control Centers (MCC's), switchgears, breakers, add localized generators and related electrical equipment at its Wastewater Treatment Plant (WWTP), 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 contract for design and technical construction services with EDT was awarded by the Commission on July 23rd.
 - A design kickoff meeting was held August 1st.
 - Design is scheduled to be completed by April 2020.
- **Wastewater Treatment Plant – Aeration Basin Rehabilitation**
 - The City is replacing the fine bubble diffusion system, all related piping, gaskets, valves, instruments, etc., required for the proper operation of the aeration basins at the City's WWTP. The fine bubble aeration systems at the WWTP have reached the end of useful life and require replacement. Installation of this new equipment increases reliability and operability of the system.
 - The City received eight (8) bids for the construction of the project. The low bid for the project was \$745,943; this project is scheduled for Commission award on 8/20/19.

Roadway Section

- **Fenway Crosswalk** – This Edgewater Drive crossing has been approved by the FDOT and staff has requested quotes from 3 contractors. Anticipate issuing a PO for the work in August.
- **Milling & Overlay** – The 2019 annual paving contract is in final design and will be bid this quarter.
- **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 Notice to Proceed (NTP) was issued on June 3rd (contract time of 90 days). Construction has commenced; specific locations of work can be found on the City's website. Helen St., Norfolk Street and Summit Way have been completed. Work has started on Baywood Dr. East and West.

Drainage / Interdepartmental Support

- **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.
- **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. Preliminary sediment dewatering testing was completed in June.

- **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 project was awarded to Midcoast Marine LLC. A Pre-Construction Conference has been scheduled for August 16th.
- **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. The NTP was issued for construction to begin on September 2nd.

Development

- **Site Infrastructure / Development Review Participation:**
Projects discussed / researched as part of DRC meetings – (0)
Site / Infrastructure plan sets reviewed – (3)

Public Services Division:

Streets Section

- Continued new installations and repair of concrete sidewalks (584 SF).
- Remove/replace military and event banners.
- Staff continues right-of-way tree trimming in Dunedin Isles and Lakewood Estates subdivisions.
 - Trimmed and hauled tree canopies for roadway clearance Citywide
 - Trimmed hardwood trees and palms (6.2 tons hauled).
- Continued Traffic Sign & Post maintenance Citywide:
 - Manufactured (29) new signs, and replaced (22).
- Repaired utility cuts for the Water and Wastewater Divisions (7 Repairs).
- Continued hauling concrete and asphalt to recycling plant, as needed (6.4 tons hauled).
- 600 block of Wilkie Street regraded alley way
- Countrywoods subdivision sidewalk grind trip steps
- Cleaned catch basins during rain events
- Upgraded school zone crossing signage
- Provided Special Event support –
 - Orange Festival



Stormwater Section

- Cleaned 5,029 LF of stormwater piping
- Continued slope ditch mowing
- Continued ROW mowing
- Continued residential street sweeping activities
- Continued catch basin repairs Citywide (5).
- Installed swale at 1620 Pinehurst Road
- Jerry Branch channel tree removal
- 1566 Roxberg Ln repair storm pipe
- 1510 Burnham Ln repair underdrain
- Clean catch basins during rain events



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

Stormwater Program Coordinator

- Developed and presented the proposed Stormwater Enforcement Ordinance to the Commission at the July 23rd Work Session.
- Worked with Staff on a promotional video for Florida Friendly Yards and Neighborhoods (FYN).
- The video featured the benefits of FYN practices to stormwater and water quality.
- Coordinated the Stormwater Master Plan floodplains and rainfall data meeting with Jones Edmunds and Associates, as well as Staff.
- Attended the Local Mitigation Strategy Working Group meeting.
- Participated in the Dunedin Citizens Academy preparations as a Dean for the DCA.
- Participated in the preparations required for the upcoming CRS audit.

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.
- Repaired exit /emergency lighting Citywide
- Performed fire extinguisher preventative maintenance / replacements Citywide
- Repaired the water heater at the Golf Club
- Replaced main breaker in Fire Station 60 electric panel
- Replaced fan motor on Chiller 1 at the Community Center
- Installed electric and water to the new ice machine at Public Services
- Removed old radio towers at NDS and Public Services



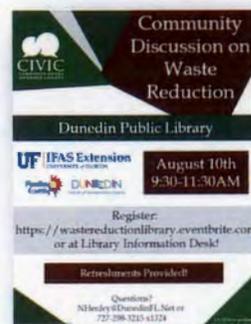
- Cleaned all diesel fuel / tanks Citywide
- Sanitized boardroom and concession area at Harvard Little League
- Installed new A/C drain in Wastewater for Lab Unit
- Repaired A/C unit for the card room at the Golf Club
- Replaced refrigerator at City Hall
- Installed new sink in Harbormaster office restroom
- Repaired leaking water line in restroom at the Water Administration building
- Repaired A/C in studio K at the Art Center
- Removed electric in floor of exercise studio at the Community Center
- Repaired lighting throughout the Library
- Repaired generator at Fire Station 60
- Repaired front doors at City Hall
- Installed misting system on Chiller 2 at the Community Center



- Repaired Hammock Park shed ramp
- Repaired exhaust fan on west wall at the Sheriff Fleet Garage
- Replaced lighting in Wellness Center storage area
- Repaired fire alarm at the Jones Building
- Replaced A/C unit for the Entel Gallery at the Art Center
- Repaired kitchen sink in the Golf Club
- Continue HVAC apprenticeship and internship programs with Pinellas Technical College
- Responded to maintenance requests Citywide, as needed.

Solid Waste & Recycling Division:

- Installation of new electric vehicle charging stations through the Duke Energy Park & Plug Program has begun. Staff is coordinating with NovaCHARGE on final details.
- Staff attended the Solid Waste Association of North America (SWANA) Summer 2019 Conference, including various presentations on solid waste operations and recycling outreach.
- Staff attending the Pinellas Partners in Recycling meeting at Pinellas County Solid Waste. Topics discussed during the meeting included standardization of recycling labeling and new bulk businesses that reduce and eliminate the need for single use plastics.
- 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.
- On July 13th, staff coordinated with the Committee on Environmental Quality (CEQ) to hold a presentation on Residential Solar Power which provided attendees with educational information on how to obtain solar power at their homes. More information about the City's Solar grant can be found in Planning & Development website Page:
 - <https://www.dunedingov.com/home/showdocument?id=13469>
- Natalie Henley partnered with the Pinellas County UF/IFAS Extension and held a community forum at the Martin Luther King Jr Center where locals discussed ways to reduce or eliminate particular waste streams. The goal of this forum was to have a listening session with about 12-20 residents discussing plastic reduction, composting, cleanups, and more recycling. UF/IFAS will eventually provide a report which will help the City shape it's Sustainability Plan. A second similar forum will take place on Saturday Aug 10th, 9:30 AM-11:30 AM at the Dunedin Library.





- Outreach Events:
 - Reduce, Reuse, Recycle – Monday, August 19th from 6pm–7pm at the Dunedin Library.
 - Drive Electric Tampa Bay – Saturday, September 21st from 9am–1pm in downtown Oldsmar. Join the City of Dunedin and the City of Oldsmar, as we partner to celebrate and learn about electric transportation and various sustainability initiatives and businesses.

Wastewater Division:

Plant Summary

- **Wastewater Treatment flows:**
 - Influent Average Daily Flow: 5.922 Million Gallons
 - Influent Monthly Total Flow: 183.572 Million Gallons
 - Reclaimed Water Average Daily Flow: 2.821 Million Gallons
 - Reclaimed Water Monthly Total Flow: 87.464 Million Gallons
 - Final Effluent Average Daily Flow: 2.592 Million Gallons
 - Final Effluent Monthly Total Flow: 80.362 Million Gallons
- **Maintenance and Repairs:**
 - Contractor – Exceletech Coatings repaired five leaks in concrete walls of various Wastewater treatment tanks.
 - Maintenance staff installed a new seal on the 8” piping at Facility #8 (filter building) on the dirty backwash water line.
 - Contractor – Keller Engineering installed a new aluminum walkway on Facility #8 (filter building).
 - Contractor – Denora Water Technologies performed the annual Tetra De-nite filter inspection.
- **Compliance:**
 - June 2019 Discharge Monitoring report submitted to FDEP via EZDMR; [No Issues].
 - The annual Discharge Monitoring Report-Quality Assurance (DMRQA) Study (#39) through EPA is underway with outside contracted laboratories (Advanced Environmental Laboratories [AEL] and Marinco). This is an EPA requirement/study to evaluate the analytical ability of the contracted laboratories that we use to perform our environmental analyses, per our NPDES permit.

Collections Summary

- **Scheduled repairs:**
 - Preventive R-O-W clean outs installed on Pinewood Drive (12), and Pinehurst Road.
 - Searches for Infiltration/Inflow sources continued during heavy rain events.
 - Worked with Public Services to camera underdrain on Ranchwood Drive East.

- Investigated depressions reported on Valley Drive and Harvard Drive.
- Responded to citizen blockage calls (21); & daily utility field locates of sewer/fiber optics
- **Vac / Cleaner Truck:**
 - Cleaned mains in the rear easement of Citrus Avenue. (heavy sand)
 - Followed up by applying ROOTX (root killer) in mains that were televised and found to have roots blocking flows.



- Total cleaned: 9,626 LF, and applied ROOTX in 5,835 LF of sewer mains.
- **TV Truck:**
 - Continued to follow up on TV inspections of mainline root control list and working on generating follow up ROOTX work orders.
 - Worked with the Vac Truck to clean some rear easements – layed out 200 LF of suction hose (10' x 20' lengths) to vacuum debris from rear easement manhole.
 - Installed sectional liners (2) – Citrus Avenue and Edgewater Drive (rear easement).
 - Sealed off 8 inch main, upstream of manhole #42, Paloma Lane.
 - Repaired push rod for mini-scout camera.
 - Compiled TV reports and videos for all sanitary sewer mains on County Road 1, between Curlew Road & Main Street. (Pinellas County looking to resurface roadway).
 - Total televised: 1,523 LF with 11 set ups and installed 2 sectional liner repairs.
- **Lift Stations:**
 - LS #27 – Pulled and de-ragged both pumps; installed one (1) new pump.
 - LS #10 – Cleaned off “Catwall” on wet well side.
 - LS #20 – Bled off air in both pumps on dry side.
 - LS #30 – Pulled and de-ragged pump #2.
 - LS #42 – Installed new cooling fans for VFD that was overheating.
 - LS #37 – Troubleshoot communications and changed out radio.
 - Continued preventative maintenance:
 - Exercised valves; Cleaned out check valves and wet wells; Grounds keeping, etc.

Water Division:

Water Production

- **Production Numbers:**

- | | |
|---|------------------------|
| ○ Average Daily Potable Water Production: | 3.57 Million Gallons |
| ○ Monthly Potable Water Production: | 110.63 Million Gallons |
| ○ Annual YTD Potable Water Production: | 794.02 Million Gallons |
| ○ Annual YTD Rainfall: | 41.25 Inches |
| ○ Monthly Rainfall Total: | 15.49 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.
- The element cleaning on Skids 1 and 2 has been completed.

- **Noteworthy Events:**

- The plant operator's temporary sludge hauling fix has greatly reduced the WWTP Arsenic issue.



Water Distribution

- **Maintenance and Repair** – The annual backflow testing program is 76% complete, with approximately 6,329 backflows tested for the calendar year. The large meter program is 100% complete, with 98 large meters tested for the calendar year. This year, the Hydrant Program has installed 0 new hydrants, repaired 20, replaced 4, painted 189, and flow tested 171. During this time period, the Valve Program exercised 67 valves. For the year, the Valve Program has installed 1 new, replaced 1, repaired 5, and exercised 864 potable and reclaimed distribution valves.

Wellfield

- Well #6 and Well #31 are temporarily out of service due to faulty check valves.
- Ardurra (*formerly King Engineering*) has provided a scope to renovate Well #1 with a new pump/motor, piping, and electrical features. City Staff is currently reviewing the options to complete the work.
- Repairs due to water damage have been completed at Well #3.
- Southeast Drilling Service will redevelop Well #89; upon successful redevelopment, Southeast Drilling will install a new pump and motor at Well #89.

HUMAN RESOURCES

- **Recruitment & Selection:**

- Total applications received: 130
- Ongoing Positions Posted:
 - Lifeguard I & II positions are seasonal and open until filled.
 - Recreation positions are seasonal and open until filled.
 - Firefighter Paramedic position is posted year round.
- Re-Posted Positions
 - Accountant/Financial Analyst, Open Until Filled
- NEW Positions Posted:
 - Planning & Development Technician
 - Wastewater Service Worker
 - Public Services Maintenance Worker II
- Positions in the Selection Phase:
 - Parks Maintenance Worker I
 - HR Specialist
 - Senior Administrative Assistant (Parks & Recreation)
 - Water Service Worker
 - Water Plant Operator

- Employees hired during July:
 - Solid Waste Driver Loader: Markieth Donato: 7/1/2019
 - Accounting Manager: Ross Adair: 7/5/2019
 - Firefighter/Paramedic Ethan Vera: 7/18/19
 - HR/ Risk Management Coordinator: Bianca Rodriguez: 7/22/2019
 - Sr. Administrative Assistant (City Clerk): Kristin Cook: 7/29/2019
- Employee Promotions during July:
- Harbormaster– Laurinda Ferguson: 7/24/2019
- **Employee Benefits:**
 - Self-Insured Medical Claims Experience: Total Paid Medical & Pharmacy claims for July was \$ 208073.6, which was almost 30% less than June's totals. The average weekly claims for July were \$ 52,018.40.
 - 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 7/1/19

	<u>Employee Count</u>	<u>Participation Level %</u>
Platinum	70	24%
Gold	43	15%
Silver	47	16%
Bronze	68	23%
Blue	64	22%
Total Eligible Employees	292	100%

- **Family Medical Leave Act (FMLA):**
 - Number of Employees with approved/pending FMLA: 14 - (Regular - 3, Intermittent – 10, Pending - 0). Number of new requests in July: 2
- **Other (Non-WC, Modified Duty)**
 - Number of employees currently working on a modified schedule (some restrictions) – 4
- **Records Requests:** Number of Records Requests processed: 2
- **DROP (Deferred Retirement Option Program):**
 - Number of Employees in DROP: 18
 - Employees who entered DROP during July: 0
- **Performance Management:**
 - Number of Disciplinary Actions: 2
- **Employment Separations (Regular Full- and/or Part-Time):**
 - Number of Separations from Employment: 7
 - Henry (Hank) Osika retired from City employment on 7/09/19 with 15 years of service
 - Carol Karpp retired from City employment on 7/31/19 with 30 years of service.
- **Risk Management:**
 - Workers' Compensation:
 - Number of new workers' compensation claims: 1
 - Total current open workers' compensation claims (2019): 3
 - Employees on light duty: 2
 - Employees out of work: 0

- Property/Liability/Motor Vehicle Claims: 1
 - 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: 2
 - Property/Liability Claims: 1
 - 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) = \$849.70.
- **Safety:**
 - 84 employees completed 109 online safety training courses during the month of July.

COMMUNITY RELATIONS

No report submitted

A "Thank You" to our employees from the Community:

July 18, 2019

A thank you for Dunedin's great employees. This past February at 4AM our hot water heater failed. At 82 years of age, I had my "world" (and my wife's) interrupted with a problem I could not solve.

I checked the phone book for help and up popped "Failed Sanitary System (Failure)". I was at the end of my rope and called. Michelle answered, assessed my need for help and within minutes solved my issue. She had Shawn on the way. Her voice calmed me; she gave me a "time window" for his arrival.

Shawn arrived and carried out his mission within 5 minutes. He was my Superman who quelled the waters.

The City's team worked hand-in-hand to help solve a simple (in their eyes) problem for a resident. I thank them. I thank the City for superior hiring skills.

Years ago my wife and I retired to Dunedin. Picking up stakes from one place and settling in an unknown, new to us village is a huge change for older folks. We always loved the water, beaches, small village life. Dunedin became our #1 choice. It is still our #1 choice.

Thank you,

Joseph and Dorothy Gill

Development Project Update 8-9-19

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	70%
Arcadia	265 Causeway Blvd	16 4-story condos	<i>on hold - infrastructure expired</i>			Yes	5%
Beyond the Wall B&B	520 Skinner Blve	adding 3 add units	√	√	√	No	
Courtyard on Main- <i>amended</i>	Main/Douglas/Monroe	18 condos; retail; parking gar.	<i>infrastructure under review</i>			No	0%
Dunedin Commons	375 Patricia Ave	mixed-use (retail, TH, apts); D	√	√	√	Yes	98%
Dunedin Cove	93 Lexington Ave	20 single-family homes	√	√	√	Yes	70%
Gramercy Ct Ph II	Howard Ave	18 townhomes - phase II	<i>new developer & contractor</i>			Yes	20%
Grant St B&B	418 Grant St	22-unit vacation rentals	<i>owner selling dev. rights</i>			No	0%
Oak Bend Townhomes	801 Main St	32 townhomes	<i>infrastructure under review; demo beginning 9/2</i>			No	0%
Pura Vida (now Mira Vista)	1413 Bayshore Blvd	7 townhomes replacing bungal	√	√	√	Yes	30%
Sea Palms - <i>amended</i>	2624 Paula Dr N	9 townhomes	5/8/19	9/5/19	9/19/19	Yes	20%

Current Projects - Staff Only Review Only			Comments	under const	% comp
630-643 Athens St	630-643 Athens St	4 single-family homes with shared drive	<i>permit under review</i>	No	0%
2058 Bayshore Blvd	2058 Bayshore Blvd	Nano-brewery in existing bldg; Cond. Use Permit from BAA 8/21/19			
Blue Jays player complex & Carriage House	training facility 1040 Broadway	rennovations, etc	<i>infrastructure approved</i>	Yes	17%
Discovery Academy	1380 Pinehurst	convert to event venue	<i>new permit under review</i>	No	0%
EOC	Belcher	demo front building, replace with portable		Yes	10%
Faith United Church	1650 Pinehurst	EOC and future training	<i>infrastructure & permit under review</i>	No	0%
227 & 229 Hancock St	227 & 229 Hancock St	1100 sf addition		Yes	45%
962 Highland Ave	962 Highland Ave	keep SF home and add duplex		Yes	40%
James St. Cottages	603 Scotland	4-unit apt building/vacation rental	<i>permit under review</i>	No	0%
Retail strip center	1440 Main St	SF property to 4 (Glencairn-style) cottages	<i>infrastructure & permit app'd 3/11</i>	Yes	95%
San Ruffino TH	1340 Bayshore Blvd	demo bldg, replace w/retail bldg (pizza & urgent care)	<i>permit under review</i>	No	0%
Whiskey Cartel	1600 Main St	finish 7 townhomes previously approved, but never built		No	0%
		fully C.O.'ed, but not open		Comp.	100%

Potential Future Projects - City Commission Review			Comments
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 Review Only			Comments
Baywood Shores Clubhouse			demo clubhouse and convert land to park (sell parking lot)
929 Broadway	929 Broadway		current HOB - condos; 4-story mixed use residential over commercial
The Foundry	351 Albert St		6 short-term (container) rental units
526 Frances St	526 Frances St		demo existing home and build a triplex
Funtastic Creamery	2602 Bayshore Blvd		ice cream kiosk in Causeway Plaza, west of Sandbar Grill
971 Howard	971 Howard		4 residential units
Meranova	458 Virginia Lane		construct outdoor dining and HC restroom
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: August 1, 2019
Re: Monthly Report for July 2019

Fire Prevention Division:

Dunedin Fire Prevention provided life safety inspections at the "Light Up The Park" event held in Highlander park for the Independence Day celebrations and the Orange Festival at Edgewater Park. Both events were highly attended and there were no issues that needed to be addressed.

The contractor has begun work on the underground fire lines at the player development center and the Dunedin Stadium. Fire inspections of the work are coordinated on a daily basis in order to expedite the project and ensure that inspections are conducted in a timely manner.

Projects completed:

- Artisan Lofts – 638 Douglas Ave – Commercial Units
- Sonder Social – 966 Douglas Ave – Restaurant/bar build out

Current projects:

- 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

Fire Prevention Staff Activities:

Inspections – 107	Fire Investigations - 2
Re-inspections - 0	Event Inspections – 3
Fire extinguisher training – 0	Fire Safety presentations – 0
Plans Reviewed – 16	Station Tours – 0
Construction Inspections – 21	Pub. Ed Contacts (Total) – 0
Final Inspections/BTR - 17	Hurricane Awareness presentation - 0
Meetings / Consultations – 9	Home Safety Checks/Smoke Alarm Install - 2
Referrals / Complaints - 4	

Training and Safety Division:

- July monthly facility inspections reviewed and scanned into files.
- Service repairs to FB60 (Power poles)
- Monthly pre-plan reviews
- Orientation week for new hire
- Attended North County Training (NCT) group meeting to plan NCT drills
- Attended 12 sessions of Active Assailant North County training with over 200 Firefighter, Paramedics and PCSO in attendance.
- Worked on Training and Logistics trailer, developing layout for storage and organizing of props and equipment.
- Updated Target Solutions Bulletin board
- Updated numbering system for SCBA masks with accountability
- Worked on Pre-Plan program and digitizing to desktops and mobile devices
- Updating all current pre-plans (continual process)
- Developed probationary training assignments on Target Solutions (New Qualification program)
- Updated American Heart Association Hands Only and Heartsaver CPR programs onto digital format.
- Coordinating storage room cleanup. Gear racks added and entire room cleaned and organized.
- Purchased new USCG approved Personal Floatation Devices for FB60.
- Outfitted admin vehicles with PFDs
- Completed training reports for all shifts for the month of July 2019.
- Started process of scanning and digitizing all training records and certifications.

Training Hours by Shift: A Shift completed 606 Hours
B Shift completed 567 Hours
C Shift completed 484 Hours
Department total of 1657 hours

Operations:

Type of Incident	Month of Jul	Year to Date	Emer Resp by Unit	Runs	Mins
Medical Incident Response	517	3728	EMS		
Rescue Incident Response	47	346	<u>Station 60's Area</u>		
Fire Alarm	52	282	E60	149	4:35
Fire Incident Response	16	88	E61	14	6:56
Structure Fire Response	13	123	E62	9	6:02
Special	5	49	R48 (CFD)	2	6:25
Cardiac Arrest Response	8	42	E51 (CFD)	1	7:18
Water Rescue Response	21	70	<u>Station 61's Area</u>		
Major Incident Response	5	31	E61	81	5:32
Support incident (Fire)	5	15	E66 (PHFD)	9	6:27
Unconfirmed Structure Fire	4	30	E60	3	6:38
Fire Incident Response Special	9	51	<u>Station 62's Area</u>		
Air Transport Incident	0	8	E62	85	5:04
Trauma Alert	7	43	E50 (CFD)	12	5:33
Support Incident (DC)	4	30	E60	7	6:04
Medical Incident Special	2	5	E65 (PHFD)	4	6:49
Support Incident (Medical)	6	32	S65 (PHFD)	3	4:56
Rescue Incident Special	0	4	E61	1	6:02
Moveup - Coverage	2	10	FIRE		
Special Event	0	1	<u>Station 60's Area</u>		
Hospital Landing Zone	0	1	T60	14	5:06
MVC Possible Extrication	0	4	E60	6	4:23
Brush Fire Incident Response	0	1	E62	1	4:05
Extrication	1	4	<u>Station 61's Area</u>		
Rescue (Technical/Confined)	1	1	E61	9	6:16
Support Incident (Truck)	0	1	<u>Station 62's Area</u>		
Rescue (High Angle/Below)	0	1	E62	8	5:42
Auto Crash	0	1	E61	1	7:44
Extrication (Vehicle)	0	1			
Totals	725	5003			

40 (7.08%) of the 565 calls within the DFD District were handled by units other than DFD.



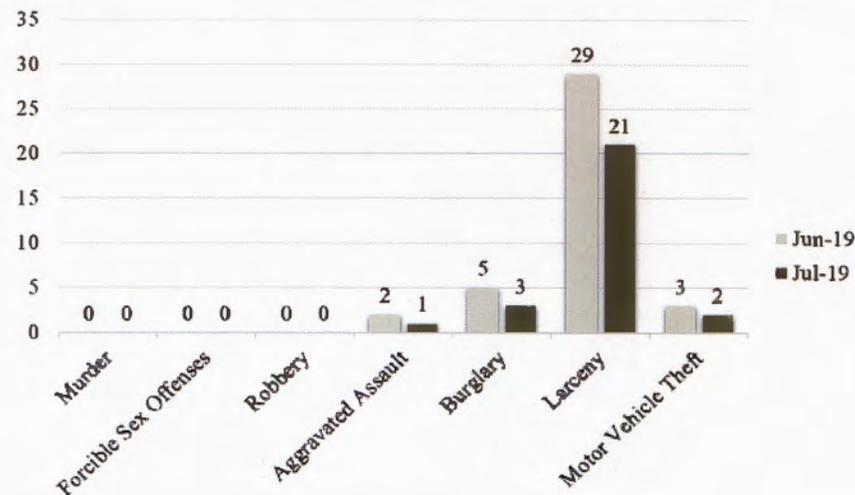
STRATEGIC PLANNING BUREAU

DUNEDIN MONTHLY ANALYSIS

UCR Part I Crimes

July 2019

UCR Part I Crime Category	June 2019	July 2019	July 2018 YTD	July 2019 YTD
Murder	0	0	1	0
Forcible Sex Offenses	0	0	9	5
Robbery	0	0	2	3
Aggravated Assault	2	1	18	15
Burglary	5	3	46	35
Larceny	29	21	347	215
Motor Vehicle Theft	3	2	22	16
GRAND TOTAL	39	27	445	289



Arrests

July 2019

There were a total of 47 people arrested in the City of Dunedin during the month of July resulting in the following charges:

ARREST TYPE AND DESCRIPTION	TOTAL
Felony	16
Battery-Domestic Related	1
Battery-65 Or Older	1
Battery On LEO	1
Burglary-Residential	1
Lewd & Lascivious Conduct	1
Possession Of Controlled Substance	7
Tamper/Harass Witness-Victim	2
Violation Of Probation-Juvenile	1
Violation Of Home Detention	1
Misdemeanor	26
Assault-Domestic Related	1
Battery	4
Battery-Domestic Related	8
Disorderly Conduct/Breach Peace	1
Disorderly Intoxication	2
Exposure Of Sex Organs-Adult	1
Petit Theft-Shoplifting	1
Possession Of Controlled Substance	2
Resist/Obstruct LEO Without Violence	3
Trespass After Warning	2
Violation Of Domestic Pretrial Release	1
Warrant	13
Failure To Appear	4
Violation Of Probation/Community Control-Adult	1
Warrant Arrest	8
Traffic Felony	3
Driver's License Suspended/Revoked	1
Leave Scene (With Damage)	1
Leave Scene (With Death/Injury)	1
Traffic Misdemeanor	6
Driver's License Suspended/Revoked	2
Driving Under The Influence	2
Leave Scene (With Damage)	1
No Valid Driver's License	1
Grand Total	64

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

Prepared by: Casey Taylor

Data Source: ACISS: UCR Offenses with Occurred Address, Arrested Subjects, Citation City Report

CAD: Crime Analysis Views, Crime Analysis Incident History (Dispo- 7)

- 2 -

8/8/2019

Deputy Activity

There were a total of **3,315** events in the City of Dunedin during the month of July resulting in **5,190** 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 July.

**CAD data is filtered by problem type.*

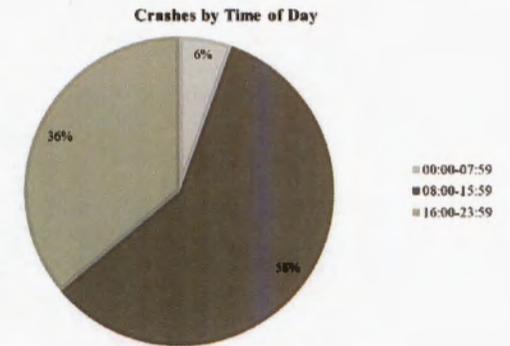
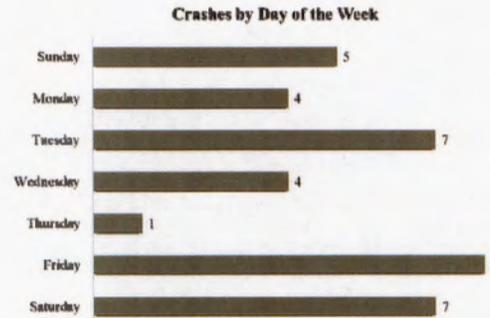
July 2019

DEPUTY ACTIVITY	TOTAL
Traffic Stop	1099
House Check	392
Directed Patrol	198
Special Detail	134
Assist Citizen	116
Suspicious Person	97
Suspicious Vehicle	84
Ordinance Violation	64
Information/Other	63
Contact	61
Alarm	55
Transport Prisoner	47
Vehicle Abandoned/Illegally Parked	47
Accident	44
Surveillance	43
Supplement	42
Trespass	39
Building Check Business	38
Domestic-In Progress	38
Operation Medicine Cabinet	35
Traffic Violation	33
Assist Motorist	31
Fraud/Forgery-Not In Progress	29
Lost/Found/Abandoned Property	25
Assist Other Agency	25

Crash & Citation Analysis

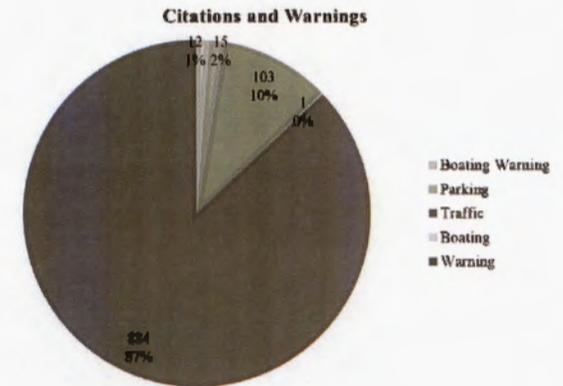
There were a total of 36 crashes in the City of Dunedin during July 2019. *Crash data is filtered by disposition type and may include "accident and hit and run" problem types.

TOP 10 CRASH LOCATIONS	TOTAL
Keene Rd/Main St	2
Curlew Rd/Fisher Rd	2
Main St/Lake Haven Rd	2
660 Beltrees St	2
Castille Drive/Belcher Rd	1
Skinner Blvd/Oak St	1
1409 Coastal Place	1
1491 Main St	1
Belcher Rd/Sourwood Blvd	1
155 Devon Ct	1



There were a total of 1,015 citations and warnings issued in the City of Dunedin during July 2019.

TOP 10 TRAFFIC CITATION LOCATIONS	TOTAL
62 Causeway Blvd	11
Main St & Keene Rd	6
Main St & Patricia Ave	4
Solon Ave & Belcher Rd	4
Main St & Broadway Blvd	3
Skinner Blvd & Oak St	3
Causeway Blvd & Bayshore Blvd	3
Main St & Park Drive	2
Belcher Rd & Castille Drive	2
Lake Haven Rd & Main St	2





CONNECTING YOU TO THE
BEST DESTINATIONS
IN PINELLAS COUNTY
SINCE 2015

Monthly Ridership Report

Prepared by Clearwater Ferry Services for the City of Dunedin.

For any questions or to request a copy of this report, please email Camille@ClearwaterFerry.com



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

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

JULY 2019

- Number of Days of Operation of Blue Line with service to Dunedin: **12 days**
- Total Ridership on Blue Line with service to Dunedin: **714 passengers**
- Average daily Ridership on Blue Line with service to Dunedin: **over 59 guests**
- Passengers originating in Dunedin = 50% // Passengers originating in Clearwater = 50%

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

155 Days

13,754
Passengers

89 Guests
Daily Average

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