

City Manager's ^{Up}date

March 6, 2020

This ^{Up}date will refer to the events since the date of the last ^{Up}date of February 7, 2020.

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 24,815 followers (+175) in Jan. 2020.
- Managed Social and Digital Media (Facebook, Twitter, Instagram, YouTube, Dunedin TV and DunedinGov.com)
- YouTube - 1,227 subscribers (+24) • 277,777 views (+4,403)
- Grew Instagram followers to 3,329 (+62) and following 63 local accounts to booster community partnerships
- Coordination of photography for City website and citywide requests.
- Staff Liaison for Public Relations Action Advisory Committee
- Community relations assistance with visitors to City Hall
- Social Media Archiving management.
- City website follow-up and troubleshooting
- Welcomed new Social Media Contractor - Mick Hoover
 - Introduced him DunedinTV operations



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

- February Spotlight on Dunedin: History Comes Alive Promo, United Faiths Walk of Peace Feature, Unity Breakfast MLK March Feature, Mardi Gras Promo, Ride Share PSA, MSB Parking Lot Feature, Blue Jays Spring Training Opening Day Feature.
- Produced/Filmed/Edit Coffee with Commission – D. Kynes
- Produced/Filmed/Edit Coffee with Commission – J. Bujalski
- Produced video content for Dunedin TV, City website, Facebook and YouTube.
- Upload and maintenance of Granicus (video on demand).
- Coverage of City Commission meetings, Collective Agenda Reviews, Workshops and LPA meetings.
- Dunedin TV Scheduling and Bulletin Board Maintenance.
- Maintained DTV Broadcast systems/Chamber and edit suites.
- Participated and assisted with Citizens



City Webmaster continues to support all departments Citywide:

- Assisted web editors with City website.
- Updated Hot Topics
- Created new images and graphics for web homepage.
- Website overview and analysis.
- Digital photo editing.
- E-notification distribution and management.
- Updated News & Calendars with video

- New images updated page for new CH
- New Resident Spring Training page
- New archives for CM update
- New archives for DRC agenda/minutes
- February YC@W
- News, HEROS, updated
- Updated slide show banners on Dept. pages
- New full page banners
- New Dunedin Causeway Bridge update page
- New parking and SE parking pages Spring training parking page
- Fixed e-notify issue, broken unsubscribe function, reconfigured widget.
- Added new clerk to disclaimers on Feedback and e-notify
- Added Rideshare page under transportation and Getting Around and embedded video
- Created Environmental Advocate form and page
- New Spring Training HERO for new stadium
- Monitored "Feedback", "Connect" and FB

Social Media Contractor has worked to manage the City's image on Social Media

- Social Media – Daily Posting for Facebook, Instagram, Twitter
- Social Media – Replying to Inbox
- Social Media – Replying to Comments
- Social Media – Inviting people to like city page
- Designed 10 posters for our “DYK” and “YSWL” campaign. Posters were for (City Growth, Causeway Patrols, Affordable Housing, Traffic, Environment, Parking, Golf Carts, Trees, Community Theatre and Stay Connected Campaign.)
- Researched printer companies, had 5 copies of each 11*17 poster printed and ready to be hung at all 5 City offices thorough out Dunedin.
- Designed a new “communication management system” for social media workflow between ALL communications departments. Trello board and Editorial Calendar.
- Went to behind the scenes “media event” at the new Blue Jays Stadium and made video for social media.
- Posted for new social media internship on internal properties as well as SPC's internal networking system “Handshake.” We have set up 3 interviews with qualified prospects.
- Made videos for “Environmental Advocate Award” and “Sustainable Schools” initiatives.
- Added new Facebook video background made by Justin and DTV. (Great Job!)
- Had several meetings with planning committee, Greg B., Mike at Blue Jays for Dunedin Pride event.
- Went and Met with Dr. Broom at the Florida Business Incubator about City role in local businesses.
- Met and assisted with Jolley Trolley, PSTA, and Blue Jays parking maps.
- Social Media numbers attached for Insta and FB metrics for February.

CRA/ECONOMIC & HOUSING DEVELOPMENT

Coca-Cola

- Staff has prepared a baseline analysis of the economic impacts of Coca-Cola leaving. In addition Tampa Bay Regional Planning Council TBRPC has prepared as economic impact sheet. Pinellas County Economic Development (PCED) has been contacted and an upcoming meeting with Coca-Cola

has been schedule. Staff has solicited proposals for a marketing assessment analysis on the 27 acre property.

Patricia Corridor

- Staff continues its work with the Patricia Corridor Business Alliance (PCBA) on identifying areas of need as well as recruiting for membership. Staff is conducting a survey of local businesses. In addition staff is working on soliciting proposals to create a median entryway feature off on SR 580 onto Patricia. Possible art features are also being explored.

DEEP Project

- **Gateway** – Staff has been meeting to develop a unified site plan. A workshop has been schedule for March 31, 2020 to present the concept plan.
- **City Hall Downtown Parking** – staff has been working on a review and summary of downtown parking needs and parking needs for the new City Hall property.

Affordable/Workforce Housing

- Staff organized and met with an Affordable Housing Task Force on January 9th at the Dunedin Golf Club. Attendees included; Developers, County staff, City Staff CRA Advisory Chair and a local resident. A summary with a recommended Action Plan to address incentivizing Affordable Housing is scheduled for March 17th Commission Workshop.
- 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 submitted a Grant request to Forward Pinellas for a \$1,000,000 Complete Streets infrastructure Grant for Skinner Blvd. Results from the Technical Coordinating Committee were unanimously in favor. The final round will be held on March 11th before the Forward Pinellas Board. A \$500,000 Safety Grant is also in the final review by DOT.
- Staff has completed the RFQ for a Complete Street Design Phase of Skinner Blvd. and submitted to Purchasing to go out for bid. RFQ was also reviewed by Public Works.

Downtown

- Staff reviewed the Stormwater Master Plan and will be working with the Consultant on the John R. Lawrence Pioneer Park project to implement a stormwater exfiltration system at Pioneer Park.
- Staff will be reviewing the FY2019 CRA Annual Report with the Community Redevelopment Agency Advisory Committee on March 4th and the Community Redevelopment Agency (CRA) on March 19th.
- Staff continues working on enhancements for downtown including, benches, pavers, parking lot upgrades as well as renewal of parking lot leases. Staff is also working to update and refresh the brick entryway signs in several places this year with metal lettering, so far three entry sign have been upgraded.
- Staff has issued a request for a proposal for civil survey and to design concept for brick pavers' enhancements on the sidewalk in front of Casa Tina restaurant.

Douglas Avenue

- Staff has been working with all the parties who represent the Art Incubator to discuss renewal of the lease located on Douglas Avenue.
- Staff is moving forward with construction of the pedestrian friendly 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 the early Summer of 2020.

Business Recruitment and Retention

- Staff continues to work with the Dunedin Downtown Merchants Association (DDMA) and attend their monthly meetings.

- Staff continues to work closely with Pinellas County Economic Development (PCED) and attend the monthly Economic Development Partners meetings with leadership from the surrounding municipalities.
- The Florida Business Incubator Inc., will be presenting a progress report before the City Commission on March 17, 2020.
- Staff continues to respond and to assist businesses find available space in the business community

Wayfinding

- The new Wayfinding signs are in schedule to be installed the end of March/early April. Final approval by FDOT is needed 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 continues to work with the City Team on special event parking focusing on pickup/drop-off location/signage for Uber/Lyft/Jolley Trolley/Tiki Rides and others. Staff is working with Dunedin TV to help promote the Rideshare and special event parking.

A City Map

- Staff has formed a committee to review, revise and prepare a City map, to be used for local and visitors showing points of interest.

FINANCE

- After two attempts that were thwarted by system errors, the finance team was able to perform the complex Munis fiscal year-end close process and officially close FY2019.
- Supplied all requested documentation to the City's financial auditors during their two week on-site year-end audit. At the conclusion of their testing, no significant issues were cited.
- Lori Wagner working with Tyler and was able to finally resolve the posting failure of the soon-to-be installed Energov module's Cash Receipts to post to the Munis general ledger.
- In compliance with Florida Statutes, prepared and sent out unclaimed property 'due diligence' letters.
- Neared completion of the FY2019 Comprehensive Annual Financial Report. The MD&A section was completed. The Florida pension information was incorporated into the recently reworked notes section. The statements section was amended to encompass final trial balance updates. Finance is currently waiting on a few odds & ends including the firefighter's pension financial statements.
- Compiled the supporting documentation, readying the invoice for submission to Pinellas County for reimbursement of costs totaling \$3.89 million relating to the Stadium/Spring Training Facility project.
- Preparing revised - "*City Fund Balance and Reserve Policy*" to go over with the Board of Finance a second time and then with the City Commission hopefully in late March or early April time frame.

CURRENT BID & RFP STATUS LIST

RECENTLY AWARDED

February 4, 2020

- RFP #20-1147 titled "Furnish & Install Two Picnic Pavilions at Hammock Park."
- Bid #20-1148 titled "Sodium Hypochlorite (Bleach)."

February 18, 2020

- RFP #19-1131 titled "Dunedin Marina Retail Space Lease."

SCHEDULED FOR CITY COMMISSION DISCUSSION

- Bid #20-1144 is titled “Laboratory Testing Services.” Scheduled for discussion at the March 3, 2020 City Commission meeting.

UNDER EVALUATION

- RFP #19-1140 is titled “City Attorney Services.” Submittals were accepted until 2:00 pm Thursday, August 29, 2019.
- RFP #20-1146 is titled “Hammock Park Pre-Fabricated Modular Framed Boardwalk.” Submittals were accepted until 2:00 pm Tuesday, January 7, 2020.
- Bid #20-1149 is titled “Dunedin Marina Maintenance Dredging Project.” Bids were accepted until 2:00 pm Tuesday, February 18, 2020.

ACTIVE ON THE STREET

- RFP #20-1150 is titled “Construction Cost Estimating Services.” Submittals are due at 2:00 pm Tuesday, March 31, 2020.

UNDER DEVELOPMENT

Broker of Record Services – Risk Consultant for Property/Casualty Insurance

BUDGET

- Held Munis Budget Training.
- Created Munis Budget User manuals.
- Prepped and sent revenue estimate worksheets to departments to update.
- Prepped and sent CIP and Business Initiative forms to departments to update.
- Updated Munis for the FY2021 budget.
- Met with multiple departments to assist with FY2021 budget entry and help with other FY2021 budget related questions.
- Researched and explained revenue and expense variances for the FY2019 audit.
- Reconciled the Project Ledger to the General Ledger for Hurricane Irma related reimbursements.
- Submitted our FY 2020 Budget for the Distinguished Budget Presentation Awards Program (GFOA).
- **Hurricane Irma update:**
 - Reimbursements received in February 2020: \$321,870.
 - Total reimbursements received to date: \$1,879,039.

February 2020 CRF:

Early CRF payoffs: None

New CRF loans: 1 totaling \$1,828.97

CRF Paid at install: None

PARKS & RECREATION

Parks & Recreation Administration:

- Developed and submitted the Fiscal Year 2021 Parks & Recreation Department Budget including Capital Improvement Projects, Business Plan Initiatives, Personnel requests, and operating budgets.
- Began construction and installation of the replacement bridges at Hammock Park.
- Finalizing the Marina rate recommendations which will be presented to the City Commission in March or April.
- Finalized the installation of the replacement playground equipment at the Martin Luther King, Jr. Recreation Center.
- Attended an online kick-off meeting with the Department of Transportation state-wide Coast to Coast Trail Crossing Study.

- Held a kick-off meeting with Moffat and Nichol to update the construction documents and permit application for the replacement of Dock A at the Dunedin Marina.
- Met with Permitting and Engineering staff to evaluate the Pram Shed at the Dunedin Marina as it is in disrepair. Staff discussed the various options for replacement that would be compliant with building codes.
- Received the bids for the dredge at the Dunedin Marina. The bids are within the estimated budget and staff is evaluating the proposals and preparing the item for Commission approval.
- Attended a county-wide meeting hosted by Pinellas County in Madeira Beach to discuss current issues or difficulties with live-aboard vessels in our waterways and possible solutions.
- Received Commission approval for a new 10-year lease of the Dunedin Fish Market and Olde Bay Café.
- Began discussions and explorations of a grant and partnership with the Arbor Day Foundation Community Canopy program to potentially expand our tree give-away efforts.
- Finalized quotes and awarded a purchase order for the resurfacing of the Dunedin Community Center boundless playground.

Marketing:

- Completed and distributed the new Dunedin Summer Camp Magazine. Summer camp registration opened March 11; Camps begin June 1. Promotion of camp information, registration day, Teen Leadership Program and job openings completed through city website, e-notify, flyers, press release, newspaper and social media.
- Completed design and production of City dedication plaques for the new stadium.
- Continued promotion of LiveWell Dunedin and shirt sales.
- Converted and redesigned Microsoft documents into Adobe software documents, forms and promotion materials.
- Coordinating with staff and preparing promotions for July Parks & Recreation Month.
- Prepared and designed a Parks & Rec Employee Newsletter; coordinating with staff to produce a monthly basis as a communication piece and highlight Department news, projects, etc.
- Coordination and distribution of this month's Community Events Calendar. Populated new events on the city website, calendars, events webpage and department webpage. Promoted through e-news, e-notify and distributed print copies to city/public facilities. Continued maintenance and upkeep of event calendars and webpage with new information and revisions throughout the month.
- Designed various types of promotional materials (print and digital) including posters, postcards, flyers, forms, newspaper ads and press releases for upcoming programs, camps and special events.
- Continuously meet and collaborate with Community Relations Team for various marketing and communication plans and projects, media relations, cross department marketing, initiatives, as well as website and social media promotions.
- Continued to oversee and maintain Department webpages. Made numerous revisions and updates to existing webpages, published news stories, e-notifications, calendar entries, as well as digital photo editing, support help, troubleshooting and staff trainings.

Special Events:

- World Ukulele Day in Pioneer Park had live music performances, workshops, and a "Merchant Walk and Strum" where approximately 250-300 participants went around the Downtown area and played at the different sponsor venues. 50% of proceeds from the event were donated to the Dunedin Cares Food Bank.
- The Mardi Gras Parade & Festival was very well-attended and featured 34 floats.

- Academie da Vinci had their Run for the Arts 5k/1 Mile race in Highlander/Hammock Park with 82 participants running in the race.

Recreation:

- **Community Center:**
 - The Community Center had a total of 10 rentals with 628 guests. This included baby showers, City and community meetings and Dunedin Youth Guild's Fashion Show to wrap up the month.
 - AARP began offering their free tax aide service to the public. Each day has filled up with 20 participants daily. The volume of phone calls and walk-in inquiries about the free tax aide has increased by 40%.
 - The Dunedin Showcase Kids Division began the month with their theater show "My School Mellowdrama or Spring Fling's the Thing" for an audience of over 125.
 - The American Cancer Society Relay for Life performed "A Musical Extravaganza," a popular show including singing and dancing from performers young and old. A total of 150 patrons were in attendance.
 - The Dunedin Community Chorus concert "Best of Broadway," featured Broadway hits and old favorites. This concert brought in its biggest crowd this season of over 500 attendees.
 - The Dunedin Concert Band also held a concert titled "Tour Lloyd Webber's Musicals" with over 400 in attendance.
- **Fitness Center:**
 - Fitness Center visits and group exercise attendance totaled 4,704 for the month of February.
 - Fitness/GEX class drop-in attendance: 337
 - Observed National Wear Red Day on Feb. 7th to celebrate Heart Health Month and offered free admission for the Fitness Center and Group Exercise Classes for drop-ins all day. Also held a raffle for various prizes, with 85 people participating.
- **Athletics:**
 - Tennis/pickleball had over 80 participants
 - Flag Football had 50 players
 - North City Track had 50 runners
 - Hosted North Pinellas Track Meet at Dunedin High School and had close to 175 kids
 - 22 athletic rentals were held in February.
 - Added adult pickleball lessons
- **Martin Luther King, Jr. Recreation Center/Youth Services:**
 - Staff attended Customer Service Standards workshop.
 - Held TGFH Day for school-age children who spent their day off of school with us enjoying a trip to Sky Zone.
 - Staff completed annual food safety training.
 - Staff began parking for Blue Jays Spring Training games.
 - New Recreation Leader II, Deborah Merchant, started working as site supervisor for the Garrison Jones Before/After School Program.
 - The Youth Advisory Committee and Staff hosted Midnite Madness, a special event for 120 teens and tweens. The event provided a night of fun and excitement battling through three extreme inflatables: whack-a-mole, obstacle course and boxing. Other event activities included laser tag, game raids, mini skate park jams with snack food buffets, music and raffle prizes.
 - Weekly gymnasium rentals remain steady as basketball season continues.
 - New pickleball and girls basketball programs started.

- Staff working on future projects including Summer Camp planning/training/hiring/marketing, Flashlight Easter Egg Hunt, Spring Fling Camp and FRPA Summer Games Workshop.
- Staff updated Summer Manual and Staff In-Service Training to stay abreast of child care trends and best practices.
- Staff working with Promise Time facilitators to schedule overlay enrichment programs at Dunedin and San Jose Elementary Schools.
- Supervisory staff coordinating renewal of reciprocal use agreement with Pinellas County School Board.
- Garrison Jones Elementary Before/After School Program received 100% compliance on annual licensing inspection.
- **Hale Activity Center:**
 - The President's Banquet was sponsored by Grand Villa of Clearwater and had an attendance of 48.
 - Held 59 adult classes & programs, with a grand total of 3,303 participants.
 - Hosted 3 meetings with an attendance of 32
 - Total attendance for the month of February was 4,495 visitors.
 - Held a public meeting on Storm Water Master Plan with an attendance of 220
 - Held trips to Florida Aquarium & Sparkman's Wharf with attendance of 54
 - Project 18 Big Band Dance & Concert had an attendance of 78
 - Staff and volunteers have been giving many tours of the facility this month explaining all our program offerings in our facility
 - Staff is also preparing for Blue Jay parking for the end of this month as well as next month.
- **Highlander Pool**
 - Installed new water feature at Sprayground and repaired a feature pump
 - Made deck repairs and will begin painting shortly
 - Began pressure washing the entire facility
 - Hired front desk staff for summer and 2 new lifeguards for spring/summer season
 - Staff met with Kiwanis District Presidents to help create the Every Child A Swimmer program throughout Pinellas County
 - Staff met with Safe Kids council to discuss various ways to eliminate drownings as well as how to get that information into the hands of the parents
 - Staff were part of a focus group that developed the values of the employees with regard to customer service standards
 - Attended Consortium class "Body Language"
 - Created/updated the maintenance manuals for the pools and spray ground.
 - Created parent letter and first day education for parents during swim lessons.

Parks:

- Hosted Pre-Season Tournament for Dunedin High School Softball
- Hosted Opening Day Ceremonies for Greater Dunedin Little League with approximately 1,000 in attendance
- Hosted 2 NSA Softball Tournaments
- Prepped fields for over 25 games and practices
- Began obtaining quotes for field 3 renovations at Jerry Lake
- Coordinated with the County to repair easements and fill potholes on the Causeway; the missing railing on the small bridge will also be repaired by the County shortly.
- Filled washouts under Causeway bench pads
- Redid the landscaping on Causeway medians and around signs with new plants and fresh mulch. Replaced old/damaged garbage cans.

- Removed hazardous swing set from Amberlea Park playground and placed signs informing citizens new playground equipment is planned for late 2020
- Completed installation of new playground features at MLK Center
- Installed new signs at Weaver Park, Amberlea Park, and Dunedin Causeway
- Reattached playground border and installed new sod at Highlander playground
- Installed “No Parking” signs in preparation of Spring Training and provided logistical support for Spring Training parking operation
- Began taking inventory of all amenities and features in all City parks
- Trimmed trees at Arboretum and Amberlea Park
- Along with Friends of the Hammock, hosted the annual Hammock Park Exotic Invasive Removal Day where volunteers removed Caesar weed and cleaned park benches
- Staff has been attending DREAM (Dunedin's Resilient Environmental Action Master Plan) meetings
- Provided logistical support for a variety of events and rentals, including Arts & Craft Festival, Mardi Gras, Trashy Treasures, History Comes Alive, Spring Fling, Hammock Park Exotic Invasive Removal Day, and the Downtown Market.
- Completed monthly safety checks of parks, playgrounds, and parking lots.

Marina:

- Marina's boat ramp users for February:
 - Resident Daily Ramp Users: 12
 - Daily Non-Resident Ramp Users: 30
 - Annual Resident Decals: 20
 - Non-Resident Decals: 2
 - Transient “visiting” Boaters: 7
 - Annual Parking Passes: 62
- The purchase order has been approved for the safety ladders. They are currently in production.
- The purchase order has been approved for the fabrication and installation of a handrail along the commercial wall. Fabrication has begun.
- Quotes are being obtained for security camera systems.
- Quotes are being obtained for replacement of electrical panels in Edgewater Park and at the Pier.
- General maintenance including PVC replacement, repairing loose decking on finger piers, pressure washing, etc.

INFORMATION TECHNOLOGY SERVICES DEPARTMENT:

The Information Technology Services Department (*a.k.a. “IT”*) assists all City departments (*our customers*) in responding to the needs of the citizens by enabling City employees to quickly access vital information through the use of technology and technical devices such as computers and mobile tablets. The IT Services Department is dedicated to providing the highest quality of service using the latest technology to create business partnerships, and in the development of team and individual strengths.

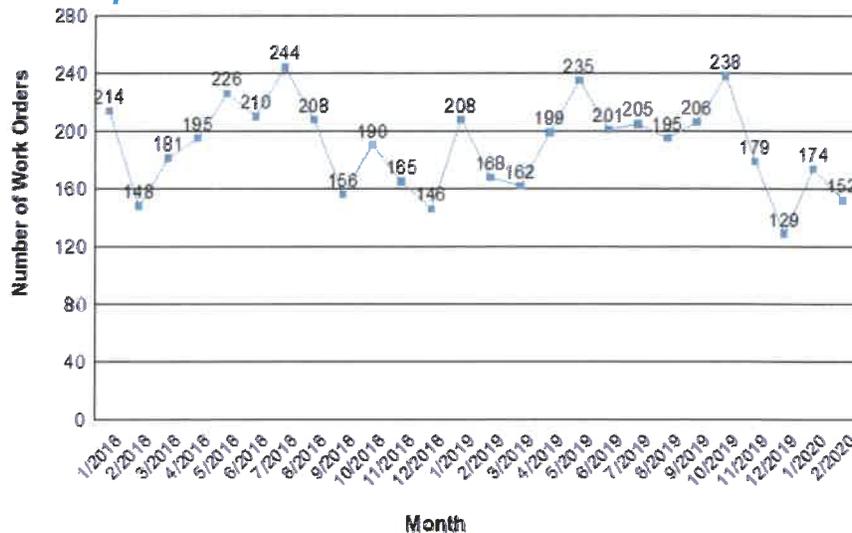
During the month of February 2020, the IT Services Department received 152 new on-line help desk support tickets from their internal customers and the department resolved 156 tickets. IT Services is averaging approximately 190 system generated help desk tickets per month and the department receives an additional 200 or more phone calls and emails each month for IT-support.

IT Services Help Desk Requests for the Month of February, 2020:

Monthly Ticket Counts	
Tickets Created	152
Resolved Tickets	156
Open Tickets	130
Malware Tickets	0

Tickets by Priority	
Critical Tickets	1
High Priority Tickets	17
Low Priority Tickets	133
Project Tickets	1

IT Services Help Desk Requests YTD for 2018-2020:



On-Going IT Projects:

- Recruiting for IT Technician II position** – The IT Department is currently recruiting for a position primary responsible for assisting on the City’s IT Help Desk and to provide online and on premise support on all desktop computer hardware and software, mobile devices and telecom issues. The first round of the recruitment for this position expires on March 5, 2020. Interested applicants can review the job posting on the City’s internet site at www.dunedingov.com and click on the Jobs link.
- ERP (Enterprise Resource Program)** – This capital improvement project is replacing the City’s current Financial, HR, Payroll, Recruiting, Timekeeping, Permitting and Code Enforcement systems. Eventually it will also include modules to replace Utility Billing and Work Order 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-six 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	June, 2018	June, 2020
Phase 4 - MUNIS Payroll/HR (Migrate from HTE/NavLine)	January, 2019	July, 2020
Phase 5 - MUNIS Enterprise Resource Management (EAM)	April 1, 2020	March, 2021
Phase 6 - MUNIS Utility Billing	May 1, 2020	March, 2021
Estimated ERP Project Completion Date	March, 2021	

- Phase 1** of the ERP solution started in November of 2017 that included all of the City’s Financials, Purchasing and Inventory processes. Although the City has been live on this phase of the project as of April 2019, the Finance and Purchasing Departments are

continuing to review data and documents from the legacy system that they may wish to convert into the new Munis ERP solution before that legacy system is sunsetted.

- **Phase 2** of the ERP solution started in November of 2017 that included the ExecuTime Time & Attendance module for employees to clock in and out. Although the City has been live on this phase of the project as of August 2018, the Human Resources Department is continuing to review data and documents from the legacy system that they may wish to convert into the new Munis ERP solution before that legacy system is sunsetted.
- **Phase 3** of the ERP solution includes the community development and infrastructure system, referred to as EnerGov. This phase is currently being implemented and 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. The EnerGov module will utilize mobile devices such as iPads for remote field work. Staff can access and update the City's live data while working in the field. The ERP Phase 3 is expected to go-live in June of 2020.
- **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 HR, Payroll and Employee Self Services modules within the ERP Phase 4 are expected to go-live in mid-July of 2020. The final module for this phase is the Applicant Tracking and Recruiting. It is expected to start implementation in August and go-live by October 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.
- **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:
 - *Deliver employee content*
 - *Be a key communication tool*
 - *Enable collaboration amongst City staff and departments*
 - *Support the culture of the City*
 - *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. The IT section of this City Manager Update document is using the "Arial 12" font and size.
- **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.

- **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 City Hall 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 Dunedin City Hall Building. This new building will be located on the existing site of the City's Municipal Services and Technical Services Buildings at 737 Loudon Avenue. The New City Hall will house a secondary Data Center for redundancy purposes and the fiber cabling project will include three points of entry for the City's fiber optics cabling as opposed to the single point of entry that now exists at the old Technical Services Building.
- **IT Hardware Equipment Replacements** – The City has adopted a five year cyclical replacement for its desktop computers, laptops and network devices. IT Services staff are currently working on the schedule for the computer equipment replacements for this fiscal year.

Completed IT Projects:

- **Removal of old Phone Circuits and Cable Lines** – The IT Department worked with various vendors on the disconnection and removal of old phone circuits and cable lines from the soon to be demolished Municipal Services and Technical Services Buildings. During this process, IT Services discovered four unnecessary phone circuits that were no longer needed due to the recent relocation of the City phone system. Those old phone circuits were disconnected and will result in a cost savings to the City in FY20 budget in the amount of over \$7,800. In FY21 and thereafter, the City will not need to budget the \$10,486 to cover the costs for those old phone circuits.

In addition, IT Services worked with the various telco providers to remove the cable wires that ran from the utility poles and were physically connected to the two buildings that are to be demolished. The result being that the City's IT Services Department no longer has any technology connections to those buildings and their demolition will not affect any City data or telco services.

Future IT Projects:

- **ERP Project Phases 5 and 6** – The City Commission has approved the purchase of the additional Tyler Technologies' ERP modules for work orders, assets and utility billing. The IT Services Department is working on the pre-planning stages for those two additional phases to start in spring of 2020. The ERP Phase 5 includes the *Enterprise Asset Management (EAM)* system and the ERP Phase 6 includes the *Utility Billing* module. The implementation and training of each ERP Phase requires the cooperation and collaboration of staff from every City department. These two phases are expected to take approximately one year to complete.



- **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. To help prepare for the training sessions, the City IT staff have been attending bi-weekly cyber security training seminars being held by the Florida Local Government Information Systems Association (FLGISA). The City network team has also been attending an onsite cyber security training symposiums held locally and via webinars.
- **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.
- **Security Camera System Upgrades** – When successfully deployed, security camera systems enhance overall campus safety and security, deter crime, and otherwise support the protection of people and property. IT Services staff are in the planning stages to upgrade the existing security camera surveillance systems located in the Dunedin Library, the Fleet Services, Solid Waste and Sheriffs Garage Compound, as well as the Hale Senior Activity Center. New security camera systems have already been installed or upgraded at the City Clerk's Office, Planning & Development, Engineering, MLK Rec Center and the Dunedin Community Center. All camera systems will include motion-sensors, extreme high-definition video quality, night-vision, as well as alerting authorities during after-hours events.
- **Fiber Cabling Project for Dunedin Stirling Links and Dunedin Golf Club** – The IT Department is reviewing plans to install City-owned fiber optics cabling into the Stirling Links Golf Driving Range and to the Golf Club, both located on Palm Blvd. The fiber cabling will allow both facilities to be connected to the City's secure data and voice infrastructure.
- **Data Backup & Disaster Recovery System** – The IT Department is researching a new system for backing up computer data, storing it in a secure governmental cloud location and having the ability to recover and restore the network infrastructure and/or data from a secure encrypted site that is immune to ransomware. If approved, this project will be implemented in FY20.
- **Telecommunications Services Review** – The IT Department is currently reviewing all of the City's telecommunications invoices determine where reductions can be made to save on monthly costs for phone services. The goal is to save the City 50% in monthly telephone expenses.



PLANNING & DEVELOPMENT DEPARTMENT

Zoning Division

- Zoning staff responded to the following requests for information in February:
 - Zoning & Land Use Inquiries: 229
 - Short-Term Vacation Rental / Transient Use Inquiries: 30

- Zoning Verification Letters: 2
- Address Changes: 1

Building Division

February 2020

PERMITS		
Total Permits Issued		530
Total Permit Fees Collected		\$123,868.50
Total Valuation of Construction		\$6,601,300.00
Permits by Group:	NUMBER	VALUATION
Building Permit	289	\$5,463,664.00
Electrical Permit	36	\$207,784.00
Fence Permit	25	\$108,238.00
Gas Permit	1	\$3,275.00
Mechanical Permit	137	\$676,143.00
Plumbing Permit	56	\$111,646.00
Sign Permit	5	\$13,800.00
Tent Permit	1	\$250.00
New Construction by Building Type:	NUMBER	VALUATION
New Single Family Residences	1	\$1,200,000.00
New Two-Family Residences	0	\$0.00
New Multi-Family Residential Buildings	0	\$0.00
New Mobile Homes	0	\$0.00
New Commercial Buildings	0	\$0.00
New Mixed-Use Buildings (Commercial & Residential)	0	\$0.00
BUILDING INSPECTIONS		
Building, Electrical, Gas, Mechanical, Plumbing:		NUMBER
TOTAL		1,075
LOCAL BUSINESS TAX RECEIPTS		
	NUMBER	TAXES
New Business Tax Receipts	12	\$1,413.05
Renewed Business Tax Receipts	103	\$783.13

Code Enforcement Division

- Code enforcement staff performed 61 inspections, responded to 7 public records requests, opened 12 new cases and closed 34 existing cases in February.
- February 4, 2020 Code Enforcement Board Meeting Actions:
 - Affidavits of Compliance Accepted: 5
 - Old Business Cases Heard: 4
 - New Business Cases Heard: 9
 - Reconsideration of Fine Requests: 4
- The Code Enforcement Board collected \$1,167.18 in unpaid fines and fees in February.
- February 4, 2020 City Commission Work Session Actions:
 - Calvin, Giordano & Associates (CGA) presented their final report regarding the Code Enforcement Process Review to the City Commission for comments, questions and direction.
- February 18, 2020 City Commission Work Session Actions:
 - Approved an Agreement for Conditional Release of the code enforcement lien for property located at 1441 Georgia Avenue.

Planning Division

- February 6, 2020 City Commission Regular Meeting Actions:
 - Approved Second Reading of Ordinance 20-04 to rezone the property located at 1341 Bayshore Blvd. from Multi-family Residential 15 (MF-15) to Planned Residential Development (PRD).
- February 18, 2020 City Commission Work Session Actions:
 - Staff presented the following item to the City Commission for comments, questions and direction:
 - ❖ Comprehensive Plan Update – Future Land Use Element.
- February 20, 2020 City Commission Regular Meeting Actions:
 - Approved First Reading of Ordinance 20-06 – Historic Landmark Designation for the Willis S. Blatchley House at 232 Lee Street.
 - Approved First Reading of Ordinance 20-09 – Historic Landmark Designation for 645 Loudon Avenue.
 - Approved First Reading of Ordinance 20-05 – Historic Landmark Designation for 204 Scotland Street.
 - Approved First Reading of Ordinance 20-10 – Historic Landmark Designation for the Andrews Memorial chapel at 1899 San Mateo Drive.

PUBLIC WORKS AND UTILITIES DEPARTMENT:

Engineering Division:

Utilities Section

- **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.
 - In February 2020, construction continued on the water treatment plant.
 - Cable & wires were pulled in cable trays to connect new equipment to power & controls.
 - The GAC filters and valve tree were installed on the newly poured concrete pad.
 - The concrete pad for the existing CIP system was demolished in preparation for the installation of the new permeate flush system.
 - The west ground storage tank was resurfaced and coated.
 - Coating application commenced on interior and exterior walls. Installation of new LED lighting for some process rooms was completed.
 - A new 30” RO feed line was installed.
 - The new sludge tank installation commenced & was completed to approximately 80%.





- **SR-580 Water Main Tie-Ins**

- The City is replacing an existing 24” water main that was installed in 1984. The main is oversized, difficult to get to, and has no interconnections. Due to these factors, the City will replace the main with an appropriately sized main and establish interconnections to other mains in the area to improve hydraulics and water quality.
- The City received the Basis of Design Report from Cardno in February. Pending review, staff will hold a review meeting with the consultant and initiate the 30% design phase.

- **Lift Station #20 & #32 Rebuild Project –**

- Both lift stations are undersized, prone to overflow during heavy rain events, and located adjacent to a waterway. The rebuild of these lift stations will be appropriately sized, provide emergency backup pumping, and reduce impacts on public waterways.
- Comments on the 30% design deliverables were returned to the consultant for incorporation into the 60% design submittal.

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

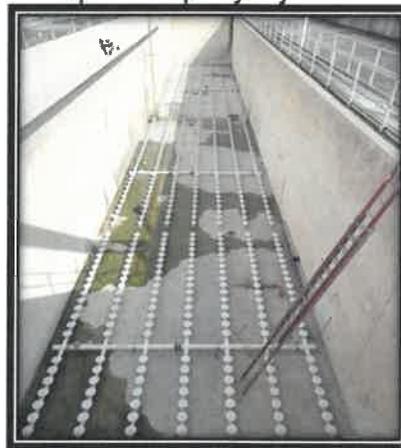
- This project consists of upgrades to the City’s existing PLC’s and ‘InTouch’ application in the Advanced Wastewater Treatment Facility (AWWTF) and Collections system. The work includes: materials, installation, testing, and commissioning of existing Local and Remote Telemetry Units, PLC’s, network 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 –**

- This project replaced an aged force main from Lift Station #3, located in Weaver Park, including some modifications to the Lift Station wet well. The existing force main was cast iron and was originally installed in the 1960’s. Failure of that aged pipeline (either by pipe break or leak) would have resulted in an unauthorized raw sewage discharge and presented a public health hazard. The replacement force main consists of HDPE and PVC pipe.
- The new force main has been installed and has been placed into service. Construction of the gravity main and lift station wet well modifications are complete.
- Final restoration is underway, and is expected to be completed by mid-month.



- **Wastewater Lift Station #20 Force Main Replacement**
 - This project will replace the aged force main from Lift Station #20, which is constructed from a thin-walled PVC pipe that is prone to breakage. In addition, a portion of the forcemain is located under CR-1, which will be resurfaced by the County in the near future. Thus, replacement of the forcemain is required prior to resurfacing. Parallel to the forcemain replacement, the City will install a new fiber optic line to the new Emergency Operations Center, which will reutilize portions of the existing forcemain to reduce costs.
 - Comments on the 30% design deliverables were returned to the consultant for incorporation into the 60% design submittal.
- **Wastewater Treatment Plant (WWTP) – 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 WWTP, and the electrical equipment, starters, etc., at our 44 Lift Stations. The electrical equipment at the WWTP and lift stations have reached the end of their 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.
 - Comments on the 60% design deliverables were returned to the consultant for incorporation into the 90% design submittal.
 - 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 have reached the end of useful life and require replacement. Installation of this new equipment increases reliability and operability of the system.
 - Construction has commenced. Basin #3 has been drained and demolition of the old aerators was completed. Existing Sludge and grit has been removed. New wall coatings have been applied and new aerators and piping have been installed. Upon draining Basin #3, several leaks were discovered that required epoxy injection to repair.



Basin #3

- **Wastewater – Beltrees Street & Eagle Lane Sanitary Sewer Extension**
 - The City is extending sanitary sewer service on Beltrees Street, between 2nd Avenue and 3rd Avenue, and on Eagle Lane, between Birdie Lane and Curlew Road. These extensions will add customers and allow for abandonment of existing septic systems.
 - Currently shop drawings are being submitted by the contractor and reviewed by the City. We anticipate work to begin on Eagle Lane by mid-March.

- **Wastewater – Friendly Lane Water & Sewer Extension**

- The City is extending potable water and sanitary sewer service on Friendly Lane north of SR-580. These extensions will add customers and allow for abandonment of existing septic systems and private wells.
- Bids were received from three contractors for the work on Friendly Lane. The construction contract was awarded by the Commission on March 3, 2020. Work is scheduled to take place during the Pinellas County School System spring break.

Roadway Section

- **Milling & Overlay** – The 2019 annual paving contract was awarded to Gator Grading & Paving LLC, on October 15th, for \$823,217. A Pre-Construction meeting was held, a Notice to Proceed was issued on January 13, 2020, and work has commenced on Baywood North. The project is anticipated to be completed by May.



Baywood North

- **FY20 Pavement Management Program** – Staff is in the planning stages for fiscal year 2020 brick, milling & paving, crack seal, micro surface and FDR plan and contract preparation.
 - **Brick Streets:** A section of Santa Barbara, south of the intersection with San Salvador, has been prioritized for brick street restoration. Geotechnical testing was completed in October and January and indicated underlying clay soils and a degraded lime rock base. The clay and degraded base is causing pot holes and depressions. Survey to provide elevations and utility locations for gutter replacement and driveways is complete. Staff has met with the City of Tarpon Springs for information on their recent brick street restoration experience and costs. A road design consultant is providing an alternative to full removal of unsuitable soils with their results expected in early March. Plan drawings are expected to begin once the alternative design is addressed, followed by a cost estimate, by end of March.
 - **San Salvador:** San Salvador, between Patricia Ave and Bass Blvd, has been identified for milling and paving, and full depth reclamation (FDR). Inspection of gutters and inlets is complete. Public Services have requested replacement of cross pipes as part of the street restoration and will be part of the design, which is underway. Surveying is currently underway, and geotechnical testing is being procured. Once received, design is anticipated to begin in March.
 - **St. Catherine Dr.:** Portions of St. Catherine Drive are failing due to subsidence and cracking. Measures to repair the street were previously made, however the street failure continues. Geotechnical testing has revealed significant clays and peat underlying portions of the street. Staff is exploring options for full or partial removal of unsuitable soils, or an alternative method of partial removal with membrane stabilization. Additional geotechnical testing is underway; design to commence following receipt of that data.

- **Rejuvenation:** The FY20 contract for rejuvenation of streets paved in FY19 has been approved and the work was completed in November 2019.
- **Milling & Paving:** FY20 Milling & Paving street selection is underway using the Agile Assets software to prioritize streets. The target release of the bid is in May, after costs for Santa Barbara and San Salvador are determined as that will identify remaining funding.
- **Crack Seal & Micro Paving:** FY20 street selection for crack seal and micro paving is underway using the Agile Assets software to prioritize streets. The target release of the bid is in May.

Drainage / Interdepartmental Support

- **Marina Sediment Removal Project** – Phases 1 and 2 (regulatory approvals) are complete. The City approved the award of consultant services with Wood Environmental for preparation of plans, bid docs, and construction administration assistance. Bids were released in January. Bid opening was February 27, 2020. Bids were being reviewed at the time of this update. A recommendation for award of bid is anticipated to come before the Commission for approval at the end of March.
- **Hammock Park Bridge Replacement** - This project will replace two existing wooden bridges over the east / west drainage ditch (Channel A) with aluminum bridges. The Commission awarded the contract in October 2019. Work has commenced and is anticipated to be completed by the end of April. The two new bridges have been delivered to the site. The Cedar Creek Bridge concrete abutments will be poured the week of March 9th. The trail is currently closed until completion of the project.



- **Brady Drive:** The City assigned DRMP, Inc., (one of the City's GEC firms) a task to provide a Preliminary Engineering Report (PER) to investigate elevating Brady Drive and conveyance alternatives where Jerry Branch passes under the road. DRMP will provide at least three alternative designs along with cost estimates. The PER will provide a cost/benefit which will allow staff to evaluate to merit of moving forward with the project. The PER is scheduled to be final by April 2020.
- **Community Center Parking Lot:** The Parks Department has requested the Engineering Division to investigate expanding the number of parking spaces at the Community Center, and address the paving of the existing gravel parking areas. A scope of work is being developed with GFY, Inc (one of the City's GEC firms) to provide options, design, and permitting services.
- **Golf Cart Barn**
 - Construction has commenced for the Golf Cart Barn. Currently, the contractor is working on placing and compacting new fill material for the slab. It is anticipated the project will be completed in June.



Development

- **Site Infrastructure / Development Review Participation:**
 Projects discussed / researched as part of DRC meetings – (4)
 Site / Infrastructure plan sets reviewed – (2)

Public Services Division:

Streets Section

- Continued new installations and repair of concrete sidewalks (2649 SF).
- Completed sidewalk grinding in the Countrywoods Subdivision.
- Removed / replaced military and event banners.
- Staff completed right-of-way tree trimming in Spanish Trails and Spanish Manor subdivisions and continues in the Countrywoods subdivision.
 - Trimmed and hauled tree canopies for roadway clearance Citywide
 - Trimmed hardwood trees and palms (14.5 tons hauled).
- Continued Traffic Sign & Post maintenance Citywide:
 - Manufactured (93) new signs, and replaced (63).



- Repaired utility cuts for the Water and Wastewater Divisions (12 Repairs).
- Continued hauling concrete and asphalt to recycling plant, as needed (100.3 tons hauled).
- Continued hauling road base material into street yard (49 tons)
- Sent 2 employees to Arborist Electrical Safety class
- Painted crosswalks at Beltrees St and Douglas Ave
- Provided Special Event support – Arts and Crafts, Mardi Gras, Achieva Shredfest

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 water leak in the Community Center Men's Restroom
- Custom built and install a public notice board for the City Clerk
- Repaired lighting on Little League field #4
- Replaced electric room exhaust fan motor at the Library



- Performed Citywide fire extinguisher re-certifications
- Replaced Highlander Pool and Splash Park feature pumps / motors
- Replaced Causeway restroom doors and automatic locks
- Repaired center bay door motor at Fire Station #61



- Repaired Studio "I" A/C at the Art Center
- Repaired Pioneer Park outdoor stage lighting
- Setup and worked the Mardi Gras special event
- Repaired water main leak at the Marina Park restroom
- Repaired exterior bay lighting at Fire Station #62
- Painted Causeway Restroom
- Setup for the Midnight Madness special event
- Performed bi-annual exhaust hood inspections Citywide
- Repaired A/C in Art Center Café
- Installed new ice machine at Parks Maintenance Facility
- Began carpet repair on the Community Center ramp

- Replaced hand dryers in the Highlander Restroom
- Repaired damaged underground electrical at the MLK playground



- Repaired MCC Room A/C units at the Water Plant
- Performed PM on the A/C units for the City Hall Commission offices
- Setup and worked the Spring Fling special event
- Replaced potable shutoff valves at the Nature Center and at the Fleet Services building
- Continue HVAC apprenticeship and internship programs with Pinellas Technical College
- Responded to maintenance requests Citywide, as needed.

Stormwater Section

- Continued slope ditch mowing
- Continued ROW mowing
- Continued residential street sweeping activities
- Continued catch basin repairs Citywide (5).
- Cleaned catch basins during rain events
- Continued residential street sweeping activities:
 - Hauled 25.0 tons / 56 cubic yards of street sweeping debris to the County landfill.
 - Hauled 2.1 tons / 3 cubic yards of catch basin debris to the County landfill.
- Continued ditch maintenance Citywide.
- Installed 100 LF of underdrain at Eco Village.



- Continued stormwater pipe maintenance and repairs Citywide.

Stormwater Program Coordinator

- Coordinated and held a meeting with Jones Edmunds & Associates (JEA) pertaining to costing of the BMP's to be recommended in the final Stormwater Master Plan update.
- Provided input in the drafting of budget line items and CIP project sheets for the FY21 budget.
- Participated in the Stirling Links public input planning meeting.

- Completed the Florida Stormwater Association (FSA) biannual Stormwater Utility Rate study.
- Participated in the FSA Board of Directors quarterly meeting.
- Renewed the Aquatic Plant Control Permit through the Florida Fish and Wildlife Conservation Commission.
- Participated in the DREAM Plan meeting to map out the format to create the Dunedin Resilient Environmental Action Master Plan.
- San Mateo / Douglas Ave Pond project progress:
 - JEA has submitted a draft memo pertaining to the amount of material to be removed from the pond based on field survey results.
- Reviewed four (4) projects for DRC concerning stormwater permitting through FDEP and the SWFWMD. Also provided information to developers regarding the need for proper BMP's during construction.
- Reviewed one (1) project for Infrastructure Review, to inform the developer of potential site contamination, permit requirements through FDEP and/or the SWFWMD, and proper BMP's.

Solid Waste & Recycling Division:

- 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 conducted a site visit at D-Town Restaurant to discuss recycling options, diversion strategies, and recycling education opportunities.
 - Staff continues to forward service inquiries from nearby unincorporated residents to Pinellas County Solid Waste: <http://www.pinellascounty.org/solidwaste/garbage-collection.htm>
- Staff (Laura Barron) participated in the focus group that drafted Citywide Customer Service Standards in alignment with the City's Core Values. A Customer Service Standards workshop was held to define 5-7 service standards all City employees will be expected to implement in order to ensure consistent delivery of quality service. Citywide training is currently underway.
- The Solid Waste Division partnered again with Achieva Credit Union to hold its annual free secure shredding event; Shredfest. This year's event was a great success and achieved record breaking numbers: Shredded and recycled 48,145 pounds of paper from 1,400 vehicles, and raised \$2,306.62 in donations toward the Achieva Foundation, which supports classroom grants for Pinellas County schools. The City of Dunedin and Achieva Credit Union are very appreciative of the 23 ROTC cadet volunteers from Dunedin High School that assisted in directing traffic and unloading vehicles.



Sustainability Program Coordinator:

- Join the City for its 2020 Sustainability Speaker Series! It will be a year filled with sustainability-themed presentations and workshops including rain barrels, garden to table, solar power, electric vehicles, stormwater, composting, landscaping, and more! For a detailed calendar and more information visit www.DunedinGov.Com/GreenScene or call 727-298-3215 x1324.

- The Residential Rooftop Solar Presentation on Wednesday, February 19th provided residents with information about how solar power works, how to obtain solar power, and how to apply for the City's [Solar Rebate](#).



- Dunedin's Resilient Environmental Action Master Plan (DREAM) will be a detailed plan to serve as a guideline for sustainable initiatives and goals. The plan will bring cohesiveness to the various sustainable initiatives, and be used as a roadmap to help the City reach its environmental goals. This initiative will incorporate discussions and plans for the City's 'Ready for 100' commitment. Keep an eye on the City's [Environmental Calendar](#) to view details about the next public meeting.
- Know of a business, community member, student, or friend who goes above and beyond for the environment? Nominate them for the Environmental Advocate Award! The City of Dunedin would like to recognize businesses and community members for being green. Deadlines for submissions are March 20th. For more information and to submit, visit the [Green Business](#) page on the City's website.



- The Committee on Environmental Quality (CEQ) and City have partnered to create the 1st Annual Dunedin Green Scene School Challenge. All Dunedin public students are eligible to participate in the challenge of reducing waste in their community. For more information visit [Dunedin Green Scene](#) or contact Natalie Henley at nhenley@dunedinfl.net or by phone at 727-298-3215 x1324.



- The City has partnered with Blue-Green Connections, a local non-profit that works to educate and responsibly protect the land and water. The [Florida Gulf Coast waters have recently been declared a "Hope Spot"](#) and the City of Dunedin is the "Home City!" A Hope Spot is a special place that is critical to the health of the oceans, and the oceans are critical to the health of the planet. The Florida Gulf Coast Hope Spot is a place that deserves our attention. Through the Hope Spot designation, Blue-Green Connections is encouraging students to think about the importance of our waters and how to keep them healthy. Hope for the Future applications are now available! Visit the [Sustainable Schools](#) page on the City's website.



- Staff continues to educate the community on environmental programs. Staff recently presented on Dunedin's sustainability programs to the National Organization of Women North Pinellas Chapter.
- Outreach events:
 - [Dunedin Stormwater: Water Quality & You](#)
 - Monday, March 16th, 2020 beginning at 6:00 PM at the Dunedin Public Library (Room A) (223 Douglas Ave, Dunedin, FL)
 - [Landscaping for Wildlife](#)
 - Monday, March 30th, 2020 beginning at 6:00 PM at the Dunedin Public Library (Room A) (223 Douglas Ave, Dunedin, FL)
 - [Garden to Table](#)
 - Monday, April 20th, 2020 from 6:00 PM – 8:00 PM at the Dunedin Public Library (Room A) (223 Douglas Ave, Dunedin, FL)
 - [Backyard Composting in the City](#)
 - Saturday, May 16th, 2020 from 10:00 AM to 11:00 AM at the Dunedin Public Library (Room A) (223 Douglas Ave, Dunedin, FL)
 - [Rain Barrel & Bee Bath Workshop](#)
 - Saturday, June 13th, 2020 beginning at 10:00 AM at the Dunedin Community Garden (1040 Virginia St, Dunedin, FL)
 - [Reduce, Reuse, Recycle](#)
 - Saturday, June 20th, 2020 from 10:00 AM – 11:00 AM at the Dunedin Community Center (Aberdeen Room) (1920 Pinehurst Rd, Dunedin, FL)

Wastewater Division:

Plant Summary

- **Wastewater Treatment flows:**
 - Influent Average Daily Flow: 4.338 Million Gallons
 - Influent Monthly Total Flow: 125.798 Million Gallons
 - Reclaimed Water Average Daily Flow: 3.110 Million Gallons
 - Reclaimed Water Monthly Total Flow: 90.189 Million Gallons
 - Final Effluent Average Daily Flow: 1.251 Million Gallons
 - Final Effluent Monthly Total Flow: 36.288 Million Gallons
- **Maintenance and Repairs:**
 - Plant operators are conducting annual painting of all above ground piping at the Wastewater Treatment Plant (WTPP).
 - Outside Contractor – Razorback, LLC completed the sandblasting and recoating of the South Clarifier.
 - Contractor – WPC (Water Processing Contractors) is rehabbing Aeration Tank #3. WPC has removed all sediment from the tank and has installed all new diffusers and stainless steel anchor supports.

- Maintenance staff drained & cleaned both the East & West chlorine contact chambers.



South Clarifier: Before sandblasting



After final coating on South Clarifier



New Sanitaire diffusers being installed in Aeration Tank #3

- **Compliance:**

- January 2020 Discharge Monitoring report submitted to FDEP via EZDMR; [No Issues].
- Wastewater / Engineering are working with Ardurra on our City WWTP permit renewal.
- Staff attended FDEP (Florida Department of Environmental Protection) “Focus on Change” meeting in Haines City. The City of Dunedin WWTP received the 2019 FDEP Plant Excellence Award.
- EPA Annual sludge report submitted for 2019; [No Issues].

Collections Summary

- **Scheduled repairs:**

- Lateral and main line repairs: (3) – 1535 Cottonwood Terrace, 725 Wood Street, and San Salvador M/H #40.
- Lateral liners installed: (4) – 2043 Glenbrook Drive, 1383 Overlea Drive, 1585 San Christopher Drive, and 1535 Cottonwood Terrace.
- Descaling laterals with Picote System: (4) – 1229 Little John Lane, 1140 Overcash Drive, 1635, Amberlea Drive South, and 1015 Idlewild Drive South.
- Continue working on the Mini-Scout List.
- Responded to citizen blockage calls (25) and continued with preventative maintenance inspections.

- Sunshine 811 locate tickets (283).
- Continue to perform routine maintenance Citywide.



Clean out install



Main line drop joint repair

- **Vac / Cleaner Truck:**

- Cleaned Grids: (8) – SE 25 Wynnewood Drive, NE 36 Indigo Drive, NW 25 San Christopher Drive, SE 22 San Mateo Drive, NE 25 Overcash Drive, NW 26 Patricia Avenue, NE 15 Paula Drive, and SW 35 Patricia Avenue.
- Helped T.V. Truck Crew install liners.
- Cleaned wet wells at LS (lift stations) #'s 22, 15, 19, and 12A.
- Total cleaned: 2,791 linear feet (LF) and applied ROOTX in 799 LF of sewer mains.
- Helped contractor at LS # 3 to mud and coat the wet well.
- Continued to perform routine maintenance Citywide.



Vac Truck laying out line

- **TV Truck:**

- Rear easement clean out install at 1630 Amberglenn Drive.
- Televised main lines in NE 36 Indigo Dr, NE 25 County Rd 1, and SE 27 Grant St.
- Sectional liner installed: SE 24 Solon Avenue (10"x7"), NE 34 Scotland Street (8"x7"), and SE 24 Dinnerbell Lane East (8"x10").
- Completed Manhole inspection sheets for rehab list.
- Total televised: 8,160 LF, with 31 set ups.
- Continue to perform routine maintenance Citywide.



Main line sectional liner installs.

- **Lift Stations:**

- LS (lift station) installed petcock for pressure gage and cleaned swing check.
- Set up bypass for LS #3, working with the contractor, cleaned wet well, and removed by-pass. LS #3 work is now completed.
- De-ragged pump #1 at LS #30.
- Installed and replaced Transducer at LS #23
- Downloading and backing up programs on all stations is on-going.
- Continued checking telemetry on computer and printed reports daily.
- Continued preventative maintenance Citywide:



Pressure gage installation at LS #16



Cleaning swing check at LS #16

Water Division:

Water Production

- **Production Numbers:**

- Average Daily Potable Water Production: 3.62 Million Gallons
- Monthly Potable Water Production: 105.10 Million Gallons
- Annual YTD Potable Water Production: 215.77 Million Gallons
- Annual YTD Rainfall: 3.41 Inches
- Monthly Rainfall Total: 2.45 Inches

- **Maintenance:**

- Operators continued normal preventative maintenance program on plant equipment.

- **Noteworthy Events:**

- Overland Contracting, Inc. / Wharton-Smith continued construction activities at the Water Treatment Plant.

Water Distribution

- **Maintenance and Repair** – The annual backflow testing program is 18% complete, with approximately 1,489 backflows tested for the calendar year. The large meter program is 95% complete, with 69 large meters tested for the calendar year. This year, the Hydrant Program has installed 0 new hydrants, repaired 6, replaced 0, painted 94, and flow tested 10. During this time period, the Valve Program exercised 190 valves. For the year; the Valve Program has installed 0 new, replaced 2, repaired 2, and exercised 190 potable and 0 reclaimed distribution valves.

Wellfield

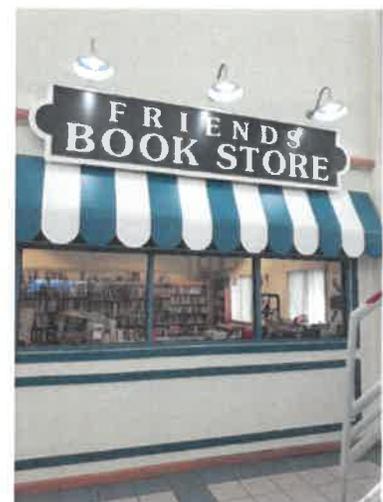
- Ardurra (*formerly King Engineering*) is currently developing the engineering drawings for the design and renovation of Well #1 with a new pump/motor, piping, and electrical features.
- A new flowmeter has been ordered for Well #16. We expect the new meter to be received and installed in March 2020.
- Expanded parameter sampling was completed in February 2020 for all City production wells.
- Contractor – Westcoast Roofers will replace the roof for the Well #55 (well house).
- The 2019 Annual Wellfield report is currently being drafted.

DUNEDIN PUBLIC LIBRARY

- 642 people visiting the Branch Library at the Community Center
- Notary Service at Library –19 stamps
- Delivered 103 items to 17 users of our Homebound Delivery Service
- Dunedin Youth Volunteers donated 266.75 hours of their time
- Adult Volunteers donated 166.25 hours of their time
- 393 patrons utilized the study rooms
- 50 seeds packets “checked out”
- E-books and e-audiobooks checked out - 3634
- Interlibrary loan books obtained for Dunedin Patrons – 47 books
- Proctored 1 exam
- Responded to 34 prison reference letters
- 112 DVDs/CDs cleaned and put back into circulation
- Webinars: Basic Book Repair, Passive Aggressive Behavior, Online Information, Rethinking Technical Services, Library patron data and privacy, Coordinating Author events, Best of Children’s books and Customer Service
- Staff attended the following meetings: Commission Meeting, Weekly City Department Head Meeting, weekly Library Management Team meetings, Library Advisory Committee, Friends of the Library, Library Foundation, Tech Class Planning, Next Level Supervisor, TBLC Networking Experience, Munis Training, Cataloging Special Interest Group, Adult Special Interest Group, eContent, Youth Services Special Interest Group, Juvenile Welfare Board and Communications
- Completed cataloging Dunedin Fine Art Center library materials
- Staff attended Curtis Fundamental and Garrison Jones Elementary SAC meetings
- Held Library Staff Training Day
- 24 Voter registrations submitted to Supervisor of Elections
- Hosted Youth program, Gaming with Cops, with Dunedin Community Police Officers
- Hosted Florida Humanities program – Stories of Florida – Con Sabor!
- Hosted cereal drive for Garrison Jones Elementary student for Dunedin Cares
- AVI/SPI working on library meeting room sound system and electrical work completed
- Presented Martin Luther King Jr. Essay Winners at Commission meeting
- Hosted Friends of the Library Book Sale
- Signage installed for restrooms and WW1 exhibit
- Friends of the Library Façade updated

STATISTICS

Door Count	25,658
Total Transactions	82,325
Average Circulation Per Hour	156.31
Adult and Youth Programs	104
Program Attendance	2606
Internet Usage (Adult & Youth)	2923
Wireless Usage	5648



HUMAN RESOURCES

- **Recruitment & Selection:**
 - Total applications received: 490
 - Ongoing Positions Posted:
 - Lifeguard I & II positions are seasonal and open until filled.
 - Recreation positions are seasonal and open until filled.
 - Re-Posted Positions
 - Mechanic
 - New Positions Posted:
 - Sr. IT Tech
 - Recreation Leader III
 - Public Works & Utilities Inspector
 - Positions in the Selection Phase:
 - Mechanic
 - Solid Waste Driver/Loader
 - Transportation & Traffic Engineer
 - Sr. Public Works Designer
 - Head Lifeguard
 - Technical Support Assistant
 - Parks Maintenance Worker I
 - Parks Maintenance Worker PT
 - Employees hired during February:
 - Guillermo Barroso- Mail Clerk 2/12/2020
 - Alexis Seykora- VOD Lifeguard 2/17/2020
 - Bailey Brannen- Library Aide 2/20/2020
 - Brianna Colucci- Library Aide 2/20/2020
 - Philip Milner- Fire Inspector 2/26/2020
 - Deborah Merchant- Recreation Leader II 2/27/2020
 - Employee Promotions during February:
 - Jason Judd- Lead Wastewater Plant Operator 2/19/2020
- **Employee Benefits:**
 - Self-Insured Medical Claims Experience: Total Paid Medical & Pharmacy claims for February was \$294,224.05, which is 77% higher than January's totals. The average weekly claims for February were \$ 73,556.01.
 - 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 2/29/2020

	<u>Employee Count</u>	<u>Participation Level %</u>
Platinum	34	11%
Gold	43	14%
Silver	60	20%
Bronze	84	28%
Blue	82	27%
Total Eligible Employees	303	100%

- **Family Medical Leave Act (FMLA):**
 - Number of Employees with approved/pending FMLA: 21 - (Regular - 5, Intermittent – 16, Pending - 0). Number of new requests in February: 1
- **Other (Non-WC, Modified Duty)**
 - Number of employees currently working on a modified schedule (some restrictions) – 1
- **Records Requests: 2**
- **DROP (Deferred Retirement Option Program):**
 - Number of Employees in DROP: 18
 - Employees who entered DROP during February: 0
- **Performance Management:**
 - Number of Disciplinary Actions: 3
- **Employment Separations (Regular Full- and/or Part-Time):**
 - Number of Separations from Employment: 4
- **Risk Management:**
 - Workers' Compensation:
 - ✓ Number of new workers' compensation claims: 4
 - ✓ Total current open workers' compensation claims (2020): 2
 - ✓ Employees on light duty: 1
 - ✓ Employees out of work: 0
 - Property/Liability/Motor Vehicle Claims:
 - ✓ New Property/Liability Claims: 1; total open cases = 0
 - ✓ 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) = \$ 3,089.30.
- **Safety:**
 - 122 Online safety training courses were completed by 95 employees during the month of February.

Development Project Update 2-7-20

Current Projects - City Commission Review			LPA	CC 1st	CC 2nd	under const	% comp
Aberdeen Oaks	1441-1461 Virginia St	20 single-family home subdiv	√	√	√	Yes	87%
Arcadia	265 Causeway Blvd	16 4-story condos	<i>on hold - infrastructure expired</i>			Yes	5%
Beyond the Wall B&B	520 Skinner Blvd	adding 3 add units	√	√	√	No	0%
Courtyard on Main	<i>-amended</i> Main/Douglas/Monroe	18 condos; retail; parking gar	<i>infra. cond. app.; 1 permit approved</i>			No	0%
Dunedin Cove	93 Lexington Ave	20 single-family homes	√	√	√	Yes	85%
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>will be submitting soon</i>		No	0%
Highland Crossing THs	968 Highland Ave	15 2-story townhomes	3/11/20	4/2/20	4/16/20		
Oak Bend Townhomes	801 Main St	32 townhomes	<i>infrastructure under review; demo comp.</i>			Yes	5%
Pura Vida (now Mira Vista)	1413 Bayshore Blvd	7 townhomes replacing bunc	√	√	√	Yes	75%
Sea Palms <i>-amended</i>	2624 Paula Dr N	9 townhomes <i>ARC on 11/5/19</i>	√	√	√	Yes	60%

Current Projects - Staff Review Only			Comments	under const	% comp
630-643 Athens St	630-643 Athens St	4 single-family homes with shared drive	<i>under construction</i>	Yes	40%
1523 Bayshore Blvd	1523 Bayshore Blvd	add 4 tiny homes for vacation rentals - TF	<i>infrastructure under review</i>	No	3%
Beach Brewery	2058 Bayshore Blvd	Nano-brewery in existing bldg	<i>permit under review</i>	Yes	5%
Blue Jays player complex & training facility		rennovations, etc	<i>infrastructure approved</i>	Yes	60%
Carriage House	1040 Broadway	convert to event venue	<i>new permit under review</i>	No	80%
Crown and Bull	319 Main St	outdoor dining	<i>BAA 2/19/20</i>	No	0%
EOC	Belcher	EOC and future training	<i>infrastructure & permit cond. approved</i>	No	5%
526 Frances St	526 Frances St	demo existing home; build 4 THs	<i>permit approved</i>	No	0%
Government Center	737 Louden Ave	holding meetings w/committees & public	<i>Bldg demo'ed</i>	No	1%
227 & 229 Hancock St	227 & 229 Hancock St	keep SF home and add duplex		Yes	90%
962 Highland Ave	962 Highland Ave	4-unit apt building/vacation rental	<i>permit app'd; not issued</i>	No	0%
1385 Lady Marion Ln	1385 Lady Marion Ln	Warehouse/shop	<i>infrastructure under review</i>	No	0%
Retail strip center	1440 Main St	demo bldg, replace w/retail bldg (pizza & urgent care)	<i>permit issued</i>	Yes	5%
San Ruffino TH	1340 Bayshore Blvd	finish 7 townhomes previously approved, but never built	<i>Site work begun</i>	No	10%
TüKrö Coffee	472 Wood St	previous tatoo parlor to be converted to coffee shop	<i>permit under review</i>	No	0%
Whiskey Cartel	1600 Main St	fully C.O.'ed, but not open		Comp.	100%

Potential Future Projects - City Commission Review			Comments
1040/1046 Bass Blvd	1040/1046 Bass Blvd	10 condos	
1405 Bayshore Blvd	1405 Bayshore Blvd	Mira Vista Ph II - 8 THs	
491 Causeway Blvd	491 Causeway Blvd	51-unit hotel (for the Blue Jays)	
Douglas & Lyndhurst	Douglas & Lyndhurst	4 Airbnb units over 4 commercial units	
521 Howell St	521 Howell St	5 condos	
424 James St	424 James St	3 townhomes: rezone to PRD, design review	

Potential Future Projects - Staff Review Only			Comments
929 Broadway	929 Broadway	current HOB - condos; 4-story mixed use residential over commercial	
Causeway at Woodette	Causeway at Woodette	4 townhomes	
Ceiliah	990 Broadway	indoor market (see Armature Works)	
The Foundry	351 Albert St	6 short-term (container) rental units	
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	
504 Skinner Blvd	504 Skinner Blvd	demo Hair Factor, build commercial with 3 Airbnb units above	

To: Jennifer Bramley, City Manager
Thru: Doug Hutchens, Deputy City Manager
From: Jeffrey Parks, Fire Chief
Date: March 2, 2020
Re: Monthly Report for February 2020

Fire Prevention Division:

Fire Prevention staff worked closely with the Blue Jays personnel and contractors for the renovation project to ensure the timely completion of the project for opening day at the TD Stadium.

Dunedin Fire welcomes Philip Milner to the Fire Prevention team as the newest fire inspector. Philip comes to Dunedin from St. Pete Beach where he served as a lieutenant/paramedic and a fire inspector. Philip will work closely with current fire prevention staff during the training period.

Projects completed:

- Dunedin Stadium – Douglas – Renovation

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
- Blue Jays Player Development Center – Solon Ave – New Construction
- Kellys Chic-A-Boom – Outdoor Renovation – 319 Main St.
- Dunedin EOC – New Construction
- San Ruffino Building 3 & 5 – New Construction – 1340 Bayshore Blvd
- City Municipal Building – New Construction – 737 Loudon Ave.
- Pheifer Warehouse – New Construction - 1385 Lady Marion Ln
- Vacation Villas – New Constuction – 1523 Bayshore Blvd
- Spalding Warehouse – New Construction – 1375 Spalding
- Pizza Restaurant – Renovation – Broadway
- Hotel – New Construction – 491 Causeway Blvd
- Townhomes – New Construction – 1405 Bayshore Blvd

Fire Prevention Staff Activities:

Inspections – 34	Fire Investigations – 0
Re-inspections - 1	Event Inspections – 10
Fire extinguisher training – 0	Fire Safety presentations – 1
Plans Reviewed – 35	Station Tours – 1
Construction Inspections – 28	Pub. Ed Contacts (Total) – 15
Final Inspections/BTR - 5	Hurricane Awareness presentation - 0
Meetings / Consultations – 40	Home Safety Checks/Smoke Alarm Install - 0
Referrals / Complaints - 5	

Training and Safety Division:

- Monthly station inspection forms completed in Check It
- Attended North County Training (NCT) group meeting to plan NCT Live Fire drills
- Attended Pinellas County Training Chiefs meeting
- Updated Target Solutions Bulletin board
- Completed monthly EMS on Target Solutions
- Attended all NCT sessions for Live Fire Training conducted over 12 nights at Station 48.
- Assisted with Mardi Gras Special event
- Completed training reports for all shifts for the month of February 2020

A Shift completed 642 Hours

B Shift completed 647 Hours

C Shift completed 466 Hours

Department total of 1755 hours (February 2020)

Operations:

Construction of the EOC/Fire Training Center continues. The footers were poured during the month and the retention pond in the rear of station 62 was started. The contractor continues to remain on schedule for substantial completion on October 28, 2020.

The new fire apparatus to replace engine 60 is nearing completion of the engineering design and assembly should begin shortly.

The Fire Department is working with Pinellas County EMS in the preplanning stages for the COVID-19 virus.

<u>Type of Incident</u>	<u>Month of Feb</u>	<u>Year to Date</u>	<u>Emer Resp by Unit</u>	<u>Runs</u>	<u>Mins</u>
Medical Incident Response	547	1099	<u>EMS</u>		
Rescue Incident Response	50	101	<u>Station 60's Area</u>		
Fire Alarm	34	78	E60	173	4:24
Fire Incident Response	16	35	E62	20	5:15
Structure Fire Response	14	36	E61	15	6:19
Special	10	11	E51 (CFD)	3	5:35
Cardiac Arrest Response	5	17	SR62	2	1:15
Water Rescue Response	10	21	SR61	2	0:20
Major Incident Response	5	14	SR60	1	0:19
Support incident (Fire)	3	5	E48 (CFD)	1	8:16
Unconfirmed Structure Fire	1	6	R48 (CFD)	1	6:41
Fire Incident Response Special	8	13	E50 (CFD)	1	7:30
Air Transport Incident	0	1	<u>Station 61's Area</u>		
Trauma Alert	5	12	E61	64	5:07
Support Incident (DC)	2	3	E60	4	6:40
Medical Incident Special	0	3	E66 (PHFD)	4	5:51
Support Incident (Medical)	6	11	E62	2	7:00
HazMat Invest	0	0	<u>Station 62's Area</u>		
Moveup - Coverage	0	3	E62	90	5:08
Special Event	0	0	E60	8	6:36
Hospital Landing Zone	2	3	E61	5	6:27
MVC Possible Extrication	1	3	E50 (CFD)	3	5:49
Brush Fire Incident Response	0	0	E65 (PHFD)	2	5:59
Extrication	0	0	ME65 (PHFD)	1	5:37
Rescue Incident Special	0	0	<u>FIRE</u>		
Rescue (Technical/Confined)	0	0	<u>Station 60's Area</u>		
Support Incident (Truck)	0	0	T60	10	6:19
Rescue (High Angle/Below)	0	0	E60	4	4:43
Auto Crash	0	0	U60	2	3:01
Extrication (Vehicle)	0	0	E48 (CFD)	1	6:42
Code H	0	0	<u>Station 61's Area</u>		
	Totals	719	1475		
			E61	6	6:23
			E60	2	6:13
			T60	1	9:29
			<u>Station 62's Area</u>		
			E62	3	4:07
			T60	1	8:20

21 (3.6%) of the 583 calls within the DFD District were handled by units other than DFD.

“Thank You” notes to staff from the community~

#1

From: Steven W Kambouris <@gmail.com>
Date: February 24, 2020 at 8:13:14 PM EST
To: "Bramley, Jennifer" <JBramley@DunedinFL.Net>
Cc: "Hutchens, Doug" <DHutchens@DunedinFL.Net>
Subject: [EXTERNAL EMAIL] Ata Boy

Regards

As a property owner and tax payer in the City of Dunedin I write to you wishing to Recognize one your Employees and his crew. We often use one or more of the softball fields in Dunedin to play the game we love. In particular I am referring to Fisher Field #7 under the watch and care of your employee Brian Elliott. What an outstanding job Brian and his crew do to maintain that field as well as others under his jurisdiction. Not only does he do a great job of maintaining the fields he also goes out of his way to communicate and assist us with any questions we may have. Being a business owner myself I often sought out employees who were not only hard working and loyal but also focused very hard on providing outstanding customer service. You have just that in this particular employee. All of the guys I play softball with would also mirror my thoughts. Kudos to Brian and his crew, keep up the outstanding job!

PS: Usually people only take the time to complain not Praise. Pass it on its contagious!

Sincerely

Steven Savas Kambouris

“Thank You” notes to staff from the community~

#2

From: Ron Bowen [mailto:ronbowen@gmail.com]
Sent: Tuesday, February 25, 2020 2:15 PM
To: Bramley, Jennifer
Subject: Compliment you on your staff.

My name is Ron Bowen and my address is 2121 XXXXXX dr. I just wanted to take a moment to tell you how pleased we have been with the services that we have received since we moved here on Jan 1st. It began with the water department, the women who waited on us was welcoming and very helpful. I wish I remembered her name. Our trash, recycling and yard waste has been picked up timely and thoroughly. One of our elderly neighbors struggles to bring the trash bin to the curb and I have witnessed several of your drivers go out of their way to assist her. You only get one chance to make a 1st impression and your staff has made a great impression on us and we are confident that we made the right choice moving to Dunedin. Thank you.

From: Bramley, Jennifer
Sent: Tuesday, February 25, 2020 3:27 PM
To: Quintas, Jorge; Stanek, Paul; Pickrum, William
Cc: Smith, Donna
Subject: FW: Compliment you on your staff.

Jorge, Paul and Bill: Please forward to e-mail below to staff. Please pass along my compliments on their EXCEPTIONAL customer service. Bravo!

Jennifer K. Bramley
City Manager

Dunedin City Hall
542 Main Street
Dunedin, FL 34697-1348
727-298-3003 (O)
727-298-3012 (F)



From: Pickrum, William
Sent: Tuesday, February 25, 2020 3:35 PM
To: Knott, Randy
Cc: Holtorf, Raymond; Gass, Natalie; Barron, Laura; Quintas, Jorge; Stanek, Paul
Subject: FW: Compliment you on your staff.

One for the home team. Great job all around!

Randy.. please make sure the ASL & REL guys that service this neighborhood (2121 XXXXX dr), see the praises from the City Manager.

“Thank You” notes to staff from the community~

From: Knott, Randy
Sent: Tuesday, February 25, 2020 3:40 PM
To: Pickrum, William
Cc: Holtorf, Raymond; Gass, Natalie; Barron, Laura; Quintas, Jorge; Stanek, Paul
Subject: RE: Compliment you on your staff.

Will do its Bob Fichtner on ASL and Jimmy Graef and his team on the REL

Randy Knott
City of Dunedin, Solid Waste Supervisor
Office #: (727) 298-3215 x1327

From: Quintas, Jorge
Sent: Tuesday, February 25, 2020 5:42 PM
To: Knott, Randy; Pickrum, William; Holtorf, Raymond; Gass, Natalie; Barron, Laura
Cc: Bramley, Jennifer; Hutchens, Doug; Stanek, Paul; Smalling, Theresa
Subject: RE: Compliment you on your staff.

You folks make me (us) proud on a regular basis !!!

Thanks to all !!!

Jorge M. Quintas, P.E.
Public Works & Utilities Director / City Engineer
City of Dunedin
1415 Pinehurst Road, Suite F
P.O. Box 1348
Dunedin, FL 34697-1348
Office: (727) 298-3175
E-mail: JQuintas@DunedinFL.Net

From: Stanek, Paul
Sent: Wednesday, February 26, 2020 4:40 PM
To: Quintas, Jorge; Knott, Randy; Pickrum, William; Holtorf, Raymond; Gass, Natalie; Barron, Laura; Suhoza, Kate
Cc: Bramley, Jennifer; Hutchens, Doug; Smalling, Theresa; Steurnagel, LeAnne
Subject: RE: Compliment you on your staff.

On the UB side, it was Kate Suhoza that brought out the Red Carpet of Customer Service, setting up services and welcoming Mr. Bowen to the City!!!!

Thanks Kate, Great Job ☺

Paul Stanek
City of Dunedin
Assistant Director Public Works and Utilities
727.298.3100 Phone, 727.298.3237 Fax

“Thank You” notes to staff from the community~

#3

From: Stanek, Paul

Sent: Wednesday, February 26, 2020 5:03 PM

To: Quintas, Jorge; Knott, Randy; Pickrum, William; Holtorf, Raymond; Gass, Natalie; Barron, Laura; Suhoza, Kate; Rainey, Rodney; Young, Bradley; Givens, Jeff

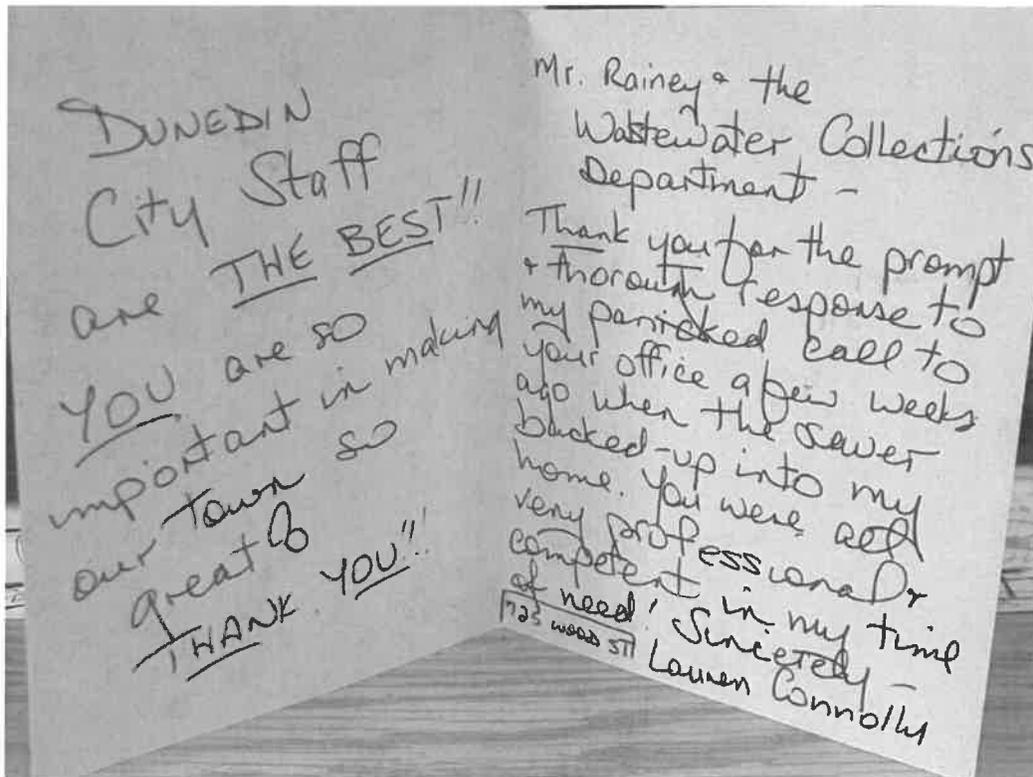
Cc: Bramley, Jennifer; Hutchens, Doug; Smalling, Theresa; Steurnagel, LeAnne

Subject: RE: Compliment you on your staff.

But wait there is More!!!! The attached card was received at Wastewater today. The residents at 725 XXXXXX St., took the time to send a card, thanking Rodney Rainey and the rest of the Collections crew for their handling of a City-side sewer back-up.

Rodney, Thank you and please provide our thanks to all of the staff that provided a prompt response and worked hard to alleviate the Connolly's “messy” situation.

P...



Paul Stanek
City of Dunedin
Assistant Director Public Works and Utilities
727.298.3100 Phone, 727.298.3237 Fax

“Thank You” notes to staff
from the community~

#4

Hi Dave,

I want to Thank you for going over and beyond, being a first time home owner and not understanding the process can be quite difficult for a person like me, I work Monday through Friday and can barely get to your office because of my work hours. I can't express how grateful I am for your help. I know you only feel as if you're doing your job, but you made my day so much better. Dunedin permitting is lucky to have you as an employee!

Thanks,

Tiffany Donaldson



ATT: Dave Shultz
1415 Pinehurst Road, Unit F,
Dunedin, FL 34698

“Thank You” notes to staff from the community~

#5

From: Tim Ratcliffe (Bigblue Dive Lights) []
Sent: Tuesday, March 10, 2020 6:30 PM
To: Parks, Jeff
Subject: [EXTERNAL EMAIL] My 5th year anniversary

Mr. Parks,

5 years ago, 3/11/15, I suffered a sudden cardiac arrest at a restaurant in Dunedin.

An Angel gave me CPR for 8 minutes while others in the restaurant looked on (nobody was willing to help her). I stay in touch with her to this day (she has moved to California).

Your EMT team got there 8 minutes after the call and re-started my heart with paddles. They had to hit me again with the paddles on the way to the hospital in the ambulance so I heard (I remember nothing).

Brandon Young
Carlos Ulloa
Joshua Iorio

These were the 3 that saved my life. I keep a copy of the duty sheet with me all the time and often look at their names often. They have no idea how much I appreciate them.

I have stopped by almost every year since then on my anniversary to shake their hand and thank them. Several years I have given some waterproof flashlights to the department (I own Bigblue Dive Lights, so we have some VERY bright scuba diving lights that can also be used above water and they of course are water proof).

I had planned to just bring by Pizza for the department tomorrow and say thank you again. But I just got off a cruise ship and there are a number of people who I was with that are complaining of fever and chest congestion. They are not diagnosed yet and although I am personally not feeling any symptoms, I don't want to risk exposing your crews, so I am going to have the pizza's delivered.

I am giving Jets Pizza your address as 1042 Virginia Street and I there will be 3 large pizza's delivered about 11:30AM.

Please pass on to the 3 mentioned above that they are very much appreciated. Here is the young lady who gave me CPR for 8 minutes and the granddaughter that I have come to love with all my heart that I never would have met without your crews great work re-starting my heart and getting me on the road to recovery.

“Thank You” notes to staff from the community~



Thank you for running a great department and for hiring the best team in Pinellas County. I owe them a lot but most of all I want to say THANK YOU!

Tim Ratcliffe

Bigblue Dive Lights

www.bigbluedivelights.com

bigblue[®]
THE BRIGHTER IDEA

PINELLAS COUNTY SHERIFF'S OFFICE
 BOB GUALTIERI, SHERIFF



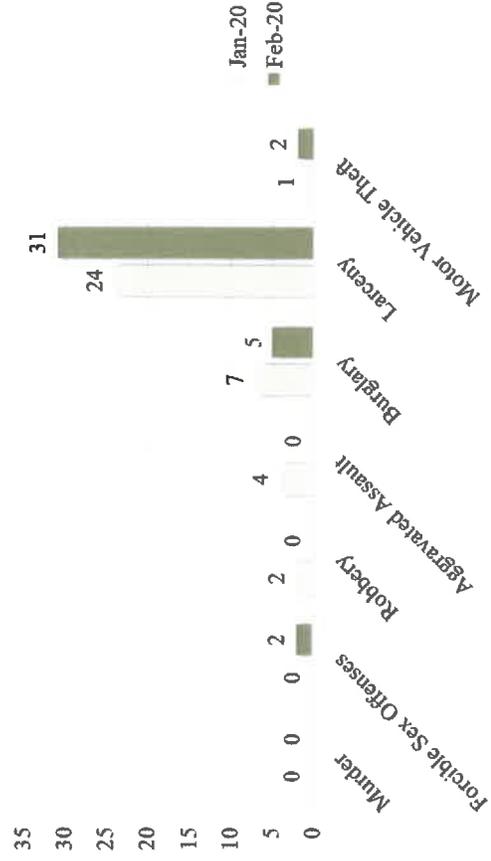
STRATEGIC PLANNING BUREAU

DUNEDIN MONTHLY ANALYSIS

UCR Part I Crimes

February 2020

UCR Part I Crime Category	January 2020	February 2020	February 2019 YTD	February 2020 YTD
Murder	0	0	0	0
Forcible Sex Offenses	0	2	0	2
Robbery	2	0	2	2
Aggravated Assault	4	0	5	4
Burglary	7	5	10	12
Larceny	24	31	62	55
Motor Vehicle Theft	1	2	4	3
GRAND TOTAL	38	40	83	78



Arrests

February 2020

There were a total of 87 people arrested in the City of Dunedin during the month of February resulting in the following charges:

ARREST TYPE AND DESCRIPTION	TOTAL
Felony	14
Battery-65 Or Older	1
Battery On LEO	1
Dealing In Stolen Property	1
Possession Of Controlled Substance	6
Resist Leo With Violence	1
Sale Of Controlled Substance	1
Utter Forged/Counterfeit Bill Checks, Drafts, Or Notes	1
Violation Of Probation-Juvenile	1
Violation Of Probation/Community Control-Adult	1
Misdemeanor	39
Battery	4
Battery-Domestic Related	7
Criminal Mischief	1
Disorderly Intoxication	7
Exposure Of Sex Organs-Adult	1
False Name Or ID By Person Arrested	1
Petit Theft-Shoptlifting	3
Possession Of Drug Paraphernalia	2
Possession Of Firearm By Minor Under 18-Prohibited	1
Resist/Obstruct LEO Without Violence	5
Trespass After Warning	3
Trespass-Other	2
Violation Of Domestic Pretrial Release	1
Violation Of Injunction Protect Domestic	1
Warrant	14
Fail To Appear	3
Violation Of Probation/Community Control-Adult	1
Warrant Arrest	10
Traffic Felony	6
Driver's License Suspended/Revoked	1
Driving Under The Influence	2
Felony Habitual Traffic Offender	2
Habitual Traffic Offender	1
Traffic Misdemeanor	34
Driver's License Suspended/Revoked	9

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)

Driving Under The Influence	20
DUI-Damage To Person/Property	1
No Valid Driver's License	2
Refusal Submit To Test-Intoxicated	2
Grand Total	107

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

Deputy Activity

There were a total of **3,338** events in the City of Dunedin during the month of February resulting in **5,526** 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 February.
**CAD data is filtered by problem type.*

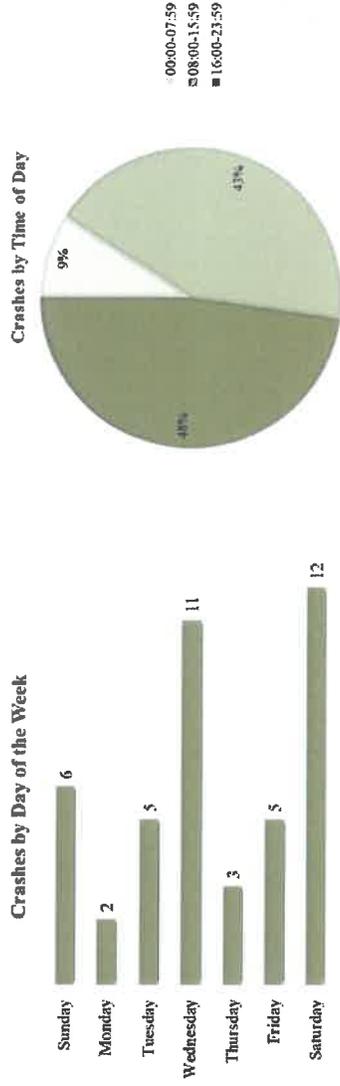
February 2020

DEPUTY ACTIVITY	TOTAL
Traffic Stop	1,262
Directed Patrol	145
Assist Citizen	119
Suspicious Person	119
Vehicle Abandoned/Illegally Parked	104
Information/Other	104
Special Detail	103
Contact	103
Alarm	65
Transport Prisoner	64
Traffic Violation	61
Building Check Business	61
Suspicious Vehicle	61
House Check	61
Supplement	56
Accident	55
Lost/Found/Abandoned Property	52
Operation Medicine Cabinet	45
Fraud/Forgery-Not In Progress	40
Domestic-In Progress	36
Trespass	36
Warrant Service/Attempt	36
Surveillance	32
Noise	27
Assist Motorist	25

Crash & Citation Analysis

There were a total of 44 crashes in the City of Dunedin during February 2020. *Crash data is filtered by disposition type and may include "accident and hit and run" problem types.

TOP 10 CRASH LOCATIONS	TOTAL
Alt 19/Curllew Rd	3
Main St/Keene Rd	3
Main St/Sunlight Drive	2
Republic Drive/Belcher Rd	1
Curllew Rd/Crystal Circle	1
Causeway Blvd/S Paula Drive	1
1688 Main St	1
Main St/King Arthur Ct	1
1802-1860 Alt 19	1
Solon Ave/Belcher Rd	1



There were a total of 1,268 citations and warnings issued in the City of Dunedin during February 2020.

TOP 10 TRAFFIC CITATION LOCATIONS	TOTAL
Main St & Keene Rd	48
Broadway & Skinner Blvd	24
Keene Rd & Achieva Way	22
Keene Rd & Virginia St	15
Michigan Blvd & Macarthur Ct	13
62 Causeway Blvd	13
Patricia Ave & Main St	12
Broadway & Jackson St	12
Belcher Rd & Curllew Rd	11
Broadway & Hancock St	11

