

Manager's ^{Up}date

Administrative

August 10, 2015

This ^{Up}date will refer to the events since the date of the last ^{Up}date of July 13th, 2015.

PUBLIC WORKS AND UTILITIES DEPARTMENT:

Engineering Division:

Utilities Section

- **Production Well Rehab Program** – The Contractor, Southeast Drilling Services, Inc. has commenced construction (see photo below). Shop drawings of the proposed materials to be supplied are being reviewed for the three production wells where new pumps and discharge piping will be installed. Duke Energy is in the process of estimating the charge to the City to bring new / upgraded power to these three production wells. The associated Duke power costs will be an additional charge to the project. The Contractor is proposing an alternative system for communicating control signals between the wells and the water plant, which is in line with recommendations from the Master Plan that could offer many advantages to the City. Once submitted, the City will evaluate the proposal to determine if a future Change Order is justified.



- **New Reclaimed Water Ground Storage Tanks** –
 - The Phase I construction work to provide the piping for connecting to the existing 20-inch reclaim main is complete. Engineering continues preparation of drawings for the six-inch main to connect to the pipe from Coca Cola (Coke's) facility; the 6" pipe will be constructed by City

forces. A proposal to construct a temporary wireless link between the wastewater treatment plant and Coca-Cola to monitor reclaimed water delivery is being evaluated by City staff.

- As presently scheduled, a piped connection between the City reclaimed system and the Coke pipe will occur about mid-October, with testing of the Coca Cola Company system to begin thereafter.
- Tetra Tech, Inc. has started the preparation of construction plans and specifications for bidding the project.
- SWFWMD approved the City's additional \$202,910 grant funding project request at its July meeting of their full Board; and will follow-up with a corresponding Amendment to the existing Grant Agreement. These additional grant funds are in excess of the \$880,000 previously awarded by SWFWMD; totaling a multi-year grant award of \$1,082,910.
- **Water Plant Greensand Filter Media Replacement** – Preparation of plans and technical specifications continues for replacing filter media in the five existing greensand filters. The Water Master Plan has identified replacement of media in the existing filters as a first priority.
- **Wastewater Plant Fine Bar Screen** - The new fine bar screen installation is complete and operational.
- **Wastewater Plant Methanol Tank Replacement** - CPH Engineers has submitted plans and specifications for final review by City staff prior to their being released for bidding. Staff has asked CPH Engineers for clarification of some items before review can be completed. The project is expected to be advertised for bids late this summer.
- **Wastewater Plant Headworks Redundant Discharge Pipe** – The recently completed wastewater plant Master Plan identified a corrosion concern with the deeply buried 24-inch DIP raw wastewater pipe between the headworks and the anoxic/anaerobic basins. Failure of this pipe would stop all wastewater flow into the treatment process and could result in a major wastewater spill. King Engineering Associates, Inc. (KEA) was issued a task authorization in June, and has started their design efforts to prepare construction plans and specifications for bidding. To support design of this discharge pipe, Driggers Engineering Services will be conducting subsurface soils investigations during August.
- **County Road 1 Valve Replacement** - Pinellas County is planning a sidewalk improvement project along CR 1 later this year, and have received bids for the work. The City has an existing 16-inch water main located under the proposed sidewalk, with valves that are no longer operable and need replacement. The ASH Group, the City's consultant preparing plans and specifications for bidding the valve replacement work has submitted permit applications to Pinellas County, FDOT and FDEP. Approval has been received from FDEP for the work. Upon approval by the County and FDOT, plans and specifications will be finalized; the project is expected to be advertised for bids this fall.
- **Heather Ridge Blvd. Water Main** – Construction plans have been prepared for a new 8-inch PVC water main along the east side of Heather Ridge Blvd., between Main Street (S.R. 580) and Evans Road. This water main will allow three fire hydrants to be placed along Heather Ridge Blvd., and for connection to the existing 24-inch water line within Main Street. The FDEP permit has been received. Construction by City forces can begin as soon as work schedules allow.

Stormwater Section

- **Lakewood Estates Drainage Improvements Project** – Independent constructability review comments of the final plans have been received from CH2MHill (one of the City's GEC firms), and have been incorporated into the contract documents. On June 10, 2015, staff met with SWFWMD to discuss the grant agreement project schedule. The City shared with SWFWMD our ongoing negotiation efforts with a potential developer, currently under a due diligence contract with Wells Fargo, for an easement along the perimeter of the former Nielsen parcel line. This easement is necessary in order to minimize costs to construct the project outfall. SWFWMD agreed to allow staff time until this September to obtain said easement prior to bidding the project. City staff met with the potential developer on August 6, 2015 to discuss the easement and other site related issues. Should the City not be successful in

acquiring this easement, the plans include and will be bid with an alternate (albeit more costly) outfall along Patricia Avenue. A decision will be necessary in September, so the SWFWMD grant agreement funding timeline can be amended accordingly. The City has acquired SWFWMD ERP, and USACOE nationwide permits for the project. Funding for this project comes from the Stormwater Utility Fee. The previously approved SWFWMD grant agreement and funding commitment of \$968,000 towards construction related expenses remains in effect.

- **Amberlea Drainage Improvements Project** – Project design and specifications are complete, the SWFWMD ERP permit has been received, and the project will be bid following the advertisement of the Lakewood Estates Drainage project.

Roadway Section

- **FY15 Annual Street Resurfacing** – Contract paperwork has been processed and a preconstruction meeting is scheduled for August 25, 2015. Construction is anticipated to be underway in September.
- **Huntley Avenue Water and Sewer Utility Construction** – City forces have completed the replacement sewer line and new water line along Huntley Avenue, from Monroe Street to the northern end and along Washington Street, from Broadway to Huntley. The project has received “clearance” from FDEP to place the new water main into service. Asphalt patch repairs have been completed.
- **Monroe Street Streetscape Project** – The bid opening for the Monroe Street Streetscape Project, between Broadway and the Pinellas Trail, was held on July 28, 2015. All bids were rejected due to costs being higher than the budgeted amount. This smaller phase of the project will be combined and rebid along with the Huntley Avenue and Washington Street Streetscape Project planned for next fiscal year. The overall combined project will be bid in an effort to gain more favorable construction pricing resulting from economy of scale.
- **Michigan Boulevard Reclamation Project West of Pinehurst Road** – Roadway improvements are planned for Michigan Boulevard from east of Bayshore Boulevard to west of Pinehurst Road. This project includes reconstruction of the roadway using the Full-Depth Reclamation process. The design is complete and planned to go out to bid at the end of August. The section of Michigan Boulevard from east of Pinehurst Road to CR 1 is currently in design with construction planned for next year.



Miscellaneous

- **Dunedin Marina Pump-Out Station and Catwalk Rehabilitation** – Final testing of the pump out is scheduled for mid-August. All other work has been completed.

- **Dunedin Historical Society Trailside Bookstore Project** – A preliminary site plan has been prepared for the project and is being reviewed by various stakeholders. An application has been made to SWFWMD for a permit to allow the existing pond to be filled in, and a replacement stormwater management system to be constructed. On August 5, 2015 SWFWMD requested additional information, and a response is currently being prepared. A permit application has been submitted to Pinellas County to coordinate this project's features with those of the Pinellas Trail.
- **Engineering Site Infrastructure / Development Review Participation:**
Projects discussed / researched as part of DRC meetings – (6)
Site / Infrastructure plan sets reviewed – (6)

Public Services Division:

Streets Section

- Repaired paver sidewalk at 812 Highland Ave.
- Trimmed tree branches away from the Art Center building at 1143 Michigan Blvd.
- Built conflict box, installed manhole cover and lid on Santa Anna.
- Flail mowed Areas I and II.
- Set up and removed traffic control for Orange Fest.
- Staff continues right-of-way Tree Trimming Citywide.
- Continue Traffic Sign & Post Maintenance Citywide.
- Set up speed control devices and counters Citywide, where needed.
- Continue sidewalk and pothole repairs Citywide.
- Continuing pavement repairs / asphalt patching on behalf of the Water and Wastewater Divisions.
- Continued hauling Concrete and Asphalt to recycler.
- Worked with subcontractor on asphalt repairs following water and sewer line construction on the Huntley Avenue project.
- Performed various duties during multiple rain events Citywide.

Stormwater Section

- Continuing Pipe lining for FY15, Citywide; working with Layne In-liner to complete as needed.
- Performed maintenance duties during multiple rain events Citywide.
- Arm mowed Areas I and II.
- Continued FDOT and residential street sweeping activities.
- Continued conducting permit required sampling of Street Sweeping and Stormwater sediment materials.
- Hauled street sweeping debris to the County Landfill.
- Continued right-of-way and drainage ditch mowing Citywide.
- Continued storm drain cleaning activities with Vac-Truck in Areas II and III.
- Continued cleaning of Stormwater Treatment Systems Citywide.
- Continuing storm water pipe replacement at Patricia Ave project.
- Repaired various Catch Basin (C/B) tops Citywide.
- Removed storm drain blockage at Palm Ave and Cedar to relieve flooding issue.

Facilities Section

- Repaired HVAC at City Hall, and light fixtures in the Commission Chambers.
- Set up and removed traffic control for Orange Fest.
- Repaired exterior lights at Art Center.

- Fixed door hinges, met contractor for gate repair, and fixed welding plug outlet at Fleet.
- Continued addressing Code / Safety Inspections Citywide.
- HVAC filter replacements continue Citywide.
- Repaired and/or replaced all exterior light fixtures in concourse and stands, cleaned and repaired 3rd base line water fountain, and fixed electrical issues to Coke machines at the Stadium.
- Performed various duties during multiple rain events Citywide.
- Addressed roof leaks at the Community Center, N.D.S., City Hall, and Engineering.

Solid Waste & Recycling Division:

- Represented Dunedin at the Pinellas County Technical Management Committee (TMC) and Pinellas Partners in Recycling subcommittee.
- Staff, in conjunction with the Pinellas County Extension Services, hosted a Rain Water Harvesting workshop for Dunedin residents on July 11th. This workshop is part of the Florida Friendly Landscaping (FFL) workshops the City hosts in regards to our FGBC certification. A total of 45 people were present for the workshop.
- In partnership with the Water Division (provides rain barrels) and the Communication's Department (social media) staff is able to provide free rain barrels to residents. Over 27 barrels have been picked up from Solid Waste in the last month. The marked increase of rain barrel distribution was due to outreach on the City's Facebook page.
- Christina Perez is working with the City of Dunedin Public Library to bring a speaker from the Florida Humanities Council. The event will be held on Wednesday October 7th from 7-8pm. The topic will be on Florida Spring's conservation.
- Christina Perez met with the City's Pinellas County Extension agent to establish a calendar for Florida Friendly Landscaping Workshops for 2016. There are currently 6 workshops scheduled; 3 inside (9 Principles of FFL, irrigation, and small place planting) and 3 outside (rain barrels and composting)
- Christina Perez attended a Native Plant society meeting on green roofs and walls on July 1st. At this event, different design concepts and the pros / cons of implementing such infrastructure were discussed.
- Whitney Marsh and Christina Perez were speakers for a day at during "Mangroves Week" at the City of Dunedin's summer camp. Staff educated children on the importance of recycling and its role on water quality. The children watched a video on stormwater issues, recycling, and did an interactive stormwater activity. Approximately 50 students were present at this event.
- As result of the large amount of positive feedback at last year's shredding event, the City of Dunedin Solid Waste & Recycling Division will once again partner with Achieva Bank to host the 2nd annual "Shredtoberfest". The event will be held on Saturday, October 24th from 8am to Noon, at 1659 Virginia Street, at the Achieva Corporate Center. Participants will be allowed to bring up to 5 banker's boxes of documents to be shredded free of charge. City staff is soliciting local volunteer assistance from JROTC and DHS.
- Christina Perez met with BioBags to start a dialog in regards to pet/food composting within the City. Both of these options would be viable in removing organics from the landfill, and soil reuse. The next phase is to engage Parks & Recreation in the utilization of BioBags stations / bags by coordinating a meeting in late August.



- Christina Perez worked with Saint Petersburg College at their College4Kids Summer Camp, to educate the campers about recycling, as well as the importance of picking up after themselves to help keep our waterways clean. Approximately 24 children were in attendance ranging in ages from 6-10 years old.



Wastewater Division:

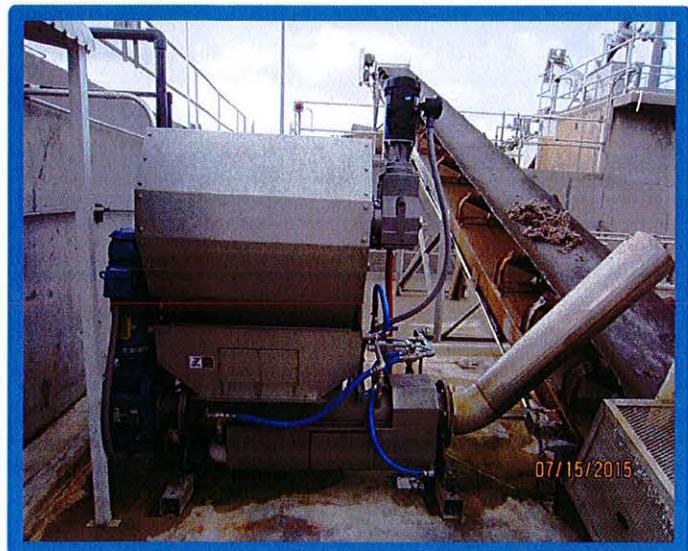
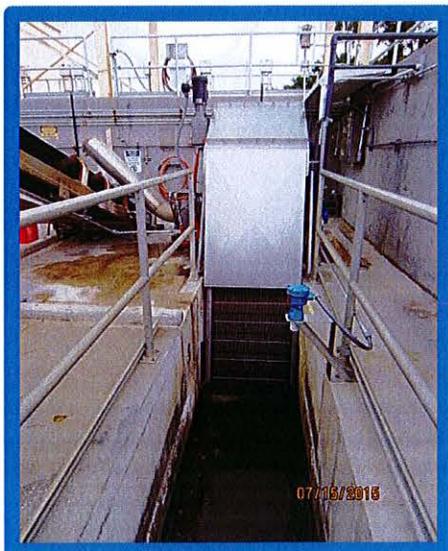
Plant Summary

- Wastewater Treatment flows:**

- Influent Average Daily Flow: 4.998 Million Gallons
- Influent Monthly Total Flow: 154.937 Million Gallons
- Reclaimed Water Average Daily Flow: 2.460 Million Gallons
- Reclaimed Water Monthly Total Flow: 76.251 Million Gallons

- Maintenance and Repairs:**

- Southern Automation completed installation of new PLC/Communication upgrades to Belcher and Curlew Reuse pump stations.
- Maintenance pulled damaged Master Reuse Station Motor #3 and sent it out for repairs along with pulling all new wire back to the control panel.
- New Lakeside Raptor screenings washer installed and running for the new fine bar screen.
- New Hydro-Dyne fine bar screen installed and running; installation complete. Note: The new fine bar screen is collecting about five times as much screenings as the old screen.

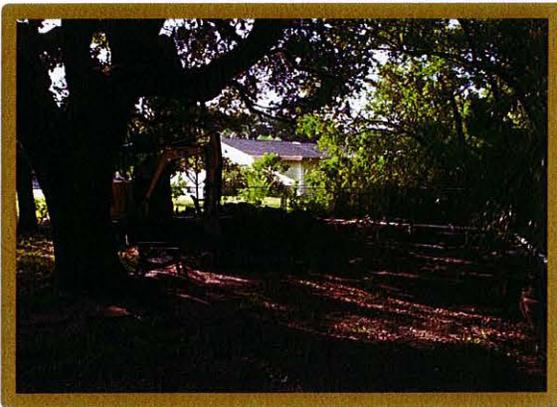


- **Compliance:**

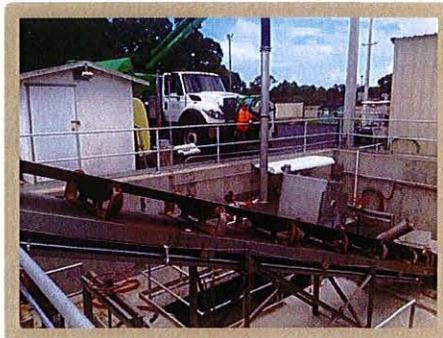
- June Monthly Discharge Monitoring report sent to the Department of Environmental Protection (FDEP); [No Issues].
- “Discharge Monitoring Report-Quality Assurance” (DMRQA) Study #35 is underway through EPA for outside contracted Laboratories. This is an EPA requirement/study that evaluates the analytical ability of the labs that we use to perform our environmental analyses, per our NPDES permit.
- Outside vendor, Peroxychem, completed an on-site Peracetic Acid pilot study and we are currently reviewing the data.

Collections Summary

- Scheduled repairs:
 - Completed main line replacement on Washington Street.
 - Installed 14 right-of-way clean outs.
 - Assisted on Huntley Avenue asphalt restoration.
 - Lateral repairs on Broadway and Douglas Avenue.
 - Lateral liner installs (2) on Demaret Drive and Hillwood Court.
 - Cleaned out “Drying Bed” and hauled material to the Landfill.
- Unscheduled repairs / blockages:
 - Emergency main line repair on Amber Glen Drive (main line collapsed in rear easement)



- Continued to respond to citizen blockage calls (27); and daily utility field locates of sewer / fiber optics.
- Cleaner Crew:
 - Continued cleaning main lines (19,167’).
 - Monthly cleaning out of the Backwash Basin at the Water Plant.
 - Cleaned out wet wells at Lift Stations # 19, 20, and 25.
 - Worked with Plant staff to clean sand out of a section of the Headworks.



- TV Truck:
 - Continued televising mains (4,229' w/11 set ups).
 - Televised 957' of storm sewer lines with 8 set ups.
 - Installed 4 main line sectional liners.
 - Performed final lateral inspections at the Glenn Moor Subdivision project.
 - Caped off old abandoned force main.
- Lift Station:
 - Installed new antenna at LS # 20.
 - Changed out pump at LS # 41 – Spanish Trails.
 - Ordered material for LS # 20 and #16 projects.
 - Responded to SCADA alarms (after hours).
 - Continued preventative maintenance:
 - Exercising valves,
 - clean out of check valves,
 - cleaned wet wells,
 - pulled / de-ragged pumps,
 - grounds keeping, etc.

Water Division:

Water Production

- **Production Numbers:**

○ Average Daily Potable Water Production:	3.611	Million Gallons
○ Monthly Potable Water Production:	111.95	Million Gallons
○ Annual Year to Date Potable Water Production:	784.72	Million Gallons
○ Annual Year to Date Rainfall:	33.73	Inches
○ Monthly Rainfall Total:	15.57	Inches

- **Noteworthy Events:**

- Water Plant Mechanic position remains vacant at this time. To date, we have received 2 applications that meet the minimum requirements.
- The Concentrate Main replacement has been completed. Production capability is back to 100%.
- The Florida Department of Environmental Protection (FDEP) performed their annual inspection/sanitary survey on July 30, 2015.
- Autopsy of elements was pending until concentrate main replacement was completed. Additional membranes have been purchased and will be installed based on the results of the autopsy/evaluation.

- **Maintenance:**

- Transfer Pump 1 has been rebuilt and reinstalled. Transfer pump 2 has been rebuilt, issues with the motor coupling to be resolved.
- American Water Chemicals is running a pilot plant test to pilot membrane element anti-scalant.
- CSM Membrane manufacturer visited site.
- Operators continue normal PM program on plant equipment.

Water Distribution

- **Maintenance and Repair** – The annual backflow testing program is 80% complete, with approximately 9,250 backflows tested for the fiscal year. The large meter program is 100% complete, with 96 large meters tested for the fiscal year. Thus far this year, the Hydrant Program has installed 4 new hydrants, repaired 17 and replaced 5. This month the Valve Program exercised 187 valves. For the year, the Valve Program has installed 8 new, replaced 1, repaired 1, and exercised 1,811 distribution valves.

Wellfield

- Twenty six out of a total of 27 wells are currently in operation.
- Southeast Drilling Services has arrived onsite to begin work to address deteriorating conditions at Well Houses 2 and 50. The plan will include a perimeter fence enclosure as a cost-effective alternative. In addition, new pumps and equipment for both sites, as well as Well 95, are included in the bid specifications. Work also started on Wells 5 and 85, which included geophysical logging and aquifer testing. Work for this project may continue until the end of this year.

CRA/ECONOMIC & HOUSING DEVELOPMENT DEPARTMENT

- Staff is continuing to research options for a Downtown Parking Management System that could be implemented without adding paid parking. A proposed plan will be presented to the City Commission on September 17th.
- Development is going very well in the City! We have several projects in every stage of development including:
 - *Eco Village Townhomes* on Lorraine Leland and Martin Luther King Jr. Boulevard are planned to begin Building 1 in early August. The developer, Greenergy Communities, has completed a majority of the punch list items and submitted record drawings.
 - *Gateway* - Development at the entrance to downtown at Main Street/ Skinner Boulevard/ Milwaukee Avenue for proposed residential and retail is moving forward. A Second Amended Development Agreement is scheduled to go before the Local Planning Agency on August 12th. With their approval, this plan, including 128 apartments and 15,000 square feet of retail, will come to the City Commission in September.
 - *375 Patricia Avenue* - Meetings are progressing with the developer of this property (the former Nielsen site) as they look to complete their site plan and move forward with a Development Agreement.
 - *Victoria Place* - Construction is moving quickly at the site of the luxury condominium/retail development near the corner of Main Street and Marina Plaza; over 20 of the condos and all retail space has been presold.
 - *Casco Viejo* - Downtown visitors have been watching this Mediterranean-style architecture residential/retail building being constructed; this project is an excellent example of adaptive reuse.
- A façade grant application for Dunedin Realty at 545 Main Street was approved. The property owner will be improving the front of the building with new awnings and decorative lighting, and adding a Scottish-themed mural on the west side of his building.
- Downtown events in July included Orange Festival, 2nd Friday Art/Wine Walk.

PLANNING AND DEVELOPMENT DEPARTMENT

- During the month of July, 682 total permits were issued, valuation \$8,708,504; 5 new single family residences, valuation \$860,067; 0 new multi-family residences; 1 new commercial structure, valuation \$750,000; 16 additions and remodeling, valuation \$3,862,215; 660 miscellaneous permits, valuation \$3,236,222.
- Inspections made during the month are as follows: 1,215 inspections (building, electrical, plumbing, mechanical, gas, roofing); and 197 code enforcement inspections. A total of 79 Business Tax Licenses were issued during July for an amount of \$1,513.

PARKS & RECREATION

- **Parks & Recreation Administration:**
 - Attended all three budget workshops.
 - Started preparations to apply for a FRDAP grant to install outdoor fitness equipment.

- Continued work with the donor of funds for new trees.
- Met with Pinellas County regarding the use of the Dunedin Causeway for commercial purposes and future policies.
- Processed the reimbursement for another Neighborhood Enhancement Grant.
- **Marketing:**
 - Prepared the final draft of the Fall Parks & Recreation Magazine.
 - Conducted meeting with staff regarding marketing plans, strategies and ideas and to establish a marketing committee.
 - Met with the Marketing Network Group of staff from surrounding cities to discuss best practices and trends of marketing.
 - Met with staff to research and discuss social media advertising.
 - Training new staff assistant on marketing-related items such as website editing, flyers and magazine process.
 - Completed design and printing of marketing materials including Starlight Concert posters, Military/Purple Heart banner and various program flyers.
- **Special Events:**
 - LVT Dedication-Assisted with preparations for the ceremony at the VFW.
 - Hometown USA-Very successful event filling the Stadium; the Dunedin Blue Jays won their baseball game; participants enjoyed a spectacular 23-minute fireworks show followed by a great performance by the Gregg Billings Band.
 - Kiwanis-Virginia Street Dermatology Midnight Run-Beautiful evening for a very successful race.
 - Finalized preparations for the Orange Festival held in Edgewater Park.
 - Continued with preparations for the upcoming Purple Heart Recognition Day Ceremony in August.

Recreation:

- **Community Center**
 - The month July was busy at the Community Center. The Center continues to offer a variety of Summer Camp activities. We continue to see growth on a weekly basis with our enrollment numbers.
 - **I-Camp / Learn & Play**– the Community Center offers these 2 camps on site. Here we cater to children who want that OLD TIME CAMP EXPERIENCE. Learn & Play is unique because it caters to the little ones. They are able to go to the pool every day and work on their swimming skills. Learn & Play had over 125 children during the 5 weeks of the month and generated **\$12,000.00** in revenue. I-Camp is available for our older children ages 6 thru 11. During the 5 weeks 620 children attended I-Camp bringing in **\$57,200.00** in revenue. And to send this month off with a bang, our campers performed an array of talents for their parents and family at our Annual Family Night Celebration.
 - **Lego/Dance/Theater Camps** – we also offered during this busy month. Lego camp offered a morning class that 13 campers got a chance to build cars, cities and other infrastructures during this week long camp. The dance camp filled up with 25 students who capped off their week by opening up our Family Night Celebration.
 - **Rentals-** – the center attracted over 710 guests for rentals during the month of July and revenue over \$3,300.
 - **Community Center Programs** - over 1,100 people attended center programming, i.e. Pickleball, Fencing, pick-up basketball for the month of July. Also this month our Dunedin Showcase Theater held their children's show with over 150 in attendance for the two day span.

- **Fitness/Wellness**
 - Fitness Center visits totaled 3,285 (including July 3rd and 4th closure) and group fitness visits totaled 1,234 for a total of 4,519 visits.
 - In May we also started a new “Cardio Kick” (cardio, kickboxing, and boxing) class. Class numbers have been very strong and we are adding an additional class on Thursday evenings at 5:40pm. Other fitness classes also have access to these boxing bags and have begun incorporating them into their classes as well.
- **Athletics**
 - Men’s softball - We finished up are season and will start back up after Labor Day
 - 50 years & over softball - We finished up are season and will start back up after Labor Day
 - Rentals – We accumulated close to \$3600.00 in rentals in the month of July. We had 2 rentals rained out due to weather.
 - We also helped host the NSA World Series for Fast Pitch softball from July 15th thru July 18th. The job Parks did to make this tournament happen was tremendous due to all the rain.
 - Sports Camps – The summer sports camps got started. For the month of July we had a total of 24 kids for Multi Sports, 14 for Tennis and 48 for Baseball camp for the combined 2 weeks.
- **Martin Luther King, Jr. Recreation Center/Youth Services:**
 - Summer Camp programming continues with Teen Camp, Skate and Basketball Camps providing youth with fun, safe summer time experience.
 - Building rentals including cooking camp, basketball camp, AAU practices, Futsal league and private parties continue as a revenue source.
 - Staff working on launching new season of boys’ and girls’ high school basketball leagues to start in August.
 - Staff preparing for Before and After School Programs for 2015-16 school year, including program planning, organization, interviewing and hiring of new staff.
 - Staff in renewal process for 2015-16 school year contract with JWB and Pinellas County School Board to continue Promise Time initiative at Dunedin Elementary School with San Jose Elementary School as an additional program site.
 - Staff working with Pinellas County School Board to provide snack service for upcoming school year.
 - July 24th- Family and friends supported the Teen Group at Family Night, the summer camp annual performance showcasing groups’ musical/dance performance.
- **Hale Activity Center:**
 - HAC held 43 adult classes & programs-- participation of 2218.
 - 4 meetings with an attendance of 41.
 - HAC luncheon was sponsored by Horizon Bay and had an attendance of 22.
 - Ice Cream Social had an attendance of 27.
 - HAC had 1 rental with an attendance of 130.
 - HAC total attendance for the month of July of 2438.
- **Highlander Pool:**
 - Group Swim lessons are dropping due to the weather issues and nearing school season.
 - Rentals have dropped with increased refunds due to weather.
 - Private swim lessons are still strong with a waiting list continuing despite the weather.
 - Highlander Pool staff are starting to leave for the season for school.
 - Staff are gearing up for the CIT thank you party, planning out events and plan B options.
 - Staff are also getting ready for Special Olympics and the Labor Day rental.
 - Staff has been taking advantage of the rainy weather by pressure washing the spray. ground, and shelters as well as organizing the office, guardroom, and classroom.

- **Parks:**
 - Removed vines along Edgewater Linear Park.
 - Performed maintenance at the Library.
 - Completed landscape improvements on Sourwood.
 - Installed new cigarette receptacles throughout the Downtown.
 - Put down new grass seed in Pioneer Park.
 - Installed a replacement sidewalk at Vanech Park.
 - Provided and maintained fields for a large, national Little League fast-pitch softball tournament.
 - Provided logistical support for a variety of events including the Hometown USA and Kiwanis Midnight Run.
- **Marina:**
 - Painted light pedestals and working on replacing lights in them.
 - Resident Daily Ramp usage – 150 boaters
 - Non-Resident Daily Ramp usage – 29
 - Transient Boaters - 28

DUNEDIN PUBLIC LIBRARY

- Delivered 56 items to 26 users of our Homebound Delivery Service
- Presented 8 computer classes with an attendance of 108 people
- 370 people utilized the Library Study Rooms for the month
- 1260 e-books downloaded for the month
- 330 e-audiobooks downloaded for the month
- 362 seed packets checked out from Seed Library for the month
- Adult volunteers donated 200 hours of their time
- Teen volunteers donated 338 hours of their time
- Attended monthly meeting with county Library Directors
- Staff participated in the following webinars: Gale Cengage
- Staff attended CPR Training
- Staff attended PPLC strategic planning forum
- Staff working on plan to implement 3-D printing program
- Working with other city departments for Chamber event
- Hosted Public Safety Neighborhood Watch event
- Hosted Fire Department training classes for city employees
- Participated in city Orange Festival event
- Held intergenerational book discussion
- 80 people attended the Adult End of Summer Reading Luncheon
- 110 adults signed up for the Adult Summer Reading Program
- 135 reading logs turned in the Youth Department, over 300 signed up for summer reading
- 2 self check-out machines were installed – purchased by the Dunedin Public Library Foundation, Inc.
- Participated in Florida Library Association Continuing Education Committee & Legislative Committee
- Hired two part-time positions
- Worked with the Friends of the Library on t-shirts, selling at front desk
- Volunteer cleaned 401 DVD's/CD's that are now back in the collection
- Notary service at Library –7 stamps
- Proctored 4 exams
- Collecting Back to School supplies for Dunedin Elementary School

Library Statistics

Visitors	29,677
Transactions	84,580
New Materials Added	735
Internet Users (Adult & Youth)	3,370
AWE Early Literacy Stations Users	311
Wireless Users	1,428
Adult & Youth Programs	106
Program Attendance	3,529
Average Circulation per Hour	190

FINANCE

During the month of June, the Budget Division:

- Led the Commission through 3 Budget Workshops resulting in the adoption of a maximum millage rate of 4.1345 for FY 2016
- Participated in IAFF contract negotiations
- Reviewed actuarial report for Worker's Compensation liability
- Revised health benefits allocation for FY 2016
- Produced YTD expense report for each cost center to review expenditures in preparation of August budget amendment

The Finance Department:

- Reviewed and obtained authorization to execute an Interlocal Agreement with Pinellas County Property Appraiser ("PA") and Tax Collector in connection with PA Program to ramp up investigations of fraudulent homestead exemption claims.
- Assisted in analyzing the City's use of potential resources and ability to participate in a potential P3 proposal as a pathway to creating a public parking garage

COPY OF PAYMENTS PROCESSED FY2015

DATE	CHECK	CHECK	EFT	EFT	EPAY	EPAY	
PRINTED	COUNT	TOTAL	COUNT	TOTAL	COUNT	TOTAL	TOTAL
07/02/15	109	\$126,515.93	5	\$44,021.54	5	\$11,040.27	\$181,577.74
07/09/15	75	\$97,661.60	25	\$74,113.08	5	\$14,790.22	\$186,564.90
07/16/15	116	\$865,638.82	4	\$15,635.20	1	\$4,206.97	\$885,480.99
07/23/15	66	\$269,334.84	10	\$24,952.10	2	\$16,181.65	\$310,468.59
07/30/15	103	\$80,329.71	3	\$30,719.27	4	\$13,284.60	\$124,333.58
TOTALS	469	\$1,439,480.90	47	\$189,441.19	17	\$59,503.71	\$1,688,425.80

PURCHASING

CURRENT BID & RFP STATUS LIST

RECENTLY AWARDED

- Bid #15-1050 is titled "Dunedin Marina Rehabilitation – Phase II (West Wall & Intracoastal Wall Repairs). City Commission awarded this work to the George G. Solar & Company at their meeting on July 9, 2015.

UNDER EVALUATION

- RFP #15-1049 is titled “Medical, Prescription Drug, Dental & Vision Insurance.” Proposals were accepted until 3:00 pm Friday, May 29, 2015.
- RFP #15-1051 is titled “Integrated Enterprise Resource Planning Solution.” Proposals were accepted until 2:00 pm Tuesday, June 30, 2015. The City received five submittals.
- Bid #15-1052 is titled “Monroe/Huntley Street Improvements.” Bids were accepted until 2:00 pm Tuesday, July 29, 2015.

ACTIVE ON THE STREET

N/A

UNDER DEVELOPMENT

- Lakewood Estates Drainage Improvements
- Green Sand Filter Media Replacement Project

INFORMATION TECHNOLOGY

Service requests for the month of July.

Tickets Created	93
Resolved Tickets	91
Open Tickets	015
Malware Incidents	0

Important Information Technology Services events and status.

- Exported and forwarded monthly permits to county.
- Ongoing server migration project on schedule.
- File store migration in progress – 50% Completed.
- Updating pricing for secondary data services and PRI’s.

COMMUNICATIONS

Communications Department continues to work with all City Departments in an effort to keep citizens engaged and informed via Web, Television, Social Media and Print:

- Facebook/Twitter Updates (Facebook has grown over 9,360 followers) we are the most liked City in Pinellas County on Facebook!
- Managed Social and Digital Media (Facebook, Twitter, YouTube, web), Dunedin TV and DunedinGov.com)
- YouTube - • 277 subscribers • 61,928 views
- Attended Taoist Tai Center ground breaking at Fenway.
- Solid waste ReCollect App Demonstration.
- Continue to work with Aqua Marketing on Public Relations Campaign.
- Budget Workshops for FY 2016.
- Continue to research apps and technology for Communications.
- Coordination photography for City website and citywide requests.

- Continue to research new technologies/platforms to enhance communication and public outreach.
- Staff Liaison for Public Relations Action Advisory Committee.
- Coordinated web updates.
- Assisted media outlets.
- Digital Library maintenance.

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

- New July Spotlight on Dunedin: Economic Development update on Downtown Dunedin, Back to School Supplies collection at the Library, LVT Historical Feature, Historical Museum update, Dunedin Fine Art Center Update, Fire Boat Feature.
- Produced all content for Dunedin TV, City website, Facebook and YouTube.
- Upload and maintenance of Granicus (video on demand)
- Coverage of the City Commission and LPA meetings.
- Commission Workshops.
- Dunedin TV Scheduling and Bulletin Board Maintenance
- Maintained DTV Broadcast systems and edit suites.
- Fulfilled DVD requests

City Webmaster continues to support all departments Citywide.

- Continues to assist all city departments with City website.
- Regular site updates
- Website overview and analysis.
- Homepage edit and design of Spotlight and Slides.
- Flipbook uploads and management.
- Digital photo editing.
- E-notification distribution and management.
- Working on new modules for City website
- Assisted staff on web updates.

HUMAN RESOURCES

- Recruitment & Selection:
 - Positions posted during the month of July: Business Manager, City Arborist, Recreation Coordinator, Solid Waste Driver/Loader, Plans Review Engineer and Public Works/Utilities Inspector.
 - Lifeguard and Recreation Leader are closed.
 - The Director of Finance position was re-activated;
 - The Water Maintenance Mechanic, Project and Section Engineer positions remain open.
 - Employees Hired during July:
 - Brittany Brandemihl, Recreation Leader II, July 16;
 - Heather Palermi and Linda Shephard, Library Assistant I, July 29 and 30 respectively.
 - Promotions in July:
 - There were no promotions in July.
- Employee Benefits:
 - Self-Insured Medical Claims Experience: Total Paid Medical & Pharmacy claims for July was \$82,120.02, which was a 43% decrease from the June claims total. The average weekly claims for July were \$20,530.01.

- Director and Payroll/Benefits Coordinator met with the Clearwater, the Gehring Group, the City's Consultant for Insurance Benefits and Cigna Onsite, the new Third Party Administrator for the Employee Health Center on July 10, 15 and 30 to discuss the timeline for transitioning from Care ATC to Cigna Onsite.
- Director and Payroll/Benefits Coordinator attended a workshop on July 23 to hear about the latest developments of the Affordable Care Act and reporting requirements.
- Director, Payroll/Benefits Coordinator and HR Senior Administrative Assistant met with Humana and Gehring on July 29 to discuss the renewal options for the upcoming plan year.
- Classification and Compensation Study Update:
 - Director and HR/Risk Manager met with the Personnel Review Board on July 17 to present recommended adjustments to the FY16 Pay Plan from the Consultant and Budget Manager to finalize proposals to recommend new pay plan to Commission.
 - Director presented FY16 Personnel Recommendations and Consultant's recommendations on July 20 and 27. Commission tentatively approved a 3% merit increase based on a satisfactory score on the annual employee evaluation form, and the Consultant's recommendations: overall grade adjustments and position title changes where applicable, a 2% adjustment to all grade minimums along with adjustment of any employee's salary from below the new grade minimum to the minimum, as well as an amended partial parity payout based on years of service.
- DROP (Deferred Retirement Option Program):
 - Number of Employees in DROP: 16.
 - Employees who entered DROP during the month: (recorded in June's report).
- Performance Management:
 - Number of Coaching/Counseling or Other Disciplinary Actions: 5.
 - Annual Employee Performance Evaluation forms were distributed to supervisors in July. The completed forms are due to be submitted to Human Resources in September.
- Employment Separations:
 - Number of Separations from employment: 2.
 - Retirements During the Month of July: 0:
- Risk Management:
 - N/A
- Workers' Compensation:
 - Number of new Workers' Compensation Claims: 1; all have returned to work; total loss of time = 0 days.
- Property/Liability Claims:
 - New Property/Liability Claims: 0;
 - Moving Vehicle Accidents: 0.
- Family Medical Leave Act (FMLA):
 - Number of Employees with approved/pending FMLA: 5 - (Regular - 3, Intermittent - 2).
 - There were 0 new requests in July.
- Other (Non-WC, Modified Duty)
 - Two employees are currently working on a modified schedule (some restrictions).
- Records Requests: Number of Records Requests processed: 0.
- Labor Negotiations
 - Meetings between the City and the Dunedin Firefighters Association, IAFF, Local 2327, were held on July 2 and 9. The next meeting will be held on August 18, 2015, at the Community Center.

Government Calendar



August 2015 - Government Calendar 3rd Revision

Last edit 8/10/2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27 9:00 AM City Commission Budget Workshop @ City Hall 9:00 AM Committee on Aging @ Hale Center	28	29	30 8:00 AM Edgewater Drive Committee @ Planning Conf. Room 5:00 PM Out of Sunshine Meeting Collective Bargaining Session @ City Hall 6:30 PM Commission Meeting @ City Hall	31 10:30 AM Disability Advisory Committee @ Hale Center	1
2	3	4 2:00 PM Code Enforcement Board @ City Hall 6:30 PM Stormwater Advisory Committee @ Water Plant	5	6	7	8
9	10	11 7:30 AM Public Relations Advisory @ City Hall 4:00 PM Stadium Advisory Committee @ Dunedin Stadium	12 6:30 PM Local Planning Agency @ City Hall	13	14	15
16	17 5:15 PM Marina Advisory Committee @ Harbormaster's Office	18 9:00 AM City of Dunedin and Dunedin Firefighters Association @ Community Center 3:45 P.M. Dunedin Housing Authority @ City Hall	19 2:30 PM Fire Pension Board @ City Hall 4:00 PM Board of Finance @ Water Plant	20 5:00 PM Community Redevelopment Agency @ City Hall 6:30 PM Commission Meeting @ City Hall	21	22
23	24 9:00 AM Committee on Aging @ Hale Center 6:00 PM Library Advisory Committee @ Dunedin Library	25 7:30 AM Committee on Environmental Quality @ Water Plant	26 6:00 PM Friends of the Library @ Library	27	28 8:00 AM Arts & Culture Advisory Committee @ Planning Conf. Room 10:00 AM City of Dunedin and Dunedin Firefighters Association @ Community Center	29
30	31	1 2:00 PM Code Enforcement Board @ City Hall	2	3 6:30 PM Commission Meeting @ City Hall	4	5

No meetings for Causeway, CRA Advisory, Disability Advisory, Edgewater, Hammock, Mobile Home Park, Parks & Rec, Public Safety, Social Services or Youth.

Development Project Update 8-7-15

Current Projects - City Commission Review			LPA	CC 1st	CC 2nd	Appvd	under const.
Arcadia	265 Causeway Blvd	16 4-story condos	√	√	√	√	No
Casco Viejo	479 Main St	2 condos over 2 retail units	√	√	√	√	Yes
Douglas Place	523 Douglas Ave	8 townhome unit development	√	√	√	√	No
Dunedin Causeway Hotel	2621/2641 Michael Pl	90-room hotel with restaurant	07/08/15	08/20/15	12/03/15		
Eco Village - Lorr. Leland	1142 MLK Jr. Ave	25 Afford. Housing Units	beginning model home			√	Yes
Fenway	453 Edgewater Dr	102 rooms/Dev. Agreement	√	√	√	√	Yes
Gateway	Gateway Tract	mixed-use; amended Dev. Agrmt	08/12/15	09/03/15	09/17/15		
Glenn Moor	1289 Michigan Blvd.	23 SF homes/ zoning/LUP change	beginning model home			√	Yes
Highland Ave Townhomes	Highland/Howard	48 Townhomes	√	√	√	√	No
Leuken's Liquors	1410 Main St	2-story liquor store	07/08/15	07/30/15	08/20/15		
Mease Manor Memory C.	603-665 Virginia St	32 unit memory care facility	√	√	√	√	No
Starbucks	1785 Main St	Retail & coffee house w/drive-thru	√	√	√	√	No
Victoria Place	200 Main Street	30 condo units/8,000 sf retail	√	√	√	√	Yes

Current Projects - Staff Only Review Only		Comments	under const.
Achieva Dog Park	1659 Virginia St	Achieva headquarters wants to add a dog park for the community to use	Yes
Big Frog	533 Main St	building expansion to accommodate comp growth (eng. did courtesy revie	No
BlackHägen Design	333 Scotland	2-story office building (target employment ctr) for up to 18 staff	No
901 Curlew	existing offices	convert to café (local coffee, homemade ice cream, sandwiches)	No
Dairy Queen	1688 Main St	converting auto parts store to DQ with drive-thru & outdoor seats	Yes
Dunedin Woodwright	985 Douglas Ave	adding a brewery to the Woodwright studio; permit issued 9/26/14	Yes
Honu Restaurant	516 Grant St	convert SF house to restaurant (owner of Charlie Tulum Taco Truck)	No
House of Beers	324 Monroe	House of Beers with restaurant; dry cleaner; church or artist studios	Yes
FL Auto Exchange	2201 Main St	addition to office; update signs; permit in review	Yes
587 Main Street	Craft Brewery	convert Dunedin Printing into craft brewery; BAA 15-01 A -DENIED	No
ManaMana	470 Main St	Falafel/Mediterranean restaurant in current SF home (moving from CW)	Yes
Mike's Auto Repair	715 Main St	add 4 auto bays in rear, and façade improvements	No
1046 Oak St	1046 Oak St	4 single-family 2-story homes; attending 4/15/15 DRC	No
Pirate's Cove Marina	2400 Bayshore Blvd	building out marina per approved plans; taking 2nd story off plans	Yes
Sail Honeymoon	61 Causeway	removing existing structures, replacing with larger structure w/deck	Yes
Salty Dawg	941 Huntley	cover seating area, improve landscaping, etc.	No
Townhomes at Creek Park	Leafland/Creek Park	completing remaining 18 units; same site plan; permit app submitted	Yes

Potential Future Projects - City Commission Review		Comments
1200 Curlew Rd	1200 Curlew Rd	annexation, zone and LUP; PRD - single-family 8-unit "pocket neighborhood"
940-966 Douglas Ave	940-966 Douglas Ave	recently purchased; no plans yet
510 Frances	510 Frances	8 Townhome development
Highland TH - new proj	949 Highland	14 Townhomes in DC (across the street from the approved Highland TH)
93 Lexington	93 Lexington	Townhomes (up to 55 allowed) or SF homes (up to 38 allowed) on 5 acres
Nielsen Tract	375 Patricia Ave	plan to submit design review app on 8/28/15 for 10/14/15 LPA
Stirling Glen Townhomes	1680 Union St	33 Townhome development or affordable apts/TH mix

Potential Future Projects - Staff Only Review Only		Comments
Blue Carriage House	1040 Broadway	possible outdoor, neighborhood eatery and drinks
Dunedin Brewery	937 Douglas	wants to expand; constrained by parking & stormwater requirements
Kirk of Dunedin	2686 Bayshore Blvd	Expand shop and vestibule
Mind, Body & Earth	224 Albert St	Phase I permaculture garden tours; Phase II, convert garage to eco school - BAA
Retail strip center	1440 Main St	demo existing building, replace w/4-unit retail building