

Manager's ^{Up}date

Administrative

December 7th, 2015

Due to the cancellation of the November 19th City Commission meeting, this ^{Up}date will refer to the events since the date of the last ^{Up}date of October 5th, 2015.

PUBLIC WORKS AND UTILITIES DEPARTMENT:

Engineering Division:

Utilities Section

- **Production Well Rehab Program** – The Contractor, Southeast Drilling Services, Inc. has completed their work to rehabilitate potable water production Wells #5 and #85. City Staff has received the final invoices from Duke Energy with respect to charges relative to bringing new/upgraded power to three of the production well sites in this project. The charges related to right-of-way clearing necessary for Well #95 (located on Jackson Street) were eliminated as work was completed by City Public Services Staff. Duke Energy's request for an easement over the City Hall well site has been drafted and is currently under review. The Contractor, Southeast Drilling Services, Inc. has commenced installation of above ground piping at Well #50 (Patricia Ave.), Well #95 (Jackson St.) and Well #2 (at City Hall). Shop drawings describing remote telemetry equipment to be installed at the wells are being prepared by the Contractor.



- **New Reclaimed Water Ground Storage Tank related projects** –
 - City Water Division Staff completed installation of a 6-inch main to receive reclaim water from the Coca Cola facility. A temporary wireless link between the City's Wastewater Treatment Plant and the Coca-Cola Plant is being constructed to monitor reclaimed water delivery until a permanent monitoring station can be constructed by the tank and pump station contractor



- Tetra Tech, Inc. continues to prepare construction plans and specifications for bidding the new 2M gallon RCW tank and booster pump station project. Preliminary site plan drawings by Tetra Tech have been prepared and reviewed. An application for exemption from stormwater permitting has been submitted to FDEP, the agency with jurisdiction over the site acquired from Coca-Cola.
- SWFWMD approved the City's additional \$202,910 grant funding project request at its July meeting of their full Board. The City awaits their follow-up Amendment to the existing Grant Agreement. These amended grant funds are in addition to 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 Methanol Tank Replacement** – CPH, the City's consultant preparing plans for replacing this tank, has submitted biddable plans and specification to the City. Bidding/advertising of the project is expected to occur late December or early January.
- **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. King Engineering Associates, Inc. (KEA) is preparing construction plans and specifications. A 50% submittal of plans and specifications has been submitted and reviewed by City staff.
- **County Road 1 Valve Replacement** – The Pinellas County sidewalk construction project will begin in December, commencing at Main Street and working their way north. 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 City project is out to bid, with a bid opening date of January 5th. The ASH Group, the City's consultant prepared plans and specifications and the project has received permit approvals from Pinellas County, FDEP and FDOT.
- **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** – On September 29th, the City received via the Primerica Group One, Inc., the developer under a due diligence contract with Wells Fargo, an executed easement (by Wells Fargo) along the perimeter of the former Nielsen parcel line. On December 3rd, the City received the second required easement from the adjacent Bowling Alley owners. Both easements have been recorded, and were necessary in order to minimize costs to construct the project outfall, and avoid having to construct same within the R-O-W of Patricia Ave. SWFWMD has been notified of the City's successful acquisition of these easements, and Staff is awaiting confirmation of a meeting date with the District to coordinate amendment of the existing cooperative funding agreement in order to reflect revised advertisement and construction milestone dates for the project. City staff continues to coordinate with Primerica regarding the Development Agreement for the former Nielsen tract, with respect to easements, ditch maintenance responsibilities, well sites, and other requirements. 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. This project is expected to be bid during the first quarter of 2016.
- **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

- **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 City Commission approved the Award of the construction contract November 5, 2015. Once the Contract is executed and finalized, Staff will meet with the contractor to hold the Pre-Construction Meeting, expected to occur during the month of January.
- **FY15 Annual Street Resurfacing** – Construction of this project is 99% complete. A few of the roads resurfaced under this contract were as follows: Albermarle Court, Coronado Way, Del Rio Way, Roanoke St, Vine Avenue, the Fine Art Center Parking Lot, the Marina Parking Lot / Main Street.

Miscellaneous

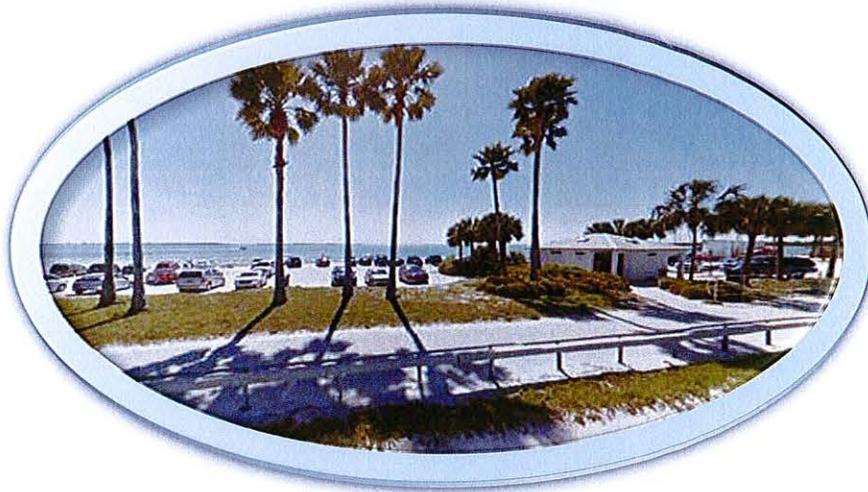
- **Dunedin Historical Society Trailside Bookstore Project** – Construction by City forces has commenced. Permits were acquired from Pinellas County for project features within the Trail, and SWFWMD for filling of the existing pond, and replacement of the stormwater management system beneath existing parking in the area. The building slab has been poured and Staff will be meeting on 12/8/15 with members from the project Architect team, Dunedin High School's Academy of Architectural Technologies, and the Bookstore Owner to coordinate the erection of the building panels on site.



- **Marina West Wall** – Construction progress and coordination meetings have been held every two weeks since the NTP was issued to the contractor in order to coordinate the existing utility and anchor system replacements for the west wall. The West Wall will be re-constructed in different segments; the first segment (Northern 1/3) of the wall reconstruction will begin, after the Boat Parade on 12/5/2015. The 2nd and 3rd Segments will begin after 12/24/2015, once the impacted boats have been relocated. It is anticipated the project will be completed in February.
- **Marina Parking Improvement** – The public parking areas along Marina Plaza has been resurfaced and restriped. In mid-December, a new 8-foot wide composite wood boardwalk will be constructed along the north side of the north Marina slips.



- **Causeway Boulevard Improvements Near Public Restrooms** – The pad is ready for the new artistic bicycle rack to the east of the restrooms, and the drinking fountain to the west of the restrooms has been installed. The drinking fountain is similar to others the City has installed along the Pinellas Trail and includes bottle filler and a dog dish. It is anticipated the center driveway at Sail Honeymoon will be removed and guardrail installed by the end of January.



- **Engineering Site Infrastructure / Development Review Participation:**
Projects discussed / researched as part of DRC meetings – (4)
Site / Infrastructure plan sets reviewed – (5)

Public Services Division:

Streets Section

- Performed demolition, prepped construction area and installed new restroom at Elizabeth Skinner Jackson Park.
- Installed new slab for the Trailside Bookstore project.
- Installed new bike rack slab in preparation of the new squid bike rack on the Causeway, near the restrooms.
- Flail Mowed and Dixie Chopper mowed (approximately 42,000 linear feet); in Areas I, II, III and IV.
- Installed new slab and water fountain on the Causeway adjacent to Sail Honeymoon Kayak rentals.
- Staff continues right-of-way Tree Trimming Citywide. Removed dead palm at 752 Wilkie and removed two Oaks from R-O-W at 1515 Fife.
- Trimmed trees at the Library in playground area, rear parking area, and the large Oak south of the main entrance near retention area.
- Trimmed trees at Michigan / Nolan, and at Milwaukee / Beltrees over the R-O-W.
- Continue Traffic Sign & Post maintenance Citywide.
- Set up speed control devices and counters Citywide, where needed.
- Continue sidewalk and pothole repairs Citywide.
- Repaired Utility cuts for Water, Sewer and Wastewater Citywide (Victoria Dr., and 808-810 Beltrees)
- Set up and take down MOT for the Crabfest, Dogtoberfest, Halloween Happenings, and Day of the Dead events downtown.
- Continued hauling Concrete and Asphalt to recycling plant as needed.
- Set up message boards, barricades and cones before the Celtic Fest event, and removed message boards, barricades and cones following the event.
- Repaired roadway for underdrain repair at Country Lane Road.
- Removed stepping stones and installed new concrete walkway through in-kind services at the Scottish American Society, and updated their signs on Main Street and at the parking area to read Scottish Hall.
- Removed, formed and replaced sidewalk at Fife and Argyle (200 linear feet).

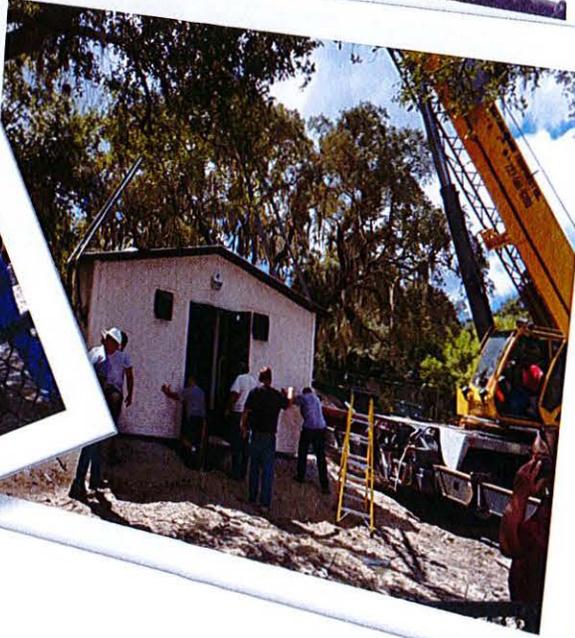
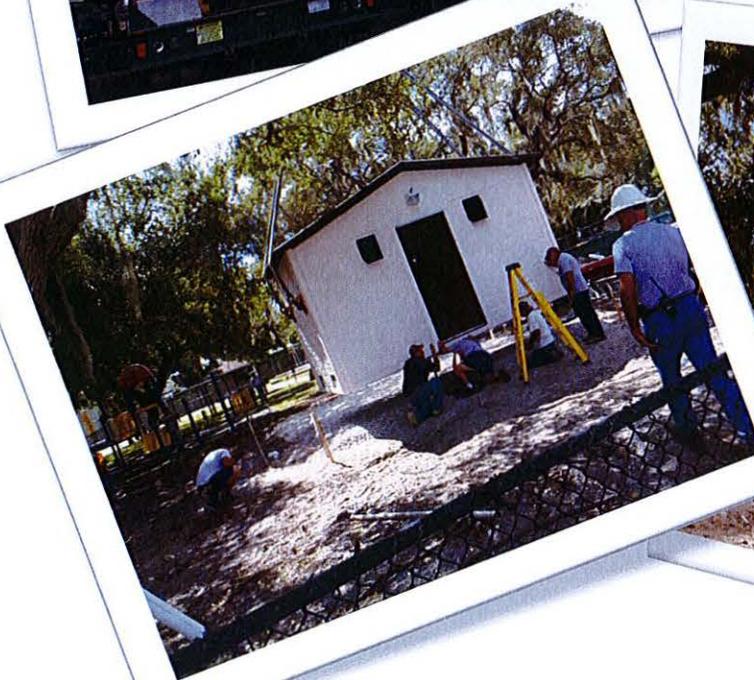
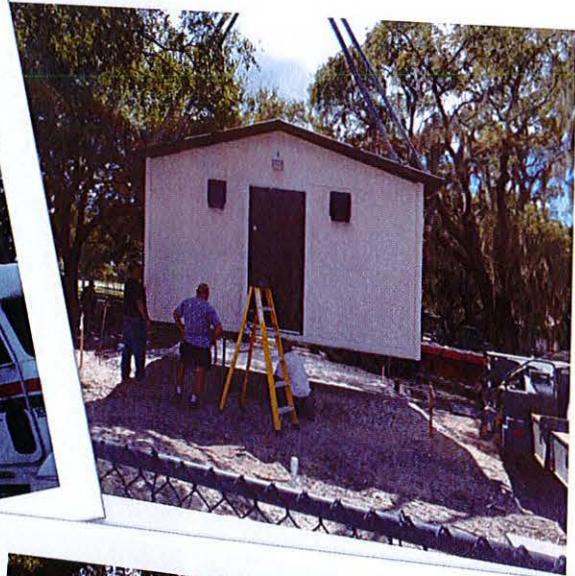
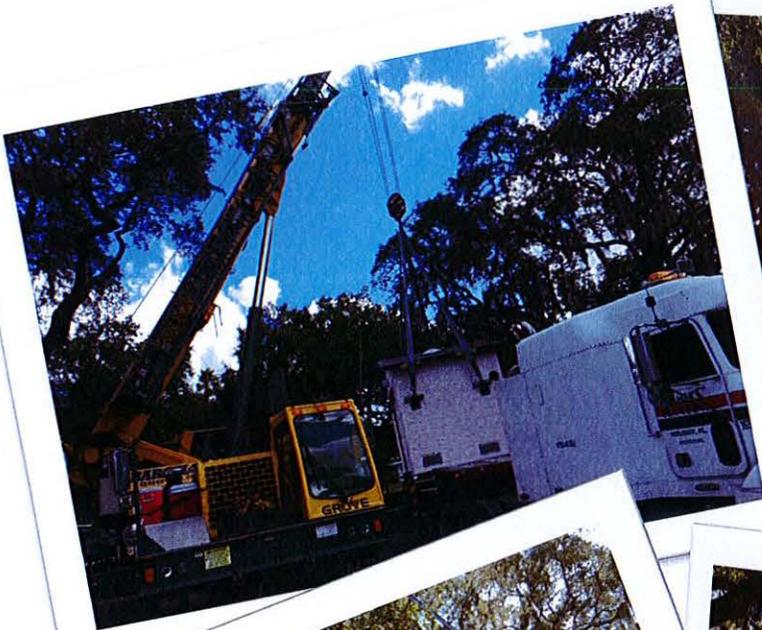
Stormwater Section

- Continuing Pipe lining for FY15, Citywide; working with Layne In-liner to complete as needed.
- Hauled excess dirt removed for Gabion repairs at Jackmar ditch, west of Pinehurst Rd.
- Arm Mowed (approximately 16,500 linear feet); in Areas III and IV.
- 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. Cleaned debris and sediment from the Lyndhurst / Suntime unit.
- Continued cleaning of Stormwater Treatment Systems Citywide.
- Worked with C.M.S. (Contractor) removing sediment at Scottsdale Park (two ponds).
- Repaired the underdrain at Country Lane Road.
- Removed pavers and installed new stormwater system at the Trailside Bookstore project.

Facilities Section

- Completed the Air Quality Study at NDS / Engineering Division building; scheduled post testing and met with Advanced Automation for potential resolutions of the HVAC system.
- Assisted in the demolition and installation of the new Elizabeth Skinner Jackson restroom.
- Set up and take down for the Crabfest, Dogtoberfest, Halloween Happenings, and the Day of the Dead events downtown.

- Oversaw the completion of the 150 ton A/C compressor replacement at the Community Center.
- Set up, worked and broke down MOT for the Celtic Fest event.
- Continued addressing Code / Safety Inspections Citywide.
- HVAC filter replacements continue Citywide throughout our 31 buildings on a monthly cycle.
- Assisted with installation of new water fountain on the Causeway, near Sail Honeymoon Kayak rentals.
- Worked with Precision Door on the repair of a bay door at Fleet Services.
- Replaced HVAC condensing unit at the M.S.B. building.
- Added DATA drops and repaired floor tiles at the Jones building.
- Painted areas of the Gymnasium and hallway at MLK Center, and classrooms at the Community Center.
- Removed the Honey Shack (soon to be Trailside Bookstore) from its old location, and delivered the walls to the Dunedin High School Architecture Academy.
- Repaired lights at the Community Center, adjusted and repaired lights at Engelbert.
- Change time clocks City-wide as a result of Daylight Savings.



Solid Waste & Recycling Division:

- Represented Dunedin at the Pinellas County Technical Management Committee (TMC) and Pinellas Partners in Recycling subcommittee.
- Served as staff liaison for the Committee on Environmental Quality.
- Staff worked with the Dunedin Public Library to bring a speaker from the Florida Humanities Council. The event was held on Wednesday, October 7, 2015 from 7-8pm. The topic was Florida Springs.
- The City of Dunedin Solid Waste & Recycling Division partnered with Achieva Bank to host a shredding event entitled “Shredtoberfest”. The event was held on Saturday, Oct. 24th from 8 am – noon, at 1659 Virginia St., Dunedin. Participants were able to bring up to 5 bankers sized boxes of documents / papers, free of charge. If participants exceeded the 5 box limit, they were asked to make a donation to the Achieva Foundation, a 501(c) (3) Corporation.



- The Sustainability Coordinator will be assisting the local chapter of the American Water Works Association (AWWA) for their upcoming Water Festival Event, to be held in April/May of 2016. Christina Perez will be the festivals exhibit coordinator.
- Staff, in conjunction with the Pinellas County Extension Services, hosted a “Green Your Home” workshop on Saturday, October 3rd from 9:30 am - 11:30 am, at the Dunedin Community Center. At this workshop, residents had an opportunity to learn ways to cut their energy and water consumption all while saving some green. Patrons who participated received a rain barrel and an insulated tote with energy and water saving devices. This workshop was held in conjunction with Energy Action Month and the City’s FGBC certification.
- Staff attended a meeting of the Tampa Bay Regional Planning Council pertaining to the SolarReady program. While at the meeting, there was discussion on upcoming solar initiatives and asking municipalities to show support for the program through their website or other forms of outreach.
- Staff attended a City website editor meeting. Discussions included any issues related to adding or deleting material, sizes of images, friendly URL’s, and the general layout of the website.
- Staff attended the Envision Training held by Pinellas County. The purpose of this training was to shed light on the envision certification process and to encourage attendees to take their Envisions Sustainability professional exam.

Wastewater Division:

Plant Summary

- **Wastewater Treatment flows:**

	Oct	Nov	
○ Influent Average Daily Flow:	4.198	4.074	Million Gallons
○ Influent Monthly Total Flow:	130.151	122.224	Million Gallons
○ Reclaimed Water Average Daily Flow:	2.946	2.844	Million Gallons
○ Reclaimed Water Monthly Total Flow:	91.335	85.306	Million Gallons
- **Maintenance and Repairs:**
 - Maintenance installed new drive motor on course bar screen.
 - Maintenance installed new non-clog impeller at Fac#5, Anoxic Tank #7.
 - Maintenance replaced all water seal lines at Fac#7 Sludge Building.
 - Outside contractor, Done Rite Roofing, replaced the roof on Fac#8, De-nite Filter Building.
 - Maintenance replaced filter feed pump #1 and check valve, and it is now back in service.
 - Maintenance replaced the drive belts on the Lab Fume Hoods.
 - Maintenance replaced the exhaust belts on Fac#8 ventilation system.
 - Outside contractor Water Treatment & Controls was on site performing additional P/M services on both of the 1000 lb/day gas feeders.
 - Maintenance installed new stainless steel backwash air header for Fac#8 Filter building, filter #3.
 - Outside contractor Southern Automation replaced a PLC at the Jerry Lake reclaim station with an upgraded Micro Logix 1400 PLC.
- **Compliance:**
 - September Monthly Discharge Monitoring report sent to the Department of Environmental Protection (FDEP); [No Issues].
 - October Monthly Discharge Monitoring report sent to the Department of Environmental Protection (FDEP); [No Issues].
 - Primary / Secondary sampling performed, [No Issues].
 - Quarterly Sludge sampled for fourth quarter, [No Issues].

Collections Summary

- **Scheduled repairs:**
 - Lateral repairs (7): San Helen, Watrous, Ford, Dumont, Bayshore Blvd., and Beltrees.
 - Installed 2 new laterals across Beltrees for 808 & 810 (septic tanks).
 - Extended new tap for 340 Citrus (new house).
 - Installed lateral liner under Bayshore Blvd (1813).
 - Cleaned out the drying bed and hauled debris to landfill.
 - Investigated / repaired multiple depressions.
 - Replaced the lateral from Lift Station #14 to the Marina Harbor Master/Olde Bay Cafe building.
- **Emergency Repairs:**
 - 12" force main (FM) repair at 1700 Solon Ave.
 - 8" gravity main repair at 677 Oakwood Dr. - due to contractor's liner failure.
 - Manhole repair at 975 CR # 1 (cover missing)
- **Unscheduled repairs / blockages:**
 - Continued to respond to citizen blockage calls (34); and daily utility field locates of sewer / fiber optics.
- **Cleaner Crew:**
 - Continue cleaning main lines (11,803 LF).
 - Monthly cleaning out of backwash basin at Water Plant.
 - Assisted Reclaimed staff by cleaning / blowing-out 3 reclaimed service line connections.

- TV Truck:
 - Continued televising mains (1,494 LF w/6 set ups).
 - Repaired leaking manhole on CR 1 that caused depression (most of the time was spent on the repairs to the manhole).
 - Installed 2 – sectional liners.
- Lift Station:
 - Re-Installed pump at LS #4.
 - Pulled and installed new N-type impellers on pumps at LS #20.
 - Performed troubleshooting of communications problem and repaired cable at LS # 38
 - LS # 16 – pulled pumps – installed new impellers and shear plates.
 - Updated radio frequency licenses for Telemetry with FCC.
 - Rehabbed LS # 14 at the Marina.
 - Courtesy check on radio communications, at various sites, with Motorola (Chris Painter).
 - LS # 20 - pulled pumps and installed new N-type impellers / set clearances.
 - Took down large main antenna at WWTP to do maintenance and removed small antenna (no longer in use) that was causing interference.
 - 2 employees (Lift Station crew) attended 2-day Automated System Troubleshooting class on 11/3 & 11/4 at St. Petersburg College (SPC).
 - Pulled and cleaned pumps at several stations due to “ragging” of the impellers.
 - Repaired pump from LS #4.
 - Worked with integrator for upgrades on PLC’s.
 - After hour call outs for power outages at LS # 27 and # 28.
 - Responded to SCADA alarms.
 - 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:**

	Oct	Nov	
○ Average Daily Potable Water Production:	3.63	3.68	Million Gallons
○ Monthly Potable Water Production:	112.59	110.59	Million Gallons
○ Annual YTD Potable Water Production:	1111.49	1222.08	Million Gallons
○ Annual YTD Rainfall:	51.6	53.62	Inches
○ Monthly Rainfall Total:	1.74	2.02	Inches
- **Noteworthy Events:**
 - Eric Stump, New Water Plant Mechanic start date 11/4/15
 - Autopsy results of filter membranes have been received and are under review.
- **Maintenance:**
 - Transfer pump 3 will be scheduled for rebuild.
 - Replacement transfer pump motors have been installed.
 - American Water Chemicals is running a pilot plant test to pilot membrane element anti-scalant.
 - Operators continue normal PM program on plant equipment.

Water Distribution

- **Maintenance and Repair** – The annual backflow testing program is 0% complete, with approximately 0 backflows tested for the calendar year (Due to a recent regulatory change from fiscal year to calendar year for backflow testing, we will now be reporting backflow testing from January 1 through December 31.) The large meter program is 75% complete, with 50 large meters tested for the fiscal year. Thus far this year, the Hydrant Program has installed 0 new hydrants, repaired 4, and replaced 0. During this time period, the Valve Program exercised 343 valves. For the year, the Valve Program has installed 0 new, replaced 0, repaired 0, and exercised 343 potable and reclaimed distribution valves.

Wellfield

- Southeast Drilling Services has completed all work related to the rehabilitation of Well 5 and Well 85. The rehabilitation work was successful in improving both water quality and production from both wells. For the second phase of the project, Southeast received and installed the pump and ordered all above ground piping for Well 50 and Well 95. Well 2 pump and above ground piping for will be installed after the New Year. In addition, electrical and communication equipment for all three wells will be installed after the New Year.
- D'Andrea Electric Inc. was on site to complete various electrical repairs and equipment replacements on Wells 5, 6, 9, 12, 28, 29, 30, 31, 84, 86 and 88. Certain electrical deficiencies were noted during a thermal imaging survey.
- Well 1 was out of operation awaiting installation of a replacement flow meter. The new meter should be installed during December 2015.

PARKS & RECREATION

- **Parks & Recreation Administration:**
 - Continued development of the revised Tree Ordinance.
 - Completed the first draft and samples of a Parks & Recreation Special Event Sponsorship Package and presented to staff.
 - Continued research and drafting of a Parks & Recreation Employee Handbook.
 - Obtained quotes and prepared the Parks & Recreation Special Event Sponsorship Package for distribution. Continued work on implementing the process for obtaining sponsorships.
 - Staff attended the Florida Recreation and Park Association Health Summit.
- **Marketing:**
 - Met with the Marketing Resource Group of staff from other cities to discuss effective advertising and recruiting new users.
 - A Parks & Recreation Marketing Committee was formed, and the first meeting was held to discuss effective marketing, print materials, strategies and future projects/topics.
 - Completed a draft copy of the next Parks & Recreation Magazine (Jan-April edition).
 - Created the next edition of the Marina newsletter and distributed to slip renters.
- **Special Events:**
 - Dunedin Brewery's Oktoberfest--Every night had record attendance. They sold approximately 1,000 commemorative beer steins.
 - American Classic Car Show had over 150 cars participate in this year's event.
 - Dunedin High School Homecoming Parade was held on Michigan and Pinehurst.
 - First United Methodist Church Celebration of 100 Years--They were able to package 10,000 meals to be dispersed in the area and in Haiti.
 - Our Lady of Lourdes Fall Festival--Two bands brought in many more crowds. They also had 300 runners for the "Beat the Priest" 5K Run.

- Stone Crab Festival had Caroline Kole and several other local artists perform. Estimated attendance was 2,000 on Saturday and 1,000 on Sunday.
- Casa Tina's Dia De Los Muertos shared the Mexican celebration with Dunedin, including the Lantern Walk at the end of the evening's activities.
- Downtown Trick or Treating once again packed the downtown area.
- Honeymoon Half Marathon has a total of 800 participants.
- Art Harvest-Even with rain on the second day of the event, crowds still flocked to Highlander Park for the 52nd year of this popular event. The featured artist for this year's event was James Carter from Southbury, CT with his acrylic paintings.
- The 8th Annual Dogtoberfest was a day of epic proportions. Suncoast Animal League surpassed 2014's record of 97 adoptions by adopting out 111 dogs this year. Attendance was a record of just over 10,000, and 177 vendors filled Highlander Park, which included 43 rescue groups.
- Wines the Blues was a success starting earlier at 3 PM. This year DDMA added Broadway to the event site using the Parks & Recreation Showmobile sponsored by Enchanted Spirits. High attendance--exceeding 15,000. The Kick-Off on Friday night paired very well with the 2nd Friday Wine Walk.
- Arts & Crafts Festival-Although the weather was raining on Saturday, the Arts & Crafts Festival still set up and opened doors. The weather was beautiful on Sunday, and the streets were packed with people. People also stopped by John R. Lawrence Pioneer Park to enjoy some beautiful art by the Creative Arts Guild.
- Celtic Festival-Even though the event was affected by the rain, the Dunedin Scottish Arts Foundation extends their thanks to everyone who turned up to support the Celtic Festival and the excellent stage show. The Red Hot Chili Peppers were terrific, as were the other bands who performed. Estimated attendance was 3,000-5,000.

Recreation:

- **Community Center**

- The Community Center had a total of nine (9) outside meetings and rentals with over 600 people in attendance in October.
- The Dunedin Showcase Theater performed their "Sherlock Holmes Mystery" play, which sold out for two of the four shows.
- The Community Center added a new Mommy & Me program to their list of activities.
- Over 4,300 participated in this year's Halloween Happenings event.
- The Dunedin Concert Band kicked off their concert season with a tribute to Star Wars, which was very well received. There were even a few characters from the movie participating in the show.
- Four outside rentals/meetings were held at the Community Center in November.
- The building and grounds were booked to near capacity for three of the four weekends of November with the Art Harvest, Dogtoberfest and Celtic Festival events.
- Community Center programs and activities saw an increase in participation with the new sign-up procedure and Thanksgiving holiday.
- Community Center staff continued with their preparations of the upcoming December holiday events.

- **Fitness/Wellness**

- Fitness Center visits totaled 3,281 and group fitness visits totaled 1,347 for a total of 4,628 visits in October. This is an increase of 368 visits or a 8.6% increase in attendance from September 2015.
- Fitness Center attendance was up 42 visits for the month of October compared to the previous month.

- Group Fitness was up 312 visits for the month of October (approximately 12 visits/day), largely due to winter visitors beginning to return.
- Fitness Center visits totaled 2,894 and group fitness visits totaled 1,401 for a total of 4,295 visits in November.
- Fitness Center attendance was up an average of 15 visits/day for the month compared to October 2015 (open 31 days in October and only 27 in November).
- Group Fitness was up 54 visits for the month of November.
- **Athletics**
 - Men's Softball began the fall season with 12 teams participating.
 - Six (6) teams participated in the 50 Years & Over Softball League.
 - Thirty (30) athletic rentals were held in October.
 - Seventy-five (75) participants registered for tennis classes in October.
 - A Cross Country Meet was held with 25 runners participating.
 - Forty-five (45) athletic rentals were held in November.
 - Sixty-five (65) participants registered for tennis classes in November.
- **Martin Luther King, Jr. Recreation Center/Youth Services:**
 - Staff hosted weekly Basketball Clinics Monday evenings for children ages 8-12 years working on skill development, teamwork, sportsmanship, and game play.
 - An on-going rental started through "Hard to Guard Basketball" sponsored by the Orlando Magic.
 - Staff attended training to learn and begin using the Facility Reservations Module in RecTrac.
 - Staff hosted the annual Halloween Party for 15 neighborhood children at the MLK Center. Activities included pumpkin carving, spooky treats, a candy corn hunt and riddle scavenger hunt.
 - Staff hosted a TGFH Day trip to the Lowry Park Zoo for 27 children during a teacher in-service day.
 - Championship games for high school boys' basketball leagues were held, bringing an 8-week season to a conclusion.
 - MLK Staff and the Youth Advisory Committee worked together to present a scene in the Halloween Happenings Hayride. Staff also assisted with the parking operation and carnival games.
 - Staff worked on event planning and organization for upcoming special events and programs, including Intergenerational Week, Boat Parade, Diversity Week, Turkey Trot and Jack Frost Camps.
 - Supervisory staff continued on hiring new staff for the Before/After School Program.
 - Before/After School Program staff continued to complete MOD training, as required by the Pinellas County License Board.
 - Staff chaperoned a trip to Island of Adventure for Youth Advisory Committee members on November 14th as a thank you for their volunteer service for the previous year.
 - Staff prepared a special turkey dinner for After School Program participants at Dunedin, Garrison Jones and San Jose Elementary Schools on November 19.
 - Supervisory staff conducted staff training for BASP staff on November 19 on topics including lesson plan guidelines, safe environments and positive behavior management.
 - Staff hosted the seventh annual Thanksgiving Dinner for neighborhood children and families on November 20. Families enjoyed a turkey feast with all the trimmings and read cards children made declaring what they were thankful for this year.
 - On November 23-25, staff conducted the Turkey Trot Camp for 57 school-age children. Activities included a Thanksgiving thankful tree, Pilgrim pass, Native American masks, pumpkin slime, turkey cup crafts and popcorn cornstalks.

- MLK staff worked on preparations and planning for upcoming events, including Intergenerational Week, Boat Parade, Holiday Parade, Dunedin Country Club Children's Party and Diversity Week.
- Staff is working in conjunction with local Parks & Recreation Departments to develop and plan the third annual summer games workshop to be held at Countryside Recreation and Library Complex this upcoming year.
- **Hale Activity Center:**
 - Hale Center staff assisted in the planning and conducting of the Halloween Happenings event, specifically the Costume Contest, Boo in the Zoo and Craft Tent.
 - Center staff also worked with the DDMA for the American Classics/American Heroes Car Show held in Downtown Dunedin.
 - Fifty-one (51) adult classes and program were held in October with a total participation of 2,608.
 - The Center hosted three outside group meetings with an attendance of 81 in October.
 - The monthly luncheon was sponsored by Horizon Bay-Brookdale with an attendance of 52 participants.
 - The Center hosted three rentals with an attendance of 275 participants in October.
 - Total Center attendance for the month of October was 3,016 participants.
 - Hale Center staff assisted in the preparation for the upcoming holiday specials—Santa's Calling, Old Fashioned Christmas, Holiday Light Tour and Holiday Parade.
 - Center staff held the Community Garage Sale with 63 vendors and 1,100 in attendance.
 - Fifty-two (52) adult classes and programs were held in November with a total participation of 2,349.
 - The Center hosted four outside group meetings with an attendance of 38 in November
 - The Thanksgiving & Gathering Luncheon was sponsored by Lakeside Oaks Care Center with an attendance of 80 participants.
 - The Center hosted one rental with an attendance of 120 participants in November
 - Total Center attendance for the month of November was 3,687 participants.
- **Highlander Pool:**
 - The Dunedin High School Swim ended their season at the Highlander Pool after returning from a two-year hiatus.
 - A new "cracked barrel" feature was installed at the Kiwanis Sprayground.
 - Items at the sprayground that were damaged from the mini tornado in September are in the process of being replaced. The "palm tree" will be replaced with a "daisy flower" spray feature.
 - Pool staff assisted with the overseeing of the Halloween Happenings event.
 - Pool staff continued with preparations for this year's holiday decorations which are set to be erected beginning November 19.
 - Staff completed the Operation Twinkle holiday decorating throughout the City and made final preparations for the Holiday Parade and Old Fashioned Christmas event.
 - Preparations continued for the new pool fencing which is due to be installed in December.
- **Parks:**
 - The athletic field crew completed the conversion of field 6 at Fisher Little League to a softball field, including clay, new sod and re-installed the fencing.
 - The Parks Division made improvements to the Jones Building, including office renovations, painting, and reorganized storage areas.
 - Marina Mini Park was renovated with new landscaping.
 - The storage shed from the cemetery was moved to the Jones Building.
 - Staff is working with Public Services and Barb Walker to install a new perch at the Osprey Cam.

- Staff is finalizing plans for submission to the County and DOT for additional palm plantings on Alternate 19 (Bayshore Blvd.).
- Continued development with CRA on a landscape plan for Broadway.
- Provided logistical support for a variety of events, including the Oktoberfest, Car Show, Crab Festival, Fall Festival, Day of the Dead, Halloween Happenings and Downtown Trick or Treating.
- Completed installation of new shade structure at the Weaver Park Playground.
- Completed Arbor Day sponsorship package to the Florida Forest Service (Florida Department of Agriculture).
- Completed Bayshore Palms Phase III site plans and submitted proposals to DOT and Pinellas County.
- Little League Fields 1-4 and soccer fields at Jerry Lake were all over-seeded with rye seed for the winter months.
- Installed new spectator seats at the Stadium.
- Put up the Christmas tree at Edgewater Park.
- Provided logistical support for a variety of events including the Honeymoon Half Marathon, Art Harvest, Dunedin High School band competition, Wines the Blues, Hale Center Garage Sale, Dogtoberfest, Arts and Craft Festival, Celtic Festival.
- **Marina:**
 - The Christening of the new fire boat was held on October 29.
 - Marina staff assisted with the distribution of publicity of the upcoming Holiday Boat Parade.
 - Staff completed various maintenance tasks at the Marina—replaced boards on the Fishing Pier, along with securing loose ones, pressure washed “catwalk” finger piers and removed a tripping hazard from the Pram Beach area.
 - Resident Boat Ramp Daily Permits – 113 (October)
 - Non-Resident Daily Ramp Permits – 13 (October)
 - Transient Boaters – 18 (October)
 - Relocated 13 slip renters within the Marina for the west side seawall project.
 - Decorated the Marina for the Holiday Boat Parade; 25 boats have been entered in the parade so far.
 - Resident Boat Ramp Daily Permits – 88 (November)
 - Non-Resident Daily Ramp Permits – 8 (November)
 - Transient Boaters – 25 (November)

DUNEDIN PUBLIC LIBRARY

- Presented 15 computer classes with an attendance of 64
- Notary Service at Library – 26 stamps
- Delivered 204 items to 49 users of our Homebound Delivery Service
- 645 seed packets checked out
- Dunedin Youth Volunteers donated 673 hours of their time
- Adult Volunteers donated 496 hours of their time
- 756 patrons utilized the study rooms
- Staff participated in Walk to School Day at Garrison Jones, Dunedin Elementary, San Jose, Dunedin Middle and Academie da Vinci
- Staff participated in Downtown Trick or Treating
- Staff participated in Community Center Halloween
- Staff and Youth Volunteers participated in Honeymoon Island Halloween

- Staff attended monthly staff meeting, Train the Trainer workshop, ebooks,
- Webinars: Webpage Calendar, Florida Library Advocacy, CIGNA Wellness
- Staff attended the following meetings: Humana Vitality Kick-Off, Zinio Magazines Online, monthly staff meetings, Photocopier training, Cataloging and Integrated Library System joint meeting
- Historical Museum and Library finalized planning for digitization of Dunedin Times
- Staff started planning of Great Decisions program for 2016
- Met with City IT Department for patron public computer upgrade planning
- Staff started portfolio setup with SIRSI/Dynix - new countywide ILS system
- Met monthly with Library Directors countywide
- Continued planning with Dunedin Schools on Dunedin Showcase of Schools
- Working with the Friends and Barnes & Noble for Fundraiser Night
- Working with Dunedin Cares Inc. for canned food drive for food pantry
- Staff participated in Barnes & Noble Maker Fair
- Library management team attended Tampa Bay Library Consortium Annual Meeting
- Windows 10- 2 day workshop - patrons and public attended
- Volunteer cleaned 1060 DVDs/CDs that are now back in the collection
- 2428 E-books downloaded
- 689 audiobooks downloaded

STATISTICS

Adult and Youth Programs	276
Program Attendance	6663
New Materials Added	2059
Internet Usage (Adult & Youth)	7323
Wireless Usage	5924
AWE Early Literacy Station Users	654
Visitor (Door Count)	59,985
Total Transactions	163,686
Average Circulation per Hour	179
Average Circulation per Hour	179

FINANCE

During the month of October & November, the Finance Department:

- Created, shared with Commission, and began using a Certification and Acknowledgment form for processing payments of approved grant in Aid to Private Organizations.

Update on Board of Finance Activities:

- The BOF interviewed candidates and selected two new members who were subsequently approved by Commission, London Bates will serve as a regular member and Maureen “Moe” Freaney will serve as an alternate member.
- The BOF also voted on its officers for 2016, Robert Dippong will continue for another year as Chair. Likewise, Charles Gamble will act as Vice-Chair and Lowell Suplicki as Secretary. The standing sub-committee vice-chairs were voted on by the Board to continue in 2016.
- The Policy & Investment Sub-Committee held a meeting and was presented with a proposed new format to the Investment Report resembling more of a broker statement format. The new format was received positively and was unanimously approved by all sub-committee members. At the same time the sub-

committee elected to have an Investment Report prepared and distributed quarterly by City staff, as opposed to monthly as it is being done presently.

The Accounting Division:

- Work on the Comprehensive Annual Financial Report (audit) and 2015 fiscal year-end continues with all staff fully engaged. Auditors are scheduled to return the last week in January.
- Account/Analyst and Senior Technical Assistant attended the Florida Government Finance Officers Association School of Governmental Finance November 2nd – 4th.

The Budget Division:

- Attended the following trainings:
 - a) Public Funds Investment Seminar in Orlando
 - b) FGFOA Suncoast Chapter Fall Conference in Largo
 - c) Sungard User Group Association Conference in Orlando
- Began drafting a budget calendar for the FY 2017 Capital Improvements Program and Annual Operating and Capital Budget
- Held a project management meeting with Engineering staff regarding the FDEP’s State Revolving Loan application process
- Assisted Planning & Development with configuration of the Viewpoint software and integration with Naviline
- Provided support to the IAFF labor negotiations
- Attended the FGFOA School of Government Finance in Palm Beach Gardens
- Finalized new format and presented Investment Report to the Investment & Policy Subcommittee of the Board of Finance
- Facilitated adoption of Budget Amendment 15-30 with final adjustments to the FY 2015 budget
- Initiated meetings with City Departments to identify funding to carry-forward from the FY 2015 to FY 2016 budget

COPY OF PAYMENTS PROCESSED FY2015

DATE	CHECK	CHECK	EFT	EFT	EPAY	EPAY	
<u>PRINTED</u>	<u>COUNT</u>	<u>TOTAL</u>	<u>COUNT</u>	<u>TOTAL</u>	<u>COUNT</u>	<u>TOTAL</u>	<u>TOTAL</u>
10/1/2015	26	\$29,641	2	\$167	0	\$0	\$29,808
10/8/2015	93	\$762,572	5	\$24,789	1	\$1,264	\$788,625
10/15/2015	68	\$194,084	15	\$28,097	4	\$22,936	\$245,117
10/22/2015	66	\$213,295	6	\$43,316	3	\$6,911	\$263,522
10/29/2015	132	\$165,918	13	\$64,810	3	\$19,115	\$249,842
TOTALS	385	\$1,365,510	41	\$161,179	11	\$50,226	\$1,576,915

DATE	CHECK	CHECK	EFT	EFT	EPAY	EPAY	
<u>PRINTED</u>	<u>COUNT</u>	<u>TOTAL</u>	<u>COUNT</u>	<u>TOTAL</u>	<u>COUNT</u>	<u>TOTAL</u>	<u>TOTAL</u>
11/5/2015	111	\$391,913	7	\$25,269	8	\$42,782	\$459,964
11/12/2015	87	\$323,894	21	\$48,421	2	\$4,777	\$377,092
11/19/2015	157	\$377,208	6	\$20,459	5	\$19,160	\$416,828
11/25/2015	45	\$739,878	10	\$36,588	1	\$1,245	\$777,711
TOTALS	400	\$1,832,894	44	\$130,736	16	\$67,964	\$2,031,594

PURCHASING

CURRENT BID & RFP STATUS LIST

RECENTLY AWARDED

- Bid 15-1054 is titled “Michigan Blvd. Rehabilitation Project – West of Pinehurst Road. The Dunedin City Commission awarded this bid to Asphalt Paving Systems at their meeting on November 5, 2015.

UNDER EVALUATION

- RFP 16-1055 is titled “Equipment Master Leasing Services.” Proposals were accepted until 2:00pm Tuesday, November 3, 2015. The item is scheduled for City Commission discussion at the December 17, 2015 meeting.

ACTIVE ON THE STREET

- Bid 15-1056 is titled “Broadway Arch Replacement.” The bid date was moved back two weeks in order to provide additional information to all potential bidders. Bids are due at 2:00pm Tuesday, December 1, 2015.

UNDER DEVELOPMENT

- Lakewood Estates Drainage Improvements
- Green Sand Filter Media Replacement Project
- County Road #1 Valve Replacement Project

INFORMATION TECHNOLOGY

Service requests for the month of October-November.

Tickets Created	133
Resolved Tickets	111
Open Tickets	030
Malware Incidents	000

Important Information Technology Services events and status.

- Exported and forwarded monthly permits to county.
- Domain Controller Update complete.
- Implemented new helpdesk.
- Implemented new change control system.
- Implemented new inventory management.
- File store migration in progress – Completed.
- VMware system updates completed.
- Naviline system updates completed.
- Started system security review.
- Started system End of Year Procedures.
- Scheduling PEN Test

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 10,735 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 - 331 subscribers • 74,958 views

- Continue to work with Aqua Marketing on Public Relations Campaign.
- Wayfinding Signage team meetings.
- Dunedin TV equipment repairs and maintenance.
- 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.
- Attended Grand Opening of Mirabella and Found.
- Attended Dunedin Scottish American Society 35th Anniversary.
- Attended County PIO meeting.
- Staff Liaison for Public Relations Action Advisory Committee.
- Visit Dunedin
- Coordinated web updates.
- Assisted media outlets.
- Digital Library maintenance.

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

- New October/November Spotlight on Dunedin: Films in the Park, Fire Boat 60 Christening, Halloween in Dunedin, Art Harvest Promo, Honey Shack Demo, Economic Development, Celtic Festival, Library Updates, Holiday Promos, Scottish American Society 35th Anniversary and Honeymoon Island.
- 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.
- Attended Vision Training Session in Northport, FL.
- 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.

CRA/ECONOMIC & HOUSING DEVELOPMENT DEPARTMENT

Projects

- EcoVillage Townhomes:
 - Construction has begun on the second of 5 townhomes located at Lorraine Leland Street, MLK Jr. and Douglas Avenue. These are some of the very first Net Zero Energy Ecomagination homes in the world.

- Dunedin Commons (375 Patricia Avenue):
 - At the November 5, 2015 City Commission Meeting, approvals were obtained for 280 apartments, 56 townhomes and 7,200 sq. ft. of retail space and 44,649 sq. ft. of office space.
 - There will be a Second Reading/public hearing on the Final Design Review and Ordinances 15-36 (Development Agreement) and 15-37 (Rezoning) at the December 17, 2015 Commission meeting.
- Gateway:
 - The Gateway is a planned mixed use development located in the downtown (corner of Main Street and Milwaukee Avenue) featuring 128 higher-end apartments and approximately 15,000 square feet of retail space.
 - At the November 5, 2015 Commission meeting, the rendering showing architecture and color was approved. A massing rendering will be presented at the December 17, 2015 Commission meeting.
 - The Gateway's groundbreaking is scheduled for December 17, 2015.
- Broadway Arch:
 - The Broadway Arch design has been finalized. Bids were submitted and Stamper Construction was the low bidder. This project came in under budget.
- Mixed Use Development/Parking Garage:
 - October 15, 2015: City Commission approved a request to begin negotiations on a Development Agreement with 203 N Marion Street LLC/Joseph Kokolakis for a Public/Private Municipal Garage and Mixed-Use Project at 940 & 966 Douglas Avenue. This project would produce significant public parking (approximately 195 – 215 spaces).

Aqua Marketing & Communications

- The **October** regional pitch promoted “Unique Events” featuring Dunedin’s wide array of events, celebrations and festivals. Also submitted was a long-lead pitch about “Work, Life, Balance” which documented many businesses that have cited the lifestyle of Dunedin as a main factor for selecting it as the perfect place to both work and live.
- In **November** the regional pitch promoted additional “Unique Events” in Dunedin during the holiday season. The long-lead pitch was for “No Car Vacations” that focused on Dunedin being a great destination that offers many activities and opportunities to relax - all without a car in tow.



- Simon & Baker has also published several articles on Dunedin. In October The Black Pearl and Meranova Guest Inn were featured in several articles by Simon & Baker where both received favorable reviews.

Downtown Events

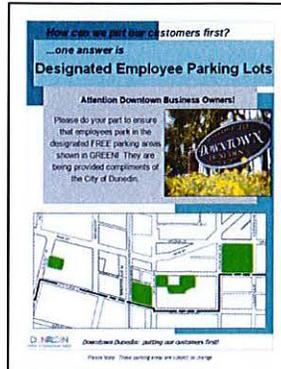
- Downtown events in **October** included Oktoberfest, the 2nd Friday Wine/Art Walk, Dia de Los Muertos (Day of the Dead), and Downtown Trick or Treating.
- Downtown events in **November** included the 2nd Friday Wine/Art Walk, Dunedin Wines the Blues, the Celtic Music & Craft Beer Festival, the Arts & Crafts Festival, and the Dunedin Downtown Market.

DOWNTOWN PARKING STATUS

On January 7, 2016, City staff will be presenting a recommended Parking Management System to the Commission along with calendar timelines. Below is a status update of the various elements:

- **Parking Inventory:** A physical review of downtown parking lots took place in mid-November to examine if areas could be enhanced to create more parking spaces. The review showed that in some of the parking lots, there were opportunities to make adjustments that could facilitate additional parking spaces. Staff is moving forward with making the improvements that would produce more downtown parking at little cost.
- **Paid Parking Revenue Component:** Research has been completed on types, costs and designs of various pay stations. RFP authorization for pay stations is set to go before Commission on January 7, 2016.

- **Communication:** A Parking Flyer was created and distributed at the November Downtown Dunedin Merchant's Association meeting that helps direct the employees of merchants to utilize the City's free parking lots, leaving the prime spots for customers and visitors.



- **Wayfinding:** An internal City staff team has held regular meetings to determine the issues with existing downtown parking signage and implement a plan to make it easier for drivers to find parking areas. The need for eye-catching, uniform and user-friendly parking signage was determined. An inventory of current signage along Main Street was taken which shows deficiencies in the Downtown's wayfinding system. A three-pronged signage plan is currently being formed that would involve decorative street signage, directional signage and pavement signage.
- **Enforcement:** The City has received pricing from the Pinellas County Sheriff's Department to enforce downtown parking.
- **Increasing Parking Lease Agreements:** The proposed leases for additional surface parking have been negotiated and will move forward soon for Commission approval.
- **Land Development Code & Parking Bank:** The Land Development Code pertaining to downtown parking and the parking bank is in the final stages of approval. The new Code has increased parking requirements for a restaurant from 1 space per 400 sq. ft. to 1 space per 200 sq. ft. The parking bank has been revised to \$8,000 per parking space (previously \$2,500).
- **Development Agreement with Parking Structure:** Negotiations for a public parking garage at 940 & 966 Douglas Avenue have been completed. The item is set to go before the Local Planning Agency on January 13, 2016 and to the City Commission in February 2016 for deliberation.
- A **Critical Path Schedule** has been created which shows the various elements of the Parking Management System and what has been completed to date.

PLANNING AND DEVELOPMENT DEPARTMENT

- During the month of **October**, 811 total permits were issued, valuation \$9,008,747; 11 new single family residences, valuation \$4,331,612; 0 new multi-family residences; 0 new commercial structure; 29 additions and remodeling, valuation \$950,586; 771 miscellaneous permits, valuation \$3,726,549.
- Inspections made during the month are as follows: 1,082 inspections (building, electrical, plumbing, mechanical, gas, roofing); and 179 code enforcement inspections. A total of 396 Business Tax Licenses were issued during **October** for an amount of \$10,242.
- During the month of **November**, 392 total permits were issued, valuation \$4,432,879; 6 new single family residences, valuation \$1,373,077; 0 new multi-family residences; 0 new commercial structure; 33 additions and remodeling, valuation \$451,827; 353 miscellaneous permits, valuation \$2,607,975. Inspections made during the month are as follows: 1,084 inspections (building, electrical, plumbing, mechanical, gas, roofing); and 200 code enforcement inspections. A total of 166 Business Tax Licenses were issued during **November** for an amo

HUMAN RESOURCES

- Recruitment & Selection:
 - Positions posted during the months of October-November: Lead Craftworker (HVAC), Solid Waste Driver/Loader and Project Engineer.
 - The Director of Finance position was filled; new hire start date in January 2016;
 - One Fire Inspector position is pending background, physical and drug screen.
 - Employees Hired during October-November:
 - Whitney Wright, Fire Inspector, November 2, 2015;
 - Tai Truong, Plans Review Engineer, November 2, 2015;
 - Eric Stump, Water Maintenance Mechanic, November 4, 2015;
 - Thomas Hunter, Wastewater Serviceworker I, November 30, 2015.
 - Promotions in October-November:
 - Jennifer Jewel, to Administrative Coordinator (P&D/Econ/CRA), October 14, 2015;
 - Brian Elliott, to Park Maintenance Crew Leader, October 14, 2015;
 - Joshua Reilly, to Park Maintenance Worker III, October 14, 2015;
 - Joseph McLemore III, to Park Maintenance Worker II, October 14, 2015;
 - Sean Stebor, to Park Maintenance Worker II, October 14, 2015;
 - Tina Ward, to Recreation Leader III, October 14, 2015;
 - Joseph Marshall, to Recreation Leader II, October 28, 2015.
- Employee Benefits:
 - Self-Insured Medical Claims Experience: Total Combined Paid Medical & Pharmacy claims for October and November were \$298,655.59, which is 21% less than the combined August/September claims totals. The average weekly claims for October-November totaled \$33,183.95.
 - Commission approved the new service agreement with Humana as the City's provider for medical, dental, vision and the Vitality Wellness Program on October 1, 2015.
 - The Employee Health Center opened under the auspices of the new Third Party Administrator, Cigna Onsite, on November 2, 2015.
 - Commission approved the new Professional Services Agreement with Cigna Onsite for the Employee Health Center on November 5, 2015.
 - Director in conjunction with the Gehring Group presented an update on the City's employee insurance benefits at a Commission Workshop on November 10, 2015
 - Human Resources in conjunction with Humana held a Vitality Boot Camp on November 19, 2015 to explain the new Humana Vitality Wellness Program and assist employees and eligible dependents with registration.
- Classification and Compensation Study Update:
 - Letters were sent to employees in November to notify them of position title/grade/salary changes as a result of the Study.
 - Work continues with the Consultant to finalize job descriptions and correct any further grade/salary discrepancies.
- DROP (Deferred Retirement Option Program):
 - Number of Employees in DROP: 18.
 - Employees who entered DROP during the month: 1.
- Performance Management:
 - Number of Coaching/Counseling or Other Disciplinary Actions: 0.
- Employment Separations:
 - Number of Separations from employment: 3.
 - Retirements during the Month of August: Park Maintenance Crew Leader Matthew Creighton retired after 33 years of service.

- Risk Management:
 - Commission approved the new addendum to the service contract with Johns Eastern, the City's Third Party Administrator for Claims Administration Services, on October 1, 2015.
 - Workers' Compensation:
 - Number of new workers' compensation claims: 7; five returned to full-duty.
 - Total current open workers' compensation claims: 4; three employees remain on light duty;
 - Total loss of time in October-November = 1 day.
 - Property/Liability Claims:
 - New Property/Liability Claims: 1; total open cases = 6.
 - Moving Vehicle Accidents: 0; total open cases = 2.
- Family Medical Leave Act (FMLA):
 - Number of Employees with approved/pending FMLA: 9 - (Regular - 2, Intermittent – 7).
 - Number of new requests in October-November: 7.
- Other (Non-WC, Modified Duty)
 - Three employees are currently working on a modified schedule (some restrictions).
- Records Requests: Number of Records Requests processed: 4.
- Labor Negotiations
 - The City and the Dunedin Firefighters Association, IAFF, Local 2327 met on October 21, 2015 and reached a tentative agreement on a new collective bargaining agreement.
 - The 2015-18 Collective Bargaining Agreement between the City and the Dunedin Firefighters Association, IAFF, Local 2327 was ratified by Union members on October 29, 2015 and approved by the Commission on November 5, 2015.



Government Calendar



December 2015 - Government Calendar Third Revision

Last edit 12/08/2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	1 2:00 PM Dunedin Code Enforcement Board @ City Hall	2	3 6:30 PM Commission Meeting @ City Hall	4	5
6	7 6:30 PM Dunedin Library Youth Volunteers Meeting @ Dunedin Library	8 10:30 AM Mobile Home Park Committee @ Planning Conf. Room CANCELLED 4:00 PM Stadium Advisory Committee @ Dunedin Stadium	9 6:30 PM Local Planning Agency @ City Hall	10 7:30 AM Public Relations Advisory Action Committee @ City Hall	11	12
13	14 6:30 PM Hammock Advisory Committee @ Community Center	15	16	17 10:00 AM Public Safety Comm. @ Fire Admin. 6:30 PM Youth Advisory Committee @ MLK 6:30 PM Commission Meeting @ City Hall	18 8:00 AM Arts & Culture Advisory Committee @ Planning Conf. Room	19
20	21 CANCELLED 5:15 PM Marina Advisory Committee @ Harbormaster's Office	22	23	24 All City Facilities and the Dunedin Library are closed for the Holiday.	25 All City Facilities and the Dunedin Library are closed for the Holiday. 	26
27	28	29	30	31 The Library closes at 5 pm today.	1 All City Facilities and the Dunedin Library are closed on New Years Day. 	2

No meetings for Causeway, Parks & Rec, Aging, Community Redevelopment Agency Advisory, Library, Social Services, Board of Finance, Disability Advisory, Environmental Quality, Stadium, Stormwater or Marina.

Development Project Update 12-4-15

Current Projects - City Commission Review				LPA	CC 1st	CC 2nd	Appvd	under const.
Aberdeen Oaks	1441-1461 Virginia St	20 single-family home subdivision	12/09/15	01/07/16	02/04/16			
Arcadia	265 Causeway Blvd	16 4-story condos	√	√	√	√	√	No
Casco Viejo	479 Main St	2 condos over 2 retail units	√	√	√	√	√	Yes
Chesapeake Apartments	2307 Cumberland Cir	44 apts (add. to existing complex)	01/13/16	02/04/16	03/03/16			
Douglas Place	523 Douglas Ave	8 townhome unit development	√	√	√	√	√	No
Dunedin B&B	520/530 Skinner Blvd	11-room B&B, plus owner's unit	12/09/15	01/07/16	02/04/16			
Dunedin Causeway Hotel	2621/2641 Michael Pl	90-room hotel with restaurant	07/08/15	08/20/15	12/03/15	√		
Dunedin Commons	375 Patricia Ave	mixed-use (retail, TH, apts); D.A.	10/14/15	11/05/15	12/17/15			
Dunedin Lofts	940-966 Douglas Ave	Retail, apartments & parking garage	01/13/16	02/04/16	03/03/16			
Eco Village - Lorr. Leland	1142 MLK Jr. Ave	25 Afford. Housing Units	√	√	√	√	√	Yes
Fenway	453 Edgewater Dr	102 rooms/Dev. Agreement	√	√	√	√	√	Yes
Gateway	Gateway Tract	mixed-use; amended Dev. Agrmt	√	√	√	√	√	No
Glenn Moor	1289 Michigan Blvd.	23 SF homes/ zoning/LUP change	√	√	√	√	√	Yes
Gramercy Court	Highland/Howard	48 Townhomes	√	√	√	√	√	No
Highland Townhomes	949 Highland	13 Townhomes	01/13/16	02/04/16	03/03/16			
Leuken's Liquors	1410 Main St	2-story liquor store	√	√	√	√	√	No
Mease Manor Memory C.	603-665 Virginia St	32 unit memory care facility	√	√	√	√	√	Yes
Starbucks	1785 Main St	Retail & coffee house w/drive-thru	√	√	√	√	√	Yes
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
Angelillis	600 San Christopher	demo quonset hut; replace with industrial use building		No
Big Frog	533 Main St	building expansion to accommodate comp growth (eng. did courtesy review)		Yes
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)		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
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 - ROW use agrmt		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; 1 home in permitting		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 <i>purchased new modular - awaiting delivery; deck permit app'd</i>		Yes
Salty Dawg	941 Huntley	cover seating area, improve landscaping, etc.		No
Retail strip center	1440 Main St	demo existing building, replace w/4-unit retail building		
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"	
510 Frances	510 Frances	8 Townhome development	
93 Lexington	93 Lexington	Townhomes (up to 55 allowed) or SF homes (up to 38 allowed) on 5 acres	
Stirling Glen Townhomes	1680 Union St	33 Townhome development or affordable apts/TH mix	

Potential Future Projects - Staff Only Review Only			Comments
Dunedin Fine Arts	DFAC	building out 2nd story shell	
996 Douglas	996 Douglas	food truck & family entertainment court - going to CRAAC and BAA	
Jensen's Seafood	907 Douglas	converting adjacent home to retail shop for seafood business	
Soggy Bottom Brewery	764 Main St	converting DCI blood bank building to craft brewery	
Wells Fargo	2494 Bayshore Blvd	demo existing Wells Fargo, construct new building on south portion of property	