

Interim City Manager's ^{Up}date

Administrative

May 8, 2017

This ^{Up}date will refer to the events since the date of the last ^{Up}date of April 10th, 2017.

DUNEDIN PUBLIC LIBRARY

- Presented 8 tech classes with an attendance of 60 people
- Notary Service at Library – 34 stamps
- Delivered 121 items to 22 users of our Homebound Delivery Service
- Dunedin Youth Volunteers donated 200 hours of their time
- Adult Volunteers donated 224 hours of their time
- 308 patrons utilized the study rooms
- 402 seeds packets “checked out”
- E-books checked out – 1484
- E-audiobooks checked out – 516
- 2 Exams proctored
- 135 DVDs/CDs cleaned and put back in collection
- Webinars: RB Digital, Raspberry Pi, FLA Leadership, FLA Continuing Education
- Staff attended the following meetings: Commission Meetings, Library Advisory, Friends of the Library, Interest Group, Dunedin Youth Volunteers, TBLC Leadership,
- Monthly meeting with Pinellas County Library Directors and Pinellas Public Library Cooperative Board
- Attended Curtis Fundamental Elementary & Garrison Jones Student Advisory Committee
- Staff attended San Jose Volunteer Appreciation and Garrison Jones Volunteer Appreciation
- Dunedin Garden Club held Earth Day event with Library storytime
- Attended City
- Hosted Business Incubator Meetings on Thursday mornings
- Hosted Dunedin Community Garden workshop
- Attended Dunedin Council of Organizations meeting and Board meeting
- PSTA presentation at Library Staff Meeting
- 275 People attended the Shred Event
- Library Director attended 4 day IEMC webinar
- Celebrated National Library Week
- Staff had table at Honeymoon Island Earth Day
- Friends hosted Milliken Luncheon

STATISTICS

| | |
|----------------------------------|--------|
| Door Count | 30,349 |
| Total Transactions | 78,552 |
| Adult and Youth Programs | 133 |
| Program Attendance | 2869 |
| Internet Usage (Adult & Youth) | 3243 |
| Wireless Usage | 2760 |
| AWE Early Literacy Station Users | 389 |
| Ipad stations | 53 |
| Items Added to Collection | 1014 |

PARKS & RECREATION

Parks & Recreation Administration:

- Attended the Emergency Management Trainings conducted through Pinellas County.
- New playground equipment at Hammock Park approved by the City Commission.
- Researched possible equipment, locations and costs for a wheelchair-accessible playground component. Attended a second meeting with the Disability Advisory Committee to discuss the findings and fundraising opportunities.
- Conducted the Arbor Day proclamation at the April 6 Commission meeting and held the annual Tree Give-Away at Florida Auto Exchange Stadium on Saturday, April 15, 2017. Five hundred fifty (550) trees were distributed to Dunedin residents to increase our tree canopy including various shade and ornamental options.
- Attended the Capital Improvement Plan and Penny for Pinellas budget workshop.
- Prepared for and conducted the Annual Parks & Recreation Department Planning Retreat where annual goals and initiatives were evaluated and future goals and impact metrics were established.
- Lanie Sheets passed the Playground Safety Inspector Certification Exam.

Marketing:

- Completed and distributed the new Parks & Recreation Magazine (summer edition) to City facilities and around the community. Promotions done through direct mail, email, social media and website.
- Finalized and distributed the Community Events calendar for May.
- Advertised and promoted Summer Camp on website, e-notify, local newspaper and social media.
- Designed various flyers, posters and for upcoming events and new programs.
- Researching internship programs and curriculums from state universities and surrounding cities.
- Created a Satisfaction, Marketing & Interest survey for parents to complete at the time of camp registration. Collected over 230 surveys with the majority having an excellent/satisfied registration experience. Most would recommend us to a friend, they provided suggestions for new programs, and when asked 'how did you hear about us,' 60% of the participants were returning campers, followed by word mouth/friend, and then online was third. Surveys will continue to be collected throughout the summer.
- Met with marketing staff from cities throughout the County to discuss marketing methods and trends, including summer camp, internships and sponsorships.
- Attended the Annual Staff Retreat to review and discuss department goals, accomplishments and impacts.
- Continued maintenance and upkeep of Department webpages and online special events calendars.
- Continued to create and monitor department events on Facebook.

Special Events:

- Highland Games - Most successful event ever; broke record high in attendance – just under 7,000. Every competition had competitor from the local area, the 5 counties, outside of the state and some outside of the country. Filled the downtown streets & John R. Lawrence Pioneer Park Friday night during the Pipe Band March & Ceilidh in the Park.
- American Cancer Society Relay for Life – Approximately 15 teams participated in the Annual Relay for Life event in Highlander Park. So far this event season, \$35,249.51 has been raised. Participants have the ability to fundraise until August 31 for this year, so hopefully even more will be raised.
- Manta Ray Cross Fit Competition – Two hundred (200) female and 232 male athletes participated in the event.
- American Legion Chili Cookoff – Turnout wasn't as expected this year; a lot of events going on in other places at the same time.
- Rental in Edgewater Park - Palm Tree Vendor Market – 23 vendors set up their tents in Edgewater Park and offered a variety of trinkets for sale.
- Rental in John R. Lawrence Pioneer Park – San Jose Casa Tina's Fundraiser.

Recreation:

- **Community Center:**
 - Community Center had a total of 12 rentals with over 400 guests, which included City and Community meetings, a baby shower, birthday party and a celebration of life.
 - AARP ended their run offering free tax aide service to the public. Each day filled up with 20 participants daily. The volume of phone calls and walk-ins of inquiries increased by 30%.
 - Summer Camp registration continued. Some weeks of specialty camps are full, with over 400 children signed up to attend camp so far.
 - The Highland Games was a fantastic event that brought in over 10,000 people from all over the world.
 - The Dunedin Concert Band held two performances this month. The indoor performance brought in 20 guests and performed songs from Disney movies. The outdoor concert consisted of three performance groups within the Tampa Bay area. That performance had over 500 attendees.
 - The Dunedin Community Chorus had their final show of the season, with over 400 guests listening to traditional patriotic songs.
 - Over \$20,000 was raised during the Relay for Life event which was held in Highlander Park.
 - A cross-fit competition took place both indoors and outdoors of the Community Center. Approximately 400 people participated.
 - The Dunedin Showcase Theater held a two-weekend run for their adult performance of "The Trouble with Cats," a comedy about houseguests who don't get along.
 - Films in the Park resumed this month with mixed crowds. Families had the opportunity to watch some classic movies, as well as current box office hits. Crowds were low on some nights, but overall was a success, giving families the opportunity to watch movies under the night sky.
 - The new program "Beginner's Band" was very successful. Children brought in their instruments to learn the basics of playing and new songs along the way. Ten to fifteen children attend each class.
 - The Homeschoolers of Pinellas children continued to utilize the Center each Wednesday until summer. Eighty-five families participated. The use of these programs continued to use most of the Center's spaces, due to the popularity of their classes.
 - Center staff continued preparations for upcoming events—Mother's Day Tea and Sunset Music Series, along with preparations for summer camps.

Fitness Center:

- Fitness Center visits totaled 3,252 and group fitness visits totaled 2,944 for a total of 6,196 visits.
- Fitness Program attendance was up 307 visits or 11 visits/day for the month compared to April 2016.

Athletics:

- Men's Softball had 12 teams participating.
- Six (6) teams participated in the 50 Years & Over Softball League.
- Sixty (60) athletic rentals were held in April.
- Had sixty-five (65) participants registered for tennis in the month of April.
- Had over 52 kids participate in North City Track. A track meet was held at Dunedin High School on April 5th with Safety Harbor, Palm Harbor, Largo, Tarpon Springs and Pinellas Park with over 175 runners.

Martin Luther King, Jr. Recreation Center/Youth Services:

- April 6th-Annual EOC drill conducted at MLK Center in preparation for hurricane season.
- April 8th -All Before/After School Staff attended continuing education training "Soaring to New Heights" presented by Pasco Learning and Activity Centers of Enrichment.
- April 8th- Staff hosted the Flashlight Easter Egg Hunt, 145 children along with their families shared and evening of Easter-themed games, arts and crafts including fancy flowers, Easter chicks, snack bag carrots, egg art, cookie decorating, egg toss, gone fishing and name that sound. A hot dog dinner was also provided before the night's culminating event, an egg-citing egg hunt for prizes and candy.
- April 14th- Staff hosted TGFH Day trip for 40 children to the Glazer Museum.
- April 15th- Staff assisted with parking for the Cross Fit event held at the Community Center to help raise funds for the Dunedin for Youth Scholarship Fund.
- Staff continued to host Reel Adventures for After School children ages 8-12 years, providing opportunities for children to fish local marinas and parks while learning about local ecosystems and fisheries.
- High School Boys Basketball League continued; nine teams are participating in league.
- Promise Time students at Dunedin and San Jose Elementary Schools attended enrichment overlays. Programs were introduced by new vendors including Young Rembrandts, Didgeridoo Down Under, Boyd Hill Nature Preserve and Giving Tree Music.
- Staff worked on completion of updating all backgrounds screenings per new federal laws regarding staff working with in child care.
- Staff prepared for FRPA Summer Games Workshop to be held May 20th.
- Staff prepared and organized Summer Camp 2017, including staffing, training and trip planning.

Hale Activity Center:

- Held 49 adult classes and programs with a total participation of 2,753.
- Treasure Island Feast had a participation of 45; sponsored by Pattie Szpila of KW Gulfside.
- Held 3 meetings with an attendance of 37.
- Held 3 rentals with an attendance of 465.
- International Chorale Concert was held with an attendance of 123.
- The 3 O'Clock Band Dance & Concert had an attendance of 92.
- Total Hale Activity Center's total attendance for the month of April was 3,517.
- Staff continued to plan for upcoming year events/programs, as well as organizing the facility.

Highlander Pool:

- The Pool officially opened on April 1 for the summer season. Attendance for the month was 2,161.
- Every Child A Swimmer's first session taught 43 children how to swim. The second session taught 54 children how to swim, making a total of 97 children in the program this year. The total number

of children taught how to swim was 922 since the program’s inception.

- Several “Big Wet Birthday Bash” rentals were scheduled along with one private rental.
- The Head Lifeguard position was filled and there are still openings for Lifeguard positions.

Parks:

- Replaced approximately 16,600 sq. ft. of sod on Field 2 at Jerry Lake soccer fields.
- Repaired fence on batting cages at Fisher Little League fields.
- Began replacement of planks on the boardwalk at Hammock Park.
- Provided logistical support for a variety of events, including Highland Games, Crossfit, Arbor Day Tree Give-away and barricade deliveries to the MLK Center and Library.

Marina:

- April’s ramp use and visiting boaters:
 - Daily resident ramp users – 134
 - Daily non-resident ramp users – 21
 - Annual Resident Ramp Decals - 43
- Presently the Marina is 95% full, leaving only a few 23’ slips left.

HUMAN RESOURCES

• **Recruitment & Selection:**

- Positions posted during the months of March/April: Technical Support Assistant (Engineering), and Wastewater Service Worker; Lifeguard (I & II) and Recreation Leader - Variable/On Demand positions, and Firefighter/Paramedic or EMT – remain open until filled.
- The Technical Support Assistant position is in the selection phase.
- Promotions during the month of April:
 - ✓ None.
- Employees hired during April:
 - ✓ Kathleen Agoado, Senior Public Works Designer, April 5.

• **Employee Benefits:**

- Self-Insured Medical Claims Experience: Total Paid Medical & Pharmacy claims for April was \$233,588, which was almost 26% more than March’s total. The increase was due in part to the fact that April had five weeks, compared to March’s four. The Average weekly claims for April was \$46,718.
- HR/Risk Manager, Payroll Benefits Coordinator and Senior Administrative Assistant attended a Go365 Champ Camp (Wellness Program) hosted by Humana on April 27.
- HR/Risk Director, Payroll Benefits Coordinator and Finance staff met with the City’s Benefits Consultant on April 27 to discuss benefits cost projections for the new fiscal year.
- Humana Vitality Wellness Program: Number and % Status of Participants, with Blue as the Starter level and Platinum as Highest level (Points level reset to 10% of 2015-16 total on October 1):

| | <u>Employee Count</u> | <u>Participation Level %</u> |
|-----------------|-----------------------|------------------------------|
| Platinum | 65 | 21% |
| Gold | 35 | 11% |
| Silver | 39 | 12% |
| Bronze | 49 | 16% |

| | | |
|---------------------------------|-----|------|
| Blue | 128 | 40% |
| Total Eligible Employees | 316 | 100% |

- **Family Medical Leave Act (FMLA):**
 - Number of Employees with approved/pending FMLA: 18- (Regular - 1, Intermittent - 13).
 - Number of new requests in April: 1.
- **Other (Non-WC, Modified Duty)**
 - Number of employees currently working on a modified schedule (some restrictions) - 2.
- **Records Requests:** Number of Records Requests processed: 2.
- **DROP (Deferred Retirement Option Program):**
 - Number of Employees in DROP: 11.
 - Employees who entered DROP during April: None.
- **Performance Management:**
 - Number of Coaching/Counseling or Other Disciplinary Actions: 0.
- **Employment Separations (Regular Full- and/or Part-Time):**
 - Number of Separations from employment: 2
 - Wastewater Service Worker James Hutcheson retired on April 7th after 30 years of City service.
- **Risk Management:**
 - Workers' Compensation:
 - ✓ Number of new workers' compensation claims: 0;
 - ✓ Total current open workers' compensation claims: 3; 2 employees are on light duty;
 - ✓ Employees out of work: 1.
 - Property/Liability Claims:
 - ✓ New Property/Liability Claims: 0; total open cases = 11
 - ✓ New Moving Vehicle Accidents: 3; total open cases = 7.
- **Other:**
 - HR/Risk Director, Manager and Specialist attended the Florida League of City's HR & Risk Management Workshop on April 11.
 - The HR/Risk Management team attended a demonstration of the Executime Timekeeping System on April 13.
 - HR/Risk Manager, Payroll Benefits Coordinator and Senior Administrative Assistant attended BayCare's Employer Health & Wellness Seminar on April 20.
 - HR/Risk Director, Manager and Specialist attended the Quarterly Risk Management File Review on April 25.
 - HR/Risk Manager visited City facilities to ensure compliance with all required workplace postings.

PUBLIC WORKS AND UTILITIES DEPARTMENT:

Engineering Division:

Utilities Section

- **New Reclaimed Water Ground Storage Tank related projects –**
 - Construction of a new 2 million gallon ground storage tank and associated equipment is ongoing at the Wastewater Treatment Plant to increase reclaimed water storage capacity. The City will also receive water from the adjacent Coca Cola facility on MLK, Jr. Avenue to augment the reclaimed water system.

- Fabrication of the tank is complete, with painting to follow once the concrete is cured. Work is commencing on the equipment pad, as well as the VFD and Monitoring building foundations.



- **Water Plant Greensand Filter Media Replacement –**

- The City is replacing exhausted media in the Green Sand Filters at the Water Treatment Plant to ensure reliability of the treatment process and potable water supply.
- Reconditioning of the Filters #1 and #5 is complete, with the media having been loaded, the filters disinfected, and placed back on line.
- Filter #3 is currently off line and the media is being removed. Upon completion, Filter #2 will be taken off line, and the media removed prior to commencing the reconditioning process.



- **Wastewater Plant Methanol Tank Replacement –**

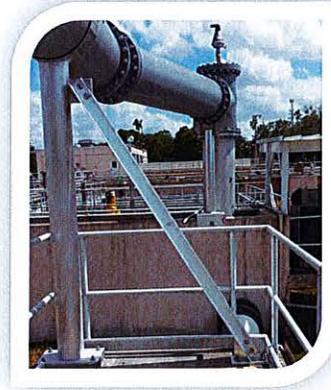
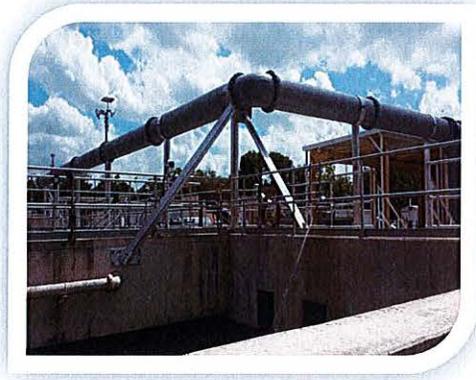
- Replacement of the Methanol Storage Tank at the Wastewater Treatment Plant with a new tank meeting current code requirements is nearing completion.
- The new Convault methanol tank and dosing pumps have been installed and piped to the system. Handrail and stairs have been installed. Once complete, the system shall be tested and placed into service.



- **Wastewater Plant Headworks Redundant Discharge Pipe –**

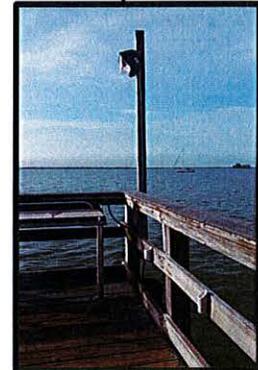
- The City is constructing a redundant pipe connecting the headworks of the plant, which receives all the wastewater for the City, to the treatment process. This project ensures the plant will be able to continue to treat wastewater in the event of a primary headworks pipe failure.

- Additional pipe supports have been provided for long term operation of the system. The drop pipe into the system has been fabricated and delivered, and is anticipated to be installed in May.



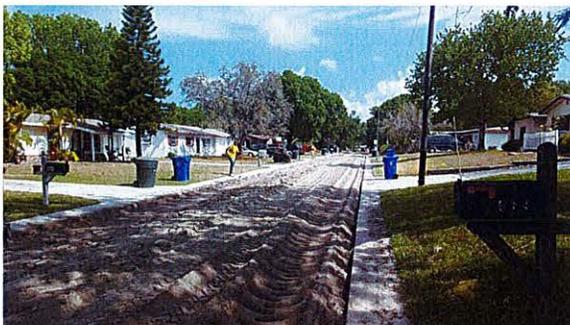
- **Dunedin Marina Fishing Pier Rehabilitation –**

- The Fishing Pier is located at the northwestern corner of the Marina, at the western end of Marina Plaza. The rehabilitation project includes removal and replacement of the timber decking, stringers, handrail, bench, lighting, electric line, and water line.
- This project is currently being advertised, with a bid opening scheduled on May 30, 2017.



Stormwater Section

- **Lakewood Estates Drainage Improvements Project –** Construction of this project is progressing well (approximately 60% complete); consisting of the installation of large stormwater pipes within the right-of-way. Paving along Oakwood Drive, following the reinstatement of new curbing was recently completed. Work continues along Parkwood, and Lakewood Drives. This \$5.2M SWFWMD cooperatively funded project will address historic flooding issues in this neighborhood; has an 18 month duration, and is anticipated to be completed by March 2018.



Site Development

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

Solid Waste & Recycling Division:

- Staff represented Dunedin at the Pinellas County Technical Management Committee (TMC) and Pinellas Partners in Recycling (PPR) subcommittee.
- Staff serves as liaison for the Committee on Environmental Quality (CEQ.)
- The CEQ and staff recognized the 2017 Environmental Advocate Award at the April 20th Commission meeting. The importance of the award commemorated those in the City who have contributed to making Dunedin a better place. This year's winner was Jim McGinity. Jim has been a staple in the community and instrumental in creating a Community Garden behind Fire Station 60, that is still thriving today. His merits also include collecting valuable information and educating residents on migratory birds in Hammock Park.



Sustainability Program Coordinator

- Assisted with drafting the Goals and Objectives for the Environmental Sustainability element for the Commissions current Strategic Plan.
- Andrew Shaffer, Lead Water Plant Operator and Christina Perez, Sustainability Program Coordinator, attended the Public Utility Career Expo at the SPC Seminole Campus on Wednesday April 26th. While in attendance, they spoke with students interested in pursuing opportunities within the following careers: water/wastewater plant operator, environmental laboratory technician, administrative assistant, etc. A total of 30 participants were in attendance.



- The Sierra Club presented at the May 2nd Commission Workshop. The Commission was supportive of moving forward regarding a partnership with the Sierra Club creating a 100% Dunedin. Similar to 100% St. Petersburg, Dunedin will consider the long term commitment and ramifications of 100% renewable energy resources (solar, wind, etc.).

- Hosted a Florida Friendly Workshop on Wednesday April 19th, from 6:30-7:30 pm, at the Community Center, pertaining to climate change, and the effects it could have on landscaping. A total of 15 participants were in attendance. This workshop was held in conjunction with maintaining the City's FGBC certification.



- Outreach in May, in printed formats, was geared toward the proper time frame to place residential debris curbside, and when to remove carts after service per City ordinance. Information regarding curbside container maintenance was also included.
- The “Notes” section of the Utility Bills focused on the curbside ordinance and avoiding obstructions.

In order to preserve the health, safety and beauty of Dunedin please remember to remove your Solid Waste containers from public view promptly. Containers may be placed next to the curb in front of the residence where the debris was generated beginning at 6 p.m. on the day before collection. Containers must be removed by 7:00 am the day following collections. Please keep in mind the City's street Sweeper cannot clean the streets and gutters if there are containers or yard waste in the way.

- The Dunedin Beacon notice focused on tips for maintaining residential containers, especially with summer on the way.

ATTENTION:
Dunedin Solid Waste & Recycling Curbside Customers
HELPFUL ODOR CONTROLLING TIPS!

- Always seal garbage bags tightly before placing in City issued cart
- Reuse grocery bags to store especially stinky food items in freezer/fridge until it's time to put your cart curbside
- City issued carts are designed with a tight fitting lid to prevent rain, rodents & flies from entering
- Inspect the lid, if you find that it does not fit properly please call Dunedin Solid Waste to have it repaired

We understand, garbage is stinky! Helpful cleaning tips:

1. An occasional wash with dish soap & water is recommended
2. Squirt the inside of the cart with dish soap
3. Lay on the ground, lid open
4. Wash inside with garden spray nozzle
5. Let soapy water run out

DUNEDIN
 City of Dunedin
 Solid Waste & Recycling
 727-298-3215

Public Services Division:

Streets Section

- Continued new installations and repair of concrete sidewalks (1875 SF).



- Continued pothole and asphalt repairs (26.50 tons installed).
- Staff continues right-of-way tree trimming Citywide. Trimmed and hauled tree canopies for roadway clearance Citywide (23.50 tons).
- Continued Traffic Sign & Post maintenance Citywide. Manufactured (393) new signs, and replaced (72).
- Repaired utility cuts for the Water and Wastewater Divisions (25 Repairs).
- Continued hauling concrete and asphalt to recycling plant, as needed (109 tons hauled).
- Special event support – Highland Games, Relay for Life, and Manta Ray Crossfit
- Bucket Truck Training conducted
- Installed bike fix-stations along Pinellas Trail
- Completed Causeway Crosswalk

Stormwater Section

- Continued Arm Ditch mowing
- Continued ROW mowing
- Continued residential street sweeping activities.
 - Hauled 17.50 ton / 48 cubic yards of sweeping debris to the County landfill.
- Continued catch basin repairs Citywide.
- Continued ditch maintenance Citywide.
- Continued stormwater pipe maintenance and repairs Citywide.
- Bucket Truck Training conducted

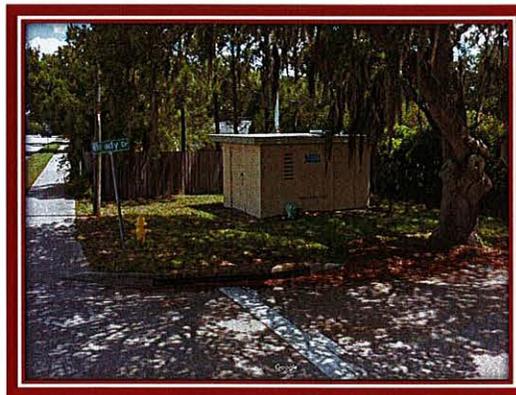


Stormwater Program Coordinator

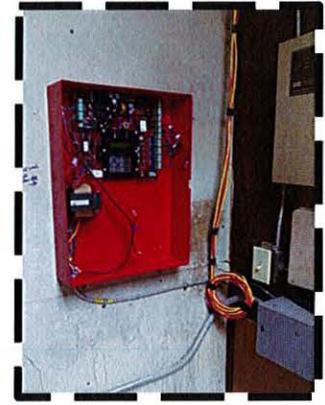
- Attended the Peril of Flood workshop hosted by Tampa Bay Regional Planning Council.
- Attended the Tampa Bay Regional Planning Council quarterly Stormwater Management Public Education and Training Committee meeting.
- Attended the Pinellas County Stormwater Manual Workshop.
- The Stormwater Master Plan Update bid opening took place on April 18th. Ten (10) firms submitted proposals for the City of Dunedin Stormwater Master Plan Update, which are currently being reviewed.
- Participated in the Jones Edmonds & Associates Curlew Creek Watershed Management Plan field work kick-off meeting.
- Participated in the Edgewater Arms Stormwater Improvements Pre-Construction meeting.
- Submitted infrastructure data to Pinellas County for the Countywide Vulnerability Assessment Initiative.
- Aided in the preparation of the FY2018 Public Services Stormwater operating budget submittal.
- Aided in the submittal of the Stormwater Advisory Committee 2016 Annual Report.
- The Citywide spring mangrove trimming was completed during the third week of April.
- Reviewed five projects in the DRC platform concerning stormwater permitting through FDEP and the SWFWMD. Provided recommendations to developers in the need for proper BMPs during construction.
- Reviewed three projects for Infrastructure Review; advised developers of potential site contamination, permit requirements through FDEP and/or the SWFWMD, and proper BMPs.
- Looking forward:
 - Plan to attend the Pinellas County Quarterly MS4 meeting.
 - Plan to attend the Florida Stormwater Association 2017 Legislative Session Webinar.
 - A new Inter-local Agreement Providing Joint Control of Pollutants within Pinellas County will be drafted and brought before the City of Dunedin Commission.

Facilities Section

- Performed FDEP Aboveground Storage Tank (AST) diesel tank inspections Citywide
- Continued addressing Code / Safety Inspections Citywide
- Replaced approximately 400 HVAC filters, on a monthly cycle, Citywide throughout 31 buildings.
- Repainted the Engineering Break Room
- Performed bi-annual debris removal on City Hall roof
- Replaced drinking water fountain at MLK Skate Park
- Repaired Chiller #2 at the Community Center
- Began Citywide air conditioning controls upgrade
- Citywide fire extinguisher certification completed
- Began installation of a new underground electrical service for the Water production well located at Brady Drive and CR1.



- Repaired the Little Library at the Vanech Complex
- Ice machines serviced Citywide
- Installed new electrical circuits at the Boat Club building
- Conducted a bucket truck certification class for Public Services employees
- Repaired air conditioner in Art Center, Studio “I”
- Began new fire alarm installation at the Public Services facility
- Completed Citywide emergency generator preventative maintenance
- Repaired apparatus bay doors at Fire Station #61
- Setup and broke down MOT for the Crossfit event
- Repaired lighting throughout the MLK Center
- Installed new LED high bay lighting at Fleet fuel island
- Responded to maintenance requests Citywide, as needed



Wastewater Division:

- **Wastewater Treatment flows:**
 - Influent Average Daily Flow: 3.906 Million Gallons
 - Influent Monthly Total Flow: 117.166 Million Gallons
 - Reclaimed Water Average Daily Flow: 3.442 Million Gallons
 - Reclaimed Water Monthly Total Flow: 103.267 Million Gallons
- **Maintenance and Repairs:**
 - South Clarifier, Facility #7 is off line for rehabilitation. American Construction Services, Inc. (ACS) completed sandblasting all metal coated areas in order to apply 2 coats of coal tar epoxy. Keller Engineering was also onsite welding portions of the South Clarifier and replacing damaged metal that was discovered following sandblasting.
 - ACS installed a new Convault Methanol Tank, which has been painted red, and is in the process of installing new pressure reliefs, gaskets, completing electrical work, and welding new stainless steel 3” fill piping onto the new methanol tank, which is part of this capital replacement project.
 - Maintenance staff completed yearly Preventative Maintenance; oil changes, belts, and filter replacements on all Wastewater Treatment Plant equipment.
 - Maintenance installed a new 8” Flo-Matic Limi-torque fill valve at the Belcher reuse tank. Southern Automation was also onsite to reprogram the Programmable Logic Controller (PLC).
 - Florida Design Contractors (FDC) is onsite installing the underground piping for the new 2 million gallon Reclaimed Water Storage Tank.
- **Compliance:**
 - The March 2017 Monthly Discharge Monitoring report was sent to the Department of Environmental Protection (DEP) utilizing the new EZDMR format; [No Issues].
 - “Discharge Monitoring Report-Quality Assurance” (DMRQA) Study #37 is underway through EPA for outside contracted Laboratories (Advanced Environmental Laboratories (AEL) and Marinco). This is an EPA requirement/study to evaluate the analytical ability of the labs that we use to perform our environmental analyses, per our NPDES permit.

Collections Summary

- **Scheduled repairs:**
 - Installed lateral liners (2) – Seaspray Lane and Feather Run Drive.
 - Performed right-of-way (R/W) clean out installations – Heather Ridge Blvd.
 - Manhole ring and cover replacements (10) for Inflow and Infiltration (I/I) reduction.
 - Lateral repairs performed (2) – Jefferson Avenue and Park Street.
 - Mini Scout follow up / TV inspections performed on (9) laterals.

- Continued to respond to citizen blockage calls (32); and daily utility field locates of sewer / fiber optics.
- **Vac / Cleaner Truck:**
 - Performed monthly clean-out of backwash basin at Water Plant, and Stormwater wash pit at Public Services.
 - Cleaned out Lift Stations (LS) #15, #19, and #43 wet well.
 - Cleaned: 11,106 linear feet of main lines
- **TV Truck:**
 - Worked on setting up new Harben cleaning unit – 2 trips to Seffner, FL for warranty work.
 - Repaired mini-scout camera.
 - Cleaned out 4” force main from LS #21 – Coachlight Way.
 - Cleaned out drying bed at Greenbriar and hauled material to the landfill.
 - Investigated depression in rear yard over main on Lakewood Drive, and filled hole (will install sectional liner repair).
 - Televised large storm pipes in Pinehurst Villas.
 - Televised: 969 LF, with 6 set ups.
- **Lift Stations:**
 - Installed new volutes and impellers on all 3 – 20 HP pumps at LS #8.
 - Ordered 2 new, 10 HP pumps for LS #32.
 - Repaired hatch cover at LS #4.
 - Responded to Supervisory Control and Data Acquisition (SCADA) alarms, with after-hour call outs.
 - Continued preventative maintenance:
 - Exercising valves
 - Clean out check valves
 - Cleaned wet wells
 - Grounds keeping, etc.

Water Division:

Water Production

- **Production Numbers:**

| | |
|-------------------------------------------|------------------------|
| ○ Average Daily Potable Water Production: | 4.09 Million Gallons |
| ○ Monthly Potable Water Production: | 122.82 Million Gallons |
| ○ Annual YTD Potable Water Production: | 462.02 Million Gallons |
| ○ Annual YTD Rainfall: | 4.08 Inches |
| ○ Monthly Rainfall Total: | 0.40 Inches |
- **Maintenance:**
 - Operators continue normal Preventative Maintenance (PM) program on plant equipment.
 - Vogel Contractors, Inc. continues work on the Green Sand Filter media replacement project.

Water Distribution

- **Maintenance and Repair** – The annual backflow testing program is 32% complete, with approximately 2,230 backflows tested for the calendar year. The large meter program is 100% complete, with 67 large meters tested for the fiscal year. Thus far this year, the Hydrant Program has installed 4 new hydrants, repaired 4, replaced 1, and flowed 211. During this time period, the Valve Program exercised 112 valves. For the year, the Valve Program has installed 6 new, replaced 0, repaired 0, and exercised 1,186 potable and reclaimed distribution valves.

Wellfield

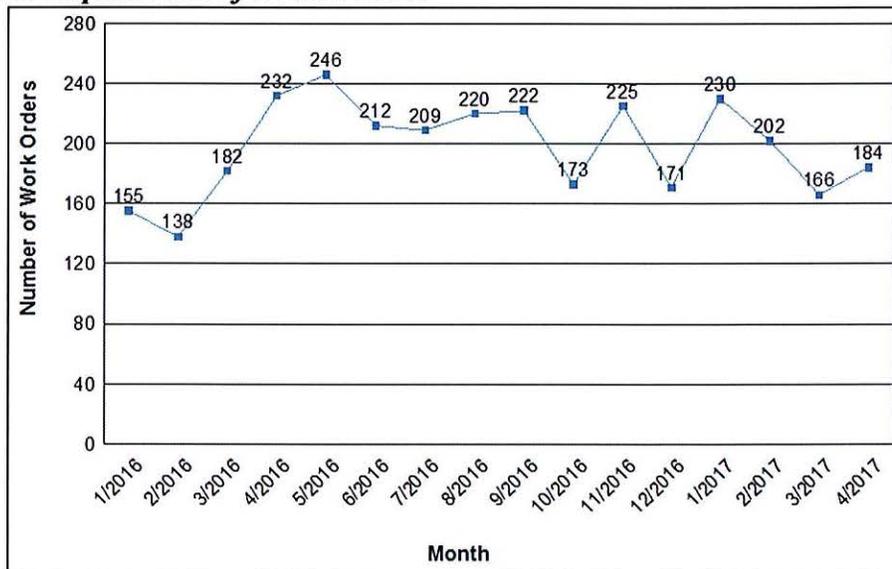
- The renewal of the City’s Water Use Permit (WUP) application was submitted to the Southwest Florida Water Management District (SWFWMD) on February 13, 2017. The City has subsequently received and responded to a Request for Additional Information (RAI) from SWFWMD. City Staff and SWFWMD met to discuss the RAI, and City staff is continuing to negotiate with SWFWMD in order to finalize the City’s WUP renewal.
- New pumps, motors, and equipment have been ordered for Wells #12, #13 and #29. Once equipment is received, Southeast Drilling Services will return to these well sites to replace the pumps.
- The City’s Annual Well Field Report and Annual Reclaimed Suppliers Report was completed and submitted to SWFWMD on April 1, 2017.

INFORMATION TECHNOLOGY:

IT Services Help Desk Requests for the Month of April 2017:

| Monthly Ticket Counts | | Tickets by Priority | |
|------------------------------|-----|----------------------------|-----|
| Tickets Created | 184 | Critical Tickets | 14 |
| Resolved Tickets | 158 | High Priority Tickets | 34 |
| Open Tickets | 49 | Low Priority Tickets | 136 |
| Malware Tickets | 6 | Project Tickets | 0 |

IT Services Help Desk Requests YTD for 2016-2017:



- During the month of March 2017, the IT Services Division received and processed 184 help desk tickets.
- IT Services Divisions averages approximately 196 recorded help desk tickets per month.

New IT Projects:

- **Computer Replacement Schedules** – IT Services is working with each City department and the Budget Office to review the computer equipment replacements scheduled for FY18.
- **Server Consolidation** – IT Services is reviewing the server specification requirements for the upcoming ERP system solution to combine the server requirements for the ESRI database. This will allow a one-server solution that can handle the processing and access requirements for both programs. By consolidating the servers, the City will save thousands of dollars and maintenance costs. The ERP and ESRI programs are described below in the *On-going IT Projects* section.

On-Going IT Projects:

- **ERP (Enterprise Resource Program)** – This capital improvement project would replace the current HTE/NaviLine system and the existing HR payroll and time-keeping programs. Here is the current project timeline of events:
 - August 2016 – Submitted revised modules templates to each department for their review.
 - September 2016 –ERP Steering Committee (*Michael Nagy, Theresa Smalling and Joe Ciurro*) reviewed the module templates and the RFP documentation.
 - October 2016 – ERP to be advertised.
 - November 2016 – Vendor proposals being reviewed.
 - January/February 2017 – Vendor Demos presented to City staff
 - February 2017 – Departments met to discuss top two candidates
 - March 2017 – City decided on negotiating with Tyler for their MUNIS, EnerGov and ExecuTime systems for the new ERP.
 - April 2017 – City to meet again with Tyler in early April and negotiate contract.
 - May 2017 – Negotiate contract with Tyler
 - June 2017 – Proposed timeline to obtain Commission approval and purchase server hardware/software licenses.
 - July 2017 – Proposed start of Tyler implementation.
- **ESRI SEGLA** – IT Services is assisting the Engineering Department with an implementation of a geographic information system (GIS) called ESRI that will allow the City to visualize, question, analyze, and interpret data to understand relationships, patterns, and trends throughout the City. IT Services is investigating the cost of new network servers to house the data being collected by the ESRI program. 
- **Auditing of City Phone Lines** – IT Services is continuing to audit all City phone lines to determine their purpose and costs. The City currently has over 380 various phone lines in its inventory.
- **Internet Redesign** – IT Services is part of the steering committee to choose a new internet design and layout. The City is working with Vision Internet on the redesign. The Committee is currently reviewing design concepts.
- **Intranet** – The City contracted with Vision Internet for its Internet website. Included in the new package is an Intranet template that will allow the City to create its own “internal” website for City employees to access important information. IT Services is currently reviewing and testing this “internal” website version.
- **Permit Data Transmittal to Pinellas County Appraiser Office** –This on-going monthly project includes a transmittal of updated City permit data to the County’s database.
- **Software Licensing Compliancy** – IT Services is currently reviewing all software applications installed on City-owned computers, laptops, tablets, iPads and other mobile devices. The goal of this project is to have accountability of all software licenses purchased and to be in compliance with federal law.
- **Strategic Planning: Assessment of Network Infrastructure** –
 - Review and document an audit of the City’s network fiber optics cabling.
 - Review and document the implementation of redundant network fiber cabling.
 - Review and document implementation of large scale battery backup device for the City’s Data Center and Network Closets.
 - Review and document the feasibility of a remote data backup site.
 - Review and document the replacement of all network switches.
 - Review and document the implementation of a dedicated electrical circuit panel for the Core network switch rack located at 737 Loudon Avenue.
 - Review and document the implementation of a network monitoring system that includes visual display monitors, door and room sensors for data centers and network closets with alerting mechanisms.

Delayed Projects:

- **Fire Suppression System for Data Center** – Due to funding needs, this project is delayed until FY18. If approved by the City Commission, the project will include the installation of an automated suppression system to stop a fire from growing inside the Data Center at 1405 CR1. IT Services would be collaborating with the City’s Fire Inspector and Facilities Section on this project.
- **Security Cameras** – Due to funding needs, this project is delayed until FY18. If approved by the City Commission, the project will include the installation of security cameras in various City locations. This project will be coordinated with Facilities and the various departments affected by the cameras.



Completed IT Projects:

- **IEMC Training** – Along with all other City departments, IT Services took part in the Integrated Emergency Management Course (IEMC) to review and test the City’s preparedness of emergency operations.
- **EOC IT Equipment Review/Testing** – The computers in the Emergency Operations Center Room located at the MLK Center were recently replaced and were tested along with the printer and fax for use in an emergency situation. All phone lines were tested as well. The installation of cable TV and equipment will need to be purchased for RADAR viewing of severe weather.
- **New Network Switch for MLK Center** – The current network switch at the MLK Center that supports the City’s current EOC operations room has been replaced to accommodate the additional computers and wireless access.
- **Library Computers Anti-Virus Updates** – The Public use-internet PCs in the Library underwent an intensive update of their anti-virus program and system restore process on an annual basis. This annual update ensures the Public PCs are safe and can restore back to the previous image after each user. These PCs use the Faronics “Deep Freeze” program for this purpose.

FINANCE

The Accounting Division:

- Assisted in the FY2018 budget process by evaluating 2018 projected revenues, keying 2018 budget values into H-T-E and converting raw data files into meaningful metrics
- Diagnosed and repaired monthly budget report automation process for future reporting to Departments.
- Has continued a cross training initiative that assures sufficient back up for activities such as filing sales tax returns, allocating shared water meter expenses, reconciling payroll entries and processing vendor checks.
- Completed the City’s FY2016 CAFR and all related statutory and regulatory filings.

The Budget Division:

- Held CIP/Penny Workshop on 4/10/17.
- Attended Board of Finance Meeting and Budget Subcommittee Meeting on 4/19/17.
- Along with Pinellas County, held a joint presentation on Penny for Pinellas IV at the Dunedin Rotary Club on 4/25/17.
- Continuously working on FY18 Budget.

COPY OF PAYMENTS PROCESSED FY2017

| DATE PRINTED | CHECK COUNT | CHECK TOTAL | EFT COUNT | EFT TOTAL | EPAY COUNT | EPAY TOTAL | TOTAL |
|---------------|-------------|--------------------|-----------|------------------|------------|-----------------|--------------------|
| 4/6/2017 | 96 | \$476,177 | 10 | \$155,751 | 3 | \$6,256 | \$638,184 |
| 4/13/2017 | 116 | \$638,859 | 27 | \$58,379 | 3 | \$7,369 | \$704,606 |
| 4/20/2017 | 69 | \$604,383 | 6 | \$25,327 | 2 | \$3,024 | \$632,735 |
| 4/27/2017 | 146 | \$444,401 | 11 | \$16,705 | 3 | \$3,720 | \$464,826 |
| TOTALS | 427 | \$2,163,820 | 54 | \$256,162 | 11 | \$20,369 | \$2,440,351 |

| Assessment Search Requests for the Month of April, 2017 | | | | |
|------------------------------------------------------------|--------|------------|-----------------|--|
| Routing Request | Charge | Requests | Collected | |
| Expedited | \$ 35 | 55 | \$ 1,925 | |
| Standard | \$ 25 | 51 | \$ 1,275 | |
| Update (30 days) | \$ - | | \$ - | |
| Totals | | 106 | \$ 3,200 | |

PURCHASING

CURRENT BID & RFP STATUS LIST

RECENTLY AWARDED

N/A

UNDER EVALUATION

- RFQ 17-1073 is titled “Progressive Design/Build for the City of Dunedin Water Treatment Plant Refurbishment.” Submittals were accepted until 2:00 pm Tuesday, December 13, 2016. The Evaluation Committee has selected a design/build firm and negotiations continue.
- RFP 17-1075 is titled “Integrated Enterprise Resource Planning Solution.” Proposals were accepted until 2:00 pm November 15, 2016. The Evaluation Committee has selected a system and negotiations continue.
- RFQ 17-1077 is titled “Consultant Services for the Marina Sediment Removal Project.” Submittals were due at 2:00 pm Tuesday, April 4, 2017. The Evaluation Committee has selected a Consultant and negotiations for a scope of services and fee proposal are about to begin.
- RFQ 17-1078 is titled “Stormwater Master Plan Update.” Submittals were due at 2:00 pm Tuesday, April 18, 2017. The evaluation process is underway.
- Bid 17-1079 is titled “Replacement of HVAC Units.” Bids were due at 2:00 pm Tuesday, April 18, 2017. This item is scheduled for City Commission action at the meeting of May 16, 2017.
- RFP 17-1080 is titled “Public Art Master Plan.” Proposals were due at 2:00 pm Tuesday, April 25, 2017. The City received one submittal and the evaluation process is underway.

ACTIVE ON THE STREET

- RFP 17-1081 is titled “Recyclables Collection, Processing and Marketing Services. Proposals are due at 2:00 pm Tuesday, May 9, 2017.
- Bid 17-1082 is titled “Planning & Development Office Renovation.” Bids are due at 2:00 pm Tuesday, May 23, 2017.
- Bid 17-1083 is titled “Construction of a Trailside Pavilion.” Bids are due at 2:00 pm Tuesday, May 30, 2017.
- Bid 17-1084 is titled “Dunedin Marina Fishing Pier rehabilitation.” Bids are due at 2:30 pm Tuesday, May 30, 2017.

UNDER DEVELOPMENT

- Loan Administration/Compliance Services for a State of Florida DEP Revolving Fund (SRF) Loan.

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 16,547 followers

- Managed Social and Digital Media (Facebook, Twitter, YouTube, Dunedin TV and DunedinGov.com)
- YouTube - 598 subscribers • 137,865 views



- FEMA Emergency Management Training & Certification.
- New City website coordination & development.
- Budget planning & development.
- Muzak Satellite troubleshooting and repair for DTV.
- Meeting with Where Magazine and Economic Development.
- Parking 2.0 video update, web, social media outreach.
- Traffic court A/V assistance.
- Social Media Archiving.
- Met with Coast Guard Auxiliary Public Affairs Officers to plan future promotion of boating safety hosted in the Dunedin Marina.
- Attended and filmed at Victoria Place Grand Opening.
- Scheduling and coordination of Economic Development Quarterly update for DTV. Began filming in the Downtown to highlight new businesses and growth in the CRA.
- Continue to research new tools and developments in Citizen Engagement.
- Community relations and assistance with visitors to City Hall
- SeeClickFix response coordination
- CodeRed system maintenance
- Social Media/Citizen Engagement tools research
- Coordination of photography for City website and citywide requests
- Staff Liaison for Public Relations Action Advisory Committee
- Visit Dunedin City Liaison
- Coordinated web updates
- Assisted media outlets

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



- April Spotlight on Dunedin: Island Earth, Highland Games Recap.
- Produced all video content for Dunedin TV, City website, Facebook and YouTube.
- Upload and maintenance of Granicus (video on demand)
- Coverage of the City Commission, Collective Agenda Review, Workshops and LPA meetings
- Dunedin TV Scheduling and Bulletin Board Maintenance
- Maintained DTV Broadcast systems/Chamber and edit suites
- Fulfilled DVD requests

City Webmaster continues to support all departments Citywide:

- Continues to assist all city departments with City website.
- UX wireframe development for new website.
- Planning & Meeting for new website
- Online training sessions with Vision
- Regular site updates
- Website overview and analysis
- Training for web editors
- Homepage edit and design of Spotlight and Slides
- Flipbook uploads and management
- Digital photo editing
- E-notification distribution and management



CRA/ECONOMIC & HOUSING DEVELOPMENT DEPARTMENT

- Downtown events in April included the Dunedin Downtown Market, Films in the Park, the Creative Artists Guild, Sunset Stroll on Victoria Drive, and the Downtown Walking Tour.
- City Commission approved the following in April:
 - The Dunedin Housing Authority Annual Plan was approved
 - The second quarter report on the Downtown Parking Management Plan was accepted and staff will continue the 12-month pilot parking program.



Downtown Parking Update (April 2017)

- The second quarter report on the Downtown Parking Management Plan was accepted and staff will continue the 12-month pilot parking program.
- Commission approved the Parking Lease Agreement for 380 Main Street.
- Updates to parkdunedin.com are being made on a continuous basis as we receive feedback from the public and City officials.
- The Communications Department is leading efforts to inform the public of new changes to the Downtown Parking Plan.
- The Downtown Parking map is on the web at parkdunedin.com.

PLANNING AND DEVELOPMENT DEPARTMENT

- City Commission approved the following in April:
 - Jacobs was selected to lead the 2017 Visioning process
 - The second quarter report on the Downtown Parking Management Plan was presented and the 12 month pilot parking program will continue.
 - Staff received direction to move forward with Ordinance 17-05 (Draft Medical Marijuana Ordinance) as amended by the City Commission

Code Enforcement

- The April Code Enforcement Board heard 6 Old Business and 23 New Business cases, and accepted 7 Affidavits of Compliance. The board heard one request for fine reconsideration.
- Commission authorized the acceptance of a \$2,000 settlement offer from Amanda Mariam Farid-Gabro in exchange for a Release of the Code Enforcement Board Lien at 1589 Franklin Way.
- The Code Enforcement Board collected \$3,267.03 of unpaid fines and fees in April.

**MANAGER'S UPDATE
PLANNING & DEVELOPMENT DEPARTMENT - BUILDING DIVISION**

MONTH: APRIL 2017

| PERMITS | | |
|----------------------------------------------------|--------|------------------------|
| Total Permits Issued | | 404 |
| Total Permit Fees Collected | | \$171,060.00 |
| Total Valuation of Construction | | \$10,959,187.00 |
| | | |
| Permits by Group: | NUMBER | VALUATION |
| Building Permit | 215 | \$147,319.50 |
| Electrical Permit | 41 | \$6,527.50 |
| Fence Permit | 27 | \$2,025.00 |
| Gas Permit | 6 | \$855.00 |
| Mechanical Permit | 70 | \$9,145.00 |
| Plumbing Permit | 34 | \$3,910.00 |
| Sign Permit | 8 | \$1,143.00 |
| Tent Permit | 3 | \$135.00 |
| | | |
| New Construction by Building Type: | NUMBER | VALUATION |
| New Single Family Residences | 2 | \$475,000.00 |
| New Two-Family Residences | 3 | \$452,426.00 |
| New Multi-Family Residential | 2 | \$4,030,933.00 |
| New Mobile Homes | 0 | \$0.00 |
| New Commercial Buildings | 1 | \$1,784,725.00 |
| New Mixed-Use Buildings (Commercial & Residential) | 0 | \$0.00 |
| New Accessory Buildings | 0 | \$0.00 |

| BUILDING INSPECTIONS | |
|--------------------------------------------------|--------------|
| Building, Electrical, Gas, Mechanical, Plumbing: | NUMBER |
| TOTAL | 1,027 |

| LOCAL BUSINESS TAX RECEIPTS | | |
|------------------------------------|-----------|-----------------|
| | NUMBER | FEES |
| Business Taxes | 97 | \$984.20 |

Development Project Update 5-5-17

| Current Projects - City Commission Review | | | LPA | CC 1st | CC 2nd | Appvd | under const. |
|--------------------------------------------------|-----------------------|----------------------------------------------|--------------------------------------|---------------|---------------|--------------|---------------------|
| Aberdeen Oaks | 1441-1461 Virginia St | 20 single-family home subdivision | √ <i>infrastructure approved</i> | √ | √ | √ | No |
| Arcadia | 265 Causeway Blvd | 16 4-story condos | √ <i>infrastructure under review</i> | √ | √ | √ | No |
| Artisan Apartments | 940-966 Douglas Ave | Retail, apartments & parking garage | √ <i>infrastructure approved</i> | √ | √ | √ | Yes |
| Chesapeake Apartments | 2307 Cumberland Cir | 44 apts (add. to existing complex) | √ <i>infrastructure under review</i> | √ | √ | √ | No |
| Douglas Place | 523 Douglas Ave | 8 townhome unit development | √ <i>infrastructure approved</i> | √ | √ | √ | Yes |
| Dunedin B&B | 520/530 Skinner Blvd | 11-room B&B, plus owner's unit | √ <i>infrastructure approved</i> | √ | √ | √ | Yes |
| Dunedin Causeway Hotel | 2621/2641 Michael Pl | 90-room hotel with restaurant | √ <i>in discussions iwth hotels</i> | √ | √ | √ | No |
| Dunedin Commons | 375 Patricia Ave | mixed-use (retail, TH, apts); D.A. | √ <i>infrastructure approved</i> | √ | √ | √ | Yes |
| Gramercy Court | Highland/Howard | 48 Townhomes | √ <i>infrastructure approved</i> | √ | √ | √ | Yes |
| Gramercy Ct Ph II | Howard Ave | 18 Townhomes - phase II | √ | √ | √ | √ | No |
| Highland Ridge TH | 949 Highland | 13 Townhomes | √ <i>infrastructure under review</i> | √ | √ | √ | No |
| Leuken's Liquors - <i>amended</i> | 1410 Main St | 1-story liquor store- <i>revised; annex.</i> | √ <i>infrastructure approved</i> | √ | √ | √ | No |
| Pura Vida | 1413 Bayshore Blvd | 7 Townhomes replacing bungalows | 5/10/17 | 6/1/17 | 6/15/17 | | |
| Sea Palms | 2624 Paula Dr N | 8 Townhomes (repl. Eco-Village) | 6/14/17 | 9/7/17 | 9/21/17 | | |

| Current Projects - Staff Only Review Only | | | Comments | under const. |
|--------------------------------------------------|--------------------|--------------------------------------------------------------------|------------------------------------|---------------------|
| Amera Court | 418 Grant St | 4 SF homes | | No |
| 536 Bay St | 536 Bay St | 2 SF homes | | |
| Carriage House | 1040 Broadway | convert to event venue | | |
| 510 Frances St | 510 Frances St | 4 Townhomes | <i>permit under review</i> | No |
| Hackett Causeway Café | 901 Curlew | convert to café - easement agreement at 6/16 Commission | | Yes |
| 911 Highland Ave | 911 Highland Ave | renovate home, convert to gift shop (stone house behind city hall) | | Yes |
| Historical Museum | Historical Museum | expansion towards the trail | | |
| James St. Cottages | 603 Scotland | SF property to 4 (Glencairn-style) cottages | <i>infrastructure under review</i> | No |
| Jensen's Seafood | 907 Douglas | converting adjacent home to retail shop for seafood business | | Yes |
| Marker One Marina | 343 Causeway Blvd | complete Phase II | | |
| Mike's Auto Repair | 715 Main St | add 4 auto bays in rear, and façade impv'ts | | Yes |
| 1001 New York Ave | 1001 New York Ave | 4 townhomes | | Yes |
| 1046 Oak St | 1046 Oak St | 4 single-family 2-story homes | | Yes |
| 7-11 Store | 2198 Main/Belcher | convert existing Shell gas to 7-11, renovating bldg | | No |
| Retail strip center | 1440 Main St | demo existing bldg, replace w/4-unit retail bldg | <i>infrastructure approved</i> | No |
| San Ruffino TH | 1340 Bayshore Blvd | finish 7 townhomes previously approved, but never built | | |

| Potential Future Projects - City Commission Review | | | Comments |
|-----------------------------------------------------------|----------------------|--------------------------------------------------------------|-----------------|
| Carnation Drive - behind | Family Dollar | 50 - 70 affordable apartments | |
| Causeway Villas | Causeway@Wodette | 8 townhomes | |
| 93 Lexington Ave | 93 Lexington Ave | 20 single-family homes on +/- 5 acres | |
| Oak Bend Mobile Hm | 801 Main St | replace mobile home park with +/- 60-unit apartment building | |
| 1501 San Christopher Dr | 1501 San Christopher | 12 villas | |
| Stirling Glen Townhomes | 1680 Union St | 33 Townhome development or affordable apts/TH mix | |

| Potential Future Projects - Staff Only Review Only | | | Comments |
|-----------------------------------------------------------|---------------------|--------------------------------------------------------|-----------------|
| Causeway Plaza | ice machine | sm ice machine (size of soda machine) on Bayshore Blvd | |
| 501 Frances St | 510 Frances St | 4 Townhomes | |
| 971 Howard Ave | 971 Howard Ave | 4 Townhomes, abutting Gramercy Court | |
| 1480 Main St | 1480 Main St | demo auto repair/replace with fast food | |
| 1041 Martin Luther King | 1041 MLK | 3 Townhomes | |
| 1650 Pinehurst | Faith United Church | 1100 sf addition | |
| 227 Scotland St | 227 Scotland St | 4 or 5 townhomes | |



| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|------------------------------------------------------|--------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|----------|
| 30 | 1 | 2 9:00 AM Work Session @ City Hall 2:00 PM Code Enforcement Board @ City Hall 5:00 PM Dunedin Parking Appeals Hearing @ City Hall | 3 4:15 PM Community Redevelopment Agency Advisory Committee @ Planning Conf. Room | 4 6:00 PM City Commission @ City Hall | 5 | 6 |
| 7 | 8 6:30 PM Hammock Advisory Committee @ Community Center | 9 8:00 AM Causeway & Coastal Waterway Advisory Committee @ Community Center 4:00 PM Historic Preservation Advisory Committee @ Planning Conference Room | 10 8:30 AM Development Review Committee @ Planning Conf. Room 6:30 PM Local Planning Agency @ City Hall | 11 9:00 AM City Commission Workshop @ City Hall | 12 | 13 |
| 14 | 15 5:15 PM Marina Advisory Committee @ Harbormaster's Office | 16 9:00 AM Work Session @ City Hall 3:45 PM Dunedin Housing Authority @ 28050 US Hwy 19 N 5:30 PM Social Service Committee @ MLK, Jr. Center | 17 2:30 PM Fire Pension Board @ Community Center 3:00 PM Board of Finance Budget Review Sub-Committee @ Water Plant 4:00 PM Board of Finance @ Water Plant 4:00 PM Parks & Rec Advisory @ Community Center | 18 7:30 AM Public Relations Advisory Action Committee @ City Hall 10:00 AM Public Safety Committee @ Fire Admin. 5:00 PM - Community Redevelopment Agency @ City Hall - CANCELLED 6:00 PM Commission Meeting @ City Hall 6:30 PM Youth Advisory Committee @ MLK | 19 | 20 |
| 21 | 22 6:00 PM Library Advisory Committee @ Dunedin Library | 23 | 24 8:30 AM Development Review Committee @ Planning Conf. Room 6:00 PM Friends of Library @ Dunedin Library | 25 | 26 11:00 AM Disability Advisory @ Planning Conf. Room | 27 |
| 28 The Main Dunedin Library will be closed today. | 29 All City facilities and the Dunedin Library will be closed in recognition of Memorial Day. | 30 7:30 AM Environmental Quality @ Water Plant 9:00 AM Work Session @ City Hall | 31 9:00 AM City Commission Special Meeting @ City Hall (Tentative) | 1 | 2 | 3 |

No meeting for Committee on Aging, Edgewater Drive, Stadium Advisory or Stormwater Advisory .

Fire Department Administration
MEMORANDUM

To: Douglas Hutchens, Interim City Manager
From: Jeffrey Parks, Fire Chief
Date: May 2, 2017
Re: Monthly Report for April 2017

Fire Prevention Division:

Fire Prevention personnel took part in the 2017 Earth Day event at Honeymoon State Park and provided information on fire safety and emergency preparedness handouts to attendees of the event. Approximately 400 people attended the event and had contact with the representatives.

Pre-construction meetings have taken place for the large scale infrastructure replacement at Edgewater Arms. This project is going to replace all water and sewer lines to the buildings. Fire Prevention personnel will meet with contractors on a daily basis once the project begins. This constant contact and oversight will ensure that the property maintains emergency vehicle access and that ditches/trenches are able to be filled in as soon as possible to provide for a safe environment for the residents of the site.

New construction projects completed:

- Best Western Lobby – 150 Marina Plz.
- Hackett's Causeway Café – 901 Causeway Blvd

Current projects:

- Fenway, 453 Edgewater - remodel
- Bob's Barracuda Bait Shoppe, 240 Causeway-interior remodel
- Lokey Nissan, 27758 US 19-new sales and showroom building
- Mana Mana Restaurant, 470 Main St, Single family conversion to restaurant
- House of Beer/Marley's Monster Grill, 324 B Monroe St - interior remodel
- Lukens Liquor – 1410 Main St
- Dunedin Commons Apt. – 375 Patricia
- Arcadia Luxury Condo – 265 Causeway Blvd
- Dunedin Bed & Breakfast – 520 Skinner Blvd - New Project
- Gramercy Court Townhomes – Highland Ave
- Townhomes at Highland Ridge – Highland Ave.
- Dunedin Plumbing – 483 Patricia Ave – Interior Renovation/Expansion
- Dunedin Commons Townhomes – 1060 Scotsdale
- Scotsdale Townhomes – 1060 Scotsdale St. – Site Plan & Pool House
- Artisan Lofts – 638 Douglas Ave
- James St. Cottages – 603 Douglas Ave
- Jensen Brothers Seafood expansion – 907 Douglas Ave

- Chesapeake Apartments – 2307 Cumberland Cir.
- Whiskey Cartel – 1600 Main St.
- Corporate Square Office Building – 28050 US 19 N. (Demo of 4th Floor & Remodel)
- Domino’s Pizza – New Building 1410 Pinehurst
- The Inn Lounge – Interior Renovations – 300 Causeway Blvd
- 7-Eleven – Renovation - 2198 Main St.
- Edgewater Arms – Site & Infrastructure Improvements – 632 / 634 Edgewater
- LA Fitness – 1681 Man St. – New Build Out

Fire Prevention Staff Activities:

Inspections – 105

Re-inspections - 8

Fire extinguisher training – 0

Plans Reviewed – 35

Partial Inspections (New Construction) - 4

Final Inspections - 4

Meetings - 41

Phone Consultations - 84

Fire Investigations – 2

Event Inspections - 5

Fire Safety presentations – 2

Public Education Contacts – 400

Station Tours – 2

Hurricane Awareness presentation – 0

Smoke Alarm Installations – 0

Home Safety Checks – 0

Training and Safety Division:

- Prepared training reports for the month of March.
- Participated in Inter-department Emergency Management Conference – City of Dunedin
- Provided final practical Boat Operator testing to trainee.
- Attended and instructed at 6 north county fire training drills.
- Provided swim testing to new employee candidate.
- Attended Annual Instructor Conference at Florida State Fire College.
- Assisted in development of the training drill for month of May.

Total Training Hours:

Fire (ISO) – 1344

Operations:

| <u>Type of Incident</u> | <u>Month of Apr</u> | <u>Year to Date</u> | <u>Emer Resp by Unit</u> | <u>Runs</u> | <u>Mins</u> |
|--------------------------------|----------------------------|----------------------------|---------------------------------|--------------------|--------------------|
| Medical Incident Response | 561 | 2202 | <u>EMS</u> | | |
| Rescue Incident Response | 65 | 269 | <u>Station 60's Area</u> | | |
| Fire Alarm | 34 | 147 | E60 | 188 | 4:23 |
| Fire Incident Response | 14 | 65 | E62 | 17 | 5:32 |
| Structure Fire Response | 14 | 66 | E61 | 14 | 6:36 |
| Special | 9 | 46 | E51 (CFD) | 5 | 6:22 |
| Water Rescue Response | 14 | 22 | E50 (CFD) | 2 | 7:39 |
| Major Incident Response | 5 | 18 | R48 (CFD) | 1 | 9:54 |
| Support incident (Fire) | 5 | 13 | SR60 | 1 | 0:22 |
| Unconfirmed Structure Fire | 6 | 14 | <u>Station 61's Area</u> | | |
| Fire Incident Response Special | 3 | 24 | E61 | 98 | 5:33 |
| Air Transport Incident | 3 | 13 | E66 (PHFD) | 6 | 5:20 |
| Trauma Alert | 2 | 15 | E60 | 3 | 5:21 |
| Support Incident (DC) | 3 | 7 | E62 | 1 | 9:17 |
| Medical Incident Special | 1 | 5 | <u>Station 62's Area</u> | | |
| Support Incident (Medical) | 6 | 16 | E62 | 86 | 5:05 |
| Moveup - Coverage | 2 | 3 | E50 (CFD) | 8 | 6:45 |
| Hospital Landing Zone | 0 | 1 | E60 | 6 | 6:54 |
| Rescue Incident Special | 1 | 2 | E61 | 6 | 5:49 |
| MVC Possible Extrication | 0 | 6 | E66 (PHFD) | 3 | 5:22 |
| Brush Fire Incident Response | 2 | 3 | E65 (PHFD) | 2 | 5:34 |
| Code H | 0 | 1 | S65 (PHFD) | 1 | 6:53 |
| Cardiac Arrest Response | 4 | 12 | R48 (CFD) | 1 | 6:07 |
| Extrication | <u>1</u> | <u>1</u> | T67 (PHFD) | 1 | 9:41 |
| Totals | 755 | 2971 | <u>FIRE</u> | | |
| | | | <u>Station 60's Area</u> | | |
| | | | T60 | 17 | 6:01 |
| | | | E60 | 5 | 5:21 |
| | | | E50 (CFD) | 1 | 9:00 |
| | | | E69 (TSFD) | 1 | 6:06 |
| | | | <u>Station 61's Area</u> | | |
| | | | E61 | 5 | 4:47 |
| | | | T60 | 2 | 7:42 |
| | | | <u>Station 62's Area</u> | | |
| | | | E62 | 4 | 4:29 |
| | | | T60 | 1 | 7:22 |

29 of the above calls were handled by units other than DFD.