

# Interim City Manager's <sup>Up</sup>date

## Administrative

July 17, 2017

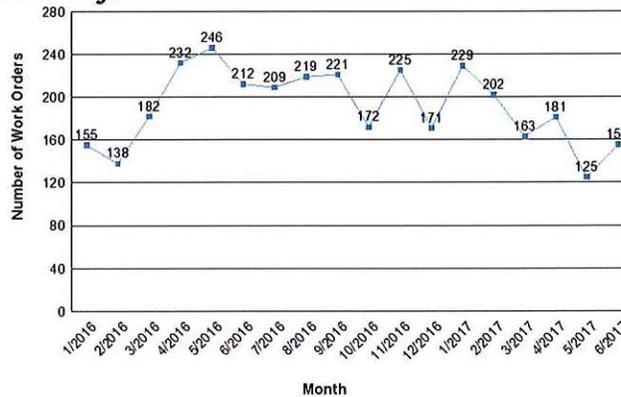
This <sup>Up</sup>date will refer to the events since the date of the last <sup>Up</sup>date of June 5<sup>th</sup>, 2017.

### INFORMATION TECHNOLOGY:

#### *IT Services Help Desk Requests for the Month of June 2017:*

Monthly Ticket Counts		Tickets by Priority	
Tickets Created	155	Critical Tickets	12
Resolved Tickets	149	High Priority Tickets	29
Open Tickets	96	Low Priority Tickets	114
Malware Tickets	4	Project Tickets	0

#### *IT Services Help Desk Requests YTD for 2016-2017:*



- During the month of June 2017, the IT Services Division received and processed 155 help desk tickets.
- IT Services Divisions averages approximately 177 recorded help desk tickets per month.

#### *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. The City is currently reviewing hardware specs and costs and the finalizing the Statement of Work and License Agreement with the vendor. The proposed time line for all phases of this project kick-off will be as follows:

ERP MODULES IMPLEMENTATION TIME LINE	KICK OFF	LIVE DATE
Phase 1 - MUNIS Financials, Procurement, Reports and Document Mgt.	October, 2017	July, 2018
Phase 2 - ExecuTime Time & Attendance	November, 2017	May, 2018
Phase 3 - EnerGov (Permits/Buildings/Citizen) and A/R & Collections	May, 2018	May, 2019
Phase 4 - MUNIS Payroll/HR (Migrate from Sungard)	July, 2018	April, 2019
Phase 5 - MUNIS Work orders, Fleet & Facilities Management	April, 2019	April, 2019
Phase 6 - MUNIS Utility Billing	April, 2019	January, 2020
ERP Project Completed	January, 2020	

- **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.
- **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.
- **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. IT Services would be collaborating with the City’s Fire Inspector and Facilities Section on this project.
- **A/C Replacement for Data for Data Center** – Due to funding needs, this project is delayed until FY18. If approved by the City Commission, the project will include the purchase and replacement of a new air conditioning system for the City’s Data Center. The current system has failed numerous times. IT Services would be collaborating with the 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.



## HUMAN RESOURCES

- **Recruitment & Selection:**

- Positions posted during the month of June: Solid Waste Driver/Loader, Recreation Technician. The Lifeguard (I & II), Building Inspector (level I-IV), Firefighter/Paramedic/EMT and Recreation Leader - Variable/On Demand positions– remain open until filled.
- Promotions during the month of June:
  - Steven Heppler, Lead Wastewater Plant Operator, June 21
- Employees hired during June:
  - ✓ Ryan Powers, Summer Intern, Water, June 12
  - ✓ Jeremy Carron, Wastewater Service Worker, June 19
  - ✓ Ryan McGovern, Library Aide, June 21
  - ✓ Roland Romero, Wastewater Service Worker, June 26
  - ✓ Caitlin Hastings, Technical Support Assistant, June 28

- **Employee Benefits:**

- Self-Insured Medical Claims Experience: Total Paid Medical & Pharmacy claims for June was \$254,864.94, which was 53% more than May's total. The average weekly claims for June were \$63,716.24.
- HR/Risk Director, HR/Risk Manager, and HR/Risk Specialist met with BayCare's Account Executive to discuss our drug free workplace and drug screening program June 9.
- Humana Vitality Wellness Program: Number and % Status of Participants, with Blue as the Starter level and Platinum as Highest level:

	<u>Employee Count</u>	<u>Participation Level %</u>
<b>Platinum</b>	75	25%
<b>Gold</b>	31	10%
<b>Silver</b>	35	12%
<b>Bronze</b>	48	16%
<b>Blue</b>	109	37%
<b>Total Eligible Employees</b>	298	100%

- **Family Medical Leave Act (FMLA):**

- Number of Employees with approved/pending FMLA: 16- (Regular - 5, Intermittent - 11).
- Number of new requests in June: 0.

- **Other (Non-WC, Modified Duty)**

- Number of employees currently working on a modified schedule (some restrictions) - 2.

- **Records Requests:** Number of Records Requests processed: 6.

- **DROP (Deferred Retirement Option Program):**

- Number of Employees in DROP: 9.
- Employees who entered DROP during June: 0.

- **Performance Management:**

- Number of Coaching/Counseling or Other Disciplinary Actions: 0.

- **Employment Separations (Regular Full- and/or Part-Time):**

- Number of Separations from employment: 1
- Public Services Maintenance Worker II Harold Hood retired on June 26<sup>th</sup> after 43 years of service.

- **Risk Management:**

- Workers' Compensation:
  - ✓ Number of new workers' compensation claims: 2;
  - ✓ Total current open workers' compensation claims: 12; 3 employees are on light duty;

- ✓ Employees out of work: 0.
- Property/Liability Claims:
  - ✓ New Property/Liability Claims: 3; total open cases = 17.
  - ✓ New Moving Vehicle Accidents: 1; total open cases = 3.
- **Other:**
  - HR/Risk Manager and HR/Risk Safety Specialist attended Business & Legal Resources Substance Abuse Prevention webinar June 1.
  - HR/Risk Manager, Payroll Benefits Coordinator and Senior Administrative Assistant coordinated BayCare's Skin Cancer Awareness Seminar for employees June 27.

## **DUNEDIN PUBLIC LIBRARY**

- Presented 5 tech classes with an attendance of 50 people
- Notary Service at Library –28 stamps
- Delivered 151 items to 22 users of our Homebound Delivery Service
- Dunedin Youth Volunteers donated 270.25 hours of their time
- Adult Volunteers donated 224.5 hours of their time
- 299 patrons utilized the study rooms
- 304 seeds packets “checked out”
- E-books checked out – 1606
- E-audiobooks checked out – 598
- 3 Exams proctored
- 175 DVDs/CDs cleaned and put back in collection
- Webinars: SIRSI ILS webinars, Platinum Rule, Book Displays and Programs for Seniors.
- Staff attended the following meetings: City Commission Meetings, Mentoring Matters, Cybersecurity Class, Spaces Demo, One Play/Comics Plus demo and Employee Engagement workshop.
- Monthly meeting with Pinellas County Library Directors and Pinellas Public Library Cooperative Board
- Hosted Business Incubator Meetings on Thursday mornings
- Hosted Dunedin Community Garden workshop
- Director and Head of Youth Services attended the American Library Association Conference – sponsored by the Friends of the Library
- Worked on ideas for library restroom renovations
- Flag Can display in Library by Dunedin Cares, hosting Food drive
- 115 people signed up for Adult Summer Reading Program
- Hosted City Manager Candidate meet and greet
- Assisted with City Chamber After Hours event
- All staff viewed Active Shooter video required by Human Resources

### **STATISTICS**

Door Count	24,246
Total Transactions	98,099
Average Circulation Per Hour	178.61
Adult and Youth Programs	110
Program Attendance	3242
Internet Usage (Adult & Youth)	2975
Wireless Usage	2819
AWE Early Literacy Station Users	198
Ipad Usage	243
Items Added to Collection	802

## **PARKS & RECREATION**

### **Parks & Recreation Administration:**

- Attended the follow-up meeting to the Emergency Management Trainings.
- Installation began on the new playground equipment at Hammock Park.
- Final preparations of the Fiscal Year 2018 budget.
- Finalized the video for the Parks & Recreation Month promotion and proclamation.
- Began installation of the shade structure at the Kiwanis Fit Zone in Weaver Park.
- Conducted educational trainings for the Air Potato Beetle and control efforts through IFAS.
- Attending a planning meeting for a trial of synthetic turf at Pioneer Park.
- Continued work on capital improvement projects including Fern Trail and bridge replacements at Hammock Park and re-decking of the fishing pier at Edgewater Park.

### **Marketing:**

- Prepared first draft of the Parks & Recreation Fall Magazine.
- Finalized and distributed the August Community Events Calendar.
- Promotions for July National Parks & Recreation through flyers, press release, website and social media listings.
- Designed various flyers, posters and postcards for upcoming events and programs.
- Continued maintenance and upkeep of Department webpages.
- Continue to create and monitor Department events and special announcements on Facebook.

### **Special Events:**

- Four hundred twenty (420) runners participated in the Dunedin Rotary Spirit Triathlon.
- Planning meetings were held in preparation for the upcoming Hometown USA, Kiwanis Midnight Run, Orange Festival, Sgt. Eric Landon 5K Race and Purple Heart Recognition Day Ceremony.

### **Recreation:**

#### **• Community Center:**

- The Community Center had a total of 11 rentals that brought in over 400 guests for the month. Rentals included City and Community meetings, baby shower and HOA meetings.
- Ongoing Summer Camp registration continued. All of the Specialty Camps were at full capacity, with an average weekly attendance of 225 children per week.
- General attendance at the Center, not including rentals, was well over 400 attending classes and rehearsals.

#### **• Fitness Center:**

- Fitness Center visits and group exercise attendance totaled 3,861 for the month of June 2017.

#### **• Athletics:**

- Completed Men's Softball League; had 12 teams participating.
- Completed 50 & Over Softball League; had 5 teams participating.
- Fifty-eight (58) athletic rentals were held in June.
- Athletic Summer Camp Stats:
  - Multi-Sports Camp – 102 campers
  - Tennis Camp – 48 campers

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

- Summer Camp programming continued with Teen Camp, Hammock Day Camp, Nature Camp, Skate and Babysitting Camps providing youth with fun, safe summer time experience.
- First Parks & Rec Yoga Camp held was June 5-9! Young yogis learned physical postures for stretching and strengthening, as well as breathing techniques to help build positivity, confidence and peace.

- Building rentals, including Cooking Camp, Basketball Camp, AAU practices and private parties, continued as a revenue source.
- Staff worked on launching a new season of boys' high school basketball leagues to start in August.
- Staff prepared for Before and After School Programs for the 2017-2018 school year, including program planning, organization and staffing.
- Staff in renewal process for 2017-2018 school year contract with Juvenile Welfare Board and Pinellas County School Board to continue Promise Time initiative at Dunedin Elementary School and reintroduce at San Jose Elementary School.
- Staff working with Pinellas County School Board to provide snack service for upcoming school year.
- **Hale Activity Center:**
  - Held 48 adult classes and programs with a participation of 2,155.
  - Puttin' on the Ritz luncheon had a participation of 57, sponsored by Palms of Largo.
  - Three meetings were held with an attendance of 97.
  - Held four rentals with an attendance of 425.
  - Total attendance for the month of June was 2,734.
  - Staff continued with marketing, planning and preparing for upcoming special events.
- **Highlander Pool:**
  - Pool attendance for the month of June was 5,518.
  - Processed 39 private swim lesson registrations—21 more than last month.
  - Recertified 3 lifeguards at the Florida Sheriff's Youth Ranch.
  - Certified 10 participants in the Babysitter Training Camp.

**Parks:**

- Installed four new benches on the Causeway.
- Patched cracks on the racquetball courts at the Vanech Complex.
- Added storage areas to the new special event trailer.
- Installed new mulch and two new benches at the Hammock playground.
- Provided field prep for Little League All Star Games.
- Began weekly mowing schedule.

**Marina:**

- June's ramp use and visiting boaters:
  - Daily resident ramp users – 115
  - Daily non-resident ramp users – 14
  - Annual Resident Ramp Decals – 16
  - Transient Visitor Boaters - 22

**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 16,850 followers)
- Managed Social and Digital Media (Facebook, Twitter, YouTube, Dunedin TV and DunedinGov.com)
- YouTube - 620 subscribers • 145,177 views
- New City website coordination, planning & development.
- Budget workshops.
- City Manager recruitment workshop production for DTV.
- Tampa Bay is Awesome promotion featuring Dunedin, assisted Economic Development.



- Vision Dunedin workshops planning and outreach
- Signed on with Granicus for Citizen Participation Suite.
- Chamber after hours planning session and attendance at the Waste Water Plant.
- CodeRed webinar training.
- Studio reorganizing and set-up new edit station.
- Met with Pinellas County to learn about their E-Town Hall program at SPC in Seminole.
- Equipment research and planning for Dunedin TV.
- Assisted the Library with PA audio issues.
- Community relations and assistance with visitors to City Hall
- SeeClickFix response coordination
- CodeRed system maintenance
- Coordination of photography for City website and citywide requests
- Staff Liaison for Public Relations Action Advisory Committee
- Social Media Archiving.
- Visit Dunedin City Liaison
- Coordinated web updates
- Assisted media outlets

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

- June Spotlight on Dunedin: Orange Festival promo, Habitat for Humanity, Summer Reading program at the Library and Dunedin Cares food drive.
- “Made in Dunedin” in production featuring Artistic Bike Racks in Dunedin.
- 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
- 



City Webmaster continues to support all departments Citywide:

- Continues to assist all city departments with City 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



## **FINANCE**

The Accounting Division:

- Assisted with FY 2018 Proposed Budget by preparing detailed departmental expenditure information.
- Staff attended the FGFOA Annual Conference for training that covered numerous accounting updates and financial process improvement discussions.
- Attended FGFOA Gulf Coast Chapter luncheon and annual meeting.

The Budget Division:

- Met with Interim City Manager for final direction on Proposed Budget.
- Prepared and distributed FY 2018 Proposed Budget.
- Met with Fleet staff to coordinate Fleet Replacement Plan for FY 2018.
- Presented Budget Amendment Resolution 17-14 for Adoption by City Commission.
- Began reviewing applicants for the Budget Analyst vacancy.
- Attended Board of Finance and Budget Subcommittee Meetings.
- Attended FGFOA Gulf Coast Chapter luncheon and annual meeting.

**COPY OF PAYMENTS PROCESSED FY2017**

DATE	CHECK COUNT	CHECK TOTAL	EFT COUNT	EFT TOTAL	EPAY COUNT	EPAY TOTAL	TOTAL
6/1/2017	98	\$569,843	10	\$133,400	3	\$12,875	\$716,118
6/8/2017	90	\$307,165	22	\$14,133	3	\$5,510	\$326,808
6/15/2017	123	\$585,230	4	\$21,726	1	\$18,688	\$625,644
6/22/2017	74	\$424,562	9	\$39,595	3	\$5,888	\$470,045
6/29/2017	117	\$629,645	4	\$14,523	3	\$14,181	\$658,349
<b>TOTALS</b>	<b>502</b>	<b>\$2,516,446</b>	<b>49</b>	<b>\$223,377</b>	<b>13</b>	<b>\$57,141</b>	<b>\$2,796,964</b>

Assessment Search Requests for the Month of June, 2017			
Routing Request	Charge	Requests	Collected
Expedited	\$ 35	50	\$ 1,750
Standard	\$ 25	50	\$ 1,250
Update (30 days)	\$ -	1	\$ -
<b>Totals</b>		<b>101</b>	<b>\$ 3,000</b>

**PURCHASING**

**CURRENT BID & RFP STATUS LIST**

**RECENTLY AWARDED**

- Bid 17-1082 is titled “Planning & Development Office Renovation.” The project was awarded at the City Commission meeting on June 13, 2017.

**RECENTLY REJECTED**

- Bid 17-1083 was titled “Construction of a Trailside Pavilion.” Bids were accepted until 2:00 pm Tuesday, May 30, 2017. All bids were significantly over the budgeted amount. All bids were rejected. The project will be redesigned and rebid.

**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 continue.
- RFQ 17-1078 is titled “Stormwater Master Plan Update.” Submittals were due at 2:00 pm Tuesday, April 18, 2017. The Evaluation Committee has selected a Consultant and negotiations continue.

- RFP 17-1081 is titled “Recyclables Collection, Processing and Marketing Services. Proposals were due at 2:00 pm Tuesday, May 9, 2017. The Evaluation Committee has selected a vendor and negotiations have begun.
- Bid 17-1084 is titled “Dunedin Marina Fishing Pier Rehabilitation.” Bids were accepted until 2:30 pm Wednesday, May 31, 2017. This item is scheduled for City Commission discussion at the July 11, 2017 meeting.
- RFP 17-1085 is titled “Loan Administration/Compliance Services for a State of Florida DEP Revolving Fund (SRF) Loan.” Proposals were due at 2:00 pm Tuesday, June 20, 2017. The evaluation process has begun.

**ACTIVE ON THE STREET**

- Bid 17-1086 is titled “City of Dunedin WWTP Feed System Conversion.” Bids are due at 2:00 pm Tuesday, July 18, 2017.
- Bid 17-1087 is titled “Application of Asphalt Rejuvenating Agent on Various Street Locations in Dunedin, FL. Bids are due at 2:00 pm Tuesday, July 25, 2017.
- Bid 17-1088 is titled “Removal of Exotic Nuisance Plants.” Bids are due at 2:00 pm Tuesday, August 1, 2017.

**UNDER DEVELOPMENT**

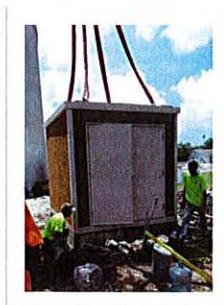
- Third Part Administrator Services for Property Casualty and Worker’s Compensation Claims.

**PUBLIC WORKS AND UTILITIES DEPARTMENT:**

**Engineering Division:**

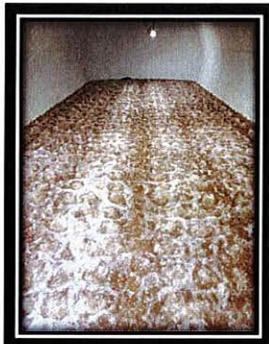
**Utilities Section**

- **New Reclaimed Water Ground Storage Tank related projects –**
  - Construction of a new 2 million gallon ground storage tank and associated equipment is underway at the Wastewater Treatment Plant to increase the 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.
  - The underground piping to and from the equipment pad has been completed. Installation of the Variable Frequency Drives (VFD’s), VFD building, and monitoring building is complete and final electrical and piping work is underway.
  - Installation of the duct bank is underway.



- **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 Filter #2 is complete, the media has been loaded, and the filter has been disinfected and placed back online.
- Filter #3 reconditioning is complete, the laterals have been installed, and media loading is underway. The filter will be disinfected and placed back online once media loading is complete.
- Filter #4 is offline and the media has been removed; the filter has been cleaned and sandblasted, and repainting is underway.



- **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 substantially complete.
- Final installation of tank accessories is completed. The tank and dosing pumps were commissioned and placed into service. Final punch list items are completed and the project is being closed out.



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

- The City has added 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 is able to continue to treat wastewater in the event of a primary headworks pipeline failure.
- All items have been installed, tested, and accepted. Final punch list items are completed and the project is being closed out.



- **WWTP Chemical Feed System Conversion –**
  - This project consists of the renovation of the current chlorine and sulfur dioxide chemical building, and installation of new sodium hypochlorite and sodium bisulfite storage tanks and dosing systems, replacement of a Return Activated Sludge (RAS) flow meter, and installation of two air valves to the aeration basins.
  - The project was advertised for bids in June; and the bid opening is scheduled for July 18<sup>th</sup>.
- **Water Treatment Plant –**
  - City of Dunedin’s Request for Proposal #17-1085, issued on May 19, 2017, solicited proposals from qualified consultants to provide services required to assist the City in obtaining and administering a State of Florida DEP Revolving Fund (SRF) loan. The Consultant will be responsible for all administration and compliance activities required to meet the terms of the SRF loan. The purpose of the loan will be to refurbish the City’s Reverse Osmosis Water Treatment Plant (ROWTP), constructed in 1992.
  - The City received proposals from three SRF loan administration consultants. Angie Brewer & Associates, LC (AB&A) was ranked highest by the selection committee. SRF loan consultant services will be required throughout the 3-4 year design/construction period. A recommendation to award a contract to AB&A will be brought before the Commission in August.
  - The City is currently finalizing contract negotiations with Black & Veatch/Overland Construction (B&V), for progressive design-build services for the Phase I - Pilot Testing, and future GMP for reconstruction of the existing ROWTP. A recommendation to award Phase I to B&V will be brought before the Commission in August. This project is estimated at \$26.5M.

**Stormwater Section**

- **Lakewood Estates Drainage Improvements Project –** Construction of this project is progressing well (approximately 80% complete), consisting of the installation of large stormwater culverts within the right-of-way. Paving along Oakwood Drive has been completed. Work continues along Parkwood, and Pinewood Drives. This \$5.2M SWFWMD cooperatively funded project will address historic flooding issues in this neighborhood. The contract duration is 18 months, with project completion anticipated well before March 2018.

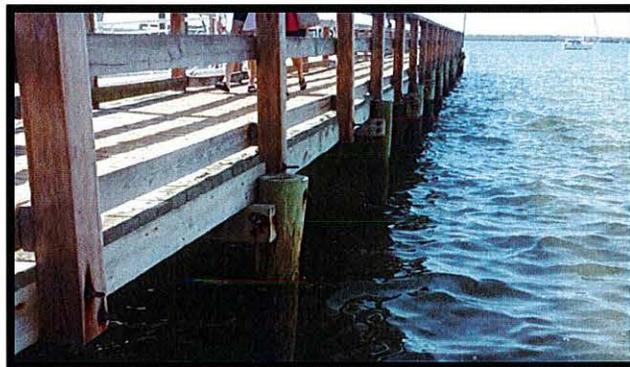


## Roadway Section

- **Application of Asphalt on Various Street Locations** – Various locations will receive asphalt milling and overlay throughout the City. The Public Works Department utilizes an advanced pavement management program to model and plan roadway preservation treatments throughout the City's 110-mile network. The goal is to increase the pavement condition index (PCI) throughout the entire city. Bidding of a 90 day duration contract, estimated at a cost of \$245,000 is anticipated to open in August.
- **Application of Asphalt Rejuvenating Agent on Various Street Locations** – Asphalt Rejuvenating Agent is a surface treatment that will preserve and protect newer asphalt roadways. The rejuvenating agent is designed to improve the durability lost to weathering, therefore extending the service life of roadways. Bidding of a 60 day duration contract, estimated at \$56,000 is set to open on July 25<sup>th</sup>.
- **Application of Microsurface and Crackseal on Various Street Locations** – The Microsurface aspect of this project includes sealing pavement cracks and applying a surface layer to protect the asphalt from further damage. Also included in this project is Cold in-Place Recycling, used to strengthen segments of specific roadways. Bidding of a 90 day duration contract, estimated at a cost of \$305,000 is anticipated to open in August.

## Miscellaneous

- **Dunedin Marina Fishing Pier Rehabilitation** –
  - The Dunedin Marina 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.
  - The Commission approved Stamper Construction Company as the contractor for this project at their July 11, 2017 Work Session.
  - City staff will begin removal of the existing timber decking, stringers, handrail and benches in late July. The contractors work will begin shortly thereafter.



- **Dunedin Marina Sediment Removal & Disposal Project** – The rehabilitation project includes retaining a consultant to plan, design, and permit, the removal and disposal of the existing sediment that has accumulated within the City's Marina. Within the next few weeks, Engineering Staff will bring the scope and fee to the Commission for recommendation of award to begin the planning efforts on this project. Planning will begin this fiscal year with design to occur in FY18, and construction activities planned to start in FY19, depending upon the approval of permitting activities by various state agencies.
- **School Flashing Beacon Time Switch with Cellular Modem Update** –
  - The update to the City's existing school flashing beacons, with new time switches and cellular modem, will be presented to Commission on July 25<sup>th</sup>.
  - The new equipment will fit in the existing school flashing beacon control boxes. The modem will allow staff to control all of the beacons via computer, laptop or cell phone, without opening each individual unit. Changes can be made from the office and remotely. Timing can be set for

the regular school year, holidays, early release, summer school, and during multiple times a day. The computer program records the beacon activity, and sends notification to the operator, such as low battery warnings.



### **Development**

- **Site Infrastructure / Development Review Participation:**  
Projects discussed / researched as part of DRC meetings – (1)  
Site / Infrastructure plan sets reviewed – (2)

### **Public Services Division:**

#### **Streets Section**

- Continued new installations and repair of concrete sidewalks (2000 SF).
- Continued pothole and asphalt repairs (18.5 tons installed).
- Staff continues right-of-way tree trimming Citywide:
  - Trimmed and hauled tree canopies for roadway clearance Citywide.
  - Trimmed 80 hardwood trees and palms (23 tons).
- Continued Traffic Sign & Post maintenance Citywide:
  - Manufactured (72) new signs, and replaced (64).
- Repaired utility cuts for the Water and Wastewater Divisions (15 Repairs).
- Continued hauling concrete and asphalt to recycling plant, as needed (45 tons hauled).
- Special event support – Downtown Arts & Crafts, Rotary Club of Dunedin Triathlon at Honeymoon Island State Park
- Repaired crosswalk and guardrail at Sail Honeymoon
- Installed speed feedback devices on Michigan Blvd
- Installed temporary Speed Feedback Devices
- Installed Citywide yearly traffic counters

#### **Stormwater Section**

- Stormwater pipe lining currently in progress at:
  - Santa Barbara Drive
  - Virginia St. / Aberdeen Oaks
  - Pinehurst Village
  - Lakewood Estates
- Continued Arm Ditch mowing
- Continued ROW mowing
- Continued residential street sweeping activities.
  - Hauled 20.5 ton / 30 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.
- Finalizing drainage installation within McMullen Avenue rear easement.



- Removed and cleaned sediment from Channel C, along Lake Suemar.
- 4 employees attended CPR/AED training

### **Stormwater Program Coordinator**

- The 2016 MS4 Annual Report was completed with the aid of multiple City departments/divisions, and submitted to FDEP on June 28, 2017.
- Attended the Florida Stormwater Association (FSA) Annual Conference.
- Appointed to the FSA Board of Directors as a SWFWMD representative.
- Re-appointed to the FSA Conference Committee.
- Coordinated objectives of the USF CSPP course on Sea Level Rise with Dr. Catherine Wilkins, USF.
- Attended the Tampa Bay Regional Planning Council (TBRPC) quarterly Stormwater Management Public Education and Training Committee meeting.
- Attended the TBRPC quarterly Tampa Bay Nitrogen Management Consortium.
- Attended the City of Dunedin FY18 Budget Workshops.
- Attended the City of Dunedin hosted Citizen Advisory Boards & Committees training.
- Attended the Stormwater Advisory Committee July meeting.
- Reviewed one project in the DRC platform concerning stormwater permitting through FDEP and the SWFWMD. Provided input to developers regarding proper installation of BMP's during construction.
- Reviewed three projects for Infrastructure Review to notify the developer of potential site contamination, permit requirements through FDEP and/or the SWFWMD, and proper BMP's.
- Looking forward:
  - Plan to attend the Stormwater Advisory Committee meeting in August.
  - Jones Edmonds and Associates was selected as the firm to perform the City's Stormwater Master Plan Update. The recommendation for award of contract will be brought before the City Commission in August.

### **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 all buildings.
- Repair A/C chiller system at Fire Station 62
- Installed a new exhaust fan in the Chlorine Room at the Water facility

- Installed new TV in the Recreation Administrative area
- Replaced aerator pump for Rotary Pavilion Pond
- Repaired handicap door openers at the Community Center
- Replaced A/C in the Control Room at the Belcher Road reclaimed water facility
- Replaced all windows / doors at the Boat Club building
- Repaired the overhead door for Center Bay at PCSO Fleet facility
- Installed 55" monitor on the wall in Utility Billing
- Replaced compressor in 40 ton rooftop A/C Unit at the Water facility
- Repaired ice machine at Solid Waste
- Installed new duct work in the Mayor's office A/C, at City Hall, after collapse of previous ducts



- Installed new lighting in the Chlorine Room at the Water facility
- Installed new fire alarm system at Public Services
- Repaired lighting in the Rotary Pavilion
- Repaired the A/C in Administration Section of the Historical Museum
- Repaired pole lighting in the VFW parking area
- Repaired plumbing to sinks in the Hammock Park restrooms
- Repaired roof leaks in Repair Bay at the PCSO Fleet facility
- Repaired main drain to building at Wastewater Administration facility
- Repaired potable water leak under Stadium facility
- Repaired cracks in concrete walkway leading to Utility Billing
- Repaired Library 50 ton rooftop A/C Unit



- Replaced water heater at Fire Station 61
- Installed new electric circuits in PCSO Fleet offices
- Repaired pole lights on Commercial Docks at the Marina
- Setup and worked the Hometown USA and Orange Festival events
- Replaced 40 ton rooftop A/C Unit at the Water facility

- Replaced electrical equipment for 6 A/C units at the Hale Center after utility power surge
- Replaced water line to hose connection at the Fleet fuel island
- Responded to maintenance requests Citywide, as needed.

**Solid Waste & Recycling Division:**

- Represented Dunedin at the Pinellas County Technical Management Committee (TMC) and Pinellas Partners in Recycling (PPR) subcommittee.
- Continue to serve as staff liaison for the Committee on Environmental Quality (CEQ.)
- Christina Perez continues to work with Planning and Development on various projects for the USF Community Sustainability Partnership Program. Such projects include sea level rise, greenhouse gas audit, multi-modal transportation, etc. The data from these projects will be utilized by the City for a future update to the Comprehensive Plan.
- Ms. Perez has been working with the Pinellas County Extension office to offer City staff training regarding climate change, in order to educate City staff how their job plays a role in climate change. The training session is taking place during the third week of July.
- The Sustainability Coordinator attended Recycle Florida Today’s “Countdown to 2020” conference on June 11-13<sup>th</sup>. While at this conference, the presenters discussed the following topics:
  - Using technology to bridge the gap between local recycling programs and residents
  - Investing across the Recycling System
  - Compost Use
  - FDEP Recycling Coordinator Training
- Worked the Pinellas County Extension Office to host an environmental Film Series held on June 14<sup>th</sup>, from 6-9, at the Dunedin Community Center.
- Staff facilitated a CEQ recommended Solar Workshop presented to the City Commission on July 11<sup>th</sup>, and subsequently to the public on July 15<sup>th</sup>, at the Dunedin Library.
- Staff met with a local graphic designer to begin developing an outreach campaign to celebrate the upcoming 5 year anniversary of single-stream recycling.
- A recommendation to award a contract to Waste Pro of Florida, Inc to continue recycling services in the City will be brought before the Commission on July 25<sup>th</sup>.
- Staff is working to expand our city’s green efforts by incorporating a “green event” portion to the special event guide. Staff will continue to work with the City’s Special Events Coordinator to ensure each event will be beneficial to the community.
- The Sustainability Coordinator worked with the Pinellas County Extension Office to host a “Climate Change Conversation” held on June 29<sup>th</sup>. At this conversation based workshop, there were 13 representatives from the various City Boards and Committees to discuss what climate change means to them, what the City can do, and what they, as individuals can do. Agents from the Extension Office will be compiling a report based on this session to be provided to the City.
- Staff visited the City of Palmetto on June 24<sup>th</sup> to accept the City’s USF flag. The City of Palmetto was the first City to work with the USF Community Sustainability Partnership Program. The City of Dunedin will be the second City to participate in the USF program, which will be expanded for the fall and spring semester based on projects Dunedin staff has submitted.



- Recently staff worked for the third year with a few local schools to host a Locker Clean Out. During that time, students and teachers were busy cleaning out their desks/lockers, and were able to divert the equivalent of 190 curbside containers full of recyclable material (cardboard, loose paper, work books, etc.) from the landfill. The schools that participated in this year's clean out were:
  - Garrison Jones
  - Academie Da Vinci



## **Wastewater Division:**

### **Plant Summary**

- **Wastewater Treatment flows:**

- Influent Average Daily Flow: 4.090 Million Gallons
- Influent Monthly Total Flow: 122.711 Million Gallons
- Reclaimed Water Average Daily Flow: 2.550 Million Gallons
- Reclaimed Water Monthly Total Flow: 76.499 Million Gallons

- **Maintenance and Repairs:**

- TLC, Inc., an outside contractor, was onsite and replaced the western most 60" manway hatch on the surface water outfall, at the St. Joseph Sound shoreline. TLC also performed rehabilitation on two lift stations at the Wastewater Treatment Plant (WWTP) which consisted of new piping, fittings, valves, and coating of the newly installed piping at one of the dewatering stations and at one of the sludge transfer stations.
- Maintenance staff installed a new Rosemount magnetic flowmeter at the WWTP Master Reuse Station.
- Staff pressure washed and repainted all exterior reuse piping and new fill valves at the Belcher and Curlew reclaim tanks yards.
- Outside contractor P&R was onsite and pressure washed and repainted the entire perimeter concrete wall at the Belcher Yard.
- Florida Design Contractors, Inc., is onsite installing the above ground piping, valves, and flow meters for the new 2 million gallon Reclaimed Water Storage Tank.
- The May 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.

- **News:**

- The WWTP hosted the June monthly Chamber After Hours Event. More than 100 chamber members attended the social event and learned a little something about wastewater in the process. A Big Thank You to the vendors that donated onsite transportation, food, beverages and raffle prizes; and a Special Thanks to the Chamber and the City staff who all pitched in and made this a very successful evening.

## Collections Summary

- Scheduled repairs:
  - Installed lateral liners (2) – Hillwood Dr. and Solon Ave.
  - Transitional lateral liner installed (3) – Michigan Blvd..
  - Manhole raise/replace (5) – Douglas (outfall), Snead (#28), Plant (JB), Indigo Dr. (#103 and #108), and Michigan Blvd. (#17)
  - Lateral repairs (3) – Rutland Ln., Willow Wood Ln., and Robin Hood Ln.
  - Manhole ring and cover repairs (4) – Feather Run, Lakewood Dr., Parkwood Dr., and at the Wastewater Treatment Plant.
  - Preventative Maintenance R-O-W Clean-out installed (11) – Honey Bear Ln., Rolling View Dr., and Demaret Dr.
  - Installed 2 drop bowls in manholes on Brady Drive.
  - Mini Scout follow up / inspections performed on (12) laterals – Honey Bear Ln., Country Ln., Rolling View Dr., Lookout Dr., and Shaker Ln.
  - Continued to respond to citizen blockage calls (33); and daily utility field locates of sewer / fiber optics.
- **Vac / Cleaner Truck:**
  - Monthly clean-out of backwash basin at Water Plant, and wash pit at Fleet Services.
  - Cleaned: 20,815 Linear Feet (LF) of main lines.
  - Cleaned out wet well at LS # 6 – Concord Groves.
  - Cleaned Trouble Spot (area) on Causeway Blvd.
  - Hauled debris from drying bed to landfill.
- **TV Truck:**
  - Installed main line sectional liner repairs (4) – Hercules (heavy infiltration), Pinehurst ditch (2), and Forest Dr. (heavy infiltration).
  - Investigated depression on Baywood Dr. – found broken, leaking pipe (scheduled for repair).
  - Televised 175 LF of stormwater pipe on Citrus Dr. due to depression over main – found that a gas line had been drilled through our line !
  - Televised: 6,487 LF, with 23 set ups.
  - Worked with the Vac truck on the cleaning of 18” main along north side of Dunedin Commons (former Neilson property) plugging off flows.
  - Repaired end of cable for TV Truck, and transported it to Cues in Orlando for additional repairs.
  - Worked with contractor *Permaliner* for free liner demo – using city main on Brady Drive.

### 325 Feet of FREE Sewer Main Lining!



- **Lift Stations:**
  - LS #15 – Installed new 34 hp pump.
  - LS #32 – Installed new 10 hp pump.
  - Repaired emergency generator at LS #10.

- Responded to SCADA alarms, with after-hour call outs.
- Continued preventative maintenance:
  - Exercising valves
  - Clean out check valves
  - Cleaned wet wells
  - Grounds keeping, etc.
- **Capital Projects (I/I) Reduction):**
  - *Rowland Inc.*, an outside contractor, has started the rehab and lining of 77 manholes throughout the City.
  - *Insituform Inc.*, an outside contractor, is in town lining multiple sewer main lines – Pinehurst Rd. / Michigan Blvd., Inverness, etc.



## **Water Division:**

### **Water Production**

- **Production Numbers:**

- |   |                        |
|---|------------------------|
| ○ Average Daily Potable Water Production: | 3.63 Million Gallons   |
| ○ Monthly Potable Water Production:       | 108.79 Million Gallons |
| ○ Annual YTD Potable Water Production:    | 691.98 Million Gallons |
| ○ Annual YTD Rainfall:                    | 14.21 Inches           |
| ○ Monthly Rainfall Total:                 | 8.16 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 49% complete, with approximately 3,890 backflows tested for the calendar year. The large meter program is 100% complete, with 84 large meters tested for the fiscal year. Thus far this year, the Hydrant Program has installed 4 new hydrants, repaired 8, replaced 1, and flowed 221. During this time period, the Valve Program exercised 173 valves. For the year, the Valve Program has installed 6 new, replaced 2, repaired 0, and exercised 1,521 potable and reclaimed distribution valves.

## Wellfield

- The renewal of the City's Water Use Permit (WUP) application has been submitted to the Southwest Florida Water Management District (SWFWMD). The City received a Request for Additional Information (RAI) from SWFWMD, and City staff and SWFWMD personnel met to discuss the RAI. On May 23, 2017, the City submitted our official response to SWFWMD to finalize the WUP renewal, and staff is expecting receipt of a draft WUP permit to review in July.
- New pumps and motors were installed in Wells #3, #12 and #13, and those wells have been placed back in operation. A new pump and motor for Well #29 has been received and will be installed in July. A new underground electrical service has been installed to Well House #12, along with new above ground piping.
- The City contracted with Central Florida Controls, LLC., to re-calibrate all production well flow meters. Meter calibration is now in progress.
- New monitoring well equipment was installed in Wells #18, #32, #52, #53, and #54.

## CRA/ECONOMIC & HOUSING DEVELOPMENT DEPARTMENT

- Downtown events in June included the Dunedin Downtown Market, 2<sup>nd</sup> Friday, and the Arts & Crafts Festival.
- City flag reaffirmed through Resolution 17-1.
- Staff continues the collaborative effort on the Give Me Shelter bus stop.
- Trailside Pavilion bids came in high and staff is reviewing value engineering and project re-bid.
- Downtown East End Plan created.
- Support to Planning on the upcoming Vision process.
- Staff continues to view affordable housing opportunities.

### Downtown Parking Update (June 2017)

- Resolution 17-18, Parking Citation fee revised to \$10.00 for a first time offender.
- Parking Agreement between City of Dunedin and Gateway Dunedin LLC to provide paid special event parking at the Gateway.
- Updates to parkdunedin.com are being made on a continuous basis as we receive feedback from the public and City officials.



## PLANNING AND DEVELOPMENT DEPARTMENT

- Local Planning Agency recommended approval of Application S/D-LDO 17-50.01, a request for Design Review and Parkland Dedication to replace 8 existing apartments with 7 townhomes for the property located at 1413 Bayshore Boulevard (Pura Vida).
- City Commission approved the following in **May**:
  - Resolution 17-15 accepting the Dunedin Commons Plat.

## Code Enforcement

- The **May** Code Enforcement Board heard 6 Old Business and 27 New Business cases, and accepted 7 Affidavits of Compliance. The board heard fine reconsiderations for 1 case.
- Commission authorized the acceptance of a \$65,000 settlement offer from Asset Trust Holdings, LLC as Trustee of 1524 Fife Court Land Trust and W.R.J. Sales, Inc. for both the Code Enforcement Board lien and the foreclosure case.

- Commission authorized the acceptance of a \$26,000 settlement offer from Attorney Michelle Bonder on behalf of owner, Deutsche Bank National Trust Company, Trustee for Morgan Stanley ABS Capital I Inc. Trust 2004 HE4, in exchange for a release of the Code Enforcement Board liens at 1677 Cardinal Drive.
- Commission authorized the acceptance of a waiver of deficiency in exchange for the owner's consent to the entry of a Final Judgement in connection with the Code Enforcement Board lien and foreclosure lawsuit for the property located at 962 Grovewood Drive.
- Commission authorized the acceptance of ownership from the bank in full settlement of the amounts owed in connection with the Code Enforcement Board liens and foreclosure action for the property located at 1660 San Helen Drive.
- Commission authorized the acceptance of a \$10,000 settlement offer from Attorney Diana Davis Basta on behalf of the owners, Jennifer A. and James Hayes, in exchange for the Release of the Code Enforcement Board liens at 1457 Ohio Avenue.
- Commission authorized the acceptance of a \$3,500 settlement offer from Attorney Kristopher Fernandez on behalf of the current owner, Bay to Gulf Holdings, LLC, in exchange for a Partial Release of the Code Enforcement Board liens at 1348 San Christopher Drive.
- The Code Enforcement Board collected \$13,341.34 in unpaid fines and fees in May.

## **PLANNING AND DEVELOPMENT DEPARTMENT**

- Local Planning Agency approved the following in **June**:
  - Application S/D-LDO 17-52.00, a request for Design Review and Parkland Dedication for the purpose of building 8 residential units (4 "twin villa" townhomes) located at 2624 Paula Drive North (Sea Palms).
  - Application ZO 17-51.00, a request for Rezoning from Municipal Public Land (MPL) to Downtown Residential (DR), for the purpose of building a single-family home. Property is a vacant parcel of land located on the south side of Jackson Street between Douglas Avenue and Martin Luther King Jr. Avenue.
  - Application 15-54.00, a request for an amendment to the existing Development Agreement (Fenway Hotel).
  - Ordinance 17-05, Medical Marijuana Dispensary Regulations.
  - Ordinances 17-07, 17-11, and 17-12, Changes to the Land Development Code affecting uses and incentives.
- City Commission approved the following in **June**:
  - First and Second Reading of Pura Vida Townhomes - Application S/D-LDO 17-50.01, request for Design Review and Parkland Dedication to replace 8 existing apartments with 7 townhomes. Property located at 1413 Bayshore Boulevard.
  - First and Second Reading of Pura Vida Townhomes - Application S/D-LDO 17-50.01, request for Design Review and Parkland Dedication to replace 8 existing apartments with 7 townhomes. Property located at 1413 Bayshore Boulevard.
  - First and Second Reading of Ordinance 17-06, Amendment to the Fenway Development Agreement.
  - Office renovations to the Planning & Development Department by awarding of bid 17-1082 to Iosa Construction Corp. of Dunedin, FL in the amount of \$28,144 for renovations to the Planning & Development Department office area.

### ***Code Enforcement***

- The **June** Code Enforcement Board heard 10 Old Business and 26 New Business cases, and accepted 11 Affidavits of Compliance. The board heard fine reconsiderations for 4 cases, and gave approval to the City Attorney to initiate foreclosure proceedings on two properties.

- Commission authorized the acceptance of a \$3,500 settlement offer from Westcor Land Title Insurance Company on behalf of the current owner, Federal National Mortgage Association, in exchange for a Partial Release of the Code Enforcement Board Lien at 1048 Mary Jane Lane.
- Commission authorized the acceptance of a \$35,000 settlement offer from Guga Boy Investments, LLC in connection with the Code Enforcement Board lien and foreclosure lawsuit for the property located at 1606 San Charles Drive.
- The Code Enforcement Board collected \$26,812.38 in unpaid fines and fees in **June**.

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

MONTH: JUNE 2017

PERMITS		
Total Permits Issued		443
Total Permit Fees Collected		\$199,537.50
Total Valuation of Construction		\$12,880,714.00
Permits by Group:	NUMBER	VALUATION
Building Permit	253	\$177,430.50
Electrical Permit	27	\$4,710.00
Fence Permit	42	\$3,375.00
Gas Permit	2	\$303.00
Mechanical Permit	74	\$9,165.00
Plumbing Permit	38	\$4,113.00
Sign Permit	3	\$261.00
Tent Permit	4	\$180.00
New Construction by Building Type:	NUMBER	VALUATION
New Single Family Residences	5	\$1,065,646.00
New Two-Family Residences	0	\$0.00
New Multi-Family Residential Buildings	6	\$5,849,434.00
New Mobile Homes	0	\$0.00
New Commercial Buildings	0	\$0.00
New Mixed-Use Buildings (Commercial & Residential)	0	\$0.00
New Accessory Buildings	12	\$234,362.00

BUILDING INSPECTIONS	
Building, Electrical, Gas, Mechanical, Plumbing:	NUMBER
<b>TOTAL</b>	<b>1,023</b>

LOCAL BUSINESS TAX RECEIPTS		
	NUMBER	FEES
Business Taxes	122	\$1,225.15



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
25	26 9:00 AM City Commission Special Meeting @ City Hall 9:00 AM Committee on Aging @ Hale Center 3:30 PM Personnel Review Board @ Municipal Svcs Conf Room	27 7:30 AM Environmental Quality @ Water Plant	28	29	30 11:00 AM Disability Advisory Committee @ Hale Center	1
2	3 The Dunedin Public Library will close at 4:30 PM today.	4 All City facilities and the Dunedin Library are closed today in recognition of Independence Day. 	5 8:30 AM Development Review Committee @ Planning Conf. Room 3:00 PM Board of Finance @ Water Plant 4:15 PM Community Redevelopment Agency Advisory Committee @ Planning Conf. Room	6 8:30 AM City Commission Budget Workshop @ City Hall 3:00 PM Board of Finance @ Water Plant	7 8:30 AM City Commission Budget Workshop @ City Hall	8
9	10 6:30 PM Hammock Advisory Committee @ Community Center	11 8:00 AM Causeway Comm @ Community Ctr 9:00 AM Work Session @ City Hall 2:00 PM Code Enforcement @ City Hall <del>4:00 PM Historic Preservation @ Planning Conference Room</del> 5:00 PM Dunedin Parking Appeals Hearing @ City Hall 6:30 PM Stormwater Advisory Committee @ Water Plant	12 6:00 PM Local Planning Agency @ City Hall	13 7:30 AM Public Relations Advisory Action Committee @ City Hall 4:00 PM Historic Preservation @ Planning Conference Room 6:00 PM Commission Meeting @ City Hall	14	15
16	17 4:00 PM "Give Me Shelter" Selection Panel @ City Hall 5:15 PM Marina Advisory Committee @ Harbormaster's Office	18 3:45 PM Dunedin Housing Authority @ City Hall 5:30 PM Social Service Committee @ MLK, Jr. Center	19 8:30 AM Development Review Committee @ Planning Conf. Room 3:00 PM Board of Finance Budget Sub-Committee @ Water Plant 4:00 PM Board of Finance @ Water Plant	20	21	22 9:00 AM SPECIAL MEETING Historic Preservation @ Planning Conference Room
23	24 9:00 AM Committee on Aging @ Hale Center	25 7:30 AM Environmental Quality @ Water Plant 9:00 AM Work Session @ City Hall	26	27 8:30 AM Edgewater Drive Committee @ Planning Conf. Room 6:00 PM Commission Meeting @ City Hall	28	29
30	31	1 2:00 PM Code Enforcement Board @ City Hall 5:00 PM Dunedin Parking Appeals Hearing @ City Hall	2	3	4	5

No meeting for Arts, Disability, Environmental Quality, Fire Pension, Library, Public Safety, Stadium, Parks & Rec or Youth.

## Development Project Update 7-13-17

<b>Current Projects - City Commission Review</b>			<b>LPA</b>	<b>CC 1st</b>	<b>CC 2nd</b>	<b>Apvd</b>
Aberdeen Oaks	1441-1461 Virginia St	20 single-family home subdivis	√	√	√	√
Arcadia	265 Causeway Blvd	16 4-story condos	√	<i>infrastructure under review</i>		√
Artisan Apartments	940-966 Douglas Ave	Retail, apartments & parking g	√	√	√	√
Chesapeake Apartments	2307 Cumberland Cir	44 apts (add. to existing compl	√	√	√	√
Courtyard on Main	Main and Douglas	18 condos above retail	8/9/17	9/7/17	9/21/17	
Douglas Place	523 Douglas Ave	8 townhome unit developmen	√	√	√	√
Dunedin Causeway Hotel	2621/2641 Michael Pl	90-room hotel with restaurant	√	<i>in discussion with hotel chain</i>		√
Dunedin Commons	375 Patricia Ave	mixed-use (retail, TH, apts); D	√	√	√	√
Gramercy Court	Highland/Howard	48 Townhomes	√	√	√	√
Gramercy Ct Ph II	Howard Ave	18 Townhomes - phase II	√	<i>infrastructure under review</i>		√
Highland Ridge TH	949 Highland	13 Townhomes	√	<i>infrastructure re-review</i>		√
Leuken's Liquors - <i>amended</i>	1410 Main St	1-story liquor store-revised; anne	√	√	√	√
Lexinton Estates	93 Lexington Ave	20 single-family homes	8/9/17	10/5/17	10/19/17	
Pura Vida	1413 Bayshore Blvd	7 Townhomes replacing bunga	√	√	√	√
1501 San Christopher Dr	1501 San Christopher Dr	12 villas	7/12/17	8/10/17	8/24/17	
Sea Palms	2624 Paula Dr N	8 Townhomes (repl. Eco-Villa	6/14/17	7/13/17	7/27/17	

### **Current Projects - Staff Only Review Only**

			<b>Comments</b>
536 Bay St	536 Bay St	2 SF homes	<i>permit under review</i>
Carriage House	1040 Broadway	convert to event venue	
501 Frances St	501 Frances St	4 Townhomes	
911 Highland Ave	911 Highland Ave	renovate home, convert to gift shop (stone house behind city hall)	
Historical Museum	Historical Museum	expansion towards the trail	
James St. Cottages	603 Scotland	SF property to 4 (Glencairn-style) cottages	
Jensen's Seafood	907 Douglas	converting adjacent home to retail shop for seafood business	
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	
1001 New York Ave	1001 New York Ave	4 townhomes	
1046 Oak St	1046 Oak St	4 single-family 2-story homes	
1041 Martin Luther King	1041 MLK	3 Townhomes	
Pearly's Beach Eats	903 Douglas Ave	convert SF home to restaurant	<i>permit under review</i>
7-11 Store	2198 Main/Belcher	convert existing Shell gas to 7-11, renovating bldg	
Retail strip center	1440 Main St	demo existing bldg, replace w/4-unit retail bldg	
San Ruffino TH	1340 Bayshore Blvd	finish 7 townhomes previously approved, but never built	<i>permit unde</i>

### **Potential Future Projects - City Commission Review**

			<b>Comments</b>
Amera Court	418 Grant St		- coming back to DRC with new proposal
Carnation Drive - behind Family Dollar		50 - 70 affordable apartments	
Oak Bend Mobile Hm	801 Main St	replace mobile home park with +/- 60-unit apartment building	
Stirling Glen Townhomes	1680 Union St	33 Townhome development or affordable apts/TH mix	

### **Potential Future Projects - Staff Only Review Only**

			<b>Comments</b>
Causeway Plaza	ice machine	sm ice machine (size of soda machine) on Bayshore Blvd	
971 Howard Ave	971 Howard Ave	4 Townhomes, abutting Gramercy Court	
1650 Pinehurst	Faith United Church	1100 sf addition	
227 Scotland St	227 Scotland St	4 or 5 towhnomes	

Fire Department Administration  
MEMORANDUM

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**To:** Douglas Hutchens, Interim City Manager  
**From:** Jeffrey Parks, Fire Chief   
**Date:** July 11, 2017  
**Re:** Monthly Report for June 2017

**Fire Prevention Division:**

Fire Inspector Danny Castillo successfully completed the Florida Fire & Lifesafety Educator Certification. This certification requires 64 hours of classroom education and a written examination.

June 1st marked the beginning of the 2017 Hurricane Season which runs through until November 30th. Fire Prevention personnel have identified approximately 85 residents that will need special assistance in the event of a significant storm. Information such as emergency contacts, health issues, shelter requirements and transportation needs are verified on an annual basis.

Fire Prevention staff continue to work with the business community and attended the June Downtown Dunedin Merchants Association meeting. Building a strong working relationship with the business community continues to be a top priority for the division.

New construction projects completed:

- 7-Eleven – Renovation - 2198 Main St.

Current projects:

- Fenway, 453 Edgewater - remodel
- Bob's Barracuda Bait Shoppe, 240 Causeway-interior remodel
- Lokey Nissan, 27758 US -new sales and showroom building
- 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
- Gramercy Court Townhomes – Highland Ave
- Townhomes at Highland Ridge – Highland Ave.
- 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. (Multiple Suites Remodels)
- Domino’s Pizza – New Building 1410 Pinehurst
- The Inn Lounge – Interior Renovations – 300 Causeway Blvd
- Edgewater Arms – Site & Infrastructure Improvements – 632 / 634 Edgewater
- LA Fitness – 1681 Man St. – New Build Out
- Pearly’s Beach Eats – 903 Douglas Ave – New Restaurant
- Marker 1 – 343 Causeway Blvd – Expansion Project
- Dunedin Historical Museum – 349 Main St. – Addition to building

Fire Prevention Staff Activities:

Inspections – 89

Re-inspections - 5

Fire extinguisher training – 0

Plans Reviewed – 46

Partial Inspections (New Construction) - 15

Final Inspections - 18

Meetings - 52

Phone Consultations - 67

Fire Investigations – 6

Event Inspections - 3

Fire Safety presentations – 0

Public Education Contacts – 0

Station Tours – 0

Hurricane Awareness presentation – 0

Smoke Alarm Installations – 0

Home Safety Checks – 0

Training and Safety Division:

- Processed training reports for month May
- Scheduled Armed Forces Benefits presentation.
- Participated in promotional assessment for Tarpon Springs FD.
- Attended Pinellas County Training Officer’s Group meeting.
- Performed final Deckhand Qualification evaluation for FF Vukota.
- Attended monthly EMS CME class.
- Participated in Active Shooter educational webinar.
- Performed Acting District Chief final assessment for Lt. Young.
- Taught CPR course to city employees at Dunedin Library (26 attendees)

Total fire training hours completed by shift personnel: 1356

**Operations:**

<b>Type of Incident</b>	<b>Month of Jun</b>	<b>Year to Date</b>	<b>Emer Resp by Unit</b>	<b>Runs</b>	<b>Mins</b>
Medical Incident Response	497	3243	<b>EMS</b>		
Rescue Incident Response	54	382	<u>Station 60's Area</u>		
Fire Alarm	38	215	E60	165	4:03
Fire Incident Response	12	93	E61	12	6:35
Structure Fire Response	16	100	E62	10	5:07
Special	13	77	E51 (CFD)	4	6:07
Water Rescue Response	8	38	R48 (CFD)	2	7:24
Major Incident Response	2	23	SR60	1	0:48
Support incident (Fire)	8	23	<u>Station 61's Area</u>		
Unconfirmed Structure Fire	7	26	E61	59	5:34
Fire Incident Response Special	3	36	E60	5	7:17
Air Transport Incident	4	18	E66 (PHFD)	4	6:09
Trauma Alert	3	28	E62	1	6:58
Support Incident (DC)	2	12	SR61	1	0:29
Medical Incident Special	0	5	<u>Station 62's Area</u>		
Support Incident (Medical)	3	21	E62	88	5:08
Moveup - Coverage	2	8	E50 (CFD)	9	6:32
Hospital Landing Zone	0	1	E60	8	6:56
Rescue Incident Special	2	4	E61	5	6:57
MVC Possible Extrication	2	9	S65 (PHFD)	4	5:56
Brush Fire Incident Response	0	3	E65 (PHFD)	2	5:47
Code H	0	1	E48 (CFD)	1	5:40
Special Event	1	4	R48 (CFD)	1	8:00
Cardiac Arrest Response	7	27	<b>FIRE</b>		
Extrication	<u>1</u>	<u>4</u>	<u>Station 60's Area</u>		
	<b>Totals</b>	<b>685</b>	<b>T60</b>	<b>8</b>	<b>5:08</b>
			<b>E60</b>	<b>5</b>	<b>6:06</b>
			<u>Station 61's Area</u>		
			<b>E61</b>	<b>11</b>	<b>6:04</b>
			<b>E66 (PHFD)</b>	<b>3</b>	<b>7:19</b>
			<u>Station 62's Area</u>		
			<b>E62</b>	<b>9</b>	<b>4:48</b>
			<b>E60</b>	<b>1</b>	<b>7:10</b>
			<b>E61</b>	<b>1</b>	<b>6:18</b>

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



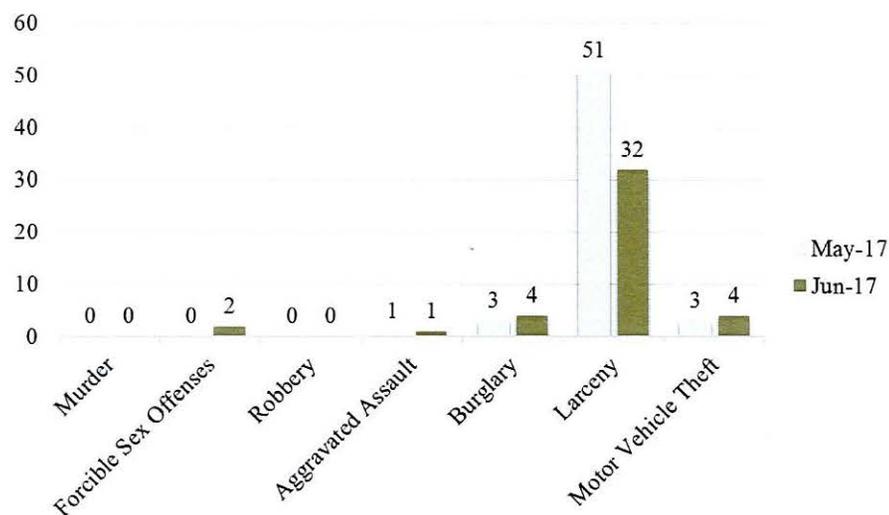
STRATEGIC PLANNING BUREAU

DUNEDIN MONTHLY ANALYSIS

UCR Part I Crimes

June 2017

UCR Part I Crime Category	May 2017	June 2017	June 2016 YTD	June 2017 YTD
Murder	0	0	0	0
Forcible Sex Offenses	0	2	11	7
Robbery	0	0	3	6
Aggravated Assault	1	1	17	14
Burglary	3	4	41	40
Larceny	51	32	263	297
Motor Vehicle Theft	3	4	20	18
<b>GRAND TOTAL</b>	<b>58</b>	<b>43</b>	<b>355</b>	<b>382</b>



## Arrests

June 2017

There were a total of **51** people arrested in the City of Dunedin during the month of June resulting in the following charges:

ARREST TYPE AND DESCRIPTION	TOTAL
<b>Felony</b>	<b>30</b>
Aggravated Battery - Domestic Related	1
Battery Health Service Personnel	1
Burglary - Battery (Within)	1
Burglary-Conveyance	6
Burglary-Conveyance (No Entry)	2
Burglary-Residential	2
Conspiracy - Traffic Drugs	1
Dealing In Stolen Property	6
False Verification Of Ownership	2
Grand Theft - Other	1
Grand Theft - Residential	1
Grand Theft \$100 / \$300 Home	1
Petit Theft - Shoplifting	1
Possession Of Controlled Substance	2
Possession With Intent To Sell/Distribute A Controlled Substance	1
Violation Of Probation/Community Control-Adult	1
<b>Misdemeanor</b>	<b>22</b>
Battery - Domestic Related	6
Criminal Mischief	1
Loitering/Prowling	1
Petit Theft - Other Larceny	1
Possession Of Certain Drugs Without Prescription Unlawful	1
Possession Of Controlled Substance	4
Possession Of Drug Paraphernalia	4
Resist/Obstruct LEO Without Violence	3
Spouse Battery	1
<b>Warrant</b>	<b>11</b>
Failure To Appear	3
Violation Of Probation/Community Control-Adult	3
Warrant Arrest	5
<b>Traffic Felony</b>	<b>2</b>
Driver's License Suspended/Revoked	2

ARREST TYPE AND DESCRIPTION	TOTAL
<b>Traffic Misdemeanor</b>	<b>18</b>
Attach Tag Not Assigned	2
Driver's License Suspended/Revoked	2
Driver's License Violation	1
Driving Under The Influence	10
DUI-Damage To Person/Property	1
No Valid Driver's License	1
Unregistered Motor Vehicle	1
<b>Grand Total</b>	<b>83</b>

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

## Deputy Activity

There were a total of **3,948** events in the City of Dunedin during the month of June resulting in **5,808** units responding.

The table below reflects the top twenty-five events to include both self-initiated and dispatched calls in the City of Dunedin for the month of June.

*\*CAD data is filtered by problem type.*

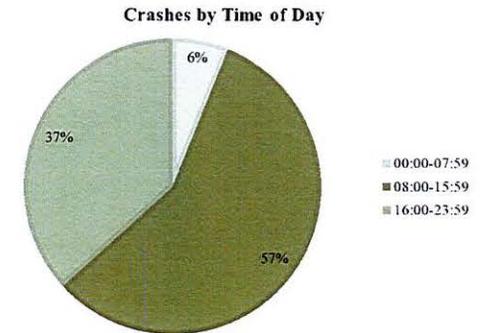
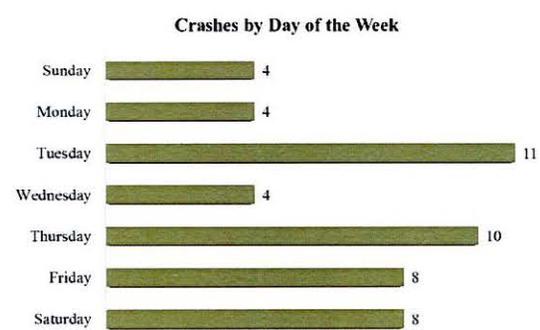
### June 2017

DEPUTY ACTIVITY	TOTAL
Traffic Stop	1135
House Check	573
Suspicious Person	216
Special Detail	180
Suspicious Vehicle	145
Information / Other	141
Assist Citizen	140
Supplement	96
Traffic Violation	87
Building Check Business	82
Alarm	69
Contact	66
Accident	57
Operation Medicine Cabinet	56
Vehicle Abandoned / Illegally Parked	50
Directed Patrol	47
Traffic Control	46
Fraud/Forgery - Not In Progress	40
Warrant Service / Attempt	37
Trespass	34
Noise	34
Transport Prisoner	32
Domestic - In Progress	31
Assist Motorist	30
911 Hang-up Or Open Line	28

## Crash & Citation Analysis

There were a total of **49** crashes in the City of Dunedin during June 2017. \*Crash data is filtered by disposition type and may include "accident and hit and run" problem types.

TOP 10 CRASH LOCATIONS	TOTAL
Main St / Belcher Rd	3
Curlew Rd / Fisher Rd	3
Keene Rd/Main St	3
2102 Main St	2
Cr 1 / Curlew Rd	2
Main St / Virginia St	1
Edgewater Drive / Orangewood Drive	1
Virginia St / Keene Rd	1
118 N Buena Vista Drive	1
2175 Main St	1



There were a total of **1,157** citations and warnings issued in the City of Dunedin during June 2017.

TOP 10 TRAFFIC CITATION LOCATIONS	TOTAL
County Road 1 & Main St	10
Main St & Belcher Rd	5
Belcher Rd & Curlew Rd	4
Beltrees St & Acropolis Drive	4
Curlew Rd & Fisher Rd	3
County Road 1 & Sparkling Ct	3
Bayshore Blvd & Curlew Rd	3
Patricia Ave & Union St	3
Curlew Rd & Challenger Drive	3
Alt Us Highway 19 & State Road 580	2

