
City Manager Update

OCTOBER 2023

KEY DATES & EVENTS

OCTOBER 17, 6:00 PM
Dunedin History Museum
Annual Meeting

NOVEMBER 2, 4:30 PM
Looper Kick-off Event

NOVEMBER 11, 1:00 PM
Wines the Blues Festival

NOVEMBER 18, 10:00 AM
Celtic Music Festival

NOVEMBER 23 - 24
City offices closed for
Thanksgiving holiday



ECONOMIC DEVELOPMENT



Community Redevelopment Agency (CRA)

- The CRA Budget for Fiscal 2024 was approved at the September Community Redevelopment Meeting
- Staff continues to address ongoing enhancements to the downtown, such as benches, signs, dumpster enclosures and landscaping
- Staff having discussion with Pinellas County on the upcoming required interim report and future TIF funding. Indications are for a significant reduction occurring in Pinellas County TIF funding

The Tampa Bay Market

- The summer market was well attended Saturdays 9:00am - 1:00pm at Museum parking lot
- In late October the market will move back to John R. Lawrence Pioneer Park

Coca-Cola Site

- Conveyed they will continue operating in 2024

Patricia Corridor Project

- Working with Public Works on the construction of a landscape median scheduled to commence late Fall

Downtown Projects

- Existing City Hall - staff is working with Public Works on demolition of old City Hall scheduled October 2023
- Skinner Blvd Road Project - FDOT is expected to complete the design phase by EOY
- Downtown Streetscape Pavers - (Phase 1 on Main Street, Casa-Tina's) Construction for this project is expected to be complete by the end of October
- Downtown Loper - Working with Community Development Department on a pilot for a Downtown Loper next month

Habitat for Humanity

- Worked in partnership with Habitat to provide funds to assist with a new in-fill residential home at 338 JFK St

Business Recruitment and Retention

- Continues to respond and assist businesses to find available space. Currently working with Amarattek a Federal Government sub-contractor looking to relocate to Dunedin
- Meets with and assists the Chamber of Commerce, Dunedin Downtown Merchants Association (DDMA), and Visit Dunedin
- Works with Pinellas County Economic Development (PCED) and attend the monthly Economic Development Partners meetings with leadership from the surrounding municipalities
- Continues to field citizen calls seeking resources for affordable housing and other social services



Next CRA Board Committee Meeting: 11/1/2023

HR & RISK MANAGEMENT

Total number of applications received in September 2023: **182**

Temporary, Seasonal, or Open-until-filled (3)

- Lifeguard I and Recreation positions are seasonal, open until filled
- Firefighter/Paramedic are open until filled
- Sanitation Associate positions are open until filled

Positions currently in the interview process (5)

- Wastewater Service Worker, Horticultural Technician
- Recreation Leader II – CC, Public Services Maintenance Worker I
- Website/Digital Coordinator

Positions where applications are under review (6)

- Craftworker I Trainee/Craftworker I, Craftworker II
- Senior Building Inspector, Senior Engineer (2 Vacancies)
- Utility Billing Technician, Parks Maintenance Worker II

Promotions: Max McDade – Water Service Worker, Juan Amaya – Firefighter/Paramedic, Paul Gayson – Park Attendant

New Hires: Barry Dowdy – Public Services Supervisor, Thomas Serridge III – Parks Maintenance Worker III, Dylan Oester – Recreation Leader II, Cathy Saari – Administrative Assistant Engineering

Self-Insured Medical Claims Experience

- Total Paid Medical & Pharmacy claims for September was \$346,191.79 which is 35.3% more than August's totals. The average weekly claims for September was \$69,238.36

Family Medical Leave Act (FMLA)

- YTD Number of Employees with approved/pending FMLA: 9 (Regular - 0, Intermittent - 9, Pending - 0). Number of new requests in September: 0

Employees Currently Working Modified Duty, Non-WC

- Number of employees currently working on a modified schedule (some restrictions): 3

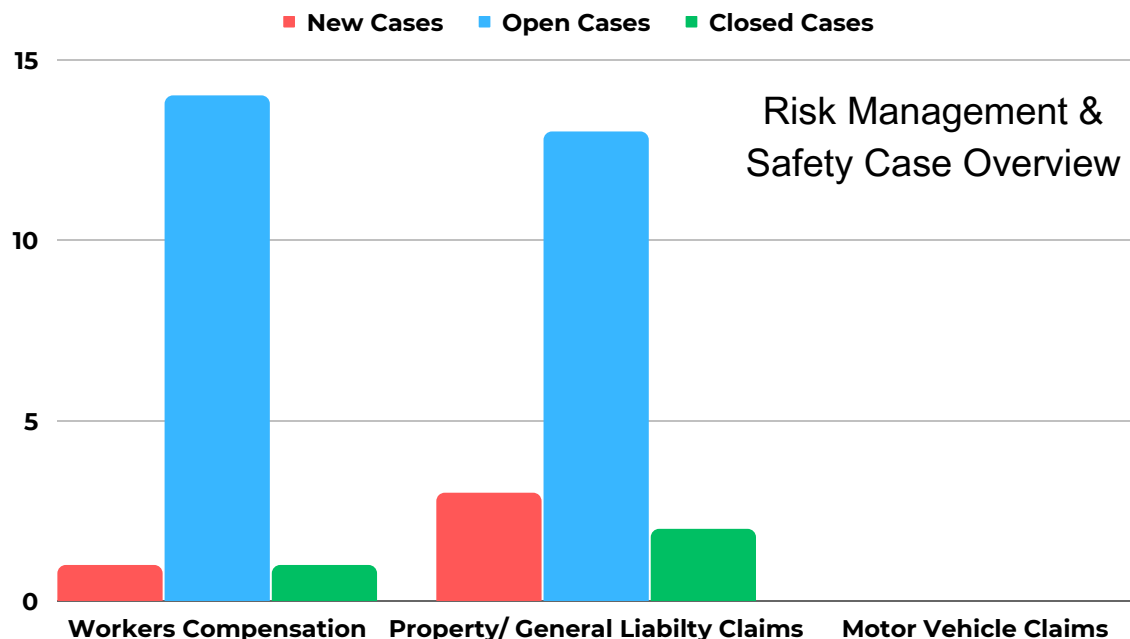
DROP (Deferred Retirement Option Program)

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

Vitality Health Program

- Employee participation in Humana Vitality Health Program: 100% or 284 employees

Number of Disciplinary actions this month: 0



FINANCE

Post-Hurricanes Ian & Idalia

- Final submission of CAT-A Hurr. Ian expenditures (disaster #4673DR), consultant to complete CAT-B by 9/28
- Submitted application for Public Assistance through FEMA Grants portal Hurr. Idalia (disaster #4734DR-FL)
- Collected 214's for work performed related to Hurricane Idalia city-wide
- Initiated discussions with FEMA to seek reimbursement of eligible costs associated with Hurricane Idalia
- New Accounting Manager made site visits to Community Center and Library

BID, RFP & RFQ Status List

Recently Awarded: 09/02/23 Bid #23-1238 - "Misc Waterline Fittings and Repair Parts Rebid."

Recently Awarded: 09/19/23 RFP #23-1235 - "Third Party Administrative Services for Property Casualty and Workers Compensation Claims."

Upcoming: Bid #23-1239 - "Removal and Disposal of Sludge" for discussion 10/17 CC meeting.

Under Evaluation: Bid #23-1241 - "Palm Tree Trimming Services."

Under Evaluation: RFQ #23-1242 - "Consultant Services for the Dunedin Marina and Associated Public Facilities Master Plan."

Under Evaluation: RFP #23-1246 - "City of Dunedin Legislative Advocacy Services."

Active: RFP #23-1244 - "Golf Cart Leasing Services." Submittals were due 10/3

Under Development: Dunedin Golf Club Course Improvements Project

Rejected: None

CRF – Capital Recovery Fee (reclaimed water)

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Budget Updates

09/06. Presented the CRA tentative operating and capital budget to the CRA advisory committee

09/06. Presented the tentative operating budget and FY 2024 proposed millage rate

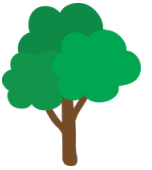
09/08. Published the FY 2024–2029 municipal business plan book

09/21. Presented the FY 2024 CRA tentative operating and capital budget to the Comm.

PARKS AND RECREATION

Projects in Progress

- Pickleball Courts at Eagle Scout Park: Bid specifications are being finalized to repurpose the tennis courts into 10 pickleball courts. Construction is estimated to begin in late Spring 2024
- Library Playground: Finalizing the design for the replacement playground
- Gladys E. Douglas Preserve: Developed the architectural services scope for Phase 2
- Highlander Aquatic Complex: Negotiating the architectural services for the design development phase



Completed Projects

- Hammock Park: New trail markers installed with generous donation from the Friends of the Hammock!
- Gladys Douglas Preserve - The City received \$1.2 million Florida Communities Trust Grant!

Completed Special Events

- Movies in the Park, Pioneer Park, Every Friday | 37 attended (record!)
- Piper on the Pier, Dunedin Marina | Select Fridays and Saturdays | 56 attended
- National Night Out, Highlander Park | 10/3 | 60 attended
- Stone Crab Festival, Edgewater Park | 10/21 | 50 attended
- SPC Zachary Shannon Memorial Highway Dedication | 10/23
- Downtown Trick or Treating, | 10/27 | 50 attended
- Halloween Happenings, Highlander Park | 10/28 | 50 attended



Personnel

- Horticultural Technician: Conducted internal applicant interviews

Golf Club

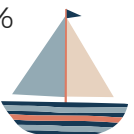
- Golf Cart Leasing Services RFP: Two submissions are being evaluated
- Restoration Project: Pre-Bid meeting with the pre-qualified contractors held on 10/9. Bids are due 10/31
- Historic Preservation Grant: City Commission approved the Agreement on 10/31 with the Dunedin Country Club, Inc. for the \$500,000 grant
- Food & Beverage Services RFP: Should go out in early November

Dunedin Marina

- Marina Pier: Repairs to the floating day dock have been ordered due to damage from Hurricane Idalia
- Marina Master Plan: City received three proposals for the Consulting Services. The evaluation team held interviews on 10/26
- Dunedin Community Sailing Center: Completion of new storage facility estimated in November

Clearwater Ferry

- Clearwater Ferry services Dunedin every Friday, Saturday, and Sunday (Sept 2023: 14 Days)
- Total ridership to and from Dunedin: 381 passengers (Average daily ridership: 27 guests)
- Passengers originating in Dunedin = 68% vs. Passengers originating in Clearwater = 32%



INFORMATION TECHNOLOGY

Projects in Progress

| | |
|--|--------------------------|
| ERP (Enterprise Resource Program) Permitting System | Completion December 2023 |
| ERP (Enterprise Resource Program) Work Order System | Completion March 2024 |
| ERP (Enterprise Resource Program) Utility Billing System | Completion Winter 2024 |
| Fiber Cable Audit (of whole city to determine viability) | Completion Fall 2023 |

Future Projects

| | |
|---|---------------------------|
| Fiber Cable Installation (to connect existing infrastructure) | Completion 2024-2025 |
| IT Services Help Desk Technician Vacancy \$24.31 - \$29.17/hr | Currently posted for hire |



COMMUNICATIONS

Marketing and Branding Projects

- Golf cart infrastructure plan
- Old City Hall demolition and park conversion
- Main street sidewalk improvement project
- Looper transportation marketing and launch
- Top Engage Page Visits: Stirling Park, Looper, Force Main



Website, Newsletter & Engagement

- 105 new subscribers to DunediNews
- 8258 total subscribers to DunediNews
- 40,000 website hits & 136,000 website page views
- Engage Pages created: Stirling Park, Main Street Sidewalk, Golf Club Restoration branding project, Golf Cart Infrastructure, Force Main & Looper

| | New Followers | Posts | Likes | Impressions | Video Views |
|-----------|---------------|-------|--------|-------------|-------------|
| Facebook | 221 | 76 | 35,627 | 366,654 | 153,939 |
| Twitter | 13 | 57 | 141 | 19,700 | - |
| Instagram | 92 | 28 | - | 122,298 | 62,974 |
| YouTube | 31 | - | - | - | 18,500 |
| LinkedIn | 41 | 27 | 360 | 9,283 | - |

Social Media Videos by Platform

- 82.2% on Facebook, 9.9 % on YouTube, 6.4% on Instagram, 1.4% on Twitter

Top Social Media Posts

- Live Oaks on Main, Holiday Parade, Golf Cart Infrastructure, Spotlight: The Kitchen, Pickleball, Hurricane Relief

Zencity Insights: Golf Cart Infrastructure

- Despite substantial passive and explicit support via interaction, most comments about the golf cart infrastructure plan were disapproving
- Since June 1, conversations about the plan generated 1,100 interactions from 4 FB posts and 1 IG post
 - a.Support/positivity | 93 interactions
 - b.Safety concerns | 81 interactions
 - c.General negativity | 62 interactions
 - d.Cost/Taxpayer concerns | 55 interactions
 - e.Traffic concerns | 47 interactions



Top Website Searches:

- Pickleball | 554 views
- Wastewater Lift | 483 views
- Main St Sidewalk | 554 views
- Golf Carts | 314 views
- Wastewater | 204 views
- Future of 542 Main St | 156



LIBRARY

Completed Projects / Events

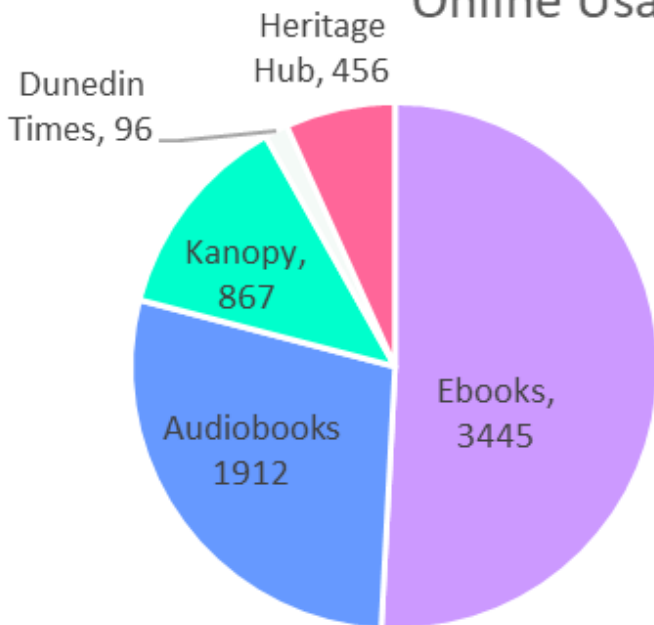
- Created an online survey through partnership with Communications and the Library Advisory Committee.
- Updated equipment for 20 Wi-Fi hotspots
- Held a pop-up book sale 09/22-09/23
- Hosted school visits from Cornerstone Middle School and the Waldorf School

Projects / Events in Progress

- Carpet/tile replacement in back of library
- CIP projects in collaboration with facilities team

THIS MONTH, WE DELIVERED 768 POUNDS TO DUNEDIN CARES FOOD PANTRY!

Online Usage



| | |
|---------------------------------|--------|
| Total Transactions | 61,287 |
| Total Visitors | 17,767 |
| Computer Usage | 1469 |
| Wi-Fi Users | 3058 |
| Items added to collection | 519 |
| Youth, Teen & Adult Programs | 104 |
| Youth, Teen & Adult Attendance | 1888 |
| Passport applications processed | 48 |
| AWE machines | 36 |
| Museum Passes checked out | 45 |
| Adult Volunteer Hours | 102 |
| Youth Volunteer Hours | 200 |
| Study Room Users | 166 |
| Notary Stamps | 18 |
| Seed Packets Checked Out | 314 |
| Homebound Delivery Patrons | 15 |
| Homebound Delivery Items | 97 |



Next Library Advisory Committee Meeting: 10/23/2023

COMMUNITY DEVELOPMENT

Code Compliance Division

- No new cases heard at September 2023 Code Enforcement Board Meeting
- Code compliance fines and fees collected in September 2023: **\$21,078.87**
- Number of Lien releases: 3

Planning Division

- 09/07/23 Approved the following: First reading of Ordinance 23-05, Application AN-LUP-ZO 23-02
- 09/07/23 First reading of Ordinance 23-09, First reading of Ordinance 23-10, First reading of Ordinance 23-11
- 09/17/23 Approved multi-modal improvements to Beltrees St through Forward Pinellas funding (\$100,697)
- 09/17/23 Approved grant agreement for citywide Historic Resources Survey Phase 2 amendment

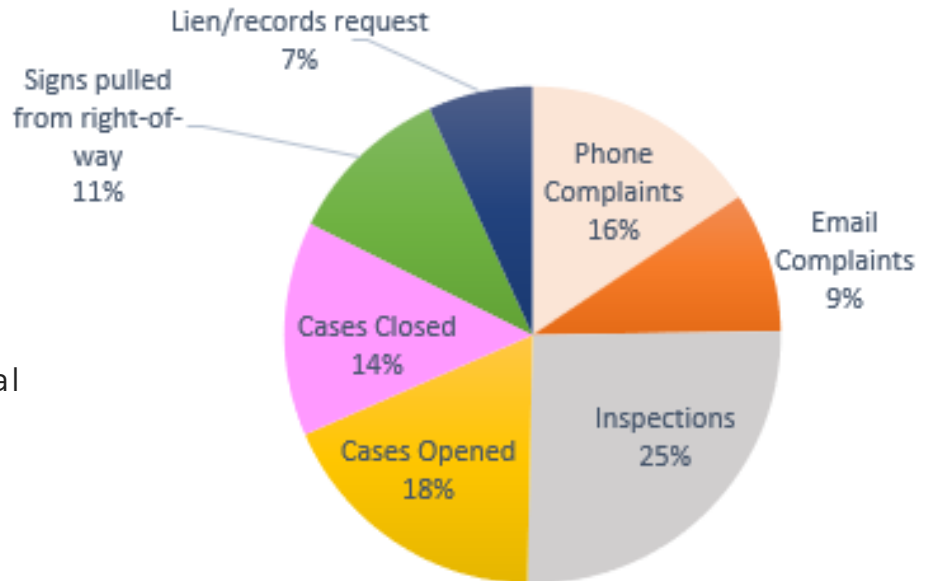
Zoning Division

- Zoning and Land Use Inquiries: 101
- Short-Term Vacation Rental/ Transient Use Inquiries: 10
- Zoning Verification Letters: 0
- Address Changes/Assignments: 0

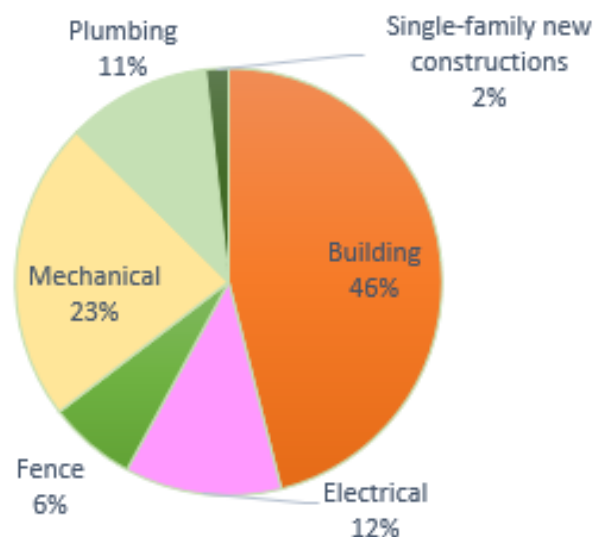
Building Division

- Total permits: 402
- Total inspections: 1,060
- Total valuation of construction: **\$12,303,622.00**
- Total permit fees collected Sept 2023: **\$129,266.37**

Code Compliance Division Activities



Permits Issued



Next Code Enforcement Board Hearing: 11/07/2023

PUBLIC WORKS

Vulnerability Assessment & Community Rating System

- Grant submitted for Resilient Florida program (380K) for vulnerability assessment and adaption plan, 2024
- 09/20/23: N. Douglas flooding discussion including vulnerability assessment and adaption plan strategies

Solid Waste & Recycling

- Post- Hurricane Idalia: Provided collection/disposal of 802 cubic yards/93.3 tons/18 truckloads of storm debris
- Designated one day per month at Solid Waste to allow residents to drop off TV's.
 - Pinellas County is no longer accepting TV's at drop off centers.

Completed Projects

- Repair/Replacement of Sidewalk (1363 sf)
- Repair/Regrading/Restoration of Street surfaces (7 locations)
- Manufacture and replace traffic signs (23)
- Repaired Stormwater structures (3) inlets, (4) pipes



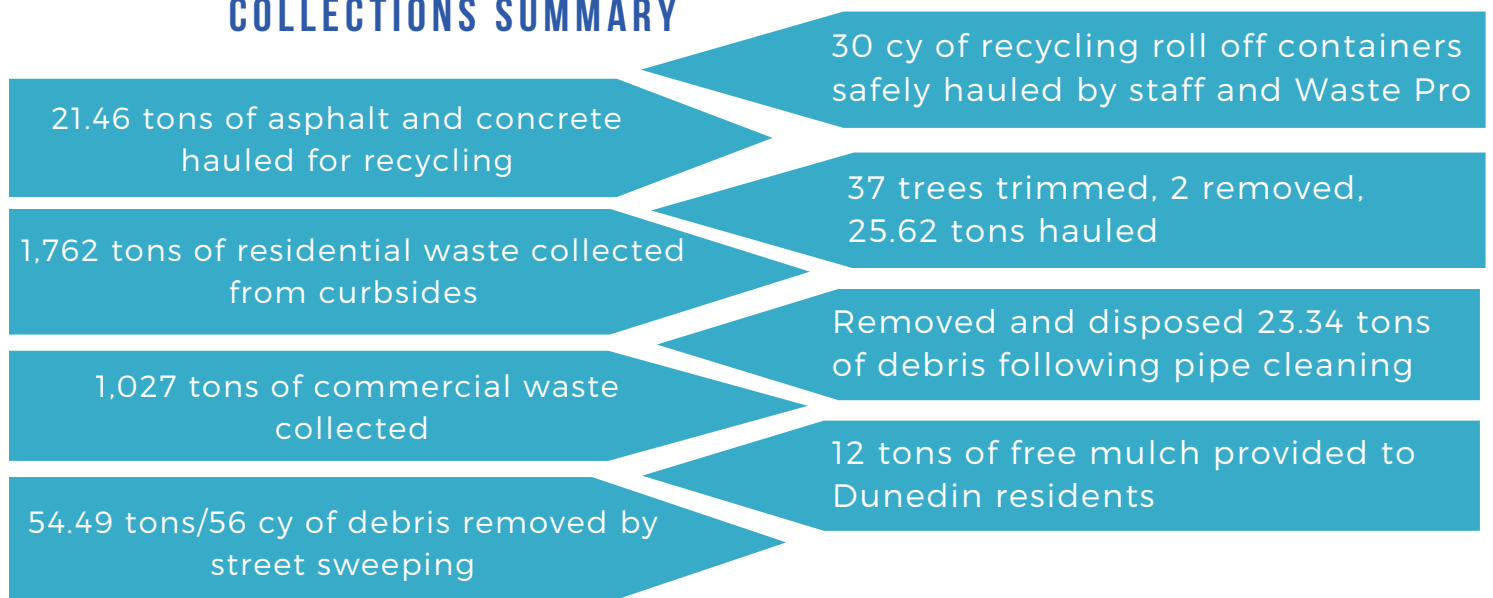
Stormwater

- MS4 Stormwater permit with TMDL plan for Curlew Creek to be submitted with annual report
- "Only Rain Down the Drain" PSA content video
- Possible Trash Tournament at Hope Spot gala
- Water Quality Proposal is under review
- Jerry Lake ditch maintenance and cost sharing plan in collaboration with Parks Dept.

Stormwater Rate Study

- 09/13/23: SW Program and Financial Review with Raftelis on master plan, maintenance, etc.
- 10/18/23: Draft report will be presented to Board of Finance and storm water Advisory Comm
- 11/14/23: SW rate study report is scheduled for Commission
- MS4 SW permit with TMDL plan for Curlew Creek to be submitted with annual report

COLLECTIONS SUMMARY



UTILITIES

Projects in Progress

- **Lift Station 32 Rebuild:** Bid package complete. Awaiting state approval and grant funding
- **Lift Station 20 Rebuild and Force main replacement:** Contract awarded. Fiber optic line is complete. Work is likely to extend beyond 270 day contract for electrical work.
- **WWTP Electrical and SCADA System Upgrades:** Bids received exceed cost. Awaiting reverse bids for SCADA separate from electrical work in effort to seek more favorable prices.
- **WWTP Chlorine Contact Chamber Rehab & Cover:** Consultant plans submitted. Preparing for bids. \$1.4M RFI submission to be considered at Nov 9 FDEP hearing.
- **WW Force Main Replacements:** Designs completed and permits approved for forcemains #1, 2, 4, 10, 12A, and 17. Construction on #1 commenced. #17 construction to begin this month.
- **WW Pipe and Manhole Lining:** Reduce and prevent inflow and infiltration of groundwater and rainwater. Reduces the potential for sanitary sewer overflows.
- **Offsite Potable Water Storage Site Valve Replacement:** Quoted work by piggyback Pinellas County exceeds budget. Investigating funding options in FY24
- **WWTP Outfall Piping Repair:** State appropriation of \$400K. Grant submit to FDEP
- **Raw Water Transmission Line Pigging:** Contractor quote received per the Pinellas County contract (piggyback). Contract not deemed valid for piggyback. Investigating other funding
- **Wellfield:** Well #1 bids out for new pump, piping, electrical. Well #30 motor being replaced
- **Water Treatment Plant Refurbish Project:** Near completion with exception of some painting and electrical repairs. 3 of 4 reverse osmosis skids are operational.
- **Water Large Treatment Program:** Nearly complete with 81 large meters tested this calendar yr

Water Division

Reclaimed Water:

- Very dry conditions, Out of reclaimed water
Monthly rain: 1.39 in | YTD rain: 20.19 in
- October tbd: WWTP will be conducting Primary/Secondary testing including discharging water to the Ocean during a one-day sampling event

| | |
|-----------------------------------|------------|
| Influent Average Daily Flow | 3.73M gal |
| Influent Monthly total Flow | 111.9M gal |
| Reclaimed Water Avg Daily Flow | 3.16M gal |
| Reclaimed Water Monthly Flow | 93.5M gal |
| Final Effluent Avg Daily Flow | 0.31M gal |
| Final Effluent Monthly total Flow | 9.19M gal |

Water Production

- Train #1 is running, Train #2 is 85% complete, Train #3 is running, needs membrane cleaning, Train #4 is running, UCMR 5 sampling results are not detected

Water Distribution

- Backflow testing 70% complete (5884 tested YTD)
 - Hydrant Program installed 0 new, repaired 12, replaced 7, painted 118, and flow tested 86
 - Valve Program exercised 32 valves this month

JERRY LAKE= 13% LEVEL
BELCHER= 22% LEVEL
CURLEW= 13% LEVEL
ON SITE (COKE)= 14% LEVEL

| | |
|----------------------------|-------------|
| Average Daily Potable Flow | 3.53M gal |
| Monthly Potable Water Prod | 91.73M gal |
| Annual YTD Potable Flow | 945.15M gal |
| Annual YTD Rainfall | 20.19 in |
| September 2023 Rainfall | 1.39 in |



ENGINEERING

Projects in Progress

- [Brady Drive Drainage](#): Bids being prepared. Construction to elevate Brady drive where Jerry branch passes below will begin without temporary constr. easements.
- [Eagle Scout Park Pickleball Courts](#): Received Kimley-Horn proposal; PO issued; work begun.
- [San Charles Dr. Drainage Improvements](#): Plans under review. Delayed by engineering vacancies
- [Santa Barbara Drainage Improvements](#): Property owner at 1768 Santa Barbara Drive to vacate an existing utility easement. Surveyor to prepare new easement pre-construction.
- [Buena Vista Drive Drainage Improvements](#): Plans in progress. Delayed by engineering vacancies
- [Cabions Drainage System Repair](#): Survey complete. Plans + permit submitted. Bids under review
- [Pram Shed at City Marina](#): To conclude this month
- [Santa Barbara brick street](#): 95% complete; likely completed this month. Review to follow.

Compliance

- The August 2023 Discharge Monitoring Report was submitted to FDEP with no issues
- DMRQA Study #43 completes, mandated through EPA with no issues

Maintenance and Repairs

- Weekly greasing of all WWTP equipment, and semi-annual lube checklist completed
- Weekly inspections at all reclaim pump stations
- C & T Contracting replaced two 12" check valves at Jerry Lake reuse pump station (below)
- Universal Controls replaced the raw flow meters and final effluent flow meters (below)



COLLECTIONS SUMMARY

| Activity | Amount completed |
|-----------------------------------|-----------------------|
| Manhole Repair | 1 |
| Clean-out Installs | 5 |
| Lateral Repairs | 6 |
| Lateral Liners | 2 |
| Flood Dome Installed/Replaced | 40 |
| Citizen Blockage Calls | 8 |
| Sunshine 811 Locate Tickets | 238 |
| Linear Feet Cleaned (Vac truck) | 6,884 LF |
| Linear Feet Televised (TV truck) | 460 LF with 3 set-ups |
| Lift Station Check Valves Cleaned | 3 |



FIRE

Fire Prevention Division

- Preparing for “Fire Prevention Month” by coordinating with the many schools in the community to provide fire safety education.
- Fire Inspector Danny Castillo was promoted to Deputy Fire Marshal on 10/1/23.

Completed Projects

- Gramercy Court Townhomes – Highland Ave.
- AFC Urgent Care – Main St.

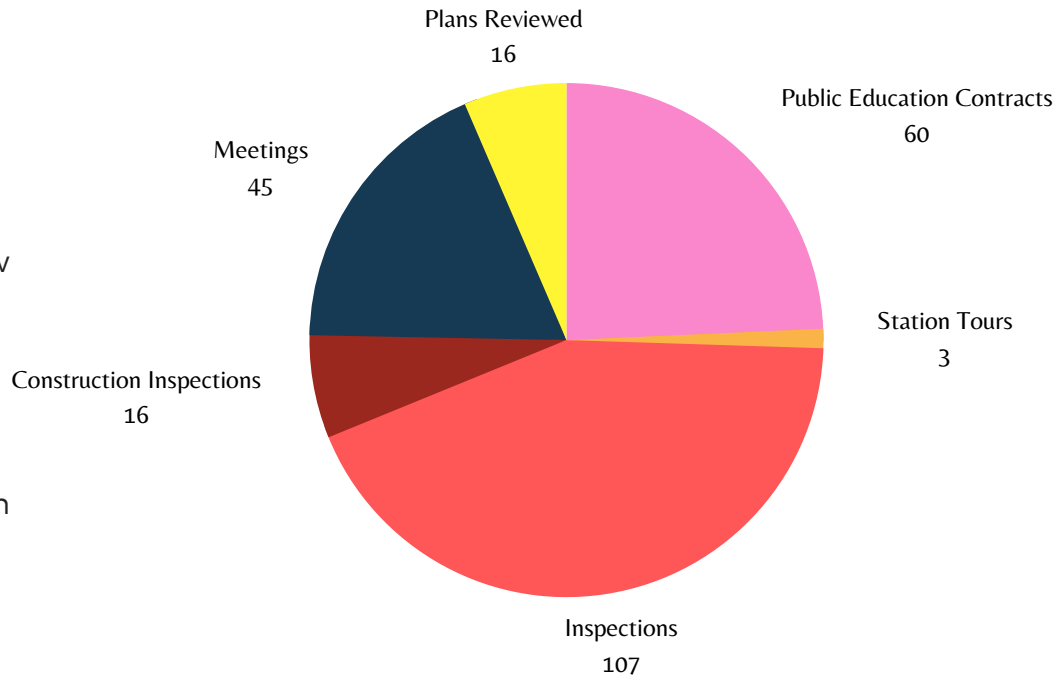
Current Projects

- 23 projects including new construction commercial, new construction condo, new mixed use, storage building, restaurant, and new build-out

Training and Safety Division

- Coordinated truck ops NCT in Oldsmar multiple dates, plus aerial ops and SCBA testing at Dunedin FTC
- Completed training reports for all shifts for September 2023

Fire Prevention Staff Activities



**A SHIFT COMPLETED 784 HOURS
B SHIFT COMPLETED 460 HOURS
C SHIFT COMPLETED 479 HOURS**

**DEPARTMENT TOTAL OF 1,723
TRAINING HOURS COMPLETED!**



Operations Division

- FF/P Tyler Harvey successfully completed the Truck 60 Driver Training program
- Crews remembered those on September 11, 2001 with a moment of silence per station
- Paramedic Juan David Amaya started employment with the City on September 11th and was accepted to the Fire Academy which started the same day. He will complete his Fire Academy Class in December
- Paramedic Annisha Parks and EMT Cameron Sumner both started the Fire Academy on September 11th

STRATEGIC PLANNING AND SUSTAINABILITY

Strategic Planning

- Phase I Strategic Planning Project in process: document and background review, stakeholder interviews, & project status meetings.
- Developed public-facing website for Strategy & Innovation
 - Launched a project engagement page on the new website titled “City Projects”
- Digital dashboard vendor solutions under review (late October) by key stakeholders.

Legislative Advocacy

- RFP for Legislative Lobbyist in review – 2nd round review to take place late October
- Travel to Tallahassee November 6-8 to meet with State Legislators
- Appropriations Request forms being reviewed for submission

Business, Resident, City (BRC) Council

- 3rd Quarter meeting: October 25, 2023 at 9:00 am at City Hall

Sustainability

- Supported efforts to distribute post-storm resources and information for residential neighborhoods that were impacted by flooding from Hurricane Idalia
- Coordinated with the Communications Department to finalize the new sustainability webpages and resources on the City’s new website
- Presented on the City’s sustainability initiatives and programs at the Citizen Academy nights
- Facilitated the Pinellas Sustainability & Resilience Network meeting to discuss upcoming trainings and county-wide updates
- Completed a site visit with the Sustany Foundation for evaluation of an award in category of Sustainable Business Award.

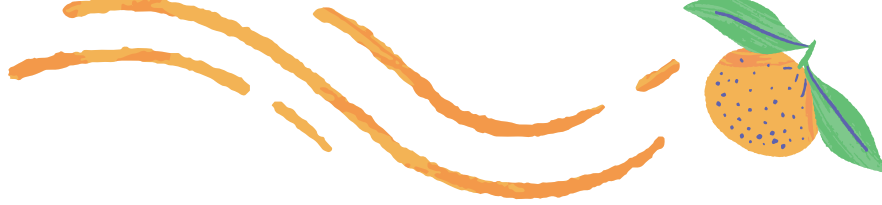


**SUSTANY FOUNDATION SUSTAINABLE BUSINESS
AWARDS WILL BE ANNOUNCED NOVEMBER 2023**



Next Strategic Planning Community Focus Group scheduled: 11/01/23

Kudos!



From: Nancy Miller
Sent: Thursday, October 19, 2023
To: Walters, Mark
Cc: Bramley, Jennifer Bartlett, Sue
Subject: Fence Completion

Hi Mark,

The new fencing was completed today at Heather Hill Villas/City property. It looks wonderful! I want to thank you for seeing this project through and working with our community during the process. I know it was a big project and took a lot of coordination at a time when the city is going through a lot (new city hall, park updates, hurricane season, etc.).

I appreciate that you showed continued patience with my constant requests for updates! Thank you, thank you, thank you!

From: Lyons, Carolyn
Sent: Tuesday, October 24, 2023 2:07 PM
To: Bramley, Jennifer
Subject: Station 62 - A HUGE thank you !

We wanted to take a moment to send our sincere appreciation and a huge thank you to:

- Dan Duchesneau (not sure of the spelling)
- Jay Griggs
- Zack Harner

The three men above have restored my faith in kindness and humanity and went above and beyond the call of duty to help us with an issue we were having. I cannot begin to express how amazing these three men were. If there is anything a Dunedin resident can do for Station 62 I am always willing to help.

Thank you again to these men and to all the men and women firefighters/paramedics who spend their days/nights helping other. Their sacrifices are very much appreciated.

