

**CITY OF DeBARY  
CITY COUNCIL WORKSHOP**

**Wednesday  
May 18, 2005  
7:00 PM**

Florence K. Little Town Hall  
12 Colomba Road  
DeBary, Florida 32713

**MINUTES**

**I. Call to Order**

**II. Roll Call**

**Members Present:** Mayor Carmen Rosamonda, Vice Mayor Richard Gunter, Council Member Christopher Carson, Council Member Patrick Fulton and Council Member Danny Tillis

**Others Present:** City Manager Maryann Courson, City Clerk Stacy Tebo, Captain Alan Osowski, and Safety Coordinator Elaine Swanson

**III. Business**

**1. Discussion of Disbursement of \$450,000 to DBCC for Conference Center Architect and Construction Manager Fees.**

Mayor Rosamonda explained to the Council that DBCC asked each City involved in the interlocal agreement for an initial disbursement of \$450,000 to get the project designed and ready to go. Vice Mayor Gunter requested that the letter of credit be put in place prior to the disbursement of funds as Orange City and Deltona have done. Ms. Courson informed the Council that she discussed it with the City's financial advisor and was told that a financial institution should issue the letter of credit after the City completes an RFP process to get the best interest rate for a short-term loan. Vice Mayor Gunter stated that the City should follow the advice of Kirkpatrick Pettis and go through a bank. Mayor Rosamonda asked why the City could not issue its own letter of credit to insure the city will pay \$1 million. There was a discussion regarding what a "letter of credit" is.

Mayor Rosamonda discussed different options of paying the money. Council Member Fulton said the \$1.2 million was already committed at the last meeting. Vice Mayor Gunter stated that he wanted to wait to hear from the financial advisors before disbursing any money. Council Member Carson asked what the delay would be if the Council waited until the June meeting to hear from the financial advisor. The Mayor answered that it would burden the other cities to put out money on behalf of DeBary. He also noted that it was important to issue the letter of credit because DBCC would use it as a guarantee when they go to the state of Florida to apply for a grant. Council Members Fulton and Tillis said the check should be issued. Vice Mayor Gunter and Council Member Carson said that they preferred to hear from the financial advisor before

issuing the check. Mayor Rosamonda instructed Ms. Courson to issue the check for \$450,000 and a letter of credit for the remainder.

## **2. Discussion of Emergency Disaster Management Plan.**

Ms. Courson explained to the Council that after last year's hurricanes it was determined that the City should have its own plan rather than using the County's plan. She gave a brief overview of the Plan and asked the Council for comments and/or changes.

Vice Mayor Gunter suggested that Article X, specifically, 10.02 be added to Appendix C following Article III. He also requested that on the second page of Appendix C, language be added to number five stating that the resolution would be repealed on the 61<sup>st</sup> day.

Council Member Fulton asked for clarification on if CERT is a Citywide or a neighborhood watch type project, and then said he would bring it up at the end of the workshop. He also discussed the problems that occurred with the debris removal and all the sub-contractors. Ms. Courson stated she would bring back further information at a later meeting regarding price comparisons between Debris Removal Services and local contractors.

Mr. Jim Ryan with Volusia County Emergency Management came to the podium to offer his assistance to DeBary in developing the Plan. He noted that the maximum period is seven days for local government, rather than 61 days as discussed earlier by the Council concerning the drafting of an emergency resolution to declare a state of emergency. Per Mayor Rosamonda's request, Mr. Ryan explained his role during a state of emergency. Ms. Courson said she would get a copy of the draft Plan to Mr. Ryan for his input.

Mayor Rosamonda asked to add in "Other Cities" to Number 3, page six. Vice Mayor Gunter asked if fill dirt can be taken out of the borrow pit. Ms. Courson answered that when the geotechnical study comes back, they will know the stability of the pit.

On page seven, Vice Mayor Gunter said that information should be added to the next to last paragraph regarding how many pumps the City has and what has been done to secure them. Mayor Rosamonda added that the specific people should be identified in advance that are to be responsible for pipe laying. Council Member Fulton said he wanted to address that later with CERT; that he thought the swales should be cleaned out prior to a hurricane; and that at-risk limbs hanging near the power lines should be addressed. Vice Mayor Gunter said that the power companies have the authority to cut the trees. Ms. Courson suggested the addition of another category on page nine for pre-event planning; that beginning in June the City will clean the swales, survey the limbs in need of cutting, notify the power companies, and contact CSX to clean the railroad culvert. Council Member Tillis pointed out that the last house on the left on Sunrise just before Palm has a dead pine tree leaning over the power lines. Mayor Rosamonda suggested adding further appendices to the Plan for all the incidences that the City experienced during Hurricane Season 2004, and how each one was addressed.

Council Member Tillis asked about the lakes in Orlandia Heights. Vice Mayor Gunter stated that the lakes are privately owned, and it would be helpful if the City reminded the homeowners in

Orlandia Heights that they are responsible, and that they should prepare. There was a discussion regarding private areas and the City's role in educating and assisting those areas.

Vice Mayor Gunter said that barricades and signs should be added to page nine, item 12, and that the City obtain 4-way-stop signs to be used in the middle of intersections for power outages.

Mayor Rosamonda noted that "Filling Sandbags" needed to be added to page ten, item C. Safety Coordinator Elaine Swanson came to the podium to discuss the training of CERT volunteers, to inform the Council that the Moose Lodge has offered their assistance to the City, and that the VFW has agreed to open up their site for food or as a distribution site. Council Member Tillis asked who handles the special needs citizens. Ms. Swanson explained how the special needs forms are distributed. Council Member Tillis voiced his concern regarding an updated database of the special needs people and suggested using a Reverse 911 to update the list. Council Member Fulton added that the churches could also help with the updating.

There was a discussion regarding a radio station, and Mayor Rosamonda said an appendix should be added for communication strategies. Ms. Courson informed the Council that DeBary Truck Sales has offered the use of a refrigerated truck, and she would add obtaining the commitment for the truck to page eleven, item E. Vice Mayor Gunter suggested contacting the communication tower owners to ascertain if the City could replace the batteries in the cell towers when theirs expired. Mayor Rosamonda stated that the City should not wait for a grant to get an FCC license.

Council Member Fulton asked about the fuel situation for law enforcement during a hurricane. Captain Alan Osowski discussed how the Sheriff's Department handled getting gas during last year's hurricanes. Vice Mayor Gunter asked Captain Osowski at what wind speed deputies are taken off the road. There was a discussion regarding the appropriate wind speed for City employees to be released, and it was decided that it would be changed from 55 mph to "tropical storm force winds".

Council Member Fulton suggested doing a Reverse 911 on June 1<sup>st</sup> to inform the residents of the tax holiday for hurricane supplies. Ms. Courson itemized a few additions to page fourteen: document damages with photographs, maintain a log of pumps, and FEMA Mission Assignment.

Council Member Fulton asked about the supply of 800 MHz radios. There was a discussion regarding purchasing additional radios and that it be placed on the next Council agenda.

There was a discussion regarding buying or renting additional generators. There was a general consensus that the City should purchase rather than rent the generators.

Vice Mayor Gunter noted that Article X should be inserted after Article III on page fifteen under Legal Basis and Authority.

Council decided to have another workshop on June 22<sup>nd</sup> to discuss the Plan further.

**IV. Adjournment.** The meeting adjourned at 9:30 p.m.

**APPROVED June 7, 2005  
CITY OF DeBARY  
CITY COUNCIL**

**Carmen Rosamonda, Mayor**

**ATTEST:**

**Stacy Tebo, City Clerk**