

To: Mayor and City Council  
From: Maryann Courson, City Manager  
Date: March 7, 2008  
Subject: City Manager's Weekly Report

1. **Spring Glen Meeting**

Mayor Coleman and I attended the Spring Glen HOA meeting on March 4<sup>th</sup>. Discussion included the new Walgreens store which is located at the intersection of Highway 17/92 and Highbanks Road.

2. **Volusia County Road Program**

I attended a meeting with County personnel to discuss the County's 5-year road program. Detailed spreadsheets plus maps of the southeast, northeast, southwest, and northwest zones are on display at City Hall for your review.

3. **Comprehensive Plan**

I spent considerable time this week reviewing and updating Volume I Data and Analysis, which is the supporting documentation of DeBary's Comprehensive Plan, in preparation for submittal of the Evaluation and Appraisal Report (EAR) to City Council, VGMC, and Department of Community Affairs.

4. **Activities in DeBary**

**Saturday, March 8<sup>th</sup> Youth Celebration of the Arts**  
**9:30 AM to 4:30 PM Gemini Springs Park**

**Sunday, March 9<sup>th</sup> DeBary Volunteer Firemen's Pancake Breakfast**  
**7:30 AM to 11:30 AM Florence K. Little Town Hall**

**Thursday, March 13<sup>th</sup> 1st Day of Dog Obedience Course - 7-week course**  
**6:30 Registration 7 – 8 PM Class Rob Sullivan Community Park**

5. **Safety Coordinator**

Safety Coordinator Alan Williamson attended the River Fest held at Gemini Springs on Saturday, March 1<sup>st</sup>. Alan utilized the event for the distribution of disaster preparedness information, and CERT recruitment.

At the HAM radio operators; weekly meeting, the discussion focus was on preparing a procedures manual for the HAM radio station as well as uniting with the Deland HAM radio club in the operations of a mobile communications trailer.

Alan met with CERT Captains to discuss upcoming events and possible recruitment opportunities.

Alan has completed an on-line FEMA course entitled Emergency Program Manager. The course of study included Comprehensive Emergency Management (CEM) and the Integrated Emergency

Management System (IEMS) as well as an in-depth look at the four phases of comprehensive emergency management; mitigation, preparedness, response, and recovery.

## **6. Parks and Recreation Department**

Recreation Coordinator Michelle Leach has begun interviews for the two open summer camp positions. Five top candidates have been chosen and interviews will be concluded on March 15, 2008.

Recreation Coordinator Michelle Leach, Parks and Recreation Director John Fletcher and Parks Superintendent Tom Vandehey met with representatives from Unique Parties & Events on Thursday, March 6, 2008 to go over the post evaluation for the Film & Fun Festival of February 22<sup>nd</sup> and 23<sup>rd</sup>.

The Youth Flag Football League began playing games on March 1, 2008. All eight teams and 93 participants were able to get their photo taken with Daveid Hansen from Fine Portraits prior to the start of their game.

Recreation Coordinator Michelle Leach and Office Assistant Karla LaRosa are continuing to make the final preparations for the Father/Daughter Dance on March 14, 2008. Free tickets are now available for DeBary Elementary School kids for the Mardi Gras themed dance being held at the Florence K. Little Town Hall from 6-9 pm. Limited tickets are available at the Parks and Recreation Department located at Gateway Park, Monday – Friday, 8:30 am – 5:30 pm.

Recreation Coordinator Michelle Leach met with registered walkers for the 2<sup>nd</sup> session of the Wednesday Walkers program on Wednesday, March 5, 2008. Registration is on-going and the cost is only \$20 for one year. This week's route will start at DeBary Hall Historic Site and move to Gemini Springs and Lake Monroe Park.

Tickets are still available for the trip to Silver Springs to see the Beach Boys in concert. Cost is \$40 per ticket which includes transportation, admission to the park and VIP seats for the concert. You must be 50+ to register!

## **7. DeBary Drainage CIP**

**Project Status Report for February 22 through March 7, 2008**

**By: Tony Bryan P.E., GAI**

### **CIP 8, Matanzas Road**

The new pond at Bonita Lake is designed to provide as much storage as possible without using retaining walls. Wetland limits at the lake have been determined and surveyed. Storm drainage systems are being revised to include additional areas not in the original project limits. Utility conflicts are being identified so they can be resolved.

### **CIP 10, Bougainvillea Drive**

Bougainvillea Drive was submitted to the St. Johns River Water Management District February 29, 2008 for permit review and approval. The review process can take up to 90 days if the water management district needs additional information. If additional information is needed, we will receive a request from them by April 1, 2008.

### **CIP 14, Monroe Drive and CIP 18, Catalina Drive**

We received the geotechnical report for the Shell Road Outfall and Pond OS from DEVO Engineering this week and are now incorporating the data from the report into the final drainage design. Once this is completed, we will schedule a pre-application meeting with the SJRWMD to go review the final design with them. Estimate the meeting can be scheduled with SJRWMD the week of March 17, 2008.

### **CIP 22, Marsella Road**

The final plans are completed and ready for advertisement.

### **CIP 17, Valencia Road and Plumosa Road**

Drainage system layout and design is 90 % complete. The 90% plans are being prepared.

### **CIP 21, Riviera Drive**

This Project is under construction. Conflicts with the Florida Gas Transmission lines have been resolved.

### **Jasmine Drive – Lake Anna Maria West Basin Drainage Study**

Final report and construction cost estimates are underway and will be completed and submitted by March 14, 2008.

## **8. Drainage Improvement Projects**

**Report by Kevin Hare, GAI**

### **Riviera Drive Capital Improvement Drainage Project - #4**

Contractor: Progressive Contractor's Inc. (PCI)

PCI continued installation of stormwater piping and structures on Alemander Ave. The pictures below are taken along Alemander Ave. Please scroll down.



Backfilling and compaction of pipe trench is shown above with new inlet installation in progress.



The picture above is a new inlet constructed on Alemander Avenue.

In addition to stormwater piping and structures that were installed this week, sod was placed on the slopes for the pond on Alemander Avenue, as shown below.



Work began along Highland Avenue this week. As shown in the picture below, trees were trimmed and removed along the west side of Highland Avenue to make way for the new stormwater piping.



### **DeBary Drive Capital Improvement Drainage Project - #3**

On Wednesday March 5, 2008, the DeBary City Council approved the award of the DeBary Drive Capital Improvement Drainage Project to Wal-Rose, Inc.

The Contractor was notified and expressed the intent to begin work on the project as soon as possible.

