

To: Mayor and City Council
From: Maryann Courson, City Manager
Date: April 18, 2008
Subject: City Manager's Weekly Report

1. MPO Technical Coordinating Committee

Assistant City Manager Anthony Gonzalez attended the MPO Technical Coordinating Committee meeting on April 15th. The agenda included the approval of the Resolution Adopting the 2008/09 and 2009/10 Unified Planning Work Program. The Unified Planning Work Program is an annual requirement for the MPO that details how Federal Planning Funds will be expended. The Committee also approved the Intersection Design for US 1 and SR 40 (Granada Blvd) and a Feasibility Study for Clyde Morris Blvd Bicycle/Pedestrian Facility. A Draft Document of the 2012/2013 Transportation Improvement Program and the Enhancement Priority Lists were distributed and discussed.

2. Activities in DeBary

Monday, April 21st Presentation: Identity Theft
7 – 8 PM Florence K. Little Town Hall 12 Colomba Road

3. Settlement of Lawsuit – Reserve at DeBary

This week, the City received the settlement check from the City's attorney regarding the above-referenced case.

4. Safety Coordinator

The weekly HAM radio operators meeting discussed sun spots and solar flare-ups. The disruption of communications and the different cycles of solar phenomenon were presented as well as the historic impact.

Assistant City Manager Anthony Gonzalez and Safety Coordinator Alan Williamson attended a multi-jurisdictional coordination meeting for debris management. Topics of concern included the Public Assistance Pilot Program, issues with private roads, private property, Florida Highway Association funding requirements, and Temporary Debris Staging and Reduction Site. Also discussed were the first pass requirements and the different responsibilities based on the road designation.

At the Public Safety Advisory Committee held April 15th at Florence K. Little Town Hall, all of the items on the Committee's agenda were discussed.

Alan participated in a State conference call regarding the CERT program and Citizen Corps. The CERT program has been undergoing changes at the State and County level. At the State level, CERT formerly fell under response programs, but it has now been moved to Homeland Security. At the County level, CERT is now overseen by Citizen Corps. The two-hour conference call included clarification of departmental changes, documentation changes, grant changes, and overall CERT requirements. The main topic of discussion was the State's expectations on the requirements for grants, reporting requirements, and the overall documentation.

Alan has been working on a CERT grant in the amount of \$20,000.00. The grant amount would provide student manuals, recruitment items, training equipment, and instructor costs. The grant

submission deadline is May 20th. The required State changes discussed on the conference call are to be implemented in May 2008 which is why the conference call was scheduled.

5. Land Development Activities

The City has received the following: Preliminary Plat Application for the Springview Industrial Tract "I" GAI-08-02-PPA.12. The plat will be held here for one week and, if no concerns or comments are received, will be approved. This item must be approved by City Council for Final Plat.

6. Parks and Recreation

Recreation Coordinator Michelle Leach attended a SAC meeting at the Deltona Middle School on Tuesday, April 15, 2008.

Recreation Coordinator Michelle Leach attended a Youth Sports Conference through FRPA on Thursday, April 17, 2008.

Recreation Coordinator Michelle Leach and Parks and Recreation Director John Fletcher attended a Volusia County Recreation Directors Meeting on Tuesday, April 15, 2008.

The Volunteer Appreciation Day will be held at the Rainforest Pavilion located in the Central Florida Zoo on Saturday, April 19, 2008. Music will be provided by DJ John D and food will be provided by River City Catering.

The Wednesday Walker program is still accepting registrations. The cost is only \$20 per year which includes a program t-shirt and achievement pins. All adults welcome!

The 50+ Crowd meets every Monday from 12-3 pm at the DeBary Civic Center. Seniors enjoy free food, free games and free fun for the afternoon. No registration necessary, just show up at the DeBary Civic Center next Monday at 12 pm for some free fun and games.

7. Drainage Improvement Projects

DeBary Drainage CIP Project Status 04-07/04-11-08 – GAI Consultants, Inc.

Bougainvillea Drive and Marsella Road: SJRWMD permits are in on both projects. We need Bid Numbers to add to the plans prior to advertisement. These projects are being prepared to advertise together along with the Jasmine Drive Drainage problem.

Pine Valley Court: Draft Drainage Report with drainage computations, graphics, and basin map completed. The first draft of the CAD drawings has been reviewed and corrections are underway. Utility conflicts resolved by adjusting invert elevations of culverts. Estimate 90% plans completion for review in 3 weeks.

Valencia and Plumosa Roads: CAD drawings have been reviewed and corrections are being made prior to 90% reviews. Quantities are underway. Utilities conflicts are being resolved. We do have a direct conflict with a telephone cable that will need to be relocated. Drainage report is underway. Estimate 90% review to start in 3 weeks.

Monroe, Catalina, and Pond OS: Initial review of plans is underway. Drainage report and exhibits underway with planned completion date April 21st. Utilities are being reviewed and conflicts being

identified so that we can coordinate with the utility companies. 90% Plans Review: will start April 21, 2008

Matanzas Road: Plans and Drainage Report are on hold until we receive the final geotechnical report for the pond at Bonita Lake. Utilities are being checked for conflicts and identified for future coordination.

25 Lake Drive Drainage Study: Survey has been requested and should start by the 16th or 17th of April. I called Maryann Bardon to let her know the survey has been ordered and the surveyors will contact her prior to surveying her property.

Jasmine Drive Drainage Study: Study will be completed by April 15, 2008 and submitted for review. Cost estimates need to be completed and final recommendations added to report.

Week of April 14, 2008 to April 18, 2008 – GAI Consultants, Inc.:

Riviera Drive Capital Improvement Drainage Project – CIP Project #4

Progressive Contractors Inc. (PCI) is making good progress on the project, continuing with laying pipe and installing new drainage structures beginning on East Constance Road and along Deleon Road.

PCI added another crew and began driveway restoration along Colomba Road, Highland Avenue, and Alemander Avenue. Restoration work is scheduled to continue through completion of the project. The project is on schedule and should be completed near the end of May.

DeBary Drive Capital Improvement Drainage - CIP Project #3

Wal-Rose, Inc. is making very good progress on the project. Underground work consisted of installing drainage structures and laying pipe along DeBary Drive. Pond A, embankment placement began. Wal-Rose imported clay for the embankment core. Proctor samples were taken of the clay to establish compaction requirements. Work continued on clearing and muck removal for Pond B. During excavation along the southern edge of DeBary Drive on April 17th, an underground telephone cable was damaged by Wal-Rose and service was interrupted for about two hours. According to Wal-Rose, the cable had not been located properly through the Sunshine One-Call service and Wal-Rose was not at fault for the break.

Sections of the drainage swales along the southern edge of DeBary Drive were sodded using bahia sod. Sidewalk and driveway demolition is continuing in advance of the underground construction along DeBary Drive. The Contractor is coordinating driveway removal and replacement with the residents. Concrete driveway restoration is in progress and several driveways have already been restored. Sidewalk construction began at the east end of the project and installation of new sidewalk is scheduled continue along with all restoration.

DeBary Drainage CIP, Project Status Report - GAI

Bougainvillea Drive and Marsella Road: Final quantities are complete for both projects and we have sent copies to Kevin Hare for final review. The Bid Numbers will be added to the plans and submitted for advertisement.

Valencia and Plumosa Roads: Final environmental report has been requested and we should have it by the end of next week. Drainage report 90% complete except for the final environmental

documents. Review of the 90% plans will begin once we incorporate the environmental information in the report. Plans should go to PEC for 90% plans review the week May 5, 2008.

Monroe, Catalina, and Pond OS: Initial in-house review of plans completed and minor corrections are being made to plans. Drainage report and exhibits are underway with planned completion date April 26, 2008. Utilities are being reviewed and conflicts being identified so we can coordinate with the utility companies. 90% Plans Review will start the week of May 5, 2008

Pine Valley Court: Drainage report review is underway and plans corrections are being made. Utility conflicts have been resolved. Plans will be ready for 90% review week of May 19, 2008

Matanzas Road: Plans and Drainage Report are on hold until we receive the final geotechnical report for the pond a Bonita Lake. Utility conflicts have been identified for future coordination.

25 Lake Drive Drainage Study: Survey field work is underway and should be completed April 18. The base map will be available next week so we can complete our final study.

Jasmine Drive Drainage Study: Still working on cost estimates and final recommendations.

City of DeBary, Florida

CALENDAR OF EVENTS

Apl 19 Saturday 8:30 AM	West Volusia Summit Florence K. Little Town Hall
Apl 21 Monday 7 PM to 8 PM	Presentation – Identity Theft – Free to the public Florence K. Little Town Hall
Apl 22 Tuesday 8 AM	Metropolitan Planning Organization Meeting 2570 W. International Speedway Blvd. Suite 120 DAB
Apl 22 Tuesday 9 AM	Development Review Committee Meeting Florence K. Little Town Hall
Apl 22 Tuesday 7 – 8:30 PM	Economic Development Advisory Committee Meeting Florence K. Little Town Hall
Apl 23 Wednesday 6:30 & 8 PM	City Council Workshop and Meeting Florence K. Little Town Hall
Apl 24 Thursday 7 – 9 PM	Orlandia Heights Meeting Florence K. Little Town Hall
April 26 thru May 31 Saturday mornings	Spring Soccer League Games Rob Sullivan Community Park
Apl 26 Saturday 8 AM to 2 PM	Annual Rummage Sale – DeBary Civic Association fundraiser Civic Center, 38 S. Shell Road
Apl 26 Saturday 9 AM to 2 PM	Get a Tree – for Free – from Progress Energy Go to: Lake Mary Elementary School 132 S. Country Club Rd. One (1) tree per household – while supplies last.
Apl 26 Saturday 6 PM	Razz Ma' Tazz – DeBary Art League Victoria Gardens Club House, DeLand
Apl 29 Tuesday 4 PM	County Council's Partners In Success DAB International Airport – 700 Catalina Drive
May 1 thru May 30 8:30 AM to 5:30 PM	Registration for DeBary Summer Day Camp Register at Gateway Park Office, 860 N. US Highway 17/92
May 4 Sunday 7:30 – 11:30 AM	Pancake Breakfast – DeBary Volunteer Firemen's Association Florence K. Little Town Hall
May 7 Wednesday 9:30 AM to 12:30 PM	Historic Preservation Advisory Board Workshop Florence K. Little Town Hall