

To: Mayor and City Council
From: Maryann Courson, City Manager
Date: August 1, 2008
Subject: City Manager's Weekly Report

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1. Presentation to The Reserve at DeBary

On July 31st, Mayor Coleman and I attended a meeting of The Reserve at DeBary Homeowners Association, Inc. and held a Question and Answer session with the homeowners. Following are the issues discussed: reclaimed water hookup, sidewalks and storm drain structures, restriping lanes, cleaning flow line at the retention pond, and DeBary Downs.

2. Activities in DeBary

**Tuesday, August 5th
6 PM – 9 PM** **National Night Out in DeBary
Florence K. Little Town Hall, 12 Colomba Road
Located just behind the Fire Station**

3. Safety Coordinator

Safety Coordinator Alan Williamson has received a notice of funding from the Division of Emergency Management for a FY 2008/09 CERT grant. The grant was approved for \$8,000. The funds will be used to purchase CERT supplies such as fire extinguishers, student manuals, as well as to cover instructor costs.

The weekly HAM radio meeting discussed SWR (Standing Wave Ratio). Reflected power traveling in a feed line creates an interference pattern with forward power in the opposite direction. The pattern is stationary along the feed line and is called standing waves. The ratio of the maximum value to minimum value of the interference pattern is called Standing Wave Ratio.

This month's CERT refresher topic covered rescue cribbing. This was a hands-on exercise in which a victim had to be rescued from entrapment by heavy debris. CERT teams utilized box cribbing and leverage to lift the debris in order to rescue the victim. A total of 15 CERT members were in attendance.

The monthly VIP (Volunteers Inspiring Pride) meeting was held with updates on upcoming community events.

4. Parks and Recreation Department

It's time to sign up for the Fall session for the Wednesday Walkers program. This program is for Seniors 50+ who meet every Wednesday and walk a new route each week. Sign up at the Gateway Park Office, 860 North Highway 17/92 Monday thru Friday 8:30 AM to 5:30 PM. Cost is \$20 for the entire program – includes T-shirt and achievement pins. Bring your friends and sign up for a healthy walking experience.

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.

5. Drainage Improvement Projects

Design Projects:

DeBary CIP August 1, 2008 Update:

This week, the primary work has been to respond to the St. Johns River Water Management District (SJRWMD) request for additional information on the Valencia/Plumosa project.

Valencia / Plumosa Drainage Project: SJRWMD has concerns about the diversion of 3.1 acres from the Lake Louise Drainage Basin to the Angeles Lake Drainage Basin. Their concerns include increased pollutant loading and additional flooding in Angeles Lake. We are revising portions of the drainage design to decrease the drainage area diverted to Angeles Lake and providing documentation to demonstrate there will no additional impacts to Angeles Lake. Plans revisions are underway, computations and report are being revised.

Pine Valley Court Drainage: Checking for maintenance records and agreements on the existing ex-filtration system and water management systems. Plans revisions are on hold until we can get these records.

Monroe/Catalina and Pond OS: In-house 90% plans review to begin next week and review by PEC to start the week of August 11, 2008.

Matanzas Road Drainage: SJRWMD is requiring us to demonstrate the diversion of the Matanzas Road Drainage Basin to the Bonita Lake Drainage Basin will have no increase in pollutant loading and no additional flood impacts to Bonita Lake. Computations are underway to provide the needed documentation.

Robert Sullivan Park Expansion, Phase 1, August 1, 2008 progress report: Survey and the permitted grading plan are in hand. An initial parking lot layout is 80% complete and the preliminary layout of the multi-purpose fields is underway along with initial layout of the drainage. Note: The surveys did not include the layout of the existing fields; we are in the process of obtaining their layout so we can incorporate them into our plans.

Site review was conducted July 31, 2008 to verify field conditions and check topography. The approximate limits of the construction debris were established.

Preliminary site plans and preliminary cost estimates will be completed by Tuesday afternoon and we will set a meeting later that week to go over the preliminary design.

We contacted Volusia County regarding permitting a new driveway connection to Highbanks Road. The permit fee will be \$115.00.

Preliminary Project Schedule:

July 29, 2008 through August 5, 2008: Data gathering, preliminary plans and preliminary cost estimate.

August 6, 2008 through August 8, 2008: Review preliminary plans with City of DeBary, revise and obtain approval of preliminary plan.

August 9, 2008 through August 22, 2008: 90% plans preparation, update cost estimates, review with City and submit driveway permit to Volusia County.

August 23, 2008 through August 29, 2008 final plans and bid documents.

Construction Updates:

Riviera Drive Capital Improvement Drainage Project – CIP Project #4

Progressive Contractors Inc. (PCI) continued work on punch list items.

Under separate agreement, Native Southeastern Trees, Inc. planted five (5), 45 gallon live oak trees, three at the pond on Riviera Drive and two at the pond on Alemander Avenue, within the fenced area of the ponds. Tree replacement is complete.

Lake Drive Capital Improvement Drainage Project

PCI graded the south side of Lake Drive between 23 Lake Drive and 27 Lake Drive. Swales between the edge of pavement and new sidewalk will collect and retain stormwater from the roadway and sidewalk. Ditch blocks were added to minimize flow. Sod deliveries are on hold due to the wet weather otherwise the work is complete.

DeBary Drive Capital Improvement Drainage - CIP Project #3

Wal-Rose, Inc. delivered certified as-built drawings.

Erosion was corrected near the outfall structure for the pond at Sepp Road and DeBary Drive. Dead sod was replaced and the swale was re-graded along the north side of the pond adding a berm to minimize runoff into the pond near the outfall structure.

The project work is complete. Final documentation and the final pay request should be submitted soon. Final release of liens remains to be received.

Under separate agreement, Native Southeastern Trees, Inc. planted five (5), wax myrtle trees along the fence line of the pond at Sepp Road and DeBary Drive. Tree replacement is complete.

Bougainvillea Drive and Marsella Road Capital Improvement Drainage Projects, #10, #22, Jasmine Drive Drainage Improvements, Bougainvillea Dr. Utility Installation, Jasmine Drive Utility Installation

Barracuda Bldg. Corp. (BBC) cleared the outfall section of the system and installation of the 24 inch outfall pipe to Lake Louise was completed. The headwall near Lake Louise was installed and inlets were set near the intersection of Marsella Rd. and Matanzas Rd. The contractor maintained traffic during the crossing of Matanzas Rd. Traffic was temporarily diverted around the block. Traffic is generally light through the work zone.

As you requested, the requirements for storage of construction materials was discussed with BBC and the materials that were stored on the right of way were removed to acceptable storage areas away from the clear zone.

City of DeBary, Florida

CALENDAR OF EVENTS

Aug 5 Tuesday 6 – 9 PM	National Night Out Florence K. Little Town Hall
Aug 6 Wednesday 6 to 11 PM	City Council Workshop and Meeting Florence K. Little Town Hall
Aug 9 Saturday 9 – Noon	City Council Workshop Florence K. Little Town Hall
Aug 11 Monday thru Saturday, Aug 23	Early Voting Dates for Primary Election 8 AM to 4 PM
Aug 11 Monday 10 to 11 AM	Historic Preservation Advisory Board Quarterly Meeting Florence K. Little Town Hall
Aug 12 Tuesday 9 AM	Development Review Committee Meeting Florence K. Little Town Hall
Aug 13 Wednesday 6 to 8 PM	Code Enforcement Board Meeting Florence K. Little Town Hall
Aug 14 > 16 Thursday > Saturday	Florida League of Cities 82nd Annual Conference Tampa Convention Center/Marriott Tampa Waterside
Aug 19 Tuesday 6:30 to 8 PM	Public Safety Advisory Committee Meeting Florence K. Little Town Hall
Aug 20 Wednesday 8:30 AM to 4:30 PM	Pet Vet Cruiser (spay/neuter) for DeBary residents only Florence K. Little Town Hall APPOINTMENTS ARE FILLED
Aug 20 Wednesday 7 to 11 PM	City Council Meeting Florence K. Little Town Hall
Aug 26 Tuesday 7 AM to 7 PM	PRIMARY ELECTION
Aug 26 Tuesday 9 AM	Development Review Committee Meeting Florence K. Little Town Hall
Aug 27 Wednesday 7 to 9 PM	Economic Development Advisory Committee Meeting Florence K. Little Town Hall
Aug 28 Thursday 7 – 9 PM	Orlandia Heights Meeting Florence K. Little Town Hall