

To: Mayor and City Council
From: Maryann Courson, City Manager
Date: October 17, 2008
Subject: City Manager's Weekly Report

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1. To request an absentee ballot, call Volusia Elections at (386) 736-5930.

2. Drainage Application

The City has received a request from the St. Johns River Water Management District (SJRWMD) for additional information in regard to the Monroe Avenue, Catalina Drive and Pond OS Drainage Improvement project.

3. Activities in DeBary

October 20th through November 1st Early Voting Dates for General Election
8 AM – 4 PM Deltona Municipal Complex, 2356 Providence Blvd.

4. Safety Coordinator

The Weekly HAM radio operators meeting had a brief discussion on sun spots and the current sun spot cycle and the effect on communications.

The first class session for the basic CERT class was held with 21 residents in attendance. The topics of discussion were basic disaster preparedness, vulnerability assessments, and team building.

Safety Coordinator Alan Williamson attended the monthly Volusia Flagler Public Information Network meeting. The meeting was a roundtable discussion with representatives from the media. Those in attendance included reporters from Central Florida News Channel 13, News Channel 2, Orlando Sentinel, Daytona Beach News Journal, Daytona Times, DeLand Beacon, and Hometown News. Discussions included the process in which the Public Information Officers releases information, the format in which the information is released, and the timeliness. There was also discussion on the process in which the news media receives the information, time deadlines, and accuracy of the information. The news media was very pleased with the Public Information Network and had no problems with the information and the speed of information released during T.S. Fay.

Alan held a CPR class in which 9 CERT students were in attendance. The students were taught adult CPR, child CPR, and infant CPR, as well as first aid for the choking victim and the use of AED's.

5. Parks and Recreation Department

Entry forms for the 2008 Christmas Parade are available at City Hall and the Parks and Recreation Office at Gateway Park. The Parade will be held on December 14, 2008 at 3 PM. This year, the theme is "*Christmas in Toyland*." There is no fee to enter the Parade.

Registration for the Soccer Clinic ended on Friday, October 17, 2008. The program will begin Wednesday, October 22, 2008 at 4:30 PM at Rob Sullivan Community Park.

The Annual Ice Cream Social will be held on November 10, 2008 from Noon to 3 PM at the DeBary Civic Center located at 38 South Shell Road. Adults 50 years plus are welcome to join us for an afternoon of free games, fun and food. The Ice Cream Social will be sponsored by Florida Hospital *Fish Memorial*. Representatives will be present to make a 30-minute presentation in the beginning of the event. Gift certificates from surrounding businesses such as Publix, Pancheros, Fazoli's and Wal-Mart will be offered as door prizes throughout the Social.

The 50+ Crowd meets every Monday from Noon to 3 PM at the DeBary Civic Center. No registration is needed. Just show up at the Civic Center next Monday for an afternoon of free snacks and fun games. For further information, please contact the Parks and Recreation Department at (386) 456-5150.

Planning for the Festival of Lights is continuing. The City of DeBary and DeBary Hall Historic Site are working together to mail nearly 200 sponsorship letters to local businesses. If you are interested in making a donation toward this large community event, please contact Recreation Coordinator Michelle Leach at (386) 456-5150.

6. Drainage Improvement Projects

Design Projects:

Valencia/Plumosa Drainage Project: St. Johns River Water Management District issued the permit for the Valencia/Plumosa Drainage Project. Final plans are being prepared for advertisement and letting. Estimate is that the plans will be ready for advertisement within a week.

Monroe/Catalina/Pond OS Project: The project is under review by St. Johns River Water Management for permitting. We have received a Request for Additional Information from St. Johns and are working on responding to their comments. Due to the complexity of the project and the number of comments we estimate our responses will take at least one week to complete for re-submittal.

Matanzas Road Drainage Improvements: St. Johns River Water Management District is reviewing this project and we have not received any comments as of this date. The project was submitted September 24th and they have 30 days from submittal date to request additional information or issue a permit.

Pine Valley Court: A meeting was held October 13, 2008 with PEC to discuss the current Pine Valley Court design and potential changes to the plans resulting from the recent flooding and the recent approval of Westside Emergency Flood Management System. The potential changes would include modifications to the existing ponds and addition of a control structure in the pond adjacent to US 17-92 to connect the ponds to the Westside Emergency Flood Management System utilizing

the 17-92 drainage system. A revised scope of services is being prepared for submittal next week. Once we determine how long it will take to revise the plans, we will make a request to the St. Johns River Water Management District to extend the deadline on their Request for Additional Information until the additional work can be incorporated in the plans.

Construction Updates:

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

No work was in progress due to high groundwater present within the work area. The Contractor is expected to resume construction in early November.

Riviera Drive Capital Improvement Drainage Project – CIP Project #4

TV inspection of the new storm sewer system was in progress this week but was not completed. The inspection is expected to continue on Monday 10/20/08.

Magnolia/Aster/Dahlia Capital Improvement Drainage Project #12

Nine (9) bids were received on Friday October 10, 2008 at 2:00 PM. The lowest bidder was Masci Corporation with its bid of \$364,552.00. The second lowest bid was by C.W.B Contracting in the amount of \$368,649.20. All bids were tabulated, checked for accuracy and compliance with the instructions to bidders. The project will be recommended to City Council for award.

Valencia/Plumosa Capital Improvement Drainage Project #17

The St. Johns River Water Management District permit has been received. Construction plans were reviewed in the field for constructability and final comments prior to advertisement for bids. Advertisement for bids is expected to proceed next week.

Construction is expected to begin in November 2008.

City of DeBary, Florida

CALENDAR OF EVENTS

Oct 18 Saturday 9 AM to 4 PM	8th Annual Old Enterprise Festival Mariner's Cove Park, 1199 Enterprise-Osteen Road
Oct 20 Monday thru Saturday, Nov 1	Early Voting Dates for General Election Deltona Municipal Complex, 2345 Providence Blvd. Supervisor of Elections Office, 125 West New York Ave., DeLand Take Photo & Signature ID.
Oct 21 Tuesday 6:30 – 8 PM	Public Safety Advisory Committee Meeting Florence K. Little Town Hall
Oct 22 Wednesday 7 – 9 PM	Economic Development Advisory Committee Meeting Florence K. Little Town Hall
Oct 23 Thursday 7 – 9 PM	Orlandia Heights Meeting Florence K. Little Town Hall
Oct 25 Saturday 6 to 10 PM	10th Annual Haunted Hike Gateway Park
Oct 28 Tuesday 9 AM	Development Review Committee Meeting Florence K. Little Town Hall
Nov 1 Saturday 8 AM	2nd Annual River City 10 K Run and 5K Walk Rotary Club of DeBary-Deltona Begins at Memorial Park
Nov 3 Monday Toys can be dropped off at	Annual Toy Drive begins – last day is December 12 Florence K. Little Town Hall – weekdays - 9AM to 4 PM.
Nov 4 Tuesday 7 AM to 7 PM	GENERAL ELECTION
Nov 5 Wednesday 7 – 10 PM	City Council Meeting Florence K. Little Town Hall
Nov 10 Monday 10 to 11 AM	Historic Preservation Advisory Board Quarterly Meeting Florence K. Little Town Hall
Nov 10 Monday Noon to 3 PM	Ice Cream Social Seniors 55+ DeBary Civic Center, 38 S. Shell Road
Nov 11 Tuesday 9 AM	Development Review Committee Meeting Florence K. Little Town Hall