



CITY COUNCIL MEETING

July 05, 2023 at 6:30 PM

City Council Chambers, 16 Colomba Rd.

DeBary, Florida 32713

MINUTES

CALL TO ORDER: Mayor Chasez called the meeting to order at 6:30 p.m.

ROLL CALL: Mayor Chasez, Vice-Mayor Butlien, and Council Members Pappalardo, Sell and Stevenson are present.

Others present: Carmen Rosamonda, City Manager; Giffin Chumley, City Attorney; Steven Bapp, Growth Management Director; Eric Frankton, Information Technology Director; Shari Simmans, Economic Development & Government Affairs Director; Richard Villasenor, City Engineer; and, Annette Hatch, City Clerk.

PUBLIC PARTICIPATION: For any items **NOT ON THE AGENDA**, citizen comments are limited to three (3) minutes per speaker. For items **ON THE AGENDA**, citizen comments are limited to five (5) minutes per speaker. Speakers will be called when the item is introduced for discussion.

No one addressed Council.

APPROVAL OF MINUTES: Motion by Council Member Stevenson to approve the minutes of the Regular City Council Meeting June 7, 2023. Seconded by Vice-Mayor Butlien. Motion passed unanimously.

ADDITIONS, DELETIONS OR AMENDMENTS TO THE AGENDA: None.

PRESENTATIONS: 2023 Legislative Update: Shawn Foster, Sunrise Consulting, highlighted Legislative changes affecting the City.

CONSENT AGENDA:

City staff requests City Council approve the Extending Insurance Brokerage Services Agreement with Brown and Brown of Florida, Inc. until August 31, 2024.

Staff is requesting City Council approve the Grant Agreement for the City of DeBary Comprehensive Vulnerability Assessment.

Motion by Vice-Mayor Butlien to approve the Consent Agenda. Seconded by Council Member Pappalardo. Motion passed unanimously.

PUBLIC HEARINGS:

Staff is requesting City Council approve the second reading of Ordinance No. 06-2023, amending the Code of Ordinances and the Land Development Code (LDC) to provide for regulations of mobile food dispensing vehicles (food trucks).

City Attorney read the Ordinance into the record.

Staff briefly reviewed the Ordinance.

No one addressed Council.

Motion by Vice-Mayor Butlien to adopt Ordinance No. 06-2023. Seconded by Council Member Pappalardo. Motion passed unanimously.

NEW BUSINESS:

City Manager is requesting City Council approve the Agreement for Exchange of Real Property between DeBary Town Center, LLC (DTC) and the City of DeBary for approximately 2.17 acres located at the corner of Fort Florida Road and U.S. Highway 17-92.

City Manager reviewed the contingencies, conditions and exchange parameters of the agreement.

Mark Watts, Cobb Cole, representing DeBary Town Center, addressed Council.

Motion by Council Member Stevenson to approve the agreement for the exchange of real property. Seconded by Council Member Pappalardo. Motion passed unanimously.

City Manager is requesting City Council adopt Resolution No. 2023-15, enacting the U.S. Highway 17-92 Golf Cart Crossing at Dogwood Trail and N. Pine Meadow Drive.

City Attorney read the Resolution into the record.

City Manager briefly reviewed the Florida Department of Transportation (FDOT) permitting process and crossing information.

No one addressed Council.

Motion by Vice-Mayor Butlien to adopt Resolution No. 2023-15. Seconded by Council Member Stevenson. Motion passed unanimously.

COUNCIL MEMBER REPORTS / COMMUNICATIONS:

Board/Committee Appointments: River to Sea TPO Citizen Advisory Committee Appointment. Staff reviewed the application submitted.

Motion by Vice-Mayor Butlien to appoint John MacFarlane to the River-to-Sea TPO Citizen Advisory Committee. Seconded by Council Member Pappalardo. Motion passed unanimously.

Member Reports/ Communications:

- A. Mayor and Council Members
- B. City Manager: City Manager distributed a draft preliminary park plan for Alexander Island Park and requested Council feedback (Copy is attached to these minutes).
- C. City Attorney

DATE OF UPCOMING MEETING / WORKSHOP: Special City Council Meeting July 19, 2023, 6:30 p.m.

ADJOURN: The meeting was adjourned at 8:33 p.m.

APPROVED:

**CITY COUNCIL
CITY OF DEBARY, FLORIDA**

Karen Chasez, Mayor

Annette Hatch, CMC, City Clerk



MEMORANDUM

City of DeBary: Alexander Island Park Master Plan

Subject: Preliminary Site Program List

Date: June 30, 2023

Purpose: The following lists summarize recommended site capital improvements and equipment based upon public engagement input, trend analysis, comparable facility research, and city staff interviews. These lists are not to be interpreted as final.

I. Recommended Site Program

1. Capital Improvements

Note: Phase 1 recommendations noted in black; Phase 2 (or later phase) is noted in blue

- Park entry sign - \$25,000
- Entry Improvements - \$100,000
 - Three-way stop intersection
 - New paved entry with culvert
- Parking - \$350,000
 - 3 concrete ADA spaces
 - 30-35 unpaved (crushed concrete/gravel) vehicle spaces; 2 bus spaces
 - Vehicle gated entry
 - 8-10 bike racks
 - Bike repair station
 - Golf cart parking (unpaved) for 8-10 spaces
 - Split-rail wood fence around parking
 - Bioswales along perimeter of parking with native plantings for stormwater measurement
- Trails - \$845,000 Phase 1 (1.1 miles)
 - A paved 10 FT width trail connection from Fort Florida Rd. to each trail kiosk and main park facility building – approximately 650 LF - \$195,000
 - Internal trails would be a combination of surface materials; boardwalk (composite decking), paved asphalt, crushed shell (with binding agent), and natural surface (compacted)
 - Primary internal trails would range from 6-10 ft in width, dependent upon conditions/potential impacts
 - Bikes are recommended not to be allowed on internal trails

- Interpretative/educational signage along trails (x12 total)
- Three internal trail loops of varying distance/ability
 - River's Edge Loop (0.3+/- miles); connects to kayak launch area (\$400k w/ asphalt surface)
 - Oak Hammock Loop (0.30+/- miles); connects to oak hammock picnic area (\$400k w/ asphalt surface)
 - Berm Loop (1.85+/- miles); connects to riverside picnic area; and peninsula point overlook. Phase 1 to include 0.75 mile of Berm Loop to peninsula point overlook. Recommended as natural surface; leveled; 3" shell w/ binder - \$250k (asphalt would be approximately \$950k for Phase 1). Phase 2 would complete the Berm Loop trail.
- Each trail loop is to include a trailhead - \$75,000; two trailheads for Phase 1 (\$50,000)
 - Map Kiosk (map of park and trail loop)
 - Bench
 - Trash/recycle receptacle (bear resistant)
- Additional 2.0+/- miles of unpaved hiking trails - \$50,000
 - Hiking trails would typically be 2-4 ft in width
 - Connect to loop trails
 - Natural surface only
 - Most would only be publicly open seasonally
- Lighting detector
 - Solar/cellular – purchase -\$15,000; lease \$9,000 annually
- Kayak Launch - \$50,000
 - Accessible from parking along River's Edge trail
 - Include kayak rental vender/lockers
- Picnic Areas - \$100,000; (\$50k – Phase 1)
 - Two primary picnic areas
 - River's Edge (6-8 picnic tables, trash/recycle receptacle/bear resistant)
 - Oak Hammock (10-12 picnic tables, trash/recycle receptacle/bear resistant)
 - Accessible from primary trail loops
- Pier – adjacent to River's Edge Picnic Area - \$150,000
 - 75 ft fishing pier; ADA accessible
 - 12-14 ft width; composite decking; SS cable railing
 - ADA accessible fishing rail (2 locations)
 - Fish cleaning station
- Children Play Element - \$100,000
 - Located near main park facility
 - Small 500 SF in size; EMF surface
 - Natural material; nature learning themed; could use fallen trees on-site
- Peninsula Point Overlook - \$750,000

- Located in far SW area of site
- Direct access to water
- Boardwalk with raised platform (20+/- ft raised); approximately 20x20
- ADA accessible platform
- Educational/interpretative signage (x5)
- Observation Tower - \$150,000
 - Located near River's Edge picnic area
 - 40 ft height
 - ADA accessible platform at base
- Regulatory/Safety Signage - \$50,000
 - Along river, at entry and main park facility
 - Emergency contact signage along trails
- Park Facility – 2,900+/- SF – \$1,162,500
 - Underground electrical, water/sanitary sewer connections; extend approximate 600+/- ft into site; stub out for future Freshwater Research Center. – (\$100k)
 - Restrooms; two gender and a family; accessible from outside facility; 900 SF – (\$360k)
 - Flexible indoor classroom; 650 SF – (\$230k)
 - On-site staff offices: 5-6 offices, break space, staff restroom; 1,100 SF – (\$385k)
 - Storage (indoor); 250 SF – (\$87.5k)
 - Security lights on building only
- Maintenance Facilities - \$450,000
 - 15,000+/- SF fenced (screened with vegetation) maintenance yard
 - 1,000+/- SF (24x40) maintenance building; two garage doors; electrical and water connections, security
 - 30x40' equipment cover/carport
 - 4,000-5,000+/- SF bulk material storage area on paved surface
 - Staff parking for 7-8 vehicles
- Aquatic Preserve Alliance of Central Florida (citizen support organization – CSO) – Freshwater Research Center (not by the City of DeBary)
 - Underground electrical, water/sanitary sewer connections
 - Research and Education Facility – 4,000+/- SF
 - Research Space 1,500 SF
 - Offices (4); 500 SF
 - Multipurpose Room (conference and classroom) – 650 SF
 - Restroom (single unit) – 150 SF
 - Educational Room/Exhibit – 650 SF
 - Marine Equipment Storage (outside accessible) – 350 SF
 - Storage – 350 SF
 - Parking

- 2 concrete ADA spaces
- 8 unpaved (crushed concrete/gravel) vehicle staff spaces; plus 8 guest vehicle and 1 bus space
- Vehicle gated entry; separate from park's main entry
- Vehicle access to small boat ramp from parking
- Storage Yard
 - 110x90 ft min
 - Need space for boat turn around and back-in
 - Enclosed/covered boat storage with six (6) bays; 14 ft wide by 25 ft length = 84x25 ft
 - Additional 150+/- SF storage unit
 - Space for two (2) boat/canoe trailers)
- River Access
 - Small (14 ft wide) boat ramp
 - Two boat slips
 - ADA accessible boat dock

Preliminary Phase 1 Costs: \$3,207,500 (Construction)
 Soft Costs (A&E design, permitting, de/mobilization) – 18%: \$577,350
 Capital Equipment - \$507,825
 Contingency (20%) - \$641,500
Phase 1 OPCC - \$4,934,175

2. Equipment Recommendations

- Bucket truck w/ utility bed - \$160,000
- 7x24' equipment trailer - \$7,000
- 7x20' dump trailer w/ ramps - \$9,000
- Jon boat - \$35,500
 - Aluminum, 21.5 ft, load 1,900 lbs.+/-
 - 150 hp outboard motor
 - Trailer; tandem axle
- Canoe - \$750
 - 15 ft; 2-person
- Turbine blower - \$10,000
- Skid loader - \$65,000
 - Operating capacity of 2k+ lbs.
 - Bucket – \$2,500
 - Forestry Drum Mulcher head - \$30,000
- Tractor (min 65 hp) w/ attachments - \$85,000
 - Front load bucket, backhoe, mowing deck, forks, grapple, auger, broadcast spreader; \$25,000

- Side by Side 4-seater UTV w/dump bed - \$17,500
- Motorized Utility Rake/Field Groomer - \$8,000
- ATV - \$7,500
- Trash pump 3inch hose - \$1,500
- Generator 5,000 Watt - \$3,000
- Reel mower - \$20,000
- 54" zero-turn mower - \$7,000
- Ice machine - \$5,000
- 8 ft. step ladder - \$150
- 20 ft extension ladder - \$350
- Digging shovel – min 3 - \$150
- Scoop shovel – min 3 \$150
- Square shovel – min 3 - \$150
- Spade shovel – min 2 - \$150
- Grass rake – min 2 - \$100
- Bow rake – min 2 - \$100
- Post hole digger - \$75
- String Trimmers – min 3 - \$1,150
- Backpack blower – min 3 - \$1,050
- Pole saw – min 2 - \$800
- Edgers – min 2 - \$750
- Chainsaws
 - 16 inch – min 2 - \$700
 - 20 inch – min 2 - \$800
 - 25 inch - \$450
- Walk behind mower – min 2 - \$1,000
- Drum fan - \$250
- Extension cords - \$400

Preliminary Equipment Total: \$507,825

Cost Estimates – Phase 1 Options

Recommended - Phase 1		Budget - Phase 1	
Item	Cost	Item	Cost
Access & Circulation	\$1,470,000	Access & Circulation	\$945,000
Entry Improvements: Three-way stop intersection; new paved entry with culvert	\$100,000	Entry Improvements: Three-way stop intersection; new paved entry with culvert	\$100,000
Entry Sign	\$25,000	Entry Sign	\$25,000
Parking: 3 concrete ADA spaces; 30-35 unpaved (crushed concrete/gravel) vehicle spaces and 2 bus spaces; vehicle gated entry; 8-10 bike racks; bike repair station; golf cart parking (unpaved) for 8-10 spaces; split-rail wood fence around parking; bioswales along perimeter of parking with native plantings for stormwater measurement	\$350,000	Parking: 3 concrete ADA spaces; 30-35 unpaved (crushed concrete/gravel) vehicle spaces and 2 bus spaces; vehicle gated entry; 8-10 bike racks; bike repair station; golf cart parking (unpaved) for 8-10 spaces; split-rail wood fence around parking; bioswales along perimeter of parking with native plantings for stormwater measurement	\$350,000
Trails: River's Edge Loop (0.3+/- miles); connects to kayak launch area (w/ asphalt surface); Berm Loop (1.85+/- miles); connects to riverside picnic area; and peninsula point overlook. Phase 1 to include 0.75 mile of Berm Loop to peninsula point overlook. Recommended as natural surface; leveled with 3" shell w/ binder - \$250k; Paved 10 FT width trail connection from Fort Florida Rd. to each trail kiosk and main park facility building – approximately 650 LF - \$195,000	\$400,000 \$250,000 \$195,000	Trails: River's Edge Loop (0.3+/- miles); connects to kayak launch area natural surface; leveled with 3" shell w/ binder; asphalt surface Berm Loop (1.85+/- miles); connects to riverside picnic area; and peninsula point overlook. Phase 1 to include 0.75 mile of Berm Loop to peninsula point overlook. Recommended as natural surface; leveled with 3" shell w/ binder - \$250k. Paved 10 FT width trail connection from Fort Florida Rd. to each trail kiosk and main park facility building – approximately 650 LF - \$195,000	\$150,000 \$195,000
Trailhead: two trailheads for Phase 1	\$50,000	Trailhead: two one trailheads for Phase 1	\$25,000
Hiking Trails: 2.0+/- miles of unpaved hiking trails	\$50,000	Hiking Trails: 2.0+/- miles of unpaved hiking trails	\$50,000
Kayak Launch: Accessible from parking along River's Edge trail; include kayak rental vender/lockers	\$50,000	Kayak Launch: Accessible from parking along River's Edge trail; include kayak rental vender/lockers	\$50,000
Facilities	\$1,737,500	Facilities	\$1,122,500
Park Facility: 2,900 SF Utilities: Underground electrical, water/sanitary sewer connections; extend approximate 600+/- ft into site; stub out for future Freshwater Research Restroom: two gender and a family; accessible from outside facility; 900 SF Classroom: Flexible indoor classroom; 650 SF Staff Offices: On-site staff offices: 5-6 offices, break space, staff restroom; 1,100 SF Storage: indoor storage; 250 SF	\$100,000 \$360,000 \$230,000 \$385,000 \$87,500	Park Facility: 1,150 SF Utilities: Underground electrical, water/sanitary sewer connections; extend approximate 600+/- ft into site; stub out for future Freshwater Research Restroom: two gender and a family unit; accessible from outside facility; 1,250 SF Classroom: Flexible indoor classroom; 650 SF Staff Offices: On-site staff offices: 5-6 offices, break space, staff restroom; 1,100 SF Storage: indoor storage; 250 SF	\$100,000 \$360,000 \$87,500
Maintenance Facility: 15,000+/- SF fenced (screened with vegetation) maintenance yard; 1,000+/- SF (24x40) maintenance building; two garage doors; electrical and water connections, security; 30x40' equipment cover/carport; 4,000-5,000+/- SF bulk material storage area on paved surface; Staff parking for 7-8 vehicles	\$450,000	Maintenance Facility: 15,000+/- SF fenced (screened with vegetation) maintenance yard; 1,000+/- SF (24x40) maintenance building; two garage doors; electrical and water connections, security; 30x40' equipment cover/carport; 4,000-5,000+/- SF bulk material storage area on paved surface; Staff parking for 7-8 vehicles	\$450,000
Picnic Area: River's Edge to include 6-8 picnic tables, trash/recycle receptacle/bear resistant	\$50,000	Picnic Area: River's Edge to include 6-8 picnic tables, trash/recycle receptacle/bear resistant	\$50,000
Lighting Detector: Solar/cellular – purchase -\$15,000; lease \$9,000 annually	\$25,000	Lighting Detector: Solar/cellular – purchase -\$15,000; lease \$9,000 annually	\$25,000
Regulatory/Safety Signage: Along river, at entry and main park facility; Emergency contact signage along trails	\$50,000	Regulatory/Safety Signage: Along river, at entry and main park facility; Emergency contact signage along trails	\$50,000
Construction Subtotal	\$3,207,500	Construction Subtotal	\$2,067,500
Capital Equipment	\$507,825	Capital Equipment	\$507,825
Soft Costs (A&E design, permitting, de/mobilization) - 18%	\$577,350	Soft Costs (A&E design, permitting, de/mobilization) - 18%	\$372,150
Contingency (Conceptual Level) - 20%	\$641,500	Contingency (Conceptual Level) - 20%	\$413,500
Phase 1 Total:	\$4,934,175	Phase 1 Total:	\$3,360,975

Note: All estimates included are opinions of probable cost based on fair market value and is not a prediction of anticipated bids. The estimates are a Rough Order of Magnitude Estimate (ROM) made for budget purposes ONLY. The following items are excluded: price escalation, mitigation, invasive/exotic removal, environmental restoration, or any items not specifically identified. This estimate shall be reviewed, revised, and accordingly adjusted throughout future phases of

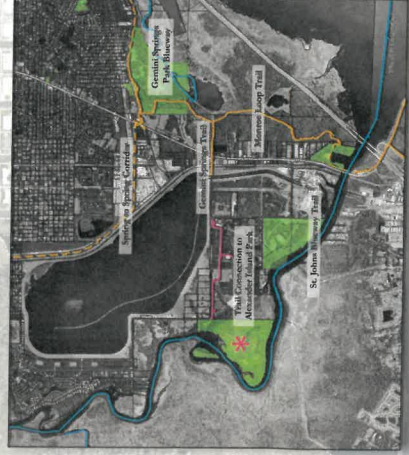


Alexander Island Park

Draft Concept Plan June 2023 | DeBary, Florida



Existing and Proposed Trails



Legend

- Project Site
- Parks
- Existing Blueways
- Existing Paved Trails
- State of Florida Priority Trails
- Future Trail





Alexander Island Park
 Draft Concept Plan Enlargement June 2023 | DeBary, Florida

