

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: June 28, 2013

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Weekly meeting with PW Operations staff
- Continued operational budget review with city departments
- Weekly staff meeting with directors
- One on one meetings with HR Director and Police Chief.
- State of the City discussion with staff
- Response Letter to Bill Livingston regarding Durrance Lane

Spoke to, attended and/or met with:

- Rotary meeting
- United Way board meeting
- Votran's public meeting
- Budget Advisory Board meeting
- Chamber of Commerce Board of Directors meeting
- Meeting with Commissioner Kent – general discussion
- Meeting with Maryam Ghyabi and Asst. City Manager – general discussion
- City/County Managers' meeting
- Held Walk with the Manager, City Engineer John Noble was the guest walker
- Claims Committee meeting - Walked along Hand Ave to review construction project.

2. Community Development: **Page 1**

- A public hearing was held at the Riverbend Church on the SR40 PD&E Study. Everything to include the alternative B is the same as presented at the TCC meeting at the TPO. One change was made to the intersection at SR40 and Williamson. The RT movement NB on Williamson to EB Granada is proposed not to be a free flow movement but will be controlled by the signal.
- The Planning Director and Building Official met with the property owner on Ormond Parkway that placed a fence across the entrance of the carport along with a door. The improvements were inconsistent with the approved permit so the property owner was requested to amend the permit to reflect what was built. There is no current code that prevents the improvements that were permitted; however, the fence is temporary because the property owner is doing improvements inside necessitating the storage of household items outside. Upon completion, the owner has indicated his intention of taking the fence down.
- This week the Department prepared a Determination of Conformity or Nonconformity for a 90 unit development at 640 N. Nova Road. These are everyday occurrences. The zoning at the time and still is R5. Density was and is 12 u/a. The Tomoka Oakwood Condominium North was 19 u/a and the height was five stories when 30 feet is the maximum height. We issued a Letter of Legal Non-conforming Status on Friday regarding the density and height.

Fannie Mae, who is the secondary mortgage buyer, will not buy mortgages of condo units if the property is a legal non-conforming use and if destroyed, cannot be rebuilt as is. Fannie Mae's document is quite large so here is the following excerpt "**condo or co-op projects that represent a legal, but non-conforming, use of the land, if zoning regulations prohibit rebuilding the improvements to current density in the event of their partial or full destruction.**"

SunTrust who was going to provide the mortgage for 640 N. Nova Road decided not to provide the funding for purchase based upon Fannie Mae guidance and their document which replicates Fannie Mae's language.

It appears these rules from Fannie Mae happened in 2009 after the housing bubble in which Fannie Mae lost a lot of money on buying mortgages from lenders that were worth less than the actual asset's worth. It was mentioned in a staff meeting that there are only 9 condos in Volusia County that are eligible for Fannie Mae Funding.

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3. Economic Development: **Page 2**

Ormond Crossings

- The Planning Board held a workshop on June 18, 2012 for staff to present the proposed Master Plan and design standards documents. Legal Department staff has reviewed the material and transmitted comments and recommendations to Tomoka Holdings. Staff has transmitted their recommended amendments to the Master Development Plan Tomoka Holdings for their review. Staff arranged a conference call with Tomoka Holdings to discuss the few remaining issues in the MDP. The issues have been resolved and the documents are expected to be reviewed by the Planning Board at their July 11, 2013 meeting. Following the meeting with the Planning Board, staff will present the findings to the City Commission for review and approval. Staff is discussing with Tomoka Holdings strategies for the construction of infrastructure to the Commerce Park portion of the project and a plan for opening up sites for business development.

4. Airport: **Page 3**

5. Finance: **Page 4**

- Closing of the 2013 Water and Sewer Bonds (future savings of \$1.5 million).

6. Fire: **Page 5**

Significant Incidents **Page 6**

- 6/21/13, 5:07 PM: 904 Willow Run – Emergency Medical Call – Tree climber fell 20 feet to an adjacent roof – Quint 92 and Engine 93 crews packaged and lowered patient from roof in a basket – patient determined a trauma alert – a firefighter rode with EVAC to assist with patient care during transport to hospital.
- 6/22/13, 4:51 PM: 880 S. Atlantic Ave. – Motor Vehicle Accident – Car vs Scooter – operator of scooter struck by car in front of Olive Garden – upon arrival found patient in roadway after being thrown from scooter – patient determined a trauma alert and transported to hospital.

7. Human Resources **Page 6**

8. Information Technology: **Page 7**

- Notable Events:

- Fire station 91 wireless link repaired. A defective radio was replaced in warranty. One of the cable connections had become defective and was replaced and further protected with dielectric grease. **Page 8**
9. Leisure Services: **Page 8**
- Athletics Maintenance. **Page 8**
  - Future Events at PAC. **Page 9**
  - Parks Maintenance. **Page 11**
  - Building Maintenance. **Page 11**
10. Police: **Page 12**
- Community Service/Animal Control. **Page 12**
  - Criminal Investigations. **Page 12**  
Comments: **Page 13**
    - Auto thefts: Three out of four vehicles that were stolen in the Parkview subdivision have been recovered. Two were found abandoned in Daytona Beach and one vehicle was found occupied in Holly Hill. Investigation continues.
  - Operations – Summary of specific crimes. **Page 13**
  - Neighborhood Improvement. **Page 14**
11. Public Works **Page 15**
- Engineering: **Page 15**
    - 2-inch Water Main Replacement – Mainland – Construction is anticipated to begin July 8, 2013 and be completed in March 2014. Notification to residents have been prepared and will be delivered in a staggered schedule 2 to 4 weeks prior to startup of construction activities on the various grouping of streets represented in the online construction schedule. **Page 16**
    - 2-Inch Waterline Replacement – North Peninsula - A first progress meeting was held for this project on June 5, 2013. The contractor is completing work within the A1A right of way. Executed clearance forms for the partial clearance of the work located in the SR A1A right of way were returned to the engineer on Friday, June, 14. ThadCon is continuing their work on Essex and Riverbreeze Drives. **Page 16**
    - 2-inch Water Main Replacement - South Peninsula – The contractor has begun work on Cardinal Avenue and the streets at the south end of the City. A proposed schedule has been posted on the City's website. **Page 16**
  - Environmental Management Division: **Page 18**
    - Street Maintenance/Asphalt/Concrete. **Page 18**
    - Tree Crew. **Page 18**
    - Stormwater Maintenance. **Page 19**
    - Street Sweeping. **Page 19**
  - Fleet Operations: **Page 19**
  - Utilities: **Page 19**
    - John Anderson Drive Roadway Improvements – Utilities Relocations – Masci is the low bidder. Award is scheduled for the July 30<sup>th</sup> City Commission meeting. **Page 20**
    - Waste Water Treatment Facility Permit: Engineer's Certification of Completion of Construction for 8 MGD Expansion submitted by consultant to FDEP. Awaiting FDEP acceptance. **Page 23**
    - Consumer Confidence Report (CCR): Staff has received approval from the DOH for the content of the City's CCR. The submittal satisfies the City's reporting

requirement mandated by both the FDEP and EPA. The web based version has been posted to the City's website and the brochure was distributed to indirect customers. **Page 23**

12. Support Services/City Clerk **Page 24**

- Audience Polling System
  - Project Status: Currently reviewing written quotes.
- Records Management System Upgrade
  - Project Status: Vendor has completed software installation and administrator training. Scheduled user training. Met with vendor on June 26, 2013.