

MINUTES OF MEETING  
DUNES COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Dunes Community Development District was held Friday, September 13, 2019 at 9:30 a.m. at the Dunes CDD Administrative Office, 101 Jungle Hut Road, Palm Coast, Florida.

Present and constituting a quorum were:

John G. Leckie, Jr.	Chairman
George DeGovanni	Assistant Secretary
Charles Swinburn	Assistant Secretary
Dennis Vohs	Treasurer

Also present were:

Greg Peugh	District Manager
Jim Perry	District Representative
Michael Chiumento	District Counsel
Dave Ponitz	District Engineer

The following is a summary of the discussions and actions taken at the September 13, 2019 meeting. A copy of the proceedings can be obtained by contacting the District Representative.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Leckie called the meeting to order at 9:30 a.m.

**SECOND ORDER OF BUSINESS**

**Approval of Minutes**

**A. August 16, 2019 Meeting**

There were no corrections to the minutes.

On MOTION by Mr. Vohs seconded by Mr. Swinburn with all in favor the minutes of the August 16, 2019 meeting were approved.
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**THIRD ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS****Reports and Discussion Items****Discussion on Capacity Fee Issues for Commercial Accounts**

Mr. Peugh stated for the last nine months Hammock Beach has been in compliance. This month it was 770,000 gallons, down from last month. What they've done really worked so I will have them come in next month and we can decide and go from there.

We've contacted five of the other commercial accounts. There's one outstanding at Cinnamon Beach. They said they have documentation to show us they have leaks so we don't expect to have them writing checks to us at this point. We would like to get through all of the commercial accounts this year and then do that every year and hopefully it will be less and less every year.

**Update on Hammock Dunes Marshes**

Mr. Peugh stated the contracts have been signed and the permit was modified. We received the letter back from St. Johns. A technical staff report is included on the St. Johns' River Water Management District (SJRWMD) permit file website along with the permit modification. I've asked our consultant to give us a memo that says SJRWMD did everything we expected them to do and also document it from our end. Hopefully next month I will have documentation in the board packet for informational purposes.

**Discuss Weir Structures / MalaCompra Drainage**

Mr. Peugh stated we met with CDM yesterday and they are putting together a scope and fee for the stormwater utility so I will hopefully bring that to the November meeting for the board to look over. ETM is still working on a preliminary report related to the weirs. As soon as they get the final report we will get to the board. We also met with Palm Coast before the hurricane and we talked to Richard Adams about how much more reclaimed water they could give us and he's supposed to give us some data on that so we can see if it makes sense to upsize our pipe to our property. If it's 10,000 gallons a day it's not worth doing.

**Renaissance / Beach Walk Development Update**

Mr. Peugh stated as I talked about last time the Atlee Design Group has taken the Renaissance project over and they came in and met with me and said they were going send the

latest plans and since then I haven't heard anything from them. I think this project is really close to not being profitable so I'm guessing they're having a hard time making it work financially. I talked to Adam Mengel and he was making the developer put a notice on the plans, as Gary Crahan had wanted, that there may be an off-ramp sometime in the future so those people wouldn't be blindsided if they bought a house next to the off-ramp from our bridge and the developer did not like that at all but the clause needs to be there.

Beach Walk is supposed to be on the County Commissioner's September 16<sup>th</sup> agenda to change from residential commercial to planned unit development. I'm sure there will be a lot of discussion about that.

**B. Grau & Associates Engagement Letter Related to the Fiscal Year 2019 Audit**

Mr. Peugh stated this is for our Fiscal Year 2019 audit and the fee is \$16,900.

On MOTION by Mr. Vohs seconded by Mr. Swinburn with all in favor the engagement letter from Grau & Associates for Fiscal Year 2019 audit services was accepted.
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**C. Proposal for 4-Way Stop Preliminary Engineering**

Mr. Peugh stated this is a proposal to do the preliminary engineering for the 4-way stop to turn it into a traffic signal. This gets the survey done and preliminary alignment so we can find out how much land we need to acquire either from the county or homeowners association to put the traffic signal in place. It's a total of \$95,045.33.

Mr. Vohs requested the consultants explore the possibility of an intersection that has one moving lane that does not allow the other lanes to move until all traffic has gone through. Per Mr. Swinburn's request Mr. Peugh noted he would have a discussion with the county and DOT to ensure the change to a traffic signal would be approved prior to giving the notice to proceed to Kissinger Campo.

On MOTION by Mr. Vohs seconded by Mr. Swinburn with all in favor the proposal from Kissinger Campo for professional engineering services related to future intersection improvements was approved.
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**D. Consideration of the Meeting Schedule for Fiscal Year 2020**

The August meeting date was moved back to the second Friday, August 14, 2020, to coincide with the regular meeting schedule.

On MOTION by Mr. Swinburn seconded by Mr. Vohs with all in favor the Fiscal Year 2020 meeting schedule was approved as revised.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**Attorney**

There being none, the next item followed.

**E. Engineer - Report**

Mr. Ponitz gave an overview of the engineer’s report, a copy of which was included in the agenda package.

Mr. Swinburn asked about the status of the wastewater treatment plant. Mr. Ponitz responded that most of the expanded new systems are online and training is being scheduled. The board discussed taking a tour of the plant following the November meeting.

**Manager**

**F. Bridge Report for August**

Mr. Peugh stated vehicle traffic was up almost 2% and revenue was down about 8% from last year. This is the first month I’ve ever seen that bridge pass monies exceeded the cash monies. I think some of that had to do with the hurricane coming. Regarding the hurricane the tolls were suspended from 2:00 p.m. on Friday, August 31<sup>st</sup> to 6:00 a.m. on Friday, September 6<sup>th</sup>. This equates to a decrease in revenue of approximately \$30,000. We have 19,200 accounts; 4,420 are using the website and 3,000 loyalty cards have been sold.

The board discussed the correlation of the bridge pass cards and revenue declining. Mr. Peugh noted he would like to look at the data over the course of a year before any changes are made.

Mr. Leckie asked why the bridge was shut down when the winds were not up to 45 mph.

Mr. Peugh stated it was closed because of the curfew. The county makes that decision and we have nothing to do with that. They weren't supposed to do it until 7:00 when the curfew went into effect.

### **Miscellaneous Items**

The Board discussed the contract negotiations with European Village and asked District Counsel to send a letter regarding the desired fee.

Mr. Peugh stated we wanted to put grass on the corner of Jungle Hut and Hammock Dunes Parkway for sight lines and damage control in the event a driver runs over the curb. If we have to replace it sod is cheaper than bushes and things like that. Also, going down the bridge towards the sales center it's got some junipers and jasmine in addition to the mulch. Personally, I don't think it looks very good. I'd like to start putting in Aztec grass. We will do it slowly and start running the sprinklers to make it look better.

Mr. Leckie stated I think on the other side too coming up because it looks just like this side. Mr. DeGiovanni agreed.

Mr. Swinburn asked do we have any money sitting around in a community project fund that is not committed that we can use for this purpose?

Mr. Peugh stated we're up to approximately \$83,000 in interest. I can get a proposal from our landscapers and then go to the county and say we'd like to spend it on a beautification project. We also talked about using the money for purchasing the parcel that Ocean Hammock owns by the 4-way stop but I don't think it's going to be \$80,000.

Mr. DeGiovanni noted there is a meeting regarding the dunes on September 19<sup>th</sup> at 7:00 p.m. at the Sea Colony clubhouse and stated David Eckert has formed a group along the 12-mile beach of owners and David Eckert and a couple other people that are engineers have looked at developing a new district that would be responsible for the dunes along that area that could then get funds to get a contract similar to what Flagler County has for a 50-year renovation and maintenance of the dunes. It's a long-range plan and it may not work because you have to get all of the owners along those 12 miles to agree because this district would then create a tax to maintain the dunes. They're going to present it to a lot of the owners along there as a proposal to see what the interest is. The HDOA is going to have representatives present so I mentioned to Greg that it's something maybe Greg or somebody wants to go to. I'm personally not going to endorse anything I just wanted to make Greg aware of it.

Mr. Peugh stated I plan on going to see what they have to say.

**G. Additional Budget Items Report**

A copy of the report was enclosed in the agenda package.

**SEVENTH ORDER OF BUSINESS                      Supervisors' Requests and Audience Comments**

Mr. DeGiovanni stated Greg sent an email that we didn't have any damage from the hurricane. I'm just curious in previous hurricanes if we have had problems?

Mr. Peugh stated we've had some gutters torn off and minimal damage in the past.

Mr. Leckie stated the major problem was when we had water and the sewers got clogged up at 16<sup>th</sup> Street.

Mr. Ponitz stated the Irma repairs are on the backside of the electrical blower building. We have Wayne's Roofing doing some repairs to the siding and gutters and then we found after they got the soffit off that there is a C - channel that's pretty corroded, so we've added replacement of the structural member to the contractor's scope of repair.

**SEVENTH ORDER OF BUSINESS                      Financial Reports**

- H. Balance Sheet & Income Statement**
- I. Community Projects Schedule**
- J. Assessment Receipts Schedule**
- K. Approval of Check Register**

On MOTION by Mr. Vohs seconded by Mr. DeGiovanni with all in favor the check register was approved.

**EIGHTH ORDER OF BUSINESS                      Next Meeting Scheduled for Friday, October 11, 2019 @ 9:30 a.m. at the Dunes CDD Administrative Office, 101 Jungle Hut Road, Palm Coast, Florida**

**NINTH ORDER OF BUSINESS                      Adjournment**


On MOTION by Mr. Swinburn seconded by Mr. Vohs with all in favor the meeting was adjourned.

September 13, 2019

Dunes CDD



Secretary/Assistant Secretary



Chairman/Vice Chairman