

MINUTES OF MEETING  
DUNES COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Dunes Community Development District was held Friday, February 14, 2020 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
Gary Crahan	Vice 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 February 14, 2020 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. January 10, 2020 Meeting**

Mr. Crahan provided corrections, which will be included in the final version.

On MOTION by Mr. Swinburn seconded by Mr. Crahan with all in favor the minutes of the January 10, 2020 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 we are down to just a few commercial accounts. The Hammock Dunes maintenance facility has corrected some of the leaks so they're down to just a small leak and they're under one ERC from the latest data we have, so no money would exchange hands on that part. Cinnamon Beach has fixed several things and they're continuing to fix several things so they've asked to go through the peak season of this year and then we can see what their actual usage is. Discovery Center fixed several leaks and have a couple more to fix. They admit their usage is probably going to be over. Hopefully by the end of this month they will have those leaks fixed and then we will monitor it and see how much they're using. The Ocean Hammock Property Owners Association amenity center has fixed the pool, and that appears to have fixed the problem. We will monitor that and make sure.

Mr. Crahan stated I would suggest we periodically check our website. After the last meeting I went on the website to see what my consumption was, and the site was down or had some kind of a coding problem.

**Discuss Stormwater Utility / Reclaimed Flow**

Mr. Peugh stated for the stormwater utility, we've scheduled a kick-off meeting for February 26<sup>th</sup> with CDM and we will start working on the project in earnest at that point.

We talked to the City of Palm Coast regarding the reclaimed flows. There are a couple of valves that come from the line from their wastewater plant and as we have said before, we checked the ARVs and all of our valves and they're fine. There are two valves that discharge to the intercoastal and I still have not heard from them whether or not they've checked to see if they're closed, so we're waiting on that. We also scheduled a trip over to their wastewater treatment plant because they moved a pump and we want to see what they've done. We also have an FPL electric meter that we pay the minimum base charge for, but there's no usage, so we're going to figure out if they need it and if not, we will turn it over to them or cut it off.

**Renaissance / Beach Walk Development Update**

Mr. Peugh stated we met with the new developer of Renaissance and Charlie Faulkner. They're going to tweak the previous plan a little bit and are in their due diligence phase. I have not heard any more from them so as soon as they have something more, we will bring it to the Board.

Mr. DeGovanni asked did you discuss with them the easement issue?

Mr. Peugh stated yes, we told them we need a 25-foot minimum easement for the stormwater pipe, and that seemed reasonable to the developer.

On that same property, Michael Chiumento's office has been going back and forth with them on the availability fee. We sent them a bill for \$81,000. They've offered us \$19,172.77 based on when they platted it to December 31<sup>st</sup>, 2019. There is an ongoing bill from January to February that they're going to have to pay too.

Mr. Swinburn motioned to accept the offer of \$19,172.77 from Dana Crosby Collier and Mr. Crahan seconded the motion.

Following a discussion on the offer presented, Mr. Swinburn withdrew the previous motion. Mr. Peugh was directed to provide the calculations of how the bills and offers were established as well as giving the calculation for the five year look back period as detailed in the Oare response letter.

Mr. Leckie stated in regard to Beach Walk, what about the situation with our line on their property?

Mr. Peugh stated I had our engineer, CPH, survey it and it is on their property.

Mr. Crahan suggested offering that the DCDD would move our sample point when Mr. Peugh discussed the issue with the Atlee Group

**B. Discussion on Restriping Estimate**

Mr. Peugh stated to re-stripe just the four-way stop, the cost would be \$1,500 and \$2,975 for paint versus thermoplastic. That's a lot less than our estimate, so I asked for a quote on all of Camino Del Mar and Hammock Dunes Parkway and the total price for painting was \$15,408 and

for thermoplastic was \$34,475. I asked our engineer and he said based on the fact that we intend to mill and resurface in 2023, he would paint it.

Following a discussion, the Board made the following motion to paint only the four-way stop.

On MOTION by Mr. Swinburn seconded by Mr. Vohs with all in favor restriping the four-way stop at Hammock Dunes Parkway and Camino Del Mar for a total of \$1,500 was approved.

**D. RO Membrane Replacement Engineering Services Proposal**

Mr. Peugh stated included in your agenda packet is a proposal by Mead & Hunt to replace membranes in trains one and two. The original ones were installed in 2007 and generally they'll last seven to ten years. They're also going to review our water quality and verify that we've selected the best solution. We have our preferences of what we like to maintain and operate, but we want them to give an independent opinion on if that's going to work and meet future rules. The cost of the engineering services is \$33,374.

On MOTION by Mr. Vohs seconded by Mr. Swinburn with all in favor the proposal from Mead & Hunt for RO membrane replacement engineering services for a total of \$33,374 was approved.

**C. Toll Facility Bid**

Mr. Peugh stated we only received one bid from Cline Construction. The base bid, which is removing the underground storage tank and generator and replacing with the new generator and belly tank is almost \$153,000. That's something we would want to do whether we do the rest of it or not. For the alternate bid, which is the parking lot, the interior renovation and all that is for \$1,042,000. It's significantly more than our total budget, which was \$700,000. We've asked them to value engineer it and see where the numbers will fall, so I can give you that number and then you can decide. Mr. Crahan asked what the building renovation would cost, and Mr. Peugh responded approximately \$516,000. After a discussion on the project, the Board directed Mr. Peugh to obtain a value engineering cost for the Toll Facility Bid.

**New Rules Discussion**

Mr. Peugh provided the Board a redline version of the Rules of Procedure and asked the Board to review chapter one and provide any feedback at the next meeting.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**Attorney**

There being none, the next item followed.

**E. Engineer - Report**

A copy of the engineer's report was included in the agenda package.

**Manager**

**F. Bridge Report for January**

Mr. Peugh stated vehicle traffic was up a little over 7% and revenue was up about 0.64% from last year. Total accounts are at 19,074; 5,100 are using the website and we've sold 8,600 loyalty cards.

**Miscellaneous Items**

Mr. Peugh stated I spoke with Paul Pershes with the Ocean Hammock POA about buying the parcel that we may need for the four-way stop signalization. His proposal was if we would pay for approximately \$3,000 worth of landscaping near Hotel Trace, they would give us the property. I need to see the bill, but if the Board seems interested in that I'd like to move forward with it. Mr. Leckie directed, with the Board's consensus, that if the property can be obtained for \$5,000 or less that Mr. Peugh was to obtain the property.

Of the 2000 accounts, 446 are using the utility payment website.

A resident of the Hammock Community Association sent me an email with several questions that I answered regarding the traffic signal we're looking at installing at the four-way stop. I told her our interest in the signal is in safety and avoiding traffic issues there.

This morning, a resident from Island Estates came in and asked if we could put bike lanes from the four-way stop southbound up to the breakdown lane. It's something I think we should look at, so I can have our engineers see if they can put a bike path there or see what the best way is to approach that.

**G. Additional Budget Items Report**

Mr. Peugh stated I included re-stripping of the whole Parkway in the additional budget items report, so I'll reduce that down to the \$1,500 we approved.

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

Mr. DeGovanni stated the clearing of brush and installation of pine straw on both sides of the road from the intersection down to Jungle Hut looks really sharp.

Mr. Crahan stated in the big sweep on the Parkway between Hotel Trace and the Discovery Center there has been an on-going fight within the HOA with regard to easy access from the Parkway into that neighborhood. They wanted somebody to put fencing along there and everybody decided a dense landscaped area was okay. Somebody had a break-in two years ago because somebody used an egressed area of grass to gain access to a house that was right there so before we go too far in removing landscaping, make sure we balance the beautification with the non-permeable landscape barrier.

Mr. Peugh stated we can add some spartina and I'll make sure the landscapers do not trim too much in that particular area.

Mr. Leckie noted he would not be running for reelection to the Board in November.

**SEVENTH ORDER OF BUSINESS**                      **Financial Reports**

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

On MOTION by Mr. DeGovanni seconded by Mr. Crahan with all in favor the check register was approved.

**EIGHTH ORDER OF BUSINESS**                      **Next Meeting Scheduled for Friday, March 13, 2020 @ 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. Crahan seconded by Mr. DeGovanni with all in favor the meeting was adjourned.



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Secretary/Assistant Secretary



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Chairman/Vice Chairman