

MINUTES OF MEETING
DUNES COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Dunes Community Development District was held Friday, April 17, 2020 at 9:30 a.m. using *Zoom* media technology pursuant to Executive Orders 20-52 and 20-69 issued by Governor DeSantis on March 9, 2020 and March 20, 2020 respectively, and pursuant to Section 120.54(5)(b)2., *Florida Statutes*.

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 April 17, 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. February 14, 2020 Meeting

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

On MOTION by Mr. Crahan seconded by Mr. Swinburn with all in favor the minutes of the February 14, 2020 meeting were approved.

THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Reports and Discussion Items

Pandemic Discussion

Mr. Peugh stated we're trying to protect our workers as best we can. We bought additional gloves, goggles, face shields, and hand sanitizer. We're having a hard time getting face masks in. We're also practicing social distancing by closing facilities to the general public. Any updates we get from Flagler County Emergency Operations or ADP, our human resources partner, are shared with our employees.

I did not want to turn off any accounts that are delinquent at this point. People have asked to waive late fees, so I wanted to get the Board's position.

The Board members agreed to defer payments on delinquent accounts until July 1, 2020.

Mr. Peugh stated we closed the bridge facility and tolls have been suspended as of April 2, 2020. We did not close any accounts on April 1st. We gave the accounts an 18-month grace period and I'd like to extend that to two years.

The Board members agreed to extend the grace period.

Mr. Peugh noted a record of cars crossing the bridge is being kept while the toll booths are closed.

Mr. Swinburn stated we have \$100,000 built up in the community projects account. We had talked about using that money to help pay for the cost of reconfiguring the intersection. Right now, we have a more immediate use, if we can get clearance, to make up for the shortfall that has happened by not collecting tolls at the bridge.

Mr. Peugh stated I can discuss that with the County Administrator to get his opinion and come back to the Board, but I can tell you right now their concern is testing sites and controlling the outbreak. I'm not sure right now would be the best time to ask him that. We can ask and go from there.

Mr. Leckie stated I think we just play it by ear. We've talked about just being down for the month of April. I think we open the tolls when things go back to normal.

Mr. Peugh stated we may have to go down to one open lane at the toll booths. We can move to accepting credit cards rather than cash most likely within a month. We could also put credit card machines in the booths so we're not handling the cash. That would cost about \$40,000. We will give you options next month to discuss.

Mr. Crahan suggested looking into the Square credit card reader.

Discussion on Capacity Fee Issues for Commercial Accounts

Mr. Peugh stated there's no change in the status of the commercial accounts. This year we have sent out 16 residential over capacity letters. We've received responses on almost all of those and on a lot of them we have rescinded the charges because they had a reason and provided documentation.

Discuss Stormwater Utility / Reclaimed Flow

Mr. Peugh stated in regard to the the stormwater utility, the consultant put together a test area as suggested by Mr. Crahan. I'm very pleased with it. They had the stormwater lines in addition to the water, reclaim and sewer line plans which were digitized for that area.

For the reuse, we looked at the pump station in Palm Coast and the pump that they use to send water to us has not been touched since 2006. It's probably just worn out. They put a bid out to put a new pump in at a higher flow rate and if they get that pump in and it puts together all of the flow that we think we can get over here, it should solve our problems for reclaimed water for the foreseeable future. They rejected all the initial bids and are supposed to be rebidding shortly.

Mr. Chiumento joined the meeting at this time.

Mr. Peugh stated we brought in a temporary stormwater pump that we pump through the filters and disinfection. This is the earliest we have ever done it. Our ponds were getting very low. We have looked at during a drought scenario possibly doing a north/south split on the reclaim system, so for example, Hammock Dunes gets three days a week, and Ocean Hammock gets three days a week. We would physically limit that, where there would not be water to one side or the other for three days. We're going to do some experimenting with that and see where the pressure is before we say it works or doesn't work.

Renaissance / Beach Walk Development Update

Mr. Peugh stated I haven't heard anything from the Renaissance developer.

B. Ratification of Oare Property Agreement

Mr. Peugh gave an overview of the agreement made between the parties in the Mutual Release and Settlement Agreement enclosed in the agenda package.

On MOTION by Mr. Vohs seconded by Mr. Crahan with all in favor the Mutual Release and Settlement Agreement with Oare Associates, LLC was ratified.

Mr. Peugh informed the Board he would provide a proposed availability fee bill for another property to review prior to sending it out.

Mr. Peugh stated in regard to Beach Walk, Atlee Development wants to develop 10 or 12 acres just to the west of our office. This also ties to the concentrate line that is on their property. The developer wants to put about 50 homes there and would like us to treat the stormwater. I told him we've never gone outside the District boundaries, except for Publix. The Board was in agreement to continue this policy at this time.

Toll Facility Bid Discussion

Mr. Peugh stated currently we're going back and forth with the subcontractor that is doing the building work. We have one proposal in that saves approximately \$200,000, but he left out a couple of things so we're having an internal meeting Monday and hopefully I will have the final number for the next Board meeting.

FIFTH ORDER OF BUSINESS

Staff Reports

Attorney

There being nothing to report, the next item followed.

C. Engineer - Report

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

Manager

D. Bridge Report for March

Mr. Peugh stated in February, vehicle traffic was up 5.21% and revenue was down about 0.10% from last year. Vehicle traffic for March was down 13% and revenue was down almost 26%. I would attribute that to the Coronavirus. We generally get bike week traffic and lots of people pay cash, so it was down significantly. Our total accounts are almost at 19,400; 5,400 are using the website and we've sold 10,600 loyalty cards.

Miscellaneous Items

Mr. Peugh stated we restriped the intersection at Camino Del Mar and Hammock Dunes Parkway. Thermoplastic will be the way to go in the future because it's already starting to fade due to the enormous amount of traffic there.

We were going to take out a fire hydrant in Monterrey, Madeira and Laguna and put out a boil water notice, however we've postponed that with everyone home due to the Coronavirus.

Mr. Swinburn asked Mr. Peugh if notice was sent out regarding shut down of the toll collection

Mr. Peugh responded that he informed the Flagler County public information officer and made the announcement on a call with all of the municipalities within the County. The HOAs within the District and the local newspaper will also be notified per a suggestion from Mr. Crahan and Mr. Swinburn.

E. Additional Budget Items Report

The report on FY20 additional budget items was included in the agenda package.

SIXTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Financial Reports

- F. Balance Sheet & Income Statement**
- G. Assessment Receipts Schedule**
- H. Community Projects Schedule**
- I. Approval of Check Registers**

On MOTION by Mr. Vohs seconded by Mr. Crahan with all in favor the check register for the period ending January 31, 2020 was approved.

On MOTION by Mr. Vohs seconded by Mr. Crahan with all in favor the check register for the period ending February 29, 2020 was approved.


EIGHTH ORDER OF BUSINESS

Next Meeting Scheduled for Friday, May 8, 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. Vohs with all in favor the meeting was adjourned.



Secretary Assistant Secretary



Chairman/Vice Chairman