

MINUTES OF MEETING
DUNES COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Dunes Community Development District was held Friday, July 10, 2020 at 9:30 a.m. using *Zoom* media technology pursuant to Executive Orders 20-52, 20-69 and 20-150 issued by Governor DeSantis, including any extensions or supplements thereof, 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
Ernesto Torres	District Representative
Michael Chiumento	District Counsel
Dave Ponitz	District Engineer

The following is a summary of the discussions and actions taken at the July 10, 2020 meeting. An audio 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. June 12, 2020 Meeting

There were no comments on the minutes.

On MOTION by Mr. Crahan seconded by Mr. Vohs with all in favor the minutes of the June 12, 2020 meeting were approved as presented.

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 Peugh stated we've sent 16 residential over capacity letters; 10 were rescinded, two have paid and four are past due. Maribel is sending out the past due letters.

The Hammock Dunes golf course maintenance facility found a large leak and I think they're pretty much done. There's a small leak that they cannot find, but it's minimal. We contacted Cinnamon Beach and they sent us a letter that they've done most of their repairs and have one thing left to do, so now we can monitor what their actual usage is and we will be doing that over the next few months.

Discussion on Stormwater Utility / Reclaimed Flow

Mr. Peugh stated CDM is collecting data and digitizing the plans and has contacted us on how we handle billing and how we'd like to do it in the future. Hopefully in a few months we will have a product to review with you.

Reuse is the same as last month. Palm Coast has purchased the pump and the delivery times on those pumps these days is three to four months, so I'd say in five or so months they will hopefully have a pump in and we can see if we can get more flow. We will be able to see how much more flow by reading our flow meter.

Renaissance / Beach Walk Development Update

Mr. Peugh stated there is nothing new to report on the Renaissance project. I received a letter in the mail that said Beach Walk is going to have another preliminary plat approval meeting at the County. I haven't seen exactly what they're going to do, but I've sent our easement request to them and they haven't commented on that yet. I'm holding the letter that says we're okay with taking their stormwater until they give me an easement, so I'm just waiting on them at this point.

B. Acceptance of the Fiscal Year 2019 Audit Report

Mr. Peugh stated the auditors noted we need to have better control of our receipts, which I completely agree. If you see the email included in your agenda package, you'll see a list of charges

that come to \$745, for which we do not have receipts. Mr. Peugh gave a brief explanation of what each charge was related to.] We have talked to the employees and we will do a better job.

On MOTION by Mr. Vohs seconded by Mr. Crahan with all in favor the Fiscal Year 2019 audit report was accepted.

C. Fiscal Year 2021 Preliminary Budget

Mr. Peugh gave an overview of the budget included in the agenda package, highlighting that general fund expenditures are up by about \$68,000, largely due to a \$50,000 increase in the capital improvements line item for various improvements. Water and sewer fund expenditures are up by about \$125,000 largely due to increases in salaries, property insurance and the repair budget. Bridge fund expenditures are up by about \$113,000, largely due to increases in salaries, property insurance, Parkway repairs, and a mandated bridge inspection.

The Board discussed the funds left in the community project account and various projects it could be used for. Mr. Crahan suggested staff ask Grau to advise on how to close out the account. Mr. Peugh commented that the County may need to authorize those expenditures. Mr. Chiumento is to review the agreement and provide input on this requirement.

FIFTH ORDER OF BUSINESS

Staff Reports

Attorney

Mr. Chiumento reported to the Board that a contract was sent to the Ocean Hammock POA for the parcel of property the District is hoping to purchase near the four-way intersection.

D. Engineer - Report

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

Manager

E. Bridge Report for June

Mr. Peugh stated vehicle traffic was up about 3% and revenue was down about 1%. We have almost 20,000 accounts currently and 5,590 people are using the website. We have sold 14,095 loyalty cards.

Miscellaneous Items

The Board discussed holding the August meeting at the Dunes administrative office, if the Governor’s Executive Order allowing remote quorum expires, with three supervisors and the District Manager attending in person and any remaining staff and supervisors attending remotely.

Mr. Peugh informed the Board that there was a computer glitch between the payment service and the computer from which the accounting for the District is done, which resulted in incorrect bills being sent that made it appear that some customers were charged twice. The District is sending out letters to fix the issue.

Mr. Peugh also informed the Board that 517 of about 2,000 accounts are using the utility payment website.

F. Additional Budget Items Report

A copy of the additional budget items report was included in the agenda package.

SIXTH ORDER OF BUSINESS

Supervisors’ Requests and Audience Comments

Mr. Crahan stated since we’re entering the season of campaigns, there is likely to be campaign signs going up on Hammock Dunes Parkway. I would propose Greg let the HOA know that is not to be allowed and if they’re out there, we will confiscate them. Mr. Peugh responded that he would speak with the HOAs.

Mr. Crahan continued, I’m getting the sense that there is pushback on signalization of the intersection of Hammock Dunes Parkway and Camino Del Mar, and it would behoove us to brief people on the how’s and why’s before we get too far down the road. Mr. Peugh responded that he will be speaking with the Ocean Hammock Property Owners Association and possibly the Scenic AIA committee and that he could also speak with the Hammock community and Hammock Dunes Owners Association to get the word out.

SEVENTH ORDER OF BUSINESS

Financial Reports

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

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

EIGHTH ORDER OF BUSINESS

Next Meeting Scheduled for Friday, August 14, 2020 @ 9:30 a.m.

Mr. Leckie noted the meeting is scheduled to be held at the administrative offices should the Executive Order permitting remote quorum expire.

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. DeGiovanni seconded by Mr. Crahan with all in favor the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman