

MINUTES OF MEETING
DUNES COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Dunes Community Development District was held Friday, June 12, 2020 at 9:30 a.m. using *Zoom* media technology pursuant to Executive Orders 20-52, 20-69 and 20-123 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
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 June 12, 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. May 8, 2020 Meeting

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

On MOTION by Mr. Crahan seconded by Mr. Vohs with all in favor the minutes of the May 8, 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 in regard to the commercial accounts, we are still working on Murano. We just received some files from the County so we will work through that. Hammock Dunes GC Maintenance facility is actively looking for a small leak. The rest of the accounts have the same status. In regard to the residential over capacity letters, we sent 16 and 10 have been rescinded so far. Two have paid and four are past due, so we're working through that as well.

Discussion on Stormwater Utility / Reclaimed Flow

Mr. Peugh stated CDM is currently digitizing our plans. We recently had a complaint of flooding in the Monterrey neighborhood area. This area floods quite frequently. There are two storm drains, one on each side of the road and the reason they flood is there are a lot of leaves going into the outfall. We had to clean out the storm drains with a vactor because the entire system was plugged. We probably need to talk to the homeowner's association, as we go through this stormwater utility discussion, about sweeping their streets, at least in the spring, and also about not having vegetation on top of our pipes. We will spend approximately \$14,000 to fix the problem. I'm supposed to meet with the homeowner's association and landscaping company, so they don't continue to put all of these leaves down the drain.

A quick update on the reuse, the City of Palm Coast re-bid the contract for the pump that supplies us reuse water and they expect to have it installed in about six months. Hopefully we will get a significant amount of capacity in addition to what we're doing now and hopefully that will take care of our short-term needs for reuse.

B. Renaissance / Beach Walk Development Update

Mr. Peugh stated I spoke with the Renaissance owner's representative earlier this week and he said the project is continuing to move forward and he was happy with it.

Included in your agenda packet is an email string and a couple of letters regarding Beach Walk. They want to develop about 50 homes and the stormwater needs to go someplace. They initially asked us to treat the stormwater and we said we weren't interested. They want to discharge

their stormwater into a ditch, into our pipes and into our lake. We went back and forth with them to make sure it wasn't going to cause any problems. Daniel Baker wants to sell the property and he's asked that we write a letter to St. Johns River Water Management District and say it's okay to discharge into our lakes, because that's what it was originally designed for. I asked about the easement for the concentrate line. He's waiting to see if we approve this at this meeting.

The Board authorized staff to draft a letter to SJRWMD contingent upon an easement being granted for the concentrate line.

C. Fiscal Year 2021 Preliminary Budget

Mr. Peugh stated as we were putting this budget together, we just couldn't spend what I would have liked to spend, so I pushed out several of the projects. This was due to the Water and Sewer fund balances becoming too low. Instead of installing two emergency backup pumps next year, I thought the best approach would be to install one. We slowed down the rehabilitation of the pump stations to one every other year. The other things I pushed out were the purchase of the small vactor and valve turner trailer. I delayed the portable generator purchase as well. If they completely failed tomorrow, we could rent them for a short time and accelerate the purchase, but they're in pretty good shape at this point. This year I took everything out of the bridge fund rather than the water/wastewater fund. The major capital projects we really need to do are the RO membrane replacement and we're estimating that at about \$250,000 at the moment. The other thing is we want to continue with one emergency pump for hurricanes. The thing we have to do is a risk and resilience assessment and emergency response plan of our system. We've got preliminary numbers from our engineers at about \$40,000. For the next five years we've got \$1.2 million worth of things we've discussed.

For the bridge fund, the next things that are coming up are the cathodic protection and the removal of the bridge pier ladder, which will be about \$1.1 million. For the next five years we've got the milling and resurfacing of Hammock Dunes Parkway, estimated at about \$500,000 and the four-way stop to a signalized intersection, estimated at about \$1.3 million.

The consensus of the Board was that they were comfortable with this approach. The Board, District Counsel and District Representative were in agreement that using funds from only the Bridge fund to balance the General Fund budget is acceptable.

FIFTH ORDER OF BUSINESS

Staff Reports

Attorney

There being nothing to report, the next item followed.

D. Engineer - Report

Mr. Ponitz informed the Board the contract documents were prepared for both the toll bridge project and lift station upgrade project and notices to proceed will be issued shortly. A copy of the engineer's report was included in the agenda package.

Manager

E. Bridge Report for May

Mr. Peugh stated vehicle traffic was down 11% and revenue was down 27% from last May, mostly due to the pandemic as best we can tell. We did the experiments with testing credit cards in the toll booth and also had the 10 for \$10 cards. We did 350 credit card transactions. Week two we said no credit cards and we will send people in so they can pay with their credit card in the building. We only had 65 credit card transactions at that point. Week three we took the credit cards in the booth again and I took the 10 for \$10 cards away to see if it would drive it up much, and it did slightly from 350 to 391 credit card transactions. Just for comparison, in all of May 2019 there were only 205 transactions. We do garner additional revenue with accepting credit cards in the booth. Our estimate is about \$28,000. I'd like to integrate those credit card machines into the E-Transit system and that would cost about \$40,000. I can pay for that based on these numbers in approximately 1.5 years.

The Board authorized Mr. Peugh to proceed with integrating credit card machines into the E-Transit system.

Mr. Peugh stated there are almost 19,700 bridge accounts and about 5,700 are using the website. We have sold over 12,000 loyalty cards.

F. Additional Budget Items Report

Mr. Peugh stated the only thing on the additional budget items report is the \$14,500 for cleaning the leaves in the Monterrey neighborhood. We will give the total for that when we're finished because it may vary slightly.

Miscellaneous Items

Mr. Peugh stated Paul Pershis asked for \$6,000 for the property at the four-way stop. We need to set up an agreement to do that and move forward with that.

Mr. Peugh informed the Board the Ocean Hammock resort is reserved for the July meeting in preparation of the Governor’s Executive Order allowing remote quorum expiring prior to the meeting. Zoom communications media technology is anticipated to be available as an alternate. Mr. Swinburn suggested looking into the Community Center as an alternate meeting location if it’s available.

SIXTH ORDER OF BUSINESS

Supervisors’ Requests and Audience Comments

Mr. Crahan stated over the last year we have done several things to review employee benefits. Is everything on track as you had planned?

Mr. Peugh stated yes. We changed insurance carriers from United Healthcare to Blue Cross Blue Shield. The principal accounts for the 401A and 457B are working well.

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, July 10, 2020 @ 9:30 a.m.

Mr. Leckie noted the meeting location is to be determined.

NINTH ORDER OF BUSINESS

Adjournment

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



Secretary/Assistant Secretary



Chairman/Vice Chairman