

MINUTES OF MEETING
DUNES COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Dunes Community Development District was held Friday, October 8, 2021, at 9:30 a.m. at the Dunes Administrative Office, 101 Jungle Hut Road, Palm Coast, Florida.

Present and constituting a quorum were:

George DeGovanni	Chairman
Gary Crahan	Vice Chairman
Rich DeMatteis	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 (via Zoom)
Sandy Ausbrooks	Bridge Manager (via Zoom)

The following is a summary of the discussions and actions taken at the October 8, 2021 meeting. An audio copy of the proceedings can be obtained by contacting the District Representative.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Minutes

A. Approval of the Minutes of the September 10, 2021 Meeting

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

On MOTION by Mr. Vohs seconded by Mr. Crahan with all in favor the minutes of the September 10, 2021 meeting were approved as revised.
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THIRD ORDER OF BUSINESS

Audience Comments

There were no members of the public present.

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FOURTH ORDER OF BUSIUNESS

Public Hearing for the Purpose of Adopting Chapter 4 Stormwater Rules

On MOTION by Mr. Crahan seconded by Mr. Vohs with all in favor the public hearing was opened.

There were no members of the public present.

On MOTION by Mr. DeMatteis seconded by Mr. Crahan with all in favor the public hearing was closed.

Mr. Crahan asked if Mr. Peugh had received any comments from the public regarding the rules and/or rates. Mr. Peugh responded that he had not.

B. Resolution 2022-01, Adopting Stormwater Utility Fees

Mr. Swinburn suggested adding an effective date to the rules, with that being the date that the rules are approved.

Mr. Crahan noted that Equivalent Residential Unit on Schedule D attached to the rules reads as if it is a rate that applies to a homeowner only and not a commercial unit due to the word residential. He suggested adding some language for clarification purposes.

On MOTION by Mr. DeMatteis seconded by Mr. Crahan with all in favor Resolution 2022-01 was approved subject to the revisions suggested above being made.

FIFTH ORDER OF BUSINESS

Reports and Discussion Items

C. Discussion on Chapters 1, 2 and 3 Rules

Mr. Peugh asked the Board if they had any additional changes to the Chapters 1, 2 and 3 rules. The Board members went over the rules in detail and any changes to be made are listed below.

In the Chapter 1 rules, Mr. Swinburn noted that the responsibilities of the Secretary are listed, but not so for the Assistant Secretaries. Mr. Peugh will add a statement in the rules that the Assistant Secretaries perform the duties of the Secretary in his or her absence.

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Mr. Crahan proposed categorizing any policies and procedures that are adopted and reference them as addendums to the rules underneath which they fall.

Mr. Swinburn asked that the effective date be added to the Chapter 2 rules.

Mr. Crahan suggested cleaning up the stormwater related portion in the Chapter 3 rules given that there is now a set of rules dedicated to stormwater.

Mr. Peugh noted that he would like to memorialize agreements with Lowe and Northshore Hammock in the appendix of the rules.

D. Acceptance of 2021 Public Facilities Report

The Board reviewed the public facilities report. Mr. Peugh noted these reports are done by the District every year, however it's only required to be provided to the County every five years.

Mr. Swinburn suggested updating the stormwater utility discussion to reflect approval of the fees and rules for the stormwater management system.

On MOTION by Mr. Crahan seconded by Mr. DeMatteis with all in favor the 2021 public facilities report was accepted.

MalaCompra Drainage Discussion

Mr. Peugh informed the Board cleanup of the MalaCompra drainage ditch is scheduled to begin after trapping of the gopher tortoises and installation of silt fence. The County is currently in the process of obtaining quotes for the silt fence installation.

Discussion on Capacity Fee Issues for Commercial Accounts

Mr. Peugh informed the Board the Hammock Beach Resort was over their allowable water consumption capacity last month by 87,500 gallons due to two six-inch lines flooding.

Discussion on Stormwater Utility / Reclaimed Flow

There was no further discussion needed on the stormwater utility.

Regarding reclaimed flow, Mr. Peugh reminded the Board the contractor completed testing on the reclaim pump and staff is working with them on finding a pump replacement to be proposed to Palm Coast. In the meantime, the stormwater pump is being used more to keep the ponds up.

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Oasis / Beach Walk / Lennar Homes Development Update

Mr. Peugh informed the Board that Oasis has responded to the comments sent after a review of their development plan and they have also sent a check in an incorrect amount for connection fees so there will either be a credit issued or the check will be sent back to be replaced by one in the correct amount. Mr. Peugh sent a letter to the County requesting no signs be placed by developers on Jungle Hut, to which the County was very amenable to. There is no update on the Lennar development.

Investment Update

Mr. Peugh informed the Board he spoke to Mike Holzem who is trying to partner with a bank that can accept the deposits. The issue at hand is the District would not see much more revenue with a bank than what is being received in the PRIME account, and the fees the banks charge are higher. Mr. Holzem is hoping to have more information after the first of the year.

SIXTH ORDER OF BUSINESS**Staff Reports****Attorney**

There being nothing to report, the next item followed.

E. Engineer - Report

A copy of Mr. Ponitz's report was included in the agenda package for the Board's review. Mr. Ponitz noted staff is working on the re-rating the wastewater treatment plant from 0.71 to .92 MGD. The Florida Dept. of Environmental Protection (FDEP) has issued a draft permit and that has been noticed in the Daytona Beach News Journal. The plant re-rating extends the life of the capacity of the wastewater treatment facility to meet the future needs of the community.

Manager**Bridge Report for September**

Mr. Peugh informed the Board that vehicle trips were up 6% and revenue was up about 8% from last year. For the yearly totals, revenues were over the projected budget by about \$74,000. Cash accounts make up 20% of the revenue and the bridge pass makes up about 80% of revenue.

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Approximately 4,600 loyalty card accounts were closed in the last week, which totaled almost \$12,000. Mr. Peugh will continue to track loyalty card purchases and revenue to monitor whether it's worth keeping the program. 740 bridge pass accounts were closed totaling about \$13,000. Mr. Peugh went on to report there are about 20,000 bridge pass accounts, 8,850 online users, 4,000 credit card users in the toll booth, and a little over 44,000 loyalty cards have been sold.

F. Additional Budget Items Report

Mr. Peugh informed the Board he would like to move forward with a fixed gateway meter reading system, which he believes will be a maximum of about \$87,000. The system would send a signal every 12 or 24 hours to the District's system allowing staff to monitor a leak remotely and would provide better customer service. A purchase order has been submitted for \$33,000 which includes everything needed to set the system up. Mr. DeGiovanni recommended including language in the purchase order that the system would be replaced if it does not work as intended.

On MOTION by Mr. DeGiovanni seconded by Mr. Crahan with all in favor the purchase order for the fixed gateway meter reading system in the amount of \$33,317 was approved.

The following item was taken out of order.

EIGHTH ORDER OF BUSINESS

Financial Reports

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

The Board review the financial statements, copies of which were included in the agenda package and made the below motion to approve the check register totaling \$547,338.01.

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

SEVENTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

There were no requests or comments from members of the public.

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Supervisor Requests

Mr. Crahan stated that he received a complaint from a customer that they've spent a few thousand dollars due to what sounds like clogged filters. Mr. Peugh stated that some people incorrectly install residential filters that are made for potable water, which are not the appropriate filters for the reclaimed water system, or some of the systems off the master meters are not flushed, which causes clogged sprinkler heads. He noted the District flushes their system monthly and does as much as possible to address any complaints.

NINTH ORDER OF BUSINESS

Next Meeting Scheduled for November 12, 2021 at 9:30 a.m. at the Dunes CDD Administrative Office, 101 Jungle Hut Road, Palm Coast, Florida

TENTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:
Gregory Peugh
6E86F65919FC4D8
Secretary/Assistant Secretary

DocuSigned by:
George DeGiovanni
7452983CA7884CA
Chairman/Vice Chairman