

MINUTES OF MEETING
DUNES COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Dunes Community Development District was held Friday, November 12, 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)

The following is a summary of the discussions and actions taken at the November 12, 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 October 8, 2021 Meeting

Mr. Crahan and Mr. Swinburn provided corrections to the minutes, 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 October 8, 2021 meeting were approved as revised.

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 Chapters 1, 2 and 3 Rules

- B. Chapter 1 – Rules of Procedure**
- C. Chapter 2 – Toll Facility and Transportation**
- D. Chapter 3 – Utility Rules**

On MOTION by Mr. Swinburn seconded by Mr. DeMatteis with all in favor the public hearing was opened.

Mr. Peugh presented the latest versions of the Chapter 1 Rules of Procedure, Chapter 2 Toll Bridge and Transportation System Rules, and the Chapter 3 Utility Rules and asked if there were any further comments. Mr. Swinburn asked that staff look into whether the Board’s right to have liability insurance needs to be memorialized. Mr. Crahan suggested that under Schedule A of the Chapter 3 rules, wastewater service charges for residential customers should reference the relationship to the potable water rates, such as saying “metered potable water”, as it’s broken out with a minimum charge on the rate schedule, however the District does not do that in practice, it just piggybacks wastewater on potable. He also suggested removing item five, annual adjustment for inflation, in the future. Mr. Swinburn asked that a statement be added regarding the Board’s discretion to add exemptions from toll charges within the Chapter 2 rules under section 2.8.

There being no comments from the public, the following motion was made to close the public hearing.

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

- E. Resolution 2022-02, Adopting Amended and Restated Rules of Procedure; Adopting Toll Facility and Transportation System Rules; Adopting Utility Rules**

Mr. Crahan suggested changing the title of the resolution to be consistent with the title of the Chapter 2 rules by changing the word ‘rules’ to ‘regulation’, and moving the widowed line at the top of the second page up to the first page.

On MOTION by Mr. DeMatteis seconded by Mr. Swinburn with all in favor Resolution 2022-02 was approved subject to the revisions suggested above being made.

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FIFTH ORDER OF BUSINESS**Reports and Discussion Items****F. Discussion on Stormwater Utility / Reclaimed Flow**

Mr. Peugh presented the stormwater fee credit policy included in the agenda, which was put together by the District's consultant CDM, and asked if there were any comments. Mr. Crahan suggested adding 'for non-residential properties' to the title of the document.

On MOTION by Mr. Vohs seconded by Mr. Swinburn with all in favor the stormwater fee credit policy was approved as revised.

G. Statutes / Rules Schematic

Mr. Peugh provided an overview of the chart he created to explain the responsibilities of each entity and the order in which items are made effective. Mr. Crahan suggested moving resolutions above District Manager and move rules/ordinances below District Manager.

MalaCompra Drainage Discussion

Mr. Peugh informed the Board the silt fence is installed, and the gopher tortoises have been trapped. The County is scheduled to begin construction around November 15th.

Discussion on Capacity Fee Issues for Commercial Accounts

Mr. Peugh informed the Board the Hammock Beach Resort was under their allowable water consumption capacity last month by 119,000 gallons.

In regard to reclaimed flow, Mr. Peugh noted the contractor completed testing on the reclaimed pump and the 12" line was found to be working as if it were a 10" line. They are still working to figure out the root of the problem.

Oasis / Beach Walk / Lennar Homes Development Update

Mr. Peugh informed the Board that another round of comments on the development plans have been provided to the Oasis developer. Oasis sent a check for the connection fees, which will be processed once the plans are finalized.

Beach Walk has not yet begun construction on any homes.

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Lennar is addressing the District’s comments on their development plans.

Investment Update

Mr. Peugh informed the Board he spoke to Mike Holzem who is trying to partner with three banks, however he cannot find one in the state that will take the investments. Mr. Chiumento provided an additional potential contact to Mr. Peugh. Mr. DeGiovanni stated that unless someone can be found that will guarantee the funds and will put all of the monies into one location, it is a wasted effort.

SIXTH ORDER OF BUSINESS

Staff Reports

Attorney

There being nothing to report, the next item followed.

H. Engineer - Report

A copy of Mr. Ponitz’s report was included in the agenda package for the Board’s review. Mr. Ponitz informed the Board of a new state requirement to provide a 20-year stormwater and wastewater needs analysis report to the County prior to July 1st, 2022.

Manager

I. Bridge Report for October

Mr. Peugh informed the Board that vehicle trips were up 6% and revenue was up about 7% from last year, and presented vehicle trip counts during the Biketoberfest event over various years. Mr. Peugh went on to report there are almost 20,000 bridge pass accounts, almost 9,000 online users, 4,200 credit card users in the toll booth, and almost 46,000 loyalty cards have been sold.

J. Additional Budget Items Report

There are no additional budget items to report at this time.

SEVENTH ORDER OF BUSINESS

Supervisors’ Requests and Audience Comments

There were no comments from members of the public.

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Supervisor Requests

Mr. Crahan asked for updates on various open items, including the status of a light pole being installed on the curve along Hammock Dunes Parkway. Mr. Peugh responded that it has been ordered and Economy Electric is trying to find one that matches. Mr. Crahan felt the curve is very dark and questioned if a temporary light could be installed in the meantime.

Mr. Peugh informed the Board that some homeowners complained that their reclaimed filters were blowing apart, and explained it's due to improper filters being installed. Mr. Crahan asked that Mr. Peugh send him a brief explanation of proper reclaimed system maintenance, which he will include in his article.

EIGHTH ORDER OF BUSINESS

Financial Reports

K. Balance Sheet & Income Statement

L. Assessment Receipts Schedule

M. Approval of Check Register

The Board reviewed the financial statements, copies of which were included in the agenda package, and made the below motion to approve the check register totaling \$649,054.64. Mr. DeMatteis questioned the method in which capital reserve contributions are being made as it did not appear that the full budgeted contribution had been made yet as of year-end. Mr. Peugh responded that the current practice is the funds that fall under that line item are sometimes used for additional capital items throughout the year.

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

NINTH ORDER OF BUSINESS

Next Meeting Scheduled for December 10, 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. Crahan with all in favor the meeting was adjourned.

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Greg Pugh
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Secretary/Assistant Secretary

DocuSigned by:
George DeGiovanni
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Chairman/Vice Chairman