

MINUTES OF MEETING
DUNES COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Dunes Community Development District was held Friday, March 8, 2024, 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
Dennis Vohs	Treasurer
Kevin Porter	Assistant Secretary
Rich DeMatteis	Assistant Secretary

Also present were:

Greg Peugh	District Manager
Darrin Mossing	District Representative
Michael Chiumento	District Counsel
Dave Ponitz	District Utility Manager

The following is a summary of the discussions and actions taken at the March 8, 2024 meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Minutes

A. Approval of the Minutes of the February 9, 2024 Meeting

Mr. Crahan provided revisions that will be included in the final version of the minutes.

On MOTION by Mr. Crahan seconded by Mr. DeMatteis with all in favor the minutes of the February 9, 2024 meeting were approved as revised.

THIRD ORDER OF BUSINESS

Audience Comments

There being no audience members present, the next item followed.

FOURTH ORDER OF BUSINESS

Reports and Discussion Items

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The following item was taken out of order of the agenda.

A. Discussion on Lake Banks

Mr. Peugh stated that he is working on a memorandum regarding the maintenance of the lake banks and awaiting comments from Mr. Chiumento and Jodi Sisk in order to finalize the memorandum before presenting it to the Board.

This item will be added to the next agenda.

Mr. Peugh informed the Board that Travis Houk has asked if the CDD is going to take care of a tree that has grown out of the lake bank at 5 Via Marino. His answer is going to be that the CDD will not remove the tree, unless the Board directs him to do so.

There were no objections from the Board.

Discussion on Stormwater Utility

Mr. Chiumento stated that the District's request to bill stormwater utility fees to the Beach Walk community via the property tax bill is still pending the County's approval. He recommended Mr. Peugh contact Heidi Petito to see if she can assist in bringing closure to this matter.

Discussion on Capacity Fee Issues for Commercial Accounts

Mr. Peugh reported that Hammock Beach was under their water consumption capacity last month.

Mr. Ponitz added that there is one account that the District will charge for going over capacity as they have not responded to previous requests for additional information.

Discussion of Bridge and Intersection

Mr. Peugh stated that the SunPass toll study is being redone to include cost estimations so that the Board can make an educated decision. The study will be included on the next agenda if it is finalized in the next month. The four-way intersection design is now expected to be submitted around the 15th of March and it will then be presented to the Board.

Mr. DeMatteis asked if the study on the intersection mentioned if Camino Del Mar and A1A would be affected.

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Mr. Peugh responded that it did not that he can recall, however FDOT has recently indicated they have plans to install traffic signal poles at Camino Del Mar and A1A.

Update on the Reclaimed Line Replacement

Mr. Peugh informed the Board that the contractor for the reclaimed line project is in the process of applying for the County Right-of-Way Permit associated with project activities proposed along Jungle Hut Road and materials have been ordered.

Mr. Porter asked if Mr. Ponitz has heard anything from FEMA.

Mr. Ponitz responded that he uploaded the Notice to Proceed, contract and the schedule last week and asked for a status update, however he has not seen a response yet.

Mr. Peugh suggested inviting FEMA to the next construction meeting.

Discussion on Boundary Fence

Mr. Chiumento updated the Board on the lawsuit a fence contractor filed in small claims court against the District, stating that the District has filed a motion to dismiss.

B. Resolution 2024-02, Authorizing Execution of the Statewide Mutual Aid Agreement

Mr. Peugh informed the Board that the County has requested the District sign an updated form of the Statewide Mutual Aid Agreement, which allows the District to get mutual aid between the cities and counties throughout the State.

On MOTION by Mr. Vohs seconded by Mr. Crahan with all in favor Resolution 2024-02, authorizing execution of the Statewide Mutual Aid Agreement was approved.

Mr. Porter asked if the District has an emergency operations plan.

Mr. Peugh responded that there is a current plan for the water and wastewater plants. There are contracts in place with all the chemical suppliers and all tanks are topped off prior to a hurricane.

FIFTH ORDER OF BUSINESS

Staff Reports

Attorney

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Mr. Chiumento stated that he is still waiting on the county to finalize the deed for the properties at the four-way intersection.

C. Engineer - Report

A copy of the engineer's report was included in the agenda package for the Board's review.

Mr. Porter stated that FEMA has a debris removal process in which the District can be reimbursed for those expenses that are documented.

Mr. Ponitz stated that he and Mr. Peugh are going through the F-ROC process which will review the District's readiness to address emergency situations and assign a score based on feedback to Assessment and Requests for Information (RFIs) that Mr. Ponitz has uploaded to their system. The opt-in process allows agencies to receive advanced funding as needed whenever there is a declared emergency and damage has occurred. If extensive debris removal is needed, the District may be able to piggyback on Flagler County contracts to address it that way.

Manager

Bridge Report

Mr. Peugh reported that vehicle trips were up 1%, and revenue was down 8% from February of last year.

F. Additional Budget Items

Mr. Peugh presented a report of unbudgeted expenses, including RO skid feed pump failures, motor repairs to the reclaimed pump station and repairs to wells three and five. He noted the estimate on the RO skid feed pump failure is expected to increase upon acceptance of proposals and eventual costs for repair of inoperable spare pumps. He also informed the Board there was a P-Trap installed in the water plant scrubber line, which was preventing use of a jetter and cleaner in the pipe. The repair is in process with a manhole to be installed in the next four to six weeks, which will cost another \$10,000 to \$15,000.

Miscellaneous Items

Mr. Peugh stated that he hopes to have Mike Holzem attend the meeting next month to go over the investments. He also informed the Board he was served regarding a complaint of an

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alleged accident on the bridge. Next, he stated that the Hammock Dunes Owners Association social committee has asked for permission shut down Hammock Dunes Parkway for a 5K race to raise funds for Matanzas High School athletics from 8:00 a.m. to 11:00 a.m. The race will start at the parking lot at 2 Camino Del Mar and finish at Ocean Hammock.

Mr. Crahan stated that there are no other exits for some areas of the community.

Mr. DeGovanni commented that other concerns are liability, and who would be responsible for hiring the Sheriff's Office to police the event.

Mr. Peugh stated that he will tell the owner's association they cannot shut down the Parkway or use the cart path for the race.

E. Reminder of Upcoming Election

A letter from the Flagler County Supervisor of Elections regarding the improvements made to the voting process for the District's election was included in the agenda package for the Board's review.

Mr. Peugh stated that the Property Appraiser has revised the District's boundary to remove the parcel near 16th Road and provided a new sketch of the revised boundary.

SIXTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

Mr. DeMatteis stated that he received an email from the Florida Association of Special Districts regarding the ethics training and asked if the District pays for the training.

Mr. Peugh stated that he does not believe the District is a member of the association.

Mr. Mossing stated that it is a Board decision as to whether an item such as this would be a cost of the District. He will look into what other districts are doing.

There were no audience comments.

SEVENTH ORDER OF BUSINESS

Financial Reports

F. Balance Sheet & Income Statement

G. Assessment Receipts Schedule

H. Approval of Check Register

Copies of the financial statements as of January 31, 2024 were included in the agenda package for the Board's review along with a copy of the check register totaling \$333,773.60.

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

EIGHTH ORDER OF BUSINESS


Next Scheduled Meeting: April 12, 2024 at 9:30 a.m. at the Dunes Administrative Office, 101 Jungle Hut Road, Palm Coast, Florida

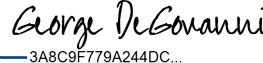
Mr. Crahan, Mr. Vohs and Mr. DeMatteis each stated their intent to run for election for the Board in the upcoming general election.

NINTH ORDER OF BUSINESS

Adjournment

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

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Secretary/Assistant Secretary

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Chairman/Vice Chairman