

Minutes of Meeting  
Durbin Crossing  
Community Development District

The regular meeting of the Board of Supervisors of the Durbin Crossing Community Development District was held Monday, August 27, 2018 at 6:00 p.m. at the Durbin South Amenity Center, 145 South Durbin Parkway, Jacksonville, Florida.

Present and constituting a quorum were:

Peter E. Pollicino	Chairman
Tim Brownlee	Vice Chairman
Sarah Gabel Hall	Supervisor
Jason Harrah	Supervisor
Debbie Driscoll	Supervisor

Also present were:

Dave deNagy	District Manager by telephone
Mike Eckert	District Counsel
Michelle Rigoni	Hopping Green & Sams
Stephen Howell	Vesta/Amenity Services Group
Dan Fagen	Vesta/Amenity Services Group
Margaret Alfano	Vesta/Amenity Services Group by telephone
Daniel Laughlin	GMS

The following is a summary of the discussions and actions taken at the August 27, 2018 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Pledge of Allegiance**

Mr. Laughlin called the meeting to order at 6:00 p.m. and led the pledge of allegiance.

**SECOND ORDER OF BUSINESS**

**Roll Call**

Mr. Laughlin called the roll.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS      Affidavit of Publication**

A copy of the affidavit of publication of the public hearings was included in the agenda package.

**FIFTH ORDER OF BUSINESS                      Discussion of Matters Related to U.S. Bank  
Litigation**

Mr. Pollicino stated as of about two hours ago I was informed that the agreement has been executed by all parties and we are just waiting for the wire transfer of funds, which should occur shortly. Scott Clark will advise as soon as the wire transfer takes place.

Ms. Hall joined the meeting at this time.

**SIXTH ORDER OF BUSINESS                      Approval of Consent Agenda**

- A.    Approval of Minutes of the July 23, 2018 Meeting**
- B.    Balance Sheet and Statement of Revenues and Expenses**
- C.    Assessment Receipt Schedule**
- D.    Impact Fee Summery Report**
- E.    Check Register**

On MOTION by Mr. Brownlee seconded by Ms. Driscoll with all in favor the consent agenda items were approved.

**SEVENTH ORDER OF BUSINESS                      Public Hearing to Adopt the Budget for  
Fiscal Year 2019**

- A.    Consideration of Resolution 2018-04 Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2019**

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the public hearing was opened.

Mr. Pollicino asked were there any changes made since the last time we discussed this?

Mr. deNagy responded no.

There being no public comment,

On MOTION by Mr. Brownlee seconded by Ms. Driscoll the public hearing was closed.

On MOTION by Mr. Harrah seconded by Mr. Brownlee with all in favor Resolution 2018-04 was adopted, approving Annual Appropriations and Adopting the Budget for Fiscal Year 2019.

**B. Consideration of Resolution 2018-05 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2019**

On MOTION by Ms. Hall seconded by Mr. Pollicino with all in favor the public hearing was opened.

There being no public comment,

On MOTION by Mr. Brownlee seconded by Mr. Harrah with all in favor the public hearing was closed.

On MOTION by Mr. Harrah seconded by Mr. Brownlee with all in favor Resolution 2018-05 was adopted, approving Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2019.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Easement Encroachment, 224 Willow Winds Parkway**

Ms. Rigoni stated in previous requests for release of easements there were no problems with the district continuing to access the ponds to maintain them. In this case there is a slight deviation from that in that there is no alternative access point. Keep in mind that when private property owners want to do something with their property, we can't necessarily prohibit them from doing so, if it does not interfere with the District's easement rights. In the spirit of working with the homeowners and still protecting the district's interest in accessing the pond, I would ask the board to authorize staff to work with the homeowners to protect our interest in that regard.

Mr. Harrah stated if we move forward with something they would put a gate in, we would have access to the gate and the aquatic people can get to through with the boat with no problem.

Mr. Eckert stated I will tell you that you can do that ten times in the community and it is not going to work ten times. Somebody is going to lock the gate, somebody is going to tell you

their dog ran off and you are going to have those issues to deal with. The time you have done it has worked with that current homeowner.

Mr. Brownlee stated it looks like the easement is all on their property.

Mr. Eckert stated the easement is split between the requesting homeowners' lot and the adjacent lot.

Mr. Pollicino asked Dave, can you draft a response to the resident asking them to attend the next meeting to address concerns of access?

Mr. deNagy responded yes. I will reply and let them know we need more information.

Mr. Eckert stated we got this through the HOA, not the homeowner, so we will get their information from the HOA.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Ms. Rigoni stated special districts like ours and public entities in general are subject to the provision of the American with Disabilities Act and public websites are considered public facilities. As of late we have seen some lawsuits being filed against public entities for non-accessible public websites. We have been taking measures to try to make the website more accessible. The difficulty is that there is no federal rule that says one way or another how to be compliant. However, there are guidelines established, there are tools available that we can implement that will help us bring the website to ADA compliance. We are aware of it and we are working on it and have taken the steps that we can at this time.

**B. District Engineer**

Mr. Harrah stated going north on St. Johns Parkway coming into Long Leaf you see barrels are still there. My understanding is they are going to be encroaching on the median there to put in another turn lane. I don't know if that gets into our monument.

Mr. Howell stated they are going to punch out that front ten feet where the annual beds are.

**C. District Manager – Discussion of the Fiscal Year 2019 Meeting Schedule**

Mr. Laughlin stated you have a copy of the proposed fiscal year 2019 meeting schedule in the agenda package.

On MOTION by Mr. Brownlee seconded by Mr. Harrah with all in favor the fiscal year 2019 meeting schedule was approved reflecting meetings on the fourth Monday of the month with the exception of December 2018 and May 2019 which will be held on the third Monday.

**D. General Manager - Report**

Ms. Alfano reviewed her report, copy of which was included in the agenda package.

**E. Operations Manager - Report**

Mr. Howell gave an overview of the field operation manager's report, copy of which was included in the agenda package.

**TENTH ORDER OF BUSINESS**

**Other Business**

Mr. deNagy stated back in February we had a person interested in the 70+ acres around the pond at the top of 2209 and Racetrack Road, there is a renewed interest in that parcel now.

Ms. Rigoni stated Mike reached back out to that person asking whether we would be interested in offering that parcel and we have asked him to come back with a generous proposal and we have not received anything yet.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

Mr. Brownlee stated I think we should look at options for using North for something other than girl scouts and boy scouts and meetings. We have this big meeting room here. It is the perfect place to put fitness machines up there for North especially with the townhomes coming in, they would go to North before they came all the way around down here. I think we should look at our options, we don't have to do anything, but it should be on the table as an option. Look at the square footage and what we can get in there. We are definitely running out of space.

Ms. Alfano stated we will look at that and bring it back to you next month.

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Durbin Crossing CDD

Mr. Harrah stated it is do something here, do something there or maybe both but the best way to deal with fitness equipment is to reduce the demand on it.

Mr. Laughlin stated I printed out the water quality monitoring program and it will be on the agenda for the next meeting.

**TWELFTH ORDER OF BUSINESS**

**Next Scheduled Meeting – September 24,  
2018 @ 6:00 p.m. at the Durbin South  
Amenity Center**

Mr. Laughlin stated the next meeting is scheduled for September 24, 2018 at 6:00 p.m. in this location.

On MOTION by Mr. Brownlee seconded by Ms. Driscoll with all in favor the meeting adjourned at 6:56 p.m.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman