

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, January 28, 2019 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:

|                   |                              |
|-------------------|------------------------------|
| Daniel Laughlin   | District Manager             |
| Dave deNagy       | GMS                          |
| Mike Eckert       | District Counsel             |
| Stephen Howell    | Vesta/Amenity Services Group |
| Margaret Alfano   | Vesta/Amenity Services Group |
| Danielle DeMarco  | Vesta/Amenity Services Group |
| Several Residents |                              |

The following is a summary of the discussions and actions taken at the January 28, 2019 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 and led the pledge of allegiance.

**SECOND ORDER OF BUSINESS**

**Roll Call**

Mr. Laughlin called the roll.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

Mr. Desiderio stated I have a question on the parking lots.

Mr. Laughlin stated that item is on the agenda and we can address it under that item.

**FOURTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of Minutes of the November 26, 2018 Meeting**
- B. Balance Sheet and Statement of Revenues and Expenses**
- C. Assessment Receipt Schedule**
- D. Impact Fee Summery Report**
- E. Check Register**

Mr. Brownlee stated on page seven at the top of the page there is a motion for approval that does not state who made the motion.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the consent agenda items including the minutes as amended were approved.

**FIFTH ORDER OF BUSINESS**

**Ratification of Agreement with Pars Construction Services, LLC for Construction of Parking Lots**

Mr. Eckert stated we had an issue where the initial contractor was not able to perform, we reached out to an alternate vendor that they have worked with before and who came highly recommended. That contract has been executed and is before you for ratification. I do want to make sure we have the audience comment about it.

Mr. Laughlin opened the floor for public comment.

There being none.

On MOTION by Mr. Pollicino seconded by Mr. Harrah with all in favor the agreement with Pars Construction Services, LLC was ratified.

**SIXTH ORDER OF BUSINESS**

**Ratification of ETM Work Authorization No. 38 for Engineering Services Related to Parking Lot Expansions**

Mr. Laughlin stated the next item is ratification of the ETM work authorization no. 38 for services related to the parking lot expansions.

Mr. Harrah stated this is for ETM to assist with the electrical layouts, landscaping plans and all of that and it is strictly related to the parking lot expansion.

Mr. Eckert stated yes.

On MOTION by Mr. Harrah seconded by Ms. Driscoll with all in favor work authorization no. 38 with ETM was ratified.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Dolphins Swim Team Agreement**

Ms. Alfano stated Meredith, the president of the Dolphins swim team is present and as you know we worked very hard and realized the sharing of our amenities is our first and foremost concern. Last year we were lucky enough to have 174 participants in the Durbin Dolphins Swim Team and they were all resident members. We have worked very hard and gone over this with a fine-tooth comb. We are not changing any of the schedules from last year as we found it to be successful and we will continue to post all the swim practices times, etc. in the newsletter. The only change this year is the addition of a fourth swim meet. The Dolphins have done a great job in the past of asking the league for special dispensation that we could only have three meets here and this year they are asking for four.

On MOTION by Ms. Hall seconded by Ms. Driscoll with all in favor the agreement with the Dolphins Swim Team was approved.

**EIGHTH ORDER OF BUSINESS**

**Acceptance of the Fiscal Year 2018 Engagement Letter with McDirmit Davis for Audit Services**

Mr. Laughlin stated the revised copy of the audit engagement letter is in front of you and includes comments from counsel.

Mr. Eckert stated we identified several things the law required to be in that audit letter. They are really more administrative and housekeeping matters that the statute requires to be in there. There wasn't anything in terms of price or anything like that, that we were concerned about. We are recommending that you approve the form you have in front of you.

On MOTION by Mr. Harrah seconded by Mr. Brownlee with all in favor the revised engagement letter with McDirmit Davis to perform the fiscal year 2018 audit was approved.

**NINTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Mr. Eckert stated I will defer my report until after Daniel gives his. There is one item he is going to mention that I am going to expand on a little.

**B. District Engineer**

There being none, the next item followed.

**C. District Manager**

Mr. Laughlin stated the 2016-1 Bonds have been paid off.

Mr. Eckert stated those are the bonds that actually were in default status because of the commercial property. It is a great result for the district to get those paid off. As you will recall you extended them some time ago. They weren't actually due for a few more years but they get paid down as property gets developed. We do anticipate there will be some additional revenue coming into the district and we are currently analyzing that to figure out what that revenue can be used for. We will have a report for you at the February or March meeting. It is not something I would count into your budgeting process yet because it will be trickling in and hard to predict when that comes. That is great news to get those bonds paid off. That means that out of the four bond issues the district did in 2005 and 2006, there is only one more outstanding and that is the 2005, which you refinanced for a significant savings for the residents over the last couple of years.

Mr. Laughlin stated the State Board of Administration account has been set up and the money has been put in there and at the end of this month I should receive a statement, which will tell me the return that I will bring to the next meeting.

**D. General Manager - Report**

Ms. Alfano reviewed her report, a copy of which was included in the agenda package along with a PowerPoint presentation on the parking lots followed by questions and comments

from the residents that included a request for better communication and to have lines painted on the tennis courts to be able to play pickleball.

The board took the following action on items listed in the general manager's report.

On MOTION by Mr. Pollicino seconded by Mr. Brownlee with all in favor staff was authorized to proceed with the dumpster relocation in an amount not to exceed \$10,000.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor staff was authorized to proceed with the parking lot lighting in an amount not to exceed \$20,000.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the chairman was authorized to work with staff to obtain additional quotes for required landscaping for the new parking lots in an amount not to exceed \$25,000 and execute a contract if needed before the March meeting, and if not the bids will be brought back before the board for consideration.

On MOTION by Mr. Harrah seconded by Ms. Hall with all in favor staff was authorized to contract for capping existing irrigation that will be under the parking lots and installing new irrigation for the islands in an amount not to exceed \$12,000.

On MOTION by Ms. Hall seconded by Ms. Driscoll with all in favor staff was authorized to proceed with the installation of the footers, concrete, etc. for the new picnic pavilion in an amount not to exceed \$7,500.

On MOTION by Mr. Harrah seconded by Mr. Brownlee with all in favor a change order to delete the parking space wheel stops and have the curbing match the existing portion of the parking lot for an increase of \$2,500 was approved.

It was the consensus of the board to authorize staff to close the south pool at noon April 13<sup>th</sup> for the day to accommodate a performance of the Jacksonville Symphony.

**E. Operations Manager - Report**

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

**ELEVENTH ORDER OF BUSINESS      Supervisor's Requests and Audience Comments**

Ms. Hall stated R&D has done a good job staying off the sidewalks, but I have noticed that they are blocking a lane in traffic when everyone is trying to go to school. Can they do that later?

Ms. Alfano stated yes.

Mr. Desiderio asked do you know the timeframe for the playground?

Ms. Alfano stated I would think that would be at the very beginning of the fiscal year; the fall of next year.

Mr. Harrah stated that is our next capital improvement, our parking lots are done in April and the next big capital improvement is heating the pool this fall or winter and the other thing is the playground so fall/winter of 2019 we will have two major improvements. We talked about small TVs for the pool facilities and we will talk about that at the March meeting.

A resident stated I know lighting basketball courts is an issue with management companies but on Fridays we have Food Truck Friday and we have 50 to 60 kids out playing, half in the field and half on the court and at 6:45 the sun is down and they are kicking them off the court and they don't have anywhere to play. In the summertime when we have extended light hours nobody wants to play basketball during the day because it is too hot so they play basketball in the evening. There are more kids in the neighborhood who play basketball than play tennis or any of the other things that kids do at that age, from 8 – 18. If we are concerned about non-residents coming in forget that.

Mr. Pollicino stated all I know is the feedback that we have from Vesta that manages many communities they have some that installed lights in the basketball courts and they have since removed them because of complaints from residents.

Mr. Harrah stated north is out of the question due to the proximity of the homes but for south, the question is we don't want people out until 10 or 11 at night but there are a lot of kids that come to Food Truck Friday and if you don't let them play basketball they are doing something else they probably shouldn't be doing. Is it possible with the lighting plan we are doing for the parking lot to add a couple lights that shut off at 8 or 9 at night when all the food

trucks are leaving to give those kids a venue to play basketball? I know it is an issue we talked about but there is a group of kids in the 12-13 year old range that would love an opportunity to play.

Ms. Alfano stated we can bring it back if you like.

Mr. Eckert stated I had a community that put in lights and then took out the lights. It was a combined tennis and basketball and the reasoning was that the box to turn on the lights, we locked it, they broke the lock, we put better locks on, they used crowbars to pry it open to be able to turn on the lights to play at 11 or midnight and finally the board said we are spending a lot of money on securing the power source. I say this only to suggest that you think about where your controls are when you put it out there so that if you can have that more secure you will eliminate some of the issues that the other District was dealing with.

Mr. Pollicino stated I would be in a different spot if it were fenced in and we had control but being open like this I think we are asking for trouble.

Ms. Hall stated we can turn it off if they don't behave.

Ms. Alfano stated we worked this past Friday night to see what is happening out there and basketball is the draw. I'm not saying it can't be done, but be wise and think of all the aspects and go from there.

Mr. Harrah stated we can get a cost on it and then make a decision.

#### **TWELFTH ORDER OF BUSINESS**

**Next Scheduled Meeting – February 25, 2019  
@ 6:00 p.m. at the Durbin South Amenity  
Center**

Mr. Laughlin stated the next meeting is scheduled for February 25, 2019 at 6:00 p.m. at the same location.

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| On MOTION by Mr. Brownlee seconded by Mr. Pollicino with all in favor the meeting adjourned at 7:57 p.m. |
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Secretary/Assistant Secretary

  
Chairman/Vice Chairman