

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, February 25, 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
Michelle Rigoni	District Counsel
Stephen Howell	Vesta/Amenity Services Group
Dan Fagen	Vesta/Amenity Services Group
Margaret Alfano	Vesta/Amenity Services Group
Danielle DeMarco	Vesta/Amenity Services Group
Katie Cabanillas	Aquatic Systems
Buddy Tate	R&D Landscaping
Members of the public	

The following is a summary of the discussions and actions taken at the February 25, 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 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**

**Approval of Consent Agenda**

- A. Approval of Minutes of the January 28, 2019 Meeting**
- B. Balance Sheet and Statement of Revenues and Expenses**
- C. Assessment Receipt Schedule**
- D. Check Register**

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

**FIFTH ORDER OF BUSINESS**

**Discussion of Lake Maintenance Services**

Ms. Cabanillas stated I am with Aquatic Management. Our company was recently bought by another aquatic maintenance company, but the services will be performed by the same people. Lasts year we stocked all the ponds and we will restock some ponds this year to help with the aquatic weed infestation. We stocked grass carp without charge but if we stock Tilapia, which is now allowed, there would be a charge. Pond 37 has had algae issues and we gave you a proposal for aeration that will help with the algae.

Discussion ensued regarding options for pond 37 maintenance.

Ms. Cabanillas was directed to come back to the next meeting with the cost for electrical aerator and with proposed savings on chemicals resulting from such maintenance.

**SIXTH ORDER OF BUSINESS**

**Other Business**

Mr. Harrah stated reach out to George and see if he has new traffic counts for the intersection in front of Longleaf. We need to keep track of that because I talked to the county administrator last week and when we hit a certain traffic count they will consider a stoplight but in the interim potentially putting in a button that you push and it lights up so the kids can walk across would be a possibility. Have him update us every year on the traffic count.

Ms. Driscoll stated there are representatives of R&D here and I wanted to touch base with you because I think there has been some changes in management out here or is someone new coming on board?

Mr. Tate stated there were some changes a few months ago in the management of our company. Tom Rowand who started R&D is no longer with the company and I have taken over his role as the operations manager and my eyes will be out here just as his were and Mike will continue to service the property.

The board directed the contractor to review the contract and the hours that are supposed to be dedicated to Durbin Crossing and come back to the next meeting and address the hours to be spent on irrigation.

Mr. Brownlee stated at the end of Longleaf where they are doing construction I saw a sprinkler head sitting on the ground where they took out part of the island. Was that our sprinkler head they pulled out?

Mr. Howell stated it was a riser that they were supposed to remove. We cut it off before they started.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Ms. Rigoni stated the Florida Legislature is in session and we do monitor the session on CDD business, and we will come back with updates, if any, impacting the District business.

**B. District Engineer**

Mr. Katsaras was not present at the meeting.

Mr. Laughlin stated I will reach out to the engineer on the traffic counts.

**C. District Manager**

Mr. Laughlin stated I got the first return on the SBA account and we are on track for 2.67% API.

**D. General Manager - Report**

Ms. Alfano reviewed her report, copy of which was included in the agenda package and presented and discussed the following proposals after which the board took the following action.

On MOTION by Mr. Pollicino seconded by Mr. Brownlee with all in favor staff was authorized to proceed with the contract for the relocation of the new dumpster bay in an amount not to exceed \$7,000.

On MOTION by Mr. Pollicino seconded by Mr. Harrah with all in favor the change order for the streetlighting project in the amount of \$4,245 was approved.

On MOTION by Mr. Pollicino seconded by Mr. Harrah with all in favor staff was authorized to proceed with striping one tennis court for pickle ball at the north amenity center in an amount not to exceed \$1,000.

On MOTION by Mr. Pollicino seconded by Mr. Harrah with all in favor staff was authorized to purchase and install an outdoor Smart TV at the north and south amenity centers in an amount not to exceed \$3,000.

On MOTION by Ms. Driscoll seconded by Mr. Harrah with all in favor six additional staff hours to work on the nights of the food truck events were approved in an amount not to exceed \$1,116.

Mr. Williams stated the food trucks is the place to be on Friday nights. Since they don't have to pay to be here like in other areas, I think they should clean up a certain area because they are making money here. They should put out extra trashcans as well.

Ms. Alfano stated they do that; they bring their own trashcans and clean up their areas and do not use our dumpsters.

Mr. Williams stated lighting the basketball court would illuminate not only the court but the field as well.

Ms. Alfano stated our numbers have grown and we need to deal with that.

Mr. Rodgers stated Ms. Alfano does a great job on the newsletter. People love the food trucks and maybe say something in the newsletter to remind people to pick up their trash.

Ms. Donnelly stated when we had security driving around and kicking kids off the basketball court all they did was jump on their bikes and go to North Durbin and play in the dark. I don't know if that still happens.

**E. Operations Manager - Report**

**1. Report**

Mr. Howell gave an overview of the field operation manager’s report, copy of which was included in the agenda package and presented a proposal to fix the drainage issue in the Ravensbury area. The proposal included drainage from three private properties and that portion was not approved.

On MOTION by Mr. Harrah seconded by Mr. Brownlee with all in favor the proposal to install drain pipe and a 24” catch basin to fix the drainage issue in the Ravensbury area in the amount of \$7,990 was approved.

**2. Vertex Aeration Proposal**

This item was tabled

**EIGHTH ORDER OF BUSINESS**

**Supervisor’s Requests and Audience Comments**

Ms. Rigoni stated I want to bring up the drainage issue again. My colleague had prepared a cost share agreement between the homeowners and the CDD to fix a drainage problem in a similar situation and if the board would like us to I can look into drafting something similar.

Mr. Harrah stated let’s fix our problem and if they want to tie into it later they can. I wouldn’t go down that road.

**NINTH ORDER OF BUSINESS**

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

Mr. Laughlin stated our next meeting is March 25, 2019 at 6:00 P.M. in the same location.

ON MOTION by Mr. Brownlee seconded by Mr. Harrah with all in favor the meeting adjourned at 8:17 p.m.

February 25, 2019

Durbin Crossing CDD

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman