

*Durbin Crossing Community
Development District*

JULY 27, 2020

AGENDA

Durbin Crossing Community Development District

475 West Town Place
Suite 114
St. Augustine, Florida 32092
www.durbincrossingcdd.com

July 20, 2020

Board of Supervisors
Durbin Crossing Community Development District

Dear Board Members:

The Durbin Crossing Community Development District Board of Supervisors Meeting is scheduled for **Monday, July 27, 2020 at 6:00 p.m.** at the Durbin Crossing South Amenity Center, 145 South Durbin Parkway, St. Johns, Florida 32259, with Zoom telephone/video conference technology available as an alternative to attend the meeting remotely - <https://zoom.us/j/92004495456> or by phone: (646) 876-9923; Meeting ID 920 0449 5456.

Following is the advance agenda for the meeting:

- I. Pledge of Allegiance
- II. Roll Call
- III. Audience Comments
- IV. Approval of Consent Agenda
 - A. Approval of Minutes of the June 22, 2020 Meeting
 - B. Balance Sheet and Statement of Revenues & Expenses
 - C. Assessment Receipt Schedule
 - D. Check Register
- V. Acceptance of Engagement Letter from Berger, Toombs, Elam, Gaines & Frank for Fiscal Year 2020-2024 Audit Services
- VI. Discussion of the Fiscal Year 2021 Budget
- VII. Consideration of St. Johns County Property Appraiser Indemnification Agreement

- VIII. Staff Reports
 - A. Landscape Maintenance Report
 - B. District Counsel
 - C. District Engineer
 - D. District Manager
 - E. General Manager – Report
 - F. Operations Manager – Report
 - G. Amenity Manager – Report
- IX. Supervisors’ Request and Audience Comments
- X. Next Scheduled Meeting – August 24, 2020 at 6:00 p.m. at the Durbin South Amenity Center
- XI. Adjournment

I look forward to seeing you at the meeting. If you have any questions, please feel free to call.

Sincerely,

Daniel Laughlin

Daniel Laughlin
District Manager

FOURTH ORDER OF BUSINESS

A.

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, June 22, 2020 at 6:03 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 (by Zoom)
Jason Harrah	Supervisor
Debbie Driscoll	Supervisor

Also present were:

Daniel Laughlin	District Manager (by Zoom)
Mike Eckert	District Counsel
George Katsaras	District Engineer (by Zoom)
Stephen Howell	Vesta/Amenity Services Group
Danelle DeMarco	Vesta/Amenity Services Group
Todd Myhill	Vesta/Amenity Services Group
Jay King	Vesta/Amenity Services Group
Shane Blair	VerdeGo (by Zoom)

The following is a summary of the discussions and actions taken at the June 22, 2020 meeting.

FIRST ORDER OF BUSINESS

Pledge of Allegiance

Mr. Laughlin called the meeting to order at 6:03 p.m. and stated the meeting is being held at the Durbin South Amenity Center and via Zoom teleconferencing, he then 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 May 18, 2020 Meeting**
- B. Balance Sheet and Statement of Revenues and Expenses**
- C. Assessment Receipt Schedule**
- D. Check Register**

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

FIFTH ORDER OF BUSINESS

Consideration of Policy Regarding Political Campaign Activities at District Facilities

Mr. Eckert outlined the policy, a copy of which was included in the agenda package.

On MOTION by Mr. Brownlee seconded by Mr. Pollicino with all in favor the policy regarding political campaign activities at district facilities was approved.

SIXTH ORDER OF BUSINESS

Acceptance of the Minutes of the May 18, 2020 Audit Committee Meeting

On MOTION by Mr. Pollicino seconded by Mr. Brownlee with all in favor the minutes of the May 18, 2020 audit committee meeting were accepted.

SEVENTH ORDER OF BUSINESS

Acceptance of Fiscal Year 2019 Audit

Mr. Laughlin gave an overview of the fiscal year 2019 audit, which is a clean audit with no current year findings and no recommendations.

On MOTION by Mr. Brownlee seconded by Mr. Pollicino with all in favor the fiscal year 2019 audit was accepted.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Landscape Maintenance Report

Mr. Blair stated we discussed the Bermuda and how to turn it around and I have selected an area along with our vendor, north and south of the north amenity center along the roadway about a 200 yard stretch on either side we are going to do some additional services at VerdeGo's cost to try to get that area to turn around. The rest of the Bermuda has improved significantly since our last meeting. I'm still waiting on the results of the soil sample from Heron's Nest to find out why all that material died and I'm hoping to have that back in the next couple days so we can get that material replaced.

The following issues were brought to Mr. Blair's attention: mowing around light poles, placement of sprinkler heads, mowing of Sanctuary Drive.

B. District Counsel

Mr. Eckert stated the board may be aware that senate bill 1466 reduces your website requirements. The district would no longer have to post its audit on the website so long as you provide a link to the most recent audit maintained on the Auditor General's website. Also, your public facilities report and meeting or workshop materials no longer have to be on the website. It was approved by the legislature and sent to the governor last week and the governor can sign it, veto it or it will become law without his signature. If it becomes law, it is effective July 1, 2020. The other portion of senate bill 1466 relates to Amendment 12 that says that no board members shall abuse their public position to gain a disproportionate benefit. It clarifies the laws under which CDDs operate post adoption of Amendment 12.

Staff was directed to get the cost of posting documents on the website and report back to the board.

C. District Engineer

Mr. Katsaras stated on the traffic signal it is my understanding that the county was expecting the bids back about a week ago and I don't yet know the results of the bid. Once they get the bids and everything looks okay, I assume they will go to the notice to proceed in July and it will probably be a year to construct. We think the signal will be operational right before the 2021/2022 school year.

Steve made me aware of some pond bank issues behind some homes on Ashfield Way and Durbin Crossing North. We looked at it and it is not typical bank erosion where water goes over a bank and causes erosion at the top of bank, it is near the water level. I think what is happening is with the water going up and down with drought then rain and this particular pond must get a lot of wave action from the wind, the erosion is occurring at the water level. I want to get a geotechnical engineer to look at it and I have a proposal from ECS to do that. I can repair this bank, but I want to make sure that we do it right and just not put material back and then have the same issue. Steve has the proposal and he will present it in his report.

D. District Manager

There being none, the next item followed.

E. General Manager - Report

Mr. Myhill reviewed the general manager's report, copy of which was included in the agenda package.

F. Operations Manager - Report

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

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the proposal from ECS Florida, Inc. for pond bank inspection in the amount of \$1,200 was approved subject to review by district counsel.

Staff was directed to have the North Durbin Parkway fixed, with new sod, bushes, mulch or whatever they feel will fix the area.

G. Amenity Manager – Report

A copy of the amenity manager's report was included in the agenda package.

NINTH ORDER OF BUSINESS

**Supervisor's Requests and Audience
Comments**

There being none, the next item followed.

TENTH ORDER OF BUSINESS

**Next Scheduled Meeting – July 27, 2020 @
6:00 p.m. at the Durbin South Amenity Center**

Mr. Laughlin stated our next scheduled meeting is July 27, 2020 at 6:00 p.m. We will notice appropriately if we will be holding the meeting onsite or if the executive order is extended and we continue doing Zoom. Either way we will let you know and notice it appropriately.

Mr. Pollicino stated I will not be here for that meeting.

On MOTION by Mr. Harrah seconded by Ms. Driscoll with all in favor the meeting adjourned at 7:09 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Durbin Crossing
Community Development District
Unaudited Financial Reporting

June 30, 2020

Durbin Crossing
Community Development District
Combined Balance Sheet
June 30, 2020

	<i>Governmental Fund Types</i>			<i>Totals</i>
	<i>General Fund</i>	<i>Debt Service</i>	<i>Capital Reserve Fund</i>	<i>(Memorandum Only) FY 20</i>
<u>Assets:</u>				
Cash	\$246,670	---	\$259,269	\$505,939
Investments:				
<u>Series 2017A1</u>				
Reserve	---	\$1,341,300	---	\$1,341,300
Interest	---	---	---	\$0
Revenue	---	\$722,866	---	\$722,866
Prepayment	---	\$21,734	---	\$21,734
Cost of Issuance	---	\$11,019	---	\$11,019
<u>Series 2017A2 Term Bond 1</u>				
Reserve	---	\$132,425	---	\$132,425
Interest	---	---	---	\$0
Prepayment	---	\$1,822	---	\$1,822
<u>Series 2017A2 Term Bond 2</u>				
Reserve	---	\$40,000	---	\$40,000
Prepayment	---	\$766	---	\$766
<u>Operations</u>				
Custody Account	\$689,377	---	---	\$689,377
Due from Capital Reserve	\$1,740	---	---	\$1,740
Due from Other	\$2,865	---	---	\$2,865
Investment - US bank Custody	---	---	\$83,893	\$83,893
Investment - SBA	---	---	\$943,055	\$943,055
SBA - Renewal and Replacement	---	---	\$134,707	\$134,707
Assessment Receivable	---	---	---	\$0
Prepaid Expenses	\$5,388	---	---	\$5,388
<i>Total Assets</i>	<i>\$946,040</i>	<i>\$2,271,932</i>	<i>\$1,420,925</i>	<i>\$4,638,897</i>
<u>Liabilities:</u>				
Accounts Payable	\$31,378	---	\$17,499	\$48,877
Accrued Expenses	\$71,918	---	---	\$71,918
AP Adjustment	\$1	---	---	\$1
Due to General Fund	---	---	\$1,740	\$1,740
<u>Fund Balances:</u>				
Restricted for Debt Service	---	\$2,271,932	---	\$2,271,932
Non-spendable	\$5,388	---	---	\$5,388
Assigned	---	---	\$1,401,686	\$1,401,686
Unassigned	\$837,356	---	---	\$837,356
<i>Total Liabilities and Fund Equity</i>	<i>\$946,040</i>	<i>\$2,271,932</i>	<i>\$1,420,925</i>	<i>\$4,638,897</i>

**Durbin Crossing
Community Development District**

General Fund

Statement of Revenues & Expenditures

For The Period Ending June 30, 2020

	<i>PRORATED</i>			
	<i>ADOPTED</i>	<i>BUDGET</i>	<i>ACTUAL</i>	
	<i>BUDGET</i>	<i>6/30/20</i>	<i>6/30/20</i>	<i>VARIANCE</i>
<u>REVENUES:</u>				
<i>Assessments - Tax Roll</i>	1,879,847	1,879,847	\$1,885,033	\$5,186
<i>Assessments - Direct</i>	56,311	\$56,311	\$56,311	\$0
<i>Interest Income</i>	\$1,300	\$975	\$382	(\$593)
<i>Misc Income</i>	\$22,500	\$16,875	\$20,242	\$3,367
TOTAL REVENUES	\$1,959,958	\$1,954,008	\$1,961,968	\$7,960
<u>EXPENDITURES:</u>				
<u>Administrative</u>				
<i>Supervisor Fees</i>	\$11,000	\$8,250	\$7,000	\$1,250
<i>FICA Expense</i>	\$842	\$632	\$536	\$96
<i>Assessment Roll Administration</i>	\$5,000	\$5,000	\$5,000	\$0
<i>Engineering Fees</i>	\$13,000	\$8,667	\$1,852	\$6,814
<i>Dissemination Fees</i>	\$6,750	\$5,063	\$5,650	(\$588)
<i>Attorney Fees</i>	\$50,000	\$33,333	\$45,403	(\$12,070)
<i>Annual Audit</i>	\$4,100	\$4,100	\$4,100	\$0
<i>Trustee Fees</i>	\$10,800	\$10,800	\$10,388	\$413
<i>Arbitrage</i>	\$1,950	\$750	\$750	\$0
<i>Impact Fee Administration</i>	\$15,000	\$11,250	\$11,250	\$0
<i>Management Fees</i>	\$47,000	\$35,250	\$35,250	(\$0)
<i>Information Technology</i>	\$2,100	\$1,575	\$1,200	\$375
<i>Telephone</i>	\$300	\$225	\$245	(\$20)
<i>Postage</i>	\$1,800	\$1,350	\$1,015	\$335
<i>Printing & Binding</i>	\$1,500	\$1,125	\$764	\$361
<i>Insurance</i>	\$7,500	\$7,500	\$7,232	\$268
<i>Legal Advertising</i>	\$2,000	\$1,500	\$832	\$668
<i>Other Current Charges</i>	\$1,000	\$750	\$523	\$227
<i>Office Supplies</i>	\$150	\$113	\$53	\$60
<i>Dues, Licenses & Subscriptions</i>	\$175	\$175	\$175	\$0
<i>Website Compliance</i>	\$1,200	\$900	\$0	\$900
<i>Administrative Expenses</i>	\$183,167	\$138,307	\$139,217	(\$911)
<u>Amenity Center</u>				
<i>Insurance</i>	\$25,500	\$25,500	\$24,669	\$831
<i>Repairs & Replacements</i>	\$60,000	\$45,000	\$35,754	\$9,246
<i>Recreational Passes</i>	\$4,000	\$3,000	\$0	\$3,000
<i>Office Supplies</i>	\$6,000	\$4,500	\$3,308	\$1,192
<i>Permit Fees</i>	\$2,700	\$2,700	\$2,482	\$218
<u>Utilities</u>				
<i>Water & Sewer</i>	\$31,000	\$23,250	\$26,248	(\$2,998)
<i>Electric</i>	\$31,000	\$23,250	\$21,232	\$2,018
<i>Website</i>	\$2,000	\$1,500	\$295	\$1,205
<i>Cable/Phone/Internet</i>	\$17,500	\$13,125	\$14,735	(\$1,610)
<i>Security System</i>	\$1,000	\$560	\$560	\$0

Durbin Crossing
Community Development District

General Fund

Statement of Revenues & Expenditures

For The Period Ending June 30, 2020

	<i>PRORATED</i>			
	<i>ADOPTED</i>	<i>BUDGET</i>	<i>ACTUAL</i>	
	<i>BUDGET</i>	<i>6/30/20</i>	<i>6/30/20</i>	<i>VARIANCE</i>
<u>Amenity Center Management Contracts</u>				
Managerial	\$163,400	\$122,550	\$136,050	(\$13,500)
Staffing	\$190,500	\$142,875	\$142,875	\$0
Lifeguards	\$65,100	\$18,766	\$18,766	\$0
Refuse Service	\$4,800	\$3,600	\$2,767	\$833
Pool Chemicals	\$19,562	\$14,672	\$17,103	(\$2,431)
Special Events	\$26,000	\$24,462	\$24,462	\$0
Pest Control	\$3,600	\$2,700	\$2,185	\$515
Pressure Washing/Fitness Equip Maint	\$17,000	\$15,604	\$15,604	\$0
Amenity Center Expenses	\$670,662	\$487,613	\$489,096	(\$1,483)
<u>Grounds Maintenance</u>				
Electric	\$5,200	\$3,900	\$3,273	\$627
Water / Reuse	\$275,000	\$206,250	\$216,438	(\$10,188)
Streetlighting	\$71,000	\$53,250	\$51,434	\$1,816
Lake Maintenance	\$55,500	\$41,625	\$38,700	\$2,925
Landscape Maintenance	\$361,620	\$271,215	\$299,915	(\$28,700)
Landscape Contingency	\$40,000	\$30,000	\$51,623	(\$21,623)
Miscellaneous	\$37,000	\$27,750	\$29,652	(\$1,902)
Fuel	\$1,100	\$825	\$807	\$18
Irrigation Repairs	\$15,000	\$11,250	\$14,823	(\$3,573)
Capital Reserve	\$43,709	\$43,709	\$43,709	\$0
Capital Outlay *	\$200,000	\$0	\$0	\$0
Water Quality Monitoring	\$1,000	\$750	\$0	\$750
Grounds Maintenance Expenses	\$1,106,129	\$690,524	\$750,374	(\$59,850)
TOTAL EXPENDITURES	\$1,959,958	\$1,316,444	\$1,378,687	(\$62,244)
<u>Other Financing Sources & Uses</u>				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
Total Other Financing Sources & Uses	\$0	\$0	\$0	\$0
EXCESS REVENUES/(EXPENSES)	\$0	\$637,564	\$583,280	(\$54,284)
Fund Balance - Beginning	\$0		\$259,463	
Fund Balance - Ending	\$0		\$842,743	

Durbin Crossing
COMMUNITY DEVELOPMENT DISTRICT

General Fund
Statement of Revenues & Expenditures
Fiscal Year 2020

REVENUES:

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Total
Assessments - Tax Roll	-	135,132	169,639	1,523,978	-	12,118	39,650	-	4,516	-	-	-	1,885,033
Assessments - Direct	-	-	25,219	4,191	8,418	-	4,405	12,609	1,468	-	-	-	56,311
Interest Income	32	9	5	16	89	149	65	9	8	-	-	-	382
Miscellaneous	11,927	2,835	-	1,340	-	465	2,258	-	1,417	-	-	-	20,242
Interfund Transfer In	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	11,959	137,976	194,863	1,529,525	8,507	12,732	46,378	12,619	7,409	-	-	-	1,961,968

EXPENDITURES:

ADMINISTRATIVE:

Supervisor Fees	1,000	1,000	-	1,000	1,000	-	1,000	1,000	1,000	-	-	-	7,000
FICA Expense	77	77	-	77	77	-	77	77	77	-	-	-	536
Assessment Administration	5,000	-	-	-	-	-	-	-	-	-	-	-	5,000
Engineering Fees	-	-	-	-	-	785	388	679	-	-	-	-	1,852
Dissemination Fees	700	1,000	500	500	500	950	500	500	500	-	-	-	5,650
Attorney Fees	5,699	9,848	1,849	3,001	3,324	7,893	6,536	7,255	-	-	-	-	45,403
Annual Audit	-	-	-	-	-	-	-	-	4,100	-	-	-	4,100
Trustee Fees	5,000	-	-	-	-	-	5,388	-	-	-	-	-	10,388
Arbitrage	-	-	750	-	-	-	-	-	-	-	-	-	750
Impact Fee Administration	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	-	-	-	11,250
Management Fees	3,917	3,917	3,917	3,917	3,917	3,917	3,917	3,917	3,917	-	-	-	35,250
Computer Time	133	133	133	133	133	133	133	133	133	-	-	-	1,200
Telephone	16	27	60	70	-	10	14	20	29	-	-	-	245
Postage	26	51	72	544	29	50	37	18	187	-	-	-	1,015
Printing & Binding	150	207	71	13	161	107	14	41	-	-	-	-	764
Insurance	7,232	-	-	-	-	-	-	-	-	-	-	-	7,232
Legal Advertising	117	81	-	85	85	81	154	229	-	-	-	-	832
Other Current Charges	141	343	220	213	232	(809)	70	58	56	-	-	-	523
Office Supplies	8	8	8	0	9	9	1	1	8	-	-	-	53
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Website Compliance	-	-	-	-	-	-	-	-	-	-	-	-	-
Administrative Expenses	30,639	17,942	8,829	10,803	10,717	14,377	19,478	15,176	11,256	-	-	-	139,217
Insurance	24,669	-	-	-	-	-	-	-	-	-	-	-	24,669
Repairs & Replacements	4,507	5,881	5,551	(1,178)	5,812	5,728	4,516	2,618	2,319	-	-	-	35,754
Recreational Passes	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	93	482	135	35	47	22	694	683	1,118	-	-	-	3,308
Permit Fees	-	-	-	1,557	-	-	-	-	925	-	-	-	2,482
Utilities	3,233	3,095	2,786	2,858	1,406	2,358	2,412	3,579	4,522	-	-	-	26,248
Water & Sewer	2,812	2,635	2,811	2,470	2,711	2,330	2,248	1,815	1,401	-	-	-	21,232
Electric	-	-	-	-	-	295	-	-	-	-	-	-	295
Website	-	-	-	-	-	-	-	-	-	-	-	-	-

Durbin Crossing
COMMUNITY DEVELOPMENT DISTRICT

General Fund

Statement of Revenues & Expenditures

Fiscal Year 2020

	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sept</i>	<i>Total</i>
<i>Cable/Phone/Internet</i>	3,097	2,383	2,383	1,147	1,124	1,231	1,124	1,123	1,124	-	-	-	14,735
<i>Security System</i>	-	-	-	-	-	-	280	-	280	-	-	-	560
<u>Management Contracts</u>													
<i>Managerial</i>	15,117	15,117	15,117	15,117	15,117	15,117	15,117	15,117	15,117	-	-	-	136,050
<i>Staffing</i>	15,875	15,875	15,875	15,875	15,875	15,875	15,875	15,875	15,875	-	-	-	142,875
<i>Lifeguards</i>	-	-	-	-	-	2,630	-	-	16,136	-	-	-	18,766
<i>Refuse Service</i>	1,011	128	245	297	297	294	290	-	205	-	-	-	2,767
<i>Pool Chemicals</i>	1,713	1,713	1,850	1,850	2,002	1,850	2,358	1,916	1,850	-	-	-	17,103
<i>Special Events</i>	4,040	4,804	6,035	3,311	2,298	2,394	377	75	1,128	-	-	-	24,462
<i>Pest Control</i>	145	270	240	240	240	145	270	270	365	-	-	-	2,185
<i>Pressure Washing/Fitness Equip Maint</i>	7,907	-	2,095	364	2,126	1,172	1,206	340	394	-	-	-	15,604
<u>Amenity Center Expenses</u>	84,220	52,383	55,123	43,942	49,055	51,440	46,766	43,411	62,756	-	-	-	489,096
<u>Grounds Maintenance</u>													
<i>Electric</i>	360	348	378	396	419	379	373	324	295	-	-	-	3,273
<i>Water / Reuse</i>	27,880	26,953	25,223	19,023	18,328	15,537	13,846	31,480	38,167	-	-	-	216,438
<i>Streetlighting</i>	5,789	5,704	5,817	5,786	5,868	5,759	5,759	5,758	5,194	-	-	-	51,434
<i>Lake Maintenance</i>	4,300	4,300	4,300	4,300	4,300	4,300	4,300	4,300	4,300	-	-	-	38,700
<i>Landscape Maintenance</i>	30,135	30,135	19,889	36,626	36,626	36,626	36,626	36,626	36,626	-	-	-	299,915
<i>Landscape Contingency</i>	14,525	(170)	1,487	5,050	3,004	13,625	350	2,800	10,952	-	-	-	51,623
<i>Miscellaneous</i>	9,099	4,781	2,825	2,310	1,734	4,810	251	2,917	926	-	-	-	29,652
<i>Fuel</i>	88	79	78	73	93	83	99	93	122	-	-	-	807
<i>Irrigation Repairs</i>	5,501	1,033	108	-	-	6,330	900	294	658	-	-	-	14,823
<i>Capital Reserve</i>	-	-	-	-	-	-	-	-	43,709	-	-	-	43,709
<i>Capital Outlay</i>	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Water Quality Monitoring</i>	-	-	-	-	-	-	-	-	-	-	-	-	-
<u>Grounds Maintenance Expenses</u>	97,676	73,163	60,105	73,564	70,371	87,449	62,505	84,593	140,949	-	-	-	750,374
<u>TOTAL EXPENDITURES</u>	212,536	143,487	124,057	128,309	130,143	153,266	128,748	143,180	214,961	-	-	-	1,378,687
<u>EXCESS REVENUES/(EXPENSES)</u>	(200,577)	(5,512)	70,806	1,401,216	(121,636)	(140,534)	(82,370)	(130,561)	(207,552)	-	-	-	583,280

Durbin Crossing
Community Development District
Debt Service Fund 2017 A1 & A2
Statement of Revenues & Expenditures
For The Period Ending June 30, 2020

	<i>PRORATED</i>		
<i>ADOPTED</i>	<i>BUDGET</i>	<i>ACTUAL</i>	
<i>BUDGET</i>	<i>6/30/20</i>	<i>6/30/20</i>	<i>VARIANCE</i>

Revenues:

Assessments - Tax Roll	\$2,985,626	\$2,985,626	\$2,988,313	\$2,686
Assessments - Direct	\$86,562	\$67,511	\$67,511	\$0
Prepayments	\$0	\$0	\$51,822	\$51,822
Interest Income	\$3,000	\$2,250	\$2,259	\$9

Total Revenues

\$3,075,188	\$3,055,387	\$3,109,905	\$54,518
-------------	-------------	-------------	----------

Expenditures

Series 2017 A-1

Interest 11/1	\$611,241	\$611,241	\$611,241	\$0
Special Call 11/1	\$0	\$0	\$145,000	(\$145,000)
Interest 5/1	\$611,241	\$611,241	\$608,841	\$2,400
Principal 5/1	\$1,470,000	\$1,470,000	\$1,465,000	\$5,000
Principal 5/1 (Prepayment)	\$0	\$0	\$25,000	(\$25,000)

Series 2017 A-2

Interest 11/1	\$114,788	\$114,788	\$114,788	\$0
Special Call 11/1	\$0	\$0	\$20,000	(\$20,000)
Interest 5/1	\$114,788	\$114,788	\$114,231	\$556
Principal 5/1	\$140,000	\$140,000	\$140,000	\$0
Principal 5/1 (Prepayment)	\$0	\$0	\$65,000	(\$65,000)

Total Expenditures

\$3,062,056	\$3,062,056	\$3,309,100	(\$247,044)
-------------	-------------	-------------	-------------

Other Sources/(Uses)

Other Debt Service Cost	\$0	\$0	\$0	\$0
-------------------------	-----	-----	-----	-----

Total Other Sources/(Uses)

\$0	\$0	\$0	\$0
-----	-----	-----	-----

Excess Revenues (Expenditures)

\$13,132	(\$199,195)
----------	-------------

Fund Balance - Beginning

\$780,034	\$2,471,127
-----------	-------------

Fund Balance - Ending

\$793,166	\$2,271,932
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Durbin Crossing
Community Development District
Capital Reserve Funds
Statement of Revenues & Expenditures
For The Period Ending June 30, 2020

	<i>ADOPTED BUDGET</i>	<i>PRORATED BUDGET 6/30/2020</i>	<i>ACTUAL 6/30/2020</i>	<i>VARIANCE</i>
<u>Revenues:</u>				
<i>Capital Reserve Funding - Transfer In</i>	\$43,709	\$43,709	\$43,709	\$0
<i>Capital Project - Transfer In</i>	\$200,000	\$0	\$0	\$0
<i>Miscellaneous Revenue/Interest</i>	\$10,000	\$7,500	\$12,248	\$4,748
<i>Impact Fees</i>	\$0	\$0	\$10,954	\$10,954
<i>Total Revenues</i>	\$253,709	\$51,209	\$66,910	\$15,701
<u>Expenditures</u>				
<i>Capital Outlay</i>	\$200,000	\$150,000	\$37,574	\$112,426
<i>Repair/Replacements</i>	\$0	\$0	\$36,292	(\$36,292)
<i>Total Expenditures</i>	\$200,000	\$150,000	\$73,866	\$76,134
<u>Other Sources/(Uses)</u>				
<i>Interfund Transfer In/(Out)</i>	\$0	\$0	\$0	\$0
<i>Total Other Sources/(Uses)</i>	\$0	\$0	\$0	\$0
<i>Excess Revenues (Expenditures)</i>	\$53,709	(\$98,791)	(\$6,956)	\$91,835
<i>Fund Balance - Beginning</i>	\$1,375,984		\$1,408,641	
<i>Fund Balance - Ending</i>	\$1,429,693		\$1,401,686	

Durbin Crossing
Community Development District
Long Term Debt Report

Series 2017A-1 Special Assessment Refunding Bonds

Interest Rate:	Various
Maturity Date:	5/1/2037
Reserve Fund Definition:	50% MADS
Reserve Fund Requirement:	\$1,341,300
Reserve Fund:	\$1,341,300
Bonds outstanding - 3/31/17	\$37,825,000
Less: May 1, 2017 (Prepayment)	(\$40,000)
Less: May 1, 2018	(\$1,415,000)
Less: May 1, 2018 (Prepayment)	(\$10,000)
Less: November 1, 2018 (Prepayment)	(\$15,000)
Less: May 1, 2019	(\$1,445,000)
Less: May 1, 2019 (Prepayment)	(\$25,000)
Less: November 1, 2019 (Prepayment)	(\$145,000)
Less: May 1, 2020	(\$1,465,000)
Less: May 1, 2020 (Prepayment)	(\$25,000)
Current Bonds Outstanding	\$33,240,000

Series 2017A-2 Special Assessment Refunding Bonds

Interest Rate:	5.00% -6.25%
Maturity Date:	5/1/2037
Reserve Fund Definition:	50% MADS
Reserve Fund Requirement:	\$172,288
Reserve Fund:	\$172,425
Bonds outstanding - 3/31/17	\$4,580,000
Less: May 1, 2018	(\$130,000)
Less: May 1, 2018 (Prepayment)	(\$170,000)
Less: November 1, 2018 (Prepayment)	(\$10,000)
Less: May 1, 2019	(\$130,000)
Less: May 1, 2019 (Prepayment)	(\$25,000)
Less: November 1, 2019 (Prepayment)	(\$20,000)
Less: May 1, 2020	(\$140,000)
Less: May 1, 2020 (Prepayment)	(\$65,000)
Current Bonds Outstanding	\$3,890,000

C.

DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT
Fiscal Year 2020 Summary of Series 2017A1-2 & O&M Assessment Receipts

ASSESSED TO	ASSESSED				RECEIVED				
	# UNITS ASSESSED	SERIES 2017A1-2 DEBT NET	O&M NET	TOTAL NET ASMTS	SERIES 2017A1- 2 DEBT PAID	O&M PAID	TOTAL ASMTS PAID	BALANCE DUE	DATE O&M PAID THROUGH
PRG DURBIN LLC VILLAGE CTR T COMM. (1)	44,561	29,572.19	16,765.25	46,337.44	22,179.14	16,765.25	38,944.39	7,393.05	5/1/2019
PALMS PROFESSIONAL PARK LLC S MIXED USE (1)	49,225	32,667.38	18,520.00	51,187.38	24,500.54	18,520.00	43,020.54	8,166.84	5/1/2019
LONGLEAF CENTER LLC R MIXED USE (1)	40,275	13,962.85	15,152.72	29,115.57	10,472.14	15,152.72	25,624.86	3,490.71	5/1/2019
DURBIN CROSSING STATION T (1)	15,610	10,359.33	5,872.97	16,232.30	10,359.33	5,872.97	16,232.30	-	5/1/2019
NET ASSESSMENTS DIRECT BILL	149,671	86,561.75	56,310.94	142,872.69	67,511.15	56,310.94	123,822.09	19,050.60	
NET ASSESSMENTS TAX ROLL	25,824	2,981,909.58	1,880,993.66	4,862,903.23	2,990,544.74	1,886,501.37	4,877,046.11	(14,142.88)	
TOTAL DISTRICT	175,495	3,068,471.33	1,937,304.60	5,005,775.92	3,058,055.89	1,942,812.31	5,000,868.20	4,907.72	

DIRECT BILL % COLLECTED	78%	100%	87%
TAX ROLL % COLLECTED	100%	100%	100%
TOTAL % COLLECTED	100%	100%	100%

(1) Bulk land owners are on a payment plan. O&M Installments due 50% due 12/1, 25% due 2/1, and 25% due 5/1.

Debt Service is due 75% 4/1 and 25% 9/30

Units include 170,000 square feet of Commercial/Retail/Office

DETAIL OF TAX ROLL RECEIPTS				
ST JOHNS COUNTY DISTRIBUTION	DATE	AMOUNT	DEBT	O&M
1	11/19/2019	149,526.94	91,689.22	57,837.72
2	11/25/2019	14,825.14	9,090.71	5,734.43
3	11/26/2019	185,001.45	113,442.03	71,559.42
4	12/13/2019	154,475.67	94,723.76	59,751.91
5 (11/26-12/6)	12/19/2019	284,088.30	174,201.62	109,886.68
6 (11/2-11/3)	1/14/2020	2,885,073.54	1,769,113.64	1,115,959.90
7 (11/9-12/31)	1/29/2020	1,049,984.59	643,845.65	406,138.94
INTEREST (10/1-12/31)	1/30/2020	4,858.36	2,979.12	1,879.24
8 (1/1-1/31)	3/30/2020	31,329.44	19,211.07	12,118.37
INTEREST	4/14/2020	2,306.59	1,414.39	892.20
9 (2/1-4/30)	5/6/2020	100,200.29	61,442.35	38,757.94
TAX CERTIFICATES	6/10/2020	11,674.95	7,159.02	4,515.93
INTEREST	7/10/2020	60.64	-	60.64
11	7/13/2020	3,640.21	2,232.16	1,408.05
		-	-	-
		-	-	-
TOTAL TAX ROLL RECEIPTS		4,877,046.11	2,990,544.74	1,886,501.37

D.

Durbin Crossing

Community Development District

Check Run Summary

6/1/2020 thru 6/30/2020

Fund	Date	Check No.	Amount
<i>General Fund</i>			
<i>Payroll</i>	6/23/20	50636-50640	\$ 923.50
			<hr/>
			Sub-Total \$ 923.50
<i>Accounts Payable</i>	6/4/20	5573-5579	\$ 32,974.27
	6/11/20	5580-5588	\$ 45,171.25
	6/18/20	5589-5600	\$ 56,740.84
	6/25/20	5601-5608	\$ 44,456.20
			<hr/>
			Sub-Total \$ 179,342.56
<i>Capital Reserve Fund</i>			
	6/11/20	182	\$ 2,175.00
	6/18/20	183	\$ 11,498.80
			<hr/>
			Sub-Total \$ 13,673.80
<i>Vesta Wells Fargo Credit Card</i>			
	6/29/20	May Purchases	\$ 2,637.01
			<hr/>
			Sub-Total \$ 2,637.01
Total			\$ 196,576.87

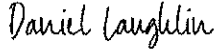
** Fedex and WF Credit Card Invoices available upon request*

CHECK#	TYPE	SYSTEM	CHECK DATE	CHECK AMT	EMP/CUS/VEN#	DESCRIPTION
050636	R	PR	06/23/2020	184.70	14	ROBERT T BROWNLEE
050637	R	PR	06/23/2020	184.70	16	DEBBIE DRISCOLL
050638	R	PR	06/23/2020	184.70	11	SARAH G HALL
050639	R	PR	06/23/2020	184.70	13	JASON S HARRAH
050640	R	PR	06/23/2020	184.70	8	PETER E POLLICINO
BANK TOTAL				923.50		
COMPANY TOTAL				923.50		

ATTENDANCE SHEETDistrict: **Durbin Crossing CDD**Meeting Date: **June 22, 2020**

	Supervisor	In Attendance	Fees
1.	Debbie Driscoll <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	\$200
2.	Peter Pollicino <i>Chairman</i>	<input checked="" type="checkbox"/>	\$200
3.	Sarah Gabel Hall <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	\$200
4.	Tim Brownlee <i>Vice Chairman</i>	<input checked="" type="checkbox"/>	\$200
5.	Jason Harrah <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	\$200

District Manager:

DocuSigned by:

B48FC211DC1144D...

PLEASE RETURN COMPLETED FORM TO BERNADETTE PEREGRINO

AP300R
*** CHECK NOS. 005573-005608

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
DURBIN CROSSING - GENERAL FUND
BANK A GENERAL FUND

RUN 7/19/20

PAGE 1

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
6/04/20	00221	6/03/20 55-BID-4 202006 320-53800-44800 POOL PERMIT 55-60-00527		FLORIDA DEPARTMENT OF HEALTH IN	*	350.00	350.00 005573
6/04/20	00221	6/03/20 55-BID-4 202006 320-53800-44800 POOL PERMIT 55-60-00534		FLORIDA DEPARTMENT OF HEALTH IN	*	225.00	225.00 005574
6/04/20	00221	6/03/20 55-BID-4 202006 320-53800-44800 POOL PERMIT 55-60-00533		FLORIDA DEPARTMENT OF HEALTH IN	*	350.00	350.00 005575
6/04/20	00109	6/01/20 13129559 202006 320-53800-45510 JUN POOL CHEMICALS-NORTH		POOLSURE	*	637.49	637.49 005576
6/04/20	00109	6/01/20 13129559 202006 320-53800-45510 JUN POOL CHEMICALS-SOUTH		POOLSURE	*	1,212.74	1,212.74 005577
6/04/20	00252	4/01/20 368172 202004 320-53800-45502 APR GENERAL MANAGER			*	6,633.33	
		4/01/20 368172 202004 320-53800-45517 APR AMENITIES MANAGER			*	2,875.00	
		4/01/20 368172 202004 320-53800-45518 APR MAINTENANCE MANAGER			*	5,608.33	
		4/01/20 368172 202004 320-53800-45507 APR JANITORIAL SERVICES			*	1,516.67	
		4/01/20 368172 202004 320-53800-45505 APR POOL MAINTENANCE			*	2,183.33	
		4/01/20 368172 202004 320-53800-45514 APR SP EVENT PLANNER SRVC			*	958.33	
		4/01/20 368172 202004 320-53800-45515 APR FACILITY MONITOR			*	5,300.00	
		4/01/20 368172 202004 320-53800-45503 APR FACILITY ATTENDANT			*	5,916.67	
		4/01/20 368172 202004 320-53800-46300 CREDIT FEB/MAR APP FEE			*	1,350.00-	
		4/01/20 368172 202004 320-53800-46300 APR APP MAINTENANCE			*	352.78	
				VESTA PROPERTY SERVICES, INC.			29,994.44 005578
6/04/20	00053	5/22/20 94348742 202006 320-53800-45508 JUN REFUSE		WASTE MANAGEMENT	*	204.60	204.60 005579

DURB DURBIN CROSS BPEREGRINO

AP300R
*** CHECK NOS. 005573-005608

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
DURBIN CROSSING - GENERAL FUND
BANK A GENERAL FUND

RUN 7/19/20

PAGE 2

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
6/11/20	00021	6/01/20 470	202006 310-51300-34000	JUN MANAGEMENT FEES	*	3,916.67	
		6/01/20 470	202006 310-51300-35100	JUN INFORM TECHNOLOGY	*	133.33	
		6/01/20 470	202006 310-51300-32500	JUN IMPACT FEE ADMIN	*	1,250.00	
		6/01/20 470	202006 310-51300-31300	JUN DISSEMINATION SERVICE	*	500.00	
		6/01/20 470	202006 310-51300-51000	OFFICE SUPPLIES	*	8.48	
		6/01/20 470	202006 310-51300-42000	POSTAGE	*	4.38	
		6/01/20 470	202006 310-51300-42000	COPIES	*	182.25	
		6/01/20 470	202006 310-51300-41000	TELEPHONE	*	28.71	
				GOVERNMENTAL MANAGEMENT SERVICES			6,023.82 005580
6/11/20	00344	1/20/20 1164	202001 320-53800-44200	REPLACE ACCESS CARD READE	*	199.99	
				HALCYON AV, LLC			199.99 005581
6/11/20	00344	1/20/20 1165	202001 320-53800-44200	REINSTALL LOCK EQUIPMENT	*	698.00	
				HALCYON AV, LLC			698.00 005582
6/11/20	00315	6/05/20 45240	202006 310-51300-32200	FYE 9/30/2019 AUDIT	*	4,100.00	
				MCDIRMIT DAVIS			4,100.00 005583
6/11/20	00243	5/27/20 6381	202005 320-53800-46210	TREE REMOVAL	*	2,550.00	
				TREE TECH TREE SERVICE INC			2,550.00 005584
6/11/20	00066	6/08/20 6687365	202006 320-53800-45513	JUN PEST CONTROL-NOTRH	*	65.00	
				TURNER PEST CONTROL			65.00 005585
6/11/20	00066	6/08/20 6687366	202006 320-53800-45513	JUN PEST CONTROL-SOUTH	*	80.00	
				TURNER PEST CONTROL			80.00 005586
6/11/20	00348	4/16/20 2667	202004 320-53800-46400	REPLACE IRRIG CONTROLLER	*	110.00	
				VERDEGO			110.00 005587
				DURB DURBIN CROSS BPEREGRINO			

AP300R
*** CHECK NOS. 005573-005608

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
DURBIN CROSSING - GENERAL FUND
BANK A GENERAL FUND

RUN 7/19/20

PAGE 3

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
6/11/20	00252	5/05/20 369298	202005 320-53800-45502	MAY GENERAL MANAGER	*	6,633.33	
		5/05/20 369298	202005 320-53800-45517	MAY AMENITIES MANAGER	*	2,875.00	
		5/05/20 369298	202005 320-53800-45518	MAY MAINTENANCE MANAGER	*	5,608.33	
		5/05/20 369298	202005 320-53800-45507	MAY JANITORIAL SERVICES	*	1,516.67	
		5/05/20 369298	202005 320-53800-45505	MAY POOL MAINTENANCE	*	2,183.33	
		5/05/20 369298	202005 320-53800-45514	MAY SPECIAL EVENT SERVICE	*	958.33	
		5/05/20 369298	202005 320-53800-45515	MAY FACILITY MONITOR	*	5,300.00	
		5/05/20 369298	202005 320-53800-45503	MAY FACILITY ATTENDANT	*	5,916.67	
		5/05/20 369298	202005 320-53800-46300	MAY APP MAINTENANCE	*	352.78	
				VESTA PROPERTY SERVICES, INC.			31,344.44 005588
6/18/20	00050	6/01/20 06012020	202006 320-53800-45300	JUN SERVICE X1022920	*	527.12	
				COMCAST			527.12 005589
6/18/20	00229	6/12/20 06122020	202006 300-58100-10000	FY20 CAPITAL RESERVE FUND	*	43,709.00	
				DURBIN CROSSING CDD-CAPITAL RESERVE			43,709.00 005590
6/18/20	00007	6/01/20 194437	202005 310-51300-31100	MAY PROFESSIONAL SERVICES	*	679.00	
				ENGLAND-THIMS & MILLER, INC.			679.00 005591
6/18/20	00173	6/12/20 22877	202006 320-53800-45516	CABLE/ROLLING WHEEL ASSEM	*	370.40	
				FIRST PLACE FITNESS EQUIPMENT			370.40 005592
6/18/20	00008	6/16/20 115311	202005 310-51300-31500	MAY GENERAL COUNSEL	*	5,754.50	
				HOPPING GREEN & SAMS			5,754.50 005593
6/18/20	00008	6/16/20 115312	202005 310-51300-31500	MAY MONTHLY MEETING	*	1,500.00	
				HOPPING GREEN & SAMS			1,500.00 005594
6/18/20	00009	5/07/20 I0327728	202005 310-51300-48000	NOTICE OF AUDIT COMMITTEE	*	161.55	

DURB DURBIN CROSS BPEREGRINO

AP300R
*** CHECK NOS. 005573-005608

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
DURBIN CROSSING - GENERAL FUND
BANK A GENERAL FUND

RUN 7/19/20

PAGE 4

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #	
		5/18/20	I0327729 202005 310-51300-48000		*	67.32		
		NOTICE OF QUILIF PERIOD						
				THE ST. AUGUSTINE RECORD			228.87 005595	
6/18/20	00243	6/12/20	6431 202006 320-53800-46210		*	1,200.00		
		TREE/DEBRIS REMOVAL						
				TREE TECH TREE SERVICE INC			1,200.00 005596	
6/18/20	00348	5/31/20	3011 202005 320-53800-46400		*	294.00		
		REPLACE CONTROLLER						
				VERDEGO			294.00 005597	
6/18/20	00252	3/11/20	367193 202002 320-53800-46300		*	12.00		
			PDF COMPILER SUBSCRIPTION					
		3/11/20	367193 202002 320-53800-45511		*	12.78		
			FLOWERS FOR SP EVENT					
		3/11/20	367193 202002 320-53800-45511		*	12.81		
			FEATHER BOAS FOR PHOTO					
		3/11/20	367193 202002 320-53800-45511		*	16.04		
			SP EVENT GAME SUPPLIES					
		3/11/20	367193 202002 320-53800-45511		*	20.33		
			SP EVENT DECORATIONS					
		3/11/20	367193 202002 320-53800-45511		*	22.37		
			SP EVENT DECOR/GIVEAWAYS					
		3/11/20	367193 202002 320-53800-45511		*	37.65		
			CANDY FOR SP EVENT					
		3/11/20	367193 202002 320-53800-45511		*	45.36		
			2-YEAR AVAST SECURITY					
				VESTA PROPERTY SERVICES, INC.			179.34 005598	
6/18/20	00252	4/30/20	369478 202004 320-53800-45510		*	83.03		
			POOL CHEMICALS					
		4/30/20	369478 202004 320-53800-45510		*	108.15		
			POOL CHEMICALS					
		4/30/20	369478 202004 320-53800-45510		*	243.51		
			POOL CHEMICALS					
		4/30/20	369478 202004 320-53800-45505		*	114.25		
			POOL EQUIPMENT REPAIR					
		4/30/20	369478 202004 320-53800-46310		*	8.00		
			FUEL					
		4/30/20	369478 202004 320-53800-46310		*	11.10		
			FUEL					
		4/30/20	369478 202004 320-53800-46300		*	12.00		
			PDF SOFTWARE					
		4/30/20	369478 202004 320-53800-46300		*	42.95		
			NO TRESPASSING SIGN					

DURB DURBIN CROSS BPEREGRINO

AP300R
*** CHECK NOS. 005573-005608

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
DURBIN CROSSING - GENERAL FUND
BANK A GENERAL FUND

RUN 7/19/20

PAGE 5

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		4/30/20	369478 202004 320-53800-45510		*	72.91	
			POOL TEST CHEMS				
		4/30/20	369478 202004 320-53800-44200		*	157.48	
			ACID WASHING NORTH POOL				
		4/30/20	369478 202004 320-53800-45516		*	306.53	
			PRESSURE WASHER REPAIRS				
				VESTA PROPERTY SERVICES, INC.			1,159.91 005599
6/18/20	00252	5/31/20	370556 202005 320-53800-46300		*	337.05	
			HAND SANITIZER				
		5/31/20	370556 202005 320-53800-46300		*	12.74	
			DAWN SOAP				
		5/31/20	370556 202005 320-53800-46300		*	21.39	
			CLEANER				
		5/31/20	370556 202005 320-53800-44600		*	42.59	
			FACE MASKS				
		5/31/20	370556 202005 320-53800-46300		*	74.45	
			GLOVES FOR SANITARY USE				
		5/31/20	370556 202005 320-53800-46300		*	108.00	
			ANNUAL PDF SUBSCRIPTION				
		5/31/20	370556 202005 320-53800-46300		*	532.50	
			COVID-19 SIGNS				
		5/31/20	370556 202005 320-53800-46300		*	11.54	
			GLOVES				
		5/31/20	370556 202005 320-53800-46300		*	15.46	
			GLOVES				
		5/31/20	370556 202005 320-53800-44600		*	44.95	
			COPY PAPER				
		5/31/20	370556 202005 320-53800-44200		*	61.97-	
			REFUND				
				VESTA PROPERTY SERVICES, INC.			1,138.70 005600
6/25/20	00056	6/15/20	161413 202006 320-53800-45509		*	279.96	
			PHONE LINE MONITORING				
				ATLANTIC SECURITY			279.96 005601
6/25/20	00173	5/15/20	WO-25357 202005 320-53800-45516		*	239.90	
			PM AND TEST FITNESS EQIPM				
				FIRST PLACE FITNESS EQUIPMENT			239.90 005602
6/25/20	00283	5/01/20	PI-A0040 202005 320-53800-46800		*	4,300.00	
			MAY LAKE MAINTENANCE				
				SOLITUDE LAKE MANAGEMENT LLC			4,300.00 005603
6/25/20	00066	6/19/20	6688729 202006 320-53800-45513		*	95.00	
			JUN MOSQUITO SRVC-SOUTH				
				TURNER PEST CONTROL			95.00 005604
				DURB DURBIN CROSS BPEREGRINO			

AP300R
*** CHECK NOS. 005573-005608

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
DURBIN CROSSING - GENERAL FUND
BANK A GENERAL FUND

RUN 7/19/20

PAGE 6

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
6/25/20	00066	6/19/20 6688730	202006 320-53800-45513	JUN MOSQUITO SRVC-NORTH	*	125.00	
							125.00 005605

6/25/20	00348	4/30/20 2716	202004 320-53800-46400	REPLACED VALVES	*	160.00	
							160.00 005606

6/25/20	00348	5/01/20 2760	202005 320-53800-46200	MAY LANDSCAPE MAINTENANCE	*	36,626.02	
							36,626.02 005607

6/25/20	00252	3/31/20 368120	202003 320-53800-45501	MAR LIFEGUARD HOURS	*	2,630.32	
							2,630.32 005608

TOTAL FOR BANK A						179,342.56	
TOTAL FOR REGISTER						179,342.56	

DURB DURBIN CROSS BPEREGRINO



Florida Department of Health
in St. Johns County
Notification of Fees Due



55-BID-4700359

Permit Number

55-60-00527

For: Swimming Pools - Public Pool > 25000 Gallons

Notice: This bill is due and payable in full upon receipt and must be received by the local office by the payment due date (06/30/2020).

Fee Amount: \$350.00

Previous Balance: \$0.00

Total Amount Due: \$350.00

Payment Due Date: 06/30/2020 or Upon Receipt

Mail To: DURBIN CROSSING NORTH
475 W TOWN Place, Suite 114
Saint Augustine, FL 32092

221 (A)

1.320.538.448

Please verify all information below and make changes as necessary or follow the directions below for online permits.

Account Information:

Name: Durbin Crossing North
Location: 700 N Durbin Parkway
Jacksonville, FL 32259

Pool Volume: 63,726 gallons
Bathing Load: 70
Flow Rate: 50

Owner Information:

Name: DURBIN CROSSING NORTH
Address: 475 W TOWN Place, Suite 114
(Mailing) Saint Augustine, FL 32092
Home Phone: (904) 230-2011 Work Phone: (904) 288-7669

RECEIVED

JUN 03 2020

Circle One: Visa MC Disc

Name on Card: _____

Account #: _____

Exp Date: ____/____ Security Code (CVV): _____

Card's Billing Address: _____

City: _____ State: _____ Zip: _____

I Authorize Florida Department of Health in St. Johns County to charge my credit card account for the following:

Payment Amount: \$_____ For: _____

Signature _____ Date _____

Please go online to pay fee at:

www.MyFloridaEHPermit.com

Permit Number: 55-60-00527 Bill ID: 55-BID-4700359

Billing Questions call DOH-St. Johns at: (904) 209-3250

If you do not pay online, make checks payable to and mail invoice WITH payment to:
Florida Department of Health in St. Johns County
200 San Sebastian View
Saint Augustine, FL 32084

[Please detach this portion and RETURN with your payment]

Batch Billing ID:20851

PERMIT HOLDERS CAN NOW

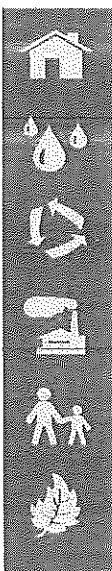
pay invoices online!

The Florida Department of Health now offers a secure system for permit holders to pay invoices and print permits online!

- No sign-up cost.
- Save time. Paying a bill online is faster than mailing a check or hand delivering payment.
- Our safe and secure system will keep your information protected.
- Pay at your convenience. With our online system, you can pay with your credit card or e-check and don't have to worry about envelopes or stamps.

Pay this invoice online at www.myfloridaehpermit.com

NOTE: Payments made online will be assessed a small convenience fee. Visit the site for more information





Florida Department of Health
in St. Johns County
Notification of Fees Due



55-BID-4700360

Permit Number

55-60-00534

For: Swimming Pools - Wading Pool

Notice: This bill is due and payable in full upon receipt and must be received by the local office by the payment due date (06/30/2020).

Fee Amount: \$225.00

Previous Balance: \$0.00

Total Amount Due: \$225.00

Payment Due Date: 06/30/2020 or Upon Receipt

Mail To: DURBIN CROSSING SOUTH WADING POOL
475 W TOWN Place, Suite 114
Saint Augustine, FL 32092

Please verify all information below and make changes as necessary or follow the directions below for online permits.

Account Information:

Name: DURBIN CROSSING SOUTH WADING POOL
Location: 145 S DURBIN Parkway
Jacksonville, FL 32259

Pool Volume: 826 gallons

Bathing Load: 12

Flow Rate: 50

Owner Information:

Name: DURBIN CROSSING SOUTH WADING POOL
Address: 475 W TOWN Place, Suite 114
(Mailing) Saint Augustine, FL 32092
Home Phone: (904) 230-2011 Work Phone: (904) 288-7669

Circle One: Visa MC Disc

Name on Card: _____

Account #: _____

Exp Date: ____/____ Security Code (CVV): ____

Card's Billing Address: _____

City: _____ State: ____ Zip: _____

I Authorize Florida Department of Health in St. Johns County to charge my credit card account for the following:

Payment Amount: \$_____ For: _____

Signature _____

Date _____

Please go online to pay fee at:

www.MyFloridaEHPermit.com

Permit Number: 55-60-00534 Bill ID: 55-BID-4700360

Billing Questions call DOH-St. Johns at: (904) 209-3250

If you do not pay online, make checks payable to and mail invoice WITH payment to:

Florida Department of Health in St. Johns County
200 San Sebastian View
Saint Augustine, FL 32084

[Please detach this portion and RETURN with your payment]

Batch Billing ID:20851

PERMIT HOLDERS CAN NOW

pay invoices online!

The Florida Department of Health now offers a secure system for permit holders to pay invoices and print permits online!

- No sign-up cost.
- Save time. Paying a bill online is faster than mailing a check or hand delivering payment.
- Our safe and secure system will keep your information protected.
- Pay at your convenience. With our online system, you can pay with your credit card or e-check and don't have to worry about envelopes or stamps.

Pay this invoice online at www.myfloridaehpermit.com

NOTE: Payments made online will be assessed a small convenience fee. Visit the site for more information



Florida Department of Health
in St. Johns County
Notification of Fees Due



55-BID-4700361

Permit Number

55-60-00533

For: Swimming Pools - Public Pool > 25000 Gallons

Notice: This bill is due and payable in full upon receipt and must be received by the local office by the payment due date (06/30/2020).

Fee Amount: \$350.00

Previous Balance: \$0.00

Total Amount Due: \$350.00

Payment Due Date: 06/30/2020 or Upon Receipt

Mail To: DURBIN CROSSING-SOUTH POOL
475 W TOWN Place, Suite 114
Saint Augustine, FL 32092

Please verify all information below and make changes as necessary or follow the directions below for online permits.

Account Information:

Name: DURBIN CROSSING-SOUTH POOL
Location: 145 S DURBIN Parkway
Jacksonville, FL 32259

Pool Volume: 165,144 gallons
Bathing Load: 183
Flow Rate: 918

Owner Information:

Name: DURBIN CROSSING-SOUTH POOL
Address: 475 W TOWN Place, Suite 114
(Mailing) Saint Augustine, FL 32092
Home Phone: (904) 230-2011 Work Phone: (904) 288-7669

Circle One: Visa MC Disc

Name on Card: _____

Account #: _____

Exp Date: ____/____ Security Code (CVV): ____

Card's Billing Address: _____

City: _____ State: ____ Zip: _____

I Authorize Florida Department of Health in St. Johns County to charge my credit card account for the following:

Payment Amount: \$_____ For: _____

Signature _____

Date _____

Please go online to pay fee at:
www.MyFloridaEHPermit.com

Permit Number: 55-60-00533 Bill ID: 55-BID-4700361

Billing Questions call DOH-St. Johns at: (904) 209-3260

If you do not pay online, make checks payable to and mail Invoice WITH payment to:
Florida Department of Health in St. Johns County
200 San Sebastian View
Saint Augustine, FL 32084

[Please detach this portion and RETURN with your payment]

Batch Billing ID:20851

PERMIT HOLDERS CAN NOW

pay invoices online!

The Florida Department of Health now offers a secure system for permit holders to pay invoices and print permits online!

- No sign-up cost.
- Save time. Paying a bill online is faster than mailing a check or hand delivering payment.
- Our safe and secure system will keep your information protected.
- Pay at your convenience. With our online system, you can pay with your credit card or e-check and don't have to worry about envelopes or stamps.

Pay this invoice online at www.myfloridaehpermit.com

NOTE: Payments made online will be assessed a small convenience fee. Visit the site for more information



1707 Townhurst Dr.
Houston TX 77043
(800) 858-POOL (7665)
www.poolsure.com

Invoice

Date

6/1/2020

Invoice #

131295592777

Terms	Net 20
Due Date	6/21/2020
PO #	
Customer #	13DUR100

Bill To Attn: Office Durbin Crossing North 475 West Town Place, Suite 114 St. Augustine FL 32092	Ship To Durbin Crossing North 730 North Durbin Pkwy Saint Johns FL 32259
---	--

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	637.49
RECEIVED MAY 26 2020				

Total Amount Due 637.49
\$637.49

Remittance Slip

Customer
13DUR100
Invoice #
131295592777

Amount Due \$637.49

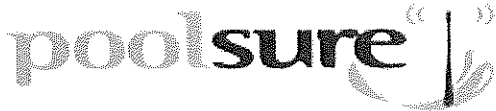
Amount Paid

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295592777



1707 Townhurst Dr.
Houston TX 77043
(800) 858-POOL (7665)
www.poolsure.com

RECEIVED

MAY 18 2020

Invoice

Date

6/1/2020

Invoice #

131295592778

Terms	Net 20
Due Date	6/21/2020
PO #	
Customer #	13DUR200

Bill To	Ship To
Durbin Crossing South 475 West Town Place, Suite 114 St. Augustine FL 32092	Durbin Crossing South Durbin Crossing South 145 South Durbin Pkwy Jacksonville FL 32259

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	1,212.74
<p>109 (A) 1,320,538.45510</p>				

Total 1,212.74
Amount Due \$1,212.74

Remittance Slip

Customer
13DUR200
Invoice #
131295592778

Amount Due \$1,212.74
Amount Paid _____
Make Checks Payable To
Poolsure
PO Box 55372
Houston, TX 77255-5372



131295592778



Invoice

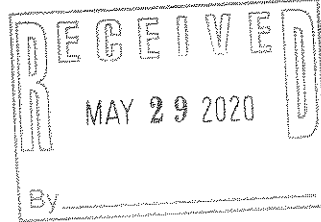
Vesta Property Services, Inc.
245 Riverside Avenue
Suite 250
Jacksonville FL 32202

Invoice #
Date

368172
4/1/2020

Terms
Due Date
Memo

Net 30
5/1/2020
April Fees



Bill To

Durbin Crossing C.D.D.
c/o GMS LLC
475 West Town Place
Suite 114
St. Augustine FL 32092

Description	Quantity	Rate	Amount
General Manager 1-320-53800-45502	1	6,633.33	6,633.33
Amenities Manager 1-320-53800-45517	1	2,875.00	2,875.00
Maintenance Manager 1-320-53800-45518	1	5,608.33	5,608.33
Janitorial Services 1-320-53800-45507	1	1,516.67	1,516.67
Commercial Pool Maintenance 1-320-53800-45505	1	2,183.33	2,183.33
Special Event Planner Services 1-320-53800-45514	1	958.33	958.33
Facility Monitor 1-320-53800-45515	1	5,300.00	5,300.00
Facility Attendant 1-320-53800-45503	1	5,916.67	5,916.67
Credit for over-payment in Feb and March	1	(1,350.00)	(1,350.00)
Monthly operation and maintenance for app	1	352.78	352.78

Thank you for your business.

Total \$29,994.44

252 (A)



INVOICE

Customer ID:

Customer Name:

Service Period:

Invoice Date:

Invoice Number:

7-51881-83005

DURBIN CROSSING SOUTH

06/01/20-06/30/20

05/22/2020

9434874-2224-9

How To Contact UsVisit **wm.com**

To setup your online profile, sign up for paperless statements, manage your account, view holiday schedules, pay your invoice or schedule a pickup



Customer Service:
(904) 260-1592

Your Payment Is Due**Jun 21, 2020**

If full payment of the invoiced amount is not received within your contractual terms, you may be charged a monthly late charge of 2.5% of the unpaid amount, with a minimum monthly charge of \$5, or such late charge allowed under applicable law, regulation or contract.

Your Total Due**\$204.60**

If payment is received after
06/21/2020: **\$ 209.72**

See Reverse for Important Messages

Previous Balance

(83.51)

+

Payments

0.00

+

Adjustments

0.00

+

Current Charges

288.11

=

Total Due**204.60****Details for Service Location:**

Durbin Crossing South, 145 S Durbin Pkwy, Saint Johns FL 32259-7224

Customer ID: 7-51881-83005

Description	Date	Ticket	Quantity	Amount
Prorated service 6f1 proration	05/07/20		1.00	89.36
6 Yard dumpster 1x week	06/01/20		1.00	110.81
Fuel / environmental charge				58.40
Regulatory cost recovery charge				9.31
Administrative charge				6.50
St john cm 5% franchise				13.73
Total Current Charges				288.11

53 (A)

1,322,538,18508

MAY 27 2020



Please detach and send the lower portion with payment --- (no cash or staples) ---



REFUSE SERVICES, INC.

PO BOX 42930
PHOENIX, AZ 85080
(904) 260-1592
(866) 381-9369
(904) 260-1449 FAX

Invoice Date

05/22/2020

Invoice Number

9434874-2224-9

Customer ID

(Include with your payment)

7-51881-83005**Payment Terms**

Total Due by 06/21/2020
If Received after 06/21/2020

Total Due

\$204.60
\$209.72

Amount

2224000075188183005094348740000002881100000020460 4

0029481 01 AB 0.416 **AUTO T9 0 7143 32092-364939 -C01-P29510-11

I0290C51



DURBIN CROSSING SOUTH
475 WEST TOWN PLACE STE 114
ST AUGUSTINE FL 32092-3649



Remit To:

WM CORPORATE SERVICES, INC.
AS PAYMENT AGENT
PO BOX 4648
CAROL STREAM, IL 60197-4648

THINK GREEN®

Printed on
recycled paper.

224-0039475-2224-3

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice**

Invoice #: 470

Invoice Date: 6/1/20

Due Date: 6/1/20

Case:

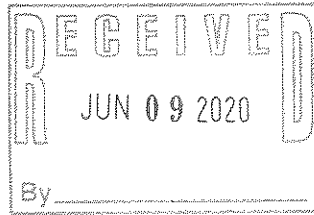
P.O. Number:

Bill To:Durbin Crossing, LLC
39 Riverwalk Blvd
St. Johns, FL 32259**RECEIVED**

JUN 04 2020

Description	Hours/Qty	Rate	Amount
Management Fees - June 2020 1. 310, 573.340		3,916.67	3,916.67
Information Technology - June 2020 251		133.33	133.33
Impact Fee Collection Administration - June 2020 325		1,250.00	1,250.00
Dissemination Agent Services - June 2020 313		500.00	500.00
Office Supplies 570		8.48	8.48
Postage 420		4.38	4.38
Copies 425		182.25	182.25
Telephone 410		28.71	28.71
2170			
Total			\$6,023.82
Payments/Credits			\$0.00
Balance Due			\$6,023.82

Halcyon AV, LLC
8976 Blaine Meadows Dr.
Jacksonville, FL 32257 US
david.halcyonav@gmail.com
halcyonav.net



INVOICE

BILL TO

Durbin Crossing CDD
145 S Durbin Pkwy
Saint Johns, FL 32259
United States

SHIP TO

Durbin Crossing CDD
145 S Durbin Pkwy
Saint Johns, FL 32259
United States

INVOICE # 1164

DATE 01/20/2020

DUE DATE 01/20/2020

TERMS Due on receipt

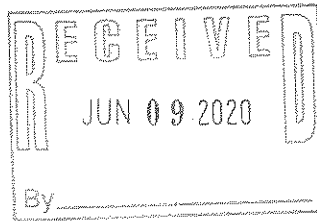
DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
12/27/2019	Labor	Replace damaged access card reader at South tennis court.	1	100.00	100.00
	AWID Card Reader	Wiegand Interface Compact Reader, 26-Bit output, LED for visual feedback, Piezo beeper for audio feedback.	1	99.99	99.99T

SUBTOTAL	199.99
TAX	0.00
TOTAL	199.99
BALANCE DUE	\$199.99

1-320-53800-44200
Repairs/Replacements

344 (A)

Halcyon AV, LLC
8976 Blaine Meadows Dr.
Jacksonville, FL 32257 US
david.halcyonav@gmail.com
halcyonav.net



Halcyon AV
📶 📺 📡

INVOICE

BILL TO

Durbin Crossing CDD
145 S Durbin Pkwy
Saint Johns, FL 32259
United States

SHIP TO

Durbin Crossing CDD
145 S Durbin Pkwy
Saint Johns, FL 32259
United States

INVOICE # 1165

DATE 01/20/2020

DUE DATE 01/20/2020

TERMS Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Maglock	750lb Maglock	1	298.00	298.00T
	Labor	Remove and reinstall lock equipment and wiring from north and south amenity centers.	4	100.00	400.00

SUBTOTAL	698.00
TAX	0.00
TOTAL	698.00
BALANCE DUE	\$698.00

1-320-53800-44200
Repairs/Replacements

844 (A)



934 N. Magnolia Ave.
Suite 100
Orlando, FL 32803

(407) 843-5406
www.mcdirmittdavis.com

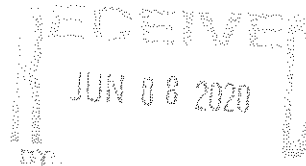
DURBIN CROSSING CDD
c/o GOVERNMENTAL MGMT SERVICES, LLC
475 WEST TOWN PLACE
Ste 114
ST. AUGUSTINE, FL 32092

Date: 6/5/2020
Invoice Number: 45240
Client: 29301.0

Accounting services rendered in connection with the preparation and issuance of audited financial statements for DURBIN CROSSING CDD for the year ended September 30, 2019.

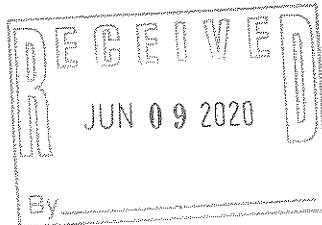
Total Due This Invoice \$4,100.00

815 (A)
1,310,573.322



Thank you for your business.

TREE TECH TREE SERVICE, INC
260 OLD HARD RD
FLEMING ISLAND, FL 32003



Invoice

Date	Invoice #
5/27/2020	6381

Bill To
DURBIN CROSSING 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FL 32092

Ship To

Description	Amount
(Item #1 Tree(s)) Tree Removal Location: 567 Cloisterbane DriveRemove (1) large/dead Pine tree.Location: 618 Cloisterbane DriveRemove (1) dead Bay tree.Location: 120 Woodcross DriveRemove (3) dead Pine trees. Cut up downed dead top and remove from yard.Location: 137 Chatsworth DriveRemove (1) dead Pine tree and (1) dead stub.Location: 256 Ellsworth CircleRemove (1) dead Pine tree.No stump grinding.Clean-up and debris removal included.	1 2,550.00
<div>248 (A)</div> <div>1-320-53800-46210</div> <div>Landscape Contingency</div>	
Total	
\$2,550.00	
Payments/Credits	
\$0.00	

Phone #	Fax #	E-mail	Web Site
904-269-4069	904-529-8914	office@treotech-treeservice.com	treotech-treeservice.com



Main: 8400 Baymeadows Way, Suite 12, Jacksonville, Florida 32256
904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-225-5305
www.turnerpest.com

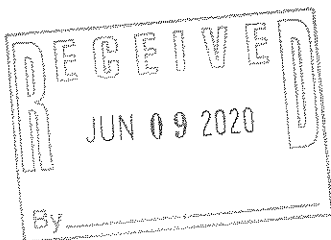
Turner Pest Control
8400 Baymeadows Way, Suite 12
Jacksonville, FL 32256
904-355-5300

Service Slip/Invoice

INVOICE: 6687365
DATE: 6/8/2020
ORDER: 6687365

Bill To: [176599]

Durbin Crossing CDD
475 W Town Pl Ste 114
Saint Augustine, FL 32092-3649



Work Location: [176599] 904-230-2011

Durbin Crossing CDD
730 Durbin Crossing Pkwy N
Saint Johns, FL 32259

Work Date	Time	Target Pest	Technician	Time In
6/8/2020	09:28 AM			09:28 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	6/8/2020		10:03 AM

Service	Description	Price
CPCM	Commercial Pest Control - Monthly Service	65.00
SUBTOTAL		\$65.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$65.00
AMOUNT DUE		\$65.00
1-320-53800-45513		
Pest Control		66 (A)
TECHNICIAN SIGNATURE		
JOSH		
CUSTOMER SIGNATURE		

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.



Main: 8400 Baymeadows Way, Suite 12, Jacksonville, Florida 32256
904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-225-5305
www.turnerpest.com

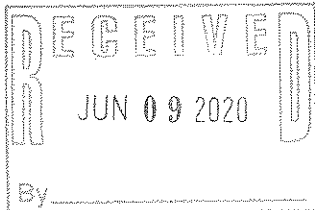
Turner Pest Control
8400 Baymeadows Way, Suite 12
Jacksonville, FL 32256
904-355-5300

Service Slip/Invoice

INVOICE: 6687366
DATE: 6/8/2020
ORDER: 6687366

Bill To: [176599]

Durbin Crossing CDD
475 W Town Pl Ste 114
Saint Augustine, FL 32092-3649



Work Location: [176602] 904-230-2011

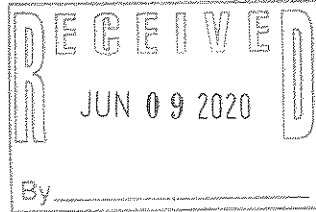
Durbin Crossing CCD
145 South Durbin Pkwy
Jacksonville, FL 32258

Work Date	Time	Target Pest	Technician	Time In
6/8/2020	08:28 AM			08:28 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	6/8/2020		10:00 AM

Service	Description	Price
CPCM	Commercial Pest Control - Monthly Service	80.00
SUBTOTAL		\$80.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$80.00
AMOUNT DUE		\$80.00
1-320-53800-45513		
Pest Control 66(A)		
TECHNICIAN SIGNATURE		
Josh		
CUSTOMER SIGNATURE		

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.



Invoice

Invoice #: 2667

Date: 04/16/20

Customer PO:

DUE DATE: 05/16/2020

BILL TO

Durbin Crossing
245 Riverside Ave., Suite 250
Jacksonville, FL 32202

FROM

VerdeGo
PO Box 789
3335 North State Street
Bunnell, FL 32110
Phone: 386-437-3122
www.verdego.com

DESCRIPTION

#2194 - Leith Hall Drive controller
replace small irrigation controller. Labor only property has controller.
Irrigation

AMOUNT

\$110.00

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

~~\$110.00~~

464

~~1-320-53800-46200~~

Landscape Maintenance

(A)

348



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 250
Jacksonville FL 32202

Invoice #
Date

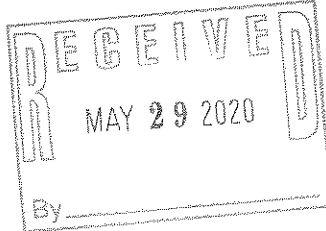
369298
5/5/2020

Terms
Due Date
Memo

Net 30
6/4/2020
May Fees

Bill To

Durbin Crossing C.D.D.
c/o GMS LLC
475 West Town Place
Suite 114
St. Augustine FL 32092



Description	Quantity	Rate	Amount
General Manager 1-320-53800-45502	1	6,633.33	6,633.33
Amenities Manager 1-320-53800-45517	1	2,875.00	2,875.00
Maintenance Manager 1-320-53800-45518	1	5,608.33	5,608.33
Janitorial Services 1-320-53800-45507	1	1,516.67	1,516.67
Commercial Pool Maintenance 1-320-53800-45505	1	2,183.33	2,183.33
Special Event Planner Services 1-320-53800-45514	1	958.33	958.33
Facility Monitor 1-320-53800-45515	1	5,300.00	5,300.00
Facility Attendant 1-320-53800-45503	1	5,916.67	5,916.67
Monthly operation and maintenance for app	1	352.78	352.78

Thank you for your business.

Total \$31,344.44

252 ①

Hello,

Thanks for choosing Comcast Business.

Your bill at a glance

For 700 N DUBBIN PKWY, JACKSONVILLE, FL, 32259-7285

Previous balance		\$527.12
Payment - thank you	May 22	-\$527.12
Balance forward		\$0.00
Regular monthly charges	Page 3	\$496.05
Taxes, fees and other charges	Page 3	\$31.07
New charges		\$527.12

Amount due Jun 22, 2020 \$527.12

Your bill explained

- Any payments received or account activity after Jun 01, 2020 will show up on your next bill. View your most up-to-date account balance at business.comcast.com/myaccount.
- This page gives you a quick summary of your monthly bill. A detailed breakdown of your charges begins on page 3.

Need help?

Visit xfinity.com/customersupport or see page 2 for other ways to contact us.

50 (A)
1,320.538,453
Exp. to June

RECEIVED
JUN 10 2020

Detach the bottom portion of this bill and enclose with your payment

Please write your account number on your check or money order

Do not include correspondence with payment

**COMCAST
BUSINESS**141 NW 16TH ST
POMPANO BEACH FL 33060-5250
96330310 NO RP 01 20200601 NNNNNNNY 0000589 0002DURBIN CROSSING CDD
ATTN BERNADETTE PEREGRINO
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649

Account number

8495 74 140 1022920

Payment due

Jun 22, 2020**Please pay****\$527.12**

Amount enclosed

\$

Make checks payable to Comcast
Do not send cash

Send payment to

COMCAST
PO BOX 71211
CHARLOTTE NC 28272-1211

849574140102292000527127

Regular monthly charges \$496.05

Comcast Business services	\$404.65
TV Standard	\$59.95
Business Video	
Music Choice	\$29.95
HD Technology Fee	\$9.95
Deluxe 100+ Pkg	\$199.95
Business Internet	
Static IP - 1	\$19.95
Voice Line	\$79.90
Business Voice	
Qty 2 @ \$39.95 each	
Voice Mail Service	\$5.00

Equipment & services	\$63.25
TV Box + Remote	\$5.00
Service To Additional TV	\$39.80
With TV Box And Remote	
Qty 4 @ \$9.95 each	
Equipment Fee	✓
Internet	
Equipment Fee	\$18.45
Voice	

Service fees	\$28.15
Broadcast TV Fee	\$14.95
Directory Listing Management Fee	\$2.00
Regional Sports Fee	\$8.20
Voice Network Investment	\$3.00

Taxes, fees and other charges \$31.07

Other charges	\$4.49
Federal Universal Service Fund	\$3.15
Regulatory Cost Recovery	\$1.34

Taxes & government fees	\$26.58
Sales Tax	\$2.20
State Communications Services Tax	\$18.30
Local Communications Services Tax	\$5.28
911 Fees	\$0.80

What's included?



Internet: Fast, reliable internet on our Gig-speed network



TV: Keep your employees informed and customers entertained



Voice Numbers: (904)230-8287, (904)230-8288

This shows a service is included in your package: ✓

Visit business.comcast.com/myaccount for more details



Additional information

RECEIVED

Durbin Crossing
COMMUNITY DEVELOPMENT DISTRICT

JUN 12 2020

JUN 12 2020

General Fund

Check Request

Date	Amount	Authorized By
June 12, 2020	\$43,709.00	Bernadette Peregrino

Payable to:

Durbin Crossing CDD - Capital Reserve (#229)	(A)
--	-----

Date Check Needed:

Budget Category:

ASAP	1.300.58100.10000
------	-------------------

Intended Use of Funds Requested:

FY20 Capital Reserve Funding
(Attach supporting documentation for request.)

Durbin Crossing, CDD
c/o GMS, LLC
Board of Supervisors
475 West Town Place
Suite 114
St. Augustine, FL 32092

June 1, 2020

Project No: 02106.34000

Invoice No: 0194437

Project 02106.34000 Durbin Crossing Community Development District-2018/2019 General
Consulting Engineering Services (WA#37)

Professional Services rendered through May 31, 2020

Task 01 Professional Services

Professional Personnel

		Hours	Rate	Amount
Senior Engineer				
Katsaras, George	5/2/2020	1.00	194.00	194.00
Katsaras, George	5/23/2020	2.50	194.00	485.00
Totals		3.50		679.00
Total Labor				679.00
		Current	Prior	To-Date
Total Billings		679.00	3,405.34	4,084.34
Contract Limit				6,000.00
Remaining				1,915.66
			Total this Task	\$679.00

Task XP Expenses

Total this Task 0.00

Invoice Total this Period \$679.00

1,810,513.31 7 A

England-Thimly & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • tel 904-842-8960 • fax 904-646-9485
CA-00002584 LC-0000316

First Place Fitness Equipment, Inc.
 10290 Philips Hwy #1
 Jacksonville, FL 32256
 904-998-0738
 www.1PFE.com

Invoice

Date	Invoice #
6/12/2020	22877

RECEIVED

Bill To	Ship To
Durbin Crossing 145 S Durbin Pkwy St Johns, FL 32259	Durbin Crossing 145 S Durbin Pkwy St Johns, FL 32259
Steve.Howell@vestaforyou.com	

P.O. No.		Terms		Rep	PC-CS		
Item		Description			Qty	Rate	Amount
5649-002		Cable S A			1	120.76	120.76
9XPS0020		Rolling Wheel Assembly			2	104.64	209.28
Shipping		Shipping Rate (To Be Determined)				30.36	30.36
Admin Fee		Admin Fee				10.00	10.00
Customer's Signature _____							

INVOICE TERMS AND CONDITIONS - READ CAREFULLY

****All orders that are canceled will be subject to a canceled order /restocking fee of 50% of the value of the order.****

1. All sales and quotations made by Seller are subject to each of the within terms and conditions.
2. All unpaid items will be subject to a late payment fee computed at the rate of one and one-half percent (1-1/2%) per month (an effective rate of eighteen percent (18%) per annum) on the declining balance unpaid for more than thirty (30) days after the date of this invoice. Buyer shall pay Seller all costs of collection on past due accounts, including, but not limited to, reasonable attorney's fees, whether or not litigation is commenced in aid thereof.
3. This agreement shall be deemed for all purposes to be made in Duval County, Florida and shall be governed by and construed in accordance with the laws of Florida. Any cause of action arising from this contract shall be brought only in Florida court, which shall have sole jurisdiction over all controversies arising hereunder.
4. Shipping dates are approximate and are not guaranteed. Seller shall not be liable for failure to deliver or perform or for delays in delivery or performance occasioned by causes beyond its control, including, without limitation, strikes, lockouts, fires, accidents, interruptions in the supply of materials, breakdowns, delays in carriers or suppliers and governmental action and regulations.
5. All special order are final and are non-refundable and non-returnable. All non-special orders are non-refundable and non-returnable unless First Place Fitness Equipment Inc. has issued written permission that said product may be returned for credit. Any and all permission to return product for credit is at the sole discretion of First Place Fitness Equipment, Inc.
6. Unless otherwise specified herein, Seller reserves the right to make deliveries in installments. Delay in delivery of any installment shall not relieve Buyer of its obligation to pay for all installments received.
7. Seller's failure to strictly enforce any terms or conditions of this agreement or to exercise any right arising hereunder shall not constitute a waiver of Seller's right to strictly enforce such term or condition or exercise such right thereafter. Each right or remedy granted to Seller hereunder shall be deemed cumulative and may be exercised from time to time. Any waiver of Buyer's default hereunder must be in writing and shall not operate as a waiver of any other default or of the same default thereafter.

1-320-53800-45516
 Fitness Equip. Maint.

Subtotal	\$370.40
Sales Tax (7.0%)	\$0.00
Total	\$370.40
Payments/Credits	\$0.00
Balance Due	\$370.40

173 A

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

8 (A)
1,310,573.215

STATEMENT

June 16, 2020

Durbin Crossing Community Development District
Governmental Management Services, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

Bill Number 115311
Billed through 05/31/2020

General Counsel

DURBIN 00001 MCE

FOR PROFESSIONAL SERVICES RENDERED

03/24/20	LMG	Research and analyze impact of federal, state, and local orders regarding amenity closures and reopenings.	0.50 hrs
05/01/20	MCE	Evaluate proposed reopening plan; confer with Pollicino; attend staff conference call; prepare for reopening recreation facilities.	2.30 hrs
05/01/20	JLK	Research phase 1 and 2 opening regulations and issues: review summer camp and youth sports program parameters and ADA questions.	0.50 hrs
05/01/20	MKR	Review board meeting notice and provide comments.	0.60 hrs
05/03/20	JJ	Research regarding meeting protocols and notices during phase 1 of reopening plan.	0.10 hrs
05/04/20	MCE	Attend conference call with Vesta team and Pollicino; provide comments to plan and letter; prepare for reopening recreation facilities.	1.30 hrs
05/05/20	MCE	Confer with Howell; research wall issues; research and prepare letter for homeowners' association regarding lake bank maintenance; prepare memorandum regarding wall.	3.20 hrs
05/08/20	MCE	Research restrictions regarding in-person meeting; confer with Pollicino.	0.40 hrs
05/11/20	MCE	Confer with Laughlin regarding impact fees; research same; prepare for reopening recreation facilities.	0.20 hrs
05/13/20	MCE	Participate in conference call with Laughlin and Howell regarding landscaping issues.	0.30 hrs
05/13/20	MKR	Follow-up regarding impact fee reserve account; follow-up.	0.60 hrs
05/14/20	MCE	Review draft audit.	0.80 hrs
05/14/20	MKR	Follow-up regarding use of impact fees.	0.20 hrs
05/15/20	MCE	Confer with Pollicino regarding suspension hearings; confer with Akel; follow-up.	0.50 hrs

05/18/20	MCE	Research Brownlee question regarding political activity; prepare for suspension hearings; confer with DeMarco.	2.50 hrs
05/19/20	MKR	Review latest risk insights guidance from district insurer regarding reopening facilities.	0.20 hrs
05/19/20	APA	Update budget documents regarding fiscal year 2020/2021; review history of suspension; prepare notice of suspension and appeal rights.	1.80 hrs
05/20/20	MKR	Confer with Jalali regarding payment for services.	0.20 hrs
05/21/20	MCE	Review Red Cross guidelines regarding swimming due to COVID-19.	0.10 hrs
05/22/20	MCE	Review Red Cross guidelines regarding swimming due to COVID-19.	0.10 hrs
05/27/20	MCE	Prepare suspension letters; research comps proposed by Myhill.	0.80 hrs
05/27/20	APA	Finalize five notices of suspension and appeal rights.	1.10 hrs
05/28/20	MCE	Confer with Fulks; review assessment issues.	0.10 hrs
05/28/20	APA	Update budget documents regarding fiscal year 2020/2021.	0.60 hrs
05/29/20	MCE	Research and prepare policy on campaign use of amenities; prepare budget and assessment notices and resolutions; confer with Pollicino; confer with Myhill; research slide usage guidelines under CDC.	1.50 hrs
05/29/20	APA	Update budget documents regarding fiscal year 2020/2021; provide same to district manager.	0.80 hrs
Total fees for this matter			\$5,754.50

MATTER SUMMARY

Papp, Annie M. - Paralegal	4.30 hrs	135 /hr	\$580.50
Johnson, Jonathan T.	0.10 hrs	365 /hr	\$36.50
Kilinski, Jennifer L.	0.50 hrs	275 /hr	\$137.50
Gentry, Lauren M.	0.50 hrs	235 /hr	\$117.50
Eckert, Michael C.	14.10 hrs	315 /hr	\$4,441.50
Rigoni, Michelle K.	1.80 hrs	245 /hr	\$441.00

TOTAL FEES \$5,754.50

TOTAL CHARGES FOR THIS MATTER \$5,754.50

BILLING SUMMARY

Papp, Annie M. - Paralegal	4.30 hrs	135 /hr	\$580.50
Johnson, Jonathan T.	0.10 hrs	365 /hr	\$36.50
Kilinski, Jennifer L.	0.50 hrs	275 /hr	\$137.50
Gentry, Lauren M.	0.50 hrs	235 /hr	\$117.50

Eckert, Michael C.	14.10 hrs	315 /hr	\$4,441.50
Rigoni, Michelle K.	1.80 hrs	245 /hr	\$441.00

TOTAL FEES	\$5,754.50
------------	------------

TOTAL CHARGES FOR THIS BILL	\$5,754.50
------------------------------------	-------------------

Please include the bill number with your payment.

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

===== STATEMENT =====

June 16, 2020

Durbin Crossing Community Development District
Governmental Management Services, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

Bill Number 115312
Billed through 05/31/2020

(A) 8
1,810.513.815

Monthly Meeting

DURBIN 00101 MCE

FOR PROFESSIONAL SERVICES RENDERED

05/01/20	MCE	Follow-up from board meeting.
05/04/20	APA	Prepare agenda memorandum.
05/07/20	MKR	Attend agenda conference call.
05/11/20	MKR	Prepare agenda items for board meeting.
05/13/20	APA	Review agenda package; prepare agenda memorandum.
05/18/20	MCE	Confer with Pollicino; follow-up; attend board meeting.
05/19/20	MCE	Follow-up from board meeting.
05/27/20	MCE	Review draft meeting minutes and provide comments.

Total fees for this matter \$1,500.00

MATTER SUMMARY

TOTAL FEES \$1,500.00

TOTAL CHARGES FOR THIS MATTER \$1,500.00

BILLING SUMMARY

TOTAL FEES \$1,500.00

TOTAL CHARGES FOR THIS BILL \$1,500.00

Please include the bill number with your payment.

10	11	12	13	14	15	16	17	18	19
START STOP	NEWSPAPER REFERENCE	DESCRIPTION	PRODUCT	SAU SIZE	BILLED UNITS	TIMES RUN	RATE	AMOUNT	
05/03		Balance Forward						\$153.87	
05/22	P136323	Payment - Lockbox 5550						\$-153.87	
05/07 05/07	103277282-05072020	BOS AUDIT COMMITTEE MTG 05/18/20	SA St Augustine Record	1.00 x 9.0000	9	1	\$8.98	\$80.82	
05/07 05/07	103277282-05072020	BOS AUDIT COMMITTEE MTG 05/18/20	SA St Aug Record Online	1.00 x 9.0000	9	1	\$8.97	\$80.73	
05/18 05/18	103277297-05182020	QUALIFYING ELECTIONS	SA St Augustine Record	1.00 x 3.7500	3.75	1	\$8.98	\$33.68	
05/18 05/18	103277297-05182020	QUALIFYING ELECTIONS	SA St Aug Record Online	1.00 x 3.7500	3.75	1	\$8.97	\$33.64	
PREVIOUS AMOUNT OWED:				\$153.87					
NEW CHARGES THIS PERIOD:				\$228.87					
CASH THIS PERIOD:				(\$153.87)					
DEBIT ADJUSTMENTS THIS PERIOD:				\$0.00					
CREDIT ADJUSTMENTS THIS PERIOD:				\$0.00					
We appreciate your business.									
<div>9 @ 1,810,513.480</div> <div>REC'D JUN 11 2020</div>									

9 @
1,810,513.480

RECEIVED
JUN 11 2020

INVOICE AND STATEMENT OF ACCOUNT

AGING OF PAST DUE ACCOUNTS

* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE



21	CURRENT NET AMOUNT	22	30 DAYS	60 DAYS	OVER 90 DAYS	* UNAPPLIED AMOUNT	23	TOTAL AMOUNT DUE
	\$228.87		\$0.00	\$0.00	\$0.00	\$0.00		\$228.87
SALES REP/PHONE #								
Melissa Rhinehart								
904-819-3423								
ADVERTISER INFORMATION								
1	BILLING PERIOD	6	BILLED ACCOUNT NUMBER	7	ADVERTISER/CLIENT NUMBER	2	ADVERTISER/CLIENT NAME	
	05/04/2020 - 05/31/2020		15654		15654		DURBIN CROSSING / GMS	

MAKE CHECKS PAYABLE TO

The St. Augustine Record Dept 1261
 PO Box 121261
 Dallas, TX 75312-1261

Payment is due upon receipt.

The St. Augustine Record

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE



The St. Augustine Record Dept 1261
 PO Box 121261
 Dallas, TX 75312-1261

ADVERTISING INVOICE and STATEMENT

1	BILLING PERIOD	2	ADVERTISER/CLIENT NAME
	05/04/2020 - 05/31/2020		DURBIN CROSSING / GMS
COMPANY	23	TOTAL AMOUNT DUE	* UNAPPLIED AMOUNT
SA 7		\$228.87	\$0.00
			NET 15 DAYS
21	CURRENT NET AMOUNT	22	30 DAYS
	\$228.87		\$0.00
			\$0.00
			\$0.00
4	PAGE #	5	BILLING DATE
			05/31/2020
			15654
			15654
			0000070594

BILLING ACCOUNT NAME AND ADDRESS

REMITTANCE ADDRESS



8 - 2054

DURBIN CROSSING / GMS
 475 W TOWN PL STE 114
 SAINT AUGUSTINE FL 32092-3649



The St. Augustine Record
 Dept 1261
 PO Box 121261
 Dallas, TX 75312-1261

Mon, May 18, 2020
9:08:22AM

Legal Ad Invoice

The St. Augustine Record

Send Payments to:
The St. Augustine Record
One News Place
St. Augustine, FL 32086

Acct: 15654
Phone: 9049405850

E-Mail:

Client: DURBIN CROSSING / GMS

Name: DURBIN CROSSING / GMS
Address: 475 W TOWN PLACE, STE 114

City: SAINT AUGUSTINE

State: FL

Zip: 32092

Ad Number: 0003277297-01

Start: 05/18/2020

Placement: SA Legals

Copy Line: NOTICE OF QUALIFYING PERIOD FOR CANDIDATES FOR THE BOARD OF SUPERVISORS OF THE DURBIN CROSSING

Caller: courtney hogge

Issues: 1

Rep: Melissa Rhinehart

Paytype: BILL

Stop: 05/18/2020

Lines 45
Depth 3.75
Columns 1

Price \$67.32

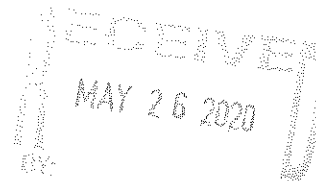
**NOTICE OF QUALIFYING PERIOD
FOR CANDIDATES FOR THE
BOARD OF SUPERVISORS OF
THE DURBIN CROSSING COM-
MUNITY DEVELOPMENT
DISTRICT**

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Durbin Crossing Community Development District ("District") will commence at noon on June 8, 2020, and close at noon on June 12, 2020. Candidates must qualify for the office of Supervisor with the St. Johns County Supervisor of Elections located at 4455 Avenue A, Suite 101, St. Augustine, Florida 32095; Ph: (904) 823-2238. All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a "qualified elector" of the District, as defined in Section 190.003, *Florida Statutes*. A "qualified elector" is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the St. Johns County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

The Durbin Crossing Community Development District has two (2) seats up for election, specifically seats 2 and 4. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 3, 2020, and in the manner prescribed by law for general elections.

For additional information, please contact the St. Johns County Supervisor of Elections.

0003277297 May 18, 2020



THE ST. AUGUSTINE RECORD
Affidavit of Publication

DURBIN CROSSING / GMS
475 W TOWN PLACE, STE 114
SAINT AUGUSTINE, FL 32092

ACCT: 15654
AD# 0003277297-01
PO#

PUBLISHED EVERY MORNING SUNDAY THROUGH SATURDAY
ST. AUGUSTINE AND ST. JOHNS COUNTY, FLORIDA

STATE OF FLORIDA
COUNTY OF ST. JOHNS

Before the undersigned authority personally appeared MELISSA RHINEHART who on oath says he/she is an Employee of the St. Augustine Record, a daily newspaper published at St. Augustine in St. Johns County, Florida; that the attached copy of advertisement being a SA Notic Misc in the matter of **QUALIFYING ELECTIONS** was published in said newspaper on 05/18/2020.

Affiant further says that the St. Augustine Record is a newspaper published at St. Augustine, in St. Johns County, Florida, and that the said newspaper heretofore has been continuously published in said St. Johns County, Florida each day and has been entered as second class mail matter at the post office in the City of St. Augustine, in said St. Johns County, Florida for a period of one year preceding the first publication of the attached copy of advertisement; and affiant further says the he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission, or refund for the purpose of securing this advertisement for publication in said newspaper.

NOTICE OF QUALIFYING PERIOD
FOR CANDIDATES FOR THE
BOARD OF SUPERVISORS OF
THE DURBIN CROSSING COM-
MUNITY DEVELOPMENT
DISTRICT

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Durbin Crossing Community Development District ("District") will commence at noon on June 8, 2020, and close at noon on June 12, 2020. Candidates must qualify for the office of Supervisor with the St. Johns County Supervisor of Elections located at 4455 Avenue A, Suite 101, St. Augustine, Florida 32095; Ph: (904) 823-2238. All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a "qualified elector" of the District, as defined in Section 190.003, *Florida Statutes*. A "qualified elector" is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the St. Johns County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

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For additional information, please contact the St. Johns County Supervisor of Elections.

0003277297 May 18, 2020

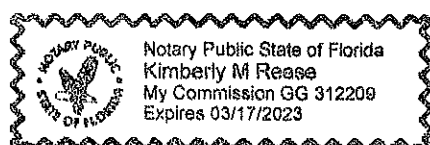
Sworn to (or affirmed) and subscribed before me by means of

☒ physical presence or
☐ online notarization

this _____ day of **MAY 18 2020**

by *Melissa Rhinehart* who is personally known to
me or who has produced as identification

Kimberly M Reese
(Signature of Notary Public)



Fri, May 8, 2020
7:57:20AM

Legal Ad Invoice

The St. Augustine Record

Send Payments to:
The St. Augustine Record
One News Place
St. Augustine, FL 32086

Acct: 15654
Phone: 9049405850

E-Mail:

Client: DURBIN CROSSING / GMS

Name: DURBIN CROSSING / GMS
Address: 475 W TOWN PLACE, STE 114

City: SAINT AUGUSTINE

State: FL

Zip: 32092

Ad Number: 0003277282-01

Start: 05/07/2020

Placement: SA Legals

Copy Line: DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT NOTICE OF AUDIT COMMITTEE MEETING AND REGUL

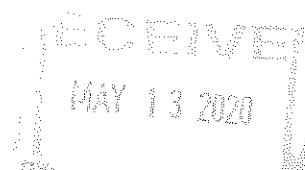
Caller: Courtney Hogge

Issues: 1

Rep: Melissa Rhinehart

Paytype: BILL

Stop: 05/07/2020



Fri, May 8, 2020
7:57:20AM

Legal Ad Invoice

The St. Augustine Record

Send Payments to:
The St. Augustine Record
One News Place
St. Augustine, FL 32086

Lines	108
Depth	9.00
Columns	1
Price	\$161.55

DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT NOTICE OF AUDIT COMMITTEE MEETING AND REGULAR MEETING OF THE BOARD OF SUPERVISORS

Notice is hereby given that the Durbin Crossing Community Development District ("District") Audit Committee will meet on Monday, May 18, 2020 at 5:00 p.m. at the Durbin Crossing South Anxiety Center located at 145 South Durbin Parkway, St. Johns, Florida 32259 to review proposals submitted in response to a Request for Proposals for Audit Services. Immediately following the audit committee meeting will be held a regular meeting of the Board of Supervisors ("Board") where the Board may consider any business that may properly come before it.

In light of the COVID-19 public health emergency, it is anticipated that one or both of the meetings may be conducted remotely, pursuant to Zoom communications media technology and/or by telephone pursuant to Executive Orders 20-52, 20-69 and 20-112 issued by Governor DeSantis on March 9, 2020, March 20, 2020 and April 29, 2020 ("Executive Orders") respectively, including any extensions or supplements thereof, and pursuant to Section 120.64(5)(b)2., Florida Statutes. If such Executive Orders are not extended and the Board or the Audit Committee is required to meet in person, or otherwise conditions allow the meetings to occur in person, the meetings may be held at the location stated above. Anyone wishing to participate in the meetings and obtain information about how the meetings will occur should refer to the District's website, www.DurbinCrossingCDD.com or contact the office of the District Manager, c/o Governmental Management Services, LLC, at (904) 910-5850 or dlaughlin@gmsnf.com to obtain access information.

The District fully encourages public participation in a safe and efficient manner. Toward that end, participants are strongly encouraged to submit questions and comments to the District Manager by calling (904) 910-5850 x. 401 or emailing dlaughlin@gmsnf.com by May 15, 2020 at 5:00 p.m. In advance of the meeting to facilitate the Board's consideration of such questions and comments during the meeting.

The meetings are open to the public and will be conducted in accordance with the provisions of Florida Law for community development districts. A copy of the agenda for these meetings may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, Florida 32082 or by calling (904) 910-5850, and is expected to also be available on the District's website at www.DurbinCrossingCDD.com. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at the meetings because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-968-8771 (TTY) / 1-800-968-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

If you are unable to participate by telephone or by ZOOM, please contact the District Manager's office at (904) 910-5850 or dlaughlin@gmsnf.com for further accommodations.

Fri, May 8, 2020
7:57:20AM

Legal Ad Invoice

The St. Augustine Record

Send Payments to:
The St. Augustine Record
One News Place
St. Augustine, FL 32086

Daniel Laughlin
District Manager
0003277202 May 7, 2020

THE ST. AUGUSTINE RECORD
Affidavit of Publication

DURBIN CROSSING / GMS
475 W TOWN PLACE, STE 114
SAINT AUGUSTINE, FL 32092

ACCT: 15654
AD# 0003277282-01
PO#

PUBLISHED EVERY MORNING SUNDAY THROUGH SATURDAY
ST. AUGUSTINE AND ST. JOHNS COUNTY, FLORIDA

STATE OF FLORIDA
COUNTY OF ST. JOHNS

Before the undersigned authority personally appeared MELISSA RHINEHART who on oath says he/she is an Employee of the St. Augustine Record, a daily newspaper published at St. Augustine in St. Johns County, Florida; that the attached copy of advertisement being a **NOTICE OF MEETING** in the matter of **BOS AUDIT COMMITTEE MTG 05/18/20** was published in said newspaper on **05/07/2020**.

Affiant further says that the St. Augustine Record is a newspaper published at St. Augustine, in St. Johns County, Florida, and that the said newspaper heretofore has been continuously published in said St. Johns County, Florida each day and has been entered as second class mail matter at the post office in the City of St. Augustine, in said St. Johns County, Florida for a period of one year preceding the first publication of the attached copy of advertisement; and affiant further says the he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission, or refund for the purpose of securing this advertisement for publication in said newspaper.

Sworn to (or affirmed) and subscribed before me by means of

☒ physical presence or
☐ online notarization

this _____ day of _____ **MAY 08 2020**

by *M. F. Rhinehart* who is personally known to
me or who has produced as identification

Tiffany M. Lowe
(Signature of Notary Public)

**DURBIN CROSSING COMMUNITY
DEVELOPMENT DISTRICT
NOTICE OF AUDIT COMMITTEE
MEETING AND REGULAR
MEETING OF THE BOARD OF
SUPERVISORS**

Notice is hereby given that the Durbin Crossing Community Development District ("District") Audit Committees will meet on Monday, May 18, 2020 at 6:00 p.m. at the Durbin Crossing South Amenity Center located at 145 South Durbin Parkway, St. Johns, Florida 32259 to review proposals submitted in response to a Request for Proposals for Audit Services. Immediately following the audit committee meeting will be held a regular meeting of the Board of Supervisors ("Board") where the Board may consider any business that may properly come before it.

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The District fully encourages public participation in a safe and efficient manner. Toward that end, participants are strongly encouraged to submit questions and comments to the District Manager by calling (904) 940-5850 x 401 or emailing dlaughlin@gmsnf.com by May 16, 2020 at 5:00 p.m. in advance of the meeting to facilitate the Board's consideration of such questions and comments during the meeting.

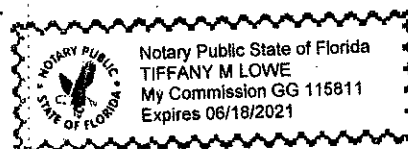
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If you are unable to participate by telephone or by ZOOM, please contact the District Manager's office at (904) 940-5850 or dlaughlin@gmsnf.com for further accommodations.

Daniel Laughlin
District Manager
0003277282 May 7, 2020





TREE TECH TREE SERVICE, INC
260 Old Hard Road
Fleming Island, FL 32003
O- 904-269-4069 F- 904-529-8914
EMAIL Office@treetech-treeservice.com

RECEIVED

Invoice

Durbin Crossing

JUN 13 2020

145 South Durbin Parkway
Jacksonville FL 32259

DATE	INVOICE #
6/12/2020	6431

Due	Terms
6/12/2020	0 Days

Job Name	Job Site	Phone	Salesperson	Total Due
Durbin Crossing 200518-2	145 South Durbin South	654-6304 Steve Hc	Michael Roe	\$1,200.00

#	Item	Service Description	Completed	Tax	Qty	Price
1	Pine	Tree & Debris Removal <u>Location:</u> 108 W Teague Bay Drive St. Augustine, FL 32092 Flush cut and fall 4 dead Pine trees cluster behind fence on Leo McGuire Parkway. <u>Location:</u> 425 Richmond Drive St. Johns, FL 32259 Remove (1) dead Pine tree. <u>Location:</u> 158 Staplehurst Drive St. Johns, FL 32259 Remove (2) dead Pine trees. Tree debris left in natural areas.	6/8/2020	0.00 %	0.00	\$1,200.00

1,320.538.46210 (A) 243

Thank you,
Michael Roe

Subtotal:	\$1,200.00
Discount:	\$0.00
Tax:	\$0.00
Total:	\$1,200.00
Credit:	\$0.00
Balance:	\$1,200.00

Customer
Durbin Crossing 145 South Durbin Parkway Jacksonville FL 32259

Invoice Remit Payment

DATE	INVOICE #
6/12/2020	6431
Total Amount Due:	\$1,200.00



RECEIVED
JUN 12 2020

Invoice

Invoice #: 3011

Date: 05/31/20

Customer PO:

DUE DATE: 06/30/2020

BILL TO

Durbin Crossing
245 Riverside Ave., Suite 250
Jacksonville, FL 32202

FROM

VerdeGo
PO Box 789
3335 North State Street
Bunnell, FL 32110
Phone: 386-437-3122
www.verdego.com

DESCRIPTION

AMOUNT

#2185 - Hunter I core Controller Longleaf and Harbury
Replace Hunter I core controller and relocate controller to opposite side of post to
avoid damage. Property has controller.

Irrigation

\$294.00

Labor - 04/09/20

5.40

\$50.00

\$270.00

Irrigation Parts (Material)

12.00

\$2.00

\$24.00

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$294.00

1-320-53800-46400

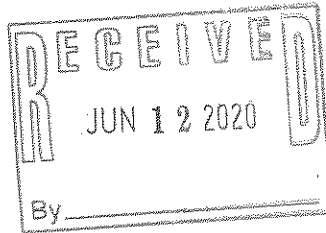
Irrigation Repair

3418 A

Vesta

Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 250
Jacksonville FL 32202



Invoice #
Date

367193
3/11/2020

Terms
Due Date
Memo

Bill To

Durbin Crossing C.D.D.
c/o GMS LLC
475 West Town Place
Suite 114
St. Augustine FL 32092

- 1) Misc: 1-320-53800-46300
- 2) Repair/Replace: 1-320-53800-44200
- 3) Office Supplies: 1-320-53800-44600
- 4) Fuel: 1-320-53800-46310
- 5) Special Events: 1-320-53800-45511
- 6) Press Wash/Fitness 1-320-53800-45516

252 @
Exp to Feb

	Billable Expenses	12.00✓
1	T. Myhill - Digital River Software; PDF Compiler Subscription for Expense Reports	12.78✓
5	K. Sargent - Publix; Flowers for Daddy Daughter Dance - Spotlight Dance	12.81✓
5	K. Sargent - Hobby Lobby; Daddy Daughter Dance - Feather Boas for Photo Booth	16.04✓
5	K. Sargent - Dollar Tree; Daddy Daughter Dance Game supplies	20.33✓
5	K. Sargent - Dollar Tree; Daddy Daughter Dance Supplies - Decorations, Prizes and Giveaways	22.37✓
5	D. Demarco - Dollar Tree; Daddy Daughter Dance Decor and give aways	37.65✓
5	K. Sargent - Walmart; Daddy Daughter Dance Supplies - Candy, Game Supplies & Décor	45.36✓
3	T. Myhill - Digital Software; 2-Year Avast Computer Security	179.34
	Total Billable Expenses	

Total

\$179.34



Smallpdf

From
Smallpdf LLC
Staffelstrasse 10
CH-8045 Zürich
VAT: CHE-461.243.982 MWST

Billed to
tmyhill@vestapropertyservices.com

To
US-

Invoice

#R158337
14 February 2020

Status

PAID
14 February 2020

Description	Users	Amount
Smallpdf Desktop Subscription 14 February 2020 - 13 March 2020	1	USD \$12.00
Total		USD \$12.00 <small>VAT: Reverse charge</small>

Thank You

Questions? Contact us at support@smallpdf.com

2-21-20 Durbin
Crossing

Publix

John's Creek Center
2845 County Rd. 210 W
St Johns, FL 32259
Store Manager: Pete Muller
904-230-3939

CARN MINI ASST BUN		
1 @ 3 FOR	12.00	4.00 T
CARN MINI ASST BUN		
1 @ 3 FOR	12.00	4.00 T
CARN MINI ASST BUN		
1 @ 3 FOR	12.00	4.00 T
Order Total		12.00
Sales Tax		0.78
Grand Total		12.78
Credit	Payment	12.78
Change		0.00

PRESTO!
Trace #: 089561
Reference #: 1739898783
Acct #: XXXXXXXXXXXX1042
Purchase American Express
Amount: \$12.78
Auth #: 832197

CREDIT CARD
A000000025010801
Entry Method:
Mode:

PURCHASE
AMERICAN EXPRESS
Chip Read
Issuer

Your cashier was Jack

02/21/2020 17:56 S1099 R108 4373 C0230

Remember your reusable bags.
Help do good. Bring them on every trip.

Publix Super Markets, Inc.

Flowers for Daddy/Daughter spotlight dance

2-12-20 Durbin Crossing

HOBBY LOBBY

Super Savings, Super Selection!

11250 Old St. Augustine Rd. #5

Jacksonville, FL 32257

Hobby Lobby Store #370 (904) 880-4003

S-370 R-3 T-7133 JUDITH H SALE

108200000 Wearable Art 11.97
3 @ 3.99 ea

SUBTOTAL 11.97
TAX TOTAL 0.84
TOTAL 12.81

AMEX 12.81

ACCOUNT #: *****1042

AUTH#: 878893

ACCT: AMEX

INSERTED

AMERICAN EXPRESS

CARD # *****1042

EXP **/**

REF #

AUTH #

RESP 00

170702121042 878893

ISO 00

AID: A000000025010801

TSI: F800 ARC:00 CUR:0840

TVR: 0800008000

APP: AMERICAN EXPRESS

IAD: 06460103A02000

No Signature

CHANGE DUE

0.00

Number of Items Purchased: 3

Thank You. Please come again.

Become a fan on Facebook.

Return Policy on back of receipt

Visit our website at www.hobbylobby.com



0370003071330212204

2/12/20

05:07 PM

--Continued on Side 2--

Daddy/Daughter Dance
Feather Boas for photo booth

2-20-20 Durbin
Crossing



Store# 7593
675 Durbin Pavilion Dr
#102
St Johns FL 32259-0000

(904) 417-9040

DESCRIPTION	QTY	PRICE	TOTAL
ASSURED COTTON BALLS 100CT	1	1.00	1.00
ASSURED COTTON BALLS 100CT	1	1.00	1.00
ASSURED COTTON BALLS 100CT	1	1.00	1.00
TURNER SOLID NYLON RED LINE	1	1.00	1.00
TURNER SOLID NYLON RED LINE	1	1.00	1.00
COOKIE PAN 13.2X9.2	1	1.00	1.00
COOKIE PAN 13.2X9.2	1	1.00	1.00
DRY ERASE BOARD 8.5X11IN	1	1.00	1.00
DRY ERASE BOARD 8.5X11IN	1	1.00	1.00
DRY ERASE BOARD 8.5X11IN	1	1.00	1.00
DRY ERASE BOARD 8.5X11IN	1	1.00	1.00
DRY ERASE BOARD 8.5X11IN	1	1.00	1.00
DRY ERASE BOARD 8.5X11IN	1	1.00	1.00
DRY ERASE BOARD 8.5X11IN	1	1.00	1.00
DRY ERASE BOARD 8.5X11IN	1	1.00	1.00

Sub Total \$15.00
PUBLIC USER \$0.05
SALES TAX \$0.98
Total \$16.04
AMERICAN EXPRESS \$16.04
*****1042 Approved
Purchase Chip
Auth/Trace Number: 804992/024992
Chip Card AID: 6000000025010001
Node: Issuer

NOW SHOP ON-LINE AT DOLLARTREE.COM

* We will gladly exchange any unopened item *
* with original receipt. We do not offer refunds. *

1497 07593 02 022 21433526 2/20/20 16:48
Sales Associate:Christy

Daddy/Daughter Dance
Cotton Ball Game Supplies
Daddy/Daughter game supplies

2-12-20 Durbin Crossing

DOLLAR TREE

Store# 4153
11111 San Jose Blvd
Suite 45
Jacksonville FL 32223-7946

(904) 380-9895

DESCRIPTION	QTY	PRICE	TOTAL
LOVE SCRIPT BALLOON ASSORTMENT	1	1.00	1.00T
VAL BOPPER HEADBANDS ASSORTED	1	1.00	1.00T
VAL BOPPER HEADBANDS ASSORTED	1	1.00	1.00T
VAL BOPPER HEADBANDS ASSORTED	1	1.00	1.00T
VAL BOPPER HEADBANDS ASSORTED	1	1.00	1.00T
VAL BOPPER HEADBANDS ASSORTED	1	1.00	1.00T
VAL BOPPER HEADBANDS ASSORTED	1	1.00	1.00T
VAL BOPPER HEADBANDS ASSORTED	1	1.00	1.00T
VAL BOPPER HEADBANDS ASSORTED	1	1.00	1.00T
VAL BOPPER HEADBANDS ASSORTED	1	1.00	1.00T
VALENTINE NOVELTY GLASSES	1	1.00	1.00T
VALENTINE NOVELTY GLASSES	1	1.00	1.00T
VALENTINE NOVELTY GLASSES	1	1.00	1.00T
VALENTINE NOVELTY GLASSES	1	1.00	1.00T
VAL ASTD SEQUIN HRT PILLOW PDQ	1	1.00	1.00T
VAL ASTD SEQUIN HRT PILLOW PDQ	1	1.00	1.00T
VAL ASTD SEQUIN HRT PILLOW PDQ	1	1.00	1.00T
HEART BALLOON 12CT	1	1.00	1.00T
ROSE PETALS RED&PINK AST 300CT	1	1.00	1.00T

Sub Total \$19.00

SALES TAX \$1.33

Total \$20.33

AMERICAN EXPRESS \$20.33

*****1042 Approved

Purchase Chip

Auth/Trace Number: 832325/018640

Chip Card AID: A000000025010801

Mode: Issuer

NOW SHOP ON-LINE AT DOLLARTREE.COM

* We will gladly exchange any unopened item *
* with original receipt. We do not offer refunds. *

3112 04153 01 011 21285382 2/12/20 16:46

Sales Associate: Frank

Daddy/Daughter Dance Supplies
Decorations - Balloons, rose petals, pillows

Prizes & giveaways - headbands & glasses



Store# 6093
2550 Ice Track Road
Suite 4
Saint Johns FL 32259-6278

(904) 417-9996

DESCRIPTION	QTY	PRICE	TOTAL
4/A MARBLE GLITTER WALL DECOR	1	1.00	1.00
4/A MARBLE GLITTER WALL DECOR	1	1.00	1.00
STAR TEN WITH FEATHERS	1	1.00	1.00
STAR TEN WITH FEATHERS	1	1.00	1.00
STAR TEN WITH FEATHERS	1	1.00	1.00
STAR TEN WITH FEATHERS	1	1.00	1.00
HEART SHAPE BOWL	1	1.00	1.00
VAL HEART DOOR HANGER W/BELLS	1	1.00	1.00
VAL HEART DOOR HANGER W/BELLS	1	1.00	1.00
VAL HEART DOOR HANGER W/BELLS	1	1.00	1.00
GLITTER FOAM STICKERS 3D	1	1.00	1.00
GLITTER FOAM STICKERS 3D	1	1.00	1.00
VAL 3D MSG HEART DECOR	1	1.00	1.00
VAL FLOPPY PALS 10IN	1	1.00	1.00
VAL FLOPPY PALS 10IN	1	1.00	1.00
VAL 4TD SEQUIN HRT PILLOW POU	1	1.00	1.00
BEAR 4EMB HEART & EYE 6.5IN	1	1.00	1.00
VAL 4TD SEQUIN HRT PILLOW POU	1	1.00	1.00
LONG 1JDY PUPPY EMB EYES 6.5IN	1	1.00	1.00
LONG 1JDY PUPPY EMB EYES 6.5IN	1	1.00	1.00
VAL 4TD SEQUIN HRT PILLOW POU	1	1.00	1.00

Sub Total \$21.00

SALES TAX \$1.37

Total \$22.37

AMERICAN EXPRESS \$22.37

*****1695 Approved

Purchase Chip

Auth/Trace Number: 819550/049223

Chip Card ATD: A000000025010801

Node: Issuer

NOW SHOP ON-LINE AT DOLLARTREE.COM

* We will gladly exchange any unopened item *

* with original receipt. We do not offer refunds. *

357715093 04 042 21608531 2/12/20 16:04

Sales Associate:Gina

2-20-20 Durbin Crossing

See back of receipt for your chance
to win \$1000 ID #: 7P7J44B1L8M

Walmart *

904-417-9688 Mr: BOBBI JO SMITH
845 DUBBIN PAVILION DR
ST. JOHNS, FL 32259

STW 00928 OP# 009039 TE# 39 TH# 02566	
SPRG MX SXL1 080009391111 F	4.97 X
SPRG MX SXL1 080009391111 F	4.97 X
BANDANA 061156651236	1.97 X
BANDANA 061156651236	1.97 X
GV CK CCI OR 007874209051 F	1.36 N
GV CK CCI OR 007874209051 F	1.36 N
GIRL ASS1 007144425997	4.50 X
GIRL ASS1 007144425997	4.50 X
FLORAL 072957184448	4.87 X
FLORAL 072957184448	4.87 X
SUBTOTAL	35.34

TAX 1	6.500 X	2.15
PTF	0.500 X	0.16
TOTAL		37.65

AMEX TEND 37.65

AMERICAN EXPRESS *** ** 042 I 0
APPROVAL # 879030
REF # 005100663876
TRANS ID - 007714580224375
AID A00000025010801
IC CD6095F90EAF1500
TERMINAL # SC010315
*NO SIGNATURE REQUIRED

02/20/20 18:10:50
CHANGE DUE 0.00

PIF Notice

YOUR RECEIPT CONTAINS A 0.50% PUBLIC
INFRASTRUCTURE FEE, PAYABLE TO THE
DPT COMMUNITY DEVELOPMENT DISTRICT.
THE FEE IS COLLECTED AND USED TO
FINANCE PUBLIC IMPROVEMENTS IN THE
DISTRICT. THIS FEE IS NOT A TAX AND
IS CHARGED IN ADDITION TO SALES TAX.
THIS FEE BECOMES PART OF THE SALES
PRICE AND IS SUBJECT TO SALES TAX.

ITEMS SOLD 10

TC# 9212 0955 4018 4509 6476



THANK YOU FOR SHOPPING WITH US
02/20/20 18:10:50

CUSTOMER COPY

Scan with Walmart app to save receipts



Daddy Daughter Dance -

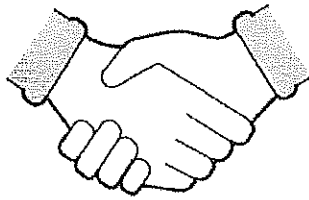
Candy for Food Table

Bananas for game blindfolds

Balloons for Decor

flowers for Decor

It's great to have you



Hi, Todd,

Thanks again for choosing Avast! Here's your invoice and a few bits of other important information. Please have a look, and save this email — it might come in handy if you ever need to contact us.

Order ID

82177392139

Order date

February 12, 2020

Authorized reseller

Digital River Inc.

Subscription portal password

8EzK3Ukp

Need to download your invoice, update your preferred payment method, or (gasp!) cancel your subscription? Just visit our handy, 24/7 subscription portal.

MANAGE SUBSCRIPTIONS

Your products



Avast Premium Security

\$139.99

\$94.63

Subscription status: Subscribed

Subscription period: 2 Years

Devices: 1 PC

Your activation code:

Need to download your app? Get it here.

SHAPE * MERGEFORMAT



[See installation instructions](#)

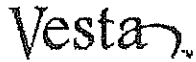
Subtotal: \$139.99

Discount: \$94.63

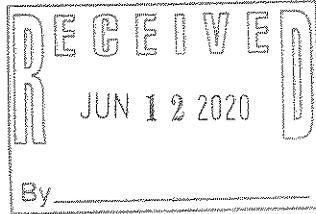
Taxes: \$0.00

Total: \$45.36

Paid with: American Express ****1050



Vesta Property Services, Inc.
245 Riverside Avenue
Suite 250
Jacksonville FL 32202



Invoice

Invoice #
Date

369478
4/30/2020

Terms
Due Date
Memo

5/31/2020
Pass thru April

Bill To

Durbin Crossing C.D.D.
c/o GMS LLC
475 West Town Place
Suite 114
St. Augustine FL 32092

- 1) Misc: 1-320-53800-46300
- 2) Repair/Replace: 1-320-53800-44200
- 3) Office Supplies: 1-320-53800-44600
- 4) Fuel: 1-320-53800-46310
- 5) Special Events: 1-320-53800-45511
- 6) Press Wash/Fitness 1-320-53800-45516
- 7) Pool Chem 1-320-53800-45510
- 8) Pool Maintenance 1-320-53800-45505

252 (A)

Item	Description	Rate	Amount
	Billable Expenses		
7	Pool Chemicals		83.03
7	Pool Chemicals		108.15
7	Pool Chemicals		243.51
8	Pool Equipment Repair		114.25
4	S. Howell - Gate; equipment fuel		8.00
4	S. Howell - Shell; Equipment fuel		11.10
1	T. Myhill - Small PDF; PDF software for CDD expense reports		12.00
1	S. Howell - Smart Sign; No trespassing sign		42.95
7	S. Howell - Pinch A Penny; Pool test Chems		72.91
2	S. Howell - Ace; For acid washing the north pool		157.48
6	S. Howell - Under Pressure; Pressure Washer repairs		306.53
	Total Billable Expenses		1,159.91
Total			\$1,159.91



HX - FC - JACKSONVILLE - 34
8297 PHILLIPS HWY * JACKSONVILLE, FL 32256
PHONE: 904-730-9555 * FAX: 904-730-5672

Invoice	980217
Document	467657
Date	03/31/20
Print Time	11:44PM

Sold To:	250473 AMENITY OPERATIONS & MAINTENANCE, INC 245 RIVERSIDE AVENUE STE 250 JACKSONVILLE, FL 32202	Ship To:	SAME AMENITY OPERATIONS & MAINTENANCE, INC 245 RIVERSIDE AVENUE STE 250 JACKSONVILLE, FL 32202					
Customer PO Number	Order Taken By	Time	Terms	Order Picked By:				
DURBAN CROSS	CTW	11:01AM	1% 10TH/N 20TH NET 20 TH	Order Checked Out By:				
Order Date	Carrier	Ship Date	Order Delivered By:	Route: CTR				
03/30/20	COUNTER	03/31/20						
QTY ORD	QTY B.O	QTY SHIP'D	Part Number	UM	Description	Bin location	Unit	Total
4		4	55547	EA	*****MUST HAVE JOB NAME ***** POOLMASTER 30FT LIFE LINE		13.10	52.40
1	1	0	T26	EA	LETRO WATER LEVEL CONTROL VLV (O/S*TOP FED*RD FLT*WING NUT) ***** 904-755-1996 CALL *****		39.85	.00
1		1	LN4100	EA	PRO ANIMAL LEAF RAKE w/STD BAG		25.20	25.20

Standard Terms: Account disputes must be reported to Credit Department within 60 days of invoice date. Past due accounts and Credit Card payments are not entitled to discounts. Amounts not paid by the Due Date bear interest at 18% per annum and all cost of collection, including attorney's fees, are the obligation of the customer.

RECEIVED BY:
PLEASE SIGN AND PRINT NAME IN BLACK INK

PAYMENT RECEIVED

Cash ☐ Check ☐ Credit Card ☐
Number: _____
Amount: _____
Received By: _____

Subtotal	77.60
Discount/Fa	
Taxable Subtotal	77.60
Tax	5.43
Freight	.00
Total	83.03



Cheyenne Bardroff

From: Todd Myhill
Sent: Wednesday, April 1, 2020 9:18 AM
To: AP Corporate
Subject: FW: Invoice 980217 from HornerXpress. PO: DURBAN CROSS
Attachments: 01166938.PDF

Hi Cheyenne,
I approve the attached Horner Express invoice. It is billable.
Thank you!
Happy April Fools Day! 😊

Todd Myhill
General Manager

Durbin Crossing
145 S. Durbin Parkway
St. Johns, FL 32259

P: 904-230-2011
C: 904-536-1088
www.VestaPropertyServices.com

CONFIDENTIALITY NOTICE: This email, and any attachment(s) to it, is intended only for the use of the individual/entity addressed herein and may contain information that is privileged, confidential, and exempt from disclosure under applicable law. Be advised that any dissemination, distribution, or copying of this information (including any attachments) is strictly prohibited (without prior consent). If you have received this e-mail in error, please immediately return it to the sender and delete it from your system.

-----Original Message-----

From: Cheyenne Bardroff <cbardroff@vestapropertyservices.com> On Behalf Of AP Corporate
Sent: Wednesday, April 1, 2020 8:18 AM
To: Todd Myhill <TMyhill@vestapropertyservices.com>
Subject: FW: Invoice 980217 from HornerXpress. PO: DURBAN CROSS

Good Morning,

Can you please review and approve this invoice? Also, is this billable?

Thank you,

Cheyenne Bardroff
Accounts Payable

245 Riverside Avenue
Suite 250
Jacksonville, Florida 32202



HX - FC - JACKSONVILLE - 34
8297 PHILLIPS HWY * JACKSONVILLE, FL 32256
PHONE: 904-730-9555 * FAX: 904-730-5672

Invoice	997835
Document	699511
Date	04/15/20
Print Time	4:43PM

Sold To:	250473 AMENITY OPERATIONS & MAINTENANCE, INC 245 RIVERSIDE AVENUE STE 250 JACKSONVILLE, FL 32202	Ship To:	TEMP AMENITY OPERATIONS & MAINTENANCE, INC 145 SOUTH DURBIN PARKWAY SAINT JOHNS, FL 32259						
Customer PO Number	Order Taken By	Time	Terms	Order Pulled By:					
GLEN ST JOHN	JSC	3:46PM	1% 10TH/N 20TH NET 20 TH	Order Checked Out By:					
Order Date	Carrier	Ship Date	Order Picked Up By:	Order Delivered By:					
04/13/20	TRUCK	04/15/20		Route: TR2					
QTY ORD	QTY B.O	QTY SHIP'D	Part Number	UM	Description	Bin location	Unit	Total	
1		1	55547	EA	POOLMASTER 30FT LIFE LINE		13.10	13.10	
1		1	153HOOK	EA	R/B LIFE HOOK ONLY (HARDWARE SOLD SEPARATELY)		19.05	19.05	
1		1	24LR	EA	LIFE RING 24in WHITE STYROFOAM W/DARK BLUE WEBBING		44.25	44.25	
1		1	16	EA	LION POLE 16' STRAIGHT		25.15	25.15	
Standard Terms: Account disputes must be reported to Credit Department within 60 days of invoice date. Past due accounts and Credit Card payments are not entitled to discounts. Amounts not paid by the Due Date bear interest at 18% per annum and all cost of collection, including attorney's fees, are the obligation of the customer.						PAYMENT RECEIVED		Subtotal	101.55
RECEIVED BY: PLEASE SIGN AND PRINT NAME IN BLACK INK						Cash <input type="checkbox"/> Check <input type="checkbox"/> Credit Card <input type="checkbox"/>		Discount/Fa	
						Number: _____		Taxable Subtotal	101.55
						Amount: _____		Tax	6.60
						Received By: _____		Freight	.00
						Total		108.15	





HX - FC - JACKSONVILLE - 34
8297 PHILLIPS HWY * JACKSONVILLE, FL 32256
PHONE: 904-730-9555 * FAX: 904-730-5672

Invoice	997832
Document	699493
Date	04/15/20
Print Time	4:43PM

Sold To:	250473 PHONE: 904-355-1831 X428 AMENITY OPERATIONS & MAINTENANCE, INC 245 RIVERSIDE AVENUE STE 250 JACKSONVILLE, FL 32202	Ship To:	TEMP AMENITY OPERATIONS & MAINTENANCE, INC 145 SOUTH DURBING PARKWAY SAINT JOHNS, FL 32259	
Customer PO Number	Order Taken By	Time	Terms	Order Pulled By:
DURBIN CROSSING	JSC	3:46PM	1% 10TH/N 20TH NET 20 TH	Order Checked Out By:
Order Date	Carrier	Ship Date	Order Picked Up By:	Order Delivered By:
04/13/20	TRUCK	04/15/20		Route: TR2

QTY ORD	QTY B.O	QTY SHIP'D	Part Number	UM	Description	Bin location	Unit	Total
1		1	TC-22136	EA	T/C CALCIUM HYPOCHLORITE 100LB LOOSE (PLASTIC DRUM)		135.00	135.00
1		1	TC-4425	EA	T/C YELLOW ELIMINATOR 25LB (SODIUM BROMIDE)		93.65	93.65

Standard Terms: Account disputes must be reported to Credit Department within 60 days of invoice date. Past due accounts and Credit Card payments are not entitled to discounts. Amounts not paid by the Due Date bear interest at 18% per annum and all cost of collection, including attorney's fees, are the obligation of the customer.

RECEIVED BY:
PLEASE SIGN AND PRINT NAME IN BLACK INK

PAYMENT RECEIVED

Cash ☐ Check ☐ Credit Card ☐
Number: _____
Amount: _____
Received By: _____

Subtotal	228.65
Discount/Fa	
Taxable Subtotal	228.65
Tax	14.86
Freight	.00
Total	243.51





Big Z Pool Service, LLC
172 Stokes Landing Rd
Saint Augustine, FL 32095
bigzpools@yahoo.com
www.facebook.com/bigzpoolservice

Invoice 7050

BILL TO

Vesta Property Management
245 Riverside Avenue Suite
250
Jacksonville, Florida 32202
USA

DATE
04/24/2020

PLEASE PAY
\$114.25

DUE DATE
05/04/2020

PRODUCT/SERVICE	QTY	RATE	AMOUNT
Property: Durbin Crossing South Repair Completed: 4/24/2020			
Job Material:Material 9/16" Threaded Rod Guide	1	38.00	38.00
Job Material:Material 9/16" SS Nut	1	1.25	1.25
Labor Rates:Commercial Labor Labor	1	75.00	75.00
Thank you for your business!			

TOTAL DUE

\$114.25

THANK YOU.

If you have any questions please give us a call at 904-868-4660!

Big Z Pool Service, LLC
Licensed & Insured CPC#1459355

Welcome to GATE
Store #1232
700 Durbin Pav. Dr.
St Johns, FL 32259

Receipt #98715
04/17/2020
10:15

Pump	Gallons	Price
10	5.069	\$ 1.579
Product: Unleaded		
TOTAL FUEL		\$ 8.00

SALE - Card Swiped
TOTAL SALE \$ 8.00
AMEXAcct#
*****2149
Refer #102287898
Batch #242
Sequence #2403
Approval #505791
SALE
American Express
Card Num : (S)
XXXXXXXXXX2149
Swiped

04/17/2020 10:13:51

I agree to pay the
above Total Amount
according to Card
Issuer Agreement.

Thank you for
choosing GATE!

SHOPPING AT SHELL

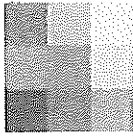
57541299004
SHELL
2685 RACE TRACK RD
JACKSONVILLE FL 32

4/1/2020 9:28:34 AM
TRAN# 2526634
87-Reg
PUMP NO. 04
GALLONS 6.169
PRICE/GAL \$1.799
FUEL TOTAL \$11.10

TAX \$0.00
TOTAL AMOUNT \$11.10

XXXX XXXXXX X2149
AMEX
Swiped
APPROVED
AUTH # 504883
INV # 836668

THANK YOU FOR



Smallpdf

From
Smallpdf LLC
Staffelstrasse 10
CH-8045 Zürich
VAT: CHE-461.243.982 MWST

Account
tmyhill@vestapropertyservices.com

To
US-

Invoice
#R184577
14 April 2020

Status
PAID
14 April 2020

Description	Users	Amount
Smallpdf Desktop Subscription 14 April 2020 - 13 May 2020	1	USD \$12.00
Total		USD \$12.00 VAT: Reverse charge

Thank You

Questions? Contact us at support@smallpdf.com

4/30/2020

Mail - Steve Howell - Outlook

Your Confirmation SMT-304670

SmartSign.com <customerservice@smartsign.com>

Tue 4/14/2020 4:40 PM

To: Steve Howell <SHowell@vestapropertyservices.com>

[SmartSign.com](https://smartsign.com)

A SmartSign Store

300 Cadman Plaza West, Suite 1303
Brooklyn, NY 11201

[Track my order](#) | [Print this invoice](#) | [My account](#) | [Customer service](#)

Order Received

Thank you steve howell!

Your order number is SMT-304670. Your chosen delivery method is Regular Ground and we will send you tracking information once your order ships. Your order details are given below:

Order Number	Order Date	Shipping Method	Est. Ship Date	Est. Arrival Date
SMT-304670	14 Apr '20	Regular Ground	16 Apr '20	23 Apr - 28 Apr '20

No.	Description	Qty.	Price	Total
1.	No Trespassing (Part No: WP-0019-LSP-18)	1	\$42.95	\$42.95

Sub Total: \$42.95

Shipping: Free

GRAND TOTAL \$42.95

SHIPPING ADDRESS

steve howell
Durbin Crossing CDD
145 S DURBIN PKWY
ST JOHNS, FL - 32259 7224

WE HAVE BILLED THE FOLLOWING ACCOUNT:

American Express Card: \$42.95
steve howell
Vesta Property Services
245 RIVERSIDE AVE
STE 250
JACKSONVILLE, FL - 32202 4944
Charges will appear on your credit card statement as SMARTSIGN

What to expect next...

1 Order Review: Stock products are released to the warehouse on the same day that you ordered. All orders containing custom products are reviewed, that night, by specialists to ensure the quality and consistency of your order. *Note: Any changes to the design or*

2 Production/Pack Order: Typically, your order reaches the factory floor or warehouse within 24 hours after it is released. Please note the estimated **Ship Date** - this is when the order will be handed over to the shipper. The Ship Date does not include the time in transit

3 Shipment: An email will be sent to you when your order ships. The email will include the tracking number(s) of your package. You may also track your order from links provided above. The estimated arrival date shown above is based on your selected shipping method.

PINCH-A-PENNY POOL-PATIO-SPA®

The Perfect People For A Perfect Pool



Like Us on Facebook
For Our Special Offers!

Pinch A Penny 210
3055 CR 210 West
Suite 103
St. Johns, FL 32259
Phone: 9042177827

Sales Receipt

Transaction #: 166702
Account #: 9047551996
Date: 4/3/2020 Time: 1:13:12 PM
Cashier: James Simmons Register #: 2

BILL TO: JOHN WILLIAMS

Item	Description	Amount
00000018	GAL SODIUM HYPOCHLORITE 1 JUG @ \$4.99	\$4.99
00520056	2.5 GAL. P.A.P. STANDAR	\$7.50
00961094	ALKALINITY 10 LB. POUCH	\$19.99
00961094	ALKALINITY 10 LB. POUCH	\$19.99
02121390	CORNER BRUSH W/POLY BRI	\$15.99

Sub Total \$68.46
Sales Tax \$4.45
Total \$72.91

AMEX Tendered \$72.91
Card: XXXXXXXXXXXX2149
Auth: 567931
Change Due \$0.00

3 TO GO - FREE 2.5 GAL COUPON



9047551996

Thank you for shopping
Pinch A Penny 210
We hope you'll come back soon!

THANK YOU FOR SHOPPING AT
HAGAN ACE MANDARIN #9782
(904) 266 9597

SERVING NORTH FLORIDA SINCE 1952
THANK YOU FOR YOUR PATRONAGE
04/17/20 9:10AM BHFJ 601 SALE

12787 26 GL \$5.84 GL Q
1 GAL MURIATIC ACID \$163.52

***** WARNING *****

*TIGHTEN LIDS BEFORE TRANSPORT *

*AND SECURE UPRIGHT ON COVERED *

*SURFACE. SPILLAGE WILL DAMAGE *

* ALL TYPES OF FABRICS! *

***** WARNING *****

SUB-TOTAL: \$ 163.52 TAX: \$ 10.31
DISCOUNT: -16.35 TOTAL: \$ 157.48
BC AMT: \$ 157.48

BK CARD#: AXXXXXXX2149
MID:*****7881 TID:***2448
AUTH: 803237 AMT: \$ 157.48
Host reference #:000750 Bal#

Authorizing Network: AMEX

Chip Read
CARD TYPE: AM EXPRESS EXPR: XXXX
AID : A000000025010801
TVR : 0000008000
IAD : 06460103602002
TSI : F800
ARC : 00
MODE : Issuer
CVM :
Name : AMERICAN EXPRESS
ATC : 0046
AC : 0629392860492103
TxnID/ValidCode: 207556



=>> JRNL#D00750/3 <<==
CUST NO: *46393

THANK YOU STEVE HOWELL
FOR YOUR PATRONAGE
ACE REWARDS ID # 1926250317

Acct. STEVE HOWELL

Customer Copy

YOU SAVED \$ 16.35 BY SHOPPING AT
HAGAN ACE MANDARIN #9782

UNDER PRESSURE SALES, INC.

8211 BEACH BLVD.
JACKSONVILLE, FL 32216

Invoice

Date	Invoice #
4/14/2020	190961

Bill To
Durbin Crossing CDD

Ship To

Call By	Completed By	Rep	Payment Method	PO #	Terms
		BH	VISA		

Quantity	Item Code	Description	Price Each	Class	Amount
		STEVE (904)654-6304.....BELT DRIVE SYSTEM.....PRESSURE ISSUES.... UNIT IS HITTING AROUND 2,000 PSI.....CHECK ALL AND CALL WITH ESTIMATE.....			
6	701115	O-RING GEN VALVE	1.73	Jacksonville	10.38T
1	KIT069	PACKING KIT	89.41	Jacksonville	89.41T
1	50.5137	HONDA AIR FILTER GX340-390	17.50	Jacksonville	17.50T
1	S130-823	SPARK PLUG NGK	5.49	Jacksonville	5.49T
1	HARDWARE	MISC HARDWARE...AIR FILTER GASKET	2.50	Jacksonville	2.50T
2	HARDWARE	MISC HARDWARE/ V-BELTS	12.00	Jacksonville	24.00T
5	S146-955BYFT	PULL ROPE #6 BY FT	0.54	Jacksonville	2.70T
1.5	LABOR	LABOR - JAX	80.00	Jacksonville	120.00T
1	V40035Q	40 DEG 3.5 TIP	7.25	Jacksonville	7.25T
1	V25035Q	25 DEG 3.5 GPM TIP	7.25	Jacksonville	7.25T
		<p>CALLLED ON 4/10/20 @ 1:55 PM SPOKE WITH STEVE AND INFORMED HIM OF THE REPAIRS AND THAT THE UNIT IS READY TO BE PICKED UP. THE LARGE PULLEY (10 INCH) DROPS THE PRESSURE. HE ASKED ABOUT HIS S.C. AND I MENTIONED TO BRING IT IN SO AS TO MAKE SURE HE HAS THE RIGHT TIPS IN IT (RS)</p>			

REPAIRS ARE WARRANTED FOR 30 DAYS AFTER PICK UP. WARRANTY IS VOID IF UNIT IS RAN OFF A WELL. NO EXCEPTIONS.

SIGN.

Phone #	Fax #
904-721-1410	904-721-1414

Subtotal	\$286.48
Sales Tax (7.0%)	\$20.05
Total	\$306.53

Web Site	www.underpressuresales.com
-----------------	----------------------------



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 250
Jacksonville FL 32202

Invoice # 370556
Date 5/31/2020
Terms
Due Date 6/30/2020
Memo Pass thru May

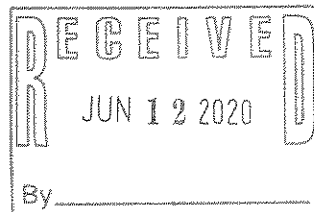
Bill To
Durbin Crossing C.D.D.
c/o GMS LLC
475 West Town Place
Suite 114
St. Augustine FL 32092

- 1) Misc: 1-320-53800-46300
- 2) Repair/Replace: 1-320-53800-44200
- 3) Office Supplies: 1-320-53800-44600
- 4) Fuel: 1-320-53800-46310
- 5) Special Events: 1-320-53800-45511
- 6) Press Wash/Fitness 1-320-53800-45516

252 (A)

	Descriptor	Quantity	Rate	Amount
1	Billable Expenses			337.05
1	Hand sanitizer			12.74
	Dawn soap.			21.39
	Cleaner			42.59
3	T. Myhill - Amazon; Face Mask			74.45
1	S. Howell - Circle K; Gloves for sanitary use			108.00
1	T. Myhill - Small PDF; Annual PDF Subscription			532.50
1	J. Branch - Vinyl Decals; COVID-19 Signs			11.54
1	Gloves			15.46
1	Gloves			44.95
3	Copy paper			(61.97)
	Refund			
	Total Billable Expenses			1,138.70

Total \$1,138.70





Southeast Packaging and Solutions Inc.
450 State Road 13 North
Suite 106 PMB 117
Saint Johns, FL 32259-3863

Invoice

Date	Invoice #
5/8/2020	992

Bill To
Vesta Properties 245 Riverside Ave Suite 250 Jacksonville, FL 32202

Ship To
Durbin Crossing

S.O. No.	P.O. No.	Terms	Rep	Ship Date	Ship Via	FOB
		Credit Card	TC		LTL Carrier	Jacksonville
Item	Qty	Description	U/M	Rate	Amount	
30022	24	Hand Sanitizer P664A 12/QT/ Case	ea	12.50	300.00	
62558	12	PUMP 28/410 QUARTS RC CAP	ea	1.25	15.00	
				Subtotal	\$315.00	
				Sales Tax (7.0%)	\$22.05	
				Total	\$337.05	

Phone #
904-465-6101

E-mail	Web Site
orders@southeastpackaging.com	www.southeastpackaging.com



INVOICE DATE	CUSTOMER	SUMMARY INVOICE
5/16/20	ATL 1821005	8058428902
PLEASE PAY BY	TERMS	AMOUNT DUE
6/15/20	Net 30 Days	34.13

INVOICE DETAIL

Staples

Federal ID #:04-3390816

Bill to Account: 1070810

Ship to Account: DURBIN CROSS

VESTA PROPERTY SERVICES
CHEYENNE SANDROFF
245 RIVERSIDE AVE
STE 250
JACKSONVILLE, FL 32202

DURBIN CROSSING
ATTN: DANIELLE DEMARCO
145 S DURBIN PKWY
JACKSONVILLE, FL 32259

P O Number :
P O Desc :
Release :
Release Desc:

Invoice Number: 3447104772
Order : 7307547391-000-004
Ordered By : DANIELLE DEMARCO
Order Date : 5/07/20

Order Line	Xten Number	Description	Order Qty	B/O Qty	Unit Meas	Ship Qty	Unit Price	Extended Price
17	1566931	DAWN ORIGINAL BLUE 750Z FACILITIES: BILLABLE	1		0 EA	1	11.90	11.90
Freight:		.00	Tax:(7.0000 %)					.84
							Sub-Total:	11.90
							Total:	12.74

Backorder of 7307547391



INVOICE DATE	CUSTOMER	SUMMARY INVOICE
5/16/20	ATL 1821005	8058428902
PLEASE PAY BY	TERMS	AMOUNT DUE
6/15/20	Net 30 Days	34.13

INVOICE DETAIL

staples

Federal ID #:04-3390816

Bill to Account: 1070810

Ship to Account: DURBIN CROSS

VESTA PROPERTY SERVICES
CHEYENNE BARDROFF
245 RIVERSIDE AVE
STE 250
JACKSONVILLE, FL 32202

DURBIN CROSSING
ATTN: DANIELLE DEMARCO
145 S DURBIN PKWY
JACKSONVILLE, FL 32259

P O Number :
P O Desc :
Release :
Release Desc:

Invoice Number: 3447104770
Order : 7307547391-000-003
Ordered By : DANIELLE DEMARCO
Order Date : 5/07/20

Order Line	Item Number	Description	Order Qty	B/O Qty	Unit Meas	Ship Qty	Unit Price	Extended Price
12	SMP11001	CLEANER, ALL PURPOSE, GN FACILITIES: BILLABLE	1		0 EA	1	19.99	19.99
Freight:		.00	Tax: (7.0000 %)		1.40		Sub-Total:	19.99
							Total:	21.39

Customer service inquiries 877-826-7755 Invoice Payment Inquiries 888-753-4106
Make checks payable to Staples, PO Box 105748, Atlanta GA 30348-5748

Page: 1

6/4/2020

AmazonSmile - Order 112-4141695-4333868



Final Details for Order #112-4141695-4333868

[Print this page for your records.](#)

Order Placed: April 29, 2020

Amazon.com order number: 112-4141695-4333868

Order Total: \$42.59

Supporting: Centers for Spiritual Living

Shipped on May 2, 2020

Items Ordered

1 of: *Face Mask, Pack of 50*

Sold by: Amazon.com Services LLC

Condition: New

Price

\$39.99

Shipping Address:

Todd Myhill
145 S DURBIN PKWY
ST JOHNS, FL 32259-7224
United States

Shipping Speed:

One-Day Shipping

Payment information

Payment Method:

American Express | Last digits: 1059

Item(s) Subtotal: \$39.99

Shipping & Handling: \$0.00

Billing address

Todd Myhill
245 Riverside Ave., Suite 250
Jacksonville, Florida 32202
United States

Total before tax: \$39.99

Estimated tax to be collected: \$2.60

Grand Total: \$42.59

Credit Card transactions

AmericanExpress ending in 1059; May 2, 2020: \$42.59

To view the status of your order, return to [Order Summary.](#)

[Conditions of Use](#) | [Privacy Notice](#) © 1996-2020, Amazon.com, Inc. or its affiliates

5/7/2020 3:01:44 PM
Order Number: 835504
Circle K 2721445
4564 US Hwy 1
St. Augustine, FL 32095
(904) 827-0029

Register:3

M, Amanda

10TB HBA OPEN KEY	\$69.90
Sub. Total:	\$69.90
Tax:	\$4.55
Total:	\$74.45
Discount Total:	\$0.00
American Express:	\$74.45
Change	\$0.00

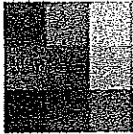
SALE
American Express
Card Num : (C) XXXXXXXXXXXX2149
Chip Read
Terminal : 101
Approval : 864458

USD\$ 74.45

AMERICAN EXPRESS
AID: A000000025010801
IVR: 0000008000
IAD: 06460103602002
EJ: 1800
MCC: 56
UL: 456454/016115221

No Signature Required

Thank You



Smallpdf

From
Smallpdf LLC
Staffelstrasse 10
CH-8045 Zürich
VAT: CHE-461.243.982 MWST

Account
tmyhill@vestapropertyservices.com

To
US-

Invoice
#R19E49C
14 May 2020

Status
PAID
14 May 2020

Description	Users	Amount
Smallpdf Desktop Subscription 14 May 2020 - 13 May 2021	1	USD \$108.00
Total		USD \$108.00 VAT: Reverse charge

Thank You

Questions? Contact us at support@smallpdf.com

Vinyl Decals and Signs, Inc.
 1627 DOBBS RD, Ste 100
 ST AUGUSTINE, FL 32084
 904-808-1276
 vinyldecals@comcast.net



INVOICE

BILL TO

Jeff Branch
 Julington Creek Plantation
 350 Plantation Club Pkwy
 Saint Johns, FL 32259
 United States

SHIP TO

Jeff Branch
 Julington Creek Plantation
 350 Plantation Club Pkwy
 Saint Johns, FL 32259
 United States

INVOICE # 1257

DATE 05/06/2020

DUE DATE 05/06/2020

TERMS Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Choroplast	18" X 24" SF CHOREX SIGNS W/STANDS "SOCIAL DISTANCING"	65	25.00	1,625.00T
	Printed Decals w/UV	12" PRINTED CIRCLE DECALS W/UV "SOCIAL DISTANCING"	10	90.00	900.00T

SUBTOTAL
 TAX
 TOTAL
 PAYMENT
 BALANCE DUE

2,525.00
 164.13
 2,689.13
 2,525.00
\$164.13

PAID 2525.00 CC
 5-7-20
 PAID 164.13
 5-11-20
 CC



INVOICE DATE	CUSTOMER	SUMMARY INVOICE
5/30/20	ATL 1821005	8058557644
PLEASE PAY BY	TERMS	AMOUNT DUE
6/29/20	Net 30 Days	71.95

INVOICE DETAIL

Staples

Federal ID #:04-3390816

Bill to Account: 1070810

Ship to Account: DURBIN CROSS

VESTA PROPERTY SERVICES
CHEYENNE BARDROFF
245 RIVERSIDE AVE
STE 250
JACKSONVILLE, FL 32202

DURBIN CROSSING
ATTN: TODD MYHILL
145 S DURBIN PKWY
JACKSONVILLE, FL 32259

P O Number :
P O Desc :
Release :
Release Desc:

Invoice Number: 3447939339
Order : 7308072787-000-003
Ordered By : TODD MYHILL
Order Date : 5/27/20

Order Line	Item Number	Description	Order Qty	S/O Qty	Unit Meas	Ship Qty	Unit Price	Extended Price
3	931433	NITRL DISP GLOVE PF MD 100BX FACILITIES: BILLABLE	2		0 BX	2	5.39	10.78
Freight:		.00	Tax: (7.0000 %)					.76
							Sub-Total:	10.78
							Total:	11.54

Backorder of 7308072787



INVOICE DATE	CUSTOMER	SUMMARY INVOICE
5/30/20	ATL 1821005	8058557644
PLEASE PAY BY	TERMS	AMOUNT DUE
6/29/20	Net 30 Days	71.95

INVOICE DETAIL

Staples

Federal ID #:04-3390816

Bill to Account: 1070810

Ship to Account: DURBIN CROSS

VISTA PROPERTY SERVICES
CHEYENNE BARDOFF
245 RIVERSIDE AVE
STE 250
JACKSONVILLE, FL 32202

DURBIN CROSSING
ATTN: TODD MYHILL
145 S DURBIN PKWY
JACKSONVILLE, FL 32259

P O Number :
P O Desc :
Release :
Release Desc:

Invoice Number: 3447939336
Order : 7308072787-000-002
Ordered By : TODD MYHILL
Order Date : 5/27/20

ORDER			SHIP			UNIT PRICE		
Order Line	Item Number	Description	Order Qty	B/O Qty	Unit Meas	Ship Qty	Unit Price	Extended Price
2	931432	NITRILE DISP GLOVE PWDGR LG BX FACILITIES: BILLABLE	2		0 BX	2	7.22	14.44
Freight:		.00	Tax: (7.0000 %)		1.02	Sub-Total:		14.44
							Total:	15.46

Backorder of 7308072787



INVOICE DATE	CUSTOMER	SUMMARY INVOICE
6/06/20	ATL 1821005	8058629191
PLEASE PAY BY	TERMS	AMOUNT DUE
7/06/20	Net 30 Days	61.97CR

INVOICE DETAIL

Staples

Federal ID #:04-3390816

Bill to Account: 1070810

Ship to Account: DURBIN CROSS

VESTA PROPERTY SERVICES
CHRYSTINE HARDROFF
245 RIVERSIDE AVE
STE 250
JACKSONVILLE, FL 32202

DURBIN CROSSING
ATTN: DANIELLE DEMARCO
145 S DURBIN PKWY
JACKSONVILLE, FL 32259

P O Number :
P O Desc :
Release :
Release Desc:

Invoice Number: 3448547075
Order : 7307547391-001-001
Ordered By : DANIELLE DEMARCO
Order Date : 5/16/20

Release Desc:			Order Date	5/20/20				
Order Line	Item Number	Description	Order Qty	B/O Qty	Unit Meas	Ship Qty	Unit Price	Extended Price
2	512215	PICKUP/NO RESHIP/CREDIT SPLS 1 FACILITIES: BILLABLE	1		0 CT	1	57.91	57.91-
Freight:		.00	Tax: (7.0000 %)		4.06-		Sub-Total:	57.91-
							Total:	61.97-

*****Credit for Invoice# 3446732070*****



Tel. 904-743-8444
www.smarthome.biz
sales@smarthome.biz

Durbin Crossing South
475 West Town Place #114
St. Augustine FL 32092

PLEASE PAY BY	AMOUNT	INVOICE DATE
07/06/2020	\$279.96	06/15/2020

INVOICE NO. 161413

Site: 145 S Durbin Pkwy Jacksonville
Site Address: 145 S Durbin Pkwy
Jacksonville FL 32259
Period: 07/01/2020 to 06/30/2021
Recurring No.: 1666
Job Name:
Order No.:

Description

Please find attached invoice for your Annual monitoring services.

JUN 19 2020

Security Monitoring

Item	Quantity	Unit Price	Total
Phone Line Monitoring	12.00	\$23.33	\$279.96
Sub-Total ex Tax			\$279.96
Tax			\$0.00
Total			\$279.96

"Thank you—we really appreciate your business! Please send payment within 21 days of receiving this invoice.

IMPORTANT: Please remember to test your system monthly.

Need automation for your home? Visit us online at www.smarthome.biz

There will be a 1.5% interest charge per month on late invoices.

Sub-Total ex Tax	\$279.96
Tax	\$0.00
Total inc Tax	\$279.96
Amount Applied	\$0.00
Balance Due	\$279.96

56 (A)
1,320.538.45509



Tel. 904-743-8444
www.smarthome.biz
sales@smarthome.biz

PLEASE PAY BY

07/06/2020

AMOUNT

\$279.96

INVOICE DATE

06/15/2020

INVOICE NO. 161413

How To Pay

INVOICE NO. 161413



Credit Card (MasterCard, Visa, Amex)

Credit Card No.

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Card Holder's Name: _____ CCV: _____

Expiry Date: / Signature: _____

NAME:

Durbin Crossing South

DUE DATE:

07/06/2020

AMOUNT DUE:

\$279.96

Please Reference: 161413



Mail

Detach this section and mail check to:

Atlantic Security
1714 Cesery Blvd
Jacksonville, FL 32211

First Place Fitness Equipment, Inc. **RECEIVED**
 10290 Philips Hwy #1
 Jacksonville, FL 32256
 904-998-0738
 www.1PFE.com

JUN 24 2020

Invoice

Date	Invoice #
5/15/2020	WO-25357

Bill To	Ship To
Durbin Crossing 145 S Durbin Pkwy St Johns, FL 32259	Durbin Crossing 145 S Durbin Pkwy St Johns, FL 32259
Steve.Howell@vestaforyou.com	

P.O. No.		Terms		Rep	PC-CS	
Item	Description			Qty	Rate	Amount
Rate \$119.95	Rate \$119.95 Per Hour			2	119.95	239.90
	Estimate Sent					
	pm and test equipment and found one of the cables on the cxbex cable crossover needs replacement					
	middle cs600 treadmill needs deck and belt change deck and belt worn					
	true TS1 strider missing foot endcap see pic no sn# on unit					
	first true 400 elliptical has wheel squeeks from being worn consider replacing.					
Customer's Signature _____						

INVOICE TERMS AND CONDITIONS - READ CAREFULLY

****All orders that are canceled will be subject to a canceled order /restocking fee of 50% of the value of the order.****

- All sales and quotations made by Seller are subject to each of the within terms and conditions.
- All unpaid items will be subject to a late payment fee computed at the rate of one and one-half percent (1-1/2%) per month (an effective rate of eighteen percent (18%) per annum) on the declining balance unpaid for more than thirty (30) days after the date of this invoice. Buyer shall pay Seller all costs of collection on past due accounts, including, but not limited to, reasonable attorney's fees, whether or not litigation is commenced in aid thereof.
- This agreement shall be deemed for all purposes to be made in Duval County, Florida and shall be governed by and construed in accordance with the laws of Florida. Any cause of action arising from this contract shall be brought only in Florida court, which shall have sole jurisdiction over all controversies arising hereunder.
- Shipping dates are approximate and are not guaranteed. Seller shall not be liable for failure to deliver or perform or for delays in delivery or performance occasioned by causes beyond its control, including, without limitation, strikes, lockouts, fires, accidents, interruptions in the supply of materials, breakdowns, delays in carriers or suppliers and governmental action and regulations.
- All special order are final and are non-refundable and no-returnable. All non-special orders are non-refundable and non-returnable unless First Place Fitness Equipment Inc. has issued written permission that said product may be returned for credit. Any and all permission to return product for credit is at the sole discretion of First Place Fitness Equipment, Inc.
- Unless otherwise specified herein, Seller reserves the right to make deliveries in installments. Delay in delivery of any installment shall not relieve Buyer of its obligation to pay for all installments received.
- Seller's failure to strictly enforce any terms or conditions of this agreement or to exercise any right arising hereunder shall not constitute a waiver of Seller's right to strictly enforce such term or condition or exercise such right thereafter. Each right or remedy granted to Seller hereunder shall be deemed cumulative and may be exercised from time to time. Any waiver of Buyer's default hereunder must be in writing and shall not operate as a waiver of any other default or of the same default thereafter.

1-320-53800-45516
 Fitness Equip. Maint.

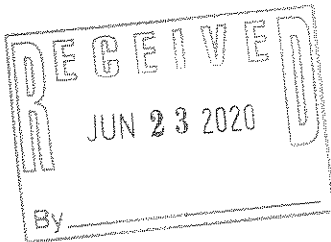
1731

Subtotal	\$239.90
Sales Tax (7.0%)	\$0.00
Total	\$239.90
Payments/Credits	\$0.00
Balance Due	\$239.90

MINOR
SOLITUDE
LAKE MANAGEMENT

Voice: (888) 480-5253 Fax: (888) 358-0088

SOLD TO: Durbin Crossing CDD
Governmental Mgmt Services
475 West Town Place #114
St Augustine, FL 32092
United States



INVOICE

Invoice Number: PI-A00403397

Invoice Date: 05/01/20

PROPERTY: Durbin Crossing
CDD

CUSTOMER ID

5459

CUSTOMER PO

Payment Terms

Net 30

Sales Rep ID

Katie Cabanillas

Shipment Method

Ship Date

Due Date

05/31/20

Qty	Item / Description	UOM	Unit Price	Extension
1	Lake & Pond Management Services SVR49641 05/01/20 - 05/31/20 Lake & Pond Management Services		4,300.00	4,300.00

285 (A)
1.820.538.468

PLEASE REMIT PAYMENT TO:

1320 Brookwood Drive, Suite H
Little Rock, AR 72202

Subtotal	4,300.00
Sales Tax	0.00
Total Invoice	4,300.00
Payment Received	0.00
TOTAL	4,300.00



Main: 8400 Baymeadows Way, Suite 12, Jacksonville, Florida 32256
904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-225-5305
www.turnerpest.com

Service Slip/Invoice

INVOICE: 6688729
DATE: 6/19/2020
ORDER: 6688729

Bill To: [137801]
Durbin Crossing South
Amenity Center
145 S Durbin Pkwy
Saint Johns, FL 32259-7224

RECEIVED
JUN 24 2020

Work Location: [137801] 904-230-2011
Durbin Crossing South
Amenity Center
145 S Durbin Pkwy
Saint Johns, FL 32259-7224

Work Date	Time	Target Pest	Technician	Time In
6/19/2020	11:49 AM	MOSQUITO		11:49 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	6/19/2020		12:02 PM

Service	Description	Price
CPCMOSULV	Commercial Mosquito Service	95.00
SUBTOTAL		\$95.00
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$95.00
AMOUNT DUE		\$95.00
1-320-53800-45513		
Pest Control		
6688729		
[Signature]		
TECHNICIAN SIGNATURE		
[Signature]		
Steve		
CUSTOMER SIGNATURE		

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE



Main: 8400 Baymeadows Way, Suite 12, Jacksonville, Florida 32256
904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-225-5305
www.turnerpest.com

Turner Pest Control
8400 Baymeadows Way
Suite 12
Jacksonville, FL 32256
904-355-5300

Service Slip/Invoice

INVOICE: 6688730
DATE: 6/19/2020
ORDER: 6688730

Bill To: [137299]

Durbin Crossing CDD
145 S Durbin Pkwy
Saint Johns, FL 32259-7224

RECEIVED

JUN 24 2020

Work Location: [137299] 904-230-2011
Durbin Crossing North
Amenity Center
730 N Durbin Pkwy
Jacksonville, FL 32259-8217

Work Date	Time	Target Pest	Technician	Time In
6/19/2020	11:28 AM	MOSQUITO		11:28 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	6/19/2020		11:40 AM

Service	Description	Price
CPCMOSULV	Commercial Mosquito Service	125.00
		SUBTOTAL \$125.00
		TAX \$0.00
		AMT. PAID \$0.00
		TOTAL \$125.00
		PRIOR BAL \$500.00
		AMOUNT DUE \$625.00

1-320-53800-45513
Pest Control
66 A

Steve
CUSTOMER SIGNATURE

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.



RECEIVED

JUN 24 2020

Invoice

Invoice #: 2716

Date: 04/30/20

Customer PO:

DUE DATE: 05/30/2020

BILL TO

Durbin Crossing
245 Riverside Ave., Suite 250
Jacksonville, FL 32202

FROM

VerdeGo
PO Box 789
3335 North State Street
Bunnell, FL 32110
Phone: 386-437-3122
www.verdego.com

DESCRIPTION

#2188 - Jea Damaged Valves
Replace Rain bird valves damaged by JEA construction.
Irrigation

AMOUNT

\$160.00

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$160.00

1-320-53800-46400
Irrigation Repair

348 (A)



RECEIVED

JUN 24 2020

Invoice

Invoice #: 2760

Date: 05/01/20

Customer PO:

DUE DATE: 05/31/2020

BILL TO

Durbin Crossing
245 Riverside Ave., Suite 250
Jacksonville, FL 32202

FROM

VerdeGo
PO Box 789
3335 North State Street
Bunnell, FL 32110
Phone: 386-437-3122
www.verdego.com

DESCRIPTION

#1669 - Standard Maintenance Contract May 2020

AMOUNT

\$36,626.02

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$36,626.02

1-320-53800-46200
Landscape Maintenance

348A



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 250
Jacksonville FL 32202

Invoice # 368120
Date 3/31/2020
Terms Net 30
Due Date 4/30/2020
Memo Lifeguard Hours

RECEIVED

JUN 23 2020

Bill To

Durbin Crossing C.D.D.
c/o GMS LLC
475 West Town Place
Suite 114
St. Augustine FL 32092

Description	Quantity	Rate	Amount
Lifeguard hours <i>March</i>	172.48	15.25	2,630.32

Total \$2,630.32

*252 (A)
1,320.538.48501*



Vested in your community.

Vesta
245 Riverside Avenue
Suite 250
Jacksonville, FL. 32202
Phone: 904-355-1831

Billable Services Report

Report #: 2019-3-2

Date: 4-1-2019

To:

Durbin Crossing CDD
475 W. Town Place Suite 114
St. Augustine, Florida 32092
904-940-5850

For:

Non-contractual Billable Services
Lifeguard Hours

DESCRIPTION	HOURS	RATE	AMOUNT
March 1 - March 31, 2019	172.48	15.25	\$2,630.32
TOTAL			\$2630.32

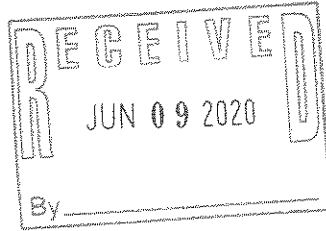


Vested in your community.

Thank you for your business!

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
6/11/20	00058	3/31/20 2623	202003 600-53800-61000		*	2,175.00	
		INSTALL PLANTS		VERDEGO			2,175.00 000182
6/18/20	00019	6/12/20 06122020	202006 600-20700-10000		*	11,498.80	
		REIMB INV#L1905	CHK#5532	DURBIN CROSSING CDD-GENERAL FUND			11,498.80 000183
TOTAL FOR BANK B						13,673.80	
TOTAL FOR REGISTER						13,673.80	

DURB DURBIN CROSS BPEREGRINO



Invoice

Invoice #: 2623

Date: 03/31/20

Customer PO:

DUE DATE: 04/30/2020

BILL TO

Durbin Crossing
245 Riverside Ave., Suite 250
Jacksonville, FL 32202

FROM

VerdeGo
PO Box 789
3335 North State Street
Bunnell, FL 32110
Phone: 386-437-3122
www.verdego.com

DESCRIPTION

#2426 -
Install plants to round about at herons nest landing.
Landscape Enhancement

AMOUNT

\$2,175.00

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

~~\$2,175.00~~

36,600.538.61

58 (B)

Durbin Crossing
COMMUNITY DEVELOPMENT DISTRICT

Capital Reserve Fund

RECEIVED

JUN 12 2020

Check Request

Date	Amount	Authorized By
June 12, 2020	\$11,498.80	Bernadette Peregrino

Payable to:

Durbin Crossing General Fund #19

Date Check Needed:

Budget Category:

ASAP	036-600-20700-1000	(B)
------	--------------------	-----

Intended Use of Funds Requested:

Reimburse for Weather Engineers
Inv L1905 Ck 5532
(Attach supporting documentation for request.)

FIFTH ORDER OF BUSINESS



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

May 22, 2020

Durbin Crossing Community Development District
c/o Governmental Management Services, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

The Objective and Scope of the Audit of the Financial Statements

You have requested that we audit the financial statements of Durbin Crossing Community Development District, which comprise governmental activities, a discretely presented component unit, and each major fund for the General Fund as of and for the years ended September 30, 2020, 2021, 2022, 2023, and 2024 which collectively comprise the basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter for the years ending September 30, 2020, 2021, 2022, 2023 and 2024.

Our audit will be conducted with the objective of expressing an opinion on the financial statements.

The Responsibility of the Auditor

We will conduct the audit in accordance with auditing standards generally accepted in the United States of America and "Government Auditing Standards" issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with generally accepted auditing standards. Also, an audit is not designed to detect errors or fraud that are immaterial to the financial statements.

Fort Pierce / Stuart

Member AICPA

Member AICPA Division for CPA Firms
Private Companies practice Section

Member FICPA



Durbin Crossing Community Development District
May 22, 2020
Page 2

In making our risk assessments, we consider internal control relevant to Durbin Crossing Community Development District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

We will also communicate to the Board any fraud involving senior management and fraud that causes a material misstatement of the financial statements that becomes known to us during the audit, and any instances of noncompliance with laws and regulations that we become aware of during the audit.

The funds that you have told us are maintained by Durbin Crossing Community Development District and that are to be included as part of our audit are listed below:

1. General Fund
2. Debt Service Fund
3. Capital Reserve Fund



Durbin Crossing Community Development District
May 22, 2020
Page 3

The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework

Our audit will be conducted on the basis that management acknowledges and understands that it has responsibility:

1. For the preparation and fair presentations of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. To evaluate subsequent events through the date the financial statements are issued or available to be issued, and to disclose the date through which subsequent events were evaluated in the financial statements. Management also agrees that it will not evaluate subsequent events earlier than the date of the management representation letter referred to below;
3. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; and
4. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters;
 - b. Additional information that we may request from management for the purpose of the audit; and
 - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit, including among other items:

1. That management has fulfilled its responsibilities as set out in the terms of this letter; and
2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.



Durbin Crossing Community Development District
May 22, 2020
Page 4

Management is responsible for identifying and ensuring that Durbin Crossing Community Development District complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the entity involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements. Management is also responsible for informing us of its knowledge of any allegations of fraud or abuse, or, suspected fraud or abuse affecting the entity received in communications from employees, former employees, analysts, regulators, or others.

The Board is responsible for informing us of its views about the risks of fraud within the entity, and its knowledge of any fraud, or suspected fraud affecting the entity.

Records and Assistance

If circumstances arise relating to the condition of the Durbin Crossing Community Development District's records, the availability of appropriate audit evidence, or indications of a significant risk of material misstatement of the financial statements, because of error, fraudulent financial reporting, or misappropriation of assets, which, in our professional judgment, prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including: declining to express an opinion, issuing a report, or withdrawing from engagement.

During the course of our engagement, we may accumulate records containing data that should be reflected in the Durbin Crossing Community Development District's books and records. The District will determine that all such data, if necessary, will be so reflected.

The assistance to be supplied, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with Bernadette Peregrino. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report, which must be completed and filed with the Auditor General within nine (9) months after the end of the audited fiscal year. If the information is provided timely, we understand that the District will receive a draft by May 15, 2021, and if the draft is timely reviewed by management, it will be delivered by June 15, 2021.

Other Relevant Information

In accordance with Government Auditing Standards, a copy of our most recent peer review report has been provided to you, for your information.



Durbin Crossing Community Development District
May 22, 2020
Page 5

Fees, Costs, and Access to Workpapers

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Invoices for fees will be submitted in sufficient detail to demonstrate compliance with the terms of this engagement. Billings are due upon submission. Our fee for the services described in this letter for the years ending September 30, 2020 and 2021 will not exceed \$3,610, our fee for the years ended September 30, 2022 and 2023 will not exceed \$3,775, and our fee for the year ended September 30, 2024 will not exceed \$3,945, unless the scope of the engagement is changed, the assistance which Durbin Crossing Community Development District has agreed to furnish is not provided, or unexpected conditions are encountered, in which case, we will discuss the situation with you before proceeding. All other provisions of this letter will survive any fee adjustment. The four annual renewals must be mutually agreed and approved by the Board of Supervisors.

In the event we are requested or authorized by Durbin Crossing Community Development District or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for Durbin Crossing Community Development District, Durbin Crossing Community Development District will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

You acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency. Access to requested documentation will be provided under the supervision of Berger, Toombs, Elam, Gaines, & Frank audit personnel and at a location designated by our Firm.

The Durbin Crossing Community Development District has the option to terminate this agreement with or without cause by providing thirty (30) days written notice of termination to Berger, Toombs, Elam, Gaines & Frank CPAs, PL. The Durbin Crossing Community Development District will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.



Durbin Crossing Community Development District
May 22, 2020
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Information Security – Miscellaneous Terms

Berger, Toombs, Elam, Gaines & Frank is committed to the safe and confidential treatment of Durbin Crossing Community Development District's proprietary information. Berger, Toombs, Elam, Gaines & Frank is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. Durbin Crossing Community Development District agrees that it will not provide Berger, Toombs, Elam, Gaines & Frank with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of Durbin Crossing Community Development District's information, including the use of collaborate sites to ensure the safe transfer of data between the parties.

If any term or provision of this arrangement letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

Reporting

We will issue a written report upon completion of our audit of Durbin Crossing Community Development District's financial statements. Our report will be addressed to the Board of Supervisors of Durbin Crossing Community Development District. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In addition to our report on Durbin Crossing Community Development District's financial statements, we will also issue the following types of reports:

- Reports on internal control and compliance with laws, regulations, and the provisions of contracts or grant agreements. We will report on any internal control findings and/or noncompliance which could have a material effect on the financial statements;
- Management letter required by the Auditor General, State of Florida; and
- Attestation reports required by the Auditor General, State of Florida.

This letter constitutes the complete and exclusive statement of agreement between Berger, Toombs, Elam, Gaines & Frank and Durbin Crossing Community Development District, superseding all proposals, oral or written, and all other communication, with respect to the terms of the engagement between the parties.



Berger, Toombs, Elam,
Gaines & Frank
Certified Public Accountants PL

Durbin Crossing Community Development District
May 22, 2020
Page 7

Please sign and return the attached copy of this letter to indicate your acknowledgement of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

*Berger Toombs Elam
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank
J. W. GAINES, CPA

Confirmed on behalf of the addressee:



Judson B. Baggett
MBA, CPA, CVA, Partner
Marci Reutimann
CPA, Partner

6815 Dairy Road
Zephyrhills, FL 33542
(813) 788-2155
(813) 782-8606

Report on the Firm's System of Quality Control

To the Partners

October 30, 2019

Berger, Toombs, Elam, Gaines & Frank, CPAs, PL
and the Peer Review Committee of the Florida Institute of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, (the firm), in effect for the year ended May 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control, and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, in effect for the year ended May 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Berger, Toombs, Elam, Gaines & Frank, CPAs, PL has received a peer review rating of *pass*.

Baggett, Reutimann & Associates, CPAs PA
BAGGETT, REUTIMANN & ASSOCIATES, CPAs, PA
Signed Electronically by Baggett, Reutimann & Associates, CPAs PA, U.S. 18163 email: jud@baggettcpas.com

**ADDENDUM TO ENGAGEMENT LETTER BETWEEN BERGER, TOOMBS,
ELAM, GAINES AND FRANK AND DURBIN CROSSING COMMUNITY
DEVELOPMENT DISTRICT
(DATED MAY 22, 2020)**

Public Records. Auditor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

- a. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
- b. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Auditor does not transfer the records to the District; and
- d. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Auditor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Auditor transfers all public records to the District upon completion of the Agreement, the Auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Auditor keeps and maintains public records upon completion of the Agreement, the Auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Auditor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Auditor, the Auditor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Auditor acknowledges that should Auditor fail to provide the public records to the District within a reasonable time, Auditor may be subject to penalties pursuant to Section 119.10, Florida Statutes.

IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE AUDITOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:

**GMS-NF, LLC
475 WEST TOWN PLACE, SUITE 114
ST. AUGUSTINE, FL 32092
TELEPHONE: 904-940-5850
EMAIL: DLAUGHLIN@GMSNF.COM**

Auditor: J.W. Gaines

District: Durbin Crossing CDD

By: _____

By: _____

Title: Director

Title: _____

Date: May 22, 2020

Date: _____

SIXTH ORDER OF BUSINESS

*Approved Budget
Fiscal Year 2021*



*Durbin Crossing
Community Development District
July 27, 2020*

***Durbin Crossing
Community Development District***

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Durbin Crossing Community Development District
General Fund Budget FY 2021

	<i>Adopted FY 2020 Budget</i>	<i>Actual YTD Thru 6/30/20</i>	<i>Projected Next 3 Months</i>	<i>Projected Thru 9/30/20</i>	<i>Approved FY 2021 Budget</i>
<i>Revenues</i>					
<i>Assessments</i>	\$1,936,158	\$1,941,344	\$1,469	\$1,942,812	\$1,927,698
<i>Interest Income</i>	\$1,300	\$382	\$24	\$406	\$1,300
<i>Misc Income</i>	\$22,500	\$20,242	\$1,083	\$21,325	\$22,500
<i>Carryforward Surplus</i>	\$0	\$0	\$95,436	\$95,436	\$3,577
<i>Total Revenues</i>	\$1,959,958	\$1,961,968	\$98,012	\$2,059,979	\$1,955,075
<i>Expenditures</i>					
<i>Administrative</i>					
<i>Supervisor Fees</i>	\$11,000	\$7,000	\$3,000	\$10,000	\$11,000
<i>FICA Expense</i>	\$842	\$536	\$230	\$765	\$842
<i>Assessment Roll Administration (GMS)</i>	\$5,000	\$5,000	\$0	\$5,000	\$5,000
<i>Engineering Fees (ETM)</i>	\$13,000	\$1,852	\$4,933	\$6,785	\$13,000
<i>Dissemination Fees (GMS and Disclosure Services)</i>	\$6,750	\$5,650	\$1,500	\$7,150	\$7,200
<i>Attorney Fees (HGS)</i>	\$50,000	\$45,403	\$22,702	\$68,105	\$50,000
<i>Annual Audit (McDermitt, Davis)</i>	\$4,100	\$4,100	\$0	\$4,100	\$4,200
<i>Trustee Fees (US Bank)</i>	\$10,800	\$10,388	\$0	\$10,388	\$10,800
<i>Arbitrage (Grau)</i>	\$1,950	\$750	\$1,200	\$1,950	\$1,200
<i>Impact Fee Administration (GMS)</i>	\$15,000	\$11,250	\$3,750	\$15,000	\$15,000
<i>Management Fees (GMS)</i>	\$47,000	\$35,250	\$11,750	\$47,000	\$47,000
<i>Information Technology</i>	\$2,100	\$1,200	\$400	\$1,600	\$1,600
<i>Telephone</i>	\$300	\$245	\$55	\$300	\$300
<i>Postage</i>	\$1,800	\$1,015	\$785	\$1,800	\$1,800
<i>Printing & Binding</i>	\$1,500	\$764	\$736	\$1,500	\$1,500
<i>Insurance (FIA)</i>	\$7,500	\$7,232	\$0	\$7,232	\$7,955
<i>Legal Advertising</i>	\$2,000	\$832	\$1,168	\$2,000	\$2,000
<i>Other Current Charges</i>	\$1,000	\$523	\$210	\$733	\$1,000
<i>Office Supplies</i>	\$150	\$53	\$30	\$83	\$150
<i>Dues, Licenses & Subscriptions (DCA)</i>	\$175	\$175	\$0	\$175	\$175
<i>Website Compliance</i>	\$1,200	\$0	\$0	\$0	\$0
<i>Administrative Expenses</i>	\$183,167	\$139,217	\$52,448	\$191,665	\$181,722
<i>Amenity Center</i>					
<i>Insurance (FIA)</i>	\$25,500	\$24,669	\$0	\$24,669	\$27,136
<i>Repairs & Replacements</i>	\$60,000	\$35,754	\$9,246	\$45,000	\$60,000
<i>Recreational Passes</i>	\$4,000	\$0	\$1,400	\$1,400	\$4,000
<i>Office Supplies</i>	\$6,000	\$3,308	\$2,692	\$6,000	\$6,000
<i>Permit Fees (Dept of Health/ASCAP/BMI/SEASAC)</i>	\$2,700	\$2,482	\$0	\$2,482	\$2,700
<i>Utilities</i>					
<i>Water & Sewer (JEA)</i>	\$31,000	\$26,248	\$9,000	\$35,248	\$37,000
<i>Electric (JEA)</i>	\$31,000	\$21,232	\$7,200	\$28,432	\$31,000
<i>Website</i>	\$2,000	\$295	\$0	\$295	\$300
<i>Cable/Internet/Phone (Comcast)</i>	\$17,500	\$14,735	\$3,375	\$18,110	\$17,500
<i>Security System (Atlantic)</i>	\$1,000	\$560	\$0	\$560	\$1,000
<i>Amenity Center Management Contracts</i>					
<i>Managerial (VESTA)</i>	\$163,400	\$136,050	\$45,350	\$181,400	\$181,400
<i>Staffing (VESTA)</i>	\$190,500	\$142,875	\$47,625	\$190,500	\$190,500
<i>Lifeguards (VESTA)</i>	\$65,100	\$18,766	\$33,234	\$52,000	\$65,100

Durbin Crossing Community Development District
General Fund Budget FY 2021

	<i>Adopted FY 2020 Budget</i>	<i>Actual YTD Thru 6/30/20</i>	<i>Projected Next 3 Months</i>	<i>Projected Thru 9/30/20</i>	<i>Approved FY 2021 Budget</i>
<i>Continued Amenity Center Management Contracts</i>					
<i>Refuse Service (Waste Management)</i>	\$4,800	\$2,767	\$978	\$3,746	\$4,800
<i>Pool Chemicals (Poolsure)</i>	\$19,562	\$17,103	\$5,551	\$22,654	\$23,003
<i>Special Events/Holiday Décor</i>	\$26,000	\$24,462	\$1,538	\$26,000	\$26,000
<i>Pest Control (Turner Pest Control)</i>	\$3,600	\$2,185	\$1,095	\$3,280	\$3,600
<i>Pressure Washing/Fitness Equip Maintenance</i>	\$17,000	\$15,604	\$1,396	\$17,000	\$17,000
<i>Amenity Center Expenses</i>	\$670,662	\$489,096	\$169,680	\$658,776	\$698,039
<i>Grounds Maintenance</i>					
<i>Electric (JEA)</i>	\$5,200	\$3,273	\$1,140	\$4,413	\$5,200
<i>Water & ReUse (JEA)</i>	\$275,000	\$216,438	\$114,501	\$330,939	\$333,000
<i>Streetlighting (JEA)</i>	\$71,000	\$51,434	\$17,275	\$68,709	\$71,000
<i>Lake Maintenance (Solitude Lake Management)</i>	\$55,500	\$38,700	\$12,900	\$51,600	\$55,500
<i>Landscape Maintenance (Verdego)</i>	\$361,620	\$299,915	\$109,878	\$409,793	\$439,512
<i>Landscape Contingency</i>	\$40,000	\$51,623	\$0	\$51,623	\$40,000
<i>Miscellaneous</i>	\$37,000	\$29,652	\$3,000	\$32,652	\$37,000
<i>Fuel</i>	\$1,100	\$807	\$293	\$1,100	\$1,100
<i>Irrigation Repairs</i>	\$15,000	\$14,823	\$177	\$15,000	\$15,000
<i>Capital Reserve</i>	\$43,709	\$43,709	\$0	\$43,709	\$77,002
<i>Capital Outlay</i>	\$200,000	\$0	\$200,000	\$200,000	\$0
<i>Water Quality Monitoring (ESI)</i>	\$1,000	\$0	\$0	\$0	\$1,000
<i>Grounds Maintenance Expenses</i>	\$1,106,129	\$750,374	\$459,164	\$1,209,538	\$1,075,314
<i>TOTAL EXPENDITURES</i>	\$1,959,958	\$1,378,687	\$681,292	\$2,059,979	\$1,955,075
<i>Other Financing Sources & Uses</i>					
<i>Interfund Transfer In/Out</i>	\$0	\$0	\$0	\$0	\$0
<i>Total Other Financing Sources & Uses</i>	\$0	\$0	\$0	\$0	\$0
<i>EXCESS REVENUES / (EXPENDITURES)</i>	\$0	\$583,280	-\$583,280	\$0	\$0

Durbin Crossing
Community Development District
GENERAL FUND BUDGET
Fiscal Year 2021

REVENUES:

Assessments

The District will levy a non ad-valorem maintenance assessment on all assessable property within the District to fund all Operations & Maintenance Expenditures for the fiscal year.

Interest Income

Maintenance Assessment income of the District will be invested in accordance with Florida Statutes and the investment guidelines approved by the Board of Supervisors.

Miscellaneous Income

Revenue received from access cards, rental fees, miscellaneous deposits from UPS, insurance claims, and the recreation programs revenue.

EXPENDITURES:

Administrative:

Supervisor Fees

Florida Statutes allows each board member to receive \$200 per meeting not to exceed \$4,800 in one year. The amount budgeted for the fiscal year is based upon 5 supervisors attending eleven meetings.

FICA Expense

FICA expense represents the Employer's (District's) share of Social Security and Medicare taxes withheld from the fee paid to the Board of Supervisors.

Assessment Roll Administration

Charge to the District for the services of Governmental Management Services, LLC to manage the assessment roll and Lien Books relating to the Series 2017A-1/A-2 bonds.

Engineering Fees

The District's engineering firm, England, Thims & Miller, Inc., will be providing general engineering services to the District, including attendance and preparation for monthly board meetings, review invoices, etc.

Dissemination Fees

The Annual Disclosure Report prepared by Governmental Management Services, LLC required by the Security and Exchange Commission in order to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues.

Durbin Crossing
Community Development District
GENERAL FUND BUDGET
Fiscal Year 2021

<u>Vendor</u>	<u>Monthly</u>	<u>Annual</u>
Governmental Management Services	\$ 500	\$ 6,000
Disclosure Services		\$ 1,200
	\$ 500	\$ 7,200

Attorney Fees

General legal services provided by the law firm of Hopping Green & Sams, who provide general legal services to the District, including attendance and preparation for monthly CDD meetings, preparation and review of agreements, resolutions, etc.

Annual Audit

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm. The District has contracted with McDirmit Davis to conduct their annual audit.

Trustee Fees

The District's Series 2017A-1/A-2 Special Assessment Bonds are held by a Trustee with US Bank. The amount represents the fee for the administration of the District's bond issue.

Arbitrage

The District is required to annually have an arbitrage rebate calculation on the District's Series 2017A-1/A-2 Special Assessment Bonds. The District will contract with an independent certified public accounting firm to calculate the rebate liability and submit a report to the District.

Impact Fee Administration

Charges to the District for the services of Governmental Management Services, LLC to collect St. Johns County Impact Fees on behalf of the District, manage the Series 2006-1 Impact Fee Bonds, and maintain the Series 2006-1 Lien Books.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services, LLC.

Information Technology

The cost related to District's accounting and information systems, District website creation and maintenance, electronic compliance with Florida Statutes and other electronic data requirements.

Telephone

Telephone and fax machine charges incurred as an administrative cost.

Durbin Crossing
Community Development District
GENERAL FUND BUDGET
Fiscal Year 2021

Postage

Mailing of agenda packages, overnight deliveries, correspondence, etc.

Printing & Binding

Printing and binding of agenda packages for board meetings, printing of checks, stationary, envelopes etc.

Insurance

The District's General Liability & Public Officials Liability Insurance policy is with Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings etc in the St. Augustine Record.

Other Current Charges

Bank charges and any other miscellaneous expenses incurred during the year.

Office Supplies

Miscellaneous office supplies.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Community Affairs for \$175. This is the only expense under this category for the District.

Amenity Center:

Insurance

The District's Property Insurance policy is with Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies. The amount budgeted represents the estimated premium for property insurance related to the Amenity Center.

Repair & Replacements

Represents monies budgeted for repairs and replacements for the District.

Recreation Passes

Represents the estimated cost for access cards to the District's Amenity Center.

Durbin Crossing
Community Development District
GENERAL FUND BUDGET
Fiscal Year 2021

Office Supplies

Represents any supplies needed for the operation of the Amenity Center.

Permit Fees

Represents permit fees paid to the Department of Health for the swimming pool and fees associated with music licenses at the Amenity Center.

Water & Sewer

JEA provides water and sewer services for the District. The cost of water/sewer associated with the Recreation Facilities:

<u>Account Number</u>	<u>Description</u>	<u>Monthly</u>	<u>Annual</u>
68155430/86131620	145 S Durbin Pkwy Sewer	\$ 197	\$ 2,363
79200641	145 S Durbin Pkwy Reclaim	\$ 1,201	\$ 14,410
86131620	145 S Durbin Pkwy Water	\$ 109	\$ 1,306
67579848	145 S Durbin Pkwy Water	\$ 335	\$ 4,022
83113743	730 Durbin PY N Sewer	\$ 181	\$ 2,167
68090736	730 Durbin PY N Reclaim	\$ 548	\$ 6,575
85083672	730 Durbin PY N Water	\$ 242	\$ 2,906
83113743	730 Durbin PY N Water	\$ 104	\$ 1,249
	Contingency	\$ 167	\$ 2,002
	Total Amenity Sewer/Water/Reclaim	\$ 3,083	\$ 37,000

Electric

JEA provides for electric services for the District. The cost of electric associated with the Recreation Facilities:

<u>Account Number</u>	<u>Description</u>	<u>Monthly</u>	<u>Annual</u>
22357510	730 Durbin PY N	\$ 543	\$ 6,516
20335949	145 S Durbin Pkwy	\$ 1,997	\$ 23,968
	Contingency	\$ 43	\$ 516
	Total Amenity Electric	\$ 2,583	\$ 31,000

Website

The fees incurred for maintaining updates for the Durbinliving.com website contracted with Unicorn.

Cable/Internet/Phone

The District will provide cable television services for the Amenity Centers through Comcast.

Durbin Crossing
Community Development District
GENERAL FUND BUDGET
Fiscal Year 2021

<u>Account Number</u>	<u>Description</u>	<u>Monthly</u>	<u>Annual</u>
8495 74 140 1015619	Durbin Crossing South Amenity	\$ 376	\$ 4,508
8495 74 140 0420497	Durbin Crossing South Amenity	\$ 221	\$ 2,652
8495 74 140 1246669	Durbin Crossing North Amenity	\$ 107	\$ 1,279
8496 74 140 1022920	Durbin Crossing North Amenity	\$ 527	\$ 6,328
	Contingency	\$ 228	\$ 2,732
	Total Amenity Cable/internet/Phone	\$ 1,458	\$ 17,500

Security System

Maintenance costs of the security alarms/cameras provided by Atlantic Companies.

General Manager

The District is under contract with Vesta Property Services Inc for Management and Administration Services for the Amenity Centers with additional part-time maintenance technician.

<u>Contractor</u>	<u>Monthly</u>	<u>Annual</u>
Vesta	\$ 15,117	\$ 181,400

Staffing

The District is under contract with Vesta Property Services Inc. This covers the cost of staffing for Facility Attendants, Pool Maintenance, Janitorial Services, Special Events planning, and Facility monitoring.

<u>Position</u>	<u>Monthly</u>	<u>Annual</u>
Facility Attendants	\$ 5,917	\$ 71,000
Pool Maintenance	\$ 2,183	\$ 26,200
Janitorial Services	\$ 1,517	\$ 18,200
Special Events Planning	\$ 958	\$ 11,500
Facility Monitor	\$ 5,300	\$ 63,600
Total	\$ 15,875	\$ 190,500

Lifeguards

The District is under contract with Amenity Services Group and this is the cost to provide pool attendants (lifeguards) during the operating season for the pool.

<u>Contractor</u>	<u>Monthly</u>	<u>Annual</u>
Vesta	\$ 5,425	\$ 65,100

Durbin Crossing
Community Development District
GENERAL FUND BUDGET
Fiscal Year 2021

Refuse Service

Garbage disposal services for the Amenity Centers provided Waste Management of Jacksonville.

Pool Chemicals

The District, through Poolsure, is provided chemicals necessary for the maintenance of the Amenity Center swimming pool.

<u>Contractor</u>	<u>Monthly</u>	<u>Annual</u>
Poolsure	\$ 1,850	\$ 22,203
Contingency	\$ 67	\$ 800
	\$ 1,917	\$ 23,003

Special Events

Represents estimated costs for the District to host special events for the community throughout the Fiscal Year.

Pest Control

The District is contracted with Turner Pest Control to provide for pest control services.

<u>Contractor</u>	<u>Monthly</u>	<u>Annual</u>
Turner Pest Control	\$ 270	\$ 3,240
Contingency	\$ 30	\$ 360
	\$ 300	\$ 3,600

Pressure Washing/Fitness Equipment Maintenance

The cost of pressure washing District facilities (Amenity Center, entryway features, etc.) and annual maintenance of District fitness equipment.

Grounds Maintenance:

Electric

The cost of electricity provided by JEA for signage lighting and entry feature lighting for the District.

Durbin Crossing
Community Development District
GENERAL FUND BUDGET
Fiscal Year 2021

<u>Account Number</u>	<u>Description</u>	<u>Monthly</u>	<u>Annual</u>
22840516	101 Castlegate Ln	\$ 10	\$ 114
79442225	104 Durbin PY N	\$ 32	\$ 387
93385371	1049 Longleaf Pine Parkway	\$ 71	\$ 849
99911097	107 Tollerton Ave	\$ 23	\$ 278
89863663	1513 Longleaf Pine Parkway	\$ 21	\$ 250
26895017	16 Cloisterbane Dr Apt LL01	\$ 8	\$ 99
22580514	20 Orchid Way Apt IR01	\$ 10	\$ 120
99911094	2401 St Johns PY APT SG01	\$ 17	\$ 204
13727885	28 Heron Landing Rd Apt SG01	\$ 10	\$ 125
89866912	291 Durbin PY N	\$ 9	\$ 114
99911053	399 Longleaf Pine PY	\$ 10	\$ 121
89863016	501 Saddlestone Dr	\$ 16	\$ 186
22969723	590 N Durbin Pkwy	\$ 15	\$ 179
89863705	694 N Durbin Pkwy	\$ 10	\$ 119
79442208	857 Durbin Py N Apt SG01	\$ 12	\$ 143
89315721	861 Durbin PPY N Apt SG01	\$ 11	\$ 135
14892379	910 Durbin PY N Apt SG01	\$ 12	\$ 143
79447186	94 Staplehurst Dr Apt IR01	\$ 11	\$ 137
79447185	95 Woodcross Dr Apt IR01	\$ 11	\$ 132
22840515	96 Cresthaven Pl	\$ 10	\$ 124
99912413	987 Durbin PY N	\$ 9	\$ 114
89865800	997 Lauriston Dr	\$ 11	\$ 136
	Contingency	\$ 83	\$ 991
	Total Common Area Electric	\$ 433	\$ 5,200

Durbin Crossing
Community Development District
GENERAL FUND BUDGET
Fiscal Year 2021

Water & Re-Use

Water and re-use water needed for irrigation and maintenance of the common grounds provided by JEA.

Account Number	Description	Monthly	Annual
64240479	102 Durbin PY N	\$ 2,622	\$ 31,458
70115360	102 Merkland Ct	\$ 60	\$ 720
72360080	1021 Lauriston Dr	\$ 290	\$ 3,480
69877485	104 Harbury Dr	\$ 135	\$ 1,620
66534516	105 S Durbin Pkwy	\$ 1,169	\$ 14,028
70115339	106 Charmed Pl	\$ 68	\$ 816
67386400	109 Islesbrook Pkwy	\$ 825	\$ 9,900
68090726	1090 Durbin PY N	\$ 4,000	\$ 48,000
74704275	116 Averley Wy Apt IR01	\$ 45	\$ 540
74704274	118 Pineta Wy Apt IR01	\$ 35	\$ 420
70115336	124 Weathered Oak Ct	\$ 25	\$ 300
71890295	1244 Leith Hall Dr	\$ 233	\$ 2,796
74704249	126 Cantley Wy Apt IR01	\$ 143	\$ 1,716
73697024	128 Willow Winds Parkway	\$ 57	\$ 684
71890305	1305 Fryston St	\$ 65	\$ 780
71890313	138 Tollerto Ave	\$ 50	\$ 600
71890303	1386 Fryston St	\$ 250	\$ 3,000
68682298	1503 Cullaig Ct.	\$ 86	\$ 1,032
74704273	155 Telford Dr Apt IR01	\$ 36	\$ 432
71890297	158 Castlegate LA	\$ 56	\$ 672
75457834	16 Cloisterbane Dr Aprt LL01	\$ 235	\$ 2,820
71890296	1620 Fenton Av	\$ 66	\$ 792
83716990	185 Islesbrook Pkwy	\$ 184	\$ 2,208
85563431	2050 Longleaf Pine Py	\$ 1,900	\$ 22,800
68682232	240 Tollerton Ave	\$ 769	\$ 9,228
81948581	241 Islesbrook Pkwy	\$ 200	\$ 2,400
67862610	265 Willow Winds Pkwy	\$ 120	\$ 1,440
69214857	293 Willow Winds Pkwy	\$ 80	\$ 960
82196245	310 N Glen Laurel Dr	\$ 152	\$ 1,824
	Total Reuse Water Continued	\$ 13,956	\$ 167,466

Durbin Crossing
Community Development District
GENERAL FUND BUDGET
Fiscal Year 2021

<u>Account Number</u>	<u>Description</u>	<u>Monthly</u>	<u>Annual</u>
	Balance Brought Forward	\$ 13,956	\$ 167,466
69877486	358 Willow Winds PKWY	\$ 245	\$ 2,940
72360078	585 Saddlestone Dr	\$ 225	\$ 2,700
80532666	594 Saddlestone Dr	\$ 250	\$ 3,000
64240486	606 Longleaf PY	\$ 4,500	\$ 54,000
64240480	810 Durbin PY N	\$ 2,500	\$ 30,000
74704276	867 Durbin PY N Apt IR01	\$ 500	\$ 6,000
74704251	868 Durbin PY N Apt IR01	\$ 85	\$ 1,020
67386405	89 Heron Landing Rd Apt IR01	\$ 780	\$ 9,360
68081639	90 Woodcross Dr	\$ 650	\$ 7,800
68081637	91 Staplehurst Dr	\$ 360	\$ 4,320
74704265	912 Durbin PY N Apt IR01	\$ 75	\$ 900
64240168	96 Crestheaven Place	\$ 280	\$ 3,360
	Contingency	\$ 3,345	\$ 40,134
	Total Reuse Water	\$ 27,750	\$ 333,000

Street Lighting

The District street lighting cost for the community - the amount is based upon the current tariff in effect with JEA.

<u>Account Number</u>	<u>Description</u>	<u>Monthly</u>	<u>Annual</u>
70 watt	104 Durbin PY N(70 Watts)	\$ 1,912	\$ 22,942
200 watt	104 Durbin PY N (200 Watts)	\$ 43	\$ 512
70 watts	128 Willow Winds Pkwy	\$ 497	\$ 5,961
28763969	104 Durbin Py N Apt 2	\$ 11	\$ 130
200 watt	145 S Durbin Pkwy	\$ 597	\$ 7,168
70 watt	145 S Durbin Pkwy	\$ 1,280	\$ 15,355
70 watts	145 S Durbin Pkwy	\$ 677	\$ 8,129
70 watts	16 Cloisterbane Dr	\$ 188	\$ 2,258
70 watts	16 Cloisterbane Dr	\$ 241	\$ 2,890
70 watts	89 Heron Landing Rd Apt IR01	\$ 331	\$ 3,974
	Contingency/Additions	\$ 140	\$ 1,680
	Total Streetlighting	\$ 5,917	\$ 71,000

Durbin Crossing
Community Development District
GENERAL FUND BUDGET
Fiscal Year 2021

Lake Maintenance

The District is under contract with Future Horizons for the maintenance of the lakes at Durbin Crossing Community Development District.

Contractor	Monthly	Annual
Aquatic Systems	\$ 4,625	\$ 55,500

Landscape Maintenance

The District is under contract with a landscape maintenance vendor for maintenance of the common areas in the District.

Contractor	Monthly	Annual
Verdego	\$ 36,626	\$ 439,512

Landscape Contingency

A provision for additional landscape features or for repair of existing landscaping.

Miscellaneous

Any unanticipated and unscheduled grounds maintenance cost to the District.

Fuel

Fuel purchases for maintenance equipment.

Irrigation Repairs

The cost of miscellaneous irrigation repairs and maintenance incurred.

Capital Reserve

The District funds a capital reserve to fund the renewal and replacement of District's capital related facilities.

Capital Outlay

Represents any minor capital expenditures the District may need to make during the Fiscal Year.

Water Quality Monitoring

The District will contract with ESI to have conducted water quality monitoring in compliance with Section 18 of the Development Order using guidelines established by the FDEP.

Durbin Crossing

Community Development District

Debt Service Fund

Series 2017 A-1/A-2 Bonds

<i>Description</i>	<i>Adopted FY 2020 Budget</i>	<i>Actual YTD Thru 6/30/20</i>	<i>Projected Next 3 Months</i>	<i>Projected Thru 9/30/20</i>	<i>Approved FY 2021 Budget</i>
<u>Revenues</u>					
Carry Forward Surplus ⁽ⁱ⁾	\$991,251	\$957,402	\$0	\$957,402	\$770,906
Assessments	\$3,072,188	\$3,055,824	\$12,648	\$3,068,471	\$3,068,471
Prepayment	\$0	\$51,822	\$0	\$51,822	\$0
Interest	\$3,000	\$2,259	\$51	\$2,310	\$3,000
Total Revenues	\$4,066,439	\$4,067,307	\$12,699	\$4,080,006	\$3,842,377
<u>Expenditures</u>					
<u>Series 2017A-1</u>					
Interest 11/1	\$611,241	\$611,241	\$0	\$611,241	\$593,769
Prepayment 11/1	\$0	\$145,000	\$0	\$145,000	\$0
Interest 5/1	\$611,241	\$608,841	\$0	\$608,841	\$593,769
Principal 5/1	\$1,470,000	\$1,465,000	\$0	\$1,465,000	\$1,495,000
Principal 5/1 (Prepayment)	\$0	\$25,000	\$0	\$25,000	\$0
<u>Series 2017A-2</u>					
Interest 11/1	\$114,788	\$114,788	\$0	\$114,788	\$108,500
Prepayment 11/1	\$0	\$20,000	\$0	\$20,000	\$0
Interest 5/1	\$114,788	\$114,231	\$0	\$114,231	\$108,500
Principal 5/1	\$140,000	\$140,000	\$0	\$140,000	\$145,000
Principal 5/1 (Prepayment)	\$0	\$65,000	\$0	\$65,000	\$0
Total Expenditures	\$3,062,056	\$3,309,100	\$0	\$3,309,100	\$3,044,538
<u>Other Sources/(Uses)</u>					
Other Debt Service Cost	\$0	\$0	\$0	\$0	\$0
EXCESS REVENUES / (EXPENDITURES)	\$1,004,383	\$758,207	\$12,699	\$770,906	\$797,840

⁽ⁱ⁾ Carry forward surplus is net of the reserve requirement

Interest - 11-1-21 (2017A-1)	\$577,884
Interest - 11-1-21 (2017A-2)	\$104,656
Total	<u>\$682,541</u>

Durbin Crossing

Community Development District

Amortization Schedule

Series 2017A-1, Special Assessment Refunding Bonds

<i>DATE</i>	<i>BALANCE</i>	<i>PRINCIPAL</i>	<i>INTEREST</i>	<i>TOTAL</i>
11/01/20	\$ 33,240,000	\$ -	\$ 593,768.75	\$ 593,768.75
05/01/21	\$ 33,240,000	\$ 1,495,000.00	\$ 593,768.75	
11/01/21	\$ 31,745,000	\$ -	\$ 577,884.38	\$ 2,666,653.13
05/01/22	\$ 31,745,000	\$ 1,530,000.00	\$ 577,884.38	
11/01/22	\$ 30,215,000	\$ -	\$ 559,715.63	\$ 2,667,600.00
05/01/23	\$ 30,215,000	\$ 1,565,000.00	\$ 559,715.63	
11/01/23	\$ 28,650,000	\$ -	\$ 539,175.00	\$ 2,663,890.63
05/01/24	\$ 28,650,000	\$ 1,610,000.00	\$ 539,175.00	
11/01/24	\$ 27,040,000	\$ -	\$ 517,037.50	\$ 2,666,212.50
05/01/25	\$ 27,040,000	\$ 1,655,000.00	\$ 517,037.50	
11/01/25	\$ 25,385,000	\$ -	\$ 492,212.50	\$ 2,664,250.00
05/01/26	\$ 25,385,000	\$ 1,710,000.00	\$ 492,212.50	
11/01/26	\$ 23,675,000	\$ -	\$ 465,493.75	\$ 2,667,706.25
05/01/27	\$ 23,675,000	\$ 1,765,000.00	\$ 465,493.75	
11/01/27	\$ 21,910,000	\$ -	\$ 436,812.50	\$ 2,667,306.25
05/01/28	\$ 21,910,000	\$ 1,825,000.00	\$ 436,812.50	
11/01/28	\$ 20,085,000	\$ -	\$ 406,015.63	\$ 2,667,828.13
05/01/29	\$ 20,085,000	\$ 1,885,000.00	\$ 406,015.63	
11/01/29	\$ 18,200,000	\$ -	\$ 374,206.25	\$ 2,665,221.88
05/01/30	\$ 18,200,000	\$ 1,950,000.00	\$ 374,206.25	
11/01/30	\$ 16,250,000	\$ -	\$ 340,081.25	\$ 2,664,287.50
05/01/31	\$ 16,250,000	\$ 2,025,000.00	\$ 340,081.25	
11/01/31	\$ 14,225,000	\$ -	\$ 289,456.25	\$ 2,654,537.50
05/01/32	\$ 14,225,000	\$ 2,130,000.00	\$ 289,456.25	
11/01/32	\$ 12,095,000	\$ -	\$ 236,206.25	\$ 2,655,662.50
05/01/33	\$ 12,095,000	\$ 2,235,000.00	\$ 236,206.25	
11/01/33	\$ 9,860,000	\$ -	\$ 194,300.00	\$ 2,665,506.25
05/01/34	\$ 9,860,000	\$ 2,320,000.00	\$ 194,300.00	
11/01/34	\$ 7,540,000	\$ -	\$ 150,800.00	\$ 2,665,100.00
05/01/35	\$ 7,540,000	\$ 2,415,000.00	\$ 150,800.00	
11/01/35	\$ 5,125,000	\$ -	\$ 102,500.00	\$ 2,668,300.00
05/01/36	\$ 5,125,000	\$ 2,510,000.00	\$ 102,500.00	
11/01/36	\$ 2,615,000	\$ -	\$ 52,300.00	\$ 2,664,800.00
05/01/37	\$ 2,615,000	\$ 2,615,000.00	\$ 52,300.00	\$ 2,667,300.00
11/01/37				
Total		\$ 33,240,000.00	\$ 12,655,931.25	\$ 45,895,931.25

Durbin Crossing
Community Development District

Amortization Schedule
Series 2017A-2, Special Assessment Refunding Bonds (Combined)

<i>DATE</i>	<i>BALANCE</i>	<i>PRINCIPAL</i>	<i>INTEREST</i>	<i>TOTAL</i>
11/01/20	\$ 4,080,000	\$ -	\$ 108,500.00	\$ 110,218.75
05/01/21	\$ 4,080,000	\$ 145,000.00	\$ 108,500.00	\$ -
11/01/21	\$ 3,935,000	\$ -	\$ 104,656.25	\$ 358,156.25
05/01/22	\$ 3,935,000	\$ 150,000.00	\$ 104,656.25	\$ -
11/01/22	\$ 3,785,000	\$ -	\$ 100,687.50	\$ 355,343.75
05/01/23	\$ 3,785,000	\$ 160,000.00	\$ 100,687.50	\$ -
11/01/23	\$ 3,625,000	\$ -	\$ 96,437.50	\$ 357,125.00
05/01/24	\$ 3,625,000	\$ 165,000.00	\$ 96,437.50	\$ -
11/01/24	\$ 3,460,000	\$ -	\$ 92,062.50	\$ 353,500.00
05/01/25	\$ 3,460,000	\$ 180,000.00	\$ 92,062.50	\$ -
11/01/25	\$ 3,280,000	\$ -	\$ 87,281.25	\$ 359,343.75
05/01/26	\$ 3,280,000	\$ 185,000.00	\$ 87,281.25	\$ -
11/01/26	\$ 3,095,000	\$ -	\$ 82,375.00	\$ 354,656.25
05/01/27	\$ 3,095,000	\$ 195,000.00	\$ 82,375.00	\$ -
11/01/27	\$ 2,900,000	\$ -	\$ 77,187.50	\$ 354,562.50
05/01/28	\$ 2,900,000	\$ 210,000.00	\$ 77,187.50	\$ -
11/01/28	\$ 2,690,000	\$ -	\$ 71,206.25	\$ 358,393.75
05/01/29	\$ 2,690,000	\$ 220,000.00	\$ 71,206.25	\$ -
11/01/29	\$ 2,470,000	\$ -	\$ 64,950.00	\$ 356,156.25
05/01/30	\$ 2,470,000	\$ 230,000.00	\$ 64,950.00	\$ -
11/01/30	\$ 2,240,000	\$ -	\$ 58,400.00	\$ 353,350.00
05/01/31	\$ 2,240,000	\$ 245,000.00	\$ 58,400.00	\$ -
11/01/31	\$ 1,995,000	\$ -	\$ 51,418.75	\$ 354,818.75
05/01/32	\$ 1,995,000	\$ 260,000.00	\$ 51,418.75	\$ -
11/01/32	\$ 1,735,000	\$ -	\$ 44,006.25	\$ 355,425.00
05/01/33	\$ 1,735,000	\$ 275,000.00	\$ 44,006.25	\$ -
11/01/33	\$ 1,460,000	\$ -	\$ 36,181.25	\$ 355,187.50
05/01/34	\$ 1,460,000	\$ 290,000.00	\$ 36,181.25	\$ -
11/01/34	\$ 1,170,000	\$ -	\$ 27,925.00	\$ 354,106.25
05/01/35	\$ 1,170,000	\$ 305,000.00	\$ 27,925.00	\$ -
11/01/35	\$ 865,000	\$ -	\$ 19,237.50	\$ 352,162.50
05/01/36	\$ 865,000	\$ 325,000.00	\$ 19,237.50	\$ -
11/01/36	\$ 540,000	\$ -	\$ 9,981.25	\$ 354,218.75
05/01/37	\$ 540,000	\$ 350,000.00	\$ 9,981.25	\$ 359,981.25
<i>Total</i>		\$ 3,890,000.00	\$ 2,264,987.50	\$ 6,156,706.25

Durbin Crossing

Community Development District

Capital Reserve Fund

<i>Description</i>	<i>Proposed FY 2020 Budget</i>	<i>Actual YTD Thru 6/30/20</i>	<i>Projected Next 3 Months</i>	<i>Projected Thru 9/30/20</i>	<i>Approved FY 2021 Budget</i>
<u>Revenues</u>					
Capital Reserve Transfer In	\$43,709	\$43,709	\$0	\$43,709	\$77,002
Capital Project Transfer In	\$200,000	\$0	\$200,000	\$200,000	\$0
Miscellaneous Revenue/Interest Income	\$10,000	\$12,248	\$1,518	\$13,766	\$10,000
Impact Fees	\$0	\$10,954	\$0	\$10,954	\$0
Carry Forward Surplus	\$1,736,013	\$1,408,641	\$0	\$1,408,641	\$1,612,443
Total Revenues	\$1,989,722	\$1,475,552	\$201,518	\$1,677,070	\$1,699,445
<u>Expenditures</u>					
Capital Outlay	\$200,000	\$37,574	\$0	\$37,574	\$200,000
Repair and Replacement	\$0	\$17,053	\$10,000	\$27,053	\$0
Total Expenditures	\$200,000	\$54,627	\$10,000	\$64,627	\$200,000
<u>Other Sources/(Uses)</u>					
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0	\$0
Total Other Sources/(Uses)	\$0	\$0	\$0	\$0	\$0
EXCESS REVENUES / (EXPENDITURES)	\$1,789,722	\$1,420,925	\$191,518	\$1,612,443	\$1,499,445

SEVENTH ORDER OF BUSINESS

MEMORANDUM OF UNDERSTANDING
BETWEEN THE ST. JOHNS COUNTY PROPERTY APPRAISER
AND THE DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT

This Memorandum of Understanding ("MOU") dated _____ is made between the Durbin Crossing Community Development District (the "District") and the St. Johns County Property Appraiser, a constitutional officer of the State of Florida ("Property Appraiser"). The parties agree as follows:

WHEREAS, the parties have a need for Property Assessment Records and GIS digital data for operation of certain functions; and

WHEREAS, the Property Appraiser, receives requests pursuant to Chapter 119, Florida Statutes, to protect information that is confidential and exempt from public disclosure; and

WHEREAS, the Property Appraiser redacts Property Assessment Records and GIS digital data based on such requests; and

WHEREAS, the District requires access to the unredacted Property Assessment Records and GIS digital data for proper functioning of governmental functions; and

WHEREAS, the parties desire to protect information that is confidential and exempt from disclosure pursuant to Florida Statutes.

NOW THEREFORE, the parties agree as follows:

1. The recitals above are hereby incorporated and made a part of this MOU.
2. The Property Appraiser will update and maintain the Property Assessment Records and GIS ownership data to protect the information that has been identified as confidential and exempt from public disclosure pursuant to Section 119.071(4)d.2., Fla. Stat., or other applicable Statute ("Exempt Information") and will include a reference to the statutory citation under which the exemption is being claimed. During the regularly scheduled update, the Property Appraiser, will save a file containing all data (both exempt and non-exempt); the file will be placed in a secure location with access available to the District. The Property Appraiser will be responsible for creating, maintaining and hosting the secure location available to the District. The data will be made available in a file format deemed appropriate by the Property Appraiser according to the nature of the data and placed in the secure folder created, maintained and hosted by the Property Appraiser. The Property Appraiser will provide credentials for access to the secure location and the District assumes responsibility for restricting access to data provided.
3. The District will update and maintain the data to protect the Exempt Information and will include a reference to the statutory citation under which the exemption is being claimed.
4. The District will share the confidential data corresponding to the confidential and exempt Property Assessment Records and GIS ownership data provided by the Property Appraiser, with the District and it's statutorily authorized district manager, including the statutory citation under which the exemption is being claimed.
5. The parties agree to maintain the Exempt Information as confidential and exempt from public disclosure pursuant to Florida Statutes.
6. The parties agree to implement, maintain and update appropriate security measures and permissions within their respective networks to ensure that confidential data is only accessible by appropriate employees or agents in full compliance with Florida Law and administrative regulations. In addition, each party agrees to provide its employees with appropriate training to ensure the lawful access and use of such confidential information.

7. The parties agree to provide the redacted records and the applicable statutory exemption identified by the Property Appraiser and the District when responding to a public records request that would include any portion of the Exempt Information.

8. Each party agrees to be responsible for the negligent acts of its officers, agents and employees. As between the parties, subject to the limitation of Section 768.28 Fla. Stat. Each party assumes the responsibility for the intentional or negligent acts or omissions of its employees. This provision shall not be deemed a waiver of the sovereign immunity afforded the parties by Florida law, the provisions of Section 768.28 Fla. Stat. or a consent to be sued by third parties.

9. This MOU may be terminated immediately by any party upon written notification to the other parties. Any dispute or conflict between the parties that arises from the implementation of the Agreement shall be provided in writing to representatives of the parties. The representatives shall meet to discuss disputed issue(s) and attempt in good faith to resolve such dispute(s).

10. Any modifications to this MOU must be made in writing executed by all parties hereto.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be signed by their respective duly authorized officers.

ST. JOHNS COUNTY PROPERTY APPRAISER

Eddie Creamer, PROPERTY APPRAISER

**DURBIN CROSSING COMMUNITY
DEVELOPMENT DISTRICT**

District Chairman

EIGHTH ORDER OF BUSINESS

E.



General Manager Report
CDD Meeting, July 27, 2020

Date of report: 7-21-2020

Submitted by Todd Myhill

Facilities Update:

- We had an inordinate amount of rain during June, which lead to significant flooding on the pool deck. The conditions that let to flooding were rare but still warrant a review of drainage around the pool deck and landscaping to see where we can improve runoff and prevent any intrusion into the pool.
- We continue to staff the north and south amenities during Phase 2 to monitor access and maintain safe levels and conditions that allow for social distancing. Staff continue to sanitize high traffic areas.
- The Durbin Dolphins suspended their swim season on July 8. We're sorry to see the season end. The swim team brings a great deal of energy and purpose to the pool and we look forward to their 2021 season.
- We are monitoring use of the gym equipment at north and will have ten days of data to share at the CDD meeting.
- With the extension of the summer break by three weeks to August 31, we have staff in place to continue to provide safe access to amenities.

Capital Improvement Proposals:

We will be presenting information regarding all capital improvement projects that are currently on the table at the August CDD meeting. This includes a splash pad at South; possible new playground at South; possible South pool heating; North gym installation and possible new social hall; conversion of South gym doors to windows.

Further Review of Area Rentals (Board Discussion)

Review of public health advisories and whether to operate amenity area rentals for August.

If you have any comments or questions, please contact me directly.
tmyhill@vestapropertyservices.com



F.



DURBIN CROSSING
Field Operation Manager's Report

Date of report: 07-27-2020

Submitted by: Steve Howell

POND EROSION AT ASHFIELD:

Upon Board approval, we were able to make necessary adjustments to proposal, and get this scheduled for the week of 7/20. We are awaiting report out.

RELOCATION OF CARDIO EQUIPMENT TO NORTH:

On Friday, July 17, staff moved (2) Elliptical machines, (1) Treadmill, and (1) Bike to the North social hall. This was done as a result of Board approval to run a test on usage for both North and South prior to committing to an additional gym. We also installed a 'band' system, and yoga mats. At the request of some residents early, we are currently working on A/V to create a more 'gym like' environment.

COUNTY MOWING OF ST. JOHNS PARKWAY:

For the fourth month in a row, the county has mowed St. Johns Pkwy. VerdeGo has agreed to reallocate those resources to the current aeration of Bermuda turf.

COUNTY REQUEST TO TRIM TREES ALONG CR 244 / LONGLEAF PKWY:

We recently received a call from the county regarding the overhanging limbs along CR244. Patriot Oaks Administration has requested we trim back the crepe myrtles along the roadway due to the fact they tend to be hitting the buses as they travel this corridor. This is scheduled to be done prior to school starting back, along with a thorough inspection of all sidewalks and bike paths for similar reasons.

LANDSCAPE ENHANCEMENTS UPDATE:

Regarding the Board approved full North Durbin pkwy replenishment. Below is the schedule, weather permitting:

7/21 Painting out turf for Bermuda install- install date is still up in the air, based on being able to cut the sod.
7/21 Annuals
7/22 Tollerton Install
7/23 Herons nest install (warranty plants)
7/23 Tree replacements on North
7/27 North Median Grasses at Sanctuary and center median between exit and entry sides.

LETTER TO RESIDENTS REGARDING BRICKWALL:

Letters were sent to all residents having an interest in the brick wall as a rear border to their respective properties. To date, we've had no feedback, positive or negative.

CAPITAL ENHANCEMENT PROJECTS UPDATE:

We are revisiting all quotes for future community enhancements. South Playground; Splash Pad; Heated Pool; North Gym Expansion; the conversion of exit doors into windows at South Gym are the projects under discussion and the respective vendors have been contacted for updated proposals, where applicable, or confirmation that originals are still adequate. We will be presenting all information in a simplified spreadsheet form at the August meeting.

FIELD OPERATIONS UPDATE / (No Board action required):

- Staff continues to routinely monitor our ongoing litter issues throughout.
- We are continually checking the tennis courts for gate and fence functionality and keeping the netting intact
- We've removed and stored dive blocks now that the swim team season is over
- Recently changed out photocells at the main entrance towers to get better performance from lighting system

- Changed out all sink faucets at South amenity restrooms
- All cardio equipment is now repaired. Parts were warranty, labor was not. We attempted to have the TRUE rep acknowledge our discontent with the performance of the equipment and hoped they would agree to replace entire units – they declined based on usage and age.
- Replaced broken soap dispenser in North restroom.
- At the request of the health department, we've installed a baby changing station in the North amenity men's restroom.
- Continue to replace faulty light bulbs throughout.
- Recently ordered and replaced broken basketball nets.
- Staff pressure washed the concrete area at South Tennis
- Continually monitoring and cleaning utility boxes for mildew, etc.
- At the request of a resident, we tightened some loose bolts on the small slide at North to prevent scratching
- Completely cleaned all pool pump areas and pump equipment (and housing)
- Community light check was performed on June 20
- Continually picking up trash throughout all roads, tree lines, etc.
- Continue monitoring crack weeds in sidewalks and patio areas
- We continue to handle resident requests and concerns as they present themselves
- Our tree vendor was out the week of June 20th to alleviate threatening trees in the community
- Staff is routinely working to keep playground mulch levelled and presentable on a daily basis.
- All landscape lighting is functional and is being routinely monitored as part of our weekly procedures.
- All pools, playgrounds, basketball courts and tennis facilities are in check and working properly.
- Epic Pools was on site to repair some coping voids at both South and North pools, as well as inspect full perimeters for Fall repairs post season
- We've had a handful of irrigation break reports via the app and we've responded within 12 hours in most cases. Very pleased with the process
- Staff continues to touch up hydrants and dog stations

VERDEGO / No Board action required:

- Throughout the last month, we've continued to have a few issues with missed areas, weeds, and attention to detail. We've had numerous site visits, conversations with upper management, and site drives with onsite crew leaders. Verdego admittedly has had staff challenges through this time, as most companies have. Obtaining staff, retaining staff, and quarantining staff have plagued them thus far in the season. They have committed to 6 days a week, unlimited overtime for dependable staff, and been very openly communicative with us on these issues. We are currently working with them on modifying the schedule to more effectively cover all areas, on schedule and with good results.

SOLitude LAKE MAINTENANCE:

We have experienced a lot of algal blooms over the last few weeks due to extremely hot days and high water temps. SOLitude continues to perform and communicate at a high level throughout the community. They have been onsite for the contracted (6) times, as well as fulfilled any call-backs that we requested. We are pleased with the communication as well as the product we are receiving.

COUNTY ROAD MAINTENANCE:

Work performed during the week of 7/13/20.

Should you have any comments or questions feel free to contact me directly.

