

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