

*Durbin Crossing Community
Development District*

FEBRUARY 22, 2021

AGENDA

Durbin Crossing Community Development District

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

February 15, 2021

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, February 22, 2021 at 6:00 p.m.** at the Durbin Crossing South Amenity Center, 145 South Durbin Parkway, St. Johns, Florida 32259.

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 January 25, 2021 Meeting
 - B. Balance Sheet and Statement of Revenues & Expenses
 - C. Assessment Receipt Schedule
 - D. Check Register
- V. Ratification of E-Verify Memorandum of Understanding
- VI. Staff Reports
 - A. Landscape Maintenance Team
 - B. District Counsel
 - C. District Engineer
 - D. District Manager

- E. General Manager
 - 1. Report
 - 2. Pressure Washing Proposals
- F. Operations Manager - Report
- G. Amenity Manager – Report
- VII. Supervisors’ Request and Audience Comments
- VIII. Next Scheduled Meeting – March 22, 2021 at 6:00 p.m. at the Durbin South Amenity Center
- IX. 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, January 25, 2021 at 6:00 p.m. at the Durbin South Amenity Center, 145 South Durbin Parkway, Jacksonville, Florida.

Present and constituting a quorum were:

Peter E. Pollicino	Chairman
Tim Brownlee	Vice Chairman
Jason Harrah	Supervisor
William Clarke	Supervisor

Also present were:

Daniel Laughlin	District Manager
Mike Eckert	District Counsel
Justin Blankenbaker	Vesta/Amenity Services Group
Danelle DeMarco	Vesta/Amenity Services Group
Todd Myhill	Vesta/Amenity Services Group
Jaime Constancio	VerdeGo

The following is a summary of the discussions and actions taken at the January 25, 2021 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Pledge of Allegiance

Mr. Laughlin called the meeting to order and led the pledge of allegiance.

SECOND ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the roll.

THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next followed.

FOURTH ORDER OF BUSINESS Organizational Matters

A. Oath of Office for Newly Elected Supervisors

Mr. Laughlin stated Supervisor Clarke has taken the office prior to the meeting.

B. Consideration of Resolution 2021-01 Designating Officers

Mr. Laughlin stated the current officers are: Peter Pollicino chairman, Tim Brownlee vice chairman, Sarah Hall assistant secretary, Jason Harrah assistant secretary, and from my office for document and check signing purposes, James Perry secretary and treasurer, Ariel Lovera assistant secretary, Ernesto Torres assistant treasurer and Daniel Laughlin assistant secretary. Dave deNagy is still listed and I recommend we have him removed and add Jim Oliver from my office.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor Resolution 2021-01 was approved reflecting the following officers: Peter Pollicino chairman, Tim Brownlee vice chairman, Sarah Hall, Jason Harrah, William Clarke, Ariel Lovera, Daniel Laughlin and Jim Oliver assistant secretaries, James Perry secretary and treasurer, Ernesto Torres assistant treasurer.

Mr. Eckert stated Mr. Clarke, I know I sent you a notebook some time ago that had a lot of information about sunshine law and public records law. I will give you my card afterwards and I can talk to you a little bit more about that.

FIFTH ORDER OF BUSINESS Approval of Consent Agenda

- A. Approval of Minutes of the November 16, 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 Mr. Pollicino with all in favor the consent agenda items were approved.

SIXTH ORDER OF BUSINESS Staff Reports

- A. Landscape Maintenance Team - Report**

Mr. Constancio gave an overview of the landscape maintenance report and Mr. Harrah was authorized to review the areas to be enhanced with Mr. Blankenbaker and to come back at the February meeting with a recommendation of the projects to be done this year and Mr. Laughlin will review the landscape contingency.

The next item taken out of order.

Pond Bank Proposal

Mr. Blankenbaker stated we have tried to come up with a plan to address the issues on Pond 9.

Mr. Crabb stated I have reviewed all the engineer's reports, suggestions, visited the site and viewed the area of concern. There was a prior specification that called for 255 feet of Sox erosion system and we viewed it as a 54-foot problem, and we could come back if it proved to be a bigger problem. The material comes in 100-foot increments and with 200-feet we would center the 54-foot section and go out on each side. 200-feet would encapsulate the situation.

On MOTION by Mr. Harrah seconded by Mr. Brownlee with all in favor option 2 in the proposal from Estate Management Services, Inc. in the amount of \$17,202 was approved subject to district counsel preparing an agreement for these services.

B. District Counsel

Mr. Eckert stated these are the two issues I was working on with staff in relation to the preserve area behind a couple lots. I was informed by Mr. Pavlicek that he restored his area in accordance with his consultation with a local nursery or landscaper. I wouldn't know if he has restored it appropriately or not.

Mr. Harrah asked Justin have you looked at it?

Mr. Blankenbaker responded yes. It looks like everything they put in is pretty healthy. The other one I sent pictures on last week and he said he had ripped out the stack of wood and firepit, but nothing has been done.

Mr. Eckert stated he made that statement within a day of when I got your pictures that he was going to. I talked to him at the board's direction, he provided some information that all the stacked wood back there was wood he bought and brought in, not that he cut down back there but

he knew he had to remove it and the work he had done back there was a dead tree that was on the ground as well as some other dead trees they cut down, but they were not the same type of trees as the firewood and he didn't do anything other than mow and I told him you can provide your side of the story and I will provide that to the board. I provided that to Daniel and you have it. I am not qualified to go out there and try to figure out if the restoration is good enough or not, perhaps it is a question for George or your staff.

Mr. Blankenbaker stated I was there last week to verify he had moved it and he didn't clean it all up.

Mr. Harrah stated reach out to him again and say we are going to come out and look at it before our next board meeting and if it is not fixed we need you to come and discuss with the board when you are going to have it fixed.

C. District Engineer

Mr. Laughlin stated George sent an update on the traffic light. He said the contractor has installed three out of four drill shafts for the traffic signals, they had some conflicts with the existing utilities and they are working with the county to resolve that. Hopefully, they can get the fourth drill shaft installed in a few weeks.

Mr. Harrah stated I know we had the guy come in from the county one time and tell us the asphalt didn't meet the criteria for resurfacing yet. We have to keep track of that asphalt because it is getting pretty bare in some places on North Durbin. I know the county doesn't want to spend the money to repave but keep it in your O&M manual to check it once a year and reach out to the county and ask them when they are going to start resurfacing.

Mr. Blankenbaker stated I will put that on my list.

D. District Manager

Mr. Laughlin stated I received an email from a resident, it is for a home sale and they found out after doing some research that the fence that was already installed doesn't go along with the survey.

Mr. Harrah stated a fence company is required to get a boundary survey of the property and stake off where you are going to put the fence.

Mr. Eckert stated I have no idea if that went through the HOA to get approval. I don't know if it went through the county to get a permit.

Ms. Michele Taylor stated this is a survey from 2013. The house has been built and sold three times and no one caught this except me. I brought it to Daniel's attention and asked how to rectify this. We are under contract and have a closing date for the 26th of February.

Mr. Brownlee stated it is in the preserve and you have to move the fence. The person selling it has to pay to move the fence in accordance with the property boundary before you do the transaction.

Mr. Pollicino stated I think it is a question for George.

Mr. Harrah asked is it conservation area because it says right behind there it calls it UB and UB denotes upland buffer. I don't know if that is a buffer before you hit conservation area. If it is conservation area 100% along that line then we cannot grant that but if it is a buffer before you hit conservation area then there is some wiggle room. George needs to answer that.

Mr. Pollicino stated maybe Justin can call George and it would be a slight cost to the homeowner to have Mike prepare the paperwork, but if it is preserve it needs to be removed.

Mr. Eckert stated if the board is inclined to try to work through this issue, I suggest you approve a license agreement subject to confirmation it is not in a conservation area and approval by the engineer and attorney. In the event your engineer and attorney can't get comfortable with it then we will bring it back to your February meeting. It is a minimum of \$500 of time that is going to be spent on it and probably closer to \$1,000.

Mr. Pollicino stated the simplest solution without incurring any cost would be to have the current homeowner remove the fence.

<p>On MOTION by Mr. Brownlee seconded by Mr. Pollicino with all in favor district counsel was authorized to prepare a license agreement for the existing fence subject to confirmation that it is not in a conservation area, and final approval by the district engineer and district counsel with all costs to be borne by the homeowner.</p>

E. General Manager

1. Report

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

2. Utility Audit

Mr. Myhill stated our company has worked with ICG and it is an option to look for funds that might be reclaimed by the district.

Mr. Eckert stated if you approve that contract you should carve out any deposits because sometimes districts have fairly sizable deposits that were put down by the developer or the district early on and to me that is not recovering something, that is something your staff can reach out to your utilities and ask if there are any deposits on file. If it is a question of billing discrepancies or something like that, that is a different issue.

Mr. Myhill stated I reached out to JEA and all our deposits are under one name and she said we had no deposits on file.

Mr. Pollicino asked what skill set do they have that we couldn't just place a call to JEA and find out ourselves?

Mr. Myhill stated there must be some skill set but I don't know what it is. I was highly skeptical when I received it and reached out to my colleagues and she sent me photocopies of the checks that Vesta paid to ICG in response, a \$40,000 and \$20,000 check.

Mr. Pollicino asked before we sign anything with ICG can you call our account manager at JEA?

Mr. Myhill stated I will do that.

Mr. Clarke stated before I retired, I sat on a board that does all this and the reason the agency was formed was because there were a number of companies doing this. You really have to watch the language in the contract because it used to say net of the improvements. There were so many ways I could walk into this building and say I can lower your bill by 50% by doing X, Y, Z. It is going to cause tremendous changes. You are going to have to rewire things, have aesthetic changes, all sorts of issues, it has to be net of what you have to do. If you are not careful in doing that, they will give you something that will look great and the reality is you wouldn't want to do it. There are all sorts of variables.

Mr. Pollicino stated it is just billing, not improvements. See what it is and come back next month and if it is legitimate, we will have Mike look at the contract and we will give it a go.

Mr. Eckert stated I have another district that approved this last month. I don't know how long it will be for them to get results back, but I will ask the question.

3. St. Johns Middle School Athletic Association

Mr. Myhill stated St. Johns Middle School Athletic Association has been using our tennis courts for the middle school tennis program over the last few years. They originally entered into an agreement with the district in 2016. They came to us and asked to use the courts and Mr. Eckert updated the agreement, which has been provided to the tennis team and they updated Exhibit A of their schedule. Is it okay for them to use the tennis court for various Thursdays, which is not a popular day and in the past has been an issue?

Mr. Clarke asked do they reimburse us as part of that agreement?

Mr. Eckert stated with the school there has never been a fee that the community has charged. It is within your discretion.

Mr. Clarke stated the St. Johns Middle School Association doesn't operate out of the generosity of their hearts. I'm curious to know if they pay a fee to the fields for St. Johns County for football, soccer and using a facility that was paid for by the residents strictly not the county. There are probably existing agreements with other tennis court organizations or neighborhoods.

Mr. Pollicino asked are you saying it is a for profit organization?

Mr. Clarke stated I'm not going to call it not for profit.

Mr. Harrah stated they want to use it Friday afternoons 4 – 5 p.m., the South Durbin Tennis courts. I imagine it is Patriot Oaks or the local teams?

Mr. Myhill stated it is Patriot Oaks.

Mr. Pollicino stated then it is all residents. We try to make a distinction if it is the majority of Durbin Crossing residents then we yield more toward we are good but if it is outside communities or the county, we try to offset that.

Mr. Eckert stated January 27th would be the tryouts then it would go through April 22nd the last match and April 30th is the last practice.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the agreement with the St. Johns Middle School Athletic Association for use of the tennis courts for Patriot Oaks was approved.

4. Proposed Community Social Meeting and Activities Policy

Mr. Myhill stated the social hall becomes a valuable area for resident use, we have programs in here, events, residents like to rent this area for parties and then we have social groups. Over the years more and more outside groups, boy scouts and girl scouts have asked for free use of the rental areas. We have accommodated in the past some of these groups but it has gotten to the point where we should stick firmly to the policy and not provide the rental area to these national groups, whereas before we had one boy scout group now we have three or four.

Mr. Pollicino stated I think that is consistent with other Vesta properties, we have had this conversation and the answer is no. We stick with Vesta's guidance on this and say we don't do that, it is just too many.

Mr. Myhill stated the swim team has asked if they could have a normal season without any restrictions beginning in the spring.

Mr. Pollicino stated as far as COVID we need to stay in compliance with CDC and everything else.

On MOTION by Mr. Pollicino seconded by Mr. Harrah with all in favor district counsel was authorized to draft a contract for the swim team with similar language to last year to include COVID-19 protocols and follow CDC guidelines.

Mr. Myhill stated I have received a number of complaints from residents about unauthorized use of the JEA easement and wanted to know if there was anything the district could do to stop the trespass on CDD property. We can set up 4 X 4 posts to discourage access and we can post no trespassing signs as a first step to see if that has any impact on reducing the amount of traffic.

Mr. Harrah stated it is not the board, you just call the sheriff and issue a trespass warrant. If there is nothing out there now, then we need to put up some signs

Mr. Pollicino stated start with the signs.

Mr. Myhill stated I'm thinking about access points from city streets through landscaping into the easement, we could block that.

Mr. Eckert requested Mr. Myhill to work with George on whatever you do from a safety standpoint.

F. Operations Manager

1. Report

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

2. Landscape Enhancements

This item discussed earlier in the meeting.

3. Pressure Washing Proposal

This item tabled to the next meeting to enable staff to get additional quotes and to also include pressure washing the wall.

4. Pond Bank Repair Proposal

This item taken earlier in the meeting.

5. Two-Lane Roundabout

Mr. Blankenbaker stated we had an issue with trees on the roundabout on North Durbin and those have been replaced and I have been working with the county getting all the signage for the roundabouts brought up to county standards.

G. Amenity Manager – Report

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

SEVENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

Mr. Brownlee stated Justin you said you were expecting sandblasting of the old benches and trashcans. Did we get those?

Mr. Blankenbaker stated the contractor kind of fell off the map, the only one I knew who would come out and do it without taking them back to his shop, so my guys went out and cleaned them. I'm hoping he comes back before summer. I'm getting all these places ready to go for spring break.

Mr. Brownlee stated if one is falling apart, just buy a new one.

Mr. Blankenbaker stated I have removed two benches and thought about trying to refurb them, but I couldn't find anybody that carries replacement parts for those benches, so we removed them and they are now being replaced with new benches.

Mr. Brownlee asked what about the coverings for the shade structures?

Mr. Blankenbaker stated I was informed the week of the 25th they would be starting.

Mr. Brownlee asked when was our last capital reserve study done?

Mr. Laughlin responded it has been a few years, 2018.

Mr. Brownlee stated we might think about getting an update at some point. Costs have changed, structures have deteriorated a little bit.

Mr. Laughlin stated we can try to tie that in with budget season. I can get some bids for that.

Mr. Rogers stated I came to the CDD about a year ago to try to prevent the kids from playing in what turned into a football field, soccer field and they continue to play there.

Mr. Blankenbaker stated I went to that area, it is St. Augustine grass, you can clearly tell it is scratched up pretty good, this time of year it is dead anyway. It may not come back.

Mr. Harrah stated let's look at it when you and I go out.

A resident asked are you going to replace the palm trees that have been taken down?

Mr. Pollicino stated the soil wasn't good for palm trees and we lost them three times so we should probably go with something that is more tolerant.

A resident asked does anyone in the CDD check the streetlights?

Mr. Myhill stated I check them.

A resident stated I have lights out every month.

Mr. Harrah stated if you have the Durbin Crossing app you can report that, and it goes to his email.

EIGHTH ORDER OF BUSINESS

**Next Scheduled Meeting – February 21, 2021
@ 6:00 p.m. at the Durbin South Amenity
Center**

Mr. Laughlin stated our next scheduled meeting is February 21, 2021 at 6:00 p.m. in the same location.

On MOTION by Mr. Brownlee seconded by Mr. Pollicino with all in favor the meeting adjourned at 8:10 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Durbin Crossing
Community Development District
Unaudited Financial Reporting

January 31, 2021

***Durbin Crossing
Community Development District
Combined Balance Sheet
January 31, 2021***

	<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 21</i>
<u>Assets:</u>				
Cash	\$88,080	---	\$196,813	\$284,893
<u>Investments:</u>				
<u>Series 2017A1</u>				
Reserve	---	\$1,341,300	---	\$1,341,300
Revenue	---	\$2,849,571	---	\$2,849,571
Cost of Issuance	---	\$11,019	---	\$11,019
<u>Series 2017A2 Term Bond 1</u>				
Reserve	---	\$132,425	---	\$132,425
Prepayment	---	\$1,822	---	\$1,822
<u>Series 2017A2 Term Bond 2</u>				
Reserve	---	\$40,000	---	\$40,000
Prepayment	---	\$39,431	---	\$39,431
<u>Operations</u>				
Custody Account	\$1,446,600	---	---	\$1,446,600
Due from Other	\$60	---	---	\$60
Investment - US bank Custody	---	---	\$83,914	\$83,914
Investment - SBA	---	---	\$944,521	\$944,521
SBA - Renewal and Replacement	---	---	\$167,727	\$167,727
Assessment Receivable	\$24,018	---	---	\$24,018
<u>Total Assets</u>	<u>\$1,558,758</u>	<u>\$4,415,567</u>	<u>\$1,392,976</u>	<u>\$7,367,300</u>
<u>Liabilities:</u>				
Accounts Payable	\$49,472	---	---	\$49,472
<u>Fund Balances:</u>				
Restricted for Debt Service	---	\$4,415,567	---	\$4,415,567
Non-spendable	\$0	---	---	\$0
Assigned	---	---	\$1,392,976	\$1,392,976
Unassigned	\$1,509,286	---	---	\$1,509,286
<u>Total Liabilities and Fund Equity</u>	<u>\$1,558,758</u>	<u>\$4,415,567</u>	<u>\$1,392,976</u>	<u>\$7,367,300</u>

**Durbin Crossing
Community Development District**

General Fund

**Statement of Revenues & Expenditures
For The Period Ending January 31, 2021**

	PRORATED			
	ADOPTED	BUDGET	ACTUAL	
	BUDGET	1/31/21	1/31/21	VARIANCE
<u>REVENUES:</u>				
Assessments - Tax Roll	1,886,790	1,799,470	\$1,799,470	\$0
Assessments - Direct	47,816	\$32,471	\$32,471	\$0
Interest Income	\$1,300	\$433	\$2	(\$431)
Misc Income	\$22,500	\$7,500	\$3,487	(\$4,013)
TOTAL REVENUES	\$1,958,406	\$1,839,875	\$1,835,430	(\$4,444)
<u>EXPENDITURES:</u>				
<u>Administrative</u>				
Supervisor Fees	\$11,000	\$3,667	\$2,400	\$1,267
FICA Expense	\$842	\$281	\$184	\$97
Assessment Roll Administration	\$5,000	\$5,000	\$5,000	\$0
Engineering Fees	\$13,000	\$3,250	\$1,940	\$1,310
Dissemination Fees	\$7,200	\$2,400	\$2,000	\$400
Attorney Fees	\$50,000	\$12,500	\$7,789	\$4,711
Annual Audit	\$4,200	\$0	\$0	\$0
Trustee Fees	\$10,800	\$5,388	\$5,388	\$0
Arbitrage	\$1,200	\$0	\$0	\$0
Impact Fee Administration	\$15,000	\$5,000	\$5,000	\$0
Management Fees	\$47,000	\$15,667	\$15,667	(\$0)
Information Technology	\$1,600	\$533	\$533	\$0
Telephone	\$300	\$100	\$92	\$8
Postage	\$1,800	\$600	\$549	\$51
Printing & Binding	\$1,500	\$500	\$219	\$281
Insurance	\$7,955	\$7,955	\$7,594	\$361
Legal Advertising	\$2,000	\$667	\$314	\$353
Other Current Charges	\$1,000	\$333	\$325	\$9
Office Supplies	\$150	\$50	\$6	\$44
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Administrative Expenses	\$181,722	\$64,065	\$55,173	\$8,891
<u>Amenity Center</u>				
Insurance	\$27,136	\$27,136	\$28,408	(\$1,272)
Repairs & Replacements	\$60,000	\$20,000	\$24,270	(\$4,270)
Recreational Passes	\$4,000	\$1,333	\$0	\$1,333
Office Supplies	\$6,000	\$2,000	\$1,272	\$728
Permit Fees	\$2,700	\$2,011	\$2,011	\$0
<u>Utilities</u>				
Water & Sewer	\$37,000	\$12,333	\$8,722	\$3,611
Electric	\$31,000	\$10,333	\$11,555	(\$1,222)
Website	\$300	\$100	\$0	\$100
Cable/Phone/Internet	\$17,500	\$5,833	\$6,305	(\$471)
Security System	\$1,000	\$333	\$0	\$333

Durbin Crossing
Community Development District

General Fund

Statement of Revenues & Expenditures
For The Period Ending January 31, 2021

	<i>PRORATED</i>			
	<i>ADOPTED</i>	<i>BUDGET</i>	<i>ACTUAL</i>	
	<i>BUDGET</i>	<i>1/31/21</i>	<i>1/31/21</i>	<i>VARIANCE</i>
<u>Amenity Center Management Contracts</u>				
Managerial	\$181,400	\$60,467	\$64,773	(\$4,306)
Staffing	\$190,500	\$63,500	\$67,766	(\$4,266)
Lifeguards	\$65,100	\$21,700	\$0	\$21,700
Refuse Service	\$4,800	\$1,600	\$1,314	\$286
Pool Chemicals	\$23,003	\$7,668	\$7,401	\$267
Special Events	\$26,000	\$9,077	\$9,077	\$0
Pest Control	\$3,600	\$1,200	\$1,314	(\$114)
Pressure Washing/Fitness Equip Maint	\$17,000	\$5,667	\$524	\$5,143
Amenity Center Expenses	\$698,039	\$252,291	\$234,711	\$17,579
<u>Grounds Maintenance</u>				
Electric	\$5,200	\$1,733	\$1,379	\$354
Water / Reuse	\$333,000	\$111,000	\$105,499	\$5,501
Streetlighting	\$71,000	\$23,667	\$23,201	\$466
Lake Maintenance	\$55,500	\$18,500	\$17,716	\$784
Landscape Maintenance	\$439,512	\$146,504	\$147,418	(\$914)
Landscape Contingency	\$40,000	\$13,333	\$53,038	(\$39,704)
Miscellaneous	\$37,000	\$12,333	\$16,853	(\$4,519)
Fuel	\$1,100	\$367	\$212	\$155
Irrigation Repairs	\$15,000	\$5,000	\$9,275	(\$4,275)
Capital Reserve	\$80,333	\$0	\$0	\$0
Water Quality Monitoring	\$1,000	\$1,000	\$1,700	(\$700)
Grounds Maintenance Expenses	\$1,078,645	\$333,437	\$376,290	(\$42,852)
TOTAL EXPENDITURES	\$1,958,406	\$649,793	\$666,174	(\$16,382)
EXCESS REVENUES/(EXPENSES)	(\$0)	\$1,190,082	\$1,169,256	(\$20,826)
Fund Balance - Beginning	\$0		\$340,030	
Fund Balance - Ending	(\$0)		\$1,509,286	

Durbin Crossing
COMMUNITY DEVELOPMENT DISTRICT

General Fund

Statement of Revenues & Expenditures

Fiscal Year 2021

REVENUES:

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Total
Assessments - Tax Roll	-	179,413	466,443	1,153,615	-	-	-	-	-	-	-	-	1,799,470
Assessments - Direct	-	-	8,453	24,018	-	-	-	-	-	-	-	-	32,471
Interest Income	1	0	0	1	-	-	-	-	-	-	-	-	2
Miscellaneous	-	1,312	1,864	311	-	-	-	-	-	-	-	-	3,487
Interfund Transfer In	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	1	180,724	476,760	1,177,945	-	-	-	-	-	-	-	-	1,835,430

EXPENDITURES:

ADMINISTRATIVE:

Supervisor Fees	800	1,000	-	600	-	-	-	-	-	-	-	-	2,400
FICA Expense	61	77	-	46	-	-	-	-	-	-	-	-	184
Assessment Administration	5,000	-	-	-	-	-	-	-	-	-	-	-	5,000
Engineering Fees	1,067	873	-	-	-	-	-	-	-	-	-	-	1,940
Dissemination Fees	500	500	500	500	-	-	-	-	-	-	-	-	2,000
Attorney Fees	5,078	2,410	302	-	-	-	-	-	-	-	-	-	7,789
Annual Audit	-	-	-	-	-	-	-	-	-	-	-	-	-
Trustee Fees	5,388	-	-	-	-	-	-	-	-	-	-	-	5,388
Arbitrage	-	-	-	-	-	-	-	-	-	-	-	-	-
Impact Fee Administration	1,250	1,250	1,250	1,250	-	-	-	-	-	-	-	-	5,000
Management Fees	3,917	3,917	3,917	3,917	-	-	-	-	-	-	-	-	15,667
Computer Time	133	133	133	133	-	-	-	-	-	-	-	-	533
Telephone	7	17	23	45	-	-	-	-	-	-	-	-	92
Postage	17	30	467	35	-	-	-	-	-	-	-	-	549
Printing & Binding	28	36	152	3	-	-	-	-	-	-	-	-	219
Insurance	7,594	-	-	-	-	-	-	-	-	-	-	-	7,594
Legal Advertising	157	157	-	-	-	-	-	-	-	-	-	-	314
Other Current Charges	69	107	93	56	-	-	-	-	-	-	-	-	325
Office Supplies	1	1	3	1	-	-	-	-	-	-	-	-	6
Dues, Licenses & Subscriptions	-	175	-	-	-	-	-	-	-	-	-	-	175
Administrative Expenses	31,066	10,682	6,840	6,585	-	-	-	-	-	-	-	-	55,173
Insurance	28,408	-	-	-	-	-	-	-	-	-	-	-	28,408
Repairs & Replacements	2,484	10,428	7,774	3,584	-	-	-	-	-	-	-	-	24,270
Recreational Passes	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	-	766	70	437	-	-	-	-	-	-	-	-	1,272
Permit Fees	-	376	-	1,635	-	-	-	-	-	-	-	-	2,011
Utilities	-	-	-	-	-	-	-	-	-	-	-	-	-
Water & Sewer	3,695	1,210	2,060	1,757	-	-	-	-	-	-	-	-	8,722
Electric	3,221	2,607	2,908	2,820	-	-	-	-	-	-	-	-	11,555
Website	-	-	-	-	-	-	-	-	-	-	-	-	-
Cable/Phone/Internet	1,615	1,583	1,546	1,561	-	-	-	-	-	-	-	-	6,305

Durbin Crossing
COMMUNITY DEVELOPMENT DISTRICT

General Fund

Statement of Revenues & Expenditures

Fiscal Year 2021

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Total
Security System	-	-	-	-	-	-	-	-	-	-	-	-	-
<u>Management Contracts</u>	-	-	-	-	-	-	-	-	-	-	-	-	-
Managerial	15,568	18,068	15,568	15,568	-	-	-	-	-	-	-	-	64,773
Staffing	16,925	16,925	16,992	16,925	-	-	-	-	-	-	-	-	67,766
Lifeguards	-	-	-	-	-	-	-	-	-	-	-	-	-
Refuse Service	328	328	329	329	-	-	-	-	-	-	-	-	1,314
Pool Chemicals	1,850	1,850	1,850	1,850	-	-	-	-	-	-	-	-	7,401
Special Events	32	4,538	2,820	1,687	-	-	-	-	-	-	-	-	9,077
Pest Control	395	365	270	284	-	-	-	-	-	-	-	-	1,314
Pressure Washing/Fitness Equip Maint	-	216	54	254	-	-	-	-	-	-	-	-	524
 Amenity Center Expenses	 74,522	 59,258	 52,240	 48,691	 -	 -	 -	 -	 -	 -	 -	 -	 234,711
 <u>Grounds Maintenance</u>													
Electric	318	326	347	388	-	-	-	-	-	-	-	-	1,379
Water / Reuse	36,238	25,626	22,877	20,759	-	-	-	-	-	-	-	-	105,499
Streetlighting	5,839	5,758	5,773	5,830	-	-	-	-	-	-	-	-	23,201
Lake Maintenance	4,429	4,429	4,429	4,429	-	-	-	-	-	-	-	-	17,716
Landscape Maintenance	36,626	36,626	36,626	37,540	-	-	-	-	-	-	-	-	147,418
Landscape Contingency	41,403	10,005	780	850	-	-	-	-	-	-	-	-	53,038
Miscellaneous	959	8,850	6,964	80	-	-	-	-	-	-	-	-	16,853
Fuel	-	84	64	64	-	-	-	-	-	-	-	-	212
Irrigation Repairs	9,275	-	-	-	-	-	-	-	-	-	-	-	9,275
Capital Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-
Water Quality Monitoring	1,700	-	-	-	-	-	-	-	-	-	-	-	1,700
 Grounds Maintenance Expenses	 136,786	 91,704	 77,860	 69,940	 -	 -	 -	 -	 -	 -	 -	 -	 376,290
 TOTAL EXPENDITURES	 242,375	 161,644	 136,940	 125,215	 -	 -	 -	 -	 -	 -	 -	 -	 666,174
 EXCESS REVENUES/(EXPENSES)	 (242,374)	 19,080	 339,820	 1,052,730	 -	 -	 -	 -	 -	 -	 -	 -	 1,169,256

Durbin Crossing
Community Development District
Debt Service Fund 2017 A1 & A2
Statement of Revenues & Expenditures
For The Period Ending January 31, 2021

	<i>PRORATED</i>		
<i>ADOPTED</i>	<i>BUDGET</i>	<i>ACTUAL</i>	
<i>BUDGET</i>	<i>1/31/21</i>	<i>1/31/21</i>	<i>VARIANCE</i>

Revenues:

Assessments - Tax Roll	\$2,987,819	\$2,849,430	\$2,849,430	\$0
Assessments - Direct	\$84,342	\$124	\$124	\$0
Prepayments	\$0	\$0	\$0	\$0
Interest Income	\$3,000	\$1,000	\$36	(\$964)

Total Revenues

\$3,075,161	\$2,850,554	\$2,849,590	(\$964)
-------------	-------------	-------------	---------

Expenditures

Series 2017 A-1

Interest 11/1	\$593,769	\$593,769	\$593,769	(\$0)
Special Call 11/1	\$0	\$0	\$25,000	(\$25,000)
Interest 5/1	\$593,769	\$0	\$0	\$0
Principal 5/1	\$1,495,000	\$0	\$0	\$0
Principal 5/1 (Prepayment)	\$0	\$0	\$0	\$0

Series 2017 A-2

Interest 11/1	\$108,500	\$108,500	\$108,500	\$0
Special Call 11/1	\$0	\$0	\$0	\$0
Interest 5/1	\$108,500	\$0	\$0	\$0
Principal 5/1	\$145,000	\$0	\$0	\$0
Principal 5/1 (Prepayment)	\$0	\$0	\$0	\$0

Total Expenditures

\$3,044,538	\$702,269	\$727,269	(\$25,000)
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Other Sources/(Uses)

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

Total Other Sources/(Uses)

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

Excess Revenues (Expenditures)

\$30,623	\$2,122,321
----------	-------------

Fund Balance - Beginning

\$770,876	\$2,293,246
-----------	-------------

Fund Balance - Ending

\$801,499	\$4,415,567
-----------	-------------

Durbin Crossing
Community Development District
Capital Reserve Funds
Statement of Revenues & Expenditures
For The Period Ending January 31, 2021

	<i>ADOPTED</i> <i>BUDGET</i>	<i>PRORATED</i> <i>BUDGET</i> <i>1/31/2021</i>	<i>ACTUAL</i> <i>1/31/2021</i>	<i>VARIANCE</i>
<u>Revenues:</u>				
<i>Capital Reserve Funding - Transfer In</i>	\$80,333	\$0	\$0	\$0
<i>Miscellaneous Revenue/Interest</i>	\$10,000	\$3,333	\$659	(\$2,675)
<i>Impact Fees</i>	\$0	\$0	\$0	\$0
<i>Total Revenues</i>	\$90,333	\$3,333	\$659	(\$2,675)
<u>Expenditures</u>				
<i>Capital Outlay</i>	\$200,000	\$66,667	\$35,773	\$30,894
<i>Repair/Replacements</i>	\$50,000	\$16,667	\$0	\$16,667
<i>Total Expenditures</i>	\$250,000	\$83,333	\$35,773	\$47,561
<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>	(\$159,667)	(\$80,000)	(\$35,114)	\$44,886
<i>Fund Balance - Beginning</i>	\$1,600,275		\$1,428,090	
<i>Fund Balance - Ending</i>	\$1,440,608		\$1,392,976	

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)
Less: November 1, 2020 (Prepayment)	(\$25,000)
Current Bonds Outstanding	\$33,215,000

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 2021 Summary of Series 2017A1-2 & O&M Assessment Receipts

ASSESSED TO	ASSESSED			
	# UNITS ASSESSED	SERIES 2017A1-2 DEBT NET	O&M NET	TOTAL NET ASMTS
PRG DURBIN LLC VILLAGE CTR T COMM. (1)	44,561	29,572.19	16,765.25	46,337.44
PALMS PROFESSIONAL PARK LLC S MIXED USE (1)	49,225	32,667.38	18,520.00	51,187.38
LONGLEAF CENTER LLC R MIXED USE (1)	40,275	13,962.86	7,915.91	21,878.77
DURBIN CROSSING STATION T (1)	12,265	8,139.47	4,614.48	12,753.95
NET ASSESSMENTS DIRECT BILL	146,326	84,341.90	47,815.64	132,157.54
NET ASSESSMENTS TAX ROLL	168,525	2,987,820.51	1,886,866.44	4,874,686.95
TOTAL DISTRICT	314,851	3,072,162.41	1,934,682.08	5,006,844.49

RECEIVED				
SERIES 2017A1-2 DEBT PAID	O&M PAID	TOTAL ASMTS PAID	BALANCE DUE	DATE O&M PAID THROUGH
-	12,573.94	12,573.94	33,763.50	12/1/2021
-	13,890.00	13,890.00	37,297.38	2/1/2021
-	5,936.94	5,936.94	15,941.83	2/1/2021
193.77	70.11	263.88	12,490.00	12/1/2021
193.77	32,470.99	32,664.76	99,492.71	
2,849,430.38	1,799,470.39	4,648,900.77	225,786.18	
2,849,624.15	1,831,941.38	4,681,565.53	325,278.89	

DIRECT BILL % COLLECTED	0%	68%	25%
TAX ROLL % COLLECTED	95%	95%	95%
TOTAL % COLLECTED	93%	95%	94%

(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 166,201 square feet of Commercial/Retail/Office

DETAIL OF TAX ROLL RECEIPTS				
ST JOHNS COUNTY DISTRIBUTION	DATE	AMOUNT	DEBT	O&M
1	11/2/2020	15,839.25	9,708.28	6,130.97
2	11/2/2020	187,333.23	114,821.34	72,511.89
3	11/24/2020	260,336.66	159,567.01	100,769.65
4	12/3/2020	502,887.39	308,232.56	194,654.83
5	12/16/2020	702,160.07	430,371.90	271,788.17
6	1/7/2021	2,980,159.17	1,826,615.90	1,153,543.27
INTEREST	1/19/2021	185.00	113.39	71.61
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
TOTAL TAX ROLL RECEIPTS		4,648,900.77	2,849,430.38	1,799,470.39

D.

Durbin Crossing

Community Development District

Check Run Summary

1/1/2021 thru 1/31/2021

Fund	Date	Check No.	Amount
<i>General Fund</i>			
<i>Payroll</i>	1/28/21	50664-50666	\$ 554.10
			<hr/> Sub-Total \$554.10
<i>Accounts Payable</i>	1/8/21	5817-5829	\$11,829.27
	1/15/21	5830-5838	\$38,150.11
	1/25/21	5839-5843	\$7,731.82
			<hr/> Sub-Total \$57,711.20
<i>Capital Reserve Fund</i>			
	1/25/21	191	\$24,485.00
			<hr/> Sub-Total \$24,485.00
<i>Vesta Wells Fargo Credit Card</i>			
	1/28/21	December Purchases	\$3,787.01
			<hr/> Sub-Total \$3,787.01
<i>Total</i>			<hr/> \$ 86,537.31

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

BR040M-A CHECKS WRITTEN LISTING AS OF 1/31/2021 RUN 2/13/2021 PAGE 1
 CMPY-001 DURBIN CROSSING - GENERAL FUND BANK-P GENERAL FUND

CHECK#	TYPE	SYSTEM	CHECK DATE	CHECK AMT	EMP/CUS/VEN#	DESCRIPTION
050664	R	PR	01/28/2021	184.70	14	ROBERT T BROWNLEE
050665	R	PR	01/28/2021	184.70	13	JASON S HARRAH
050666	R	PR	01/28/2021	184.70	8	PETER E POLLICINO
BANK TOTAL				554.10		
COMPANY TOTAL				554.10		

ATTENDANCE SHEET

District: Durbin Crossing CDD

Meeting Date: January 25, 2021

	Supervisor	In Attendance	Fees
1.	William Clarke <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 type="checkbox"/> No	\$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:



PLEASE RETURN COMPLETED FORM TO BERNADETTE PEREGRINO

*** CHECK DATES 01/01/2021 - 01/31/2021 ***
 DURBIN CROSSING - GENERAL FUND
 BANK A GENERAL FUND

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
1/08/21	00173	9/25/20	WO-27299 202010 320-53800-44200	REPAIRS FITNESS EQUIPMENT	*	149.93	
				FIRST PLACE FITNESS EQUIPMENT			149.93 005817
1/08/21	00053	11/30/20	UG4670 202012 320-53800-45508	DEC REFUSE-NORTH	*	141.71	
				GREEN FOR LIFE ENVIRONMENTAL			141.71 005818
1/08/21	00053	11/30/20	UG4671 202012 320-53800-45508	DEC REFUSE-SOUTH	*	187.20	
				GREEN FOR LIFE ENVIRONMENTAL			187.20 005819
1/08/21	00021	1/01/21	478 202101 310-51300-34000	JAN MANAGEMENT FEES	*	3,916.67	
		1/01/21	478 202101 310-51300-35100	JAN INFORM TECHNOLOGY	*	133.33	
		1/01/21	478 202101 310-51300-32500	JAN IMPACT FEE ADMIN	*	1,250.00	
		1/01/21	478 202101 310-51300-31300	JAN DISSEMINATION SERVICE	*	500.00	
		1/01/21	478 202101 310-51300-51000	OFFICE SUPPLIES	*	.78	
		1/01/21	478 202101 310-51300-42000	POSTAGE	*	34.92	
		1/01/21	478 202101 310-51300-42500	COPIES	*	2.55	
		1/01/21	478 202101 310-51300-41000	TELEPHONE	*	44.67	
				GOVERNMENTAL MANAGEMENT SERVICES			5,882.92 005820
1/08/21	00008	12/21/20	119302 202011 310-51300-31500	NOV GENERAL COUNSEL	*	809.50	
				HOPPING GREEN & SAMS			809.50 005821
1/08/21	00008	12/21/20	119303 202011 310-51300-31500	NOV MONTHLY MEETING	*	1,600.00	
				HOPPING GREEN & SAMS			1,600.00 005822
1/08/21	00360	12/24/20	877512 202012 320-53800-44200	REPAIR PACKAGE MAILBOXES	*	120.00	
				ITJ MAILBOX LOCKS			120.00 005823
1/08/21	00275	12/02/20	1644 202012 320-53800-46300	HOLIDAY DECOR STORAGE	*	425.00	
				M & G HOLIDAY LIGHTING			425.00 005824

DURB DURBIN CROSS BPEREGRINO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
1/08/21	00109	1/01/21 13129559	202101 320-53800-45510 JAN POOL CHEMICALS-NORTH	POOLSURE	*	637.49	637.49 005825
1/08/21	00109	1/01/21 13129559	202101 320-53800-45510 JAN POOL CHEMICALS-SOUTH	POOLSURE	*	1,212.74	1,212.74 005826
1/08/21	00101	12/28/20 12282020	202012 310-51300-42000 2020 NOTICE POSTAGE	ST. JOHNS COUNTY TAX COLLECTOR	*	457.78	457.78 005827
1/08/21	00066	12/03/20 7129939	202012 320-53800-45513 DEC PEST CONTROL-SOUTH	TURNER PEST CONTROL	*	80.00	80.00 005828
1/08/21	00066	12/23/20 7131245	202012 320-53800-45513 DEC PEST CONTROL-NORTH	TURNER PEST CONTROL	*	125.00	125.00 005829
1/15/21	00050	1/01/21 01012021	202101 320-53800-45300 JAN SERVICE X1022920	COMCAST	*	504.39	504.39 005830
1/15/21	00050	1/03/21 01032021	202101 320-53800-45300 JAN SERVICE X1246669	COMCAST	*	432.71	432.71 005831
1/15/21	00321	12/08/20 4579	202012 320-53800-44200 MAINTENANCE SUPPLIES		*	53.95	
		12/10/20 4588	202012 320-53800-44200 MAINTENANCE SUPPLY		*	58.27	
		12/18/20 4614	202012 320-53800-44200 MAINTENANCE SUPPLY		*	2.97	
		12/28/20 4632	202012 320-53800-44200 MAINTANENCE SUPPLIES		*	86.91	
				CRONIN ACE HARDWARE			202.10 005832
1/15/21	00228	1/01/21 10450058	202101 320-53800-44800 FY21 PERFORMANCE LICENSE	SESAC LLC	*	1,635.00	1,635.00 005833
1/15/21	00066	1/08/21 7204151	202101 320-53800-45513 JAN PEST CONTROL-NORTH	TURNER PEST CONTROL	*	68.25	68.25 005834

DURB DURBIN CROSS BPEREGRINO

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
1/15/21	00066	1/08/21 7204152	202101 320-53800-45513	JAN PEST CONTROL-SOUTH	*	84.00	
				TURNER PEST CONTROL			84.00 005835
1/15/21	00348	12/22/20 4341	202012 320-53800-44200	ADD 4" DRAINS/REPLADE SOD	*	1,861.00	
				VERDEGO			1,861.00 005836
1/15/21	00252	1/01/21 378096	202101 320-53800-45502	JAN GENERAL MANAGER	*	6,833.33	
		1/01/21 378096	202101 320-53800-45517	JAN AMENITY MANAGER	*	2,958.33	
		1/01/21 378096	202101 320-53800-45518	JAN MAINTENANCE MANAGER	*	5,776.57	
		1/01/21 378096	202101 320-53800-45507	JAN JANITORIAL SUPPLIES	*	1,566.67	
		1/01/21 378096	202101 320-53800-45505	JAN POOL MAINTENANCE	*	2,250.00	
		1/01/21 378096	202101 320-53800-45514	JAN SP EVENT PLANNER SRVC	*	1,041.66	
		1/01/21 378096	202101 320-53800-45515	JAN FACILITY MONITOR	*	5,666.66	
		1/01/21 378096	202101 320-53800-45503	JAN FACILITY ATTENDAT	*	6,400.00	
				VESTA PROPERTY SERVICES, INC.			32,493.22 005837
1/15/21	00252	12/31/20 378690	202012 320-53800-45511	SANTA'S NEW RIDE	*	869.44	
				VESTA PROPERTY SERVICES, INC.			869.44 005838
1/25/21	00302	9/04/20 7740	202010 320-53800-44200	REPLACE ENTRY SIGN PANEL	*	585.21	
				BEACHES ELECTRICAL SERVICE, INC.			585.21 005839
1/25/21	00283	1/01/21 PIA00534	202101 320-53800-46800	LAKE MAINTENANCE	*	4,429.00	
				SOLITUDE LAKE MANAGEMENT LLC			4,429.00 005840
1/25/21	00066	1/11/21 7205455	202101 320-53800-45513	JAN MOSQUITO SRV NORTH	*	131.25	
				TURNER PEST CONTROL			131.25 005841
1/25/21	00348	12/31/20 4402	202012 320-53800-44200	REPLAC DD BLANCHARD	*	2,226.36	
				VERDEGO			2,226.36 005842
				DURB DURBIN CROSS BPEREGRINO			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
1/25/21	00252	12/31/20 378691	202012 320-53800-45511	CHRISTMAS EVENT&ROOM RENT	*	360.00	
				VESTA PROPERTY SERVICES, INC.			360.00 005843
						TOTAL FOR BANK A	57,711.20
						TOTAL FOR REGISTER	57,711.20



First Place Fitness Equipment
10290 Philips Hwy #1
Jacksonville, FL 32256

WORK ORDER:
WO-27299

INVOICE

Bill to: Durbin Crossing North
887 N Durbin Pkwy,
St Johns, FL 32259
Attention: Durbin Crossing North
(904) 230-2011

Invoice Date: 09/25/2020

Class: Commercial:Commercial Jax
Site: Durbin Crossing North

RECEIVED

JAN 04 2021

Work done description: CG
True Fitness Treadmill TCS600
S/N 16-TCS600260D
Console# 001-AX3871800
Removed old lowerboard and wiring harness. installed new power socket, on/off switch, fuse control switch and new wiring. reinstalled all wires to lowerboard.
tested unit. "Machine Fixed" reassembled unit wiped down with sanitation wipes.
return lower board per True RA.

Item	Description	Qty	Rate	Amount \$
SERVICE:Hourly	Labor will be charged for when parts are installed at a rate	1.50	99.95	149.93
Service Rates:Estimate of \$99.95 per hour				
Sub Total:				149.93
Total Amount Due:				149.93

For questions please call 904-998-0738

1-320-53800-44200
Repairs/Replacements

Thank you!
Should you have any questions call us at 904-998-0738

173 ①



7580 PHILIPS HWY
JACKSONVILLE FL
PHONE: 904-760-5880 • JacksonvilleFL@gflenv.com

BE SURE TO WRITE YOUR INVOICE NUMBER ON YOUR CHECK

CUSTOMER NO. UG-103588
INVOICE NO. UG0000004670
INVOICE DATE 11/30/2020
DUE DATE Upon Receipt
TOTAL AMOUNT DUE \$141.71

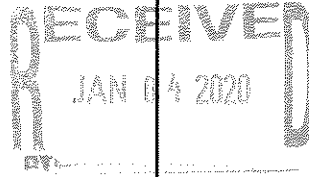
DURBIN CROSSING CDD NORTH
475 W TOWN PLACE STE 114
SAINT AUGUSTINE, FL 320923649

AMOUNT OF REMITTANCE \$

00555193UG000000467000103588000000000141718

PLEASE DETACH AND RETURN THIS TOP PORTION WITH PAYMENT. A RETURN ENVELOPE IS ENCLOSED AND THE REMIT TO ADDRESS IS ALSO ON THE REVERSE SIDE OF THIS INVOICE

DATE	DESCRIPTION	REFERENCE	RATE	QTY.	AMOUNT
11/30/20	C ADMIN FEE		6.50	1.00	6.50
	ST JOHN CM FRAN FEE 5% at 5.000%			6.50	0.33
	Site Surcharge Total				6.50
	Site Tax Total				0.33
	Site Total				6.83
	(0001) DURBIN CROSSING NORTH 730 N DURBIN PKWY SAINT JOHNS, FL				
11/30/20	4 YD FEL 1X WK 12/1/2020-12/31/2020		95.75	1.00	95.75
11/30/20	ENERGY CHARGE		32.71	1.00	32.71
	ST JOHN CM FRAN FEE 5% at 5.000%			128.46	6.42
	Site Surcharge Total				32.71
	Site Tax Total				6.42
	Site Total				134.88



53 @
1,320.538.45708

CURRENT	31-60 DAYS	61-90 DAYS	OVER 90 DAYS	ACCOUNT TOTAL
\$141.71	\$0.00	\$0.00	\$0.00	\$141.71

INVOICE TOTAL \$141.71

REMIT TO INFO ON THE REVERSE SIDE



7580 PHILIPS HWY
JACKSONVILLE FL
PHONE: 904-760-5880 • JacksonvilleFL@gflenv.com

BE SURE TO WRITE YOUR INVOICE NUMBER ON YOUR CHECK

CUSTOMER NO. UG-103589
INVOICE NO. UG0000004671
INVOICE DATE 11/30/2020
DUE DATE Upon Receipt
TOTAL AMOUNT DUE \$187.20

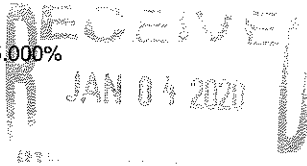
DURBIN CROSSING SOUTH
475 WEST TOWN PLACE STE 114
ST AUGUSTINE, FL 320923649

AMOUNT OF REMITANCE \$

00555193UG000000467100103589000000000187203

PLEASE DETACH AND RETURN THIS TOP PORTION WITH PAYMENT. A RETURN ENVELOPE IS ENCLOSED AND THE REMIT TO ADDRESS IS ALSO ON THE REVERSE SIDE OF THIS INVOICE

DATE	DESCRIPTION	REFERENCE	RATE	QTY.	AMOUNT
11/30/20	C ADMIN FEE		6.50	1.00	6.50
	ST JOHN CM FRAN FEE 5% at 5.000%			6.50	0.33
	Site Surcharge Total				6.50
	Site Tax Total				0.33
	Site Total				6.83
	(0001) DURBIN CROSSING SOUTH 145 S DURBIN PKWY SAINT JOHNS, FL				
11/30/20	6 YD FEL 1X WK 12/1/2020-12/31/2020		128.04	1.00	128.04
11/30/20	ENERGY CHARGE		43.74	1.00	43.74
	ST JOHN CM FRAN FEE 5% at 5.000%			171.78	8.59
	Site Surcharge Total				43.74
	Site Tax Total				8.59
	Site Total				180.37



530
1,820,538, 45508

CURRENT	31-60 DAYS	61-90 DAYS	OVER 90 DAYS	ACCOUNT TOTAL
\$187.20	\$0.00	\$0.00	\$0.00	\$187.20

INVOICE TOTAL	\$187.20
---------------	----------

REMIT TO INFO ON THE REVERSE SIDE

Governmental Management Services, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 478
Invoice Date: 1/1/21
Due Date: 1/1/21
Case:
P.O. Number:

Bill To:

Durbin Crossing CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

RECEIVED

JAN 06 2021

Description	Hours/Qty	Rate	Amount
Management Fees - January 2021 1,810.513 840		3,916.67	3,916.67
Information Technology - January 2021 857		133.33	133.33
Impact Fee Collection Administration - January 2021 325		1,250.00	1,250.00
Dissemination Agent Services - January 2021 313		500.00	500.00
Office Supplies 570		0.78	0.78
Postage 420		34.92	34.92
Copies 428		2.55	2.55
Telephone 110		44.67	44.67
21 @			
Total			\$5,882.92
Payments/Credits			\$0.00
Balance Due			\$5,882.92

Hopping Green & Sams

Attorneys and Counselors

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

RECEIVED

DEC 22 2020

===== STATEMENT =====

December 21, 2020

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

Bill Number 119302
Billed through 11/30/2020

8 (A)
1. 810.573.815

General Counsel

DURBIN 00001 MCE

FOR PROFESSIONAL SERVICES RENDERED

11/02/20	MCE	Follow-up on easement and encroachment issues.	0.20 hrs
11/08/20	MCE	Prepare supervisor notebook.	0.50 hrs
11/10/20	MCE	Review preserve damage; confer with Laughlin.	0.20 hrs
11/13/20	MCE	Confer with Laughlin regarding Brown agreement.	0.10 hrs
11/16/20	MCE	Research impact fee issue; confer with Fulks.	0.30 hrs
11/17/20	MCE	Review landscape agreement term, renewal and termination provisions; confer with board.	0.30 hrs
11/18/20	MCE	Arrange for recording of Brown encroachment agreement.	0.10 hrs
11/18/20	DGW	Record Brown encroachment agreement.	0.40 hrs
11/23/20	MCE	Review supervisor and election issues.	0.20 hrs
11/23/20	MCE	Confer with Myhill regarding insurance.	0.10 hrs
11/27/20	MCE	Prepare e-verify contract provision based on new law.	0.10 hrs

Total fees for this matter \$715.50

DISBURSEMENTS

Recording Fees 94.00

Total disbursements for this matter \$94.00

MATTER SUMMARY

Wilbourn, David - Paralegal	0.40 hrs	135 /hr	\$54.00
Eckert, Michael C.	2.10 hrs	315 /hr	\$661.50

TOTAL FEES \$715.50

=====

TOTAL DISBURSEMENTS

\$94.00

TOTAL CHARGES FOR THIS MATTER

\$809.50**BILLING SUMMARY**

Wilbourn, David - Paralegal

0.40 hrs

135 /hr

\$54.00

Eckert, Michael C.

2.10 hrs

315 /hr

\$661.50

TOTAL FEES

\$715.50

TOTAL DISBURSEMENTS

\$94.00

TOTAL CHARGES FOR THIS BILL

\$809.50

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

RECEIVED

DEC 22 2020

===== STATEMENT =====

December 21, 2020

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

Bill Number 119303
Billed through 11/30/2020

Monthly Meeting

DURBIN 00101 MCE

80
1,310.573, 315

FOR PROFESSIONAL SERVICES RENDERED

11/04/20	MCE	Attend agenda conference call.
11/13/20	MCE	Prepare for board meeting.
11/16/20	MCE	Prepare for, travel to and attend board meeting; return travel.
11/22/20	MCE	Review draft meeting minutes and provide comments.

Total fees for this matter \$1,600.00

MATTER SUMMARY

TOTAL FEES \$1,600.00

TOTAL CHARGES FOR THIS MATTER \$1,600.00

BILLING SUMMARY

TOTAL FEES \$1,600.00

TOTAL CHARGES FOR THIS BILL \$1,600.00

Please include the bill number with your payment.

ITJ MAILBOX LOCKS
PO BOX 8632
JACKSONVILLE FL 32239

877512
403-7516

CUSTOMER'S ORDER NO.		J. JUSTIN		DATE		12-24-20	
NAME DURBIN CROSSING CDD							
ADDRESS							
CITY, STATE, ZIP							
SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	ADSE. RETD.	PAID OUT	
VENDOR #	343	INNOVATIVE TECHNOLOGY OF FLA					
QUAN.	DESCRIPTION			PRICE	AMOUNT		
4/0	VESTA PROPERTY SERVICES						
	145 S. DURBIN PKWY						
	ST JOHN, FL 32259						
	REPAIR PARKING MAILBOXES						
	2 RELIEVE STICKING DOORS						
	ADJUST LOCKING MECHANISM						
	HERON 3P & 9P			75.00	70.00		
10	2 ADJUST LOCKING MECHANISM						
11	SANCTUARY 6P & 10P			25.00	50.00		
12	TOTAL			412.00	412.00		
RECEIVED BY <i>[Signature]</i>							

A-4106
T-46528

KEEP THIS SLIP FOR REFERENCE

01-11

RECEIVED

JAN 04 2021

1-320-53800-44200
Repairs/Replacements

360 A

M&G Holiday Lighting

4845 Belle Terre Pkwy
Palm Coast, FL 32164 US
mgbusinessventures@gmail.com



RECEIVED

JAN 04 2021

INVOICE

BILL TO
Durbin Crossing CDD
145 S. Durbin Parkway
St. Johns, FL 32259

INVOICE 1644
DATE 12/02/2020
TERMS Due on receipt
DUE DATE 12/02/2020

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Storage			
	Storage of Holiday lights and decor till the next season	1	425.00	425.00

This is the invoice for Holiday lighting and decor storage.

BALANCE DUE

\$425.00

1-320-53800-46300
Miscellaneous

275 (A)

Pickup



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

Invoice

Date 1/1/2021

Invoice # 131295597127

Terms	Net 20
Due Date	1/21/2021
PO #	

Bill To	Ship To
Attn: Office Durbin Crossing North 475 West Town Place, Suite 114 St. Augustine FL 32092	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
<p>RECEIVED</p> <p>DEC 18 2020</p> <p>109 (A)</p> <p>1,820,538.45510</p>				

A prepayment discount of 5% is available if the entire amount for 2021 is paid by December 31st, 2020. Please contact us at ar@poolsure.com or 1-800-858-POOL(7665) if you have any questions.

Total 637.49
Amount Due \$637.49

Remittance Slip

Customer
13DUR100
Invoice #
131295597127

Amount Due \$637.49
Amount Paid

Make Checks Payable To
Poolsure
PO Box 55372
Houston, TX 77255-5372



131295597127



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

Invoice

Date 1/1/2021

Invoice # 131295597128

Terms	Net 20
Due Date	1/21/2021
PO #	

Bill To Durbin Crossing South 475 West Town Place, Suite 114 St. Augustine FL 32092	Ship To 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>RECEIVED</p> <p>DEC 18 2020</p> <p>109 @</p> <p>1,320.538.45570</p>				

A prepayment discount of 5% is available if the entire amount for 2021 is paid by December 31st, 2020. Please contact us at ar@poolsure.com or 1-800-858-POOL(7665) if you have any questions.

Total 1,212.74
Amount Due \$1,212.74

Remittance Slip

Customer
13DUR200
Invoice #
131295597128

Amount Due \$1,212.74

Amount Paid _____

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295597128



P.O. Box 9001
ST. AUGUSTINE, FLORIDA 32085
P: 904 209 2250
F: 904 209 2283
WWW.SJCTAX.US

December 28, 2020

RECEIVED

DEC 28 2020

Durbin Creek Community Development District
% GMS, LLC
475 West Town Place, Ste 114
St. Augustine, FL 32092

INVOICE

In accordance with Florida Statute 197.322(3): "Postage shall be paid out of the general fund of each local governing board, upon statement thereof by the tax collector".

Your share of the postage for the mailing of the 2020 Real Estate, Tangible Personal Property, Railroad and Non Ad Valorem notices is as follows:

Postage Due: \$ 457.78

If you have any questions, please contact me or Christopher Swanson at 209-2251.

Sincerely,

Dennis W. Hollingsworth

Dennis W. Hollingsworth, C.F.C.
St. Johns County Tax Collector

101 B

1,810.573, 4/20

INNOVATION INTEGRITY EXPERTISE

MAILING ADDRESS FOR ALL LOCATIONS: P.O. BOX 9001, ST. AUGUSTINE, FL 32085-9001

ST. AUGUSTINE - MAIN
4030 LEWIS SPEEDWAY
ST. AUGUSTINE, FL 32084

DUPONT CENTER
6658 US 1 SOUTH
ST. AUGUSTINE, FL 32086

JULINGTON CREEK
725 FLORA BRANCH BLVD
SAINT JOHNS, FL 32259

PONTE VEDRA
151 SAWGRASS CORNERS DR, STE 10
PONTE VEDRA BEACH, FL 32082



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: 7129939
DATE: 12/3/2020
ORDER: 7129939

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

RECEIVED

JAN 04 2021

Work Date	Time	Target Pest	Technician	Time In
12/3/2020	03:11 PM			03:11 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	12/3/2020		03:25 PM

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

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.

This is a true and correct copy of the invoice as presented to the customer. It is the responsibility of the customer to pay the invoice within the specified time frame.

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: 7131245
DATE: 12/23/2020
ORDER: 7131245

Bill To: [137299]
Durbin Crossing CDD
145 S Durbin Pkwy
Saint Johns, FL 32259-7224

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

RECEIVED

JAN 04 2021

Work Date	Time	Target Pest	Technician	Time In
12/23/2020	10:35 AM	MOSQUITO		10:35 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	12/23/2020		11:06 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 \$0.00
		AMOUNT DUE \$125.00

1-320-53800-45513
Pest Control

66 (A)

T. C. M.

TECHNICIAN SIGNATURE

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.

This is a knowledge of the customer's completion of the service of the pest control and service per the pest control service agreement.

PLEASE PAY FROM THIS INVOICE

Hello,

Thanks for choosing Comcast Business.

Your bill at a glance

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

Previous balance		\$527.61
Payments		\$0.00
Credits	Page 3	-\$9.02
Balance forward due now		\$518.59
Partial charges	Page 3	-\$29.95
Regular monthly charges	Page 4	\$495.00
One-time charges	Page 4	\$10.00
Taxes, fees and other charges	Page 4	\$29.34
New charges due Jan 22, 2021		\$504.39

Your bill explained

- This bill includes a courtesy adjustment. This represents money that is being refunded to Comcast Business from regional sports networks due to the unique circumstances of the COVID-19 pandemic. Go to business.comcast.com/response for more information.
- Your regular monthly charges have changed because a change was made to your Comcast Business services. See Regular monthly charges for details.
- The charge on your bill is different this month because you have some one-time charges on your account. See One-time charges for more details.

Amount due \$1,022.98

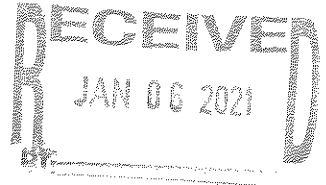
! Your account is past due

Your account is past due, so you may have been charged a late fee of \$10.00. To keep your account current, please pay the balance forward immediately.

Need help?

Visit business.comcast.com/help or see page 2 for other ways to contact us.

50 (A)
1,320.538.453



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 20210101 NNNNNNNY 0000619 0002

DURBIN CROSSING CDD
ATTN ROB KARAITIS
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649

Account number **8495 74 140 1022920**
Balance forward due now **\$518.59**
New charges due Jan 22, 2021 **\$504.39**
Please pay \$1,022.98

Amount enclosed

\$

Make checks payable to Comcast
Do not send cash

Send payment to

COMCAST
PO BOX 71211
CHARLOTTE NC 28272-1211



849574140102292001022987

Balance forward		\$518.59
Previous balance		\$527.61
Credits		-\$9.02
Courtesy Sports - Adjustment	Dec 29	-\$9.02

Your regular monthly charges have changed

A change was made to your service, so this bill will be a little different. Here's why:

	Regular monthly charges	Partial charges
Last month (Dec 09 - Jan 08)	\$500.20	
This month (Jan 09 - Feb 08)	\$495.00	-\$29.95
Your regular monthly charges have decreased by \$5.20. Plus, a partial credit of -\$29.95 has been applied due to a change made on Dec 09.		
Next month (Feb 09 - Mar 08)	\$495.00	
Your new regular monthly charges with no partial charges or credits.		

Please note: amounts shown exclude one-time charges, taxes and fees, additional change of service, discount expiration or rate adjustments.

Partial charges

-\$29.95

Services removed	Dec 09 - Jan 08	-\$29.95
Securityedge		

Please note: Credits for service you were billed for in advance last month.

On your last bill you were billed in advance for services between Dec 09 - Jan 08. We've applied a credit of -\$29.95 as a result of your change(s) on Dec 09. For more details about the change to your service please go to business.comcast.com/myaccount.

Taxes & government fees	\$24.93
Sales Tax	\$2.19
State Communications Services Tax	\$17.03
Local Communications Services Tax	\$4.91
911 Fees	\$0.80

Additional information

The FCC modifies the rate that voice providers pay into the USF on a quarterly basis. USF is assessed on applicable voice services as the Federal Universal Service Fund at the FCC's approved rate. See: [fcc.gov/encyclopedia/contribution-factor-quarterly-filings-universal-service-fund-usf-management-support](https://www.fcc.gov/encyclopedia/contribution-factor-quarterly-filings-universal-service-fund-usf-management-support). A new rate becomes effective 1/1/2021.

The Regulatory Cost Recovery fee is neither government mandated nor a tax, but is assessed by Comcast to recover certain federal, state, and local regulatory costs.

Effective December 17, 2020, Smithsonian Channel will be available on channels 107/HD 1477 as part of the Comcast Business Preferred and Digital Deluxe Packages. HD service required to view HD channels.

Effective December 8, 2020, Jewish Broadcasting Service HD will be available on channel 1684 as part of the Standard and Digital Standard packages. HD service required to view HD channels.

Information on programmer contract expirations, which could affect our carriage of the programmer's channels, can be found at <https://my.xfinity.com/contractrenewals/> or by calling 1-866-216-8634.



Hello,

Thanks for choosing Comcast Business.

Your bill at a glance

For 145 S DURBIN PKWY, OFC FITNESS, JACKSONVILLE, FL,
32259-7224

Previous balance		\$393.84
Payments		\$0.00
Credits	Page 3	-\$9.02
Balance forward due now		\$384.82

Regular monthly charges	Page 3	\$392.50
One-time charges	Page 3	\$10.00
Taxes, fees and other charges	Page 3	\$30.21
New charges due Jan 24, 2021		\$432.71

Amount due \$817.53

! Your account is past due

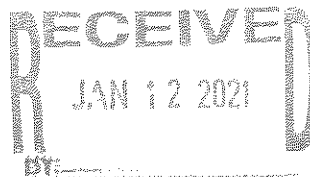
Your account is past due, so you may have been charged a late fee of \$10.00. To keep your account current, please pay the balance forward immediately.

Need help?

Visit business.comcast.com/help or see page 2 for other ways to contact us.

Your bill explained

- This bill includes a courtesy adjustment. This represents money that is being refunded to Comcast Business from regional sports networks due to the unique circumstances of the COVID-19 pandemic. Go to business.comcast.com/response for more information.
- Your regular monthly charges have changed because a change was made to your Comcast Business services. See Regular monthly charges for details.
- The charge on your bill is different this month because you have some one-time charges on your account. See One-time charges for more details.

50 @
1,820.53 x 1.153

Jan

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
BUSINESS141 NW 16TH ST
POMPANO BEACH FL 33060-5250
96330310 NO RP 03 20210103 NNNNNNNY 0000279 0001DURBAN CROSSING CDD
OFC FITNESS
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649

Account number	8495 74 140 1246669
Balance forward due now	\$384.82
New charges due Jan 24, 2021	\$432.71

Please pay \$817.53

Amount enclosed

\$

Make checks payable to Comcast
Do not send cash

Send payment to

COMCAST
PO BOX 71211
CHARLOTTE NC 28272-1211

849574140124666900817536

Balance forward \$384.82

Previous balance \$393.84

Credits -\$9.02

Courtesy Sports - Adjustment Dec 29 -\$9.02

Regular monthly charges \$392.50**Comcast Business services \$74.95**TV Standard \$74.95
Business Video**Add ons \$20.00**Public View Service \$20.00
Business Video**Equipment & services \$269.65**

TV Adapter \$9.95

Cablecard ☒

Digital Adapter \$200.00

Service To Additional TV \$59.70

With TV Adapter

Qty 6 @ \$9.95 each

Service fees \$27.90

Broadcast TV Fee \$19.45

Regional Sports Fee \$8.45

One-time charges \$10.00**Other charges \$10.00**

Late Fee Jan 03 \$10.00

Taxes, fees and other charges \$30.21**Other charges \$0.07**

Regulatory Cost Recovery \$0.07

Taxes & government fees \$30.14

Sales Tax \$13.83

State Communications Services Tax \$12.67

Local Communications Services Tax \$3.64

What's included?**TV:** Keep your employees informed and customers entertainedThis shows a service is included in your package: ☒Visit business.comcast.com/myaccount for more details

STATEMENT

PAGE: 1

CRONIN ACE HARDWARE
2843 COUNTY ROAD 210 WEST
SUITE 101
SAINT JOHNS, FL 32259
(904) 217-3324

CLOSING DATE: 12/31/20
DUE DATE : 1/31/21
ACCT: 10068

RECEIVED

JAN 06 2021

DURBIN CROSSING
475 W. TOWN PLACE
SUITE 114
ST. AUGUSTINE FL

CLOSING
DATE : 12/31/20
DUE DATE: 1/31/21

CRONIN ACE HARDWAR

DURBIN CROSSING
ACCOUNT : 10068

PLEASE DETACH AND RETURN
REMITTANCE STUB WITH YOUR PAYMENT

DATE	REFERENCE	ST	C	DESCRIPTION	DEBIT	CREDIT	REFERENCE	AMOUNT
				Thank you for your business!				
				PREV BALANCE	549.55		PREV BAL	549.55
12/ 8/20	4579	1	I	INVOICE	53.95		4579	53.95 ✓
12/10/20	4588	1	I	INVOICE	58.27		4588	58.27 ✓
12/18/20	4614	1	I	INVOICE	2.97		4614	2.97 ✓
12/28/20	4632	1	I	INVOICE	86.91		4632	86.91
12/30/20	G81302	1	P	PAYMENT - THANK YOU		37.05	G81302	-37.05
				NEW BALANCE	714.60			
<p>321 Ⓟ</p> <p>1,820.53 4412</p>								
Your Account Is Extremely Past Due. Please Pay Now.								
CURRENT	Current	Over 30	Over 60	Over 90				
202.10	37.05	64.15	261.57	149.73				
NEW BAL:								714.60

TERMS: NET EOM

10068

A - Adjustment
B - Balance Forward

Transaction Codes
C - Credit
F - Finance Charge

I - Invoice
P - Payment

This statement covers transactions on your account for the period ending on the date above. Charges, payments, and credits received after the above date will be shown on your next statement.

AMOUNT PAID

POST PAGE FOR THE STATEMENT REPORT (RSM) FOR CRONIN ACE HARDWARE

NUMBER OF STATEMENTS : 1
TOTAL STATEMENT BALANCE: 714.60

DATE OF REQUEST: 1/ 1/21
TIME OF REQUEST: 13:14:04
TERMINAL ID : 551
USER ID : ACW

OPTIONS DEFINED:

START DATE : 12/ 1/20	A = INCLUDE ACTIVE ZERO BALANCE ACCOUNTS
CLOSING DATE : 12/31/20	C = INCLUDE CREDIT BALANCE ACCOUNTS
PRINTER : 0091	D = SUPPRESS DELETED TRANSACTIONS
OPTIONS : CDOS	E = EXTEND INVOICE/CREDITS FROM QUICKRECALL
# STMT ALIGN : _	G = SUPPRESS AGED TOTALS
	H = AGE UNAPPLIED CREDITS FOR OPEN ITEM ACCOUNTS
	BASED ON DUE DATE
COPIES : 1	I = REPRINT INVOICES/CREDITS FROM QUICKRECALL
DISC CUTOFF : ----	J = SUPPRESS STATEMENT POST PAGE
	K = PRINT RX INFORMATION
	L = INCLUDE PREVIOUS MTD PURCHASE SUMMARY FROM
	CUSTOMER DEPARTMENT HISTORY
	M = INCLUDE MTD PURCHASE SUMMARY FROM CUSTOMER
	DEPARTMENT HISTORY
	N = NEW PAGE AFTER EACH INV/CREDIT (QUICKRECALL)
	O = SUPPRESS PAID OPEN ITEMS FROM PREVIOUS MONTH
	P = PRINT PAST DUE BALANCE ACCOUNTS ONLY
	Q = PRINT DUE DATE AFTER UNPAID INVOICES
	R = SUPPRESS REVOLVING CREDIT LIMIT
	S = PRINT ALPHABETICALLY BY SORT NAME
	T = PRINT STATEMENT POST PAGE ONLY
	U = COMBINE JOBS IN DATE ORDER
	V = PRINT IN ZIP CODE ORDER
	W = INCLUDE YTD PURCHASE SUMMARY FROM CUSTOMER
	DEPARTMENT HISTORY
	X = SUPPRESS TERMS DISC FOR PAST DUE ACCOUNTS
	Y = PRINT FINANCE CHARGES YTD
	Z = INCLUDE ZERO BALANCE ACCOUNTS

	FROM	TO
DISCOUNT DATE : -----	-----	-----
CUSTOMER NAME : -----		
CUSTOMER NUMBER: 10068		10068
JOB NUMBER : -----		999
ZIP CODE : -----	-----	-----

	CODES	EXCLUSION
ACCOUNT : -----		NNNN
BAL METHOD : ---		N
TERMS CODE : _		N

STMT MESSAGE : Thank you for your business!

THANK YOU FOR SHOPPING AT
CRONIN ACE HARDWARE
2843 COUNTY ROAD 210 WEST
SUITE 101
SAINT JOHNS, FL 32259
(904) 217-3324

CRONIN ACE HARDWARE
2843 COUNTY ROAD 210 WEST
SUITE 101
SAINT JOHNS, FL 32259
PHONE: (904) 217-3324

PAGE NO 1

12/10/20 1:28PM MT 552 SALE

56 10 EA .27 EA *N
MISC. FASTENERS 2.70
56 4 EA .65 EA *N
MISC. FASTENERS 2.60
3770450 1 EA 21.99 EA N
LED BULB BR30 DIMM 6PK 21.99
3929096 1 EA 11.99 EA N
60W LED A19 5000K 10PK 11.99
3597374 1 EA 18.99 EA N
LED FEIT FLAME 40W EQ SW 18.99

SUB-TOTAL: \$ 58.27 TAX: \$.00
TOTAL: \$ 58.27

CHARGE AMT: 58.27

Total Items: 17



==> JRNL#G75880 INV# 4588/1 <<==
CUST NO: 10068
Customer Copy

Tell us about your experience today and
Enter to win a \$50 Ace gift card!

To participate:

- * Visit www.TalkToAce.com
- * This survey invitation is valid for 72 hours
- * Store # 16059
- * Survey approximately 5 minutes

No purchase necessary. Must be 18 or older to enter sweepstakes.
Void where prohibited.
See complete rules at
www.TalkToAce.com
to participate via phone, call
1-800-000-0000

CUST # 10068
TERMS: NET EOM

INV # 004588/1
DATE : 12/10/20
CLERK: MT
TERM # 552

TIME : 1:28

* INVOICE *

DESCRIPTION	SUG. PRICE	PRICE/PER	EXTENSION
5. FASTENERS	.27	.27 /EA	2.70*N
3. FASTENERS	.65	.65 /EA	2.60*N
BULB BR30 DIMM 6PK	21.99	21.99 /EA	21.99 N
LED A19 5000K 10PK	11.99	11.99 /EA	11.99 N
FEIT FLAME 40W EQ SW	18.99	18.99 /EA	18.99 N
AMOUNT CHARGED TO ACCOUNT ** 58.27			
			TAXABLE 0.00
			NON-TAXABLE 58.27
			SUB-TOTAL 58.27
			TAX AMOUNT 0.00
			TOTAL INVOICE 58.27

(JOHN WILLIAMS)

THANK YOU FOR SHOPPING AT
CRONIN ACE HARDWARE
2843 COUNTY ROAD 210 WEST
SUITE 101
SAINT JOHNS, FL 32259
(904) 217-3324

CRONIN ACE HARDWARE
2843 COUNTY ROAD 210 WEST
SUITE 101
SAINT JOHNS, FL 32259
PHONE: (904) 217-3324

PAGE NO 1

12/18/20 8:45AM MT 552 SALE
0000 930 2208 3 EA .99 EA N
3MM ROPE 2.97
SUB-TOTAL:\$ 2.97 TAX: \$.00
TOTAL: \$ 2.97
CHARGE AMT: 2.97
Total Items: 3

CUST # 10068
TERMS: NET EOM

INV # 004614/1
DATE : 12/18/20
CLERK: MT
TERM # 552

TIME : 8:45

* INVOICE *



==>> JRNL#G78022 INV# 4614/1 <<==
CUST NO: 10068
Customer Copy

Tell us about your experience today and
Enter to win a \$50 Ace gift card!

To participate:
* Visit www.TalkToAce.com
* This survey invitation is valid
for 72 hours
* Store # 16059
* Survey approximately 5 minutes

No purchase necessary. Must be
18 or older to enter sweepstakes.
Void where prohibited.
See complete rules at
www.TalkToAce.com
To participate via phone, call
1-800-800-0000

DESCRIPTION	SUG. PRICE	PRICE/PER	EXTENSION
M ROPE	.99	.99 /EA	2.97 N
AMOUNT CHARGED TO ACCOUNT **		2.97	TAXABLE
			NON-TAXABLE
			SUB-TOTAL
			TAX AMOUNT
			TOTAL INVOICE
			0.00
			2.97
			2.97
			0.00
			2.97

(JOHN WILLIAMS)

X

Received By

THANK YOU FOR SHOPPING AT
 CRONIN ACE HARDWARE
 2843 COUNTY ROAD 210 WEST
 SUITE 101
 SAINT JOHNS, FL 32259
 (904) 217-3324

CRONIN ACE HARDWARE
2843 COUNTY ROAD 210 WEST
SUITE 101
SAINT JOHNS, FL 32259
PHONE: (904) 217-3324

PAGE NO 1

12/28/20 10:09AM FND 553 SALE
 1499195 1 EA 3.99 EA N
 STRIPPER BLADES 4" 5PK 3.99
 1037611 1 EA 9.99 EA N
 PRO 10:1 TR CAULK GUN 9.99
 1499185 1 EA 9.99 EA N
 WALL STRIPPER W/BLADE 4 9.99
 1015395 3 EA 6.99 EA N
 ADHS CONST PL PREM 10 OZ 20.97
 2386852 3 EA 13.99 EA N
 BARCLAMP 6"MICRO 2PK 41.97

CUST # 10068
 TERMS: NET EOM

INV # 004632/1
 DATE : 12/28/20
 CLERK: FND
 TERM # 553

TIME :10:09

 * INVOICE *

SUB-TOTAL:\$ 86.91 TAX: \$.00
 TOTAL: \$ 86.91
 CHARGE AMT: 86.91
 Total Items: 9



==> JRN#G80803 INV# 4632/1 <==
 CUST NO: 10068
 Customer Copy

 Tell us about your experience today and
 Enter to win a \$50 Ace gift card!

- To participate:
- * Visit www.TalkToAce.com
 - * This survey invitation is valid for 72 hours
 - * Store # 16059
 - * Survey approximately 5 minutes

No purchase necessary. Must be
 18 or older to enter sweepstakes.
 Void where prohibited.
 See complete rules at
www.TalkToAce.com
 To participate via phone, call
 1-800-600-0000

DESCRIPTION	SUG. PRICE	PRICE/PER	EXTENSION
STRIPPER BLADES 4" 5PK	3.99	3.99 /EA	3.99 N
PRO 10:1 TR CAULK GUN	9.99	9.99 /EA	9.99 N
WALL STRIPPER W/BLADE 4	9.99	9.99 /EA	9.99 N
ADHS CONST PL PREM 10 OZ	6.99	6.99 /EA	20.97 N
BARCLAMP 6"MICRO 2PK	13.99	13.99 /EA	41.97 N
** AMOUNT CHARGED TO ACCOUNT **			
	86.91	TAXABLE	0.00
		NON-TAXABLE	86.91
		SUB-TOTAL	86.91
		TAX AMOUNT	0.00
		TOTAL INVOICE	86.91

(JUSTIN BLANKENBAK)

CRONIN ACE HARDWARE
2843 COUNTY ROAD 210 WEST
SUITE 101
SAINT JOHNS, FL 32259
PHONE: (904) 217-3324

PAGE NO 1

THANK YOU FOR SHOPPING AT
 CRONIN ACE HARDWARE
 2843 COUNTY ROAD 210 WEST
 SUITE 101
 SAINT JOHNS, FL 32259
 (904) 217-3324

12/08/20 9:22AM MT 552 SALE

1453307 2 EA 9.99 EA N
 MOP DECK MICROFBR REFILL 19.98
 6665004 1 EA 13.99 EA N
 FLEX GLUE ADHSV 6OZ 13.99
 1453166 2 EA 9.99 EA N
 MOP DECK MICROFIBER 54" 19.98

CUST # 10068
 TERMS: NET EOM

INV # 004579/1
 DATE : 12/08/20
 CLERK: MT
 TERM # 552

TIME : 9:22

 * INVOICE *

SUB-TOTAL:\$ 53.95 TAX: \$.00
 TOTAL: \$ 53.95
 CHARGE AMT: 53.95

Total Items: 5



==> JRNL#G75193 INV# 4579/1 <==
 CUST NO: 10068
 Customer Copy

 Tell us about your experience today and
 Enter to win a \$50 Ace gift card!

To participate:

- * Visit www.TalkToAce.com
- * This survey invitation is valid for 72 hours
- * Store # 16059
- * Survey approximately 5 minutes

No purchase necessary. Must be
 18 or older to enter sweepstakes.

Void where prohibited.

See complete rules at

www.TalkToAce.com

To participate via phone, call

1-800-000-0000

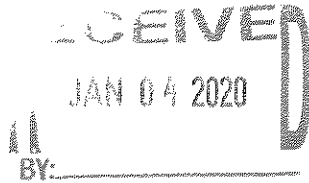
DESCRIPTION	SUG. PRICE	PRICE/PER	EXTENSION
MOP DECK MICROFBR REFILL	9.99	9.99 /EA	19.98 N
FLEX GLUE ADHSV 6OZ	13.99	13.99 /EA	13.99 N
MOP DECK MICROFIBER 54"	9.99	9.99 /EA	19.98 N
** AMOUNT CHARGED TO ACCOUNT **			
	53.95	TAXABLE	0.00
		NON-TAXABLE	53.95
		SUB-TOTAL	53.95
		TAX AMOUNT	0.00
		TOTAL INVOICE	53.95

(JUSTIN BLANKENBAK)



INVOICE

1-866-218-5823
 www.sesac.com
 FED ID: 83-2154058



Music Performance License

Account Name: Vesta Property Services
 Account #: 120089
 Bill To #: 882725
 Statement Period Through End Date: 12/31/2021
 Payment Due Date: 01/01/2021

Simplify your life with AutoPay

Visit sesac.com/pay to enroll today
 Have your account # and bill to # ready
 All major credit cards and echeck accepted

BALANCE DUE SUMMARY

Current Period Payment Due	\$1,635.00
Past Period(s) Payment Due	\$.00
Late Fees	\$.00
Total Amount Due	\$1,635.00
Last Payment Received 01/21/2020	\$1,557.00

Please see next page(s) for invoice details.

Important Information

If you have any questions, please call Customer Service at 1-866-218-5823.

By continuing to use SESAC repertoire and paying this invoice you agree to the following addition to Paragraph 2 of the contract or contracts referenced in the details section of this invoice: "The rights granted pursuant to Paragraph 1 exclude the right to publicly perform the Compositions during political campaign events and/or events organized by political organizations."

SESAC wishes you Happy Holidays and a Prosperous New Year!



SIMPLIFY

Enroll in autopay at:
www.sesac.com/pay



VISIT

Create an account or
 login at sesac.com



CALL

Call Customer Service
 at 1-866-218-5823



WRITE

35 Music Square East
 Nashville, TN 37203

Please detach and return the bottom portion when paying by check.

Internal Use Only
 120089 12/15/2020

TO AVOID LATE CHARGES, PAY TOTAL BY THE DUE DATE



VISA

Pay by Credit Card: www.sesac.com/pay



DISCOVER

Login Account #120089 Bill to #882725

Login to update information

TOTAL DUE BY 01/01/2021

\$1,635.00

CHECK # _____ CHECK AMOUNT _____



VESTA PROPERTY SERVICES
 475 W TOWN PL STE 114
 ST. AUGUSTINE, FL 32092

010245
 T52 P1



Make check payable to:

SESAC
 P.O. BOX 5246
 New York, NY 10008-5246

001200890041837100001635000



Account #: 120089

Bill To #: 882725

Durbin Crossing Community Dev Dist

Inv Number	Inv Date	Inv Amount	Paid/Applied	Late Charge	Other Adj	Balance
10450058	01/01/2021	\$1,635.00				\$1,635.00
Durbin Crossing		145 S Durbin Pkwy, St. Johns, FL				\$1635.00
Contract No.: 106032-1		Multi-Unit Residential, Jan 01, 2021 - Dec 31, 2021				

Group Total: \$1,635.00

228 Ⓐ

1,320.538.448





Main: 8400 Baymeadows Way, Suite 12, Jacksonville, Florida 32256
904-355-5300 • Fax: 904-353-1498 • 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: 7204151
DATE: 1/8/2021
ORDER: 7204151

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
1/8/2021	12:30 PM			12:30 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	1/8/2021		12:45 PM

Service	Description	Price
CPCM	Commercial Pest Control - Monthly Service	68.25

SUBTOTAL \$68.25
TAX \$0.00
AMT. PAID \$0.00
TOTAL \$68.25

RECEIVED

JAN 11 2021

AMOUNT DUE \$68.25

667
1.320.538.45573

TECHNICIAN SIGNATURE

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.

Customer acknowledges the satisfactory completion of all services rendered and agrees 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: 7204152
DATE: 1/8/2021
ORDER: 7204152

NOTE: [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
1/8/2021	12:51 PM			12:51 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	1/8/2021		01:18 PM

Service	Description	Price
---------	-------------	-------

CPCM

Commercial Pest Control - Monthly Service

84.00

SUBTOTAL	\$84.00
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$84.00

RECEIVED

JAN 11 2021

66
1,320,538.45512

AMOUNT DUE **\$84.00**

TECHNICIAN SIGNATURE

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



Invoice

Invoice #: 4341

Date: 12/22/20

Customer PO:

DUE DATE: 01/21/2021

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

RECEIVED

JAN 04 2021

DESCRIPTION

AMOUNT

#4173 - Drainage -South Amenity

Add 4" corrugated drains along basketball court down towards the fencing to tie into existing drain. Fittings and labor, Also replace bermuda 419 sod in area 1 pallets labor and materials.

Landscape Enhancement

\$1,861.00

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$1,861.00

1-320-53800-44200
Repairs/Replacements

348



Invoice

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

Invoice # 378096
Date 1/1/2021

Terms Net 30
Due Date 1/31/2021
Memo Monthly Fees

Bill To

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

General Manager 1-320-53800-45502	1	6,833.33	6,833.33
Amenities Manager 1-320-53800-45517	1	2,958.33	2,958.33
Maintenance Manager 1-320-53800-45518	1	5,776.57	5,776.57
Janitorial Services 1-320-53800-45507	1	1,566.67	1,566.67
Commercial Pool Maintenance 1-320-53800-45505	1	2,250.00	2,250.00
Special Event Planner Services 1-320-53800-45514	1	1,041.66	1,041.66
Facility Monitor 1-320-53800-45515	1	5,666.66	5,666.66
Facility Attendant 1-320-53800-45503	1	6,400.00	6,400.00

Thank you for your business.

Total \$32,493.22

RECEIVED

JAN 05 2021

252 @

Jan.



Invoice

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

Invoice # 378690
Date 12/31/2020
Terms
Due Date 1/31/2021
Memo Special Events

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
Santa's new ride	54.34	16.00	869.44

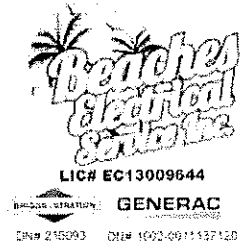
Total \$869.44

1-320-53800-45511
Special Events

252 (A)

Beaches Electrical Service Inc.
214 Cokesbury Ct.
Green Cove Springs, FL 32043
US
(904)629-3182
beacheselectricalserviceinc@gmail.com
<https://beacheselectricalserviceinc.com>

Invoice



TO
Steve Howell
Durbin Crossing CDD
145 S Durbin Parkway
St Johns, FL 32259

FROM
Steve Howell
Durbin Crossing CDD
145 S Durbin Parkway
St Johns, FL 32259

7740

09/04/2020

\$585.21

10/09/2020

Due upon
completion

Date	Amount	Description	Qty	Unit Price	Total
09/01/2020	Hours	Labor to replace 1 entry sign panel	3	125.00	375.00
	materials	100 amp panel, 1/20 circuit breakers, Strut	1	210.21	210.21

Payment is due upon completion.

BALANCE DUE

\$585.21

Total includes materials, labor and tax.
1 year warranty

RECEIVED
JAN 15 2021

1-320-53800-44200
Repairs/Replacements

302 (A)

VISIT OUR WEBSITE
<https://beacheselectricalserviceinc.com>

(904) 629-3182 MAIN
(904) 406-0603 FAX

SOLITUDE

LAKE MANAGEMENT

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

INVOICE

Invoice Number: PI-A00534416

Invoice Date: 01/01/21

PROPERTY: Durbin Crossing
CDD

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

CUSTOMER ID

5459

CUSTOMER PO

Payment Terms

Net 30

Sales Rep ID

Katie Cabanillas

Shipment Method

Ship Date

Due Date

01/31/21

Qty	Item / Description	UOM	Unit Price	Extension
1	Lake & Pond Management Services SVR49641 01/01/21 - 01/31/21 Lake & Pond Management Services		4,429.00	4,429.00

1-320-53800-46800
Lake Maintenance

Jan

001-320-53800-46800-283A

PLEASE REMIT PAYMENT TO:

1320 Brookwood Drive, Suite H
Little Rock, AR 72202

Subtotal	4,429.00
Sales Tax	0.00
Total Invoice	4,429.00
Payment Received	0.00
TOTAL	4,429.00



Mailing: 8400 Baymeadows Way, Suite 12, Jacksonville, Florida 32256
904-355-5300 • Fax: 904-353-1498 • 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: 7205455
DATE: 1/11/2021
ORDER: 7205455

Bill To: [137299]

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

RECEIVED
JAN 14 2021

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
1/11/2021	11:02 AM	MOSQUITO		11:02 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	1/11/2021		11:26 AM

Service	Description	Price
CPCMOSULV	Commercial Mosquito Service	131.25
Jan Mosquito Srk - north		
001-320-53800-45513-166A		
SUBTOTAL		\$131.25
TAX		\$0.00
AMT. PAID		\$0.00
TOTAL		\$131.25

AMOUNT DUE \$131.25

1-320-53800-45513
Pest Control

[Signature]

TECHNICIAN SIGNATURE

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



RECEIVED
JAN 14 2021

Invoice

Invoice #: 4402

Date: 12/31/20

Customer PO:

DUE DATE: 01/30/2021

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

#3890 - Replacement DD Blanchard Damaged from Car Incident
Replacement DD Blanchard Magnolia Tree 45 gallon to match as close as possible the original in the round about where others are located. This was hit by a vehicle that drove over the curb and struck and destroyed 2 magnolia trees. This was located at the round about at Sanctuary.

Landscape Enhancement

\$2,226.36

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$2,226.36

1-320-53800-44200
Repairs/Replacements

348 (A)



Invoice

Invoice # 378691
Date 12/31/2020

Terms
Due Date 1/31/2021
Memo Special Events

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

RECEIVED

JAN 15 2021

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
Christmas event and room rental	12	30.00	360.00

Total \$360.00

001-320-53800-45511-252 A

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
1/25/21	00062	2/01/21 2402	202101 600-53800-60000		*	24,485.00	
		50% DEPOSIT FOR PAINTING		INVESTMENT PAINTING OF NORTH FLORIDA			24,485.00 000191

						TOTAL FOR BANK B	24,485.00
						TOTAL FOR REGISTER	24,485.00

DURB DURBIN CROSS BPEREGRINO



RECEIVED

JAN 15 2021

INVOICE	#2402
SERVICE DATE	Feb 01, 2021
DUE	upon receipt
DEPOSIT DUE	\$24,485.00

Investment Painting Of North Florida

Durbin Crossing CDD

730 North Durbin Parkway, 145 S Durbin Parkway
Saint Johns, FL 32259

(571) 477-5047

TMyhill@vestapropertyservices.com

CONTACT US

229 S Torwood Drive
Saint Johns, FL 32259

(904) 307-6649

Investmentpaintingfl@yahoo.com

INVOICE

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Commercial Painting (North And South Amenities Center)	1.0	\$30,000.00	\$30,000.00

Capital Reserve
re: 50% depos. for painting

36,600.538.650

(B)

led

hold for a
Friday
pick up

Scope of work~

Repaint All Exterior walls, trim bands, soffits, ceilings, doors, shower wood poles, Exterior of pool equipment walls and dumpster walls.

Excludes~

Gutters, downspouts, metal window frames, brick, plastic corbels.

Prep~

Pressure wash all areas where work is to be performed by pressure washing with chemical to remove mildew and dirt prior to painting including the roofs of the monuments and entry way monuments. Seal any hairline cracks on stucco with waterproofing Elastomeric stucco sealant that expands and contracts with stucco. Caulk gaps in woodwork with Sherwin Williams top of the line Max Flex Elastomeric sealant. Prep areas prior to painting by masking windows and cover permanent flooring with drop cloths where applicable. Any flaking, peeling paint will be scraped or sanded and any bare wood will be primed with an exterior oil based wood primer prior to top coating with acrylic paint

Stained Door will be prepped, sanded and primed with with a oil based primer and then painted with a latex Paint to help with the upkeep of the doors in the future.

Paint Application~

Apply Sherwin Williams Loxon Sealer/Conditioner to all stucco areas prior to painting. All stucco areas will receive (2) coats of Sherwin Williams Resilience Paint (flat recommended) All ceilings, soffits, fascia and trim will receive 1 coat of Sherwin Williams Resilience Paint (Satin Finish Recommended to assist with dirt, mildew and to deter insects). Doors will be coated with Sherwin Williams Duration Paint. Colors will be the same.

IPNF will apply coatings by using top of the line equipment by Spraying, Brushing, Rolling.

Price included all Labor, Materials and Lifts if needed

IPNF warranties all workmanship for 5 yrs

Resilience Paint has a lifetime manufacture warranty against peeling, chipping, flaking paint.

Touch up Paint will be left with customer after Painting.

Quote - Payment terms Commercial

Payment Terms are 50% payment due up front and remaining 50% will be due upon walkthrough completion.

Terms and Conditions - PLEASE READ - Terms, Conditions, Policies & Schedules

PLEASE READ THESE TERMS AND CONDITIONS CAREFULLY - BY USING THE SERVICES of Investment Painting of North FL YOU ARE ENTERING INTO A CONTRACT WITH US AND AGREEING TO THE FOLLOWING TERMS AND CONDITIONS.

'We', 'us' 'our' & IPNF means Investment Painting of North FL. 'You', 'the client', 'the customer', 'your' means the person who requested our services and enters into this contract.

Acceptance (Approval via emailed estimate or telephone)

Both parties agree to the scope of work, terms & conditions, and pricing outlined in this painting contract by approving via "APPROVED" button on emailed estimate OR Via Telephone via CEO to

make this a binding contract between both parties.

Payment Schedules

A 50% deposit of the total price is required after Approving this agreement prior to starting date. An Invoice will be sent via email or you may call customer service to apply payment. THIS WILL ALLOW US TO PROVIDE A TENTATIVE STATE DATE. (Please see weather & scheduling.

The remaining balance 50% will be due by the end of business on the day of completion.

Payment may be fulfilled by cash, check, or credit/debit card online, in person or over phone.

Change Orders

This contract may only be changed in writing or directly agreed with Dustin MacPeck only. Additional work performed to be an extra charge, above the Total Price stated within the scope of this agreement. Additional work to be approved by Client prior to commencing, by approving via email by hitting the approval button.

Cancellation Policy

In the event of cancellation by the client, the client agrees to notify IPNF in writing 30 days before the project start date.

If cancellation is advised 30 days or more before commencement of works, then any monies paid to IPNF will be refunded in full with the exception of the cost of any materials that may have already purchased.

If the customer elects to cancel our services after we have begun work, the customer agrees to pay all of IPNF administration, lost work and scheduling costs amounting to no less than 50% of the total project cost.

Postponement of scheduled work rather than cancellation is acceptable only if the rescheduled date is bona fide and by agreement with IPNF. Should further postponement occur, you will be deemed to have cancelled our services and the cancellation levy will apply.

Completion timescales

Estimated completion times are guidelines and although we will endeavor to complete the work in the time frame intimated, we will not be held liable for failure to complete the scheduled works within the estimated time frame. Similarly, it may be that by employing extra resources we can finish a project more quickly than estimated. In which case the price of the quote will still remain the same.

Scheduling

The project described in this painting contract's scope of work shall be conducted at address listed on estimate . The estimated start date is a tentative time frame and the project's estimated completion date will vary on job scale and other applicable terms.

While the Contractor agrees to make every reasonable effort to start and complete the project by the tentative time frame, the Client acknowledges that delays are common and possible due to interfering schedules, inclement weather, availability of materials, or other circumstances beyond either party's control. Delays caused by such events do not constitute abandonment or breach of the Customer Agreement and shall not be included in calculating time frames for payment or performance.

Promotion/Advertising

The Client authorizes the Contractor to display a sign for the duration of the job, and to use photographs taken at the job site for display, promotion, and advertising, without compensation to the Client.

Optional (5) Entry Towers	5.0	\$2,250.00	\$11,250.00
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Prep and Paint Entry towers to the same specs as the Amenities Centers. Price includes labor and materials.

Optional (33) Small Entry monuments	33.0	\$85.00	\$2,805.00
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Prep and Paint to the same specs as the amenities centers. Price includes labor and materials

Optional Large Entry Monuments (6)	6.0	\$200.00	\$1,200.00
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Prep and Paint Monuments the same specs as painting the Amenities Center. Price includes labor and materials

Optional Roof chemical And Power Washing	1.0	\$2,000.00	\$2,000.00
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Soft wash the North and South Main Buildings as well as Spanish tile on top of Monuments. Price includes labor and materials

Optional Mailbox Bases Stucco (2)	2.0	\$50.00	\$100.00
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Repaint using same procedure and Product as Amentity Centers

Optional Repaint Metal Black Mailboxes (17)	17.0	\$95.00	\$1,615.00
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Paint Mailboxes with Sherwin Williams Pro Industrial Direct to Metal Paint. Price includes labor and materials

Stucco Repair For Amenities

On North Durbin Amenity Entrance Repair cracked and delaminated synthetic stucco, apply basecoat stucco, fiber mesh and synthetic stucco to match existing stucco

On South Durbin Amenity Center Repair Chipped Stucco on Garbage wall.

Price included in Repaint.

Total			\$48,970.00
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Deposit			\$24,485.00
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We will match or beat a written formal estimate from a reputable company with proof of estimate!

To accept our estimate and schedule a start date please simply press the accept button on the email you received!

Please see our terms and Conditions for Agreements, Payment Schedules, Scheduling, Cancellation policies and more.

Like us on Facebook! Write us a review on Facebook, Nextdoor & Our Website!

Thank you for your Business!

Todd Myhill

Deposit Check for Amenity Painting Project

January 15, 2021 at 1:30 PM

Oksana Kuzmuk, Bernadette Peregrino

Daniel Laughlin, Justin Blankenbaker

Hi,

Attached is an invoice from Investment Painting of North Florida requesting the 50% deposit for this project, which is scheduled to begin February 1.

Is it possible to process this check on Wednesday and hold for a Friday pickup, next week?

I have not coded this invoice. I presume it would fall under capital outlay?

Thank you!

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.



Investment
Paintin...02.pdf

FIFTH ORDER OF BUSINESS

Company ID Number: 1635574

THE E-VERIFY MEMORANDUM OF UNDERSTANDING FOR EMPLOYERS

ARTICLE I PURPOSE AND AUTHORITY

The parties to this agreement are the Department of Homeland Security (DHS) and the Durbin Crossings Community Development District (Employer). The purpose of this agreement is to set forth terms and conditions which the Employer will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the Employer, the Social Security Administration (SSA), and DHS.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

ARTICLE II RESPONSIBILITIES

A. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the following notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system:
 - a. Notice of E-Verify Participation
 - b. Notice of Right to Work
2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted about E-Verify. The Employer also agrees to keep such information current by providing updated information to SSA and DHS whenever the representatives' contact information changes.
3. The Employer agrees to grant E-Verify access only to current employees who need E-Verify access. Employers must promptly terminate an employee's E-Verify access if the employer is separated from the company or no longer needs access to E-Verify.

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4. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual.
 5. The Employer agrees that any Employer Representative who will create E-Verify cases will complete the E-Verify Tutorial before that individual creates any cases.
 - a. The Employer agrees that all Employer representatives will take the refresher tutorials when prompted by E-Verify in order to continue using E-Verify. Failure to complete a refresher tutorial will prevent the Employer Representative from continued use of E-Verify.
 6. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:
 - a. If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 888-464-4218.
 - b. If an employee presents a DHS Form I-551 (Permanent Resident Card), Form I-766 (Employment Authorization Document), or U.S. Passport or Passport Card to complete Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The Employer will use the photocopy to verify the photo and to assist DHS with its review of photo mismatches that employees contest. DHS may in the future designate other documents that activate the photo screening tool.
- Note: Subject only to the exceptions noted previously in this paragraph, employees still retain the right to present any List A, or List B and List C, document(s) to complete the Form I-9.
7. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.
 8. The Employer agrees that, although it participates in E-Verify, the Employer has a responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the antidiscrimination requirements of section 274B of the INA with respect to Form I-9 procedures.
 - a. The following modified requirements are the only exceptions to an Employer's obligation to not employ unauthorized workers and comply with the anti-discrimination provision of the INA: (1) List B identity documents must have photos, as described in paragraph 6 above; (2) When an Employer confirms the identity and employment eligibility of newly hired employee using E-Verify procedures, the Employer establishes a rebuttable presumption that it has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of that employee; (3) If the Employer receives a final nonconfirmation for an employee, but continues to employ that person, the Employer must notify DHS and the Employer is subject to a civil money penalty between \$550 and \$1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) If the Employer continues to employ an employee after receiving a final nonconfirmation, then the Employer is subject to a rebuttable presumption that it has knowingly

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employed an unauthorized alien in violation of section 274A(a)(1)(A); and (5) no E-Verify participant is civilly or criminally liable under any law for any action taken in good faith based on information provided through the E-Verify.

b. DHS reserves the right to conduct Form I-9 compliance inspections, as well as any other enforcement or compliance activity authorized by law, including site visits, to ensure proper use of E-Verify.

9. The Employer is strictly prohibited from creating an E-Verify case before the employee has been hired, meaning that a firm offer of employment was extended and accepted and Form I-9 was completed. The Employer agrees to create an E-Verify case for new employees within three Employer business days after each employee has been hired (after both Sections 1 and 2 of Form I-9 have been completed), and to complete as many steps of the E-Verify process as are necessary according to the E-Verify User Manual. If E-Verify is temporarily unavailable, the three-day time period will be extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability.

10. The Employer agrees not to use E-Verify for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use that this MOU or the E-Verify User Manual does not authorize.

11. The Employer must use E-Verify for all new employees. The Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. Employers who are Federal contractors may qualify for exceptions to this requirement as described in Article II.B of this MOU.

12. The Employer agrees to follow appropriate procedures (see Article III below) regarding tentative nonconfirmations. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending. Further, when employees contest a tentative nonconfirmation based upon a photo mismatch, the Employer must take additional steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

13. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance (indicating the need for additional time for the government to resolve a case), or the finding of a photo mismatch, does not establish, and should not be interpreted as, evidence that the employee is not work authorized. In any of such cases, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status

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(including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, withholding pay, refusing to assign the employee to a Federal contract or other assignment, or otherwise assuming that he or she is unauthorized to work) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo mismatch or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 (customer service) or 1-888-897-7781 (worker hotline).

14. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA as applicable by not discriminating unlawfully against any individual in hiring, firing, employment eligibility verification, or recruitment or referral practices because of his or her national origin or citizenship status, or by committing discriminatory documentary practices. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the immigration-related unfair employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

15. The Employer agrees that it will use the information it receives from E-Verify only to confirm the employment eligibility of employees as authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords), to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.

16. The Employer agrees to notify DHS immediately in the event of a breach of personal information. Breaches are defined as loss of control or unauthorized access to E-Verify personal data. All suspected or confirmed breaches should be reported by calling 1-888-464-4218 or via email at E-Verify@dhs.gov. Please use "Privacy Incident – Password" in the subject line of your email when sending a breach report to E-Verify.

17. The Employer acknowledges that the information it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)). Any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

18. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, which includes permitting DHS, SSA, their contractors and other agents, upon

Company ID Number: 1635574

reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a prompt and accurate manner to DHS requests for information relating to their participation in E-Verify.

19. The Employer shall not make any false or unauthorized claims or references about its participation in E-Verify on its website, in advertising materials, or other media. The Employer shall not describe its services as federally-approved, federally-certified, or federally-recognized, or use language with a similar intent on its website or other materials provided to the public. Entering into this MOU does not mean that E-Verify endorses or authorizes your E-Verify services and any claim to that effect is false.

20. The Employer shall not state in its website or other public documents that any language used therein has been provided or approved by DHS, USCIS or the Verification Division, without first obtaining the prior written consent of DHS.

21. The Employer agrees that E-Verify trademarks and logos may be used only under license by DHS/USCIS (see [M-795 \(Web\)](#)) and, other than pursuant to the specific terms of such license, may not be used in any manner that might imply that the Employer's services, products, websites, or publications are sponsored by, endorsed by, licensed by, or affiliated with DHS, USCIS, or E-Verify.

22. The Employer understands that if it uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its participation in E-Verify according to this MOU.

B. RESPONSIBILITIES OF FEDERAL CONTRACTORS

1. If the Employer is a Federal contractor with the FAR E-Verify clause subject to the employment verification terms in Subpart 22.18 of the FAR, it will become familiar with and comply with the most current version of the E-Verify User Manual for Federal Contractors as well as the E-Verify Supplemental Guide for Federal Contractors.

2. In addition to the responsibilities of every employer outlined in this MOU, the Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any "employee assigned to the contract" (as defined in FAR 22.1801). Once an employee has been verified through E-Verify by the Employer, the Employer may not create a second case for the employee through E-Verify.

a. An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor in the E-Verify program within 30 calendar days of contract award and, within 90 days of enrollment, begin to verify employment eligibility of new hires using E-Verify. The Employer must verify those employees who are working in the United States, whether or not they are assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within three business days after the hire date. Once enrolled in E-Verify as a Federal contractor, the Employer must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

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b. Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to begin verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within three business days after the date of hire. If the Employer is enrolled in E-Verify as a Federal contractor for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within three business days after the date of hire. An Employer enrolled as a Federal contractor in E-Verify must begin verification of each employee assigned to the contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.

c. Federal contractors that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), state or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency under a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. Employers in this category must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

d. Upon enrollment, Employers who are Federal contractors may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only those employees assigned to a covered Federal contract. After enrollment, Employers must elect to verify existing staff following DHS procedures and begin E-Verify verification of all existing employees within 180 days after the election.

e. The Employer may use a previously completed Form I-9 as the basis for creating an E-Verify case for an employee assigned to a contract as long as:

- i. That Form I-9 is complete (including the SSN) and complies with Article II.A.6,
- ii. The employee's work authorization has not expired, and
- iii. The Employer has reviewed the Form I-9 information either in person or in communications with the employee to ensure that the employee's Section 1, Form I-9 attestation has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen).

f. The Employer shall complete a new Form I-9 consistent with Article II.A.6 or update the previous Form I-9 to provide the necessary information if:

- i. The Employer cannot determine that Form I-9 complies with Article II.A.6,
- ii. The employee's basis for work authorization as attested in Section 1 has expired or changed, or
- iii. The Form I-9 contains no SSN or is otherwise incomplete.

Note: If Section 1 of Form I-9 is otherwise valid and up-to-date and the form otherwise complies with

Company ID Number: 1635574

Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired after completing Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.A.5, subject to any additional or superseding instructions that may be provided on this subject in the E-Verify User Manual.

g. The Employer agrees not to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU or to authorize verification of any existing employee by any Employer that is not a Federal contractor based on this Article.

3. The Employer understands that if it is a Federal contractor, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

C. RESPONSIBILITIES OF SSA

1. SSA agrees to allow DHS to compare data provided by the Employer against SSA's database. SSA sends DHS confirmation that the data sent either matches or does not match the information in SSA's database.

2. SSA agrees to safeguard the information the Employer provides through E-Verify procedures. SSA also agrees to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security numbers or responsible for evaluation of E-Verify or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

3. SSA agrees to provide case results from its database within three Federal Government work days of the initial inquiry. E-Verify provides the information to the Employer.

4. SSA agrees to update SSA records as necessary if the employee who contests the SSA tentative nonconfirmation visits an SSA field office and provides the required evidence. If the employee visits an SSA field office within the eight Federal Government work days from the date of referral to SSA, SSA agrees to update SSA records, if appropriate, within the eight-day period unless SSA determines that more than eight days may be necessary. In such cases, SSA will provide additional instructions to the employee. If the employee does not visit SSA in the time allowed, E-Verify may provide a final nonconfirmation to the employer.

Note: If an Employer experiences technical problems, or has a policy question, the employer should contact E-Verify at 1-888-464-4218.

D. RESPONSIBILITIES OF DHS

1. DHS agrees to provide the Employer with selected data from DHS databases to enable the Employer to conduct, to the extent authorized by this MOU:

a. Automated verification checks on alien employees by electronic means, and

Company ID Number: 1635574

- b. Photo verification checks (when available) on employees.
2. DHS agrees to assist the Employer with operational problems associated with the Employer's participation in E-Verify. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.
3. DHS agrees to provide to the Employer with access to E-Verify training materials as well as an E-Verify User Manual that contain instructions on E-Verify policies, procedures, and requirements for both SSA and DHS, including restrictions on the use of E-Verify.
4. DHS agrees to train Employers on all important changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual. Even without changes to E-Verify, DHS reserves the right to require employers to take mandatory refresher tutorials.
5. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in E-Verify. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.
6. DHS agrees to issue each of the Employer's E-Verify users a unique user identification number and password that permits them to log in to E-Verify.
7. DHS agrees to safeguard the information the Employer provides, and to limit access to such information to individuals responsible for the verification process, for evaluation of E-Verify, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security numbers and employment eligibility, to enforce the INA and Federal criminal laws, and to administer Federal contracting requirements.
8. DHS agrees to provide a means of automated verification that provides (in conjunction with SSA verification procedures) confirmation or tentative nonconfirmation of employees' employment eligibility within three Federal Government work days of the initial inquiry.
9. DHS agrees to provide a means of secondary verification (including updating DHS records) for employees who contest DHS tentative nonconfirmations and photo mismatch tentative nonconfirmations. This provides final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

ARTICLE III

REFERRAL OF INDIVIDUALS TO SSA AND DHS

A. REFERRAL TO SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the notice as directed by E-Verify. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify

Company ID Number: 1635574

case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.

2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. After a tentative nonconfirmation, the Employer will refer employees to SSA field offices only as directed by E-Verify. The Employer must record the case verification number, review the employee information submitted to E-Verify to identify any errors, and find out whether the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security number, or any other corrected employee information that SSA requests, to SSA for verification again if this review indicates a need to do so.
4. The Employer will instruct the employee to visit an SSA office within eight Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.
5. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.
6. The Employer agrees not to ask the employee to obtain a printout from the Social Security Administration number database (the Numident) or other written verification of the SSN from the SSA.

B. REFERRAL TO DHS

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.
2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation.
4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will instruct the

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employee to contact DHS through its toll-free hotline (as found on the referral letter) within eight Federal Government work days.

5. If the Employer finds a photo mismatch, the Employer must provide the photo mismatch tentative nonconfirmation notice and follow the instructions outlined in paragraph 1 of this section for tentative nonconfirmations, generally.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo mismatch, the Employer will send a copy of the employee's Form I-551, Form I-766, U.S. Passport, or passport card to DHS for review by:

- a. Scanning and uploading the document, or
- b. Sending a photocopy of the document by express mail (furnished and paid for by the employer).

7. The Employer understands that if it cannot determine whether there is a photo match/mismatch, the Employer must forward the employee's documentation to DHS as described in the preceding paragraph. The Employer agrees to resolve the case as specified by the DHS representative who will determine the photo match or mismatch.

8. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

9. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

ARTICLE IV SERVICE PROVISIONS

A. NO SERVICE FEES

1. SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access E-Verify, an Employer will need a personal computer with Internet access.

ARTICLE V MODIFICATION AND TERMINATION

A. MODIFICATION

1. This MOU is effective upon the signature of all parties and shall continue in effect for as long as the SSA and DHS operates the E-Verify program unless modified in writing by the mutual consent of all parties.

2. Any and all E-Verify system enhancements by DHS or SSA, including but not limited to E-Verify checking against additional data sources and instituting new verification policies or procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes.

Company ID Number: 1635574

B. TERMINATION

1. The Employer may terminate this MOU and its participation in E-Verify at any time upon 30 days prior written notice to the other parties.
2. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU, and thereby the Employer's participation in E-Verify, with or without notice at any time if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established E-Verify procedures and/or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect the performance of its contractual responsibilities. Similarly, the Employer understands that if it is in a state where E-Verify is mandatory, termination of this by any party MOU may negatively affect the Employer's business.
3. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such cases, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, then that Employer will remain an E-Verify participant, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.
4. The Employer agrees that E-Verify is not liable for any losses, financial or otherwise, if the Employer is terminated from E-Verify.

ARTICLE VI PARTIES

- A. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.
- B. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.
- C. The Employer may not assign, directly or indirectly, whether by operation of law, change of control or merger, all or any part of its rights or obligations under this MOU without the prior written consent of DHS, which consent shall not be unreasonably withheld or delayed. Any attempt to sublicense, assign, or transfer any of the rights, duties, or obligations herein is void.
- D. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.
- E. The Employer understands that its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to,

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Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

F. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively. The Employer understands that any inaccurate statement, representation, data or other information provided to DHS may subject the Employer, its subcontractors, its employees, or its representatives to: (1) prosecution for false statements pursuant to 18 U.S.C. 1001 and/or; (2) immediate termination of its MOU and/or; (3) possible debarment or suspension.

G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

To be accepted as an E-Verify participant, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 1-888-464-4218.

Company ID Number: 1635574

Approved by:

Employer Durbin Crossings Community Development District	
Name (Please Type or Print) Darren De Santis	Title
Signature Electronically Signed	Date 01/28/2021
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 01/28/2021

Company ID Number: 1635574

Information Required for the E-Verify Program	
Information relating to your Company:	
Company Name	Durbin Crossings Community Development District
Company Facility Address	475 West Town Place Saint Augustine, FL 32092
Company Alternate Address	
County or Parish	SAINT JOHNS
Employer Identification Number	200596485
North American Industry Classification Systems Code	925
Parent Company	
Number of Employees	1 to 4
Number of Sites Verified for	1

Company ID Number: 1635574

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

FLORIDA

1 site(s)

Company ID Number: 1635574

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name Kelly Adams
Phone Number (865) 717 - 7700
Fax Number
Email Address kadams@gmstnn.com

Name Darren A De Santis
Phone Number (954) 721 - 8681 ext. 208
Fax Number
Email Address ddesantis@gmssf.com

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SIXTH ORDER OF BUSINESS

E.



General Manager Report
CDD Meeting, February 22, 2021

Date of report: 2-12-2021

Submitted by Todd Myhill

JEA Account

JEA's account manager directed me to apply to JEA's Tax Department for Florida Sales Tax and Public Service Tax refund for the last three years that may be owed, if any.

The Durbin Crossing Dolphins Swim Team Schedule for 2021

The swim team will propose a modified schedule for 2021 that will request additional practice time and days in response to social distancing requirements.

- An additional 75 minutes on Thursdays from 4/19 to 6/12
- An additional 45 minutes on Fridays, from 6/14 to 7/17
- Practices on four Saturdays from 6/26 to 7/17, from 7am to 10:30 a.m.

The team has set three dates for virtual swim meets as their agreement with the District allows. These will be virtual swim meets that will have only Durbin Crossing swimmers at the South pool.

Resident Suspension

I have temporarily suspended a resident for verbally attacking a staff member on Sunday, February 7; attempting to leave non-resident minors at the South gym; and declaring a disinterest in following the policies of the District. I would like to suspend the resident for at least one month. I invited the resident to the 2/22 if he would like to contest the suspension but the resident has not indicated whether he will attend.

Facilities Update:

- Comcast is offering a fee reduction of \$110 per month for four accounts in exchange for signing a two year contract. Comcast will also provide \$600 in gift cards for the District to use.
- The new mirror for the North Durbin gym is scheduled for installation on 2/18/21.

If you have any comments or questions, please contact me directly.

tmyhill@vestapropertyservices.com



F.

1.



Field Operation Manager's Report

Date of report: 2-11-2021

Submitted by: Justin Blankenbaker

COUNTY MOWING ON ST. JOHNS PARKWAY:

The county continues to mow District property on St. Johns Pkwy and I continue monitor their schedule and work. The County has started the widening project of veterans Parkway I have been attending meetings and trying to figure out any issues or changes that will be made to our entrance at Saint Andrews. Nothing to report at this time and I will continue to give updates as I get them.

SAINT JOHN'S COUNTY REQUESTED ITEMS :

We have had a lot of street light repair requests addressed over the past couple of months thanks to the Durbin Crossing app's "Report Streetlight Outage" button. The County appears to be addressing all requests in a timely manner.

At my request, the County has been replacing signage throughout the community that is faded or peeling, to maintain an as-new appearance. At my request the County replace signs at both roundabouts on North Durban Parkway to improve their visibility and to prevent further damage to District property by drivers who approach the roundabouts too quickly. That work has all been completed to date. I have also been in contact with road and bridge and asked for an updated inspection on the asphalt of all our roads in the community and was informed the last inspection was in 2017 and we are due to be re inspected in 2020. As of the last inspection our asphalt was rated at 80 percent and we were not do for any replacements. I have also asked them to do an inspection of all of our road striping, turning Lane markers ,and stop sign markers, and restrip anything that is not in compliance.

The traffic light installation has begun. The estimated completion is sometime in May if work stays on schedule. Three of the four streetlight peers have been placed because of an issue with the 4th pier they had to make adjustments and we have been delayed. ETM will keep me informed of any necessary traffic control or lane closures so we can alert residents quickly and stay ahead of any issues.

LANDSCAPE ENHANCEMENTS UPDATE:

I have been working with Jaime from Verdego to address all dead or degrading, old plant material around the amenity centers.

We have also addressed the issue of flooding around the pool and basketball court at South Durbin and several drainage issues around the basketball court and tennis courts at North Durbin. Drains have been located reset and some areas regraded to prevent standing water.

CAPITAL ENHANCEMENT PROJECTS UPDATE:

Investment Painting has begun the painting of the North amenity center and will then move to the South amenity center before starting on all of the monuments throughout the neighborhood on . Borree canvas has completed the install of all the at canopy's at the North and South amenity centers including



tennis courts. And also the mailbox kiosks on sanctuary and herons roundabout have been completed as well .

SOLITUDE LAKE MAINTENANCE:

With the recent amount of rainfall and warmer weather I have asked Solitude to treat several instances of algae blooms. Solitude continues to perform and communicate at a high level throughout the community. They have been onsite for the contracted six (6) times, as well as fulfilled any callbacks that we requested. We are pleased with the communication as well as the product we are receiving. I have also requested, per contract, that Solitude take the recommendations from their tech, Thomas, to add fish to the ponds where the aquatic grass is outgrowing what the current reduced number of fish can handle. Solitude has stated that they will be adding extra fish to those ponds. That work was to be undertaken in the cooler months. I have followed up with solitude last week for an update as to when this will be completed and I'm still awaiting a response at this time.

The pond bank erosion issue behind 1124 Ashfield Way. At this point we have a fully executed contract with Estate management, and work is scheduled to begin mid-March with the completion date of about 30 days

VERDEGO / No Board action required:

- Our new Account Manager, Jaime, has been highly engaged with me on Durbin and Palisades.
- VerdeGo's Detail Team devoted three (3) consecutive teams to Durbin during the second week of each month. This process began August 10th. This process has been going very well and we have removed a considerable amount of dead plant material throughout the community.

FIELD OPERATIONS UPDATE / (No Board action required):

- Started an Excel sheet with lists of items that need repair or replace throughout the community. Will present to the chair members monthly with progress reported and things that still need to be done.
- Both roundabouts on North Durban Parkway have been pressure washed.
- Replaced and repaired multiple mailbox kiosk locks that were nonfunctioning during the holiday season.
- Staff continues to routinely monitor our ongoing litter issues throughout the community, including all roads, tree lines, etc.
- We are continually checking the tennis courts for gate and fence functionality as well as intact netting. The tennis gate hinges at South Durbin have been replaced as well as the gate hinges for the North Durbin tennis facility.
- Located and uncovered multiple underground drains to evacuate the rainwater from the north and south pool decks. Still have several drains to locate.
- Continue to repair/replace dog waste dispensers where necessary, due to excessive community use.
- Continue to replace faulty light bulbs throughout.



- Ordered and replaced mailbox kiosk lighting. This lighting was nonfunctioning and needed to be repaired.
- All tennis and basketball courts continue to need cleaning due to excessive amounts of rainfall and subsequent heat. I will be contacting a company that specializes in this, to protect the court surfaces.
- Community streetlight check was performed on February 2nd, 2021, and a report was made to JEA.
- We continue monitoring crack weeds in sidewalks and patio areas and around pool decks.
- We have had multiple requests to remove or fell dead trees from preserve areas that threaten private property. I have contacted Tree Tech to handle anything beyond my capacity. Maintenance staff has completed the removal of all trees we could manage safely to save the District money.
- Staff is routinely working to keep playground mulch levelled and presentable on a daily basis
- All pools, playgrounds, basketball courts and tennis facilities are working properly. Recently replaced the hinges on the gates of both tennis courts.
- We've had a handful of reports of irrigation breaks via the app and we've responded within 12 hours in most cases.
- Replace the hinge and broken welds on the South amenity center entrance gate.
- Both of the pool decks at the North and South amenity centers have been pressure washed.

ITEMS COMING IN THE NEAR FUTURE:

- Expecting a quote for on-site sandblasting of old benches and trash receptacles for repainting. Spoke with coastal sandblasting and the holdup was his painter is out with covid. Currently trying to get them back on the schedule as soon as possible.
- Repair stucco at dumpster bay. This is included in the proposal for painting of monuments and amenity centers.
- Ordered pole padding for the basketball courts at North Durban To bring us in compliance with the insurance inspector for Durban crossing.
- Included are three bids for pressure washing of North Durban and South Durban sidewalks and gutters.

If you have any comments or questions please contact me directly.

jblankenbaker@vestapropertyservices.com

<u>Item Description</u>	<u>Location</u>	<u>Description/Issue</u>	<u>Proposed Fix</u>	<u>Priority Level</u>	<u>Estimated Cost</u>	<u>Board Approval Needed (Y/N)</u>	<u>Date Identified</u>	<u>Date Board Approved (if required)</u>	<u>Repairs Require Closing of Amenities, Roads, etc.?</u>	<u>Notes</u>
Drainage	North Amenity Center	Ponding Water exists along perimeter of tennis courts, could ruin court coating	Fill area with soil, regrade and fix drainage	Level 2	\$2,500.00	No	2/6/21	N/A	No	Getting bid from VerDego
Other	North Amenity Center	Basketball rims are flaking and metal panels are bent and falling off	Add new metal rims	Level 2	\$1,776.00	No	2/6/21	N/A	No	Placing order
Structural (Amenity Centers)	North Amenity Center	A previously used pool entrance area is no longer needed. The gate is being held together with a zip tie	Remove old entrance gate and replace with new metal fence panel, add landscape	Level 3	\$5,000.00	Yes	2/6/21	N/A	No	Collecting bids
Pool/Water Features	North Amenity Center	Existing play feature is faded, paint is chipping, slide needs repaired	Remove features, sandblast and recoat	Level 3	\$68,646.26	Yes		N/A	Yes	Awaiting Quote from Com-Pac Filtration
Pool/Water Features	North Amenity Center	Play feature pump is currently running 24/7 which consumes electricity, water	Add a new time that kicks on 2 times per day	Level 2	\$1,500.00	No	2/6/21	N/A	No	
Landscape	Other (nearest road/feature provided in notes)	Grass area new dog litter stand is worn down creating muddy area and damage to landscape	Add new sod, move litter stand adjacent to sidewalk	Level 2	\$1,500.00	No	2/6/21	N/A	No	Closest road is Sanctuary Drive
Roads, Utilities, Lighting	Other (nearest road/feature provided in notes)	Lightpole Damage	Determine if Dublin or SJ/C feature and then repair light if Durbin	Level 1	\$1,500.00	No	2/6/21	N/A	No	Near Baseball fields (JEA ROW) Spoke to the county and they are looking into fixing as the pole are their responsibility
Other	North Amenity Center	Per code basketball padding is needed at North	Add pads similar to South at all basketball goals for North	Level 1	\$1,500.00	No	2/6/21	N/A	No	Placed Orderd
Landscape	South Amenity Center	Landscape is worn down as kids walk from sidewalk to play basketball	Add small paver or concrete path connecting to existing sidewalk	Level 2	\$2,500.00	No	2/6/21	N/A	No	
Structural (Amenity Centers)	North Amenity Center	Tennis Court fence is bowing in several areas, poles bent, etc.	Replace with similar fence, black, designed for high winds	Level 2	\$25,000.00	Yes	2/6/21	N/A	Yes	
Structural (Amenity Centers)	South Amenity Center	Tennis Court fence is bowing in several areas, poles bent, etc.	Replace with similar fence, black, designed for high winds	Level 2	\$25,000.00	Yes	2/6/21	N/A	Yes	
Landscape	North Amenity Center	Proposed to remove Dead and Dying plants in the beds around pool	Replace with new plants to add color instead of all greens	Level 2	\$ 5,585.26	Yes	1/15/21	N/A	no	North Amenity Center
Landscape	North Amenity Center	Proposed to remove Dead and Dying plants and all overgrown plants. Remove juniper that is to close to the edges	Repalce with new colorful plants an createseparation in the landscape design for a cleaner appearance	Level 2	\$ 15,526.96	Yes	1/15/21	N/A	no	
Landscape	South Amenity Center	Proposed to replace all dead and dying plant material within the south pool area	Repalce with new colorful plants an createseparation in the landscape design for a cleaner appearance	Level 2	\$ 7,910.76	Yes	1/15/21	N/A	No	
Landscape	South Amenity Center	Proposed to replace all dead and dying plant material around the entrance to the south amenity center	Repalce with new colorful plants an createseparation in the landscape design for a cleaner appearance	Level 2	\$ 15,466.38	Yes	1/15/21	N/A	no	
Landscape	Other (nearest road/feature provided in notes)	Woodline Clearing And vine removal	Cut back 3-5 feet of vegetation away from the turf area and focus on vine removal especially where vines are taking over the magnolia trees	Level 3	\$ 6,700.00	Yes	1/15/21	N/A	No	From St John's parkway up to the property line before Creekside High School on both sides of the roadway
Other	Other (nearest road/feature provided in notes)	People trespassing on CDD property	Post no trespassing signage to inform them of the infraction with the statut listed	Level 1	\$ 990.00	No	1/25/21	N/A	No	Located in the Jea Easement area off of the County maintained Ball fields

2.



Proposal

DATE: January 12, 2021

245 Riverside Ave Suite #250, 32202
Ph: 904-355-1831 / Fax: 904-355-1832

DC01122021

BILL TO: Durbin Crossing CDD

DESCRIPTION			AMOUNT
Pressure wash sidewalks and curbing along North Durbin Pkwy from Veterans to Longleaf Pine Pkwy, and sidewalks and curbing along South Durbin Pkwy from Longleaf Pine pkwy to Islesbrooke. This wil encompass 111,600 square feet of sidewalk, and 26,650 linear feet of curbing along both sides of the parkway. We have our own hydrant meter and will be incurring the cost of the water used.			\$ 14,788.00
Contractor will provide labor, water and equipment for project			
SUBTOTAL			\$ 14,788.00
SALES TAX			\$ -
TOTAL			\$ 14,788.00

Payment is due 30 days upon completion.
Thank you for your business!

HYDRO - TECH
SERVICES PRESSURE
WASHING LLC
1354 SHEFFIELD RD
ST JOHNS FL 32259
904-703-0982

Estimate

Number E2110423

Date 2/1/2021

Bill To
JUSTIN BLANKENBAKER
VESTA PROPERTY SERVICES
FOR: DURBIN CREEK

Terms

30 NET

Description	Amount
PROPOSED COMMERCIAL CONCRETE CLEANING OF 109,296 SQ FT OF SIDEWALKS BOTH SIDES OF NORTH & SOUTH DURBIN PKWY 2.32 MILES PER SIDE	\$9,836.64
PROPOSED STREET CURB & GUTTER CLEANING OF 25,344 LN FT OF BOTH SIDES OF NORTH & SOUTH DURBIN PKWY	\$6,336.00
METHOD: HIGH PRESSURE CLEANING & RINSE FOLLOWED BY A CHEMICAL TREATMENT TO REMOVE EMBEDDED BLACK ALGAE	
UTILIZATION OF SEDIMENT FILTERS AT STORMDRAIN DRAINSTYLES TO PREVENT DEBRIS FROM ENTERING SYSTEM	
ALL WATER PROVIDED VIA J.E.A FIRE HYDRANT METER	
NOTE: NOT INCLUDING WELL WATER STAINING IRON STAINING OR OIL SPOT REMOVAL	
THANK YOU FOR CONSIDERING HYDRO TECH SERVICES PRESSURE WASHING !	

Amount Due \$16,172.64

Total \$16,172.64

ESTIMATE

Vesta Property Services

Jax Pro Pressure Washing, LLC

1644 Blanding Blv
Jacksonville, Florida 32210
Phone: (904) 335-1554
Email: jaxpropressurewashing@gmail.com
Web: www.jaxpropressurewashingllc.com

Estimate # 000205
Date 02/03/2021

Description	Total
Surface Clean Sidewalks	\$15,250.00
Approximately (136,500 Sq Footage) South Durbin Parkway from Longleaf Pine Parkway to Islesbrooke	
Curbing Pressure Wash	\$4,180.00
Approximately (26,650 Sq Footage) South Durbin Parkway from Longleaf Pine Parkway to Islesbrooke	

Subtotal	\$19,430.00
Total	\$19,430.00

Vesta Property Services

G.



Amenity Manager Report CDD Meeting, February 22, 2021

Date of report: 2-12-2021

Submitted by: Danelle DeMarco

Valentine Date Night Movie: Due to a very dismal weather forecast, we rescheduled our Valentine Dinner and Movie on the South Lawn to the following Saturday, February 20. The showing of “Fifty First Dates” will start at 6:30 p.m. We are planning to arrange special seating with pool loungers and small tables with tea lights to make the evening cozier for our resident couples. Vucca Italian Cuisine Food truck and MikaMichelle’s Mobile Bakery will be serving up their special valentines’ menu: braised stuffed beef, poached lobster in a tarragon butter sauce, zucchini meatballs for our many vegetarian residents, and several more unique dishes. We are looking forward to a great post-Valentines evening under the stars.

Painting with a Twist: Time to get back to some fun at the amenity centers. Painting with a Twist is a great way to spend an evening with a couple of friends, share some appetizers, and laugh much. It is also very manageable where we can provide safe distance seating and keep the gathering small. On February 19, 7-9 p.m., in the South social hall, the artist - proprietor of Painting with a Twist will teach our residents to create their very own masterpiece. We have opened up the sign-ups to 20 residents.

Spring Break: Students are short changed on days this year, but we don’t want to short change their fun. Wednesday March 17 kicks off the break and we will have game days at the south pool, such as kid-Bingo with prizes, Frozen T-shirt contest, poolside trivia, relay races, and more. Friday Night we have live Music scheduled. Dustin Bradley, a very popular performer in the Jacksonville area, will perform poolside from 5:30 to 8:30 pm along with food trucks. Saturday we will host an ice-cream social from noon to 2pm. We will still schedule activities throughout the week with residents given the opportunity and encouragement to follow CDC guidelines.

Food Trucks. We have been searching for a replacement for our regularly scheduled Chick-Fil-A on Thursday evenings. Starting March 4, Moe’s will be providing various Taco, Fajita, Nacho, and Burrito kits. Residents can pre-order online and Moe’s will deliver kits to the South Amenity Center where residents can pick up their dinner on their way home. They will be set up in the front loop of South, at the same location as Chick-Fil-A.

Resident Appreciation Day: Now is a great time to remind our residents that we are here for them and that we appreciate them individually, as a family, and as a community. It is a pleasure to work for them and have the opportunity to share experiences all year long in Durbin Crossing. Our Bi-annual resident appreciation day will be in the first week of March. Look for a *Drive-thru Donuts and Coffee* on your way to work with a topping of gratitude to start your day.

Spring and Fall Community Yard Sale: We have announced the community yard sale dates in 2021, as April 24 and October 16, 7am- 1pm. Denise Munro, manager of Floridian Property management, has been notified. We know the residents have been looking forward to this, as they have extra hidden treasures to sell from 2020.



Preparation for Spring break and Summer

- We have hired 8 very impressive Lifeguards. All Durbin Crossing residents! We are still accepting applications for Spring and summer.
- The summer swim lesson registration will be online this summer. We are still accepting applications for qualified swim instructors.
- We are reaching out to vendors and scheduling spring and summer events

Phase 3: Continuing Safe Activities

- **Outdoor Bodyweight Boot Camp** meets at 9:00 a.m., Tuesdays and Thursdays on the North Durbin Field. Attendance has been averaging 25 residents per class. Classes will remain outdoors through the month of February.
- **Marytime Music** instructor, Mary Mollitt, continues holding her classes on Tuesdays and Wednesdays, 9:15 to 10:00am in the South Social Hall. This follows her regular eleven - week class fall schedule. Mary's classes are set up to enable safe practices and social distancing. Waivers are required. Mary has also scheduled her spring break voice session practices and recital on March 13.
- **904 Tennis** offers two clinics, Junior and Co-Ed Cardio, during the winter session with sizable classes. Tennis programs continue to be successful at Durbin and work well together with the recreational side of tennis.
- We continue to reach out to our program instructors. At this time, not all of our previous Instructors are comfortable to return to an indoor classroom setting.

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

