

*Durbin Crossing Community  
Development District*

*MARCH 22, 2021*

## *AGENDA*

# Durbin Crossing Community Development District

475 West Town Place  
Suite 114  
St. Augustine, Florida 32092  
[www.durbincrossingcdd.com](http://www.durbincrossingcdd.com)

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March 8, 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, March 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 February 22, 2021 Meeting
  - B. Balance Sheet and Statement of Revenues & Expenses
  - C. Assessment Receipt Schedule
  - D. Check Register
- V. Consideration of Easement Encroachment Request
- VI. Staff Reports
  - A. Landscape Maintenance Team
  - B. District Counsel – Consideration of HGS Rate Letter for FY22
  - C. District Engineer
  - D. District Manager

- E. General Manager – Report
- 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, February 22, 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
Sarah Gabel Hall	Supervisor
Jason Harrah	Supervisor
William Clarke	Supervisor by telephone

Also present were:

Jim Oliver	District Manager
Mike Eckert	District Counsel by telephone
George Katsaras	District Engineer
Justin Blankenbaker	Vesta/Amenity Services Group by telephone
Joel Cameron	Vesta/Amenity Services Group
Dan Fagen	Vesta/Amenity Services Group
Danelle DeMarco	Vesta/Amenity Services Group
Todd Myhill	Vesta/Amenity Services Group
Shane Blair	VerdeGo
Jaime Constancio	VerdeGo

The following is a summary of the discussions and actions taken at the February 22, 2021 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Pledge of Allegiance**

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

**SECOND ORDER OF BUSINESS**

**Roll Call**

Mr. Oliver called the roll.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of Minutes of the January 25, 2021 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. Harrah with all in favor the consent agenda items were approved to include amendments to the minutes.

**FIFTH ORDER OF BUSINESS**

**Ratification of E-Verify Memorandum of Understanding**

Mr. Eckert stated the Florida Statutes changed in 2020, the Florida Legislature adopted a new statute that requires all local governments and most businesses to use the E-Verify System. The district is required to use the E-Verify System if it has employees, which this district does not, however, the District is also required to use E-Verify if it enters into contracts with anybody and that, the District does. Therefore, this memorandum of understanding was set forth by the Department of Homeland Security as well as the Social Security Administration and is a form of contract that we don't have any ability to modify, but it is a requirement for us to comply with the state law.

On MOTION by Mr. Pollicino seconded by Mr. Brownlee with all in favor the E-Verify System memorandum of understanding was ratified.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Landscape Maintenance Team - Report**

Mr. Constancio gave an overview of the maintenance that took place since the last meeting and stated aeration will happen between May and June, granular fertilizer follows pre-emergents that we have been using during the winter, but aerification will make a difference going forward.

**B. District Counsel**

There being none, the next item followed.

**C. District Engineer**

Mr. Katsaras stated the traffic signals at Durbin Parkway and Longleaf Pine, there was a utility conflict with one of the foundations. They think they have a resolution for it and are waiting to hear back from the county as to whether they will approve that resolution. Hopefully, it will be by the beginning of March, at which point they can proceed with the foundation installation on the last foundation. Hopefully, that will go in by mid-March then at that point it will be a 45-day time period from when the foundations are in as to when the signals would be up and flashing. By this schedule and things may change, it will be flashing by May 1.

I visited the upland area behind Lot 599 Saddlestone Drive and the sod did extend beyond the resident's lot, but they mentioned that there was some silt fence that might have been cleared as part of the original Durbin Crossing development. I told them to stop maintaining that area, don't mow it, let the natural vegetation take hold again and they agreed to do that. Todd and I can go periodically to see how it is doing.

Mr. Brownlee stated I noticed the foundation for the new traffic light, one of them is in the middle of the sidewalk. I presume the plan includes putting in some new sidewalk.

Mr. Katsaras stated I don't have the plan in front of me but if there is conflict, they are going to adjust the sidewalk or there will be enough clear space for the pedestrian to go around the new signal.

Mr. Brownlee asked did the resident on Saddlestone move their wood pile?

Mr. Katsaras responded I didn't see anything as far as a wood pile. There were a few older trees that had been cut down, but they were not very big in size, small pines. It didn't look like oaks or anything like that. There were three or so, it wasn't a lot. It was more that the underbrush was a concern in my opinion.

Mr. Pollicino asked as far as the traffic light, do we know if we are getting stainless steel poles or something a little softer like the brown poles they have on other parts of Longleaf?

Mr. Katsaras stated I don't know but I will find out and report back to Daniel.

**D. District Manager**

There being none, the next item followed.

**E. General Manager - Report**

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

**F. Operations Manager - Report**

Mr. Harrah stated I asked that Justin and his staff prepare a spreadsheet as they find items in the community that need attention that will come to the board monthly so that we know the item, the proposed fix and estimated cost and priority. Even though I think the VerdoGo enhancements would be nice I think there are other things on the list that need more attention such as the tennis court fences are bowed out and things like that. Before you vote on pressure washing, I recommend looking through this list for items that may be more pressing than pressure washing.

Mr. Harrah left the meeting at this time.

On MOTION by Mr. Pollicino seconded by Mr. Brownlee with four in favor staff was authorized to proceed with the items outlined on the spreadsheet on page 108 with the exception of the existing play feature in the amount of \$68,646.26 and poles for the tennis nets in the amount of \$25,000 each for the north and south amenity facilities, which are deferred until the next meeting.

**G. Amenity Manager – Report**

Ms. DeMarco gave an overview of the amenity manager report, copy of which was included in the agenda package.

**SEVENTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS**

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

Mr. Oliver stated the next meeting is March 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 6:48 p.m.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

*B.*

*Durbin Crossing*  
*Community Development District*  
*Unaudited Financial Reporting*

*February 28, 2021*

***Durbin Crossing  
Community Development District  
Combined Balance Sheet  
February 28, 2021***

	<b><i>Governmental Fund Types</i></b>			<b><i>Totals</i></b>
	<b><i>General Fund</i></b>	<b><i>Debt Service</i></b>	<b><i>Capital Reserve Fund</i></b>	<b><i>(Memorandum Only) FY 21</i></b>
<b><u>Assets:</u></b>				
Cash	\$185,696	---	\$196,813	\$382,509
<b><u>Investments:</u></b>				
<b><u>Series 2017A1</u></b>				
Reserve	---	\$1,341,300	---	\$1,341,300
Revenue	---	\$2,934,093	---	\$2,934,093
Cost of Issuance	---	\$11,019	---	\$11,019
<b><u>Series 2017A2 Term Bond 1</u></b>				
Reserve	---	\$132,425	---	\$132,425
Prepayment	---	\$1,822	---	\$1,822
<b><u>Series 2017A2 Term Bond 2</u></b>				
Reserve	---	\$40,000	---	\$40,000
Prepayment	---	\$39,431	---	\$39,431
<b><u>Operations</u></b>				
Custody Account	\$1,273,990	---	---	\$1,273,990
Due from Other	\$810	---	---	\$810
Investment - US bank Custody	---	---	\$83,916	\$83,916
Investment - SBA	---	---	\$944,768	\$944,768
SBA - Renewal and Replacement	---	---	\$167,771	\$167,771
Assessment Receivable	---	---	---	\$0
<b><u>Total Assets</u></b>	<b><u>\$1,460,496</u></b>	<b><u>\$4,500,089</u></b>	<b><u>\$1,393,268</u></b>	<b><u>\$7,353,853</u></b>
<b><u>Liabilities:</u></b>				
Accounts Payable	\$8,859	---	---	\$8,859
<b><u>Fund Balances:</u></b>				
Restricted for Debt Service	---	\$4,500,089	---	\$4,500,089
Non-spendable	\$0	---	---	\$0
Assigned	---	---	\$1,393,268	\$1,393,268
Unassigned	\$1,451,637	---	---	\$1,451,637
<b><u>Total Liabilities and Fund Equity</u></b>	<b><u>\$1,460,496</u></b>	<b><u>\$4,500,089</u></b>	<b><u>\$1,393,268</u></b>	<b><u>\$7,353,853</u></b>

**Durbin Crossing  
Community Development District**

**General Fund**

*Statement of Revenues & Expenditures  
For The Period Ending February 28, 2021*

	PRORATED			
	ADOPTED	BUDGET	ACTUAL	
	BUDGET	2/28/21	2/28/21	VARIANCE
<b><u>REVENUES:</u></b>				
Assessments - Tax Roll	1,886,790	1,852,838	\$1,852,838	\$0
Assessments - Direct	47,816	\$32,471	\$32,471	\$0
Interest Income	\$1,300	\$542	\$7	(\$535)
Misc Income	\$22,500	\$9,375	\$3,487	(\$5,888)
<b>TOTAL REVENUES</b>	<b>\$1,958,406</b>	<b>\$1,895,225</b>	<b>\$1,888,802</b>	<b>(\$6,423)</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>Administrative</u></b>				
Supervisor Fees	\$11,000	\$4,583	\$3,200	\$1,383
FICA Expense	\$842	\$351	\$245	\$106
Assessment Roll Administration	\$5,000	\$5,000	\$5,000	\$0
Engineering Fees	\$13,000	\$4,333	\$2,328	\$2,005
Dissemination Fees	\$7,200	\$3,000	\$2,500	\$500
Attorney Fees	\$50,000	\$16,667	\$10,928	\$5,738
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	\$6,250	\$6,250	\$0
Management Fees	\$47,000	\$19,583	\$19,583	(\$0)
Information Technology	\$1,600	\$667	\$667	\$0
Telephone	\$300	\$125	\$92	\$33
Postage	\$1,800	\$750	\$567	\$183
Printing & Binding	\$1,500	\$625	\$309	\$316
Insurance	\$7,955	\$7,955	\$7,594	\$361
Legal Advertising	\$2,000	\$833	\$453	\$380
Other Current Charges	\$1,000	\$417	\$376	\$41
Office Supplies	\$150	\$63	\$9	\$53
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Administrative Expenses	\$181,722	\$76,764	\$65,664	\$11,101
<b><u>Amenity Center</u></b>				
Insurance	\$27,136	\$27,136	\$28,408	(\$1,272)
Repairs & Replacements	\$60,000	\$25,000	\$20,493	\$4,507
Recreational Passes	\$4,000	\$1,667	\$0	\$1,667
Office Supplies	\$6,000	\$2,500	\$1,272	\$1,228
Permit Fees	\$2,700	\$2,011	\$2,011	\$0
<b><u>Utilities</u></b>				
Water & Sewer	\$37,000	\$15,417	\$10,590	\$4,827
Electric	\$31,000	\$12,917	\$14,104	(\$1,187)
Website	\$300	\$125	\$0	\$125
Cable/Phone/Internet	\$17,500	\$7,292	\$7,911	(\$620)
Security System	\$1,000	\$417	\$0	\$417

**Durbin Crossing**  
**Community Development District**

**General Fund**

*Statement of Revenues & Expenditures*  
*For The Period Ending February 28, 2021*

	<i>PRORATED</i>			
	<i>ADOPTED</i>	<i>BUDGET</i>	<i>ACTUAL</i>	
	<i>BUDGET</i>	<i>2/28/21</i>	<i>2/28/21</i>	<i>VARIANCE</i>
<b><u>Amenity Center Management Contracts</u></b>				
Managerial	\$181,400	\$75,583	\$80,341	(\$4,758)
Staffing	\$190,500	\$79,375	\$84,691	(\$5,316)
Lifeguards	\$65,100	\$27,125	\$0	\$27,125
Refuse Service	\$4,800	\$2,000	\$1,643	\$357
Pool Chemicals	\$23,003	\$9,585	\$9,251	\$333
Special Events	\$26,000	\$9,572	\$9,572	\$0
Pest Control	\$3,600	\$1,500	\$1,466	\$34
Pressure Washing/Fitness Equip Maint	\$17,000	\$7,083	\$644	\$6,440
<b>Amenity Center Expenses</b>	<b>\$698,039</b>	<b>\$306,303</b>	<b>\$272,396</b>	<b>\$33,907</b>
<b><u>Grounds Maintenance</u></b>				
Electric	\$5,200	\$2,167	\$1,776	\$390
Water / Reuse	\$333,000	\$138,750	\$117,260	\$21,490
Streetlighting	\$71,000	\$29,583	\$29,003	\$580
Lake Maintenance	\$55,500	\$23,125	\$22,145	\$980
Landscape Maintenance	\$439,512	\$183,130	\$184,044	(\$914)
Landscape Contingency	\$40,000	\$16,667	\$53,038	(\$36,371)
Miscellaneous	\$37,000	\$15,417	\$20,683	(\$5,266)
Fuel	\$1,100	\$458	\$212	\$247
Irrigation Repairs	\$15,000	\$6,250	\$9,275	(\$3,025)
Capital Reserve	\$80,333	\$0	\$0	\$0
Water Quality Monitoring	\$1,000	\$1,000	\$1,700	(\$700)
<b>Grounds Maintenance Expenses</b>	<b>\$1,078,645</b>	<b>\$416,547</b>	<b>\$439,136</b>	<b>(\$22,589)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,958,406</b>	<b>\$799,613</b>	<b>\$777,195</b>	<b>\$22,418</b>
<b>EXCESS REVENUES/(EXPENSES)</b>	<b>(\$0)</b>	<b>\$1,095,612</b>	<b>\$1,111,607</b>	<b>\$15,995</b>
Fund Balance - Beginning	\$0		\$340,030	
Fund Balance - Ending	(\$0)		\$1,451,637	

**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	53,367	-	-	-	-	-	-	-	1,852,838
Assessments - Direct	-	-	8,453	24,018	-	-	-	-	-	-	-	-	32,471
Interest Income	1	0	0	1	5	-	-	-	-	-	-	-	7
Miscellaneous	-	1,312	1,864	311	-	-	-	-	-	-	-	-	3,487
Interfund Transfer In	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>1</b>	<b>180,724</b>	<b>476,760</b>	<b>1,177,945</b>	<b>53,372</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,888,802</b>

**EXPENDITURES:**

**ADMINISTRATIVE:**

Supervisor Fees	800	1,000	-	600	800	-	-	-	-	-	-	-	3,200
FICA Expense	61	77	-	46	61	-	-	-	-	-	-	-	245
Assessment Administration	5,000	-	-	-	-	-	-	-	-	-	-	-	5,000
Engineering Fees	1,067	873	-	388	-	-	-	-	-	-	-	-	2,328
Dissemination Fees	500	500	500	500	500	-	-	-	-	-	-	-	2,500
Attorney Fees	5,078	2,410	302	3,139	-	-	-	-	-	-	-	-	10,928
Annual Audit	-	-	-	-	-	-	-	-	-	-	-	-	-
Trustee Fees	5,388	-	-	-	-	-	-	-	-	-	-	-	5,388
Arbitrage	-	-	-	-	-	-	-	-	-	-	-	-	-
Impact Fee Administration	1,250	1,250	1,250	1,250	1,250	-	-	-	-	-	-	-	6,250
Management Fees	3,917	3,917	3,917	3,917	3,917	-	-	-	-	-	-	-	19,583
Computer Time	133	133	133	133	133	-	-	-	-	-	-	-	667
Telephone	7	17	23	45	-	-	-	-	-	-	-	-	92
Postage	17	30	467	35	19	-	-	-	-	-	-	-	567
Printing & Binding	28	36	152	3	90	-	-	-	-	-	-	-	309
Insurance	7,594	-	-	-	-	-	-	-	-	-	-	-	7,594
Legal Advertising	157	157	-	-	139	-	-	-	-	-	-	-	453
Other Current Charges	69	107	93	56	51	-	-	-	-	-	-	-	376
Office Supplies	1	1	3	1	3	-	-	-	-	-	-	-	9
Dues, Licenses & Subscriptions	-	175	-	-	-	-	-	-	-	-	-	-	175
<b>Administrative Expenses</b>	<b>31,066</b>	<b>10,682</b>	<b>6,840</b>	<b>10,112</b>	<b>6,963</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>65,664</b>
Insurance	28,408	-	-	-	-	-	-	-	-	-	-	-	28,408
Repairs & Replacements	2,484	6,341	7,774	3,893	-	-	-	-	-	-	-	-	20,493
Recreational Passes	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Supplies	-	766	70	437	-	-	-	-	-	-	-	-	1,272
Permit Fees	-	376	-	1,635	-	-	-	-	-	-	-	-	2,011
<b>Utilities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Water & Sewer	3,695	1,210	2,060	1,757	1,867	-	-	-	-	-	-	-	10,590
Electric	3,221	2,607	2,908	2,820	2,549	-	-	-	-	-	-	-	14,104
Website	-	-	-	-	-	-	-	-	-	-	-	-	-
Cable/Phone/Internet	1,615	1,583	1,546	1,561	1,607	-	-	-	-	-	-	-	7,911

**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	15,568	-	-	-	-	-	-	-	80,341
Staffing	16,925	16,925	16,992	16,925	16,925	-	-	-	-	-	-	-	84,691
Lifeguards	-	-	-	-	-	-	-	-	-	-	-	-	-
Refuse Service	328	328	329	329	329	-	-	-	-	-	-	-	1,643
Pool Chemicals	1,850	1,850	1,850	1,850	1,850	-	-	-	-	-	-	-	9,251
Special Events	32	4,538	2,820	1,687	495	-	-	-	-	-	-	-	9,572
Pest Control	395	365	270	284	152	-	-	-	-	-	-	-	1,466
Pressure Washing/Fitness Equip Maint	-	216	54	374	-	-	-	-	-	-	-	-	644
 Amenity Center Expenses	 74,522	 55,171	 52,240	 49,120	 41,342	 -	 -	 -	 -	 -	 -	 -	 272,396
 <u>Grounds Maintenance</u>													
Electric	318	326	347	388	397	-	-	-	-	-	-	-	1,776
Water / Reuse	36,238	25,626	22,877	20,759	11,761	-	-	-	-	-	-	-	117,260
Streetlighting	5,839	5,758	5,773	5,830	5,803	-	-	-	-	-	-	-	29,003
Lake Maintenance	4,429	4,429	4,429	4,429	4,429	-	-	-	-	-	-	-	22,145
Landscape Maintenance	36,626	36,626	36,626	37,540	36,626	-	-	-	-	-	-	-	184,044
Landscape Contingency	41,403	10,005	780	850	-	-	-	-	-	-	-	-	53,038
Miscellaneous	959	8,850	6,964	794	3,117	-	-	-	-	-	-	-	20,683
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	 70,653	 62,133	 -	 -	 -	 -	 -	 -	 -	 439,136
 TOTAL EXPENDITURES	 242,375	 157,557	 136,940	 129,885	 110,438	 -	 -	 -	 -	 -	 -	 -	 777,195
 EXCESS REVENUES/(EXPENSES)	 (242,374)	 23,167	 339,820	 1,048,061	 (57,067)	 -	 -	 -	 -	 -	 -	 -	 1,111,607

**Durbin Crossing**  
**Community Development District**  
**Debt Service Fund 2017 A1 & A2**  
Statement of Revenues & Expenditures  
For The Period Ending February 28, 2021

	<i>PRORATED</i>		
<i>ADOPTED</i>	<i>BUDGET</i>	<i>ACTUAL</i>	
<i>BUDGET</i>	<i>2/28/21</i>	<i>2/28/21</i>	<i>VARIANCE</i>

**Revenues:**

Assessments - Tax Roll	\$2,987,819	\$2,933,936	\$2,933,936	\$0
Assessments - Direct	\$84,342	\$124	\$124	\$0
Prepayments	\$0	\$0	\$0	\$0
Interest Income	\$3,000	\$1,250	\$52	(\$1,198)

**Total Revenues**

\$3,075,161	\$2,935,310	\$2,934,112	(\$1,198)
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**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
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**Excess Revenues (Expenditures)**

\$30,623	\$2,206,843
----------	-------------

**Fund Balance - Beginning**

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

**Fund Balance - Ending**

\$801,499	\$4,500,089
-----------	-------------

***Durbin Crossing***  
*Community Development District*  
*Capital Reserve Funds*  
*Statement of Revenues & Expenditures*  
*For The Period Ending February 28, 2021*

	<i>ADOPTED</i> <i>BUDGET</i>	<i>PRORATED</i> <i>BUDGET</i> <i>2/28/2021</i>	<i>ACTUAL</i> <i>2/28/2021</i>	<i>VARIANCE</i>
<b><u>Revenues:</u></b>				
<i>Capital Reserve Funding - Transfer In</i>	\$80,333	\$0	\$0	\$0
<i>Miscellaneous Revenue/Interest</i>	\$10,000	\$4,167	\$951	(\$3,216)
<i>Impact Fees</i>	\$0	\$0	\$0	\$0
<b><i>Total Revenues</i></b>	<b>\$90,333</b>	<b>\$4,167</b>	<b>\$951</b>	<b>(\$3,216)</b>
<b><u>Expenditures</u></b>				
<i>Capital Outlay</i>	\$200,000	\$83,333	\$35,773	\$47,561
<i>Repair/Replacements</i>	\$50,000	\$20,833	\$0	\$20,833
<b><i>Total Expenditures</i></b>	<b>\$250,000</b>	<b>\$104,167</b>	<b>\$35,773</b>	<b>\$68,394</b>
<b><u>Other Sources/(Uses)</u></b>				
<i>Interfund Transfer In/(Out)</i>	\$0	\$0	\$0	\$0
<b><i>Total Other Sources/(Uses)</i></b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b><i>Excess Revenues (Expenditures)</i></b>	<b>(\$159,667)</b>	<b>(\$100,000)</b>	<b>(\$34,821)</b>	<b>\$65,179</b>
<b><i>Fund Balance - Beginning</i></b>	<b>\$1,600,275</b>		<b>\$1,428,090</b>	
<b><i>Fund Balance - Ending</i></b>	<b>\$1,440,608</b>		<b>\$1,393,268</b>	

*Durbin Crossing*  
*Community Development District*  
*Long Term Debt Report*

<b>Series 2017A-1 Special Assessment Refunding Bonds</b>	
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

<b>Series 2017A-2 Special Assessment Refunding Bonds</b>	
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				RECEIVED				
	# UNITS ASSESSED	SERIES 2017A1-2 DEBT NET	O&M NET	TOTAL NET ASMTS	SERIES 2017A1-2 DEBT PAID	O&M PAID	TOTAL ASMTS PAID	BALANCE DUE	DATE O&M PAID THROUGH
PRG DURBIN LLC VILLAGE CTR T COMM. (1)	44,561	29,572.19	16,765.25	46,337.44	-	12,573.94	12,573.94	33,763.50	12/1/2021
PALMS PROFESSIONAL PARK LLC S MIXED USE (1)	49,225	32,667.38	18,520.00	51,187.38	-	13,890.00	13,890.00	37,297.38	2/1/2021
LONGLEAF CENTER LLC R MIXED USE (1)	40,275	13,962.86	7,915.91	21,878.77	-	5,936.94	5,936.94	15,941.83	2/1/2021
DURBIN CROSSING STATION T (1)	12,265	8,139.47	4,614.48	12,753.95	193.77	70.11	263.88	12,490.00	12/1/2021
<b>NET ASSESSMENTS DIRECT BILL</b>	<b>146,326</b>	<b>84,341.90</b>	<b>47,815.64</b>	<b>132,157.54</b>	<b>193.77</b>	<b>32,470.99</b>	<b>32,664.76</b>	<b>99,492.71</b>	
<b>NET ASSESSMENTS TAX ROLL</b>	<b>168,525</b>	<b>2,987,820.51</b>	<b>1,886,866.44</b>	<b>4,874,686.95</b>	<b>2,933,936.37</b>	<b>1,852,837.55</b>	<b>4,786,773.92</b>	<b>87,913.03</b>	
<b>TOTAL DISTRICT</b>	<b>314,851</b>	<b>3,072,162.41</b>	<b>1,934,682.08</b>	<b>5,006,844.49</b>	<b>2,934,130.14</b>	<b>1,885,308.54</b>	<b>4,819,438.68</b>	<b>187,405.74</b>	

<b>DIRECT BILL % COLLECTED</b>	<b>0%</b>	<b>68%</b>	<b>25%</b>
<b>TAX ROLL % COLLECTED</b>	<b>98%</b>	<b>98%</b>	<b>98%</b>
<b>TOTAL % COLLECTED</b>	<b>96%</b>	<b>97%</b>	<b>96%</b>

(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
7	2/22/2021	137,873.15	84,505.99	53,367.16
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>4,786,773.92</b>	<b>2,933,936.37</b>	<b>1,852,837.55</b>

*D.*

# *Durbin Crossing*

## *Community Development District*

### *Check Run Summary*

*2/1/2021 thru 2/28/2021*

<b>Fund</b>	<b>Date</b>	<b>Check No.</b>	<b>Amount</b>
<i>General Fund</i>			
<i>Payroll</i>	2/23/21	50667-50670	\$ 738.80
			<hr/> Sub-Total \$738.80
<i>Accounts Payable</i>	2/3/21	5844-5860	\$14,276.22
	2/10/21	5861-5863	\$75,945.09
	2/22/21	5864-5875	\$42,303.11
			<hr/> Sub-Total \$132,524.42
<i>Total</i>			<hr/> <b>\$ 133,263.22</b>

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

BR040M-A                      CHECKS WRITTEN LISTING                      AS OF    2/28/2021                      RUN    3/13/2021                      PAGE    1  
 CMPY-001 DURBIN CROSSING - GENERAL FUND BANK-P                      GENERAL FUND

CHECK#	TYPE	SYSTEM	CHECK DATE	CHECK AMT	EMP/CUS/VEN#	DESCRIPTION
050667	R	PR	02/23/2021	184.70	14	ROBERT T BROWNLIE
050668	R	PR	02/23/2021	184.70	11	SARAH G HALL
050669	R	PR	02/23/2021	184.70	13	JASON S HARRAH
050670	R	PR	02/23/2021	184.70	8	PETER E POLLICINO
BANK TOTAL				738.80		
COMPANY TOTAL				738.80		

DURB DURBIN CROSS    BPEREGRINO

# **ATTENDANCE SHEET**

District: Durbin Crossing CDD

Meeting Date: February 22, 2021

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

District Manager:

*J Solm*

*2/22/2021*

PLEASE RETURN COMPLETED FORM TO BERNADETTE PEREGRINO

AP300R  
\*\*\* CHECK NOS. 005844-005875

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

RUN 3/13/21

PAGE 1

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
2/03/21	00260	1/21/21 33233	202101 320-53800-44200	REPLACE 7.5HP- PHASE	*	1,648.18	
				COM-PAC FILTRATION, INC.			1,648.18 005844
2/03/21	00173	1/04/21 WO-27725	202101 320-53800-45516	FITNESS EQUIP. MAINTENANC	*	199.90	
				FIRST PLACE FITNESS EQUIPMENT			199.90 005845
2/03/21	00053	12/31/20 UG7239	202101 320-53800-45508	JAN	*	141.71	
				GREEN FOR LIFE ENVIRONMENTAL			141.71 005846
2/03/21	00053	12/31/20 UG7240	202101 320-53800-45508	JAN REFUSE SOUTH	*	187.20	
				GREEN FOR LIFE ENVIRONMENTAL			187.20 005847
2/03/21	00344	8/05/20 1265	202010 320-53800-46300	RPLC SOUTH AMENITY CAMER	*	879.00	
				HALCYON AV, LLC			879.00 005848
2/03/21	00344	1/20/21 1347	202101 320-53800-44200	ADD CAMERA TO GYM	*	270.00	
				HALCYON AV, LLC			270.00 005849
2/03/21	00344	1/20/21 1348	202101 320-53800-44200	REPAIR NORTH TENNIS GATE	*	200.00	
				HALCYON AV, LLC			200.00 005850
2/03/21	00008	1/22/21 119817	202012 310-51300-31500	DEC GENERAL COUNSEL	*	302.00	
				HOPPING GREEN & SAMS			302.00 005851
2/03/21	00109	2/01/21 13129559	202102 320-53800-45510	FEB POOL CHEMICALS NORTH	*	637.49	
				POOLSURE			637.49 005852
2/03/21	00109	2/01/21 13129559	202102 320-53800-45510	FEB POOL CHEMICALS SOUTH	*	1,212.74	
				POOLSURE			1,212.74 005853
2/03/21	00098	1/13/21 1210095	202102 320-53800-45511	MOVIE NIGHT 2/13/2021	*	495.00	
				PROGRESSIVE ENTERTAINMENT INC			495.00 005854
2/03/21	00283	12/01/20 PI-A5189	202012 320-53800-46800	DEC LAKE MAINTENANCE	*	4,429.00	
				SOLITUDE LAKE MANAGEMENT LLC			4,429.00 005855

DURB DURBIN CROSS BPEREGRINO

AP300R  
\*\*\* CHECK NOS. 005844-005875

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

RUN 3/13/21

PAGE 2

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
2/03/21	00243	1/18/21 7346	202101 320-53800-46210	TREE REMOVAL TADCASTER CT	*	500.00	
				TREE TECH TREE SERVICE INC			500.00 005856
2/03/21	00243	1/25/21 7377	202101 320-53800-46210	TREE REMOVAL DUNDEE PLACE	*	350.00	
				TREE TECH TREE SERVICE INC			350.00 005857
2/03/21	00243	12/29/20 7290	202012 320-53800-46210	TREE REMOVAL FRYSTON ST	*	700.00	
				TREE TECH TREE SERVICE INC			700.00 005858
2/03/21	00354	12/18/20 S56611	202012 320-53800-46300	AIR CONVEYANCE SYSTEM	*	1,174.00	
				WEATHER ENGINEERS, INC.			1,174.00 005859
2/03/21	00354	12/18/20 S56612	202012 320-53800-46300	INSTALL REME-HALO	*	950.00	
				WEATHER ENGINEERS, INC.			950.00 005860
2/10/21	00021	2/01/21 479	202102 310-51300-34000	FEB MANAGEMENT FEES	*	3,916.67	
		2/01/21 479	202102 310-51300-35100	FEB INFORMATION TECHNOLOGY	*	133.33	
		2/01/21 479	202102 310-51300-32500	FEB IMPACT FEE COLECTION	*	1,250.00	
		2/01/21 479	202102 310-51300-31300	FEB DISSEMINATION AGENT	*	500.00	
		2/01/21 479	202102 310-51300-51000	OFFICE SUPPLIES	*	3.37	
		2/01/21 479	202102 310-51300-42000	POSTAGE	*	18.50	
		2/01/21 479	202102 310-51300-42500	COPIES	*	90.00	
				GOVERNMENTAL MANAGEMENT SERVICES			5,911.87 005861
2/10/21	00348	1/31/21 4643	202101 320-53800-46200	JAN LANDSCAPE MAINTENACE	*	37,540.00	
				VERDEGO			37,540.00 005862
2/10/21	00252	2/01/21 379246	202102 320-53800-45502	FEB GENERAL MANAGER	*	6,833.33	
		2/01/21 379246	202102 320-53800-45517	FEB AMENITIES MANAGER	*	2,958.33	
		2/01/21 379246	202102 320-53800-45518	FEB MAINTENANCE MANAGER	*	5,776.57	

DURB DURBIN CROSS BPEREGRINO

AP300R  
\*\*\* CHECK NOS. 005844-005875

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

RUN 3/13/21

PAGE 3

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
		2/01/21 379246	202102 320-53800-45507	FEB JANITORIAL SERVICES	*	1,566.67	
		2/01/21 379246	202102 320-53800-45505	FEB COMMERCIAL POOL MAINT	*	2,250.00	
		2/01/21 379246	202102 320-53800-45514	FEB SPECIAL EVENT PLANNER	*	1,041.66	
		2/01/21 379246	202102 320-53800-45515	FEB FACILITY MONITOR	*	5,666.66	
		2/01/21 379246	202102 320-53800-45503	FEB FACILITY ATTENDANT	*	6,400.00	
				VESTA PROPERTY SERVICES, INC.			32,493.22 005863
2/22/21	00050	2/01/21 02012021	202102 320-53800-45300	FEB SERV X1022920	*	535.19	
				COMCAST			535.19 005864
2/22/21	00050	2/03/21 02032021	202102 320-53800-45300	FEB SERV X1246669	*	414.48	
				COMCAST			414.48 005865
2/22/21	00114	2/09/21 299 7293	202102 320-53800-46300	SIGNAGE&MOUNTING HARDWARE	*	990.00	
				FAST SIGNS			990.00 005866
2/22/21	00173	1/27/21 WO-28757	202101 320-53800-45516	FITNESS EQUIP MAINTENANCE	*	119.95	
				FIRST PLACE FITNESS EQUIPMENT			119.95 005867
2/22/21	00053	1/31/21 UG-9803	202102 320-53800-45508	FEB REFUSE SOUTH	*	187.20	
				GREEN FOR LIFE ENVIRONMENTAL			187.20 005868
2/22/21	00053	1/31/21 UG9802	202102 320-53800-45508	FEB REFUSE NORTH	*	141.71	
				GREEN FOR LIFE ENVIRONMENTAL			141.71 005869
2/22/21	00009	1/31/21 IO333057	202101 310-51300-48000	NOTICE OF MEETING 1/14/21	*	139.12	
				THE ST. AUGUSTINE RECORD			139.12 005870
2/22/21	00243	2/17/21 7467	202102 320-53800-46300	FERTILIZATION	*	1,880.00	
				TREE TECH TREE SERVICE INC			1,880.00 005871
2/22/21	00348	1/29/21 4584	202101 320-53800-46300	LANDSCAPE ENHANCEMENT	*	140.00	
				VERDEGO			140.00 005872
				DURB DURBIN CROSS BPEREGRINO			

AP300R  
\*\*\* CHECK NOS. 005844-005875

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

RUN 3/13/21

PAGE 4

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
2/22/21	00348	2/01/21 4739	202102 320-53800-46200	FEB LANDSCAPE MAINTENANCE	*	36,626.00	
				VERDEGO			36,626.00 005873
2/22/21	00252	1/31/21 379841	202101 320-53800-46300	BATHROOM CLEANER,COFFEE,G	*	381.60	
		1/31/21 379841	202101 320-53800-46300	CUPS AND SOAP	*	164.32	
		1/31/21 379841	202101 320-53800-46300	GLASS CLEANER	*	16.44	
		1/31/21 379841	202101 320-53800-46300	SPRAY BOTTLE	*	11.26	
		1/31/21 379841	202101 320-53800-44600	POOL SUPPLIES	*	309.09	
				VESTA PROPERTY SERVICES, INC.			882.71 005874
2/22/21	00354	2/17/21 C22263	202102 320-53800-46300	REPLACE AIR FILTERS	*	246.75	
				WEATHER ENGINEERS, INC.			246.75 005875
				TOTAL FOR BANK A		132,524.42	
				TOTAL FOR REGISTER		132,524.42	

DURB DURBIN CROSS BPEREGRINO



2020 West Beaver Street  
Jacksonville, FL 32209  
Phone: 904-356-4003

# Invoice

Date	Invoice Number
1/21/2021	33233

Bill To
Durbin Crossing c/o Vesta Property Service 145 South Durbin Parkway St. Johns, FL 32259

Ship To
Durbin Crossing c/o Vesta Property Service 145 South Durbin Parkway St. Johns, FL 32259

RECEIVED  
JAN 20 2021

SO Number
012121-4

Terms		PO Number	Project Name	WO Number	Quote Number	Due Date	Ship Via	Ship Date
COD			Durbin Crossing COD		012121-4DT	1/21/2021	Chris	1/8/2021
Qty	Item	Description					Rate	Amount
1	Item Service	Install New 7.5Hp 3-phase (3hp 1-Phase) VFD 230VAC Pre-Programmed and Tested					761.59	761.59
1	Service Labor	Labor					125.00	125.00
1	Service	Service Call					761.59	761.59
<div>001-320-53800-44200</div> <div>RECEIVED 260A</div> <div>JAN 20 2021</div> <div>1-320-53800-44200 Repairs/Replacements</div>								

Insufficient funds due to returned checks, wire transfers and/or credit cards will be subject to loss of customer discount and will incur a 1.5% finance charge compounded monthly until paid in full.

Customer discount will be revoked and charged back to the Final Invoice if not paid within the specified terms.

<b>Subtotal</b>	USD 1,648.18
<b>Sales Tax (0.0%)</b>	USD 0.00
<b>Additional Payments/Credits</b>	USD 0.00
<b>Balance Due</b>	USD 1,648.18

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

# Invoice

Date	Invoice #
1/4/2021	WO-27725

RECEIVED

Bill To	Ship To
Durbin Crossing North 887 N Durbin Pkwy, St Johns, FL 32259	JAN 20 2021
904-230-2011	TMyhill@vestapropertyservices.c...

P.O. No.	11/04/2020	Terms	Rep	(S)CG
Item	Description	Qty	Rate	Amount
Estimate	CG True Fitness XC400 Elliptical S/N 17-XC4000469H Console# 003-5334003 Disassembled elliptical and removed crank arm in elliptical. Installed new crank arm and hardware. Reassembled elliptical.  Labor will be charged for when parts are installed at a rate of \$99.95 per hour  173A  1-320-53800-45516 Fitness Equip. Maint.	2	99.95	199.90
Customer's Signature				

## INVOICE TERMS AND CONDITIONS - READ CAREFULLY

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

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

<b>Subtotal</b>	\$199.90
<b>Sales Tax (7.0%)</b>	\$0.00
<b>Total</b>	\$199.90
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	<b>\$199.90</b>



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. UG0000007239  
INVOICE DATE 12/31/2020  
DUE DATE Upon Receipt  
TOTAL AMOUNT DUE \$283.42

DURBIN CROSSING CDD NORTH  
475 W TOWN PL STE 114  
SAINT AUGUSTINE, FL 32092-3649

T74 P1

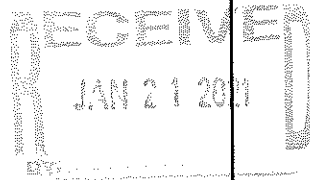
AMOUNT OF REMITANCE \$ 141.71



0055519306000000723900103588000000000141715

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
12/31/20	C ADMIN FEE <i>Dec Refuse North</i>		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				
12/31/20	4 YD FEL 1X WK		95.75	1.00	95.75
<del>12/31/20</del>	<del>1/1/2021-1/31/2021</del>				
12/31/20	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



*001-320-53800-45508*  
*538*

CURRENT	31-60 DAYS	61-90 DAYS	OVER 90 DAYS	ACCOUNT TOTAL
\$141.71	\$141.71	\$0.00	\$0.00	\$283.42

INVOICE TOTAL \$141.71

REMIT TO INFO ON THE REVERSE SIDE

Your account is currently past due, please remit payment. If your payment is in the mail thank you.



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

BE SURE TO WRITE YOUR INVOICE NUMBER ON YOUR CHECK

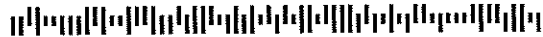
CUSTOMER NO. UG-103589  
INVOICE NO. UG0000007240  
INVOICE DATE 12/31/2020  
DUE DATE Upon Receipt  
TOTAL AMOUNT DUE \$374.40

DURBIN CROSSING SOUTH  
475 W TOWN PL STE 114  
ST AUGUSTINE, FL 32092-3649

T74 P1

AMOUNT OF REMITANCE

\$



00555193UG000000724000103589000000000187208

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
12/31/20	<i>Dec Refuse South</i> 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				
12/31/20	6 YD FEL 1X WK 1/1/2021-1/31/2021		128.04	1.00	128.04
12/31/20	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

CURRENT	31-60 DAYS	61-90 DAYS	OVER 90 DAYS	ACCOUNT TOTAL
\$187.20	\$187.20	\$0.00	\$0.00	\$374.40

INVOICE TOTAL \$187.20

REMIT TO INFO ON THE REVERSE SIDE

Your account is currently past due, please remit payment. If your payment is in the mail thank you.

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

RECEIVED

JAN 22 2021

Halcyon AV  
📶 📡 📷 📺

## INVOICE

### BILL TO

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

### SHIP TO

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

INVOICE # 1265

DATE 08/05/2020

DUE DATE 08/05/2020

TERMS Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	2MP Camera	HD analog dome Camera, 2.8mm-12mm lens, 98.43 ft Night Vision,	1	245.00	245.00T
	2MP Camera	HD analog bullet Camera, 2.8mm-12mm lens, 98.43 ft Night Vision,	1	245.00	245.00T
	Junction Box	Bullet camera back box	1	39.00	39.00T
	Labor	Install and program replacement camera for south amenity main gate and family pool.	3	100.00	300.00
	Parts	Power connector, mounting hardware, etc	1	50.00	50.00T

SUBTOTAL	879.00
TAX	0.00
TOTAL	879.00
BALANCE DUE	<b>\$879.00</b>

344A

1-320-53800-46300  
Miscellaneous

**Halcyon AV, LLC**

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

**RECEIVED**

JAN 20 2021

**Halcyon AV**  
📶 📶 📶**INVOICE**

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

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

**INVOICE** 1347  
**DATE** 01/20/2021  
**TERMS** Due on receipt  
**DUE DATE** 01/20/2021

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	5 MP Armor Ball Camera	5MP HD-over-Coax Armor Ball with 2.8mm Lens. Digital WDR	1	145.00	145.00T
	Labor	Add camera with wide dynamic range to the gym. Wire, connectors, hardware.	1	125.00	125.00

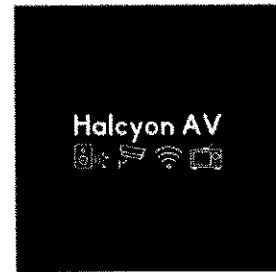
001-320-53800-  
44200  
344 A

SUBTOTAL	270.00
TAX	0.00
TOTAL	270.00
BALANCE DUE	<b>\$270.00</b>

1-320-53800-44200  
Repairs/Replacements

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

RECEIVED  
JAN 20 2021



## INVOICE

**BILL TO**

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

**SHIP TO**

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

**INVOICE # 1348****DATE** 01/20/2021**DUE DATE** 01/20/2021**TERMS** Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
12/15/2020	Labor	Test wifi network for north pool pump. Repair issue at north tennis gate not locking. Troubleshoot and test wiring at south tennis gate.	2	100.00	200.00

**BALANCE DUE****\$200.00**

1-320-53800-44200  
Repairs/Replacements

001-320-53800-

44200

344A

# Hopping Green & Sams

Attorneys and Counselors

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

## STATEMENT

January 22, 2021

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

RECEIVED

Bill Number 119817  
Billed through 12/31/2020

JAN 22 2021

### General Counsel

DURBIN 00001 MCE

001-310-51300-31500  
8A

### FOR PROFESSIONAL SERVICES RENDERED

12/02/20	MCE	Prepare letter to Pavlicek; research conservation damage; confer with Laughlin and Katsaras.	0.40 hrs
12/15/20	MCE	Review Pavlicek property; confer with Pavlicek; confer with Laughlin, Katsaras and Myhill.	0.30 hrs
12/22/20	ACW	Review federal coronavirus legislation for applicability to special districts.	0.10 hrs
12/30/20	MCE	Review e-verify new law and impact on district.	0.10 hrs
12/31/20	EGRE	Research application of e-verify law; prepare memorandum regarding same.	0.10 hrs
Total fees for this matter			\$302.00

### MATTER SUMMARY

Willson, Alyssa C.	0.10 hrs	265 /hr	\$26.50
Gregory, Emma C.	0.10 hrs	235 /hr	\$23.50
Eckert, Michael C.	0.80 hrs	315 /hr	\$252.00

TOTAL FEES \$302.00

### TOTAL CHARGES FOR THIS MATTER

**\$302.00**

### BILLING SUMMARY

Willson, Alyssa C.	0.10 hrs	265 /hr	\$26.50
Gregory, Emma C.	0.10 hrs	235 /hr	\$23.50
Eckert, Michael C.	0.80 hrs	315 /hr	\$252.00

TOTAL FEES \$302.00

### TOTAL CHARGES FOR THIS BILL

**\$302.00**

=====

**Please include the bill number with your payment.**



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

# Invoice

Date 2/1/2021

Invoice # 131295597614

Terms	Net 20
Due Date	2/21/2021
PO #	

<b>Bill To</b> Attn: Office Durbin Crossing North 475 West Town Place, Suite 114 St. Augustine FL 32092	<b>Ship To</b> 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  001-320-53800-45570  109A  RECEIVED JAN 21 2021	1	ea	637.49

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 Amount Due 637.49 \$637.49

## Remittance Slip

Customer  
13DUR100  
Invoice #  
131295597614

Amount Due \$637.49

Amount Paid

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372





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

## Invoice

Date

2/1/2021

Invoice #

131295597615

Terms	Net 20
Due Date	2/21/2021
PO #	

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate  001-320-53800-45510 109A  RECEIVED  JAN 18 2021	1	ea	1,212.74

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 #  
131295597615

Amount Due \$1,212.74

Amount Paid

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295597615



### Invoice

Mailing Correspondence Address: 1623 Troy Lynn Trail, Jacksonville, FL 32225  
(904) 645-9068 Fax: (904) 645-9082

E-mail: bookme@progressiveent.com

www.progressiveent.com

**Invoice date:** 1/13/2021 **Invoice #** 1210095 **Terms:** Due at event **PO#**  
**Customer name:** Durbin Crossing CDD **Event type:** Movie Night  
**Billing address:** 145 South Durbin Parkway, Jacksonville, FL 32259  
**Original contact person:** Danelle DeMarco **Wk:** 904-230-2011 **Cell:** 724-331-7695  
**At event contacts with cell:** Same **E-mail/ fax:** demarco@vestapropertyservices.com  
**Event date:** Saturday February 13, 2021 **Hours of event:** 6:30 pm till movie end **Hours of service:** Same  
**Approximate set up time:** 5:00 PM  
**Location name and address:** Same  
**Where to set up at location:** **Power within 75':** Yes  
**Set up-grass or pavement:** GR **Water within 75':** **Covered area for entertainer:** NA

#### Notes:

#### SERVICES NEEDED:

\* 32 foot Mega Movie System w/technicians

**Reg. Rate \$** 595.00 **Your Cost \$** 495.00  
**Your Total Savings \$** 100.00

RECEIVED

JAN 20 2021

98A

1-320-53800-45511  
Special Events

<b>Sub Total:</b>	\$	495.00
<b>Sales Tax:</b>	\$	-
<b>Invoice Total:</b>	\$	495.00
<b>Deposit</b>	\$	-
<b>Balance due at set up</b>	\$	495.00
<b>Payments received</b>	\$	-
<b>Current Balance</b>	\$	495.00

#### CANCELLATION, RE-SCHEDULING, INCLEMENT WEATHER POLICY

Any cancellation of this agreement by customer must be in writing at least 30 days prior to event date with specific reasons with verification by Progressive Entertainment. Any stopping of delivery/service of Progressive Entertainment must be at least 24 hrs. in advance to avoid labor costs. No penalties or loss of deposit occur if event is re-scheduled within 60 days of original event date. A 50% cancellation fee of total amount occurs when not within these terms. Other arrangements must be noted by Progressive Entertainment. For customer pick up- customer is responsible for theft or damage to equipment or materials while in possession. Progressive Entertainment is not responsible for any acts of nature which prevent event from taking place or being shortened. Service reserves the right to stop service if guests cause a safety or behavior issue to service.

**Customer signature required x** \_\_\_\_\_ **Date:** \_\_\_\_\_



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

# INVOICE

Invoice Number: PI-A00518930

Invoice Date: 12/01/20

PROPERTY: Durbin Crossing  
CDD

RECEIVED

JAN 22 2021

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

12/31/20

Qty	Item / Description	UOM	Unit Price	Extension
1	Lake & Pond Management Services SVR49641 12/01/20 - 12/31/20 Lake & Pond Management Services		4,429.00	4,429.00

Dec Lake maintenance

001-320-53800-46800

283 A

1-320-53800-46800  
Lake Maintenance

## 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
<b>TOTAL</b>	<b>4,429.00</b>



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

## Invoice

Durbin Crossing  
 Justin Blankenbaker  
 145 South Durbin Parkway  
 Jacksonville FL 32259

DATE	INVOICE #
1/18/2021	7346

Due	Terms
1/18/2021	0 Days

Job Name	Job Site	Phone	Salesperson	Total Due
Durbin Crossing 210115-1	223 Tadcaster Court	904-230-2011	AJ Aldridge	\$500.00

#	Item	Service Description	Completed	Tax	Qty	Price
1	Pine	Tree Removal <u>Location:</u> 223 Tadcaster Court St. Johns, FL 32259 Remove (2) dead Pine trees, behind fence, without stump grinding. Leave debris is wooded area.	1/16/2021	0.00 %	0.00	\$500.00

2431A

RECEIVED

001-320-53800-46210  
 JAN 20 2021

1-320-53800-46210  
 Landscape Contingency

Thank you,  
 AJ Aldridge

<b>Subtotal:</b>	\$500.00
<b>Discount:</b>	\$0.00
<b>Tax:</b>	\$0.00
<b>Total:</b>	<b>\$500.00</b>
<b>Credit:</b>	\$0.00
<b>Balance:</b>	\$500.00

Customer
Durbin Crossing Justin Blankenbaker 145 South Durbin Parkway Jacksonville FL 32259

## Invoice Remit Payment

DATE	INVOICE #
1/18/2021	7346
<b>Total Amount Due:</b>	<b>\$500.00</b>



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

## Invoice

DATE	INVOICE #
1/25/2021	7377

Due	Terms
1/25/2021	0 Days

Durbin Crossing  
 Justin Blankenbaker  
 145 South Durbin Parkway  
 Jacksonville FL 32259

Job Name	Job Site	Phone	Salesperson	Total Due
Durbin Crossing 210123-1	136 Dundee Place	904-230-2011	AJ Aldridge	\$350.00

#	Item	Service Description	Completed	Tax	Qty	Price
1	Pine	Tree Removal <u>Site Location:</u> 136 Dundee Place Saint Johns, FL 32259 Drop (1) Pine tree in wooded area. Clean-up included.	1/23/2021	0.00 %	0.00	\$350.00

RECEIVED

JAN 25 2021

243A

1-320-53800-46210  
 Landscape Contingency

Thank you,  
 AJ Aldridge

Subtotal:	\$350.00
Discount:	\$0.00
Tax:	\$0.00
<b>Total:</b>	<b>\$350.00</b>
Credit:	\$0.00
Balance:	\$350.00

Customer
Durbin Crossing Justin Blankenbaker 145 South Durbin Parkway Jacksonville FL 32259

## Invoice Remit Payment

DATE	INVOICE #
1/25/2021	7377
<b>Total Amount Due:</b>	<b>\$350.00</b>



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

## Invoice

Durbin Crossing  
 Justin Blankenbaker  
 145 South Durbin Parkway  
 Jacksonville FL 32259

DATE	INVOICE #
12/29/2020	7290

Due	Terms
12/29/2020	0 Days

Job Name	Job Site	Phone	Salesperson	Total Due
Durbin Crossing 201228-1	1342 Fryston St	904-230-2011	AJ Aldridge	\$700.00

#	Item	Service Description	Completed	Tax	Qty	Price
1	Tree(s)	Emergency <u>Location:</u> 1342 Fryston Street St. Johns, FL 32259 Remove (1) down Pine tree. Clean-up and debris removal included. Remove (2) standing Pine trees. Debris left in wooded area.	12/29/2020	0.00 %	0.00	\$700.00

RECEIVED  
 JAN 20 2021

1-320-53800-46210  
 Landscape Contingency

Thank you,  
 AJ Aldridge

<b>Subtotal:</b>	\$700.00
<b>Discount:</b>	\$0.00
<b>Tax:</b>	\$0.00
<b>Total:</b>	<b>\$700.00</b>
<b>Credit:</b>	\$0.00
<b>Balance:</b>	\$700.00

Customer
Durbin Crossing Justin Blankenbaker 145 South Durbin Parkway Jacksonville FL 32259

### Invoice Remit Payment

DATE	INVOICE #
12/29/2020	7290
<b>Total Amount Due:</b>	<b>\$700.00</b>



-Since 1963-

# Weather Engineers, Inc.

PO Box 37068  
Jacksonville, FL 32236  
Phone: (904) 356-3963  
Fax: (904) 356-4969  
www.weatherengineers.com  
CAC041190  
Tax ID 59-3076169

**BILL TO: #104602**

**DURBIN CROSSING CDD  
145 S DURBIN PARKWAY  
ST. JOHNS FL 32259**

# Invoice

Number	Date
S56611	12/18/20

## SERVICE PERFORMED AT:

**DURBIN CROSSING CDD  
NORTH BUILDING  
730 N DURBIN PARKWAY  
ST. JOHNS FL 32259**

Site # : 104602-002

Return this portion with payment

Amount Paid: \_\_\_\_\_

Work Order Date	Call Slip Number	P.O. Number	Salesman	Terms	Contract #	Batch #
12/17/20	76875		JRM	30	SA0	

## DESCRIPTION

Please pay from this invoice for the below quoted work completed:

Performed complete air conveyance system remediation/cleaning on (1) air handler unit and all associated supply and return ducting as needed. Cleaned entire AHU and power cleaned supply ducting with 200 psi air sweeping technology. Treated supply ducting with Benefect (micro-biocide) solution.

354A

RECEIVED

JAN 25 2021

RECEIVED

JAN 25 2021  
1-320-53800-46300  
Miscellaneous

AS AGREED 1174.00

TOTAL \$ 1,174.00

**Thank you for your business!!**

Please make all checks payable to Weather Engineers, Inc.  
Remit To: PO Box 37068 Jacksonville, FL 32236  
Phone (904) 356-3963\* Fax (904) 356-4969

We are an equal opportunity employer and do not discriminate against applicants due to race, gender, veterans status, or on the basis of disability or any other federal, state or local protected class. THIS CONTRACTOR AND SUBCONTRACTOR SHALL ABIDE BY THE REQUIREMENTS OF 41 CFR 80-300.6 (A). THIS REGULATION PROHIBITS DISCRIMINATION AGAINST QUALIFIED PROTECTED VETERANS, AND REQUIRES AFFIRMATIVE ACTION BY COVERED PRIME CONTRACTORS AND SUBCONTRACTORS TO EMPLOY AND ADVANCE IN EMPLOYMENT QUALIFIED PROTECTED VETERANS.



-Since 1963-

**Weather Engineers, Inc.**  
PO Box 37068  
Jacksonville, FL 32236  
Phone: (904) 356-3963  
Fax: (904) 356-4969  
www.weatherengineers.com  
CAC041190  
Tax ID 59-3076169

## Invoice

Number	Date
S56612	12/18/20

**BILL TO: #104602**

**DURBIN CROSSING CDD**  
145 S DURBIN PARKWAY  
ST. JOHNS FL 32259

**SERVICE PERFORMED AT:**

**DURBIN CROSSING CDD**  
NORTH BUILDING  
730 N DURBIN PARKWAY  
ST. JOHNS FL 32259

Site # : 104602-002

Return this portion with payment

Amount Paid: \_\_\_\_\_

Work Order Date	Call Slip Number	P.O. Number	Salesman	Terms	Contract #	Batch #
12/17/20	76876		JRM	30	SA0	

### DESCRIPTION

Reported by: STEVE HOWELL  
Trouble Code: EUV - U. V. LIGHTS  
Install (1) Reme Halo; invoice cust \$950

BRAND [ MODEL # / SERIAL # ] SERVING AREA  
REME-HALO REME-H / Y4URHL4318 ON SITE

Installed Reme-Halo System.

Installed (1) Reme-Halo System per quoted pricing.

**RECEIVED**  
JAN 25 2021

354A

1-320-53800-46300  
Miscellaneous

AS AGREED 950.00

**TOTAL \$ 950.00**

**Thank you for your business!!**

Please make all checks payable to Weather Engineers, Inc.  
Remit To: PO Box 37068 Jacksonville, FL 32236  
Phone (904) 356-3963\* Fax (904) 356-4969

We are an equal opportunity employer and do not discriminate against applicants due to race, gender, veterans status, or on the basis of disability or any other federal, state or local protected class. THIS CONTRACTOR AND SUBCONTRACTOR SHALL ABIDE BY THE REQUIREMENTS OF 41 CFR 80-300.5 (A). THIS REGULATION PROHIBITS DISCRIMINATION AGAINST QUALIFIED PROTECTED VETERANS, AND REQUIRES AFFIRMATIVE ACTION BY COVERED PRIME CONTRACTORS AND SUBCONTRACTORS TO EMPLOY AND ADVANCE IN EMPLOYMENT QUALIFIED PROTECTED VETERANS.

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

Invoice #: 479

Invoice Date: 2/1/21

Due Date: 2/1/21

Case:

P.O. Number:

RECEIVED

FEB 02 2021

**Bill To:**Durbin Crossing CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
1. Management Fees - February 2021		3,916.67	3,916.67
2. Information Technology - February 2021		133.33	133.33
3. Impact Fee Collection Administration - February 2021		1,250.00	1,250.00
4. Dissemination Agent Services - February 2021		500.00	500.00
5. Office Supplies		3.37	3.37
6. Postage		18.50	18.50
7. Copies		90.00	90.00
21 A			
1. 001-310-51300. 34000			
2. 001, 310. 51300. 35100			
3. 001, 310. 51300. 32500			
4. 001, 310. 51300. 31300			
5. 001, 310. 51300. 51000			
6. 001, 310. 51300. 42000			
7. 001, 310. 51300. 42500			
<b>Total</b>			<b>\$5,911.87</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$5,911.87</b>



RECEIVED

FEB 04 2021

# Invoice

Invoice #: 4643

Date: 01/31/21

Customer PO:

DUE DATE: 03/02/2021

## 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

#4320 - Standard Maintenance Contract 2021-2022 January 2021

## AMOUNT

\$37,540.00

## Invoice Notes:

Thank you for your business!

**AMOUNT DUE THIS INVOICE**

**\$37,540.00**

001,320,53800,46200

348A

1-320-53800-46200  
Landscape Maintenance



## Invoice

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

**Invoice #** 379246  
**Date** 2/1/2021  
**Terms** Net 30  
**Due Date** 3/3/2021  
**Memo** Monthly Fees

### Bill To

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

252A

Description	Quantity	Rate	Amount
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.

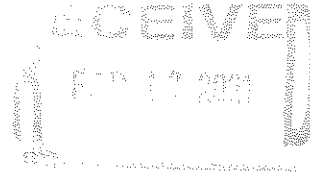
**Total** \$32,493.22

RECEIVED

FEB 01 2021

# Hello,

Thanks for choosing Comcast Business.

**Your bill at a glance**

Previous balance		\$1,022.98
Payment - thank you	Jan 04	-\$527.61
<b>Balance forward due now</b>		<b>\$495.37</b>
Regular monthly charges	Page 3	\$495.00
One-time charges	Page 3	\$10.00
Taxes, fees and other charges	Page 3	\$30.19
<b>New charges due Feb 22, 2021</b>		<b>\$535.19</b>

**Amount due \$1,030.56****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](http://business.comcast.com/help) or see page 2 for other ways to contact us.

**Your bill explained**

- 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.
- This page gives you a quick summary of your monthly bill. A detailed breakdown of your charges begins on page 3.
- Any payments received or account activity after Feb 01, 2021 will show up on your next bill. View your most up-to-date account balance at [business.comcast.com/myaccount](http://business.comcast.com/myaccount).

Feb serv. X ~~1024~~  
1022920

001. 320. 538. 453.

50 A

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 01 20210201 NNNNNNNY 0000606 0002DURBIN 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 \$495.37

New charges due Feb 22, 2021 \$535.19 —

**Total amount due \$1,030.56**

Amount enclosed \$

Make checks payable to Comcast  
Do not send cash

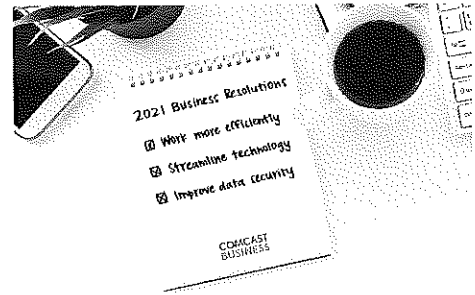
Send payment to

COMCAST  
PO BOX 71211  
CHARLOTTE NC 28272-1211

849574140102292001030568



# Make this year's resolution better solutions.



Resolutions come and go. This year your business needs more than that.

As a valued customer, it's important that you know about how our innovative solutions can help your business turn resolutions into reality — because in changing conditions, technology is the key to growth and success.

For you and your business, we're offering a **personalized, one-on-one account review**, led by a business services representative who has the technology know-how to assess your needs and recommend comprehensive solutions.

From reliable connectivity on the nation's largest Gig-speed network to cybersecurity solutions and automatic 4G LTE backup for all your connected devices, we are here to help you be ready for today — and tomorrow.

Call now to see how we can help  
your business **Bounce Forward.**<sup>™</sup>

**1-855-862-4456**

Restrictions apply. Services and features vary depending on level of service. Comcast Business SecurityEdge<sup>™</sup> and Connection Pro 4G LTE back-up each require Comcast Business Internet for additional monthly charge. **Internet:** Actual speeds vary and are not guaranteed. **SecurityEdge:** Does not prevent access to Internet sites if connected via public WiFi, virtual private network technology, or non-Comcast DNS servers. **Connection Pro:** Back up time for up to 8 hours but varies depending on number of devices and is not guaranteed. Call for restrictions and complete details. © 2021 Comcast. All rights reserved. B4178A-ADP-FAR-4456 PA0161

COMCAST  
BUSINESS

# Hello,

Thanks for choosing Comcast Business.

**Your bill at a glance**

For more details about your bill, please refer to the following pages:

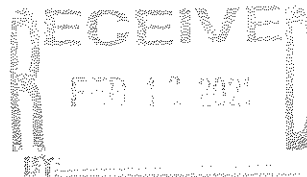
Previous balance		\$817.53
Payments - thank you	Page 3	-\$826.55
<b>Balance forward</b>		<b>-\$9.02</b>
Regular monthly charges	Page 3	\$392.50
Taxes, fees and other charges	Page 3	\$31.00
<b>New charges</b>		<b>\$423.50</b>

**Amount due Feb 24, 2021 \$414.48****Need help?**Visit [business.comcast.com/help](http://business.comcast.com/help) or see page 2 for other ways to contact us.**Your bill explained**

- Any payments received or account activity after Feb 03, 2021 will show up on your next bill. View your most up-to-date account balance at [business.comcast.com/myaccount](http://business.comcast.com/myaccount).
- This page gives you a quick summary of your monthly bill. A detailed breakdown of your charges begins on page 3.



Feb Service X 1246669



001.320.53800.45300

50A

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 03 20210203 NNNNNNNY 0000286 0001DURBAN CROSSING CDD  
OFC FITNESS  
475 W TOWN PL STE 114  
ST AUGUSTINE, FL 32092-3649

Account number

**8495 74 140 1246669**

Payment due

**Feb 24, 2021****Please pay****\$414.48**

Amount enclosed

\$

Make checks payable to Comcast

Do not send cash

Send payment to

COMCAST  
PO BOX 71211  
CHARLOTTE NC 28272-1211

849574140124666900414482

## Balance forward -\$9.02

Previous balance \$817.53

## Payments -\$826.55

Payment	Jan 04	-\$393.84
Payment	Feb 03	-\$432.71

## 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

## Taxes, fees and other charges \$31.00

Other charges \$0.07

Regulatory Cost Recovery	\$0.07
--------------------------	--------

## Taxes & government fees \$30.93

Sales Tax	\$13.83
State Communications Services Tax	\$13.27
Local Communications Services Tax	\$3.83

### What's included?



**TV:** Keep your employees informed and customers entertained

This shows a service is included in your package: ✓

Visit [business.comcast.com/myaccount](https://business.comcast.com/myaccount) for more details

## Additional information

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 April 13, 2021, Cartoon Network will no longer be available with Standard or Digital Standard. It will be available with Preferred and Digital Deluxe.

FASTSIGNS#171701

8535-7 Baymeadows Rd.

Jacksonville, FL 32256

Phone 904-443-7446

Fax. 904-443-6228

Email: sales@fsonbaymeadows.com

**Invoice:**

**299 72931**

Invoice Date:

**2/9/2021**

Customer: **Durbin Crossing** ph: (904) 230-2011  
Contact: Justin Blankenbaker Customer: 7338  
Description: No Trespassing Signs with U-channel Post  
Sales Person: Shawn Layton cell: (571) 477-5047  
Clerk: Shawn Layton Email: jblankenbaker@vestapropertyservices.com

	Product	Qty	Sides	H x W	Unit Cost	Item Total
1	Aluminum/3ml MaxMetal	* 10	1	18 x 18	\$67.00	\$670.00
	Description: 3M Prismatic Reflective 080 Aluminum "No Trespassing" Signs					
2	Miscellaneous	* 10	1	84 x 1	\$32.00	\$320.00
	Description: 7' Green U-Channel Post with Mounting Hardware					

114A  
1-320-53800-46300  
Miscellaneous

1-320-538-442  
signage

RECEIVED  
FEB 12 2021

Other Payments:

Shipping Notes:

Form of Payment / Amount / Initials

Notes:

Line Item Total:	\$990.00
Tax Exempt Amt:	\$990.00
Subtotal:	\$990.00
Taxes:	\$0.00
Total:	\$990.00
Total Payments:	\$0.00
Balance Due:	\$990.00

C.O.D.

ATTN: Justin Blankenbaker  
Durbin Crossing  
145 S. Durbin Park  
Jacksonville, FL 32259

Received/Accepted By:



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

WORK ORDER:  
**WO-28757**

## INVOICE

**Bill to:** Durbin Crossing  
145 S Durbin Pkwy  
St Johns, FL 32259

**Attention:** Durbin Crossing  
TMyhill@vestapropertyservices.com

**Invoice Date:** 01/27/2021  
**Site:** 145 S Durbin Pkwy  
145 S Durbin Pkwy  
St Johns, FL 32259

**Work done description:** Very loud (shrill sound) coming from front roller of machine, most likely the bearing of the roller is rusted. Called true fitness and ordered new roller. Also cleaned all dust and grim around roller and motor. The item will be shipped to the store. Date ordered 1/27/21. Pat is also aware of this situation.

Ref#CW1492685

**Equipment Name:** Treadmill

Item	Description	Qty	Rate	Amount \$
SERVICE:Hourly Service Rates:Rate \$119.95	Rate \$119.95 Per Hour	1.00	119.95	119.95
<b>Sub Total:</b>				119.95
<b>Total Amount Due:</b>				119.95

For questions please call 904-998-0738

173A

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

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

This work was for 16-TCS600258D

RECEIVED

FEB 12 2021



**GFL Environmental**  
**P: (904) 760-5880**  
**JacksonvilleFL@gflenv.com**  
 environmental

BE SURE TO WRITE YOUR INVOICE NUMBER ON YOUR CHECK

DURBIN CROSSING SOUTH  
 475 W TOWN PL STE 114  
 ST AUGUSTINE, FL 32092-3649

25



**CUSTOMER NO.** UG-103589  
**INVOICE NO.** UG0000009803  
**INVOICE DATE** 01/31/2021  
**DUE DATE** 01/31/2021  
**TOTAL AMOUNT DUE** **\$561.60**  
**REFERENCE NO.**

**AMOUNT OF REMITTANCE** \$

0055519306000000980300103589000000000187205

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
31 - Jan	(0000) ST JOHN CM FRAN FEE 5% at 5.000% on \$6.50				\$0.33
	<b>SITE TOTAL</b>				<b>\$0.33</b>
31 - Jan	(0001) DURBIN CROSSING SOUTH 145 S DURBIN PKWY, SAINT JOHNS FL  Serv #001 COMM FRONTLOAD WASTE PERM 6YD 6 YD FEL 1X WK Feb 01/21 - Feb 28/21		\$128.04	1.00	\$128.04
31 - Jan	ENERGY CHARGE				\$43.74
31 - Jan	ST JOHN CM FRAN FEE 5% at 5.000% on \$171.78				\$8.59
	<b>SITE TOTAL</b>				<b>\$180.37</b>
31 - Jan	(0000) C ADMIN FEE	SC20505			\$6.50
	<b>SITE TOTAL</b>				<b>\$6.50</b>

Notes:

CURRENT	31 - 60 DAYS	61 - 90 DAYS	OVER 90 DAYS	ACCOUNT TOTAL
\$187.20	\$187.20	\$187.20	\$0.00	\$561.60

<b>TOTAL INVOICE</b>	\$187.20
----------------------	----------

REMIT TO INFO ON THE REVERSE SIDE ➡

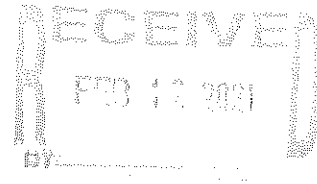
**CUSTOMER NO** UG-103589

**INVOICE DATE** 01/31/2021

**INVOICE NO.** UG0000009803

SEND TO INFO ON THE REVERSE SIDE 

10	11	12 14	13	15	16	17	18	19
START STOP	NEWSPAPER REFERENCE	DESCRIPTION	PRODUCT	SAU SIZE	BILLED UNITS	TIMES RUN	RATE	AMOUNT
12/31		Balance Forward						\$0.00
01/14 01/14	103330572-01142021	BOS REG MTG 1/25/21	SA St Augustine Record	1.00 x 7.7500	7.75	1	\$8.98	\$69.60
01/14 01/14	103330572-01142021	BOS REG MTG 1/25/21	SA St Aug Record Online	1.00 x 7.7500	7.75	1	\$8.97	\$69.52
PREVIOUS AMOUNT OWED:				\$0.00				
NEW CHARGES THIS PERIOD:				\$139.12				
CASH THIS PERIOD:				\$0.00				
DEBIT ADJUSTMENTS THIS PERIOD:				\$0.00				
CREDIT ADJUSTMENTS THIS PERIOD:				\$0.00				
We appreciate your business.								
Notice of meeting 1/14/21								
061: 310.51300.48000								
9A								
RECEIVED FEB 12 2021								



**INVOICE AND STATEMENT OF ACCOUNT**

AGING OF PAST DUE ACCOUNTS

\* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE



21	CURRENT NET AMOUNT	22	30 DAYS	60 DAYS	OVER 90 DAYS	* UNAPPLIED AMOUNT	23	TOTAL AMOUNT DUE
	\$139.12		\$0.00	\$0.00	\$0.00	\$0.00		\$139.12

ADVERTISER INFORMATION			
1	BILLING PERIOD	6	BILLED ACCOUNT NUMBER
	01/01/2021 - 01/31/2021		15654
7	ADVERTISER/CLIENT NUMBER	2	ADVERTISER/CLIENT NAME
	15654		DURBIN CROSSING / GMS

**MAKE CHECKS PAYABLE TO**

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

Payment is due upon receipt.

The St. Augustine Record

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE



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

**ADVERTISING INVOICE and STATEMENT**

1	BILLING PERIOD	2	ADVERTISER/CLIENT NAME
	01/01/2021 - 01/31/2021		DURBIN CROSSING / GMS
COMPANY	23	TOTAL AMOUNT DUE	* UNAPPLIED AMOUNT
SA 7		\$139.12	\$0.00
			NET 15 DAYS
21	CURRENT NET AMOUNT	22	30 DAYS
	\$139.12		\$0.00
			\$0.00
			\$0.00
4	PAGE #	5	BILLING DATE
			01/31/2021
6	BILLED ACCOUNT NUMBER	7	ADVERTISER/CLIENT NUMBER
	15654		15654
24	STATEMENT NUMBER		0000083736

8 BILLING ACCOUNT NAME AND ADDRESS

9 REMITTANCE ADDRESS



9  
8 - 2048

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



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

Thu, Jan 14, 2021  
9:11:30AM

## Legal Ad Invoice

# The St. Augustine Record

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

**Acct:** 15654  
**Phone:** 9049405850  
**E-Mail:**  
**Client:** DURBIN CROSSING / GMS

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

**City:** SAINT AUGUSTINE

**State:** FL

**Zip:** 32092

**Ad Number:** 0003330572-01  
**Start:** 01/14/2021  
**Placement:** SA Legals  
**Copy Line:**

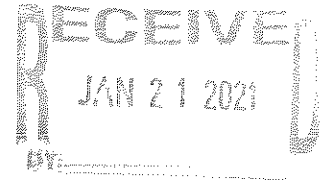
**Caller:** Courtney Hogge  
**Issues:** 1  
**Rep:** Melissa Rhinehart

**Paytype:** BILL  
**Stop:** 01/14/2021

DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT NOTICE OF PUBLIC MEETING HELD DURING PUBLIC HI

001-310 - 51300 - 48000

9A



Thu, Jan 14, 2021  
9:11:30AM

## Legal Ad Invoice

# The St. Augustine Record

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

Lines	91
Depth	7.75
Columns	1
Price	\$139.12

**DURBIN CROSSING COMMUNITY  
DEVELOPMENT DISTRICT  
NOTICE OF PUBLIC MEETING  
HELD DURING PUBLIC HEALTH  
EMERGENCY DUE TO COVID-19**

Notice is hereby given that the Board of Supervisors ("Board") of the Durbin Crossing Community Development District ("District") will hold a regular meeting on Monday, January 25, 2021 at 6:00 p.m. at the Durbin Crossing South Amenity Center located at 145 South Durbin Parkway, St. Johns, Florida 32259, where the Board may consider any business that may properly come before it ("Meeting").

While it may be necessary to hold the above referenced meeting of the District's Board of Supervisors during the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. Toward that end, anyone wishing to participate in the meeting and obtain information about how the meeting will occur should refer to the District's website, [www.DurbinCrossingCDD.com](http://www.DurbinCrossingCDD.com) or contact the office of the District Manager, c/o Governmental Management Services, LLC, at (904) 940-5850 or [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com) to obtain access information. Additionally, participants are strongly encouraged to submit questions and comments to the District Manager at least 24 hours in advance at (904) 940-5850 or [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com) to facilitate the Board's consideration of such questions and comments during the meeting.

The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The Meeting may be continued to a date, time, and place to be specified on the record at such Meeting. An electronic copy of the agenda for these meetings may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, Florida 32092 or by calling (904) 940-5850 and is expected to also be available on the District's website at [www.DurbinCrossingCDD.com](http://www.DurbinCrossingCDD.com). There may be occasions when one or more Supervisors will participate by telephone or video conference.

Any person requiring special accommodations at the Meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the Meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

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

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

Daniel Laughlin  
District Manager  
0003330572 January 14, 2021

THE ST. AUGUSTINE RECORD  
Affidavit of Publication

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

ACCT: 15654  
AD# 0003330572-01  
PO#

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

STATE OF FLORIDA  
COUNTY OF ST. JOHNS

Before the undersigned authority personally appeared MELISSA RHINEHART who on oath says he/she is an Employee of the St. Augustine Record, a daily newspaper published at St. Augustine in St. Johns County, Florida; that the attached copy of advertisement being a **NOTICE OF MEETING** in the matter of **BOS REG MTG 1/25/21** was published in said newspaper on **01/14/2021**.

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

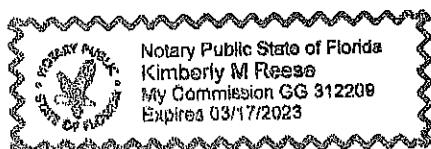
Sworn to (or affirmed) and subscribed before me by means of

☒ physical presence or  
☐ online notarization

this \_\_\_\_ day of JAN 14 2021

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

Kimberly M. Reese  
(Signature of Notary Public)



DURBIN CROSSING COMMUNITY  
DEVELOPMENT DISTRICT  
NOTICE OF PUBLIC MEETING  
HELD DURING PUBLIC HEALTH  
EMERGENCY DUE TO COVID-19

Notice is hereby given that the Board of Supervisors ("Board") of the Durbin Crossing Community Development District ("District") will hold a regular meeting on Monday, January 25, 2021 at 6:00 p.m. at the Durbin Crossing South Amenity Center located at 145 South Durbin Parkway, St. Johns, Florida 32259, where the Board may consider any business that may properly come before it ("Meeting").

While it may be necessary to hold the above referenced meeting of the District's Board of Supervisors during the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. Toward that end, anyone wishing to participate in the meeting and obtain information about how the meeting will occur should refer to the District's website, [www.DurbinCrossingCDD.com](http://www.DurbinCrossingCDD.com) or contact the office of the District Manager, c/o Governmental Management Services, LLC, at (904) 940-5850 or [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com) to obtain access information. Additionally, participants are strongly encouraged to submit questions and comments to the District Manager at least 24 hours in advance at (904) 940-5850 or [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com) to facilitate the Board's consideration of such questions and comments during the meeting.

The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The Meeting may be continued to a date, time, and place to be specified on the record at such Meeting. An electronic copy of the agenda for these meetings may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, Florida 32092 or by calling (904) 940-5850 and is expected to also be available on the District's website at [www.DurbinCrossingCDD.com](http://www.DurbinCrossingCDD.com). There may be occasions when one or more Supervisors will participate by telephone or video conference.

Any person requiring special accommodations at the Meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the Meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

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

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

Daniel Laughlin  
District Manager  
0003330572 January 14, 2021



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

## Invoice

Durbin Crossing  
Justin Blankenbaker  
145 South Durbin Parkway  
Jacksonville FL 32259

DATE	INVOICE #
2/17/2021	7467

Due	Terms
2/17/2021	0 Days

Job Name	Job Site	Phone	Salesperson	Total Due
Durbin Crossing 210217-1	145 South Durbin South	904-230-2011	Doug Logan Mantis	\$1,880.00

#	Item	Service Description	Completed	Tax	Qty	Price
1	Palm	Fertilization Broadcast Fertilizing with 13-3-13 (84) Medjool Palms (104) Washingtonian Palms	2/10/2021	0.00 %	0.00	\$1,880.00

1-320-53800-46210  
243A

1-320-53800-46300  
Miscellaneous

Thank you,  
Doug Logan Mantis

Subtotal:	\$1,880.00
Discount:	\$0.00
Tax:	\$0.00
Total:	\$1,880.00
Credit:	\$0.00
Balance:	\$1,880.00

Customer
Durbin Crossing Justin Blankenbaker 145 South Durbin Parkway Jacksonville FL 32259

### Invoice Remit Payment

DATE	INVOICE #
2/17/2021	7467
Total Amount Due:	\$1,880.00



# Invoice

Invoice #: 4584

Date: 01/29/21

Customer PO:

**DUE DATE: 02/28/2021**

## 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

#4097 - South Amenity Entry Palms

Install 2 majesty palms property size for entry per Justin and photo provided.

Landscape Enhancement

## AMOUNT

\$140.00

## Invoice Notes:

Thank you for your business!

**AMOUNT DUE THIS INVOICE**

**\$140.00**

348 A

1-320-53800-46300  
Miscellaneous

RECEIVED  
FEB 12 2021



# Invoice

Invoice #: 4739

Date: 02/01/21

Customer PO:

DUE DATE: 03/03/2021

## 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

#4320 - Standard Maintenance Contract 2021-2022 February 2021

## AMOUNT

\$36,626.00

## Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$36,626.00

Feb Landscape Maint  
001. 320. 538. 462.  
348 A

RECEIVED

FEB 16 2021



# Invoice

RECEIVED

Vesta Property Services, Inc.  
245 Riverside Avenue  
Suite 300  
Jacksonville FL 32202

FEB 18 2021

2521A

Invoice # 379841  
Date 1/31/2021  
Terms  
Due Date 2/28/2021  
Memo Pass Thru Jan.

## Bill To

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

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

Description	Quantity	Rate	Amount
Billable Expenses			381.60
1 Bathroom cleaner, coffee, gloves, kleenex, creamer, hand sanitizer, and wipes			164.32
1 Cups, and soap			16.44
1 Glass cleaner			11.26
1 Spray bottle			309.09
3 Pool Supplies			882.71
Total Billable Expenses			

Total \$882.71



-Since 1963-

# Weather Engineers, Inc.

PO Box 37068

Jacksonville, FL 32236

Phone: (904) 356-3963

Fax: (904) 356-4969

www.weatherengineers.com

CAC041190

Tax ID: 59-3076169

# Invoice

Number

C22263

Date

02/17/21

**BILL TO: #104602**

**DURBIN CROSSING CDD**

**145 S DURBIN PARKWAY  
ST. JOHNS FL 32259**

**SERVICE PERFORMED AT:**

**DURBIN CROSSING CDD**

**AMENITY CENTER**

**145 S DURBIN PARKWAY**

**ST. JOHNS FL 32259**

**Site Number: 104602-001**

Return this portion with payment

Amount Paid: \_\_\_\_\_

Invoice Date	Customer #	P.O. Number	Salesman	Terms	Contract #
02/17/21	104602			30	SA001

## DESCRIPTION

Service Date: 2/16/21

Replaced the air filters for your HVAC equipment as per agreement. Also added algae tabs to the drain pans and checked the Delta T's.

This inspection covers the following locations:

730 N. Durbin Parkway

145 S. Durbin Parkway

001.320.538.463

354 A

1-320-53800-46300

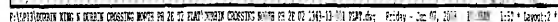
Miscellaneous

**TOTAL : \$ 246.75**

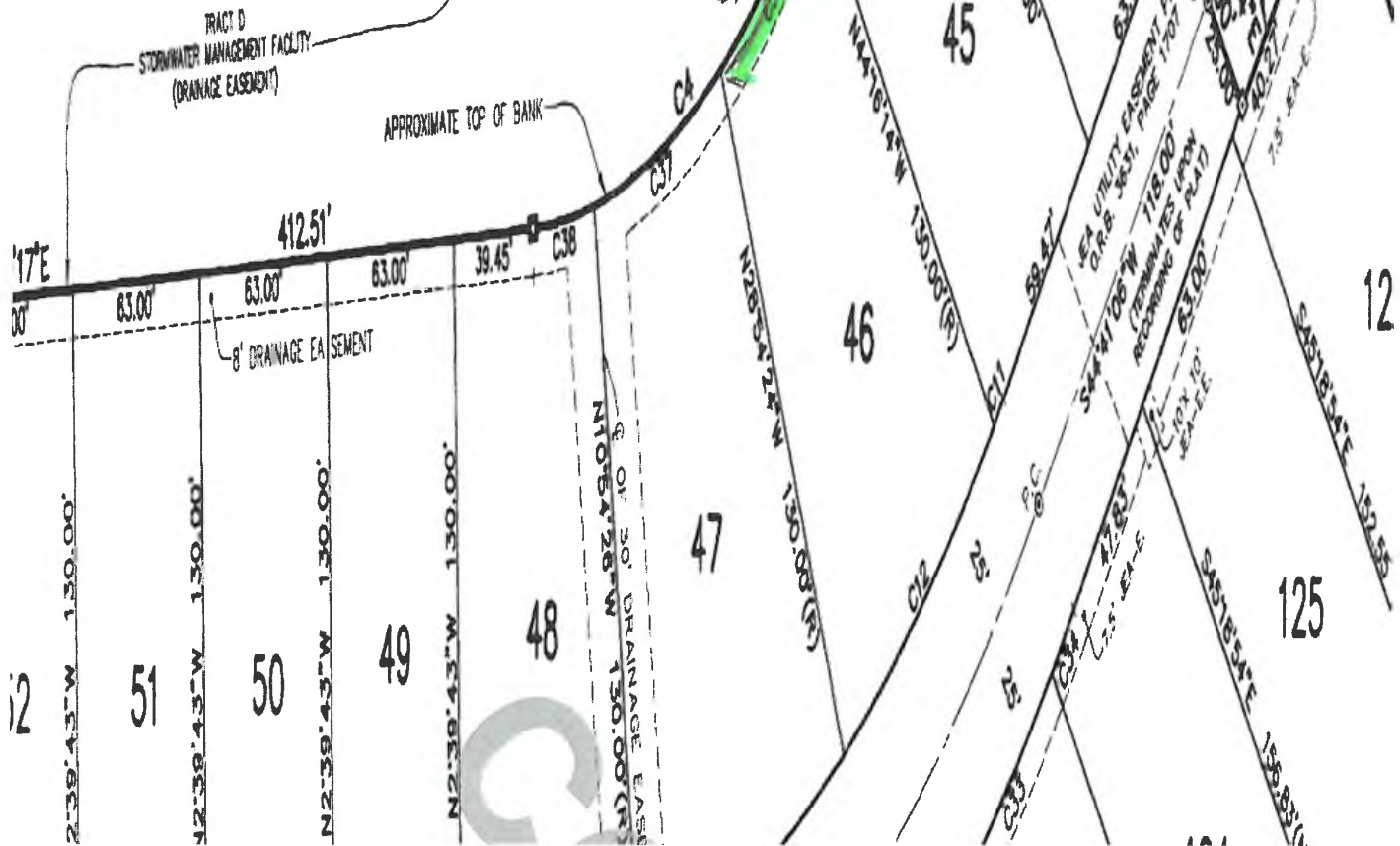
We are an equal opportunity employer and do not discriminate against applicants due to race, ethnicity, gender, veterans status, or on the basis of disability or any other federal, state or local protected class. THIS CONTRACTOR AND SUBCONTRACTOR SHALL ABIDE BY THE REQUIREMENTS OF 41 CFR 60-300.5 (A). THIS REGULATION PROHIBITS DISCRIMINATION AGAINST QUALIFIED PROTECTED VETERANS, AND REQUIRES AFFIRMATIVE ACTION BY COVERED PRIME CONTRACTORS AND SUBCONTRACTORS TO EMPLOY AND ADVANCE IN EMPLOYMENT QUALIFIED PROTECTED VETERANS

## *FIFTH ORDER OF BUSINESS*





NEW PAVERS  
TO BE INSTALLED ON THE DRAINAGE  
EASEMENT.



DIMENSIONS . 8 FT WIDE  
50 FT LONG

SAME TYPE OF TRAVERTINE  
PAVERS AS THE EXISTING  
POOL DECK.

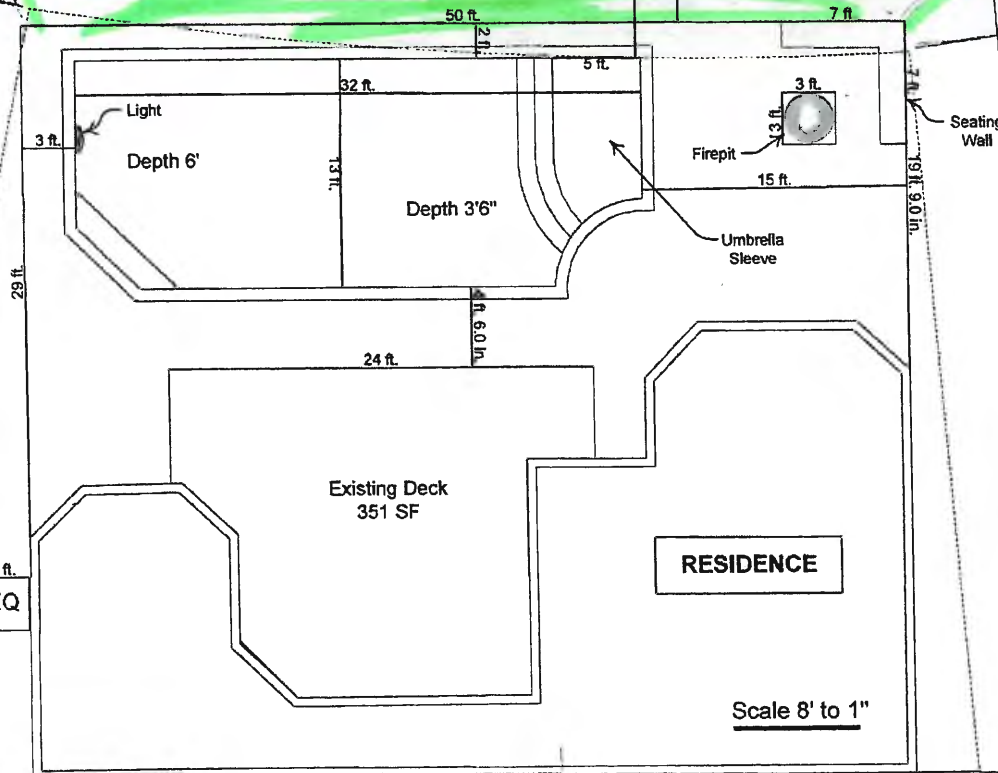
EH

EXISTING  
FENCE

Property line

Email: info@epicpool.com

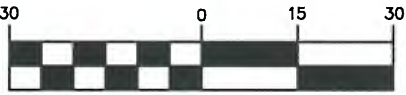
NEW PAVERS HERE



# BOUNDARY SURVEY

LOT 46 AS SHOWN ON MAP OF  
DURBIN CROSSING NORTH PHASE 2E - UNIT 2  
AS RECORDED IN MAP BOOK 69, PAGES 73-76 OF THE CURRENT PUBLIC RECORDS OF ST. JOHNS COUNTY, FL.

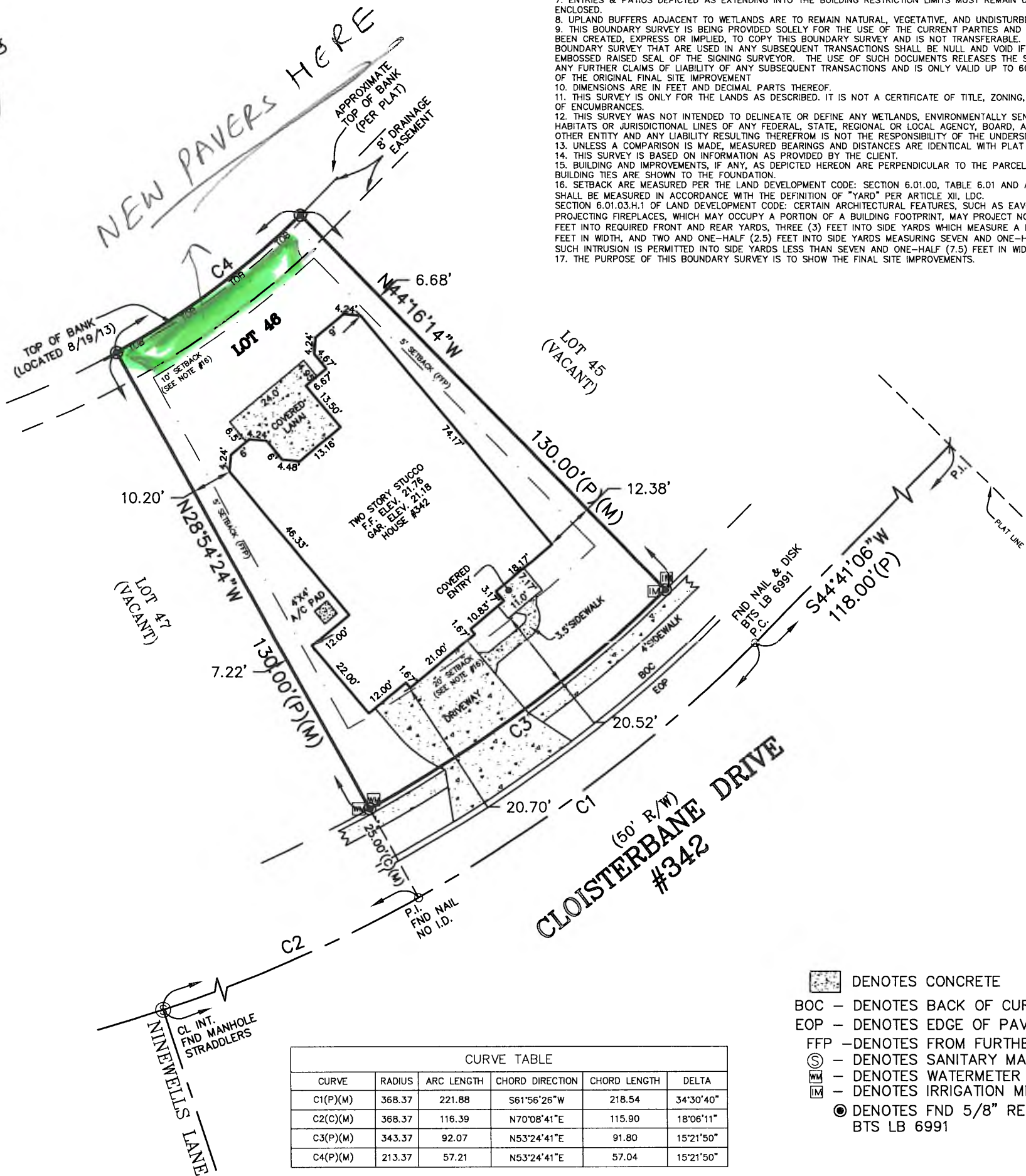
## GRAPHIC SCALE



( IN FEET )  
1 inch = 30 ft.

### GENERAL NOTES:

1. BEARINGS ARE BASED ON THE CHORD BEARING LINE OF CLOISTERBANE DRIVE AS BEING S61°56'26"W (C1).
2. ELEVATIONS SHOWN HEREON ARE BASED ON NGVD 1929.
3. THE LANDS SHOWN HEREON LIE WITHIN FLOOD ZONE "X" AS DEPICTED ON THE FLOOD INSURANCE RATE MAP (F.I.R.M.) COMMUNITY NUMBER 125147, PANEL NUMBER 0160H, DATED, SEPTEMBER 2, 2004. THE FLOOD ZONES SHOWN ON THIS SURVEY ARE SCALED OFF OF THE F.E.M.A. F.I.R.M. MAPS AND ARE FOR REFERENCE ONLY. THE F.I.R.M. INFORMATION AND DELINEATION'S ON THIS SURVEY ARE VALID ONLY FOR DATES UP TO AND INCLUDING THE DATE OF THIS SURVEY. THERE MAY HAVE BEEN SUBSEQUENT REVISIONS AFTER THIS DATE THAT WILL SUPERSEDE SAID INFORMATION. INQUIRIES SHOULD BE MADE TO THE COMMUNITY'S FLOOD PLANE MANAGEMENT REPOSITORY, DEPARTMENT OF PUBLIC WORKS, ST. JOHNS COUNTY.
34. NO UNDERGROUND FOUNDATIONS OR UTILITIES & NO IMPROVEMENTS, OTHER THAN THOSE SHOWN WERE LOCATED UNDER THE SCOPE OF THIS SURVEY.
5. ADDITIONS, DELETIONS AND/OR ANY WRITTEN INFORMATION ADDED TO THIS MAP AND/OR REPORT IS PROHIBITED AND IS NOT AUTHORIZED BY THE SIGNING SURVEYOR.
6. THIS MAP IS INTENDED TO BE VIEWED AT A SCALE OF 1"=30' OR SMALLER.
7. ENTRIES & PATIOS DEPICTED AS EXTENDING INTO THE BUILDING RESTRICTION LIMITS MUST REMAIN UNCOVERED & NOT ENCLOSED.
8. UPLAND BUFFERS ADJACENT TO WETLANDS ARE TO REMAIN NATURAL, VEGETATIVE, AND UNDISTURBED.
9. THIS BOUNDARY SURVEY IS BEING PROVIDED SOLELY FOR THE USE OF THE CURRENT PARTIES AND NO CERTIFICATION HAS BEEN CREATED, EXPRESS OR IMPLIED, TO COPY THIS BOUNDARY SURVEY AND IS NOT TRANSFERABLE. ANY COPIES OF THIS BOUNDARY SURVEY THAT ARE USED IN ANY SUBSEQUENT TRANSACTIONS SHALL BE NULL AND VOID IF THEY DO NOT BEAR THE EMBOSSED RAISED SEAL OF THE SIGNING SURVEYOR. THE USE OF SUCH DOCUMENTS RELEASES THE SIGNING SURVEYOR OF ANY FURTHER CLAIMS OF LIABILITY OF ANY SUBSEQUENT TRANSACTIONS AND IS ONLY VALID UP TO 60 DAYS AFTER THE DATE OF THE ORIGINAL FINAL SITE IMPROVEMENT.
10. DIMENSIONS ARE IN FEET AND DECIMAL PARTS THEREOF.
11. THIS SURVEY IS ONLY FOR THE LANDS AS DESCRIBED. IT IS NOT A CERTIFICATE OF TITLE, ZONING, EASEMENTS OR FREEDOM OF ENCUMBRANCES.
12. THIS SURVEY WAS NOT INTENDED TO DELINEATE OR DEFINE ANY WETLANDS, ENVIRONMENTALLY SENSITIVE AREAS, WILDLIFE HABITATS OR JURISDICTIONAL LINES OF ANY FEDERAL, STATE, REGIONAL OR LOCAL AGENCY, BOARD, AND COMMISSION OR OTHER ENTITY AND ANY LIABILITY RESULTING THEREFROM IS NOT THE RESPONSIBILITY OF THE UNDERSIGNED.
13. UNLESS A COMPARISON IS MADE, MEASURED BEARINGS AND DISTANCES ARE IDENTICAL WITH PLAT VALUES.
14. THIS SURVEY IS BASED ON INFORMATION AS PROVIDED BY THE CLIENT.
15. BUILDING AND IMPROVEMENTS, IF ANY, AS DEPICTED HEREON ARE PERPENDICULAR TO THE PARCEL PROPERTY LINES. ALL BUILDING TIES ARE SHOWN TO THE FOUNDATION.
16. SETBACK ARE MEASURED PER THE LAND DEVELOPMENT CODE: SECTION 6.01.00, TABLE 6.01 AND ARTICLE XII: SETBACKS SHALL BE MEASURED IN ACCORDANCE WITH THE DEFINITION OF "YARD" PER ARTICLE XII, LDC. SECTION 6.01.03.H.1 OF LAND DEVELOPMENT CODE: CERTAIN ARCHITECTURAL FEATURES, SUCH AS EAVES, BAY WINDOWS, AND PROJECTING FIREPLACES, WHICH MAY OCCUPY A PORTION OF A BUILDING FOOTPRINT, MAY PROJECT NOT MORE THAN THREE (3) FEET INTO REQUIRED FRONT AND REAR YARDS, THREE (3) FEET INTO SIDE YARDS WHICH MEASURE A MINIMUM OF EIGHT (8) FEET IN WIDTH, AND TWO AND ONE-HALF (2.5) FEET INTO SIDE YARDS MEASURING SEVEN AND ONE-HALF (7.5) IN WIDTH. NO SUCH INTRUSION IS PERMITTED INTO SIDE YARDS LESS THAN SEVEN AND ONE-HALF (7.5) FEET IN WIDTH.
17. THE PURPOSE OF THIS BOUNDARY SURVEY IS TO SHOW THE FINAL SITE IMPROVEMENTS.



- DENOTES CONCRETE  
BOC - DENOTES BACK OF CURB  
EOP - DENOTES EDGE OF PAVEMENT  
FFP - DENOTES FROM FURTHEST PROJECTION  
⊙ - DENOTES SANITARY MANHOLE  
⊞ - DENOTES WATERMETER  
⊞ - DENOTES IRRIGATION METER  
⊙ DENOTES FND 5/8" REBAR  
BTS LB 6991

CURVE TABLE					
CURVE	RADIUS	ARC LENGTH	CHORD DIRECTION	CHORD LENGTH	DELTA
C1(P)(M)	368.37	221.88	S61°56'26"W	218.54	34°30'40"
C2(C)(M)	368.37	116.39	N70°08'41"E	115.90	18°06'11"
C3(P)(M)	343.37	92.07	N53°24'41"E	91.80	15°21'50"
C4(P)(M)	213.37	57.21	N53°24'41"E	57.04	15°21'50"

DHAVALKUMAR T. PATEL AND BHUMIKA D. PATEL  
BRILEY & DEAL, LLC  
OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY  
CERTIFIED TO: NETWORK FUNDING, L.P.

REVISION C: ADDED CERTIFICATION (2/25/14) (LAH/RPS)  
REVISION B: ADDED FINAL SITE IMPROVEMENTS (2/7/14) (SLL/RPS)  
REVISION A: ADDED FOUNDATION LOCATION (10/24/13) (SLL/TPH)  
PREPARED FOR: DREAM FINDERS HOMES, LLC

## BARTRAM TRAIL SURVEYING, INC.

LAND SURVEYORS - PLANNERS - LAND DEVELOPMENT CONSULTANTS

1501 COUNTY ROAD 315 SUITE NO. 106 (904) 284-2224  
GREEN COVE SPRINGS, FL 32043 FAX (904) 284-2258

CERTIFICATE OF AUTHORIZATION LB #8991

COPYRIGHT © 2013



"I HEREBY CERTIFY, that this survey graphically represents the results of a field survey made under my responsible direction and complies with the latest Minimum Technical Standards for Surveys as promulgated by the Florida State Board of Professional Surveyors and Mappers, Chapter 5J-17 F.A.C.; Pursuant to section 472.027, Florida statutes, subject to all notes and notations shown hereon.

AUGUST 19, 2013 AUGUST 22, 2013  
FIELD WORK COMPLETED MAP ORIGINALLY SIGNED

RAYMOND PAUL SUTHERLAND, P.S.M.  
STATE OF FLORIDA LICENSE NUMBER LS 6477

### NOTATION:

The survey hereon was made without benefit of abstract or search of title, and therefore the undersigned and Bartram Trail Surveying make no Certifications regarding information shown or not shown hereon pertaining to easements, claims of easements, Rights-of-way, setback lines, overlaps, Boundary Line disputes, agreements, reservations or other similar matters which may appear in the abstract, or search.

This survey is prepared and certified for the exclusive use of the client named hereon and the survey map and report of the copies thereof are not valid without the signature and the original raised seal of a Florida licensed surveyor and mapper.

DRAWN BY: DDW

CHECKED BY: MEB

F.I.R.M. FLOOD ZONE	X	ELEVATION: N/A
PANEL NO.:	125147 0160H 9/2/04	
FB/PG:	772/18 793/57	
DATE:	8/19/13	SCALE: 1"=30'
PROJECT NO.:	956-13-239	REVISION: C
SHEET 1 OF 1		

## *SIXTH ORDER OF BUSINESS*

*B.*

# Hopping Green & Sams

Attorneys and Counselors

March 1, 2021

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

Re: Durbin Crossing Community Development District

Dear Daniel:

The fee agreement in place between our firm and the District contemplates adjustments to the hourly rates from time to time after an annual evaluation by our firm. Our firm has not increased the hourly rates being charged to the District since 2019. Our firm is respectfully submitting this proposal to increase our standard hourly rates well in advance of the budget creation for the next fiscal year. My hourly rate is proposed to adjust from \$315 to \$335. The hourly rate for associates most likely to provide services to the District is proposed to range from \$265-\$285. The rate for paralegal services will adjust from \$135 to \$150. These new rates are proposed to take effect on October 1, 2021. I would ask that this letter be added to the next agenda for Board consideration.

As always, we will continue to implement cost-effective strategies to minimize legal expenses for the District while at the same time providing thoughtful and comprehensive services.

If you have any questions, please feel free to give me a call. We thank you for the opportunity to be of service.

Sincerely,

/s/ Michael C. Eckert

Michael C. Eckert

MCE/lk

cc: Peter E. Pollicino, Chairman

*E.*



General Manager Report  
CDD Meeting, March 22, 2021

*Date of report: 3-12-2021*

*Submitted by Todd Myhill*

**ICG Agreement for Utility Audit (Board Approval)**

ICG will review one month of JEA utility bills to search for any billing anomalies and split whatever they recover. JEA offered to refund sales tax, but DC CDD doesn't pay sales tax. JEA says they do not audit accounts for customers.

**Installation of Security Microphones at the South Durbin Amenity Office (Board Discussion)**

Following advice from District Counsel, discuss whether to add audio recording capabilities at the South Durbin amenity office window.

**Facilities Update:**

- No current updates

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



*F.*



## Field Operation Manager's Report

*Date of report: 3-12-2021*

*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 :**

I have asked them to do an inspection of all of our road striping, turning Lane markers ,and stop sign markers, and restripe anything that is not in compliance. Still waiting to hear from them regarding their report.

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. We have come up with a schedule to complete all approved work from the last board meeting. Work began on Friday March 12 around the South amenity center and we will be following the painters at the North amenity center. The new flower rotation will be going in in the month of March any input from the board as to what they like to see would be greatly appreciated. The broken submeter on Isles broke up by the baseball fields has been fixed and all water is back on.

### **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 . The South amenity center has been completed and once all of the painting project is complete will do a final punch list to touch up any areas of concern. 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. Spoke with John crab from estate management and they informed me that they will be starting the work on Monday the 15th of March.



#### **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 On 03 11/2021 for an update as to when this will be completed and I'm still awaiting a response at this time.

#### **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 10<sup>th</sup>. 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. Adjusted the Excel spreadsheet adjusted the Excel spreadsheet to be in compliance with the chairman's request from the last meeting.
- The old abandoned gate by the water fountains at the North amenity center has been replaced with new fencing so that residents and guest do not mistake it for an entrance.
- 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. Please see the Durban crossing spreadsheet for recommendations on fence repairs for the tennis court fencing
- 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.



- Cut out old rusty saddle for the slide on the play feature in the zero entry at the North amenity center and replaced it with a brand new one to improve looks and functionality.
- Community streetlight check was performed on March 10, 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.
- Ordered pole padding for the basketball courts at North Durban To bring us in compliance with the insurance inspector for Durban crossing. This work has been completed.

#### **ITEMS COMING IN THE NEAR FUTURE:**

- Repair stucco at dumpster bay. This is included in the proposal for painting of monuments and amenity centers.
- Ordered and received new basketball goals for both the North and South amenity center and we will start replacing them as time allows.

*If you have any comments or questions please contact me directly.*  
*[jblankenbaker@vestapropertyservices.com](mailto:jblankenbaker@vestapropertyservices.com)*



Durbin Crossing - Operations & Maintenance Tracker											
Item Description	Location	Description/Issue	Proposed Fix	Priority Level	Estimated Cost	Board Approval Needed (Y/N)	Date Identified	Date Board Approved (if required)	Date Work Completed	Repairs Require Closing of Amenities, Roads, etc.?	Notes
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 1	\$2,500.00	No	2/6/21	2/22/21	WIP	No	Getting bid from VerDeGo
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 1	\$951.00	Yes	2/6/21	2/22/21	3/11/21	No	work has been completed
Pool/Water Features	North Amenity Center	Existing play feature is faded, paint is chipping, slide needs repaired	Remove features, sandblast and repaint	Level 2	\$68,646.26	Yes		2/22/21		Yes	Quoted from Com-Pac Filtration. Met with Sara on 3/12/21 To discuss processes
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	\$896.00	No	2/6/21	2/22/21		No	Met with contractor got estimate and scheduling
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	\$2,500.00	No	2/6/21	2/22/21		No	Met with Jamie From Verdego and set schedule for All landscape work it be completed
Roads, Utilities, Lighting	Other (nearest road/feature provided in notes)	Lightpole Damage	Determine if Dublin or SIC feature and then repair light if Dublin	Level 2	\$0.00	No	2/6/21	2/22/21	2/27/21	No	Near Baseball fields (IEA 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 2	\$1,965.00	No	2/6/21	2/22/21	2/9/21	No	completed
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	\$2,400.00	No	2/6/21	2/22/21		No	Scheduled with Epic. (WIP).
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	2/22/21		Yes	In the processes of getting 3 bids
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	2/22/21		Yes	In the processes of getting 3 bids
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	2/22/21	WIP	no	Met with Jamie From Verdego and set schedule for All landscape work it be completed
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	2/22/21	WIP	no	Met with Jamie From Verdego and set schedule for All landscape work it be completed
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	2/22/21	WIP	No	Met with Jamie From Verdego and set schedule for All landscape work it be completed
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	2/22/21	WIP	no	Met with Jamie From Verdego and set schedule for All landscape work it be completed
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 2	\$ 6,700.00	Yes	1/15/21	2/22/21	WIP	No	Met with Jamie From Verdego and set schedule for All landscape work it be completed
Other	North Amenity Center	Basketball rims are flaking and metal panels are bent and falling off	Add new metal rims	Level 3	\$1,776.00	No	2/6/21	2/22/21	WIP	No	Rims have arived and changing them out as time allows
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 3	\$ 990.00	No	1/25/21	2/22/21	2/11/21	No	Located in the Jea Easement area off of the County maintained Ball fields this has been completed
Bollards and ropes around zero entry of the south pool	South Amenity Center	the decorative bollards and ropes are an ageing eye sore and are increasing in maintanace cost yearly	Remove the decorative bollards and ropes for a cleaner look around the pool	Level 3	\$ 2,500.00	yes	2/2/21	2/22/21	WIP	yes	Scheduled with Epic. (WIP).
Bollards and ropes around zero entry of the north pool	North Amenity Center	the decorative bollards and ropes are an ageing eye sore and are increasing in maintanace cost yearly	Remove the decorative bollards and ropes for a cleaner look around the pool	Level 3	\$ 2,500.00	Yes	2/2/21	2/22/21	WIP	yes	Scheduled with Epic. (WIP).

Notes:  
Priority Levels (1 = Immediate Attention Required 2 = Repairs Recommended within 6 months, 3 = Repairs Recommended No Immediate Action Needed)  
Estimated Cost = For any item requiring board review/approval please provide (3) quotes for items estimated to exceed \$5,000, include photo of the area and photo of any feature proposed to be added (i.e. new playground set, etc.)  
This list only contains significant items for board tracking purposes, other minor repairs throughout the community (i.e. minor plumbing repairs, lighting, etc. are tracked sperately)

*G.*

## Amenity Manager Report CDD Meeting, March 22, 2020

*Date of report: 3-13-21*

*Submitted by: **Danelle Demarco***

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### **Spring Break Preparation:**

We have great weather to look forward to for Spring Break and we expect to see a lot of families at the amenity center this week. On Wednesday, March 17, the pool slide officially opens. We have some fun games planned, such as kids bingo, poolside karaoke, frozen tee-shirt contest, and relay games. On Friday night, Dustin Bradley will perform on the pool deck from 5pm-8pm, along with food trucks.

We have finished hiring lifeguards for the spring and summer season. They are excited to start this week and continue on the weekends until summer vacation officially starts.

### **Swim Lessons:**

Our swim lesson registration link has gone live in the March Newsletter and weekly e-blasts. Parents have begun signing up. We are assisting residents with any questions regarding the classes and continue to interview swim instructors. Classes will be held at the South pool, Tuesday thru Friday, starting in June.

### **Easter Photo- Hop:**

The Easter Bunny will be at Durbin Crossing on April 3, from noon to 2pm, to greet our families, pose for a picture, and hand out baskets filled with easter eggs and treats. We have many families already signed up and are prepared to add more reservations, if necessary, to ensure everyone gets their photo memory.

### **Spring Garden Event:**

Our one-day event to supply bags of mulch and pieces of sod has been well received in the community. VerdeGo is offering five different varieties of mulch and enough pallets of sod to meet demand. VerdeGo's prices are below Lowe's and Home Depot's, which residents appreciate.

Pickup will be at both the North and South amenity centers between 7am and noon on Saturday, March 27. VerdeGo has offered to deliver to any resident who is unable to transport it themselves, due to health concerns or vehicle limitations. Pre-ordering ends March 19, but there will be extra supplies on hand for anyone who missed the deadline.

### **Spring and Summer Programs:**

- **Marytime Music** held a performance on March 13 that featured the beautiful voices of our youngest residents. Mary Mollitt is a long-time resident of Durbin Crossing and for more than five years she has dedicated her time to the families of this community. She is currently working on a summer camp for both June and July that will focus on voice, dance, and acting strategies. She will also continue her regular classes on Tuesday and Thursday mornings throughout spring.
- **Durbin Fit Club** continues to meet at the North community field throughout March on Tuesday and Thursday mornings.
- **904 tennis** is continuing their Junior and Co-ed cardio instruction for the remainder of spring. Tennis programs continue to be successful and an interest to many new families moving into the community.
- We remain optimistic that our previous programs will return, but since many instructors usually take the summer off, we may not see them back until the fall. We will keep in close contact with them, and we'll also look for new and interesting programs to present to residents for their well-being and enjoyment.

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

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