

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 22, 2021 @ 6:00 p.m. at the Durbin South Amenity Center

Mr. Oliver stated the next meeting is March 22, 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.



Secretary/Assistant Secretary



Chairman/Vice Chairman