

*Durbin Crossing Community  
Development District*

*AUGUST 23, 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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August 16, 2021

Board of Supervisors  
Durbin Crossing Community Development District  
**Staff Call In #: 1-800-264-8432; Code 434308**

Dear Board Members:

The Durbin Crossing Community Development District Board of Supervisors Meeting is scheduled for **Monday, August 23, 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 July 26, 2021 Meeting
  - B. Balance Sheet and Statement of Revenues & Expenses
  - C. Assessment Receipt Schedule
  - D. Check Register
- V. Public Hearing for the Purpose of Adopting the Fiscal Year 2022 Budget
  - A. Consideration of Resolution 2021-03, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2022
- VI. Public Hearing Regarding Fiscal Year 2022 O&M Assessments
  - A. Consideration of Resolution 2021-04, Imposing Special Assessments and Certifying an Assessment Roll
- VII. Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2022

- VIII. Staff Reports
  - A. Landscape Maintenance Team - Report
  - B. District Counsel
  - C. District Engineer
  - D. District Manager
  - E. General Manager – Report
  - F. Operations Manager – Report
  - G. Amenity Manager – Report
- IX. Supervisors’ Request and Audience Comments
- X. Next Scheduled Meeting – September 27, 2021 at 6:00 p.m. at the Durbin South Amenity Center
- XI. Adjournment

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

Sincerely,

*Daniel Laughlin*

Daniel Laughlin  
District Manager

*FOURTH ORDER OF BUSINESS*

*A.*

Minutes of Meeting  
Durbin Crossing  
Community Development District

The regular meeting of the Board of Supervisors of the Durbin Crossing Community Development District was held Monday, July 26, 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 by telephone
Tim Brownlee	Vice Chairman
Sarah Gabel Hall	Supervisor
Jason Harrah	Supervisor
William Clarke	Supervisor by telephone

Also present were:

Daniel Laughlin	District Manager
Michelle Rigoni	District Counsel by telephone
Dan Fagen	Vesta
Margaret Alfano	Vesta
Danelle DeMarco	Vesta
Billy Genovese	VerdeGo
Jaime Constancio	VerdeGo
Bruno Perez	VerdeGo

The following is a summary of the discussions and actions taken at the July 26, 2021 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Pledge of Allegiance**

Mr. Laughlin called the meeting to order at 6:00 p.m. and led the pledge of allegiance.

**SECOND ORDER OF BUSINESS**

**Roll Call**

Mr. Laughlin called the roll.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of Minutes of the June 28, 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.

**FIFTH ORDER OF BUSINESS**

**Consideration of Proposal for Water Quality Monitoring Services**

Mr. Laughlin stated when I received this proposal, I sent it to George to see if we needed this service and he said we will need it until the community is completely built out.

On MOTION by Mr. Harrah seconded by Mr. Brownlee with all in favor the proposal for water quality monitoring services from Terracon in the amount of \$1,700 was approved.

**SIXTH ORDER OF BUSINESS**

**Acceptance of the Fiscal Year 2020 Audit Report**

Mr. Laughlin stated the fiscal year 2020 audit is a clean audit with no prior year or current year findings or recommendations.

On MOTION by Mr. Brownlee seconded by Mr. Harrah with all in favor the fiscal year 2020 audit was accepted.

**SEVENTH ORDER OF BUSINESS**

**Discussion on the Fiscal Year 2022 Budget**

Mr. Laughlin stated this is a placeholder for the fiscal year 2022 budget.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

- A. Landscape Maintenance Team - Report**

Ms. Alfano stated I wanted to make Jaime a certificate that doesn't change the outcome of where we are going but his level of attention to detail and having the workers here every Saturday and Sunday since the last meeting has really been impressive. There have been some internal changes and I'm happy to see Bruno back on property.

Mr. Constancio stated this is a key account to us and the maintenance will continue and be consistent throughout with the support mechanisms now in place.

**B. District Counsel**

Ms. Rigoni stated we have worked out a temporary easement with ICI and are waiting for that agreement. Prior to that Supervisor Harrah signed off on that per board direction. As a reminder it is to allow ICI to enter onto the CDD property to support widening of Longleaf Parkway at the Tollerton intersection and adding a turn lane.

**C. District Engineer**

Ms. Alfano stated George, myself and Zach met at the four corners to make sure of the final punch list on the county work there. We really didn't find anything.

**D. District Manager**

There being none, the next item followed.

**E. General Manager - Report**

Ms. Alfano reviewed the General Manager's report, copy of which was included in the agenda package then presented a proposal for social hall furniture.

On MOTION by Mr. Harrah seconded by Mr. Brownlee with all in favor staff was authorized to purchase social hall furniture in an amount not to exceed \$10,000.
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**F. Operations Manager - Report**

Ms. Alfano gave an overview of the field operation manager's report, copy of which was included in the agenda package.

**G. Amenity Manager – Report**

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

**NINTH ORDER OF BUSINESS**

**Supervisor’s Requests and Audience Comments**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – August 23, 2021 @ 6:00 p.m. at the Durbin South Amenity Center**

Mr. Laughlin stated the next scheduled meeting is August 23, 2021 at 6:00 p.m.

On MOTION by Mr. Brownlee seconded by Ms. Hall with all in favor the meeting adjourned at 6:56 p.m.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

*B.*

# Durbin Crossing

## Community Development District

Unaudited Financial Reporting

July 31, 2021

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

	<b>Governmental Fund Types</b>			<b>Totals</b>
	<b>General Fund</b>	<b>Debt Service</b>	<b>Capital Reserve Fund</b>	<b>(Memorandum Only) FY 21</b>
<b>Assets:</b>				
Cash	\$309,416	---	\$244,799	\$554,215
Investments:				
<u>Series 2017A1</u>				
Reserve	---	\$1,341,300	---	\$1,341,300
Revenue	---	\$723,201	---	\$723,201
Prepayment	---	\$26,613	---	\$26,613
Cost of Issuance	---	\$11,019	---	\$11,019
<u>Series 2017A2 Term Bond 1</u>				
Reserve	---	\$132,425	---	\$132,425
Prepayment	---	\$4,091	---	\$4,091
<u>Series 2017A2 Term Bond 2</u>				
Reserve	---	\$40,000	---	\$40,000
Prepayment	---	\$953	---	\$953
<b>Operations</b>				
Custody Account	\$431,166	---	---	\$431,166
Due from Other	\$810	---	---	\$810
Investment - US bank Custody	---	---	\$83,923	\$83,923
Investment - SBA	---	---	\$945,289	\$945,289
SBA - Renewal and Replacement	---	---	\$173,929	\$173,929
Prepaid Expenses	\$4,429	---	---	\$4,429
Utility Deposits	\$200	---	---	\$200
<b>Total Assets</b>	<b>\$746,021</b>	<b>\$2,279,602</b>	<b>\$1,447,939</b>	<b>\$4,473,563</b>
<b>Liabilities:</b>				
Accounts Payable	\$9,630	---	\$0	\$9,630
Accrued Expenses	\$1	---	---	\$1
<b>Fund Balances:</b>				
Restricted for Debt Service	---	\$2,279,602	---	\$2,279,602
Assigned	---	---	\$1,447,939	\$1,447,939
Unassigned	\$731,962	---	---	\$731,962
<b>Total Liabilities and Fund Equity</b>	<b>\$746,021</b>	<b>\$2,279,602</b>	<b>\$1,447,939</b>	<b>\$4,473,563</b>

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

**General Fund**

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

	ADOPTED BUDGET	PRORATED BUDGET 7/31/21	ACTUAL 7/31/21	VARIANCE
<b>REVENUES:</b>				
Assessments - Tax Roll	\$1,886,790	\$1,886,790	\$1,896,282	\$9,492
Assessments - Direct	\$47,816	\$47,816	\$46,180	(\$1,636)
Interest Income	\$1,300	\$1,083	\$30	(\$1,053)
Misc Income	\$22,500	\$18,750	\$16,716	(\$2,034)
<b>TOTAL REVENUES</b>	<b>\$1,958,406</b>	<b>\$1,954,439</b>	<b>\$1,959,208</b>	<b>\$4,769</b>
<b>EXPENDITURES:</b>				
<b>Administrative</b>				
Supervisor Fees	\$11,000	\$9,167	\$8,400	\$767
FICA Expense	\$842	\$702	\$643	\$59
Assessment Roll Administration	\$5,000	\$5,000	\$5,000	\$0
Engineering Fees	\$13,000	\$10,833	\$4,601	\$6,232
Dissemination Fees	\$7,200	\$6,000	\$5,250	\$750
Attorney Fees	\$50,000	\$41,667	\$22,132	\$19,534
Annual Audit	\$4,200	\$4,200	\$3,610	\$590
Trustee Fees	\$10,800	\$9,000	\$5,388	\$3,613
Arbitrage	\$1,200	\$1,200	\$1,200	\$0
Impact Fee Administration	\$15,000	\$15,000	\$12,500	\$2,500
Management Fees	\$47,000	\$39,167	\$39,167	(\$0)
Information Technology	\$1,600	\$1,333	\$1,333	\$0
Telephone	\$300	\$300	\$457	(\$157)
Postage	\$1,800	\$1,500	\$695	\$805
Printing & Binding	\$1,500	\$1,500	\$3,122	(\$1,622)
Insurance	\$7,955	\$7,955	\$7,594	\$361
Legal Advertising	\$2,000	\$1,667	\$1,074	\$593
Other Current Charges	\$1,000	\$833	\$845	(\$12)
Office Supplies	\$150	\$125	\$26	\$99
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Administrative Expenses	<b>\$181,722</b>	<b>\$157,323</b>	<b>\$123,211</b>	<b>\$34,112</b>
<b>Amenity Center</b>				
Insurance	\$27,136	\$27,136	\$28,408	(\$1,272)
Repairs & Replacements	\$60,000	\$35,000	\$42,299	(\$7,299)
Recreational Passes	\$4,000	\$2,333	\$374	\$1,959
Office Supplies	\$6,000	\$5,000	\$2,718	\$2,282
Permit Fees	\$2,700	\$2,700	\$2,936	(\$236)
<b>Utilities</b>				
Water & Sewer	\$37,000	\$30,833	\$24,278	\$6,555
Electric	\$31,000	\$25,833	\$28,169	(\$2,336)
Website	\$300	\$250	\$295	(\$45)
Cable/Phone/Internet	\$17,500	\$14,583	\$15,398	(\$815)
Security System	\$1,000	\$833	\$800	\$33

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

**General Fund**

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

	ADOPTED BUDGET	PRORATED BUDGET 7/31/21	ACTUAL 7/31/21	VARIANCE
<b><u>Amenity Center Management Contracts</u></b>				
Managerial	\$181,400	\$151,167	\$169,522	(\$18,356)
Staffing	\$190,500	\$158,750	\$169,316	(\$10,566)
Lifeguards	\$65,100	\$54,250	\$14,085	\$40,165
Refuse Service	\$4,800	\$4,000	\$2,990	\$1,010
Pool Chemicals	\$23,003	\$19,169	\$18,502	\$667
Special Events	\$26,000	\$15,146	\$15,146	\$0
Pest Control	\$3,600	\$3,600	\$6,880	(\$3,280)
Pressure Washing/Fitness Equip Maint	\$17,000	\$14,167	\$3,537	\$10,629
Amenity Center Expenses	<b>\$698,039</b>	<b>\$564,751</b>	<b>\$545,654</b>	<b>\$19,097</b>
<b><u>Grounds Maintenance</u></b>				
Electric	\$5,200	\$4,333	\$3,528	\$805
Water / Reuse	\$333,000	\$277,500	\$222,722	\$54,778
Streetlighting	\$71,000	\$59,167	\$57,905	\$1,262
Lake Maintenance	\$55,500	\$46,250	\$39,861	\$6,389
Landscape Maintenance	\$439,512	\$366,260	\$366,260	(\$0)
Landscape Contingency	\$40,000	\$40,000	\$70,265	(\$30,265)
Miscellaneous	\$37,000	\$37,000	\$40,872	(\$3,872)
Fuel	\$1,100	\$917	\$611	\$306
Irrigation Repairs	\$15,000	\$12,500	\$9,925	\$2,575
Capital Reserve	\$80,333	\$80,333	\$80,333	\$0
Water Quality Monitoring	\$1,000	\$1,000	\$1,700	(\$700)
Grounds Maintenance Expenses	<b>\$1,078,645</b>	<b>\$925,260</b>	<b>\$893,982</b>	<b>\$31,278</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,958,406</b>	<b>\$1,647,334</b>	<b>\$1,562,847</b>	<b>\$84,487</b>
<b>EXCESS REVENUES/(EXPENSES)</b>	<b>(\$0)</b>	<b>\$307,105</b>	<b>\$396,361</b>	<b>\$89,256</b>
Fund Balance - Beginning	\$0		\$340,030	
Fund Balance - Ending	<u>(\$0)</u>		<u>\$736,391</u>	

**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	\$0	\$179,413	\$466,443	\$1,153,615	\$53,367	\$7,682	\$20,786	\$0	\$9,560	\$5,416	\$0	\$0	\$1,896,282
Assessments - Direct	\$0	\$0	\$8,453	\$24,018	\$0	\$0	\$4,191	\$0	\$7,448	\$2,069	\$0	\$0	\$46,180
Interest Income	\$1	\$0	\$0	\$1	\$5	\$5	\$5	\$4	\$5	\$4	\$0	\$0	\$30
Miscellaneous	\$0	\$1,312	\$1,864	\$311	\$1,829	\$0	\$5,661	\$905	\$0	\$4,835	\$0	\$0	\$16,716
Interfund Transfer In	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$1</b>	<b>\$180,724</b>	<b>\$476,760</b>	<b>\$1,177,945</b>	<b>\$55,201</b>	<b>\$7,687</b>	<b>\$30,644</b>	<b>\$909</b>	<b>\$17,013</b>	<b>\$12,324</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,959,208</b>

**EXPENDITURES:**

**ADMINISTRATIVE:**

Supervisor Fees	\$800	\$1,000	\$0	\$600	\$800	\$1,200	\$1,000	\$1,000	\$0	\$2,000	\$0	\$0	\$8,400
FICA Expense	\$61	\$77	\$0	\$46	\$61	\$92	\$77	\$77	\$0	\$153	\$0	\$0	\$643
Assessment Administration	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Engineering Fees	\$1,067	\$873	\$0	\$388	\$873	\$388	\$527	\$485	\$0	\$0	\$0	\$0	\$4,601
Dissemination Fees	\$500	\$500	\$500	\$500	\$500	\$750	\$500	\$500	\$500	\$500	\$0	\$0	\$5,250
Attorney Fees	\$5,078	\$2,410	\$302	\$3,139	\$3,233	\$3,258	\$1,966	\$2,747	\$0	\$0	\$0	\$0	\$22,132
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,610	\$0	\$0	\$3,610
Trustee Fees	\$5,388	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,388
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200	\$0	\$0	\$0	\$0	\$1,200
Impact Fee Administration	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$0	\$0	\$12,500
Management Fees	\$3,917	\$3,917	\$3,917	\$3,917	\$3,917	\$3,917	\$3,917	\$3,917	\$3,917	\$3,917	\$0	\$0	\$39,167
Computer Time	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$0	\$0	\$1,333
Telephone	\$7	\$17	\$23	\$45	\$0	\$92	\$63	\$63	\$91	\$55	\$0	\$0	\$457
Postage	\$17	\$30	\$467	\$35	\$19	\$32	\$6	\$32	\$38	\$19	\$0	\$0	\$695
Printing & Binding	\$28	\$36	\$152	\$3	\$90	\$55	\$50	\$98	\$101	\$2,511	\$0	\$0	\$3,122
Insurance	\$7,594	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,594
Legal Advertising	\$157	\$157	\$0	\$139	\$130	\$130	\$140	\$130	\$90	\$0	\$0	\$0	\$1,074
Other Current Charges	\$69	\$107	\$93	\$56	\$51	\$71	\$110	\$71	\$142	\$76	\$0	\$0	\$845
Office Supplies	\$1	\$1	\$3	\$1	\$3	\$4	\$3	\$4	\$3	\$3	\$0	\$0	\$26
Dues, Licenses & Subscriptions	\$0	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175

<b>Administrative Expenses</b>	<b>\$31,066</b>	<b>\$10,682</b>	<b>\$6,840</b>	<b>\$10,251</b>	<b>\$11,060</b>	<b>\$11,371</b>	<b>\$9,741</b>	<b>\$11,707</b>	<b>\$6,265</b>	<b>\$14,227</b>	<b>\$0</b>	<b>\$0</b>	<b>\$123,211</b>
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Insurance	\$28,408	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$28,408
Repairs & Replacements	\$3,000	\$6,961	\$7,774	\$4,075	\$2,879	\$4,222	\$3,236	\$4,728	\$815	\$4,607	\$0	\$0	\$42,299
Recreational Passes	\$0	\$0	\$0	\$0	\$374	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$374
Office Supplies	\$0	\$766	\$70	\$437	\$852	\$56	\$0	\$253	\$285	\$0	\$0	\$0	\$2,718
Permit Fees	\$0	\$376	\$0	\$1,635	\$0	\$0	\$0	\$925	\$0	\$0	\$0	\$0	\$2,936
<b>Utilities</b>	<b>\$0</b>												
Water & Sewer	\$3,695	\$1,210	\$2,060	\$1,757	\$1,867	\$1,440	\$1,487	\$2,762	\$2,965	\$5,034	\$0	\$0	\$24,278
Electric	\$3,221	\$2,607	\$2,908	\$2,820	\$2,549	\$2,830	\$2,946	\$2,540	\$2,784	\$2,965	\$0	\$0	\$28,169
Website	\$0	\$0	\$0	\$0	\$0	\$295	\$0	\$0	\$0	\$0	\$0	\$0	\$295
Cable/Phone/Internet	\$1,615	\$1,583	\$1,546	\$1,561	\$1,607	\$1,607	\$1,416	\$1,494	\$1,478	\$1,492	\$0	\$0	\$15,398
Security System	\$0	\$0	\$0	\$0	\$240	\$0	\$280	\$0	\$0	\$280	\$0	\$0	\$800

**Management Contracts**

Managerial	\$15,568	\$18,068	\$15,568	\$15,568	\$15,568	\$15,568	\$18,403	\$18,403	\$18,403	\$18,403	\$0	\$0	\$169,522
Staffing	\$16,925	\$16,925	\$16,992	\$16,925	\$16,925	\$16,925	\$16,925	\$16,925	\$16,925	\$16,925	\$0	\$0	\$169,316
Lifeguards	\$0	\$0	\$0	\$0	\$0	\$6,273	\$0	\$7,812	\$0	\$0	\$0	\$0	\$14,085

**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
Refuse Service	\$328	\$328	\$329	\$329	\$329	\$329	\$329	\$0	\$329	\$360	\$0	\$0	\$2,990
Pool Chemicals	\$1,850	\$1,850	\$1,850	\$1,850	\$1,850	\$1,850	\$1,850	\$1,850	\$1,850	\$1,850	\$0	\$0	\$18,502
Special Events	\$32	\$4,538	\$2,460	\$1,687	\$729	\$971	\$1,122	\$712	\$658	\$2,237	\$0	\$0	\$15,146
Pest Control	\$490	\$365	\$365	\$383	\$383	\$383	\$3,896	\$231	\$383	\$0	\$0	\$0	\$6,880
Pressure Washing/Fitness Equip Maint	\$0	\$661	\$54	\$493	\$492	\$0	\$854	\$983	\$0	\$0	\$0	\$0	\$3,537
<b>Amenity Center Expenses</b>	<b>\$75,133</b>	<b>\$56,236</b>	<b>\$51,975</b>	<b>\$49,521</b>	<b>\$46,644</b>	<b>\$52,750</b>	<b>\$52,746</b>	<b>\$59,618</b>	<b>\$46,876</b>	<b>\$54,153</b>	<b>\$0</b>	<b>\$0</b>	<b>\$545,654</b>
<b>Grounds Maintenance</b>													
Electric	\$318	\$326	\$347	\$388	\$397	\$362	\$349	\$343	\$352	\$346	\$0	\$0	\$3,528
Water / Reuse	\$36,238	\$26,269	\$23,076	\$20,886	\$11,761	\$6,950	\$8,793	\$22,355	\$25,269	\$41,124	\$0	\$0	\$222,722
Streetlighting	\$5,839	\$5,758	\$5,773	\$5,830	\$5,803	\$5,748	\$5,803	\$5,747	\$5,774	\$5,829	\$0	\$0	\$57,905
Lake Maintenance	\$4,429	\$4,429	\$4,429	\$4,429	\$4,429	\$4,429	\$4,429	\$4,429	\$0	\$4,429	\$0	\$0	\$39,861
Landscape Maintenance	\$36,626	\$36,626	\$36,626	\$37,540	\$36,626	\$35,712	\$36,626	\$36,626	\$36,626	\$36,626	\$0	\$0	\$366,260
Landscape Contingency	\$41,403	\$10,005	\$780	\$850	\$0	\$5,402	\$700	\$11,125	\$0	\$0	\$0	\$0	\$70,265
Miscellaneous	\$959	\$17,127	\$8,043	\$794	\$5,604	\$1,094	\$3,580	\$879	\$2,793	\$0	\$0	\$0	\$40,872
Fuel	\$0	\$84	\$64	\$64	\$153	\$43	\$29	\$99	\$74	\$0	\$0	\$0	\$611
Irrigation Repairs	\$9,275	\$0	\$0	\$0	\$0	\$650	\$0	\$0	\$0	\$0	\$0	\$0	\$9,925
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Quality Monitoring	\$1,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,700
<b>Grounds Maintenance Expenses</b>	<b>\$136,786</b>	<b>\$100,624</b>	<b>\$79,139</b>	<b>\$70,781</b>	<b>\$64,773</b>	<b>\$60,390</b>	<b>\$60,309</b>	<b>\$81,604</b>	<b>\$70,888</b>	<b>\$88,354</b>	<b>\$0</b>	<b>\$0</b>	<b>\$813,649</b>
<b>TOTAL EXPENDITURES</b>	<b>\$242,986</b>	<b>\$167,543</b>	<b>\$137,954</b>	<b>\$130,553</b>	<b>\$122,478</b>	<b>\$124,511</b>	<b>\$122,797</b>	<b>\$152,928</b>	<b>\$124,029</b>	<b>\$156,735</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,482,514</b>
Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$80,333	\$0	\$0	\$80,333
<b>EXCESS REVENUES/(EXPENSES)</b>	<b>(\$242,985)</b>	<b>\$13,182</b>	<b>\$338,806</b>	<b>\$1,047,392</b>	<b>(\$67,277)</b>	<b>(\$116,824)</b>	<b>(\$92,153)</b>	<b>(\$152,019)</b>	<b>(\$107,016)</b>	<b>(\$64,078)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$396,361</b>

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

	PRORATED		
ADOPTED BUDGET	BUDGET 7/31/21	ACTUAL 7/31/21	VARIANCE

**Revenues:**

Assessments - Tax Roll	\$2,987,819	\$2,987,819	\$3,002,729	\$14,911
Assessments - Direct	\$84,342	\$84,342	\$62,709	(\$21,633)
Prepayments	\$0	\$0	\$29,835	\$29,835
Interest Income	\$3,000	\$2,500	\$126	(\$2,374)
<b>Total Revenues</b>	<b>\$3,075,161</b>	<b>\$3,074,661</b>	<b>\$3,095,400</b>	<b>\$20,739</b>

**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	\$593,769	\$593,275	\$494
Principal 5/1	\$1,495,000	\$1,495,000	\$1,495,000	\$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	\$108,500	\$108,500	\$0
Principal 5/1	\$145,000	\$145,000	\$145,000	\$0
Principal 5/1 (Prepayment)	\$0	\$0	\$40,000	(\$40,000)

<b>Total Expenditures</b>	<b>\$3,044,538</b>	<b>\$3,044,538</b>	<b>\$3,109,044</b>	<b>(\$64,506)</b>
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<b>Excess Revenues (Expenditures)</b>	<b>\$30,623</b>		<b>(\$13,644)</b>	
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<b>Fund Balance - Beginning</b>	<b>\$770,876</b>		<b>\$2,293,246</b>	
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<b>Fund Balance - Ending</b>	<b>\$801,499</b>		<b>\$2,279,602</b>	
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**Durbin Crossing**  
Community Development District  
Capital Reserve Funds  
Statement of Revenues & Expenditures  
For The Period Ending July 31, 2021

	ADOPTED BUDGET	PRORATED 7/31/2021	BUDGET	ACTUAL 7/31/2021	VARIANCE
<b>Revenues:</b>					
Capital Reserve Funding - Transfer In	\$80,333		\$80,333	\$80,333	\$0
Miscellaneous Revenue/Interest	\$10,000		\$8,333	\$1,573	(\$6,760)
Impact Fees	\$0		\$0	\$6,063	\$6,063
<b>Total Revenues</b>	<b>\$90,333</b>		<b>\$88,666</b>	<b>\$87,970</b>	<b>(\$696)</b>
<b>Expenditures</b>					
Capital Outlay	\$200,000		\$166,667	\$64,512	\$102,155
Repair/Replacements	\$50,000		\$41,667	\$3,608	\$38,059
<b>Total Expenditures</b>	<b>\$250,000</b>		<b>\$208,333</b>	<b>\$68,120</b>	<b>\$140,213</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$159,667)</b>		<b>(\$119,667)</b>	<b>\$19,850</b>	<b>\$139,517</b>
<b>Fund Balance - Beginning</b>	<b>\$1,600,275</b>			<b>\$1,428,090</b>	
<b>Fund Balance - Ending</b>				<b>\$1,447,939</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)
Less: May 1, 2021	(\$1,495,000)
<b>Current Bonds Outstanding</b>	<b>\$31,720,000</b>

<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)
Less: May 1, 2021	(\$145,000)
Less: May 1, 2021 (Prepayment)	(\$40,000)
<b>Current Bonds Outstanding</b>	<b>\$3,705,000</b>

*C.*

**DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT**  
**Fiscal Year 2021 Summary of Series 2017A1-2 & O&M Assessment Receipts**

ASSESSED TO	ASSESSED				RECEIVED				DATE O&M PAID THROUGH
	# 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	
PRG DURBIN LLC VILLAGE CTR T COMM. (1)	44,561	29,572.19	16,765.25	46,337.44	22,179.14	16,765.25	38,944.39	7,393.05	5/1/2021
PALMS PROFESSIONAL PARK LLC S MIXED USE (1)	49,225	32,667.38	18,520.00	51,187.38	24,500.54	18,520.00	43,020.54	8,166.84	5/1/2021
LONGLEAF CENTER LLC R MIXED USE (1)	40,275	13,962.86	7,915.91	21,878.77	10,472.15	7,915.91	18,388.06	3,490.71	5/1/2021
DURBIN CROSSING STATION T (1)	12,265	8,139.47	4,614.48	12,753.95	5,557.21	2,978.44	8,535.65	4,218.00	2/1/2021
<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>62,709.04</b>	<b>46,179.60</b>	<b>108,888.64</b>	<b>23,268.60</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>3,002,729.48</b>	<b>1,896,281.72</b>	<b>4,899,011.20</b>	<b>(24,324.25)</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>3,065,438.52</b>	<b>1,942,461.32</b>	<b>5,007,899.84</b>	<b>(1,055.65)</b>	

<b>DIRECT BILL % COLLECTED</b>	<b>74%</b>	<b>97%</b>	<b>82%</b>
<b>TAX ROLL % COLLECTED</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>TOTAL % COLLECTED</b>	<b>100%</b>	<b>100%</b>	<b>100%</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
8	3/11/2021	19,846.27	12,164.29	7,681.98
INTEREST	4/8/2021	40.10	24.58	15.52
9	4/13/2021	53,660.90	32,890.14	20,770.76
DELQ & TAX CERTIFICATES	6/15/2021	24,698.64	15,138.43	9,560.21
DELINQUENT DISTRIBUTION	7/27/2021	13,991.37	8,575.67	5,415.70
			-	-
			-	-
			-	-
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>4,899,011.20</b>	<b>3,002,729.48</b>	<b>1,896,281.72</b>

*D.*

# Durbin Crossing

## Community Development District

### Check Run Summary 7/1/2021 thru 7/31/2021

Fund	Date	Check No.	Amount	
<b>General Fund</b>				
	Payroll	7/1/21	50687-50691	\$ 923.50
		7/27/21	50692-50696	\$ 923.50
			Sub-Total	\$ 1,847.00
	Accounts Payable	7/2/21	5986-5990	\$4,877.47
		7/13/21	5991-5997	\$18,378.49
		7/22/21	5998	\$2,419.85
		7/23/21	5999-6021	\$204,731.48
		7/28/21	6022	\$10.00
			Sub-Total	\$230,417.29
<b>Capital Reserve Fund</b>				
		7/2/21	195	\$ 3,608.00
			Sub-Total	\$ 3,608.00
<b>Vesta Wells Fargo Credit Card</b>				
		7/28/21	June Purchases	\$ 2,373.68
			Sub-Total	\$ 2,373.68
<b>Total</b>			<b>\$238,245.97</b>	

\* Fedex and WF Credit Card Invoices available upon request

# ATTENDANCE SHEET

District: Durbin Crossing CDD

Meeting Date: June 28, 2021

	Supervisor	In Attendance	Fees
1.	<b>William Clarke</b> <i>Assistant Secretary</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:



PLEASE RETURN COMPLETED FORM TO BERNADETTE PEREGRINO

# ATTENDANCE SHEET

District: Durbin Crossing CDD

Meeting Date: July 26, 2021

	Supervisor	In Attendance	Fees
1.	<b>William Clarke</b> <i>Assistant Secretary</i>	<input checked="" type="checkbox"/> phone	\$200
2.	<b>Peter Pollicino</b> <i>Chairman</i>	<input checked="" type="checkbox"/> phone	\$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:



PLEASE RETURN COMPLETED FORM TO BERNADETTE PEREGRINO

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
7/02/21	00056	6/15/21	205106	202107	320-53800	45509	ATLANTIC SECURITY	*	279.96	279.96	005986
7/02/21	00008	5/05/21	123250	202105	310-51300	31500	HOPPING GREEN & SAMS	*	1,514.28	1,514.28	005987
7/02/21	00008	6/24/21	123249	202105	310-51300	31500	HOPPING GREEN & SAMS	*	1,233.00	1,233.00	005988
7/02/21	00109	7/01/21	13129560	202107	320-53800	45510	POOLSURE	*	637.49	637.49	005989
7/02/21	00109	7/01/21	13129560	202107	320-53800	45510	POOLSURE	*	1,212.74	1,212.74	005990
7/13/21	00221	5/14/21	55-BID-5	202106	320-53800	44800	FLORIDA DEPARTMENT OF HEALTH IN	*	350.00	350.00	005991
7/13/21	00221	5/14/21	55-BID-5	202106	320-53800	44800	FLORIDA DEPARTMENT OF HEALTH IN	*	350.00	350.00	005992
7/13/21	00221	5/14/21	55-BID-5	202106	320-53800	44800	FLORIDA DEPARTMENT OF HEALTH IN	*	225.00	225.00	005993
7/13/21	00053	6/21/21	UG-22383	202107	320-53800	45508	GREEN FOR LIFE ENVIRONMENTAL	*	155.21	155.21	005994
7/13/21	00053	6/21/21	UG-22384	202107	320-53800	45508	GREEN FOR LIFE ENVIRONMENTAL	*	205.23	205.23	005995
7/13/21	00021	7/01/21	484	202107	310-51300	34000	JULY MANAGEMENT FEES	*	3,916.67		
		7/01/21	484	202107	310-51300	35100	JULY INFORMATION TECH	*	133.33		
		7/01/21	484	202107	310-51300	32500	JULY IMPACT FEE COLL. ADM	*	1,250.00		

DURB DURBIN CROSS OKUZMUK

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
7/01/21		484		202107	310-51300-31300		JULY DISSEM AGENT SRVS	*	500.00		
7/01/21		484		202107	310-51300-51000		OFFICE SUPPLIES	*	3.19		
7/01/21		484		202107	310-51300-42000		POSTAGE	*	19.12		
7/01/21		484		202107	310-51300-42500		COPIES	*	91.20		
7/01/21		484		202107	310-51300-41000		TELEPHONE	*	54.54		
GOVERNMENTAL MANAGEMENT SERVICES										5,968.05	005996
7/13/21	00243	5/11/21	7800	202105	320-53800-46210		TREE TRIM & DEBRIS RMVL	*	9,245.00		
		5/17/21	7828	202105	320-53800-46210		FERTILIZE PALM TREES	*	1,880.00		
TREE TECH TREE SERVICE INC										11,125.00	005997
7/22/21	00070	7/22/21	143984	202107	310-51300-42500		LOAD, ADDRESS, FOLD, MAIL	*	1,258.58		
		7/22/21	143984	202107	310-51300-42500		POSTAGE	*	1,161.27		
ADVANCED DIRECT MARKETING										2,419.85	005998
7/23/21	00264	4/21/21	384927	202104	320-53800-46300		JANITORIAL SUPPLIES	*	277.80		
ALL-BRITE										277.80	005999
7/23/21	00264	6/17/21	386613	202106	320-53800-46300		JANITORIAL SUPPLIES	*	338.74		
ALL-BRITE										338.74	006000
7/23/21	00229	7/13/21	07132021	202107	300-58100-10000		FY21 CAPITAL RESERVE FUND	*	80,333.00		
DURBIN CROSSING CDD-CAPITAL RESERVE										80,333.00	006001
7/23/21	00363	6/30/21	IFJ21-PS	202106	320-53800-46300		STORAGE HANDLE BAR PULL	*	860.00		
INTERIOR FUSION JACKSONVILLE, LLC										860.00	006002
7/23/21	00283	7/01/21	PI-A0062	202107	320-53800-46800		JULY LAKE MAINTENANCE	*	4,429.00		
SOLITUDE LAKE MANAGEMENT LLC										4,429.00	006003
7/23/21	00009	6/30/21	I0336091	202106	310-51300-48000		NOTICE OF MEETING 7/26/21	*	89.75		
THE ST. AUGUSTINE RECORD										89.75	006004
DURB DURBIN CROSS OKUZMUK											

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
7/23/21	00066	3/31/21	7337428	202103	320	53800	45513		MAR MOSQ CONTROL SOUTH	*	99.75		
									TURNER PEST CONTROL			99.75	006005
7/23/21	00066	4/19/21	7476610	202104	320	53800	45513		TERMIDOR TREATMENT SOUTH	*	1,756.50		
									TURNER PEST CONTROL			1,756.50	006006
7/23/21	00066	4/29/21	7417394	202104	320	53800	45513		APR MOSQUITO SRV SOUTH	*	99.75		
									TURNER PEST CONTROL			99.75	006007
7/23/21	00066	4/29/21	7417395	202104	320	53800	45513		APR MOSQ CONTROL NORTH	*	131.25		
									TURNER PEST CONTROL			131.25	006008
7/23/21	00066	5/11/21	7489553	202105	320	53800	45513		MAY MOSQ SRV SOUTH	*	99.75		
									TURNER PEST CONTROL			99.75	006009
7/23/21	00066	5/20/21	7489554	202105	320	53800	45513		MAY MOSQ SRV NORTH	*	131.25		
									TURNER PEST CONTROL			131.25	006010
7/23/21	00066	6/07/21	7568221	202106	320	53800	45513		JUNE PEST CTRL NORTH	*	68.25		
									TURNER PEST CONTROL			68.25	006011
7/23/21	00066	6/07/21	7568222	202106	320	53800	45513		JUNE PEST CTRL SOUTH	*	84.00		
									TURNER PEST CONTROL			84.00	006012
7/23/21	00066	6/22/21	7574707	202106	320	53800	45513		JUNE MOSQ SRV SOUTH	*	99.75		
									TURNER PEST CONTROL			99.75	006013
7/23/21	00066	6/25/21	7574708	202106	320	53800	45513		JUNE MOSQ SRV NORTH	*	131.25		
									TURNER PEST CONTROL			131.25	006014
7/23/21	00348	3/31/21	5104	202103	320	53800	46210		MAR ISLEBROOK TURF RENOV	*	5,401.94		
									VERDEGO			5,401.94	006015
7/23/21	00348	3/31/21	5105	202103	320	53800	46400		INSTALLED WARRANTY METER	*	650.00		
									VERDEGO			650.00	006016

DURB DURBIN CROSS OKUZMUK

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
7/23/21	00348	7/01/21 5752	202107 320-53800-46200	JULY LANDSCAPE MAINT VERDEGO	*	36,626.00	36,626.00 006017
7/23/21	00252	6/01/21 385127	202106 320-53800-45502	JUNE GEN MANAGER	*	6,833.33	
		6/01/21 385127	202106 320-53800-45517	JUNE AMENITIES MANAGER	*	2,958.33	
		6/01/21 385127	202106 320-53800-45518	JUNE MAINTENANCE MANAGER	*	5,776.57	
		6/01/21 385127	202106 320-53800-45507	JUNE JANITORIAL SERVICES	*	1,566.67	
		6/01/21 385127	202106 320-53800-45505	JUNE COMMERCIAL POOL MAIN	*	2,250.00	
		6/01/21 385127	202106 320-53800-45514	JUNE SPEC EVENT PLANNER	*	1,041.66	
		6/01/21 385127	202106 320-53800-45515	JUNE FAC MONITOR	*	5,666.66	
		6/01/21 385127	202106 320-53800-45503	JUNE FAC ATTENDANT	*	6,400.00	
		6/01/21 385127	202106 320-53800-45502	JUNE GEN MGR/MGMT ADJUST	*	2,835.00	
				VESTA PROPERTY SERVICES, INC.			35,328.22 006018
7/23/21	00252	7/01/21 386453	202107 320-53800-45502	JULY GENERAL MANAGER	*	6,833.33	
		7/01/21 386453	202107 320-53800-45517	JULY AMENITIES MANAGER	*	2,958.33	
		7/01/21 386453	202107 320-53800-45518	JULY MAINTENANCE MANAGER	*	5,776.57	
		7/01/21 386453	202107 320-53800-45507	JULY JANITORIAL MANAGER	*	1,566.67	
		7/01/21 386453	202107 320-53800-45505	JULY COMMERCIAL POOL MAIN	*	2,250.00	
		7/01/21 386453	202107 320-53800-45514	JULY SPEC EVNT PLNR SRVS	*	1,041.66	
		7/01/21 386453	202107 320-53800-45515	JULY FACILITY MONITOR	*	5,666.66	
		7/01/21 386453	202107 320-53800-45503	JULY FACILITY ATTD	*	6,400.00	
		7/01/21 386453	202107 320-53800-45502	JULY GEN MGR/MGMT ADJSTMT	*	2,835.00	
				VESTA PROPERTY SERVICES, INC.			35,328.22 006019
7/23/21	00354	6/28/21 S61703	202106 320-53800-44200	GYM NOT COOLING -T-STAT	*	130.31	
				WEATHER ENGINEERS, INC.			130.31 006020

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
7/23/21	00364	7/07/21	7108	202107 320-53800-45511	CATERING 7/7/2021	*	2,237.00		
								2,237.00	006021
-----									
7/28/21	00365	7/27/21	07272021	202107 310-51300-49000	S GABEL HALL COMMIS FEE	*	10.00		
								10.00	006022
-----									
							TOTAL FOR BANK A	230,417.29	
							TOTAL FOR REGISTER	230,417.29	



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

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

PLEASE PAY BY	AMOUNT	INVOICE DATE
07/06/2021	\$279.96	06/15/2021

**INVOICE NO. 205106**

**Site:** 145 S Durbin Pkwy Jacksonville  
**Site Address:** 145 S Durbin Pkwy  
 Jacksonville FL 32259  
**Period:** 07/01/2021 to 06/30/2022  
**Recurring No.:** 1666  
**Job Name:**  
**Order No.:**

**Description**

Please find attached invoice for your Annual monitoring services.



**Security Monitoring**

Item	Quantity	Unit Price	Total
Security Phone Line Monitoring	12.00	\$23.33	\$279.96
		<b>Sub-Total ex Tax</b>	\$279.96
		<b>Tax</b>	\$0.00
		<b>Total</b>	\$279.96

56A  
 1.320.53800.45509  
 Sec. Monitoring July

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

**IMPORTANT:** Please remember to test your system monthly.

Need automation for your home? Visit us online at [www.smarthome.biz](http://www.smarthome.biz)

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

<b>Sub-Total ex Tax</b>	\$279.96
<b>Tax</b>	\$0.00
<b>Total inc Tax</b>	\$279.96
<b>Amount Applied</b>	\$0.00
<b>Balance Due</b>	\$279.96



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

PLEASE PAY BY	AMOUNT	INVOICE DATE
07/06/2021	\$279.96	06/15/2021

**INVOICE NO. 205106**

## How To Pay

INVOICE NO. 205106



Credit Card (MasterCard, Visa, Amex )

Credit Card No.

Card Holder's Name: \_\_\_\_\_ CCV: \_\_\_\_\_

Expiry Date:  /  Signature: \_\_\_\_\_



Mail

Detach this section and mail check to:

Atlantic Security  
1714 Cesery Blvd  
Jacksonville, FL 32211

NAME: Durbin Crossing South DUE DATE: 07/06/2021 AMOUNT DUE: \$279.96

Please Reference: 205106

# Hopping Green & Sams

Attorneys and Counselors

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

===== STATEMENT =====

June 24, 2021

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

Bill Number 123250  
Billed through 05/31/2021

## Monthly Meeting

**DURBIN 00101 MCE**

### FOR PROFESSIONAL SERVICES RENDERED

- 05/03/21 MCE Review draft meeting minutes; prepare for board meeting.
- 05/05/21 MCE Attend agenda conference call.
- 05/23/21 MCE Prepare for board meeting.
- 05/24/21 MCE Prepare for, travel to and attend board meeting; return travel; follow up.

Total fees for this matter \$1,514.28

### MATTER SUMMARY

TOTAL FEES \$1,514.28

**TOTAL CHARGES FOR THIS MATTER \$1,514.28**

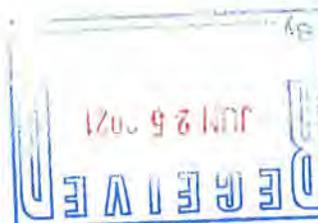
### BILLING SUMMARY

TOTAL FEES \$1,514.28

**TOTAL CHARGES FOR THIS BILL \$1,514.28**

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

8A  
1,310, 51300, 31500,  
May



# Hopping Green & Sams

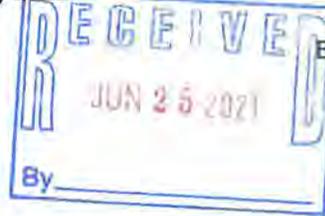
Attorneys and Counselors

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

===== STATEMENT =====

June 24, 2021

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



Bill Number 123249  
Billed through 05/31/2021

**General Counsel**  
**DURBIN 00001 MCE**

**FOR PROFESSIONAL SERVICES RENDERED**

05/03/21	MCE	Review new laws approved by Florida Legislature in 2021 and impact on district.	0.30 hrs
05/04/21	MCE	Review revised survey for Hall.	0.10 hrs
05/06/21	MCE	Review Mattamy request for conveyance.	0.10 hrs
05/12/21	MCE	Travel to and attend meeting with Alfano; meet with new residents; review registration forms.	1.00 hrs
05/14/21	MCE	Confer with Alfano.	0.10 hrs
05/17/21	MCE	Follow up regarding assessment collection plan for 2021-2022; confer with Alfano regarding landscaping; prepare budget and assessment documents regarding fiscal year 2021-2022.	0.40 hrs
05/18/21	DGW	Prepare fiscal year 2021-2022 budget documents.	1.00 hrs
05/21/21	MCE	Confer with Pollicino.	0.30 hrs
05/21/21	DGW	Revise fiscal year 2021-2022 budget documents.	0.30 hrs
05/23/21	MCE	Review and research ICI Homes request regarding turn lane installation at Tollerton.	0.20 hrs
05/24/21	MCE	Research special powers.	0.20 hrs
05/24/21	DGW	Research granting of recreational and security powers.	0.60 hrs
05/26/21	MCE	Confer with Poller regarding conveyance.	0.10 hrs
05/30/21	MCE	Prepare budget and assessment documents; distribute same.	0.30 hrs
Total fees for this matter			\$1,233.00

**MATTER SUMMARY**

8A  
1. 310 .51300. 31500

Mary

=====

Wilbourn, David - Paralegal	1.90 hrs	135 /hr	\$256.50
Eckert, Michael C.	3.10 hrs	315 /hr	\$976.50

TOTAL FEES \$1,233.00

**TOTAL CHARGES FOR THIS MATTER \$1,233.00**

**BILLING SUMMARY**

Wilbourn, David - Paralegal	1.90 hrs	135 /hr	\$256.50
Eckert, Michael C.	3.10 hrs	315 /hr	\$976.50

TOTAL FEES \$1,233.00

**TOTAL CHARGES FOR THIS BILL \$1,233.00**

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



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

# Invoice

Date 7/1/2021

Invoice # 131295600305

Terms	Net 20
Due Date	7/21/2021
PO #	
For Invoice Grouping	No

<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	1	ea	637.49
 1091A 1,320.53800. 45510 July Pool chemicals - North				

**Total** 637.49  
**Amount Due** \$637.49

**Remittance Slip**

Customer  
13DUR100  
Invoice #  
131295600305

Amount Due \$637.49

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

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



131295600305



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

# Invoice

Date 7/1/2021

Invoice # 131295600306

Terms	Net 20
Due Date	7/21/2021
PO #	
For Invoice Grouping	No

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

**Ship To**  
Durbin Crossing South  
Durbin Crossing South  
145 South Durbin Pkwy  
Jacksonville FL 32259

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	1,212.74



169A

1.320.53800.45510  
July Pool Chemicals  
South

**Total Amount Due** 1,212.74  
\$1,212.74

**Remittance Slip**

**Customer**  
13DUR200  
**Invoice #**  
131295600306

**Amount Due** \$1,212.74

**Amount Paid** \_\_\_\_\_

**Make Checks Payable To**

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295600306



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



55-BID-5304863

Permit Number

**55-60-00527**

*- Pool Permit, 320.53800, 44800, 221A*

Fee Amount: \$350.00

Previous Balance: \$0.00

**Total Amount Due: \$350.00**

**For: Swimming Pools - Public Pool > 25000 Gallons**

Payment Due Date: 06/30/2021 or Upon Receipt

**Notice:** This bill is due and payable in full upon receipt and must be received by the local office by the payment due date (06/30/2021).

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

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



**Account Information:**

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

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

**Owner Information:**

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

Circle One: Visa MC  
Name on Card: \_\_\_\_\_  
Account #: \_\_\_\_\_  
Exp Date: \_\_\_/\_\_\_ Security Code (CVV): \_\_\_\_\_  
Card's Billing Address: \_\_\_\_\_

**Please go online to pay fee at:**  
**www.MyFloridaEHPermit.com**  
Permit Number: 55-60-00527 Bill ID: 55-BID-5304863  
Billing Questions call DOH-St. Johns at: (904) 506-6081  
If you do not pay online, make checks payable to and mail invoice WITH payment to:  
Florida Department of Health in St. Johns County  
200 San Sebastian View  
Saint Augustine, FL 32084

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
**I Authorize Florida Department of Health in St. Johns County to charge my credit card account for the following:**  
Payment Amount: \$ \_\_\_\_\_ For: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

[Please detach this portion and RETURN with your payment]

Batch Billing ID:32950

**PERMIT HOLDERS CAN NOW**  
**pay invoices**

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

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

**Pay this invoice online at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com)**

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

*Daniel to provide signed forms @ wgv*



For Department Use Only	
Fee Received \$ _____	Date _____
Check# _____	From _____

Application Type: (check box, see instructions on back)

- Initial Permit       Modification  
 Transfer, change of owner or name  
 **Renewal**

Operating Permit #         -60-        

## STATE OF FLORIDA DEPARTMENT OF HEALTH APPLICATION FOR A SWIMMING POOL OPERATING PERMIT

1. Project /Facility Name: \_\_\_\_\_ County: \_\_\_\_\_

Address of Pool: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

2. Owner Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

3. Building Dept. Name: \_\_\_\_\_

\_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

\_\_\_\_\_ ( ) \_\_\_\_\_  
E-mail Address Phone Number

4. Design Engineer/Architect Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

5. Pool Water Source (Name of Public Water System): \_\_\_\_\_

6. Lighting (check one): ( ) No Night Swimming  
 ( ) Outdoor: Three foot candles overhead and 1/2 watt per square foot of pool surface area underwater  
 ( ) Indoor: Ten foot candles overhead and 8/10 watt per square foot of pool surface area underwater

7. Pool Volume in Gallons: Main Pool \_\_\_\_\_ Spa Pool \_\_\_\_\_ Other \_\_\_\_\_

8. Pool Bathing Load: \_\_\_\_\_ Number & Type of Dwelling Units Served: \_\_\_\_\_

9. Pool Dimensions: Width: \_\_\_\_\_ Length: \_\_\_\_\_ Area: \_\_\_\_\_ Perimeter: \_\_\_\_\_ Depth: Max. \_\_\_\_\_ Min. \_\_\_\_\_

10. Water Treatment Equipment Manufacturer and Model:

(A) Recirculation Pump: \_\_\_\_\_ Flow \_\_\_\_\_ GPM At \_\_\_\_\_ TDH HP \_\_\_\_\_

(B) Filter: \_\_\_\_\_ Area: \_\_\_\_\_ Sq. Ft. Flow Capacity \_\_\_\_\_ GPM

(C) Disinfection Equipment: \_\_\_\_\_ Capacity \_\_\_\_\_ (GPD) or (PPD)

(Secondary Disinfection if Applicable): \_\_\_\_\_

(D) pH Adjustment Feeder: \_\_\_\_\_ Capacity \_\_\_\_\_ (GPD)

(E) Test Kit: \_\_\_\_\_

11. Other Equipment Details: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

REMARKS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CERTIFICATION OF OWNER**

The undersigned owner, or owner's representative, hereby agrees to operate the pool described in this application in accordance with the requirements of Chapter 514 of the Florida Statutes (F.S.), and Chapter 64E-9 of the Florida Administrative Code, and maintain the original construction approved under the Florida Building Code by the jurisdictional building department. **This agreement includes keeping a daily record of the information regarding pool operation on the monthly report form** furnished by the department or on other forms approved by the department and when requested, submission of the completed form to the appropriate county health department.

Sign: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
(Print or type)

Title: \_\_\_\_\_  
(Print or type) If not the Owner, attach authorization from Owner

**THIS SECTION FOR DOH USE ONLY:**

Building Department Construction Approval Date: \_\_\_\_\_ Approval Number: \_\_\_\_\_

**CERTIFICATION OF INSPECTION**

I hereby certify that an inspection of this pool has been made and the foregoing information is correct to the best of my knowledge and belief. It is recommended the first annual operating permit be granted subject to the provisions of the Florida Administrative Code.

\_\_\_\_\_  
Signature DOH Engineer/Authorized Staff

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

Change data entered into EHD by \_\_\_\_\_ on \_\_\_\_\_

**Instructions- Before submitting application to DOH:**

**For Initial Permit:** Complete the entire application with owner certification. Include the original and one copy of this completed form, a copy of construction plans & specs to be submitted to the building department (electronic copy in PDF, TIF or JPG format is acceptable), and the appropriate fee. The operating permit number will be entered by DOH staff. This application will not be complete until a copy of the final building department inspection is received.

**For Modification:** Enter existing operating permit number, complete items 1 - 4, note proposed or completed changes in the appropriate sections, and complete the owner certification. Include a copy of the construction plans & specs to be submitted to the building department (electronic copy is acceptable). This application will not be complete until a copy of the final building department inspection is received.

**For Transfer:** Enter existing operating permit number, complete items 1 and 2, then note changes in the remarks section, and complete the owner certification. There is no fee or building plans required for a transfer permit reissued due to change of ownership, name of facility, phone number, or mailing address.

**For Renewal:** Enter existing operating permit number, complete items 1 and 2, and complete the owner certification. There is an annual operating permit fee charged for renewal.

**Mission:**

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



**Ron DeSantis**  
Governor

**Scott A. Rivkees, MD**  
State Surgeon General

**Vision:** To be the Healthiest State in the Nation

---

**NOTICE OF THE RENEWAL PROCESS OF OPERATING PERMIT**  
**FOR PUBLIC SWIMMING POOLS AND SPAS**

May 12, 2021

Dear Public Swimming Pool/Spa Owner or Operator:

This is a reminder regarding Florida Department of Health's (DOH) process for the renewal of the Annual Operating Permit, which is required for the operation of the public swimming pool and/or spa and/or water activity feature. To renew the operating permit, compliance with the following is required:

1. **Submit a Complete Renewal Application** – The State of Florida Department of Health's Swimming Pool Operating Permit Renewal Application is included in this correspondence. Please complete the forms and submit the annual operating fee. This may also be completed by using the Permit Invoice **if NO** changes have been made to the pool. Ensure that signatures are on these forms. Ensure the method of payment is indicated on the invoice.
2. **Ensure Corrections Are Completed for Outstanding Florida Building Code Violations** – Per Rule 64E-9.001(4), FAC, the review and approval of the application for the renewal of the operating permit is dependent upon the facility's compliance with the Rule, with the previous operating permit, and with the maintenance of the pool in the same functional, safety, and sanitation conditions as approved by the jurisdictional building department and/or the Florida Department of Health. As such, DOH staff must refer to and use the Florida Building Code, Building Chapter 4, Section 454.1, or its predecessor, as applicable.
3. **Ensure Corrections Are Completed (Previous Closure and/or Unsatisfactory Status)** – Regarding previously cited violations which caused the pool and/or spa to receive an unsatisfactory inspection and/or resulted in its closure, please ensure all violations are corrected and documented appropriately.
4. **Submit a Pool Owner/Operator Verification of Entrapment Safety Features Form** - Included in this correspondence for completion. Please submit this form with the application for renewal of operating permit.
5. **Ensure Facility Access for the Department** - Provide Florida Department of Health the proper access codes, facility keys, and any other access implements to all parts of the public pool or spa, including the equipment room(s), to facilitate efficient service to the operation and to avoid unsatisfactory inspections.
6. **REMINDER** Please be aware that by January 1, 2022, all pools must add "**POOL MAXIMUM DEPTH: \_\_\_ FEET,**" in **2-inch** (51 mm) letters to the previously listed pool rules.

Sincerely,

*Ric Mathis*

Environmental Administrator

Florida Department of Health in Saint Johns County

RM/gk

Enclosures

- Renewal Application Form for Operating Pool/Spa Permit
- Attestation of Pool Owner/Operator Verification of Entrapment Safety Features
- Invoice for Operating Permit

---

**Florida Department of Health in St. Johns County**

200 San Sebastian View, Suite 1322, St. Augustine, FL 32084

PHONE: 904-506-6081

[www.StJohns.FloridaHealth.gov](http://www.StJohns.FloridaHealth.gov)



**Accredited Health Department**  
Public Health Accreditation Board



DOH Permit No. \_\_\_\_\_ County \_\_\_\_\_

## Pool Owner/Operator Verification of Entrapment Safety Features

1. Name of Facility Pool: \_\_\_\_\_

2. Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ Facility Phone: \_\_\_\_\_

3. Owner's Name: \_\_\_\_\_  
(Print Name)

4. Owner's Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### 5. Suction Outlet Drain Cover(s) as required by section 514.0315(1), FS:

Make & Model Number: \_\_\_\_\_  
(You may use additional sheets if facility has more than one device or system.)

Installation Date: \_\_\_\_\_ FL Approved Flow (GPM): \_\_\_\_\_ Life Years: \_\_\_\_\_

### 6. Type of Safety Device installed as required by section 514.0315(2), FS: (Check one)

a. Safety Vacuum Release System

Make & Model Number: \_\_\_\_\_  
(Use additional sheets if facility has more than one device or system.)

b. Suction Limiting Vent System w/Tamper-Resistant Atmospheric Opening

c. Automatic Pump Shut-off System

Make & Model Number: \_\_\_\_\_  
(Use additional sheets if facility has more than one device or system.)

d. Dual Drains (must be on the same drain line & 36" apart on center)

e. Drain Disablement (requires a construction or modification permit)

f. Gravity Drainage with Collector Tank (requires a construction or modification permit)

Installation Date: \_\_\_\_\_

### Licensed pool contractor that installed the device/system:

(Installation by a FL licensed pool contractor is a requirement of s. 514.0315(2), Florida Statutes)

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ License Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

7. Owner's commitment to have all safety device operation & maintenance manuals on site and readily available, and to conduct routine testing of the device/system in accordance with the manufacturer's recommendations or in accordance with state code testing requirements:

\_\_\_\_\_  
Signature of Duly Authorized Person (owner, permittee, corporate officer or registered agent.)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date



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



55-BID-5304866

Permit Number

**55-60-00533** - Pool permit

1. 320.53800.44800

221A

For: Swimming Pools - Public Pool > 25000 Gallons

Fee Amount: \$350.00

Previous Balance: \$0.00

**Total Amount Due: \$350.00**

Payment Due Date: 06/30/2021 or Upon Receipt

Notice: This bill is due and payable in full upon receipt and must be received by the local office by the payment due date (06/30/2021).

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

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



**Account Information:**

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

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

**Owner Information:**

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

Circle One: Visa MC

Name on Card: \_\_\_\_\_

Account #: \_\_\_\_\_

Exp Date: \_\_\_/\_\_\_ Security Code (CVV): \_\_\_\_\_

Card's Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_

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

Payment Amount: \$\_\_\_\_\_ For: \_\_\_\_\_

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

Permit Number: 55-60-00533 Bill ID: 55-BID-5304866

Billing Questions call DOH-St. Johns at: (904) 506-6081  
If you do not pay online, make checks payable to and mail invoice WITH payment to:  
Florida Department of Health in St. Johns County  
200 San Sebastian View  
Saint Augustine, FL 32084

Signature \_\_\_\_\_

Date \_\_\_\_\_

[Please detach this portion and RETURN with your payment]

Batch Billing ID:32950

**PERMIT HOLDERS CAN NOW**  
**pay invoices online!**

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

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

**Pay this invoice online at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com)**

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



For Department Use Only	
Fee Received \$ _____	Date _____
Check# _____	From _____
_____	_____

Application Type: (check box, see instructions on back)  
 Initial Permit       Modification  
 Transfer, change of owner or name  
 **Renewal**

Operating Permit #     -60-    

## STATE OF FLORIDA DEPARTMENT OF HEALTH APPLICATION FOR A SWIMMING POOL OPERATING PERMIT

1. Project /Facility Name: \_\_\_\_\_ County: \_\_\_\_\_

Address of Pool: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

2. Owner Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

3. Building Dept. Name: \_\_\_\_\_

\_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

\_\_\_\_\_ ( ) \_\_\_\_\_  
E-mail Address \_\_\_\_\_ Phone Number \_\_\_\_\_

4. Design Engineer/Architect Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

5. Pool Water Source (Name of Public Water System): \_\_\_\_\_

6. Lighting (check one): ( ) No Night Swimming  
 ( ) Outdoor: Three foot candles overhead and 1/2 watt per square foot of pool surface area underwater  
 ( ) Indoor: Ten foot candles overhead and 8/10 watt per square foot of pool surface area underwater

7. Pool Volume in Gallons: Main Pool \_\_\_\_\_ Spa Pool \_\_\_\_\_ Other \_\_\_\_\_

8. Pool Bathing Load: \_\_\_\_\_ Number & Type of Dwelling Units Served: \_\_\_\_\_

9. Pool Dimensions: Width: \_\_\_\_\_ Length: \_\_\_\_\_ Area: \_\_\_\_\_ Perimeter: \_\_\_\_\_ Depth: Max. \_\_\_\_\_ Min. \_\_\_\_\_

10. Water Treatment Equipment Manufacturer and Model:

(A) Recirculation Pump: \_\_\_\_\_ Flow \_\_\_\_\_ GPM At \_\_\_\_\_ TDH HP \_\_\_\_\_

(B) Filter: \_\_\_\_\_ Area: \_\_\_\_\_ Sq. Ft. Flow Capacity \_\_\_\_\_ GPM

(C) Disinfection Equipment: \_\_\_\_\_ Capacity \_\_\_\_\_ (GPD) or (PPD)

(Secondary Disinfection if Applicable): \_\_\_\_\_

(D) pH Adjustment Feeder: \_\_\_\_\_ Capacity \_\_\_\_\_ (GPD)

(E) Test Kit: \_\_\_\_\_

11. Other Equipment Details: \_\_\_\_\_

REMARKS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CERTIFICATION OF OWNER**

The undersigned owner, or owner's representative, hereby agrees to operate the pool described in this application in accordance with the requirements of Chapter 514 of the Florida Statutes (F.S.), and Chapter 64E-9 of the Florida Administrative Code, and maintain the original construction approved under the Florida Building Code by the jurisdictional building department. **This agreement includes keeping a daily record of the information regarding pool operation on the monthly report form** furnished by the department or on other forms approved by the department and when requested, submission of the completed form to the appropriate county health department.

Sign: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Title: \_\_\_\_\_  
**(Print or type)** **(Print or type) If not the Owner, attach authorization from Owner**

**THIS SECTION FOR DOH USE ONLY:**

Building Department Construction Approval Date: \_\_\_\_\_ Approval Number: \_\_\_\_\_

**CERTIFICATION OF INSPECTION**

I hereby certify that an inspection of this pool has been made and the foregoing information is correct to the best of my knowledge and belief. It is recommended the first annual operating permit be granted subject to the provisions of the Florida Administrative Code.

\_\_\_\_\_  
Signature DOH Engineer/Authorized Staff \_\_\_\_\_  
Date  
\_\_\_\_\_  
Print Name

Change data entered into EHD by \_\_\_\_\_ on \_\_\_\_\_

**Instructions- Before submitting application to DOH:**

**For Initial Permit:** Complete the entire application with owner certification. Include the original and one copy of this completed form, a copy of construction plans & specs to be submitted to the building department (electronic copy in PDF, TIF or JPG format is acceptable), and the appropriate fee. The operating permit number will be entered by DOH staff. This application will not be complete until a copy of the final building department inspection is received.

**For Modification:** Enter existing operating permit number, complete items 1 - 4, note proposed or completed changes in the appropriate sections, and complete the owner certification. Include a copy of the construction plans & specs to be submitted to the building department (electronic copy is acceptable). This application will not be complete until a copy of the final building department inspection is received.

**For Transfer:** Enter existing operating permit number, complete items 1 and 2, then note changes in the remarks section, and complete the owner certification. There is no fee or building plans required for a transfer permit reissued due to change of ownership, name of facility, phone number, or mailing address.

**For Renewal:** Enter existing operating permit number, complete items 1 and 2, and complete the owner certification. There is an annual operating permit fee charged for renewal.

**Mission:**

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



**Ron DeSantis**  
Governor

**Scott A. Rivkees, MD**  
State Surgeon General

**Vision:** To be the Healthiest State in the Nation

---

**NOTICE OF THE RENEWAL PROCESS OF OPERATING PERMIT**  
**FOR PUBLIC SWIMMING POOLS AND SPAS**

May 12, 2021

Dear Public Swimming Pool/Spa Owner or Operator:

This is a reminder regarding Florida Department of Health's (DOH) process for the renewal of the Annual Operating Permit, which is required for the operation of the public swimming pool and/or spa and/or water activity feature. To renew the operating permit, compliance with the following is required:

1. **Submit a Complete Renewal Application** – The State of Florida Department of Health's Swimming Pool Operating Permit Renewal Application is included in this correspondence. Please complete the forms and submit the annual operating fee. This may also be completed by using the Permit Invoice **if NO** changes have been made to the pool. Ensure that signatures are on these forms. Ensure the method of payment is indicated on the invoice.
2. **Ensure Corrections Are Completed for Outstanding Florida Building Code Violations** – Per Rule 64E-9.001(4), FAC, the review and approval of the application for the renewal of the operating permit is dependent upon the facility's compliance with the Rule, with the previous operating permit, and with the maintenance of the pool in the same functional, safety, and sanitation conditions as approved by the jurisdictional building department and/or the Florida Department of Health. As such, DOH staff must refer to and use the Florida Building Code, Building Chapter 4, Section 454.1, or its predecessor, as applicable.
3. **Ensure Corrections Are Completed (Previous Closure and/or Unsatisfactory Status)** – Regarding previously cited violations which caused the pool and/or spa to receive an unsatisfactory inspection and/or resulted in its closure, please ensure all violations are corrected and documented appropriately.
4. **Submit a Pool Owner/Operator Verification of Entrapment Safety Features Form** - Included in this correspondence for completion. Please submit this form with the application for renewal of operating permit.
5. **Ensure Facility Access for the Department** - Provide Florida Department of Health the proper access codes, facility keys, and any other access implements to all parts of the public pool or spa, including the equipment room(s), to facilitate efficient service to the operation and to avoid unsatisfactory inspections.
6. **REMINDER** Please be aware that by January 1, 2022, all pools must add "POOL MAXIMUM DEPTH: \_\_\_ FEET," in **2-inch** (51 mm) letters to the previously listed pool rules.

Sincerely,

*Ric Mathis*

Environmental Administrator

Florida Department of Health in Saint Johns County

RM/gk

Enclosures

- Renewal Application Form for Operating Pool/Spa Permit
- Attestation of Pool Owner/Operator Verification of Entrapment Safety Features
- Invoice for Operating Permit

---

**Florida Department of Health in St. Johns County**

200 San Sebastian View, Suite 1322, St. Augustine, FL 32084

PHONE: 904-506-6081

[www.StJohns.FloridaHealth.gov](http://www.StJohns.FloridaHealth.gov)





DOH Permit No. \_\_\_\_\_ County \_\_\_\_\_

## Pool Owner/Operator Verification of Entrapment Safety Features

1. Name of Facility Pool: \_\_\_\_\_

2. Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ Facility Phone: \_\_\_\_\_

3. Owner's Name: \_\_\_\_\_  
(Print Name)

4. Owner's Phone: \_\_\_\_\_ Email: \_\_\_\_\_

5. Suction Outlet Drain Cover(s) as required by section 514.0315(1), FS: \_\_\_\_\_

Make & Model Number: \_\_\_\_\_  
(You may use additional sheets if facility has more than one device or system.)

Installation Date: \_\_\_\_\_ FL Approved Flow (GPM): \_\_\_\_\_ Life Years: \_\_\_\_\_

6. Type of Safety Device installed as required by section 514.0315(2), FS: (Check one)

a. Safety Vacuum Release System

Make & Model Number: \_\_\_\_\_  
(Use additional sheets if facility has more than one device or system.)

b. Suction Limiting Vent System w/Tamper-Resistant Atmospheric Opening

c. Automatic Pump Shut-off System

Make & Model Number: \_\_\_\_\_  
(Use additional sheets if facility has more than one device or system.)

d. Dual Drains (must be on the same drain line & 36" apart on center)

e. Drain Disablement (requires a construction or modification permit)

f. Gravity Drainage with Collector Tank (requires a construction or modification permit)

Installation Date: \_\_\_\_\_

Licensed pool contractor that installed the device/system:

(Installation by a FL licensed pool contractor is a requirement of s. 514.0315(2), Florida Statutes)

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ License Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

7. Owner's commitment to have all safety device operation & maintenance manuals on site and readily available, and to conduct routine testing of the device/system in accordance with the manufacturer's recommendations or in accordance with state code testing requirements:

\_\_\_\_\_  
Signature of Duly Authorized Person (owner, permittee, corporate officer or registered agent.)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date



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



55-BID-5305049

Permit Number  
**55-60-00534** ←

*Pool Permit*

*1-320.53800.44800*

For: Swimming Pools - Wading Pool

*221A*

Fee Amount: \$225.00  
Previous Balance: \$0.00  
Total Amount Due: \$225.00

Payment Due Date: 06/30/2021 or Upon Receipt

Notice: This bill is due and payable in full upon receipt and must be received by the local office by the payment due date (06/30/2021).

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



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

**Account Information:** Pool Volume: 826 gallons  
Name: DURBIN CROSSING SOUTH WADING POOL Bathing Load: 12  
Location: 145 S DURBIN Parkway Flow Rate: 50  
Jacksonville, FL 32259

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

Circle One: Visa MC  
Name on Card: \_\_\_\_\_  
Account #: \_\_\_\_\_  
Exp Date: \_\_\_/\_\_\_ Security Code (CVV): \_\_\_\_\_  
Card's Billing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_

Please go online to pay fee at:  
**www.MyFloridaEHPermit.com**  
Permit Number: 55-60-00534 Bill ID: 55-BID-5305049  
Billing Questions call DOH-St. Johns at: (904) 506-6081  
If you do not pay online, make checks payable to and mail invoice WITH payment to:  
Florida Department of Health in St. Johns County  
200 San Sebastian View  
Saint Augustine, FL 32084

I Authorize Florida Department of Health in St. Johns County to charge my credit card account for the following:  
Payment Amount: \$\_\_\_\_\_ For: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

[Please detach this portion and RETURN with your payment]

Batch Billing ID:32950

**PERMIT HOLDERS CAN NOW**  
**pay invoices online!**

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

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

**Pay this invoice online at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com)**

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





For Department Use Only	
Fee Received \$ _____	Date _____
Check# _____	From _____

Application Type: (check box, see instructions on back)

- Initial Permit       Modification  
 Transfer, change of owner or name  
 **Renewal**

Operating Permit #         -60-        

## STATE OF FLORIDA DEPARTMENT OF HEALTH APPLICATION FOR A SWIMMING POOL OPERATING PERMIT

1. Project /Facility Name: \_\_\_\_\_ County: \_\_\_\_\_

Address of Pool: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

2. Owner Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

3. Building Dept. Name: \_\_\_\_\_

\_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

\_\_\_\_\_ ( ) \_\_\_\_\_  
E-mail Address \_\_\_\_\_ Phone Number \_\_\_\_\_

4. Design Engineer/Architect Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

5. Pool Water Source (Name of Public Water System): \_\_\_\_\_

6. Lighting (check one):
- No Night Swimming
  - Outdoor: Three foot candles overhead and 1/2 watt per square foot of pool surface area underwater
  - Indoor: Ten foot candles overhead and 8/10 watt per square foot of pool surface area underwater

7. Pool Volume in Gallons: Main Pool \_\_\_\_\_ Spa Pool \_\_\_\_\_ Other \_\_\_\_\_

8. Pool Bathing Load: \_\_\_\_\_ Number & Type of Dwelling Units Served: \_\_\_\_\_

9. Pool Dimensions: Width: \_\_\_\_\_ Length: \_\_\_\_\_ Area: \_\_\_\_\_ Perimeter: \_\_\_\_\_ Depth: Max. \_\_\_\_\_ Min. \_\_\_\_\_

10. Water Treatment Equipment Manufacturer and Model:

(A) Recirculation Pump: \_\_\_\_\_ Flow \_\_\_\_\_ GPM At \_\_\_\_\_ TDH HP \_\_\_\_\_

(B) Filter: \_\_\_\_\_ Area: \_\_\_\_\_ Sq. Ft. Flow Capacity \_\_\_\_\_ GPM

(C) Disinfection Equipment: \_\_\_\_\_ Capacity \_\_\_\_\_ (GPD) or (PPD)

(Secondary Disinfection if Applicable): \_\_\_\_\_

(D) pH Adjustment Feeder: \_\_\_\_\_ Capacity \_\_\_\_\_ (GPD)

(E) Test Kit: \_\_\_\_\_

11. Other Equipment Details: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

REMARKS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CERTIFICATION OF OWNER**

The undersigned owner, or owner's representative, hereby agrees to operate the pool described in this application in accordance with the requirements of Chapter 514 of the Florida Statutes (F.S.), and Chapter 64E-9 of the Florida Administrative Code, and maintain the original construction approved under the Florida Building Code by the jurisdictional building department. **This agreement includes keeping a daily record of the information regarding pool operation on the monthly report form** furnished by the department or on other forms approved by the department and when requested, submission of the completed form to the appropriate county health department.

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
**(Print or type)** **(Print or type) If not the Owner, attach authorization from Owner**

**THIS SECTION FOR DOH USE ONLY:**

Building Department Construction Approval Date: \_\_\_\_\_ Approval Number: \_\_\_\_\_

**CERTIFICATION OF INSPECTION**

I hereby certify that an inspection of this pool has been made and the foregoing information is correct to the best of my knowledge and belief. It is recommended the first annual operating permit be granted subject to the provisions of the Florida Administrative Code.

\_\_\_\_\_  
Signature DOH Engineer/Authorized Staff \_\_\_\_\_ Date

\_\_\_\_\_  
Print Name

[ ] Change data entered into EHD by \_\_\_\_\_ on \_\_\_\_\_

**Instructions- Before submitting application to DOH:**

**For Initial Permit:** Complete the entire application with owner certification. Include the original and one copy of this completed form, a copy of construction plans & specs to be submitted to the building department (electronic copy in PDF, TIF or JPG format is acceptable), and the appropriate fee. The operating permit number will be entered by DOH staff. This application will not be complete until a copy of the final building department inspection is received.

**For Modification:** Enter existing operating permit number, complete items 1 - 4, note proposed or completed changes in the appropriate sections, and complete the owner certification. Include a copy of the construction plans & specs to be submitted to the building department (electronic copy is acceptable). This application will not be complete until a copy of the final building department inspection is received.

**For Transfer:** Enter existing operating permit number, complete items 1 and 2, then note changes in the remarks section, and complete the owner certification. There is no fee or building plans required for a transfer permit reissued due to change of ownership, name of facility, phone number, or mailing address.

**For Renewal:** Enter existing operating permit number, complete items 1 and 2, and complete the owner certification. There is an annual operating permit fee charged for renewal.

**Mission:**

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**Ron DeSantis**  
Governor

**Scott A. Rivkees, MD**  
State Surgeon General

**Vision:** To be the Healthiest State in the Nation

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**NOTICE OF THE RENEWAL PROCESS OF OPERATING PERMIT**  
**FOR PUBLIC SWIMMING POOLS AND SPAS**

May 12, 2021

Dear Public Swimming Pool/Spa Owner or Operator:

This is a reminder regarding Florida Department of Health's (DOH) process for the renewal of the Annual Operating Permit, which is required for the operation of the public swimming pool and/or spa and/or water activity feature. To renew the operating permit, compliance with the following is required:

1. **Submit a Complete Renewal Application** – The State of Florida Department of Health's Swimming Pool Operating Permit Renewal Application is included in this correspondence. Please complete the forms and submit the annual operating fee. This may also be completed by using the Permit Invoice **if NO** changes have been made to the pool. Ensure that signatures are on these forms. Ensure the method of payment is indicated on the invoice.
2. **Ensure Corrections Are Completed for Outstanding Florida Building Code Violations** – Per Rule 64E-9.001(4), FAC, the review and approval of the application for the renewal of the operating permit is dependent upon the facility's compliance with the Rule, with the previous operating permit, and with the maintenance of the pool in the same functional, safety, and sanitation conditions as approved by the jurisdictional building department and/or the Florida Department of Health. As such, DOH staff must refer to and use the Florida Building Code, Building Chapter 4, Section 454.1, or its predecessor, as applicable.
3. **Ensure Corrections Are Completed (Previous Closure and/or Unsatisfactory Status)** – Regarding previously cited violations which caused the pool and/or spa to receive an unsatisfactory inspection and/or resulted in its closure, please ensure all violations are corrected and documented appropriately.
4. **Submit a Pool Owner/Operator Verification of Entrapment Safety Features Form** - Included in this correspondence for completion. Please submit this form with the application for renewal of operating permit.
5. **Ensure Facility Access for the Department** - Provide Florida Department of Health the proper access codes, facility keys, and any other access implements to all parts of the public pool or spa, including the equipment room(s), to facilitate efficient service to the operation and to avoid unsatisfactory inspections.
6. **REMINDER** Please be aware that by January 1, 2022, all pools must add "POOL MAXIMUM DEPTH: \_\_\_ FEET," in **2-inch** (51 mm) letters to the previously listed pool rules.

Sincerely,

*Ric Mathis*

Environmental Administrator  
Florida Department of Health in Saint Johns County

RM/gk  
Enclosures

- Renewal Application Form for Operating Pool/Spa Permit
- Attestation of Pool Owner/Operator Verification of Entrapment Safety Features
- Invoice for Operating Permit

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**Florida Department of Health in St. Johns County**

200 San Sebastian View, Suite 1322, St. Augustine, FL 32084

PHONE: 904-506-6081

[www.StJohns.FloridaHealth.gov](http://www.StJohns.FloridaHealth.gov)



**Accredited Health Department**  
Public Health Accreditation Board



DOH Permit No. \_\_\_\_\_ County \_\_\_\_\_

## Pool Owner/Operator Verification of Entrapment Safety Features

1. Name of Facility Pool: \_\_\_\_\_

2. Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ Facility Phone: \_\_\_\_\_

3. Owner's Name: \_\_\_\_\_  
(Print Name)

4. Owner's Phone: \_\_\_\_\_ Email: \_\_\_\_\_

5. **Suction Outlet Drain Cover(s) as required by section 514.0315(1), FS:**

Make & Model Number: \_\_\_\_\_  
(You may use additional sheets if facility has more than one device or system.)

Installation Date: \_\_\_\_\_ FL Approved Flow (GPM): \_\_\_\_\_ Life Years: \_\_\_\_\_

6. **Type of Safety Device installed as required by section 514.0315(2), FS: (Check one)**

a. Safety Vacuum Release System

Make & Model Number: \_\_\_\_\_  
(Use additional sheets if facility has more than one device or system.)

b. Suction Limiting Vent System w/Tamper-Resistant Atmospheric Opening

c. Automatic Pump Shut-off System

Make & Model Number: \_\_\_\_\_  
(Use additional sheets if facility has more than one device or system.)

d. Dual Drains (must be on the same drain line & 36" apart on center)

e. Drain Disablement (requires a construction or modification permit)

f. Gravity Drainage with Collector Tank (requires a construction or modification permit)

Installation Date: \_\_\_\_\_

Licensed pool contractor that installed the device/system:

(Installation by a FL licensed pool contractor is a requirement of s. 514.0315(2), Florida Statutes)

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ License Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

7. Owner's commitment to have all safety device operation & maintenance manuals on site and readily available, and to conduct routine testing of the device/system in accordance with the manufacturer's recommendations or in accordance with state code testing requirements:

\_\_\_\_\_  
Signature of Duly Authorized Person (owner, permittee, corporate officer or registered agent.)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date



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

BE SURE TO WRITE YOUR INVOICE NUMBER ON YOUR CHECK

DURBIN CROSSING CDD NORTH 120  
 475 W TOWN PLACE STE 114  
 SAINT AUGUSTINE, FL 32092-3649



**CUSTOMER NO.** UG-103588  
**INVOICE NO.** UG0000022383  
**INVOICE DATE** 06/21/2021  
**DUE DATE** Due Upon Receipt  
**TOTAL AMOUNT DUE** \$438.63  
**REFERENCE NO.**

**AMOUNT OF REMITTANCE** \$

00555193UG000002238300103588000000000155218

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
21 - Jun	(0000) ST JOHN CM FRAN FEE 5% at 5.000% on \$6.50				\$0.33
	<b>SITE TOTAL</b>				<b>\$0.33</b>
21 - Jun	(0001) DURBIN CROSSING NORTH 730 N DURBIN PKWY , SAINT JOHNS FL  Serv #001 COMM FRONTLOAD WASTE PERM 4YD TRASH STANDARD SERVICE Jul 01/21 - Jul 31/21				
21 - Jun	ENERGY CHARGE				\$35.98
21 - Jun	ST JOHN CM FRAN FEE 5% at 5.000% on \$141.31				\$7.07
	<b>SITE TOTAL</b>				<b>\$148.38</b>
21 - Jun	(0000) C ADMIN FEE	SC45160			\$6.50
	<b>SITE TOTAL</b>				<b>\$6.50</b>

**RECEIVED**  
 JUL 01 2021

*July Refuse North*

**Notes:**

Due to increased costs, your next invoice may reflect a price increase. Please remit payment today to avoid service suspension.

*1-320-53800-45508*

*53A*

**REMIT TO:**

**GFL Environmental**  
**PO BOX 555193**  
**DETROIT MI 48255-5193**

CURRENT	31 - 60 DAYS	61 - 90 DAYS	OVER 90 DAYS	ACCOUNT TOTAL
\$155.21	\$141.71	\$141.71	\$0.00	\$438.63

<b>TOTAL INVOICE</b>	\$155.21
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REMIT TO INFO ON THE REVERSE SIDE →

**CUSTOMER NO** UG-103588

**INVOICE DATE** 06/21/2021

**INVOICE NO.** UG0000022383



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

BE SURE TO WRITE YOUR INVOICE NUMBER ON YOUR CHECK

DURBIN CROSSING SOUTH 120  
 475 WEST TOWN PLACE STE 114  
 ST AUGUSTINE, FL 32092-3649  


**CUSTOMER NO.** UG-103589  
**INVOICE NO.** UG0000022384  
**INVOICE DATE** 06/21/2021  
**DUE DATE** Due Upon Receipt  
**TOTAL AMOUNT DUE** **\$579.63**  
**REFERENCE NO.**

**AMOUNT OF REMITTANCE** \$

00555193UG000002238400103589000000000205233

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
21 - Jun	(0000) ST JOHN CM FRAN FEE 5% at 5.000% on \$6.50				\$0.33
	<b>SITE TOTAL</b>				<b>\$0.33</b>
21 - Jun	(0001) DURBIN CROSSING SOUTH 145 S DURBIN PKWY , SAINT JOHNS FL  Serv #001 COMM FRONTLOAD WASTE PERM 6YD				
21 - Jun	TRASH STANDARD SERVICE Jul 01/21 - Jul 31/21		\$140.84	1.00	\$140.84
21 - Jun	ENERGY CHARGE				\$48.11
21 - Jun	ST JOHN CM FRAN FEE 5% at 5.000% on \$188.95				\$9.45
	<b>SITE TOTAL</b>				<b>\$198.40</b>
21 - Jun	(0000) C ADMIN FEE	SC45161			\$6.50
	<b>SITE TOTAL</b>				<b>\$6.50</b>

**RECEIVED**  
 JUL 01 2021

*July Refuse South*

**Notes:**

Due to increased costs, your next invoice may reflect a price increase. Please remit payment today to avoid service suspension.

*1-320-53800-45508*  
*53A*

**REMIT TO:**

**GFL Environmental**  
**PO BOX 555193**  
**DETROIT MI 48255-5193**

CURRENT	31 - 60 DAYS	61 - 90 DAYS	OVER 90 DAYS	ACCOUNT TOTAL
\$205.23	\$187.20	\$187.20	\$0.00	\$579.63

**TOTAL INVOICE** \$205.23

REMIT TO INFO ON THE REVERSE SIDE

**CUSTOMER NO** UG-103589

**INVOICE DATE** 06/21/2021

**INVOICE NO.** UG0000022384

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

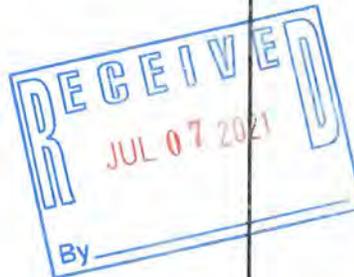
Invoice #: 484  
Invoice Date: 7/1/21  
Due Date: 7/1/21  
Case:  
P.O. Number:

**Bill To:**

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

21A

Description	Hours/Qty	Rate	Amount
Management Fees - July 2021	1,310.51300, 34000	3,916.67	3,916.67
Information Technology - July 2021	1,310.51300, 35700	133.33	133.33
Impact Fee Collection Administration - July 2021	1,310.51300, 32500	1,250.00	1,250.00
Dissemination Agent Services - July 2021	1,310.51300, 31300	500.00	500.00
Office Supplies	1,310.51300, 51000	3.19	3.19
Postage	1,310.51300, 42000	19.12	19.12
Copies	1,310.51300, 42560	91.20	91.20
Telephone	1,310.51300, 41000	54.54	54.54



**Total** \$5,968.05

**Payments/Credits** \$0.00

**Balance Due** \$5,968.05

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

# Invoice

Date	Invoice #
5/11/2021	7800

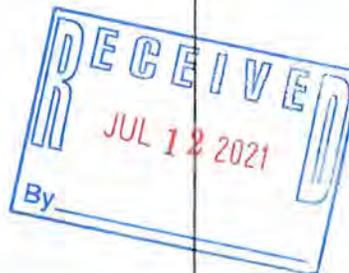
<b>Bill To</b>
DURBIN CROSSING 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FL 32092

<b>Ship To</b>

243A

1-320-53800-46210

Description	Amount
(Item #1 Palm) Trim Tree(s) & Debris Removal Trim (84) Medjool Palms@ \$45.00 each = \$3,780.00 Trim (99) Washingtonian Palms@ \$35.00 each = \$3,465.00 Haul off with clean-up included. Add-On: Remove (8) dead Pine trees and leave debris onsite. \$2,000.00	9,245.00
(Item #2 Palm) Trim Tree(s) & Debris Removal Day 2	0.00
(Item #3 Palm) Trim Tree(s) & Debris Removal Day 3	0.00
(Item #4) Trim Tree(s) & Debris Removal Day 4	0.00
<b>Total</b> \$9,245.00	
<b>Payments/Credits</b> \$0.00	



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

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

# Invoice

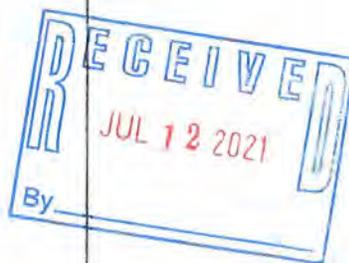
Date	Invoice #
5/17/2021	7828

<b>Bill To</b>
DURBIN CROSSING 475 WEST TOWN PLACE SUITE 114 ST AUGUSTINE, FL 32092

<b>Ship To</b>

243A  
 1,320.53800.46210

Description	Amount
(Item #1 Palm) Fertilization Broadcast Fertilizing with 13-3-13(84) Medjool Palms(104) Washingtonian Palms	1,880.00
<b>Total</b> \$1,880.00	
<b>Payments/Credits</b> \$0.00	



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

# Advanced Direct Marketing Services

3733 Adirof Rd.  
 Jacksonville, FL 32207-4719  
 (V) 904.396.3028 (F) 396.6328  
 E-mail jim@adm-service.com

# Invoice

DATE	INVOICE #
7/22/2021	143984

**BILL TO**

DURBIN CROSSING CDD  
 475 WEST TOWN PLACE, STE 114  
 ST AUGUSTINE FL 32092

SERVICE DESCRIPTION	P.O. NO.	TERMS	PROJECT
		With Order	
	QTY	RATE	AMOUNT
DURBIN CROSSING CDD			
<i>Sid, mat</i> Load, read, convert files; CASS Certify addresses to enable automation based postage rates; Create automation based sack/tray tags & postal documents; format for laser imaging	2,346	0.04049	95.00
Form layout and preparation for merge imaging	1	37.50	37.50
Laser one sheet front & back	2,346	0.215	504.39
Fold customer materials	2,346	0.025	58.65
Customer single color #10 window envelopes	2,346	0.145	340.17
Insert one piece into #10 envelope, seal, prep & deliver to BMEU JAX	2,346	0.095	222.87
Postage	2,346	0.495	1,161.27
<i>1-310-51300-42500</i>			
<i>Thank you for your business.</i>		<b>Subtotal</b>	\$2,419.85
<i>70A</i>		<b>Sales Tax (7.5%)</b>	\$0.00
		<b>Total</b>	\$2,419.85

*1258.5*

# All-Brite Sales Company

2204 Haines Street  
 Jacksonville FL 32206  
 904-354-4687 \* Fed. ID. #59-0863850  
 Website: http://www.all-britesales.com

Cleaning Equipment and Chemicals  
 for Buildings & Industry  
 Since 1954

## INVOICE

**Bill To:**  
 DURBIN CROSSING CDD- VESTA  
 145 S DURBIN PKWY  
 ST JOHNS FL 32259

**Ship To:** Phone #: 904-230-2011  
 DURBIN CROSSING CDD- VESTA  
 145 S DURBIN PKWY  
 ST JOHNS FL 32259

Invoice#	Order#	Customer#	Customer P.O.#	Terms	Salesperson
384927	411641	6069		NET 30 DAYS	07
04/22/21	04/21/21	JANELL		OUR TRUCK	

Quantity	U/M	Item # /Description	HM*	Unit Price	Amount
2	CS	110-5519750 LOC001 BATH TISSUE 2ply 96/CS 500 SHEETS/RL, 4.2in x 3.5in, EX-500		49.77	99.54
BIN: 10001					
3	CS	120-630 LOC001 ROLL TOWELS WHITE ARTISAN 8in X 600ft 6/CS 8030630		58.42	175.26
BIN: 10002					
Subtotal					274.80
FUEL SURCHARGE					3.00
Tax #: 85-8013005684C8					
Total Due On 05/22/21					277.80

**RECEIVED**  
 JUL 12 2021  
 By \_\_\_\_\_

*miscellaneous*  
 1.320.53800.46300  
 264A

*[Signature]*  
 DELIVERED BY

\*HM=  
 Hazardous/MRDS required

*[Signature]* Nathan Z.  
 DATE RECEIVED / RECEIVED BY

By acceptance of these goods buyer agrees to pay a reasonable Attorney's fee if buyer's account is turned over to an attorney for collection.



2204 Haines Street  
 Jacksonville FL 32206  
 904-354-4687 • Fed. LD. #59-0863850  
 Website: <http://www.all-britesales.com>

Cleaning Equipment and Chemicals  
 for Buildings & Industry  
 Since 1954

# INVOICE

Bill To: DURBIN CROSSING CDD- VESTA  
 145 S DURBIN PKWY  
 ST JOHNS FL 32259

Ship To: Phone #: 904-230-2011  
 DURBIN CROSSING CDD- VESTA  
 145 S DURBIN PKWY  
 ST JOHNS FL 32259

Invoice#	Order#	Customer#	Customer P.O.#	Terms	Salesperson
386613	413354	6069		NET 30 DAYS	07
06/17/21	06/11/21	DANELLE		OUR TRUCK	

Quantity	U/M	Item # /Description	HM*	Unit Price	Amount
4	CS	120-630 LOC001 ROLL TOWELS WHITE ARTISAN 8in X 600ft 6/CS 8030630		59.05	236.20
2	CS	110-5519750 LOC001 BATH TISSUE 2ply 96/CS 500 SHEETS/RL, 4.2in x 3.5in EX-500		49.77	99.54
Subtotal					335.74
FUEL SURCHARGE					3.00
Tax #: 85-8013005684C8					338.74
Total Due On 07/17/21					

RECEIVED  
 JUL 12 2021

*Miscellaneous*  
 1.320.53800.46300  
 Jennifer Meadows  
 264A

DELIVERED BY

\*HM-  
 Hazardous/MSDS required

6.17.21  
 DATE RECEIVED / RECEIVED BY

By acceptance of these goods buyer agrees to pay a reasonable Attorney fee if buyer's account is turned over to an attorney for collection.

**Durbin Crossing**  
COMMUNITY DEVELOPMENT DISTRICT

*General Fund*

**Check Request**



Date	Amount	Authorized By
July 13, 2021	\$80,333.00	Oksana Kuzmuk

Payable to:

Durbin Crossing CDD - Capital Reserve (#229)

Date Check Needed:

Budget Category:

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

Intended Use of Funds Requested:

FY21 Capital Reserve Funding
<i>(Attach supporting documentation for request.)</i>

# INTERIOR FUSION Jacksonville

8409 Baymeadows Road  
 Jacksonville, FL 32256  
 O - 904-731-0063  
 F - 904-731-4060

Customer: Durbin Crossing  
 Sales Rep: Patrick Scully

## Invoice

IFJ21-PS-4027  
 Proposal: IFQ21-1649  
 Invoice Date: 6/30/2021

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

Installation Location:  
 Durbin Crossing  
 145 S. Durbin Parkway  
 St. Johns, FL 32259

Attention: Margaret Alfano

### Storage Cabinets

Item No.	Item Description	Qty	Item Sell	Ext Sell
Line: 1 X-DDC3623	AIS - Calibrate Cbx Partial Depth 2d Cab 23dx28hx36w  Item Finishes & Options: : Casegoods Dark Rum Cherry (RO-L1024) : Casegoods Dark Rum Cherry (RO-L1024) : STORAGE HANDLE BAR PULL (RS-HAND-BAR)	1	\$585.00	\$585.00
Line: 2 RDI	Interior Fusion Jacksonville - Installation Receive, deliver and install.	1	\$150.00	\$150.00
Line: 3 FREIGHT	AIS - Freight Small order freight charge.	1	\$125.00	\$125.00

**Please remit payment to:**

Interior Fusion Jacksonville  
 8409 Baymeadows Road  
 Jacksonville, FL 32256

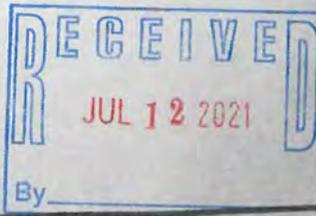
Subtotal.....\$860.00  
 Invoice Total.....\$860.00

*Miscellaneous*

*1.320.53800.46300*

*363A*

Interior Fusion thanks you for your business!



# SOLITUDE

LAKE MANAGEMENT

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

## INVOICE

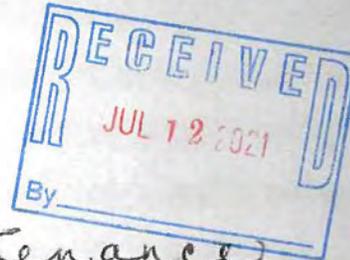
Invoice Number: PI-A00628186  
 Invoice Date: 07/01/21

PROPERTY: Durbin Crossing  
 CDD

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

<b>CUSTOMER ID</b> 5459	<b>CUSTOMER PO</b>	<b>Payment Terms</b> Net 30	
<b>Sales Rep ID</b> Katie Cabanillas	<b>Shipment Method</b>	<b>Ship Date</b>	<b>Due Date</b> 07/31/21

Qty	Item / Description	UOM	Unit Price	Extension
1	Lake & Pond Management Services SVR49641 07/01/21 - 07/31/21 Lake & Pond Management Services		4,429.00	4,429.00



*Lake Maintenance*

*1-320-53800-46800*

*283A*

**PLEASE REMIT PAYMENT TO:**

1320 Brookwood Drive, Suite H  
 Little Rock, AR 72202

www.solitudelakemanagement.com

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>

www.aeratorsaquatics4lakesnponds.com



Questions on this invoice call:  
 (866) 470-7133 Option 2  
 Ghbillinginquiries@ccc.gannett.com

10	11	12	14	13	15	16	17	18	19
START STOP	NEWSPAPER REFERENCE	DESCRIPTION	PRODUCT	SAU SIZE	BILLED UNITS	TIMES RUN	RATE	AMOUNT	
05/31		Balance Forward						\$270.28	
06/24	P176829	Payment - Lockbox 5976						\$-130.14	
06/24	P176830	Payment - Lockbox 5975						\$-140.14	
06/17 06/17	I03360914-06172021	REG MTG 6/28/21	SA St Augustine Record	1.00 x 5.0000	5	1	\$8.98	\$44.90	
06/17 06/17	I03360914-06172021	REG MTG 6/28/21	SA St Aug Record Online	1.00 x 5.0000	5	1	\$8.97	\$44.85	

PREVIOUS AMOUNT OWED: \$270.28  
 NEW CHARGES THIS PERIOD: \$89.75  
 CASH THIS PERIOD: (\$270.28)  
 DEBIT ADJUSTMENTS THIS PERIOD: \$0.00  
 CREDIT ADJUSTMENTS THIS PERIOD: \$0.00

We appreciate your business.

9A  
 1-310-51300-48000  
 NOM 7/26/21



**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
	\$89.75		\$0.00	\$0.00	\$0.00	\$0.00		\$89.75

25 ADVERTISER INFORMATION							
1	BILLING PERIOD	6	BILLED ACCOUNT NUMBER	7	ADVERTISER/CLIENT NUMBER	2	ADVERTISER/CLIENT NAME
	06/01/2021 - 06/30/2021		15654		15654		DURBIN CROSSING / GMS

**MAKE CHECKS PAYABLE TO**

The St. Augustine Record

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

Payment is due upon receipt.

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

Thu, Jul 15, 2021  
7:34:38AM

Legal Ad Invoice

# The St. Augustine Record

Send Payments to:  
The St. Augustine Record Dept 1261  
PO BOX 121261  
Dallas, TX 75312-1261

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: 0003365698-01  
Start: 07/15/2021  
Placement: SA Legals  
Copy Line: DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT NOTICE OF BOARD OF SUPERVISORS MEETING Notice

Caller: Courtney Hogge  
Issues: 1  
Rep: Dylan ISC-Abeyta

Paytype: BILL  
Stop: 07/15/2021

Lines 58  
Depth 5.00  
Columns 1  
Price \$89.75

**DURBIN CROSSING COMMUNITY  
DEVELOPMENT DISTRICT  
NOTICE OF BOARD OF  
SUPERVISORS MEETING**

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, July 26, 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").

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.

Daniel Laughlin  
District Manager  
3365698 July 15, 2021

THE ST. AUGUSTINE RECORD  
Affidavit of Publication

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

ACCT: 15654  
AD# 0003365698-01  
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 RG MTG 7/26/21** was published in said newspaper on **07/15/2021**.

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.

**DURBIN CROSSING COMMUNITY  
DEVELOPMENT DISTRICT  
NOTICE OF BOARD OF  
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Daniel Laughlin  
District Manager  
3365698 July 15, 2021

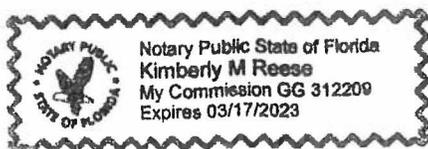
Sworn to (or affirmed) and subscribed before me by means of

physical presence or  
 online notarization

this \_\_\_\_\_ day of JUL 16 2021

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

*Kimberly M Reese*  
(Signature of Notary Public)





Main: 904 Baymeadows Way, Suite 12, Jacksonville, Florida 32256  
 904-255-5300 • Fax: 904-353-1499 • Toll Free: 800-235-6305  
 www.turnerpest.com

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

### Service Slip/Invoice

INVOICE: 7337428  
 DATE: 3/31/2021  
 ORDER: 7337428

*666A*

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

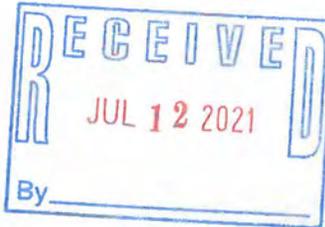
Work Location: [137801] 904-230-2011  
 Durbin Crossing South  
 Amenity Center  
 145 S Durbin Pkwy  
 Saint Johns, FL 32259-7224

*South*

Work Date	Time	Target Pest	Technician	Time In
3/31/2021	10:34 AM	MOSQUITO		10:34 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	4/29/2021		11:04 AM

Service	Description	Price
CPCMOSULV	Commercial Mosquito Service	99.75
		<b>SUBTOTAL</b> \$99.75
		TAX \$0.00
		AMT. PAID \$0.00
		<b>TOTAL</b> \$99.75
		<b>AMOUNT DUE</b> \$99.75

*666A*  
*1-320-53800-45573*



*MAP Pest Ctr 1*

*HR*

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE

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

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



8400 Baymeadows Way, Suite 12, Jacksonville, Florida 32256  
 904-355-5300 • Fax: 904-251-1499 • Toll Free: 800-225-6205  
 www.turnerpest.com

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

# Service Slip/Invoice

INVOICE: 7476610  
 DATE: 4/19/2021  
 ORDER: 7476610

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

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

Work Date	Time	Target Pest	Technician	Time In
4/19/2021	08:02 AM			08:02 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	4/19/2021		09:13 AM

Service	Description	Price
TRTI	TERMIDOR POST TERMITE TREATMENT	1756.50
	<i>Apr</i>	
	<i>66A</i>	
	<i>1.320.53800, 45513</i>	
<b>SUBTOTAL</b>		\$1,756.50
<b>TAX</b>		\$0.00
<b>AMT. PAID</b>		\$0.00
<b>TOTAL</b>		\$1,756.50
<b>PRIOR BAL</b>		<del>\$99.75</del>
<b>AMOUNT DUE</b>		<del>\$1,856.25</del>



*[Signature]*  
 \_\_\_\_\_  
 TECHNICIAN SIGNATURE

\_\_\_\_\_  
 CUSTOMER SIGNATURE

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

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Turner Pest Control  
 8400 Baymeadows Way, Suite 12, Jacksonville, Florida 32256  
 904-355-5300 • Fax: 904-353-1439 • Toll Free: 800-225-5305  
 www.turnerpest.com

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

# Service Slip/Invoice

INVOICE: 7417394  
 DATE: 4/29/2021  
 ORDER: 7417394

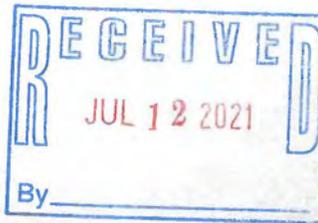
Bill To: [137801]  
 Durbin Crossing South  
 Amenity Center  
 145 S Durbin Pkwy  
 Saint Johns, FL 32259-7224

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

Work Date	Time	Target Pest	Technician	Time In
4/29/2021	12:30 PM	MOSQUITO		12:30 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	4/29/2021		12:49 PM

Service	Description	Price
CFCMOSULV	Commercial Mosquito Service	99.75
		<b>SUBTOTAL</b> \$99.75
		<b>TAX</b> \$0.00
		<b>AMT. PAID</b> \$0.00
		<b>TOTAL</b> \$99.75
		<b>AMOUNT DUE</b> \$99.75

*66A*  
*1-320.53800-45573*  
*APR pest ctrl*



TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE

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8400 Baymeadows Way, Suite 12, Jacksonville, Florida 32256  
904-355-5300 • Fax: 904-352-1499 • Toll Free: 800-225-5305  
www.turnerpest.com

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

# Service Slip/Invoice

INVOICE: 7417395  
DATE: 4/29/2021  
ORDER: 7417395

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

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

Work Date	Time	Target Pest	Technician	Time In
4/29/2021	12:58 PM	MOSQUITO		12:58 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	4/29/2021		01:16 PM

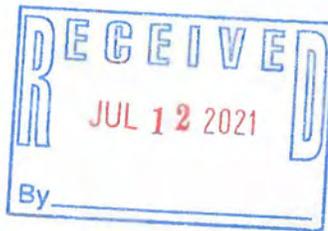
Service	Description	Price
---------	-------------	-------

CPCMOSULV Commercial Mosquito Service *66A* 131.25

SUBTOTAL	\$131.25
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$131.25

*Apr Pest Ctrl*

*1. 320-53800-45513*



AMOUNT DUE \$131.25

\_\_\_\_\_  
TECHNICIAN SIGNATURE

\_\_\_\_\_  
CUSTOMER SIGNATURE

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

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



TURNER PEST CONTROL ADDRESS:  
 Turner Pest Control LLC - P.O. Box 852963 - Atlanta, Georgia 31163-2963  
 904-355-5208 • Fax: 904-353-4499 • Toll Free: 800-225-5209 • turnerpest.com

**Service Slip/Invoice**

INVOICE: 7489553  
 DATE: 5/11/2021  
 ORDER: 7489553

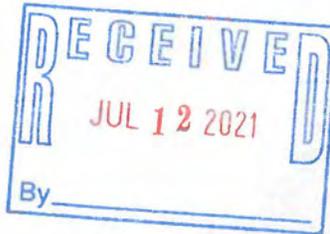
Bill To: [137801]  
 Durbin Crossing South  
 Amenity Center  
 145 S Durbin Pkwy  
 Saint Johns, FL 32259-7224

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

*South*

Work Date	Time	Target Pest	Technician	Time In
5/11/2021	09:34 AM	MOSQUITO		09:34 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	6/22/2021		09:35 AM

Service	Description	Price
CPCMOSULV	Commercial Mosquito Service	\$99.75
	<i>May</i>	
	<i>666A</i>	
	<i>1.320.53800.</i>	
	<i>45513</i>	
<b>SUBTOTAL</b>		\$99.75
<b>TAX</b>		\$0.00
<b>AMT. PAID</b>		\$0.00
<b>TOTAL</b>		\$99.75
<b>AMOUNT DUE</b>		\$99.75



\_\_\_\_\_  
 TECHNICIAN SIGNATURE

\_\_\_\_\_  
 CUSTOMER SIGNATURE

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

**PLEASE PAY FROM THIS INVOICE**



TURNER PEST CONTROL  
 Turner Pest Control LLC • P.O. Box 82293 • Atlanta, Georgia 31163-2593  
 804-362-5288 • Fax: 804-362-1489 • Toll Free: 800-229-6386 • turnerpest.com

**Service Slip/Invoice**

INVOICE: 7489554  
 DATE: 5/20/2021  
 ORDER: 7489554

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

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

*North*

Work Date	Time	Target Pest	Technician	Time In
5/20/2021	09:08 AM	MOSQUITO		09:08 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	6/24/2021		09:40 AM

Service	Description	Price
CPCMOSULV	Commercial Mosquito Service	\$131.25
	<i>may</i>	
	<i>1.320.53800.45513</i>	
		<b>SUBTOTAL</b> \$131.25
		<b>TAX</b> \$0.00
		<b>AMT. PAID</b> \$0.00
		<b>TOTAL</b> \$131.25
		<b>AMOUNT DUE</b> \$131.25

**RECEIVED**  
 JUL 12 2021  
 By \_\_\_\_\_

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE

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

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

**PLEASE PAY FROM THIS INVOICE**



TURNER PEST CONTROL  
Turner Pest Control LLC - P.O. Box 942903 - Atlanta, Georgia 31192-2903  
904-355-5300 • Fax: 904-355-1400 • Toll Free: 800-225-6385 • turnerpest.com

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

### Service Slip/Invoice

INVOICE: 7568221  
DATE: 8/7/2021  
ORDER: 7568221

Bill To: [176599]  
Durbin Crossing CDD  
475 W Town Pl Ste 114  
Saint Augustine, FL 32092-3649

Work Location: *North* [176599] 904-230-2011  
Durbin Crossing CDD  
730 Durbin Crossing Pkwy N  
Saint Johns, FL 32259

Work Date	Time	Target Pest	Technician	Time In
6/7/2021	12:19 PM			12:19 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	6/7/2021		12:47 PM

Service	Description	Price
CPCM	Commercial Pest Control - Monthly Service	68.25
	<i>66A</i>	
	<i>June</i>	
	<i>1.320.53800.45573</i>	
	<b>SUBTOTAL</b>	\$68.25
	<b>TAX</b>	\$0.00
	<b>AMT. PAID</b>	\$0.00
	<b>TOTAL</b>	\$68.25

AMOUNT DUE \$68.25

RECEIVED  
JUL 12 2021  
By \_\_\_\_\_

*[Signature]*  
TECHNICIAN SIGNATURE

\_\_\_\_\_  
CUSTOMER SIGNATURE

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

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



TURNER PEST CONTROL  
Turner Pest Control LLC • P.O. Box 92283 • Atlanta, Georgia 31162-2543  
904-355-5300 • Fax: 904-353-1400 • Toll Free: 800-225-5305 • turnerpest.com

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

### Service Slip/Invoice

INVOICE: 7568222  
DATE: 6/7/2021  
ORDER: 7568222

Bill To: [176599]  
Durbin Crossing CDD  
475 W Town Pl Ste 114  
Saint Augustine, FL 32092-3649

Work Location: [176602] 904-230-2011  
*South*  
Durbin Crossing CCD  
145 S Durbin Pkwy  
Saint Johns, FL 32259-7224

Work Date	Time	Target Pest	Technician	Time In
6/7/2021	12:56 PM			12:56 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	6/7/2021		01:57 PM

Service	Description	Price
CPCM	Commercial Pest Control - Monthly Service	84.00
	<i>66A</i>	
	<i>June</i>	
	<i>1.320.53800.45573</i>	
<b>SUBTOTAL</b>		\$84.00
<b>TAX</b>		\$0.00
<b>AMT. PAID</b>		\$0.00
<b>TOTAL</b>		\$84.00
<b>AMOUNT DUE</b>		\$84.00

RECEIVED  
JUL 12 2021  
By \_\_\_\_\_

\_\_\_\_\_  
TECHNICIAN SIGNATURE

\_\_\_\_\_  
CUSTOMER SIGNATURE

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

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



PAYMENT ADDRESS:  
Turner Pest Control LLC • P.O. Box 852983 • Atlanta, Georgia 31182-2983  
864-355-6389 • Fax: 864-263-1499 • Toll Free: 800-235-6386 • [turnerpest.com](http://turnerpest.com)

### Service Slip/Invoice

INVOICE: 7574707  
DATE: 6/22/2021  
ORDER: 7574707

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

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

Work Date	Time	Target Pest	Technician	Time In
6/22/2021	01:12 PM	MOSQUITO		01:12 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	6/22/2021		01:58 PM

Service	Description	Price
CPCMOSULV	Commercial Mosquito Service	\$99.76
	<i>June</i>	
	<i>66A</i>	
	<i>1.320.53800.49513</i>	
	<b>RECEIVED</b>	
	<b>JUL 12 2021</b>	
	By _____	
		<b>SUBTOTAL \$99.75</b>
		<b>TAX \$0.00</b>
		<b>AMT. PAID \$0.00</b>
		<b>TOTAL \$99.75</b>
		<b>AMOUNT DUE \$99.75</b>
		_____ TECHNICIAN SIGNATURE
		_____ CUSTOMER SIGNATURE

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

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

**PLEASE PAY FROM THIS INVOICE**



TURNER PEST CONTROL  
Turner Pest Control LLC • P.O. Box 912983 • Atlanta, Georgia 31192-2983  
804-245-4288 • Fax: 770-251-9489 • Toll Free: 800-225-5200 • turnerpest.com

### Service Slip/Invoice

INVOICE: 7574708  
DATE: 6/25/2021  
ORDER: 7574708

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

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

*North*

Work Date	Time	Target Pest	Technician	Time In
6/24/2021	01:46 PM	MOSQUITO		01:46 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	6/24/2021		02:20 PM

Service	Description	Price
CPCMOSULY	Commercial Mosquito Service	\$131.25
<i>June</i>		
<i>666A</i>		
<i>1.320.53800.45573</i>		
		<b>SUBTOTAL</b> \$131.25
		<b>TAX</b> \$0.00
		<b>AMT. PAID</b> \$0.00
		<b>TOTAL</b> \$131.25
		<b>AMOUNT DUE</b> \$131.25

RECEIVED  
JUL 12 2021  
By \_\_\_\_\_

\_\_\_\_\_  
TECHNICIAN SIGNATURE

\_\_\_\_\_  
CUSTOMER SIGNATURE

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**PLEASE PAY FROM THIS INVOICE**



# Invoice

Invoice #: 5104

Date: 03/31/21

Customer PO:

DUE DATE: 04/30/2021

## BILL TO

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

## FROM

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

## DESCRIPTION

## AMOUNT

#4066 - Islesbrook Turf Renovation/ Remove grasses and install Saint Augustine Sod

Remove grasses along parkway across from 306 Islesbrook, spray to kill grasses and dig up dead grasses, grading, adjust irrigation, soil amendments and install sod approximately 2700 square feet. Disposal fees, labor and materials.

*Landscape Enhancement*

\$5,401.94

## Invoice Notes:

Thank you for your business!

**AMOUNT DUE THIS INVOICE**

**\$5,401.94**

*Landscape Contingency*

1.320.53800.46210

348A





# Invoice

Invoice #: 5105

Date: 03/31/21

Customer PO:

DUE DATE: 04/30/2021

### BILL TO

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

### FROM

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

### DESCRIPTION

#4454 - Sub Meter 3" Removal and Installation of Warranty Meter materials and labor  
Removal and installation of Warranty Meter on Islesbrook Materials and labor removal  
and installation.  
*Landscape Enhancement*

### AMOUNT

\$650.00

### Invoice Notes:

Thank you for your business!

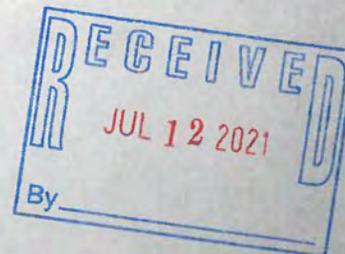
**AMOUNT DUE THIS INVOICE**

**\$650.00**

*Irrigation Repairs*

*1.320.53800.46400*

*3481A*





# Invoice

Invoice #: 5752

Date: 07/01/21

Customer PO:

DUE DATE: 07/31/2021

## BILL TO

Durbin Crossing  
c/o Vesta Property Services  
245 Riverside Ave., Suite 250  
Jacksonville, FL 32202

## FROM

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

DESCRIPTION	AMOUNT
#4320 - Standard Maintenance Contract 2021-2022 July 2021	\$36,626.00

### Invoice Notes:

Thank you for your business!

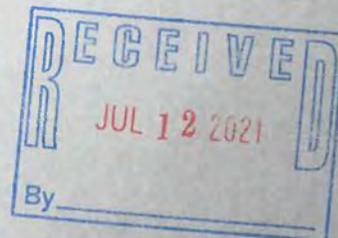
AMOUNT DUE THIS INVOICE

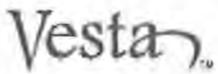
\$36,626.00

*Landscape Maintenance*

*1-320-53800-46200*

*348A*





# Invoice

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

**Invoice #** 385127  
**Date** 6/1/2021  
**Terms** Net 30  
**Due Date** 7/1/2021  
**Memo** Monthly Fees

**Bill To**

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

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
General Manager 1-320-53800-45502 / Management adjustment	1	2,835.00	2,835.00

Thank you for your business.

**Total** \$35,328.22

252A



Vesta

Invoice

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

Invoice # 386453  
Date 7/1/2021  
Terms Net 30  
Due Date 7/31/2021  
Memo Monthly Fees

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

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
General Manager 1-320-53800-45502 / Management adjustment	1	2,835.00	2,835.00

Thank you for your business.

Total

\$35,328.22

252 A

*(Signature)*

RECEIVED  
JUL 12 2021  
By \_\_\_\_\_



**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
S61703	06/28/21

**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 #: 104602-001

Return this portion with payment Amount Paid: \_\_\_\_\_

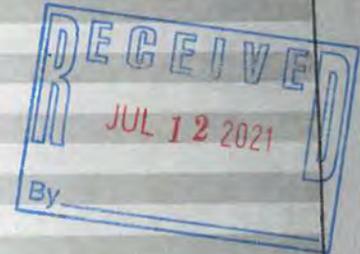
Work Order Date	Call Slip Number	P.O. Number	Salesman	Terms	Contract #	Batch #
06/26/21	84043			30	SA0	

**DESCRIPTION**

Trouble Code: NOC - NO COOL  
 Gym not cooling.

BRAND	[ MODEL # / SERIAL # ]	SERVING AREA
TRANE	TWE090B100EL / T365U4NBD	CLUB ROOM

Arrived and customer stated that the unit hadn't ran for 2 hours after she turned it on. Turned the power on and turned the temperature down for the unit to call. Unit came on as it should. Noticed the thermostat reading 69° for the room temperature. Used a temp probe to check next to the t-stat; it was reading 75 degrees. Recommend changing out this t-stat. Office will quote and schedule to have this done.



TECH	DATE	RECEIVED	ARRIVED	DEPARTED
054	06/26/21	14:45:00	15:20:00	16:13:00

DATE	MECH	R/T	.88 HRS @	89.25	78.54
06/26/21	1	MECH	R/T	.88 HRS @ 89.25	78.54
06/26/21	1	MECH	T/T	.58 HRS @ 89.25	51.77

*354A*

*Repair / Replacements*

*1.320.53800.44200*

LABOR 130.31

TOTAL \$ 130.31

**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

Wood's Bar-B-Q I, Inc. (University)

4745 Sutton Park Place Ct.  
FL 32224

# Invoice

Date	Invoice #
7/7/2021	7108

\* 7108

<b>Bill To</b>
Durbin Crossing CDD Contact: Danelle DeMarco 145 South Durbin Parkway St Johns FL 32259



364A

Item	Description	Amount
Catering	food	2,437.00
Catering	catering fee	300.00
Catering	deposit	-500.00
<i>Special Events</i> 1-320.53800-45511		
<b>Total</b>		<b>2,237.00</b>

\$ 2237.00

DURBIN CROSSING - GENERAL FUND

7/28/2021

VENDOR NUMBER/NAME: 365 FLORIDA DIVISION OF ELECTIONS

CHECK #: 006022

INV DATE INV# AMOUNT DISCOUNT NET

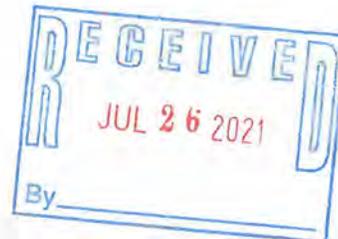
20210727 07272021 10.00 10.00 S GABEL HALL COMMIS FEE

TOTAL

\$10.00

---

P: (865) 238-2622  
C: (865) 660-7335  
[chogge@gmsnf.com](mailto:chogge@gmsnf.com)



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
7/02/21	00042	6/23/21 101661	202106 600-53800-61000	FLEX BASKETBALL RIM	*	3,213.00	
		6/23/21 101661	202106 600-53800-61000	SHIPPING	*	395.00	
							3,608.00 000195
TOTAL FOR BANK B						3,608.00	
TOTAL FOR REGISTER						3,608.00	



Beyond Your Ordinary

INVOICE #: 101661

ACCOUNT: DURBIN CROSSING CDD

DATE CREATED: 6/23/2021

ACCOUNT REP: Darrell Arvin

PREPARED FOR:

PRIMARY CONTACT: Zack Davidson
EMAIL: zdavidson@vestapropertyse rvices.com

PHONE NUMBER: +19042582044
ORGANIZATION: Durbin Crossing CDD

BILLING & SHIPPING:

BILLING ADDRESS: Durbin Crossing CDD
145 South Durbin Parkway
St. Johns, FL 32259
SHIPPING ADDRESS: Durbin Crossing CDD
145 South Durbin Parkway
St. Johns, FL 32259

Capital Outlay
36B

Correct? (with arrow pointing to shipping address)

Table with 5 columns: Qty, Product, Price, Discount, Total. Row 1: 12 FLEX BASKETBALL RIM ZINC COATED, \$315.00, \$47.25, \$3,213.00. Product description includes model, use cases, and warranty.

36-600-53800-61000

42B

Sub Total: \$3,213.00
Sales Tax: \$0.00
Shipping: \$395.00
Total: \$3,608.00

PLEASE REMIT PAYMENT IN FULL TO:

BYO Recreation
ATTN: Darrell Arvin
405 Golfway West Drive, Suite #302
Saint Augustine, FL 32095



*FIFTH ORDER OF BUSINESS*

**Durbin Crossing  
Community Development District**



**Approved Budget  
Fiscal Year 2022**



**Durbin Crossing  
Community Development District**

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Capital Reserve Fund

Budget	Page 16
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# Durbin Crossing Community Development District

## General Fund Budget FY 2022

	Adopted FY 2021 Budget	Actual YTD Thru 7/31/21	Projected Next 2 Months	Projected Thru 9/30/21	Approved FY 2022 Budget
<b>Revenues</b>					
Assessments	\$ 1,934,606	\$ 1,942,461	\$ -	\$ 1,942,461	\$ 2,099,514
Interest Income	\$ 1,300	\$ 30	\$ 6	\$ 36	\$ 30
Misc Income	\$ 22,500	\$ 16,716	\$ 3,000	\$ 19,716	\$ 20,000
<b>Total Revenues</b>	<b>\$ 1,958,406</b>	<b>\$ 1,959,208</b>	<b>\$ 3,006</b>	<b>\$ 1,962,214</b>	<b>\$ 2,119,544</b>
<b>Expenditures</b>					
<b>Administrative</b>					
Supervisor Fees	\$ 11,000	\$ 8,400	\$ 2,000	\$ 10,400	\$ 11,000
FICA Expense	\$ 842	\$ 643	\$ 153	\$ 796	\$ 842
Assessment Roll Administration (GMS)	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
Engineering Fees (ETM)	\$ 13,000	\$ 4,601	\$ 8,399	\$ 13,000	\$ 13,000
Dissemination Fees (GMS and Disclosure Services)	\$ 7,200	\$ 5,250	\$ 1,000	\$ 6,250	\$ 7,200
Attorney Fees (HGS)	\$ 50,000	\$ 22,132	\$ 13,040	\$ 35,172	\$ 50,000
Annual Audit (McDermitt, Davis)	\$ 4,200	\$ 3,610	\$ -	\$ 3,610	\$ 4,200
Trustee Fees (US Bank)	\$ 10,800	\$ 5,388	\$ 5,400	\$ 10,788	\$ 10,800
Arbitrage (Grau)	\$ 1,200	\$ 1,200	\$ -	\$ 1,200	\$ 1,200
Impact Fee Administration (GMS)	\$ 15,000	\$ 12,500	\$ 2,500	\$ 15,000	\$ 15,000
Management Fees (GMS)	\$ 47,000	\$ 39,167	\$ 7,833	\$ 47,000	\$ 48,880
Information Technology	\$ 1,000	\$ 1,333	\$ 266	\$ 1,599	\$ 1,200
Website Maintenance	\$ 600	\$ -	\$ 300	\$ 300	\$ 800
Telephone	\$ 300	\$ 457	\$ 126	\$ 583	\$ 600
Postage	\$ 1,800	\$ 695	\$ 1,105	\$ 1,800	\$ 1,800
Printing & Binding	\$ 1,500	\$ 3,122	\$ 200	\$ 3,322	\$ 1,500
Insurance (FIA)	\$ 7,955	\$ 7,594	\$ -	\$ 7,594	\$ 8,354
Legal Advertising	\$ 2,000	\$ 1,074	\$ 926	\$ 2,000	\$ 2,000
Other Current Charges	\$ 1,000	\$ 845	\$ 148	\$ 993	\$ 1,000
Office Supplies	\$ 150	\$ 26	\$ 25	\$ 51	\$ 150
Dues, Licenses & Subscriptions (DCA)	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
<b>Administrative Expenses</b>	<b>\$ 181,722</b>	<b>\$ 123,211</b>	<b>\$ 43,422</b>	<b>\$ 166,633</b>	<b>\$ 184,701</b>
<b>Amenity Center</b>					
Insurance (FIA)	\$ 27,136	\$ 28,408	\$ -	\$ 28,408	\$ 31,077
Repairs & Replacements	\$ 60,000	\$ 42,299	\$ 17,701	\$ 60,000	\$ 60,000
Recreational Passes	\$ 4,000	\$ 374	\$ 800	\$ 1,174	\$ 4,000
Office Supplies	\$ 6,000	\$ 2,718	\$ 2,500	\$ 5,218	\$ 6,000
Permit Fees (Dept of Health/ASCAP/BMI/SEASAC)	\$ 2,700	\$ 2,936	\$ 50	\$ 2,986	\$ 3,000
<b>Utilities</b>					
Water & Sewer (JEA)	\$ 37,000	\$ 24,278	\$ 12,722	\$ 37,000	\$ 42,000
Electric (JEA)	\$ 31,000	\$ 28,169	\$ 6,000	\$ 34,169	\$ 36,000
Website	\$ 300	\$ 295	\$ 353	\$ 648	\$ 650
Cable/Internet/Phone (Comcast)	\$ 17,500	\$ 15,398	\$ 3,213	\$ 18,611	\$ 19,380
Security System (Atlantic)	\$ 1,000	\$ 800	\$ 200	\$ 1,000	\$ 1,000
<b>Amenity Center Management Contracts</b>					
Managerial (VESTA)	\$ 181,400	\$ 169,522	\$ 36,806	\$ 206,329	\$ 221,090
Staffing (VESTA)	\$ 190,500	\$ 169,316	\$ 33,850	\$ 203,166	\$ 216,294
Lifeguards (VESTA)	\$ 65,100	\$ 14,085	\$ 43,915	\$ 58,000	\$ 74,861
Mobile App (VESTA)	\$ -	\$ -	\$ -	\$ -	\$ 2,500
<b>Continued Amenity Center Management Contracts</b>					
Refuse Service (Waste Management)	\$ 4,800	\$ 2,990	\$ 658	\$ 3,648	\$ 4,800
Pool Chemicals (Poolsure)	\$ 23,003	\$ 18,502	\$ 3,700	\$ 22,203	\$ 23,003
Special Events/Holiday Décor	\$ 26,000	\$ 15,146	\$ 10,854	\$ 26,000	\$ 26,000

## Durbin Crossing Community Development District

### General Fund Budget FY 2022

	Adopted FY 2021 Budget	Actual YTD Thru 7/31/21	Projected Next 2 Months	Projected Thru 9/30/21	Approved FY 2022 Budget
Pest Control (Turner Pest Control)	\$ 3,600	\$ 6,880	\$ 767	\$ 7,647	\$ 5,208
Pressure Washing/Fitness Equip Maintenance	\$ 17,000	\$ 3,537	\$ 13,463	\$ 17,000	\$ 17,000
<b>Amenity Center Expenses</b>	<b>\$ 698,039</b>	<b>\$ 545,654</b>	<b>\$ 187,551</b>	<b>\$ 733,206</b>	<b>\$ 793,863</b>
<b>Grounds Maintenance</b>					
Electric (JEA)	\$ 5,200	\$ 3,528	\$ 800	\$ 4,328	\$ 5,200
Water & ReUse (JEA)	\$ 333,000	\$ 222,722	\$ 110,278	\$ 333,000	\$ 355,000
Streetlighting (JEA)	\$ 71,000	\$ 57,905	\$ 10,937	\$ 68,842	\$ 71,000
Lake Maintenance (Solitude Lake Management)	\$ 55,500	\$ 39,861	\$ 8,858	\$ 48,719	\$ 55,500
Landscape Maintenance (Verdego)	\$ 439,512	\$ 366,260	\$ 73,252	\$ 439,512	\$ 450,480
Landscape Contingency	\$ 40,000	\$ 70,265	\$ 1,500	\$ 71,765	\$ 60,000
Miscellaneous	\$ 37,000	\$ 40,872	\$ 4,000	\$ 44,872	\$ 46,000
Fuel	\$ 1,100	\$ 611	\$ 489	\$ 1,100	\$ 1,100
Irrigation Repairs	\$ 15,000	\$ 9,925	\$ 5,075	\$ 15,000	\$ 15,000
Capital Reserve - Transfer Out	\$ 80,333	\$ 80,333	\$ 31,869	\$ 31,869	\$ 80,000
Water Quality Monitoring (ESI)	\$ 1,000	\$ 1,700	\$ -	\$ 1,700	\$ 1,700
<b>Grounds Maintenance Expenses</b>	<b>\$ 1,078,645</b>	<b>\$ 893,982</b>	<b>\$ 247,059</b>	<b>\$ 1,060,707</b>	<b>\$ 1,140,980</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,958,406</b>	<b>\$ 1,562,847</b>	<b>\$ 478,032</b>	<b>\$ 1,960,546</b>	<b>\$ 2,119,544</b>
<b>EXCESS REVENUES / (EXPENDITURES)</b>	<b>\$ (0)</b>	<b>\$ 396,361</b>	<b>\$ (475,026)</b>	<b>\$ 1,668</b>	<b>\$ -</b>

**Durbin Crossing**  
**Community Development District**  
GENERAL FUND BUDGET

**REVENUES:**

Assessments

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

Interest Income

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

Miscellaneous Income

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

**EXPENDITURES:**

**Administrative:**

Supervisor Fees

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

FICA Expense

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

Assessment Roll Administration

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

Engineering Fees

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

**Durbin Crossing**  
**Community Development District**  
GENERAL FUND BUDGET

Dissemination Fees

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

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

Attorney Fees

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

Annual Audit

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

Trustee Fees

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

Arbitrage

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

Impact Fee Administration

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

Management Fees

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

Information Technology

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

**Durbin Crossing**  
**Community Development District**  
GENERAL FUND BUDGET

Telephone

Telephone and fax machine charges incurred as an administrative cost.

Postage

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

Printing & Binding

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

Insurance

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

Legal Advertising

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

Other Current Charges

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

Office Supplies

Miscellaneous office supplies.

Dues, Licenses & Subscriptions

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

**Amenity Center:**

Insurance

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

Repair & Replacements

Represents monies budgeted for repairs and replacements for the District.

# Durbin Crossing Community Development District

GENERAL FUND BUDGET

Recreation Passes

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

Office Supplies

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

Permit Fees

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

Water & Sewer

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

<b>Account Number</b>	<b>Description</b>	<b>Monthly</b>	<b>Annual</b>
68155430/86131620	145 S Durbin Pkwy Sewer	\$ 210	\$ 2,520
79200641	145 S Durbin Pkwy Reclaim	\$ 1,201	\$ 14,410
86131620	145 S Durbin Pkwy Water	\$ 120	\$ 1,440
67579848	145 S Durbin Pkwy Water	\$ 220	\$ 2,640
83113743	730 Durbin PY N Sewer	\$ 200	\$ 2,400
68090736	730 Durbin PY N Reclaim	\$ 548	\$ 6,575
85083672	730 Durbin PY N Water	\$ 200	\$ 2,400
83113743	730 Durbin PY N Water	\$ 120	\$ 1,440
	Contingency	\$ 681	\$ 8,175
	<b>Total Amenity Sewer/Water/Reclaim</b>	<b>\$ 3,500</b>	<b>\$ 42,000</b>

Electric

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

<b>Account Number</b>	<b>Description</b>	<b>Monthly</b>	<b>Annual</b>
22357510	730 Durbin PY N	\$ 865	\$ 10,380
20335949	145 S Durbin Pkwy	\$ 2,100	\$ 25,200
	Contingency	\$ 35	\$ 420
	<b>Total Amenity Electric</b>	<b>\$ 3,000</b>	<b>\$ 36,000</b>

Website

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

Cable/Internet/Phone

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

## Durbin Crossing Community Development District GENERAL FUND BUDGET

<b>Account Number</b>	<b>Description</b>	<b>Monthly</b>	<b>Annual</b>
8495 74 140 1015619	Durbin Crossing South Amenity	222	\$ 2,664
8495 74 140 0420497	Durbin Crossing South Amenity	436	\$ 5,232
8495 74 140 1246669	Durbin Crossing North Amenity	424	\$ 5,088
8496 74 140 1022920	Durbin Crossing North Amenity	527	\$ 6,328
	Contingency	6	\$ 68
	<b>Total Amenity Cable/Internet/Phone</b>	<b>\$ 1,615</b>	<b>\$ 19,380</b>

### Security System

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

### General Manager

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

<b>Contractor</b>	<b>Monthly</b>	<b>Annual</b>
Vesta	\$ 18,424	\$ 221,090

### Staffing

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

### Lifeguards

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

<b>Contractor</b>	<b>Monthly</b>	<b>Annual</b>
Vesta	\$ 6,238	\$ 74,861

### Refuse Service

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

### Pool Chemicals

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

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

### Special Events

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

**Durbin Crossing**  
**Community Development District**  
GENERAL FUND BUDGET

Pest Control

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

<b>Contractor</b>	<b>Monthly</b>	<b>Annual</b>
Monthly Service	\$ 384	\$ 4,608
Annual Termite Treatment		\$ 600
	\$ 384	\$ 5,208

Pressure Washing/Fitness Equipment Maintenance

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

**Grounds Maintenance:**

Electric

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

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

**Durbin Crossing**  
**Community Development District**  
GENERAL FUND BUDGET

Water & Re-Use

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

<b>Account Number</b>	<b>Description</b>	<b>Monthly</b>	<b>Annual</b>
64240479	102 Durbin PY N	\$ 2,622	\$ 31,458
70115360	102 Merkland Ct	\$ 62	\$ 744
72360080	1021 Lauriston Dr	\$ 290	\$ 3,480
69877485	104 Harbury Dr	\$ 135	\$ 1,620
66534516	105 S Durbin Pkwy	\$ 1,169	\$ 14,028
70115339	106 Charmed Pl	\$ 68	\$ 816
67386400	109 Islesbrook Pkwy	\$ 825	\$ 9,900
68090726	1090 Durbin PY N	\$ 3,500	\$ 42,000
74704275	116 Averley Wy Apt IR01	\$ 55	\$ 660
74704274	118 Pineta Wy Apt IR01	\$ 35	\$ 420
70115336	124 Weathered Oak Ct	\$ 30	\$ 360
71890295	1244 Leith Hall Dr	\$ 230	\$ 2,760
74704249	126 Cantley Wy Apt IR01	\$ 100	\$ 1,200
73697024	128 Willow Winds Parkway	\$ 57	\$ 684
71890305	1305 Fryston St	\$ 25	\$ 300
71890313	138 Tollerto Ave	\$ 80	\$ 960
71890303	1386 Fryston St	\$ 250	\$ 3,000
68682298	1503 Cullaig Ct.	\$ 86	\$ 1,032
74704273	155 Telford Dr Apt IR01	\$ 36	\$ 432
71890297	158 Castlegate LA	\$ 35	\$ 420
75457834	16 Cloisterbane Dr Aprt LL01	\$ 235	\$ 2,820
71890296	1620 Fenton Av	\$ 125	\$ 1,500
83716990	185 Islesbrook Pkwy	\$ 255	\$ 3,060
85563431	2050 Longleaf Pine Py	\$ 1,900	\$ 22,800
68682232	240 Tollerton Ave	\$ 500	\$ 6,000
81948581	241 Islesbrook Pkwy	\$ 100	\$ 1,200
67862610	265 Willow Winds Pkwy	\$ 140	\$ 1,680
69214857	293 Willow Winds Pkwy	\$ 40	\$ 480
82196245	310 N Glen Laurel Dr	\$ 40	\$ 480
	<b>Total Reuse Water Continued</b>	<b>\$ 13,025</b>	<b>\$ 156,294</b>

**Durbin Crossing**  
**Community Development District**  
GENERAL FUND BUDGET

<b>Account Number</b>	<b>Description</b>	<b>Monthly</b>	<b>Annual</b>
	<b>Balance Brought Forward</b>	\$ 13,025	\$ 156,294
69877486	358 Willow Winds PKWY	\$ 285	\$ 3,420
72360078	585 Saddlestone Dr	\$ 125	\$ 1,500
80532666	594 Saddlestone Dr	\$ 140	\$ 1,680
64240486	606 Longleaf PY	\$ 4,000	\$ 48,000
64240480	810 Durbin PY N	\$ 3,000	\$ 36,000
74704276	867 Durbin PY N Apt IR01	\$ 120	\$ 1,440
74704251	868 Durbin PY N Apt IR01	\$ 100	\$ 1,200
67386405	89 Heron Landing Rd Apt IR01	\$ 700	\$ 8,400
68081639	90 Woodcross Dr	\$ 500	\$ 6,000
68081637	91 Staplehurst Dr	\$ 300	\$ 3,600
74704265	912 Durbin PY N Apt IR01	\$ 85	\$ 1,020
64240168	96 Crestheaven Place	\$ 130	\$ 1,560
	Contingency	\$ 7,074	\$ 84,886
	<b>Total Reuse Water</b>	<b>\$ 29,584</b>	<b>\$ 355,000</b>

Street Lighting

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

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

**Durbin Crossing**  
**Community Development District**  
 GENERAL FUND BUDGET

Lake Maintenance

The District is under contract with Solitude Lake Management LLC for the maintenance of the lakes at Durbin Crossing Community Development District.

<b><u>Contractor</u></b>	<b><u>Monthly</u></b>	<b><u>Annual</u></b>
Solitude Lake Management LLC	\$ 4,625	\$ 55,500

Landscape Maintenance

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

<b><u>Contractor</u></b>	<b><u>Monthly</u></b>	<b><u>Annual</u></b>
Verdego	\$ 37,540	\$ 450,480

Landscape Contingency

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

Miscellaneous

Any unanticipated and unscheduled grounds maintenance cost to the District.

Fuel

Fuel purchases for maintenance equipment.

Irrigation Repairs

The cost of miscellaneous irrigation repairs and maintenance incurred.

Capital Reserve – Transfer Out

The District funds a capital reserve to fund the renewal and replacement of District’s capital related facilities that gets transferred to the Capital Reserve Fund.

Water Quality Monitoring

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

**Durbin Crossing Assessment Chart**

Land Use	#Units	ERU Factor	Total ERUs	Net O&M	Net O&M Per Unit	FY 2021	FY 2022	FY 2022	Increase Percentage	FY 2022 Gross Assessments
						Gross Annual Asmnt Per Unit	Gross Annual Asmnt Per Unit	Gross Annual Per Unit Increase		
83'	141	1.53	216	176,080.80	1,248.80	\$ 1,226.98	\$ 1,330.62	\$ 103.64	8.45%	\$187,315
80'	198	1.53	304	247,719.79	1,251.11	\$ 1,226.98	\$ 1,330.62	\$ 103.64	8.45%	\$263,524
73'	135	1.35	182	148,754.12	1,101.88	\$ 1,081.84	\$ 1,173.22	\$ 91.38	8.45%	\$158,245
70'	184	1.35	249	202,973.04	1,103.11	\$ 1,081.84	\$ 1,173.22	\$ 91.38	8.45%	\$215,923
63'	482	1.19	573	467,641.64	970.21	\$ 951.50	\$ 1,031.87	\$ 80.37	8.45%	\$497,477
53'	468	1.00	468	381,985.88	816.21	\$ 800.47	\$ 868.08	\$ 67.61	8.45%	\$406,357
43'	206	0.85	175	142,918.22	693.78	\$ 680.40	\$ 737.87	\$ 57.47	8.45%	\$152,036
Town Homes	510	0.63	321	262,248.00	514.21	\$ 504.30	\$ 546.89	\$ 42.59	8.45%	\$278,979
Total Residential Units		2,324								
Retail/ Commercial	99,281	1.00	49.64	40,517.03	514.21	\$ 0.4002	\$ 0.4300	\$ 0.03	7.4373%	\$43,102
Office	70,265	1.00	35.13	28,675.47	514.21	\$ 0.4002	\$ 0.4300	\$ 0.03	7.4373%	\$30,505
Total Commercial Square Footage		169,546								
<b>TOTALS</b>		<b>171,870</b>	<b>2,572</b>	<b>2,099,514</b>						
<b>Total - Gross Assessment</b>										2,233,463
<b>Less: Discounts and Collections (6%)</b>										<u>(133,949)</u>
<b>Total Net Assessment</b>										<u><u>\$2,099,514</u></u>

# Durbin Crossing

Community Development District

## Debt Service Fund Series 2017 A-1/A-2 Bonds

Description	Adopted FY 2021 Budget	Actual YTD Thru 7/31/21	Projected Next 2 Months	Projected Thru 9/30/21	Approved FY 2022 Budget
<b>Revenues</b>					
Carry Forward Surplus <sup>(1)</sup>	\$ 770,876	\$ 779,658	\$ -	\$ 779,658	\$ 772,752
Assessments	\$ 3,072,161	\$ 3,065,439	\$ 6,722	\$ 3,072,161	\$ 3,072,162
Prepayment	\$ -	\$ 29,835	\$ -	\$ 29,835	\$ -
Interest	\$ 3,000	\$ 126	\$ 15	\$ 141	\$ 150
<b>Total Revenues</b>	<b>\$ 3,846,036</b>	<b>\$ 3,875,058</b>	<b>\$ 6,737</b>	<b>\$ 3,881,795</b>	<b>\$ 3,845,064</b>
<b>Expenditures</b>					
<b>Series 2017A-1</b>					
Interest 11/1	\$ 593,769	\$ 593,769	\$ -	\$ 593,769	\$ 577,491
Principal 11/1 (Prepayment )	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ -
Interest 5/1	\$ 593,769	\$ 593,275	\$ -	\$ 593,275	\$ 577,491
Principal 5/1	\$ 1,495,000	\$ 1,495,000	\$ -	\$ 1,495,000	\$ 1,530,000
<b>Series 2017A-2</b>					
Interest 11/1	\$ 108,500	\$ 108,500	\$ -	\$ 108,500	\$ 103,406
Interest 5/1	\$ 108,500	\$ 108,500	\$ -	\$ 108,500	\$ 103,406
Principal 5/1	\$ 145,000	\$ 145,000	\$ -	\$ 145,000	\$ 150,000
Principal 5/1 (Prepayment)	\$ -	\$ 40,000	\$ -	\$ 40,000	\$ -
<b>Total Expenditures</b>	<b>\$ 3,044,538</b>	<b>\$ 3,109,044</b>	<b>\$ -</b>	<b>\$ 3,109,044</b>	<b>\$ 3,041,794</b>
<b>EXCESS REVENUES / (EXPENDITURES)</b>	<b>\$ 801,499</b>	<b>\$ 766,014</b>	<b>\$ 6,737</b>	<b>\$ 772,752</b>	<b>\$ 803,270</b>

<sup>(1)</sup> Carry forward surplus is net of the reserve requirement

Interest - 11-1-22 (2017A-1)	\$559,322
Interest - 11-1-22 (2017A-2)	\$99,438
<b>Total</b>	<b>\$658,759</b>

# Durbin Crossing

Community Development District

## Amortization Schedule

Series 2017A-1, Special Assessment Refunding Bonds

<u>DATE</u>	<u>BALANCE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
11/01/21	\$ 31,720,000	\$ -	\$ 577,490.63	\$ 2,665,865.63
05/01/22	\$ 31,720,000	\$ 1,530,000.00	\$ 577,490.63	
11/01/22	\$ 30,190,000	\$ -	\$ 559,321.88	\$ 2,666,812.50
05/01/23	\$ 30,190,000	\$ 1,565,000.00	\$ 559,321.88	
11/01/23	\$ 28,625,000	\$ -	\$ 538,781.25	\$ 2,663,103.13
05/01/24	\$ 28,625,000	\$ 1,610,000.00	\$ 538,781.25	
11/01/24	\$ 27,015,000	\$ -	\$ 516,643.75	\$ 2,665,425.00
05/01/25	\$ 27,015,000	\$ 1,655,000.00	\$ 516,643.75	
11/01/25	\$ 25,360,000	\$ -	\$ 491,818.75	\$ 2,663,462.50
05/01/26	\$ 25,360,000	\$ 1,705,000.00	\$ 491,818.75	
11/01/26	\$ 23,655,000	\$ -	\$ 465,178.13	\$ 2,661,996.88
05/01/27	\$ 23,655,000	\$ 1,760,000.00	\$ 465,178.13	
11/01/27	\$ 21,895,000	\$ -	\$ 436,578.13	\$ 2,661,756.25
05/01/28	\$ 21,895,000	\$ 1,820,000.00	\$ 436,578.13	
11/01/28	\$ 20,075,000	\$ -	\$ 405,865.63	\$ 2,662,443.75
05/01/29	\$ 20,075,000	\$ 1,885,000.00	\$ 405,865.63	
11/01/29	\$ 18,190,000	\$ -	\$ 374,056.25	\$ 2,664,921.88
05/01/30	\$ 18,190,000	\$ 1,950,000.00	\$ 374,056.25	
11/01/30	\$ 16,240,000	\$ -	\$ 339,931.25	\$ 2,663,987.50
05/01/31	\$ 16,240,000	\$ 2,030,000.00	\$ 339,931.25	
11/01/31	\$ 14,210,000	\$ -	\$ 289,181.25	\$ 2,659,112.50
05/01/32	\$ 14,210,000	\$ 2,135,000.00	\$ 289,181.25	
11/01/32	\$ 12,075,000	\$ -	\$ 235,806.25	\$ 2,659,987.50
05/01/33	\$ 12,075,000	\$ 2,235,000.00	\$ 235,806.25	
11/01/33	\$ 9,840,000	\$ -	\$ 193,900.00	\$ 2,664,706.25
05/01/34	\$ 9,840,000	\$ 2,320,000.00	\$ 193,900.00	
11/01/34	\$ 7,520,000	\$ -	\$ 150,400.00	\$ 2,664,300.00
05/01/35	\$ 7,520,000	\$ 2,405,000.00	\$ 150,400.00	
11/01/35	\$ 5,115,000	\$ -	\$ 102,300.00	\$ 2,657,700.00
05/01/36	\$ 5,115,000	\$ 2,505,000.00	\$ 102,300.00	
11/01/36	\$ 2,610,000	\$ -	\$ 52,200.00	\$ 2,659,500.00
05/01/37	\$ 2,610,000	\$ 2,610,000.00	\$ 52,200.00	\$ 2,662,200.00
11/01/37				
<b>Total</b>		\$ 31,720,000.00	\$ 12,052,281.25	\$ 45,267,281.25

**Durbin Crossing**  
Community Development District

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

<u>DATE</u>	<u>BALANCE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
11/01/21	\$ 3,705,000	\$ -	\$ 103,406.25	\$ 290,656.25
05/01/22	\$ 3,705,000	\$ 150,000.00	\$ 103,406.25	\$ -
11/01/22	\$ 3,555,000	\$ -	\$ 99,437.50	\$ 352,843.75
05/01/23	\$ 3,555,000	\$ 155,000.00	\$ 99,437.50	\$ -
11/01/23	\$ 3,400,000	\$ -	\$ 95,343.75	\$ 349,781.25
05/01/24	\$ 3,400,000	\$ 165,000.00	\$ 95,343.75	\$ -
11/01/24	\$ 3,235,000	\$ -	\$ 90,968.75	\$ 351,312.50
05/01/25	\$ 3,235,000	\$ 175,000.00	\$ 90,968.75	\$ -
11/01/25	\$ 3,060,000	\$ -	\$ 86,343.75	\$ 352,312.50
05/01/26	\$ 3,060,000	\$ 185,000.00	\$ 86,343.75	\$ -
11/01/26	\$ 2,875,000	\$ -	\$ 81,437.50	\$ 352,781.25
05/01/27	\$ 2,875,000	\$ 190,000.00	\$ 81,437.50	\$ -
11/01/27	\$ 2,685,000	\$ -	\$ 76,406.25	\$ 347,843.75
05/01/28	\$ 2,685,000	\$ 205,000.00	\$ 76,406.25	\$ -
11/01/28	\$ 2,480,000	\$ -	\$ 70,581.25	\$ 351,987.50
05/01/29	\$ 2,480,000	\$ 220,000.00	\$ 70,581.25	\$ -
11/01/29	\$ 2,260,000	\$ -	\$ 64,325.00	\$ 354,906.25
05/01/30	\$ 2,260,000	\$ 225,000.00	\$ 64,325.00	\$ -
11/01/30	\$ 2,035,000	\$ -	\$ 57,931.25	\$ 347,256.25
05/01/31	\$ 2,035,000	\$ 240,000.00	\$ 57,931.25	\$ -
11/01/31	\$ 1,795,000	\$ -	\$ 51,106.25	\$ 349,037.50
05/01/32	\$ 1,795,000	\$ 255,000.00	\$ 51,106.25	\$ -
11/01/32	\$ 1,540,000	\$ -	\$ 43,850.00	\$ 349,956.25
05/01/33	\$ 1,540,000	\$ 275,000.00	\$ 43,850.00	\$ -
11/01/33	\$ 1,265,000	\$ -	\$ 36,025.00	\$ 354,875.00
05/01/34	\$ 1,265,000	\$ 290,000.00	\$ 36,025.00	\$ -
11/01/34	\$ 975,000	\$ -	\$ 27,768.75	\$ 353,793.75
05/01/35	\$ 975,000	\$ 305,000.00	\$ 27,768.75	\$ -
11/01/35	\$ 670,000	\$ -	\$ 19,081.25	\$ 351,850.00
05/01/36	\$ 670,000	\$ 325,000.00	\$ 19,081.25	\$ -
11/01/36	\$ 345,000	\$ -	\$ 9,825.00	\$ 353,906.25
05/01/37	\$ 345,000	\$ 345,000.00	\$ 9,825.00	\$ 354,825.00
<b>Total</b>		<b>\$ 3,705,000.00</b>	<b>\$ 2,244,675.00</b>	<b>\$ 6,030,143.75</b>

# Durbin Crossing

Community Development District

## Capital Reserve Fund

Description	Proposed	Actual YTD	Projected	Projected	Approved
	FY 2021 Budget	Thru 7/31/21	Next 2 Months	Thru 9/30/21	FY 2022 Budget
<b>Revenues</b>					
Capital Reserve Transfer In	\$ 80,333	\$ 80,333	\$ -	\$ 80,333	\$ 80,000
Miscellaneous Revenue/Interest Income	\$ 10,000	\$ 1,573	\$ 350	\$ 1,923	\$ 2,000
Impact Fees	\$ -	\$ 6,063	\$ -	\$ 6,063	\$ -
Carry Forward Surplus	\$ 1,600,275	\$ 1,428,090	\$ -	\$ 1,428,090	\$ 1,388,289
<b>Total Revenues</b>	<b>\$ 1,690,608</b>	<b>\$ 1,516,059</b>	<b>\$ 350</b>	<b>\$ 1,516,409</b>	<b>\$ 1,470,289</b>
<b>Expenditures</b>					
Capital Outlay	\$ 200,000	\$ 64,512	\$ 35,000	\$ 99,512	\$ 200,000
Repair and Replacement	\$ 50,000	\$ 3,608	\$ 25,000	\$ 28,608	\$ 50,000
<b>Total Expenditures</b>	<b>\$ 250,000</b>	<b>\$ 68,120</b>	<b>\$ 60,000</b>	<b>\$ 128,120</b>	<b>\$ 250,000</b>
<b>EXCESS REVENUES / (EXPENDITURES)</b>	<b>\$ 1,440,608</b>	<b>\$ 1,447,939</b>	<b>\$ (59,650)</b>	<b>\$ 1,388,289</b>	<b>\$ 1,220,289</b>

*A.*

## RESOLUTION 2021-03

**THE ANNUAL APPROPRIATION RESOLUTION OF THE DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGETS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2021, submitted to the Board of Supervisors (“**Board**”) of the Durbin Crossing Community Development District (“**District**”) proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (“**Fiscal Year 2021/2022**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

**WHEREAS**, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

**WHEREAS**, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1<sup>st</sup> of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT:**

### **SECTION 1. BUDGET**

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes ("Adopted Budget")*, and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Durbin Crossing Community Development District for the Fiscal Year Ending September 30, 2022."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

**SECTION 2. APPROPRIATIONS**

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2021/2022, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$_____
DEBT SERVICE FUND (SERIES 2017A-1/A-2)	\$_____
CAPITAL RESERVES FUND	\$_____
TOTAL ALL FUNDS	\$_____

**SECTION 3. BUDGET AMENDMENTS**

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2021/2022 or within 60 days following the end of the Fiscal Year 2021/2022 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if

the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.

- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District’s website within 5 days after adoption and remain on the website for at least 2 years.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 23RD DAY OF AUGUST, 2021.**

ATTEST:

**DURBIN CROSSING COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_  
Its: \_\_\_\_\_

*SIXTH ORDER OF BUSINESS*

*A.*

**RESOLUTION 2021-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2021/2022; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Durbin Crossing Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, the District is located in St. Johns County, Florida ("**County**"); and

**WHEREAS**, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

**WHEREAS**, the Board of Supervisors ("**Board**") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**") for the fiscal year beginning October 1, 2021 and ending September 30, 2022 ("**Fiscal Year 2021/2022**"), attached hereto as **Exhibit A**; and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

**WHEREAS**, the provision of such services, facilities, and operations is a benefit to lands within the District; and

**WHEREAS**, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

**WHEREAS**, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2021/2022; and

**WHEREAS**, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector (“**Uniform Method**”), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

**WHEREAS**, it is in the best interests of the District to adopt the assessment roll (“**Assessment Roll**”) attached to this Resolution as **Exhibit B**, and to certify the portion of the Assessment Roll related to certain developed property (“**Tax Roll Property**”) to the County Tax Collector pursuant to the Uniform Method and to directly collect the portion of the Assessment Roll relating to the remaining property (“**Direct Collect Property**”), all as set forth in **Exhibit B**; and

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. BENEFIT & ALLOCATION FINDINGS.** The provision of the services, facilities, and operations as described in **Exhibit A** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands is shown in **Exhibits A and B**, and is hereby found to be fair and reasonable.

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapters 170, 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District and in accordance with **Exhibits A and B**. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

**SECTION 3. COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.**

- A. **Tax Roll Assessments.** The operations and maintenance special assessments and previously levied debt service special assessments imposed on the Tax Roll Property shall be collected at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in **Exhibits A and B**.
- B. **Direct Bill Assessments.** The operations and maintenance special assessments and previously levied debt service special assessments imposed on the Direct Collect

Property shall be collected directly by the District in accordance with Florida law, as set forth in **Exhibits A and B**.

O&M Assessments directly collected by the District are ***due in full on December 1, 2021***; provided, however, that, to the extent permitted by law, the assessments due may be paid in several partial, deferred payments, in the amount invoiced by the District and shall be due on:

- 50% due no later than December 1, 2021;
- 25% due no later than February 1, 2022; and
- 25% due no later than May 1, 2022.

Debt Assessments on the Series 2017A Bonds directly collected by the District are ***due in full on December 1, 2021***; provided, however, that, to the extent permitted by law, the assessments due may be paid in several partial, deferred payments and according to the following schedule:

- 75% due no later than April 1, 2022; and
- 25% due no later than September 30, 2022.

In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2021/2022, shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District’s sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the rate of any bonds secured by the assessments, or at the statutory prejudgment interest rate, as applicable. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170 of the Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

- C. **Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

**SECTION 4. ASSESSMENT ROLL.** The Assessment Roll, attached to this Resolution as **Exhibit B**, is hereby certified for collection. That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the

County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

**SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

**SECTION 6. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

**PASSED AND ADOPTED THIS 23rd DAY OF AUGUST, 2021.**

ATTEST:

**DURBIN CROSSING COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairperson, Board of Supervisors

**Exhibit A:** Budget FY 2021/2022  
**Exhibit B:** Assessment Roll (Uniform Method)  
Assessment Roll (Direct Collect)

*SEVENTH ORDER OF BUSINESS*

**NOTICE OF MEETINGS  
DURBIN CROSSING  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the **Durbin Crossing Community Development District** will hold their regularly scheduled public meetings for **Fiscal Year 2021-2022** at **6:00 p.m.** at the **Durbin Crossing South Amenity Center** located at **145 South Durbin Parkway, St. Johns, Florida 32259** on the fourth Monday of each month as follows, unless otherwise indicated:

October 25, 2021  
November 15, 2021 (third Monday)  
December 20, 2021 (third Monday)  
January 24, 2022  
February 28, 2022  
March 28, 2022  
April 25, 2022  
May 23, 2022  
June 27, 2022  
July 25, 2022  
August 22, 2022  
September 26, 2022

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained from Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 or by calling (904) 940-5850.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least 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 Office.

A person who decides to appeal any decision made at the meetings with respect to any matter considered at the meeting is advised that person will need a record of the 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.

Daniel Laughlin  
District Manager

*EIGHTH ORDER OF BUSINESS*

*A.*



From: Senior Account Manager: Jaime Constancio / August 16, 2021

Hello All,

We have been working on completing all mowing of common areas and ponds. With the rains every afternoon and some random mornings it sets us back. We are still working on treating the planter beds, monuments where the main issues are torpedo grass weeds we are gaining traction and it takes several applications. I have one specific crew of 2 working on strictly the monuments pulling the big and spraying the rest. We have to spray the torpedo which is about 95% of the weeds you are seeing in most the common beds. We do have some broadleaf weeds pressing up with all these rains and moisture the weeds are seeding. Again, we are treating the small and pulling the big.

The Bermuda turf is doing much better with color and fertilization and weeds are being controlled.

We are having multiple issues with Easement access to ponds and residents denying us access which causes additional delays for our crews to mow. We have a plan of action with Zach to label them all and is helping with communication with residents who are not allowing access or upset with us for using our easement. We plan on labeling them all and possibly sending out letters to residents ahead of time for those who don't understand the easement process.

We have all the ponds cut and revisiting more for pushing back wood lines and keep them cut more often. Some areas stay wet along Willow Winds as well as across from Huntston where the open field is that is constantly full of water and a time waste as it has to get weed eaten or mowed with 3 mowers very slowly. Maybe we can come up with a plan to install a drain or two in order to drain the water to the nearby woodline.

We have been working pretty much with an exception of one or two Sundays for the month 7 days a week 12 hour days to keep on top. Even with that amount of time hours and crew sizes increased to 6 men on crew above and beyond contract plus two man crew for the last week and moving forwards to help keep up due to weather. Also keep in mind that even if it doesn't rain it takes more than 2-3 days for some areas to dry out and most times it rains between. We check and mow when we cannot all areas are wet some drain better than others.

What you will see in regards to the spraying of weeds is yellow and brown weeds in the beds across property, this is the sign we want to see across the property prior to us burning them to the ground. It will be ugly for a short period of time till we burn out, this shows its dead back to the end of root system and will be successful maintaining them.

We have replaced the summer mix flowers at entries and amenity centers. Working on mulch proposals for grass bed areas to help make these grass bed look better and make part of our twice a year mulch plan for the property.

Here are the attached chemical application and fertilizers.

Thank you

Jaime



Spray Report

Customer: Verdego

Property: Durbin

Date: 7/10/21

Area treated +/- 32 acres

Total Gallons used: N/A

Product:

Bermuda

46-0-0 @ 1lb N per 1000

Basagran @ 32oz per acre

Drive @ 64oz per acre

St. Augustine

Basagran

Target for this application was to improve growth and color of the Bermuda turf. Herbicide spot treatments were made throughout the property to eliminate broadleaf weeds and torpedo grass.



Spray Report

Customer: Verdego

Property: Durbin

Date: 7/17/21

Area treated +/- 18 acres

Total Gallons used: N/A

Product:

Bermuda

21-0-0 @ 1lb N per 1000

Basagran @ 32oz per acre

Drive @ 64oz per acre

Target for this application was to improve growth and color of the Bermuda turf. Herbicide spot treatments were made throughout the property to eliminate broadleaf weeds and torpedo grass.

*E.*



DURBIN CROSSING  
General Manager's Report

*Date of report: 8-23-2021*

*Submitted by: Margaret Alfano*

**FOUR CORNERS LANDSCAPING UPDATE / No Board action required at this time:**

As reported last month, we had received a proposal for landscape architect services that came in below our NTE approved amount. District Counsel has reviewed and approved their proposal for execution. We are in the research and development phase of this project. We are working on locating the original as-builts for the four towers, lighting and irrigation as requested by the architect. We are hopeful to have initial plans and possible renderings at our September meeting. However, more than likely that presentation will come at our October meeting. Stay tuned, as we are working diligently on bringing this key intersection to Durbin standards and beyond!

**GYM UPDATE / No Board action at this time:**

As reported, we were less than enthusiastic at the response to place an order with the vendor. It is difficult to place an order where warranty service will be included, and the initial sale seems an inconvenience to the vendor. That response led us to research other vendors and options. At this time, we are prepared to place our order and proceed as planned to restore the South Gym to pre-Covid numbers. We are hopeful the equipment will arrive, and we can mark this project completed by the end of the calendar year.

**SOUTH SOCIAL HALL FURNITURE / No Board action at this time:**

The furniture has been ordered and we are awaiting a delivery date. At this time, it is looking like a November delivery. We did re-evaluate the purchase of chairs with fabric seats, and we are going to proceed with our plan to Scotchgard the fabric upon arrival and clean as needed. Without tripling the approved amount, we remain confident that we will achieve the desired Durbin Crossing aesthetic within a reasonable price range. We will keep everyone informed as more arrival details become available.

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



*F.*



DURBIN CROSSING  
Field Operations Report

Date of report: 8-23-2021

Submitted by: Zach Davidson

**TRAFFIC LIGHT UPDATE / No Board action required:**

County is still doing minor work, installing ADA pads at all 4 corners, handicap signage and some small concrete repairs.

**DISTRICT PAINTING UPDATE / No Board action required:**

District painter still has mailboxes on Tollerton, Sanctuary and Cloisterbane to finish. Once those are completed a walk through will be performed to make sure all painting has been completed. We are currently working with District Staff on possibilities of retaining some funds from the approved amount due to extended time frames to complete this project.

**TENNIS COURT FENCING: / Board action required seeking NTE amount of \$49,000 to replace all tennis court fencing:**

We have acquired three proposals for full tennis court fence replacements at both facilities.

- Court Surface – \$48,626.00
- St Augustine Fence & Outdoor construction – \$46,000.00
- Hardwick Fence – \$26,170.00 \*

**TENNIS COURT WINDSCREENS:/ Board action required seeking NTE amount of \$10,000 to replace all tennis court windscreens and this will include one full-size Durbin Crossing Logo at each facility:**

We acquired proposal for two sizes of windscreens from Welch tennis:

North Courts

- 6' windscreens- \$2,887.67
- 9' windscreens -\$3,872.64

South Courts

- 6' windscreens-\$4,390.09
- 9' windscreens-\$5,965.93

**TOLLERTON / ICI TURN LANE: / No Board action required:**

Irrigation valve box and mainline has been capped as work of clearing and filling has started. We have been notified by ICI that the turn lane will not be completed before the start of the school year. They are working with county inspectors to get the sidewalk poured before school starts for the children. If not, they will be putting down a hard lime rock path for the children to walk down to and from school every day. We will keep the Board updated as the weeks progress.

**LANDSCAPING REPORT - UPDATE / No Board action required:**

Communicating daily with Verdego as concerns arise, evaluating ponds that need mowing from all the rain to make sure they are dry enough to avoid turf damage. Mulching and pine straw are still a work in progress. We are making sure all beds and tree rings ready before executing.

**SOLITUDE LAKE MAINTENANCE / No Board action required:**

Solitude was out this month and treated all ponds. Still having algae bloom problems in pond 23. Communicating with tech and treating this pond every other week. Still waiting for carp for ponds 1, 6, 11, 14, 17, 23, 30, 31, 37, 38, 40 and 51. They are fulfilling their visits and responsive to any issues that arise. Thank you, Solitude.

**NORTH MANHOLE REPAIRS: / No Board action required:**

Still in close contact with the county and vendor performing this work in North Durbin. We have complete contact information and assurance that all turf will be repaired and replaced upon completion. We will be sure to monitor and see this through completion.

**FIELD OPERATIONS UPDATES / No Board action required:**

- All basketball rims have been replaced at North and South courts.
- Basketball court at South has been pressure washed and cleaned. North court will be done in August.
- Dumpster pads at North and South have been pressure washed, detailed and cleaned.
- Inspection of all sump pump at North and South pool pump housing was performed.
- Tennis court light inspection at North and South courts was performed, total of 4 lights were out. Bulbs have been ordered working on scheduling a lift to complete the work.
- Broken fan has at North amenity center has been ordered and installed.
- Tree company came out and remove 8 concerning trees behind house in the preserve throughout the community and one dead palm on Longleaf Parkway across from Tollerton.
- Gutters at North and south were cleaned out and inspected.

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



JBE

*G.*



DURBIN CROSSING  
Amenity Manager's Report

Date of report: 8-23-2021

Submitted by: Danelle DeMarco

**SUPERHERO BACK TO SCHOOL BASH: You don't have to have superpowers to be a SUPERHERO:**

We want to empower our young residents as they start another school year. Challenges and hurdles are around every corner, and we want them to know that we BELIEVE in them and know they have what it takes to knock out (KAPOW) another successful year. The Back-to-School Bash on August 7, 5pm-8pm, was our way of showing off Durbin Crossings superhero strength. We had two giant water slides on opposite sides of the field, an obstacle course to complete to receive their honorary Superhero certificate, two bell ringers to test their strength, games, prizes, food trucks and more. It was a spectacular evening and if you weren't leaping over tall buildings, un-freezing a superhero from a block of ice with your blaster gun, or being greeted by Captain America, the Patriot Oaks Parent Teacher Organization was standing by to answer your questions and hand out spirit wear. We think our Parents and Teachers are Superheroes too!

**MOBILE BARBER:**

We know that the Back- to- school checklists are long, and your Amenity Staff want to help parents with that! The "fun" box has already been checked off at the back-to-school bash, but how about that shaggy summer hair that needs cut before school? No problem! *The Kings Barber Chair*, a full-service Mobile barber shop was standing by on the day of the event on August 7 from 10:30 am to 6pm at the South Amenity Center. Residents received their most convenient haircut ever! Appointments and walk-ins were available all day long. The Mobile service provided three barbers and their chairs never stopped spinning. The residents, both young and not as young, were thrilled with the service. We have some photos to share at the end of this report.

**SUMMER SWIM LESSONS:**

We are sad to see swim lessons come to an end, but we are proud to say that we gave 158 little swimmers and their families more confidence, more peace of mind, and ALWAYS more fun in the water this summer and beyond! Our last week of lessons were August 3rd thru 6th, but before everyone had the chance to go, we had a Swim Lesson Celebration at the South Pool on the morning of August 2. Students were invited to display their new skills in the pool with their friends, pose for a picture with their favorite swim instructor, and of course eat ICE CREAM. At the end of the fun, we handed them a diploma and big beach bucket of fun to take home as a reminder of how proud their amenity staff and instructors are of them and their hard work! They made a big splash and passed their class!

**AUGUST POOL MOVIE:**

Pool Movies are always a favorite, and we are happy to bring another one to the South Durbin Pool on August 20th. *School of Rock* with Jack Black will take away the back-to-school blues and keep the summer fun going at the Amenity Center. A great Food Truck Friday line up will be available for dinner and dessert.

**BABYSITTING CLASS:**

Our BEST day is a YES Day. Our residents requested a baby-sitting class and we delivered. The course is Child and Baby-Sitting Safety, for youth ages 11-16. The course offers a Babysitting Safety certification card from the American Safety and Health Institute after an online portion is completed and hands on classroom skills are demonstrated. The course is geared towards youth and promises to be fun as well. We are always excited to bring programs to the community that support our hard-working young residents and give them the tools they need to succeed. Durbin Crossing sets a record! We had the most registrations on day one of sign-ups in the history of Babysitting Classes across St Johns County. Just proving once again, Durbin is the best place to call HOME!

**MARYTIME MUSIC"**

Marytime Music toddler and preschool morning sessions will resume at the end of the month. Creativity and music are the heart and soul of her class. The fall session will be centered around Farms and Autumn. Starting August 24, classes

will be held at the South Social Hall on Tuesdays and Wednesdays at 9:30am. Sessions are 8 weeks/\$80. We are excited to hear tiny singing voices at the Amenity Center again.

**BOOK CLUB:**

The DC Book club members, after a busy summer, are ready to put on their literary caps the second Thursday of every month. Starting Sept 9<sup>th</sup>, friends and neighbors will gather in the South Social Hall to critique and discuss their book of choice. All residents who have a great book to recommend, and who love great conversation, are welcome!

**AQUA FITNESS**

Aqua Fitness does not have to report back to school, so they are not slowing down. They will continue to enjoy the energetic, yet low impact classes at the South Pool on Tuesdays and Fridays at 10:30am. Classes are \$5.00 per class, or you can purchase a punch card for a discount of 11 classes for \$50. Instructor Tracie Fero teaches a teen Aqua Fitness class, and this is something we will consider for Durbin Crossing in 2022.

Please enjoy the photo collages included with this report.  
Your summer tan might fade – but Durbin memories last forever!

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



JBE

BACK

2  
SCHOOL

BASH



**POW!**  **BAM!**

This certificate decrees that  
due to their bravery, strength, and determination

is hereby officially declared

**HONORARY SUPERHERO**

May they always be bold and daring,  
but never cease to be caring.

**ZAP!**  **BANG!**

DURBIN CROSSING





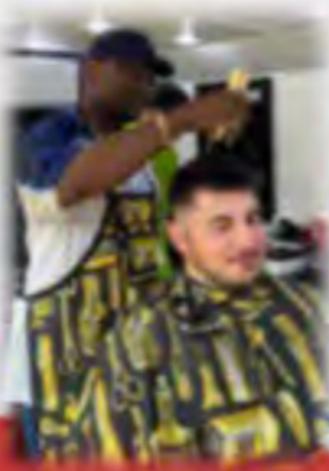
# Summer Fun 2021



DURBIN  CROSSING



Mobile  
**BARBER**  
SHIP



GRADUATION  
WISHS  
FOR OUR  
LITTLE  
FISHES!

# Swim Lessons Graduation

