

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