

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, September 26, 2022 at 6:00 p.m. at the Durbin South Amenity Center, 145 South Durbin Parkway, Jacksonville, Florida.

Present and constituting a quorum were:

Peter E. Pollicino	Chairman
Tim Brownlee	Vice Chairman
Sarah Gabel Hall	Supervisor by telephone
Jason Harrah	Supervisor
William Clarke	Supervisor

Also present were:

Daniel Laughlin	District Manager
Mike Eckert	District Counsel
Dan Fagen	Vesta/Amenity Services Group
Margaret Alfano	Vesta/Amenity Services Group
Danelle DeMarco	Vesta/Amenity Services Group
Zach Davidson	Vesta/Amenity Services Group
Cheyne Solesbee	Yellowstone Landscape
Blake Dougherty	Yellowstone Landscape
Jack Thompson	Yellowstone Landscape
William Dean	Yellowstone Landscape
Kyle Davis	Yellowstone Landscape

The following is a summary of the discussions and actions taken at the September 26, 2022 meeting.

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.

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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 August 22, 2022 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.

Mr. Clarke joined the meeting at this time.

FIFTH ORDER OF BUSINESS

Discussion of District Insurance Policy

Mr. Laughlin stated at the request of the chairman we obtained quotes for insurance, and we have one from Brown & Brown and EGIS submitted another proposal.

We had the initial Brown & Brown proposal and they quoted \$39,995, which was 10% or \$4,500 savings from what we had set for the EGIS renewal. EGIS was able to save some money on reinsurance and resubmitted a proposal in the amount of \$36,890, about \$3,000 less than Brown & Brown.

After discussion the board took the following action

On MOTION by Mr. Pollicino seconded by Mr. Harrah with all in favor the proposal from EGIS in the amount of \$36,890 was selected subject to verification of the savings with different levels of deductibles and the chair was authorized to make the final decision on the type of policy.

SIXTH ORDER OF BUSINESS

Consideration of Agreement with Vesta Property Services, Inc. for Amenity Facility Management and Maintenance Management for Fiscal Year 2023

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The Board inquired on the amounts in the proposed agreement. Staff confirmed the amounts matched the budget and amounts previously discussed.

On MOTION by Mr. Brownlee seconded by Mr. Pollicino with all in favor the agreement with Vesta Property Services, Inc. for fiscal year 2023 was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

Ms. Alfano stated we have had several meetings with Yellowstone's entire crew, we wanted to make sure they hit the ground running and they have been cooperative and we appreciate everything they have done to date and they haven't even started. They have been very helpful in bridging the gap with our temporary landscaper.

Mr. Doughtry introduced the team and each team member gave an overview of their experience and background.

A. Landscape Maintenance Team

1. Monthly Report

A copy of the monthly report was included in the agenda package.

2. Sample Irrigation Inspection Report

A copy of a sample irrigation report was included in the agenda package.

3. Fertilization Report

A copy of a monthly fertilization report was included in the agenda package.

4. Landscaping Tips

Landscaping tips from the Pros, October Edition was included in the agenda package.

B. District Counsel

Mr. Eckert stated at the last meeting you asked me to look at the DRI, which is the development order that controls the development of land within the district and also talk to the county about whether or not we could use wells to irrigate some of our athletic fields. The positive part of that research is that the water management district views athletic fields differently than

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landscaping so you are able to get wells to irrigate some athletic fields. The negative part of that research is your DRI says that wells cannot be used for irrigation within the community except as supplementary to the reuse irrigation that is here already. At this point unless you want me to go back and try to revisit the DRI with the county, I don't think well irrigation is an option for the district.

The second issue is our office has been working on revising our disciplinary and enforcement rule because we are having all kinds of problems in different places. As an example, I have a community where three teenagers decided they wanted to build a fire on the \$6,000 plastic slide. They weren't trying to burn the slide down, but it is \$6,000 the community has to pay as a result of that and then you get into the issue of we can suspend them for 3 months, 6 months or whatever it is, but is the suspension lifted if they never pay any restitution back to the district? Those types of issues we are seeing more and more. In November I will roll out a new disciplinary policy for you to consider for your amenity center. It is the kind of thing you want to put in place before you have an issue because you can't do it for anybody's discipline that is pending when you have the issue. There are some other things in there that we fixed as well that we think will be beneficial to the district. We are working on that and splitting the cost between multiple districts.

C. District Engineer

There being none, the next item followed.

D. District Manager

There being none, the next item followed.

E. General Manager

1. Report

Ms. Alfano reviewed the general Manager's report, copy of which was included in the agenda package.

HVAC Replacement

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Ms. Alfano stated we were only able to get one more bid for \$19,627. Our original bid was \$18,347 and we asked for a not to exceed \$18,500. We had two other companies come out and one won't have access to the equipment we need for 40 weeks and they were unable to bid unless we could wait. We verified that the vendors before you this evening have product availability and take care of the project upon approval. There is also an issue getting to the equipment that is in the social hall closet through a door, that is larger than the door opening, and they will include those costs as well.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor staff was authorized to proceed with the HVAC in an amount not to exceed \$18,500.

Flooring Improvement

Ms. Alfano stated the quote from Shark was \$8,650 and we have a quote from Floor Grip Medic, LLC in the amount of \$6,270.00.

On MOTION by Mr. Pollicino seconded by Mr. Clarke with all in favor the proposal from Floor Grip Medic, LLC in the amount of \$6,270.00.

Ms. Alfano stated we have had issues with the Marcite and have met with the folks who manufacturer the Marcite, with the folks that manufacturer the bonding agent and the installers to try to find out exactly what is going on. Epic Pools has been working on our behalf and all the components and they claim their warranties don't apply. Due to delamination our pool needs to be resurfaced earlier than we had hoped. They have done everything to get that as low as they can. The Marcite company is going to donate the product that is in the neighborhood of \$55,000, we will get an upgraded pebble finish. They are discounting all the parts that are required as far as grates and things like that. In regard to the labor that is also discounted, but labor is the expensive part. It is still going to be \$171,000. If we had done this two years ago that number would have been around \$100,000. The estimate on the pool pump has gone up \$10,000 in the 90-days since we received that bid.

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Mr. Pollicino stated we replaced it five years ago and it has a ten-year warranty and before we spend anything we should engage counsel to draft a letter saying we have a product that failed within the warranty.

Mr. Eckert stated this is the first I'm hearing this and I would go back and see who our contract is with, what warranties are in there and are they directly to the sub or not, normally they are not, but there can be on the materials. I will look at it and update the board between or at the next meeting. If we only have a contract with one then our warranty may just be with that person then that is who we should be looking at, then it is up to them to look at their sub or supplier. I have to look at the contract first.

Ms. Alfano stated this pool will need to be closed for 2 1/2 months so it is not a problem waiting until October for the information.

2. Consideration of New Recreational Programming Application

Ms. Alfano stated the board approved this with a few changes that Mike and his office made and everything should be ready to go.

Mr. Harrah stated we are going to have to figure out a way to control access.

Ms. Hall stated can we put up a gate with a key fob entry?

On MOTION by Mr. Harrah seconded by Mr. Brownlee with all in favor the new recreational programming application was approved.

Mr. Harrah asked can we put up a sign that say residents only?

Mr. Eckert stated you can have a sign that says residents and annual fee payers only. We can put up some signs, we just need to be careful that we are not saying there is no access for the public available. I will work with Margaret on that.

F. Operations Manager - Report

1. Report

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

G. Amenity Manager – Report

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

EIGHTH ORDER OF BUSINESS **Supervisor’s Requests and Audience Comments**

Ms. Wissinger stated we would like to purchase a common area behind our house. It has been an ongoing problem for 12 years. We have been told new companies are coming several times that it will be dealt with. There are weeds sometimes up to my thigh, dead trees, drainage problems, standing water. We inquired about purchasing it in 2012 but were told we had to wait until all the land had been accounted for. It did get better for a while but has gone downhill again.

Mr. Eckert stated I think we looked at this parcel about three years ago and the board didn’t want to pursue selling it. It may have been one of your neighbors we talked to. I will look at my records and report back to the board.

Ms. Celis stated the storm is coming and there are trees in the preserve that worry me and I would like someone to look at it.

NINTH ORDER OF BUSINESS **Next Scheduled Meeting – October 24, 2022 @ 6:00 p.m. at the Durbin South Amenity Center**

Mr. Laughlin stated the next meeting will be held October 24, 2022 at 6:00 p.m. in the same location.

On MOTION by Mr. Brownlee seconded by Mr. Harrah with all in favor the meeting adjourned at 7:08 p.m.

DocuSigned by:
Daniel Laughlin
B48EC211DC1144D
Secretary/Assistant Secretary

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[Signature]
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Chairman/Vice Chairman