

*Durbin Crossing Community  
Development District*

*DECEMBER 19, 2022*

## *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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December 12, 2022

Board of Supervisors  
Durbin Crossing Community Development District  
**Staff Call In #: 1-877-304-9269; Code 5818716**

Dear Board Members:

The Durbin Crossing Community Development District Board of Supervisors Meeting is scheduled for **Monday, December 19, 2022 at 6:00 p.m.** at the Durbin Crossing South Amenity Center, 145 South Durbin Parkway, St. Johns, Florida 32259.

Following is the 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 November 28, 2022 Meeting
  - B. Balance Sheet and Statement of Revenues & Expenses
  - C. Assessment Receipt Schedule
  - D. Check Register
- V. Discussion of Pool Surface Delamination
- VI. Discussion of Borland Grover Site Plan and Effects on District
- VII. Consideration of Resolution 2023-03, Setting a Public Hearing for the Purpose of Adopting Revised Suspension and Termination Rules
- VIII. Staff Reports
  - A. District Counsel

- B. District Engineer
- C. District Manager
- IX. Supervisors' Request and Audience Comments
- X. Next Scheduled Meeting – January 23, 2023 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, November 28, 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
Sarah Gabel Hall	Supervisor (by telephone)
Jason Harrah	Supervisor
William Clarke	Supervisor
Shalene Estes	Supervisor

Also present were:

Daniel Laughlin	District Manager
Mike Eckert	District Counsel
George Katsaras	District Engineer by telephone
Margaret Alfano	Vesta/Amenity Services Group
Danelle DeMarco	Vesta/Amenity Services Group
Zach Davidson	Vesta/Amenity Services Group
William Dean	Yellowstone
Blake Dougherty	Yellowstone

The following is a summary of the discussions and actions taken at the November 28, 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.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS      Organizational Matters**

**A.    Oath of Office for Newly Elected Supervisors**

Mr. Laughlin being a notary public of the State of Florida administered the oath of office to Jason Harrah, Peter Pollicino and Shalene Estes.

**B.    General Information for New Supervisors**

Mr. Eckert stated you are subject to the Sunshine Law, you can't talk to another board member outside of a publicly noticed meeting about a matter that may come before the board for action and that includes texts, emails, writing, and verbal conversations. You also can't use staff or anyone else as a conduit for those communications. We are subject to the public records law and to the extent that you create a document or receive a document that relates to CDD business you need to keep that. For things that come from my office, we have copies and things that come from the district manager, we have copies of that but anytime you mark on something that we provide, that becomes a different public record and you would need to retain that and we suggest you keep that separate and apart from your business papers or personal papers in the event we received a public records request. Also, it is a good idea to have a separate email address just for district business and should you receive an email that relates to district business on a personal email account or text message, it is best to forward that email to your actual CDD specific account so there is one place to look for that. Social media posts where you may be communicating with another board member are subject to the public records law and sunshine law. My advice is not to use social media for district business other than announcements such as "the pool is open," "we have a new activity," that type of thing.

**C.    Consideration of Resolution 2023-01 Designating Officers**

Mr. Laughlin stated we have the chair and vice chair to appoint, secretary, treasurer and assistant secretaries and assistant treasurers.

On MOTION by Mr. Harrah seconded by Mr. Clarke with all in favor Peter Pollicino was appointed chairman.
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On MOTION by Mr. Pollicino seconded by Ms. Estes with all in favor Jason Harrah was appointed vice chairman.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor Resolution 2023-01 was approved reflecting the following: Peter Pollicino chair, Jason Harrah vice chair, Daniel Laughlin secretary and treasurer, Sarah Hall, Shalene Estes, William Clarke, Jim Oliver, Marilee Giles and Darrin Mossing assistant secretaries and Jim Oliver assistant treasurer.

## **FIFTH ORDER OF BUSINESS**

### **Approval of Consent Agenda**

- A. Approval of Minutes of the October 24, 2022 Meeting**
- B. Balance Sheet and Statement of Revenues and Expenses**
- C. Assessment Receipt Schedule**
- D. Check Register**

On MOTION by Mr. Harrah seconded by Mr. Clarke with all in favor the consent agenda items were approved.

## **SIXTH ORDER OF BUSINESS**

### **Consideration of Audit Engagement Letter from Berger Toombs for Fiscal Year 2022**

Mr. Laughlin stated counsel made some revisions to the engagement letter and we would look to have it approved in substantial form.

Mr. Eckert stated they included an indemnification provision where the district would indemnify them if there was some misuse of electronic records, and we never agree to that. Also, I requested a deadline of June 1<sup>st</sup> of getting a draft audit and June 15<sup>th</sup> to get the final audit so we can meet the state deadline. In the last couple of years some of the auditors have gotten far behind. I still have two that haven't been submitted to the state yet that were due June 30<sup>th</sup>.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the engagement letter with Berger Toombs to perform the fiscal year 2022 audit was approved in substantial form to include the revisions by district counsel.

**SEVENTH ORDER OF BUSINESS****Consideration of Resolution 2023-02  
Amending the District's Records Retention  
Policy**

Mr. Eckert stated this is a resolution prepared by our office. The district as a local government is required to adopt a records retention schedule. We did this a long time ago at this district and basically, we gave you two options at that point in time, it was either follow the state's records retention schedule and keep bond documents longer than the state requires because the IRS requires you to keep them longer, or you could just keep everything. At that time the board said we are going to keep everything and not dispose of records until we figure out if there a better way to deal with it. The resolution presented today says we don't have to keep transitory messages, which are documents such as a text or email that says, "the meeting is at 6:00 p.m. tonight," non-substantive non-business-related things that their value is lost as soon as you return that call. The other thing it does is designate the electronic record as the official record and that allows us to start the process of getting rid of the boxes of paper files that everybody has related to the district business that are already saved electronically. I'm sure that GMS has that redundancy built in, so they are saved in another location as well. There are some things such as an original deed that we are not going to get rid of.

Mr. Harrah asked are all your districts adopting this?

Mr. Eckert stated yes.

On MOTION by Mr. Harrah seconded by Ms. Estes with all in favor  
Resolution 2023-02 was approved.

**EIGHTH ORDER OF BUSINESS****Discussion of Suspension and Termination of  
Access Rule**

Mr. Eckert stated this has also been prepared by our office and is going out to all the districts that I work with that have amenities. We have had some significant damage to district improvements, not necessarily here, but other places. For example, in Clay County I had a client where three teenagers decided they wanted to build a fire on the playground, so they did it on a \$6,000 slide. They were caught and the parents said they were going to come in and pay for the damage and never showed up. The amenity privileges were suspended, the suspensions ran their course, still no reimbursement to the district for any of the costs, which means the rest of the residents who pay attention to the rules are paying for it. One of the things we have done through

this rule is try to make sure that we add our best chance of collecting on things like that as well as to recoup some of the administrative costs. When I have to write a letter for suspension, the residents are paying for that. What we have provided in here are situations under when you can be suspended, or access privileges terminated. Also an administrative reimbursement of up to \$500 in order to offset the administrative and legal costs associated with the suspension or termination, a requirement for property damage reimbursement and in the event the reimbursement is not made the suspension would continue until the time it is made and it also gives the board the ability if the property damage reimbursement isn't made that you can suspend the amenity access to everybody associated with that household. We are hopeful this will remedy the situations we have come across and again, that was just one example.

Your amenity manager would be the one that suspends people from the amenities until your next board meeting but it is not necessarily the very next board meeting so if something happened yesterday, they wouldn't be suspended until today, they would be suspended to the next board meeting where we can provide them notice and an opportunity to be heard and we can present that to the board in an organized fashion. I'm not asking the board to approve this, I just need to know from the board do you want to set this in motion for us to adopt it as a rule and if so we would be bringing it back before you at your December or January meeting depending on when you meet next and that would set a public hearing at least 30-days after that. We really have 60-90 days to chew on this and any suggestions the board has we would want to incorporate those in the final version. I would rely a lot on the expertise of your onsite staff and any suggestions they have.

Mr. Pollicino stated the last sentence on number six says, any legal action warranted. Does that include a lien on the property if they don't pay?

Mr. Eckert responded no, because we are not an HOA, and we don't have the independent authority to lien property. We can levy a special assessment, but you can't do a special assessment based on benefit, which is really a fine. You cannot do that; you could put a lien on the property if you went to court and got a monetary judgment if they didn't pay it, you could put a lien but you have to go through the court first.

Mr. Pollicino asked if we adopt this are the residents grandfathered into this or do they have to opt into the new rules?

Mr. Eckert stated no, they wouldn't have to opt into it, it would automatically apply to them. It would apply to any incident that occurs after you adopt this. Margaret can send the current rules to the board. We try to keep out of the rule things, like written warning, verbal warning because your staff has already dealt with the minor things and what we have learned is most of the time the things that come to the board's attention is usually major stuff. If you can send the current rules to everybody and they can compare the two, that would be helpful.

## **NINTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Landscape Maintenance Team - Report**

Mr. Dougherty gave an overview of the landscape update, copy of which was enclosed in the agenda package.

Mr. Laughlin opened the floor for public comments on the landscape proposal.

Mr. Gruber asked are we replacing with the same type of grass? It seems like that grass never thrives.

Mr. Pollicino stated we are replacing it with St. Augustine grass.

There being no further comments, the following motion was made.

On MOTION by Mr. Harrah seconded by Mr. Clarke with all in favor the proposal for monument enhancement throughout the community in the amount of \$21,283.11 was approved.

#### **B. District Counsel – Memorandum Regarding Surplus Property Resolutions**

Mr. Eckert stated I have two items, one is on the agenda, a memorandum regarding surplus property resolutions. From time to time the district will have surplus property which is basically property that is either obsolete, doesn't have any value or the district just doesn't need it anymore. Any time we have that you have to adopt a resolution that deals with the disposition of that and one of the ways that is authorized by Florida Statute, you can donate it to a local government, sometimes you can auction it, sometimes you can donate it to a 501c3 charity. Any time we have that issue come up with surplus property your staff and I will work together and present you with two resolutions. One is an either or: if it is over \$5,000 value you use one and if it is under \$5,000 you use a different one. You will have the ultimate decision-making authority on where that property is going to go and your staff and I will work on making sure you get that. There is no

action for you tonight, but we had updated these resolutions based on the most current law and we wanted you to be aware that we have this.

The second item is at the last board meeting it was brought to the board's attention that we have an issue with the pool delaminating in certain parts. We believe that is under warranty, we have engaged a specialty attorney that deals with construction law as well as an expert and those two are working on that issue. The negotiations we had with the pool contractor, did break down and at this point in time I don't have any action to ask the board to take because the attorney and expert are still working through those issues. As soon as we get any kind of a recommendation, or they need board authorization, we will call a special meeting or do it at our regular meeting if we can. Because this is something that may end up in litigation, I will ask the board members if you have questions on this, please call me and I can talk you through that the status.

### **C. District Engineer**

Mr. Katsaras stated we are continuing to work with JEA on the meter to provide irrigation at the park and I hope to have costs shortly on fees that will be due. I will continue to work with Zach and Daniel on that.

Ms. Alfano asked the cost of irrigation of the ballfields, is that something we are moving forward with regardless of the amount? Some of these JEA fees are very high.

Mr. Harrah stated I don't know that we have an alternative.

Ms. Alfano stated I don't know either but if it gets to the \$50,000 mark, are we going to have to wait for approval?

Mr. Laughlin stated it is a lot of money. I agree it is something that needs to be done, it is irrigation and if we don't have it, everything is going to die.

Mr. Eckert stated I think the board should authorize a not to exceed amount. I don't know how much history you have on this issue, but we had an interlocal agreement with the county and we were sharing the cost of certain water to the ballfields and the county park. That agreement allowed the county to terminate it at some point in time. The county got a permit to dig a well for their property and are disconnecting us from the ability to irrigate our property. We have to retrofit the system so that we can actually irrigate the property we still have now that the county has opted out of that.

Mr. Harrah asked can this wait to the next meeting for a not to exceed amount?

Mr. Katsaras stated they won't release a meter until the fees are paid.

Mr. Harrah asked do you have an idea of what the cost may be?

Mr. Katsaras stated when we calculated it, I think it was around 12,000 gallons per day, it is going to be between \$50,000 to \$60,000 and that is just tap fees and capacity fees. The capacity fees are what get you because JEA keeps raising those and it goes by the gallons per day. We might be able to talk to JEA about transferring and seeing if capacity fees were originally paid when the meter was put in years ago and see if there is a way to recoup some of that.

Mr. Eckert stated I think the conversation with JEA will be worthwhile.

#### **D. District Manager**

There being none, the next item followed.

#### **E. General Manager - Report**

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

Mr. Harrah stated the county is turning the basketball courts at Veterans Park into pickle ball courts. We need to consider fencing our basketball courts and possibly a gate with an access code.

#### **F. Operations Manager - Report**

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

Mr. Clarke left the meeting during this report.

Mr. Davidson reported that the top of the monument on Islesbrook and Longleaf for the community park is starting to come apart and I'm getting proposals to get that replaced and since we may not have a December meeting, I would like the board to give me a not to exceed \$10,000 to have that fixed. It could become a hazard.

Ms. Alfano stated it is not necessarily an identifier to a community but to the park. I'm not sure it is something we need to replace.

Mr. Eckert asked George, could that sign be required by the development order? It says community park, but it is a county park.

Mr. Katsaras stated I don't know that it is a requirement, it is probably some kind of wayfinding sign for someone unfamiliar with the park.

Mr. Harrah stated if George and Mike say we don't need it, let's take it out.

#### **G. Amenity Manager – Report**

Ms. DeMarco reviewed the amenity manager's report, copy of which was included in the agenda package.

<b>TENTH ORDER OF BUSINESS</b>	<b>Supervisor's Requests and Audience Comments</b>
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Ms. Estes stated I would like to discuss tonight or next month the Borlund Grover site plan for ingress and egress for the new development by our main entrance.

Mr. Harrah asked has the county approved it?

Ms. Estes stated the county has approved the commercial entitlement, but they are in for review right now.

Mr. Harrah asked do they not have to notify us?

Mr. Eckert stated the CDD doesn't have any permitting or land development approval powers. Typically, there are certain things like rezonings and things like that where you have to notify property owners within so many feet and that is typically when the district does get notified because we are a property owner. Beyond that, there is no requirement that they notify us as a local government.

Ms. Estes stated since it is in for review now it is a good time to look at it and see if we have any concerns, whether it is landscaping, ingress/egress or anything like that.

Mr. Harrah stated George can get a copy of the site plan and maybe bring it to the January meeting.

Mr. Gruber stated there is speculation about what happened to the snowflakes on the monuments.

Mr. Davidson stated it was a vender miscommunication, those shouldn't have been installed.

**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – December 19, 2022  
@ 6:00 p.m. at the Durbin South Amenity  
Center**

Mr. Laughlin stated our next scheduled meeting is December 19<sup>th</sup>. I know we normally cancel our December meeting, but we will keep it for now in case something comes up about the pool and as we get closer, we can cancel it.

Mr. Eckert stated run the notice and we can make a decision four or five days in advance of the meeting.

On MOTION by Ms. Estes seconded by Ms. Hall with all in favor the meeting adjourned at 7:36 p.m.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman



*B.*

# Durbin Crossing

## Community Development District

Unaudited Financial Reporting

November 30, 2022

**Durbin Crossing**  
**Community Development District**  
**Combined Balance Sheet**  
November 30, 2022

	Governmental Fund Types			Totals
	General Fund	Debt Service	Capital Reserve Fund	(Memorandum Only) FY 23
<b><u>Assets:</u></b>				
Cash	\$125,486	---	\$153,336	\$278,822
Investments:				
<b><u>Series 2017A1</u></b>				
Reserve	---	\$1,343,722	---	\$1,343,722
Revenue	---	\$331,946	---	\$331,946
Prepayment	---	\$558	---	\$558
Cost of Issuance	---	\$11,019	---	\$11,019
<b><u>Series 2017A2 Term Bond 1</u></b>				
Reserve	---	\$132,938	---	\$132,938
Prepayment	---	\$3,496	---	\$3,496
<b><u>Series 2017A2 Term Bond 2</u></b>				
Reserve	---	\$40,000	---	\$40,000
Prepayment	---	\$504	---	\$504
<b><u>Operations</u></b>				
Custody Account	\$94,739	---	---	\$94,739
Due from Other	\$1,091	---	---	\$1,091
Investment - US bank Custody	---	---	\$84,683	\$84,683
Investment - SBA	---	---	\$959,131	\$959,131
SBA - Renewal and Replacement	---	---	\$336,450	\$336,450
Utility Deposits	\$200	---	---	\$200
<b>Total Assets</b>	<b>\$221,515</b>	<b>\$1,864,181</b>	<b>\$1,533,599</b>	<b>\$3,619,296</b>
<b><u>Liabilities:</u></b>				
Accounts Payable	\$84,620	---	---	\$84,620
<b><u>Fund Balances:</u></b>				
Restricted for Debt Service	---	\$1,864,181	---	\$1,864,181
Assigned	---	---	\$1,533,599	\$1,533,599
Unassigned	\$136,895	---	---	\$136,895
<b>Total Liabilities and Fund Equity</b>	<b>\$221,515</b>	<b>\$1,864,181</b>	<b>\$1,533,599</b>	<b>\$3,619,296</b>

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

**General Fund**

Statement of Revenues & Expenditures  
For The Period Ending November 30, 2022

	ADOPTED BUDGET	PRORATED BUDGET 11/30/22	ACTUAL 11/30/22	VARIANCE
<b>REVENUES:</b>				
Assessments - Tax Roll	\$2,242,411	\$171,607	\$171,607	\$0
Assessments - Direct	\$19,588	\$0	\$0	\$0
Interest Income	\$100	\$100	\$285	\$185
Misc Income	\$47,000	\$7,833	\$10,146	\$2,313
<b>TOTAL REVENUES</b>	<b>\$2,309,099</b>	<b>\$179,541</b>	<b>\$182,039</b>	<b>\$2,498</b>
<b>EXPENDITURES:</b>				
<b><u>Administrative</u></b>				
Supervisor Fees	\$11,000	\$1,833	\$2,000	(\$167)
FICA Expense	\$842	\$140	\$153	(\$13)
Assessment Roll Administration	\$5,000	\$5,000	\$5,000	\$0
Engineering Fees	\$13,000	\$2,167	\$1,285	\$882
Dissemination Fees	\$7,200	\$1,200	\$1,000	\$200
Attorney Fees	\$50,000	\$8,333	\$5,634	\$2,699
Annual Audit	\$4,200	\$700	\$0	\$700
Trustee Fees	\$10,800	\$5,000	\$5,000	\$0
Arbitrage	\$1,200	\$200	\$0	\$200
Impact Fee Administration	\$15,000	\$2,500	\$2,500	\$0
Management Fees	\$51,324	\$8,554	\$8,554	\$0
Information Technology	\$1,500	\$250	\$250	\$0
Website Maintenance	\$1,000	\$167	\$167	\$0
Telephone	\$800	\$133	\$98	\$35
Postage	\$2,500	\$417	\$109	\$308
Printing & Binding	\$2,150	\$358	\$68	\$290
Insurance	\$9,432	\$9,432	\$7,810	\$1,622
Legal Advertising	\$2,000	\$333	\$0	\$333
Other Current Charges	\$1,000	\$167	\$0	\$167
Office Supplies	\$150	\$25	\$12	\$13
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
<b>Total Administrative Expenditures</b>	<b>\$190,273</b>	<b>\$47,085</b>	<b>\$39,815</b>	<b>\$7,270</b>
<b><u>Amenity Center</u></b>				
Insurance	\$35,082	\$35,082	\$27,829	\$7,253
Repairs & Replacements	\$80,000	\$13,333	\$13,665	(\$332)
Recreational Passes	\$2,000	\$333	\$0	\$333
Office Supplies	\$7,500	\$1,250	\$608	\$642
Permit Fees	\$3,700	\$617	\$409	\$207
<b><u>Utilities</u></b>				
Water & Sewer	\$42,000	\$7,000	\$4,250	\$2,750
Electric	\$36,000	\$6,000	\$8,050	(\$2,050)
Cable/Phone/Internet	\$22,000	\$3,667	\$3,129	\$538
Security System	\$1,670	\$278	\$0	\$278

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

**General Fund**

Statement of Revenues & Expenditures  
For The Period Ending November 30, 2022

	ADOPTED BUDGET	PRORATED BUDGET 11/30/22	ACTUAL 11/30/22	VARIANCE
<u>Amenity Center Management Contracts</u>				
Managerial	\$241,582	\$40,264	\$40,263	\$0
Staffing	\$241,133	\$40,189	\$40,187	\$2
Lifeguards	\$82,771	\$13,795	\$0	\$13,795
Mobile App	\$2,750	\$458	\$458	(\$0)
Refuse Service	\$7,000	\$1,167	\$1,148	\$19
Pool Chemicals	\$29,000	\$4,833	\$3,963	\$870
Special Events	\$30,000	\$5,000	\$4,099	\$901
Holiday Décor	\$15,000	\$11,413	\$11,413	\$0
Pest Control	\$8,000	\$1,333	\$805	\$529
Pressure Washing	\$8,500	\$1,417	\$0	\$1,417
Fitness Equipment Maintenance	\$8,500	\$1,417	\$182	\$1,234
<b>Total Amenity Center Expenditures</b>	<b>\$904,188</b>	<b>\$188,846</b>	<b>\$160,460</b>	<b>\$28,387</b>
<u>Grounds Maintenance</u>				
Electric	\$5,708	\$951	\$936	\$16
Water / Reuse	\$355,000	\$59,167	\$58,051	\$1,116
Streetlighting	\$71,000	\$11,833	\$14,212	(\$2,378)
Lake Maintenance	\$60,500	\$10,083	\$0	\$10,083
Landscape Maintenance	\$529,992	\$88,332	\$88,332	\$0
Landscape Contingency	\$60,000	\$10,000	\$9,632	\$368
Mulch	\$60,000	\$10,000	\$0	\$10,000
Fuel	\$1,100	\$183	\$261	(\$78)
Irrigation Repairs	\$15,000	\$2,500	\$818	\$1,682
Capital Reserve	\$54,638	\$0	\$0	\$0
Water Quality Monitoring	\$1,700	\$283	\$0	\$283
<b>Total Grounds Maintenance Expenditures</b>	<b>\$1,214,638</b>	<b>\$193,333</b>	<b>\$172,242</b>	<b>\$21,091</b>
<b>TOTAL EXPENDITURES</b>	<b>\$2,309,099</b>	<b>\$429,264</b>	<b>\$372,516</b>	<b>\$56,748</b>
<b>EXCESS REVENUES/(EXPENDITURES)</b>	<b>\$0</b>	<b>(\$249,723)</b>	<b>(\$190,478)</b>	<b>\$59,246</b>
Fund Balance - Beginning	\$0		\$327,373	
Fund Balance - Ending	<u>\$0</u>		<u>\$136,895</u>	

**COMMUNITY DEVELOPMENT DISTRICT**

## Fiscal Year 2023

[illegible]

**COMMUNITY DEVELOPMENT DISTRICT**

### General Fund

## Statement of Revenues & Expenditures

## Fiscal Year 2023

[illegible]

**Durbin Crossing**  
**Community Development District**  
**Debt Service Fund 2017 A1 & A2**  
Statement of Revenues & Expenditures  
For The Period Ending November 30, 2022

	ADOPTED	PRORATED		
	BUDGET	BUDGET	ACTUAL	
	BUDGET	11/30/22	11/30/22	VARIANCE

**Revenues:**

Assessments - Tax Roll	\$3,042,590	\$232,685	\$232,685	\$0
Assessments - Direct	\$29,572	\$0	\$0	\$0
Interest Income	\$200	\$200	\$6,129	\$5,929

<b>Total Revenues</b>	<b>\$3,072,362</b>	<b>\$232,885</b>	<b>\$238,814</b>	<b>\$5,929</b>
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**Expenditures**

**Series 2017 A-1**

Interest 11/1	\$555,756	\$555,756	\$555,756	\$0
Interest 5/1	\$555,756	\$0	\$0	\$0
Principal 5/1	\$1,555,000	\$0	\$0	\$0

**Series 2017 A-2**

Interest 11/1	\$99,881	\$99,881	\$95,913	\$3,969
Interest 5/1	\$99,881	\$0	\$0	\$0
Principal 5/1	\$155,000	\$0	\$0	\$0

<b>Total Expenditures</b>	<b>\$3,021,275</b>	<b>\$655,638</b>	<b>\$651,669</b>	<b>\$3,969</b>
---------------------------	--------------------	------------------	------------------	----------------

<b>Excess Revenues (Expenditures)</b>	<b>\$51,087</b>	<b>(\$412,855)</b>		
---------------------------------------	-----------------	--------------------	--	--

<b>Fund Balance - Beginning</b>	<b>\$740,408</b>	<b>\$2,277,036</b>		
---------------------------------	------------------	--------------------	--	--

<b>Fund Balance - Ending</b>	<b>\$791,495</b>	<b>\$1,864,181</b>		
------------------------------	------------------	--------------------	--	--



**Durbin Crossing**  
Community Development District  
Capital Reserve Funds  
Statement of Revenues & Expenditures  
For The Period Ending November 30, 2022

	ADOPTED BUDGET	PRORATED 11/30/2022	BUDGET 11/30/2022	ACTUAL 11/30/2022	VARIANCE
<b><u>Revenues:</u></b>					
Capital Reserve Funding - Transfer In	\$54,638		\$0	\$0	\$0
Miscellaneous Revenue/Interest	\$10,000		\$1,667	\$7,960	\$6,293
Impact Fees	\$0		\$0	\$8,467	\$8,467
<b>Total Revenues</b>	<b>\$64,638</b>		<b>\$1,667</b>	<b>\$16,427</b>	<b>\$14,761</b>
<b><u>Expenditures</u></b>					
Capital Outlay	\$150,000		\$25,000	\$4,115	\$20,885
Repair/Replacements	\$100,000		\$16,667	\$10,470	\$6,197
<b>Total Expenditures</b>	<b>\$250,000</b>		<b>\$41,667</b>	<b>\$14,584</b>	<b>\$27,082</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$185,362)</b>		<b>(\$40,000)</b>	<b>\$1,843</b>	<b>\$41,843</b>
<b>Fund Balance - Beginning</b>	<b>\$1,399,322</b>			<b>\$1,531,757</b>	
<b>Fund Balance - Ending</b>	<b>\$1,213,960</b>			<b>\$1,533,599</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:	\$1,343,722
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)
Less: November 1, 2021 (Prepayment)	(\$195,000)
Less: May 1, 2022	(\$1,515,000)
Current Bonds Outstanding	\$30,010,000

<b>Series 2017A-2 Special Assessment Refunding Bonds</b>	
Interest Rate:	5.00% -6.25%
Maturity Date:	5/1/2037
Reserve Fund Definition:	50% MADS
Reserve Fund Requirement:	\$172,288
Reserve Fund:	\$172,938
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)
Less: November 1, 2021 (Prepayment)	(\$20,000)
Less: May 1, 2022	(\$150,000)
Less: May 1, 2022 (Prepayment)	(\$95,000)
Current Bonds Outstanding	\$3,440,000

*C.*

**DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT**  
**Fiscal Year 2023 Summary of Series 2017A1-2 & O&M Assessment Receipts**

	ASSESSED			
ASSESSED TO	# UNITS ASSESSED	SERIES 2017A1- 2 DEBT NET	O&M NET	TOTAL NET ASMTS
DURBIN CROSSING PROPERTIES, LLC VILLAGE CTR T COMM. (	44,561	29,572.19	19,588.37	49,160.56
NET ASSESSMENTS DIRECT BILL	44,561	29,572.19	19,588.37	49,160.56
NET ASSESSMENTS TAX ROLL	101,916	3,025,303.86	2,231,190.29	5,256,494.15
TOTAL DISTRICT	146,477	3,054,876.05	2,250,778.66	5,305,654.71

<b>DIRECT BILL % COLLECTED</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
<b>TAX ROLL % COLLECTED</b>	<b>8%</b>	<b>8%</b>	<b>8%</b>
<b>TOTAL % COLLECTED</b>	<b>8%</b>	<b>8%</b>	<b>8%</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 144,153 square feet of Commercial/Retail/Office

RECEIVED				
SERIES 2017A1- 2 DEBT PAID	O&M PAID	TOTAL ASMTS PAID	BALANCE DUE	DATE O&M PAID THROUGH
-	-	-	49,160.56	
-	-	-	49,160.56	
232,685.09	171,607.45	404,292.54	4,852,201.61	
232,685.09	171,607.45	404,292.54	4,901,362.17	

DETAIL OF TAX ROLL RECEIPTS					
ST JOHNS COUNTY DISTRIBUTION		DATE	AMOUNT	DEBT	O&M
	1	11/2/2022	15,773.00	9,077.94	6,695.06
	2	11/17/2022	175,865.65	101,217.09	74,648.56
	3	11/28/2022	212,653.89	122,390.06	90,263.83
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
<b>TOTAL TAX ROLL RECEIPTS</b>			<b>404,292.54</b>	<b>232,685.09</b>	<b>171,607.45</b>

*D.*

**Durbin Crossing**  
Community Development District

**Check Run Summary**  
**11/1/2022 thru 11/30/2022**

<b>Fund</b>	<b>Date</b>	<b>Check No.</b>	<b>Amount</b>
<b>General Fund</b>			
Payroll	11/30/22	50762-50766	\$923.50
			<u>Sub-Total      \$      923.50</u>
Accounts Payable			
	11/3/22	6368-6372	\$2,289.95
	11/14/22	6373-6384	\$45,753.35
	11/22/22	6385-6395	\$4,955.38
			<u>Sub-Total              \$52,998.68</u>
<b>Capital Reserve Fund</b>			
	11/17/22	214-215	\$6,270.00
	11/22/22	216	\$4,199.85
			<u>Sub-Total              \$10,469.85</u>
<b>Vesta Wells Fargo Credit Card*</b>			
	11/28/22	September Purchases	\$11,245.21
			<u>Sub-Total              \$    11,245.21</u>
<b>Total</b>			<b>\$   75,637.24</b>

**\*Wells Fargo Credit Card Invoices available upon request**

PR300R

## PAYROLL CHECK REGISTER

RUN 11/30/22 PAGE 1

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50762	11	SARAH G HALL	184.70	11/30/2022
50763	13	JASON S HARRAH	184.70	11/30/2022
50764	8	PETER E POLLICINO	184.70	11/30/2022
50765	18	SHALENE B ESTES	184.70	11/30/2022
50766	17	WILLIAM H CLARKE	184.70	11/30/2022
TOTAL FOR REGISTER			923.50	

DURB DURBIN CROSS DLAUGHLIN

## **ATTENDANCE SHEET**

District: **Durbin Crossing CDD**

Meeting Date: **November 28, 2022**

	<b>Supervisor</b>	<b>In Attendance</b>	<b>Fees</b>
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>Shalene Estes</b> <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	\$200
5.	<b>Jason Harrah</b> <i>Vice Chairman</i>	<input checked="" type="checkbox"/>	\$200

District Manager:

DocuSigned by:  
*Daniel Laughlin*  
B48FC211DC1144D...

PLEASE RETURN COMPLETED FORM TO BERNADETTE PEREGRINO



AP300R  
\*\*\* CHECK NOS. 006368-006395

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

RUN 12/06/22

PAGE 1

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
11/03/22	00211	10/20/22 1020222	202211 320-53800-44800	FY23 LICENSE RENEWAL	*	409.17	
				ASCAP			409.17 006368
11/03/22	00378	9/30/22 4924921	202209 310-51300-48000	NTC OF MTG 9/26/22	*	84.32	
		9/30/22 4924921	202209 310-51300-48000	NTC OF MTG 9/26/22	*	91.12	
				CA FLORIDA HOLDINGS,LLC			175.44 006369
11/03/22	00157	10/03/22 86718	202210 310-51300-54000	FY23 SPECIAL DISTRICT FEE	*	175.00	
				DEPARTMENT OF ECONOMIC OPPORTUNITY			175.00 006370
11/03/22	00109	11/01/22 13129561	202211 320-53800-45510	NOV POOL CHEMICALS	*	757.34	
				POOLSURE			757.34 006371
11/03/22	00252	8/31/22 402131	202208 320-53800-44200	STAPLEHURST 2075SF SIDWLK	*	773.00	
				VESTA PROPERTY SERVICES, INC.			773.00 006372
11/14/22	00173	10/28/22 34376	202210 320-53800-45516	OCT FITNESS EQUIP MAINT	*	64.16	
				FIRST PLACE FITNESS EQUIPMENT			64.16 006373
11/14/22	00375	6/17/22 02457	202206 320-53800-45516	3868 SQ FT - NORTH	*	1,935.75	
		6/17/22 02459	202206 320-53800-45516	PRESSURE WASHING	*	4,486.86	
				GET R CLEAN PRESSURE WASHING LLC			6,422.61 006374
11/14/22	00021	11/01/22 502	202211 310-51300-34000	NOV MANAGEMENT FEE	*	4,277.00	
		11/01/22 502	202211 310-51300-55000	NOV WEBSITE ADMIN	*	83.33	
		11/01/22 502	202211 310-51300-35100	NOV INFORMATION TECH	*	125.00	
		11/01/22 502	202211 310-51300-32500	NOV IMPACT FEE COLL ADMIN	*	1,250.00	
		11/01/22 502	202211 310-51300-31300	NOV DISSEMINATION AGENT	*	500.00	
		11/01/22 502	202211 310-51300-51000	OFFICE SUPPLIES	*	5.82	
		11/01/22 502	202211 310-51300-42000	POSTAGE	*	54.65	

DURB DURBIN CROSS OKUZMUK

AP300R  
\*\*\* CHECK NOS. 006368-006395

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

RUN 12/06/22

PAGE 2

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
		11/01/22 502	202211 310-51300-42500		*	33.15	
		COPIES					
		11/01/22 502	202211 310-51300-41000		*	50.87	
		TELEPHONE					
				GOVERNMENTAL MANAGEMENT SERVICES			6,379.82 006375
11/14/22 00370		11/09/22 3138046	202210 310-51300-31500		*	5,634.14	
		OCT GENERAL COUNSEL					
				KUTAK ROCK LLP			5,634.14 006376
11/14/22 00370		8/11/22 3093890	202207 310-51300-31500		*	3,765.03	
		JUL GENERAL COUNSEL					
				KUTAK ROCK LLP			3,765.03 006377
11/14/22 00288		10/21/22 231582	202210 320-53800-44200		*	650.00	
		LED 15W BRZ FLOOD MVOLT					
				LAMP SALES UNLIMITED, INC.			650.00 006378
11/14/22 00275		10/06/22 1723	202210 320-53800-47100		*	8,185.50	
		HOLIDAY LIGHTING INSTALL					
				M & G HOLIDAY LIGHTING			8,185.50 006379
11/14/22 00381		10/25/22 87399803	202210 320-53800-44200		*	772.50	
		HYDRO FLUSH DRAIN/SEWER					
				SNYDER A/C, PLUMBING & ELECTRIC			772.50 006380
11/23/22 00381		10/25/22 87399803	202210 320-53800-44200		V	772.50-	
		HYDRO FLUSH DRAIN/SEWER					
				SNYDER A/C, PLUMBING & ELECTRIC			772.50-006380
11/14/22 00243		10/17/22 10014	202210 320-53800-46210		*	1,000.00	
		PINE TREE REMOVAL					
				TREE TECH TREE SERVICE INC			1,000.00 006381
11/14/22 00371		9/12/22 2872010	202209 320-53800-45513		*	75.00	
		SEP RODENT DETTERENT					
				TRUTECH LLC			75.00 006382
11/14/22 00252		10/18/22 403583	202211 320-53800-46210		*	486.00	
		HURRICANE IAN CLEAN UP					
				VESTA PROPERTY SERVICES, INC.			486.00 006383
11/14/22 00382		10/30/22 JAX 4508	202210 320-53800-46210		*	963.75	
		HURRICANE IAN TREE LEAN					
		10/30/22 JAX 4508	202209 320-53800-46210		*	1,922.54	
		POTTING SOIL REPLACEMENT					

DURB DURBIN CROSS OKUZMUK

AP300R  
\*\*\* CHECK NOS. 006368-006395

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

RUN 12/06/22

PAGE 3

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
		10/30/22	JAX 4508 202209 320-53800-46400	TROUBLESHOOT 2WIRE SYSTEM	*	3,444.00	
		10/30/22	JAX 4508 202210 320-53800-46210	SOD INSTALL-POOL AREA	*	1,032.70	
		10/30/22	JAX 4508 202209 320-53800-46400	CONTROLLER REPLACEMENT	*	3,446.05	
		10/30/22	JAX 4508 202210 320-53800-46400	BACKFLOW REPAIR/INSTALL	*	567.00	
		10/30/22	JAX 4508 202209 320-53800-46400	MAINLINE REPAIRS	*	1,464.00	
		10/30/22	JAX 4508 202210 320-53800-46400	IRRIGAITON REPAIRS	*	251.05	
				YELLOWSTONE LANDSCAPE			13,091.09 006384
11/22/22	00385	10/07/22	22-DC-01 202210 320-53800-45511	FORTUNE TELLER	*	450.00	
		10/07/22	22-DC-01 202210 320-53800-45511	MAGICIAN	*	450.00	
				LADDIE J DWYER			900.00 006385
11/22/22	00241	10/13/22	511279 202210 320-53800-44200	DOG WASTE BAGS	*	647.56	
				DOG WASTE DEPOT			647.56 006386
11/22/22	00007	11/07/22	0205625 202210 310-51300-31100	OCT PROFESSIONAL SERVICES	*	1,285.14	
				ENGLAND-THIMS & MILLER, INC.			1,285.14 006387
11/22/22	00298	11/15/22	43860-1 202211 320-53800-44200	PLUSH BLANKET	*	752.33	
				HORIZON PROMOTIONAL PRODUCTS			752.33 006388
11/22/22	00240	11/15/22	11152022 202211 320-53800-45511	SANTA CLAUS	*	775.00	
				PATRICK MULLEN			775.00 006389
11/22/22	00066	10/13/22	19360280 202210 320-53800-45513	OCT PEST CONTROL SOUTH	*	88.20	
				TURNER PEST CONTROL			88.20 006390
11/22/22	00066	10/13/22	19365700 202210 320-53800-45513	OCT MOSQUITO SRVC SOUTH	*	104.74	
				TURNER PEST CONTROL			104.74 006391
11/22/22	00066	11/07/22	19969136 202211 320-53800-45513	NOV PEST CONTROL NORTH	*	71.66	
				TURNER PEST CONTROL			71.66 006392
				DURB DURBIN CROSS OKUZMUK			

AP300R  
\*\*\* CHECK NOS. 006368-006395

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 12/06/22  
DURBIN CROSSING - GENERAL FUND  
BANK A GENERAL FUND

PAGE 4

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
11/22/22	00066	11/07/22 19969137	202211 320-53800-45513	NOV PEST CONTROL SOUTH	*	88.20	
							88.20 006393
-----							
11/22/22	00066	11/07/22 19974552	202211 320-53800-45513	NOV MOSQUITO SRVC SOUTH	*	104.74	
							104.74 006394
-----							
11/22/22	00066	11/07/22 19974553	202211 320-53800-45513	NOV MOSQUITO SRVC NORTH	*	137.81	
							137.81 006395
-----							
TOTAL FOR BANK A						52,998.68	
TOTAL FOR REGISTER						52,998.68	

DURB DURBIN CROSS OKUZMUK



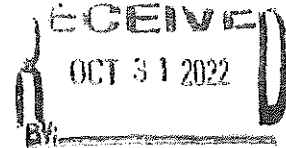
PO BOX 331608 Attn: Account Services  
Nashville, TN 37203-7515  
Attn: Account Services  
Phone: 1-800-505-4052  
Fax: 1-615-691-7795

GGWG6D00100846 - 4



Dave deNagy  
Manager  
Governmental Management Services  
475 West Town Place, Suite 114  
St Augustine, FL 32092

Re: Durbin Crossing Community Development Di  
Governmental Management Services  
145 South Durbin Parkway  
Saint Johns, FL 32259



If You Have Already Made Payment, Please Disregard This Invoice.  
In Case Of Error In Amount Of Bill Or Payment, Contract Terms Shall Govern.

ACCOUNT NO.	BILLING DATE	CURRENT	PAST DUE	BALANCE DUE
500776897	10/20/2022	\$409.17	\$0.00	\$409.17

CONTRACT RATE
\$390.00

Charges per applicable operating policy and rate schedule "copies available on request".

ASCAP REFERENCE NO.	TRANSACTION DATE	CHECK NO.	EXPLANATION OF CHARGES & CREDITS	FOR THE PERIOD	AMOUNT	REMAINING BALANCE
						IMLA
192000387147	10/19/2022	-	PREVIOUS BALANCE			\$0.00
100005979516	10/20/2022	-	Lic Fee Adj: CPI (Dr)	01/01/2022 to 10/31/2022	\$19.17	\$19.17
100005979517	10/20/2022	-	License Fee	11/01/2022 to 12/31/2022	\$65.00	\$84.17
			License Fee	01/01/2023 to 10/31/2023	\$325.00	\$409.17

Thank you in advance for your timely payment.  
Securely manage your account on line at [www.ascap.com/mylicense](http://www.ascap.com/mylicense)

1.320.53800.4480  
211A  
FY 23 License Ren.

TEAR ON THE DOTTED LINE

PLEASE PLACE YOUR CUSTOMER ACCOUNT NO. ON ALL CHECKS AND CORRESPONDENCE. PLEASE MAKE YOUR CHECK PAYABLE TO "ASCAP".

Governmental Management Services  
475 West Town Place, Suite 114  
St Augustine, FL 32092



ACCOUNT NO.	BALANCE DUE	AMOUNT PAID
500776897	\$409.17	\$

95007768971000040917

Name, Address, Telephone Changes

Licensee: \_\_\_\_\_  
Premise: \_\_\_\_\_  
Street: \_\_\_\_\_  
City, State, ZIP: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Telephone: (\_\_\_\_) \_\_\_\_\_


ASCAP IMLA  
21678 Network Place  
Chicago, IL 60673-1216



B 10/20/2022 A0001\_0000

# LOCALIQ

## FLORIDA

ACCOUNT NAME Durbin Crossing / Gms		ACCOUNT # 764133	PAGE # 1 of 1
INVOICE # 0004924921	BILLING PERIOD Sep 1- Sep 30, 2022	PAYMENT DUE DATE October 20, 2022	
PREPAY (Memo Info) \$0.00	UNAPPLIED (Included in amt due) \$0.00	TOTAL AMOUNT DUE \$1,815.17	
BILLING ACCOUNT NAME AND ADDRESS  Durbin Crossing / Gms 475 W. Town Pl. Ste. 114 Saint Augustine, FL 32092-3649 		BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7812 or smb@ccc.gannett.com	
		FEDERAL ID 47-2390983	
<p>Legal Entity: Gannett Media Corp.</p> <p>Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.</p> <p>All funds payable in US dollars.</p>			

00007641330000000000000049249210018151767179

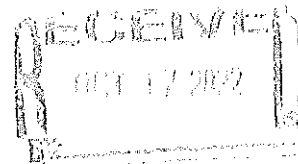
Starting in October ad placements will be assessed a monthly creative processing fee to cover fees associated with award winning ad design, toning, imaging, and sizing. Previous Account Number: MOR\_15654

Date	Description	Amount
9/1/22	Balance Forward	\$3,269.47
9/6/22	PAYMENT - THANK YOU	-\$84.32
9/6/22	PAYMENT - THANK YOU	-\$1,545.42

### Package Advertising:

Start-End Date	Order Number	Description	PO Number	Package Cost
9/15/22	7743998	Meeting Notice 9/26/22		\$84.32
9/15/22	7766925	Meeting Notice 9/26/22		\$91.12

1.310.51300.48000  
378A



PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

# LOCALIQ

## FLORIDA

ACCOUNT NAME Durbin Crossing / Gms		PAYMENT DUE DATE October 20, 2022		AMOUNT PAID \$175.44	
ACCOUNT NUMBER 764133		INVOICE NUMBER 0004924921		\$84.32 + \$91.12	
CURRENT DUE \$175.44	30 DAYS PAST DUE \$1,545.42	60 DAYS PAST DUE \$84.32	90 DAYS PAST DUE \$0.00	120+ DAYS PAST DUE \$9.99	UNAPPLIED PAYMENTS \$0.00
					TOTAL AMOUNT DUE \$1,815.17
REMITTANCE ADDRESS (Include Account# & Invoice# on check)  CA Florida Holdings, LLC PO Box 631244 Cincinnati, OH 45263-1244			<p>TO PAY WITH CREDIT CARD PLEASE FILL OUT BELOW:</p> <p><input type="checkbox"/> VISA    <input type="checkbox"/> MASTERCARD    <input type="checkbox"/> DISCOVER    <input type="checkbox"/> AMEX</p> <p>Card Number _____</p> <p>Exp Date ____/____/____    CVV Code _____</p> <p>Signature _____    Date _____</p>		

00007641330000000000000049249210018151767179

# LOCALiQ

FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

## PROOF OF PUBLICATION

Durbin Crossing / Gms  
Durbin Crossing / Gms  
475 W Town Place, Ste 114

Saint Augustine FL 32092

STATE OF FLORIDA, COUNTY OF ST JOHNS

The St Augustine Record, a daily newspaper published in St Johns County, Florida; and of general circulation in St Johns County; and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated or by publication on the newspaper's website, if authorized, on:

09/15/2022

and that the fees charged are legal.

Sworn to and subscribed before on 09/15/2022

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$84.32

Order No: 7743998

Customer No: 764133

# of Copies:

1

PO #:

**THIS IS NOT AN INVOICE!**

*Please do not use this form for payment remittance.*

MARIAH VERHAGEN  
Notary Public  
State of Wisconsin

## **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, September 26, 2022 at 6:00 p.m. at the Durbin Crossing South Amenities 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

SAR 9/15/22

# LOCALiQ

## FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

### PROOF OF PUBLICATION

Durbin Crossing / Gms  
Durbin Crossing / Gms  
475 W Town Place, Ste 114

Saint Augustine FL 32092

STATE OF FLORIDA, COUNTY OF ST JOHNS

The St Augustine Record, a daily newspaper published in St Johns County, Florida; and of general circulation in St Johns County; and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated or by publication on the newspaper's website, if authorized, on:

09/15/2022

and that the fees charged are legal.

Sworn to and subscribed before on 09/15/2022

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$91.12

Order No: 7766925

Customer No: 764133

# of Copies:

1

PO #:

**THIS IS NOT AN INVOICE!**

*Please do not use this form for payment remittance.*

MARIAH VERHAGEN  
Notary Public  
State of Wisconsin

### 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 2022-2023 at 6:00 p.m. of 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 24, 2022  
November 21, 2022 (third Monday)  
December 19, 2022 (third Monday)  
January 23, 2023  
February 27, 2023  
March 27, 2023  
April 24, 2023  
May 22, 2023  
June 26, 2023  
July 24, 2023  
August 28, 2023  
September 25, 2023

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 of 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, (904) 940-5850 or from the District's website, [www.DurbinCrossingCDD.com](http://www.DurbinCrossingCDD.com).

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



**Florida Department of Economic Opportunity, Special District Accountability Program**  
**FY 2022/2023 Special District Fee Invoice and Update Form**  
Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 86718			Date Invoiced: 10/03/2022
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/02/2022: \$175.00

**STEP 1:** Review the following information, make changes directly on the form, and sign and date:

**1. Special District's Name, Registered Agent's Name, and Registered Office Address:**



**Durbin Crossing Community Development District**  
Mr. Michael C. Eckert  
Kutak Rock LLP  
107 West College Avenue  
Tallahassee, FL 32301

- |                                       |  |
|---------------------------------------|--|
| <b>2. Telephone:</b>                  | (850) 692-7300                                       |
| <b>3. Fax:</b>                        | (850) 692-7319                                       |
| <b>4. Email:</b>                      | Michael.Eckert@KutakRock.com                         |
| <b>5. Status:</b>                     | Independent  |
| <b>6. Governing Body:</b>             | Elected  |
| <b>7. Website Address:</b>            | durbincrossingcdd.com                                |
| <b>8. County(ies):</b>                | St. Johns  |
| <b>9. Function(s):</b>                | Community Development                                |
| <b>10. Boundary Map on File:</b>      | 01/09/2004   |
| <b>11. Creation Document on File:</b> | 01/09/2004   |
| <b>12. Date Established:</b>          | 11/05/2003   |
| <b>13. Creation Method:</b>           | Rule of the Governor and Cabinet                     |
| <b>14. Local Governing Authority:</b> | St. Johns County                                     |
| <b>15. Creation Document(s):</b>      | Rule 42MM-1.001 - 1.003, Florida Administrative Code |
| <b>16. Statutory Authority:</b>       | Chapter 190, Florida Statutes                        |
| <b>17. Authority to Issue Bonds:</b>  | Yes  |
| <b>18. Revenue Source(s):</b>         | Assessments  |
| <b>19. Most Recent Update:</b>        | 03/07/2022   |

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: [Signature] Date 10/11/22

**STEP 2:** Pay the annual fee or certify eligibility for the zero fee:

- a. Pay the Annual Fee:** Pay the annual fee online by following the instructions at [www.Floridajobs.org/SpecialDistrictFee](http://www.Floridajobs.org/SpecialDistrictFee) or by check payable to the Department of Economic Opportunity.
- b. Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, ALL of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.
1.        This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
  2.        This special district is in compliance with the reporting requirements of the Department of Financial Services.
  3.        This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2020/2021 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved:        Denied:        Reason:       

**STEP 3:** Make a copy of this form for your records.

**STEP 4:** Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

1571A  
1,310,513.00, 54000



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

# Invoice

Date 11/1/2022

Invoice # 131295610587

Terms	Net 20
Due Date	11/21/2022
PO #	

<b>Bill To</b> Attn: Office Durbin Crossing North 475 West Town Place, Suite 114 St. Augustine FL 32092	<b>Ship To</b> Durbin Crossing North 730 North Durbin Pkwy Saint Johns FL 32259
---	--

Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	701.24
WM Surcharge	WM Surcharge	1	ea	56.10
1091A 1.320.53800.45570 RECEIVED				

Subtotal 757.34  
Shipping Cost (FEDEX GROUND) 0.00  
Total 757.34  
Amount Due \$757.34

## Remittance Slip

Customer  
13DUR100  
Invoice #  
131295610587

Amount Due \$757.34

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

Make Checks Payable To  
PoolSure  
PO Box 55372  
Houston, TX 77256-5372



131295610587



## Invoice

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

Invoice # 402131  
Date 8/31/2022

Terms  
Due Date  
Memo

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

10/24 Approved by D.L.

252A

Description	Quantity	Price	Amount
Sidewalk and fencing adjacent to 124 Staplehurst 2075 sf sidewalk	1	773.00	773.00

Total \$773.00

1.320.53800.47000



AMENITY  
MAINTENANCE  
GROUP

DATE: August 31, 2022

245 Riverside Ave Suite # #300, 32202  
Ph: 904-654-6304 / Fax: 904-355-1832

# DCCDD08312022

BILL TO: Durbin Crossing CDD

DESCRIPTION	AMOUNT
sidewalk and fencing adjacent to 124 Staplehurst 2075 sf sidewalk	\$ 293.00
Approximately 6000 sf of common sidewalk at Forest edge	\$ 480.00
Licensed and insured as a department of Vesta Property Services	
SUBTOTAL	\$ 773.00
SALES TAX	\$ -
TOTAL	\$ 773.00

Payment is due 30 days upon completion.  
Thank you for your business!

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

RECEIVED NOV 08 2022

# Invoice

Date	Invoice #
10/28/2022	34376

Bill To	Ship To
Durbin Crossing 145 S Durbin Pkwy St Johns, FL 32259	Durbin Crossing 145 S Durbin Pkwy St Johns, FL 32259
904-230-2011	MAlfano@vestapropertyservices....

P.O. No.	Terms	Rep	Admin
----------	-------	-----	-------

Item	Description	Qty	Rate	Class	Site	Amount
11040-40 KN...	11040-40 KNOB	1	8.30	Commercial Jax	Altamonte Spring	8.30
bs070201	BS070201 SPRING	1	2.10	Commercial Jax	Altamonte Spring	2.10
08229 P PIN ...	08229 P PIN DETENT	1	24.80	Commercial Jax	Altamonte Spring	24.80
Admin Fee	Admin Fee		10.00	Commercial Jax		10.00
Shipping	Shipping Rate (To Be Determined)		18.96	Commercial Jax		18.96
<p style="text-align: center;"><i>Fitness Equip. Maintenance</i> 1-320-53800-45516</p>						
Customer's Signature _____						

INVOICE TERMS AND CONDITIONS - READ CAREFULLY		Subtotal	\$64.16
<b>**All orders that are canceled will be subject to a canceled order /restocking fee of 50% of the value of the order.**</b>		Sales Tax (7.5%)	\$0.00
<p>1. All sales and quotations made by Seller are subject to each of the within terms and conditions.</p> <p>2. All unpaid items will be subject to a late payment fee computed at the rate of one and one-half percent (1-1/2%) per month (an effective rate of eighteen percent (18%) per annum) on the declining balance unpaid for more than thirty (30) days after the date of this invoice. Buyer shall pay Seller all costs of collection on past due accounts, including, but not limited to, reasonable attorney's fees, whether or not litigation is commenced in aid thereof.</p> <p>3. This agreement shall be deemed for all purposes to have been made in Duval County, Florida and shall be governed by and construed in accordance with the laws of Florida. Any cause of action arising from this contract shall be brought only in Florida court, which shall have sole jurisdiction over all controversies arising hereunder.</p> <p>4. Shipping dates are approximate and are not guaranteed. Seller shall not be liable for failure to deliver or perform or for delays in delivery or performance occasioned by causes beyond its control, including, without limitation, strikes, lockouts, fires, accidents, interruptions in the supply of materials, breakdowns, delays in carriers or suppliers and governmental action and regulations.</p> <p>5. All special order are final and are non-refundable and non-returnable. All non-special orders are non-refundable and non-returnable unless First Place Fitness Equipment Inc. has issued written permission that said product may be returned for credit. Any and all permission to return product for credit is at the sole discretion of First Place Fitness Equipment, Inc.</p> <p>6. Unless otherwise specified herein, Seller reserves the right to make deliveries in installments. Delay in delivery of any installment shall not relieve Buyer of its obligation to pay for all installments received.</p> <p>7. Seller's failure to strictly enforce any terms or conditions of this agreement or to exercise any right arising hereunder shall not constitute a waiver of Seller's right to strictly enforce such term or condition or exercise such right thereafter. Each right or remedy granted to Seller hereunder shall be deemed cumulative and may be exercised from time to time. Any waiver of Buyer's default hereunder must be in writing and shall not operate as a waiver of any other default or of the same default thereafter.</p>		Total	\$64.16
		Payments/Credits	\$0.00
		Balance Due	\$64.16



# QUOTE

## Get R Clean Pressure Washing LLC

Customer Satisfaction Guaranteed

2005 Pebble Point Drive,  
Green Cove Springs, FL 32043  
904-655-1333  
Email

INVOICE # NO. 02457  
DATE: 06/17/2022

EXPIRATION DATE - 30 DAYS

TO Zach Davidson  
Durbin Crossing  
730 North Durbin Parkway  
St. Johns, FL 32259  
Phone  
Customer ID No. 085

375A  
1.320.538.442  
cm

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Nick Boies	Pressure Washing	\$967.87 Due Upon Start Date	

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
3868 sq ft	Pressure Washing of 3868 Square Feet	3868 sq ft	\$1935.75

SUBTOTAL	\$1935.75
TOTAL	\$1935.75

\* Please Note:  
Email Zach when  
check print ready to P/O  
@ W6V.

RECEIVED  
JUL 15 2022

Quotation prepared by: \_\_\_\_\_

To accept this quotation, sign here and return: \_\_\_\_\_

THANK YOU FOR YOUR BUSINESS!



# QUOTE

## Get R Clean Pressure Washing LLC

Customer Satisfaction Guaranteed

2005 Pebble Point Drive,  
Green Cove Springs, FL 32043  
904-655-1333  
Email

INVOICE # NO. 02459  
DATE: 06/17/2022

EXPIRATION DATE - 30 DAYS

RECEIVED NOV 08 2022

TO Zach Davidson  
Durbin Creek  
730 North Durbin Parkway  
St. Johns, FL 32259  
Phone  
Customer ID No. 085

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Nick Boles	Pressure Washing	\$2243.43 Due Upon Start Date	

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1299 ft	Pressure Washing of Curb	1299 sq ft	\$1039.20
2378 sq ft	Pressure Washing of Side Walks	2378 sq ft	\$166.46
37 Monuments	Pressure Washing of Monuments	37	\$2701.00
Signs/Walls	Pressure Washing of Signs/Walls	Signs/Walls	\$1078.73
	10% discount applied as repeat customer		
	Pressure Washing		
	1-320-53800-45516		
			\$4985.39
		-10%	\$498.53

SUBTOTAL \$4486.86

TOTAL \$4486.86

Need to pick up check  
ASAP and just one  
check for total amount, please.

Quotation prepared by:

To accept this quotation, sign here and return:

THANK YOU FOR YOUR BUSINESS!

Thank  
you.

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 502**Invoice Date:** 11/1/22**Due Date:** 11/1/22**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Management Fees - November 2022 1.310.513.34		4,277.00	4,277.00
Website Administration - November 2022 55		83.33	83.33
Information Technology - November 2022 351		125.00	125.00
Impact Fee Collection Administration - November 2022 325		1,250.00	1,250.00
Dissemination Agent Services - November 2022 313		500.00	500.00
Office Supplies 51		5.82	5.82
Postage 42		54.65	54.65
Copies 425		33.15	33.15
Telephone 41		50.87	50.87
RECEIVED NOV 03 2022			
<b>Total</b>			<b>\$6,379.82</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$6,379.82</b>



**KUTAK ROCK LLP****TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

November 9, 2022

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

**Wire Transfer Remit To:**

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3138046

Client Matter No. 6123-1

RECEIVED NOV 09 2022

Mr. Daniel Laughlin  
Durbin Crossing CDD  
Governmental Management Services, LLC  
Suite 114  
475 West Town Place  
St. Augustine, FL 32092

Invoice No. 3138046

6123-1

1.310.513.315

Re: Durbin Crossing CDD - General

For Professional Legal Services Rendered

10/03/22	M. Eckert	0.30	100.50	Review Vesta request for new indemnification provision; confer with Fagan
10/03/22	K. Haber	0.10	22.50	Correspondence with Alfano regarding flooring and HVAC system proposals
10/04/22	M. Eckert	1.00	335.00	Confer with Fagan; review indemnification issues; confer with Alfano and Davidson regarding FEMA; research FEMA reimbursement issues
10/04/22	K. Haber	0.30	67.50	Review correspondence from Alfano and revise HVAC installation and floor coating agreements
10/05/22	M. Eckert	0.60	201.00	Review indemnification issue per Vesta request; research alcohol issues; confer with Alfano
10/06/22	M. Eckert	1.10	368.50	Review Alfano question regarding alcohol; confer with Laughlin; confer

PRIVILEGED AND CONFIDENTIAL  
ATTORNEY-CLIENT COMMUNICATION AND/OR WORK PRODUCT

**KUTAK ROCK LLP**

Durbin Crossing CDD  
November 9, 2022  
Client Matter No. 6123-1  
Invoice No. 3138046  
Page 2

10/09/22	M. Eckert	0.10	33.50	with Pollicino; research pool experts and warranty
10/10/22	K. Haber	0.20	45.00	Review alcohol insurance issue; confer with Laughlin
10/11/22	M. Eckert	0.20	67.00	Correspondence with Alfano regarding holiday lighting installation agreement
10/11/22	K. Haber	1.10	247.50	Review and complete DEO registration form; prepare seasonal lighting agreement
10/12/22	K. Haber	0.10	22.50	Prepare holiday lighting installation agreement; correspondence with Alfano regarding same; correspondence with Hogge and Laughlin regarding recording of easement release agreement
10/13/22	M. Eckert	1.30	435.50	Correspondence with Laughlin regarding board meeting agenda
10/13/22	K. Haber	1.50	337.50	Prepare agreements for HVAC and concrete floor resurfacing; confer with Alfano; review Solitude issue with fish stocking
10/14/22	M. Eckert	0.40	134.00	Telephone conference with Dobson and Laughlin regarding board meeting agenda; correspondence with Laughlin regarding draft agenda; prepare board meeting agenda memorandum
10/16/22	M. Eckert	0.30	100.50	Review landscape update; confer with Fagan
10/17/22	M. Eckert	0.20	67.00	Research and draft disciplinary and suspension rule
10/17/22	M. Eckert	0.10	33.50	Research pool experts
10/20/22	K. Haber	0.30	67.50	Prepare for board meeting
10/21/22	M. Eckert	0.20	67.00	Update agenda memorandum for board meeting
10/24/22	M. Eckert	5.20	1,742.00	Confer with Alfano; confer with pool expert
				Research pool issues; confer with Davis; confer with Westberry; prepare for, travel to and attend

**KUTAK ROCK LLP**

Durbin Crossing CDD  
November 9, 2022  
Client Matter No. 6123-1  
Invoice No. 3138046  
Page 3

10/24/22	K. Haber	0.20	45.00	board meeting; return travel; meeting follow up
10/25/22	M. Eckert	0.20	67.00	Review correspondence from Hogge; review correspondence from Fulks
10/26/22	M. Eckert	0.80	268.00	Prepare revised suspension and disciplinary rule
10/27/22	M. Eckert	0.10	33.50	Follow up from board meeting; confer with Davis
10/27/22	K. Haber	0.20	45.00	Distribute new draft suspension policy
10/28/22	M. Eckert	0.30	100.50	Review correspondence from Alfano and Pollicino regarding pool resurfacing
10/28/22	K. Haber	1.10	247.50	Prepare records retention memorandum and resolution; prepare surplus property memorandum and resolution
10/28/22	D. Wilbourn	0.40	60.00	Prepare agreement for aquatic services maintenance; correspondence with Alfano regarding same
10/31/22	M. Eckert	0.70	234.50	Prepare memorandum and resolution regarding amendment to records retention policy
10/31/22	D. Wilbourn	0.10	15.00	Review draft minutes and provide comments; prepare Solitude agreement
				Disseminate records retention policy memo and resolution
TOTAL HOURS		18.70		

**KUTAK ROCK LLP**

Durbin Crossing CDD  
November 9, 2022  
Client Matter No. 6123-1  
Invoice No. 3138046  
Page 4

TOTAL FOR SERVICES RENDERED \$5,611.00

DISBURSEMENTS

Travel Expenses 23.14

TOTAL DISBURSEMENTS 23.14

TOTAL CURRENT AMOUNT DUE \$5,634.14

UNPAID INVOICES:

August 11, 2022 Invoice No. 3093890 3,765.03

TOTAL DUE \$9,399.17

**KUTAK ROCK LLP****TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

August 11, 2022

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

**Wire Transfer Remit To:**

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3093890

Client Matter No. 6123-1

Mr. Daniel Laughlin  
Durbin Crossing CDD  
Governmental Management Services, LLC  
Suite 114  
475 West Town Place  
St. Augustine, FL 32092

Invoice No. 3093890

6123-1

*1.310.513.315*

Re: Durbin Crossing CDD - General

## For Professional Legal Services Rendered

07/01/22	M. Eckert	0.10	33.50	Arrange for recording of WCI easement
07/01/22	D. Wilbourn	0.40	60.00	Record and disseminate temporary construction easement
07/04/22	M. Eckert	0.90	301.50	Review draft minutes and provide comments; prepare Hixon release
07/08/22	M. Eckert	0.70	234.50	Prepare landscape maintenance contracts with Yellowstone and temporary vendor; distribute same; review Davidson comments on temporary landscape agreement
07/09/22	M. Eckert	0.40	134.00	Review and distribute contract with Tallman Landscaping
07/10/22	M. Eckert	0.10	33.50	Follow up on Godsey easement with Laughlin
07/12/22	M. Eckert	0.20	67.00	Confer with T. Hixon regarding notary; review Davidson notes regarding county park well project; confer with Davidson

PRIVILEGED AND CONFIDENTIAL  
ATTORNEY-CLIENT COMMUNICATION AND/OR WORK PRODUCT

**KUTAK ROCK LLP**

Durbin Crossing CDD  
August 11, 2022  
Client Matter No. 6123-1  
Invoice No. 3093890  
Page 2

07/13/22	M. Eckert	0.30	100.50	Attend agenda call
07/13/22	D. Wilbourn	0.40	60.00	Record release of easement and indemnification agreement
07/14/22	M. Eckert	0.50	167.50	Review and distribute Godsey easement; confer with Pollicino and Laughlin; revise and distribute temporary landscape maintenance agreement
07/14/22	D. Wilbourn	0.20	30.00	Save and disseminate recorded copy of easement release
07/15/22	M. Rigoni	0.10	26.50	Prepare memorandum regarding statutory changes to publication requirements
07/20/22	M. Eckert	1.40	469.00	Research Alfano questions on campaigns; prepare for board meeting
07/25/22	M. Eckert	3.20	1,072.00	Prepare for, travel to and attend board meeting; return travel; meeting follow up; research easement on Veterans; prepare football agreement
07/27/22	K. Haber	0.30	67.50	Finalize trespass enforcement memorandum; forward same to Laughlin; correspondence with Laughlin regarding easement and liability releases
07/28/22	M. Eckert	0.10	33.50	Review warning letter to parents of minor
07/28/22	K. Haber	2.50	562.50	Correspondence with Laughlin regarding easement and liability releases; correspondence with Brown regarding resident property easements; prepare letter to homeowner's association regarding easement encroachments
07/29/22	M. Eckert	0.20	67.00	Prepare letter to HOA regarding easements
07/29/22	K. Haber	0.20	45.00	Correspondence with Laughlin regarding homeowner's association letter
TOTAL HOURS		12.20		

**KUTAK ROCK LLP**

Durbin Crossing CDD  
August 11, 2022  
Client Matter No. 6123-1  
Invoice No. 3093890  
Page 3

TOTAL FOR SERVICES RENDERED \$3,565.00

DISBURSEMENTS

Filing and Court Fees	176.00
Travel Expenses	24.03

TOTAL DISBURSEMENTS 200.03

TOTAL CURRENT AMOUNT DUE \$3,765.03

# Lamp Sales Unlimited, Inc.

# Invoice

www.lampsalesunlimited.com

**REMIT TO:**  
P.O. Box 10606  
Jacksonville, FL 32247  
Toll Free (800) 352-8954

**Jacksonville**  
4580 St. Augustine Road  
Jacksonville, FL 32207  
Phone (904) 737-9292  
Fax (904) 737-4333

**Orlando**  
1271 La Quinta Drive Unit # 13  
Orlando, FL 32809  
Phone (407) 859-1515  
Fax (407) 859-2423

Invoice Number: 231582  
Sales Order Number: 233659

Customer ID: DUR100  
Bill To: Durbin Crossing CDD  
145 S. Durbin Parkway  
Jacksonville, FL 32259

Ship To: Durbin Crossing CDD  
145 S. Durbin Parkway  
Jacksonville, FL 32259

Invoiced Date		Order Date	Phone Number	Ship Via	Terms	
10/21/22		10/21/22	(904) 337-8760	Our Truck	Net 30	
Purchase Order Number		Description / Job Number			Order Number	
ZACH		Hope Clayton Rix			233659	
Quantity			Item Number	Item Description	Unit Price	Amount
Req	Shipped	B.O.				
10	10		F-FL/15/50K/KN/BZ-87	LED 15W BRZ FLOOD MVOLT 5K #70263 TOPAZ 3F6	65.00	650.00

Subtotal: 650.00  
Misc. Charge: 0.00  
Sales Tax: 0.00  
Freight Charge: 0.00  
Invoice total: 650.00

Repair / Replace  
1.32c. 53800.44200

RECEIVED NOV 08 2022

Thank You



M&G Holiday Lighting  
4845 Balle Terra Pkwy  
Palm Coast, FL 32104 US  
holiday@mgbusinessventures.com

★ TWO SEPARATE CHECKS, PLEASE!  
50% DEP. - \$ 4,092.75 ✓  
50% FINAL - \$ 4,092.75  
\$ 8,185.50



Holiday Decor FY 22-23

1.320.53800.46300

275A

Durbin Crossing CDD  
145 S. Durbin Parkway  
St. Johns, FL 32258

1723  
10/06/2022  
Due on receipt  
10/06/2022

Holiday Lighting - Reinstall	Re-install C7 WW LED lights on North Pole / Roofline and gutter	1	989.50	989.50
Holiday Lighting - Reinstall	Re-install 9 Palm Tree wraps around the entrance drive and main curve into p-lot at main building	1	582.50	582.50
Holiday Lighting - Reinstall	Re-install 15 Palm wraps at the main intersection	1	900.00	900.00
Holiday Lighting - Reinstall	Re-install C7 WW onto South Pole roof/gutter line	1	1,983.50	1,983.50
Holiday Lighting - Reinstall	Re-install warm white mini lights to 2 palms in front of North Pole building	1	125.00	125.00
Holiday Lighting - Reinstall	Re-install 4 towers with 3 wreaths, C7 lights, Pre-lit garland	1	680.00	680.00
Holiday Lighting - Reinstall	Re-install 5th tower with 1 wreath, C7 lights and Pre-lit garland	1	180.00	180.00
Holiday Lighting - Reinstall	Re-install C7 lights on nubbin	1	77.00	77.00
Holiday Lighting - Reinstall	Wrap 4 Palms ground to hulk at monument	1	250.00	250.00
Holiday Lighting - Reinstall	Re-install custom archway to South Pole arch entrance to clubhouse	1	328.00	328.00
Holiday Lighting - Reinstall	Re-install Pre-lit 72" wreath to clubhouse above arch way	1	93.75	93.75
Holiday Lighting - Reinstall	Re-install WW minis to pool deck palms x 3 at the South Pole clubhouse	1	281.25	281.25
Holiday Lighting - Reinstall	Re-install monument 4 wreaths and garland	1	187.50	187.50
Equipment charges	Boom Rental for install and Removal	1	600.00	600.00
Miscellaneous - Wire - Plugs, Supplies, etc	Miscellaneous - Wire - Plugs, Supplies, etc	1	320.00	320.00

✓

Removal

Removal of Lights and Decor at the  
end of the season

1

687.50

687.50

\$8,185.50

Two separate checks please!

50% Deposit	\$ 4,092.75	✓ pay this amt now
50% Upon	\$ 4,092.75	
Completion	<u>\$ 8,185.50</u>	

(mac)

★ FIRST CHECK / DEP. TO VENDOR  
DIRECTLY.

★ ★ SECOND CHECK / VESTA  
STAFF PICK-UP -  
WILL ISSUE TO  
VENDOR UPON  
COMPLETION

Thank You!

✓



Snyder Air Conditioning, Plumbing & Electric  
3401 Southside Blvd  
Jacksonville, Florida 32246  
(904) 796-1622

Invoice 87399803  
Invoice Date 10/25/2022  
Completed Date  
Technician Kelvin Young  
Customer PO

Billing Address  
Durbin Crossing  
730 North Durbin Parkway  
Saint Johns, FL 32259 USA

Job Address  
Durbin Crossing  
730 North Durbin Parkway  
Saint Johns, FL 32259 USA

Description of Work

Jettied from pulled toilet to remove clog that was in Msl

Task #	Description	Quantity	Your Price	Your Total
Zell59	Hydro flushing drain/sewer line with large Hydro Jetter First Two Hours	1.00	\$772.50	\$772.50

Potential Savings \$0.00

Sub-Total \$772.50

Tax \$0.00

Total Due \$772.50

Balance Due \$772.50

RECEIVED NOV 08 2022

Thank you for choosing Snyder Air Conditioning, Plumbing & Electric!

This invoice is agreed and acknowledged. Payment is due upon receipt. A service fee will be charged for any returned checks, and a financing charge of 1% per month shall be applied for overdue amounts.

10/25/2022

I find and agree that all work performed by Snyder Air Conditioning, Plumbing & Electric has been completed in a satisfactory and workmanlike manner. I have been given the opportunity to address concerns and/or discrepancies in the work provided, and I either have no such concerns or have found no discrepancies or they have been addressed to my satisfaction. My signature here signifies my full and final acceptance of all work performed by the contractor.

Repair / Replace

10/25/2022

1.320.53800.44200

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

# Invoice

Date	Invoice #
10/17/2022	10014

<b>Bill To</b>
Durbin Crossing 475 West Town Place Suite 114 St Augustine, FL 32092

<b>Ship To</b>

RECEIVED NOV 08 2022

Description	Amount
(Item #1 Tree(s)) Tree Removal Location: 3108 Colgan Court Saint Johns, FL 32259 Remove dead Pine tree, in the common area, behind this address.  Location: 205 Ravensbury Way Saint Johns, FL 32259 Remove leaning tree that has a strap around it. Remove dead trees.  <i>Handscape Contingency</i> <i>1-320-53800-46210</i>	1,000.00
<b>Total</b>	
Payments/Credits	

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

Trutech, LLC  
PO Box 6849  
Marietta, GA 30065  
800.842.7296

# TRUTECH

## WILDLIFE SERVICE

Account / Invoice  
Purchase Order

943400 2872010

Durbin Crossing COD  
475 W Town Pl  
suite 114  
St. Augustine, FL 32092-3648

RECEIVED NOV 08 2022

Trutech, LLC  
PO Box 6849  
Marietta, GA 30065

00000009434006001000000205964900000000750007

Please Return this portion with your payment

### Invoice 2872010

Date	Description	Quantity	Amount	Tax	Total
Service Address: 1901 Dumfries Ct Saint Johns, FL 32259-7280					
9/12/2022	Monthly Service		\$75.00	\$0.00	\$75.00

hello sorry I missed you today. The armadillo hole is still secure. No signs of armadillo activity. I sprayed deterrent throughout the perimeter of the property and mulch areas. Give me a call if you have anything else come up. Thanks, Colonel.

Repair / Replace

1.320.53800.44200 45513

F4 21-22

Pest  
control

Some customers may see a slight rate increase beginning April 2022.

Account# 943400	Lic#:	Adjustment	\$0.00
		Total:	\$75.00

Commercial Applicators are licensed by the Department of Agriculture. Thank you for your business!

Please visit <https://www.trutechinc.com/online-bill-pay/> for online payment options, or call 800-842-7296 for assistance.

Online Bill Pay Registration Number: 9340519D

Vesta

**Invoice**

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

Invoice # 403583  
Date 10/18/2022  
Terms Net 30  
Due Date 11/17/2022  
Memo ~~Lifeguard Hours~~ *more*

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

RECEIVED NOV 08 2022

1-320-538-46210

Storm cleanup, common grounds sidewalks. 3 staff members 6 hours each

18

27.00

486.00

**Total**

**\$486.00**

*Hurricane Clean Up.  
Please see Daniel  
for coding.*



## INVOICE

INVOICE #	INVOICE DATE
JAX 450876	10/30/2022
TERMS	PO NUMBER
Net 30	

**Bill To:**

Durbin Crossing CDD  
c/o Vesta Property Services  
145 South Durbin Parkway  
St. Johns, FL 32259

Property Name: Durbin Crossing CDD

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

Invoice Due Date: November 29, 2022

Invoice Amount: \$3,446.05

Description	Current Amount
Controller replacement *****Controllers D,U*****	
Irrigation Repairs	\$3,446.05

*Irrigation Repairs*  
*1.320.53800.46400*

*FY 21-22*

Invoice Total

**\$3,446.05**

RECEIVED NOV 01 2022

RECEIVED NOV 01 2022

Should you have any questions or inquiries please call (386) 437-6211.

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286



**YELLOWSTONE**  
LANDSCAPE

INVOICE

INVOICE #	INVOICE DATE
JAX 450877	10/30/2022
TERMS	PO NUMBER
Net 30	

**Bill To:**

Durbin Crossing CDD  
c/o Vesta Property Services  
145 South Durbin Parkway  
St. Johns, FL 32259

Property Name: Durbin Crossing CDD

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

Invoice Due Date: November 29, 2022

Invoice Amount: \$1,922.54

Description	Current Amount
Potting Soil Replacement	

Furnish and Install 20 cubic yards of potting soil to the annual beds throughout the community. All materials and labor are included in proposal.

Potting Soil Installation \$1,922.54

RECEIVED NOV 08 2022

Invoice Total

\$1,922.54

FY 21-22

Landscape Contingency

1.320.53800.46210

Should you have any questions or inquiries please call (386) 437-6211.

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286





**YELLOWSTONE**  
LANDSCAPE

INVOICE

INVOICE #	INVOICE DATE
JAX 450878	10/30/2022
TERMS	PO NUMBER
Net 30	

**Bill To:**

Durbin Crossing CDD  
c/o Vesta Property Services  
145 South Durbin Parkway  
St. Johns, FL 32259

**Property Name:** Durbin Crossing CDD

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** November 29, 2022

**Invoice Amount:** \$963.75

Description	Current Amount
Tie down 7 leaning trees on Durbin Parkway Misc Service	\$963.75

*Hurricane Ian  
Repairs -*

**Invoice Total**

**\$963.75**

*please see Daniel for coding  
1-320.538.46210*

RECEIVED NOV 08 2022

**Should you have any questions or inquiries please call (386) 437-6211.**

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286



**YELLOWSTONE**

INVOICE

INVOICE #	INVOICE DATE
JAX 450879	10/30/2022
TERMS	PO NUMBER
Net 30	

**Bill To:**

Durbin Crossing CDD  
c/o Vesta Property Services  
145 South Durbin Parkway  
St. Johns, FL 32259

Property Name: Durbin Crossing CDD

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

Invoice Due Date: November 29, 2022

Invoice Amount: \$1,032.70

Description	Current Amount
Sod Install	

Remove dead sod and replace with one pallet of Bermuda in pool area at south amenity center.

Sod Installation

\$1,032.70

RECEIVED NOV 08 2022

Invoice Total

**\$1,032.70**

*Landscape Contingency*  
*1.320.53800 46210*

Should you have any questions or inquiries please call (386) 437-6211.

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286

**Bill To:**

Durbin Crossing CDD  
c/o Vesta Property Services  
145 South Durbin Parkway  
St. Johns, FL 32259

Property Name: Durbin Crossing CDD

**INVOICE**

INVOICE #	INVOICE DATE
JAX 450880	10/30/2022
TERMS	PO NUMBER
Net 30	

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

Invoice Due Date: November 29, 2022

Invoice Amount: \$251.05

Description	Current Amount
Irrigation repairs in response to emails/work orders	
Irrigation Repairs	\$251.05

*Irrigation Repairs*  
*1.320.53800.46400*

F422-23

Invoice Total

**\$251.05**

RECEIVED NOV 08 2022

Should you have any questions or inquiries please call (386) 437-6211.

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286



## INVOICE

INVOICE #	INVOICE DATE
JAX 450881	10/30/2022
TERMS	PO NUMBER
Net 30	

**Bill To:**

Durbin Crossing CDD  
c/o Vesta Property Services  
145 South Durbin Parkway  
St. Johns, FL 32259

Property Name: Durbin Crossing CDD

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

Invoice Due Date: November 29, 2022

Invoice Amount: \$1,464.00

Description	Current Amount
Mainline repairs	
Irrigation Repairs	\$1,464.00

*Irrigation Repairs FY 21-22*  
*1.320.53800.46400*  
Invoice Total

**\$1,464.00**

RECEIVED NOV 08 2022

Should you have any questions or inquiries please call (386) 437-6211.

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286



# INVOICE

INVOICE #	INVOICE DATE
JAX 450882	10/30/2022
TERMS	PO NUMBER
Net 30	

**Bill To:**

Durbin Crossing CDD  
c/o Vesta Property Services  
145 South Durbin Parkway  
St. Johns, FL 32259

Property Name: Durbin Crossing CDD

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

Invoice Due Date: November 29, 2022

Invoice Amount: \$3,444.00

Description	Current Amount
Troubleshoot 2-wire system Irrigation Repairs	\$3,444.00

RECEIVED NOV 08 2022

Invoice Total

**\$3,444.00**

*Irrigation Repairs*

*1.320.53800.46400*

*FY 21-22*

Should you have any questions or inquiries please call (386) 437-6211.

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286



**YELLOWSTONE**  
LANDSCAPE

INVOICE

INVOICE #	INVOICE DATE
JAX 460883	10/30/2022
TERMS	PO NUMBER
Net 30	

Bill To:

Durbin Crossing CDD  
c/o Vesta Property Services  
145 South Durbin Parkway  
St. Johns, FL 32259

Property Name: Durbin Crossing CDD

Remit To:

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

Invoice Due Date: November 29, 2022

Invoice Amount: \$567.00

Description	Current Amount
Backflow repair and Installation	
Irrigation Repairs	\$567.00

*Irrigation Repairs*  
*1.320.53800.46400*  
*FY 22-23*

Invoice Total

\$567.00

RECEIVED NOV 08 2022

Should you have any questions or inquiries please call (386) 437-6211.

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286

# INVOICE

Send to:

A Unique Entertainment, Inc.  
1133 Morgan Circle West  
Orange Park, FL 32073

laddiebooksem@att.net  
904-278-5454  
www.webookem.com

RECEIVED NOV 02 2022

Danella Demarco

## Bill to

Danella Demarco  
Durbin Crossing

## Ship to

Danella Demarco  
Durbin Crossing

## Invoice details

Invoice no. : 22-DG-01  
Invoice date : 10/7/22  
Terms : Due on receipt  
Due date : 10/7/22

1. Characters	3 units x \$150.00	\$450.00
Service date: 10/28/22		
Fortune Teller from 6 to 9.		
2. Characters	3 units x \$150.00	\$450.00
Service date: 10/28/22		
Amazing Mr. G. Roving magician		

Total \$900.00

## Ways to pay

BANK

check or direct deposit

## Note to customer

Fortune Teller Alex and Amazing Mr. G.

Pay invoice

1-320-53800+4591  
DD  
385

DOG WASTE DEPOT

12316 World Trade Dr. #102  
San Diego, CA 92128  
TEL: 800-678-1612  
www.DogWasteDepot.com

# Invoice

Date	Invoice #
10/13/2022	511279

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

Ship To
Durbin Crossing Office 145 S Durbin Pkwy St Johns, FL 32259 Delivery 5am-10pm

PLEASE MAKE ALL CHECKS PAYABLE TO: "DOG WASTE DEPOT"

ORDER#:	Rep	Ship Date	Via	Terms	PO#:	3RD Party Payment C...
B DWD-173742	DWD	10/13/2022	FEDEX	Net 30		

Quantity	Item Code	Description	Price Each	Amount
3	DEPOT-002	DEPOT CAN LINERS CASE 200	73.94	221.82T
2	DEPOT-001-30	Dog Waste Roll Bag 30 roll case (6000 bags)	212.87	425.74T
	Shipping	Shipping Roadrunner 570525196	0.00	0.00
<p style="text-align: center;">1. 320.538.442 241</p>				

**REMIT PAYMENT TO:**  
Dog Waste Depot  
12316 World Trade Drive #102  
San Diego, CA 92128

FED ID# 27-4523962

Subtotal	\$647.56
Sales Tax (0.0%)	\$0.00
<b>Total</b>	\$647.56
Payments	\$0.00
<b>Balance Due</b>	\$647.56





Durbin Crossing, CDD  
c/o GMS, LLC  
Board of Supervisors  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

November 07, 2022  
Project No: 02106.34000  
Invoice No: 0205625

Project 02106.34000 Durbin Crossing Community Development District-2018/2019 General  
Consulting Engineering Services (WA#37)

**Professional Services rendered through October 29, 2022**

Task 01 Professional Services  
Professional Personnel

		Hours	Rate	Amount
Senior Engineer				
Katsaras, George	10/8/2022	1.00	194.00	194.00
Katsaras, George	10/15/2022	1.00	194.00	194.00
Katsaras, George	10/22/2022	1.00	194.00	194.00
Katsaras, George	10/29/2022	1.00	194.00	194.00
Engineer				
Bolatete, Nicole	10/15/2022	1.00	151.00	151.00
Bolatete, Nicole	10/22/2022	.50	151.00	75.50
Totals		5.50		1,002.50
Total Labor				1,002.50
Total this Task				\$1,002.50

Task XP Expenses

Expenses

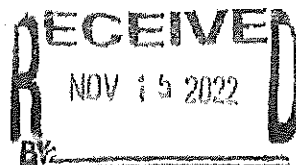
Permits

Total Expenses

1.15 times

Total this Task

Invoice Total this Period



1.31.513.311

7

England-Thims & Miller, Inc.  
ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • Tel 904-642-6990 • Fax 904-646-9165  
CA-0000181 LC-000018

# HORIZON

PROMOTIONAL PRODUCTS

## INVOICE

Number 43860-1  
 Date 11/15/2022  
 Client ID 1191696  
 Rep Annette Rosa

### INVOICE TO

Vesta Properties/ Durbin Crossing  
 Margaret Alfano  
 145 South Durbin Parkway  
 Saint Johns FL 32259

### SHIP TO

Client Pickup

Ship Via	FOB	Customer Order No.	Terms		Tax Number
Our Discretion	Factory		Due on Receipt		85-8012574204C-8
Qty Shipped	Description			Unit Price	Extension
25	Cozy Plush Blanket: 12-Cream, 13-Grey			\$23.99	\$599.75
1	Set-up: Embroidery: Durbin Crossing			\$50.00	\$50.00
25	Embroidery: Durbin Crossing			\$0.00	\$0.00
<div>298</div> <div>1,320,538.442</div>					
Terms & Conditions Thank you for your business. All claims for shortages or damaged goods must be made in writing within seven days of receipt of goods or invoice. Thank you for your business!				Artwork	\$0.00
				S & H	\$102.58
				Sub-Total	\$752.33
				Tax	\$0.00
				TOTAL	\$752.33
				Deposit	\$0.00
				Balance Due	\$752.33

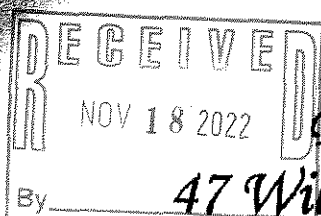
### Contact :

Annette Rosa  
 9612 Sunbeam Center Drive  
 Jacksonville, FL, United States 32257  
 Tel : (904) 303-3004 Fax : (904) 727-7736  
 Website : [www.horizonpromotional.com](http://www.horizonpromotional.com)  
 Email : [Annette@horizonpromotional.com](mailto:Annette@horizonpromotional.com)

### PLEASE REMIT PAYMENT TO MAIN OFFICE

### Main Office :

Horizon Promotional Products  
 9612 Sunbeam Center Drive  
 Jacksonville, FL, United States 32257  
 Tel : (904) 727-7724 Fax : (904) 727-7736  
 Website : [www.horizonpromotional.com](http://www.horizonpromotional.com)  
 Email : [customerservice@horizonpromotional.com](mailto:customerservice@horizonpromotional.com)



Santa Claus

Patrick Mullen

47 Willow Winds Parkway

St. Johns, Florida 32259

904-907-6079

Today's Date: 11-15-2022

Invoice #: Dorbin Crossing

Event Date: 12-10-2022

Event Time: 4pm - 9pm

Cost: ( \$155 / HR ) Total = \$775.00

Please make checks payable to Patrick Mullen.

Merry Christmas! RECEIVED NOV 16 2022





**PAYMENT ADDRESS:**  
Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503  
204-315-5322 • Fax: 904-363-1499 • Toll Free: 800-225-5305 • turnerpest.com

Turner Pest Control LLC  
P.O. Box 952503  
Atlanta, GA 31192-2503  
904-355-5300

## Service Slip/Invoice

INVOICE: 19360280  
DATE: 10/13/2022  
ORDER: 19360280

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

[176602] 904-230-2011  
Durbin Crossing CCD  
145 S Durbin Pkwy  
Saint Johns, FL 32259-7224

Work Order	Time	Technician	Time In
10/13/2022	12:31 PM		12:31 PM
Budget Order	Time	Last Service	Map Code
	NET 30	10/13/2022	
Time Out	01:24 PM		

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

CPCM

Commercial Pest Control - Monthly Service

\$88.20

SUBTOTAL	\$88.20
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$88.20

Pest Control

1.320.53800.45513

066

AMOUNT DUE

\$88.20

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE



**Turner  
Pest  
Control**

PAYMENT ADDRESS:  
Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503  
904-355-5300 • Fax: 904-353-4499 • Toll Free: 800-275-5305 • turnerpest.com

Turner Pest Control LLC  
P.O. Box 952503  
Atlanta, GA 31192-2503  
904-355-5300

## Service Slip/Invoice

INVOICE: 19365700  
DATE: 10/13/2022  
ORDER: 19365700

[137801]

Durbin Crossing South Amenity Cntr  
C/O Vesta Properties  
200 Business Park Cir  
Saint Augustine, FL 32095-8822

[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
10/13/2022	12:31 PM	MOSQUITO		12:31 PM
Payment Due	Term	Est. Service	Mod. Code	Time Out
	NET 30	10/13/2022		01:22 PM

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

CPCMOSULV

Commercial Mosquito Service

\$104.74

SUBTOTAL	\$104.74
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$104.74

*Pest Control*

1-320-53800-45513

*Ole6*

AMOUNT DUE

\$104.74

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE



PAYMENT ADDRESS:  
Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503  
904-355-5300 • Fax: 904-352-1499 • Toll Free: 800-225-5305 • [turnerpest.com](http://turnerpest.com)

Turner Pest Control LLC  
P.O. Box 952503  
Atlanta, GA 31192-2503  
904-355-5300

## Service Slip/Invoice

INVOICE: 18969136  
DATE: 11/7/2022  
ORDER: 18969136

Job # (176599)

Durbin Crossing CDD  
475 W Town Pl Ste 114  
Saint Augustine, FL 32092-3649

Work  
Location

[176599] 904-230-2011  
Durbin Crossing CDD  
730 N Durbin Pkwy  
Saint Johns, FL 32259-8217

Work Date	Time	Target Pest	Technician	Time In
11/7/2022	01:04 PM			01:04 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	11/7/2022		01:41 PM

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

GPCM

Commercial Pest Control - Monthly Service

\$71.66

SUBTOTAL	\$71.66
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$71.66

AMOUNT DUE

\$71.66

Rest Control

1-320-53800-45513

0666

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE



PAYMENT ADDRESS:  
Turner Pest Control LLC • P.O. Box 962503 • Atlanta, Georgia 31192-2503  
904-355-5300 • Fax: 904-312-1499 • Toll Free: 800-225-5301 • turnerpestcontrol.com

Turner Pest Control LLC  
P.O. Box 962503  
Atlanta, GA 31192-2503  
904-355-5300

## Service Slip/Invoice

INVOICE: 19969137  
DATE: 11/7/2022  
ORDER: 19969137

Job # [176599]  
Durbin Crossing CDD  
475 W Town Pl Ste 114  
Saint Augustine, FL 32092-3649

Account # [176602] 904-230-2011  
Durbin Crossing CCD  
145 S Durbin Pkwy  
Saint Johns, FL 32259-7224

Work Date	Time	Target Pest	Technician	Time In
11/7/2022	01:45 PM			01:45 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	11/7/2022		02:25 PM

Service	Description	Price
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CPCM Commercial Pest Control - Monthly Service

\$88.20

SUBTOTAL	\$88.20
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$88.20

AMOUNT DUE

\$88.20

Pest Control  
1-320-53800-45513  
Ole6

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE



PAYMENT ADDRESS:  
Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503  
904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-223-6205 • turnerpest.com

Turner Pest Control LLC  
P.O. Box 952503  
Atlanta, GA 31192-2503  
904-355-5300

## Service Slip/Invoice

INVOICE: 19974552  
DATE: 11/7/2022  
ORDER: 19974552

[137801]

Durbin Crossing South Amenity Cntr  
C/O Vesta Properties  
200 Business Park Cir  
Saint Augustine, FL 32095-8822

Account  
[137801]

[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
11/7/2022	01:45 PM	MOSQUITO		01:45 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	11/7/2022		02:27 PM

Service	Description	Price
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CPCMOSULV

Commercial Mosquito Service

\$104.74

SUBTOTAL	\$104.74
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$104.74

AMOUNT DUE

\$104.74

Pest Control

1-320-538000-45513

Ole6

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE





PAYMENT ADDRESS:  
Turner Pest Control LLC • P.O. Box 1182-2653  
Atlanta, GA 31192-2653  
904-355-5300 • Fax: 904-353-1439 • Toll Free: 800-225-5265 • turnerpest.com

Turner Pest Control LLC  
P.O. Box 952503  
Atlanta, GA 31192-2503  
904-355-5300

## Service Slip/Invoice

INVOICE: 19874553  
DATE: 11/7/2022  
ORDER: 19974553

19974553

Job # [137299]

Durbin Crossing CDD  
C/O Vesta Properties  
200 Business Park Cir  
Saint Augustine, FL 32095-8822

Work  
Location

[137299] 904-230-2011

Durbin Crossing North  
Amenity Center  
730 N Durbin Pkwy  
Jacksonville, FL 32259-8217

Work Date	Time	Target Pest	Technician	Time In
11/7/2022	01:04 PM	MOSQUITO		01:04 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	11/7/2022		01:39 PM

Service	Description	Price
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CPCMOSULV

Commercial Mosquito Service

\$137.81

SUBTOTAL	\$137.81
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$137.81

AMOUNT DUE \$137.81

Pest Control

1-320-53800-45513

066

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
11/17/22	00069	10/22/22	DURBIN 202211 600-53800-61000 GOLD PERMAFL FLAKE PK DEP	ROBERT P. VALENTIN DBA	*	3,135.00	3,135.00 000214
11/17/22	00069	10/22/22	DURBIN2 202211 600-53800-61000 GOLD PERMAFL FLAKE PK BAL	ROBERT P. VALENTIN DBA	*	3,135.00	3,135.00 000215
11/22/22	00057	10/13/22	511281 202210 600-53800-61000 DOG WASTE STATION X15	DOG WASTE DEPOT	*	4,199.85	4,199.85 000216
TOTAL FOR BANK B						10,469.85	
TOTAL FOR REGISTER						10,469.85	

DURB DURBIN CROSS OKUZMUK

1. We warranty that our product will not harden, crack, peel, chip, separate or delaminate from its properly installed, original applied, vertical or horizontal building material, interior or exterior surface, as well as completely waterproof these substrates including concrete wastewater containment and treatment tanks of any size, wood, plywood, properly etched or sand blasted steel, cast iron, fiberglass, structure board, cement board, and drywall, as long as you own your home. This product warranty covers and includes the normal routine cleaning procedure of high pressure washing of up to 3,000 P.S.I. with hot water and normal cleaning soap/ and non-chlorinated disinfectant products of up to 180 degrees F. in temperature, and/or installation within perpetual water, sewage and/or sewage containment.

2. Floor Grip Medic LLC. warrants product will be free from defects and workmanship under normal conditions and will perform without fail for at least the life of the structure as outlined within this warranty. Labor costs for removal or reinstallation of material is not covered under the product warranty and is limited to original volume of materials or repair portion of replacement products, at the choice of Floor Grip Medic LLC. (Excluding, shipping, taxes and/or tariffs).

#### PRODUCT WARRANTY CONDITIONS

This warranty applies to the material at its original place of installation.

#### Warranty Exclusions:

Abuse, alterations, damage due to animal chewing or clawing, cutting, chopping, accident, fire, extreme heat damage, (over 250 degrees F.), smoke damage and the like;

We do not guarantee color match from batch number to batch number.

Subtotal	\$6,270.00 ✓
Total	\$6,270.00
Deposit Due	\$3,135.00

#### Payment Schedule

CHECK #1	— Deposit (50%)	\$3,135.00
CHECK #2	— 1st Payment (50%)	\$3,135.00

\* WOULD LIKE TO P/U CHECKS ASAP.

Payment Terms: Please note final payment is due immediately at job completion. Floor Grip Medic LLC may impose a \$5.00 per day late fee for each 24-hour period that passes after payment due date. Please call Robert 904-441-1400 if you have any questions.

FLOOR GRIP MEDIC LLC



**Bill To**

Margaret Alfano CDD Durbin Crossings  
145 South Durbin Parkway  
Saint John's, FL 32259  
(904) 337-8760

**Floor Grip Medic LLC**

6900 Philips Highway, Suite 45  
Jacksonville, FL 32216  
Phone: (904) 441-1400  
Email: robert@floorgripmedic.com  
Web: www.floorgripmedic.com/

**Payment Terms**

Invoice #

Date

Business / Tax #

Due upon  
receipt

Durbin

10/22/2022

84-3636193

Description	Rate	Quantity	Total
Gold Permaflex Flake Package	\$5.00	1,254	\$6,270.00

Color: red rock

Install dates: November 21, 2022 and November 22, 2022

*See page 2  
# 2 checks  
please.*

- \* Diamond Grind/Sand flat areas to open pores so product can adhere
- \* Repair cracks
- \* Apply 1 coat of super bonding Permaflex
- \* Medium flake broadcast to flat surfaces and light to no flake broadcast to vertical areas up to 6 inches
- \* Apply high-performance top-coat sealer for added protection and shine
- \* Broadcast aluminum oxide into top-coat as anti-slip enhancement.

Area must be completely cleared out prior to our arrival. If contractor has to remove any items, floor grip medic will impose an additional fee of \$250.00

Deposit Disclaimer: client understands initial deposit is nonrefundable if canceled after 24 hours.

Client Agrees and understands the purpose of surface diamond grinding is to open up and clean concrete surface for maximum coating adhesion. Surface grinding is not intended for leveling surface, this is a separate service for an additional fee.

10 Year Warranty, non-transferable, labor included  
Products to be warranted: PermaFlex,

*036,600.538.610*

DOG WASTE DEPOT

12316 World Trade Dr. #102  
San Diego, CA 92128  
TEL: 800-678-1612  
www.DogWasteDepot.com

# Invoice

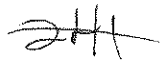
Date	Invoice #
10/13/2022	511281

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

Ship To
Durbin Crossing Office 145 S Durbin Pkwy St Johns, FL 32259 Delivery 5am-10pm

PLEASE MAKE ALL CHECKS PAYABLE TO: "DOG WASTE DEPOT"

ORDER#:	Rep	Ship Date	Via	Terms	PO#:	3RD Party Payment C...
B DWD-173739	DWD	10/13/2022	FEDEX	Net 30		

Quantity	Item Code	Description	Price Each	Amount
15	DEPOT-006-B-GRN	Dog Waste Station - Couple with Leash Sign, The Roll Bag System, Round Can, Color Green	279.99	4,199.85T
15	DEPOT-006-B-GRN	Dog Waste Station - Couple with Leash Sign, The Roll Bag System, Round Can, Color Green	0.00	0.00T
	BOGO-OCT22	BOGO: STATIONS & DISPENSERS- BUY 1 GET 1 FREE shipping Roadrunner 570525196	0.00	0.00
<p style="text-align: center;">   <del>1,320.538 442</del>            36.600 • 53800 • 61000            57 B         </p>				

<b>REMIT PAYMENT TO:</b> Dog Waste Depot 12316 World Trade Drive #102 San Diego, CA 92128  FED ID# 27-4523962	<b>Subtotal</b>	\$4,199.85
	<b>Sales Tax (0.0%)</b>	\$0.00
	<b>Total</b>	\$4,199.85
	<b>Payments</b>	\$0.00
	<b>Balance Due</b>	\$4,199.85

## *SIXTH ORDER OF BUSINESS*







## *SEVENTH ORDER OF BUSINESS*



**RESOLUTION 2023-03**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE DATE, TIME AND LOCATION OF A PUBLIC HEARING AND AUTHORIZATION TO PUBLISH NOTICE OF SUCH HEARING FOR THE PURPOSE OF ADOPTING REVISED SUSPENSION AND TERMINATION RULES.**

**WHEREAS**, the Durbin Crossing Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within St. Johns County, Florida; and

**WHEREAS**, the Board of Supervisors of the District (“Board”) is authorized by Sections 190.011(5), *Florida Statutes*, to adopt rules and orders pursuant to Chapter 120, *Florida Statutes*.

**WHEREAS**, to provide for efficient and effective District operations, the Board finds that it is in the best interests of the District to adopt a revised Suspension and Termination of Access Rule (“Suspension and Termination Rules”).

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

**SECTION 1.** The Board will hold a public hearing to adopt revised Suspension and Termination Rules, a proposed copy of which is attached hereto as **Exhibit A**. The Board will hold a public hearing on January 23, 2023, at 6:00 p.m., at the Durbin Crossing South Amenity Center, 145 South Durbin Parkway, St. Johns, Florida 32259.

**SECTION 2.** The District Secretary is directed to publish notice of the hearing in accordance with Section 120.54, *Florida Statutes*.

**SECTION 3.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 19<sup>th</sup> DAY OF DECEMBER 2022.**

ATTEST:

**DURBIN CROSSING COMMUNITY  
DEVELOPMENT DISTRICT**

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

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

**EXHIBIT A:**            Proposed Revised Suspension and Termination of Access Rule

## **EXHIBIT A**

### **Proposed Revised Suspension and Termination of Access Rule**

## SUSPENSION AND TERMINATION OF ACCESS RULE

Law Implemented: ss. 120.69, 190.011, 190.012, Fla. Stat. (2022)

Effective Date: \_\_\_\_\_, 2023

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**In accordance with Chapters 190 and 120 of the Florida Statutes, and on \_\_\_\_\_, 2023 at a duly noticed public meeting, the Board of Supervisors (“Board”) of the Durbin Crossing Community Development District (“District”) adopted the following rules / policies to govern disciplinary and enforcement matters. All prior rules / policies of the District governing this subject matter are hereby rescinded for any violations occurring after the date stated above.**

---

**1. Introduction.** This rule addresses disciplinary and enforcement matters relating to the use of the amenities and other properties owned and managed by the District (“Amenities” or “Amenity”).

**2. General Rule.** All persons using the Amenities and entering District properties are responsible for compliance with the rules and policies established for the safe operations of the District’s Amenities.

**3. Access Cards / Key Fobs.** Access cards and key fobs are the property of the District. The District may request surrender of, or may deactivate, a person’s access card or key fob for violation of the District’s rules and policies established for the safe operations of the District’s Amenities.

**4. Suspension and Termination of Rights.** The District shall have the right to restrict, suspend, or terminate the Amenity access of any person and members of their household to use all or a portion of the Amenities for any of the following acts (each, a “Violation”):

- a. Submitting false information on any application for use of the Amenities, including but not limited to facility rental applications;
- b. Failing to abide by the terms of rental applications;
- c. Permitting the unauthorized use of a key fob or access card or otherwise facilitates or allows unauthorized use of the Amenities;
- d. Exhibiting inappropriate behavior or repeatedly wearing inappropriate attire;
- e. Failing to pay amounts owed to the District in a proper and timely manner (with the exception of special assessments);
- f. Failing to abide by any District rules or policies (e.g., Amenity Rules);
- g. Treating the District’s staff, contractors, representatives, residents, landowners [Patrons] or guests, in a harassing or abusive manner;
- h. Damaging, destroying, rendering inoperable or interfering with the operation of District property, or other property located on District property;
- i. Failing to reimburse the District for property damaged by such person, or a minor for whom the person has charge, or a guest;
- j. Engaging in conduct that is likely to endanger the health, safety, or welfare of the District, its staff, contractors, representatives, residents, landowners [Patrons] or guests;

k. Committing or is alleged, in good faith, to have committed a crime on or off District property that leads the District to reasonably believe the health, safety or welfare of the District, its staff, contractors, representatives, residents, landowners [Patrons] or guests is likely endangered;

l. Engaging in another Violation after a verbal warning has been given by staff (which verbal warning is not required); or

m. Such person's guest or a member of their household commits any of the above Violations.

Termination of Amenity access shall only be considered and implemented by the Board in situations that pose a long term or continuing threat to the health, safety and/or welfare of the District, its staff, contractors, representatives, residents, landowners [Patrons] or guests. The Board, in its sole discretion and upon motion of any Board member, may vote to rescind a termination of Amenity access.

**5. Administrative Reimbursement.** The Board may in its discretion require payment of an administrative reimbursement of up to Five Hundred Dollars (\$500) in order to offset the legal and/or administrative expenses incurred by the District as a result of a Violation ("Administrative Reimbursement"). Such Administrative Reimbursement shall be in addition to any suspension or termination of Amenity access, any applicable legal action warranted by the circumstances, and/or any Property Damage Reimbursement (defined below).

**6. Property Damage Reimbursement.** If damage to District property occurred in connection with a Violation, the person or persons who caused the damage, or the person whose guest caused the damage, or the person who has charge of a minor that caused the damage, shall reimburse the District for the costs of cleaning, repairing, and/or replacing the property ("Property Damage Reimbursement"). Such Property Damage Reimbursement shall be in addition to any suspension or termination of Amenity access, any applicable legal action warranted by the circumstances, and/or any Administrative Reimbursement.

**7. Removal from Amenities.** The District Manager, General Manager, Amenity Manager and onsite staff each have the independent ability to remove any person from the Amenities if a Violation occurs, or if in his or her discretion, it is in the District's best interest to do so.

**8. Initial Suspension from Amenities.** The District Manager, General Manager, Amenity Manager or his or her designee may at any time restrict or suspend for cause or causes, including but not limited to a Violation, any person's access to the Amenities until a date not later than the next regularly scheduled meeting date of the Board that is scheduled to occur at least twenty-one (21) days after the date of initial suspension. In the event of such a suspension, the District Manager or his or her designee shall mail a letter to the person suspended referencing the conduct at issue, the sections of the District's rules and policies violated, the time, date, and location of the next regular Board meeting where the person's suspension will be presented to the Board, and a statement that the person has a right to appear before the Board and offer testimony and evidence why the suspension should be lifted. If the person is a minor, the letter shall be sent to the adults at the address within the community where the minor resides.

**9. Hearing by the Board; Administrative Reimbursement; Property Damage**

## **Reimbursement.**

a. At the Board meeting referenced in the letter sent under Section 8 above, or as soon thereafter as a Board meeting is held if the meeting referenced in the letter is canceled, a hearing shall be held at which both District staff and the person subject to the suspension shall be given the opportunity to appear, present testimony and evidence, cross examine witnesses present, and make arguments. The Board may also ask questions of District staff, the person subject to the suspension, and witnesses present. All persons are entitled to be represented by a licensed Florida attorney at such hearing.

b. After the presentations by District staff and the person subject to the suspension, the Board shall consider the facts and circumstances and determine whether to lift or extend the suspension or impose a termination. In determining the length of any suspension, or a termination, the Board shall consider the nature of the conduct, the circumstances of the conduct, the number of rules or policies violated, the person's escalation or de-escalation of the situation, and any prior Violations and/or suspensions

c. The Board shall also determine whether an Administrative Reimbursement is warranted and, if so, set the amount of such Administrative Reimbursement.

d. The Board shall also determine whether a Property Damage Reimbursement is warranted and, if so, set the amount of such Property Damage Reimbursement. If the cost to clean, repair and/or replace the property is not yet available, the Property Damage Reimbursement shall be fixed at the next regularly scheduled Board meeting after the cost to clean, repair, and/or replace the property is known.

e. After the conclusion of the hearing, the District Manager shall mail a letter to the person suspended identifying the Board's determination at such hearing.

**10. Suspension by the Board.** The Board on its own initiative acting at a noticed public meeting may elect to consider a suspension of a person's access for committing any of the Violations outlined in Section 4. In such circumstance, a letter shall be sent to the person suspended which contains all the information required by Section 8, and the hearing shall be conducted in accordance with Section 9.

**11. Automatic Extension of Suspension for Non-Payment.** Unless there is an affirmative vote of the Board otherwise, no suspension or termination will be lifted or expire until all Administrative Reimbursements and Property Damage Reimbursements have been paid to the District. If an Administrative Reimbursement or Property Damage Reimbursement is not paid by its due date, the District reserves the right to request surrender of, or deactivate, all access cards or key fobs associated with an address within the District until such time as the outstanding amounts are paid.

**12. Appeal of Board Suspension.** After the hearing held by the Board required by Section 9, a person subject to a suspension or termination may appeal the suspension or termination, or the assessment or amount of an Administrative Reimbursement or Property Damage Reimbursement, to the Board by filing a written request for an appeal ("Appeal Request"). The filing of an Appeal Request shall not result in the stay of the suspension or termination. The Appeal Request shall be filed within thirty (30) calendar days after mailing of the notice of the Board's determination as required by Section 9(e), above. For purposes of this

Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file an Appeal Request shall constitute a waiver of all rights to protest the District's suspension or termination, and shall constitute a failure to exhaust administrative remedies. The District shall consider the appeal at a Board meeting and shall provide reasonable notice to the person of the Board meeting where the appeal will be considered. At the appeal stage, no new evidence shall be offered or considered. Instead, the appeal is an opportunity for the person subject to the suspension or termination to argue, based on the evidence elicited at the hearing, why the suspension or termination should be reduced or vacated. The Board may take any action deemed by it in its sole discretion to be appropriate under the circumstances, including affirming, overturning, or otherwise modifying the suspension or termination. The Board's decision on appeal shall be final.

**13. Legal Action; Criminal Prosecution; Trespass.** If any person is found to have committed a Violation, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature. If a person subject to a suspension or termination is found at an Amenity Facility, such Person will be subject to arrest for trespassing. If a trespass warrant is issued to a person by a law enforcement agency, the District has no obligation to seek a withdrawal or termination of the trespass warrant even though the issuance of the trespass warrant may effectively prevent a person from using the District's Amenities after expiration of a suspension imposed by the District.

**14. Severability.** If any section, paragraph, clause or provision of this rule shall be held to be invalid or ineffective for any reason, the remainder of this rule shall continue in full force and effect, it being expressly hereby found and declared that the remainder of this rule would have been adopted despite the invalidity or ineffectiveness of such section.