

*Durbin Crossing Community  
Development District*

*FEBRUARY 27, 2023*

## *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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February 20, 2023

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, February 27, 2023 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 January 23, 2023 Meeting
  - B. Balance Sheet and Statement of Revenues & Expenses
  - C. Assessment Receipt Schedule
  - D. Check Register
- V. Consideration of Proposals for Pool Repairs (to be distributed under separate cover)
- VI. Discussion of Borland Grover Site Plan and Effects on District
- VII. Discussion of North Amenity Center Fencing Proposal
- VIII. Staff Reports
  - A. Landscape & Irrigation Maintenance Team - Report

- B. District Counsel
- C. District Engineer – Consideration of Work Authorization for Increase in Hourly Rates
- D. District Manager
- E. General Manager - Report
- F. Operations Manager - Report
- G. Amenity Manager - Report
- IX. Supervisors’ Request and Audience Comments
- X. Next Scheduled Meeting – March 27, 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, January 23, 2023 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
Jason Harrah	Supervisor
Shalene B. Estes	Supervisor

Also present were:

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

The following is a summary of the discussions and actions taken at the January 23, 2023 meeting.

**FIRST ORDER OF BUSINESS**

**Pledge of Allegiance**

Mr. Laughlin called the meeting to order at 6:00 p.m.

**SECOND ORDER OF BUSINESS**

**Roll Call**

Mr. Laughlin called the roll.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of Minutes of the December 19, 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 Ms. Estes with all in favor the consent agenda items were approved.

**FIFTH ORDER OF BUSINESS**

**Public Hearing for the Purpose of Adopting  
Revised Suspension and Termination Rules,  
Consideration of Resolution 2023-04**

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the public hearing was opened.

Mr. Brownlee asked what policy are we terminating?

Mr. Eckert stated we are replacing our suspension policy with something that provides for administrative reimbursement, property damage reimbursement and it also provides that in the event those amounts are not paid the suspension can continue until such time those amounts are paid. Basically, the residents who are following the rules are not paying for the damage caused by people who are not following the rules.

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

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the public hearing was closed.

Mr. Harrah stated I know this will be on our official website. Do you recommend putting it out on social media as a new policy or just put it on the website and be done with it?

Mr. Eckert stated I would put it on the website and be done with it.

On MOTION by Mr. Pollicino seconded by Mr. Harrah with all in favor Resolution 2023-04 was approved.

**SIXTH ORDER OF BUSINESS****Ratification of Agreement for Amenity Management Services with Vesta for FY23**

Mr. Eckert stated the delay on this is that we were negotiating a couple indemnification provisions with Vesta and their corporate counsel. You have seen this document before other than just a couple little changes they asked for that we didn't have a concern with.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the agreement with Vesta for FY23 amenity management services was ratified.

**SEVENTH ORDER OF BUSINESS****Consideration of Proposals for Pool Repairs**

This item was tabled.

**EIGHTH ORDER OF BUSINESS****Discussion of Borland Grover Site Plan and Effects on District**

This item was tabled.

**NINTH ORDER OF BUSINESS****Discussion of Athletic Field Usage**

Ms. Alfano stated as you know we approved an application for folks who wanted to use sport fields for their organized sporting event. An example amenity athletics has done this just to have some sort of awareness of who is using the fields. We did have a resident who has filled out the application on behalf of himself, he did not want to have the organization he was involved with, involved in this. I explained that is the nature of this application for bulk sporting events. If soccer season is coming up our soccer registration fliers go out that amenity athletics gives us a practice schedule, so we know exactly who is on what field. It is very difficult for us, and it will be increasingly so, it is very hard to see a Thursday night and people are parked down North Durbin Parkway and we don't have any amenity athletics practices scheduled for that day. That is a lot of organizations using that field for their practices or Patriot Oaks practice scheduled for that evening. It puts us in a position of perusing the fields and asking them if they are in an organized event and it gets a little uncomfortable when residents aren't truthful back, no this is just a play date. We have to have some sort of policy and that is where we came up with the application and in this case there might be some misuse where you are just trying to reserve the fields for your eight children

and reserving the field isn't an option in the policy and procedures because everything is first come first served basis. I just don't want anyone to lose sight, I am on board to make every resident that I possibly can happy, but at the same time it is very hard to manage this.

Mr. Harrah stated I am almost to the point of just stopping all leagues, including amenity athletics and everything and just say this is for mom and pop to come out with a football. We do not do organized sports on our fields anymore because we cannot figure out a way to police them.

Ms. Alfano stated that was my point, let's not lose sight that the amenities were intended for you to play basketball with your son your daughter, they are amenities for the residents. As the community grows, develops, changes, sporting events come out, tennis teams, things of that nature, football teams, soccer teams, all these are a product of growth. I'm not opposed to them but in the situation it puts us in it is difficult.

Ms. Hall stated amenity leagues are going to need a place to play, but they also wear amenity uniforms. Why don't we let amenity practice at those fields, and they have to wear a uniform to practice, that way you know who is out there.

Ms. Alfano stated amenity does have IDs that the coaches wear. It is a lot to have a volunteer dad make sure your field tee shirt is clean every Thursday when you come up here at 7. It is just getting a little challenging.

Ms. Estes stated what Sarah is saying is what the Florida League requires them to have practice uniforms and game uniforms, it is just part of the overall sport if you want to play in a Florida league. That should tell you who should be on the field and who should not be on that field. We are not policing it; we are saying this is the policy and it is up to you to police this and the minute you don't then you are voiding your agreement with us.

Ms. Alfano stated that is an easy fix for amenity, it is not an easy fix on another side. That is why I want us to have that application.

Mr. Harrah stated you have all these groups based out of Julington Creek and they basically say we have 40, 50 things, here is what we think you can practice at JCP fields but what happens is they are all full. What these dads do to have their own teams, so they come to Durbin fields.

Mr. Eckert stated in this circumstance I advised her not to process the application or approve it. It was presented as a pickup game, if it is a pickup game you don't get to reserve the field, you just show up and everybody plays. The other thing is dealing with insurance and indemnification issues for an individual versus a sophisticated entity who is going to check

backgrounds and things like that. The other fact is that you go down this road and there is really no control, and the final thing is it is really a back doorway to rent district property and we don't have those fields available for rental. We have this building and a couple other places, but you have never gone through ratemaking, and you never said we want to rent the fields. There are a lot of reasons why this particular one when you ask if it is a one off, I just said, I'm not comfortable we can talk to the board about it. All the suggestions and comments you have made we have seen in other districts too. You try to be accommodating to some extent then you get steamrolled.

Mr. Harrah stated I don't know a good practical way. Many athletics you have to wear a jersey, but you shouldn't have to police it.

Ms. Hall stated if it is mandatory in amenity athletics that you have to wear a jersey to practice, six out of eight kids are going to have a jersey on.

Mr. Harrah stated that is amenity athletics and they are Durbin only.

Ms. Alfano stated correct.

Ms. Hall stated I would like to see it be amenity and if there is any space left over Patriot Oaks because that is our home school, they don't have good space. I think those two should take priority, those are our kids. When we overload North people park on the road and we are going to spend hundreds of thousands of dollars to replace the grass. We need to limit who is out there.

Ms. Alfano stated 50% of the people out there are not residents. We did receive an application for a field reservation, and I want to make sure we are on the same page.

Mr. Pollicino stated if you have an application, you can say it is capped at whatever number and you go to the coach and say you can't park on the street and maybe we control it that way.

Mr. Harrah stated you have to police it. You go out and if they don't have a reservation they have to leave.

Ms. Alfano stated I want to find the answer and I want it to be okay with everyone but that changes our scope of services. I have not come to the board to recommend the tennis court reservation system because I can't figure out how to police it. If you are 15 minutes late for your reservation and there is no one there. Usually if you have reservations there is some sort of pro shop or access point to get to those courts. I'm not comfortable with tennis reserving the field, who is it, what do you need to go on the app and say I want to use the field.

Mr. Harrah asked is there a way to fence the field?

Mr. Davidson stated I had a vendor come out and we walked the field and into the woods and that was roughly \$21,000 that includes a double gate.

Ms. Alfano stated at the front of the amenity center there would be a check-in office and restrooms and it would be in the north field. All the amenities would be fenced in and puts everything behind this gate. This would give us the ability to do many things. Currently there is only one basketball court but have two basketball courts and it doesn't have to be done at once. It could be done in phases, eight pickleball courts, four tennis courts instead of two, AstroTurf for fields has come a long way and I would like to see that done so the residents can have an area to play and do things. Maybe a few new playground features. You can start with the fence.

The board discussed possible fencing options with access code entry.

Mr. Eckert stated I had a client that just spent \$160,000 on a decorative 8-foot-tall fence. They did it for this exact same reason, to control access so there is one access point in and out and they can check identification. You are not alone in dealing with this issue. It has caused some inconvenience for residents who used to walk through but they have not had any complaints.

The direction of the board was to get pricing for an 8-foot decorative fence.

Ms. Alfano stated staffing is going to come with a cost.

Mr. Laughlin stated we will have this on the agenda for the next meeting.

#### **TENTH ORDER OF BUSINESS**

#### **Consideration of Swim Team Agreement**

Ms. Alfano stated the swim team agreement for next year is a carbon copy of last year with the same timeframe and schedules. There will be three meets, but the time hasn't been determined.

On MOTION by Mr. Harrah seconded by Ms. Hall with all in favor the swim team agreement was approved.

#### **ELEVENTH ORDER OF BUSINESS**

#### **Discussion of Patriot Oaks Tennis Team Court Usage**

Ms. Alfano stated we were approached by the Patriot Oaks tennis team for use of our courts for their practices and matches. Mike's office has prepared an agreement similar to one in the past. The only question is that the waiver is similar to the swim team and that I have the correct one. I did speak to Justin who works at St. Johns Middle School Athletic Association with whom we worked closely with for the football team to come up with that fee for usage, etc. He has come

back with a \$20 per player fee, there are 25 players on the tennis team, and he would like to come tomorrow pending approval of the agreement and our waiver and issue a check for \$500 for that usage.

Concerns raised included Patriot Oaks has students not residing within Durbin Crossing, amount of usage of the tennis courts, and whether the \$20 per player a fair price.

Mr. Pollicino stated before we vote on this motion, we have to amend this contract to ensure the cost you feel is adequate to cover expenses, maintenance, parking, cleaning, toilet paper and if \$20 isn't enough you can bring it back. Before the next season we need a member of the school board to address this board, we need to know how many are Durbin residents, how many kids and we come up with a price and say this is what it is going to cost you. We have financial responsibilities to the residents, we can't subsidize this.

Mr. Eckert stated on the waiver issue, I would like that to mirror the other one we did. As to the insurance we could bump up the liability to \$2 million if you wanted to. Most of the time it is \$1 million policy. This is their insurance we require them to cover. If they get sued that insurance kicks in. We also say we have to be listed as an additional insured so their insurance would be providing a defense for us. For us, if we got sued directly our limits of liability are \$200,000 per person and \$300,000 per incident.

Mr. Pollicino asked Margaret, is that sufficient for your costs all in?

Ms. Alfano stated if we are going to go to that point, yes. There is going to need to use the restrooms. I have one FA working and he has to buzz them into the bathrooms and there are different things. I just tried to mirror what was approved for football.

Mr. Pollicino stated you need to evaluate all these contracts as they come up and say it is becoming a liability and expense to the CDD that we can no longer do this; it has to be break even.

Ms. Alfano stated I'm comfortable with the \$500 for tennis; I'm not too comfortable with the \$600 for football.

On MOTION by Ms. Hall seconded by Ms. Estes with three in favor and Mr. Harrah opposed the agreement with the Patriot Oaks tennis team for court usage was approved.
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Ms. Estes stated I think it is a good idea to revisit these agreements.

Mr. Eckert stated if the intent is to not do it moving forward you should bring it up as soon as you can and say nothing happens next year.

Mr. Pollicino stated also express the board's discontent that they moved forward without approval.

## **TWELFTH ORDER OF BUSINESS**

### **Discussion of Aquatic Maintenance Services Agreement with Solitude Land Management, LLC**

Ms. Alfano stated when Aquatic Systems was purchased by Solitude there were some changes to our agreement. Mike prepared the agreement in Solitude's name and when we start the budget process this will be a budget increase for the next fiscal year. We have been operating fine under the current agreement.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the agreement with Solitude Land Management LLC was approved.

## **THIRTEENTH ORDER OF BUSINESS**

### **Staff Reports**

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

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

#### **B. District Counsel**

Mr. Eckert stated the board asked me to look at the community park sign. I still can't give you an answer on that. We made a public records request to St. Johns County for the documents we needed to review on December 22, 2022, we still have not received any response. Once we get those documents we will get back with the board.

#### **C. District Engineer**

Mr. Katsaras stated Zach and I are continuing to work with the county on the park irrigation on Islesbrook. I think they are running it up the ladder to see if we can use the same address for the meter and if they would be agreeable to us transferring the capacity fees that they had already paid for the existing meter.

Mr. Harrah stated I know they aren't going to repave the road right away, but it would be nice if they came up North and South Durbin Parkway and sprayed all the white and yellow lines.

Mr. Katsaras stated I will try.

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

Mr. Laughlin stated hopefully I had the last call with FEMA today. We should have an update on what the payout will be. They don't pay for tree replacement just hauling away debris.

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

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

Mr. Harrah asked staff to look into a maintenance package on the HVAC system.

Ms. Alfano stated pool furniture re-strapping is a must before this coming swim season. The last time we had this done was in 2017 for roughly \$16,200. We have one bid that is the only one I received back from four companies and that is \$17,600. I would like to bump that up \$1,000 just for the freight. It may take two trips instead of one and that is \$900.

On MOTION by Mr. Harrah seconded by Ms. Hall with all in favor the proposal to re-strap the pool furniture in an amount not to exceed \$18,600 was approved.
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#### **F. Operations Manager - Report**

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

On MOTION by Mr. Harrah seconded by Ms. Hall with all in favor the proposal from Safe Slide to paint the slide in the amount of \$6,800 was approved.
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#### **G. Amenity Manager – Report**

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

**FOURTEENTH ORDER OF BUSINESS      Supervisor's      Requests      and      Audience  
Comments**

Ms. Estes stated I would like to add something to next month's agenda and that is the pond behind the houses they turned it over to their POA and the builder left all the silt fencing and the barriers. All that construction debris is still out there.

Mr. Laughlin stated I will reach out, we might be able to do that outside of a meeting, it may not need to be a meeting item.

Mr. Harrah stated just put it as an action item and bring it up.

Mr. Gruber stated I live on the cul-de-sac behind the north amenity center. You mentioned court reservations system and that is something you should look into at least on the north courts. Since there are pickleball courts there, people try to meet up and there often people are on the courts. I think you are going to run into problems if you don't get a reservation system so that people can plan their day around their reserved time. I used to serve on an HOA board, and this is a thankless job and I appreciate your doing this. I'm a realtor and I don't think Julington Lakes is zoned for Patriot Oaks but Middleborn is. Maybe the district needs to come up with a comprehensive plan on how they handle these schools and work with the CDDs on using facilities. You are doing a great job.

Mr. Brownlee stated I came tonight to thank everyone on the board and the engineers. Durbin Crossing is not the newest, not the largest community but we are the best because of these people sitting here. A fine example is the Christmas party for the kids. I cannot believe the amount of work they put into that. I enjoyed my eight years on the board, the board is very conscientious and make prudent decisions for the community as whole.

Mr. Pollicino stated thank you for your service on the board.

**FIFTEENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – February 27, 2023  
@ 6:00 p.m. at the Durbin South Amenity  
Center**

Mr. Laughlin stated the next scheduled meeting will be held February 27, 2023 at 6:00 p.m. in the same location.

On MOTION by Ms. Estes seconded by Ms. Hall with all in favor  
the meeting adjourned at 7:38 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

January 31, 2023

**Durbin Crossing**  
**Community Development District**  
**Combined Balance Sheet**  
January 31, 2023

	<b>Governmental Fund Types</b>			<b>Totals</b>
	<b>General Fund</b>	<b>Debt Service</b>	<b>Capital Reserve Fund</b>	<b>(Memorandum Only) FY 23</b>
<b><u>Assets:</u></b>				
Cash	\$145,302	---	\$137,892	\$283,193
Investments:				
<b><u>Series 2017A1</u></b>				
Reserve	---	\$1,343,722	---	\$1,343,722
Revenue	---	\$2,828,092	---	\$2,828,092
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	---	\$99,764	---	\$99,764
<b><u>Operations</u></b>				
Due from Other	\$1,116	---	---	\$1,116
Investment - US bank Custody	\$1,456,829	---	\$85,220	\$1,542,049
Investment - SBA	---	---	\$966,359	\$966,359
SBA - Renewal and Replacement	---	---	\$158,008	\$158,008
Assessment Receivable	\$2,986	\$4,049	---	\$7,034
Utility Deposits	\$200	---	---	\$200
<b>Total Assets</b>	<b>\$1,606,432</b>	<b>\$4,463,636</b>	<b>\$1,347,478</b>	<b>\$7,417,547</b>
<b><u>Liabilities:</u></b>				
Accounts Payable	---	---	\$1,476	\$1,476
<b><u>Fund Balances:</u></b>				
Restricted for Debt Service	---	\$4,463,636	---	\$4,463,636
Assigned	---	---	\$1,346,002	\$1,346,002
Unassigned	\$1,606,432	---	---	\$1,606,432
<b>Total Liabilities and Fund Equity</b>	<b>\$1,606,432</b>	<b>\$4,463,636</b>	<b>\$1,347,478</b>	<b>\$7,417,547</b>

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

**General Fund**

Statement of Revenues & Expenditures  
For The Period Ending January 31, 2023

	ADOPTED BUDGET	PRORATED BUDGET 1/31/23	ACTUAL 1/31/23	VARIANCE
<b><u>REVENUES:</u></b>				
Assessments - Tax Roll	\$2,242,411	\$2,083,685	\$2,083,685	\$0
Assessments - Direct	\$19,588	\$14,691	\$14,691	\$0
Interest Income	\$100	\$100	\$593	\$493
Misc Income	\$47,000	\$15,667	\$10,911	(\$4,756)
<b>TOTAL REVENUES</b>	<b>\$2,309,099</b>	<b>\$2,114,143</b>	<b>\$2,109,880</b>	<b>(\$4,263)</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>Administrative</u></b>				
Supervisor Fees	\$11,000	\$3,667	\$3,800	(\$133)
FICA Expense	\$842	\$281	\$291	(\$10)
Assessment Roll Administration	\$5,000	\$5,000	\$5,000	\$0
Engineering Fees	\$13,000	\$4,333	\$4,285	\$49
Dissemination Fees	\$7,200	\$2,400	\$2,000	\$400
Attorney Fees	\$50,000	\$16,667	\$14,070	\$2,596
Annual Audit	\$4,200	\$1,400	\$0	\$1,400
Trustee Fees	\$10,800	\$5,000	\$5,000	\$0
Arbitrage	\$1,200	\$400	\$0	\$400
Impact Fee Administration	\$15,000	\$5,000	\$5,000	\$0
Management Fees	\$51,324	\$17,108	\$17,108	\$0
Information Technology	\$1,500	\$500	\$500	\$0
Website Maintenance	\$1,000	\$333	\$333	\$0
Telephone	\$800	\$267	\$175	\$91
Postage	\$2,500	\$833	\$654	\$179
Printing & Binding	\$2,150	\$717	\$179	\$538
Insurance	\$9,432	\$9,432	\$7,810	\$1,622
Legal Advertising	\$2,000	\$667	\$0	\$667
Other Current Charges	\$1,000	\$333	\$30	\$303
Office Supplies	\$150	\$50	\$14	\$36
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
<b>Total Administrative Expenditures</b>	<b>\$190,273</b>	<b>\$74,562</b>	<b>\$66,424</b>	<b>\$8,138</b>
<b><u>Amenity Center</u></b>				
Insurance	\$35,082	\$35,082	\$27,829	\$7,253
Repairs & Replacements	\$80,000	\$26,667	\$52,967	(\$26,300)
Recreational Passes	\$2,000	\$667	\$730	(\$63)
Office Supplies	\$7,500	\$2,500	\$1,825	\$675
Permit Fees	\$3,700	\$1,233	\$2,281	(\$1,048)
<b><u>Utilities</u></b>				
Water & Sewer	\$42,000	\$14,000	\$9,607	\$4,393
Electric	\$36,000	\$12,000	\$13,000	(\$1,000)
Cable/Phone/Internet	\$22,000	\$7,333	\$6,447	\$886
Security System	\$1,670	\$557	\$0	\$557

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

**General Fund**

Statement of Revenues & Expenditures  
For The Period Ending January 31, 2023

	ADOPTED BUDGET	PRORATED BUDGET 1/31/23	ACTUAL 1/31/23	VARIANCE
<u>Amenity Center Management Contracts</u>				
Managerial	\$241,582	\$80,527	\$80,526	\$1
Staffing	\$241,133	\$80,378	\$80,374	\$4
Lifeguards	\$82,771	\$0	\$0	\$0
Mobile App	\$2,750	\$917	\$917	(\$0)
Refuse Service	\$7,000	\$2,333	\$2,397	(\$64)
Pool Chemicals	\$29,000	\$9,667	\$10,372	(\$705)
Special Events	\$30,000	\$10,000	\$10,080	(\$80)
Holiday Décor	\$15,000	\$16,540	\$16,540	\$0
Pest Control	\$8,000	\$2,667	\$1,357	\$1,309
Pressure Washing	\$8,500	\$2,833	\$0	\$2,833
Fitness Equipment Maintenance	\$8,500	\$2,833	\$1,475	\$1,358
<b>Total Amenity Center Expenditures</b>	<b>\$904,188</b>	<b>\$308,734</b>	<b>\$318,724</b>	<b>(\$9,991)</b>
<u>Grounds Maintenance</u>				
Electric	\$5,708	\$1,903	\$1,816	\$86
Water / Reuse	\$355,000	\$118,333	\$92,678	\$25,656
Streetlighting	\$71,000	\$23,667	\$26,581	(\$2,914)
Lake Maintenance	\$60,500	\$20,167	\$17,200	\$2,967
Landscape Maintenance	\$529,992	\$176,664	\$176,664	\$0
Landscape Contingency	\$60,000	\$60,000	\$61,488	(\$1,488)
Mulch	\$60,000	\$60,000	\$59,400	\$600
Fuel	\$1,100	\$367	\$390	(\$23)
Irrigation Repairs	\$15,000	\$5,000	\$7,456	(\$2,456)
Capital Reserve	\$54,638	\$0	\$0	\$0
Water Quality Monitoring	\$1,700	\$1,700	\$2,000	(\$300)
<b>Total Grounds Maintenance Expenditures</b>	<b>\$1,214,638</b>	<b>\$467,800</b>	<b>\$445,672</b>	<b>\$22,128</b>
<b>TOTAL EXPENDITURES</b>	<b>\$2,309,099</b>	<b>\$851,096</b>	<b>\$830,821</b>	<b>\$20,275</b>
<b>EXCESS REVENUES/(EXPENDITURES)</b>	<b>\$0</b>	<b>\$1,263,047</b>	<b>\$1,279,059</b>	<b>\$16,013</b>
Fund Balance - Beginning	\$0		\$327,373	
Fund Balance - Ending	\$0		\$1,606,432	

**COMMUNITY DEVELOPMENT DISTRICT**

## Fiscal Year 2023

Assessments - Tax Roll  
Assessments - Direct  
Interest Income  
Miscellaneous  
Interfund Transfer In

**TOTAL REVENUES**

Supervisor Fees  
FICA Expense  
Assessment Administration  
Engineering Fees  
Dissemination Fees  
Attorney Fees  
Annual Audit  
Trustee Fees  
Arbitrage  
Impact Fee Administration  
Management Fees  
Computer Time  
Website Maintenance  
Telephone  
Postage  
Printing & Binding  
Insurance  
Legal Advertising  
Other Current Charges  
Office Supplies  
Dues, Licenses & Subscripti

### Total Administrative Expenditures

Water & Sewer  
Electric  
Cable/Phone/Internet  
Security System

Managerial  
Staffing  
Lifeguards

## Durbin Crossing

### General Fund

## Statement of Revenues &amp; Expenditures

## Fiscal Year 2023

[illegible]

**Durbin Crossing**  
**Community Development District**  
**Debt Service Fund 2017 A1 & A2**  
Statement of Revenues & Expenditures  
For The Period Ending January 31, 2023

	ADOPTED	PRORATED		
	BUDGET	BUDGET	ACTUAL	
	BUDGET	1/31/23	1/31/23	VARIANCE

**Revenues:**

Assessments - Tax Roll	\$3,042,590	\$2,825,299	\$2,825,299	\$0
Assessments - Direct	\$29,572	\$0	\$0	\$0
Interest Income	\$200	\$200	\$12,971	\$12,771

<b>Total Revenues</b>	<b>\$3,072,362</b>	<b>\$2,825,499</b>	<b>\$2,838,269</b>	<b>\$12,771</b>
-----------------------	--------------------	--------------------	--------------------	-----------------

**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>\$2,186,601</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>\$4,463,636</b>		
------------------------------	------------------	--------------------	--	--

Reserve	\$1,516,659
Revenue	\$2,828,092
Prepayment	\$103,818
Cost of Issuance	\$11,019
Assessment Receivable	\$4,049
<b>Total</b>	<b>\$4,463,636</b>

**Durbin Crossing**  
Community Development District  
Capital Reserve Funds  
Statement of Revenues & Expenditures  
For The Period Ending January 31, 2023

	ADOPTED BUDGET	PRORATED 1/31/2023	BUDGET	ACTUAL 1/31/2023	VARIANCE
<b><u>Revenues:</u></b>					
Capital Reserve Funding - Transfer In	\$54,638		\$0	\$0	\$0
Miscellaneous Revenue/Interest	\$10,000		\$10,000	\$17,351	\$7,351
Impact Fees	\$0		\$0	\$8,467	\$8,467
<b>Total Revenues</b>	<b>\$64,638</b>		<b>\$10,000</b>	<b>\$25,818</b>	<b>\$15,818</b>
<b><u>Expenditures</u></b>					
Capital Outlay	\$150,000		\$150,000	\$185,659	(\$35,659)
Repair/Replacements	\$100,000		\$33,333	\$25,914	\$7,419
<b>Total Expenditures</b>	<b>\$250,000</b>		<b>\$183,333</b>	<b>\$211,573</b>	<b>(\$28,239)</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$185,362)</b>		<b>(\$173,333)</b>	<b>(\$185,754)</b>	<b>(\$12,421)</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>\$1,346,002</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:	\$1,343,722
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:	\$172,938
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>75%</b>	<b>30%</b>
<b>TAX ROLL % COLLECTED</b>	<b>93%</b>	<b>93%</b>	<b>93%</b>
<b>TOTAL % COLLECTED</b>	<b>92%</b>	<b>93%</b>	<b>93%</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
-	14,691.28	14,691.28	34,469.28	
-	14,691.28	14,691.28	34,469.28	
2,825,298.80	2,083,684.64	4,908,983.44	347,510.71	
2,825,298.80	2,098,375.92	4,923,674.72	381,979.99	

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
	4	12/12/2022	482,011.26	277,415.04	204,596.22
	5	12/15/2022	596,203.72	343,136.96	253,066.76
	6	1/20/2023	3,419,441.62	1,968,013.21	1,451,428.41
	INTEREST	2/1/2023	7,034.30	4,048.50	2,985.80
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
				-	-
<b>TOTAL TAX ROLL RECEIPTS</b>			<b>4,908,983.44</b>	<b>2,825,298.80</b>	<b>2,083,684.64</b>

*D.*

**Durbin Crossing**  
Community Development District

**Check Run Summary**  
**1/1/2023 thru 1/31/2023**

<b>Fund</b>	<b>Date</b>	<b>Check No.</b>	<b>Amount</b>
<b>General Fund</b>			
Payroll	1/5/23	50772	\$184.70
	1/25/23	50773-50776	\$738.80
			<hr/> Sub-Total \$ 923.50
Accounts Payable	1/13/23	6435-6450	\$177,180.83
	1/20/23	6451-6459	\$12,487.23
			<hr/> Sub-Total \$189,668.06
<b>Capital Reserve Fund</b>			
			<hr/> Sub-Total \$0.00
<b>Vesta Wells Fargo Credit Card*</b>			
	1/28/23	Decemebr Purchases	\$10,292.29
			<hr/> Sub-Total \$ 10,292.29
<b>Total</b>			<hr/> <b>\$ 200,883.85</b>

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

PR300R

PAYROLL CHECK REGISTER

RUN 1/05/23 PAGE 1

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50772	13	JASON S HARRAH	184.70	1/05/2023
TOTAL FOR REGISTER			184.70	

DURB DURBIN CROSS DLAUGHLIN

**ATTENDANCE SHEET**

District: Durbin Crossing CDD

Meeting Date: December 19, 2022

	Supervisor	In Attendance	Fees
1.	<del>William Clarke</del> <del>Assistant Secretary</del>	<div>X</div>	<del>\$200</del>
2.	<del>Peter Pollicino</del> <del>Chairman</del>	<div>X</div>	<del>\$200</del>
3.	<del>Sarah Gabel-Hall</del> <del>Assistant Secretary</del>	<div>X</div>	<del>\$200</del>
4.	<del>Shelene B. Estes</del> <del>Assistant Secretary</del>	<div>X</div>	<del>\$200</del>
5.	Jason Harrah Vice Chairman - Reissue	<div>X</div>	\$200

District Manager:

DocuSigned by:  
Daniel Laughlin  
B48FC211DC1144D...

PLEASE RETURN COMPLETED FORM TO BERNADETTE PEREGRINO

PR300R

## PAYROLL CHECK REGISTER

RUN 1/25/23 PAGE 1

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50773	11	SARAH G HALL	184.70	1/25/2023
50774	13	JASON S HARRAH	184.70	1/25/2023
50775	8	PETER E POLLICINO	184.70	1/25/2023
50776	18	SHALENE B ESTES	184.70	1/25/2023
TOTAL FOR REGISTER			738.80	

DURE DURBIN CROSS DLAUGHLIN

**ATTENDANCE SHEET**District: **Durbin Crossing CDD**Meeting Date: **January 23, 2023**

	<b>Supervisor</b>	<b>In Attendance</b>	<b>Fees</b>
1.	<b>William Clarke</b> <i>Assistant Secretary</i>	<input 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 B. 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. 006435-006459

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

RUN 2/15/23

PAGE 1

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
1/13/23	00365	1/10/23 01102023	202212 310-51300-49000	JASON HORRAH COMM FEE	*	10.00	
							10.00 006435
FLORIDA DIVISION OF ELECTIONS							
1/13/23	00365	1/10/23 01102023	202212 310-51300-49000	PETER POLLICINO COMM FEE	*	10.00	
							10.00 006436
FLORIDA DIVISION OF ELECTIONS							
1/13/23	00365	1/10/23 01102023	202212 310-51300-49000	SHALENE ESTES COMM FEE	*	10.00	
							10.00 006437
FLORIDA DIVISION OF ELECTIONS							
1/13/23	00021	1/01/23 504	202301 310-51300-34000	JAN MANAGEMENT FEE	*	4,277.00	
		1/01/23 504	202301 310-51300-55000	JAN WEBSITE ADMIN	*	83.33	
		1/01/23 504	202301 310-51300-35100	JAN INFORMATION TECH	*	125.00	
		1/01/23 504	202301 310-51300-32500	JAN IMPACT FEE	*	1,250.00	
		1/01/23 504	202301 310-51300-31300	JAN DISSEMINATION SERVICE	*	500.00	
		1/01/23 504	202301 310-51300-51000	OFFICE SUPPLIES	*	.96	
		1/01/23 504	202301 310-51300-42000	POSTAGE	*	29.66	
		1/01/23 504	202301 310-51300-42500	COPIES	*	57.15	
		1/01/23 504	202301 310-51300-41000	TELEPHONE	*	40.35	
							6,363.45 006438
GOVERNMENTAL MANAGEMENT SERVICES							
1/13/23	00109	1/01/23 13129561	202301 320-53800-45510	JAN POOL CHEMICALS NORTH	*	954.25	
							954.25 006439
POOLSURE							
1/13/23	00228	12/31/22 882725	202301 320-53800-44800	PERFORM LIC 1/1-12/31/23	*	1,872.00	
							1,872.00 006440
SESAC LLC							
1/13/23	00283	11/23/22 PSI-2979	202211 320-53800-46800	NOV LAKE MAINTENANCE	*	4,300.00	
		11/23/22 PSI-2979	202210 320-53800-46800	OCT LAKE MAINTENANCE	*	4,300.00	
							8,600.00 006441
SOLITUDE LAKE MANAGEMENT LLC							
DURB DURBIN CROSS OKUZMUK							

AP300R  
\*\*\* CHECK NOS. 006435-006459

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

RUN 2/15/23

PAGE 2

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
1/13/23	00283	1/05/23 PSI-4391	202301 320-53800-46800	JAN LAKE MAINTENANCE	*	4,300.00	
				SOLITUDE LAKE MANAGEMENT LLC			4,300.00 006442
1/13/23	00252	1/01/23 405894	202301 320-53800-45502	JAN GENERAL MANAGER	*	8,820.56	
		1/01/23 405894	202301 320-53800-45517	JAN FACILITY MANAGER	*	5,292.33	
		1/01/23 405894	202301 320-53800-46000	JAN OPERATIONS MANAGER	*	6,018.73	
		1/01/23 405894	202301 320-53800-45507	JAN JANITORIAL SERVICES	*	1,937.07	
		1/01/23 405894	202301 320-53800-45505	JAN POOL MAINTENANCE	*	2,783.14	
		1/01/23 405894	202301 320-53800-45515	JAN FACILITY MONITOR	*	5,222.19	
		1/01/23 405894	202301 320-53800-45503	JAN FACILITY ATTENDANT	*	6,382.67	
		1/01/23 405894	202301 320-53800-45210	JAN MOBILE APP	*	229.17	
		1/01/23 405894	202301 320-53800-45518	JAN MAINTENANCE TECHS	*	3,768.33	
				VESTA PROPERTY SERVICES, INC.			40,454.19 006443
1/13/23	00354	12/30/22 L2125	202212 320-53800-44200	INSTALL CIRCUIT SYSTEM	*	18,379.00	
				WEATHER ENGINEERS, INC.			18,379.00 006444
1/13/23	00232	10/12/22 68798	202210 320-53800-44200	4 PROFESSIONAL NET	*	786.43	
				WELCH TENNIS COURT INC			786.43 006445
1/13/23	00382	1/04/23 JAX 4759	202301 320-53800-46210	STORM CLEAN UP/NEW TREE	*	6,212.40	
				YELLOWSTONE LANDSCAPE			6,212.40 006446
1/13/23	00382	1/04/23 JAX 4759	202301 320-53800-46210	PLANT FILL IN @ ENTRANCE	*	21,283.11	
				YELLOWSTONE LANDSCAPE			21,283.11 006447
1/13/23	00382	1/20/23 JAX 4798	202301 320-53800-46200	JAN LANDSCAPE MAINTENANCE	*	44,166.00	
				YELLOWSTONE LANDSCAPE			44,166.00 006448
1/13/23	00382	12/29/22 JAX 4758	202212 320-53800-46210	CUT WOOD LINE BACK	*	22,500.00	
				YELLOWSTONE LANDSCAPE			22,500.00 006449
				DURB DURBIN CROSS OKUZMUK			

AP300R  
\*\*\* CHECK NOS. 006435-006459

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

RUN 2/15/23

PAGE 3

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
1/13/23	00382	12/29/22 JAX 4758	202212 320-53800-46400	IRR REPAIRS MAINLINE	*	1,280.00	
				YELLOWSTONE LANDSCAPE			1,280.00 006450
1/20/23	00389	12/17/22 221128	202212 310-51300-31100	POOL RESURF ENGINEER FEE	*	1,382.60	
				ALTA ENGINEERING COMPANY			1,382.60 006451
1/20/23	00007	1/09/23 206445	202212 310-51300-31100	DEC ENGINEERING SERVICES	*	1,617.00	
				ENGLAND-THIMS & MILLER, INC.			1,617.00 006452
1/20/23	00370	1/10/23 3167513	202212 310-51300-31500	DEC GENERAL COUNSE	*	3,583.63	
				KUTAK ROCK LLP			3,583.63 006453
1/20/23	00386	1/11/23 75971	202212 310-51300-31500	POOL RESURF ATTORNEY FEE	*	945.00	
				PASKERT DIVERS THOMPSON			945.00 006454
1/20/23	00109	2/28/22 13129560	202210 300-13100-10200	FINANCE CHARGE	*	25.00	
				POOLSURE			25.00 006455
1/20/23	00109	11/01/22 13129561	202211 320-53800-45510	NOV POOL CHEMICALS SOUTH	*	1,440.73	
				POOLSURE			1,440.73 006456
1/20/23	00109	1/01/23 13129561	202301 320-53800-45510	JAN POOL CHEMICALS SOUTH	*	1,815.32	
				POOLSURE			1,815.32 006457
1/20/23	00376	12/05/22 600147A	202212 320-53800-44200	INSTALLED FUJI 33AMP VFD	*	1,573.08	
				VAK PAK			1,573.08 006458
1/20/23	00252	12/31/22 406361	202212 320-53800-44200	REPAIR & REPLACEMENTS	*	34.88	
		12/31/22 406361	202212 320-53800-44600	OFFICE SUPPLIES	*	69.99	
				VESTA PROPERTY SERVICES, INC.			104.87 006459
				TOTAL FOR BANK A		189,668.06	
				TOTAL FOR REGISTER		189,668.06	

DURB DURBIN CROSS OKUZMUK

# OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of St. Johns

I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State, and that I will well and faithfully perform the duties of

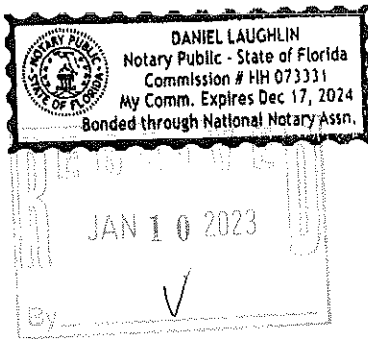
Supervisor of the Durbin Crossing Community Development District

(Title of Office)

on which I am now about to enter, so help me God.

[NOTE: If you affirm, you may omit the words "so help me God." See § 92.52, Fla. Stat.]

365  
001 210 513, 4911



Jason Scott Harrah  
Signature

Sworn to and subscribed before me by means of ☒ physical presence or  
online notarization, this 28 day of November, 2022.

Daniel Laughlin  
Signature of Officer Administering Oath or of Notary Public

Daniel Laughlin  
Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known ☒ OR Produced Identification ☐

Type of Identification Produced \_\_\_\_\_

## ACCEPTANCE

I accept the office listed in the above Oath of Office.

Mailing Address: ☒ Home ☐ Office

197 Rockcreek Dr.

Street or Post Office Box

St. Johns FL 32255

City, State, Zip Code

Jason S. Harrah  
Print Name

[Signature]  
Signature

# OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of St. Johns

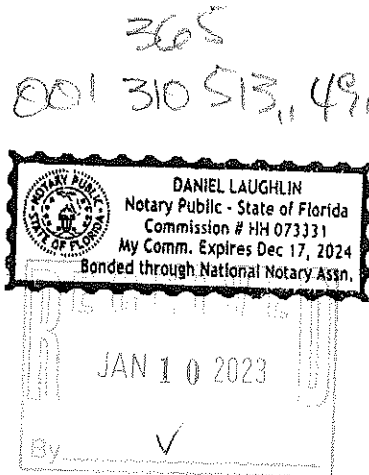
I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State, and that I will well and faithfully perform the duties of

Supervisor of the Durbin Crossing Community Development District

(Title of Office)

on which I am now about to enter, so help me God.

[NOTE: If you affirm, you may omit the words "so help me God." See § 92.52, Fla. Stat.]



[Signature]

Signature

Sworn to and subscribed before me by means of ☒ physical presence or  
online notarization, this 28 day of November, 2022.

Daniel Laughlin  
Signature of Officer Administering Oath or of Notary Public

Daniel Laughlin  
Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known ☒ OR Produced Identification ☐

Type of Identification Produced \_\_\_\_\_

## ACCEPTANCE

I accept the office listed in the above Oath of Office.

Mailing Address: ☒ Home ☐ Office

1749 Pennan Place

Street or Post Office Box

St John's FL 32259

City, State, Zip Code

Pete Pollicino Pollicino

Print Name

[Signature]

Signature

# OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of St. Johns

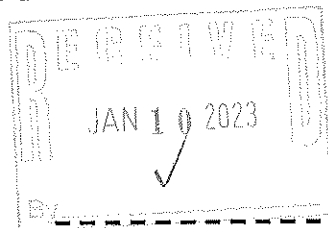
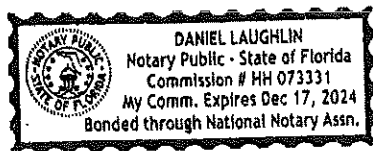
I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State, and that I will well and faithfully perform the duties of

Supervisor of the Durbin Crossing Community Development District

(Title of Office)

on which I am now about to enter, so help me God.

[NOTE: If you affirm, you may omit the words "so help me God." See § 92.52, Fla. Stat.]



[Signature]

Signature

Sworn to and subscribed before me by means of ☒ physical presence or  
\_\_\_\_\_ online notarization, this 28 day of November, 2022.

[Signature]

Signature of Officer Administering Oath or of Notary Public

Daniel Laughlin

Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known ☐ OR

Produced Identification ☒

Type of Identification Produced Drivers License

## ACCEPTANCE

I accept the office listed in the above Oath of Office.

Mailing Address: ☒ Home ☐ Office

174 HERON LANDING ROAD  
Street or Post Office Box

SAINT JOHNS, FL 32259  
City, State, Zip Code

SHALENE B. ESTES  
Print Name

[Signature]  
Signature

**Governmental Management Services, LLC**

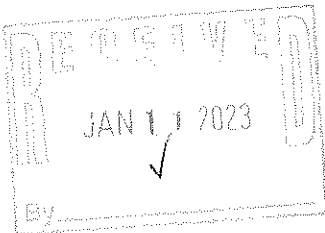
1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 504**Invoice Date:** 1/1/23**Due Date:** 1/1/23**Case:****P.O. Number:****Bill To:**

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

001 310 513.1

Description	Hours/Qty	Rate	Amount
Management Fees - January 2023 34000		4,277.00	4,277.00
Website Administration - January 2023 55.11		83.33	83.33
Information Technology - January 2023 351.11		125.00	125.00
Impact Fee Collection Administration - January 2023 325.11		1,250.00	1,250.00
Dissemination Agent Services - January 2023 313.11		500.00	500.00
Office Supplies 51.11		0.96	0.96
Postage 42.11		29.66	29.66
Copies 425.11		57.15	57.15
Telephone 41.11		40.35	40.35



21

**Total** \$6,363.45**Payments/Credits** \$0.00**Balance Due** \$6,363.45



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

## Invoice

Date

1/1/2023

Invoice #

131295611671

Terms	Net 20
Due Date	1/21/2023
PO #	

Bill To	Ship To
Attn: Office Durbin Crossing North 475 West Town Place, Suite 114 St. Augustine FL 32092	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	954.25

RECEIVED  
JAN 03 2023  
By \_\_\_\_\_

109  
1320 538,45510  
JAN Pool Chem North

RECEIVED  
DEC 21 2022  
✓

Reminder - A 5% discount is still available if 2023 is paid in full by 12/31/2022. If you are interested in receiving the 5% discount please email ar@poolsure.com and ask for an annual invoice!

Subtotal	954.25
Shipping Cost (FEDEX GROUND)	0.00
Total	954.25
Amount Due	\$954.25

### Remittance Slip

Customer  
13DUR100  
Invoice #  
131295611671

Amount Due \$954.25  
Amount Paid \_\_\_\_\_  
Make Checks Payable To  
Poolsure  
PO Box 55372  
Houston, TX 77255-5372

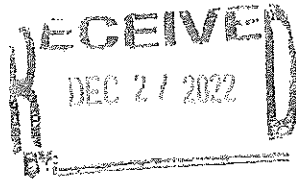


131295611671



# INVOICE

1-866-218-5823  
 www.sesac.com  
 FED ID: 83-2154058



## Music Performance License

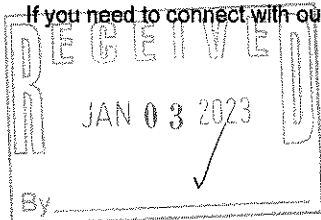
Account Name: Vesta Property Services  
 Account #: 120089  
 Bill To #: 882725  
 Statement Period Through End Date: 12/31/2023  
 Payment Due Date: 01/01/2023

Simplify your life with AutoPay  
 Go paperless with eBilling  
 Enroll Online Today!

BALANCE DUE SUMMARY	
Current Period Payment Due	\$1,872.00
Past Period(s) Payment Due	\$ 0.00
Late Fees	\$ 0.00
<b>Total Amount Due</b>	<b>\$1,872.00</b>
Last Payment Received 01/14/2022	\$1,737.00
<i>Please see notes page(s) for invoice details.</i>	

### Important Information

If you need to connect with our team, please contact Customer Service at [www.sesac.com](http://www.sesac.com) by logging into your account, today!



228  
 PERFORM LIC. 1320 538,1448,,  
 1/23-12/31/23

LOG IN AT [SESAC.COM](http://SESAC.COM) TO EXPLORE NEW TOOLS AND FEATURES

- MAKE IT AUTOMATIC**  
Enroll in Autopay and eBilling today
- UPDATE AND REPORT**  
License details, billing info, reporting requirements
- CONNECT WITH US**  
Customer Service is only a click away
- WRITE**  
35 Music Square East  
Nashville, TN 37203

Please detach and return the bottom portion when paying by check.

\* Correspondence only processed at the Nashville address

QUICKPAY BY CARD / eCHECK: [WWW.SESAC.COM/PAY](http://WWW.SESAC.COM/PAY)

**SESAC**  
 35 MUSIC SQUARE EAST  
 NASHVILLE, TN 37203-4362

INVOICE ENCLOSED

TO AVOID LATE CHARGES, PAY TOTAL BY THE DUE DATE

Internal Use Only  
 120089 12/14/2022

**VISA** Account: 120089  
**DISCOVER** Bill To: 882725

**TOTAL DUE BY 01/01/2023 \$1,872.00**

CHECK # \_\_\_\_\_ CHECK AMOUNT \_\_\_\_\_

VESTA PROPERTY SERVICES  
 475 W TOWN PL STE 114  
 ST. AUGUSTINE, FL 32092  
 010832  
 T44 P1

Make check payable to:  
 SESAC  
 P.O. BOX 5246  
 New York, NY 10008-5246

001200890041837100001872007



Account: 120089

Bill To: 882725

Durbin Crossing Community Dev Dist

Inv Number	Inv Date	Inv Amount	Paid/Applied	Late Charge	Other Adj	Balance
10618766	01/01/2023	\$1,872.00				\$1,872.00
<b>Durbin Crossing</b>		145 S Durbin Pkwy, St. Johns, FL				\$1872.00
Contract No.: 106032-1		Multi-Unit Residential, Jan 01, 2023 - Dec 31, 2023				

Group Total: \$1,872.00





**Please Remit Payment to:**

Solitude Lake Management, LLC  
1320 Brookwood Drive  
Suite H  
Little Rock, AR 72202  
Phone #: (888) 480-5253  
Fax #: (888) 358-0088

**INVOICE**

Page: 1

Invoice Number:  
Invoice Date:

PSI-29793 - OCT  
11/23/2022

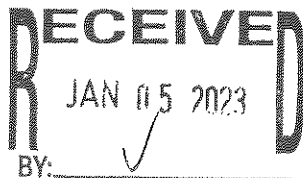
Bill  
To: Durbin Crossing CDD  
Governmental Mgmt Services  
475 West Town Place #114  
Saint Augustine, FL 32092

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

Ship Via  
Ship Date 11/23/2022  
Due Date 12/23/2022  
Terms Net 30

Customer ID 5459  
P.O. Number  
P.O. Date 11/23/2022  
Our Order No.

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Annual Maintenance		1	1	4,300.00	4,300.00
October Billing					
10/1/2022 - 10/31/2022					
Annual Maintenance		1	1	4,300.00	4,300.00
November Billing					
11/1/2022 - 11/30/2022					
Durbin Crossing Cdd-Lake-ALL					



283  
OCT LAKE MAINT  
1 320 538,468.

Amount Subject to Sales Tax 0.00  
Amount Exempt from Sales Tax 8,600.00

**Subtotal:** 8,600.00  
Invoice Discount: 0.00  
Total Sales Tax: 0.00  
Payment Amount: 0.00  
**Total:** 8,600.00



**Please Remit Payment to:**

Solitude Lake Management, LLC  
1320 Brookwood Drive  
Suite H  
Little Rock, AR 72202  
Phone #: (888) 480-5253  
Fax #: (888) 358-0088

**INVOICE**

Page: 1

Invoice Number:  
Invoice Date:

PSI-29793 - NOV  
11/23/2022

**Bill**

To: Durbin Crossing CDD  
Governmental Mgmt Services  
475 West Town Place #114  
Saint Augustine, FL 32092

**Ship**

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

Ship Via  
Ship Date 11/23/2022  
Due Date 12/23/2022  
Terms Net 30

Customer ID 5459  
P.O. Number  
P.O. Date 11/23/2022  
Our Order No.

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Annual Maintenance October Billing 10/1/2022 - 10/31/2022		1	1	4,300.00	4,300.00
Annual Maintenance November Billing 11/1/2022 - 11/30/2022 Durbin Crossing Cdd-Lake-ALL		1	1	4,300.00	4,300.00

**RECEIVED**  
JAN 15 2023  
BY: ✓

283  
SOLITUDE LAKE MGMT

Amount Subject to Sales Tax 0.00  
Amount Exempt from Sales Tax 8,600.00

**Subtotal:** 8,600.00  
Invoice Discount: 0.00  
Total Sales Tax: 0.00  
Payment Amount: 0.00  
**Total:** 8,600.00



**Please Remit Payment to:**

Solitude Lake Management, LLC  
1320 Brookwood Drive  
Suite H  
Little Rock, AR 72202  
Phone #: (888) 480-5253  
Fax #: (888) 358-0088

**INVOICE**

Page: 1

Invoice Number: PSI-43913  
Invoice Date: 1/5/2023

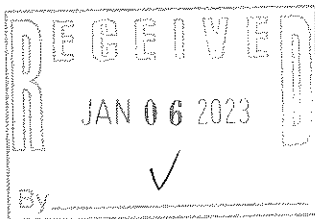
Bill  
To: Durbin Crossing CDD  
Governmental Mgmt Services  
475 West Town Place #114  
Saint Augustine, FL 32092

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

Ship Via  
Ship Date 1/5/2023  
Due Date 2/4/2023  
Terms Net 30

Customer ID 5459  
P.O. Number  
P.O. Date 1/5/2023  
Our Order No.

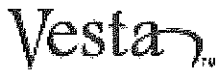
Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Annual Maintenance		1	1	4,300.00	4,300.00
January Billing					
1/1/2023 - 1/31/2023					
Durbin Crossing Cdd-Lake-ALL					



283  
1320 538,11 468,11  
JAC LK MAINT

Amount Subject to Sales Tax 0.00  
Amount Exempt from Sales Tax 4,300.00

**Subtotal: 4,300.00**  
Invoice Discount: 0.00  
Total Sales Tax: 0.00  
Payment Amount: 0.00  
**Total: 4,300.00**



## Invoice

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

**Invoice #** 405894  
**Date** 1/1/2023  
  
**Terms** Net 30  
**Due Date** 1/20/2023  
**Memo** Monthly Fees

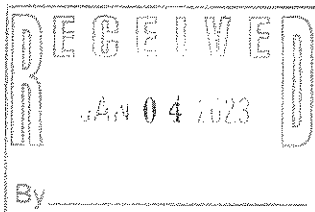
### Bill To

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

Description	Quantity	Rate	Amount
General Manager 1-320-53800-45502	1	8,820.56	8,820.56
Facility Manager/ Special Event Coordinator 1-320-5380-45517	1	5,292.33	5,292.33
Field Operations Manager 1-320-53800-46000	1	6,018.73	6,018.73
Janitorial Services 1-320-53800-45507	1	1,937.07	1,937.07
Commercial Pool Maintenance 1-320-53800-455-05	1	2,783.14	2,783.14
Facility Monitor 1-320-53800-45515	1	5,222.19	5,222.19
Facility Attendant 1-320-53800-45503	1	6,382.67	6,382.67
Mobile App 1-320-53800-42510	1	229.17	229.17
Maintenance Techs 1-320-53800-45518	1	3,768.33	3,768.33

Thank you for your business.

**Total** \$40,454.19



# Weather Engineers, Inc.

Air Conditioning • Heating • Refrigeration • Clean Air Professionals



**Weather Engineers, Inc.**  
 PO Box 37068  
 Jacksonville, FL 32236  
 Phone: (904) 356-3963  
 Fax: (904) 356-4969  
 www.weatherengineers.com  
 CAC041190

## Invoice

Number	Date
L2125	12/30/22

**BILL TO: #104602**

**JOB INFO:**

**DURBIN CROSSING CDD**  
 145 S DURBIN PARKWAY  
 ST. JOHNS FL 32259  
 Attn:

**DURBIN CROSSING CDD**  
 AMENITY CENTER  
 145 S DURBIN PARKWAY  
 ST. JOHNS FL 32259

Return this portion with payment

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

GC Job #	GC PO #	Requisition #	Period Ending	Job Number	Terms
		1	12/30/22	L2125 C	

Please pay from this invoice for the labor and material used to furnish and install a new 7.5 Ton Trane Duel Circuit Split System for the Durbin South Complex Meeting Room.

CDU Model #4TWR4042G1000A Serial #22372YHB4F  
 #22372YKE4F  
 AHU Model #TWE09041BAA04A Serial #22402779BA

Warranty - 1 year labor (from Weather Engineers)  
 - - - - 1 year parts (no labor after 1st year)  
 - - - - 5 year compressor (part only, 2nd through 5th year)

Thank you!  
 Kayla Yeager

CONTRACT AMOUNT: 18379.00

100.0000 % BILLED COMPLETE (INCLUDING THIS INVOICE) 18379.00

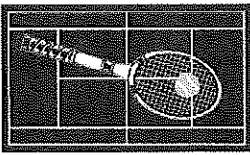
PREVIOUSLY INVOICED 00

SUB-TOTAL 18379.00

*Capital*  
 1-320-53800 44/2000  
 JAN 10 2023

TOTAL DUE THIS INVOICE 18,379.00

\* please double check code (u)



Welch Tennis Courts, Inc.  
Welch Sport Surfaces  
P.O. Box 7770  
Sun City, FL 33586  
Phone: 813-641-7787

# Invoice

Date	Invoice #
10/12/2022	68798

Bill To
Durbin Crossing CDD 145 S Durbin Pkwy Saint Johns FL 32259

Ship To
Attn: Zach Davidson Durbin Crossing CDD 145 S. Durbin Parkway Jacksonville FL 32259 United States

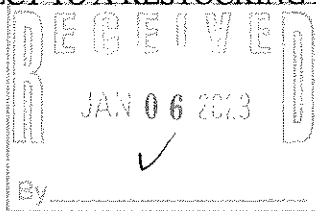
Terms	PO #	Due Date
Net 30	Zach	11/11/2022
Sales Rep	Ship Via	Ship Date
Shannon Wilder	FedEx Ground	10/12/2022

## Notes

Quantity	Units	Description	Options	Unit Price	Amount
4	ea	WTC 3.0 DTS Professional Net (regular price is \$183.99)		173.99	695.96

Thank you for your business.	Subtotal	695.96
	Shipping Cost (FedEx Ground)	90.47
	Total	\$786.43

ALL PAST DUE ACCOUNTS ARE SUBJECT TO AN ANNUAL INTEREST CHARGE OF 1-1/2% PER MONTH  
THIS REPRESENTS AN ANNUAL INTEREST RATE OF 18%. MATERIALS AND EQUIPMENT SHALL  
REMAIN THE PROPERTY OF WELCH TENNIS COURTS, INC. UNTIL PAID IN FULL. ALL RETURNS ARE  
SUBJECT TO A RESTOCKING FEE.



232  
1320 538,442.11



**YELLOWSTONE**  
LANDSCAPE

**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 475905	1/4/2023
TERMS	PO NUMBER
Net 30	

**Remit To:**

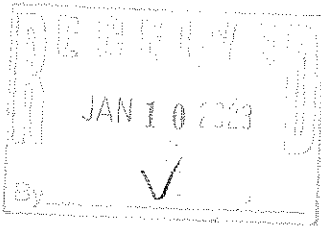
Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** February 3, 2023

**Invoice Amount:** \$6,212.40

Description	Current Amount
Root ball removal and new tree install	
Misc Service	\$6,212.40

*Hurricane damage*



*382*

*1320 536,46210*

**Invoice Total**

**\$6,212.40**

*maa*

IN COMMERCIAL LANDSCAPING

**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 SERVICES

**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 475906	1/4/2023
TERMS	PO NUMBER
Net 30	

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** February 3, 2023

**Invoice Amount:** \$21,283.11

Description	Current Amount
-------------	----------------

Plant Fill in at Entrances as Needed

Plant Installation

\$21,283.11

*Daniel,*

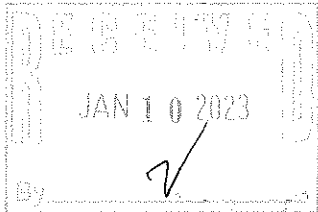
*please code*

*1.320.53800. 46210*  
*382*

**Invoice Total**

**\$21,283.11**

*maa*



YELLOWSTONE LANDSCAPING

**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 479849	1/1/2023
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

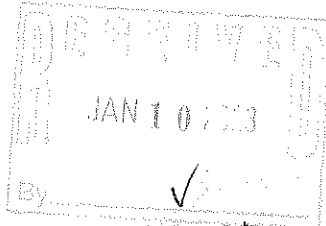
**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** January 31, 2023

**Invoice Amount:** \$44,166.00

Description	Current Amount
Monthly Landscape Maintenance January 2023	\$44,166.00



**Invoice Total**

**\$44,166.00**

386  
001-320 528,462,111  
JAN LAND SER

IN CUMULATIVE TOTAL JAN 2023 \$44,166.00

**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

**Bill To:**

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

**Property Name:** Durbin Crossing CDD**INVOICE**

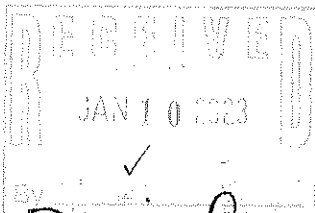
INVOICE #	INVOICE DATE
JAX 475832	12/29/2022
TERMS	PO NUMBER
Net 30	

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** January 28, 2023**Invoice Amount:** \$22,500.00

Description	Current Amount
Wood line cut back/Vine removal	
Tree Care Services	\$22,500.00

**Invoice Total****\$22,500.00**

382  
Daniel - please code

1.320.53800.46210

Land Care

IN COMMERCIAL LANDSCAPING

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 475833	12/29/2022
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:** January 28, 2023

**Invoice Amount:** \$1,280.00

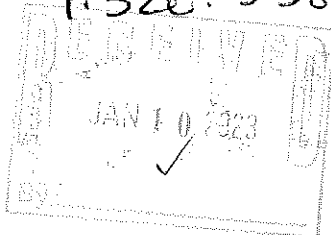
Description	Current Amount
Irrigation repairs in response to emails/work orders*****Mainline repair*****	
Irrigation Repairs	\$1,280.00

*Irrigation Repairs*  
*382*

*1.320.53800.46400*

Invoice Total

**\$1,280.00**



IN COMMERCIAL LANDSCAPING

**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

**alta**  
 engineering company  
 www.altaengineeringco.com  
 450 SR 13 N, Unit 106  
 Box # 406  
 St. Johns, FL 32259  
 904-880-0301  
 lisa@altaengineeringco.com  
 EIN: 27-2379874

## Invoice

**Date:** 12/17/2022  
**Invoice #:** 221128  
**Project:** Durbin Crossing Pool  
 145 South Durbin Parkway  
 St. Johns, Florida 32259

**Bill To:**

Michael C. Eckert, Esquire  
 Kutak Rock, LLP  
 107 W College Ave.  
 Tallahassee, Florida 32301

Date	Description	Quantity	Service Item	Rate	Amount
10/19/2022	Project setup	1	Case Manager	125.00	125.00
11/9/2022	Document management.	0.1	Case Manager	125.00	12.50
11/14/2022	Coordinate initial site visit.	0.1	Case Manager	125.00	12.50
11/15/2022	Communication with client re: site visit and additional information needed.	0.1	Case Manager	125.00	12.50
11/16/2022	Communicate with client re: requesting documentation prior to inspection. Plans research and document management.	0.2	Case Manager	125.00	25.00
11/17/2022	Document management.	0.1	Case Manager	125.00	12.50
11/17/2022	Project setup.	0.3	Case Manager	125.00	37.50
11/22/2022	Travel & site visit	1.5	Expert	350.00	525.00
11/22/2022	Mileage	18	Trip Mileage	0.70	12.60
11/23/2022	Review of provided information	1	Expert	350.00	350.00
12/9/2022	Preparation for meeting with counsel	0.4	Expert	350.00	140.00
12/9/2022	Phone meeting with counsel re mediation	0.3	Expert	350.00	105.00
12/12/2022	Document management.	0.1	Case Manager	125.00	12.50
<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; padding: 5px; margin-right: 20px;"> <b>RECEIVED</b>            DEC 30 2022            By _____         </div> <div style="text-align: center;"> <p>389</p> <p>001 310 51300 31100</p> </div> </div>					

**Total \$1,382.60**

Thank you for the opportunity to provide our professional services.

Payment is due within 30 days.

www.altaengineeringco.com



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

January 09, 2023  
Project No: 02106.34000  
Invoice No: 0206445

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

**Professional Services rendered through December 31, 2022**

Task 01 Professional Services

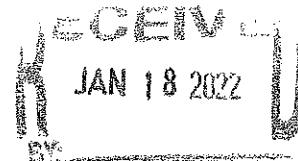
**Professional Personnel**

		Hours	Rate	Amount
Senior Engineer				
Katsaras, George	12/3/2022	2.50	194.00	485.00
Katsaras, George	12/10/2022	2.00	194.00	388.00
Katsaras, George	12/17/2022	1.00	194.00	194.00
Katsaras, George	12/24/2022	.50	194.00	97.00
Engineer				
Bolatete, Nicole	12/3/2022	2.00	151.00	302.00
Bolatete, Nicole	12/17/2022	1.00	151.00	151.00
Totals		9.00		1,617.00
Total Labor				1,617.00
Total this Task				\$1,617.00

Task XP Expenses  
Total this Task 0.00

Invoice Total this Period \$1,617.00

3/  
1,310.575 311



**England-Thims & Miller, Inc.**

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
14775 Old St. Augustine Road • Jacksonville, Florida 32250 • Tel 904-612-8090 • Fax 904-615-9185  
CA-00002384 LC-0000316

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

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

January 10, 2023

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

**Wire Transfer Remit To:**

ABA #104000016

First National Bank of Omaha

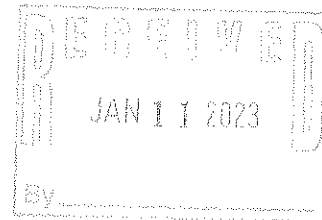
Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3167513

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



370  
1.3/0.573.315

Invoice No. 3167513

6123-1

Re: Durbin Crossing CDD - General

## For Professional Legal Services Rendered

12/01/22	K. Haber	0.30	67.50	Revise suspension rule rulemaking notices and resolutions; correspondence with Laughlin and Hogge regarding same
12/05/22	M. Eckert	0.80	268.00	Prepare for board meeting; review draft minutes and provide comments; follow up from board meeting; prepare and distribute Yellowstone work authorization
12/06/22	M. Eckert	0.50	167.50	Attend agenda call; follow up on JEA reclaimed water issue
12/06/22	K. Haber	1.10	247.50	Revise amenity policies to include updated suspension and termination rules
12/09/22	M. Eckert	0.10	33.50	Confer with Alfano regarding pool status
12/09/22	D. Wilbourn	0.60	90.00	Compile and chart provisions of existing district contracts
12/12/22	M. Eckert	0.20	67.00	Attend conference call on pool issue

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

**KUTAK ROCK LLP**

Durbin Crossing CDD  
 January 10, 2023  
 Client Matter No. 6123-1  
 Invoice No. 3167513  
 Page 2

12/13/22	M. Eckert	0.10	33.50	Confer with Alfano
12/13/22	K. Haber	0.10	22.50	Correspondence with Alfano regarding Solitude agreement
12/16/22	M. Eckert	0.10	33.50	Review 558 construction defect notice
12/18/22	M. Eckert	0.60	201.00	Research repair versus reconstruction and applicable bid thresholds
12/19/22	M. Eckert	3.60	1,206.00	Prepare for, travel to and attend board meeting; review DRI orders related to park sign
12/19/22	K. Haber	1.10	247.50	Prepare board meeting agenda memorandum
12/20/22	M. Eckert	0.20	67.00	Confer with Clarke regarding board meeting follow up
12/21/22	M. Eckert	0.30	100.50	Confer with Davis office; revise amenity policies
12/21/22	K. Haber	0.30	67.50	Correspondence with St. Johns County planning and zoning department regarding obtaining development approval documents
12/22/22	M. Eckert	0.20	67.00	Review draft minutes and provide comments
12/22/22	K. Haber	0.20	45.00	Correspondence with Silvestris regarding growth management department public record request
12/28/22	K. Haber	0.10	22.50	Confer with Johns regarding amenity access rules; create chart tracking implementation by districts of same
12/28/22	K. Haber	1.10	247.50	Prepare revisions to amenity facility policy
12/28/22	K. John	0.10	25.00	Confer with K. Haber regarding revised amenity suspension and disciplinary rules
12/29/22	K. Haber	0.90	202.50	Revise updates to amenity facility policy
12/30/22	M. Eckert	0.10	33.50	Prepare redline of revised amenity rules
TOTAL HOURS		12.70		

**KUTAK ROCK LLP**

Durbin Crossing CDD

January 10, 2023

Client Matter No. 6123-1

Invoice No. 3167513

Page 3

TOTAL FOR SERVICES RENDERED

\$3,563.00

DISBURSEMENTS

Freight and Postage

1.05

Travel Expenses

19.58

TOTAL DISBURSEMENTS

20.63

TOTAL CURRENT AMOUNT DUE

\$3,583.63



Paskert  
Divers  
Thompson  
ATTORNEYS AT LAW

20  
YEARS

100 North Tampa Street  
Suite 3700  
Tampa, Florida 33602

Telephone: 813-229-3500  
Facsimile: 813-229-3502  
www.pdtlegal.com

January 11, 2023

**Via E-mail only**

Durbin Crossing Community Development District  
c/o Margaret Alfano  
475 West Town Place, Suite 114  
St. Augustine, FL 32092  
malfano@vestapropertyservices.com

Re: Invoice - Services rendered through December 31, 2022

Dear Margaret,

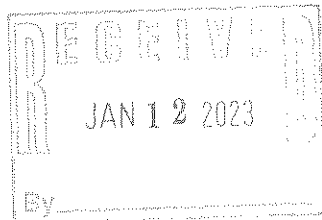
Attached is an invoice for services rendered and costs incurred through December 31, 2022 for the following matter:

Matter Name	<b>Durbin Crossing CDD</b>
Matter No.	122411
PDT Invoice No. <i>(Reference this number on your payment.)</i>	75971
<b>This Month's Charges</b>	<b>\$945.00</b>

I trust that you will find the invoice in order and would appreciate your making arrangements to pay the invoice at your earliest convenience. If you have any questions, please do not hesitate to call me.

Best regards,

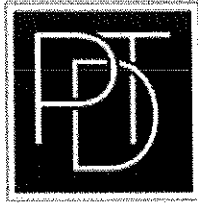
PASKERT DIVERS THOMPSON



Matthew G. Davis

MGD/jd  
Attachment

386  
1.310.573.315



Paskert  
Divers  
Thompson  
ATTORNEYS AT LAW

Phone: (813) 229-3500

100 North Tampa Street, Suite 3700  
Tampa, FL 33602  
www.pdtlegal.com

Fax: (813) 229-3502

Durbin Crossing Community Development District  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092  
**Attention: c/o Margaret Alfano**

January 11, 2023  
Client: 002389  
Matter: 122411  
Invoice #: 75971  
Resp. Atty: MGD

RE: Durbin Crossing CDD – Pool Resurfacing

#### COVER SHEET

For Professional Services Rendered Through December 31, 2022

Federal Tax I.D. No.: 74-3029197

Total Services	\$945.00
<b>TOTAL THIS INVOICE</b>	<b>\$945.00</b>
Previous Balance	\$770.00
Less Payments	(\$770.00)
Total Due To Date	<b>\$945.00</b>

#### Remittance Advice

Payment is due within 30 days of the invoice date.

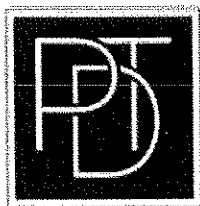
**Check Payable To:**

Paskert Divers Thompson  
Attn.: Accounts Receivable  
100 North Tampa Street  
Suite 3700  
Tampa, FL 33602

**ACH & Wire Transfers:**

We accept ACH & Wire Transfers. Please contact our Accounts Receivable Department for details.

Please return this remittance page with your payment. Thank you.



Paskert  
Divers  
Thompson  
ATTORNEYS AT LAW

Phone: (813) 229-3500

100 North Tampa Street, Suite 3700  
Tampa, FL 33602  
www.pdtlegal.com

Fax: (813) 229-3502

Durbin Crossing Community Development District  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092  
**Attention: c/o Margaret Alfano**

January 11, 2023  
Client: 002389  
Matter: 122411  
Invoice #: 75971  
Resp. Atty: MGD  
Page: 1

RE: Durbin Crossing CDD – Pool Resurfacing

For Professional Services Rendered Through December 31, 2022

Federal Tax I.D. No.: 74-3029197

#### SERVICES

Date	Person	Description of Services	Hours	Amount
12/07/2022	MGD	Prepare and send emails to Mr. Eckert and Mr. Newkirk regarding expert report and report to board.	0.10	\$35.00
12/09/2022	MGD	Phone call with Mr. Newkirk regarding expert inspection results and strategy going forward.	0.40	\$140.00
12/12/2022	MGD	Conference call with Mr. Pollicino, Ms. Alfano, and Mr. Eckert regarding 558 strategy as to EPIC.	0.60	\$210.00
12/15/2022	MGD	Begin drafting 558 notice.	0.20	\$70.00
12/16/2022	MGD	Finish drafting 558 letter including document and insurance request.	1.10	\$385.00
12/19/2022	MGD	Prepare and send email to Board chair regarding 558 notice and time frame for Epic's response.	0.20	\$70.00
12/19/2022	MGD	Receipt and review of Mr. Eckert's email regarding competitive bidding process.	0.10	\$35.00
Total Professional Services			2.70	\$945.00

#### PERSON RECAP

Person	Level	Hours	Rate	Amount
MGD Matthew G. Davis	Partners	2.70	\$350.00	\$945.00
Total Services				\$945.00

**TOTAL THIS INVOICE**

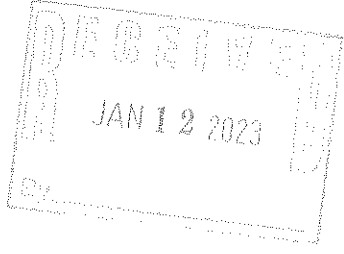
**\$945.00**

**Finance Charge**Date  
Invoice #2/28/2022  
1312956055841707 Townhurst Dr.  
Houston TX 77043

<b>Terms</b>	Net 20
<b>Due Date</b>	3/20/2022
<b>PO #</b>	
<b>AZ License #</b>	

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

LATE FEE: This constitutes notice under the truth in lending act that any accounts remaining unpaid after the due date are subject to 1 1/2% per month late charge and attorney fees.

Item	Description	Amount
FinChrg	Finance Charge on Overdue Balance Invoice, Due Date, Amount #131295604148, 1/21/2022, \$1,334.01    109 1. 300. 131. 102	25.00

**Total** 25.00  
**Amount Due** \$25.00**Remittance Slip****Customer**  
13DUR200  
**Invoice #**  
131295605584**Amount Due** \$25.00**Amount Paid** \_\_\_\_\_**Make Checks Payable To**  
Poolsure  
PO Box 55372  
Houston, TX 77255-5372

131295605584



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

# Invoice

Date 11/1/2022

Invoice # 131295610588

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

Bill To	Ship To
Durbin Crossing South 475 West Town Place, Suite 114 St. Augustine FL 32092	Durbin Crossing South Durbin Crossing South 145 South Durbin Pkwy Jacksonville FL 32259

Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	1,334.01
WM Surcharge	WM Surcharge	1	ea	106.72
<div>RECEIVED JAN 12 2023 109 1322 538 45710</div>				

Reminder - A 5% discount is still available if 2023 is paid in full by 12/31/2022. If you are interested in receiving the 5% discount please email ar@poolsure.com and ask for an annual invoice!

Subtotal	1,440.73
Shipping Cost (FEDEX GROUND)	0.00
Total	1,440.73
Amount Due	\$1,440.73

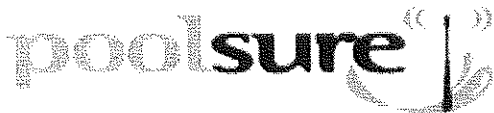
## Remittance Slip

Customer  
13DUR200  
Invoice #  
131295610588

Amount Due \$1,440.73  
Amount Paid \_\_\_\_\_  
Make Checks Payable To  
Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295610588



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

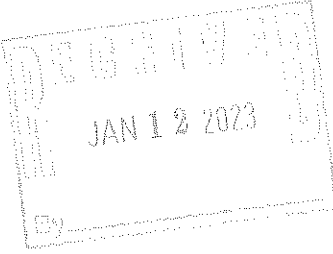
# Invoice

Date 1/1/2023

Invoice # 131295611690

Terms	Net 20
Due Date	1/21/2023
PO #	

Bill To	Ship To
Durbin Crossing South 475 West Town Place, Suite 114 St. Augustine FL 32092	Durbin Crossing South Durbin Crossing South 145 South Durbin Pkwy Jacksonville FL 32259

Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	1,815.32
  109 1.320.538 45570				

Reminder - A 5% discount is still available if 2023 is paid in full by 12/31/2022. If you are interested in receiving the 5% discount please email ar@poolsure.com and ask for an annual invoice!

Subtotal	1,815.32
Shipping Cost (FEDEX GROUND)	0.00
Total	1,815.32
Amount Due	\$1,815.32

## Remittance Slip

Customer  
13DUR200  
Invoice #  
131295611690

Amount Due \$1,815.32

Amount Paid

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295611690



1824 Phoenix Avenue  
Jacksonville, FL 32206

Please remit check payments to:  
P.O. Box 3264  
Jacksonville, FL 32206

## Invoice

Date	Invoice #
12/5/2022	600147A

Bill To	Ship To
VESTA PROPERTY SERVICES 245 RIVERSIDE AVE #300 JACKSONVILLE, FL 32202	DURBIN CROSSING ST. JOHNS COUNTY FL

P.O. Number		Terms	Rep	Via	Project		
102622-2		Due on receipt	JW	VAK PAK-JW			
Quantity	Item Code	Description			U/M	Price Each	Amount
	Parts Service	INSTALL NEW FUJI 33AMP VFD AND PROGRAM FOR 10 HP 3 PH MOTOR AND REMOTE OPERATION OF RUN/STOP AND FREQUENCY				920.00	920.00
	Labor	376 1.520.538.442				653.08	653.08
Thank you for your business.					Total \$1,573.08		
PLEASE NOTE: DEPOSITS ARE NON-REFUNDABLE ONCE CONSTRUCTION HAS STARTED. CREDIT CARD PAYMENTS ARE SUBJECT TO A 2.5% PROCESSING FEE.					Payments \$0.00		
					Balance Due \$1,573.08		



## Invoice

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

Invoice # 406361  
Date 12/31/2022  
Terms  
Due Date 1/31/2023  
Memo

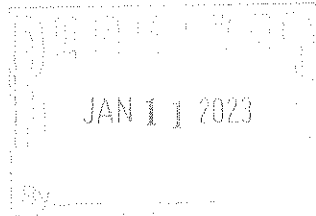
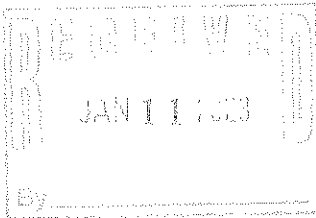
### Bill To

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

252

Description	Quantity	Rate	Amount
Billable Expenses			
M.ALFANO - Amazon - 1-320-53800-44200 / Repair - Replacement			34.88
M.ALFANO - Microsoft - 1-320-53800-47100 / Office Supplies			69.99
Total Billable Expenses 446			104.87

Total \$104.87



**Final Details for Order #112-3523098-5593050**

Print this page for your records.

**Order Placed:** November 27, 2022  
**Amazon.com order number:** 112-3523098-5593050  
**Order Total: \$34.88**

**Shipped on November 29, 2022**

**Items Ordered**

2 of: *FloraCraft Diamond Dust Glitter 14 Ounce Clear Glass*

Sold by: Shekinah Stuff LLC ([seller profile](#))

Condition: New

**Price**

\$16.38

**Shipping Address:**

Margaret Alfano  
145 S DURBIN PKWY  
SAINT JOHNS, FL 32259-7224  
United States

**Shipping Speed:**

Standard Shipping

**Payment information****Payment Method:**

American Express | Last digits: 1125

Item(s) Subtotal: \$32.76

Shipping & Handling: \$0.00

-----

**Billing address**

Margaret Alfano  
245 Riverside Avenue  
Suite 250  
Jacksonville, Florida 32202  
United States

Total before tax: \$32.76

Estimated tax to be collected: \$2.12

-----

**Grand Total: \$34.88**

**Credit Card transactions**

AmericanExpress ending in 1125: November 29, 2022: \$34.88

To view the status of your order, return to [Order Summary](#).

[Conditions of Use](#) | [Privacy Notice](#) © 1996-2022, Amazon.com, Inc. or its affiliates



Thanks for shopping with us

Dear Margaret Alfano,  
Order date: December 23, 2022

Need help? 1-877-696-7786

Thanks for your order from Microsoft on October 1, 2022. You'll find your order details below.

Order number: 9d32c18e-d3d6-475f-a120-58e23f49aa66

Bill to:

Margaret Alfano  
245 Riverside Avenue Suite 300  
Jacksonville, FL 32202  
United States  
904.355.1831

Malfano@vestapropertyservices.com

Payment:

AMEX

\*\*\*\*\*1125

Office 365 Personal / Unit Price \$69.99 / Qty. ordered 1 Sub Total \$69.99

Tax 0.00

Total \$69.99

*EIGHTH ORDER OF BUSINESS*

*A.*



## **Durbin Crossing**

### **Landscape Update for February 2023**

- **General Maintenance**
  - The team has continued to conduct the maintenance per scope. This includes all mowing, and detailing. Our winter cutbacks are almost complete as we prepare for Spring!!!
  - The maintenance team has continued to spray all crack weeds throughout the community.
  - We continue to remove moss in the trees throughout the community up to 10'.
  - The team has continued cutting back the wood lines throughout the community. This will create separation for maintenance purposes and turf quality. Please excuse the debris piles throughout. Our grapple truck is scheduled for pick up as needed.
- **Irrigation**
  - The irrigation team has completed the baseball field install. We are currently waiting for the meter to be installed.
  - Monthly inspections & repairs are being completed per scope, and any reported breaks are being addressed.
- **Chemical & Fertilizer Application**
  - Our Spring granular fertilizer application will take place in the month of March. We are excited about our new granular blend that consists of 21-7-14.
  - We will be spot treating for weeds throughout in March.
- **Enhancements**
  - 3-100 gallon Elm Trees were installed and mulched on North Durbin. Irrigation was adjusted to provide adequate coverage.
  - The grass bed install is scheduled for the week of the 27<sup>th</sup>. We will notify management of any potential changes.
  - The plant fill-in project has been completed, and the areas have been mulched. Irrigation was adjusted to provide adequate coverage.

*C.*

**DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT**  
**WORK AUTHORIZATION NO. 40**  
**2022/2023 GENERAL CONSULTING ENGINEERING SERVICES**  
**(ETM 02-106-34)**

**Scope of Work**

England, Thims & Miller, Inc. shall provide general consulting engineering services for the Durbin Crossing Community Development District as directed by the Board of Supervisors or their designee. General consulting services shall include, but not be limited to:

1. Attending Meetings as Requested
2. Preparation of Engineering Reports and Studies
3. Preparation of Cost Estimates and Budgets
4. Technical Support for Community Development District Staff
5. Development and Analysis of District Projects
6. Operation and Maintenance Inspections
7. Prepare Presentation Documents for District Meetings

The outlined services shall be performed on a time and material basis at the currently approved rate and expense schedule. The estimated fee shall not be exceeded without further authorization. This estimated fee is not a guaranteed maximum cost.

ESTIMATED FEE ..... \$6,000.00

**Basis of Estimated Fee**  
**England Thims & Miller, Inc.**  
**Hourly Fee Schedule 2022/2023**

CEO/CSO.....	\$400.00	/Hr.
President.....	\$350.00	/Hr.
Executive Vice President.....	\$335.00	/Hr.
Vice President .....	\$260.00	/Hr.
Senior Engineer/ Senior Project Manager.....	\$215.00	/Hr.
Project Manager.....	\$200.00	/Hr.
Director.....	\$185.00	/Hr.
Engineer.....	\$175.00	/Hr.
Assistant Project Manager .....	\$155.00	/Hr.
Senior Planner /Planning Manager.....	\$200.00	/Hr.
Senior Environmental Scientist.....	\$215.00	/Hr.
Planner.....	\$163.00	/Hr.
CEI Senior Project Engineer.....	\$230.00	/Hr.
CEI Project Manager/Project Administrator.....	\$184.00	/Hr.
CEI Senior Inspector.....	\$163.00	/Hr.
CEI Inspector .....	\$132.00	/Hr.
Senior Landscape Architect.....	\$184.00	/Hr.
Landscape Architect.....	\$165.00	/Hr.
Senior Technician/Senior Specialist.....	\$163.00	/Hr.
GIS Program Manager.....	\$180.00	/Hr.
GIS Analyst .....	\$140.00	/Hr.
GIS Consultant.....	\$150.00	/Hr.
Senior Engineering Designer / Senior LA Designer.....	\$160.00	/Hr.
Engineering Intern .....	\$140.00	/Hr.
Engineering/Landscape Designer.....	\$140.00	/Hr.
CADD/GIS Technician.....	\$132.00	/Hr.
Project Coordinator / CSS.....	\$100.00	/Hr.
Administrative Support.....	\$95.00	/Hr.

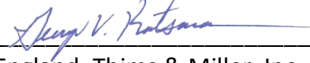
\*ETM's standard hourly billing rates are reevaluated annually prior to the beginning of the calendar year and subject to an increase not to exceed five (5) percent per year.

Cost such as subconsultants, printing, telephone, delivery service, mileage and travel shall be invoiced at direct costs plus 15%.

**Time of Performance**

Services rendered will commence upon District approval and will be completed on or before September 30, 2023.

**Approval**

Submitted by:   
England, Thims & Miller, Inc.

Date: 2/2/ 2023

Approved by: \_\_\_\_\_  
Durbin Crossing Community Development District

Date: \_\_\_\_\_ 2023

*E.*



DURBIN CROSSING  
General Manager's Report

*Date of report: 2-27-23*

*Submitted by: Margaret Alfano*

**POOL FURNITURE RESTRAPING / No Board action required:**

We are awaiting the scheduling for the pick-up and delivery of our pool furniture. The furniture will be broken down into two shipments. We want to make sure the residents will have some seating during the transition at each facility. We are still formulating numbers and availability on the replacement pool deck tables throughout.

**AMENITY ENHANCEMENTS, GROWTH AND CHANGES / No Board action required:**

**Security Options:**

We have done research into private security as well as the use of the St Johns Sheriff Off-Duty teams. The research has proved that working directly with the Sheriff's office is the most effective deterrent.

- The SJSO charges \$55 per hour, with a four-hour minimum shift. Their feedback was to rotate days and times so no one becomes accustomed to their patrols. They have the ability to patrol and move between both Amenity Centers during their shifts as well. We were truly impressed with their activity reporting as well as signing in and out for verification purposes.
- The private security option comes in at an average of \$40 per hour, with a six-hour minimum shift. Private security has come a long way from an accountability stand point. They also have the ability to patrol between both Amenity Centers and QR codes would be placed throughout the parking lots, interior and exterior of the Centers that would be required to be scanned by the patrol a certain number of times per shift.
- We would recommend four nights weekly but can discuss further options at the Board's request. Upon direction from District Counsel, these details might need to be covered in a shade session during an upcoming scheduled Board meeting.

**Staffing Options:**

- We will have an hourly rate for the addition of a staff member at the North facility at our meeting. The fencing numbers are included in the Field Operations portion of your agenda packet. Those plans do include two gated access points to the North field and playground. Those costs do NOT cover any technology required in those areas. That does not include card readers for those gates and does not include any video and/or audio communication either.
- We are still researching those items as an access point through the North Amenity Center building did not pan out to be cost effective. However, having the ability for staff at that facility to communicate with the entry points could prove to be the best option. We are also researching hours for this additional staff. Currently, we staff the South Amenity Center 17 hours each day and do not believe that amount of coverage is required for the beginning stages of this plan.

**SECURITY CAMERAS and ACCESS SYSTEMS / No Board action required:**

As we have discussed, we are currently researching security camera replacements as well as a new access system. At this time, we have three bids to replace our current security camera systems. However, they all come with an annual fee for Cloud based storage. They also vary from \$40,000 to \$90,000 even though the same scope of service was provided to

each. We would like to review this in a bit more detail to make sure we have apple to apple comparisons. We will have the full break down for you at our March meeting. Please note, pool speaker and sound system to follow as well.

**AMENITY UPGRADES UPDATE / Board action required for trash can replacement:**

There are many upgrades, replacements and repairs needed throughout the Amenity Centers. The majority of the items are replacements for existing items, covered in the Reserve Study, and necessary, but we want to keep the Board in the loop.

We need to replace our exterior trash cans. The majority of our exterior trash cans are original to Durbin. We have added/replaced some over the years but due to the overwhelming cost per can, have been hesitant to pull the trigger – each can hovers around the one thousand dollar mark. However, there are many that are no longer holding up to the Durbin aesthetics and new cans and locations are needed as well. We have done exhausting research in search of the best quality and least expensive receptacles we can locate. When we say exhausting, we mean exhausting. We have contacted well over 25 companies, and we have determined that opening our own trash can company is in order.

We have located a company with the desired quality and best price of \$907.00, per can. However, each one weighs 170 pounds, which creates a high shipping charge. The shipping charges are a fixed amount and there isn't any adjustment that can be made. However, we went back to the company, and they agreed to lower their price to \$855.00 per can to help absorb some of those shipping costs.

Currently, we are asking permission to purchase 12 trash cans, with rain bonnets and inner liners, for a total cost of \$13,013.05. The Reserve Study does call for this replacement during this FY in the amount of \$12,113.00. Keep in mind we did not make these upgrades in the past two fiscal years.

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



JBE

*F.*



DURBIN CROSSING  
Field Operations Report

*Date of report: 2-27-23*

*Submitted by: Zach Davidson*

**BASEBALL FIELD IRRIGATION UPDATE / No Board action required:** Still working with District Staff and working with the County to use the previous address for the water meter. The County held a meeting on February 13<sup>th</sup> to make the final decision on using the existing address to help reduce cost for installation of the new meter. Still waiting to hear back for our next move. Yellowstone has completed their work in this area and are also awaiting news on the meter. We will continue to keep the Board post on our progress.

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

Solitude was out this month and treated all ponds. They were very responsive to all issues that arose and treated them within 24-48 hours. We are still awaiting a stocking date for the 283 carp. We will keep the Board posted with any updates.

**BOARD OF HEALTH POOL INSPECTIONS / No Board action required:** The Health Inspector was on property on 2/8 to inspect both Amenity Center pools and the wading pool. We were in full compliance with all rules and regulations and received passing grades for all three bodies of water. I would like to recognize our Lead Maintenance Tech, Evan McCall, who led the inspections while I was unable to attend and walk with the inspector. Great job Evan!

**COMMUNITY PARK MONUMENT REPAIRS / Board discussion required:**

At this time, we are awaiting direction and clearance to proceed with one of the two options presented. We have a bid of \$1,785.00 to diagnose the issues of the roof at the monument, which would be followed by an estimate for repairs. The second bid is for \$4,470.00 to remove the existing monument and properly post the electricity in that area. If the Board should choose to repair and keep the sign, we would like to propose installing a new sign that would simply state "Durbin Crossing" without designating a Community Park.

**SOUTH SLIDE EXTERIOR PAINTING / Project Complete.**

**MAILBOX PAINTING / No Board action required:** Painter has been hired to paint the 4 mailboxes in Wood Cross along with pressure washing the cement pads as well. This project should be completed by the end of March.

**PLAYGROUND EQUIPMENT / Project Complete.** All playground equipment that was in need of repair has been repaired or replaced. Project completed.

**ST. ANDREW ENTRANCE / ROAD WIDENING PROJECT / No Board action required:** We will continue to keep the Board posted.

**PARKING LOT SEAL COATING & STRIPING / Board action required:** We would like to propose to the Board the sealcoating and restriping of both Amenity Center parking lots as this work is recommended every 3-5 years. The original portions of the parking lots were seal coated in 2018 with the new construction of our parking lot additions. This is the FY year that the Reserve Study recommends performing these services and those numbers are included in our bid chart below. If the Board should wish to proceed, we are recommending Duval Asphalt for a combined total, including striping, of \$17,876.00. It would be the goal to have this work completed prior to the summer season. Please note, that the parking lots would need to be clear and free of any vehicle traffic for a minimum of 24 hours. If approved, we will communicate these improvements with the residents and any required Amenity closures as well.

<b>Company Name:</b>	<b>South Parking Lot:</b>	<b>North Parking Lot:</b>	<b>Totals:</b>
Duval Asphalt	\$10,316.00	\$7,560.00	\$17,876.00
Pothole Heroes & G-Force	\$10,682.12	\$6,389.42	\$17,071.54
Reserve Study FY 2022-2023	\$7,631.00	\$4,799.00	\$12,430.00

**AMENITY CENTER FENCING / No Board action required:** We are currently working with two vendors for our fencing proposals. Our District Manager was in communication with the District Manager for the Oakleaf community that was discussed at our last meeting. The community was a bit apprehensive at first, but upon completion the results are more than favorable. They feel the fence blends with their aesthetic and landscaping and has made a positive impact on the use of their amenities. Pictures from Oakleaf are included below.



At the time we prepare our reports, we are in possession of one bid and will have both bids for the Board at our meeting. At this time, the costs for 8-foot fencing is outlined below.

<b>Company Name:</b>	<b>South Fencing:</b>	<b>North Fencing:</b>	<b>Totals:</b>
Bullard Fencing	\$67,500.00	\$57,350.00	\$124,850.00
Hardwick Fencing	TBA	TBA	TBA

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

- We have started to replace all of 29 dog stations throughout the community. Each station will be straightened, and all items repaired or replaced. This will help them look uniform throughout the property. We are scheduled to be finished with these by the end of February.
- Pressure washed tennis courts and basketball courts at the North Amenity Center.
- Completed the pressure washing of the North and South pool decks.
- Pressure washed the back two tennis courts at South, last two courts are scheduled to be completed by the first week of March.
- Waxed and re-caulked seams on the interior of the slide.
- We are in the process of sanding down all zero-entrance posted at North pool and will be repainting them as well.
- Performed streetlight ride week of 2-20, reported all concerns to JEA.

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



*G.*