

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, December 18, 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 by telephone
Jason Harrah	Supervisor
William Clarke	Supervisor
Shalene B. Estes	Supervisor

Also present were:

Daniel Laughlin	District Manager
Kate John	District Counsel by telephone
Dan Fagen	Vesta/Amenity Services Group
Margaret Alfano	Vesta/Amenity Services Group
Zach Davidson	Vesta/Amenity Services Group.
Danelle DeMarco	Vesta/Amenity Services Group
Kyle Sanders	Yellowstone
Ivan Lamos	Matthews DCCM
Mike Yuro	Yuro & Associates
Several Residents	

The following is a summary of the discussions and actions taken at the December 18, 2023 meeting.

FIRST ORDER OF BUSINESS

Pledge of Allegiance

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

SECOND ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the roll.

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THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the November 12, 2023 Meeting

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the minutes of the November 12, 2023 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Consideration of Responses to RFQ for Engineering Services

Mr. Laughlin stated we can compile a ranking that can be done as an average of the board members' rankings or if a supervisor has a completed form and the board is agreeable, they can approve those numbers. There will be a ranking for first and second place and we would enter into negotiations with the first ranked firm and if there are issues, we would move to the next one.

Mr. Yuro and Mr. Lamos gave an overview of their backgrounds and familiarity with CDDs. Supervisors Harrah and Estes announced they would abstain from discussion on the item and voting due to a potential conflict, or at least the potential perception of a conflict.

After discussion the board had a consensus ranking as follows: Ability and adequacy of personnel (25) Matthews 20 and Yuro 25, consultant's past performances (25) Matthews 20, Yuro 20, geographic location (20) Matthews 20, Yuro 20, willingness to meet time and budget requirements (15) Matthews 15, Yuro 15, certified minority business enterprise (5) 0 for both, recent current, and projected workloads (5) Matthews 5 and Yuro 5, volume of work previously awarded to consultant by district (5) 0 for both. Total for Matthews 80. total for Yuro is 85.

On MOTION by Mr. Clarke seconded by Mr. Pollicino with three in favor with Mr. Harrah and Ms. Estes abstained from voting due to a potential conflict of interest, Yuro was ranked no. 1 with 85 points and Matthews DCCM was ranked no. 2 with 80 points.

On MOTION by Mr. Pollicino seconded by Mr. Clarke with three in favor and Mr. Harrah and Ms. Estes abstained from voting due to a potential conflict of interest, staff was authorized to enter into negotiations with the no. 1 ranked firm and if negotiations are

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unsuccessful then negotiate with the no. 2 rank firm and the chair was authorized to execute the agreement.

SIXTH ORDER OF BUSINESS**Discussion of Borland Groover Construction
Impact on Landscape and Irrigation**

Mr. Laughlin stated we have had a final sit down with staff, Yellowstone and Borland Groover and they agreed on the proposals and conditions. They will pay Yellowstone directly. I'm waiting to get written confirmation that they will make those payments directly. On Thursday they are digging the turn lane and median, they struck a wire and JEA had to come out to fix it and they tore up all the grass. We have confirmation from them that they will resod that area once the work is done for the turn lane.

Mr. Harrah stated make sure we have a good paper trail as to who is paying what.

Mr. Laughlin stated we have some email chains going now. I followed up with them again today.

Ms. Alfano stated we have been dealing with this off and on for quite some time. I would like to give a shout out to Jack Thompson, irrigation manager for Yellowstone. He was very pivotal in installing all this irrigation and he was here when the original irrigation was installed. I was impressed in all the meetings that we attended including the one with Supervisor Estes the fact that he wouldn't settle for anything being put in the roadway that would be subject to trucks and weight and things like that. His plan is to make sure that we are protected in the future and I think his expertise in everything we have gone through is going to save the district a lot more in the long run.

SEVENTH ORDER OF BUSINESS**Discussion of Landscape on Veterans
Parkway**

Mr. Laughlin stated last month some residents made comments about the traffic and trees. Supervisor Estes did provide some plans and Zach did get a proposal, which is in his report. There was an option of the Japanese Blueberry Tree and Red Cedar Tree.

Mr. Davidson stated this also included removal of six trees in that area. There are some birch trees that are not doing well along with a couple olive trees that are included in both proposals. They will be 30-gallons, we want to start with 7-foot tall. We have marked in red where we would like to put them, set back between the trees that are already there and that will close that gap.

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Ms. Alfano stated red cedar is very different than any current landscape material. Blueberry is very susceptible to deer.

A resident stated the noise is from the roadway is bad.

Mr. Harrah stated besides putting a noise barrier wall, you are dampening noise you are not removing noise.

Mr. Pollicino stated let's start with this and we can always address it later.

Mr. Sanders stated you could put viburnum in and it would act like a hedge.

Mr. Harrah stated let's put in a couple more toward the wood line, what about a not to exceed so you don't have to come back.

On MOTION by Mr. Pollicino seconded by Ms. Estes with all in favor staff was authorized to put in blueberry trees as a buffer on Veterans Parkway in an amount not to exceed \$7,500.

Mr. Clarke stated the intent is to have Zach and/or the engineer go out and say the best place to put these for noise dampening and make sure the residents agree versus just deciding to put them where we have it now.

EIGHTH ORDER OF BUSINESS

Discussion of Age Restriction for Amenities

Mr. Laughlin stated we have been discussing the age restrictions for the gym, we spoke with the insurance company and there is no effect on the premium. They did say there was an increased risk and they recommended looking at the recommended age for the different equipment and try to stay with that.

Ms. Alfano stated we did check into the equipment, and we are good to go with the 15 years old age with all the manufacturers. We propose changing the gym age to be consistent with the pool thus allowing residents to use the gym and/or the pool unaccompanied by an adult at the age of 15 years old. This new pass would not include the ability for the 15-year-old to bring a guest to the gym. However, if there were two 15-year-olds that each had a pass, they could go to the gym together. The fitness 15 pass can only be obtained after the completion of a gym orientation. This orientation initially would be available during posted hours so a manager or properly trained staff member could administer. The orientation would require the 15-year-old resident and a parent or guardian to attend. We will review in detail the rules of the gym, hours,

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code of conduct, it will also outline in detail the consequences should any of the policies not be adhered to. Our recommendation would be the three-strike policy, which could revoke their privilege. Both the 15-year-old and parent would sign that contract together and we would move forward from there. The orientation does not include any specific instruction related to proper equipment use. That is not our job. We are also asking permission to have district counsel review the application and waiver prior to execution.

That is the proposal, and we have other points we want the board to consider. The first six to eight weeks of any calendar year are historically the busiest in the gym. Due to that fact we are proposing a February 15th start date. Prior to permanent implementation we would like to propose this as a trial basis for six months. An application fee would be \$25 and would include the application, orientation, and a new fitness fifteen card.

Mr. Laughlin stated we can have the policy change on the next agenda and you can approve that in January to take effect February 15th.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the age of amenity usage was lowered to 15 with a start date of February 15, 2024 through August 15, 2024, subject to the waiver and orientation completion.

NINTH ORDER OF BUSINESS

Staff Reports

A. Landscape Maintenance Team - Report

Mr. Sanders reviewed the December landscape update, copy of which was included in the agenda package.

B. District Counsel

Ms. John stated the board of county commissioners will consider the interlocal agreement for the water meter on February 6th.

Mike Eckert recently circulated a memorandum on the sale of impact fee credits and if you have any questions, I will be happy to answer them or bring them back to Mike for response.

Mr. Harrah stated put that on January's agenda.

C. District Engineer

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There being none, the next item followed.

D. District Manager

There being none, the next item followed.

E. General Manager - Report

Ms. Alfano reviewed the general Manager's report, copy of which was included in the agenda package and the board discussed bringing to the January meeting a list of capital improvements for discussion and conducting a neighborhood survey.

On MOTION by Mr. Clarke seconded by Ms. Estes with all in favor Mr. Clarke was authorized to work with staff on the survey form for the January meeting.

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 and presented a proposal to repair the drain box at 110 Fernbrook in the amount of \$11,500.

Mr. Harrah stated unless this is urgent, I would like our new engineer to take a look at it and give his opinion on the repair.

Mr. Davidson stated I have been working with three homeowners in that area and with the amount of rain from this last storm, fences might be lost, and I have to go over there tomorrow. We have been dealing with this since October.

Ms. Alfano stated Zach did work with George on this issue.

On MOTION by Mr. Clarke seconded by Ms. Hall with all in favor staff was authorized to have the drain box at 110 Fernbrook repaired in an amount not to exceed \$11,500.

Mr. Davidson stated we had our preventative maintenance on the north amenity AC unit and there is leak in the evaporator coil and due to the age of this unit the recommendation is to replace it.

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On MOTION by Mr. Pollicino seconded by Ms. Estes with all in favor staff was authorized to replace the AC unit at the north amenity center in an amount not to exceed \$11,000.

Mr. Davidson outlined a problem with the oak trees at the south amenity center.

On MOTION by Ms. Hall seconded by Mr. Pollicino with all in favor staff was authorized to have the oak trees at the south amenity center treated in an amount not to exceed \$3,000.

G. Amenity Manager – Report

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

TENTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

A resident stated I back up to 110 Fernbrook. Zach has been awesome. I’m trying to get a better understanding of the repair. How long does the foam last? What is the cost to replace the drain versus the foam for a more permanent solution?

Mr. Davidson stated it should be very long-term resolution for the area. I did not get a number on replacement.

A resident stated the hole is getting bigger and may need more than dirt to backfill it.

Mr. Yuro stated I’m happy to take a look at it.

ELEVENTH ORDER OF BUSINESS

Next Scheduled Meeting – January 22, 2024 @ 6:00 p.m. at the Durbin South Amenity Center

Mr. Laughlin stated the next meeting is scheduled for January 22, 2024 at 6:00 p.m. in the same location.

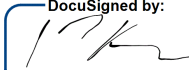
On MOTION by Ms. Hall seconded by Mr. Harrah with all in favor the meeting adjourned at 8:13 p.m.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman