

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, August 26, 2024 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
Mike Yuro	District Engineer
Dan Fagen	Vesta/Amenity Services Group
Sue O’Lear	Vesta/Amenity Services Group
Kristen “Kiki” Jimenez	Vesta/Amenity Services Group
Zach Davidson	Vesta/Amenity Services Group
Blake Dougherty	Yellowstone
Richard Craig	Yellowstone
Several Residents	

The following is a summary of the discussions and actions taken at the August 26, 2024 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.

August 26, 2024

Durbin Crossing CDD

THIRD ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Minutes of the July 22, 2024 Meeting**
- B. Financial Statements**
- 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.

The next item taken out of order.

SIXTH ORDER OF BUSINESS

Public Hearing for the Purpose of Adopting the Fiscal Year 2025 Budget

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

Mr. Laughlin stated when we approved the budget that set the high water mark and we can come down from that but cannot increase it at the public hearing. A 3.6% increase is being proposed and it goes by different lot sizes. The biggest lot the 83-Foot has a \$59 increase per year, the 43-foot lot has a \$32 increase per year and the townhomes have a \$24 increase per year. Most of the increase is contractual or inflationary and we had some decrease based on trends we have been using. The biggest increase was an increase to the capital reserve funding.

Mr. Parker stated I assume I would see the sharing money under miscellaneous income but I didn't see an amount that was charged for events is in there. How is the sharing done?

Mr. Pollicino stated the \$30,000 is the money we give to Vesta for planning events, parties. That is the revenue generated from the events that are planned throughout the fiscal year.

Mr. Laughlin stated that is also access card fees, rental fees, insurance claims and recreational program rates.

Mr. Parker stated I don't see sharing in there.

August 26, 2024

Durbin Crossing CDD

Mr. Laughlin stated we don't have it individually it is one lump sum. They send backup to show where those revenues come from.

Mr. Fagen stated if it is actuals going back this year we provide a breakdown with the quarterly check. That is easily provided. Let me clarify, it is not on events in which the district charges a fee to the residents to help subsidize the special event fund. It is more like swim lessons, Zumba and that kind of thing.

Mr. Harrah stated we can expand the interest income definition and narrative and the projected Vesta earnings for the fiscal year.

A resident asked where does the interest income come from?

Mr. Laughlin stated we have a trust account where the money sits and generates interest and we have the capital reserve fund sits in a State Board of Administration account, which gains interest as well.

A resident asked is there any increase in interest income that could offset the increase to the residents, such that without that it would have been a larger increase?

Mr. Laughlin stated the interest is always hard when we do the budget. It is just recently that we have gotten bigger returns. Yes, it helps offset.

A resident stated the increase in capital reserve from \$100,000 to \$221,000. Is that related to the pool?

Mr. Laughlin stated no. We have a capital reserve study that takes all the assets and tells you when you can expect certain things to be replaced. Each year they have a beginning balance, their recommended contribution to stay ahead of these things and that is the amount in the reserve study.

Ms. Hall asked when was the last capital reserve study?

Mr. Laughlin stated 2022.

Ms. Hall stated that number might be low.

Mr. Laughlin stated I found very few things that were under, that being one and seal coating. I think they had a lot of things that were over.

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

August 26, 2024

Durbin Crossing CDD

A. Consideration of Resolution 2024-05 Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2025

On MOTION by Ms. Estes seconded by Mr. Harrah with all in favor Resolution 2024-05 was approved.

B. Consideration of Resolution 2024-06 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2025

Mr. Laughlin stated next is the public hearing to consider imposing the special assessments.

These are the funds the district needs and we will certify the assessment roll to the county and that is what they use to assess the properties.

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

There being no comments or questions, the board took the following action.

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

On MOTION by Ms. Estes seconded by Mr. Harrah with all in favor Resolution 2024-06 was approved.

FIFTH ORDER OF BUSINESS

Discussion of Pickleball Courts

Mr. Davidson stated I have a sketch of what it would look like if we converted one tennis court to pickleball and I asked for proposals from two fence vendors.

Ms. Hall stated you cannot fit more than two when you convert a tennis court to pickleball. A couple things you have to consider. I talked to the tennis pro and he said if we did that the ladies league would not be able to play matches here anymore., but it's a very small percentage of people. You can probably fit more with pickleball. As a representative of the community I look at the big picture and how many people will benefit from the change and I think more people will benefit from the change than the small percentage of players in the ladies tennis league. I don't think that two ultimately will be enough. You can spend additional money to get more but that would be not fitting the immediate need. The next option is to knock two out and you can fit n much more. If

August 26, 2024

Durbin Crossing CDD

you knock out the two side by side you can fit at least six, possibly eight. Then you have two courts here and two courts there. But we have a big tennis community so long term I'm thinking it would be nice to build one more tennis court at north next to the basketball court so we don't have to build additional bathrooms like the original plan. It won't impact parking at north because it is only two more people but this solves the immediate need but if we want to think long term we are going to have to build at least one more tennis court or four more pickleball courts. I don't think two are going to be enough.

Mr. Pollicino stated in the short term we can convert one and assess needs and capacity and if it grows we get more community support and we can look at budgets.

Ms. Hall stated I agree. As much as I would like to do it in the far right corner, we need to do it in the far left corner because people need a place to stand. It would be closer to the sidewalk and pavilion so people can set up and wait.

Mr. Harrah moved to approve a not to exceed \$10,000 for installation of pickleball courts in the south far left back corner and after further discussion Mr. Harrah withdrew the motion.

On MOTION by Mr. Harrah seconded by Ms. Estes with all in favor staff was authorized to contract with Court Surfaces to resurface six tennis courts, basketball courts, convert one tennis court to two pickleball courts in an amount not to exceed \$110,000 subject to final approval by the chair.

Mr. Eckert stated one thing to keep in mind if we are saving a lot of money on the fence to separate pickleball courts, then I agree it is worth doing. But if the savings are not great, \$500, I would recommend against hiring a separate fence contractor to avoid vendors pointing fingers at each other if there is a problem; don't make that trade. The Board agreed with this advice.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Landscape Maintenance Team

1. Report

A copy of the landscape maintenance report was included in the agenda package.

August 26, 2024

Durbin Crossing CDD

2. Proposals for Roundabout Enhancements

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the proposal for sod for phase 3 in the amount of \$177,959.12 was approved.

On MOTION by Ms. Estes seconded by Mr. Pollicino with all in favor the proposal for Option 2 for the roundabout enhancements in the amount of \$12,653.24 was approved.

B. District Counsel – Memorandum Regarding Ethics Training

Mr. Eckert stated just a reminder to the board about your ethics training if you haven't done it already. You need to complete it by December 21, 2024 and report it on your form 1 in 2025.

C. District Engineer

Mr. Yuro stated the sidewalk project is complete and it came out well.

D. District Manager

1. Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2025

On MOTION by Mr. Harrah seconded by Ms. Hall with all in favor the fiscal year 2025 meeting schedule was approved.

2. Consideration of Adopting Goals and Objectives for Fiscal Year 2025

Mr. Laughlin stated this is something new and has to be adopted by October 1st.

On MOTION by Ms. Estes seconded by Ms. Hall with all in favor the goals and objectives were approved.

Mr. Laughlin stated I did go through the reserve study and Zach did as well. Zach emailed me his main concern was the amount they allotted for pool motors and the most recent one they had was \$3,600.

August 26, 2024

Durbin Crossing CDD

Mr. Davidson stated that price is pool pumps, motors and filters and that price will just cover grids, any motors that need repair that will not be enough. We had to replace one at the north two years ago and it was almost \$9,000. We have three motors here. I will have someone come out and look at them before I pull the trigger.

E. General Manager - Report

Ms. O’Lear reviewed the general manager’s report, copy of which was included in the agenda package and gave an overview of the status of the action items.

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.

Mr. Harrah requested that a response be made by someone within three days upon receipt of an issue reported on the app.

G. Amenity Manager – Report

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

EIGHTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

Ms. Hall stated I pulled up a color scheme on my phone for the pickleball court and you can do green on the outside, blue on the inside. If you wanted to do two courts, I have seen roll out courts and you can push it up against the fence when not in use.

Mr. Rostvold stated I have an encroachment issue I have been working on and I missed the last meeting. My concern is the easement is basically for drainage, access and utilities. As far as the removal, sections 4 and 11, reads to me basically for any reason so the CDD can request removal or terminate the agreement. I didn’t know if we could incorporate language that would indicate it is for the purposes of the easement.

Mr. Eckert stated if what you are asking for is we have a right to say to remove it and what you are saying is we can’t exceed our easement rights and ask you to remove it. We can’t ask you to remove it because we want to build a haunted house. That is not an issue. For that particular

August 26, 2024

Durbin Crossing CDD

provision that you are asking for, to make sure we are not going to ask you to remove it for something that isn't a permitted use of the easement, that is fine.

Mr. Harrah asked has that been approved before?

Mr. Eckert stated you probably authorized it and told me to work on it.

On MOTION by Mr. Harrah seconded by Ms. Estes with all in favor the easement encroachment for 124 Staplehurst Drive was approved subject to final review by district counsel and the chair.

NINTH ORDER OF BUSINESS

**Next Scheduled Meeting – September 23, 2024
@ 6:00 p.m. at the Durbin South Amenity
Center**

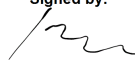
Mr. Laughlin stated the next scheduled meeting will be held September 23, 2024 at 6:00 p.m. in the same location.

On MOTION by Mr. Harrah seconded by Ms. Hall with all in favor the meeting adjourned at 7:43 p.m.

Signed by:

A38999D0EDC14E4

Secretary/Assistant Secretary

Signed by:

654632A5651D43E...

Chairman/Vice Chairman