

*Durbin Crossing Community  
Development District*

*MARCH 24, 2025*

# *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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March 17, 2025

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, March 24, 2025 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. Attorney-Client Session (Closed to the Public)
- IV. Audience Comments
- V. Review of Action Items
- VI. Approval of Consent Agenda
  - A. Minutes of the February 24, 2025 Meeting
  - B. Financial Statements
  - C. Assessment Receipts Schedule
  - D. Check Register
- VII. Staff Reports
  - A. Landscape & Irrigation Maintenance Team
    1. Report
    2. Pricing for Years 4 and 5

3. North Durbin Sod Project
  - B. District Counsel
  - C. District Engineer
  - D. District Manager
  - E. General Manager - Report
  - F. Operations Manager - Report
  - G. Amenity Manager
    1. Report
    2. Survey Results
- VIII. Ratification of the Engagement Letter with Berger Toombs Elam Gaines & Frank for the Fiscal Year 2024 Audit
- IX. Discussion of FY26 Budget and Wish List Items
- X. Supervisors' Request and Audience Comments
- XI. Review of Action Items
- XII. Next Scheduled Meeting – April 28, 2025 at 6:00 p.m. at the Durbin South Amenity Center
- XIII. 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

*FIFTH ORDER OF BUSINESS*

## Durbin Crossing Action Items

Item	Date	Responsibility	Status	Description	Resolution
Capital Reserve Study Review	7/22/24	Daniel Laughlin/ Sue O'lear	Complete	Review reserve study to confirm prices are accurate with actual current costs	Staff reviewed the capital reserve study. While some items appear to be under current costs, there are other items that are projected higher than current costs. Overall, the annual contributions recommended are still accurate for planning purposes
Patriot Oaks Crosswalk Project	6/24/24	Mike Yuro/Zach Davidson	Complete	Oversee extension of sidewalk at the crosswalk for Patriot Oaks.	Project completed to add additional sidewalk space for kids waiting to use the crosswalk
Streetlight Inspection	8/26/24	Zach Davidson	Complete	Inspect streetlights at night and report any that are out.	Streetlights were inspected. Any lights that were out were reported to JEA
Report a Concern	8/26/24	Sue O'lear	Complete	Create a dedicated email account for the "report a concern" link so Zach isn't the only one that receives them. This will allow quicker response when he is busy or out.	An email account was created for receive messages from the "report a concern" link so Onsite staff can see reports even when Operations Manager is not onsite
Community Greenspace Signage		Sue O'lear/Karen Haber	Complete	Work on signage to install at "pocket park" green spaces throughout community to notify residents that organized sports are not authorized in those areas.	
Pickleball	9/23/24	Zach Davidson	Complete	From resident comment at meeting; Zach will speak to pickleball vendor about reconfiguring the pickleball lines at North, choosing better colors for visibility, and adding movable pickleball nets. Look into difference between re-stripping four pickleball courts vs re-stripping two courts and purchasing four rolling pickleball nets. Research pickleball paddle rack and signage. Create plan for implementation of a reservation system and necessary policy additions.	Proposals were approved to fully convert one (1) tennis court into two (2) pickleball courts at South Amenity Center. At North amenity center both tennis courts are being striped for pickleball to play both tennis and pickleball.
Adult Events	9/23/24	Kiki Jimenez/Sue O'lear	Complete	Work with Counsel to determine if/how alcohol can be served at certain events. Continue working with Daniel/Insurance and Counsel.	Staff gathered information from Counsel and the District Insurance company on ways the District can have events with alcohol
Muscovy Ducks	9/23/24	Zach Davidson/Sue O'lear	Complete	Zach is meeting with QuickCatch regarding relocation of ducks. Chair was authorized to approve expenditure NTE \$5,000. Staff to send message to residents.	Zach met with QuickCatch and received proposals to trap and relocate Muscovy Ducks which is being presented at the 12/3/24 CDD meeting.
Send E-Blast Regarding Muscovy Ducks	10/28/24	Sue O'lear	Complete	Send e-blast to residents letting them know the Board will be discussing the option of hiring a trapper to remove Muscovy ducks from the area	Staff sent e-blast to the community regarding the Muscovy Ducks in the community
Trash Can Replacement	9/23/24	Sue O'lear	Complete	Look into options for new trash receptacles.	The Board approved proposal for six (6) trash cans from Belson Outdoors
Mulch	9/23/24	Zach Davidson	Complete	Begin Fall mulch project. Ensure ample amount is placed per the conversation with the project last year.	Mulch application was completed by Yellowstone
Pickleball/Tennis Benches	9/23/24	Zach Davidson	Complete	Gather proposals to replace benches in the area.	The Board approved proposal for seven (7) benches and six (6) trashcans in the amount of \$12,228.50
Shade Structure South Playground	7/22/24	Zach Davidson	Complete	Get proposals for shade structure for South Playground.	Proposal was approved at 12/3/24 Board meeting NTE \$35,000

Tennis & Basketball Court Resurfacing	8/26/24	Zach Davidson	Complete	Oversee the resurfacing of the basketball and tennis courts. One tennis court to be converted into two pickleball courts. Zach will look into fence portion and discussion color/stripping at next meeting as well as provide warranty info.	Proposals were approved to fully convert one (1) tennis court into two (2) pickleball courts at South Amenity Center. At North amenity center both tennis courts are being striped for pickleball to play both tennis and pickleball.
Access Card System Upgrade	8/26/24	Sue O'lear	Complete	Look into options/costs to upgrade the current access card system. Consider systems that have phone scan capabilities.	Board approved Proposal from Dynamic Security for Aurora Management software for access control system NTE \$40,000
Pond Aeration	9/23/24	Zach Davidson	Complete	Work with Solitude to revisit the possible need for aeration in Pond 48.	The Board approved proposal for fish to help with pond issues
Gym Age Policy	9/23/24	Sue O'lear	Complete	Look into Fitness 15 policy success: How many registrants, any problems, any information on whether to allow 14 year olds. Follow up with resident on current policy regarding whether the 18 year old that goes to the gym with them has to be in her household or just a resident.	The Board approved 6 month trial of "Fitness 14". Will bring results back to the June meeting
Traffic Study Results Patriot Oaks	10/28/24	Mike Yuro/Zach Davidson	Complete	Get results of traffic study from the County.	Engineer contacted the County and was told this was a normal annual traffic study
Midge Fly Treatment	10/28/24	Zach Davidson	Complete	Look into options to remedy midge fly problems (are there fish that would help keep them under control)	The Board approved proposal from Solitude to stock pond 48 with 300 bluegill and 300 redear sunfish which eat midge fly larvae in the amount of \$3,140
Sod Phase III	8/26/24	Zach Davidson/Sue O'lear	Complete	Sod project was approved. Monitor Yellowstone to make sure everything is on track. Staff to create communications to residents regarding the project.	Sod project completed
Look Into Access Point for JEA Powerline Tract	10/28/24	Zach Davidson/Daniel Laughlin/Mike Eckert	Complete	Determine if the District is able to block off access points to prevent vehicles from entering the tract. Is the District able to put up a fence? Will a picture of a vehicle and license plate be enough to trespass	Counsel updated the Board on options. It was determined no action would be taken at this time to add fencing. Will continue to monitor
Tennis/Pickleball Court Reservation System	12/3/24	Sue O'lear	Complete	Look into reservation system for tennis/pickleball courts	Staff updated Board on options. After discussion and input from residents, the District will continue to monitor and paddle racks will be used to get into the line for court usage
Signs for Green Space	1/27/25	Sue O'lear	Complete	Add signage to green spaces in community to notify residents that organized sports cannot be held in those areas	Signs have been installed in the Green Spaces throughout the Community
Send E-Blast Regarding Trespassing on JEA Tract	1/27/25	Sue O'lear	Complete	Send e-blast to residents notifying them of issues of vehicles driving on the JEA tract and that it is trespassing. Police will be called	E-Blast was sent to the Community

Petition County Regarding Updating Signs at Round-A-Bout (N Durbin & Sanctuary)	1/27/25	Mike Yuro	Complete	Engineer to contact County about outdated signage at round-a-bout and request new signs be installed that follow current code	County has sent employees to inspect the area. They will be updating the signage and adding other safety updates
Send Survey to Residents for Potential Future Improvements for the Community	1/27/25	Sue O'lear	Complete	Staff to send eblast to resident requesting input on potential capital projects for the upcoming fiscal year. The top three requests will be considered	Survey was sent. This will continue to be monitored for optimal participation
Tennis	9/23/24	Sue O'lear	Complete	Gather information on usage of tennis court to help plan next phase of pickleball conversions.	The current system appears to be working. Staff will continue to monitor
Post Age Policy	9/23/24	Sue O'lear	Complete	Create table of age policy summary for amenity usage and post in high visibility areas.	Posted
Write Letter to Commissioner Regarding Traffic Concerns	12/3/24	Daniel Laughlin	In Progress	Draft letter to County Commissioner regarding traffic concerns at Longleaf and Islesbrook as well as Tollerton. Request response in 90 days.	Letter was drafted and sent to Commissioner ; Continuing to monitor
"Wish List" Projects	9/23/24	Zach Davidson/Sue O'lear	In Progress	Begin planning for most needed projects/ enhancements/ replacements for next fiscal year. Recommendations will be presented at the February 2025 meeting.	
Gym Audit	9/23/24	Sue O'lear	In Progress	Perform audit of all gym equipment and present recommendations to the Board on any necessary replacements in October when quotes for Cable Crossover are presented.	
Pool Usage Age Limit	12/3/24	Sue O'lear	In Progress	Gather information on Communities that allow ages 14 and up to access the pool without adult supervision	
Landscape Pricing for Years 4 & 5	2/24/25	Zach Davidson	In Progress	Staff to get pricing from Yellowstone for years 4 & 5 of the contract	
Continue to Follow up With the County Regarding Round-A-Bout at North Durbin & Sanctuary	2/24/25	Mike Yuro	In Progress	Engineer to follow up with County for updates on their plans for the round-a-bout at North Durbin & Sanctuary	
Follow Up with County on Park Improvements in the Area	2/24/25	Daniel Laughlin	In Progress	Get status/update from the County regarding their park projects in the area	
Continue to Contact JEA to Replace Out Streetlights	2/24/25	Zach Davidson	In Progress	Continue to monitor/put in tickets to replace out streetlights in the community.	
Monitor Trespass Signage at JEA Easement ; Draft Letter to Sheriff Hardick	2/24/25	Zach Davidson	In Progress	Monitor No Trespassing signed at JEA Easement for 3-4 months.	
Draft Letter to Sheriff Hardick regarding Trespassing	2/24/25	Daniel Laughlin	In Progress	Draft Letter to Sheriff Hardick regarding trespassing issue at the JEA tract	



*SIXTH 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, February 24, 2025 at 6:00 p.m. at the Durbin South Amenity Center, 145 South Durbin Parkway, St. Johns, Florida.

Present and constituting a quorum were:

Peter E. Pollicino	Chairman
Shalene B. Estes	Vice Chair
Sarah Gabel Hall	Supervisor
Jason Harrah	Supervisor
Shawna Berden	Supervisor

Also present were:

Daniel Laughlin	District Manager
Mike Eckert	District Counsel
Mike Yuro	District Engineer
Sue O’Lear	Vesta/Amenity Services Group
Kristen “Kiki” Jimenez	Vesta/Amenity Services Group
Zach Davidson	Vesta/Amenity Services Group
Jason Davidson	Vesta/Amenity Services Group
Garrett Cannady	Yellowstone
Lauren Jordan	President, Dolphins Swim Team

The following is a summary of the discussions and actions taken at the February 24, 2025 meeting.

**FIRST ORDER OF BUSINESS**

**Pledge of Allegiance**

Mr. Laughlin called the meeting to order at 6:03 p.m. and led the pledge of allegiance.

**SECOND ORDER OF BUSINESS**

**Roll Call**

Mr. Laughlin called the roll.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Discussion of Upcoming Dolphins Swim Team Season**

Ms. O’Lear stated we began the conversation at the last meeting, I met with the Dolphins new president and had some points we discussed in terms of staffing lifeguards and that is one of the reasons I was asked to invite her to come this month. We will talk about lifeguards, but she also has an ask about the possibility of bringing the Chick-fil-A truck on Monday nights.

Ms. Jordan stated most of the other communities do not have lifeguards and the other thing was supervision. Our swim meets are very well supervised with coaches, junior coaches, officials, volunteers and they are all trained to monitor swimmers. Typically, our meets are very small, there is a controlled environment, only six children in the pool at one time and no one else is swimming. We have a proven safety record.

Mr. Pollicino asked what did we do last year?

Ms. O’Lear stated we did not provide a lifeguard. It was still in the agreement, but the previous president let me know it was not something that was enforced so I did not enforce it and swim practices were underway when I came on.

After the board, staff and Ms. Jordan discussed the cost of lifeguards, liability, being named additional insured on the insurance policy, swim at your own risk, having a fundraiser and the board took the following action.

On MOTION by Mr. Harrah seconded by Ms. Berden with all in favor the chairman was authorized to work with district counsel for an agreement with Dolphins Swim Team season regarding lifeguard requirement for swim meets and change requirements for supervision from 13 to 15 years old.

**FIFTH ORDER OF BUSINESS**

**Review of Action Items**

Mr. Laughlin reviewed the items remaining on the action items list, copy of which was included in the agenda package.

**SIXTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Minutes of the January 27, 2025 Meeting**

**B. Financial Statements**

**C. Assessment Receipt Schedule**

**D. Check Register**

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

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Landscape Maintenance Team - Report**

Mr. Cannady gave an overview of the landscape update for February 2025, copy of which was included in the agenda package.

The board and staff discussed the items on the “wish list” for landscape and irrigation improvements and upgrades.

**B. District Counsel – Request for Attorney-Client Session for Epic Litigation**

Mr. Eckert stated we recently prepared a resolution declaring surplus property such as holiday decorations and lights and things like that. It gives staff the authority to dispose of those items. I think the garage sale is before your next meeting and that is why we needed to handle this today.

On MOTION by Ms. Estes seconded by Mr. Harrah with all in favor Resolution 2025-03 was approved.

The second item is on behalf of Matt Davis I need to request an attorney/client session for the Epic litigation. We have a mediation scheduled for April 24, 2025 and in preparation for mediation Mr. Davis and I need advice concerning strategies concerning litigation expenses and settlement discussions. That meeting will be held in accordance with section 286.0118, Florida Statutes and rule 1.3(13) of the district’s rules of procedure. We will be asking to hold that at our March 24<sup>th</sup> meeting and the attorney/client session is expected to last approximately 30 minutes. The district is required to give reasonable public notice of the time and date of the attorney/client session and the names of those that are going to attend the session, which will be published in the newspaper of local circulation. The expected attendees include: Peter Pollicino, Shalene Estes,

Sarah Gabel Hall, Shawna Berden, Jason Harrah, Daniel Laughlin, Michael Eckert, Matthew Davis and a court reporter. No other staff members are permitted to attend that attorney/client session.

On MOTION by Ms. Hall seconded by Mr. Pollicino with all in favor an attorney client session on the Epic Pools litigation was scheduled for the March 24, 2025 meeting.

**C. District Engineer**

Mr. Yuro stated my office met with Zach at 110 Fernbrook and he has a proposal for you to consider. The repair approach seems appropriate to me rather than digging it all up, they will inject a grout around it and seal it.

The other update was about the visibility of the roundabout. Daniel had a conversation with the county after the last meeting and I followed up with the county traffic engineer. They are planning to phase all the signs out from the yield signs, chevron arrow signs at each location as well as the roundabout ahead signs. They are going to add additional yield signs in the median on North Durbin Parkway and the signs are in production and hope to have them installed by June 1<sup>st</sup>. Lighting for the roundabout is currently being proposed for budgeting for next year. Whether funding is available will determine whether the lighting will be installed. If budgeting for lighting is provided in next year's budget it could be installed as early as August 2026.

**D. District Manager**

There being none, the next item followed.

**E. General Manager - Report**

Ms. O'Lear updated the board on staffing and stated we will send the survey back out with the Friday eblast.

**F. Operations Manager - Report**

Mr. Davidson gave an overview of the field operation manager's report and presented the proposals for playground mulch and the storm drain repair.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the purchase of playground mulch in an amount not to exceed \$7,130 for the north amenity center was approved.

On MOTION by Mr. Harrah seconded by Ms. Estes with all in favor the proposal to repair the storm drain box at 110 Fernbrook in the amount of \$8,575 was approved.

**G. Amenity Manager – Report**

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

**EIGHTH ORDER OF BUSINESS**

**Selection of Audit Committee**

On MOTION by Mr. Pollicino seconded by Ms. Hall with all in favor the board members were appointed to serve as the audit committee.

**NINTH ORDER OF BUSINESS**

**Discussion of FY26 Wish List Items**

A copy of the wish list items was included in the agenda package.

**TENTH ORDER OF BUSINESS**

**Supervisor’s Requests and Audience Comments**

A resident asked as far as trespassing, am I considered an authorized representative to the CDD to even call and ask for a trespass?

Mr. Eckert stated you are not considered an authorized representative of the CDD like a staff member is, but you can call the police as a property owner and do that. The manager can also provide phone numbers of District staff members who do have trespassing authority.

**ELEVENTH ORDER OF BUSINESS**

**Review of Action Items**

Mr. Laughlin stated I will go through what we discussed tonight. I will re-add the traffic study on Longleaf, Tollerton, landscape pricing for year four and five, continue to follow-up on North Durbin and Sanctuary roundabout, continue to contact JEA about the streetlights, follow-up with the county on the park improvements, monitor the trespass signage for 3 – 4 months on the JEA tract and draft a letter Sheriff Hardwick on the trespassing issue.

**TWELFTH ORDER OF BUSINESS**

**Next Scheduled Meeting – March 24, 2025 at  
6:00 p.m. at the Durbin South Amenity Center**

Mr. Laughlin stated the next meeting will be held March 24, 2025 at 6:00 p.m. in the same location.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the meeting adjourned at 7:15 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***  
***February 28, 2025***



**Durbin Crossing**  
**Community Development District**  
**Combined Balance Sheet**  
**February 28, 2025**

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Reserve Fund</i>	<i>Totals Governmental Funds</i>
<b>Assets:</b>				
<b>Cash:</b>				
Operating Account	\$ 206,478	\$ -	\$ 59,091	\$ 265,570
Due from Other	1,139	-	-	1,139
<b>Investments:</b>				
State Board of Administration (SBA)	2,628	-	1,038,096	1,040,725
Custody	1,756,407	-	1,752	1,758,159
<b>Series 2017A1</b>				
Reserve	-	1,343,722	-	1,343,722
Revenue	-	3,489,097	-	3,489,097
Prepayment	-	2,410	-	2,410
<b>Series 2017A2 Term Bond 1</b>				
Reserve	-	132,938	-	132,938
Prepayment	-	4,506	-	4,506
<b>Series 2017A2 Term Bond 2</b>				
Reserve	-	40,000	-	40,000
Prepayment	-	11,243	-	11,243
Deposits	200	-	-	200
<b>Total Assets</b>	<b>\$ 1,966,852</b>	<b>\$ 5,023,916</b>	<b>\$ 1,098,940</b>	<b>\$ 8,089,708</b>
<b>Liabilities:</b>				
Accounts Payable	\$ 29,244	\$ -	\$ 8,800	\$ 38,044
<b>Total Liabilities</b>	<b>\$ 29,244</b>	<b>\$ -</b>	<b>\$ 8,800</b>	<b>\$ 38,044</b>
<b>Fund Balance:</b>				
Nonspendable:				
Deposits	\$ 200	\$ -	\$ -	\$ 200
Restricted for:				
Debt Service - Series	-	5,023,916	-	5,023,916
Assigned for:				
Capital Reserve Fund	-	-	1,090,140	1,090,140
Unassigned	1,937,409	-	-	1,937,409
<b>Total Fund Balances</b>	<b>\$ 1,937,609</b>	<b>\$ 5,023,916</b>	<b>\$ 1,090,140</b>	<b>\$ 8,051,664</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 1,966,852</b>	<b>\$ 5,023,916</b>	<b>\$ 1,098,940</b>	<b>\$ 8,089,708</b>

**Durbin Crossing**  
**Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending February 28, 2025**

	Adopted Budget	Prorated Budget Thru 02/28/25	Actual Thru 02/28/25	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 2,681,509	\$ 2,615,534	\$ 2,615,534	\$ -
Interest Income	45,000	18,750	5,100	(13,650)
Other Revenues	30,000	12,500	13,724	1,224
<b>Total Revenues</b>	<b>\$ 2,756,509</b>	<b>\$ 2,646,784</b>	<b>\$ 2,634,358</b>	<b>\$ (12,426)</b>

**Expenditures:**

**General & Administrative:**

Supervisor Fees	\$ 12,000	\$ 5,000	\$ 4,000	\$ 1,000
FICA Taxes	918	383	306	77
Assessment Roll Administration	5,459	5,459	5,459	-
Engineering Fees	13,000	5,417	5,780	(363)
Dissemination Fees	7,860	3,275	3,475	(200)
Attorney Fees	50,000	20,833	27,397	(6,564)
Annual Audit	4,500	-	-	-
Trustee Fees	10,800	4,500	5,000	(500)
Arbitrage	1,200	500	-	500
Impact Fee Administration	16,377	6,824	6,824	-
Management Fees	56,035	23,348	23,348	0
Information Technology	1,638	682	683	(0)
Website Maintenance	1,092	455	455	(0)
Telephone	800	333	61	272
Postage	3,000	1,250	1,121	129
Printing & Binding	2,300	958	1,315	(357)
Insurance General Liability	9,461	9,461	8,488	973
Legal Advertising	2,000	833	343	491
Other Current Charges	500	208	416	(208)
Office Supplies	150	63	5	58
Dues, Licenses & Subscriptions	175	175	175	-
<b>Total General &amp; Administrative</b>	<b>\$ 199,265</b>	<b>\$ 89,957</b>	<b>\$ 94,651</b>	<b>\$ (4,693)</b>

**Operations & Maintenance**

**Amenity Center**

Insurance	\$ 46,680	\$ 46,680	\$ 42,167	\$ 4,513
Repairs & Replacements	85,000	35,417	38,935	(3,518)
Recreational Passes	3,000	1,250	200	1,050
Office Supplies	5,000	2,083	1,785	298
Permit Fees	4,500	1,875	3,010	(1,135)
<b>Utilities</b>				
Water & Sewer	38,900	16,209	8,447	7,761
Electric	32,000	13,334	11,459	1,875
Cable/Phone/Internet	21,000	8,750	9,445	(695)
Security System	1,670	1,670	2,853	(1,183)

# Durbin Crossing

## Community Development District

### General Fund

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending February 28, 2025

	Adopted Budget	Prorated Budget Thru 02/28/25	Actual Thru 02/28/25	Variance
<b><u>Amenity Center Management Contracts</u></b>				
Managerial (Vesta)	255,503	106,460	106,459	0
Staffing (Vesta)	273,601	114,000	114,000	0
Lifeguards (Vesta)	98,189	-	-	-
Mobile App/Website (Vesta)	3,500	1,458	1,458	(0)
Refuse Service	9,000	3,750	4,655	(905)
Pool Chemicals	35,700	14,875	15,135	(260)
Special Events	30,000	12,500	25,632	(13,132)
Holiday Décor	20,000	8,333	12,350	(4,016)
Pest Control	8,000	3,333	2,307	1,026
Pressure Washing	9,000	3,750	1,700	2,050
Fitness Equip Maintenance	8,500	3,542	525	3,017
<b>Subtotal Amenity Center</b>	<b>\$ 988,743</b>	<b>\$ 399,269</b>	<b>\$ 402,522</b>	<b>\$ (3,254)</b>
<b><u>Grounds Maintenance</u></b>				
Electric	\$ 10,000	\$ 4,167	\$ 4,721	\$ (555)
Water & ReUse	300,000	125,000	77,705	47,295
Streetlighting	75,000	31,250	29,585	1,665
Lake Maintenance	55,620	23,175	22,809	366
Landscape Maintenance	562,267	234,278	234,278	0
Landscape Contingency	82,000	34,167	34,648	(482)
Mulch	72,500	63,000	63,000	-
Sod Replacement	180,000	175,247	175,247	-
Fuel	900	375	227	148
Irrigation Repairs	15,000	6,250	6,481	(231)
Capital Reserve Funding	221,309	-	-	-
<b>Subtotal Ground Maintenance</b>	<b>\$ 1,574,595</b>	<b>\$ 696,908</b>	<b>\$ 648,702</b>	<b>\$ 48,206</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 2,563,338</b>	<b>\$ 1,096,177</b>	<b>\$ 1,051,224</b>	<b>\$ 44,952</b>
<b>Total Expenditures</b>	<b>\$ 2,762,603</b>	<b>\$ 1,186,134</b>	<b>\$ 1,145,875</b>	<b>\$ 40,259</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (6,094)</b>	<b>\$ 1,460,650</b>	<b>\$ 1,488,483</b>	<b>\$ 27,833</b>
<b>Net Change in Fund Balance</b>	<b>\$ (6,094)</b>	<b>\$ 1,460,650</b>	<b>\$ 1,488,483</b>	<b>\$ 27,833</b>
<b>Fund Balance - Beginning</b>	<b>\$ 6,094</b>		<b>\$ 449,126</b>	
<b>Fund Balance - Ending</b>	<b>\$ 0</b>		<b>\$ 1,937,609</b>	





**Durbin Crossing**  
**Community Development District**  
**Debt Service Fund Series 2017 A1 & A2**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending February 28, 2025**

	Adopted Budget	Prorated Budget Thru 02/28/25	Actual Thru 02/28/25	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 3,054,876	\$ 2,978,425	\$ 2,978,425	\$ -
Interest Income	5,000	5,000	53,074	48,074
<b>Total Revenues</b>	<b>\$ 3,059,876</b>	<b>\$ 2,983,425</b>	<b>\$ 3,031,500</b>	<b>\$ 48,074</b>
<b>Expenditures:</b>				
<u>Series 2017 A-1</u>				
Interest -11/1	\$ 513,416	\$ 513,416	\$ 513,416	\$ -
Principal Prepayment - 11/1	-	-	10,000	(10,000)
Interest - 5/1	513,416	-	-	-
Principal - 5/1	1,645,000	-	-	-
<u>Series 2017 A-2</u>				
Interest -11/1	\$ 84,788	\$ 84,788	\$ 84,788	\$ -
Principal Prepayment - 11/1	-	-	5,000	(5,000)
Interest - 5/1	84,788	-	-	-
Principal - 5/1	165,000	-	-	-
<b>Total Expenditures</b>	<b>\$ 3,006,406</b>	<b>\$ 598,203</b>	<b>\$ 613,203</b>	<b>\$ (15,000)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 53,470</b>	<b>\$ 2,385,222</b>	<b>\$ 2,418,296</b>	<b>\$ 33,074</b>
<b>Other Financing Sources/(Uses):</b>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 53,470</b>	<b>\$ 2,385,222</b>	<b>\$ 2,418,296</b>	<b>\$ 33,074</b>
<b>Fund Balance - Beginning</b>	<b>\$ 1,029,219</b>		<b>\$ 2,605,619</b>	
<b>Fund Balance - Ending</b>	<b>\$ 1,082,689</b>		<b>\$ 5,023,916</b>	



**Durbin Crossing**  
**Community Development District**  
**Capital Reserve Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending February 28, 2025**

	Adopted Budget	Prorated Budget Thru 02/28/25	Actual Thru 02/28/25	Variance
<b>Revenues</b>				
Capital Reserve Funding	\$ 221,309	\$ -	\$ -	\$ -
Miscellaneous Revenue/Interest Income	24,333	10,139	22,740	12,601
<b>Total Revenues</b>	<b>\$ 245,642</b>	<b>\$ 10,139</b>	<b>\$ 22,740</b>	<b>\$ 12,601</b>
<b>Expenditures:</b>				
Capital Outlay	\$ 150,000	\$ 150,000	\$ 153,385	\$ (3,385)
Repair and Replacement	23,881	23,881	50,514	(26,633)
Other Current Charges	-	-	18,685	(18,685)
<b>Total Expenditures</b>	<b>\$ 173,881</b>	<b>\$ 173,881</b>	<b>\$ 222,584</b>	<b>\$ (48,703)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 71,761</b>		<b>\$ (199,844)</b>	
<b>Other Financing Sources/(Uses)</b>				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
<b>Total Other Financing Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 71,761</b>		<b>\$ (199,844)</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 1,243,030</b>		<b>\$ 1,289,984</b>	
<b>Fund Balance - Ending</b>	<b>\$ 1,314,791</b>		<b>\$ 1,090,140</b>	

**Durbin Crossing**  
**Community Development District**  
**Long Term Debt Report**

Series 2017A-1, Special Assessment Refunding Bonds		
Interest Rate:	Various	
Maturity Date:	5/1/2037	
Reserve Fund Definition	50% MADS	
Reserve Fund Requirement	\$ 1,343,722	
Reserve Fund Balance	1,343,722	
Bonds outstanding - 3/31/2017	\$ 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)	
Less: May 1, 2023	(1,555,000)	
Less: May 1, 2024	(1,595,000)	
Less: November 1, 2024 (Prepayment)	(10,000)	
<b>Current Bonds Outstanding</b>	<b>\$ 26,850,000</b>	

Series 2017A-2, Special Assessment Refunding Bonds		
Interest Rate:	5.00% -6.25%	
Maturity Date:	5/1/2037	
Reserve Fund Definition	50% MADS	
Reserve Fund Requirement	\$ 172,938	
Reserve Fund Balance	172,938	
Bonds outstanding - 3/31/2017	\$ 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)	
Less: May 1, 2023	(155,000)	
Less: May 1, 2023 (Prepayment)	(95,000)	
Less: May 1, 2024	(155,000)	
Less: November 1, 2024 (Prepayment)	(5,000)	
<b>Current Bonds Outstanding</b>	<b>\$ 3,030,000</b>	

*C.*

**DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT**

**Fiscal Year 2025 Assessment Receipts**

ASSESSED				
	# UNITS ASSESSED	SE 2017AI-2 DEBT NET	O&M NET	TOTAL NET ASSESSED
NET ASSESSMENTS TAXROLL	146,477	3,053,548.79	2,681,504.34	5,735,053.13

Units include 144,153 square feet of Commercial/Retail/Office

RECEIVED				
ST. JOHNS COUNTY DISTRIBUTION	DATE	DEBT	O&M	TOTAL AMOUNT RECEIVED
1	11/5/2024	12,161.97	10,680.15	22,842.12
2	11/15/2024	93,657.36	82,246.14	175,903.50
3	11/20/2024	106,253.57	93,307.63	199,561.20
4	12/6/2024	262,499.56	230,516.61	493,016.17
5	12/19/2024	168,010.17	147,539.81	315,549.98
6	1/9/2025	2,067,967.13	1,816,005.97	3,883,973.10
INTEREST	1/13/2025	6,594.31	5,790.85	12,385.16
7	2/20/2025	261,281.33	229,446.80	490,728.13
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
TOTAL TAXROLL RECEIPTS		2,978,425.40	2,615,533.96	5,593,959.36
TAXROLL % COLLECTED		97.5%	97.5%	97.5%

*D.*

**Durbin Crossing**  
Community Development District

**Check Run Summary**  
**February 28, 2025**

Fund	Date	Check No.	Amount
<b>General Fund</b>			
Payroll	2/26/25	50877-50881	\$ 923.50
			<u>Sub-Total</u> \$ 923.50
 Accounts Payable			
	2/5/25	7131-7135	\$ 47,628.67
	2/11/25	7136-7145	10,726.44
	2/28/25	7146-7152	48,724.66
	2/25/25	7153-7158	5,417.54
			<u>Sub-Total</u> \$ 112,497.31
 <b>Capital Reserve Fund</b>			
	2/11/25	272	\$ 1,735.00
	2/18/25	273	2,082.50
			<u>Sub-Total</u> \$ 3,817.50
 <b>Wells Fargo Credit Card*</b>			
	2/28/25	January Purchases	\$ 2,187.52
			<u>Sub-Total</u> \$ 2,187.52
 <b>Total</b>			<b>\$ 119,425.83</b>

\*Wells Fargo Credit Card Invoices available upon request

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50877	11	SARAH G HALL	184.70	2/26/2025
50878	13	JASON S HARRAH	184.70	2/26/2025
50879	8	PETER E POLLICINO	184.70	2/26/2025
50880	18	SHALENE B ESTES	184.70	2/26/2025
50881	19	SHAWNA R BERDEN	184.70	2/26/2025
TOTAL FOR REGISTER			923.50	

DURB DURBIN CROSS DLAUGHLIN

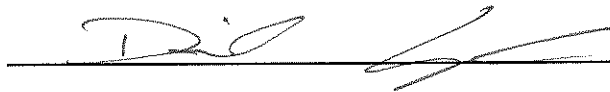
# ATTENDANCE SHEET

District: Durbin Crossing CDD

Meeting Date: February 24, 2025

	Supervisor	In Attendance	Fees
1.	<b>Shawna Berden</b> <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	\$200
2.	<b>Peter Pollicino</b> <i>Chairman</i>	<input checked="" type="checkbox"/>	\$200
3.	<b>Sarah Gabel Hall</b> <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	\$200
4.	<b>Shalene 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:



PLEASE RETURN COMPLETED FORM TO BERNADETTE PEREGRINO



CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/05/25	00109	2/01/25	13129562	202502	320	53800	45510		FEB POOL CHEMICALS NORTH POOLSURE	*	1,062.09	1,062.09	007131
2/05/25	00109	2/01/25	13129562	202502	320	53800	45510		FEB POOL CHEMICALS SOUTH POOLSURE	*	1,996.40	1,996.40	007132
2/05/25	00066	1/27/25	62017687	202501	320	53800	45513		JAN PEST CONTROL SOUTH TURNER PEST CONTROL	*	102.93	102.93	007133
2/05/25	00066	1/28/25	62017687	202501	320	53800	45513		JAN PEST CONTROL NORTH TURNER PEST CONTROL	*	83.63	83.63	007134
2/05/25	00252	2/01/25	424275	202502	320	53800	45517		FEB FACILITY MANAGER	*	8,105.75		
		2/01/25	424275	202502	320	53800	46000		FEB OPERATIONS MANAGER	*	6,176.91		
		2/01/25	424275	202502	320	53800	45502		FEB GENERAL MANAGER	*	7,009.22		
		2/01/25	424275	202502	320	53800	45507		FEB JANITORIAL SERVICES	*	2,304.33		
		2/01/25	424275	202502	320	53800	45505		FEB POOL MAINTENANCE	*	3,150.15		
		2/01/25	424275	202502	320	53800	45518		FEB MAINTENANCE TECHS	*	4,482.78		
		2/01/25	424275	202502	320	53800	45503		FEB FACILITY ATTENDANTS	*	7,074.55		
		2/01/25	424275	202502	320	53800	45515		FEB FACILITY MONITORS	*	5,788.26		
		2/01/25	424275	202502	320	53800	45210		FEB MOBILE APP	*	291.67		
									VESTA PROPERTY SERVICES, INC.			44,383.62	007135
2/11/25	00442	2/10/25	22325	202502	320	53800	45511		LIVE MUSIC EVT-BREW CREW ALYSE DOTY	*	336.58	336.58	007136
2/11/25	00439	2/03/25	45142	202402	320	53800	44300		(25) KEYSKAN FOBS DYNAMIC SECURITY PROFESSIONALS INC	*	200.00	200.00	007137
2/11/25	00440	10/03/24	650989	202410	320	53800	44500		TISSUE TOILET TORK GEM SUPPLY COMPANY	*	1,221.36	1,221.36	007138

DURB DURBIN CROSS OKUZMUK

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/11/25	00440	6/10/24	627733	202410	320-53800-44200			TOWEL DISPENSER GEM SUPPLY COMPANY	*	77.13	77.13	007139
2/11/25	00440	8/05/24	638828	202410	320-53800-44200			TISSUE TOILET, HARDWOUND GEM SUPPLY COMPANY	*	311.33	311.33	007140
2/11/25	00021	2/01/25	532	202502	310-51300-34000			FEB MANAGEMENT FEES	*	4,669.58		
		2/01/25	532	202502	310-51300-55000			FEB WEBSITE ADMIN	*	91.00		
		2/01/25	532	202502	310-51300-35100			FEB INFORMATION TECH	*	136.50		
		2/01/25	532	202502	310-51300-32500			FEB IMPACT COLLECTION FEE	*	1,364.75		
		2/01/25	532	202502	310-51300-31300			FEB DISSEMINATION SVCS	*	655.00		
		2/01/25	532	202502	310-51300-51000			OFFICE SUPPLIES	*	1.05		
		2/01/25	532	202502	310-51300-42000			POSTAGE	*	125.23		
		2/01/25	532	202502	310-51300-42500			COPIES	*	11.40		
		2/01/25	532	202502	310-51300-41000			TELEPHONE	*	13.53		
								GOVERNMENTAL MANAGEMENT SERVICES			7,068.04	007141
2/11/25	00441	2/05/25	6AA84C6A	202502	320-53800-45511			DEP FOR LIVE MUISC EVT AUSTIN OLEARY PILLSBURY	*	50.00	50.00	007142
2/11/25	00438	2/03/25	414661	202402	320-53800-44200			ONSITE-DESKTOP/REMOTE MATRIX ITG INC DBA SECURESI	*	660.00	660.00	007143
2/11/25	00354	11/13/24	C46130	202411	320-53800-44200			REPLACED AIR FLITERS WEATHER ENGINEERS, INC.	*	252.00	252.00	007144
2/11/25	00382	2/04/25	850954	202502	320-53800-46210			PINE FELLING & LIMB RMVL YELLOWSTONE LANDSCAPE	*	550.00	550.00	007145
2/18/25	00173	11/19/24	WO-44563	202411	320-53800-45516			PREVENTATIVE MAINTENANCE FIRST PLACE FITNESS EQUIPMENT	*	149.95	149.95	007146

DURB DURBIN CROSS OKUZMUK

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/18/25	00173	1/01/25	42406	202501	320	53800	45516		ELLIPTICAL ADJUSTMENTS FIRST PLACE FITNESS EQUIPMENT	*	149.95	149.95	007147
2/18/25	00173	1/23/25	WO-45257	202501	320	53800	45516		RPL TWO BELTS-ELLIPTICAL FIRST PLACE FITNESS EQUIPMENT	*	224.93	224.93	007148
2/18/25	00066	2/14/25	62029067	202502	320	53800	45513		FEB PEST CONTROL SOUTH TURNER PEST CONTROL	*	102.93	102.93	007149
2/18/25	00175	1/31/25	2025-03	202501	310	51300	49000		2024 GEN ELECTION COST VICKY OAKES	*	251.32	251.32	007150
2/18/25	00382	2/01/25	847445	202502	320	53800	46200		FEB LANDSCAPE MAINTENANCE YELLOWSTONE LANDSCAPE	*	46,855.58	46,855.58	007151
2/18/25	00402	2/13/25	3691	202501	310	51300	31100		JAN ENGINEERING SERVICES YURO & ASSOCIATES LLC	*	990.00	990.00	007152
2/25/25	00378	1/16/25	00069301	202501	310	51300	48000		NOTICE OF MEETING-1/27/25 GANNETT MEDIA CORP DBA GANNETT FL	*	84.96	84.96	007153
2/25/25	00370	2/20/25	3526071	202501	310	51300	31500		JAN GENERAL COUNSEL KUTAK ROCK LLP	*	3,757.70	3,757.70	007154
2/25/25	00386	2/21/25	89890	202501	310	51300	31500		PROF SERVICES THRU JAN 25 2/21/25 89890.DE 202412 310-51300-31500 12/19 - DISBURSEMENTS PASKERT DIVERS THOMPSON	*	1,085.00 65.00	1,150.00	007155
2/25/25	00066	2/14/25	62029067	202502	320	53800	45513		FEB PEST CONTROL NORTH TURNER PEST CONTROL	*	83.63	83.63	007156
2/25/25	00354	2/14/25	S120203	202502	320	53800	44200		SRVC CALL-GYM AC N/WRKING WEATHER ENGINEERS, INC.	*	89.25	89.25	007157

DURB DURBIN CROSS OKUZMUK

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
2/25/25	00354	2/18/25 C47645	202502 320-53800-44200	FILTER CHANGE/INSPECTION	*	252.00	
							252.00 007158
-----							
						TOTAL FOR BANK A	112,497.31
						TOTAL FOR REGISTER	112,497.31



# Invoice

Date  
Invoice#

2/1/2025  
131295626931

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

Terms	Net 20
Due Date	2/21/2025
PO #	

<b>Bill To</b>
Attn: Office Durbin Crossing North 475 West Town Place, Suite 114 St. Augustine FL 32092

<b>Ship To</b>
Durbin Crossing North 730 North Durbin Pkwy Saint Johns FL 32259

*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	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	\$1,062.09

**RECEIVED**  
By Tara Lee at 9:02 am, Jan 24, 2025

<b>Subtotal</b>	\$1,062.09
<b>Tax</b>	\$0.00
<b>Total</b>	\$1,062.09
<b>Amount Paid/Credit Applied</b>	\$0.00
<b>Balance Due</b>	\$1,062.09



131295626931



# Invoice

Date  
Invoice#

2/1/2025  
131295626932

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

Terms	Net 20
Due Date	2/21/2025
PO #	

<b>Bill To</b>
GMS, LLC 475 West Town Place, Suite 114 St. Augustine FL 32092

<b>Ship To</b>
Durbin Crossing South 145 South Durbin Pkwy Jacksonville FL 32259

*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	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	\$1,996.40

**RECEIVED**  
By Tara Lee at 9:02 am, Jan 24, 2025

<b>Subtotal</b>	\$1,996.40
<b>Tax</b>	\$0.00
<b>Total</b>	\$1,996.40
<b>Amount Paid/Credit Applied</b>	\$0.00
<b>Balance Due</b>	\$1,996.40



131295626932



**PAYMENT ADDRESS:**  
 Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503  
 904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-225-5305 • turnerpest.com

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

**Service Slip/Invoice**

<b>INVOICE:</b>	620176878
<b>DATE:</b>	01/27/2025
<b>ORDER:</b>	620176878

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

Work Location: [176602] 904-230-2011  
 Durbin Crossing CCD  
 145 S Durbin Pkwy  
 St Johns, FL 32259-7224

Work Date	Time	Target Pest	Technician	Time In
01/27/2025	01:26 PM			01:26 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	01/27/2025		01:42 PM

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

CPCM	Commercial Pest Control - Monthly Service	\$102.93
------	---	----------

<b>SUBTOTAL</b>	\$102.93
<b>TAX</b>	\$0.00
<b>AMT. PAID</b>	\$0.00
<b>TOTAL</b>	\$102.93

**AMOUNT DUE \$102.93**

*[Handwritten Signature]*

TECHNICIAN SIGNATURE

*[Handwritten Signature]*

K  
 CUSTOMER SIGNATURE

**RECEIVED**  
 By Tara Lee at 11:05 am, Jan 28, 2025

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.



**PAYMENT ADDRESS:**  
 Turner Pest Control LLC • P.O. Box 952503 • Atlanta, Georgia 31192-2503  
 904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-225-5305 • turnerpest.com

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

## Service Slip/Invoice

**INVOICE:** 620176877  
**DATE:** 01/28/2025  
**ORDER:** 620176877

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

**Work Location:** [176599] 904-230-2011  
 Durbin Crossing CDD  
 730 N Durbin Pkwy  
 St Johns, FL 32259-8217

Work Date	Time	Target Pest	Technician	Time In
01/28/2025	11:59 AM			11:59 AM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	01/28/2025		12:26 PM

Service	Description	Price
CPCM	Commercial Pest Control - Monthly Service	\$83.63
<b>SUBTOTAL</b>		\$83.63
<b>TAX</b>		\$0.00
<b>AMT. PAID</b>		\$0.00
<b>TOTAL</b>		\$83.63
<b>AMOUNT DUE</b>		\$83.63

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE

**RECEIVED**

By Tara Lee at 1:54 pm, Jan 29, 2025

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.





# Invoice

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

**Invoice #** 424275  
**Date** 02/01/2025  
**Terms** Net 30  
**Due Date** 03/01/2025  
**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
Facility Manager / Lifestyle	1	8,105.75	8,105.75
Field Operations Manager	1	6,176.91	6,176.91
General Manager	1	7,009.22	7,009.22
Janitorial	1	2,304.33	2,304.33
Pool maintenance	1	3,150.15	3,150.15
Maintenance Techs	1	4,482.78	4,482.78
Facility Attendants	1	7,074.55	7,074.55
Facility Monitors	1	5,788.26	5,788.26
Mobile App	1	291.67	291.67

Thank you for your business.

**Total** 44,383.62

**Alyse Doty**

3172 Kernan Lake Circle, Apt 103  
Jacksonville, FL 32246  
602-475-6398

Date:2/10/25

# Invoice Due: 2/23/25

**Invoice for**

Durbin Crossing CDD c/o  
Government Management Services  
475 W Town Place Ste 114  
St Augustine, FL 32092

**Payable to**

Alyse Doty

**Invoice # 22325**

Description	Qty	Unit price	Total price
Live Music	1	\$300.00	\$300.00
LLI		\$36.58	\$36.58
			\$0.00
			\$0.00
		Subtotal	<b>\$336.58</b>

**RECEIVED**  
By Tara Lee at 2:04 pm, Feb 10, 2025

**\$336.58**

Dynamic Security Professionals, Inc.

# Invoice

P.O. Box 23861  
 Jacksonville, FL 32241  
 EF0001108

Date	Invoice #
2/3/2025	45142

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

Location
Durbin Crossing Amenity 145 S. Durbin Parkway St. Johns, Florida 32259

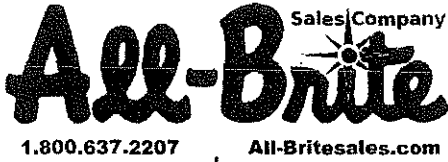
P.O. No.	Terms
Sue O'Lear	Due on receipt

Quantity	Description	Rate	Amount
25	<p><del>REPAIR/REPLACE</del>  <del>1.320.538.44300.44700</del></p> <p>Recorded to: Amenity-Recreational passes                      1.320.538.44300 <i>TRL</i></p> <p>26 Bit Proximity Fobs for Keyscan Access Control System                      (Droipped off to site)</p>	8.00	200.00

Thank you for your business.

<b>Subtotal</b>	\$200.00
<b>Sales Tax (6.5%)</b>	\$0.00
<b>Total</b>	\$200.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$200.00

**RECEIVED**  
 By Tara Lee at 1:40 pm, Feb 06, 2025



Orlando - Gem Supply  
 1312 W Washington St.  
 Orlando, FL 32805  
 gemsupply.net

**INVOICE**

Phone 407-849-6163  
 Fax

Page 1/1



Sold To

Durbin Crossings CDD - Vesta  
 145 S Durbin Pkwy  
 St Johns FL 32259

Ship To

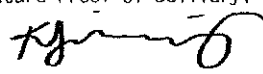
Durbin Crossings CDD - Vesta  
 145 S Durbin Pkwy  
 St Johns FL 32259

Customer # 0048511	Order Date 10/01/2024	Sales Order # 650989	Buyer Margaret Alfano	Customer P/O #	Ship Via Tr T14/016	Salesman 07
Invoice # 650989	Invoice Date 10/03/2024	Ship Date 10/03/24	Freight Terms PREPAID	Job Number	Terms NET 30 DAYS	

LN	QNTY ORD	QNTY SHIP	QNTY B/O	PRODUCT NUMBER	DESCRIPTION	UOM	NET PRICE	EXTENSION
1	6	6		GM-LD385820k	38x58 2 Mil Black 100/c coreless Rolls star sealed	CS	69.4786	\$416.87
2	6	6		SSS-76018	Sterling Select White Hardwound Roll Towel 800', 6/CS	CS	79.00	\$474.00
3	3	3		SCATM1616S	Tissue Toilet Tork Sept 2Ply 96cs	CS	108.4968	\$325.49

REPAIR/REPLACE  
1,320.53800.44200

**RECEIVED**  
 By Tara Lee at 10:52 am, Feb 07, 2025

Signature Proof of Delivery:  
  
 Kylie 10/03/24 09:57

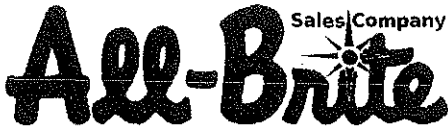
Pay By 11/02/2024

Merchandise	1,216.36
Freight	0.00
Fuel Surcharge (AB)	5.00
Sub Total	1,221.36
Taxable	0.00
Tax (EXEMPT)	0.00
<b>TOTAL</b>	<b>\$1,221.36</b>

Archive Copy

Pay By 11/02/2024

Writer: MC



1.800.637.2207 + All-Britesales.com



Orlando - Gem Supply  
 1312 W Washington St.  
 Orlando, FL 32805  
 gemsupply.net

**INVOICE**

Phone 407-849-6163  
 Fax

Page 1/1

**Sold To**  
 Durbin Crossings CDD - Vesta  
 145 S Durbin Pkwy  
 St Johns FL 32259

**Ship To**  
 Durbin Crossings CDD - Vesta  
 145 S Durbin Pkwy  
 St Johns FL 32259

Customer # 0048511	Order Date 06/06/2024	Sales Order # 627733	Buyer Margaret Alfano	Customer P/O #	Ship Via Tr T15/005	Salesman 07
Invoice # 627733	Invoice Date 06/10/2024	Ship Date 06/10/24	Freight Terms PREPAID	Job Number	Terms NET 30 DAYS	

LN	QNTY ORD	QNTY SHIP	QNTY B/O	PRODUCT NUMBER	DESCRIPTION	UOM	NET PRICE	EXTENSION
1	3	3		SSS-76122	Dispenser Towel Sterlin Select 2.0 8" Touch Free Mech, 1/cs	CS	1.00	\$3.00
2	1	1		SSS-76018	Sterling Select White Hardwound Roll Towel 800', 6/CS	CS	69.13	\$69.13

REPAIR/REPLACE  
1.320.53800.44200

RECEIVED

By Tara Lee at 10:51 am, Feb 07, 2025

Signature Proof of Delivery:  
 T15  
 T15 06/10/24 14:30

Pay By 07/10/2024

Merchandise	72.13
Freight	0.00
Fuel Surcharge (AB)	5.00
Sub Total	77.13
Taxable	0.00
Tax (EXEMPT)	0.00
<b>TOTAL</b>	<b>\$77.13</b>



**Sold To**  
 Durbin Crossings CDD - Vesta  
 145 S Durbin Pkwy  
 St Johns FL 32259

**Ship To**  
 Durbin Crossings CDD - Vesta  
 145 S Durbin Pkwy  
 St Johns FL 32259

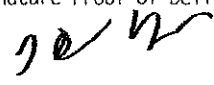
Customer # 0048511	Order Date 08/01/2024	Sales Order # 638828	Buyer Margaret Alfano	Customer P/O #	Ship Via Tr T14/004	Salesman 07
Invoice # 638828	Invoice Date 08/05/2024	Ship Date 08/05/24	Freight Terms PREPAID	Job Number	Terms NET 30 DAYS	

LN	QNTY ORD	QNTY SHIP	QNTY B/C	PRODUCT NUMBER	DESCRIPTION	UOM	NET PRICE	EXTENSION
1	2	2		GM-LD385820k	38x58 2 Mil Black 100/c coreless Rolls star sealed	CS	53.00	\$106.00
2	2	2		SSS-76018	Sterling Select White Hardwound Roll Towel 800', 6/CS	CS	69.13	\$138.26
3	1	1		SCATM1616S	Tissue Toilet Tork Sept 2Ply 96cs	CS	62.07	\$62.07

REPAIR/REPLACE  
 1.320.53800.44200

RECEIVED

By Tara Lee at 10:52 am, Feb 07, 2025

Signature Proof of Delivery:  
  
 Jack 08/05/24 10:44

Merchandise	306.33
Freight	0.00
Fuel Surcharge (AB)	5.00
Sub Total	311.33
Taxable	0.00
Tax (EXEMPT)	0.00
<b>TOTAL</b>	<b>\$311.33</b>

**Governmental Management Services, LLC**

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

**Invoice**

**Invoice #:** 532  
**Invoice Date:** 2/1/25  
**Due Date:** 2/1/25  
**Case:**  
**P.O. Number:**

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Management Fees - February 2025		4,669.58	4,669.58
Website Administration - February 2025		91.00	91.00
Information Technology - February 2025		136.50	136.50
Impact Fee Collection Administration - February 2025		1,364.75	1,364.75
Dissemination Agent Services - February 2025		655.00	655.00
Office Supplies		1.05	1.05
Postage		125.23	125.23
Copies		11.40	11.40
Telephone		13.53	13.53

**Total** \$7,068.04

**Payments/Credits** \$0.00

**Balance Due** \$7,068.04

**RECEIVED**

*By Tara Lee at 10:04 am, Feb 06, 2025*

# Invoice

# Musician Makers LLC

Invoice number 6AA84C6A 0001

Date of issue February 5, 2025

Date due February 5, 2025

## Musician Makers LLC

1632 Stimson street

Jacksonville, Florida 32210

United States

1 904 716 0337

## Bill to Durbin Crossing CDD

c/o Governmental Management Services

425 West Town Place Ste 114

St. Augustine FL 32092

## \$50.00 USD due February 5, 2025

[Pay online](#)

Deposit for live music on 3/16/25

Description	Qty	Unit price	Amount
live music deposit	1	\$50.00	\$50.00

Subtotal	\$50.00
Total	\$50.00
<b>Amount due</b>	<b>\$50.00 USD</b>

**RECEIVED**

**By Tara Lee at 12:36 pm, Feb 10, 2025**





SecureSI  
 P.O. Box 600947  
 Saint Johns, FL 32260  
 (904) 854-9990

<b>Bill To:</b>
Durbin Crossing CDD Attn: Sue O'Lear 145 S Durbin Parkway St Johns, FL 32259 United States

<b>Date</b>	<b>Invoice</b>
02/03/2025	414661
<b>Account</b>	
Durbin Crossing CDD	

<b>Terms</b>	<b>Due Date</b>	<b>PO Number</b>	<b>Reference</b>
Net 14 days	02/17/2025		

Services	Work Type	Hours	Rate	Amount
<b>Billable Services</b>				
Technician	On-Site - Desktop	3.00	110.00	\$330.00
Technician	Remote - Desktop	3.00	110.00	\$330.00
<b>Total Services:</b>				<b>\$660.00</b>

New online payment portal available. Go to: <a href="https://securepay.securesi.net">https://securepay.securesi.net</a>  Make checks payable to SecureSI  Please update our mailing address starting July 26, 2023 to:  SecureSI P.O Box 600947 Saint Johns, FL 32260	<b>Invoice Subtotal:</b>	\$660.00
	<b>Sales Tax:</b>	\$0.00
	<b>Invoice Total:</b>	<b>\$660.00</b>
	<b>Payments:</b>	\$0.00
	<b>Credits:</b>	\$0.00
	<b>Balance Due:</b>	<b>\$660.00</b>

REPAIR/REPLACE  
 1.320.53800.44200

**RECEIVED**  
 By Tara Lee at 1:40 pm, Feb 06, 2025

# Invoice

**Weather Engineers, Inc.**  
 Air Conditioning • Heating • Refrigeration • Clean Air Professionals

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

Number	Date
C46130	11/13/24



**BILL TO: #104602**

**DURBIN CROSSING CDD**

145 S DURBIN PARKWAY  
 ST. JOHNS FL 32259

**SERVICE PERFORMED AT:**

**DURBIN CROSSING CDD**  
 145 S DURBIN PKWY  
 730 N DURBIN PKWY  
 MAINTENANCE BILLING ONLY  
 ST. JOHNS FL 32259  
 Site Number: 104602-003

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

Return this portion with payment

Invoice Date	Customer #	P.O. Number	Salesman	Terms	Contract #
11/13/24	104602			30	

DESCRIPTION

Service Date: 11/11/24

Replaced the air filters for your HVAC equipment as per agreement.

*Repairs + Replacements*

*1,320.63200, 442.00*

**RECEIVED**  
 By Tara Lee at 12:55 pm, Feb 05, 2025

TOTAL : \$ 252.00

Thank you for your business!  
 Please make all checks payable to Weather Engineers, Inc.  
 Remit To: PO Box 37068 Jacksonville, FL 32236  
 Phone: (904)356-3963 \* Fax (904) 356-4969



# YELLOWSTONE

LANDSCAPE

## INVOICE

INVOICE #	INVOICE DATE
850954	2/4/2025
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

**Address:** 145 South Durbin Parkway  
St. Johns, FL 32259

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** March 6, 2025

**Invoice Amount:** \$550.00

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

Pine Felling and Limb removal

Tree Care Services

\$550.00

**Invoice Total**

**\$550.00**

*Landscape Contingency*

*1.320.53800.46210*

**RECEIVED**

**By Tara Lee at 4:06 pm, Feb 07, 2025**

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

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

# Invoice

Date	Invoice #
11/19/2024	WO-44563

<b>Bill To</b> Durbin Crossing North 887 N Durbin Pkwy. St Johns, FL 32259	<b>Ship To</b> 887 N Durbin Pkwy, St Johns, FL 32259
904-230-2011	solear@vestapropertyservices.com

P.O. No.	Terms	Rep	Z-LBJ
----------	-------	-----	-------

Item	Description	Qty	Rate	Class	Site	Amount
Service Agree	Everything is fine and working as it should SERVICE: \$149.96 Preventative Maintenance - Flat Rated	1	149.95	SCJax		149.95

FITNESS MAINTENANCE  
1.320.53800.45516

RECEIVED

By Tara Lee at 3:23 pm, Feb 13, 2025

Customer's Signature \_\_\_\_\_

**INVOICE TERMS AND CONDITIONS - READ CAREFULLY**

\*\* All orders that are canceled will be subject to a canceled order /restocking fee of 50% of the value of the order. \*\*

All terms and conditions made by Seller are subject to each of the within terms and conditions. All orders are subject to a late payment fee computed at the rate of one and one-half percent (1-1/2%) per month (an effective rate of eighteen percent) on the amount of the declining balance unpaid for more than thirty (30) days after the date of this invoice. Buyer shall pay Seller all costs of collection of this invoice including, but not limited to, reasonable attorney's fees, whether or not litigation is commenced in aid thereof. This agreement shall be deemed for all purposes to have been made in Duval County, Florida and shall be governed by and construed in accordance with the laws of Florida. Any dispute arising from this contract shall be brought only in Florida court, which shall have sole jurisdiction over all matters arising hereunder.

Delays in delivery are not guaranteed. Seller shall not be liable for failure to deliver or perform or for delays in delivery or performance, whether by causes beyond its control, including, without limitation, strikes, lockouts, fires, accidents, interruptions in the supply of materials, or changes in demand or suppliers and governmental action and regulations.

Buyer's orders are final and are non-refundable and non-returnable. All non-special orders are non-refundable and non-returnable unless First Place Fitness Equipment, Inc. grants its written permission that said product may be returned for credit. Any and all permission to return product for credit is at the discretion of First Place Fitness Equipment, Inc.

Buyer's return of goods, if any, shall be subject to the terms and conditions of this agreement or to exercise any right arising hereunder shall not constitute a waiver of Seller's right to return the goods and to exercise such right thereafter. Each right or remedy granted to Seller hereunder shall be deemed

<b>Subtotal</b>	\$149.95
<b>Sales Tax (7.5%)</b>	\$0.00
<b>Total</b>	\$149.95
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	<b>\$149.95</b>

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

# Invoice

Date	Invoice #
1/1/2025	42406

<b>Bill To</b> Durbin Crossing North 887 N Durbin Pkwy, St Johns, FL 32259	<b>Ship To</b> 887 N Durbin Pkwy, St Johns, FL 32259
904-230-2011	solear@vestapropertyservices.com

P.O. No.	Terms	Rep	Z-JRK
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Item	Description	Qty	Rate	Class	Site	Amount
\$149.95	Got part an pricing for Belt On Matrix Elliptical And Adjusted The Foots on the other machine  SERVICE:\$149.95 Hourly Rate - Commerical WO-44957 - tax was on this Dec invoice.	1	149.95	SCJax		149.95

FITNESS MAINTENANCE

1.320.53800 = 45516

RECEIVED

By Tara Lee at 3:23 pm, Feb 13, 2025

Customer's Signature \_\_\_\_\_

<b>INVOICE TERMS AND CONDITIONS - READ CAREFULLY</b>											
**All orders that are canceled will be subject to a canceled order /restocking fee of 50% of the value of the order.**											
<p>1. All sales and quotations made by Seller are subject to each of the within terms and conditions.</p> <p>2. All unpaid items will be subject to a late payment fee computed at the rate of one and one-half percent (1-1/2%) per month (an effective rate of eighteen percent (18%) per annum) on the declining balance unpaid for more than thirty (30) days after the date of this invoice. Buyer shall pay Seller all costs of collection on past due accounts, including, but not limited to, reasonable attorney's fees, whether or not litigation is commenced in aid thereof.</p> <p>3. This agreement shall be deemed for all purposes to have been made in Duval County, Florida and shall be governed by and construed in accordance with the laws of Florida. Any cause of action arising from this contract shall be brought only in Florida court, which shall have sole jurisdiction over all controversies arising hereunder.</p> <p>4. Shipping dates are approximate and are not guaranteed. Seller shall not be liable for failure to deliver or perform or for delays in delivery or performance occasioned by causes beyond its control, including, without limitation, strikes, lockouts, fires, accidents, interruptions in the supply of materials, breakdowns, delays in carriers or suppliers and governmental action and regulations.</p> <p>5. All special order are final and are non-refundable and non-returnable. All non-special orders are non-refundable and non-returnable unless First Place Fitness Equipment Inc. has issued written permission that said product may be returned for credit. Any and all permission to return product for credit is at the sole discretion of First Place Fitness Equipment, Inc.</p> <p>6. Unless otherwise specified herein, Seller reserves the right to make deliveries in installments. Delay in delivery of any installment shall not relieve Buyer of its obligation to pay for all installments received.</p> <p>7. Seller's failure to strictly enforce any terms or conditions of this agreement or to exercise any right arising hereunder shall not constitute a waiver of Seller's right to strictly enforce such term or condition or exercise such right thereafter. Each right or remedy granted to Seller hereunder shall be deemed</p>	<table border="1"> <tr> <td><b>Subtotal</b></td> <td style="text-align: right;">\$149.95</td> </tr> <tr> <td><b>Sales Tax (7.5%)</b></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;">\$149.95</td> </tr> <tr> <td><b>Payments/Credits</b></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td style="text-align: center;"><b>Balance Due</b></td> <td style="text-align: right;"><b>\$149.95</b></td> </tr> </table>	<b>Subtotal</b>	\$149.95	<b>Sales Tax (7.5%)</b>	\$0.00	<b>Total</b>	\$149.95	<b>Payments/Credits</b>	\$0.00	<b>Balance Due</b>	<b>\$149.95</b>
<b>Subtotal</b>	\$149.95										
<b>Sales Tax (7.5%)</b>	\$0.00										
<b>Total</b>	\$149.95										
<b>Payments/Credits</b>	\$0.00										
<b>Balance Due</b>	<b>\$149.95</b>										

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

# Invoice

Date	Invoice #
1/23/2025	WO-45257

<b>Bill To</b>	<b>Ship To</b>
Durbin Crossing North 557 N Durbin Pkwy. St Johns, FL 32259	887 N Durbin Pkwy, St Johns, FL 32259

904-230-2011      solear@vestapropertyservices.com

P.O. No.	15096	Terms	Rep	Z-ML
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Item	Description	Qty	Rate	Class	Site	Amount
5149.95	replace the two belts on the matrix elliptical tested the unit and it's good to go  SERVICE:\$149.95 Hourly Rate - Commerical	1.5	149.95	SRJax		224.93

*Repair + Replace  
1,320.53800, 44200*

**RECEIVED**  
 By Tara Lee at 3:23 pm, Feb 13, 2025

Customer's Signature \_\_\_\_\_

<b>INVOICE TERMS AND CONDITIONS - READ CAREFULLY</b>		<b>Subtotal</b>	\$224.93
**All orders that are canceled will be subject to a canceled order /restocking fee of 50% of the value of the order.**		<b>Sales Tax (7.5%)</b>	\$0.00
<small>           1. All sales and agreements made by Seller are subject to each of the within terms and conditions.            2. All special terms will be subject to a late payment fee computed at the rate of one and one-half percent (1-1/2%) per month (an effective rate of eighteen percent (18%) per annum) on the delinquent balance unpaid for more than thirty (30) days after the date of this invoice. Buyer shall pay Seller all costs of collection on past due accounts, including, but not limited to, reasonable attorney's fees, whether or not litigation is commenced in aid thereof.            3. This agreement shall be deemed for all purposes to be made in Duval County, Florida and shall be governed by and construed in accordance with the laws of Florida. Any cause of action arising from this contract shall be brought only in Florida court, which shall have sole jurisdiction over all controversies arising hereunder.            4. Shipping costs are approximate and are not guaranteed. Seller shall not be liable for failure to deliver or perform or for delays in delivery or performance occasioned by causes beyond its control, including, without limitation, strikes, lockouts, fires, accidents, interruptions in the supply of materials, labor, delays in carriers or suppliers and governmental action and regulations.            5. All special orders are final and are non-refundable and non-returnable. All non-special orders are non-refundable and non-returnable unless First Place Fitness Equipment, Inc. has issued written permission that said product may be returned for credit. Any and all permission to return product for credit is at the sole discretion of First Place Fitness Equipment, Inc.            6. Unless otherwise specified herein, Seller reserves the right to make deliveries in installments. Delay in delivery of any installment shall not relieve Buyer of its obligation to pay for all installments received.            7. Seller's failure to strictly enforce any terms or conditions of this agreement or to exercise any right arising hereunder shall not constitute a waiver of Seller's right to strictly enforce such term or condition or exercise such right thereafter. Each right or remedy granted to Seller hereunder shall be deemed         </small>		<b>Total</b>	\$224.93
		<b>Payments/Credits</b>	\$0.00
		<b>Balance Due</b>	<b>\$224.93</b>

# Service Slip/Invoice



**PAYMENT ADDRESS:**  
 Turner Pest Control LLC - P.O. Box 952503 • Atlanta, Georgia 31192-2503  
 904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-225-5305 • turnerpest.com

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

<b>INVOICE:</b>	620290679
<b>DATE:</b>	02/14/2025
<b>ORDER:</b>	620290679

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

Work Location: [176602] 904-230-2011  
 Durbin Crossing CCD  
 145 S Durbin Pkwy  
 St Johns, FL 32259-7224

Work Date	Time	Target Pest	Technician	Time In
02/14/2025	02:41 PM			02:41 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	02/14/2025		02:58 PM

Service	Description	Price
CPCM	Commercial Pest Control - Monthly Service	\$102.93
		<b>SUBTOTAL</b> \$102.93
		<b>TAX</b> \$0.00
		<b>AMT. PAID</b> \$0.00
		<b>TOTAL</b> \$102.93
		<b>AMOUNT DUE</b> \$102.93

**RECEIVED**  
 By Tara Lee at 12:20 pm, Feb 17, 2025

TECHNICIAN SIGNATURE

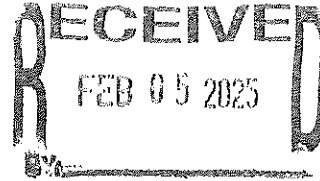
Durbin Crossing CCD  
 CUSTOMER SIGNATURE

\* Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

**Vicky Oakes**  
St. Johns County Supervisor of Elections

January 31, 2025



Ms. Courtney Hogge, Recording Secretary  
Durbin Crossing Community Development District  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

Dear Ms. Hogge:

As mandated by chapter 189.04(2), Florida Statutes, rather than conducting your own election, you requested this office handle the elections for the Durbin Crossing Community Development District.

Since you requested this office to conduct your election, the District's proportionate share of the regular election cost shall be paid out of the District's treasury, in accordance with Florida Statutes, 100.011(4)(a).

Enclosed is invoice number 2025-03 for conducting the 2024 General Election for the District. For your information, no portion of the regular election cost is being charged to the District. The only costs are incurred specifically by the District's election being conducted by the Supervisor of Elections Office (i.e. additional ballot styles, specific advertising, etc.).

Please remit payment to:                      Vicky Oakes, Supervisor of Elections  
4455 Avenue A #101  
St. Augustine, FL 32095

Thank you for your continued cooperation, and please call me if you have any questions.

Sincerely, ~

A handwritten signature in cursive script that reads "Vicky Oakes".

Vicky C. Oakes  
Supervisor of Elections

VO/ml

Enclosure



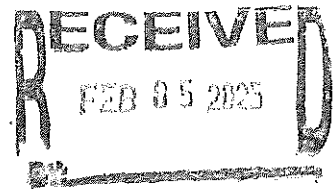
**Supervisor of Elections**

St. Johns County  
4455 Avenue A #101  
St. Augustine, FL 32095

**INVOICE**

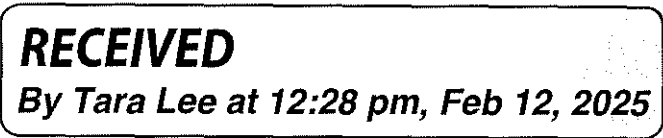
DATE: January 31, 2025  
INVOICE#: 2025-03

**Bill To:**  
Durbin Crossing Community Development District  
Attn: Courtney Hogge, Recording Secretary  
475 West Town Place, Suite 114  
St. Augustine, FL 32092



DESCRIPTION	AMOUNT
2024 General Election Cost    4,654 Registered Voters  (Charges are based on ballot order of 40% of registered voters at \$.27 per ballot; ½ of that cost is then paid by the District due to the additional ballot styles required for the election)	\$251.32
<b>TOTAL AMOUNT DUE:</b>	<b>\$251.32</b>

**Make check payable to:**  
Vicky Oakes, Supervisor of Elections  
4455 Avenue A #101  
St. Augustine, FL 32095





# YELLOWSTONE

LANDSCAPE

## INVOICE

INVOICE #	INVOICE DATE
847445	2/1/2025
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

**Address:** 145 South Durbin Parkway  
St. Johns, FL 32259

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** March 3, 2025

**Invoice Amount:** \$46,855.58

Description	Current Amount
Monthly Landscape Maintenance February 2025	\$46,855.58

**Invoice Total** \$46,855.58

*Landscape Maintenance*

*1.320.53700.46200*

**RECEIVED**

*By Tara Lee at 4:06 pm, Feb 07, 2025*

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



Civil Engineering  
 Land Surveying & Mapping  
 Permitting  
 ADA Consulting

# Invoice

Date	Invoice #
2/13/25	3691

<b>Bill To</b>
Durbin Crossing CDD C/O Governmental Management Services Attn: Daniel Laughlin

<b>P.O. No</b>

<b>Yuro &amp; Asssoc. - Job No.</b>
Y23-1310

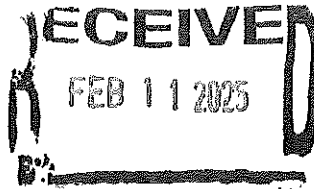
Item	Date	Description	Hours	Rate	Amount
<b>DURBIN CROSSING CDD - JANUARY ENGINEERING</b>					
CDD Durbin...	1/10/25	inspect court drainage projects	1.5	165.00	247.50
CDD Durbin...	1/22/25	meet zach to inspect drainage sink hole in back yard	1.5	165.00	247.50
CDD Durbin...	1/24/25	drainage issue coordination	0.5	165.00	82.50
CDD Durbin...	1/27/25	CDD Meeting	2.5	165.00	412.50

<b>Total</b>	<b>\$990.00</b>
--------------	-----------------

**RECEIVED**  
 By Tara Lee at 9:51 am, Feb 14, 2025



Florida  
GANNETT



ACCOUNT NAME Durbin Crossing / Gms		ACCOUNT # 764133	INV DATE 01/31/25
INVOICE # 0006930112	INVOICE PERIOD Jan 1- Jan 31, 2025	CURRENT INVOICE TOTAL \$84.96	
PREPAY (Memo Info) \$0.00	UNAPPLIED (Included in amt due) \$0.00	TOTAL CASH AMT DUE* \$84.96	

**BILLING ACCOUNT NAME AND ADDRESS**

Durbin Crossing / Gms  
475 W. Town Pl. Ste. 114  
Saint Augustine, FL 32092-3649



**PAYMENT DUE DATE: FEBRUARY 28, 2025**

Legal Entity: Gannett Media Corp.  
Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.

All funds payable in US dollars.

BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smb@ccc.gannett.com

FEDERAL ID 47-2390983

Check out our brand-new invoice layout! Specifically tailored to better meet your needs and enhance your experience.

Date	Description	Amount
1/1/25	Balance Forward	\$177.52
1/14/25	PAYMENT - THANK YOU	-\$171.28
1/15/25	Reverse Finance Charge	-\$6.24

**Package Advertising:**

Start-End Date	Order Number	Product	Description	PO Number	Package Cost
1/16/25	10923686	SAG St Augustine Record	January Meeting		\$84.96

**RECEIVED**

By Tara Lee at 12:59 pm, Feb 18, 2025

As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!

Total Cash Amount Due	\$84.96
Service Fee 3.99%	\$3.39
*Cash/Check/ACH Discount	-\$3.39
*Payment Amount by Cash/Check/ACH	\$84.96
Payment Amount by Credit Card	\$88.35

**PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT**

ACCOUNT NAME Durbin Crossing / Gms		ACCOUNT NUMBER 764133		INVOICE NUMBER 0006930112		AMOUNT PAID
CURRENT DUE \$84.96	30 DAYS PAST DUE \$0.00	60 DAYS PAST DUE \$0.00	90 DAYS PAST DUE \$0.00	120+ DAYS PAST DUE \$0.00	UNAPPLIED PAYMENTS \$0.00	TOTAL CASH AMT DUE* \$84.96
REMITTANCE ADDRESS (Include Account# & Invoice# on check)				TO PAY BY PHONE PLEASE CALL:		TOTAL CREDIT CARD AMT DUE
Gannett Florida LocaliQ PO Box 631244 Cincinnati, OH 45263-1244				1-877-736-7612		\$88.35
				To sign up for E-mailed invoices and online payments please contact abgspecial@gannett.com		

0000764133000000000000000069301120000849667173

# LOCALIQ

FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

## AFFIDAVIT OF PUBLICATION

Courtney Hogge  
Courtney Hogge  
Durbin Crossing Community Development District c/o GMS, LLC  
475 W. Town Place, Suite 114  
St. Augustine FL 32092

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the St Augustine Record, published in St Johns County, Florida; that the attached copy of advertisement, being a Public Notices, was published on the publicly accessible website of St Johns County, Florida, or in a newspaper by print in the issues of, on:

01/16/2025

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 01/16/2025

Keegan Deeran  
Legal Clerk

M. M. M.  
Notary, State of WI, County of Brown

8-25-26

My commission expires

Publication Cost: \$84.96  
Tax Amount: \$0.00  
Payment Cost: \$84.96  
Order No: 10923686 # of Copies: 1  
Customer No: 764133  
PO #:

**THIS IS NOT AN INVOICE!**

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

MARIAH VERHAGEN  
Notary Public  
State of Wisconsin

### DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT NOTICE OF BOARD OF SUPERVISORS MEETING

Notice is hereby given that the Board of Supervisors ("Board") of the Durbin Crossing Community Development District ("District") will hold a regular meeting on Monday, January 27, 2025 at 6:00 p.m. at the Durbin Crossing South Amenity Center located at 145 South Durbin Parkway, St. Johns, Florida 32259, where the Board may consider any business that may properly come before it ("Meeting").

The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The Meeting may be continued to a date, time, and place to be specified on the record of such Meeting. An electronic copy of the agenda for these meetings may be obtained from the District Manager, at 475 West Town Place, Suite 114, St. Augustine, Florida 32092 or by calling (904) 940-5850 and is expected to also be available on the District's website at [www.DurbinCrossingCDD.com](http://www.DurbinCrossingCDD.com).

There may be occasions when one or more Supervisors will participate by telephone or video conference.

Any person requiring special accommodations at the Meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the Meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Daniel Laughlin  
District Manager

RECEIVED  
JAN 23 2025

**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

February 20, 2025

Check Remit To:  
Kutak Rock LLP  
PO Box 30057  
Omaha, NE 68103-1157



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

**RECEIVED**  
*By Tara Lee at 9:38 am, Feb 24, 2025*

Invoice No. 3526071  
6123-1

Re: General

For Professional Legal Services Rendered

01/05/25	J. Johnson	0.30	115.50	Monitor legislative process relating to matters impacting special districts
01/08/25	M. Eckert	0.10	38.00	Review requested changes to swim team agreement
01/08/25	K. Haber	0.70	189.00	Prepare swim team agreement; confer and correspond with O'Lear regarding same
01/13/25	M. Eckert	0.10	38.00	Review draft agenda; prepare for board meeting
01/15/25	M. Eckert	0.20	76.00	Prepare for and attend agenda call
01/23/25	K. Haber	0.30	81.00	Prepare amendment to irrigation agreement; confer with Davidson regarding same
01/24/25	M. Eckert	0.30	114.00	Review agenda; prepare for board meeting
01/24/25	K. Haber	0.60	162.00	Prepare amendment to irrigation agreement; confer with Davidson regarding same; prepare January board meeting agenda memorandum

**KUTAK ROCK LLP**

Durbin Crossing CDD  
February 20, 2025  
Client Matter No. 6123-1  
Invoice No. 3526071  
Page 2

01/27/25	M. Eckert	3.50	1,330.00	Prepare for, travel to and attend board meeting; return travel; meeting follow up
01/27/25	K. Haber	0.70	189.00	Revise amenity center policies; correspond with O'Lear regarding same
01/28/25	M. Eckert	2.20	836.00	Confer with Davidson regarding lifeguard requirement; research same; follow up from board meeting
01/29/25	M. Eckert	0.20	76.00	Follow up from board meeting
01/29/25	K. Haber	1.20	324.00	Prepare slide rail installation agreement; correspond with Laughlin and Davidson regarding same; confer with Department of Health staff regarding lifeguard slide certification
01/30/25	M. Eckert	0.20	76.00	Confer with Davidson and O'Lear regarding pool' research Yellowstone agreement; confer with Laughlin
01/31/25	K. Haber	0.30	81.00	Confer with Department of Health staff regarding lifeguard slide certification

TOTAL HOURS 10.90

TOTAL FOR SERVICES RENDERED \$3,725.50

DISBURSEMENTS

Travel Expenses 32.20

TOTAL DISBURSEMENTS 32.20

TOTAL CURRENT AMOUNT DUE \$3,757.70



Paskert  
Divers  
Thompson  
ATTORNEYS AT LAW

100 North Tampa Street  
Suite 3700  
Tampa, Florida 33602

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

February 21, 2025

**Via E-mail only**

Durbin Crossing Community Development District  
c/o Daniel Laughlin  
475 West Town Place, Suite 114  
St. Augustine, FL 32092  
dlaughlin@gmsnf.com

Re: Invoice - Services rendered through January 31, 2025

Dear Mr. Laughlin,

Attached is an invoice for services rendered and costs incurred through January 31, 2025 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> )	89890
<b>This Month's Charges</b>	<b>\$1,150.00</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  
cc: Tara Lee (Tlee@gmsnf.com)





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 Daniel Laughlin**

February 21, 2025  
Client: 002389  
Matter: 122411  
Invoice #: 89890  
Resp. Atty: MGD

RE: Durbin Crossing CDD – Pool Resurfacing

**COVER SHEET**

For Professional Services Rendered Through January 31, 2025

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

Total Services	\$1,085.00
Total Disbursements	\$65.00
<b>TOTAL THIS INVOICE</b>	<b>\$1,150.00</b>
Previous Balance	\$945.00
<i>Less Payments</i>	<i>(\$945.00)</i>
Total Due To Date	<b>\$1,150.00</b>

**Remittance Advice**

Payment is due within 30 days of the invoice date.

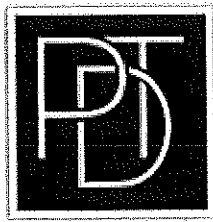
**Check Payable To:**

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 Daniel Laughlin**

February 21, 2025  
Client: 002389  
Matter: 122411  
Invoice #: 89890  
Resp. Atty: MGD  
Page: 1

RE: Durbin Crossing CDD – Pool Resurfacing

For Professional Services Rendered Through January 31, 2025

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

**SERVICES**

Date	Person	Description of Services	Hours	Amount
01/08/2025	MGD	Emails with Pinnacle and Epic re mediation and additional production.	0.30	\$105.00
01/10/2025	MGD	Receipt review and response to Epic's counsel regarding delinquent document production.	0.10	\$35.00
01/10/2025	MGD	Prepare analysis responding to accountants request for litigation analysis.	0.80	\$280.00
01/20/2025	MGD	Receipt, review and response to Quartzscapes' counsel regarding subpoena response.	0.20	\$70.00
01/20/2025	MGD	Review/analysis of additional photos from Epic and email same to experts.	0.30	\$105.00
01/20/2025	MGD	Prepare topics for designation of deposition of Pinnacle's corporate rep.	0.30	\$105.00
01/24/2025	MGD	Prepare topics for designation of Epic's corporate representative deposition.	0.10	\$35.00
01/28/2025	MGD	Prepare and send email to defense counsel regarding mediation.	0.10	\$35.00
01/30/2025	MGD	Prepare and send email to expert regarding preparation for deposition of Epic.	0.10	\$35.00
01/31/2025	MGD	Receipt and review of proposed confidentiality order and email Quartzscapes counsel and counsel for other parties re same.	0.50	\$175.00
01/31/2025	MGD	Follow up correspondence with all parties regarding confidentiality agreement and email Quartzscapes re same.	0.30	\$105.00
Total Professional Services			3.10	\$1,085.00

**PERSON RECAP**

Person	Level	Hours	Rate	Amount
MGD Matthew G. Davis	Partners	3.10	\$350.00	\$1,085.00



**DISBURSEMENTS**

Date	Description of Disbursements	Amount
12/19/2024	Fast-Trac Legal Services, Inc.- Service of Process- PDT File No.: 122411 - Service of Process - SCP Distributors	\$65.00
	Total Disbursements	\$65.00
	Total Services	\$1,085.00
	Total Disbursements	\$65.00
	<b>TOTAL THIS INVOICE</b>	<b>\$1,150.00</b>

**RECEIVED**

*By Tara Lee at 9:39 am, Feb 24, 2025*

# Service Slip/Invoice



**PAYMENT ADDRESS:**  
 Turner Pest Control LLC - P.O. Box 952503 - Atlanta, Georgia 31192-2503  
 904-355-5300 - Fax: 904-353-4499 - Toll Free: 800-225-5305 - turnerpest.com

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

<b>INVOICE:</b>	620290678
<b>DATE:</b>	02/14/2025
<b>ORDER:</b>	620290678

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

Work Location: [176599] 904-230-2011  
 Durbin Crossing CDD  
 730 N Durbin Pkwy  
 St Johns, FL 32259-8217

Work Date	Time	Target Pest	Technician	Time In
02/14/2025	02:15 PM			02:15 PM
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	02/14/2025		02:28 PM

Service	Description	Price
CPCM	Commercial Pest Control - Monthly Service	\$83.63
		<b>SUBTOTAL</b> \$83.63
		<b>TAX</b> \$0.00
		<b>AMT. PAID</b> \$0.00
		<b>TOTAL</b> \$83.63
		<b>AMOUNT DUE</b> \$83.63

**RECEIVED**  
 By Tara Lee at 12:52 pm, Feb 18, 2025

\_\_\_\_\_  
 TECHNICIAN SIGNATURE

\_\_\_\_\_  
 CUSTOMER SIGNATURE

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered and agree to pay the cost of services as specified above.

# Invoice

**Weather Engineers, Inc.**  
 Air Conditioning • Heating • Ventilation • Cooling • Electrical • Plumbing

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

Number	Date
S120203	02/14/25



**BILL TO: #104602**

DURBIN CROSSING CDD  
 145 S DURBIN PARKWAY  
 ST. JOHNS FL 32259

**SERVICE PERFORMED AT:**

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

Site #: 104602-001  
 Amount Paid: \_\_\_\_\_

Return this portion with payment

Work Order Date	Call Slip Number	P.O. Number	Salesman	Terms	Contract #	Batch #
02/14/25	232378			30	SA0	

**DESCRIPTION**

Continued from page 1

*Repair & Replace  
 1.320.53800.44200*

LABOR 89.25

TOTAL \$ 89.25

**RECEIVED**

*By Tara Lee at 4:51 pm, Feb 20, 2025*

Thank you for your business!

Please make all checks payable to Weather Engineers, Inc.  
 Remit To: PO Box 37068 Jacksonville, FL 32236  
 Phone: (904)356-3963 \* Fax (904) 356-4969

# Weather Engineers, Inc.

Air Conditioning • Heating • Refrigeration • Clean Air Professionals



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

## Invoice

Number	Date
C47645	02/18/25

**BILL TO: #104602**

DURBIN CROSSING CDD  
 145 S DURBIN PARKWAY  
 ST. JOHNS FL 32259

**SERVICE PERFORMED AT:**

DURBIN CROSSING CDD  
 145 S DURBIN PKWY  
 730 N DURBIN PKWY  
 MAINTENANCE BILLING ONLY  
 ST. JOHNS FL 32259  
 Site Number: 104602-003  
 Amount Paid: \_\_\_\_\_

Return this portion with payment

Invoice Date	Customer #	P.O. Number	Salesman	Terms	Contract #
02/18/25	104602			30	

DESCRIPTION

Service Date: 02/17/25

Performed a Filter Change & Inspection on your HVAC equipment as per agreement.

*Repair + Replace  
 1,320.53800, 44200*

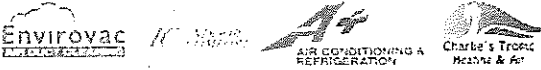
**RECEIVED**  
 By Tara Lee at 4:51 pm, Feb 20, 2025

TOTAL : \$ 252.00

Thank you for your business!  
 Please make all checks payable to Weather Engineers, Inc.  
 Remit To: PO Box 37068 Jacksonville, FL 32236  
 Phone: (904)356-3963 \* Fax (904) 356-4969

# Invoice

**Weather Engineers, Inc.**  
 Air Conditioning • Heating • Refrigeration • Clean Air Products



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

Number	Date
S120203	02/14/25

**BILL TO: #104602**

DURBIN CROSSING CDD  
 145 S DURBIN PARKWAY  
 ST. JOHNS FL 32259

**SERVICE PERFORMED AT:**

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

Site #: 104602-001  
 Amount Paid: \_\_\_\_\_

Return this portion with payment

Work Order Date	Call Slip Number	P.O. Number	Salesman	Terms	Contract #	Batch #
02/14/25	232378			30	SA0	

**DESCRIPTION**

Reported by: Jake 904-258-2044  
 Trouble Code: NTR - NOTHING RUNS  
 Billable unit for gym not running avail all day

BRAND	[ MODEL # / SERIAL # ]	SERVING AREA
TRANE	TWE09041BA400A / 18192647BA	GYM
TRANE	4TWR4042G1000AB / 20115ML94F	GYM
TRANE	4TWR4042G1000AB / 20115MBX4F	GYM

Customer stated unit was not running on arrival.  
 Thermostat was set to 68 reading 68. Checked operations of equipment. Verified conditions of all starting components. Checked condition of belt. Check delta t across ahu. Verified operation of thermostat. No problems found at this time.

TECH	DATE	RECEIVED	ARRIVED	DEPARTED
149	02/14/25	14:15:00	14:48:00	15:15:00
086	02/14/25	14:15:00	14:48:00	15:15:00

02/14/25	1 MECH	R/T	.45 HRS @	89.25	40.16
02/14/25	1 MECH	T/T	.55 HRS @	89.25	49.09
02/14/25	1 HELP	N/C	1.00 HRS @	45.00	.00

Continued on page 2

Thank you for your business!  
**Please make all checks payable to Weather Engineers, Inc.**  
 Remit To: PO Box 37068 Jacksonville, FL 32236  
 Phone: (904)356-3963 \* Fax (904) 356-4969

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #	
2/11/25	00083	1/22/25 45129	202501 600-53800-61000	ACCESS CONTROL RPLMT	*	1,735.00		
							DYNAMIC SECURITY PROFESSIONALS, INC	1,735.00 000272
2/18/25	00039	2/11/25 155609	202502 600-53800-61000	70% DEP-FENCE REP-PLAYGRD	*	2,082.50		
							HARDWICK FENCE, LLC	2,082.50 000273
TOTAL FOR BANK B						3,817.50		
TOTAL FOR REGISTER						3,817.50		

DURB DURBIN CROSS OKUZMUK



Dynamic Security Professionals, Inc.

# Invoice

P.O. Box 23861  
 Jacksonville, FL 32241  
 EF0001108

Date	Invoice #
1/22/2025	45129

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

Location
Durbin Crossing Amenity 145 S. Durbin Parkway St. Johns, Florida 32259

P.O. No.	Terms
	Due on receipt

Quantity	Description	Rate	Amount
	Additional Equipment Needed Replacing that were not part of original proposal		
2	RCI Maglock Assemblies for Front Gate at South Amenity	575.00	1,150.00
3	Push to Exit Buttons (2 for front gate and 1 for Inside Office)	95.00	285.00
1	Rossaire Push to Exit Button with Built In Timer Relay (for Tennis Court Gate)	150.00	150.00
2	12VDC Power Supplies for Tennis Court Gate	75.00	150.00

Thank you for your business.	<b>Subtotal</b>	\$1,735.00
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	<b>Sales Tax (6.5%)</b>	\$0.00
--	-------------------------	--------

	<b>Total</b>	\$1,735.00
--	--------------	------------

	<b>Payments/Credits</b>	\$0.00
--	-------------------------	--------

	<b>Balance Due</b>	\$1,735.00
--	--------------------	------------

*\*PART OF CAPITAL PROJECT  
 ACCESS CONTROL REPLACEMENT*

**RECEIVED**  
 By Tara Lee at 1:40 pm, Feb 06, 2025

# INVOICE



**Hardwick Fence LLC**  
PO Box 3043  
St Augustine, FL 32085  
(904) 599-8644  
accounting@hardwickfence.com

**BILL TO:**

Durbin Crossing C/O Vesta Properties  
Durbin Crossing CDD  
475 West Town Place suite 114  
St. Augustine, FL 32092

P.O. Number: Job 2092  
Sales Rep: Scott Lunn  
sales3:  
Invoice No: 155609  
Status: Open  
Invoice Date: 02/11/2025  
Due Date: 02/11/2025  
Total: \$2,082.50

**SHIP TO:**

Durbin Crossing  
145 South Durbin Pkwy  
St. Johns, FL 32259

Description	Quantity	Unit Price	Total
Job 2092	0.70	\$2,975.00	\$2,082.50
Remove 5 Damaged Aluminum Panels -Install 25' of 5' W -3 Rail Commercial Aluminum -Use rail Mounts to Install Panels on Existing Posts			

**Notes**

<b>Subtotal:</b>	\$2,082.50
<b>Tax:</b>	\$0.00
<b>Invoice Amount:</b>	\$2,082.50
<b>Previous Payment(s):</b>	\$0.00
<b>Amount Due (USD)</b>	<b>\$2,082.50</b>

**RECEIVED**  
By Tara Lee at 3:31 pm, Feb 11, 2025

Thank you for doing business with us!

*SEVENTH ORDER OF BUSINESS*

*A.*

*1.*



## Durbin Crossing CDD

### Landscape Update for March 2025:

- **General Maintenance**
  - The team has transitioned into Spring maintenance activities.
  - Large ornamental grass cutbacks have been completed throughout the community.
  - Small ornamental grass cutbacks (i.e. Liriope) have been completed.
  - Soft tissue plant material cutbacks have been completed.
  - Annuals continue to show a nice and bright display of color.
  
- **Irrigation**
  - Monthly inspections & repairs are being completed per scope. The team has been performing general repairs, and mainline breaks as they have been discovered.
  - The irrigation clock at North Durbin/Veterans Pkwy has been upgraded with cloud/app functionality as a part of the sod project.
  
- **Chemical & Fertilizer Application**
  - A liquid turf application for weeds and fungus has been completed.
  - A granular turf application is scheduled to occur in March/April
  - With nighttime temperatures cooling off, conditions can be favorable for Brown Patch Fungus to flare up in the St. Augustine turf. It has been quiet recently on this front, but the next 30-45 days will have optimal temperatures for its reemergence. We will closely monitor conditions.
  
- **Projects**
  - Spring annuals are scheduled to be installed the week of 3/17/2025
  - Wish-list items have been proposed and sent over
    - Items have been outlined and prioritized on a separate spreadsheet
  - Pricing for possible two-year contract extension has been submitted under separate copy

2.

### Year 4 Pricing

Bid Item	Description	Quantity	Unit	Unit Price	Total Cost
001	Reporting (Weekly, Monthly, Quarterly)	1	LS	3% Increase from prior year.	
002	Area 1 Mowing – Growing Season	7	Per Month		
003	Area 1 Mowing – Dormant Season	5	Per Month		
004	Area 2 Mowing – Growing Season	7	Per Month		
005	Area 2 Mowing – Dormant Season	5	Per Month		
006	Area 3 Mowing – Growing Season	7	Per Month		
007	Area 3 Mowing – Dormant Season	5	Per Month		
008	Area 4 Mowing – Growing Season	7	Per Month		
009	Area 4 Mowing – Dormant Season	5	Per Month		
010	Area 5 Mowing – Growing Season	7	Per Month		
011	Area 5 Mowing – Dormant Season	5	Per Month		
012	Area 6 Mowing – Growing Season	7	Per Month		
013	Area 6 Mowing – Dormant Season	5	Per Month		
014	Area 7 Mowing – Growing Season	7	Per Month		
015	Area 7 Mowing – Dormant Season	5	Per Month		
016	Area 8 Mowing – Growing Season	7	Per Month		
017	Area 8 Mowing – Dormant Season	5	Per Month		
018	Area 9 Mowing – Growing Season	7	Per Month		
019	Area 9 Mowing – Dormant Season	5	Per Month		
020	Edging & Weed Eating	12	Per Month		
021	Blowing	12	Per Month		
022	Storm Drain Cleanup	12	Per Month		
023	Shrubs & Cord Grass Maintenance	12	Per Month		
024	Tree Trimming, Pruning, Staking	12	Per Month		
025	Litter and Debris Removal	12	Per Month		
026	Weed Control/Weeding of Beds	12	Per Month		
027	Annuals Zone 1 (Planting/Maintenance)	3	Per Each Rotation		
028	Annuals Zone 2 (Planting/Maintenance)	3	Per Each Rotation		
029	Annuals Zone 3 (Planting/Maintenance)	3	Per Each Rotation		
030	Annuals Zone 4 (Planting/Maintenance)	3	Per Each Rotation		
031	Annuals Zone 5 (Planting/Maintenance)	3	Per Each Rotation		
032	Annuals Zone 6 (Planting/Maintenance)	3	Per Each Rotation		
033	Annuals Zone 7 (Planting/Maintenance)	3	Per Each Rotation		
034	Annuals Zone 8 (Planting/Maintenance)	3	Per Each Rotation		
035	Irrigation Inspection/Repairs	12	Per Month		
036	Fertilization Program Bermuda Sod Areas	12	Per Each Treatment		
037	Fertilization Program St. Augustine Sod Areas	12	Per Each Treatment		
038	Fertilization Program Trees, Palms, Shrubs	12	Per Each Treatment		

**Total Bid: \$579,135.00**

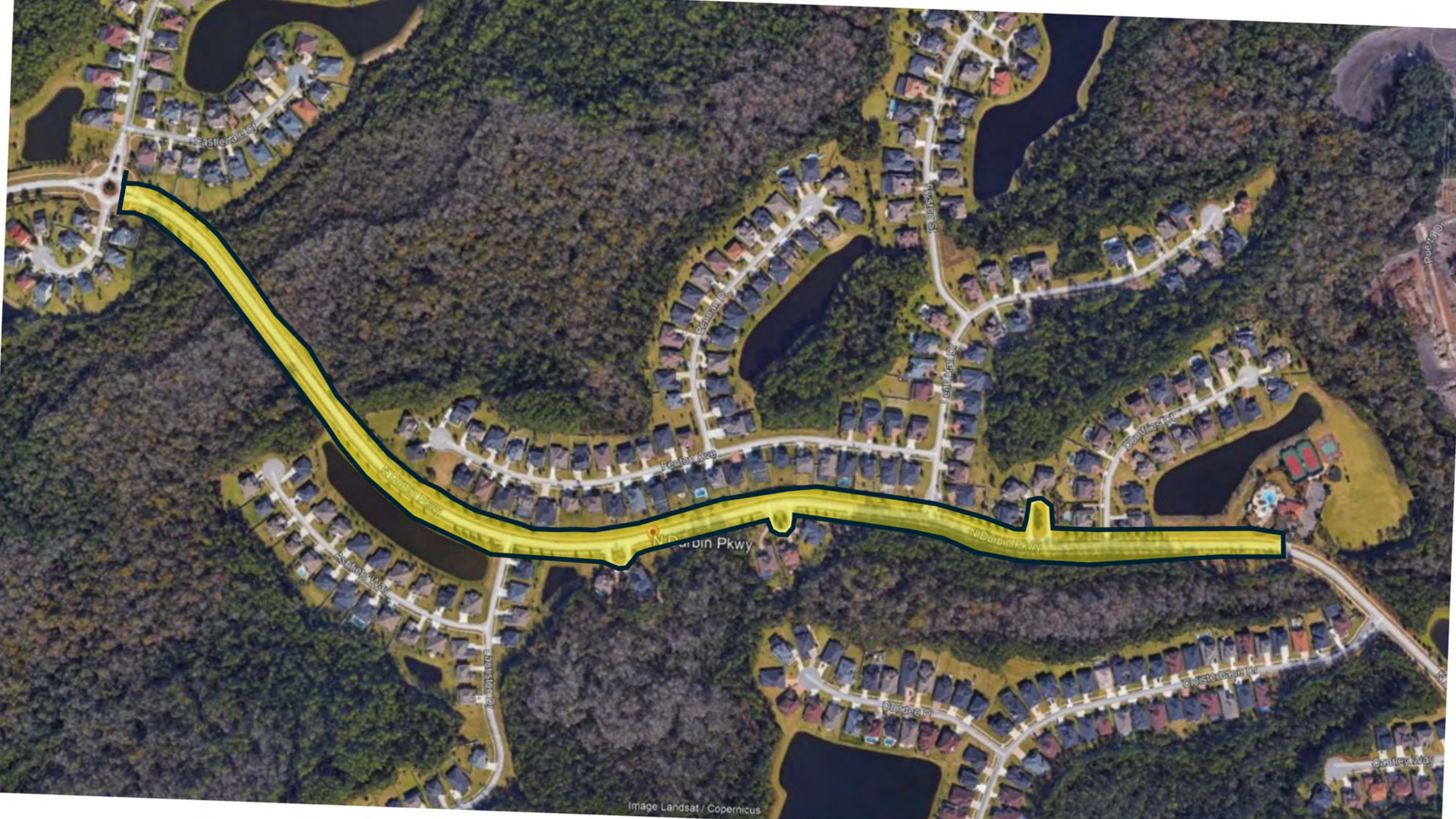


## Year 5 Pricing

Bid Item	Description	Quantity	Unit	Unit Price	Total Cost
001	Reporting (Weekly, Monthly, Quarterly)	1	LS	3% Increase from prior year.	
002	Area 1 Mowing – Growing Season	7	Per Month		
003	Area 1 Mowing – Dormant Season	5	Per Month		
004	Area 2 Mowing – Growing Season	7	Per Month		
005	Area 2 Mowing – Dormant Season	5	Per Month		
006	Area 3 Mowing – Growing Season	7	Per Month		
007	Area 3 Mowing – Dormant Season	5	Per Month		
008	Area 4 Mowing – Growing Season	7	Per Month		
009	Area 4 Mowing – Dormant Season	5	Per Month		
010	Area 5 Mowing – Growing Season	7	Per Month		
011	Area 5 Mowing – Dormant Season	5	Per Month		
012	Area 6 Mowing – Growing Season	7	Per Month		
013	Area 6 Mowing – Dormant Season	5	Per Month		
014	Area 7 Mowing – Growing Season	7	Per Month		
015	Area 7 Mowing – Dormant Season	5	Per Month		
016	Area 8 Mowing – Growing Season	7	Per Month		
017	Area 8 Mowing – Dormant Season	5	Per Month		
018	Area 9 Mowing – Growing Season	7	Per Month		
019	Area 9 Mowing – Dormant Season	5	Per Month		
020	Edging & Weed Eating	12	Per Month		
021	Blowing	12	Per Month		
022	Storm Drain Cleanup	12	Per Month		
023	Shrubs & Cord Grass Maintenance	12	Per Month		
024	Tree Trimming, Pruning, Staking	12	Per Month		
025	Litter and Debris Removal	12	Per Month		
026	Weed Control/Weeding of Beds	12	Per Month		
027	Annuals Zone 1 (Planting/Maintenance)	3	Per Each Rotation		
028	Annuals Zone 2 (Planting/Maintenance)	3	Per Each Rotation		
029	Annuals Zone 3 (Planting/Maintenance)	3	Per Each Rotation		
030	Annuals Zone 4 (Planting/Maintenance)	3	Per Each Rotation		
031	Annuals Zone 5 (Planting/Maintenance)	3	Per Each Rotation		
032	Annuals Zone 6 (Planting/Maintenance)	3	Per Each Rotation		
033	Annuals Zone 7 (Planting/Maintenance)	3	Per Each Rotation		
034	Annuals Zone 8 (Planting/Maintenance)	3	Per Each Rotation		
035	Irrigation Inspection/Repairs	12	Per Month		
036	Fertilization Program Bermuda Sod Areas	12	Per Each Treatment		
037	Fertilization Program St. Augustine Sod Areas	12	Per Each Treatment		
038	Fertilization Program Trees, Palms, Shrubs	12	Per Each Treatment		

**Total Bid:**           \$596,510.00

3.



Castle Gate Ct

Foston Ave

N Durbin Pkwy

N Durbin Pkwy

Grostein Ave

*E.*

*1.*



DURBIN CROSSING  
General Manager's Report

*Date of report 3-17-25*

*Submitted by: Sue O'Lear*

**UPDATES – No Board Action Requested**

**WISH LIST SURVEY:** The resident survey was launched with the February newsletter and was offered to residents in a variety of ways. It was e-blasted to our 4261 contacts via 2 newsletters, 6 weekend updates, and 2 dedicated blasts. It was posted on social media, QR codes were placed around both Amenity Centers, and it was featured on our marquee boards in 2 positions in the neighborhood. We could have provided a paper version of the survey, however nobody elected to take one. We ended up on March 17<sup>th</sup> with 208 responses. See attached spreadsheet of results.

**SPRING BREAK 2025:** At the time of this writing, we have made it through our first weekend of Spring Break! Our Lifeguard Supervisor and I worked to orient and support 13 guards through their first shift at Durbin Crossing.

**DURBIN DOLPHINS:** As of this writing, the 2025 agreement with the discussed updates has been provided to the Dolphins for signatures.

**CHAMPION SWIM SCHOOL:** I had an orientation/meeting with the owner of Champion Swim as well as the instructor assigned to Durbin Crossing. Per supervisor request, they will begin teaching their weekday classes at Durbin North to avoid being in the pool at the same time as the Dolphins. Once school is out and the Dolphins move their practices to morning, Champion will teach their weekday classes in the South lap pool. Sunday afternoons will continue at south per usual. Enrollment for Spring is small but commensurate with historical numbers, as many swimmers don't register to begin until summer break.

**REQUEST FOR FIELD USAGE:** Resident Alberto Pita is the Sporting Director for Prime Sports. He is requesting to run a summer soccer program for Durbin Crossing residents. He proposes the following:

Soccer Program  
1.5 hours once a week for 6 weeks  
June 10 – July 15, Tuesday Evenings, 5PM – 6:15PM  
North Field  
Durbin Residents ages 5-12

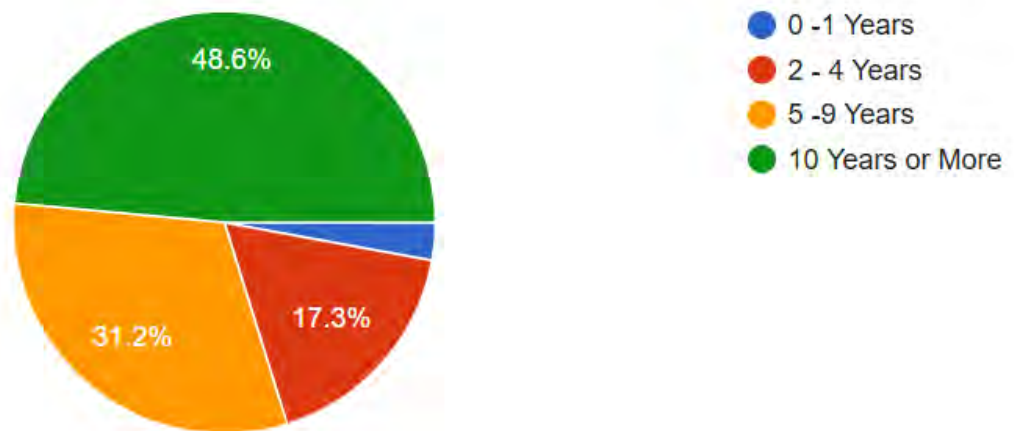
**ACCESS CONTROL SYSTEM UPDATE:** The team is preparing to begin offering the opportunity for residents to register the mobile app to their phones in May. We will also encourage residents to update their photos at this time. Our plan is to divide up the community and encourage residents to come up on a schedule so that we can be ready with files and paperwork. More to come on our plan in April.

2.

## 2025 Resident “Wish List” Survey Results Summary

How long have you been a resident of Durbin Crossing?

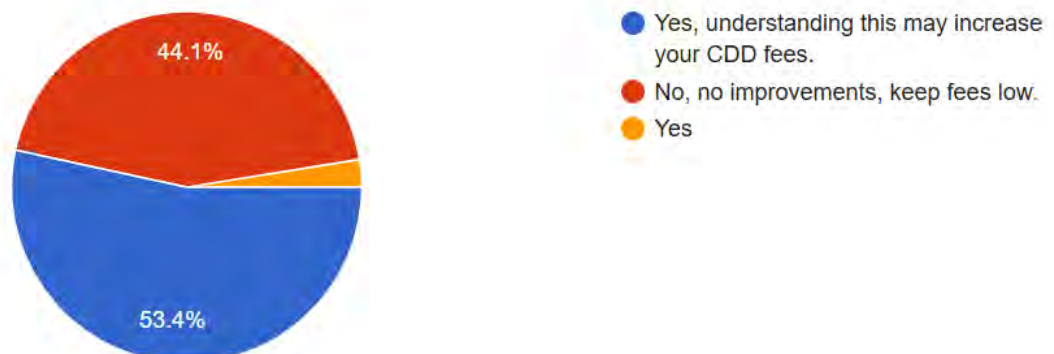
208 responses



Are you interested in seeing any specific improvements/upgrades/enhancements to your Durbin Crossing CDD Amenities, Yes or No?

 [Copy chart](#)

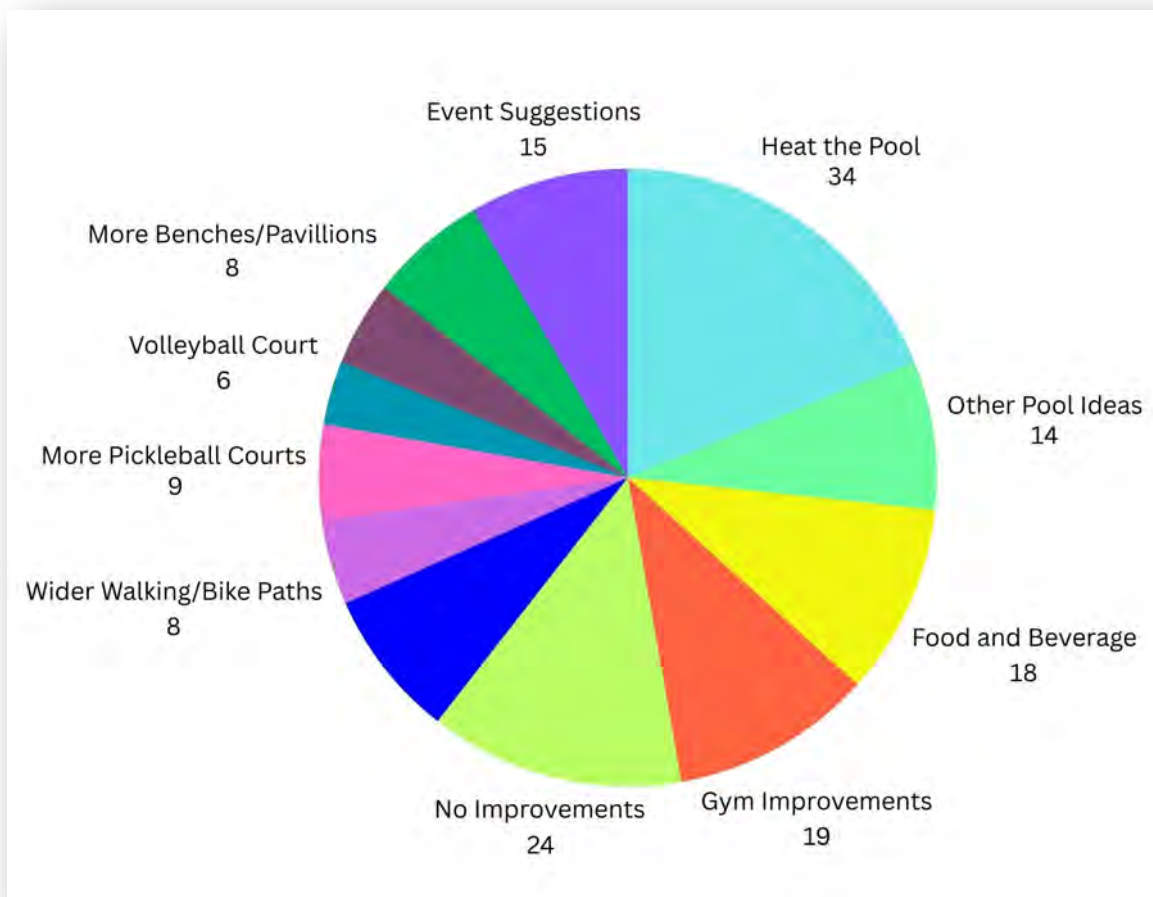
118 responses





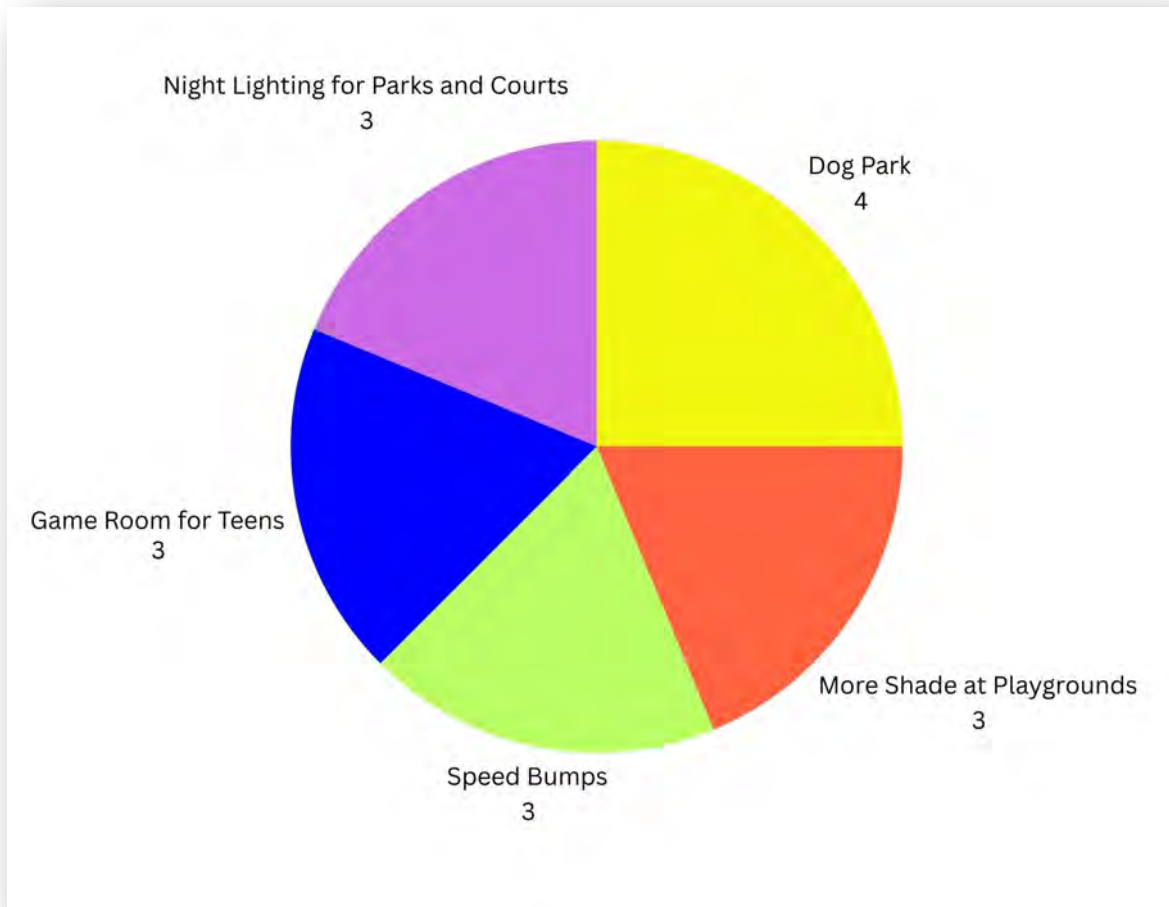
**If you answered YES to Question 3. what improvements/upgrades/enhancements would you like to see in Durbin Crossing? Please list up to three (3). (Please keep in mind that your CDD is responsible for common areas such as your amenity centers and green spaces).**

**Table One: Most Popular Responses**



- ⇒ The highest number of responses were in reference to the pools; specifically to heat one, and then Other Pool Ideas suggesting the addition of a lazy river, hot tub or salt water pool)
- ⇒ Secondly, suggestions for food and beverage ranged from “Snack Shack” or grab and go options all the way to turning the Social Hall into a full scale restaurant. There were also suggestions to allow alcohol in coolers.
- ⇒ There were 19 requests for gym improvements ranging from updating equipment to building a freestanding facility that would also allow for group fitness options.
- ⇒ There were several entries with event suggestions; seniors would like more event opportunities, and parents would like more for teens to do.
- ⇒ There were 24 entries citing No Improvements Needed or No Fee Increase.

**Table Two: Additional Responses**

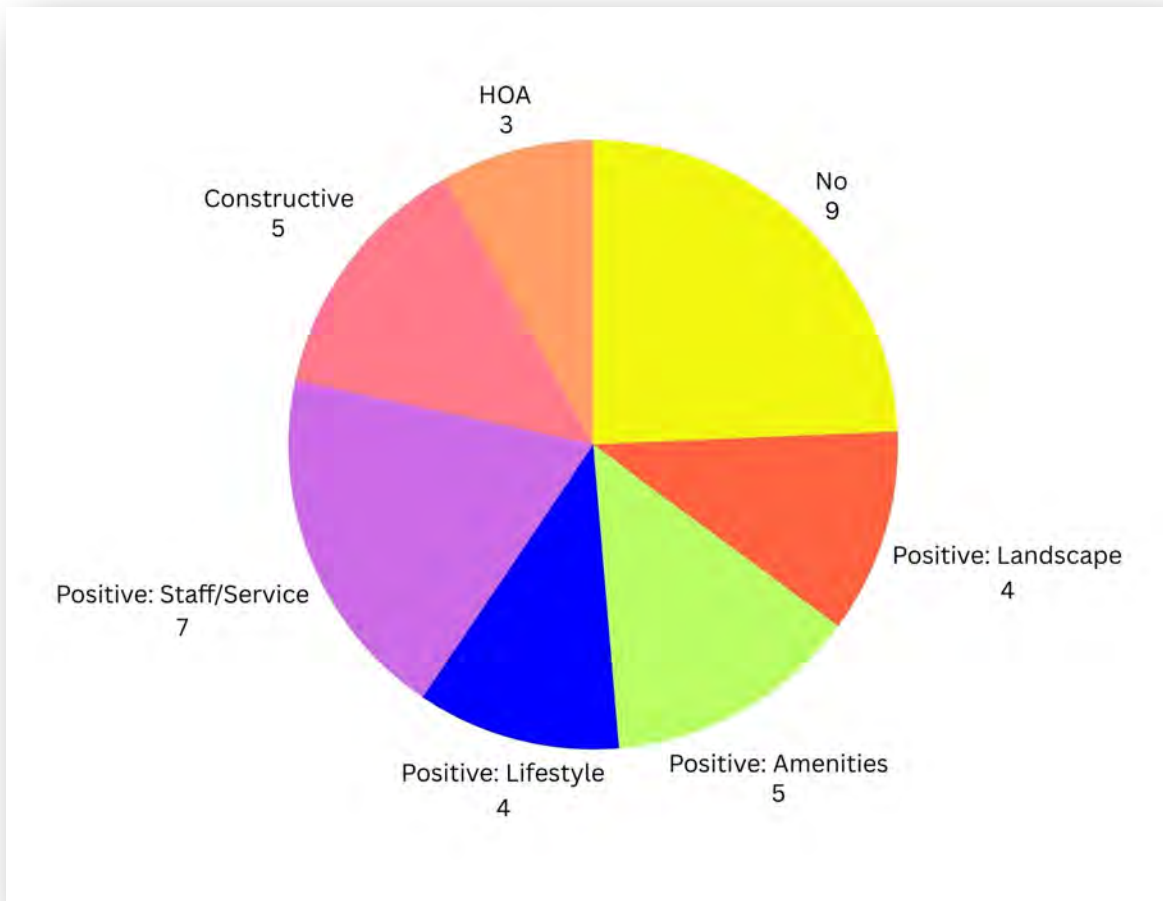


In addition to the above, we had one entry each for the following:

- ⇒ Additional Security/Off Duty Police around Amenity Centers
- ⇒ Permanent Digital Swim Clock at Durbin South
- ⇒ More Dog Stations
- ⇒ Aerators in Ponds
- ⇒ Lifeguards at Durbin North
- ⇒ More Bike Racks
- ⇒ Soccer Goals in Fields
- ⇒ Stage in Field at Durbin South\
- ⇒ More Rentable Space/Rentable Patio/Pavilion Space

## Do you have any additional comments or suggestions?

### Response Breakdown



- ⇒ The majority of the 77 responses were repeats of the suggestions in question 4.
- ⇒ Overwhelmingly, the tone of these answers was positive and respondents overwhelmingly feel very good about where they live.
- ⇒ Constructive feedback was primarily focused on addressing irrigation issues, residents of the Townhomes feeling that they are underrepresented in decisions, more suggestions for pickleball expansion and pool heating, and more representation of Judaism in our holiday décor.
- ⇒ There were several comments in this section that are outside of the scope of the CDD, and would be better directed to the representing HOA.

*F.*



DURBIN CROSSING  
Field Operations Manager's Report

*Date of report 3-24-2025*

*Submitted by: Zach Davidson*

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**North Playground Mulching/No Board Action Required:** Still waiting to be scheduled for the application of the mulch at the North playground.

**Slide Tower Repairs/No Board Action Required:** New sections of railing are being fabricated and scheduled to be installed at the end of March.

**North Pool Tile Repairs/ No Board Action Required:** Two loose backsplash tiles on North pool deck were reported to Pinch a Penny. During their inspection they found 3 additional. All repairs were made on 3-13.

**Storm Drains Box Repair/ No Board Action Required:** The repair on the storm drain box was performed on 2-21; they injected form grout around the perimeter and interior of the storm box. Now I am working on Yellowstone and AMG to address fence post issues, backfilling dirt and sod replacement.

**Sunshade Structures at South Playgrounds/ No Board Action Required:** Vendor had to adjust the pole heights for the shade structure to make sure we have the proper clearance. Awaiting installation date for both sunshade the new fence sections.

**Muscovy Ducks/No Board Action Required:** Continuing to monitor the ducks.

**Baseball Field Meter/ No Board Action Required:** Meter has been switched to the CDD's JEA account; this is still in progress. Meet with JEA on March 4<sup>th</sup>, working with District engineer on the requested drawing for tap and meter location. We will continue to keep the board posted.

**Solitude lake maintenance / No Board Action Required:** Solitude was out this month and treated all ponds. All concerns were reported to Solitude, and they were treated within 24-48 hours. Fish stock at pond 48 is scheduled to be done between the 18<sup>th</sup> and 20<sup>th</sup> of March.

**FIELD OPERATIONS UPDATES / No Board Action Required:**

- Pressure washed all pool and tennis canopies at North and South.
- Pressure washed slide tower and stairs, replaced all stair grip strips and caulked slide seams.
- Replaced two broken lights, (1) at South Amenity center (1) at North Durbin and Veteran entrance.
- Replace the light at longleaf and St Johns parkway monument with a shielded light as request by the board.
- Replaced all "No Trespassing" sign on the JEA access road off Islesbrook.
- Installed green space signs at the requested locations with updated blacked out backing to prevent glare.
- Did touch up painting on zero entrance pillars at North and South pool.
- Replaced sections of zero entrance ropes at North pool.
- Changed the drinking water filter in the gym at South

*G.*

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# DURBIN CROSSING

## Amenity Manager's Report

Date of report 3/14/2025

Submitted by: Kiki Jimenez

### PAST EVENTS

#### COMMUNITY YARD SALE MARCH 8TH

Budget: \$0

22 Residents Participated

The Spring Community Yard Sale was a great success! A total of 22 residents participated, and we also used the Social Hall to sell some excess items from the events shed. In all, we sold 25 items and raised \$42!



#### SUNDAY BREW CREW EXPERIENCE- FEBRUARY 23RD

Budget: \$1,000 Actual: \$396.58

Attendance: 65 RSVP'd: 38

Our second Brew Crew Sunday attracted an impressive 65 residents. The weather was lovely, allowing us to keep the patio doors open as residents savored the delightful coffee from Harris Brews and the tasty treats supplied by the CDD. Alyse Doty was amazing and maintained a fantastic atmosphere throughout the event! We welcomed

both familiar faces and newcomers this weekend. Everyone is eagerly inquiring about the next gathering! Mark your calendars for March 16th, where we'll showcase Austin Vernon along with a resident favorite, and resident owned, HAYMAKER coffee and donuts!





## UPCOMING EVENTS

### SUNDAY BREW CREW EXPERIENCE- MARCH 16TH

The Sunday Brew Crew has become a beloved monthly event for residents. With fresh artists, new coffee vendors, and delightful complimentary treats, attendees eagerly return each month. This Sunday, we are excited to showcase Austin Vernon, renowned for his looping music. The coffee will be provided by Haymaker Coffee Co., a proud resident of Durbin Crossing, and delicious donuts will also be generously supplied by Haymaker in partnership with the CDD.



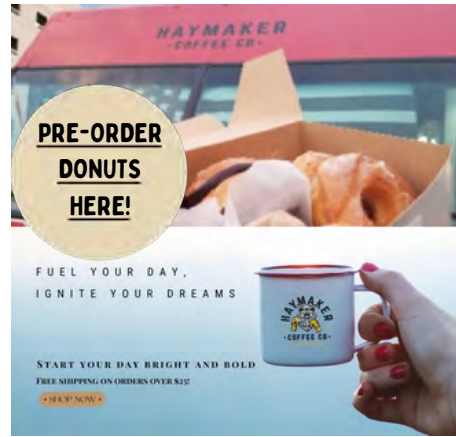
LET US KNOW  
YOU'RE  
COMING!



FEATURING  
LIVE MUSIC BY:

Austin Vernon

### HAYMAKER IS BACK!!!

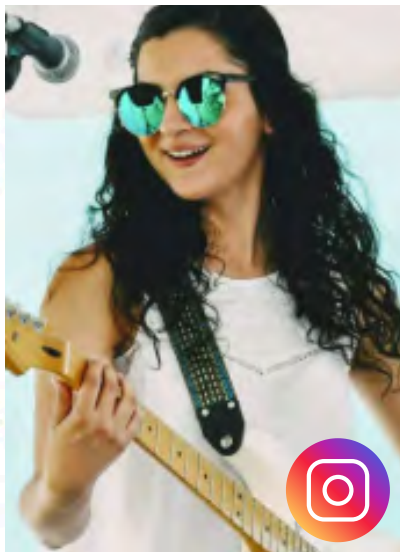


### ANCIENT CITY WORKSHOP- MARCH 22ND

Spring has arrived, and Ancient City Workshop is excited to host an enjoyable experience for the community! Whether you're a seasoned crafter or just starting out, skilled artisans will be there to assist you every step of the way in painting and assembling your chosen sign. Select from a range of templates and challenge your creativity during this delightful afternoon of crafting! 24 spots available and currently 7 spots reserved so far.

An advertisement for a 'DURBIN CROSSING SPRING PAINT WORKSHOP'. The central text is on a light green background with a floral border. It says 'SATURDAY, MAR 22ND @ 11:00 AM' and provides details about the event for kids and family. A QR code is in the top right. Surrounding the central text are various examples of painted signs, including 'Welcome THE PETRUCHIO', 'WELCOME', 'hello', 'hi', 'hello SPRING', 'hi', 'hello SPRING', 'Welcome', 'HOME A gathering of the people we love', 'Welcome 12718', 'The Kinnick FAMILY', and 'Welcome HOPE YOU LIKE dogs'.

# SUNDAY BREW CREW



## SUNDAY BREW CREW EXPERIENCE- APRIL 6TH

Catch Giselle Tapia, Argentina Native now Jacksonville local, shredding on the guitar. Grab a delicious Coquito Latte by Coco-Latte Coffee, mom-trepreneur local who began service in 2024 to share her joy of coffee with others and indulge in a sweet treat complimentary of the CDD. This new community staple grows each month. Next one will be May 18th.



## HIPPITY HOP SPRINGTIME REWIND- APRIL 13TH

Put on your acid-wash denim, mix up some patterns, and style your hair big and full of scrunchies for a totally tubular experience! Join us for a fantastic time featuring food trucks, spin art, a 21+ rave tent, live music from the Last2Leave Band, Rubix Cube solving contest and an explosion of neon colors! Don't forget to sign up for one of our four time slots to take part in the EGG-cellent egg hunts.





## OUR SERVICES :



More products including drinks & snacks



Convenient cashless vending: apple pay



Brand new machines in excellent condition



Maintenance and restocking by Tap N Go

# Elevate Your Amenities with Us

Our vending machines create a win-win situation for both employees and visitors by providing convenience, boosting energy levels, and improving overall satisfaction. Whether in a workplace, gym, or entertainment venue, they contribute to a happier, more efficient environment.

## WHY CHOOSE US :

- Locally & family owned business
- Excellent customer service  
In/outdoor machines
- State licensed
- First contract for 6 months(trial) and renewal for 12 months
- Agree to 10% profit share with District

## Current Contract

### Northeast Florida Vending, Inc

Durbin crossing has a standard yearly renewed contract. Receiving 10% of gross sales minus sales tax paid on commission quarterly. **Either party can dissolve contract with a 30 day notice verbal or written.**

**Issues:** Consistent issues with payment mechanism. WHEN it works, it only takes coins, no dollars, app is not user friendly. Many residents request apple pay.

**Service:** Our technician, Ricky, is very pleasant and typically replies to service calls within 24-48 hours pending weather. However, we are consistently reaching out about issues.

**Maintenance:** Northeast FL Vending will not replace the machine because it does not generate enough revenue; however, the machine doesn't work half the time. They come monthly for maintenance/restocking.

## 2025 PROJECTED EVENTS

**April 6th-** Brew Crew Experience ft. live music by Giselle Tapia

**April 13th:** Hippity Hop Springtime Rewind – 80s themed egg hunt for all ages, Live band Durbin Crossings very own residents; Last2Leave Band, and neon color overload.

**May 3rd-** Bombshells and Bottles Ladies Event celebrating ALL women for Women's Health Month! Meditation, Mimosas, Massages!

**May 18th:** Sunday Brew Crew Experience

**May 31st:** Have a Rockin' Summer- Pool movie- Trolls World Tour

**June 1st:** Summer Field Day- Old school field day activities/challenges, kickball tournament. Kids VS Adults.

**July 4th:** Freedom Fest- Celebrating America's Birthday

**August 2nd:** Bikini Bottom Back 2 School Blast

**September 1st:** Labor Day Luau- Tiki's, grass skirts and coconuts.

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



2.

*EIGHTH ORDER OF BUSINESS*



# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

October 21, 2024

Durbin Crossing Community Development District  
Governmental Management Services  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

## **The Objective and Scope of the Audit of the Financial Statements**

You have requested that Berger, Toombs, Elam, Gaines and Frank (“we”) audit Durbin Crossing Community Development District’s, (the “District”), governmental activities and each major fund as of and for the year ended September 30, 2024, which collectively comprise the basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter for the year ending September 30, 2024.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if there is a substantial likelihood, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

## **The Responsibilities of the Auditor**

We will conduct our audit in accordance with (GAAS). Those standards require that we comply with applicable ethical requirements. As part of an audit in accordance with GAAS, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Fort Pierce / Stuart

Durbin Crossing Community Development District  
October 21, 2024  
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- Consider the entity's system of internal control in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for the reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

We will also communicate to the Board any fraud involving senior management and fraud that causes a material misstatement of the financial statements that becomes known to us during the audit, and any instances of noncompliance with laws and regulations that we become aware of during the audit unless they are inconsequential.

We will maintain our independence in accordance with the standards of the American Institute of Certified Public Accountants and Generally Accepted Governmental Auditing Standards.



Durbin Crossing Community Development District  
October 21, 2024  
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## **The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework**

Management is responsible for:

1. Identifying and ensuring that the District complies with the laws and regulations applicable to its activities, and for informing us about all known violations of such laws or regulations, other than those that are clearly inconsequential;
2. The design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements; and
3. Informing us of its knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, analysts, regulators, short sellers, vendors, customers or others.

The Board is responsible for informing us of its views about the risks of fraud within the entity, and its knowledge of any fraud or suspected fraud affecting the entity.

Our audit will be conducted on the basis that management acknowledges and understands that it has responsibility:

1. To evaluate subsequent events through the date the financial statements are issued or available to be issued. Management also agrees that it will not conclude on subsequent events earlier than the date of the management representation letter referred to below;
2. For the design, implementation and maintenance of internal control relevant to the preparation of fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; and
3. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including information relevant to disclosures;
  - b. Draft financial statements, including information relevant to their preparation and fair presentation, when needed to allowed for the completion of the audit in accordance with the proposed timeline;
  - c. Additional information that we may request from management for the purpose of the audit; and

Durbin Crossing Community Development District  
October 21, 2024  
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- d. Unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit, including among other items:

1. That management has fulfilled its responsibilities as set out in the terms of this Engagement Letter; and
2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

## **Reporting**

We will issue a written report upon completion of our audit of Durbin Crossing Community Development District's financial statements. Our report will be addressed to the Board of Supervisors of Durbin Crossing Community Development District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may necessary for us to modify our opinion, or add an emphasis-of-matter paragraph or other-matter paragraph to our auditor's report.

If circumstances arise relating to the condition of the District's records, the availability of appropriate audit evidence or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting or misappropriation of assets which, in our professional judgement, prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including, but not limited to, declining to express an opinion or issue a report, or withdrawing from the engagement.

## **Records and Assistance**

During the course of our engagement, we may accumulate records containing data that should be reflected in the District's books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.

The assistance to be supplied by District personnel, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with Oksana Kuzmuk. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

Durbin Crossing Community Development District  
October 21, 2024  
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### **Other Relevant Information**

In accordance with *Government Auditing Standards*, a copy of our most recent peer review report has been provided to you, for your information.

### **Accounting Services**

In connection with our audit, you have requested us to draft the financial statements.

Daniel Laughlin, District Manager, will oversee the service, make all significant judgments that are the proper responsibility of management, evaluate the adequacy of the service, make an informed judgment about the results of the service, and accept responsibility for them. You also agree to establish and maintain internal control over the service, including ongoing monitoring activities. At the conclusion of our audit, we will ask you to provide written representations to that effect.

### **Fees, Costs and Access to Workpapers**

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Invoices for fees will be submitted in sufficient detail to demonstrate compliance with the terms of this engagement. Billings are due upon submission. Our fee for the services described in this letter for the year ending September 30, 2024, will not exceed \$3,945, unless the scope of the engagement is changed, the assistance which Durbin Crossing Community Development District has agreed to furnish is not provided, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding. All other provisions of this letter will survive any fee adjustment. An optional one-year renewal is available if mutually agreed upon by Berger, Toombs, Elam, Gaines, and Frank and Durbin Crossing Community Development District.

The audit documentation for this engagement is the property of Berger, Toombs, Elam, Gaines, & Frank. For the purposes of this Engagement Letter, the term "Audit Documentation" shall mean the confidential and proprietary records of Berger, Toombs, Elam, Gaines, & Frank's audit procedures performed, relevant audit evidence obtained, other audit-related workpapers, and conclusions reached. Audit Documentation shall not include custom-developed documents, data, reports, analyses, recommendations, and deliverables authored or prepared by Berger, Toombs, Elam, Gaines, & Frank for the District under this Engagement Letter, or any documents belonging to the District or furnished to Berger, Toombs, Elam, Gaines, & Frank by the District.

Review of Audit Documentation by a successor auditor or as part of due diligence is subject to applicable Berger, Toombs, Elam, Gaines, & Frank policies, and will be agreed to, accounted for and billed separately.

Durbin Crossing Community Development District  
October 21, 2024  
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Any such access to our Audit Documentation is subject to a successor auditor signing an Access and Release Letter substantially in Berger, Toombs, Elam, Gaines, & Frank's form. Berger, Toombs, Elam, Gaines, & Frank reserves the right to decline a successor auditor's request to review our workpapers.

In the event we are required by government regulation, subpoena or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for the District, the District will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

### **Information Security – Miscellaneous Terms**

Berger, Toombs, Elam, Gaines & Frank is committed to the safe and confidential treatment of Durbin Crossing Community Development District's proprietary information. Berger, Toombs, Elam, Gaines & Frank is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. The District agrees that it will not provide Berger, Toombs, Elam, Gaines & Frank with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of the District's information, including the use of collaborate sites to ensure the safe transfer of data between the parties.

If any term or provision of this Engagement Letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

Because we will rely on the District and its management and Board of Supervisors to discharge the foregoing responsibilities, the District holds harmless and releases Berger, Toombs, Elam, Gaines & Frank, its partners, and employees from all claims, liabilities, losses and costs arising in circumstances where there has been a known misrepresentation by a member of the District's management, which has caused, in any respect, Berger, Toombs, Elam, Gaines & Frank's breach of contract or negligence. This provision shall survive the termination of this arrangement for services.

This letter constitutes the complete and exclusive statement of agreement between Berger, Toombs, Elam, Gaines, & Frank and Durbin Crossing Community Development District, superseding all proposals, oral or written, and all other communications, with respect to the terms of the engagement between the parties.

Durbin Crossing Community Development District  
October 21, 2024  
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## Termination

Either party hereto may terminate this Engagement Letter for any reason upon fifteen (15) days' prior written notice to the other party. In the event the District terminates this engagement, the District will pay us for all services rendered, expenses incurred, and noncancelable commitments made by us on the District's behalf through the effective date of termination.

Either party may terminate this Engagement Letter upon written notice if: (i) circumstances arise that in its judgment cause its continued performance to result in a violation of law, a regulatory requirement, applicable professional or ethical standards, or in the case of Berger, Toombs, Elam, Gaines, & Frank, our client acceptance or retention standards; or (ii) if the other party is placed on a Sanctioned List, or if any director or executive of, or other person closely associated with such other party or its affiliate, is placed on a Sanctioned List.

We will not be responsible for any delay or failure in our performance resulting from acts beyond our reasonable control or unforeseen or unexpected circumstances, such as, but not limited to, acts of God, government or war, riots or strikes, disasters, fires, floods, epidemics, pandemics, or outbreaks of communicable disease, cyberattacks, and internet or other system or network outages. At the District's option, the District may terminate this Engagement Letter where our service are delayed more that 120 days; however, the District is not excused from paying to us for all amounts owed for services rendered and deliverables provided prior to the termination of this Engagement Letter.

The parties agree that those provisions of this Engagement Letter which, by their context, are intended to survive, including, but not limited to, payment, limitations on liability, claim resolution, use and ownership, and confidentiality obligations, shall survive the termination of this Engagement Letter.

Durbin Crossing Community Development District  
October 21, 2024  
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Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

Sincerely,

*Berger Toombs Elam  
Gaines + Frank*

BERGER, TOOMBS, ELAM, GAINES & FRANK  
J. W. Gaines, CPA

Confirmed on behalf of the addressee:

*Dip* \_\_\_\_\_

March 11, 2025



6815 Dairy Road  
Zephyrhills, FL 33542

813.788.2155  
BodinePerry.com

### Report on the Firm's System of Quality Control

To the Partners of  
Berger, Toombs, Elam, Gaines & Frank, CPAs, PL  
and the Peer Review Committee of the Florida Institute of Certified Public Accountants

November 30, 2022

We have reviewed the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL (the firm), in effect for the year ended May 31, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [aicpa.org/prsummary](http://aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

#### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

#### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control, and the firm's compliance therewith based on our review.

#### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

#### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, in effect for the year ended May 31, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Berger, Toombs, Elam, Gaines & Frank, CPAs, PLC, has received a peer review rating of *pass*.



Bodine Perry

(BERGER\_REPORT22)

**ADDENDUM TO ENGAGEMENT LETTER BETWEEN BERGER, TOOMBS,  
ELAM, GAINES AND FRANK AND DURBIN CROSSING COMMUNITY  
DEVELOPMENT DISTRICT  
(DATED OCTOBER 21, 2024)**

**Public Records.** Auditor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

- a. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
- b. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Auditor does not transfer the records to the District; and
- d. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Auditor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Auditor transfers all public records to the District upon completion of the Agreement, the Auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Auditor keeps and maintains public records upon completion of the Agreement, the Auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Auditor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Auditor, the Auditor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Auditor acknowledges that should Auditor fail to provide the public records to the District within a reasonable time, Auditor may be subject to penalties pursuant to Section 119.10, Florida Statutes.



**IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE AUDITOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:**

**GMS-NF, LLC  
475 WEST TOWN PLACE, SUITE 114  
ST. AUGUSTINE, FL 32092  
TELEPHONE: 904-940-5850  
EMAIL: DLAUGHLIN@GMSCFL.COM**

**Auditor: J.W. Gaines**

**District: Durbin Crossing CDD**

**By: \_\_\_\_\_**



**By: DiL**

**Title: Director**

**Title: Secretary**

**Date: October 21, 2024**

**Date: 3/11/25**

*NINTH ORDER OF BUSINESS*

# *Durbin Crossing*

*Community Development District*

*Proposed Budget*  
*FY 2026*

*Presented by:*



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12	<u>Capital Reserve Fund</u>
13	<u>Assessment Schedule</u>

**Durbin Crossing**  
**Community Development District**  
**Proposed Budget**  
**General Fund**

Description	Adopted Budget FY 2025	Actuals Thru 2/28/25	Projected Next 7 Months	Projected Thru 9/30/25	Proposed Budget FY 2026
<b>REVENUES:</b>					
Special Assessments - On Roll	\$ 2,681,509	\$ 2,615,534	\$ 65,975	\$ 2,681,509	\$ 2,720,001
Interest income	45,000	5,100	14,900	20,000	20,000
Other Revenues	30,000	13,724	16,276	30,000	30,000
Carry Forward Surplus	6,094	-	6,094	6,094	33,785
<b>TOTAL REVENUES</b>	<b>\$ 2,762,603</b>	<b>\$ 2,634,358</b>	<b>\$ 103,245</b>	<b>\$ 2,737,603</b>	<b>\$ 2,803,786</b>

**EXPENDITURES:**

**Administrative**

Supervisor Fees	\$ 12,000	\$ 4,000	\$ 7,000	\$ 11,000	\$ 12,000
FICA Taxes	918	306	536	842	918
Assessment Roll Administration	5,459	5,459	-	5,459	5,732
Engineering Fees	13,000	5,780	7,220	13,000	13,000
Dissemination Fees	7,860	3,475	4,385	7,860	8,253
Attorney Fees	50,000	27,397	22,603	50,000	50,000
Annual Audit	4,500	-	4,500	4,500	4,600
Trustee Fees	10,800	5,000	5,800	10,800	11,880
Arbitrage	1,200	-	1,200	1,200	1,200
Impact Fee Administration	16,377	6,824	9,553	16,377	17,196
Management Fees	56,035	23,348	32,687	56,035	58,837
Information Technology	1,638	683	955	1,638	1,720
Website Maintenance	1,092	455	637	1,092	1,146
Telephone	800	61	739	800	800
Postage	3,000	1,121	1,879	3,000	3,000
Printing & Binding	2,300	1,315	985	2,300	2,300
Insurance General Liability	9,461	8,488	-	8,488	9,461
Legal Advertising	2,000	343	1,657	2,000	2,000
Other Current Charges	500	416	200	616	700
Office Supplies	150	5	145	150	150
Dues, Licenses & Subscriptions	175	175	-	175	175
<b>TOTAL ADMINISTRATIVE</b>	<b>\$ 199,265</b>	<b>\$ 94,651</b>	<b>\$ 102,681</b>	<b>\$ 197,331</b>	<b>\$ 205,068</b>

**Durbin Crossing**  
**Community Development District**  
**Proposed Budget**  
**General Fund**

Description	Adopted Budget FY 2025	Actuals Thru 2/28/25	Projected Next 7 Months	Projected Thru 9/30/25	Proposed Budget FY 2026
<b>Operations &amp; Maintenance</b>					
<b>Amenity Center</b>					
Insurance	\$ 46,680	\$ 42,167	\$ -	\$ 42,167	\$ 46,680
Repairs & Replacements	85,000	38,935	46,065	85,000	85,000
Recreational Passes	3,000	200	2,800	3,000	3,000
Office Supplies	5,000	1,785	3,215	5,000	5,000
Permit Fees	4,500	3,010	1,490	4,500	4,500
<b>Utilities</b>					
Water & Sewer	38,900	8,447	30,453	38,900	38,900
Electric	32,000	11,459	20,541	32,000	32,000
Cable/Phone/Internet	21,000	9,445	11,555	21,000	21,000
Security System	1,670	2,853	2,147	5,000	5,000
<b>Amenity Center Management Contract</b>					
Managerial (Vesta)	255,503	106,459	149,044	255,503	255,503
Staffing (Vesta)	273,601	114,000	159,601	273,601	273,601
Lifeguards (Vesta)	98,189	-	98,189	98,189	98,189
Mobile App/Website (Vesta)	3,500	1,458	2,042	3,500	3,500
Refuse Service	9,000	4,655	6,300	10,955	11,000
Pool Chemicals	35,700	15,135	20,566	35,700	35,700
Special Events	30,000	25,632	4,368	30,000	30,000
Holiday Décor	20,000	12,350	7,650	20,000	20,000
Pest Control	8,000	2,307	5,693	8,000	8,000
Pressure Washing	9,000	1,700	7,300	9,000	9,000
Fitness Equip Maintenance	8,500	525	7,975	8,500	8,500
<b>TOTAL AMENITY CENTER</b>	<b>\$ 988,743</b>	<b>\$ 402,522</b>	<b>\$ 586,992</b>	<b>\$ 989,515</b>	<b>\$ 994,073</b>
<b>Grounds Maintenance</b>					
Electric	\$ 10,000	\$ 4,721	\$ 5,279	\$ 10,000	\$ 10,000
Water & ReUse	300,000	77,705	222,295	300,000	300,000
Streetlighting	75,000	29,585	45,415	75,000	75,000
Lake Maintenance	55,620	22,809	32,811	55,620	55,620
Landscape Maintenance	562,267	234,278	327,989	562,267	562,267
Landscape Contingency	82,000	34,648	10,000	44,648	82,000
Mulch	72,500	63,000	-	63,000	72,500
Sod Replacement	180,000	175,247	-	175,247	180,000
Fuel	900	227	673	900	900
Irrigation Repairs	15,000	6,481	2,500	8,981	15,000
Capital Reserve Funding	221,309	-	221,309	221,309	251,359
<b>TOTAL GROUNDS MAINTENANCE</b>	<b>\$ 1,574,595</b>	<b>\$ 648,702</b>	<b>\$ 868,270</b>	<b>\$ 1,516,972</b>	<b>\$ 1,604,645</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,762,603</b>	<b>\$ 1,145,875</b>	<b>\$ 1,557,943</b>	<b>\$ 2,703,818</b>	<b>\$ 2,803,786</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$ (0)</b>	<b>\$ 1,488,483</b>	<b>\$ (1,454,698)</b>	<b>\$ 33,785</b>	<b>\$ -</b>

**Durbin Crossing**  
**Community Development District**  
**Budget Narrative**  
**Fiscal Year 2026**

**REVENUES**

**Special Assessments-Tax Roll**

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels within the District in order to pay for the operating expenditures during the Fiscal Year. The assessments will be collected by the St. Johns County Tax Collectors Office.

**Interest Income**

The District earns interest on the monthly average collected balance for each of their investment accounts.

**Other Revenues**

Revenue received from access cards, rental fees, event fees, event sponsorships, insurance claims, and recreational programs.

**Expenditures - Administrative**

**Supervisors Fees**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting in which they attend. The budgeted amount for the fiscal year is based on all supervisors attending 12 meetings.

**FICA Taxes**

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

**Assessment Roll Administration**

Charge to the District for the services of Governmental Management Services, LLC to manage the assessment roll and Lien Books relating to the Series 2017A-1/A-2 bonds.

**Engineering Fees**

The District's engineering firm, England, Thims & Miller, Inc., will be providing general engineering services to the District, including attendance and preparation for monthly board meetings, review invoices, etc.

**Dissemination Fees**

The Annual Disclosure Report prepared by Governmental Management Services, LLC required by the Security and Exchange Commission in order to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues.

**Attorney Fees**

General legal services provided by the law firm of Kutak Rock LLP, who provide general legal services to the District, including attendance and preparation for monthly CDD meetings, preparation and review of agreements, resolutions, etc.

**Annual Audit**

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm. The District has contracted with Berger, Toombs, Elam to conduct their annual audit.

**Trustee Fees**

The District's Series 2017A-1/A-2 Special Assessment Bonds are held by a Trustee with US Bank. The amount represents the fee for the administration of the District's bond issue.

**Arbitrage**

The District is required to annually have an arbitrage rebate calculation on the District's Series 2017A-1/A-2 Special Assessment Bonds. The District will contract with an independent certified public accounting firm to calculate the rebate liability and submit a report to the District.

**Impact Fee Administration**

Charges to the District for the services of Governmental Management Services, LLC to collect St. Johns County Impact Fees on behalf of the District, manage the Series 2017A-1/A-2 Impact Fee Bonds, and maintain the Lien Books.

**Management Fees**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services, LLC. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

**Durbin Crossing**  
**Community Development District**  
**Budget Narrative**  
**Fiscal Year 2026**

**Expenditures - Administrative (continued)**

**Information Technology**

The District processes all of its financial activities, i.e. accounts payable, financial statements, etc. on a main frame computer leased by Governmental Management Services, LLC.

**Website Maintenance**

Per Chapter 2014-22, Laws of Florida, all Districts must have a website to provide detailed information on the CDD as well as links to useful websites regarding Compliance issues. This website will be maintained by GMS-SF, LLC and updated monthly.

**Telephone**

New internet and Wi-Fi service for Office.

**Postage and Delivery**

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

**Insurance General Liability**

The District's General Liability & Public Officials Liability Insurance policy is with a qualified entity that specializes in providing insurance coverage to governmental agencies. The amount is based upon similar Community Development Districts.

**Printing and Binding**

Copies used in the preparation of agenda packages, required mailings, and other special projects.

**Legal Advertising**

The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.

**Other Current Charges**

This includes monthly bank charges and any other miscellaneous expenses that incur during the year.

**Office Supplies**

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

**Due, Licenses & Subscriptions**

The District is required to pay an annual fee to the Florida Department of Commerce for \$175.

**Expenditures - Amenity Center**

**Insurance**

The District's Property Insurance policy is with Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies. The amount budgeted represents the estimated premium for property insurance related to the Amenity Center.

**Repairs & Replacements**

Represents monies budgeted for repairs and replacements for the District.

**Recreational Passes**

Represents the estimated cost for access cards to the District's Amenity Center.

**Office Supplies**

Represents any supplies needed for the operation of the Amenity Center.

**Permit Fees**

Represents permit fees paid to the Department of Health for the swimming pool and fees associated with music licenses at the Amenity Center.

**Water & Sewer**

JEA provides water and sewer services for the District. The cost of water/sewer associated with the Recreation Facilities:

<b>Account #</b>	<b>Description</b>		<b>Monthly</b>		<b>Annual</b>
68155430/86131620	145 S Durbin Pkwy Sewer	\$	300	\$	3,600
79200641	145 S Durbin Pkwy Reclaim		609		7,308
86131620	145 S Durbin Pkwy Water		210		2,520
67579848	145 S Durbin Pkwy Water		373		4,476
83113743	730 Durbin PY N Sewer		291		3,492
68090736	730 Durbin PY N Reclaim		837		10,044
85083672	730 Durbin PY N Water		304		3,648
83113743	731 Durbin PY N Water		207		2,484
	Contingency		111		1,328
	<b>Total</b>	<b>\$</b>	<b>3,242</b>	<b>\$</b>	<b>38,900</b>



**Durbin Crossing**  
**Community Development District**  
**Budget Narrative**  
**Fiscal Year 2026**

<b>Expenditures – Amenity Center (continued)</b>
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**Electric**

JEA provides for electric services for the District. The cost of electric associated with the Recreation Facilities:

<u>Account #</u>	<u>Description</u>	<u>Monthly</u>	<u>Annual</u>
20335949	145 S Durbin Pkwy	\$ 1,800	\$ 21,600
22357510	730 Durbin PY N	808	9,696
	Contingency	59	704
	<b>Total</b>	<b>\$ 2,667</b>	<b>\$ 32,000</b>

**Cable/Phone/Internet**

The District will provide cable television services for the Amenity Centers through Comcast.

<u>Account #</u>	<u>Description</u>	<u>Monthly</u>	<u>Annual</u>
8495 74 140 1015619	Durbin Crossing South Amenity	\$ 450	\$ 5,400
8495 74 140 0420497	Durbin Crossing South Amenity	200	2,400
8495 74 140 1246669	Durbin Crossing North Amenity	600	7,200
8496 74 140 1022920	Durbin Crossing North Amenity	420	5,040
	Contingency	80	960
	<b>Total</b>	<b>\$ 1,750</b>	<b>\$ 21,000</b>

**Security System**

Maintenance costs of the security alarms/cameras provided by Atlantic Companies.

**Managerial**

The District is under contract with Vesta Property Services Inc for Management and Administration Services for the Amenity Centers with additional part-time maintenance technician.

<u>Contractor</u>	<u>Monthly</u>	<u>Annual</u>
Vesta	\$ 21,292	\$ 255,503

**Staffing**

The District is under contract with Vesta Property Services Inc. This covers the cost of staffing for Facility Attendants, Pool Maintenance, Janitorial Services, Special Events planning, and Facility monitoring.

<u>Contractor</u>	<u>Monthly</u>	<u>Annual</u>
Vesta	\$ 22,800	\$ 273,601

**Lifeguards**

The District is under contract with Amenity Services Group and this is the cost to provide pool attendants (lifeguards) during the operating season for the pool.

<u>Contractor</u>	<u>Monthly</u>	<u>Annual</u>
Vesta	\$ 8,182	\$ 98,189

**Mobile App/Website**

Alternative mobile communication of information related to Amenity Facilities for residents and patrons included but not limited to hours of operations, resident programs, special events, and other services for the District. Contracted with Vesta to manage website and maintain services.

**Refuse Service**

Garbage disposal services for the Amenity Centers provided by GFL Environmental.

**Pool Chemicals**

The District, through Poolsure, is provided chemicals necessary for the maintenance of the Amenity Center swimming pool.

<u>Contractor</u>	<u>Monthly</u>	<u>Annual</u>
Poolsure	\$ 2,890	\$ 34,680
Contingency		1,020
<b>Total</b>	<b>\$ 2,890</b>	<b>\$ 35,700</b>

**Special Events**

Represents estimated costs for the District to host special events for the community throughout the Fiscal Year.

**Holiday Décor**

Represents estimated costs for the District to decorate the Amenity center for the holidays.

**Durbin Crossing**  
**Community Development District**  
**Budget Narrative**  
**Fiscal Year 2026**

**Expenditures – Amenity Center (continued)**

**Pest Control**

The District is contracted with Turner Pest Control to provide for pest control services.

<b>Contractor</b>		<b>Monthly</b>		<b>Annual</b>
Monthly Service	\$	550	\$	6,600
Annual Termite Treatment		-		700
Contingency		58		700
<b>Total</b>	<b>\$</b>	<b>608</b>	<b>\$</b>	<b>8,000</b>

**Pressure Washing**

The cost of pressure washing District facilities (Amenity Center, entryway features, etc.)

**Fitness Equip Maintenance**

The cost of maintenance routine and inceptions of District fitness equipment.

**Expenditures – Field**

**Electric**

The cost of electricity provided by JEA for signage lighting and entry feature lighting for the District.

<b>Account #</b>	<b>Description</b>		<b>Monthly</b>		<b>Annual</b>
22840516	101 Castlegate Ln	\$	33	\$	396
79442225	104 Durbin PY N		56		670
93385371	1049 Longleaf Pine Parkway		118		1,416
99911097	107 Tollerton Ave		42		504
89863663	1513 Longleaf Pine Pkwy		40		480
26895017	16 Cloisterbane Dr Apt LL01		27		324
22580514	20 Orchid Way Apt IR01		33		396
99911094	2401 St Johns PY APT SG01		40		480
13727885	28 Heron Landing Rd Apt SG01		38		126
89866912	291 Durbin PY N		33		396
89863016	501 Saddlestone Dr		34		408
22969723	590 N Durbin Pkwy		34		408
89863705	694 N Durbin Pkwy		34		408
24067070	72 Englewood Tr Apt SG01		37		444
79442208	857 Durbin Py N Apt SG01		33		396
89315721	861 Durbin PPY N Apt SG01		33		396
14892379	910 Durbin PY N Apt SG01		33		396
79447186	94 Staplehurst Dr Apt IR01		33		396
79447185	95 Woodcross Dr Apt IR01		33		396
22840515	96 Cresthaven Pl		32		384
99912413	987 Durbin PY N		32		384
89865800	997 Lauriston Dr		33		396
	<b>Total</b>	<b>\$</b>	<b>861</b>	<b>\$</b>	<b>10,000</b>

**Water & ReUse**

Water and re-use water needed for irrigation and maintenance of the common grounds provided by JEA.

<b>Account #</b>	<b>Description</b>		<b>Monthly</b>		<b>Annual</b>
86131602	102 Durbin PY N	\$	4,500	\$	54,000
70115360	102 Merkland Ct		106		1,272
72360080	1021 Lauriston Dr		284		3,408
69877485	104 Harbury Dr		103		1,236
66534516/85979418	105 S Durbin Pkwy		2,044		24,528
70115339	106 Charmed Pl		103		1,236
67386400/85979412	109 Islesbrook Pkwy		866		10,392
68090726/86131627	1090 Durbin PY N		307		3,684
74704275	116 Averley Wy Apt IR01		154		1,848
74704274	118 Pineta Wy Apt IR01		159		1,908
70115336	124 Weathered Oak Ct		141		1,692
71890295	1244 Leith Hall Dr		547		6,564
74704249	126 Cantley Wy Apt IR01		168		2,016
73697024	128 Willow Winds Parkway		361		4,332
71890305	1305 Fryston St		451		5,412
71890313	138 Tollerton Ave		105		1,260
71890303	1386 Fryston St		508		6,096
	<b>Total</b>	<b>\$</b>	<b>10,907</b>	<b>\$</b>	<b>130,884</b>

**Durbin Crossing**  
**Community Development District**  
**Budget Narrative**  
**Fiscal Year 2026**

**Expenditures – Field (continued)**

<b>Account #</b>	<b>Description</b>	<b>Monthly</b>	<b>Annual</b>
	<b>Balance Brought Forward</b>	<b>\$ 10,907</b>	<b>\$ 130,884</b>
68682298	1503 Cullaig Ct.	108	1,296
74704273	155 Telford Dr Apt IR01	50	606
71890297	158 Castlegate LA	94	1,132
75457834	16 Cloisterbane Dr Apt LL01	86	1,028
71890296	1620 Fenton Av	78	934
83716990	185 Islesbrook Pkwy	163	1,956
85563431	2050 Longleaf Pine PY	2,373	28,473
68682232	240 Tollerton Ave	47	564
81948581	241 Islesbrook Pkwy Apt IR01	46	552
67862610	265 Willow Winds Pkwy	259	3,108
69214857	293 Willow Winds Pkwy	36	432
82196245	310 N Glen Laurel Dr	78	936
69877486	358 Willow Winds PKWY	50	600
72360078	585 Saddlestone Dr	180	2,160
80532666	594 Saddlestone Dr	151	1,812
64240486/85979458	606 Longleaf Pine PY	3,015	36,180
64240480	810 Durbin PY N	5,084	61,008
87614656	84 Willow Winds PY	88	1,055
74704276	867 Durbin PY N Apt IR01	168	2,016
74704251	868 Durbin PY N Apt IR01	50	600
67386405	89 Heron Landing Rd Apt IR01	744	8,928
68081639	90 Woodcross Dr	402	4,824
68081637	91 Staplehurst Dr	470	5,640
74704265	912 Durbin PY N Apt IR01	75	900
64240168	96 Cresthaven Place	48	576
	Contingency	150	1,800
	<b>Total</b>	<b>\$ 25,000</b>	<b>\$ 300,000</b>

**Streetlighting**

The District street lighting cost for the community - the amount is based upon the current tariff in effect with JEA.

<b>Account #</b>	<b>Description</b>	<b>Monthly</b>	<b>Annual</b>
70 watts/254 Units	104 Durbin PY N	\$ 2,050	\$ 24,600
200 watts/4 Units	105 Durbin PY N	66	792
70 watts/66 Units	128 Willow Winds Pkwy	553	6,636
28763969	104 Durbin PY N Apt 2	33	396
200 watts/56 Units	145 S Durbin Pkwy	639	7,663
70 watts/170 Units	145 S Durbin Pkwy	1,322	15,865
70 watts/90 Units	145 S Durbin Pkwy	688	8,256
70 watts/25 Units	16 Cloisterbane Dr	208	2,500
70 watts/32 Units	16 Cloisterbane Dr	259	3,108
70 watts/44 Units	89 Heron Landing Rd Apt IR01	352	4,224
	Contingency	80	960
	<b>Total</b>	<b>\$ 6,250</b>	<b>\$ 75,000</b>

**Lake Maintenance**

The District is under contract with Solitude Lake Management LLC for the maintenance of the lakes at Durbin Crossing Community Development District.

<b>Contractor</b>	<b>Monthly</b>	<b>Annual</b>
Solitude Lake Management LLC	\$ 4,635	\$ 55,620

**Landscape Maintenance**

The District is under contract with Yellowstone for maintenance of the common areas in the District.

<b>Contractor</b>	<b>Monthly</b>	<b>Annual</b>
Yellowstone	\$ 46,856	\$ 562,267

**Landscape Contingency**

A provision for additional landscape features or for repair of existing landscaping.

**Mulch**

Represents estimated costs for mulch applications around common areas in the District.

**Durbin Crossing**  
**Community Development District**  
**Budget Narrative**  
**Fiscal Year 2026**

<b>Expenditures – Field (continued)</b>
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**Sod Replacement**

Represents estimated costs for sod replacement around common areas in the District.

**Fuel**

Fuel purchases for maintenance equipment.

**Irrigation Repairs**

The cost of miscellaneous irrigation repairs and maintenance incurred.

**Capital Reserve Funding**

The District funds a capital reserve to fund the renewal and replacement of District's capital related facilities that gets transferred to the Capital Reserve Fund.

**Durbin Crossing**  
**Community Development District**  
**Proposed Budget**

**Debt Service Series 2017-1 and 2 Special Assessment Refunding Bonds**

Description	Adopted Budget FY 2026	Actuals Thru 2/28/25	Projected Next 7 Months	Projected Thru 9/30/25	Proposed Budget FY 2026
<b>REVENUES:</b>					
Special Assessments - Tax Roll	\$ 3,054,876	\$ 2,978,425	\$ 76,451	\$ 3,054,876	\$ 3,054,876
Interest Earnings	5,000	53,074	75,000	128,074	20,000
Carry Forward Surplus <sup>(1)</sup>	1,029,219	1,088,959	-	1,088,959	1,260,819
<b>TOTAL REVENUES</b>	<b>\$ 4,089,095</b>	<b>\$ 4,120,459</b>	<b>\$ 151,451</b>	<b>\$ 4,271,909</b>	<b>\$ 4,335,695</b>
<b>EXPENDITURES:</b>					
<b>Series 2017A-1</b>					
Interest 11/1	\$ 513,416	\$ 513,416	\$ -	\$ 513,416	\$ 488,656
Principal Prepayment - 11/1	-	10,000	-	10,000	-
Interest 5/1	513,416	-	513,256	513,256	488,656
Principal 5/1	1,645,000	-	1,640,000	1,640,000	1,695,000
<b>Series 2017A-2</b>					
Interest 11/1	84,788	84,788	-	84,788	80,444
Principal Prepayment - 11/1	-	5,000	-	5,000	-
Interest 5/1	84,788	-	84,631	84,631	80,444
Principal 5/1	165,000	-	160,000	160,000	175,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,006,406</b>	<b>\$ 613,203</b>	<b>\$ 2,397,888</b>	<b>\$ 3,011,091</b>	<b>\$ 3,008,200</b>
<b>Other Sources/(Uses)</b>					
Interfund transfer In/(Out)	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OTHER SOURCES/(USES)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,006,406</b>	<b>\$ 613,203</b>	<b>\$ 2,397,888</b>	<b>\$ 3,011,091</b>	<b>\$ 3,008,200</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$ 1,082,689</b>	<b>\$ 3,507,256</b>	<b>\$(2,246,437)</b>	<b>\$ 1,260,819</b>	<b>\$ 1,327,495</b>

<sup>(1)</sup> Carry Forward is Net of Reserve Requirement

Interest Due 11/1/26	\$ 462,172
Interest Due 11/1/26	75,850
	<u>\$ 538,022</u>

**Durbin Crossing**  
**Community Development District**  
**AMORTIZATION SCHEDULE**

**Debt Service Series 2017-1 Special Assessment Refunding Bonds**

Period	Outstanding Balance	Coupons	Principal	Interest	Annual Debt Service
05/01/25	26,850,000	3.000%	1,640,000	513,256	
11/01/25	25,210,000		-	488,656	2,641,912.50
05/01/26	25,210,000	3.125%	1,695,000	488,656	
11/01/26	23,515,000		-	462,172	2,645,828.13
05/01/27	23,515,000	3.250%	1,750,000	462,172	
11/01/27	21,765,000		-	433,734	2,645,906.25
05/01/28	21,765,000	3.375%	1,805,000	433,734	
11/01/28	19,960,000		-	403,275	2,642,009.38
05/01/29	19,960,000	3.375%	1,870,000	403,275	
11/01/29	18,090,000		-	371,719	2,644,993.75
05/01/30	18,090,000	3.500%	1,935,000	371,719	
11/01/30	16,155,000		-	337,856	2,644,575.00
05/01/31	16,155,000	5.000%	1,995,000	337,856	
11/01/31	14,160,000		-	287,981	2,620,837.50
05/01/32	14,160,000	5.000%	2,095,000	287,981	
11/01/32	12,065,000		-	235,606	2,618,587.50
05/01/33	12,065,000	3.750%	2,235,000	235,606	
11/01/33	9,830,000		-	193,700	2,664,306.25
05/01/34	9,830,000	3.750%	2,320,000	193,700	
11/01/34	7,510,000		-	150,200	2,663,900.00
05/01/35	7,510,000	4.000%	2,405,000	150,200	
11/01/35	5,105,000		-	102,100	2,657,300.00
05/01/36	5,105,000	4.000%	2,500,000	102,100	
11/01/36	2,605,000		-	52,100	2,654,200.00
05/01/37	2,605,000	4.000%	2,605,000	52,100	2,657,100.00
<b>Total</b>			<b>\$ 26,850,000</b>	<b>\$ 7,551,456</b>	<b>\$ 34,401,456</b>

## Durbin Crossing Community Development District

### AMORTIZATION SCHEDULE Debt Service Series 2017-2 Special Assessment Refunding Bonds (combined)

Period	Coupons	Principal	Interest	Annual Debt Service
05/01/25	3,030,000	160,000	84,631	-
11/01/25	2,870,000	-	80,444	325,075
05/01/26	2,870,000	175,000	80,444	-
11/01/26	2,695,000	-	75,850	331,294
05/01/27	2,695,000	180,000	75,850	-
11/01/27	2,515,000	-	71,131	326,981
05/01/28	2,515,000	195,000	71,131	-
11/01/28	2,320,000	-	65,619	331,750
05/01/29	2,320,000	205,000	65,619	-
11/01/29	2,115,000	-	59,831	330,450
05/01/30	2,115,000	215,000	59,831	-
11/01/30	1,900,000	-	53,750	328,581
05/01/31	1,900,000	225,000	53,750	-
11/01/31	1,675,000	-	47,394	326,144
05/01/32	1,675,000	240,000	47,394	-
11/01/32	1,435,000	-	40,606	328,000
05/01/33	1,435,000	255,000	40,606	-
11/01/33	1,180,000	-	33,388	328,994
05/01/34	1,180,000	270,000	33,388	-
11/01/34	910,000	-	25,756	329,144
05/01/35	910,000	285,000	25,756	-
11/01/35	625,000	-	17,694	328,450
05/01/36	625,000	305,000	17,694	-
11/01/36	320,000	-	9,063	331,756
05/01/37	320,000	320,000	9,063	329,063
<b>Total</b>		<b>\$ 3,030,000</b>	<b>\$ 1,245,681</b>	<b>\$ 4,275,681</b>

**Durbin Crossing**  
**Community Development District**  
**Proposed Budget**  
**Capital Reserve Fund**

Description	Adopted Budget FY 2025	Actuals Thru 2/28/25	Projected Next 7 Months	Projected Thru 9/30/25	Proposed Budget FY 2026
<b>REVENUES:</b>					
Miscellaneous Revenue/Interest Income	\$ 24,333	\$ 22,740	\$ 25,000	\$ 47,740	\$ 32,075
Capital Reserve Funding	221,309	-	221,309	221,309	251,359
Carry Forward Balance	1,243,030	-	1,243,030	1,243,030	1,134,496
<b>TOTAL REVENUES</b>	<b>\$ 1,488,672</b>	<b>\$ 22,740</b>	<b>\$ 1,489,339</b>	<b>\$ 1,512,080</b>	<b>\$ 1,417,930</b>
<b>EXPENDITURES:</b>					
Capital Outlay	\$ 150,000	\$ 153,385	\$ 100,000	\$ 253,385	\$ 250,000
Repair and Replacement	23,881	50,514	50,000	100,514	100,000
Other Current Charges	-	18,685	5,000	23,685	20,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 173,881</b>	<b>\$ 222,584</b>	<b>\$ 155,000</b>	<b>\$ 377,584</b>	<b>\$ 370,000</b>
<b>Other Sources/(Uses)</b>					
Transfer in/(Out)	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OTHER SOURCES/(USES)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 173,881</b>	<b>\$ 222,584</b>	<b>\$ 155,000</b>	<b>\$ 377,584</b>	<b>\$ 370,000</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$ 1,314,791</b>	<b>\$ (199,844)</b>	<b>\$ 1,334,339</b>	<b>\$ 1,134,496</b>	<b>\$ 1,047,930</b>

**Reserve Study\* Update 2023 through 2051**

Description	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Beginning Balance	\$ 1,531,757	\$ 1,303,810	\$ 1,013,810	\$ 1,139,441	\$ 1,349,315
Contributions	54,638	100,000	275,179	283,434	291,937
Interest Income	29,675	10,000	24,333	32,075	37,356
Impact Fees	8,467	-	-	-	-
Expenditures	(320,726)	(400,000)	(173,881)	(105,635)	(297,799)
<b>Ending Balance</b>	<b>\$ 1,303,810</b>	<b>\$ 1,013,810</b>	<b>\$ 1,139,441</b>	<b>\$ 1,349,315</b>	<b>\$ 1,380,809</b>
Projected Per Budget	\$ 1,258,811	\$ 1,314,791	\$ 1,047,930	N/A	N/A
<b>Variance</b>	<b>\$ (45,000)</b>	<b>\$ (45,000)</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

\* Refer to Durbin Crossing CDD Reserve Study Re #7776 Page 4-1 of PDF



**Durbin Crossing**  
**Community Development District**  
**Non-Ad Valorem Assessments Comparison**  
**2025-2026**

Neighborhood	O&M Units	Annual Maintenance Assessments			
		FY 2026	FY 2025	Increase/ (decrease)	
80'-83'	339	<b>\$1,732.42</b>	\$1,707.90	\$24.52	1.44%
70'-73'	319	<b>\$1,527.49</b>	\$1,505.87	\$21.62	1.44%
63'	482	<b>\$1,343.45</b>	\$1,324.44	\$19.01	1.44%
53'	468	<b>\$1,130.21</b>	\$1,114.21	\$15.99	1.44%
43'	206	<b>\$960.68</b>	\$947.08	\$13.59	1.44%
Town Homes	235	<b>\$712.03</b>	\$701.95	\$10.08	1.44%
Town Homes DR	275	<b>\$712.03</b>	\$701.95	\$10.08	1.44%
Commercial/Retail/Office	144,153	<b>\$0.57</b>	\$0.56	\$0.01	1.44%
<b>Total</b>	<b>146,477</b>				



**Immediate attention**

**COMMENTS**

<u>Cycle stops locations North parkway</u>	<u>Cost</u>
Veterans/North Durbin meter	\$4,600.00
North Durbin meter	\$4,600.00
North Durbin /Longleaf meter	4,600.00
<b>Total Cost</b>	<b>\$13,800.00</b>

\*\*\*\$4,357 in main line repairs on North Durbin since 1/1/2025  
 \*\* There were approximately 18 main line repairs completed in 2024. Based on the average cost of the repairs thus far in 2025, the total figure for 2024 would have been in the neighborhood of \$19,608.

<u>Phase IV sod conversion</u>	<u>Cost</u>
Sod Replacement cost	\$298,148.54
Irrigation improvements	86,076.92
<b>Total</b>	<b>\$384,225.46</b>

**2-4 years**

<u>Tennis court enhancements</u>	<u>Cost</u>
North Tennis court	\$3,396.68
South Tennis court option 1	\$19,304.00
South Tennis court option 2	\$30,926.91
<b>Total</b>	<b>\$53,627.59</b>

<u>Irrigation enhancement proposed sections</u>	<u>Cost</u>
Longleaf Pine	\$248,758.01
Leith Hall	\$4,618.63
North Amenities	\$1,843.76
Averly Park	\$7,777.47
Cantley Way	\$1,832.95
Wellwood Preserve	\$1,832.95
North Durbin Roundabout	\$5,652.91
StapleHurst Place	\$1,832.95
Cloisterbane Reserve	\$1,832.95
St. Andrews	\$2,196.19
Woodcross Manor	\$1,832.95
Islesbrook (Ballfield)	\$2,196.19
South Durbin Parkway	\$2,652.43
South Amenities	\$7,384.47
<b>Total Cost</b>	<b>\$292,244.81</b>

\*\*\*Longleaf Pine - 60 pallets of turf replaced in May/June 2024 due to irrigation wiring issues  
 Proper grounding is necessary for a Hunter 2-wire irrigation system. It helps protect the system and limit the amount of damage caused from lightning strikes and surge damage, ensuring better performance and reducing equipment losses and downtime.

Our proposal has incorporated a Decoder Fusible Link throughout the 2-wire path, offering several key advantages:

\* Enhanced Protection: The fusible link provides added protection against overcurrent events, such as those caused by lightning strikes or faulty components.

\* Simplified Troubleshooting & Safe Mode Isolation: In the event of a safe mode condition (typically indicated by a high milliamp reading), the fusible link allows for quick isolation of the affected section. By removing the fuse, you can pinpoint the source of the problem (e.g., faulty decoder or wiring) without impacting the rest of the system. This feature is particularly beneficial during drought conditions, minimizing potential landscape damage.

\* Efficient Troubleshooting: The fusible link facilitates efficient troubleshooting by enabling technicians to isolate problem areas quickly and easily. By systematically checking each link, the need for wire cutting is significantly reduced, saving time, materials, and reducing potential landscape disruption.

\* Upgrade to a cloud based irrigation control system would allow for more efficient management of the system, especially during periods of drought or excessive rains.

<b>Cell Card total yearly cost (Budget)</b>	<b>\$1,680.00</b>
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**5-10 years**

<u>Monument Enhancements locations</u>	<u>Cost</u>
Harbury	\$30,047.20
Cantley way	\$16,200.53
Heron landing	\$10,179.26
St. Andrews	\$20,687.82
Tollerton	\$11,160.82
Wellwood	\$15,726.13
<b>Total</b>	<b>\$104,001.76</b>

Department	Project	Project Notes	Projected Cost	Replacement Year	Capital Reserve
<b>OPERATIONS</b>					
South Pool	Replace Pool Pump Motors/Stand		\$35,000	FY '26	
South & North Pool	Replace Ballards/Ropes around Zero Entry Pools		Wood: \$44,627 Composite: \$49,468	FY '26	
South & North Amenity Centers	Exterior Door Replacement		\$180,000		
<b>AMENITIES</b>					
South Amenity Center	Replace/Upgrade Security Cameras		\$32,500		
North Amenity Center	Replace/Upgrade Security Cameras		\$32,500		
<b>LIFESTYLE</b>					
Special Events Budget	Increase	See Presentation	\$50,000 (20K increase)		

**TOTAL**

<b>OPERATIONS</b>					
South Slide Tower	Sandblast and Repaint		\$60,000	FY'27	
<b>AMENITIES</b>					
South Gym	Upgrade/Replace/Lease Cardio/Weight Equipment	Most equipment has met or is approaching projected life span	Cardio: \$75,000 Weights: \$65,000	Cardio: FY'23 Weight: FY'25	Cardio: \$34,484 Weights: \$50,147
North Gym	Upgrade/Replace/Lease Cardio/Weight Equipment	Equipment is reaching or has reached it's life span.	Cardio: \$50,000	Cardio: FY'27 Weight: FY'29	Cardio: \$22,831 Weight: \$1094

**TOTAL**

<b>OPERATIONS</b>					
South Pool	Heater	Per the Resident Survey, this was a top requested enhancement			
<b>AMENITIES</b>					
Social Hall	Fans and Lighting				

*ELEVENTH ORDER OF BUSINESS*

## Durbin Crossing Action Items

Item	Date	Responsibility	Status	Description	Resolution
Capital Reserve Study Review	7/22/24	Daniel Laughlin/ Sue O'lear	Complete	Review reserve study to confirm prices are accurate with actual current costs	Staff reviewed the capital reserve study. While some items appear to be under current costs, there are other items that are projected higher than current costs. Overall, the annual contributions recommended are still accurate for planning purposes
Patriot Oaks Crosswalk Project	6/24/24	Mike Yuro/Zach Davidson	Complete	Oversee extension of sidewalk at the crosswalk for Patriot Oaks.	Project completed to add additional sidewalk space for kids waiting to use the crosswalk
Streetlight Inspection	8/26/24	Zach Davidson	Complete	Inspect streetlights at night and report any that are out.	Streetlights were inspected. Any lights that were out were reported to JEA
Report a Concern	8/26/24	Sue O'lear	Complete	Create a dedicated email account for the "report a concern" link so Zach isn't the only one that receives them. This will allow quicker response when he is busy or out.	An email account was created for receive messages from the "report a concern" link so Onsite staff can see reports even when Operations Manager is not onsite
Community Greenspace Signage		Sue O'lear/Karen Haber	Complete	Work on signage to install at "pocket park" green spaces throughout community to notify residents that organized sports are not authorized in those areas.	
Pickleball	9/23/24	Zach Davidson	Complete	From resident comment at meeting; Zach will speak to pickleball vendor about reconfiguring the pickleball lines at North, choosing better colors for visibility, and adding movable pickleball nets. Look into difference between re-stripping four pickleball courts vs re-stripping two courts and purchasing four rolling pickleball nets. Research pickleball paddle rack and signage. Create plan for implementation of a reservation system and necessary policy additions.	Proposals were approved to fully convert one (1) tennis court into two (2) pickleball courts at South Amenity Center. At North amenity center both tennis courts are being striped for pickleball to play both tennis and pickleball.
Adult Events	9/23/24	Kiki Jimenez/Sue O'lear	Complete	Work with Counsel to determine if/how alcohol can be served at certain events. Continue working with Daniel/Insurance and Counsel.	Staff gathered information from Counsel and the District Insurance company on ways the District can have events with alcohol
Muscovy Ducks	9/23/24	Zach Davidson/Sue O'lear	Complete	Zach is meeting with QuickCatch regarding relocation of ducks. Chair was authorized to approve expenditure NTE \$5,000. Staff to send message to residents.	Zach met with QuickCatch and received proposals to trap and relocate Muscovy Ducks which is being presented at the 12/3/24 CDD meeting.
Send E-Blast Regarding Muscovy Ducks	10/28/24	Sue O'lear	Complete	Send e-blast to residents letting them know the Board will be discussing the option of hiring a trapper to remove Muscovy ducks from the area	Staff sent e-blast to the community regarding the Muscovy Ducks in the community
Trash Can Replacement	9/23/24	Sue O'lear	Complete	Look into options for new trash receptacles.	The Board approved proposal for six (6) trash cans from Belson Outdoors
Mulch	9/23/24	Zach Davidson	Complete	Begin Fall mulch project. Ensure ample amount is placed per the conversation with the project last year.	Mulch application was completed by Yellowstone
Pickleball/Tennis Benches	9/23/24	Zach Davidson	Complete	Gather proposals to replace benches in the area.	The Board approved proposal for seven (7) benches and six (6) trashcans in the amount of \$12,228.50
Shade Structure South Playground	7/22/24	Zach Davidson	Complete	Get proposals for shade structure for South Playground.	Proposal was approved at 12/3/24 Board meeting NTE \$35,000

Tennis & Basketball Court Resurfacing	8/26/24	Zach Davidson	Complete	Oversee the resurfacing of the basketball and tennis courts. One tennis court to be converted into two pickleball courts. Zach will look into fence portion and discussion color/stripping at next meeting as well as provide warranty info.	Proposals were approved to fully convert one (1) tennis court into two (2) pickleball courts at South Amenity Center. At North amenity center both tennis courts are being striped for pickleball to play both tennis and pickleball.
Access Card System Upgrade	8/26/24	Sue O'lear	Complete	Look into options/costs to upgrade the current access card system. Consider systems that have phone scan capabilities.	Board approved Proposal from Dynamic Security for Aurora Management software for access control system NTE \$40,000
Pond Aeration	9/23/24	Zach Davidson	Complete	Work with Solitude to revisit the possible need for aeration in Pond 48.	The Board approved proposal for fish to help with pond issues
Gym Age Policy	9/23/24	Sue O'lear	Complete	Look into Fitness 15 policy success: How many registrants, any problems, any information on whether to allow 14 year olds. Follow up with resident on current policy regarding whether the 18 year old that goes to the gym with them has to be in her household or just a resident.	The Board approved 6 month trial of "Fitness 14". Will bring results back to the June meeting
Traffic Study Results Patriot Oaks	10/28/24	Mike Yuro/Zach Davidson	Complete	Get results of traffic study from the County.	Engineer contacted the County and was told this was a normal annual traffic study
Midge Fly Treatment	10/28/24	Zach Davidson	Complete	Look into options to remedy midge fly problems (are there fish that would help keep them under control)	The Board approved proposal from Solitude to stock pond 48 with 300 bluegill and 300 redear sunfish which eat midge fly larvae in the amount of \$3,140
Sod Phase III	8/26/24	Zach Davidson/Sue O'lear	Complete	Sod project was approved. Monitor Yellowstone to make sure everything is on track. Staff to create communications to residents regarding the project.	Sod project completed
Look Into Access Point for JEA Powerline Tract	10/28/24	Zach Davidson/Daniel Laughlin/Mike Eckert	Complete	Determine if the District is able to block off access points to prevent vehicles from entering the tract. Is the District able to put up a fence? Will a picture of a vehicle and license plate be enough to trespass	Counsel updated the Board on options. It was determined no action would be taken at this time to add fencing. Will continue to monitor
Tennis/Pickleball Court Reservation System	12/3/24	Sue O'lear	Complete	Look into reservation system for tennis/pickleball courts	Staff updated Board on options. After discussion and input from residents, the District will continue to monitor and paddle racks will be used to get into the line for court usage
Signs for Green Space	1/27/25	Sue O'lear	Complete	Add signage to green spaces in community to notify residents that organized sports cannot be held in those areas	Signs have been installed in the Green Spaces throughout the Community
Send E-Blast Regarding Trespassing on JEA Tract	1/27/25	Sue O'lear	Complete	Send e-blast to residents notifying them of issues of vehicles driving on the JEA tract and that it is trespassing. Police will be called	E-Blast was sent to the Community

Petition County Regarding Updating Signs at Round-A-Bout (N Durbin & Sanctuary)	1/27/25	Mike Yuro	Complete	Engineer to contact County about outdated signage at round-a-bout and request new signs be installed that follow current code	County has sent employees to inspect the area. They will be updating the signage and adding other safety updates
Send Survey to Residents for Potential Future Improvements for the Community	1/27/25	Sue O'lear	Complete	Staff to send eblast to resident requesting input on potential capital projects for the upcoming fiscal year. The top three requests will be considered	Survey was sent. This will continue to be monitored for optimal participation
Tennis	9/23/24	Sue O'lear	Complete	Gather information on usage of tennis court to help plan next phase of pickleball conversions.	The current system appears to be working. Staff will continue to monitor
Post Age Policy	9/23/24	Sue O'lear	Complete	Create table of age policy summary for amenity usage and post in high visibility areas.	Posted
Write Letter to Commissioner Regarding Traffic Concerns	12/3/24	Daniel Laughlin	In Progress	Draft letter to County Commissioner regarding traffic concerns at Longleaf and Islesbrook as well as Tollerton. Request response in 90 days.	Letter was drafted and sent to Commissioner ; Continuing to monitor
"Wish List" Projects	9/23/24	Zach Davidson/Sue O'lear	In Progress	Begin planning for most needed projects/ enhancements/ replacements for next fiscal year. Recommendations will be presented at the February 2025 meeting.	
Gym Audit	9/23/24	Sue O'lear	In Progress	Perform audit of all gym equipment and present recommendations to the Board on any necessary replacements in October when quotes for Cable Crossover are presented.	
Pool Usage Age Limit	12/3/24	Sue O'lear	In Progress	Gather information on Communities that allow ages 14 and up to access the pool without adult supervision	
Landscape Pricing for Years 4 & 5	2/24/25	Zach Davidson	In Progress	Staff to get pricing from Yellowstone for years 4 & 5 of the contract	
Continue to Follow up With the County Regarding Round-A-Bout at North Durbin & Sanctuary	2/24/25	Mike Yuro	In Progress	Engineer to follow up with County for updates on their plans for the round-a-bout at North Durbin & Sanctuary	
Follow Up with County on Park Improvements in the Area	2/24/25	Daniel Laughlin	In Progress	Get status/update from the County regarding their park projects in the area	
Continue to Contact JEA to Replace Out Streetlights	2/24/25	Zach Davidson	In Progress	Continue to monitor/put in tickets to replace out streetlights in the community.	
Monitor Trespass Signage at JEA Easement ; Draft Letter to Sheriff Hardick	2/24/25	Zach Davidson	In Progress	Monitor No Trespassing signed at JEA Easement for 3-4 months.	
Draft Letter to Sheriff Hardick regarding Trespassing	2/24/25	Daniel Laughlin	In Progress	Draft Letter to Sheriff Hardick regarding trespassing issue at the JEA tract	