Durbin Crossing Community Development District

JUNE 23, 2025



Durbin Crossing Community Development District

475 West Town Place, Suite 114 St. Augustine, Florida 32092 www.durbincrossingcdd.com

June 16, 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 and Board of Supervisors Meeting is scheduled for **Monday**, **June 23**, **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:

Audit Committee Meeting

- I. Call to Order
- II. Review and Ranking of Proposals for Audit Services
- III. Other Business
- IV. Adjournment

Board of Supervisors Meeting

- I. Pledge of Allegiance
- II. Roll Call
- III. Audience Comments
- IV. Review of Action Items
- V. Approval of Consent Agenda
 - A. Minutes of the May 19, 2025 Meeting
 - B. Financial Statements

- C. Assessment Receipts Schedule
- D. Check Register
- VI. Staff Reports
 - A. Landscape & Irrigation Maintenance Team
 - 1. Report
 - 2. Proposals for Islesbrook Sod Replacement
 - 3. Proposal for Longleaf Pine Median Sod Replacement
 - B. District Counsel
 - C. District Engineer
 - D. District Manager
 - E. General Manager
 - 1. Report
 - 2. Gym Equipment (to be provided under separate cover)
 - F. Operations Manager
 - 1. Report
 - 2. Exterior Door Replacement and/or Conversion to Windows
 - G. Amenity Manager Report
- VII. Acceptance of the Audit Committee's Recommendation
- VIII. Discussion of the Fiscal Year 2026 Budget
 - IX. Supervisors' Request and Audience Comments
 - X. Review of Action Items
 - XI. Next Scheduled Meeting July 28, 2025 at 6:00 p.m. at the Durbin South Amenity Center
- XII. 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



DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT

PROPOSAL FOR AUDIT SERVICES

PROPOSED BY:

Berger, Toombs, Elam, Gaines & Frank

CERTIFIED PUBLIC ACCOUNTANTS, PL

600 Citrus Avenue, Suite 200 Fort Pierce, Florida 34950

(772) 461-6120

CONTACT PERSON:

Maritza Stonebraker, CPA, Director

DATE OF PROPOSAL:

June 13, 2025

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Certified Public Accountants PL

600 Citrus Avenue Suite 200 Fort Pierce, Florida 34950

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

June 13, 2025

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

Dear District Manager:

Thank you very much for the opportunity to present our professional credentials to provide audit services for Durbin Crossing Community Development District.

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL has assembled a team of governmental and nonprofit specialists second to none to serve our clients. Our firm has the necessary qualifications and experience to serve as the independent auditors for Durbin Crossing Community Development District. We will provide you with top quality, responsive service.

Experience

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is a recognized leader in providing services to governmental and nonprofit agencies throughout Florida. We have been the independent auditors for a number of local governmental agencies and through our experience in performing their audits, we have been able to increase our audit efficiency and; therefore, reduce costs. We have continually passed this cost savings on to our clients and will continue to do so in the future. As a result of our experience and expertise, we have developed an effective and efficient audit approach designed to meet or exceed the performance specifications in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and the standards for financial and compliance audits. We will conduct the audit in accordance with auditing standards generally accepted in the United States of America; "Government Auditing Standards" issued by the Comptroller General of the United States; the provisions of the Single Audit Act, Subpart F of Title 2 US Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, with minimal disruption to your operations. Our firm has frequent technical updates to keep our personnel informed and up-to-date on all changes that are occurring within the industry.



Durbin Crossing Community Development District June 13, 2025

Our firm is a member of the Government Audit Quality Center, an organization dedicated to improving government audit quality. We also utilize the audit program software of a nationally recognized CPA firm to assure us that we are up to date with all auditing standards and to assist us maintain maximum audit efficiencies.

To facilitate your evaluation of our qualifications and experience, we have arranged this proposal to include a resume of our firm, including our available staff, our extensive prior governmental and nonprofit auditing experience and clients to be contacted.

You need a firm that will provide an efficient, cost-effective, high-quality audit within critical time constraints. You need a firm with the prerequisite governmental and nonprofit experience to perform your audit according to stringent legal and regulatory requirements, a firm that understands the complex nature of community development districts and their unique compliance requirements. You need a firm with recognized governmental and nonprofit specialists within the finance and governmental communities. And, certainly, you need a firm that will provide you with valuable feedback to enhance your current and future operations. Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is that firm. Maritza Stonebraker is the person authorized to make representations for the firm.

Thank you again for the opportunity to submit this proposal to Durbin Crossing Community Development District.

Very truly yours,

Berger, Toombs, Elam, Gaines & Frank Certified Public Accountants PL

Fort Pierce, Florida

PROFILE OF THE PROPOSER

Description and History of Audit Firm

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is a Treasure Coast public accounting firm, which qualifies as a small business firm, as established by the Small Business Administration (13 CFR 121.38), with offices in Fort Pierce and Stuart. We are a member of the Florida Institute of Certified Public Accountants and the American Institute of Certified Public Accountants. The firm was formed from the merger of Edwards, Berger, Harris & Company (originated in 1972) and McAlpin, Curtis & Associates (originated in 1949). J. W. Gaines and Associates (originated in 1979) merged with the firm in 2004. Our tremendous growth rate experienced over the last 69 years is directly attributable to the firm's unrelenting dedication to providing the highest quality, responsive professional services attainable to its clients.

We are a member of the Private Companies Practice Section (PCPS) of the American Institute of Certified Public Accountants (AICPA) to assure we meet the highest standards. Membership in this practice section requires that our firm meet more stringent standards than standard AICPA membership. These rigorous requirements include the requirement of a triennial peer review of our firm's auditing and accounting practice and annual Continuing Professional Education (CPE) for all accounting staff (whether CPA or non-CPA). For standard AICPA membership, only a quality review is required and only CPAs must meet CPE requirements.

We are also a member of the Government Audit Quality Center ("the Center") of the American Institute of Certified Public Accountants to assure the quality of our government audits. Membership in the Center, which is voluntary, requires our firm to comply with additional standards to promote the quality of government audits.

We have been extensively involved in serving local government entities with professional accounting, auditing and consulting services throughout the entire 69 year history of our firm. Our substantial experience over the years makes us uniquely qualified to provide accounting, auditing, and consulting services to these clients. We are a recognized leader in providing services to governmental and nonprofit agencies on the Treasure Coast and in Central and South Florida, with extensive experience in auditing community development districts and water control districts. We were the independent auditors of the City of Fort Pierce for over 37 years and currently, we are the independent auditors for St. Lucie County since 2002, and for 34 of the 38 years that the county has been audited by CPA firms. Additionally, we have performed audits of the City of Stuart, the City of Vero Beach, Indian River County and Martin County. We also presently audit over 75 Community Development Districts throughout Florida.

Our firm was founded on the belief that we are better able to respond to our clients needs through education, experience, independence, quality control, and personal service. Our firm's commitment to quality is reflected in our endeavor of professional excellence via continuing education, the use of the latest computer technology, professional membership in PCPS and peer review.

We believe our approach to audit engagements, intelligence and innovation teamed with sound professional judgment enables us to explore new concepts while remaining sensitive to the fundamental need for practical solutions. We take pride in giving you the assurance that the personal assistance you receive comes from years of advanced training, technical experience and financial acumen.

Professional Staff Resources

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL has a total of 32 professional and administrative staff (including 12 professional staff with extensive experience servicing government entities). The work will be performed out of our Fort Pierce office with a proposed staff of one senior accountant and one or two staff accountants supervised by an audit manager and audit partner. With the exception of the directors of the firm's offices, the professional staff is not specifically assigned to any of our individual offices. The professional and administrative staff resources available to you through Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL are as follows:

	Total
Partners/Directors (CPA's)	7
Managers (1 CPA)	1
Senior/Supervisor Accountants (1 CPA)	4
Staff Accountants	8
Paraprofessional	6
Administrative	_6
Total – all personnel	32

Following is a brief description of each employee classification:

Staff Accountant – Staff accountants work directly under the constant supervision of the auditor-in-charge and, are responsible for the various testing of documents, account analysis and any other duties as his/her supervisor believes appropriate. Minimum qualification for a staff accountant is graduation from an accredited university or college with a degree in accounting or equivalent.

Senior Accountant – A senior accountant must possess all the qualifications of the staff accountant, in addition to being able to draft the necessary reports and financial statements, and supervise other staff accountants when necessary.

Managers – A manager must possess the qualifications of the senior accountant, plus be able to work without extensive supervision from the auditor-in-charge. The manager should be able to draft audit reports from start to finish and to supervise the audit team, if necessary.

Principal – A principal is a partner/director in training. He has been a manager for several years and possesses the technical skills to act as the auditor–in-charge. A principal has no financial interest in the firm.

Partner/Director – The director has extensive governmental auditing experience and acts as the auditor-in-charge. Directors have a financial interest in the firm.

Professional Staff Resources (Continued)

Independence – Independence of the public accounting firm, with respect to the audit client, is the foundation from which the public gains its trust in the opinion issued by the public accounting firm at the end of the audit process. This independence must be in appearance as well as in fact. The public must perceive that the accounting firm is independent of the audit entity to ensure that nothing would compromise the opinion issued by the public accounting firm. Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is independent of Durbin Crossing Community Development District, including its elected officials and related parties, at the date of this proposal, as defined by the following rules, regulations, and standards:

AuSection 220 – Statements on Auditing Standards issued by the American Institute of Certified Public Accountants;

ET Sections 101 and 102 – Code of Professional Conduct of the American Institute of Certified Public Accountants;

Chapter 21A-1, Florida Administrative Code;

Section 473.315, Florida Statutes; and,

Government Auditing Standards, issued by the Comptroller General of the United States.

On an annual basis, all members of the firm are required to confirm, in writing, that they have no personal or financial relationships or holding that would impair their independence with regard to the firm's clients.

Independence is a hallmark of our profession. We encourage our staff to use professional judgment in situations where our independence could be impaired or the perception of a conflict of interest might exist. In the governmental sector, public perception is as important as professional standards. Therefore, the utmost care must be exercised by independent auditors in the performance of their duties.

Ability to Furnish the Required Services

As previously noted in the Profile of the Proposer section of this document, our firm has been in existence for over 74 years. We have provided audit services to some clients for over 30 years continually. Our firm is insured against physical loss through commercial insurance and we also carry liability insurance. The majority of our audit documentation is stored electronically, both on our office network and on each employee laptop or computer assigned to each specific job. Our office computer network is backed up on tape, so in the event of a total equipment loss, we can restore all data as soon as replacement equipment is acquired. In addition, our field laptop computers carry the same data and can be used in the event of emergency with virtually no delay in completing the required services.

ADDITIONAL SERVICES PROVIDED

Arbitrage Rebate Services

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL also provides arbitrage rebate compliance and related services to governmental issuers. The Tax Reform Act of 1986 requires issuers of most tax-exempt obligations to pay (i.e., "rebate") to the United States government any arbitrage profits. Arbitrage profits are earnings on the investment of bond proceeds and certain other monies in excess of what would have been earned had such monies been invested at a yield equal to the yield on the bonds.

Federal tax law requires that interim rebate calculations and payments are due at the end of every fifth bond year. Final payment is required upon redemption of the bonds. More frequent calculations may be deemed advisable by an issuer's auditor, trustee or bond counsel or to assure that accurate and current records are available. These more frequent requirements are usually contained in the Arbitrage or Rebate Certificate with respect to the bonds.

Our firm performs a comprehensive rebate analysis and includes the following:

- Verifying that the issue is subject to rebate;
- Calculating the bond yield;
- Identifying, and separately accounting for, all "Gross Proceeds" (as that term is defined in the Code) of the bond issue, including those requiring analysis due to "transferred proceeds" and/or "commingled funds" circumstances;
- Determining what general and/or elective options are available to Gross proceeds of the issue;
- Calculating the issue's excess investment earning (rebate liability), if any;
- Delivering appropriate documentation to support all calculations:
- Providing an executive summary identifying the methodology employed, major assumptions, conclusions, and any other recommendations for changes in recordkeeping and investment policies;
- Assisting as necessary in the event of an Internal Revenue Service inquiry; and,
- Consulting with issue staff, as necessary, regarding arbitrage related matters.

GOVERNMENTAL AUDITING EXPERIENCE

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL has been practicing public accounting in Florida for 69 years. Our success over the years has been the result of a strong commitment to providing personalized quality service to our clients.

The current members of our firm have performed audits of over 1,100 community development districts, and over 2,100 audits of municipalities, counties and other governmental entities such as the City of Fort Pierce and St. Lucie County.

Our firm provides a variety of accounting, auditing, tax litigation support, and consulting services. Some of the professional accounting, auditing and management consulting services that are provided by our firm are listed below:

- Performance of annual financial and compliance audits, including Single Audits of state
 and federal financial assistance programs, under the provisions of the Single Audit Act,
 Subpart F of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform
 Administrative Requirements, Cost Principles, and Audit Requirements for Federal
 Awards (Uniform Guidance), with minimal disruptions to your operations;
- Performance of special compliance audits to ascertain compliance with the applicable local, state and federal laws and regulations;
- Issuance of comfort letters and consent letters in conjunction with the issuance of taxexempt debt obligations, including compiling financial data and interim period financial statement reviews;
- Calculation of estimated and actual federal arbitrage rebates;
- Assistance in compiling historical financial data for first-time and supplemental submissions for GFOA Certificate of Achievement for Excellence in Financial Reporting;
- Preparation of indirect cost allocation systems in accordance with Federal and State regulatory requirements;
- Providing human resource and employee benefit consulting;
- Performance of automation feasibility studies and disaster recovery plans;
- Performance feasibility studies concerning major fixed asset acquisitions and utility plant expansion plans (including electric, water, pollution control, and sanitation utilities); and
- Assistance in litigation, including testimony in civil and criminal court.
- Assist clients who utilize QuickBooks software with their software needs. Our Certified QuickBooks Advisor has undergone extensive training through QuickBooks and has passed several exams to attain this Certification.

Continuing Professional Education

All members of the governmental audit staff of our firm, and audit team members assigned to this engagement, are in compliance with the Continuing Professional Education (CPE) requirements set forth in Government Auditing Standards issued by the Comptroller General of the United States. In addition, our firm is in compliance with the applicable provisions of the Florida Statutes that require CPA's to have met certain CPE requirements prior to proposing on governmental audit engagements.

The audit team has extensive experience in performing governmental audits and is exposed to intensive and continuing concentration on these types of audits. Due to the total number of governmental audits our team performs, each member of our governmental staff must understand and be able to perform several types of governmental audits. It is our objective to provide each professional employee fifty hours or more of comprehensive continuing professional education each year. This is accomplished through attending seminars throughout Florida and is reinforced through in-house training.

Our firm has made a steadfast commitment to professional education. Our active attendance and participation in continuing professional education is a major part of our objective to obtain the most recent knowledge on issues which are of importance to our clients. We are growing on the reputation for work that our firm is providing today.

Quality Control Program

Quality control requires continuing commitment to professional excellence. Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is formally dedicated to that commitment.

To ensure maintaining the standards of working excellence required by our firm, we joined the Private Companies Practice Section (PCPS) of the American Institute of Certified Public Accountants (AICPA). To be a participating member firm of this practice section, a firm must obtain an independent Peer Review of its quality control policies and procedures to ascertain the firm's compliance with existing auditing standards on the applicable engagements.

The scope of the Peer Review is comprehensive in that it specifically reviews the following quality control policies and procedures of the participating firm:

- Professional, economic, and administrative independence;
- · Assignment of professional personnel to engagements;
- Consultation on technical matters;
- Supervision of engagement personnel;
- Hiring and employment of personnel;
- Professional development;
- Advancement;
- · Acceptance and continuation of clients; and,
- Inspection and review system.

We believe that our commitment to the program is rewarding not only to our firm, but primarily to our clients.

The external independent Peer Review of the elements of our quality control policies and procedures performed by an independent certified public accountant, approved by the PCPS of the AICPA, provides you with the assurance that we continue to conform to standards of the profession in the conduct of our accounting and auditing practice.

Our firm is also a member of Governmental Audit Quality Center (GAQC), a voluntary membership center for CPA firms that perform governmental audits. This center promotes the quality of governmental audits.

Our firm has completed successive Peer Reviews. These reviews included a representative sample of our firm's local governmental auditing engagements. As a result of these reviews, our firm obtained an unqualified opinion on our quality control program and work procedures. On page 31 is a copy of our most recent Peer Review report. It should be noted that we received a pass rating.

Our firm has never had any disciplinary actions by state regulatory bodies or professional organizations.

As our firm performs approximately one hundred audits each year that are reviewed by federal, state or local entities, we are constantly dealing with questions from these entities about our audits. We are pleased to say that any questions that have been raised were minor issues and were easily resolved without re-issuing any reports.

Certificate of Achievement for Excellence in Financial Reporting (CAFR)

We are proud and honored to have been involved with the City of Fort Pierce and the Fort Pierce Utilities Authority when they received their first Certificates of Achievement for Excellence in Financial Reporting for the fiscal years ended September 30, 1988 and 1994, respectively. We were also instrumental in the City of Stuart receiving the award, in our first year of performing their audit, for the year ended September 30, 1999.

We also assisted St. Lucie County, Florida for the year ended September 30, 2003, in preparing their first Comprehensive Annual Financial Report, and St. Lucie County has received their Certificate of Achievement for Excellence in Financial Reporting every year since.

As continued commitment to insuring that we are providing the highest level of experience, we have had at least one employee of our firm serve on the GFOA – Special Review Committee since the mid-1980s. This committee is made up of selective Certified Public Accountants throughout the United States who have demonstrated their high level of knowledge and expertise in governmental accounting. Each committee member attends a special review meeting at the Annual GFOA Conference. At this meeting, the committee reports on the Certificate of Achievement Program's most recent results, future goals, and common reporting deficiencies.

We feel that our previous experience in assisting the City of Fort Pierce, the Fort Pierce Utilities Authority and St. Lucie County obtain their first CAFRs, and the City of Stuart in continuing to receive a CAFR and our firm's continued involvement with the GFOA, and the CAFR review committee make us a valued asset for any client in the field of governmental financial reporting.

References

Florida Green Finance Authority
Jeff Walker, Special District Services

(561) 630-4922

South Village Community Development District Darrin Mossing, Governmental Management

Services LLC (407) 841-5524

Gateway Community Development

District

Stephen Bloom, Severn Trent Management

(954) 753-5841

Habitat Community Development

District

Cal Teague, Premier District Management

(239) 690-7100 ext 101

In addition to the above, we have the following additional governmental audit experience:

Community Development Districts

Aberdeen Community Development

District

Beacon Lakes Community
Development District

Alta Lakes Community Development

District

Beaumont Community Development

District

Amelia Concourse Community

Development District

Bella Collina Community Development

District

Amelia Walk Communnity

Development District

Bonnet Creek Community
Development District

Aqua One Community Development

District

Buckeye Park Community
Development District

Arborwood Community Development

District

Candler Hills East Community

Development District

Arlington Ridge Community

Development District

Cedar Hammock Community

Development District

Bartram Springs Community

Development District

Central Lake Community
Development District

Baytree Community Development

District

Channing Park Community
Development District

Estancia @ Wiregrass Community

Development District

Cheval West Community Evergreen Community Development District **Development District** Coconut Cay Community Forest Brooke Community **Development District Development District** Colonial Country Club Community **Gateway Services Community Development District Development District Connerton West Community Gramercy Farms Community Development District Development District** Copperstone Community **Greenway Improvement District Development District** Creekside @ Twin Creeks Community **Greyhawk Landing Community Development District Development District** Deer Run Community Development Griffin Lakes Community Development District District **Dowden West Community Habitat Community Development Development District** District **DP1 Community Development** Harbor Bay Community Development District District **Eagle Point Community Development** Harbourage at Braden River District Community Development District Harmony Community Development East Nassau Stewardship District District Eastlake Oaks Community **Development District** Harmony West Community **Development District** Easton Park Community Development District Harrison Ranch Community

Development District

Hawkstone Community
Development District

Heritage Harbor Community
Development District

Heritage Isles Community
Development District

Marhsall Creek Community
Development District

Development District

Marhsall Creek Community
Development District

Heritage Lake Park Community

Development District

Meadow Pointe IV Community

Development District

Heritage Landing Community Meadow View at Twin Creek
Development District Community Development District

Heritage Palms Community

Development District

Mediterra North Community

Development District

Heron Isles Community
Development District
Midtown Miami Community
Development District

Heron Isles Community Development Mira Lago West Community
District Development District

Highland Meadows II Community

Development District

Montecito Community

Development District

Julington Creek Community

Development District

Narcoossee Community

Development District

Laguna Lakes Community

Development District

Naturewalk Community

Development District

Lake Bernadette Community
Development District
New Port Tampa Bay Community
Development District

Lakeside Plantation Community Overoaks Community Development
Development District District

Landings at Miami Community Panther Trace II Community
Development District Development District

Legends Bay Community Paseo Community Development
Development District District

Lexington Oaks Community
Development District
Pine Ridge Plantation Community
Development District

Live Oak No. 2 Community Piney Z Community Development

Development District District

Poinciana Community
Development District
Sampson Creek Community
Development District

Poinciana West Community
Development District
San Simeon Community
Development District

Port of the Islands Community
Development District
Six Mile Creek Community
Development District

Portofino Isles Community
Development District
South Village Community
Development District

Quarry Community Development Southern Hills Plantation I
District Community Development District

Renaissance Commons Community

Development District

Southern Hills Plantation III

Community Development District

Reserve Community
Development District
South Fork Community
Development District

Reserve #2 Community
Development District
St. John's Forest Community
Development District

River Glen Community Stoneybrook South Community
Development District Development District

River Hall Community Stoneybrook South at ChampionsGate Development District Community Development District

River Place on the St. Lucie Stoneybrook West Community
Community Development District Development District

Rivers Edge Community

Development District

Tern Bay Community

Development District

Riverwood Community Terracina Community Development District District

Riverwood Estates Community

Development District

Tison's Landing Community

Development District

Rolling Hills Community TPOST Community Development District District

Rolling Oaks Community

Development District

Triple Creek Community

Development District

Vizcaya in Kendall

Development District

TSR Community Development Waterset North Community
District Development District

Turnbull Creek Community Westside Community Development District District

Twin Creeks North Community WildBlue Community Development Development District District

Urban Orlando Community

Development District

Willow Creek Community

Development District

Verano #2 Community

Development District

Willow Hammock Community

Development District

Viera East Community

Development District

Winston Trails Community

Development District

VillaMar Community

Development District

Zephyr Ridge Community

Development District

Other Governmental Organizations

City of Westlake Office of the Medical Examiner,

District 19

Florida Inland Navigation District Rupert J. Smith Law Library

of St. Lucie County

Fort Pierce Farms Water Control

District St. Lucie Education Foundation

Indian River Regional Crime

Laboratory, District 19, Florida

Troup Indiantown Water

Seminole Improvement District

Viera Stewardship District Control District

Current or Recent Single Audits,

St. Lucie County, Florida
Early Learning Coalition, Inc.
Gateway Services Community Development District
Healthy Start Coalition

Members of our audit team have acquired extensive experience from performing or participating in over 1,800 audits of governments, independent special taxing districts, school boards, and other agencies that receive public money and utilize fund accounting.

Much of our firm's auditing experience is with compliance auditing, which is required for publicly financed agencies. In this type of audit, we do a financial examination and also confirm compliance with various statutory and regulatory guidelines.

Following is a summary of our other experience, including Auditor General experience, as it pertains to other governmental and fund accounting audits.

Counties

(Includes elected constitutional officers, utilities and dependent taxing districts)

Indian River Martin Okeechobee Palm Beach

Municipalities

City of Port St. Lucie City of Vero Beach Town of Orchid

Special Districts

Bannon Lakes Community Development District Boggy Creek Community Development District Capron Trail Community Development District Celebration Pointe Community Development District Coquina Water Control District Diamond Hill Community Development District

Dovera Community Development District

Durbin Crossing Community Development District

Golden Lakes Community Development District

Lakewood Ranch Community Development District

Martin Soil and Water Conservation District

Meadow Pointe III Community Development District

Myrtle Creek Community Development District

St. Lucie County – Fort Pierce Fire District

The Crossings at Fleming Island

St. Lucie West Services District

Indian River County Mosquito Control District

St. John's Water Control District

Westchase and Westchase East Community Development Districts

Pier Park Community Development District

Verandahs Community Development District

Magnolia Park Community Development District

Schools and Colleges

Federal Student Aid Programs – Indian River Community College Indian River Community College Okeechobee County District School Board St. Lucie County District School Board Indian River School District - Internal Accounts

State and County Agencies

Central Florida Foreign-Trade Zone, Inc. (a nonprofit organization affiliated with the St. Lucie County Board of County Commissioners) Florida School for Boys at Okeechobee

Indian River Community College Crime Laboratory

Indian River Correctional Institution

FEE SCHEDULE

We propose the fee for our audit services described below to be \$4,150 for the years ended September 30, 2025 and 2026, \$4,300 for the year ended September 30, 2027, and \$4,425 for the years ended September 30, 2028 and 2029. In addition, if a bond issuance occurs during the fiscal year, there will be an additional fee per issuance. The fee is contingent upon the financial records and accounting systems of Durbin Crossing Community Development District being "audit ready" and the financial activity for the District is not materially increased. If we discover that additional preparation work or subsidiary schedules are needed, we will consult with your authorized representative. We can assist with this additional work at our standard rates should you desire.

SCOPE OF WORK TO BE PERFORMED

If selected as the District's auditors, we will perform a financial and compliance audit in accordance with Section 11.45, Florida Statutes, in order to express an opinion on an annual basis on the financial statements of Durbin Crossing Community Development District as of September 30, 2025, 2026, 2027, 2028, and 2029. The audits will be performed to the extent necessary to express an opinion on the fairness in all material respects with which the financial statements present the financial position, results of operations and changes in financial position in conformity with generally accepted accounting principles and to determine whether, for selected transactions, operations are properly conducted in accordance with legal and regulatory requirements. Reportable conditions that are also material weaknesses shall be identified as such in the Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters. Other (non-reportable) conditions discovered during the course of the audit will be reported in a separate letter to management, which will be referred to in the Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters.

Our audit will be performed in accordance with standards for financial and compliance audits contained in *Government Auditing Standards*, as well as in compliance with rules and regulations of audits of special districts as set forth by the State Auditor General in Chapter 10.550, Local Governmental Entity Audits, and other relevant federal, state and county orders, statutes, ordinances, charter, resolutions, bond covenants, Administrative Code and procedures, or rules and regulations which may pertain to the work required in the engagement.

The primary purpose of our audit will be to express an opinion on the financial statements discussed above. It should be noted that such audits are subject to the inherent risk that errors or irregularities may not be detected. However, if conditions are discovered which lead to the belief that material errors, defalcations or other irregularities may exist or if other circumstances are encountered that require extended services, we will promptly notify the appropriate individual.

Personnel Qualifications and Experience

David S. McGuire, CPA, CITP

Director - 31 years experience

Education

- ◆ University of Central Florida, B.A. Accounting
- Barry University Master of Professional Accountancy

Registrations

- ♦ Certified Public Accountant State of Florida, State Board of Accountancy
- Certified Information Technology Professional (CITP) American Institute of Certified Public Accountants
- Certified Not-For-Profit Core Concepts 2018

Professional Affiliations/Community Service

- Member of the American and Florida Institutes of Certified Public Accountants
- Associate Member, Florida Government Finance Office Associates
- ◆ Assistant Coach St. Lucie County Youth Football Organization (1994 2005)
- ◆ Assistant Coach Greater Port St. Lucie Football League, Inc. (2006 2010)
- ◆ Board Member Greater Port St. Lucie Football League, Inc. (2011 2017)
- Treasurer, AIDS Research and Treatment Center of the Treasure Coast, Inc. (2000 2003)
- ◆ Board Member/Treasurer, North Treasure Coast Chapter, American Red Cross (2004 – 2010)
- ♦ Member/Board Member of Port St. Lucie Kiwanis (1994 2001)
- ◆ President (2014/15) of Sunrise Kiwanis of Fort Pierce (2004 2017)
- ◆ St. Lucie District School Board Superintendent Search Committee (2013 present)
- ◆ Board Member Phrozen Pharoes (2019-2021)

Professional Experience

- Twenty-eight years public accounting experience with an emphasis on nonprofit and governmental organizations.
- ♦ Audit Manager in-charge on a variety of audit and review engagements within several industries, including the following government and nonprofit organizations:

St. Lucie County, Florida

19th Circuit Office of Medical Examiner

Troup Indiantown Water Control District

Exchange Club Center for the Prevention of Child Abuse, Inc.

Healthy Kids of St. Lucie County

Mustard Seed Ministries of Ft. Pierce, Inc.

Reaching Our Community Kids, Inc.

Reaching Our Community Kids - South

St. Lucie County Education Foundation, Inc.

Treasure Coast Food Bank, Inc.

North Springs Improvement District

♦ Four years of service in the United States Air Force in computer operations, with a top secret (SCI/SBI) security clearance.

Personnel Qualifications and Experience

David S. McGuire, CPA, CITP (Continued) Director

Continuing Professional Education

Mr. McGuire has attended numerous continuing professional education courses and seminars taught by nationally recognized sponsors in the accounting auditing and single audit compliance areas. He has attended courses over the last two years in those areas as follows:

Not-for-Profit Auditing Financial Results and Compliance Requirements Update: Government Accounting Reporting and Auditing Annual Update for Accountants and Auditors

Personnel Qualifications and Experience

Matthew Gonano, CPA

Director - 14 years total experience

Education

- ◆ University of North Florida, B.B.A. Accounting
- University of Alicante, Spain International Business
- ◆ Florida Atlantic University Masters of Accounting

Professional Affiliations/Community Service

- ♦ American Institute of Certified Public Accountants
- ◆ Florida Institute of Certified Public Accountants

Professional Experience

- ♦ Senior Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.
- ♦ Performed audits of nonprofit and governmental organizations in accordance with Governmental Accounting Auditing Standards (GAAS)
- ♦ Performed Single Audits of nonprofit organizations in accordance with OMB Circular A-133, Audits of State, Local Governments, and Non-Profit Organizations.

Continuing Professional Education

• Mr. Gonano has participated in numerous continuing professional education courses.

Personnel Qualifications and Experience

Melissa Marlin, CPA

Director – 11 years

Education

- ◆ Indian River State College, A.A. Accounting
- ◆ Florida Atlantic University, B.B.A. Accounting

Registrations

◆ Certified Public Accountant – State of Florida, State Board of Accountancy

Professional Affiliations/Community Service

- ♦ Member of the American Institute of Certified Public Accountants
- ♦ Member of the Florida Institute of Certified Public Accountants
- ◆ Affiliate member of the Government Finance Officers Association

Professional Experience

- Accountant with over 10 years of experience providing professional services to nonprofit and governmental entities.
- Performed over 300 audits of nonprofit and governmental organizations in accordance with Governmental Accounting Auditing Standards (GAAS)
- Performed Single Audits of nonprofit organizations in accordance with 2 CFR Part 200 Subpart F, Uniform Guidance, Audits of State, Local Governments, and Non-Profit Organizations.

Continuing Professional Education

- Mrs. Marlin participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments in accounting and auditing such as:
 - o Governmental Accounting Report and Audit Update
 - Analytical Procedures, FICPA
 - o Annual Update for Accountants and Auditors
 - Single Audit Sampling and Other Considerations

Personnel Qualifications and Experience

Maritza Stonebraker, CPA

Director - 9 years

Education

◆ Indian River State College, B.S. – Accounting

Registrations

◆ Certified Public Accountant – State of Florida, State Board of Accountancy

Professional Affiliations/Community Service

- ♦ Member of the American Institute of Certified Public Accountants
- ♦ Member of the Florida Institute of Certified Public Accountants
- ◆ Affiliate of the Government Finance Officers Association

Professional Experience

- Maritza launched her professional auditing career at Berger, Toombs, Elam, Gaines, & Frank, accumulating over 9 years of expertise in the field
- Performed over 300 audits of nonprofit and governmental organizations in accordance with Governmental Accounting Auditing Standards (GAAS)
- Performed Single Audits of nonprofit organizations in accordance with 2 CFR Part 200 Subpart F, Uniform Guidance, Audits of State, Local Governments, and Non-Profit Organizations.

Continuing Professional Education

- Mrs. Stonebraker participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments in accounting and auditing such as:
 - o Governmental Accounting Report and Audit Update
 - Analytical Procedures, FICPA
 - Annual Update for Accountants and Auditors
 - o Single Audit Sampling and Other Considerations

Personnel Qualifications and Experience

Jonathan Herman, CPA

Director - 11 years

Education

- ◆ University of Central Florida, B.S. Accounting
- ◆ Florida Atlantic University, MACC

Registrations

◆ Certified Public Accountant – State of Florida, State Board of Accountancy

Professional Affiliations/Community Service

- Member of the American and Florida Institutes of Certified Public Accountants
- Affiliate member Government Finance Officers Association

Professional Experience

 Over 10 years experience in all phases of public accounting and auditing experience, with a concentration in financial and compliance audits. Mr. Herman has been involved in all phases of the audits listed on the preceding pages.

Continuing Professional Education

♦ Has participated in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments. He has attended courses in those areas over the last two years such as:

Governmental Accounting Report and Audit Update

Annual Update: Government Accounting Reporting and Auditing

Annual Update for Accountants and Auditors

Personnel Qualifications and Experience

David F. Haughton, CPA

Accounting and Audit Manager - 34 years

Education

♦ Stetson University, B.B.A. – Accounting

Registrations

◆ Certified Public Accountant – State of Florida, State Board of Accountancy

Professional Affiliations/Community Service

- Member of the American and Florida Institutes of Certified Public Accountants
- Former Member of Florida Institute of Certified Public Accountants Committee on State and Local Government
- ◆ Affiliate Member Government Finance Officers Association (GFOA) for over 10 years
- Affiliate Member Florida Government Finance Officers Association (FGFOA) for over 10 years
- ♦ Technical Review 1997 FICPA Course on State and Local Governments in Florida
- ◆ Board of Directors Kiwanis of Ft. Pierce, Treasurer 1994-1999; Vice President 1999-2001

Professional Experience

- Twenty-seven years public accounting experience with an emphasis on governmental and nonprofit organizations.
- ◆ State Auditor General's Office West Palm Beach, Staff Auditor, June 1985 to September 1985
- Accounting and Audit Manager of Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants PL, responsible for audit and accounting services including governmental and not-for-profit audits.
- Over 20 years of public accounting and governmental experience, specializing in governmental and nonprofit organizations with concentration in special districts, including Community Development Districts which provide services including water and sewer utilities. Governmental and non-profit entities served include the following:

Counties:

St. Lucie County

Municipalities:

City of Fort Pierce City of Stuart

Personnel Qualifications and Experience

David F. Haughton, CPA (Continued)

Accounting and Audit Manager

Professional Experience (Continued)

Special Districts:

Bluewaters Community Development District

Country Club of Mount Dora Community Development District

Fiddler's Creek Community Development District #1 and #2

Indigo Community Development District

North Springs Improvement District

Renaissance Commons Community Development District

St. Lucie West Services District

Stoneybrook Community Development District

Summerville Community Development District

Terracina Community Development District

Thousand Oaks Community Development District

Tree Island Estates Community Development District

Valencia Acres Community Development District

Non-Profits:

The Dunbar Center, Inc.

Hibiscus Children's Foundation, Inc.

Hope Rural School, Inc.

Maritime and Yachting Museum of Florida, Inc.

Tykes and Teens, Inc.

United Way of Martin County, Inc.

Workforce Development Board of the Treasure Coast, Inc.

- While with the Auditor General's Office he was on the staff for the state audits of the Martin County School District and Okeechobee County School District.
- During 1997 he performed a technical review of the Florida Institute of Certified Public Accountants state CPE course on Audits of State and Local Governments in Florida. His comments were well received by the author and were utilized in future updates to the course.

Continuing Professional Education

♦ During the past several years, he has participated in numerous professional development training programs sponsored by the AICPA and FICPA, including state conferences on special districts and governmental auditing in Florida. He averages in excess of 100 hours bi-annually of advanced training which exceeds the 80 hours required in accordance with the continuing professional education requirements of the Florida State Board of accountancy and the AICPA Private Companies Practice Section. He has over 75 hours of governmental CPE credit within the past two years.

Personnel Qualifications and Experience

Paul Daly

Senior Accountant – 12 years

Education

◆ Florida Atlantic University, B.S. – Accounting

Professional Experience

• Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

• Working to attain the requirements to take the Certified Public Accounting (CPA) exam.

Personnel Qualifications and Experience

Bryan Snyder

Senior Accountant – 10 years

Education

◆ Florida Atlantic University, B.B.A. – Accounting

Professional Experience

- ◆ Accountant beginning his professional auditing career with Berger, Toombs, Elam, Gaines, & Frank.
- Mr. Snyder is gaining experience auditing governmental & nonprofit entities.

Continuing Professional Education

- Mr. Snyder participates in numerous continuing education courses and plans on working to acquire his CPA certificate.
- Mr. Snyder is currently studying to pass the CPA exam.

Personnel Qualifications and Experience

Tifanee Terrell, CPA

Senior Accountant – 4 years

Education

◆ Florida Atlantic University, M.A.C.C. – Accounting

Professional Experience

• Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

• Ms. Terrell participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Personnel Qualifications and Experience

Dylan Dixon

Senior Accountant – 3 years

Education

♦ Indian River State College, B.S. – Accounting

Professional Experience

◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

• Mr. Dixon participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Personnel Qualifications and Experience

Brennen Moore

Staff Accountant – 2 years

Education

♦ Indian River State College, B.S. – Accounting

Professional Experience

◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

 Mr. Moore participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Personnel Qualifications and Experience

Katie Gifford

Staff Accountant – 2 years

Education

♦ Indian River State College, B.S. – Accounting

Professional Experience

◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

 Ms. Gifford participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Personnel Qualifications and Experience

Rayna Zicari

Staff Accountant – 2 years

Education

♦ Stetson University, B.B.A. – Accounting

Professional Experience

♦ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- Ms. Zicari participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.
- Ms. Zicari is currently working towards completing an additional 30 hours of education to qualify to sit for CPA exam.

Personnel Qualifications and Experience

Deandre McFadden

Staff Accountant

Education

♦ Florida Atlantic University, B.S. – Accounting

Professional Experience

◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

 Mr. McFadden participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.



6815 Dairy Road Zephyrhills, FL 33542

813.788.2155 BodinePerry.com

Report on the Firm's System of Quality Control

To the Partners of November 30, 2022

Berger, Toombs, Elam, Gaines & Frank, CPAs, PL

and the Peer Review Committee of the Florida Institute of Certified Public Accountants

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. 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.

Booline Pery

Bodine Perry

(BERGER_REPORT22)



DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS

Annual Audit Services for Fiscal Year 2025 St. Johns County, Florida

INSTRUCTIONS TO PROPOSERS

- **SECTION 1. DUE DATE.** An electronic copy of the proposal must be received no later than Friday, June 13, 2025, 12:00 p.m. to the District Recording Secretary, Courtney Hogge by e-mail at chogge@gmsnf.com. Proposer is responsible for confirming its proposal is received by District Recording Secretary
- **SECTION 2. FAMILIARITY WITH THE LAW.** By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules, and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.
- **SECTION 3. QUALIFICATIONS OF PROPOSER.** The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.
- **SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL.** Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.
- **SECTION 5. SUBMISSION OF PROPOSAL.** Submit one (1) electronic copy (PDF only) of the Proposal Documents, and other requested attachments, if any, by the date, time and method indicated herein. The District Recording Secretary is available at choqqe@gmsnf.com or (865) 238-2622.
- **SECTION 6. MODIFICATION AND WITHDRAWAL.** Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the e□mail address where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.
- **SECTION 7. PROPOSAL DOCUMENTS.** The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").
- **SECTION 8. PROPOSAL.** In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a wavier of District's limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the Proposal Documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes for each person listed: list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal

SECTION 13. PROTESTS. In accordance with the District's Rules of Procedure, any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, GMS, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, within seventy-two (72) hours after the receipt of the Proposal Documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Proposal Documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

DURBIN CROSSING CDD AUDITOR SELECTION EVALUATION CRITERIA

1. Ability of Personnel.

(20 Points)

(E.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

2. Proposer's Experience.

(20 Points)

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation of respondent, etc.)

3. Understanding of Scope of Work.

(20 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. Ability to Furnish the Required Services.

(20 Points)

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required. (E.g., the existence of any natural disaster plan for business operations)

5. Price. (20 Points)

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.



Proposal to Provide Financial Auditing Services:

DURBIN CROSSING

COMMUNITY DEVELOPMENT DISTRICT

Proposal Due: June 13, 2025 12:00PM

Submitted to:

Durbin Crossing Community Development District c/o District Manager 475 West Town Place, Suite 114 St. Augustine, Florida 32092

Submitted by:

Antonio J. Grau, Partner Grau & Associates 1001 Yamato Road, Suite 301 Boca Raton, Florida 33431 **Tel** (561) 994-9299

(800) 229-4728

Fax (561) 994-5823

tgrau@graucpa.com www.graucpa.com



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June 13, 2025

Durbin Crossing Community Development District c/o District Manager 475 West Town Place, Suite 114 St. Augustine, Florida 32092

Re: Request for Proposal for Professional Auditing Services for the fiscal year ended September 30, 2025, with an option for four (4) additional annual renewals.

Grau & Associates (Grau) welcomes the opportunity to respond to the Durbin Crossing Community Development District's (the "District") Request for Proposal (RFP), and we look forward to working with you on your audit. We are an energetic and robust team of knowledgeable professionals and are a recognized leader of providing services to Community Development Districts. As one of Florida's few firms to primarily focus on government, we are especially equipped to provide you an effective and efficient audit.

Government audits are at the core of our practice: 95% of our work is performing audits for local governments and of that 98% are for special districts. With our significant experience, we are able to increase efficiency, to provide immediate and continued savings, and to minimize disturbances to your operations.

Why Grau & Associates:

Knowledgeable Audit Team

Grau is proud that the personnel we assign to your audit are some of the most seasoned auditors in the field. Our staff performs governmental engagements year-round. When not working on your audit, your team is refining their audit approach for next year's audit. Our engagement partners have decades of experience and take a hands-on approach to our assignments, which all ensures a smoother process for you.

Servicing your Individual Needs

Our clients enjoy personalized service designed to satisfy their unique needs and requirements. Throughout the process of our audit, you will find that we welcome working with you to resolve any issues as swiftly and easily as possible. In addition, due to Grau's very low turnover rate for our industry, you also won't have to worry about retraining your auditors from year to year.

Developing Relationships

We strive to foster mutually beneficial relationships with our clients. We stay in touch year-round, updating, collaborating, and assisting you in implementing new legislation, rules and standards that affect your organization. We are also available as a sounding board and assist with technical questions.

Maintaining an Impeccable Reputation

We have never been involved in any litigation, proceeding or received any disciplinary action. Additionally, we have never been charged with, or convicted of, a public entity crime of any sort. We are financially stable and have never been involved in any bankruptcy proceedings.

Complying With Standards

Our audit will follow the Auditing Standards of the AICPA, Generally Accepted Government Auditing Standards, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida, and any other applicable federal, state and local regulations. We will deliver our reports in accordance with your requirements.

This proposal is a firm and irrevocable offer for 90 days. We certify this proposal is made without previous understanding, agreement or connection either with any previous firms or corporations offering a proposal for the same items. We also certify our proposal is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action, and was prepared in good faith. Only the person(s), company or parties interested in the project as principals are named in the proposal. Grau has no existing or potential conflicts and anticipates no conflicts during the engagement. Our Federal I.D. number is 20-2067322.

We would be happy to answer any questions or to provide any additional information. We are genuinely excited about the prospect of serving you and establishing a long-term relationship. Please do not hesitate to call or email either of our Partners, Antonio J. Grau, CPA (tgrau@graucpa.com) or David Caplivski, CPA (dcaplivski@graucpa.com) at 561.994.9299. We thank you for considering our firm's qualifications and experience.

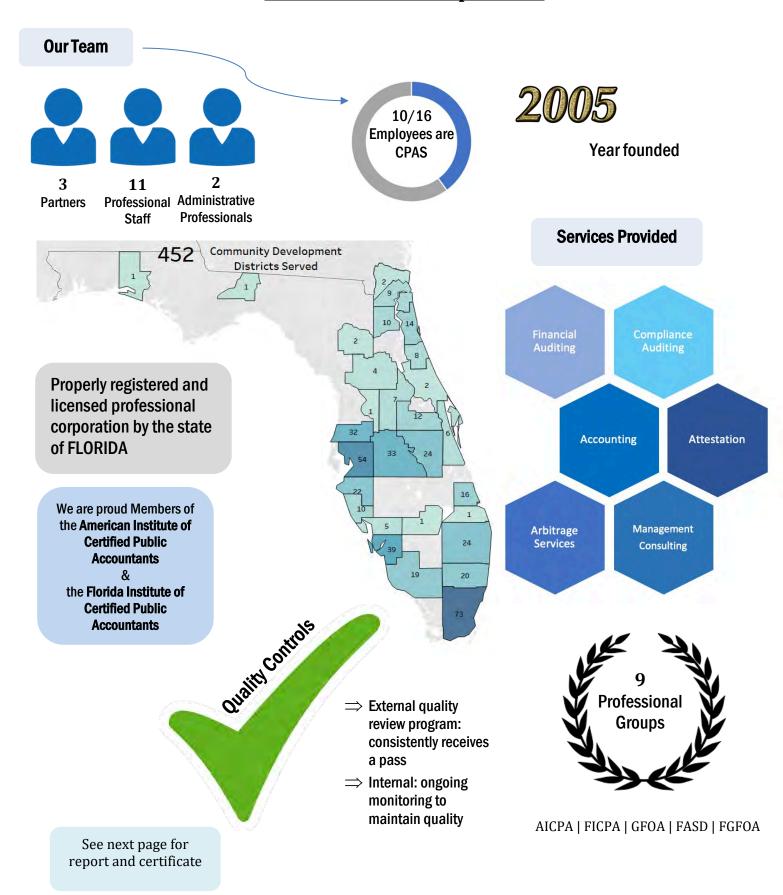
Very truly yours, Grau & Associates

Antonio J. Grau

Firm Qualifications



Grau's Focus and Experience









Peer Review Program

FICPA Peer Review Program Administered in Florida by The Florida Institute of CPAs

AICPA Peer Review Program
Administered in Florida
by the Florida Institute of CPAs

March 17, 2023

Antonio Grau Grau & Associates 951 Yamato Rd Ste 280 Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on March 16, 2023, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

FICPA Peer Review Committee

Peer Review Team FICPA Peer Review Committee

850.224.2727, x5957

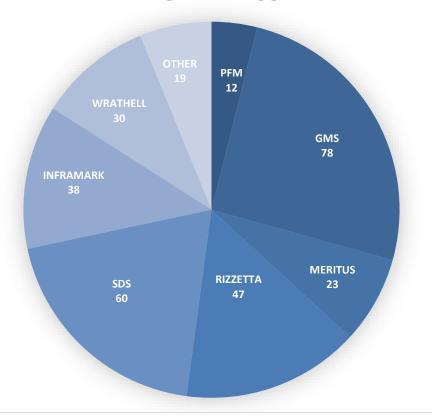
cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114 Review Number: 594791

Firm & Staff Experience



GRAU AND ASSOCIATES COMMUNITY DEVELOPMENT DISTRICT EXPERIENCE BY MANAGEMENT COMPANY



Profile Briefs:

Antonio J GRAU, CPA (Partner)

Years Performing
Audits: 35+
CPE (last 2 years):
Government
Accounting, Auditing:
24 hours; Accounting,
Auditing and Other:
56 hours
Professional
Memberships: AICPA,
FICPA, FGFOA, GFOA

David Caplivski, CPA (Partner)

Years Performing
Audits: 13+
CPE (last 2 years):
Government
Accounting, Auditing:
24 hours; Accounting,
Auditing and Other:
64 hours
Professional
Memberships: AICPA,
FICPA, FGFOA, FASD

"Here at Grau & Associates, staying up to date with the current technological landscape is one of our top priorities. Not only does it provide a more positive experience for our clients, but it also allows us to perform a more effective and efficient audit. With the every changing technology available and utilized by our clients, we are constantly innovating our audit process."

- Tony Grau

"Quality audits and exceptional client service are at the heart of every decision we make. Our clients trust us to deliver a quality audit, adhering to high standards and assisting them with improvements for their organization."

- David Caplivski



YOUR ENGAGEMENT TEAM

Grau's client-specific engagement team is meticulously organized in order to meet the unique needs of each client. Constant communication within our solution team allows for continuity of staff and audit team. The Certified Information Technology Professional (CITP) Partner will bring a unique blend of IT expertise and understanding of accounting principles to the financial statement audit of the District.



The assigned personnel will work closely with the partner and the District to ensure that the financial statements and all other reports are prepared in accordance with professional standards and firm policy. Responsibilities will include planning the audit; communicating with the client and the partners the progress of the audit; and determining that financial statements and all reports issued by the firm are accurate, complete and are prepared in accordance with professional standards and firm policy.

The Engagement Partner will participate extensively during the various stages of the engagement and has direct responsibility for engagement policy, direction, supervision, quality control, security, confidentiality of information of the engagement and communication with client personnel. The engagement partner will also be involved directing the development of the overall audit approach and plan; performing an overriding review of work papers and ascertain client satisfaction.





Antonio 'Tony ' J. Grau, CPA Partner

Contact: tgrau@graucpa.com | (561) 939-6672

Experience

For over 30 years, Tony has been providing audit, accounting and consulting services to the firm's governmental, non-profit, employee benefit, overhead and arbitrage clients. He provides guidance to clients regarding complex accounting issues, internal controls and operations.

As a member of the Government Finance Officers Association Special Review Committee, Tony participated in the review process for awarding the GFOA Certificate of Achievement in Financial Reporting. Tony was also the review team leader for the Quality Review of the Office of Management Audits of School Board of Miami-Dade County. Tony received the AICPA advanced level certificate for governmental single audits.

Education

University of South Florida (1983)
Bachelor of Arts
Business Administration

Clients Served (partial list)

(>300) Various Special Districts, including:

Bayside Improvement Community Development District Dunes Community Development District Fishhawk Community Development District (I,II,IV) Grand Bay at Doral Community Development District Heritage Harbor North Community Development District St. Lucie West Services District Ave Maria Stewardship Community District Rivers Edge II Community Development District Bartram Park Community Development District Bay Laurel Center Community Development District

Boca Raton Airport Authority Greater Naples Fire Rescue District Key Largo Wastewater Treatment District Lake Worth Drainage District South Indian River Water Control

Professional Associations/Memberships

American Institute of Certified Public Accountants Florida Government Finance Officers Association Florida Institute of Certified Public Accountants Government Finance Officers Association Member City of Boca Raton Financial Advisory Board Member

Professional Education (over the last two years)

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	24
Accounting, Auditing and Other	<u>56</u>
Total Hours	80 (includes of 4 hours of Ethics CPE)





David Caplivski, CPA/CITP, Partner

Contact: dcaplivski@graucpa.com / 561-939-6676

Experience

Grau & Associates Partner 2021-Present
Grau & Associates Manager 2014-2020
Grau & Associates Senior Auditor 2013-2014
Grau & Associates Staff Auditor 2010-2013

Education

Florida Atlantic University (2009)
Master of Accounting
Nova Southeastern University (2002)
Bachelor of Science
Environmental Studies

Certifications and Certificates

Certified Public Accountant (2011)
AICPA Certified Information Technology Professional (2018)
AICPA Accreditation COSO Internal Control Certificate (2022)

Clients Served (partial list)

(>300) Various Special Districts Hispanic Human Resource Council Aid to Victims of Domestic Abuse Loxahatchee Groves Water Control District **Boca Raton Airport Authority** Old Plantation Water Control District **Broward Education Foundation** Pinetree Water Control District CareerSource Brevard San Carlos Park Fire & Rescue Retirement Plan CareerSource Central Florida 403 (b) Plan South Indian River Water Control District South Trail Fire Protection & Rescue District City of Lauderhill GERS City of Parkland Police Pension Fund Town of Haverhill City of Sunrise GERS Town of Hypoluxo Town of Hillsboro Beach Coquina Water Control District Central County Water Control District Town of Lantana City of Miami (program specific audits) Town of Lauderdale By-The-Sea Volunteer Fire Pension City of West Park Town of Pembroke Park

Coquina Water Control District Village of Wellington East Central Regional Wastewater Treatment Facl. Village of Golf

ist Central Regional Wastewater Treatment Paci. Vinage of G

East Naples Fire Control & Rescue District

Professional Education (over the last two years)

CourseHoursGovernment Accounting and Auditing24Accounting, Auditing and Other64Total Hours88 (includes 4 hours of Ethics CPE)

Professional Associations

Member, American Institute of Certified Public Accountants Member, Florida Institute of Certified Public Accountants Member, Florida Government Finance Officers Association

Member, Florida Association of Special Districts



References



We have included three references of government engagements that require compliance with laws and regulations, follow fund accounting, and have financing requirements, which we believe are similar to the District.

Dunes Community Development District

Scope of Work Financial audit **Engagement Partner** Antonio J. Grau

Dates Annually since 1998

Client Contact Darrin Mossing, Finance Director

475 W. Town Place, Suite 114 St. Augustine, Florida 32092

904-940-5850

Two Creeks Community Development District

Scope of Work Financial audit **Engagement Partner** Antonio J. Grau

Dates Annually since 2007

Client Contact William Rizzetta, President

3434 Colwell Avenue, Suite 200

Tampa, Florida 33614

813-933-5571

Journey's End Community Development District

Scope of Work Financial audit **Engagement Partner** Antonio J. Grau

Dates Annually since 2004

Client Contact Todd Wodraska, Vice President

2501 A Burns Road

Palm Beach Gardens, Florida 33410

561-630-4922



Specific Audit Approach



AUDIT APPROACH

Grau's Understanding of Work Product / Scope of Services:

We recognize the District is an important entity and we are confident our firm is eminently qualified to meet the challenges of this engagement and deliver quality audit services. You would be a valued client of our firm and we pledge to commit all firm resources to provide the level and quality of services (as described below) which not only meet the requirements set forth in the RFP but will exceed those expectations. Grau & Associates fully understands the scope of professional services and work products requested. Our audit will follow the Auditing Standards of the AICPA, Generally Accepted Government Auditing Standards, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida and any other applicable Federal, State of Local regulations. We will deliver our reports in accordance with your requirements.

Proposed segmentation of the engagement

Our approach to the audit engagement is a risk-based approach which integrates the best of traditional auditing techniques and a total systems concept to enable the team to conduct a more efficient and effective audit. The audit will be conducted in three phases, which are as follows:



Phase I - Preliminary Planning

A thorough understanding of your organization, service objectives and operating environment is essential for the development of an audit plan and for an efficient, cost-effective audit. During this phase, we will meet with appropriate personnel to obtain and document our understanding of your operations and service objectives and, at the same time, give you the opportunity to express your expectations with respect to the services that we will provide. Our work effort will be coordinated so that there will be minimal disruption to your staff.

During this phase we will perform the following activities:

- » Review the regulatory, statutory and compliance requirements. This will include a review of applicable federal and state statutes, resolutions, bond documents, contracts, and other agreements;
- » Read minutes of meetings;
- » Review major sources of information such as budgets, organization charts, procedures, manuals, financial systems, and management information systems;
- » Obtain an understanding of fraud detection and prevention systems;
- » Obtain and document an understanding of internal control, including knowledge about the design of relevant policies, procedures, and records, and whether they have been placed in operation;
- Assess risk and determine what controls we are to rely upon and what tests we are going to perform and perform test of controls;
- » Develop audit programs to incorporate the consideration of financial statement assertions, specific audit objectives, and appropriate audit procedures to achieve the specified objectives;
- » Discuss and resolve any accounting, auditing and reporting matters which have been identified.



Phase II - Execution of Audit Plan

The audit team will complete a major portion of transaction testing and audit requirements during this phase. The procedures performed during this period will enable us to identify any matter that may impact the completion of our work or require the attention of management. Tasks to be performed in Phase II include, but are not limited to the following:

- » Apply analytical procedures to further assist in the determination of the nature, timing, and extent of auditing procedures used to obtain evidential matter for specific account balances or classes of transactions:
- » Perform tests of account balances and transactions through sampling, vouching, confirmation and other analytical procedures; and
- » Perform tests of compliance.

Phase III - Completion and Delivery

In this phase of the audit, we will complete the tasks related to year-end balances and financial reporting. All reports will be reviewed with management before issuance, and the partners will be available to meet and discuss our report and address any questions. Tasks to be performed in Phase III include, but are not limited to the following:

- » Perform final analytical procedures;
- » Review information and make inquiries for subsequent events; and
- » Meeting with Management to discuss preparation of draft financial statements and any potential findings or recommendations.

You should expect more from your accounting firm than a signature in your annual financial report. Our concept of truly responsive professional service emphasizes taking an active interest in the issues of concern to our clients and serving as an effective resource in dealing with those issues. In following this approach, we not only audit financial information with hindsight but also consider the foresight you apply in managing operations.

Application of this approach in developing our management letter is particularly important given the increasing financial pressures and public scrutiny facing today's public officials. We will prepare the management letter at the completion of our final procedures.

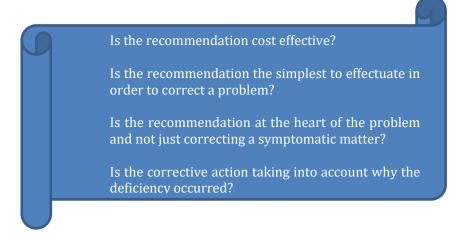
In preparing this management letter, we will initially review any draft comments or recommendations with management. In addition, we will take necessary steps to ensure that matters are communicated to those charged with governance.

In addition to communicating any recommendations, we will also communicate the following, if any:

- » Significant audit adjustments:
- » Significant deficiencies or material weaknesses;
- » Disagreements with management; and
- » Difficulties encountered in performing the audit.



Our findings will contain a statement of condition describing the situation and the area that needs strengthening, what should be corrected and why. Our suggestions will withstand the basic tests of corrective action:



To assure full agreement with facts and circumstances, we will fully discuss each item with Management prior to the final exit conference. This policy means there will be no "surprises" in the management letter and fosters a professional, cooperative atmosphere.

Communications

We emphasize a continuous, year-round dialogue between the District and our management team. We regularly communicate through personal telephone calls and electronic mail throughout the audit and on a regular basis.

Our clients have the ability to transmit information to us on our secure client portal with the ability to assign different staff with separate log on and viewing capability. This further facilitates efficiency as all assigned users receive electronic mail notification as soon as new information has been posted into the portal.



Cost of Services



Our proposed all-inclusive fees for the financial audit for the fiscal years ended September 30, 2025-2029 are as follows:

Year Ended September 30,	Fee
2025	\$5,000
2026	\$5,100
2027	\$5,200
2028	\$5,300
2029	<u>\$5,400</u>
TOTAL (2025-2029)	<u>\$26,000</u>

The above fees are based on the assumption that the District maintains its current level of operations. Should conditions change or Bonds are issued the fees would be adjusted accordingly upon approval from all parties concerned.



Supplemental Information



PARTIAL LIST OF CLIENTS

SPECIAL DISTRICTS	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Boca Raton Airport Authority	✓	✓		✓	9/30
Captain's Key Dependent District	✓			✓	9/30
Central Broward Water Control District	✓			✓	9/30
Collier Mosquito Control District	✓			✓	9/30
Coquina Water Control District	✓			✓	9/30
East Central Regional Wastewater Treatment Facility	✓		✓		9/30
Florida Green Finance Authority	✓				9/30
Greater Boca Raton Beach and Park District	✓			✓	9/30
Greater Naples Fire Control and Rescue District	✓	✓		✓	9/30
Green Corridor P.A.C.E. District	✓			✓	9/30
Hobe-St. Lucie Conservancy District	✓			✓	9/30
Indian River Farms Water Control District	✓			✓	9/30
Indian River Mosquito Control District	✓				9/30
Indian Trail Improvement District	✓			✓	9/30
Key Largo Wastewater Treatment District	✓	✓	✓	✓	9/30
Lake Asbury Municipal Service Benefit District	✓			✓	9/30
Lake Padgett Estates Independent District	✓			✓	9/30
Lake Worth Drainage District	✓			✓	9/30
Lealman Special Fire Control District	✓			✓	9/30
Loxahatchee Groves Water Control District	✓				9/30
Old Plantation Water Control District	✓			✓	9/30
Pal Mar Water Control District	✓			✓	9/30
Pinellas Park Water Management District	✓			✓	9/30
Pine Tree Water Control District (Broward)	✓			✓	9/30
Pinetree Water Control District (Wellington)	✓				9/30
Port of The Islands Community Improvement District	✓		✓	✓	9/30
Ranger Drainage District	✓	✓		✓	9/30
Renaissance Improvement District	✓			✓	9/30
San Carlos Park Fire Protection and Rescue Service District	✓			✓	9/30
Sanibel Fire and Rescue District	✓				9/30
South Central Regional Wastewater Treatment and Disposal Board	✓				9/30
South Indian River Water Control District	✓	✓		✓	9/30
South Trail Fire Protection & Rescue District	✓			✓	9/30
Spring Lake Improvement District	✓			✓	9/30
St. Lucie West Services District	✓		✓	✓	9/30
Sunrise Lakes Phase IV Recreation District	✓			✓	9/30
Sunshine Water Control District	✓			✓	9/30
Sunny Hills Units 12-15 Dependent District	✓			✓	9/30
West Villages Improvement District	✓			✓	9/30
Various Community Development Districts (452)	✓			✓	9/30
TOTAL	491	5	4	484	



ADDITIONAL SERVICES

CONSULTING / MANAGEMENT ADVISORY SERVICES

Grau & Associates also provide a broad range of other management consulting services. Our expertise has been consistently utilized by Governmental and Non-Profit entities throughout Florida. Examples of engagements performed are as follows:

- Accounting systems
- Development of budgets
- · Organizational structures
- Financing alternatives
- IT Auditing

- Fixed asset records
- Cost reimbursement
- Indirect cost allocation
- Grant administration and compliance

ARBITRAGE

The federal government has imposed complex rules to restrict the use of tax-exempt financing. Their principal purpose is to eliminate any significant arbitrage incentives in a tax-exempt issue. We have determined the applicability of these requirements and performed the rebate calculations for more than 150 bond issues, including both fixed and variable rate bonds.

73 Current
Arbitrage
Calculations

We look forward to providing <u>Durbin Crossing Community Development</u> <u>District</u> with our resources and experience to accomplish not only those minimum requirements set forth in your Request for Proposal, but to exceed those expectations!

For even more information on Grau & Associates please visit us on www.graucpa.com.



Durbin Crossing Community Development District Auditor Selection Evaluation Criteria

	Ability of Personnel	Proposer's Experience	Understanding of Scope of Work	Ability to Furnish the Required Services	Price	
	(e.g., geographic locations of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing workload; proposed staffing levels, etc.)	(e.g., past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character; integrity; reputation of respondent, etc.)	Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.	Extent to which the proposal demonstrates the adequacy of proposer's financial resources and stability as a business entity necessary to complete the services required (e.g., the existence of any natural disaster plan for business operations).	Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to services.	Point Total
Proposer	20	20	20	20	20	100
Berger Toombs Elam Gaines & Frank Grau & Associates						

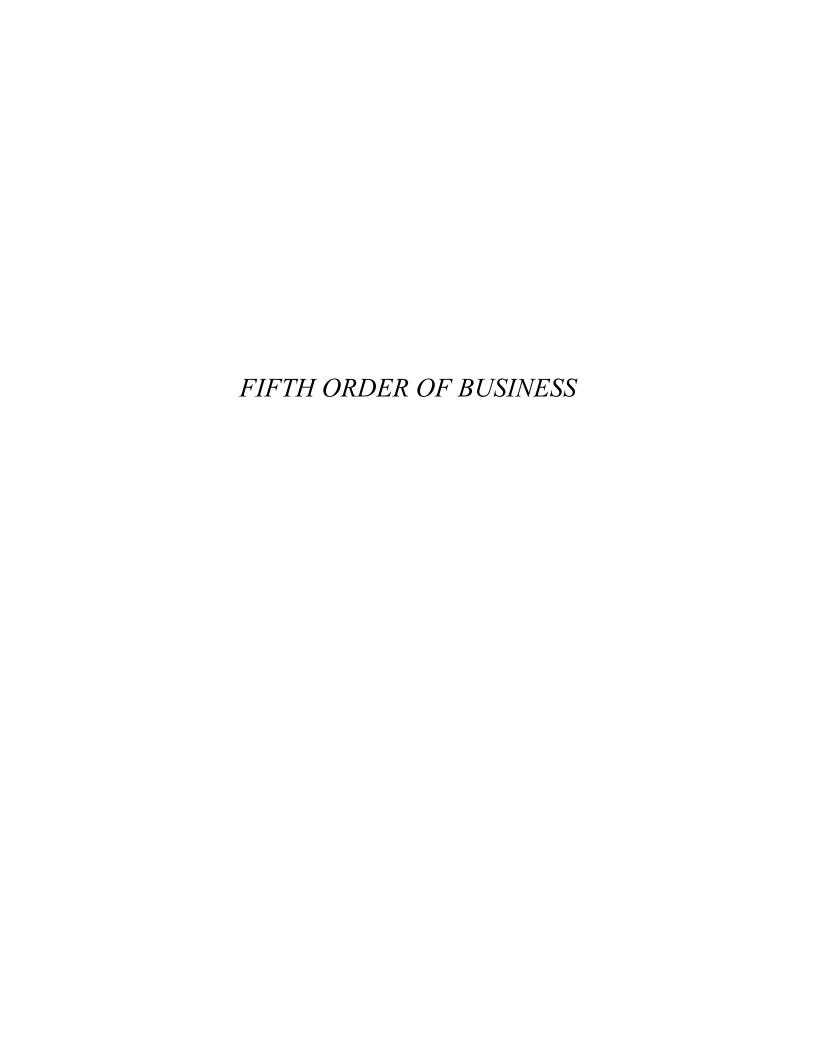


			Durbin Cr	ossing Action Items	
Item	Date	Responsibility	Status	Description	Resolution
Capital Reserve Study Review	7/22/24	Daniel Laughlin/ Sue O'lear	Complete	Review reserve study to confirm prices are accurate with actual current costs	Staff reviewed the capital reserve study. While some items appear 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 picklball nets. Look into difference between re-striping four pickleball courts vs re-striping two courts and purchasing four rolling pickleball nets. Research pickball 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	Lookinto 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 comepleted 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) benchs 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/striping 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	Workwith 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 "Fiteness 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 midget 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 mointor 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 help 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 Communtiy

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
Draft Letter to Sheriff Hardick regarding Trespassing	2/24/25	Daniel Laughlin	Complete	Draft Letter to Sheriff Hardick regarding trespassing issue at the JEA tract	Letter was sent to Sherriff Hardwick. SJSO reached out and will be increasing patrols in the area.
Landscape Pricing for Years 4 & 5	2/24/25	Zach Davidson	Complete	Staff to get pricing from Yellowstone for years 4 & 5 of the contract	Yellowstone provided pricing for years 4 & 5. BOS approved Counsel to draft agreement
Write Letter to Commissioner Regarding Traffic Concerns	12/3/24	Daniel Laughlin	Complete	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
Camera Equipment	4/28/25	Sue O'lear	Complete	Dynamic Security approved with caveat to add cameras for fields and maintenance agreement	System has been installed
Durbin Dolphins	4/28/25	Sue O'lear/Karen Haber	Complete	Complete updated agreement with Dolphins and ensure adherence to policy	Agreement has been completed and signed
"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	Continue to monitor. Revisit in October
Continue to Follow up With the County Regarding Round-A-Bout at North Durbin & Sanctuary and Monitor Traffic Study	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 & Sancuary. Monitor traffic study that may take place on Longleaf Pine. Update Board at August meeting	Continue to monitor. Revisit on October
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.	Draft letter if no change occurs after the June 1 ride through check
Monitor Trespass Signage at JEA Easement	2/24/25	Zach Davidson	In Progress	Monitor No Trespassing signed at JEA Easement for 3-4 months.	
Monitor Traffic Study	3/24/25	Mike Yuro/Zach Davidson/Daniel Laughlin	In Progress	Monitor traffic study that may take place on Longleaf Pine. Update Board at August meeting	
Update Amenity Doors	4/28/25	Zach Davidson	In Progress	Convert Doors to Windows/ Quote for any door that needs replacement/ Painter to see what can be done with remaining/ Confirm with Fire Marshel on which doors can be eliminated	
Bollards	4/28/25	Zach Davidson	In Progress	Ensure numbers are correct for bollard replacement	
Pool Pumps	4/28/25	Zach Davidson	In Progress	Confirm pool pumps to be replacement in November	
Hurricane Season	4/28/25	Zach Davidson	In Progress	Start preparations for hurricane season starting 6/1/25	
Gym Equipment	4/28/25	Sue O'lear	In Progress	Bring Proposals with comparison for lease verses purchase options	
Communications	4/28/25	Kiki Jimenez	In Progress	Keep Residents informed of landscape/irrigation enhancements	
Vending Machine	4/28/25	Kiki Jimenez	In Progress	Coordinate placement of new machines	



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, May 19, 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

Ryan Dugan District Counsel by telephone

Mike Yuro District Engineer

Sue O'Lear Vesta/Amenity Services Group Kristen "Kiki" Jimenez Vesta/Amenity Services Group Zach Davidson Vesta/Amenity Services Group

Richard Craig Yellowstone

The following is a summary of the discussions and actions taken at the May 19, 2025 meeting.

FIRST ORDER OF BUSINESS Pledge of Allegiance

Mr. Laughlin called the meeting to order 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

Review of Action Items

Mr. Laughlin gave an overview of the status of the action items.

FIFTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Minutes
 - 1. April 28, 2025 Audit Committee Meeting
 - 2. April 28, 2025 Board of Supervisors Meeting
- **B.** Financial Statements
- C. Assessment Receipt Schedule
- D. Check Register

On MOTION by Mr. Harrah seconded by Ms. Estes with four in favor the consent agenda items were approved.

Ms. Hall joined the meeting at this time.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Landscape Maintenance Team - Report

Mr. Craig reviewed the landscape update for May, copy of which was included in the agenda package.

B. District Counsel

There being none, the next item followed.

C. District Engineer

There being none, the next item followed.

D. District Manager

There being none, the next item followed.

E. General Manager

1. Report

Ms. O'Lear reviewed the general manager's report, copy of which was included in the agenda package.

2. Gym Equipment

Ms. O'Lear reviewed the proposals for three ellipticals and after discussion staff was directed to obtain proposals for a comparison of lease versus purchase, preventative maintenance program, and to look at the footprint of machines to ensure there is adequate space between machines.

F. Operations Manager

1. Report

Mr. Davidson gave an overview of the field operations manger's report that included a new streetlight outage reporting tracker, copy of which was included in the agenda package.

2. Exterior Door Replacement and/or Conversion to Windows

After discussion staff was authorized to obtain more proposals, to strip, sand, stain and seal 23 doors and bring the proposals to the next meeting.

G. Amenity Manager – Report

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

SEVENTH ORDER OF BUSINESS

Discussion of Phase IV Sod Replacement

This item removed from agenda.

EIGHTH ORDER OF BUSINESS

Discussion of Irrigation Enhancement (Leith Hall through South Amenities)

This item removed from agenda.

NINTH ORDER OF BUSINES

Consideration of Resolution 2025-04 Approving the Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing Date for Adoption

Mr. Laughlin stated I have two versions of the budget, the first has all the items we discussed at the last meeting in the capital reserve, door replacement, bollards, Leith Hall irrigation and sod replacement that results in an increase of 22%. With those expenses we would end the year with \$1.4 million with that contribution.

As you can see we have the expenses already laid out for those items, we would still have a very healthy capital reserve fund and this does not include the \$300,000, and the doors might be going down. This one is put together where the capital expenditures of the doors, irrigation and keeping the capital reserve the same at the \$251,000 and accruing those expenses directly to the capital reserve and end the year with those expenses at almost \$850,000. Not including the litigation money and that would be an increase of 11.5%.

After discussion of irrigation and sod installation, doors, ropes and bollards and equipment lease, the board took the following action.

On MOTION by Mr. Pollicino seconded by Ms. Estes with all in favor Resolution 2025-04 approving the proposed fiscal year 2026 budget as revised with a proposed increase of 16.08% and setting a public hearing for August 25, 2025 was approved.

TENTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

Mr. Grasso stated I would like to buy a parcel of land from the CDD to build a house that backs up to the preserve.

Mr. Laughlin pulled up the property online and that particular property is under a conservation easement.

Mr. Harrah stated we are not able to open that up, it is in conservation in perpetuity.

Ms. Hall stated the developer makes money off lots so if it were buildable they would have built a house on that property.

Mr. Yuro stated it is extremely rare that the water management district would release any part of a conservation easement. I will look on the recorded plat to be sure it is under a conservation easement, but it is CDD property.

Ms. Hall stated I was talking to Kiki about possibly offering pickleball.

Mr. Laughlin stated I forwarded it to Mike and he said he wouldn't recommend it.

Ms. O'Lear stated it is not currently part of their youth sports.

Ms. Hall asked what if we did it through 904?

Ms. O'Lear stated I would be comfortable if you were a vendor directly with your name on the contract or if you worked for another company that ultimately was responsible and that would be put another degree of separation between any conflict of interest.

Mr. Laughlin stated I will look into it.

ELEVENTH ORDER OF BUSINESS Review of Action Items

Mr. Laughlin stated the only thing is to add to our previous list about the light checking, I will write a letter in a month if no change from the June 1st ride.

TWELFTH ORDER OF BUSINESS Next Scheduled Meeting – June 23, 2025 at 6:00 p.m. at the Durbin South Amenity Center

Mr. Laughlin stated the next meeting will be held June 23, 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 7:34 p.m.

Secretary/Assistant Secretary	Chairman/Vice Chairman



Community Development District

Unaudited Financial Reporting

May 31, 2025



Durbin Crossing Community Development District

Combined Balance Sheet May 31, 2025

	General Fund	I	Debt Service Fund	Ca	pital Reserve Fund	Gove	Totals ernmental Funds
Assets:							
Cash:							
Operating Account	\$ 273,485	\$	-	\$	16,968	\$	290,454
Due from Other	1,139		-		-		1,139
Investments:							
State Board of Administration (SBA)	2,658		-		1,049,892		1,052,551
Custody	1,224,619		-		1,770		1,226,389
<u>Series 2017A1</u>							
Reserve	-		1,343,722		-		1,343,722
Revenue	-		1,202,102		-		1,202,102
Prepayment	-		4,120		-		4,120
Series 2017A2 Term Bond 1							
Reserve	-		132,938		-		132,938
Prepayment	-		931		-		931
Series 2017A2 Term Bond 2							
Reserve	-		40,000		-		40,000
Prepayment	-		1,842		-		1,842
Prepaid Expenses	5,000		-		-		5,000
Deposits	200		-		-		200
Total Assets	\$ 1,507,101	\$	2,725,654	\$	1,068,631	\$	5,301,386
Liabilities:							
Accounts Payable	\$ 37,298	\$	-	\$	50,700	\$	87,998
Total Liabilites	\$ 37,298	\$	-	\$	50,700	\$	87,998
Fund Balance:							
Nonspendable:							
Prepaid Items	\$ 5,000	\$	-	\$	-	\$	5,000
Deposits	200		-		-		200
Restricted for:							
Debt Service - Series	-		2,725,654		-		2,725,654
Assigned for:							
Capital Reserve Fund	-		-		1,017,931		1,017,931
Unassigned	1,464,603		-		-		1,464,603
Total Fund Balances	\$ 1,469,803	\$	2,725,654	\$	1,017,931	\$	5,213,388

Community Development District General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2025

	Adopted	Pro	rated Budget		Actual		
	Budget	Th	ru 05/31/25	Th	ru 05/31/25	7	Variance
Revenues:							
Special Assessments - Tax Roll	\$ 2,681,509	\$	2,681,509	\$	2,667,410	\$	(14,100)
Interest Income	45,000		30,000		21,466		(8,534
Other Revenues	30,000		20,000		14,370		(5,630)
Total Revenues	\$ 2,756,509	\$	2,731,509	\$	2,703,246	\$	(28,263
Expenditures:							
General & Administrative:							
Supervisor Fees	\$ 12,000	\$	8,000	\$	7,000	\$	1,000
FICA Taxes	918		612		536		77
Assessment Roll Administration	5,459		5,459		5,459		-
Engineering Fees	13,000		8,667		8,753		(86
Dissemination Fees	7,860		5,240		5,740		(500
Attorney Fees	50,000		50,000		58,763		(8,763
Annual Audit	4,500		-		-		-
Гrustee Fees	10,800		10,800		10,775		25
Arbitrage	1,200		1,200		1,200		-
mpact Fee Administration	16,377		10,918		10,918		-
Management Fees	56,035		37,357		37,357		0
nformation Technology	1,638		1,092		1,092		(0
Website Maintenance	1,092		728		728		(0
Гelephone	800		533		118		415
Postage	3,000		2,000		1,363		637
Printing & Binding	2,300		2,300		2,750		(450
nsurance General Liability	9,461		9,461		8,488		973
Legal Advertising	2,000		1,333		675		658
Other Current Charges	500		500		561		(61
Office Supplies	150		100		7		93
Dues, Licenses & Subscriptions	 175		175		175		
Total General & Administrative	\$ 199,265	\$	156,475	\$	162,457	\$	(5,982
Operations & Maintenance							
Amenity Center	46.600	.	46.600	.	42.465	.	4.540
Insurance	\$ 46,680	\$	46,680	\$	42,167	\$	4,513
Repairs & Replacements	85,000		56,667		69,299		(12,632
Recreational Passes	3,000		2,000		850		1,150
Office Supplies	5,000		3,333		2,500		833
Permit Fees	4,500		3,000		3,936		(936
Utilities	20.000		25.024		14.000		11.006
Vater & Sewer	38,900		25,934		14,898		11,036
Electric	32,000		21,334		19,204		2,129
Cable/Phone/Internet	21,000		14,000		16,234		(2,234
Security System	1,670		1,670		2,853		(1,183

Community Development District General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2025

		Adopted	Pro	rated Budget		Actual		
		Budget	Thi	ru 05/31/25	Th	ru 05/31/25	V	ariance
Amenity Center Management Contracts								
Managerial (Vesta)		255,503		170,335		170,335		0
Staffing (Vesta)		273,601		182,401		182,401		0
Lifeguards (Vesta)		98,189		27,859		27,859		- -
Mobile App/Website (Vesta)		3,500		2,333		2,333		(0)
Refuse Service		9,000		6,000		7,602		(1,602)
Pool Chemicals		35,700		23,800		24,310		(510)
Special Events		30,000		20,000		29,482		(9,482)
Holiday Décor		20,000		13,333		12,350		984
Pest Control		8,000		5,333		3,716		1,617
Pressure Washing		9,000		6,000		1,700		4,300
Fitness Equip Maintenance		8,500		5,667		888		4,778
Subtotal Amenity Center	\$	988,743	\$	637,678	\$	634,916	\$	2,762
Grounds Maintenance								
Electric	\$	10.000	\$	6,666	\$	6,487	\$	180
Water & ReUse	Ф	300,000	φ	200,000	Φ	111,730	Ф	88,270
Streetlighting		75,000		50,000		48,352		1,648
Lake Maintenance		55,620		37,080		39,635		(2,555)
Landscape Maintenance		562,267		374,845		374,845		(2,333)
-		82,000						2,407
Landscape Contingency Mulch		72,500		54,667 63,000		52,259 63,000		2,407
								-
Sod Replacement Fuel		180,000 900		175,247 600		175,247 465		135
		15,000		10,000				
Irrigation Repairs				10,000		13,177		(3,177)
Capital Reserve Funding		221,309		-		-		-
Subtotal Ground Maintenance	\$	1,574,595	\$	972,105	\$	885,196	\$	86,909
Total Operations & Maintenance	\$	2,563,338	\$	1,609,783	\$	1,520,112	\$	89,671
		,,		, ,	,	, , ,		,
Total Expenditures	\$	2,762,603	\$	1,766,258	\$	1,682,569	\$	83,689
F (D. G. i) - (D		((-004)	_	065-252-	ф.	1.020-670-	φ	TT 426
Excess (Deficiency) of Revenues over Expenditures	\$	(6,094)	\$	965,252	\$	1,020,678	\$	55,426
Net Change in Fund Balance	\$	(6,094)	\$	965,252	\$	1,020,678	\$	55,426
Fund Balance - Beginning	\$	6,094			\$	449,126		
1 and Defining	φ	0,074			Ф	777,120		
Fund Balance - Ending	\$	0			\$	1,469,803		

Community Development District

Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Special Assessments - Tax Roll	\$ - \$	186,234 \$	2,194,062 \$	5,791 \$	229,447 \$	51,876 \$	- \$	- \$	- \$	- \$	- \$	- \$	2,667,410
Interest Income	177	53	238	292	4,340	5,196	5,908	5,262	-	-	-	-	21,466
Other Revenues	7,613	369	523	112	5,107	-	319	329	-	-	-		14,370
Total Revenues	\$ 7,790 \$	186,656 \$	2,194,823 \$	6,195 \$	238,894 \$	57,072 \$	6,226 \$	5,591 \$	- \$	- \$	- \$	- \$	2,703,246
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ 1,000 \$	- \$	1,000 \$	1,000 \$	1,000 \$	1,000 \$	1,000 \$	1,000 \$	- \$	- \$	- \$	- \$	7,000
FICA Taxes	77	-	77	77	77	77	77	77	-	-	-	-	536
Assessment Roll Administration	5,459	-	-	-	-	-	-	-	-	-	-	-	5,459
Engineering Fees	2,975	825	990	1,115	1,198	908	743	-	-	-	-	-	8,753
Dissemination Fees	855	655	655	655	655	655	955	655	-	-	-		5,740
Attorney Fees	3,420	9,613	3,537	4,843	5,985	3,219	11,896	16,251	-	-	-	-	58,763
Annual Audit								-	-	-	-	-	
Trustee Fees	5,000	-	_	-	-	_	5,775	-	-	-	-	-	10,775
Arbitrage	-	-	_	-	-	_	1,200	-	-	-	-	-	1,200
Impact Fee Administration	1,365	1,365	1,365	1,365	1,365	1,365	1,365	1,365	-	-	-	-	10,918
Management Fees	4,670	4,670	4,670	4,670	4,670	4,670	4,670	4,670	-	-	-	-	37,357
Information Technology	137	137	137	137	137	137	137	137	-	-	_	-	1,092
Website Maintenance	91	91	91	91	91	91	91	91	_	_	_	_	728
Telephone	20	7	15	5	14	26	19	13	_	_	_	_	118
Postage	50	588	169	189	125	69	104	68					1,363
Printing & Binding	27	1,243	16	19	11	1,403	10	22	_	_	_	_	2,750
Insurance General Liability	8,488		-			1,103	-						8,488
Legal Advertising	86	171	-	-	85	85	127	120			_		675
Other Current Charges	-	145	10	10	251	145	127	-					561
Office Supplies	1	143	1	10	1	143	1	1	-	-	-	-	7
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-					175
Total General & Administrative	\$ 33,894 \$	19,510 \$	12,731 \$	14,175 \$	15,663 \$	13,848 \$	28,168 \$	24,468 \$	- \$	- \$	- \$	- \$	162,457
Operations & Maintenance													
Amenity Center													
Insurance	\$ 42,167 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	42,167
Repairs & Replacements	10,061	7,722	7,916	1,170	12,066	8,915	6,747	14,703	-	-	-	-	69,299
Recreational Passes	-	-	-	-	200	400	-	250	-	-	-	-	850
Office Supplies	393	250	494	139	509	602	57	57	-	-	-	-	2,500
Permit Fees	446	-	500	2,064	_	-	-	925	-	-	-	-	3,936
Utilities	-	-	-	-,	_	-	_	-	-	-	-		.,
Water & Sewer	1,114	1,182	1,479	2,268	2,404	1,800	2,007	2,644	-	-	-	-	14,898
Electric	2,502	2,378	2,208	1,820	2,551	2,376	2,667	2,703	-	-	_	_	19,204
Cable/Phone/Internet	1,841	1,841	1,841	1,935	1,988	2,111	2,339	2,339	-	-	-	-	16,234

Durbin Crossing Community Development District

Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Amenity Center Management Contracts													
Managerial (Vesta)	21,292	21,292	21,292	21,292	21,292	21,292	21,292	21,292	-	-	-	-	170,335
Staffing (Vesta)	22,800	22,800	22,800	22,800	22,800	22,800	22,800	22,800	-	-	-	-	182,401
Lifeguards (Vesta)	-	-	-	-	-	10,372	7,991	9,495	-	-	-	-	27,859
Mobile App/Website (Vesta)	292	292	292	292	292	292	292	292	-	-	-	-	2,333
Refuse Service	879	1,158	869	877	872	978	985	985	-	-	-	-	7,602
Pool Chemicals	2,936	3,146	2,936	3,058	3,058	3,058	3,058	3,058	-	-	-	-	24,310
Special Events	4,035	7,899	7,660	5,175	862	737	2,081	1,032	-	-	-	-	29,482
Holiday Décor	-	6,387	375	5,587	-	-	-	-	-	-	-	-	12,350
Pest Control	456	456	456	470	470	470	470	470	-	-	-	-	3,716
Pressure Washing	-	-	1,700	-	-	-	-	-	-	-	-	-	1,700
Fitness Equip Maintenance	-	-	-	-	525	363	-	-	-	-	-	-	888
Subtotal Amenity Center	\$ 111,214 \$	76,938 \$	72,816 \$	71,665 \$	69,890 \$	76,565 \$	72,786 \$	83,043 \$	- \$	- \$	- \$	- \$	634,916
Grounds Maintenance													
Electric	\$ 614 \$	2,126 \$	622 \$	654 \$	705 \$	638 \$	444 \$	683 \$	- \$	- \$	- \$	- \$	6,487
Water & ReUse	16,969	7,196	18,539	20,774	14,227	11,172	11,270	11,582	-	-	-	-	111,730
Streetlighting	5,918	5,939	5,877	5,787	6,064	6,017	6,300	6,450	-	-	-	-	48,352
Lake Maintenance	4,562	4,562	4,562	4,562	4,562	7,702	4,562	4,562	-	-	-	-	39,635
Landscape Maintenance	46,856	46,856	46,856	46,856	46,856	46,856	46,856	46,856	-	-	-	-	374,845
Landscape Contingency	12,436	6,752	12,460	-	3,000	-	2,400	15,211	-	-	-	-	52,259
Mulch	-	63,000	-	-	-	-	-	-	-	-	-	-	63,000
Sod Replacement	-	175,247	-	-	-	-	-	-	-	-	-	-	175,247
Fuel	36	-	29	29	133	61	118	59	-	-	-	-	465
Irrigation Repairs	-	-	1,463	-	5,018	963	1,094	4,639	-	-	-	-	13,177
Capital Reserve Funding	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Ground Maintenance	\$ 87,391 \$	311,678 \$	90,407 \$	78,662 \$	80,564 \$	73,408 \$	73,043 \$	90,042 \$	- \$	- \$	- \$	- \$	885,196
Total Operations & Maintenance	\$ 198,605 \$	388,617 \$	163,223 \$	150,326 \$	150,454 \$	149,973 \$	145,829 \$	173,086 \$	- \$	- \$	- \$	- \$	1,520,112
Total Expenditures	\$ 232,499 \$	408,126 \$	175,954 \$	164,501 \$	166,118 \$	163,821 \$	173,997 \$	197,553 \$	- \$	- \$	- \$	- \$	1,682,569
		<u> </u>		, , , , , , , , , , , , , , , , , , ,						·		•	, , , , , , , , , , , , , , , , , , , ,
Excess (Deficiency) of Revenues over Expenditures	\$ (224,709) \$	(221,470) \$	2,018,869 \$	(158,306) \$	72,776 \$	(106,749) \$	(167,771) \$	(191,962) \$	- \$	- \$	- \$	- \$	1,020,678
Net Change in Fund Balance	\$ (224,709) \$	(221,470) \$	2,018,869 \$	(158,306) \$	72,776 \$	(106,749) \$	(167,771) \$	(191,962) \$	- \$	- \$	- \$	- \$	1,020,678

Community Development District

Debt Service Fund Series 2017 A1 & A2

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2025

\$	3,054,876	Thi	ru 05/31/25	Th	ru 05/31/25	Ţ	Variance
\$	3,054,876						
\$	3,054,876						
	.,,	\$	3,054,876	\$	3,037,499	\$	(17,377)
	5,000		5,000		104,893		99,893
\$	3,059,876	\$	3,059,876	\$	3,161,125	\$	101,249
\$	513,416	\$	513,416	\$	513,416	\$	-
	-		-		10,000		(10,000)
	513,416		513,256		513,256		-
	1,645,000		1,645,000		1,645,000		-
	-		-		10,000		(10,000)
\$	84,788	\$	84,788	\$	84,788	\$	_
	-		-		5,000		(5,000)
	84,788		84,631		84,631		-
	165,000						-
	-		-		10,000		(10,000)
\$	3,006,406	\$	3,006,091	\$	3,041,091	\$	(35,000)
\$	53 470	\$	53 785	\$	120 035	\$	66,249
Ψ	33,170	Ψ	33,763	Ψ	120,033	Ψ	00,247
\$	-	\$	-	\$	-	\$	-
\$	-	\$	-	\$	-	\$	-
\$	53,470	\$	53,785	\$	120,035	\$	66,249
\$	1,029,219			\$	2,605,619		
\$	1,082,689			\$	2,725,654		
	\$ \$ \$ \$	\$ 3,059,876 \$ 513,416	\$ 3,059,876 \$ \$ 513,416 \$	\$ 3,059,876 \$ 3,059,876 \$ 513,416 \$ 513,416	\$ 3,059,876 \$ 3,059,876 \$ \$ 513,416 \$ 513,416 \$	\$ 3,059,876 \$ 3,059,876 \$ 3,161,125 \$ 513,416 \$ 513,416 \$ 513,416	\$ 3,059,876 \$ 3,059,876 \$ 3,161,125 \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$

Community Development District

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending May 31, 2025

	Adopted	Pror	ated Budget		Actual	
	Budget	Thr	u 05/31/25	Th	ru 05/31/25	Variance
Revenues						
Capital Reserve Funding	\$ 221,309	\$	-	\$	-	\$ -
Miscellaneous Revenue/Interest Income	24,333		24,333		34,554	10,221
Total Revenues	\$ 245,642	\$	24,333	\$	34,554	\$ 10,221
Expenditures:						
Capital Outlay	\$ 150,000	\$	150,000	\$	193,375	\$ (43,375)
Repair and Replacement	23,881		23,881		79,848	(55,967)
Other Current Charges	-		-		33,384	(33,384)
Total Expenditures	\$ 173,881	\$	173,881	\$	306,607	\$ (132,726)
Excess (Deficiency) of Revenues over Expenditures	\$ 71,761			\$	(272,053)	
Other Financing Sources/(Uses)						
Transfer In/(Out)	\$ -	\$	-	\$	-	\$ -
Total Other Financing Sources (Uses)	\$ -	\$	-	\$	-	\$ -
Net Change in Fund Balance	\$ 71,761			\$	(272,053)	
Fund Balance - Beginning	\$ 1,243,030			\$	1,289,984	
Fund Balance - Ending	\$ 1,314,791			\$	1,017,931	

Community Development District

Long Term Debt Report

Series 2017A-1, Special As	sessment Refunding B	onds	
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
Less: May 1, 2025			(1,645,000
Less: May 1, 2025 (Prepayment)			(10,000
Current Bonds Outstanding			\$ 25,195,000

Series 2017A-2, Special As	sessment Refunding Bonds		
Interest Rate:	5.00% -6.25%		
Maturity Date:	5/1/203	7	
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
Less: May 1, 2025			(165,000
Less: May 1, 2025 (Prepayment)			(10,000
Current Bonds Outstanding		\$	2,855,000

C.

DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2025 Assessment Receipts

		ASSESSED					
	# UNITS	SERIES 2017A1-		TOTAL NET			
	ASSESSED	2 DEBT NET	O&M NET	ASMTS			
NET ASSESSMENTS TAX ROLL	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					
				TOTAL AMOUNT		
ST JOHNS COUNTY DISTRIBUTION	DATE	DEBT	O&M	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		
7	4/8/2025	55,815.54	49,014.97	104,830.51		
INTEREST	4/14/2025	3,257.66	2,860.74	6,118.40		
		-	-			
		-	-			
		-	-			
		-	-			
		-	-			
		-	-			
TOTAL TAX ROLL RECEIPTS		3,037,498.60	2,667,409.67	5,704,908.27		
TAX ROLL % COLLECTED		99.5%	99.5%	99.5%		



Community Development District

Check Run Summary May 31, 2025

Fund	Date	Check No.	Amount		
General Fund					
Payroll	5/28/25	50892-50896	\$ 923.50		
			Sub-Total S	\$ 9	23.50
Accounts Payable					
v	5/6/25	7223-7229	\$ 66,757.36		
	5/13/25	7230-7237	77,227.14		
	5/21/25	7238-7245	2,378.93		
			Sub-Total S	146,3	63.43
Capital Reserve Fund			\$ -		
			Sub-Total S	\$	-
Wells Fargo Credit Card*	5/28/25	April Purchases	\$ 3,087.79		
			Sub-Total S	\$ 3,0	87.79
Total				150,3	74.72

^{*}Wells Fargo Credit Card Invoices available upon request

DLAUGHLIN	
CROSS	
DURBIN	
DURB	

RUN 5/28/25 PAGE 1	CHECK CHECK AMOUNT DATE	184.70 5/28/2025	 	184.70	184.70 5/28/2025	184.70 5/28/2025
PAYROLL CHECK REGISTER	EMPLOYEE NAME	SARAH G HALL	JASON S HARRAH	PETER E POLLICINO	SHALENE B ESTES	SHAWNA R BERDEN
	EMP #	11	131	00 1 1	118	1 1 1 9 1
PR300R	CHECK #	50892	50893	50894	50895	50896

923.50

TOTAL FOR REGISTER

ATTENDANCE SHEET

 Supervisor	In Attendance	Fees
 Shawna Berden Assistant Secretary	The Action of th	\$200
Peter Pollicino Chairman		\$200
Sarah Gabel Hall Assistant Secretary		\$200
Shalene B. Estes Assistant Secretary		\$200
Jason Harrah Vice Chairman		\$200

PLEASE RETURN COMPLETED FORM TO BERNADETTE PEREGRINO

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 6/12/25 PAGE 1
*** CHECK DATES 05/01/2025 - 05/31/2025 *** DURBIN CROSSING - GENERAL FUND

*** CHECK DATES	05/01/2025 - 05/31/2025 *** DURBIN CROSSING - GENERAL F BANK A GENERAL FUND	UND		
CHECK VEND# DATE	INVOICEEXPENSED TO VENDOR NAME DATE INVOICE YRMO DPT ACCT# SUB SUBCLASS	STATUS	AMOUNT	CHECK
5/06/25 00051	4/30/25 27359 202504 310-51300-32400 ARBITR SE2017A1&2 FYE2/25	*	1,200.00	
	GRAU AND ASSOCIATES		1	,200.00 007223
5/06/25 00446	4/13/25 41325 202504 320-53800-45511 COMMUNITY EVENT - 4/13/25	*	1,000.00	
	TODD SHAPIRO		1	,000.00 007224
5/06/25 00283	4/01/25 PSI15679 202504 320-53800-46800	*	4,561.87	
	APR LAKE MAINTENANCE SOLITUDE LAKE MANAGEMENT	LLC	4	,561.87 007225
5/06/25 00283	5/01/25 PSI16451 202505 320-53800-46800	*	4,561.87	
	MAY LAKE MAINTENANCE SOLITUDE LAKE MANAGEMENT	LLC	4	,561.87 007226
5/06/25 00447	4/01/25 053025A 202504 320-53800-45511	*	275.00	
	ROCK N ROLL EVENT-5/30/25 ERICA ANN G PETERS 4/25/25 7728502 202504 310-51300-32300			275.00 007227
5/06/25 00026		*	5,000.00	
	FY25 SE 2017A1/A2 TRUSTEE 4/25/25 7728502 202504 300-15500-10000	*	5,000.00	
	FY26 SE 2017A1/A2 TRUSTEE 4/25/25 7728502 202504 310-51300-32300 INCIDENTAL EXPENSES	*	775.00	
	US BANK		10	,775.00 007228
5/06/25 00252	5/01/25 426044 202505 320-53800-45517 MAY FACILITY MANAGER	*	8,105.75	
	MAY FACILITY MANAGER 5/01/25 426044 202505 320-53800-46000 MAY OPERATIONS MANAGER	*	6,176.91	
	5/01/25 426044 202505 320-53800-45502	*	7,009.22	
	MAY GENERAL MANAGER 5/01/25 426044 202505 320-53800-45507 MAY JANITORIAL SERVICES	*	2,304.33	
	5/01/25 426044 202505 320-53800-45505	*	3,150.15	
	MAY POOL MAINTENANCE 5/01/25 426044 202505 320-53800-45518 MAY MAINTENANCE TECHS	*	4,482.78	
	5/01/25 426044 202505 320-53800-45503	*	7,074.55	
	MAY FACILITY ATTENDANTS 5/01/25 426044 202505 320-53800-45515	*	5,788.26	
	MAY FACILITY MONITORS 5/01/25 426044 202505 320-53800-45210 MAY MOBILE APP	*	291.67	
		INC	44	,383.62 007229

DURB DURBIN CROSS OKUZMUK

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 6/12/25 PAGE 2
*** CHECK DATES 05/01/2025 - 05/31/2025 *** DURBIN CROSSING - GENERAL FUND

^^^ CHECK DATES	U5/U1/2U25 - U5/31/2U25 ^^^ I	DURBIN CROSSING - GENERAL FUND BANK A GENERAL FUND			
CHECK VEND# DATE	INVOICEEXPENSED TO DATE INVOICE YRMO DPT ACCT#	. VENDOR NAME SUB SUBCLASS	STATUS	AMOUNT	CHECK AMOUNT #
	5/05/25 2030 202504 320-53800-		*	1,500.00	
	COURT REPAIRS	EL FARO GROUP LLC 			1,500.00 007230
5/13/25 00021	5/01/25 555 202505 510 51500	-	*	4,669.58	
	MAY MANAGEMENT FEES 5/01/25 535 202505 310-51300- MAY WEBSITE ADMIN	-55000	*	91.00	
	5/01/25 535 202505 310-51300-	-35100	*	136.50	
	5/01/25 535 202505 310-51300- MAY IMPACT COLLECTION FE	-32500	*	1,364.75	
	5/01/25 535 202505 310-51300- MAY DISSEMINATION SVCS		*	655.00	
	5/01/25 535 202505 310-51300- OFFICE SUPPLIES	-51000	*	.60	
	5/01/25 535 202505 310-51300- POSTAGE	-42000	*	68.19	
	5/01/25 535 202505 310-51300- COPIES	-42500	*	21.90	
	5/01/25 535 202505 310-51300- TELEPHONE	-41000	*	12.52	
	1 ELEFRONE	GOVERNMENTAL MANAGEMENT SERVICE	s.		7,020.04 007231
5/13/25 00386	5/09/25 91367 202504 310-51300- PROF SERVICES THRU APR 30	-31500	*	12,180.00	
	FROF SERVICES TIMO AFR 30	PASKERT DIVERS THOMPSON			12,180.00 007232
	4/30/25 426640 202504 320-53800-	-45501	*	7,991.10	
		VESTA PROPERTY SERVICES INC			7,991.10 007233
5/13/25 00252	4/30/25 426648 202504 320-53800-	-45511	*	51.62	
		VESTA PROPERTY SERVICES INC			51.62 007234
	5/01/25 903469 202505 320-53800-	-46200 F	*	46,855.58	
		YELLOWSTONE LANDSCAPE			46,855.58 007235
5/13/25 00382	5/01/25 907601 202505 320-53800-	-46210	*	886.30	
	LANDSCAPE ENGANCEMENT	YELLOWSTONE LANDSCAPE			886.30 007236
5/13/25 00402	5/09/25 3773 202504 310-51300- APR ENGINEERING SERVICES	-31100	*	742.50	
		YURO & ASSOCIATES LLC			742.50 007237

DURB DURBIN CROSS OKUZMUK

AP300R *** CHECK DATES	05/01/2025 - 05/31/2025 *** D	ACCOUNTS PAYABLE PREPAID/COMPUTER URBIN CROSSING - GENERAL FUND ANK A GENERAL FUND	R CHECK REGISTER	RUN 6/12/25	PAGE 3
	INVOICEEXPENSED TO DATE INVOICE YRMO DPT ACCT#	VENDOR NAME SUB SUBCLASS	STATUS	AMOUNT	CHECK AMOUNT #
5/21/25 00210	5/30/25 05302025 202505 320-53800- OUTDOOR MOVIE EVENT	45511 BOUNCERS SLIDES AND MORE INC	*	350.00	350.00 007238
5/21/25 00378	4/30/25 7091903 202504 310-51300- NOTICE OF MEETING-4/28/25		* FL		120.32 007239
5/21/25 00449	5/15/25 05152025 202505 320-53800- FATHERS DAY EVENT-GOLF	45511 KRISTIN JIMENEZ	*	90.00	90.00 007240
5/21/25 00428	5/05/25 D2305 202505 320-53800- ICE RINK REPAIR-6 PANELS 5/05/25 D2305 202505 320-53800-	44200 44200	*	1,074.00	
	SNOW GLOBE REPAIR (2)	SMART SOIREE LLC			1,349.00 007241
5/21/25 00066	5/12/25 62064672 202505 320-53800- MAY PEST CONTROL SOUTH	45513	*	102.93	102.93 007242
5/21/25 00066	5/12/25 62064736 202505 320-53800- MAY MOSQUITO SRVCS SOUTH		*	122.23	122.23 007243
5/21/25 00066	5/13/25 62064672 202505 320-53800- MAY PEST CONTROL NORTH	45513	*	83.63	
	5/13/25 62064736 202505 320-53800- MAY MOSQUITO SRVCS NORTH	45513 TURNER PEST CONTROL	*	160.82	160.82 007245
		TOTAL FOR RE		146,363.43	

DURB DURBIN CROSS OKUZMUK

Grau and Associates

1001 W. Yamato Road, Suite 301 Boca Raton, FL 33431 www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

Durbin Crossing Community Development District 475. West Town Place, Ste 114 St. Augustine, FL 32902

Invoice No. 27359

Date

04/30/2025

SERVICE

AMOUNT

Project: Arbitrage - Series 2017A-1 FYE 2/28/25

Arbitrage Services

Project: Arbitrage - Series 2017A-2 FYE 2/28/25

Arbitrage Services

Total

1,200.00

RECEIVED

By Tara Lee at 10:31 am, May 02, 2025

Current Amount Due

1,200.00

0 - 30	31- 60	61 - 90	91 - 120	Over 120	Balance
1,200.00	0.00	0.00	0.00	0.00	1,200.00



Entertainment Invoice

		- Compared to the control of the con	
Client Name:	Durbin Crossing c/o Governmental Management Services 475 W. Town Pl. Ste 114 St. Augustine, FL 32092		TOTAL: \$1,000
Event Date:	04-13-2025	Deposit Paid:	\$
Event Type:	Community Event	Balance after Deposit:	\$1,00
Start Time:	1pm	Date Balance Due:	04-13-202
Length:	3 Hours	Location Name	Durbin Crossing Community, South Field
		Location Address	Community, South Field

Please make payment to Todd Shapiro following with provided ACH info or at:

Todd Shapiro 105 Stonebrook Court Saint Johns, FL 32259

Note: Please do NOT make payment to Last2Leave. Last2Leave is a Sole Proprietorship owned and operated by Todd Shapiro.

We Thank You!

RECEIVED

By Tara Lee at 11:20 am, Apr 30, 2025



Please Remit Payment to:

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

INVOICE

Page: 1

Invoice Number: Invoice Date: PSI156797 4/1/2025

Ship

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

United States

Governmental Mgmt Services 475 West Town Place #114 Saint Augustin, FL 32092

Durbin Crossing CDD

Ship Via

Ship Date 4/1/2025

Bill

To:

Due Date 5/1/2025 Terms Net 30

Customer ID

5459

P.O. Number P.O. Date

4/1/2025

Our Order No.

Unit Price Total Price Quantity Unit **Order Qty** Item/Description 4,561.87 4,561.87 1 1 Annual Maintenance

April Billing 4/1/2025 - 4/30/2025 Durbin Crossing Cdd-Lake-ALL

RECEIVED

By Tara Lee at 10:30 am, May 02, 2025



Please Remit Payment to:

Solitude Lake Management, LLC 1320 Brookwood Drive Suite H Little Rock, AR 72202

Phone #: (888) 480-5253 Fax #: (888) 358-0088

Bill

Ship Via

Ship Date

Due Date

Terms

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

5/1/2025

5/31/2025

Net 30

INVOICE

Page: 1

Invoice Number:

PSI164519

Invoice Date:

5/1/2025

Ship

Durbin Crossing CDD Governmental Mgmt Services

475 West Town Place #114 St Augustine, FL 32092

United States

Customer ID

5459

P.O. Number

P.O. Date

5/1/2025

Our Order No.

Total Price Unit Price Order Qty Quantity Unit Item/Description 4,561.87 4,561.87 Annual Maintenance

May Billing 5/1/2025 - 5/31/2025 Durbin Crossing Cdd-Lake-ALL

RECEIVED

By Tara Lee at 10:36 am, May 02, 2025

ERICA PETERS (904) 625-2535 stuckonyoubodyart@gmail.com



INVOICE #: 053025A Invoice Date: 04/01/2025 Event Date: 05/30/2025

EVENT NAME	EVENT DATE	EVENT/TIME	# OF ATTENDEES
Durbin Crossing Rock N Roll	05/30/25 (FRI)	6:00PM-8:00PM	TBD

DESCRIPTION OF SERVICE(S)	
Mileage	~8 miles
Travel/Unloading/Setup/Breakdown/Loading	1 hour
Service Hours	2 hours
Setup Materials Required (10x10 canopy/weights, 6ft table, 6ft menu/books, chairs, lights as needed, etc.)	Included
Materials Required (Hygienic one-time use stencils, non-toxic/latex free glue, & cosmetic glitter)	Included
INVOICE TOTAL	\$275 (2 Artists, limited menu)

50% deposit required to secure event date. Remaining balance due the day of the event. All payments are non-refundable. With the exception of an unlikely cancellation by Stuck On You Body Art.

To accept this quote, please fill out and return the below sections.

EVENT INFORMATION			
Client Name:	How did you hear about us?:		
Durbin Cross CDD	Referral – Maddie Dorsey JCP CDD		
c/o Governmental Management Services			
475b W Town Place Ste 114			
5t. Augustine, FL32092			
Day of Event Contact Name:	Day of Event Contact Name: Day of Event Contact #:		
Kiki Jimenez	407-257-5362		
Date:	Day of Week:	Onsite Timeframe:	
05/30/25	Friday	5:30PM-8:30PM	
Event Address:		Indoor or Outdoor Setup?:	
145 South Durbin Pkwy, St. Johns, FL 32259	,		
Is there space for vendor to setup 6ft table and chair?			
Type of Event/Theme:		Dress Code?:	
School's Out for Summer Rock N Roll!		Rock n Roll Attire/All Black	
Any Special Designs, Color Preferences, or Requests?:			
Limited Rock N Roll menu (~20 designs)			
Guest(s) of Honor Name & Age:	Permission to Take Photos?:		
N/A		☐ Yes ဩYes, but no faces ☐ No	
Age range of attendees at event:	· · · · · · · · · · · · · · · · · · ·	Estimated # of Attendees:	
All ages			

THANK YOU FOR YOUR BUSINESS!

RECEIVED			
By Tara Lee at 12:18 pm, Apr	30	, 20	25

DEPOSIT PAYMENT: !	PAID:	
REMAINING BALANCE:	\$ DUE:	



Corporate Trust Services EP-MN-WN3L 60 Livingston Ave. St. Paul, MN 55107 Involce Number:

7728502

Invoice Date: Direct Inquiries To: Phone: 04/25/2025 Schuhle, Scott A (954)-938-2476

Durbin Crossing CDD
C/O Gms
World Golf Village
475 West Town Place Ste 114
St Augustine, FL 32092
DHREINGRESSING COMMUNITY DEVELOPMENT DISTRICT
SENIOR SPECIAL ASSESSMENT REFUNDING BONDS, SERIES 2017A-1
SUBORDINATE SPECIAL ASSESSMENT RFDNG BONDS, SERIES 2017A-2

The following is a statement of transactions pertaining to your account. For further information, please review the attached.

STATEMENT SUMMARY

PLEASE REMIT BOTTOM COUPON PORTION OF THIS PAGE WITH CHECK PAYMENT OF INVOICE.

TOTAL AMOUNT DUE

\$10,775.00

All invoices are due upon receipt.

Please detach at perforation and return bottom portion of the statement with your check, payable to U.S. Bank.

DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT SENIOR SPECIAL ASSESSMENT REFUNDING BONDS, SERIES 2017A-1 SUBORDINATE SPECIAL ASSESSMENT RFDNG BONDS, SERIES 2017A-2

Involce Number 7728502

Current Due: \$10,775.00

Direct Inquiries To: Schuhle; Scott A Phone: (954)-938-2476

Please mail payments to: U.S. Bank CM-9690 PO BOX 70870 St. Paul, MN 55170-9690





Corporate Trust Services EP-MN-WN3L 60 Livingston Ave. SL Paul MN 55107

DURBIN CROSSING COMMUNITY DEVELOPMENT
DISTRICT
SENIOR SPECIAL ASSESSMENT REFUNDING BONDS,
SERIES 2017A-1
SUBORDINATE SPECIAL ASSESSMENT RFDNG
BONDS, SERIES 2017A-2

Invoice Number: Invoice Date:

7728502 04/25/2025

Direct Inquiries To: Phone:

Schuhle, Scott A (954)-938-2476

Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04200 Trustee	1.00	10,000.00	100.00%	\$10,000.00
Subtotal Administration Fees - In Advance	ce 04/01/2025 - 03/31/202	6		\$10,000.00
Incidental Expenses 04/01/2025 to 03/31/2026	10,000.00	0.0775		\$ 7 75.00
Subtotal Incidental Expenses				\$775.00

Vestan.

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

Invoice

Invoice # Date 426044 05/01/2025

Terms

Net 30

Due Date

05/31/2025

Memo

Monthly Fees

Bill To

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

BiAs(d p (d))	Patricki III.	Tine	Aireith
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
Moone , Ph			

Thank you for your business.

Total

44,383.62

RECEIVED

By Tara Lee at 12:08 pm, Apr 28, 2025



INVOICE

BILL TO
Durbin Crossing Community Dev. District
c/o Vesta Property Services- Z. Davidson
475 West Town Place, Suite 114
St. Augustine, FL 32092

INVOICE DATE TERMS 2030 05/05/2025 Due on receipt

DESCRIPTION

AMOUNT

Durbin Crossing Court Repair- Change Order #3

As per Agreement dated April 7, 2025:

After asphalt cures- sand and patch repaired area so level with court- then apply resurfacer and red paint color

1,500.00

Melissa@courtsturfacesfla.com

BALANCE DUE

\$1,500.00

RECEIVED

By Tara Lee at 10:07 am, May 09, 2025

Repairs + Replacements

Governmental Management Services, LLC

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

Invoice

Invoice #: 535
Invoice Date: 5/1/25

Due Date: 5/1/25

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 - May 2025		4,669.58	4,669.58
Website Administration - May 2025		91.00	91.00
nformation Technology - May 2025		136.50	136.50
mpact Fee Collection Administration - May 2025		1,364.75	1,364.75
Dissemination Agent Services - May 2025		655.00	655.00
Office Supplies		0.60	0.60
Postage	1	68.19	68.19
Copi e s		21.90	21.90
Telephone		12.52	12.52
		1	
		1	
	l l		
		1	
·		1	
		İ	
	4		
	Total		\$7,020.04

RECEIVED

By Tara Lee at 8:46 am, May 08, 2025

Total	\$7,020.04
Payments/Credits	\$0.00
Balance Due	\$7,020.04



100 North Tampa Street Suite 3700 Tampa, Florida 33602 Telephone: 813-229-3500 Facsimile: 813-229-3502 www.pdtlegal.com

May 9, 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 April 30, 2025

Dear Mr. Laughlin,

Attached is an invoice for services rendered and costs incurred through April 30, 2025 for the following matter:

Matter Name	Durbin Crossing CDD
Matter No.	122411
PDT Invoice No. (Reference this number on your payment.)	91367
This Month's Charges	\$12,180.00
Total Currently Due as of the Date of this Letter (Note: These	\$19,582.40
charges include past due amounts, if applicable. If you have already sent payment for the past due amounts, please only pay this month's	
charges so that you can avoid making duplicate payment.)	

1 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: Marissa Torres (mtorres@gmsnf.com)



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

May 09, 2025

Client:

002389

Matter: Invoice #: 122411 91367

Resp. Atty:

MGD

RE: Durbin Crossing CDD - Pool Resurfacing

COVER SHEET

For Professional Services Rendered Through April 30, 2025

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

Total Services

\$12,180.00

TOTAL THIS INVOICE

Previous Balance

\$12,180.00

\$7,402.40

Total Due To Date

\$19,582.40

Balance was paid on April 25th; check #7219

RECEIVED

By Tara Lee at 10:22 am, May 12, 2025

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.



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

May 09, 2025

Client: 002389

Matter:

122411 91367

Invoice #: Resp. Atty:

MGD

Page:

1

RE: Durbin Crossing CDD - Pool Resurfacing

For Professional Services Rendered Through April 30, 2025

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

SERVICES

Date	Person	Description of Services	Hours	Amount
04/01/2025	MGD	Meet with Mr. Graham to finalize preparation for Mr. Downey's deposition and review the remainder of his project file.	0.60	\$210.00
04/01/2025	MGD	Prepare expert discovery (production and interrogatories) to Epic and Pinnacle.	1.10	\$385.00
04/01/2025	MGD	Receipt and review of Pinnacle's expert witness list.	0.10	\$35.00
04/01/2025	MGD	Attend (via zoom) deposition of Mr Downey as DCCCD's expert.	6.60	\$2,310.00
04/01/2025	MGD	Phone call with Mr. Downey, following deposition to discuss next steps in litigation.	0.30	\$105.00
04/02/2025	MGD	Phone call with Ms. Bearden to prepare for mediation.	0.80	\$280.00
04/04/2025	MGD	Phone call with Mr. Pollicino regarding mediation preparation and email to Mr. Eckert re non-disparagement.	0.50	\$175.00
04/04/2025	MGD	Phone call with Mr. Harrah regarding mediation preparation and meet with Mr. Graham following calls with Mr. Harrah and Mr. Pollicino to discuss mediation strategy.	0.50	\$175.00
04/04/2025	MGD	Phone call with Mr. Eckert regarding non-disparagement.	0.10	\$35.00
04/10/2025	MGD	Prepare motion for extension of time to prepare exhibit list, proposed order granting same, and correspond with Mr. Fickett and Mr. Beardon re same.	0.40	\$140.00
04/10/2025	MGD	Receipt and review of Pinnacle's non-expert witness list.	0.10	\$35.00
04/10/2025	MGD	Prepare Durbin's non-expert fact witness list.	0.50	\$175.00
04/10/2025	MGD	Prepare and send email to defense counsel regarding intent to use Newkirk photos and need for authentication of same, and correspond with Mr. Downey re same.	0.30	\$105.00
04/10/2025	MGD	Receipt and review of Epic's expert witness list.	0.10	\$35.00
04/11/2025	MGD	TEAMS meeting with Zach Davidson to prepare him for deposition.	0.50	\$175.00
04/11/2025	MGD	TEAMS meeting with Margaret Alfano to prepare her for deposition.	0.50	\$175.00



May 09, 2025

Client: Matter: 002389 122411

Invoice #: Resp. Atty:

Page:

91367 MGD

2

SERVICES

CLIVIOLO				
Date	Person	Description of Services	Hours	Amount
04/15/2025	MGD	Attend (via Zoom) deposition of Margaret Alfano and follow up phone call with her following deposition.	3.50	\$1,225.00
04/15/2025	MGD	Attend (via Zoom) deposition of Zack Davidson and phone call with Pinnacle's counsel following deposition.	2.20	\$770.00
04/15/2025	MGD	Prepare and send mediation statement to Mr Norris in advance of mediation.	1.00	\$350.00
04/16/2025	MGD	Phone call with mediator to prepare for mediation.	0.60	\$210.00
04/17/2025	MGD	Phone call with Ms. Hall regarding preparation for mediation.	0.50	\$175.00
04/17/2025	MGD	Phone call with Ms. Estes to prepare for mediation.	0.40	\$140.00
04/21/2025	MGD	Receipt and review of Epic's motion for summary judgment and prepare outline of defenses to same (and include them in email to Mr. Pollicino).	1.00	\$350.00
04/21/2025	MGD	Review contract, repair estimate and expert report and prepare outline for opening at mediation.	1.20	\$420.00
04/22/2025	MGD	Review and supplement outline for opening statement at mediation.	0.40	\$140.00
04/22/2025	MGD	Attend mediation (via Zoom) and begin preparation of draft settlement agreement.	8.00	\$2,800.00
04/23/2025	MGD	Receipt, review and response to Mr Fickett re settlement process.	0.10	\$35.00
04/23/2025	MGD	Finalize settlement agreement and email defense counsel re same.	1.20	\$420.00
04/23/2025	MGD	Email board members regarding settlement.	0.10	\$35.00
04/28/2025	MGD	Receipt, review and response to SCP's counsel regarding deposition of Mr. Kramer.	0.10	\$35.00
04/28/2025	MGD	Review and comment on Mr Fickett's comments to settlement.	0.30	\$105.00
04/28/2025	MGD	Review notes and settlement agreement to prepare for board meeting to approve settlement.	0.40	\$140.00
04/28/2025	MGD	Attend (telephonically) April board meeting to discuss settlement approval.	0.70	\$245.00
04/29/2025	MGD	Prepare and send email to defense counsel regarding settlement and actions needed to finalize same.	0.10	\$35.00
		Total Professional Services	34.80	\$12,180.00

PERSON RECAP

Person		Level	Hours	Rate	Amount
MGD	Matthew G. Davis	Partners	34.80	\$350.00	\$12,180.00



May 09, 2025 Client:

Matter:

002389 122411

Invoice #: Resp. Atty: 91367 MGD

Page:

3

Total Services

\$12,180.00

TOTAL THIS INVOICE

\$12,180.00

Vesta,

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

Invoice

Invoice # Date 426640 04/30/2025

Terms

Net 30

Due Date

05/30/2025

Memo

Lifeguard Hours

Bill To

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

dang phicip	onandiva - a	9161(= 0160F .00F	PARTY OF FIRST
Lifeguards	337.89	23.65	7,991.10
	nogas, benennadas o Songa ayan mananaya yayangayaya mananana o sabbiboson bi		**************************************

Total

7,991.10

RECEIVED

By Tara Lee at 10:42 am, May 06, 2025



Vested in your community.

Billable Services Invoice

245 Riverside Avenue Suite 300 Jacksonville, FL. 32202 Phone: 904-355-1831

Vesta

Invoice #:050625

Date: May 6, 2025

For:

Non-contractual Billable Services Lifeguard Hours

Durbin Crossing CDD 475 W. Town Place Suite 114 St. Augustine, Florida 32092

904-940-5850

DESCRIPTION	HOURS	RATE	AMOUNT
Lifeguard Hours – April 2025	303.51	\$23.65	\$71 7 8.01
Misallocated hourss from March 2025	8.38	\$23.65	\$198.19
Onboarding Hours YTD	26	\$23.65	\$614.90
TOTAL			\$7991.10



Thank you for your business!

Vesta,

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

Invoice

Invoice # Date 426648 04/30/2025

Terms

Due Date

05/31/2025

Memo

Bill To

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

Desolations	Supplify Rate Amerini
Billable Expenses Sue Olear - 2025-04-07 - WAL-MART #0928 - Sunday Brew Crew Total Billable Expenses	51.62 51.62
	Separation of the second control of the seco

Total

51.62

RECEIVED

By Tara Lee at 4:36 pm, May 07, 2025

A THE CHANGE TO LEEK



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

INVOICE .

INVOICE#	INVOICE DATE
903469	5/1/2025
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape PO Box 101017 Atlanta, GA 30392-1017

Invoice Due Date: May 31, 2025

Invoice Amount: \$46,855.58

Invoice Total

\$46,855.58

RECEIVED

By Tara Lee at 10:06 am, May 09, 2025

Landscape Meintenance 1.320.53200, 46200



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

INVOICE

INVOICE#	INVOICE DATE
907601	5/1/2025
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape PO Box 101017 Atlanta, GA 30392-1017

Invoice Due Date: May 31, 2025

Invoice Amount:

\$886.30

Description	Current Amount
134 Sanctuary	

Landscape Enhancement

\$886.30

Invoice Total

\$886.30

RECEIVED

By Tara Lee at 10:07 am, May 09, 2025

Landsonpoly Contingency

1.320.53800,46210



Civil Engineering
Land Surveying & Mapping
Permitting
ADA Consulting

Invoice

Date	Invoice #
5/9/25	3773

Bill To

Durbin Crossing CDD

C/O Governmental Management Services

Attn: Daniel Laughlin

P.O. No

Yuro & Asssoc. - Job No.

Y23-1310

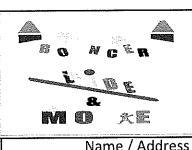
Item	Date	Description	Hours	Rate	Amount
CDD Durbin CDD Durbin CDD Durbin	4/10/25 4/17/25 4/28/25	DURBIN CROSSING CDD - APRIL ENGINEERING Irrigation meter exhibit agenda call CDD Meeting	1 0.5 3	165.00 165.00 165.00	165.00 82.50 495.00
	William Caraca C				

RECEIVED

By Tara Lee at 3:52 pm, May 09, 2025

Total

\$742.50



Bouncers, Slides, and More Inc. Date: May 30th, 2025 1915 Bluebonnet Way Fleming Island, FL 32003

Invoice

Invoice Number:

05302025.08

Name / Address	
Bill To: Durbin Crossing CDD	
c/o Governmental	
Management Services	
475 West Town Place Suite	
114 St. Augustine, FL 32092	

Additional Details:

11	14 St. Augustine, FL 32092								
	Description	Quantity	Rate	<u>Discount %</u>	<u>Extended</u>				
1 0	utdoor Movie (Trolls Worldtour)	1	\$500.00		\$350.00				
2									
3	territoria								
4				· · · · · · · · · · · · · · · · · · ·					
5									
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18					<u> </u>				
19	A CONTRACTOR OF THE CONTRACTOR			1					
20	Manager Manage								
Comm	ents :	Subtotal			\$350.00				
	RECEIVED By Tara Lee at 8:57 am. May 16, 2025	Sales Tax	(0.0%)		n/a				
By Tara Lee at 6.57 ani, may 10, 2025		By Tara Lee at 8:57 am, May 16, 2025 To t al							



ACCOUN	IT NAME	ACCOUNT#	INV DATE
Durbin Cros	ssing / Gms	764133	04/30/25
INVOICE#	INVOICE PERIOD	CURRENT INVOI	CE TOTAL
0007091903	Apr 1- Apr 30, 2025	\$120.32	2
PREPAY (Memo Info)	UNAPPLIED (included in amt due)	TOTAL CASH A	MT DUE*
\$0.00	\$0.00	\$247.44	1

BILLING ACCOUNT NAME AND ADDRESS

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

					ЖM				

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 ratas incorrectly involced 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 forfelted.

All funds payable in US dollars.

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

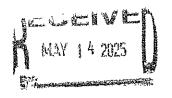
FEDERAL ID 47-2390983

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

Product	Description		\$120.32
Dundred	Description	PO Number	Package Cost
d on April 25th; check #72	16		\$127.12
250 kilota (1905) kirista eta tarreta teta eta eta eta eta eta eta eta eta	Selfan Same Salaman Selfan ang na Salam Sa		2407.40
Ć	d on April 25th; check #72	d on April 25th; check #7216	

RECEIVED

By Tara Lee at 9:19 am, May 19, 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!

\$247.44 Total Cash Amount Due \$9.87 Service Fee 3.99% -\$9.87 *Cash/Check/ACH Discount \$247.44 *Payment Amount by Cash/Check/ACH \$257,31 Payment Amount by Credit Card

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT AMOUNT PAID INVOICE NUMBER ACCOUNT NAME **ACCOUNT NUMBER** 0007091903 764133 **Durbin Crossing / Gms** 90 DAYS 120+ DAYS UNAPPLIED 60 DAYS CURRENT 30 DAYS TOTAL CASH AMT DUE* PAYMENTS PAST DUE PAST DUE PAST DUE PAST DUE DUE \$0.00 \$247.44 \$0.00 \$0.00 \$0.00 \$120.32 \$127.12 TOTAL CREDIT CARD AMT DUE TO PAY BY PHONE PLEASE CALL: REMITTANCE ADDRESS (Include Account# & Invoice# on check) \$257,31 1-877-736-7612 $-1_{i_1}^{i_2}\cdots$ Gannett Florida LocaliQ To sign up for E-mailed invoices and online payments please contact PO Box 631244 Cincinnati, OH 45263-1244 abgspecial@gannett.com

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:

04/14/2025

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 04/14/2025

111000100

Notary, State of WI, County of Brown

8.25.26

My commission expires

Publication Cost:

\$120.32

Tax Amount:

\$0.00 \$120.32

Payment Cost: Order No:

11191959

of Copies:

Customer No:

764133

-1

PO #:

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

MARIAH VERHAGEN Notary Public State of Wisconsin DURBIN CROSSING COMMUNITY
DEVELOPMENT DISTRICT
NOTICE OF AUDIT SELECTION
COMMITTEE MEETING; NOTICE
OF REGULAR MEETING OF THE
BOARD OF SUPERVISORS;

Notices in rectary System Audits
Solectic Interest of the Interest
Solectic Interest
Solecti

Copies of the agenda(s) for the mealings may be abblanded from the District Manager, cla Governmento Managerment Services, L.L.C. 47 West Town Place, Suite 114, 57 Houssine, Florido 3892; Phi: (904 1946-553), and an the District Collecton, The meetings may be continued to a date, time, and plac to be specified on the rectard at the meetings. There may be accosion when one or more Supervisors will

Any person requiring speciol occum modelines of the meetings because of a disobility or physical impair ment should contact the District Manager's Office at least forty-eigh (48) hours orier to the meetings. I you are hearing or speech impaired please contact the Fiorida Relor Service by dioling 3-1-1, or 1-804-95 8771 (TTY) 1-804-95-879 (voice) for old in confacting the District Manager's Office.

Mandager's Office.

Boch person who decides to popeat
any decision mode by the Boord
with respect to any motier considered
and the Adult Setection Committee and reador meetings to advised
that his same person will need or
record of the proceedings and that
accordingly, the person may need to
ensure that a verbollar record of the
proceedings is mode, including the
testimony and pytience upon which.

Doniel Lousdin

Expense Reimbursement Form

District	Durbin Crossing CDI)					
Employee:							
Name	Kristin Jimenez						
Phone	(407)-257-5362						
Email	Email Kjimenez@vestapropertyservices.com						
Send Check to (name)	end Check to (name) Kristin Jimenez						
Address	8025 Baymeadows Cir. E.	#1301					
City/State/Zip	Jacksonville, FL 3225	6					
, , ,							
DINE SEE	DESCRIPTION	AMOUNT					
	Golf Training Systems for Fathers Day	0.0					
5/15/2025	Event	90					
	TOTAL	6.730					
1/0		ı					
Klimena	5 15	25					
Employee Signature	Date						
Approval Signature	Date						

Don't forget to attach all receipts!

RECEIVED

By Tara Lee at 8:57 am, May 16, 2025

Payment details



Landen Moore

"TeeGo's for Durbin Golf ..."

- \$90

Social activity





Status

Complete

Payment method



TD BANK NA Personal Checking

Bank • 8078

Transaction details

May 09, 2025, 2:24 PM · 🕲 Public

Paid to

@landenmoore32

Type of transaction

Payments between friends

Transaction ID

4328916368873898296

Need help?



INVOICE Smart Soiree Cristy@smartsoiree.com

Invoice No#: D2305

Invoice Date: May 5, 2025 Due Date: May 19, 2025 **\$1,349.00**

BILL TO

Durbin Crossings CDD c/o Government Management Services 475 West Town Place Suite 114 Saint Augustine, FL. 32092

,,	EMS & DESCRIPTION	QTY/HRS	PRICE AMOU	
1	Ice Rink Repair (6 panels)	1	\$1,074.00	USD
2	Snow Globe Repair (Zipper)	1	\$275.00	USD
		Subtotal	\$1,349.00	USD
		TOTAL	\$1,349.00	USD

RECEIVED

By Tara Lee at 3:23 pm, May 16, 2025



PAYMENT ADDRESS: Tumer Pest Control LLC • R.O. Box 680323 • Jacksonville, Florida 32269-8323 904-355-6300 • Toll Free: 800-225-5305 • tumerpest.com

Science Shallowers

INVOICE: DATE:

620646724 05/12/2025

ORDER:

620646724

Location

904-230-2011

Durbin Crossing CCD 145 S Durbin Pkwy St Johns, FL 32259-7224

[176602]

[176599] Bill let

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

"Time In Targel Pest Technicism Work Date . Trints 12:34 PM 12:34 PM 05/12/2025 Tijme Ojej S. Grode (दाः) ६ सम्बद्धानिकः ។ មិញទៅពេទម[េ]ំបើ<u>ព្រ</u> NET 30

Turner Pest Control LLC

Jacksonville, FL 32260-0323

PO Box 600323

904-355-5300

05/12/2025

01:01 PM

Auguston (eithean)

CPCM

Commercial Pest Control - Monthly Service

RECEIVED

By Tara Lee at 10:24 am, May 14, 2025

\$102.93 \$102.93 SUBTOTAL \$0.00 TAX AMT. PAID \$0.00 TOTAL \$102.93

AMOUNT DUE

\$102.93

TECHNICIAN SIGNATURE

CUSTOMER SIGNATURE

Balances outstanding over 30 days from the date of service may be subject to a late fee of the tesser of 1.5% per month (189) per year) or the maximum allowed by law. Customer agrees to pay accraed expenses in the event of collection.

There he in Encodedge the satisfactory completion of all seculos scandings! and agree to pug the cost of services its specifical above.



PAYMENT ADDRESS: Turner Pest Control LLC • P.O. Box 600323 • Jacksonville, Florida 32250-8323 904-355-5300 • Toll Free: 800-225-5305 • turnerpest.com

Service Slip/Invoice

INVOICE: DATE: 620647367 05/12/2025

ORDER:

620647367

Work

Lection: [137801]

904-230-2011

Durbin Crossing South Amenity Center 145 S Durbin Pkwy Saint Johns, FL 32259-7224

Bill To: [137801]

Durbin Crossing South Amenity Cntr

C/O Vesta Properties 200 Business Park Cir

Saint Augustine, FL 32095-8822

Work Parates	Lime .	ilarga (Bağı, , -	. Tedmiden	
05/12/2025	12:39 PM	MOSQUITO		12:39 PM
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Turner Pest Control LLC

Jacksonville, FL 32260-0323

PO Box 600323

904-355-5300

CPCMOSULV	Commercial Mosquito Service	
		s
		T.
RECEIVEL		A
	·	T
By Tara Lee	at 10:22 am, May 14, 2025	=

\$122.23

SUBTOTAL \$122.23

TAX \$0.00

AMT. PAID \$0.00

TOTAL \$122.23

Fillion ...

AMOUNT DUE \$122.23

(m)

TECHNICIAN SIGNATURE

Kdimo

CUSTOMER SIGNATURE

Balances oursanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (189) per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

Thereby acknowledge the satisfactory completion of all services conduced, and agree to pay the cost of services as specified above.



[176599]

Bill To:

PAYMENT ADDRESS: Turner Pesi Control LLC • P.O. Box 690323 • Jacksonville, Florida 32260-8323 904-355-5300 • Toth Free: 800-225-6306 • turnerpesi.com

Saint Augustine, FL 32092-3649

Durbin Crossing CDD 475 W Town Pl Ste 114

Standing Slip/linvoides

INVOICE: DATE:

620646723 05/13/2025

ORDER:

620646723

Work Location:

Turner Pest Control LLC

Jacksonville, FL 32260-0323

PO Box 600323

904-355-5300

[176599]

904-230-2011

Durbin Crossing CDD 730 N Durbin Pkwy St Johns, FL 32259-8217

∭লেন্ট্ৰ®ুন্ট 05/13/202	11:56 AM	િલ્લાનાં ફ્રિક્યું	: Tedanjelan			<u>្នា ម៉ោះ (ព្</u> វែ 11:56 AM
	irchase Order	feighs NET 30	โลย Sapules ปูโลอ G 05/13/2025			र्डशिमाः-४७।श 12:28 PM
	Service		Description			Price
СРСМ		Commercial Pest Conti	rol - Monthly Service			\$83.63
	RECEIVED By Tara Lee at	: 10:18 am, Ma	y 14, 2025		SUBTOTAL TAX AMT. PAID TOTAL	\$83.63 \$0.00 \$0.00 \$83.63
					AMOUNT DUE	\$83.63
				(m)		
					TECHNICIAN SIGN	ATURE
					CUSTOMER SIGNA	ATURE

Balances outstanding over 30 days from the date of service may be subject to a late feeof 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.

Therefor acknowledge the satisfactory completion of all angless condened. and agree to pay the cost of services as specified above



PAYMENT ADDRESS: Turner Pest Control LLC • P.O. Box 600323 • Jacksonville, Florida 32260-0323 904-355-5300 • Toll Free: 800-226-5305 • turnerpest.com

-Service Sho/Invoice -

INVOICE:

620647368

DATE:

05/13/2025

ORDER:

620647368

[137299] Lecation

904-230-2011

Durbin Crossing North Amenity Center 730 N Durbin Pkwy

Jacksonville, FL 32259-8217

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

[137299]

CPCMOSULV

\\\/=12\{-13\/2\\cdots 05\/13\/2025	Time 1	Jergel Pesis Mosquito	* Technician .		्रीतःओः । 11:56 AM
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[3]01	vijes		Bescription		E (SHOE)

Turner Pest Control LLC

Jacksonville, FL 32260-0323

PO Box 600323

904-355-5300

RECEIVED	1
By Tara Lee at 10:20 am, May 14, 2025	

Commercial Mosquito Service

SUBTOTAL	\$160.B2
TAX	\$0.00
AMT. PAID	\$0.00
TOTAL	\$160.82

\$160.82

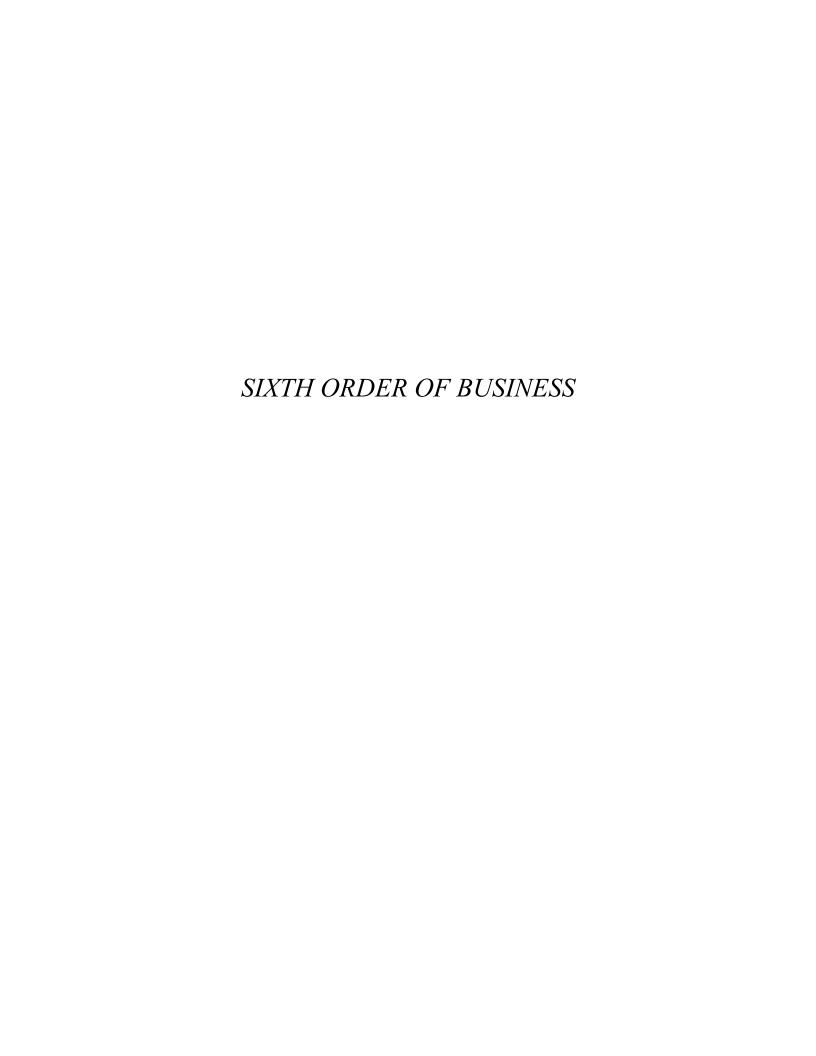
AMOUNT DUE \$160.82

TECHNICIAN SIGNATURE

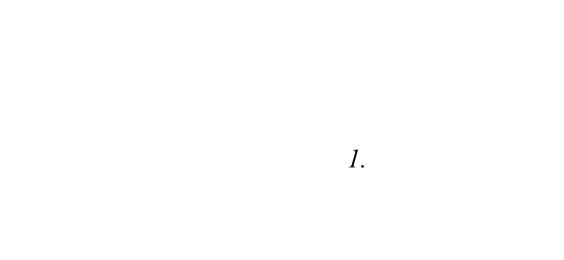
CUSTOMER SIGNATURE

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. Castomer agrees to pay accrued expenses in the event of collection.

Thereby acknowledge the satisfactory completion of all services confered. and agree is pay the cost of services as specifical these



A.





Durbin Crossing CDD

Landscape Update for June 2025:

General Maintenance

The team has transitioned into Summer maintenance activities.

Irrigation

- Monthly inspections & repairs are being completed per scope. The team has been performing general repairs, and mainline breaks as they have been discovered.
- Main line breaks on North Durbin have slowed down a bit since the installation of the cycle stops

Chemical & Fertilizer Application

- o A granular turf application has been completed.
- A granular Top Choice application has been completed on all Bermuda areas.
- The next liquid turf application will begin in about a week. It will include Arena for all St.
 Augustine areas

Projects

- Summer annuals are scheduled to be installed on 6/20/2025
- Longleaf Pine Pkwy Wiring Project
 - o Locates have been called in
 - Bores have been completed
 - Trenching and new wire installation is in progress
 - The irrigation clock has been outfitted with the cell card and is now cloud compatible
- Pricing for_possible two-year contract extension has been submitted under separate copy
- Plant fill-ins on North Durbin (Platinum Grasses) and at Heron Landing are scheduled for 6/20/2025

- o Castlegate tree replacements are scheduled for 4/25/25. COMPLETED
- North Durbin Cycle Stops installation and calibration is scheduled to be completed
 5/9/2025 COMPLETED
- Replacement Palms for those damaged in a vehicle accident on Longleaf Pine Pkwy have been approved. COMPLETED
- o Revised proposals for the Tollerton entry have been submitted
- o Sod replacement proposals for Islesbrook and Longleaf Pine have been submitted

.



Proposal #: 558084Date: 5/19/2025

From: Richard Craig

Proposal for **Durbin Crossing CDD**

Sue O'Lear Vesta Property Services 145 South Durbin Parkway St. Johns, FL 32259 solear@vestapropertyservices.com

LOCATION OF PROPERTY

145 South Durbin Parkway St. Johns, FL 32259

Islesbrook Sod Replacement

DESCRIPTION	QTY	AMOUNT
Mobilization, demo, site prep and debris disposal	250	\$21,463.96
Irrigation Labor		\$957.13
Sod Installation	70,650	\$55,166.35

Replace 70,650 square feet of St. Augustine sod. Areas where Bermuda is spraying will chemically treated before demo. Irrigation heads will be flagged as well.

PAYMENT SCHEDULE

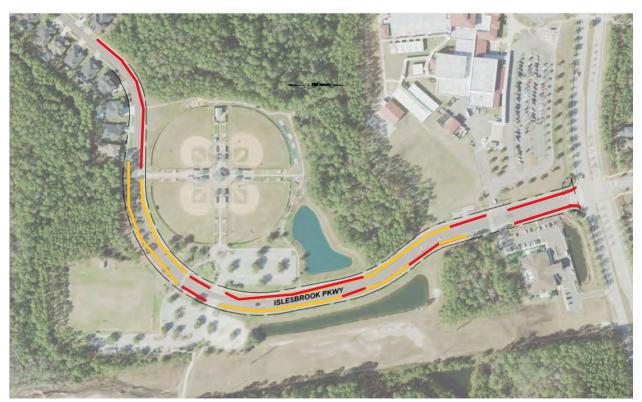
	\$0.00	\$0.00	\$0.00
	\$0.00		
	\$0.00		
	\$0.00		
SCHEDULE	PRICE	SALES TAX	TOTAL PRICE

Terms and Conditions: Signature below authorizes Yellowstone Landscape to perform work as described in this proposal and verifies that the prices and specifications are hereby accepted. This quote is firm for 30 days and change in plans or scope may result in a change of price. All overdue balances will be charged a 1.5% a month, 18% annual percentage rate.

Limited Warranty: Plant material is under a limited warranty for one year. Transplanted material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e., Act of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

	·		
	AUTHORIZATION TO PERFORM WORK:	Subtotal	\$77,587.44
Ву		Sales Tax	\$0.00
	Print Name/Title	Proposal Total	\$77,587.44
Date	Fillit Name/ Hue	THIS IS NO	T AN INVOICE

Durbin Crossing CDD



Red- needs to be replaced.

Yellow- Top dress with dirt, once irrigation is back up, Monitoring these areas.



Proposal #: 558106 Date: 6/13/2025

From: Richard Craig

Proposal for **Durbin Crossing CDD**

Sue O'Lear Vesta Property Services 145 South Durbin Parkway St. Johns, FL 32259 solear@vestapropertyservices.com

LOCATION OF PROPERTY

145 South Durbin Parkway St. Johns, FL 32259

Islesbrook Sod Replacement_Option with Top Dressing

DESCRIPTION	QTY	AMOUNT
Mobilization, demo, site prep and debris disposal	235	\$20,176.13
soil amendments	65	\$5,064.35
Irrigation Labor		\$957.13
Sod Installation	43,650	\$34,083.67

Replace 43,650 square feet of St. Augustine sod. Areas where Bermuda is growing will be chemically treated before demo. Irrigation heads will be flagged as well. Top dress another 34,000 square feet with soil amendments

PAYMENT SCHEDULE

SCHEDULE	PRICE	SALES TAX	TOTAL PRICE
	\$0.00		
	\$0.00		
	\$0.00		
	\$0.00	\$0.00	\$0.00

Terms and Conditions: Signature below authorizes Yellowstone Landscape to perform work as described in this proposal and verifies that the prices and specifications are hereby accepted. This quote is firm for 30 days and change in plans or scope may result in a change of price. All overdue balances will be charged a 1.5% a month, 18% annual percentage rate.

Limited Warranty: Plant material is under a limited warranty for one year. Transplanted material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e., Act of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

	,		
	AUTHORIZATION TO PERFORM WORK:	Subtotal	\$60,281.28
Ву		Sales Tax	\$0.00
	Print Name/Title	Proposal Total	\$60,281.28
Date	Print Name/Tide	THIS IS NO	OT AN INVOICE

Durbin Crossing CDD



Date: 6/13/2025

Proposal #: 568475

From: Richard Craig

Proposal for **Durbin Crossing CDD**

Sue O'Lear Vesta Property Services 145 South Durbin Parkway St. Johns, FL 32259 solear@vestapropertyservices.com

LOCATION OF PROPERTY

145 South Durbin Parkway St. Johns, FL 32259

Sod Replacement on Longleaf Pine Pkwy Medians

DESCRIPTION	QTY	AMOUNT
Sod Installation per pallet	25	\$19,324.15
Demo and Removal of Juniper at West End	1	\$2,057.11

Sod repair on medians of Longleaf Pine Pkwy

Terms and Conditions: Signature below authorizes Yellowstone Landscape to perform work as described in this proposal and verifies that the prices and specifications are hereby accepted. This quote is firm for 30 days and change in plans or scope may result in a change of price. All overdue balances will be charged a 1.5% a month, 18% annual percentage rate.

Limited Warranty: Plant material is under a limited warranty for one year. Transplanted material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e., Act of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

	Durbin Crossing CDD	
Date		THIS IS I
	Print Name/Title	Proposal Total
Ву		Sales Tax
	AUTHORIZATION TO PERFORM WORK:	Subtotal

Subtotal	\$21,381.26
Sales Tax	\$0.00
Proposal Total	\$21,381.26

THIS IS NOT AN INVOICE



Date of report 6-16-25

Submitted by: Sue O'Lear

UPDATES – Possible Board Action Required

MOBILE PHONE CREDENTIAL UPDATE: We have quietly begin assigning mobile credentials to staff, the Board, and some of our more well-known residents just to ensure we have detected or worked out any kinks in the system, and so far the response has been very positive (though some of us are so programmed to use a fob, we forget to use our phones!). I have spoken to a couple of other properties that use mobile credentials, and suggest that we limit mobile credentialing to those 16 and older. We will host a series of "Neighborhood Nights", inviting residents to come in to update their photos and credentials at the same time. While we have some credentials that we can offer free of charge, there is a cost that is similar to that of an access card or FOB. I will look for guidance from the Board as to pricing.

UPDATES - No Board Action Requested

CAMERA SYSTEM UPDATE: Dynamic Security was onsite at Durbin North to begin work on Monday, June 16. Zach coordinated preliminary work with our electrician ahead of this date, and arranged for the temporary relocation of holiday décor stored in the attic so that our vendor could have access. We will continue to provide updates as they become available.

SUMMER PROGRAMMING UPDATE:

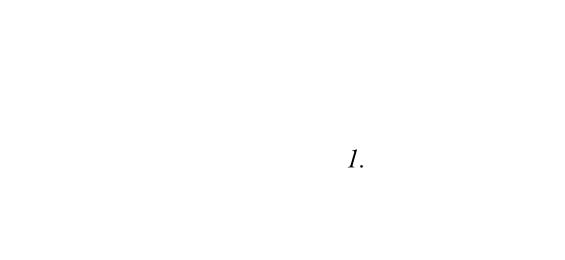
- AQUA FITNESS: Classes have resumed. While this group of (primarily) women tend to be the same at each class, this year we are thrilled to see that the class has grown, and we have several new faces in class. Classes take place on Tuesday and Friday mornings.
- **DURBIN DOLPHINS:** As of this report we are approaching the halfway mark of the season and have hosted 2 of the 3 home meets. The season has been very smooth with no issues to report. We did need to do some maintenance that required 24 hours with nobody in the water and the Dolphins were extremely cooperative in rescheduling one of their Monday practices so that Zach's team could treat the pool. The next meet is Saturday, June 28th.
- **CHAMPION SWIM:** Swim lesson with Champion continue to run smoothly, though the weather is often uncooperative. We have 2 great instructors assigned to Durbin and they have been extremely easy to work with. Revenue share for the month of May was \$198.
- **CREEKSIDE HIGH SCHOOL:** We are continuing to hammer out scheduling details with the Creekside Knights for their fall season. They have requested to adjust practice times by 30 minutes due to the school start time schedule, and Zach and I agree that it will be fine to do that. I still await meet dates.

OFFICE PERSONNEL UPDATE: June is performance review season for Vesta (we do it twice a year, in June and October) so we have been operating with a theme of training and feedback this month.

• LIFEGUARDS: We had our second all-guard staff meeting and now are working on daily "audits", simple unannounced drills using a ball or a doll that allow them to practice various lifesaving techniques. Our LG Supervisor has also been using inclement weather breaks to do CPR/AED refreshers with the guards. The team will also receive a performance review (or "check-in") this month along with the rest of the staff.

 FACILITY ATTENDANTS: We have a number of new faces in the office this summer and now the everyone has "graduated" from their initial training, Kiki and I are going back and doing 1 on 1 "retraining" and check-ins with the entire team just to ensure some operational and customer details are being handled well. 							





Date of report 6-23-2025

Submitted by: Zach Davidson

<u>BASEBALL FIELD METER/ No Board action required:</u> Meter has been switched to the CDD's JEA account; Working with WW gay to get the tap done on the meter, they are working on the proposal to get this work done. Reached out to the County as well regarding the parking on grass in front of the baseball fields. Tim Connor from the County is working with the maintenance superintendent and the maintenance supervisor to come up with a solution to help with this issue.

<u>North & South door exterior replacement/refurbishing/ Board action required-</u> Working with Ace doors and investment painting below are the numbers to replace 4 doors at South and 6 doors at North, along with stripping, sanding, staining and sealing existing doors and trim.

North and South exterior doors							
Options	<u>Price</u>	Description of work					
Replaced 4 gym doors at South and Replace 6 gyms doors at North	South- \$25,314.88	To replaced doors at					
	North- \$37,353.52	North and South that					
		are rotting.					
Stripping, sanding, staining and sealing doors	\$18,348.98	South 17 doors to be					
		stripped, sanded,					
		stained and sealed					
		back to "original look".					
		North 6 doors to be					
		stripped, sanded,					
		stained and sealed					
		back to "original look".					
		Also includes trim					
		around the doors.					
		Stain and seal					
		replacement doors, 6					
		doors at North gym					
		and 4 South gym					
		doors.					
		The vendor mentioned					
		that on the doors we					
		would require					
		resealing the doors					
		every other year with					
		sun exposer.					
Total Cost-	\$81,017.38	Work will be done on					
		site.					

<u>Streetlight reporting tracker/No board action required-</u> Below is the updated streetlight tracker, June's Street light ride was performed on 6/4 and 6/5.

Pole #/ street address	Reported Date	Completed	comments
475 North Durbin Pkwy	5/1/2025	6/5/2025	
137 WoodCross Dr.	5/1/2025	6/5/2025	
176 Wellwood Dr.	5/1/2025	6/5/2025	
125 South Durbin Parkway	5/1/2025	6/5/2025	
167 Thornloe Drive	5/1/2025	6/5/2025	
69 Willow Winds Pkwy	5/1/2025	6/5/2025	
25 Stirlingshire Ct.	5/1/2025	6/5/2025	already reported last month/still in progress.
132 Cloisterbane Dr.	5/1/2025	6/5/2025	
309 Cloisterbane Dr.	5/1/2025	6/5/2025	
1038 Lauriston Dr.	6/4/2025		Always on
583 Saddlestone Dr.	6/4/2025		Always on
577 Saddlestone Dr.	6/4/2025		Always on
1108 Ashfield Way	6/5/2025		
1734 Pennan Pl.	6/5/2025		
173 Rockcreek Dr.	6/5/2025		
187 Longwood Dr.	6/5/2025		
101 Islesbrook Pkwy	6/5/2025		
133 Carden Pl.	6/5/2025		
163 Quail Creek Cir.	6/5/2025		
506 Pinehollow Ct.	6/5/2025		
200 Tollerton Ave.	6/5/2025		

<u>New sidewalk additions/No board action required-</u> We had two areas one was at the entrance of Woodcross where grass was destroyed from foot traffic and bicycles. Another area was at the North playground that had a low spot that was holding water. Had a concrete company out to pour sidewalks to help solve these issues.

Before After Before After

<u>Solitude lake maintenance / No Board action required:</u> Solitude was out this month and treated all ponds. All concerns were reported to Solitude, and they were treated within 24-48 hours

<u>Cintas Annual inspection/No Board action required:</u> Cintas was out on 6/6 for our annual inspection of our fire extinguishers, exit and safety lights. We had two extinguishers that had reached their 6-year life span, those were replaced alone with 4 exit lights that the backup batteries needed replacement in the social hall. All these issues have been resolved, and we have 100% compliance.

<u>Department of Health pool inspections/ No Board action required:</u> On Tuesday 6/10, the health department was out for our semi-annual inspection of the pools. We had a couple of minor violations, but those had all been addressed and sent over to the inspector once they were all completed.

FIELD OPERATIONS UPDATES / No Board action required:

- The broken tennis court hinge at south was replaced.
- Repainted all medians with safety paint at WoodCross, Cloisterbane, North Durbin and South Durbin.
- Fixed 3 not work/broken ground lights at North Durbin entrances.
- Repaired tennis court timer that was torn off the posted and replaced broken conduit.

Before After

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





Date of report 6-13-2024

Submitted by: **Kiki Jimenez**

PAST EVENTS

Dudes Day June 13th Budget: \$500.00 Actual: \$371.89 Attendees: 45

What a night to remember! Our Dads and Dudes event brought together an amazing crew for an evening of camaraderie, great food, and well-deserved relaxation.

From juicy burgers and cold drinks to fun golf self-training systems and swing challenges, there was something for everyone. But the real highlight? The chance to unwind with massages and spa treatments that took the night to the next level. Whether it was a quick chair massage or a relaxing mini facial, our gents enjoyed some serious R&R in between rounds of golf and good conversation.

It was all about balance—mixing fun, food, fitness, and a little pampering. Thanks to everyone who came out and made it such a memorable evening. We're already looking forward to the next one!



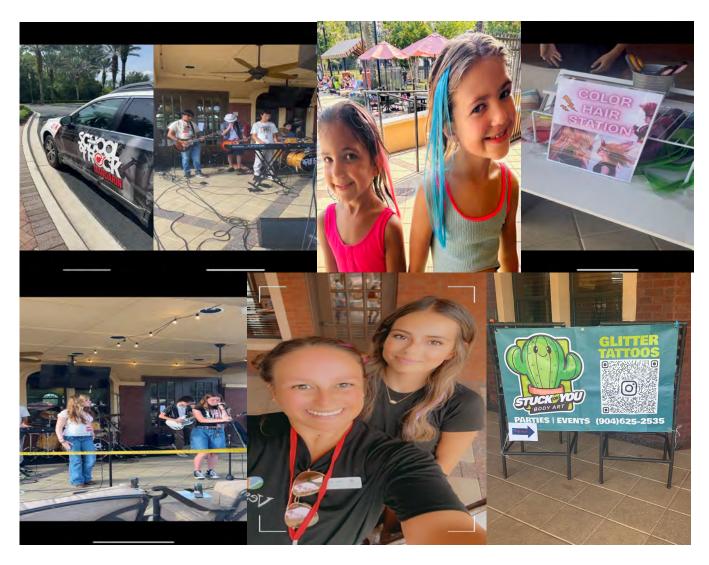
Have a Rockin' Summer School's Out May 30th

Budget: \$1000.00 Actual: \$840.78 Attendees: 120-160

Our "Have a Rockin' Summer" celebration was a hit! Residents got into the summer spirit with colored hair strips and glitter tattoos, bringing sparkle and flair to the day. The energy soared as the talented School of Rock Mandarin band rocked the stage with incredible live performances that had everyone dancing and singing along.

While we had to postpone the poolside movie due to inclement weather, the fun and excitement of the day made it a memorable kickoff to summer!

Stay tuned for the new movie night date—we can't wait to see you there!



UPCOMING EVENTS

SUMMER S'COOL FIELD DAY JUNE 21ST

Class is in session. Summer S'cool that is! Join in on some summer fun as we recreate everyone's favorite day of school; field day!

Featuring classic games like 3-legged race, tug of war, water balloon toss, and relay races. This event is free for all ages! We will have fun for everyone!

Adults 21 can play their own games in the 21 area like flip cup, darts and cards!

Come stay cool with us. Oh, and you will get wet!



COMMUNITY KICKBALL GAME JULY 4TH

Celebrate Independence Day with Some All-American Fun!
Bring your crew or join a team — all ages welcome!
No experience? No problem. Just bring your sneakers, lawn chairs and team spirit! Grilled Hot Dogs, Frozen Treats, Lemonades, Music, Lawn Games, Red, White & FUN! Wear your red, white, and blue — prizes for the most festive outfit!
Let's play, eat, and celebrate America together!



BROADWAY UNDER THE STARS JULY 19TH

A Night of Show Tunes, Sips & Starlight
Get ready to sing along (or just sip along) at an
unforgettable evening of Broadway hits, tasty bites, and beverages
— all under the twinkle of the night sky!
Start the night off with a live jazz band- Our very own residents' band;
Low Brow; sets the tone with some jazzy instrumentals!
Adult Beverages Included, Hors d'oeuvres (yes, the good kind!)
Live Broadway-Inspired Duet Performance Featuring: Stagelight Cabaret
Whether you're a Broadway superfan or just here for the wine and good
vibes, this is your cue for a night to remember! Adults 21+



FUTURE EVENTS

BELOW SEA BLAST AUGUST 2ND

It's the ultimate BELOW SEA BACK-TO-SCHOOL BLAST!

Grab your jellyfish net and your boating school handbook — we're making waves as we kick off the school year with a SPLASH! Dive into a day packed with sea-sational activities:

Go Jelly-fishing! Can you catch them all like a pro?

Mrs. Puff's Driving School! Test your skills and earn your boating license.

Mr. Krabs' Cash Cube! Step in and grab as much cash as you can before

the clock runs out — money, money, money!

Krusty Krab Pizza Dash! Race against time to deliver the Krusty Krab's finest.

It's the pizza for you and me!

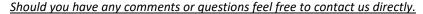
Whether you're a sponge, starfish, or squirrel in a diving suit,

there's something for everyone!

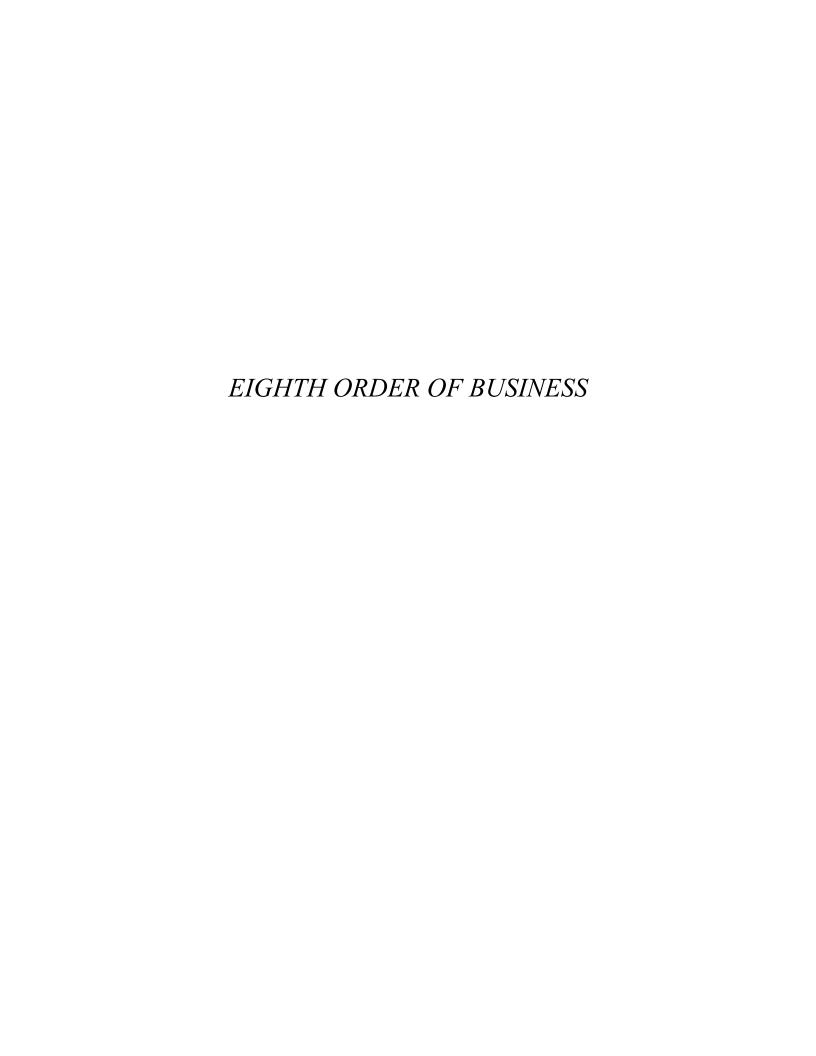
Come on down to Bikini Bottom (a.k.a. the South Field) and

start the school year with a tidal wave of fun!









Community Development District

Approved Budget FY 2026

Presented by:



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Community Development District

Approved Budget General Fund

Description	Adopted Actuals Thru Budget FY 2025 5/31/25		Projected Next F		Projected Thru 9/30/25		Approved Budget FY 2026		
REVENUES:									
Special Assessments - On Roll	\$ 2,681,509	\$	2,667,410	\$	14,099	\$	2,681,509	\$	3,112,792
Interest income	45,000		21,466		13,008		34,474		20,000
Other Revenues	30,000		14,370		12,000		26,370		30,000
Carry Forward Surplus	6,094		-		6,094		6,094		22,227
TOTAL REVENUES	\$ 2,762,603	\$	2,703,246	\$	45,201	\$	2,748,448	\$:	3,185,019
EXPENDITURES:									
<u>Administrative</u>									
Supervisor Fees	\$ 12,000	\$	7,000	\$	4,000	\$	11,000	\$	12,000
FICA Taxes	918		536		306		842		918
Assessment Roll Administration	5,459		5,459		-		5,459		5,732
Engineering Fees	13,000		8,753		4,248		13,000		13,000
Dissemination Fees	7,860		5,740		2,120		7,860		8,253
Attorney Fees	50,000		58,763		10,000		68,763		50,000
Annual Audit	4,500		-		4,500		4,500		4,600
Trustee Fees	10,800		10,775		25		10,800		11,880
Arbitrage	1,200		1,200		-		1,200		1,200
Impact Fee Administration	16,377		10,918		5,459		16,377		17,196
Management Fees	56,035		37,357		18,678		56,035		58,837
Information Technology	1,638		1,092		546		1,638		1,720
Website Maintenance	1,092		728		364		1,092		1,146
Telephone	800		118		682		800		800
Postage	3,000		1,363		1,637		3,000		3,000
Printing & Binding	2,300		2,750		751		3,500		2,000
Insurance General Liability	9,461		8,488		-		8,488		9,550
Legal Advertising	2,000		675		1,325		2,000		2,000
Other Current Charges	500		561		139		700		700
Office Supplies	150		7		143		150		150
Dues, Licenses & Subscriptions	175		175		-		175		175
TOTAL ADMINISTRATIVE	\$ 199,265	\$	162,457	\$	54,921	\$	217,378	\$	204,857

Durbin CrossingCommunity Development District Approved Budget **General Fund**

		Adopted Budget	Ac	tuals Thru	Pro	ojected Next	Pro	jected Thru		pproved Budget
Description		FY 2025	5/31/25			4 Months		9/30/25	FY 2026	
Operations & Maintenance										
Amenity Center										
Insurance	\$	46,680	\$	42,167	\$	-	\$	42,167	\$	45,064
Repairs & Replacements		85,000		69,299		15,701		85,000		85,000
Recreational Passes		3,000		850		1,150		2,000		2,000
Office Supplies		5,000		2,500		1,000		3,500		5,000
Permit Fees		4,500		3,936		564		4,500		4,500
Utilities										
Water & Sewer		38,900		14,898		24,002		38,900		38,900
Electric		32,000		19,204		12,796		32,000		28,600
Cable/Phone/Internet		21,000		16,234		4,766		21,000		22,000
Security System		1,670		2,853		2,147		5,000		1,000
		•		•		•		,		•
Amenity Center Management Contract										
Managerial (Vesta)		255,503		170,335		85,168		255,503		263,168
Staffing (Vesta)		273,601		182,401		91,200		273,601		281,809
Lifeguards (Vesta)		98,189		27,859		70,330		98,189		101,135
Mobile App/Website (Vesta)		3,500		2,333		1,167		3,500		3,605
Refuse Service		9,000		7,602		3,600		11,202		11,500
Pool Chemicals		35,700		24,310		12,232		36,542		35,700
Special Events		30,000		29,482		518		30,000		50,000
Holiday Décor		20,000		12,350		-		12,350		20,000
Pest Control		8,000		3,716		2,000		5,716		8,000
Pressure Washing		9,000		1,700		2,000		3,700		9,000
Fitness Equip Maintenance		8,500		888		2,500		3,388		8,500
Fitness Equipment Lease		=		-		-		=		25,000
TOTAL AMENITY CENTER	\$	988,743	\$	634,916	\$	332,842	\$	967,758	\$ 1	,049,481
Grounds Maintenance										
Electric	\$	10,000	\$	6,487	\$	3,513	\$	10,000	\$	10,000
Water & ReUse	Ф	300,000	φ	111,730	Ф	188,270	Φ	300,000	φ	325,000
Streetlighting		75,000		48,352		26,648		75,000		75,000
Lake Maintenance		55,620		39,635		15,985		55,620		57,289
Landscape Maintenance		562,267		374,845		187,422		562,267		579,135
Landscape Contingency		82,000		52,259		10,000		62,259		82,000
Mulch		72,500		63,000		-		63,000		65,000
Sod/Irrigation Replacement		180,000		175,247		-		175,247		450,000
Fuel		900		465		240		705		900
Irrigation Repairs		15,000		13,177		2,500		15,677		35,000
Capital Reserve Funding		221,309		-		221,309		221,309		251,359
TOTAL GROUNDS MAINTENANCE	\$	1,574,595	\$	885,196	\$	655,888	\$:	1,541,084	\$ 1	,930,682
TOTAL EXPENDITURES	\$:	2,762,603	\$ 1	1,682,569	\$	1,043,652	\$ 2	2,726,220	\$ 3	,185,019
EXCESS REVENUES (EXPENDITURES)	\$	(0)	\$ 1	1,020,678	\$	(998,450)	\$	22,227	\$	-

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.

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

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

Account #	<u>Description</u>	Monthly	<u>Annual</u>
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
	Total	\$ 3,242	\$ 38,900

Community Development District

Budget Narrative

Fiscal Year 2026

Expenditures - Amenity Center (continued)

Electric

 $\label{eq:decomposition} \textbf{JEA provides for electric services for the District. The cost of electric associated with the Recreation Facilities:}$

Account #	<u>Description</u>	Monthly	Annual
20335949	145 S Durbin Pkwy	\$ 1,840	\$ 22,080
22357510	730 Durbin PY N	525	6,300
	Contingency	18	220
	Total	\$ 2,383	\$ 28,600

Cable/Phone/Internet

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

Account #	Description	Monthly	Annual
8495 74 140 1015619	Durbin Crossing South Amenity	\$ 525	\$ 6,300
8495 74 140 0420497	Durbin Crossing South Amenity	215	2,584
8495 74 140 1246669	Durbin Crossing North Amenity	647	7,764
8496 74 140 1022920	Durbin Crossing North Amenity	446	5,352
	Contingency	-	-
	Total	\$ 1,833	\$ 22,000

Security System

 $\label{lem:maintenance} Maintenance costs of the security \ alarms/cameras \ provided \ by \ Dynamic \ Security.$

Manageria

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>	Monthly	Annual
Vesta	\$ 21,931	\$ 263,168

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	\$ 23,484	\$	281,809	

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>		Monthly	Annual		
Vesta	\$	8,428 \$	101,135		

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

 $\label{lem:control} Garbage\ disposal\ services\ for\ the\ Amenity\ Centers\ provided\ by\ GFL\ Environmental.$

Pool Chemicals

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

Contractor		Annual		
Poolsure	\$	2,890	\$	34,680
Contingency				1,020
Total	\$	2,890	\$	35,700

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.

Community Development District

Budget Narrative

Fiscal Year 2026

Expenditures - Amenity Center (continued)

Pest Control

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

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

Pressure Washing

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

Fitness Equipment Maintenance

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

Fitness Equipment Maintenance

 $Represents\ the\ estimated\ cost\ associated\ with\ the\ lease\ contract\ for\ renting\ fitness\ equipment.$

Expenditures - Field

Electric

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

Account#	Description	Monthly	Annual
22840516	101 Castlegate Ln	\$ 26	\$ 317
79442225	104 Durbin PY N	57	687
93385371	1049 Longleaf Pine Parkway	138	1,650
99911097	107 Tollerton Ave	40	480
89863663	1513 Longleaf Pine Pkwy	33	397
26895017	16 Cloisterbane Dr Apt LL01	25	300
22580514	20 Orchid Way Apt IR01	26	316
99911094	2401 St Johns PY APT SG01	35	420
13727885	28 Heron Landing Rd Apt SG01	31	376
89866912	291 Durbin PY N	30	360
89863016	501 Saddlestone Dr	30	360
22969723	590 N Durbin Pkwy	30	360
89863705	694 N Durbin Pkwy	30	360
24067070	72 Englewood Tr Apt SG01	31	371
79442208	857 Durbin Py N Apt SG01	30	360
89315721	861 Durbin PPY N Apt SG01	26	315
14892379	910 Durbin PY N Apt SG01	26	317
79447186	94 Staplehurst Dr Apt IR01	26	317
79447185	95 Woodcross Dr Apt IR01	26	316
22840515	96 Cresthaven Pl	30	360
99912413	987 Durbin PY N	25	300
89865800	997 Lauriston Dr	30	360
	Contingency	50	600
	Total	\$ 833	\$ 10,000

Water & ReUse

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

Account #	Description	<u>Monthly</u>	<u>Annual</u>
86131602	102 Durbin PY N	\$ 4,481	\$ 53,778
70115360	102 Merkland Ct	82	986
72360080	1021 Lauriston Dr	242	2,900
69877485	104 Harbury Dr	56	672
66534516/85979418	105 S Durbin Pkwy	2,328	27,937
70115339	106 Charmed Pl	51	615
67386400/85979412	109 Islesbrook Pkwy	732	8,782
68090726/86131627	1090 Durbin PY N	107	1,282
74704275	116 Averley Wy Apt IR01	61	730
74704274	118 Pineta Wy Apt IR01	56	676
70115336	124 Weathered Oak Ct	51	612
71890295	1244 Leith Hall Dr	269	3,229
74704249	126 Cantley Wy Apt IR01	72	862
73697024	128 Willow Winds Parkway	176	2,108
71890305	1305 Fryston St	150	1,806
71890313	138 Tollerton Ave	54	646
71890303	1386 Fryston St	352	4,225
	Total	\$ 9.320	\$ 111.845

Community Development District

Budget Narrative

Fiscal Year 2026

Account #	Description	Monthly	Annual
	Balance Brought Forward	\$ 9,320	\$ 111,845
68682298	1503 Cullaig Ct.	73	876
74704273	155 Telford Dr Apt IR01	77	927
71890297	158 Castlegate LA	125	1,500
75457834	16 Cloisterbane Dr Apt LL01	224	2,688
71890296	1620 Fenton Av	180	2,160
83716990	185 Islesbrook Pkwy	286	3,432
85563431	2050 Longleaf Pine PY	2,542	30,500
68682232	240 Tollerton Ave	328	3,936
81948581	241 Islesbrook Pkwy Apt IR01	141	1,692
67862610	265 Willow Winds Pkwy	358	4,296
69214857	293 Willow Winds Pkwy	126	1,512
82196245	310 N Glen Laurel Dr	174	2,088
69877486	358 Willow Winds PKWY	207	2,484
72360078	585 Saddlestone Dr	139	1,668
80532666	594 Saddlestone Dr	380	4,560
64240486/85979458	606 Longleaf Pine PY	371	4,452
64240480	810 Durbin PY N	3,536	42,438
87614656	84 Willow Winds PY	5,920	71,040
74704276	867 Durbin PY N Apt IR01	191	2,292
74704251	868 Durbin PY N Apt IR01	311	3,732
67386405	89 Heron Landing Rd Apt IR01	145	1,740
68081639	90 Woodcross Dr	2,114	25,367
68081637	91 Staplehurst Dr	589	7,068
74704265	912 Durbin PY N Apt IR01	784	9,408
64240168	96 Cresthaven Place	175	2,100
	Contingency	350	4,200
	Total	\$ 29,167	\$ 350,000

Streetlighting

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

Account #	Description	Monthly	Annual
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
	Total	\$ 6.250	\$ 75 000

Lake Maintenance

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

<u>Contractor</u>	Monthly	Annual
Solitude Lake Management LLC	\$ 4,774	\$ 57,289

Landscape Maintenance

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

<u>Contractor</u>	<u>Monthly</u>	<u>Annual</u>
Yellowstone	\$ 48.261 \$	579.135

Landscape Contingency

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

Mulch

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

Community Development District

Budget Narrative

Fiscal Year 2026

Expenditures - Field (continued)

Sod Replacement

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

Fue

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.

Community Development District

Approved Budget

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

		Adopted Budget	Ac	ctuals Thru	Pro	jected Next	Pr	ojected Thru	,	Approved Budget
Description		FY 2025		5/31/25		4 Months		9/30/25		FY 2026
REVENUES:										
Special Assessments - Tax Roll	\$	3,054,876	\$	3,037,499	\$	17,377	\$	3,054,876	\$	3,054,876
Interest Earnings		5,000		104,893		50,000		154,893		20,000
Carry Forward Surplus ⁽¹⁾		1,029,219		1,088,959		-		1,088,959		1,257,638
TOTAL REVENUES	\$	4,089,095	\$ 4	4,231,351	\$	67,377	\$	4,298,728	\$	4,332,514
EXPENDITURES:										
Series 2017A-1										
Interest - 11/1	\$	513,416	\$	513,416	\$	-	\$	513,416	\$	488,375
Principal Prepayment - 11/1		-		10,000		-		10,000		-
Interest - 5/1		513,416		513,256		-		513,256		488,375
Principal - 5/1		1,645,000		1,645,000		-		1,645,000		1,695,000
Principal Prepayment - 5/1		-		10,000		-		10,000		-
Series 2017A-2										
Interest - 11/1		84,788		84,788		-		84,788		79,994
Principal Prepayment - 11/1		-		5,000		-		5,000		-
Interest - 5/1		84,788		84,631		-		84,631		79,994
Principal - 5/1		165,000		165,000		-		165,000		175,000
Principal Prepayment - 5/1		-		10,000		-		10,000		-
TOTAL EXPENDITURES	\$	3,006,406	\$:	3,041,091	\$	-	\$	3,041,091	\$	3,006,738
Other Sources/(Uses)										
Interfund transfer In/(Out)	\$	-	\$	-	\$	-	\$	-	\$	-
TOTAL OTHER SOURCES/(USES)	\$	-	\$	-	\$	-	\$	-	\$	-
TOTAL EXPENDITURES	\$	3,006,406	\$	3,041,091	\$		\$	3,041,091	\$	3,006,738
EXCESS REVENUES (EXPENDITURES)	\$	1,082,689	\$	1,190,260	\$	67,377	\$	1,257,638	\$	1,325,776
(1) Carry Forward is Net of Reserve Requ	uirem	ent				Interest D	ue 1	1/1/26	\$	A61 001
Garry 101 ward is free or reserve hequ	u11 C1111	C11 C				Interest D		•	Ф	461,891 75,400
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									\$	537,291

Community Development District AMORTIZATION SCHEDULE

Debt Service Series 2017-1 Special Assessment Refunding Bonds

Period	(Outstanding Balance	Coupons	Principal	Interest		Annual Debt Service
11/01/25	\$	25,195,000		-	\$	488,375	\$ 488,375
05/01/26		25,195,000	3.125%	1,695,000		488,375	
11/01/26		23,500,000		=		461,891	2,645,265.63
05/01/27		23,500,000	3.250%	1,750,000		461,891	
11/01/27		21,750,000		-		433,453	2,645,343.75
05/01/28		21,750,000	3.375%	1,805,000		433,453	
11/01/28		19,945,000		-		402,994	2,641,446.88
05/01/29		19,945,000	3.375%	1,870,000		402,994	
11/01/29		18,075,000		-		371,438	2,644,431.25
05/01/30		18,075,000	3.500%	1,935,000		371,438	
11/01/30		16,140,000		-		337,575	2,644,012.50
05/01/31		16,140,000	5.000%	1,995,000		337,575	
11/01/31		14,145,000		-		287,700	2,620,275.00
05/01/32		14,145,000	5.000%	2,095,000		287,700	
11/01/32		12,050,000		-		235,325	2,618,025.00
05/01/33		12,050,000	3.750%	2,235,000		235,325	
11/01/33		9,815,000		-		193,419	2,663,743.75
05/01/34		9,815,000	3.750%	2,305,000		193,419	
11/01/34		7,510,000		-		150,200	2,648,618.75
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
Total			\$	25,195,000	\$	7,033,138	\$ 32,228,138

Community Development District

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

Period	Coupons		Principal		Interest	Annual D	ebt Service
11/01/25	\$ 2,855,000		-	\$	79,994	\$	79,994
05/01/26	2,855,000		175,000		79,994		-
11/01/26	2,680,000		-		75,400		330,394
05/01/27	2,680,000		180,000		75,400		-
11/01/27	2,500,000		-		70,681		326,081
05/01/28	2,500,000		195,000		70,681		-
11/01/28	2,305,000		-		65,169		330,850
05/01/29	2,305,000		205,000		65,169		-
11/01/29	2,100,000		-		59,381		329,550
05/01/30	2,100,000		215,000		59,381		-
11/01/30	1,885,000		-		53,300		327,681
05/01/31	1,885,000		225,000		53,300		-
11/01/31	1,660,000		-		46,944		325,244
05/01/32	1,660,000		240,000		46,944		-
11/01/32	1,420,000		-		40,156		327,100
05/01/33	1,420,000		255,000		40,156		-
11/01/33	1,165,000		-		32,938		328,094
05/01/34	1,165,000		270,000		32,938		-
11/01/34	895,000		-		25,306		328,244
05/01/35	895,000		285,000		25,306		-
11/01/35	610,000		-		17,244		327,550
05/01/36	610,000		305,000		17,244		-
11/01/36	305,000		-		8,613		330,856
05/01/37	305,000		305,000		8,613		313,613
Total		\$	2,855,000	\$	1,150,250	\$	4,005,250

Community Development District

Approved Budget Capital Reserve Fund

	Adopted Budget	Ao	ctuals Thru	Pro	ojected Next	Pro	ojected Thru	I	Approved Budget
Description	FY 2025		5/31/25		4 Months		9/30/25		FY 2026
REVENUES:									
Miscellaneous Revenue/Interest Income	\$ 24,333	\$	34,554	\$	25,000	\$	59,554	\$	32,075
Capital Reserve Funding	221,309		-		221,309		221,309		251,359
Carry Forward Balance	1,243,030		1,289,984		-		1,289,984		1,187,464
TOTAL REVENUES	\$ 1,488,672	\$	1,324,538	\$	246,309	\$	1,570,847	\$	1,470,898
EXPENDITURES:									
Capital Outlay	\$ 150,000	\$	193,375	\$	56,625	\$	250,000	\$	200,000
Repair and Replacement	23,881		79,848		20,152		100,000		100,000
Irrigation Enhancement	-		-		-		-		43,487
Bollard/Rope Replacement	-		-		-		-		50,000
Exterior Door Enhancement	-		-		-		-		200,000
Other Current Charges	-		33,384		-		33,384		20,000
TOTAL EXPENDITURES	\$ 173,881	\$	306,607	\$	76,777	\$	383,384	\$	613,487
Other Sources/(Uses)									
Transfer in/(Out)	\$ -	\$	-	\$	-	\$	-	\$	-
TOTAL OTHER SOURCES/(USES)	\$ -	\$	-	\$	-	\$	-	\$	-
TOTAL EXPENDITURES	\$ 173,881	\$	306,607	\$	76,777	\$	383,384	\$	613,487
EXCESS REVENUES (EXPENDITURES)	\$ 1,314,791	\$	1,017,931	\$	169,532	\$	1,187,464	\$	857,411

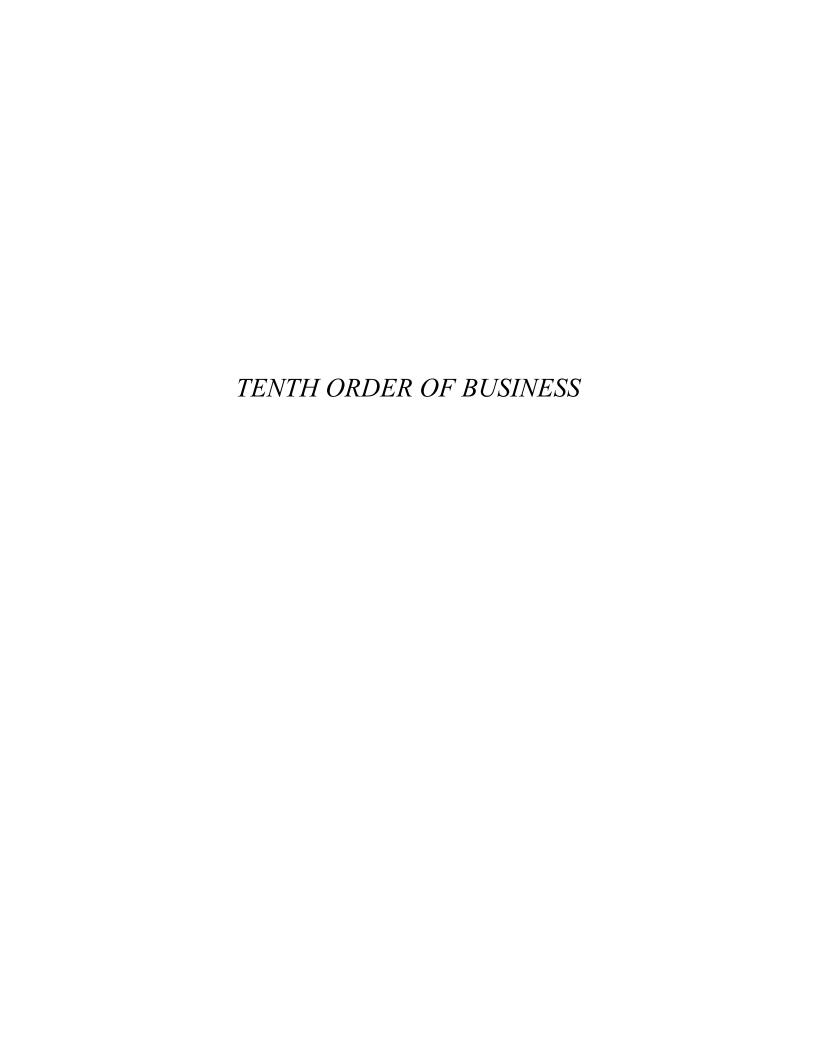
Reserve Study* Update 2023 through 2051

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)
Ending Balance	\$	1,303,810	\$ 1,013,810	\$ 1,139,441	\$ 1,349,315	\$ 1,380,809
Projected Per Budget	\$	1,258,811	\$ 1,314,791	\$ 857,411	N/A	N/A
Variance	\$	(45,000)	\$ (45,000)	N/A	N/A	N/A

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

Community Development District Non-Ad Valorem Assessments Comparison 2025-2026

Neighborhood	0&M Units	Annual Maintenance Assessments						
		FY 2026	FY 2025	Increase/ (decre				
80'-83'	220	¢1 002 F0	¢1.707.00	¢274.60	16.000/			
70'-73'	339 319	\$1,982.59 \$1,748.07	\$1,707.90 \$1,505.87	\$274.69 \$242.20	16.08% 16.08%			
63'	482	\$1,537.46	\$1,324.44	\$213.02	16.08%			
53'	468	\$1,293.42	\$1,114.21	\$179.21	16.08%			
43'	206	\$1,099.41	\$947.08	\$152.32	16.08%			
Town Homes	235	\$814.85	\$701.95	\$112.90	16.08%			
Town Homes DR	275	\$814.85	\$701.95	\$112.90	16.08%			
Commercial/Retail/Office	144,153	\$0.65	\$0.56	\$0.09	16.08%			
Total	146,477							



			Durbin Cr	ossing 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 picklball nets. Look into difference between re-striping four pickleball courts vs re-striping two courts and purchasing four rolling pickleball nets. Research pickball 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	Lookinto 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 comepleted 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) benchs 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/striping 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	Workwith 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 "Fiteness 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 midget 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 mointor 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 help 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 Communtiy

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
Draft Letter to Sheriff Hardick regarding Trespassing	2/24/25	Daniel Laughlin	Complete	Draft Letter to Sheriff Hardick regarding trespassing issue at the JEA tract	Letter was sent to Sherriff Hardwick. SJSO reached out and will be increasing patrols in the area.
Landscape Pricing for Years 4 & 5	2/24/25	Zach Davidson	Complete	Staff to get pricing from Yellowstone for years 4 & 5 of the contract	Yellowstone provided pricing for years 4 & 5. BOS approved Counsel to draft agreement
Write Letter to Commissioner Regarding Traffic Concerns	12/3/24	Daniel Laughlin	Complete	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
Camera Equipment	4/28/25	Sue O'lear	Complete	Dynamic Security approved with caveat to add cameras for fields and maintenance agreement	System has been installed
Durbin Dolphins	4/28/25	Sue O'lear/Karen Haber	Complete	Complete updated agreement with Dolphins and ensure adherence to policy	Agreement has been completed and signed
"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	Continue to monitor. Revisit in October
Continue to Follow up With the County Regarding Round-A-Bout at North Durbin & Sanctuary and Monitor Traffic Study	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 & Sancuary. Monitor traffic study that may take place on Longleaf Pine. Update Board at August meeting	Continue to monitor. Revisit on October
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.	Draft letter if no change occurs after the June 1 ride through check
Monitor Trespass Signage at JEA Easement	2/24/25	Zach Davidson	In Progress	Monitor No Trespassing signed at JEA Easement for 3-4 months.	
Monitor Traffic Study	3/24/25	Mike Yuro/Zach Davidson/Daniel Laughlin	In Progress	Monitor traffic study that may take place on Longleaf Pine. Update Board at August meeting	
Update Amenity Doors	4/28/25	Zach Davidson	In Progress	Convert Doors to Windows/ Quote for any door that needs replacement/ Painter to see what can be done with remaining/ Confirm with Fire Marshel on which doors can be eliminated	
Bollards	4/28/25	Zach Davidson	In Progress	Ensure numbers are correct for bollard replacement	
Pool Pumps	4/28/25	Zach Davidson	In Progress	Confirm pool pumps to be replacement in November	
Hurricane Season	4/28/25	Zach Davidson	In Progress	Start preparations for hurricane season starting 6/1/25	
Gym Equipment	4/28/25	Sue O'lear	In Progress	Bring Proposals with comparison for lease verses purchase options	
Communications	4/28/25	Kiki Jimenez	In Progress	Keep Residents informed of landscape/irrigation enhancements	
Vending Machine	4/28/25	Kiki Jimenez	In Progress	Coordinate placement of new machines	