

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.

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Durbin Crossing CDD

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

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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

This item removed from agenda.

Discussion of Phase IV Sod Replacement

EIGHTH ORDER OF BUSINESS

This item removed from agenda.

Discussion of Irrigation Enhancement (Leith Hall through South Amenities)

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

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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.

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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.

Signed by:

Daniel Laughlin

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Secretary/Assistant Secretary

Signed by:

[Signature]

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Chairman/Vice Chairman