

Minutes of Meeting
Durbin Crossing
Community Development District

The regular meeting of the Board of Supervisors of the Durbin Crossing Community Development District was held Monday, August 25, 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 by telephone
Sarah Gabel Hall	Supervisor
Jason Harrah	Supervisor
Shawna Berden	Supervisor

Also present were:

Daniel Laughlin	District Manager
Mike Eckert	District Counsel
Mike Yuro	District Engineer
Sue O'Lear	Vesta/Amenity Services Group
Zach Davidson	Vesta/Amenity Services Group
Jason Davidson	Vesta/Amenity Services Group
Kate Smith	Vesta/Amenity Services Group
Richard Craig	Yellowstone

The following is a summary of the discussions and actions taken at the August 25, 2025 meeting.

FIRST ORDER OF BUSINESS

Pledge of Allegiance

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

SECOND ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the roll.

THIRD ORDER OF BUSINESS

Audience Comments

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There being none, the next item followed.

FOURTH ORDER OF BUSINESS Review of Action Items

Mr. Laughlin gave an overview of the action items list, copy of which was included as part of the agenda package.

FIFTH ORDER OF BUSINESS Approval of Consent Agenda

- A. Minutes of the July 28, 2025 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

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

SIXTH ORDER OF BUSINESS Staff Reports

- A. Landscape Maintenance Team**
 - 1. Report**

Mr. Craig gave an overview of the landscape maintenance team report, copy of which was included in the agenda package.

Supervisor Hall joined the meeting during this item.

- 2. Proposal for Glen Laurel Drive Pond Enhancement**

Mr. Zach Davidson stated you don't have irrigation on that pond bank. There are areas of concern with the grass thinning. Richard had his team come out and they looked at lifting the trees, pushing back wood lines to get that area cleaned up. We think if we lift the trees and thin them out that may help.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the proposal from Yellowstone to lift the canopy of 12 oak trees, push the wood line back and clear the brush in the amount of \$1,300 was approved.

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B. District Counsel

Mr. Eckert stated Karen did prepare an agreement with Creekside High School for the use of the swimming facilities for practices and meets and she has been working with Sue on the youth robotics program independent contractor agreement.

C. District Engineer

Mr. Yuro stated I will reach out to the county about the traffic signal and get an update on that.

Ms. Hall stated there is a lot of fuss on social media that it is impossible to get out now. On Sunday the traffic was backed up past the Patriots Oaks school.

D. District Manager

1. Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2026

Mr. Laughlin stated we have the same fourth Monday of the month at 6:00 p.m. for Fiscal year 2026.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the fiscal year 2026 meeting schedule was approved.

2. Consideration of Adopting Goals & Objectives for Fiscal Year 2026

Mr. Laughlin stated these are the same as last year. The only one I want to bring up is whether we want to keep the goal for the district infrastructure and facility inspections. Some districts per the bond docs require an annual engineer's report. Right now, we don't have that requirement and don't know if you want to keep that.

Mr. Harrah stated it says ensure safety. I'm not going to take it out.

Mr. Laughlin stated we can have Mike Yuro do an annual inspection.

On MOTION by Mr. Harrah seconded by Ms. Hall with all in favor the goals and objectives were approved for fiscal year 2026.

E. General Manager - Report

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Ms. O'Lear stated I want to welcome Kate Smith, she is our new amenity/lifestyle manager. She started with us last week and she will spend the day with Kiki who has some final handover of plans for Labor Day Weekend, contacts and things like that.

Ms. Smith gave an overview of her background and experience.

Ms. O'Lear stated we had a lightning strike at north and it took out some of our temporary camera and access control function. I submitted an invoice today to Daniel for repairs totaling about \$4,000.

Mr. Harrah asked do we have a surge protector system up there?

Ms. O'Lear stated we do.

Mr. Laughlin stated a direct strike is not going to be stopped. I did have a district that just had this happen about two weeks ago and we spoke with insurance in that case and it was a \$5,000 deductible. I will find out because normally our deductible is \$1,000. I will check with insurance to confirm but we will move forward with replacement.

Mr. Pollicino stated don't submit to the insurance company.

Ms. O'Lear stated I emailed the invoice to Zach for the holiday lighting, and the total was only \$500 more for replicating everything they did last year. They also have proposed replacing some very aged garland. I think that would be a worthy investment to replace that. She also quoted replacing wreaths that are old and the bows she is proposing has about a five-year life versus a 1–3-year life. If we say yes to everything, they are suggesting we replace that would bring our total amount spent with this company to \$17,895.12.

On MOTION by Mr. Harrah seconded by Ms. Hall with all in favor the proposal from M&G Lighting for holiday lighting in the mount of \$17,895.12 was approved contingent on confirming price through market research for additions being less or equal to the price quoted.

F. Operations Manager - Report

Mr. Zach Davidson stated we had a couple monuments with issues, a fascia board was rotting on one and I got that replaced and another one had some issues, and we got a couple tiles sealed but we noticed one on the exit side of Tollerton was sagging. I had All Weather come out and look at it. Their first proposal was within my spend threshold. When they started doing demo, they realized there was a lot more to it than they thought. It was right before kids started to school

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and I directed them to demo it, put plywood on it and bring a proposal back. They came back with a proposal for \$9,980 and we will be providing the tile because you have some in the back. This would be to rebuild the whole cap on that monument.

On MOTION by Mr. Pollicino seconded by Mr. Harrah with all in favor staff was authorized to have the monument at Tolerton repaired in an amount not to exceed \$10,000 and Mr. Pollicino was authorized to review and approve the cost breakdown.

Mr. Zach Davidson reviewed the balance of his report, copy of which was included in the agenda package.

G. Amenity Manager – Report

Ms. O’Lear stated we did not have an amenity management report submitted but since the last meeting the two events were Broadway Night, one of our board members attended. We did a little pivot because of the heat advisory so instead of under the stars we did it in the social hall in the air conditioning. I also got positive feedback on the opening act, which was a jazz band featuring one of our lifeguards/gym monitors.

SEVENTH ORDER OF BUSINESS

Public Hearing for the Purpose of Adopting the Fiscal Year 2026 Budget; Consideration of Resolution 2025-05 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2026

Mr. Laughlin stated this process is the same as last year, currently it is proposing a 10.4% increase, the highest being \$177 a year for the 80-foot lot and the 43-foot lot being \$98.50 per year increase.

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

A resident stated I’m curious what the 10% increase is for. I know you spent a lot of money on replacing sod but that is pretty much done.

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Mr. Laughlin stated this upcoming year is the longest stretch compared to the other phases that we have done. We looked at different ways to do it and the best way was to get it all done at once.

Mr. Harrah stated they started building houses in 2004 and we are getting to 20 years old and a lot of maintenance and irrigation is getting done and we keep a decent capital reserve for major repairs, the sod and irrigation is getting old, and we are replacing it over time. After this year all the sod and irrigation will be fixed.

A resident stated it is not like you are going to increase for this one year. Didn't you increase it a few years ago?

Mr. Harrah stated yes, that is board decision. There are going to be two seats open in 2026 and if you are interested you can run for a seat. You will decide to keep the increase and use that money for a new playground or something new in the community. You can leave it and continue to build the contingency higher or you reduce the fees and give that back to the residents. Typically, communities don't reduce the fees.

Mr. Laughlin stated a big chunk of the increase is the sod work and once that is complete we will have that money and we can use it as a carry forward surplus to help from increasing the assessments, we could move it into capital reserve.

Mr. Pollicino stated it is a nest egg for the future of the community.

A resident stated I'm not against the increase but what are we getting out of paying more money.

A resident asked who is responsible for painting the lines in the roads?

Mr. Zach Davidson stated the county.

Mr. Harrah stated you can report that to Zach through the app and you can report it to the county online.

Mr. Laughlin listed the line items that has an increase.

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

On MOTION by Mr. Harrah seconded by Ms. Hall with all in favor Resolution 2025-05 was approved.

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EIGHTH ORDER OF BUSINESS**Public Hearing for the Purpose of Imposing
Special Assessments for Fiscal Year 2026;
Consideration of Resolution 2025-06
Imposing Special Assessments and Certifying
an Assessment Roll**

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

Mr. Laughlin stated this resolution imposes the special assessments and certifies an assessment roll and we send the roll to the county and that is what they use to collect the assessments.

There being no comments from the public, the board took the following action.

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

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor Resolution 2025-06 was approved.

NINTH ORDER OF BUSINESS**Consideration of Proposals for a Capital
Reserve Study****A. Community Advisors****B. Reserve Advisors**

Mr. Laughlin stated I submitted this to four companies and received two proposals. I did not submit to the current company. This is for a new report rather than an update. They will come onsite and inspect everything and work with staff to determine the different items.

On MOTION by Mr. Pollicino seconded by Mr. Harrah with all in favor the proposal from Community Advisors in the amount of \$3,800 was approved.

TENTH ORDER OF BUSINESS**Consideration of Amendment in Yellowstone
Agreement to Landscape & Irrigation
Maintenance Services**

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Mr. Laughlin stated next is consideration of the amendment to the Yellowstone agreement for landscape and irrigation maintenance service. This is for the year four and five prices that we discussed and for the sod work.

On MOTION by Mr. Harrah seconded by Ms. Hall with all in favor the amendment to the Yellowstone agreement was approved.

ELEVENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

A resident asked how do I proposes something? Do I just email you?

Mr. Laughlin stated this is an open audience section, you can always come and propose something in person or email staff and we will share it with the board.

A resident stated some of the moms have very specific suggestions for events. I did go to the Broadway Night, and it was fabulous and I hope to do another one of those. In cooler weather outside it would be phenomenal.

TWELFTH ORDER OF BUSINESS

Review of Action Items

Mr. Laughlin stated there was nothing new to add to the action items list.

THIRTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – September 22, 2025 at 6:00 p.m. at the Durbin South Amenity Center

Mr. Laughlin stated the next meeting is scheduled for September 22, 2025 at 6:00 p.m. in the same location.

On MOTION by Mr. Harrah seconded by Ms. Estes with all in favor the meeting adjourned at 7:09 p.m.

Signed by:



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Secretary/Assistant Secretary

Signed by:



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Chairman/Vice Chairman