

**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, **December 15, 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 by telephone
Shawna Berden	Supervisor

Also present were:

Daniel Laughlin	District Manager
Mike Eckert	District Counsel
Sue O'Lear	Vesta/Amenity Services Group
Scott Smith	Vesta/Amenity Services Group

The following is a summary of the discussions and actions taken at the December 15, 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

There being no comments, the next item followed.

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FOURTH ORDER OF BUSINESS**Review of Action Items**

Mr. Laughlin reviewed the status of the action items.

FIFTH ORDER OF BUSINESS**Discussion of Amenity Suspension**

Mr. Eckert stated this incident involves a minor and happened November 13th. On November 17th, a notice of suspension of amenity privileges was mailed which set today for the hearing date. The Board has been provided with the interim suspension letter, as well as the CDD policies regarding amenity facilities. Misuse or destruction of facility equipment, disruptive behavior, inappropriate behavior, failure to follow the District's policies, damaging or interfering with the operation of District property are grounds for suspension under the rules that you went through the rulemaking process to adopt. I don't think the issue is disputed with the parent that I talked to as to whether this happened or whether the minor was the one involved in it. On November 7, 2025, the suspendee was engaged in damaging or marking the concrete epoxy floor at one of the District's pavilions, which was reported by three eyewitnesses and later confirmed by District staff. The damage included a profane term written on the pavilion's floor that remained after District staff attempted to clean the floor. The parents did come up and remove most, if not all, of the markings. It does not appear after the cleaning that the floor was permanently damaged. At this point in time amenity staff recommends lifting the suspension of the amenity privileges effective today December 15, 2025. In addition, staff recommends a letter be sent to the minor and his parents that further violations will likely result in a longer suspension and failure to listen to district management's instruction regarding district property could also result in a suspension for all those who ignore District's directions regarding District property. I have spoken to the father who is here today and unless the board wants to go in a different direction then this can be resolved by a vote to lift the suspension. The parent of the minor declined to provide comment or additional information.

On MOTION by Ms. Berden seconded by Mr. Pollicino with all in favor the suspension of the minor was lifted effective today, with the direction to staff to provide the letter outlined by Mr. Eckert.

SIXTH ORDER OF BUSINESS**Approval of Consent Agenda****A. Minutes of the November 17, 2025 Meeting**

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- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

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

SEVENTH ORDER OF BUSINESS

**Consideration of Easement Encroachment
(167 Staplehurst Drive)**

This item was tabled to a future meeting.

EIGHTH ORDER OF BUSINESS

Discussion of Impact Fee Sale Authorization

This item was tabled to a future meeting.

NINTH ORDER OF BUSINESS

Staff Reports

A. Landscape Maintenance Team - Report

A copy of the Yellowstone Landscape update for December was included in the agenda package.

B. District Counsel

Mr. Eckert stated you have until December 31st to finish the four hours of ethics training. If you have completed it, you may send Daniel an email that you have completed it and the date of the training to create a contemporaneous record.

I made the changes to the impact fee credit resolution. Mike Yuro is analyzing the new impact fees and how that would adjust the amount that we looked at a couple of years ago to hold back for the District. Hopefully, we will bring that back to you in January.

C. District Engineer

There being no comments, the next item followed.

D. District Manager

There being no comments, the next item followed.

E. General Manager - Report

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

F. Operations Manager - Report

Ms. O’Lear stated outside of Zach’s report he wanted everyone to know the work begins tomorrow on the pool motors at south and we will send out a second message to the residents reminding them the pools will be closed for the next couple days.

G. Amenity Manager – Report

A copy of the lifestyle and amenities report was included in the agenda package.

TENTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

Mr. Pollicino stated to Sue this is a small token of appreciation to you and your team, thank you for all you do and we look forward to a wonderful 2026.

ELEVENTH ORDER OF BUSINESS

Review of Action Items

Mr. Laughlin stated we have no new action items.

TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting – January 26, 2026 at 6:00 p.m. at the Durbin South Amenity Center

Mr. Laughlin stated the next meeting is scheduled for January 26, 2026 at 6:00 p.m. in the same location.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Estes seconded by Ms. Berden with all in favor the meeting adjourned at 6:39 p.m.

Signed by:



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Secretary/Assistant Secretary

Signed by:



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Chairman/Vice Chairman

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