

MINUTES OF MEETING  
ANABELLE ISLAND  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Anabelle Island Community Development District was held Tuesday, December 10, 2024 at 2:06 p.m. at Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum:

James Summerset  
Darren Gowens  
Rose Bock

Chairman  
Vice Chairman  
Supervisor

Also present were:

Marilee Giles  
Chris Loy  
Jay Soriano

District Manager, GMS  
District Counsel, Kilinski Van Wyk  
Operations, GMS

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Giles called the meeting to order at 2:00 p.m. Three Board members were in attendance constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Ms. Giles asked if any members of the public would like to speak on any agenda items.

- Al Kiczula – Made the Board aware of a newly passed Florida law allowing vehicles up to 26,000 pounds in the driveways of the entire state. He is concerned if these vehicles are allowed in the driveway, will they end up being in the streets which are CDD. Mr. Soriano stated Counsel will explain that later.
- Steve Voellinger – He sees discussion of parking in the agenda but doesn't have the street parking memorandum. Cars are parked in front of his house all the time; one is disabled

December 10, 2024

Annabelle Island CDD

and who is that reported to? Ms. Giles noted the agenda is on the District website to review the memorandum for parking and draft parking policy.

- Julie Wagner – Questioned if exhibit A where they can and cannot park on the street will be discussed at this meeting. Ms. Giles noted exhibit A is the map. She asked about guest parking.
- Susan Greene – Asked if the roads within KB Homes Annabelle Island are private roads or public. Mr. Soriano noted the county owns the right of way.
- Mike Milliken – Asked if the roads are District or public roads. Mr. Summerset noted they are public roads but owned by the District so the District maintains them. The sheriff's office is the enforcement agent of public roads.
- Jonah Bijui – He spoke about in the driveway blocking the sidewalk.
- Melissa Shillings – Spoke on parking the correct way on the street & blocking sidewalks which are legal things Florida already has in place so should be included in the CDD's rules and regulations. Consideration of parking spots for large vehicles or campers? Asked how to get added to the email list as she found out about this through FB. Ms. Giles noted to click the QR code on the main page to get on the list of constant contact emails. Mr. Summerset can make contact with the HOA, send to him. Commented on flooding of the sidewalks & across the road at Windsor Lakes Way also moldy & slippery sidewalks. Mr. Soriano will review flooding with the landscaper. Ms. Giles suggested not waiting to the next meeting but contact her or Jay for slippery sidewalks.
- Robert Miller – Noted when he purchased in the community, this wasn't brought up. He has 4 vehicles so on his driveway he is blocking the sidewalk which is a problem. Mr. Soriano noted this is several residents' concerns. Mr. Summerset noted the Board is looking for guidance from the residents. Residents should talk amongst themselves and neighbors about what they want.
- Gary Ling – Commented on additional costs.
- Resident asked if a vehicle with an ICC number considered a commercial vehicle? Mr. Loy noted he is unfamiliar with the law to the level of detail that would warrant a proper response but will look into it and bring it back to the next meeting.

December 10, 2024

Anabelle Island CDD

- Lisa Hardiman - Is the homeowner responsible for cleaning the sidewalks in front of their home? If it's coming from the homeowner's irrigation creating the runoff it falls on the homeowner.
- Resident asked if the CDD has a plan to do final paving? Mr. Summerset noted there is a subsurface water issue that is being worked by the county and the engineer to resolve. Once it is resolved, the repaving and final paving will be done.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the November 5, 2024 Meeting**

Ms. Giles presented the minutes from the November 5, 2024 meeting. Unless there are any comments or corrections, just looking for a motion to approve.

On MOTION by Ms. Bock, seconded by Mr. Gowens, with all in favor, the Minutes of the November 5, 2024 Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Acceptance of Minutes of the November 5, 2024 Landowner Meeting**

Ms. Giles presented the minutes from the November 5, 2024 landowner meeting. Unless there are any comments or corrections, just looking for a motion to approve.

On MOTION by Ms. Bock, seconded by Mr. Summerset, with all in favor, the Minutes of the November 5, 2024 Landowner Meeting, were approved.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

**1. Street Parking Memorandum**

Mr. Summerset pointed out the signage requirement (pg. 18 of the agenda) for the residents to take into consideration. Mr. Loy stated all of this information is on the CDD website or contact Marilee for the information. A memo has been provided to the Board outlining the procedures and what is required under Florida law as well as a sample set of rules and policies that other Districts use. He encouraged residents to email their comments/questions regarding what they would like to see.

December 10, 2024

Anabelle Island CDD

**2. Consideration of Resolution 2025-04, Setting a Public Hearing Date to Adopt Parking & Towing Policies**

This item was tabled to a future meeting agenda.

**3. Work Authorization for Public Facilities Report**

Mr. Loy stated Districts are required to work with the county or city and to file an initial Public Facilities Report with the local government agency. This is the work authorization to have the District Engineer complete that report. The report will be updated every seven years. The District Engineer noted it shouldn't be more than \$5,000.

On MOTION by Mr. Summerset, seconded by Ms. Bock, with all in favor, the Work Authorization for Public Facilities Report, was approved.

**B. Engineer**

The engineer was not in attendance.

**C. Manager**

Ms. Giles reminded the Board to complete the four hours of ethics training by 12/31/24.

**D. Operations Manager**

Mr. Soriano updated the Board on the marquees order for each entrance. He provided an updated that Board regarding the dog park and shade sail over the mailboxes starting with the permit processing and land prep.

**SIXTH ORDER OF BUSINESS**

**Supervisors Requests**

Ms. Giles asked for Supervisor requests. Hearing no comments, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Audience Comments**

- Resident asked for a light at the community entrance off Russell Rd to see the curb. Commented on large dogs in the community & putting a dog park next to the kids' corner was not a good idea. Suggested a large grassy area near his home for a dog park. Mr. Summerset noted it can't be moved and the dog park was created by giving up lots.

December 10, 2024

Anabelle Island CDD

- Resident commented on the right of way trees that are dead. CDD referred to HOA who isn't doing anything about it. Mr. Summerset suggested Jay take inventory of the trees and talk with United as 30-day warranty is not correct for a tree.
- Resident commented on the water tanks in the yards with the lids off and wires sticking out. Safety issue. Recommendation was to call the utility company.
- Mary Praisner – Commented tree by her driveway was dead when she moved in and has a sooty mold, notified Brandon but nothing has been done. Mr. Soriano will look into it.
- Resident asked what is planned toward the amenity center for the fence line area? Jay noted that will continue straight and connect with another roadway.
- Resident commented on the trees and county tree requirement. Once the property is sold to the homeowner, does that requirement still exist? Mr. Summerset stated there is a landscaping plan that was approved by the county and if they choose to enforce it, yes, they can have you put that tree back. Check HOA covenants before removing the tree.

**EIGHTH ORDER OF BUSINESS**

**Financial Statements as of October 31, 2024**

Ms. Giles presented the financial statements as of October 31, 2024.

**NINTH ORDER OF BUSINESS**

**Check Register**

Ms. Giles presented the check register for September totaling \$72,908.06. It's a little higher than normal due to the special assessments coming into general fund and were pushed out to the debt service funds.

On MOTION by Mr. Summerset, seconded by Mr. Gowens, with all in favor, the Check Register totaling \$72,908.06, was approved.

**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – January 14, 2025 @ 2:00 p.m.**

Ms. Giles noted the next meeting is scheduled for January 14, 2025 at this location at 2:00 p.m.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

December 10, 2024

Anabelle Island CDD

On MOTION by Ms. Bock, seconded by Mr. Summerset, with all in favor, the meeting was adjourned.

Signed by:  
*Marilee Giles*  
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Secretary/Assistant Secretary

DocuSigned by:  
*James Summerset*  
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Chairman/Vice Chairman