

**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 Wednesday, **April 16, 2025** at 2:00 p.m. at Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum:

James Summerset  
Darren Gowens  
Sarah Milner  
Rose Bock

Chairman  
Vice Chairman  
Assistant Secretary  
Assistant Secretary

Also present were:

Marilee Giles  
Chris Loy  
Freddie Oca

District Manager, GMS  
District Counsel, Kilinski Van Wyk  
GMS

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Ms. Giles opened the public comment period for agenda items only. There being no comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the February  
11, 2025 Meeting**

Ms. Giles presented the minutes from the February 11, 2025 meeting and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

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On MOTION by Mr. Gowens, seconded by Ms. Bock, with all in favor, the Minutes of the February 11, 2025, Meeting, were approved.

**FOURTH ORDER OF BUSINESS****Consideration of Proposal from GMS for Onsite Services**

Ms. Giles stated the increase is to help provide for more hours of involvement requested by residents and also working with the vendors compared to planning from the original staffing proposal. It is for Freddie and Jay's services as they go out and meet with vendors. Freddie noted a maintenance person takes the trash away by truck but wishes there was a dumpster there. The increases for janitorial and pool maintenance are due to hourly wages.

On MOTION by Mr. Summerset, seconded by Mr. Gowens, with all in favor, the Proposal from GMS for Onsite Services, was approved.

**FIFTH ORDER OF BUSINESS****Discussion and Guidance for Preparation of Proposed Fiscal Year 2026 Budget**

Ms. Giles stated the budget will be approved at May's meeting and adopted in August. She will work with Mr. Summerset to clarify expectations of what KB may expect but a lot of it points back to the assessment methodology of how the lots are assessed and what the expectation is for developer contributions moving forward. The Board would like to look into a rental opportunity and staffing. Ms. Giles will bring something back to the Board. They agreed to add a \$2K events line item and \$1K decorations line item to the budget. Mr. Oca will look into companies who do holiday lighting and bring that back to the Board.

**SIXTH ORDER OF BUSINESS****Staff Reports****A. Attorney**

Mr. Loy reminded the Board of the 4 hours of ethics training due by December 31, 2025. He will keep the Board informed of what comes out of the current legislative session pertaining to CDDs.

**B. Engineer – Public Facilities Report**

Ms. Giles noted through correspondence with Mr. Taylor most of the field work has been done on the public facilities report and he will be wrapping it up.

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**C. Manager**

Ms. Giles reminded the Board of completing Form 1 by July 1<sup>st</sup>.

**D. Operations Manager**

Mr. Oca spoke with Ed and a couple of trees in front of the amenity center will be put on the pool deck. He had an electrician come out and fix all of the irrigation and electrical that got destroyed on Sandridge. He will front the bill and then get it on the back end from Clay County. Mr. Summerset suggested Freddie speak with the construction managers to stay on top of picking up construction trash. He noted the pumping station for the ground water will probably happen in the next 30 days. Ms. Giles stated EGIS should have some pricing out next month.

**SEVENTH ORDER OF BUSINESS**

**Supervisors Requests**

Mr. Summerset spoke about the open tract from the resident that they questioned about being CDD responsibility. Ms. Giles noted a resident called and ultimately was looking for the opportunity to purchase tract 89. Mr. Loy noted under Chapter 190 CDDs can sell land but he would have to look at the specifics because there are still bonds on the property that may affect O&M. He will look into it and come back with a better answer.

**EIGHTH ORDER OF BUSINESS**

**Audience Comments**

Resident (Julie Wagoner) –asked if residents can be emailed when meeting dates change. Ms. Giles noted it is updated on the Districts website. She asked Freddie to send an eblast out with all of the meeting dates for the rest of the year. Ms. Wagoner noted armadillo scratch markings in the common areas and noted whoever is in charge of that is not looking out for the property. Weeds are getting knee high. Mr. Summerset asked Freddie to schedule a walk-through inspection with United on the common areas.

**NINTH ORDER OF BUSINESS**

**Financial Statements as of March 31, 2025**

Ms. Giles presented the financial statements as of March 31, 2025.

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**TENTH ORDER OF BUSINESS**

**Check Register**

Ms. Giles presented the check register totaling \$23,302.67. She noted there were no unusual variances. She offered to take any questions or comments, otherwise a motion to approve.

On MOTION by Mr. Summerset, seconded by Ms. Bock, with all in favor, the Check Register totaling \$23,302.67, was approved.

**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – May 21, 2025 @  
2:00 p.m.**

Ms. Giles noted the next meeting is scheduled for May 21, 2025, at this location at 2:00 p.m.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Summerset, seconded by Mr. Gowens, 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