

**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 on Wednesday, **September 17, 2025**, at 2:00 p.m. at Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum:

Darren Gowens
Sarah Milner
Rose Bock
Marcus Martinez

Chairman
Vice Chairperson
Assistant Secretary
Assistant Secretary

Also present were:

Marilee Giles
Jennifer Kilinski
David Taylor
Freddie Oca
Jay Soriano

District Manager, GMS
District Counsel, Kilinski | Van Wyk
District Engineer, Live Oak Engineering
GMS
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. She mentioned the Board would allow public comments related to the easement agenda item separately and before a vote on that item. There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the August 20, 2025 Meeting

Ms. Giles presented the minutes from the August 20, 2025 meeting and asked for any comments or corrections. The Board had no changes to the minutes.

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On MOTION by Ms. Bock, seconded by Mr. Gowens, with all in favor, the Minutes of the August 20, 2025 Meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of Proposal from United Land Services for Mulch Installation

Ms. Giles stated the wrong proposal was sent and the map may be wrong as well. Staff will bring back proposals from multiple vendors. The item was tabled.

FIFTH ORDER OF BUSINESS

Discussion of Fences Installed within a CDD Easement (Lots 51, 52, 61, 62, 103, 104, 141, 150, 161, 162, 205, 206, 88, 89, 151)

Staff provided an overview of the easement areas/plats and photographs on TV monitors and reviewed each lot encroachment and recommended that lots 51, 52, 61, 62, 150, 161 & 162 move their fence off the utilities and drainage easement (“UDE”). Ms. Giles provided a plat book for the Board to reference.

Resident Lot 162 – Stated he understands staff not being able to get to the pond to cut it but got a letter of approval from HOA and now they are saying the fence has to be taken down which is inconvenient, requires a lot of work and is expensive.

Resident Lot 51 – Stated there should be communication if approval is needed from both the HOA and CDD but there has been no communication from KB Homes or the HOA. Ms. Giles stated the HOA approves the type & style of improvement. Just the fence requests that are going over an easement has to come to the CDD as the plat shows the easement is in the CDD’s favor.

Resident Lot 141 – Stated the neighborhood was poor development planning. The land should have been identified specifically to utilize and access the ponds without being sold to an individual. Doesn’t agree with the letters by certified mail with 30 days to remove the fence or legal action taken. No one educated him on going to the CDD. Didn’t receive any documents stating he has an easement or what it is for.

Darryl Greene – Asked what the schedule is for Lake Doctors to come out? Mr. Soriano stated they are supposed to come on a bi-monthly basis. In response to a resident stating they do not see them bi-monthly, Mr. Soriano asked the residents to email him if they don’t see Lake Doctors coming out. The resident asked if they are going through every home to address all the

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fences? Mr. Soriano stated this started because of concern with flooding and analyzing community wide drainage.

Resident – Can pumps not be installed in the ponds? Has a cost analysis been done as a community to determine if using Lake Doctors versus pond pumps that circulate the water is cheaper. Mr. Soriano stated electricity would need to be nearby for a fountain. It is \$5K to \$10K to purchase a fountain and a meter would need to be installed with a monthly cost and in his experience, it is not cheaper.

Fran Steinert Lot 133 – Asked how often they are supposed to cut the ponds. Mr. Soriano stated once every other week. If that's not happening go to the website and email Jay Soriano or Freddie Oca. She asked how to get trash cleaned out of the ponds.

Anders Kihl Lot 62 – Stated that he got approval from the HOA for his fence and that his survey didn't show anything obstructive. The resident also stated he didn't receive anything about an easement at the time of construction of his home and that it will be a big expense to remove the fence. Ms. Giles stated it is for each homeowner to open up the fence and move it from the easement so the CDD can conduct pond and mowing maintenance activities.

Jordynn Cannon Lot 51 - Stated she has had a horrendous experience this entire time and considers seeking legal action. She was promised things that were not actually given and was told she could do certain things that she can't do. Part of her property was never presented to her as an easement. A KB representative told her where she could put her fence. She doesn't have the money to move her fence.

Julie Ling Lot 58 - She shared that she lives next to the bare pond on Windsor. Lake Doctors and United have been able to access the pond. She sees them often. She spoke about issues with United cutting it, it looks awful with the weeds taller than her.

Gary Ling Lot 58 – Spoke about upper buffers and culverts causing mud drainage. A Board member stated the upper buffers can't be mowed because they are part of the conservation area.

Robert Anderson Lot 62 - Emailed about the cameras up. Showed where there is access to mow the easement area and putting in pine trees to cut off the 20 ft. easement.

Resident – Asked if the HOA has taken any accountability for any of this? Ms. Giles stated when she spoke to Ms. Potter she wasn't looking at that from her.

Resident – Stated in her approval it mentioned if they ever needed access to the drainage but does not mention anything about needing access to the pond. Ms. Giles stated most of them

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with HOA approval makes mention of the drainage easement, some there was no HOA approval. The HOA did not point her to the CDD.

The Board directed staff to send a variance agreement to lots 103, 104, 141, 205 and 206, which were lots that had alternative access from common areas or roadways and not exclusively from the easements.

Ms. Kilinski asked in the meantime the District consider partnering with the HOA on collaborating on future fences, seeking feedback from the HOA and the builder on possible cost share arrangements, and identifying whether the 20 foot easement was necessary or if something less than 20 ft is required for long term maintenance. The Board tabled discussion of fences installed within a CDD easement for lots 51, 52, 61, 62, 150, 161, and 162 pending further discussion and analysis of options.

SIXTH ORDER OF BUSINESS

Consideration of Items Related to Amended and Restated Rules of Procedure and Encroachment Policy

A. Memo Regarding Recent Statutory Changes

B. Redline Amended and Restated Rules of Procedure

C. Resolution 2025-11, Ratifying Actions to Set a Public Hearing Date to Adopt an Easement Encroachment Policy, Rates and the Amended and Restated Rules of Procedure

Ms. Kilinski reviewed the memorandum from KVV explaining what changed in Florida statute and how it is applied to the District. She stated the public hearing to adopt an easement encroachment policy, rates and the amended and restated rules of procedure is slated for November 19, 2025.

On MOTION by Mr. Gowens, seconded by Ms. Bock, with all in favor, Resolution 2025-11, Ratifying Actions to Set a Public Hearing for November 19, 2025 to Adopt an Easement Encroachment Policy, Rates and the Amended and Restated Rules of Procedure, were ratified.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Kilinski had nothing further to report and offered to answer questions.

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B. Engineer – Discussion of Underdrain Project

Mr. Taylor provided an update on the underdrain project. KB did solicit a review by another geotechnical engineer. The report stated the original design proposed by the other engineer is not going to work. They will look at other options.

C. Manager

Ms. Giles reminded the Board of the four hours of ethics training due by December 31, 2025.

D. Operations Manager

Mr. Oca presented the Operations Managers Report. Mr. Soriano received an update from RGM regarding mailboxes. All permits were cleared by the county.

EIGHTH ORDER OF BUSINESS

Supervisors Requests

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

NINTH ORDER OF BUSINESS

Audience Comments

Ms. Giles opened the audience comment period.

Darryl Greene – Asked for an update on the mailbox awning. Mr. Soriano stated the awning should be going in soon.

Gary Ling – Stated culverts between fences are heavily clogged preventing drainage. Mr. Soriano stated when you see things like that let him know. Does United weed the common areas? Mr. Soriano stated cutting, weeding, and spraying is part of their contract.

Resident – Stated there are a lot of gator bags in the community that aren't necessary anymore, utility post and conduit were identified for removal.

Jordyn Cannon – Asked if KB can be brought in for cost sharing of fence expenses as KB has some ownership in this.

TENTH ORDER OF BUSINESS

Financial Statements as of August 31, 2025

Ms. Giles presented the financial statements as of August 31st.

ELEVENTH ORDER OF BUSINESS

Check Register

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Ms. Giles presented the check register for August totaling \$46,867.91. There are no unusual variances with the check register. She asked for a motion to approve.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, the Check Register, was approved.

TWELFTH ORDER OF BUSINESS

Ratification of Funding Request No. 28

Ms. Giles presented funding request No. 28 for GMS, Density Electric, Lake Doctors and United Land Services and asked for a motion to ratify.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, Funding Request No. 28, was ratified.

THIRTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – Wednesday
October 15, 2025 @ 2:00 p.m.**

Ms. Giles stated the next meeting is scheduled for October 15, 2025 at 2:00 at the same location.

FOURTEENTH ORDER OF BUSINESS

Adjournment

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

Signed by:

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Secretary/Assistant Secretary

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Chairman/Vice Chairman