

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, May 11, 2021 at 2:20 p.m. at Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum:

Michael Russo	Vice Chairman
Kurt von der Osten	Assistant Secretary
Jim McDade	Chairman

Also, present were:

Jim Perry	District Manager, GMS
Jennifer Kilinski	Hopping Green & Sams
David Taylor <i>by phone</i>	Dunn & Associates
Marilee Giles	GMS, LLC

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Giles stated the roll was the same as the Landowner's meeting and all were still in attendance. Three Board members were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no members of the public present for the meeting.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Oath of Office for Newly Elected Supervisors**

Ms. Giles stated the oath for the newly elected Board members. Included were Jim McDade, Mike Russo, and Kurt von der Osten. This meeting was advertised in the newspaper and the notice was included in the agenda package.

**B. Consideration of Resolution 2021-29, Canvassing and Certifying the Results of the Landowners Election**

Ms. Giles stated the results of the Landowner’s meeting were Mr. Jim McDade with 100 votes and a 4 year term. Mr. Michael Russo with 100 votes for a 4 year term. Mr. Darrin Gowens, Mr. Kurt von der Osten, and Ms. Rose Bock with 50 votes and 2 year terms.

On MOTION by Mr. Russo, seconded by Mr. Osten with all in favor, Resolution 2021-29 Canvassing and Certifying the Results of the Landowners Election to include Mr. Russo and Mr. McDade with 100 votes and a 4 year term and Mr. Gowens, Mr. Osten, and Ms. Bock with a 2 year term, was approved.

**C. Consideration of Resolution 2021-30, Electing and Designating the Officers of the District**

Ms. Giles asked for nominations for the Board officers. Mr. McDade was elected as Chairman, Mr. Russo as Vice Chairman, Mr. Perry as Secretary, Ms. Bock, Mr. Osten, Mr. Gowens, Mr. Torres, Mr. Oliver, and Ms. Giles as Assistant Secretaries. Elected as Treasurer was Ms. Giles and Assistant Treasurer as Mr. Perry, Mr. Torres and Mr. Oliver.

On MOTION by Mr. McDade, seconded by Mr. Osten, with all in favor, Resolution 2021-30 Appointing Officers with Mr. McDade as Chairman, Mr. Russo as Vice Chairman, Mr. Perry as Secretary, Mr. Osten, Mr. Gowens, Ms. Bock, Mr. Oliver, Ms. Giles, and Mr. Torres, and as Assistant Secretaries, and Ms. Giles as Treasurer, and Mr. Perry, Mr. Torres and Mr. Oliver as Assistant Treasurer, was approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of the April 6, 2021 Organizational Meeting**

Ms. Giles asked for any comments or questions on the April 6, 2021 meeting minutes. There being no changes from the Board,

On MOTION by Mr. McDade, seconded by Mr. Russo, with all in favor, the Minutes of the April 6, 2021 Organization Meeting, were approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of RFQ for Engineering Services**

Ms. Giles stated the only proposal received was from Dunn & Associates. She asked the Board to accept and enter into an agreement for Engineering Services. Ms. Kilinski added this was a required agreement and recommended approval.

On MOTION by Mr. McDade, seconded by Mr. Russo, with all in favor, the RFQ for Engineering Services with Dunn & Associates, was approved.

**SIXTH ORDER OF BUSINESS**

**Appointment of Audit Committee**

Ms. Giles stated this is an annual requirement for an independent audit and GMS recommends the Board appoint themselves.

On MOTION by Mr. McDade, seconded by Mr. Russo, with all in favor, the Appointment of the Board as the Audit Committee, was approved.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Amendments to Assessment Methodology**

Mr. Perry stated the revised Assessment Methodology was attached to the agenda package. The changes are all lots are treated exactly the same, regardless of lot size with all having an ERU of 1.

On MOTION by Mr. McDade, seconded by Mr. Russo, with all in favor, the Amendments to the Assessment Methodology, was ratified.

**EIGHTH ORDER OF BUSINESS**

**Discussion of Fiscal Year 2021 Approved Budget**

Ms. Giles stated there would be a budget adoption at the next meeting. Mr. Perry reviewed the proposed FY2021 budget with no changes. Mr. Perry replied that lot number changes would not impact this budget, but it will go up if it changes. He added when we are ready to issue bonds, the lot numbers need to be final.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Kilinski reports the validation hearings are set for June 23<sup>rd</sup> at 9:00a.m.

**B. Engineer**

There being none, the next item followed.

**C. Manager – Report on the Number of Registered Voters – 0**

This is a requirement by law to report as of April 15<sup>th</sup>. As of April 15<sup>th</sup>, there were zero registered voters in Anabelle Island.

**TENTH ORDER OF BUSINESS**

**Supervisors Requests**

There were questions from Mr. McDade regarding a build out budget and Annual assessments.

**ELEVENTH ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**TWELTH ORDER OF BUSINESS**

**Consideration of Funding Request No. 2**

Ms. Giles stated this includes HGS for bond validation and counsel, GMS management fees, payroll from April, and notices published in the paper. This is for \$10,958.90

On MOTION by Mr. McDade, seconded by Mr. Russo, with all in favor, the Funding Request No. 2 for \$10,958.90, was approved.

**THIRTEENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – June 8, 2021 @ 2:00 p.m.**

Ms. Giles stated the next meeting date is June 8, 2021 at 2:00p.m. Mr. Perry added that Supervisors will be receiving a compensation for \$200 a meeting not to exceed \$4,800 per year. Mr. Osten and Ms. Rose Bock will accept the compensation. All other Board members will not.

May 11, 2021

Anabelle Island CDD

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Giles adjourned the meeting.

On MOTION by Mr. Osten, seconded by Mr. McDade, with all in favor, the meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman