

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, June 8, 2021 at 2:12 p.m. at Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum:

Jim McDade	Chairman
Kurt von der Osten	Supervisor
Rose Bock	Supervisor
Darren Gowens	Supervisor

Also, present were:

Jim Perry <i>by phone</i>	District Manager
Lauren Gentry	District Counsel
David Taylor <i>by phone</i>	Dunn & Associates
Marilee Giles	GMS, LLC

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order. Four Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Oath of Office for Newly Elected
Supervisors**

Ms. Giles stated the oath of office is for Darren and Rose and we have taken care of that before this meeting.

FOURTH ORDER OF BUSINESS

Consideration of Minutes of the May 11, 2021 Meeting

Ms. Giles asked are there any comments or questions on the May 11, 2021 meeting minutes. There being none,

On MOTION by Ms. Bock, seconded by Mr. McDade, with all in favor, the Minutes of the May 11, 2021 Meeting, were approved as presented.

FIFTH ORDER OF BUSINESS

Acceptance of the Minutes of the May 11, 2021 Landowners' Meeting

On MOTION by Mr. Osten, seconded by Mr. McDade, with all in favor, the Minutes of the May 11, 2021 Landowner Meeting, were accepted.

FIFTH ORDER OF BUSINESS

Public Hearings

A. Public Hearing – Adopting the Uniform Method of Collection, Resolution 2021-31

Ms. Giles stated next on the agenda is public hearings to consider Resolutions 2021-31, 2021-32, 2021-33 and 2021-34. These hearings were scheduled at your prior meeting.

On MOTION by Ms. Bock seconded by Mr. Osten with all in favor the public hearing to adopt the uniform method of collection was opened.

There being no members of the public present,

On MOTION by Mr. McDade seconded by Ms. Bock with all in favor the public hearing was closed.

Ms. Gentry stated the first resolution is to use the uniform method of collection for your assessments, which means you are able to collect your assessments on the tax roll.

On MOTION by Mr. McDade, seconded by Mr. Osten, with all in favor, Resolution 2021-31 Adopting the Uniform Method of Collection, was approved.

Items C and D taken out of order. Item B will be taken at the end of this agenda item.

C. Public Hearing Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2021, Resolution 2021-33

On MOTION by Ms. Bock seconded by Mr. McDade with all in favor the public hearing relating to the annual appropriations and adopting the budget for Fiscal Year 2021 was opened.

There being no members of the public present,

On MOTION by Ms. Bock seconded by Mr. McDade with all in favor the public hearing was closed.

Ms. Gentry stated section 2 will be filled in with details from the budget that is attached to the resolution. The purpose of this resolution is to finalize the budget for the remainder of the fiscal year that will end on September 30th.

On MOTION by Ms. Bock, seconded by Mr. Osten, with all in favor, Resolution 2021-33 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2021, was approved.

D. Public Hearing Adopting the Rules of Procedure, Resolution 2021-34

On MOTION by Mr. McDade seconded by Ms. Bock with all in favor the public hearing regarding the adoption of the Rules of Procedure was opened.

There being no members of the public present,

On MOTION by Ms. Bock seconded by Mr. McDade with all in favor the public hearing was closed.

Ms. Giles stated Resolution 2021-34 adopts the Rules of Procedure that were introduced at your last meeting.

On MOTION by Mr. McDade, seconded by Mr. Osten, with all in favor, Resolution 2021-34 Adopting the Rules of Procedure, was approved.
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Mr. Taylor joined the meeting by telephone conference at this time.

B. Public Hearing – Imposing and Levying Master Special Assessments, Resolution 2021-32

Ms. Gentry stated at the last meeting you initiated the financing process for debt assessments, you adopted a resolution that declared your intent to levy assessments and set a public hearing for today. That hearing was noticed consistent with Florida Law in the newspaper and through direct mailed notice. We are levying a master assessment lien for the property and what we are saying to the world is that for all this property that is subject to the lien this is the maximum assessment level that these properties will have. The master lien doesn't actually levy the assessments that is done through a supplemental assessment resolution in connection with your actual bond issuance, but it does set the maximum levels consistent with your assessment report. At the end of this hearing the board will have taken the necessary steps to levy the master lien across the district for its system of improvements.

Ms. Gentry stated that there are certain things I want to get on the record from the engineer and assessment consultant.

Ms. Gentry asked Mr. Taylor to briefly review the engineer's report and describe any modifications that have been made since it was presented to the board.

Mr. Taylor stated I'm not aware of any revisions since it was presented to the board.

Ms. Gentry asked can you recap the type of improvements that were included in the capital improvement plan and the estimated total dollar amount? I can read the number to you and you can confirm if that is correct. I have a report that is dated March 31, 2021 and the total improvement cost in the report is \$24,215,400. Mr. Taylor stated that is correct.

Ms. Gentry asked in your experience are the cost estimates in your engineer's report reasonable and proper? Mr. Taylor responded yes.

Ms. Gentry asked do you have any reason to believe that the capital improvement plan cannot be carried out by the district? Mr. Taylor responded no.

Mr. Taylor left the telephone conference at this time.

Mr. Perry joined the meeting by telephone conference at this time.

Ms. Gentry asked can you generally describe the purpose of the assessment report for the board? Mr. Perry stated the master assessment methodology sets the benefits that are accrued to each of the lots to be developed in the district. The construction improvement plan in one of the tables will outline the different types of improvements that are anticipated, and if all of the improvements are financed by a bond issue you will see a master bond sizing for all those improvements. This master methodology sets the maximum benefit allowed, but subsequently the district will be looking at a supplemental assessment methodology, which will reflect the financing that the district intends to do in the future and that financing will then be a lien on each of the individual landowners and assessments will be collected on an annual basis.

Ms. Gentry stated reading from your report here in Table 3, the total par amount of bonds that we were working with for this report is listed as \$31,240,000. Is that correct? Mr. Perry answered yes. That is the maximum amount that can be issued by the district. Ms. Gentry asked, in your professional opinion do the lands subject to the assessments receive special benefits from the district's capital improvement plan? Mr. Perry stated they do.

Ms. Gentry asked are the master assessments reasonably apportioned among the lands subject to the special assessments? Mr. Perry responded they are.

Ms. Gentry asked is it reasonable, proper and just to assess the costs of the capital improvement plan as a system of improvements against the lands in the district in accordance with your methodology? Mr. Perry stated it is and that is the standard for most districts.

Ms. Gentry asked is it your opinion that the special benefits the lands will receive as set forth in the final assessment roll will be equal to or in excess of the maximum master assessments when they are allocated? Mr. Perry stated yes.

Ms. Gentry asked is it your opinion that it is in the best interests of the district that the master assessments be paid and collected in accordance with the methodology and the assessment resolutions? Mr. Perry stated it is.

Mr. Perry left the telephone conference at this time.

Ms. Gentry stated you have heard from your two professionals regarding the findings that I will ask you to make in a few minutes. I will note for the record there are no members of the public present.

Ms. Gentry read the title of Resolution 2021-32: A resolution making certain findings, authorizing an improvement plan for the master assessment area; adopting a capital improvement plan; providing an estimated cost of improvements, adopting an assessment report; equalizing, approving, confirming and levying debt assessments on the master assessment area; addressing the finalization of special assessments; addressing the payment of debt assessments and the method of collection; providing for the allocation of debt assessments and true-up payments; addressing government property and transfers of property to units of local, state and federal government; authorizing an assessment notice; and providing for severability, conflicts and an effective date.

Ms. Gentry stated I will summarize the substantive sections of the resolution. Section 1 sets forth your authority to adopt this resolution, section 2 makes certain findings necessary for the imposition of a master assessment lien: those findings in section A – C describe the improvements that the district has authorized to undertake and describe the adoption of the declaring resolution and the capital improvement plan. D-J describe the debt assessments, the adoption of the declaring resolution, the publication of the declaring resolution and notice of this public hearing. Section K makes the following findings: it makes findings related to the capital improvement plan and finds it is in the district's best interests to adopt and assess for the master project. The project, assessments and sale/issuance of bonds serve a valid public purpose and are in the best interests of the district and its landowners and residents. The costs of the project are reasonable and proper, and it is reasonable, proper, just and right to assess the costs of the project against the master assessment area. The improvements benefit the developable property within the master assessment area. The debt assessment constitute a special benefit on all the property on the assessment roll and the benefit is equal to or greater than the debt assessments imposed on the property. The assessments are fairly and reasonably allocated. It is in the best interests of the district to pay the assessments and collect them as set forth in the resolution and it is necessary to issue bonds to pay the costs of the project. The remainder of the resolution authorizes the project described in your engineer's report that makes up the capital improvement plan, it identifies the costs of the project, which are consistent with the engineer's report, it adopts an assessment report, it equalizes, approves, confirms and levies the master assessment lien, it describes the process of issuing

supplemental assessment resolutions, it provides a mechanism for finalizing assessments, provides for payment and prepayment of the assessments, allocation of the assessments, application of true-up payments and it addresses certain property that may be exempt such as property owned by governments and it provides for the recording of an assessment notice.

Again, I will note that no members of the public are present and unless the board has any questions, we would be looking for a motion to adopt this resolution.

On MOTION by Ms. Bock, seconded by Mr. McDade, with all in favor, Resolution 2021-32 Imposing and Levying Master Special Assessments, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2021-35 Approving the Proposed Budget for Fiscal Year 2022 and Setting a Public Hearing Date to Adopt

On MOTION by Mr. McDade, seconded by Mr. Osten, with all in favor, Resolution 2021-35 Approving the Proposed FY22 budget and Setting a Public Hearing for August 10, 2021 was approved.

EIGHTH ORDER OF BUSINESS

Acceptance of Audit Committee’s Recommendation; Approval of Audit Criteria and Authorization for Staff to Publish an RFP for Auditing Services

Ms. Giles stated the audit committee met and approved the audit criteria just prior to this meeting and we are looking for a motion to accept the audit committee’s recommendation on the criteria and authorize staff to issue the RFP.

On MOTION by Mr. McDade ,seconded by Ms. Bock, with all in favor, the audit criteria approved and recommended by the audit committee was accepted and staff was authorized to notice the RFP for audit services.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

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

TENTH ORDER OF BUSINESS

Supervisors Requests

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

TWELTH ORDER OF BUSINESS

Consideration of Funding Request No. 3

On MOTION by Mr. McDade, seconded by Ms. Bock, with all in favor, Funding Request No. 3 in the amount of \$12,045.61, was approved.

THIRTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – July 13, 2021 @ 2:00 p.m.

Ms. Giles stated the next scheduled meeting will be July 13, 2021 at 2:00 p.m. in the same location.

FOURTEENTH ORDER OF BUSINESS

Adjournment

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

Assistant Secretary

Assistant Secretary