

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 14, 2021 at 2:00 p.m. at Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum:

Jim McDade <i>by phone</i>	Chairman
Kurt von der Osten	Supervisor
Rose Bock	Supervisor
Darren Gowens	Supervisor

Also present were:

Marilee Giles	District Manager, GMS
Lauren Gentry <i>by phone</i>	District Counsel, KE Law
David Taylor <i>by phone</i>	Dunn & Associates
Jason Sessions <i>by phone</i>	
Derek Citino	Elected to the Board
Joseph Jenness	Elected to the Board

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Giles called the meeting to order. Three Board members were present constituting a quorum. Mr. McDade participated by phone.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Acceptance of Resignation Letter from Supervisor Russo**

Ms. Giles asked for a motion to accept Mr. Russo's resignation.

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On MOTION by Mr. Gowens, seconded by Mr. Von der Osten, with all in favor, Acceptance of Resignation Letter from Supervisor Russo, was approved.

**B. Appointment of New Supervisor to Fill Unexpired Term of Office**

Mr. Gowens nominated Mr. Derek Citino to fill the vacant seat.

On MOTION by Mr. Gowens, seconded by Mr. Von der Osten, with all in favor, the Appointment of Mr. Derek Citino to Fill Unexpired Term of Office, was approved.

**C. Oath of Office for Newly Appointed Supervisor**

Ms. Giles administered the Oath of Office to Mr. Citino, while also having him sign the proper paperwork. She also recited the Sunshine Law for informational purposes.

**D. Election of Officers, Resolution 2022-01**

Ms. Giles stated that the resolution was to add Mr. Citino as a Supervisor as well as a form of housekeeping for GMS to add another District Manager Mr. Daniel Laughlin while removing Mr. Perry. She noted it would also name herself as Secretary for the District. Mr. McDade nominated Mr. Citino to fill the position of Vice Chair.

On MOTION by Mr. McDade, seconded by Mr. Gowens, with all in favor, the Nomination of Mr. Citino to Fill the Position of Vice Chair, was approved.

Ms. Giles asked for approval of officers as slated; Jim McDade as Chairman, Derek Citino as Vice Chairman, Marilee Giles as Secretary/Treasurer, James Oliver, Ernesto Torres, and Daniel Laughlin as Assistant Treasurers, and James Oliver, Ernesto Torres, Daniel Laughlin, and Rose Bock as Assistant Secretaries.

On MOTION by Mr. Citino, seconded by Mr. Gowens, with all in favor, Resolution 2022-01 Election of Officers as slated above, was approved.

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**FOURTH ORDER OF BUSINESS****Consideration of Minutes of the August 10, 2021 Meeting**

Ms. Giles asked if there were any comments, corrections, or changes to the August 10, 2021 meeting minutes. Ms. Bock made a correction under the first order of business where Mr. Von der Osten was only called "Mr. Osten." The correction was made, and Ms. Giles asked for a motion to approve.

On MOTION by Ms. Bock, seconded by Mr. Von Der Osten, with all in favor, the Minutes of the August 10, 2021 Meeting, were approved in substantial form.

**FIFTH ORDER OF BUSINESS****Staff Reports****A. Attorney****1. Publication of Legal Notices, Resolution 2022-02**

Ms. Gentry stated that Florida statutes require that the District publish notices of meetings as well as annual notices of all meetings, but that the resolution would waive the requirement of the District publishing individual notices of every meeting other than when it is required by Florida statutes.

On MOTION by Mr. Citino, seconded by Ms. Bock, with all in favor, Resolution 2022-02, Publication of Legal Notices, was approved.

**2. Needs Analysis that Districts Providing Wastewater or Stormwater Management Services Must Complete by June 30, 2022**

Ms. Gentry reported that a requirement had been passed for stormwater reporting in which districts are required to perform a stormwater needs analysis. She noted the first report would be due in June of 2022.

**3. Prompt Payment Requirements**

Ms. Gentry reported that a legislative update had been made where the interest on construction payments was increased from 1% to 2%, as well as changes to contractors' legal rights under Florida statutes. She added that they would be bringing changes to the prompt payment policy at a future meeting.

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**4. Public Records Exemptions for Addresses and Other Information Associated with Certain Officers, Judges, etc.**

Ms. Gentry reported that there was an update to the exemption requirement for addresses and other information where individuals who wished to be exempt would have to submit a notarized affidavit to the District manager stating that they request the exemption and that they do indeed qualify for it.

**B. Engineer – Consideration of Proposal for Stormwater Needs Analysis**

Mr. Taylor presented the proposal for the stormwater needs analysis, noting it was hourly with hourly rates. He also noted that they would be updating the Engineer’s Report to include the updated permit status as well as providing a cost estimate.

On MOTION by Mr. Citino, seconded by Mr. Von der Osten, with all in favor, the Proposal for Stormwater Needs Analysis, was approved in substantial form.

**C. Manager**

Ms. Giles stated she had nothing further to report.

**SIXTH ORDER OF BUSINESS**

**Supervisors Requests**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Financial Statements as of November 30, 2021**

Ms. Giles noted that the financial statements were through November 30, 2021.

**NINTH ORDER OF BUSINESS**

**Ratification of Funding Requests No. 6 & No. 7**

Ms. Giles stated that funding request #6 was for \$21,857 with a breakdown of what it was for included in the agenda, and funding request #7 was for \$18,564, with the information also included in the agenda. She asked for a motion to ratify.

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On MOTION by Ms. Bock, seconded by Mr. Citino, with all in favor, Funding Request No. 6 in the amount of \$21,857 and Funding Request No. 7 in the amount of \$18,564, was ratified.

**TENTH ORDER OF BUSINESS**

**Consideration of Funding Request No. 8**

Ms. Giles noted that funding request #8 was for \$10,666.09, including costs for GMS management, payroll, Florida Department of Economic Opportunity, and KE Law Group. She asked for a motion to approve.

On MOTION by Mr. Citino, seconded by Ms. Bock, with all in favor, Funding Request No. 8 in the amount of \$10,666.09, was approved.

**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – January 11, 2022 @ 2:00 p.m.**

Ms. Giles stated the next scheduled meeting will be January 11, 2021 at 2:00 p.m. in the same location. Mr. Von der Osten put in his resignation, and the Board approved.

On MOTION by Mr. Citino, seconded by Mr. Gowens, with all in favor, the Resignation of Mr. Von der Osten, was approved.

The Board discussed filling the vacancy created by Mr. Von der Osten’s resignation.

\_\_\_\_\_ nominated Mr. Joseph Jenness to fill the vacancy.

On MOTION by \_\_\_\_\_, seconded by \_\_\_\_\_, with all in favor, the Appointment of Mr. Joseph Jenness to Fill Unexpired Term of Office, was approved.

\_\_\_\_\_ nominated Mr. Joseph Jenness to serve as an Assistant Secretary of the District, with all other officer positions remaining the same.

On MOTION by \_\_\_\_\_, seconded by \_\_\_\_\_, with all in favor, Resolution 2022-01 was amended to reflect Mr. Jenness as an Assistant Secretary, with all other officer positions remaining the same.

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**TWELTH ORDER OF BUSINESS**

**Adjournment**

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

DocuSigned by:

*Marilee Giles*

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Secretary/Assistant Secretary

DocuSigned by:

*Jim McDade*

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Chairman/Vice Chairman