

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, July 12, 2022 at 2:00 p.m. at Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum:

Darren Gowens	Supervisor
Joseph Jennessee	Supervisor
Rose Bock	Supervisor

Also present were:

Marilee Giles	District Manager
Jennifer Kilinski <i>by phone</i>	District Counsel
David Taylor <i>by phone</i>	District Engineer
Jason Sessions	

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Affidavit of Publication

Ms. Giles noted this meeting was publicized appropriately.

FOURTH ORDER OF BUSINESS

**Consideration of Minutes of the May 10,
2022 Meeting**

Ms. Giles asked if there were any comments, corrections, or changes to the May 10, 2022 meeting minutes. 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 May 10, 2022 Meeting, were approved.

FIFTH ORDER OF BUSINESS

Acceptance of the Fiscal Year 2021 Audit Report

Ms. Giles reviewed the audit report and it was noted the audit was a clean audit. It was noted there were no deficiencies in internal controls that are considered to be a weakness. Ms. Giles also noted the District complied with all requirements from March 25, 2021 to September 30, 2021. The Management letter states the current year findings have no findings.

On MOTION by Ms. Bock, seconded by Mr. Gowens, with all in favor, Accepting the Fiscal Year 2021 Audit Report, was approved.

SIXTH ORDER OF BUSINESS

Public Hearing Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2023, Resolution 2022-08

Ms. Giles stated the public hearing and asked for a motion to open.

On MOTION by Mr. Gowens, seconded by Mr. Jennessee, with all in favor, Opening the Public Hearing, was approved.

Ms. Giles stated there were no public members attending and asked for a motion to close.

On MOTION by Mr. Gowens, seconded by Mr. Jennessee, with all in favor, Closing the Public Hearing, was approved.

Ms. Giles stated this is a Developer funded budget and there are a few changes from FY 22 to FY 23. She added the overall increase was around \$4,000. She asked for a motion to approve.

On MOTION by Mr. Gowens, seconded by Ms. Bock, with all in favor, Resolution 2022-08, Public Hearing Relating to the Annual Appropriations And Adopting the Budget for Fiscal Year 2023, was approved.

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SEVENTH ORDER OF BUSINESS

**Consideration of Fiscal Year 2022/2023
Budget Funding Agreement**

Ms. Giles stated the Developer owns the majority of the property and is willing to provide the funds to allow the District to proceed with its operations.

On MOTION by Mr. Gowens, seconded by Mr. Jennessee, with all in favor, the Fiscal Year 2022/2023 Budget Funding Agreement, was approved.

EIGHTH ORDER OF BUSINESS

**Consideration of Change Order with A.J.
Johns, Inc.**

Ms. Giles stated this change order to A.J. Johns is for sewer and drainage issues. Mr. Taylor reviewed the change order for the Board.

On MOTION by Mr. Jennessee, seconded by Mr. Gowens, with all in favor, the Change Order with A.J. Johns Inc., was approved.

NINTH ORDER OF BUSINESS

Ratification of Pay Requisitions (10)

Ms. Giles noted this has been signed and submitted. Mr. Taylor was available if there were any questions.

On MOTION by Mr. Gowens, seconded by Ms. Bock, with all in favor, To Pay Requisitions (10), was ratified.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Kilinski had nothing further to report.

B. Engineer – Stormwater Needs Analysis Report

Ms. Giles noted the Stormwater Needs Analysis Report was attached and submitted on June 30th. She asked for a motion to accept.

On MOTION by Mr. Gowens, seconded by Mr. Jennessee, with all in favor, the Storm Water Needs Analysis Report, was approved.

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C. Manager – Discussion of Fiscal Year 2023 Meeting Dates

Ms. Giles stated the meeting dates were listed in the agenda package. Ms. Giles added some clarification on October 11th, which is a day after a holiday. She noted that November 8 is election day and February 14th is a holiday. March 14th might be spring break. She asked for approval and noted that the Board could make changes later. Ms. Giles clarified that these dates are the second Tuesday of the month and the meeting time is 2:00 p.m.

On MOTION by Mr. Gowens, seconded by Mr. Jennessee, with all in favor, the Fiscal Year 2023 Meeting Dates, were approved.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Ratification of Funding Request No. 13

Ms. Giles presented funding request #13 on page 105 of the agenda package. She noted these were payments to GMS, KE Law Group, and Supervisor payroll for May 2022.

On MOTION by Ms. Bock, seconded by Mr. Gowens, with all in favor, Funding Request No. 13, was ratified.

FOURTEENTH ORDER OF BUSINESS

Consideration of Funding Request No. 14

Ms. Giles presented requisition #14 on page 112. This request includes payments for GMS, KE Law Group, Dunn and Associates and Grau and Associates.

On MOTION by Mr. Gowens, seconded by Mr. Jennessee, with all in favor, Funding Request No. 14, was approved.

FIFTEENTH ORDER OF BUSINESS

Financial Statements as of May 31, 2022

Ms. Giles presented the financial statements as of June 30, 2022. She noted there was no motion required.

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SIXTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – August 16, 2022
@ 2:00 p.m.**

Ms. Giles stated the next scheduled meeting will be August 16, 2022 at 2:00 p.m.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:

Marlee Giles

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Secretary/Assistant Secretary

DocuSigned by:

Denk Citino

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Chairman/Vice Chairman