

Anabelle Island
Community Development District

MARCH 11, 2025

AGENDA

Anabelle Island
Community Development District
475 West Town Place
Suite 114
St. Augustine, Florida 32092

March 4, 2025

Board of Supervisors
Anabelle Island Community Development District

Dear Board Members:

The meeting of the Board of Supervisors of the Anabelle Island Community Development District will be held on Tuesday, March 11, 2025 at 2:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

- I. Roll Call
- II. Audience Comments (*regarding agenda items listed below*)
- III. Consideration of Minutes of the February 11, 2025 Meeting
- IV. Staff Reports
 - A. Attorney
 - B. Engineer – Public Facilities Report
 - C. Manager
 - D. Operations Manager
- V. Supervisors Requests
- VI. Audience Comments
- VII. Financial Statements as of February 28, 2025
- VIII. Check Register
- IX. Next Scheduled Meeting – April 8, 2025 @ 2:00 p.m.
- X. Adjournment

THIRD ORDER OF BUSINESS

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, February 11, 2025 at 2:00 p.m. at Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum:

James Summerset	Chairman
Darren Gowens	Vice Chairman
Rose Bock	Supervisor

Also present were:

Marilee Giles	District Manager
Chris Loy	District Counsel
Freddie Oca	GMS
Ed Thompson	United Land Services
Derek Allen	United Land Services

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 2:00 p.m. Three Board members were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

Ms. Giles asked if any members of the public would like to speak on agenda items. Hearing no comments, the next item followed.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the January 14, 2025 Meeting

Ms. Giles presented the minutes from the January 14, 2025 meeting and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Mr. Summerset, seconded by Mr. Gowens, with all in favor, the Minutes of the January 14, 2025, Meeting, were approved.

FOURTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Loy had nothing specific to report. He reminded the Board members of the 4 hours of ethics training for this year.

B. Engineer – Public Facilities Report

Ms. Giles noted the engineer does have this report on his to do list but had an emergency and is out of town. The report will be tabled a future meeting agenda.

C. Manager

Ms. Giles had nothing additional to report.

A. Operations Manager

Mr. Oca noted he met with Derek and Ed of United Land Services to review the landscaping, drainage, irrigation, trees, and pool deck. ULS is working through the warranty process on the trees. He has proposals for repairs regarding irrigation and palm trees. Mr. Oca presented a proposal for a French drain at the amenity center for \$3,217.

On MOTION by Ms. Bock, seconded by Mr. Summerset, with all in favor, the ULS Proposal for French Drain at Amenity Center for \$3,217.18, was approved.

Mr. Oca noted water is pooling at the edge of the sidewalk and spilling over. He presented a proposal from United Land Services for a French drain at Russell Rd for \$7,300.30.

On MOTION by Mr. Summerset, seconded by Mr. Gowens, with all in favor, the ULS Proposal for French Drain at Russell Rd. for \$7,000.30, was approved.

Mr. Oca updated the Board on the diseased palm trees at the amenity center and which trees need to be removed. These palms are not covered under warranty but they will get with KB on next steps.

FIFTH ORDER OF BUSINESS

Supervisors Requests

Mr. Summerset asked staff to follow up with Scott at KB on the water pump construction area.

SIXTH ORDER OF BUSINESS

Audience Comments

- Resident (Al Kiczula) – asked that markers be removed and trash be picked up from along the ponds and tree line.

SEVENTH ORDER OF BUSINESS

Financial Statements as of January 31, 2025

Ms. Giles presented the financial statements as of January 31, 2025.

EIGHTH ORDER OF BUSINESS

Check Register

Ms. Giles presented the check register for January totaling \$53,239.79. She noted there were no unusual variances.

On MOTION by Mr. Gowens, seconded by Ms. Bock, with all in favor, the Check Register totaling \$53,239.79, was approved.

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – March 11, 2025 @ 2:00 p.m.

Ms. Giles noted the next meeting is scheduled for March 11, 2025, at this location at 2:00 p.m.

TENTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

SEVENTH ORDER OF BUSINESS

Anabelle Island
Community Development District

Unaudited Financial Reporting
February 28, 2025



Anabelle Island
Community Development District
Combined Balance Sheet
February 28, 2025

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Project Fund</i>	<i>Totals Governmental Funds</i>
Assets:				
Cash:				
Operating Account	\$ 91,326	\$ -	\$ -	\$ 91,326
Investments:				
Custody	14,624	-	-	14,624
Series 2022				
Reserve	-	173,408	-	173,408
Revenue	-	352,389	-	352,389
Construction	-	-	27,390	27,390
Deposits	1,975	-	-	1,975
Total Assets	\$ 107,925	\$ 525,796	\$ 27,390	\$ 661,112
Fund Balance:				
Nonspendable:				
Deposits	\$ 1,975	\$ -	\$ -	\$ 1,975
Restricted for:				
Debt Service - Series	-	525,796	-	525,796
Capital Project - Series	-	-	27,390	27,390
Unassigned	105,950	-	-	105,950
Total Fund Balances	\$ 107,925	\$ 525,796	\$ 27,390	\$ 661,112
Total Liabilities & Fund Balance	\$ 107,925	\$ 525,796	\$ 27,390	\$ 661,112

Anabelle Island
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2025

	Adopted Budget	Prorated Budget Thru 02/28/25	Actual Thru 02/28/25	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 196,272	\$ 192,407	\$ 192,407	\$ -
Special Assessments - Direct Bill	49,634	37,226	37,226	-
Developer Contributions	162,643	-	-	-
Interest Income	-	-	227	227
Total Revenues	\$ 408,550	\$ 229,632	\$ 229,860	\$ 227
Expenditures:				
<i>General & Administrative:</i>				
Supervisors Fees	\$ 6,000	\$ 2,500	\$ 1,000	\$ 1,500
FICA Taxes	454	189	77	113
Engineering	5,000	2,083	-	2,083
Attorney	15,000	15,000	17,852	(2,852)
Arbitrage Rebate	700	-	-	-
Assessment Roll Administration	5,618	5,618	5,618	-
Dissemination Agent	3,933	1,639	1,639	(0)
Annual Audit	5,700	-	-	-
Trustee Fees	6,500	2,708	2,638	71
Management Fees	53,090	22,121	22,121	0
Website Maintenance	1,200	500	500	-
Information Technology	1,800	750	750	-
Telephone	300	125	70	55
Postage	500	208	78	131
Insurance General Liability	6,149	6,149	4,166	1,983
Printing	500	208	75	133
Legal Advertising	2,500	1,042	170	872
Other Current Charges	700	292	232	59
Office Supplies	100	42	1	41
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 115,918	\$ 61,349	\$ 57,161	\$ 4,188
<i>Operations & Maintenance</i>				
<i>Ground Maintenance</i>				
Electric	\$ 1,500	\$ 1,500	\$ 4,046	\$ (2,546)
Water & Sewer/Irrigation	23,000	9,584	4,766	4,818
Repairs & Maintenance	5,000	2,083	507	1,576
Landscape - Contract	118,520	49,383	41,834	7,550
Landscape - Contingency	20,000	8,333	5,321	3,012
Lake Maintenance	11,040	4,600	4,600	-
Irrigation Repairs	10,000	4,167	-	4,167
Subtotal Ground Maintenance	\$ 189,060	\$ 79,650	\$ 61,074	\$ 18,576

Anabelle Island

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending February 28, 2025

	Adopted Budget	Prorated Budget Thru 02/28/25	Actual Thru 02/28/25	Variance
Amenity Center				
Insurance	\$ 4,571	\$ 4,571	\$ 5,981	\$ (1,410)
Facility Management	-	-	3,125	(3,125)
Internet	2,000	833	-	833
Electric	16,000	6,667	579	6,087
Water/Irrigation	15,000	6,250	1,650	4,600
Refuse Service	1,000	417	417	0
Access Cards	2,500	1,042	-	1,042
Janitorial Maintenance	14,000	5,833	5,000	833
Janitorial Supplies	4,000	1,667	-	1,667
Pool Maintenance	15,000	6,250	6,250	-
Pool Chemicals	10,000	4,167	4,167	0
Pool Permit	500	208	-	208
Facility Maintenance	7,500	3,125	2,085	1,040
Repairs & Maintenance	10,000	4,167	-	4,167
Office Supplies	200	83	-	83
ASCAP/BMI License Fees	500	208	-	208
Pest Control	800	333	190	143
Subtotal Amenity Center	\$ 103,571	\$ 45,821	\$ 29,444	\$ 16,377
Total Operations & Maintenance	\$ 292,631	\$ 125,471	\$ 90,517	\$ 34,954
Total Expenditures	\$ 408,550	\$ 186,820	\$ 147,678	\$ 39,142
Excess (Deficiency) of Revenues over Expenditures	\$ (0)	\$ 42,813	\$ 82,182	\$ (38,914)
Net Change in Fund Balance	\$ (0)	\$ 42,813	\$ 82,182	\$ (38,914)
Fund Balance - Beginning	\$ -		\$ 25,744	
Fund Balance - Ending	\$ (0)		\$ 107,925	

Anabelle Island
Community Development District
Debt Service Fund Series 2022
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2025

	Adopted Budget	Prorated Budget Thru 02/28/25	Actual Thru 02/28/25	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 245,340	\$ 240,508	\$ 240,508	\$ -
Special Assessments - Direct Bill	101,507	76,130	76,130	-
Interest Income	2,000	2,000	6,234	4,234
Total Revenues	\$ 348,847	\$ 318,639	\$ 322,872	\$ 4,234
Expenditures:				
Interest - 11/1	\$ 107,930	\$ 107,930	\$ 107,930	\$ -
Interest - 5/1	107,930	-	-	-
Principal - 5/1	130,000	-	-	-
Total Expenditures	\$ 345,860	\$ 107,930	\$ 107,930	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 2,987	\$ 210,709	\$ 214,942	\$ 4,234
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 2,987	\$ 210,709	\$ 214,942	\$ 4,234
Fund Balance - Beginning	\$ 134,265		\$ 310,854	
Fund Balance - Ending	\$ 137,251		\$ 525,796	

Anabelle Island
Community Development District
Statement of Revenues and Expenditures

Capital Projects Fund

For The Period Ending February 28, 2025

Description	SE 2022
Revenues	
<i>Interest Income:</i>	
Construction	\$ 476
Transfer In	-
Total Revenues	\$ 476
Expenditures	
Capital Outlay	\$ -
Transfer Out	-
Total Expenditures	\$ -
Excess Revenues (Expenditures)	\$ 476
Beginning Fund Balance	\$ 26,914
Ending Fund Balance	\$ 27,390

Anabelle Island
Community Development District
Long Term Debt Report

Series 2022, Special Assessment Refunding Bonds		
Interest Rate:	2.7% - 4.0%	
Maturity Date:	5/1/2052	
Reserve Fund Definition	50% MADS	
Reserve Fund Requirement	\$	173,408
Reserve Fund Balance	173,408	
Bonds outstanding - 2/10/2022	\$	6,190,000
Less: May 1, 2023 (Mandatory)		(125,000)
Less: May 1, 2024 (Mandatory)		(125,000)
Current Bonds Outstanding	\$	5,940,000

EIGHTH ORDER OF BUSINESS

Anabelle Island

Community Development District

Check Run Summary February 28, 2025

Fund	Date	Check No.	Amount
Payroll	2/13/25	50026	\$ 184.70
		Subtotal	<u>\$ 184.70</u>
General Fund			
	2/5/25	224-226	\$ 2,435.00
	2/11/25	227-230	17,381.80
	2/18/25	231	1,200.00
	2/25/25	232	4,459.35
		Subtotal	<u>\$ 25,476.15</u>
Total			\$ 25,660.85

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50026	2	ROSE S BOCK	184.70	2/13/2025
TOTAL FOR REGISTER			184.70	

AICD ANABELLE ISLAN DLAUGHLIN

ATTENDANCE SHEET

District: Anabelle Island

Meeting Date: 02.11.25

	Supervisor	In Attendance	Fees
1.	Sarah Milner	<input type="checkbox"/>	NO
2.	Derek Citino	<input type="checkbox"/>	NO
3.	Darren Gowens	<input checked="" type="checkbox"/>	NO
4.	James Summerset	<input checked="" type="checkbox"/>	NO
5.	Rose Bock	<input checked="" type="checkbox"/>	\$200

District Manager:

Mauli [Signature] FEB 11, 2025

PLEASE RETURN COMPLETED FORM TO OKSANA KUZMUK

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/05/25	00019	1/31/25	6067	202501	320	57200	43500		CUT/DROP PINE TREE CHRISTOPHER KLAAS	*	1,500.00	1,500.00	000224
2/05/25	00001	2/28/25	278	202501	320	57200	46000		DKS CELLULAR SUBSCRIPTION GOVERNMENTAL MANAGEMENT SERVICES	*	15.00	15.00	000225
2/05/25	00015	2/01/25	247642B	202502	320	57200	44400		FEB LAKE MAINTENANCE THE LAKE DOCTORS	*	920.00	920.00	000226
2/11/25	00001	2/01/25	71	202502	310	51300	34000		FEB MANAGEMENT FEES	*	4,424.17		
		2/01/25	71	202502	310	51300	35300		FEB WEBSITE ADMIN	*	100.00		
		2/01/25	71	202502	310	51300	35100		FEB INFORMATION TECH	*	150.00		
		2/01/25	71	202502	310	51300	31300		FEB DISSEMINATION SVCS	*	327.75		
		2/01/25	71	202502	310	51300	51000		OFFICE SUPPLIES	*	.36		
		2/01/25	71	202502	310	51300	42000		POSTAGE	*	8.28		
		2/01/25	71	202502	310	51300	42500		COPIES	*	21.75		
		2/01/25	71	202502	310	51300	41000		TELEPHONE	*	1.14		
									GOVERNMENTAL MANAGEMENT SERVICES			5,033.45	000227
2/11/25	00001	2/01/25	72	202502	320	57200	46100		FEB CONTRACT ADMIN	*	625.00		
		2/01/25	72	202502	320	57200	45600		FEB TRASH SERVICES	*	83.33		
		2/01/25	72	202502	320	57200	46300		FEB JANITORIAL SERVICES	*	1,000.00		
		2/01/25	72	202502	320	57200	46200		FEB POOL MAINTENANCE	*	1,250.00		
		2/01/25	72	202502	320	57200	46210		FEB POOL CHEMICALS	*	833.33		
									GOVERNMENTAL MANAGEMENT SERVICES			3,791.66	000228
2/11/25	00018	11/15/24	19250	202411	320	57200	44500		QUARTERLY PEST CONTROL HARVEY PEST MANAGEMENT LLC	*	190.00	190.00	000229

AICD ANABELLE ISLAN OKUZMUK

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/11/25	00013	2/05/25	132778	202502	320	57200	43400		FEB LANDSCAPE MAINTENANCE FLORIDA ULS OPERATING LLC	*	8,366.69	8,366.69	000230
2/18/25	00019	2/11/25	6081	202502	320	57200	43500		CUT & DROP DEAD OAK TREE CHRISTOPHER KLAAS	*	1,200.00	1,200.00	000231
2/25/25	00011	2/19/25	11346	202501	310	51300	31500		JAN GENERAL COUNSEL KILINSKI VAN WYK PLLC	*	4,459.35	4,459.35	000232
TOTAL FOR BANK A											25,476.15		
TOTAL FOR REGISTER											25,476.15		

AICD ANABELLE ISLAN OKUZMUK

Big Branch Tree Service Inc.

5184 Carter Spencer Road
Middleburg, FL 32068

(904)291-8733

BigBranch09@gmail.com

Invoice

Bill To: Anabelle Island CDD
Governmental Management Systems
1001 Bradford Way
Kingston, TN 37763

Rep
DP

Invoice #:	6067
Invoice Date:	1/31/25
Due Date:	1/31/25

Description	Amount
Cut and drop 1 dead pine tree in between 2685 and 2695 that's broke and leaning on pine tree -Leave tree in the preserve.	1,500.00
Cut and drop 1 dead pine tree in between 2685 and 2695 up close to sidewalk. -Leave tree in the preserve	
Cut and drop one dead pine tree in back of 2695. -Leave Tree in the preserve	
2695 Windsor Lakes Way Green Cove Springs, FL 32043	
Thank you for your business!	

Total \$1,500.00

RECEIVED

By Tara Lee at 12:52 pm, Feb 03, 2025

Payments/Credits \$0.00

Balance Due \$1,500.00

Governmental Management Services, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 278
Invoice Date: 2/28/25
Due Date: 2/28/25
Case:
P.O. Number:

Bill To:
Anabelle Island CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
DKS (Repair & Replacement) - February 2025 (Statement Date Closing 1/20/25)		15.00	15.00
Total			\$15.00
Payments/Credits			\$0.00
Balance Due			\$15.00

Anabelle - repair + replace

Back

DoorKing Inc.
IM Server Payments
120 S. Glasgow Avenue
Inglewood, CA 90301
(800) 826-7493

DKS Cellular Subscription

STATEMENT

STATEMENT #

2412497

STATEMENT DATE

January 8, 2025

SUBSCRIBER

Jay
Soriano
2360 Dallas Creek
greencove springs,
florida 32043

User ID: jsorianoAnna2

Previous Balance: \$53.95 **Note: All \$ amounts are in US Dollars.**
 Payment Received: (\$53.95)
 New Charges: \$43.95
Total Amount Due: \$43.95 USD

Payments

Date	Details	Amount
12/8/2024	Credit: Autopay	(\$51.95)
12/8/2024	Credit: Autopay	(\$2.00)

Cell Systems

From	To	Name	Phone	MC	Min	Transfer	Amount
12/8/2024	1/7/2025	annabelle island	904 788 3657	0716	0	2	\$43.95

Summary

This amount will be charged to your credit card or echeck. **Total Amount Due \$43.95 USD**

Governmental Management Services, LLC

475 West Town Place, Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 71
Invoice Date: 2/1/25
Due Date: 2/1/25
Case:
P.O. Number:

Bill To:

Anabelle Island CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees - February 2025		4,424.17	4,424.17
Website Administration - February 2025		100.00	100.00
Information Technology -February 2025		150.00	150.00
Dissemination Agent Services -February 2025		327.75	327.75
Office Supplies		0.36	0.36
Postage		8.28	8.28
Copies		21.75	21.75
Telephone		1.14	1.14

Total \$5,033.45

Payments/Credits \$0.00

Balance Due \$5,033.45

RECEIVED

By Tara Lee at 10:12 am, Feb 06, 2025

Governmental Management Services, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 72
Invoice Date: 2/1/25
Due Date: 2/1/25
Case:
P.O. Number:

Bill To:

Anabelle Island CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Contract Administration -February 2025		625.00	625.00
Refuse (Trash) - February 2025		83.33	83.33
Janitorial - February 2025		1,000.00	1,000.00
Pool Maintenance -February 2025		1,250.00	1,250.00
Pool Chemicals -February 2025		833.33	833.33

Alison Moxing
2-6-25

Total	\$3,791.66
Payments/Credits	\$0.00
Balance Due	\$3,791.66

Pest Control Invoice

Harvey Pest Management, LLC <chris@harveypest.com>
Reply-To: a.noreply@servsuite.net
To: FOca@gmsnf.com

Tue, Feb 4, 2025 at 11:04 AM

INVOICE

Billing Account Information
ACCOUNT #: 1841
REGISTRATION #: 5D40C2F8
Annabelle Island/Governmental Management
Service Inc.
2403 Dallas Creek Ln
Green Cove Springs, FL 32043

Company Information
HARVEY PEST MANAGEMENT, LLC
Po Box 429
Glen Saint Mary, FL 32040
904-653-PEST

Invoice Details
Annabelle Island/Governmental Management Service Inc., For service at 2403 Dallas Creek Ln Green Cove Springs, FL 32043

DATE	PO #	INV #	TOTAL	DISCOUNT	TAX	ADJUSTMENT	GRAND TOTAL
11/15/2024		19250	\$190.00	\$0.00	\$0.00	\$0.00	\$190.00
DESCRIPTION			TOTAL	DISCOUNT	TAX		
Res Pest Control - Quarterly			\$190.00	\$0.00	\$0.00		

PLEASE REMIT: \$190.00

<https://sproportal.theservicepro.net/?QS=0x32726ED0B3092D8E5906FB282473747064219F952B88DAD1301A3D5CCCC2A192>

Pay Online on the following link:
<https://sproportal.theservicepro.net/?QS=0x32726ED0B3092D8E5906FB282473747064219F952B88DAD1301A3D5CCCC2A192>

~~1-320-57200-46100~~

2/4/25

78

Recorded to Pest Control: 1.320.572.44500
TRL

RECEIVED
By Tara Lee at 12:15 pm, Feb 04, 2025



12276 San Jose Blvd.
Suite 747
Jacksonville, FL 32223

Invoice 132778

Date	PO#
02/05/25	
Due Date	Terms
3/7/25	Net 30

BILL TO
Anabelle Island CDD Landscape Maintenance 2024 (JXM)
Governmental Management Service 475 WEst Town Place Suite 114 St. Augustine, FL 32092

Property Address
Anabelle Island CDD Landscape Maintenance 2024 (JXM) 2409 Dallas Crk Ln Green Cove Springs, FL 32043

Item	Amount
Job #133183 - Anabelle Island CDD Landscape Maintenance February 2025	\$8,366.69

RECEIVED
By Tara Lee at 9:10 am, Feb 06, 2025

Thank you for your business.

REMIT PAYMENT TO:
United Land Services
12276 San Jose Blvd Suite 747
Jacksonville FL 32223

Subtotal	\$8,366.69
Sales Tax	\$0.00
Total	\$8,366.69
Credits/Payments	(\$0.00)
Balance Due	\$8,366.69

Big Branch Tree Service Inc.

5184 Carter Spencer Road
Middleburg, FL 32068

(904)291-8733

BigBranch09@gmail.com

Invoice

Bill To:
Governmental Management Systems Annabelle Island CDD 1001 Bradford Way Kingston, TN 37763

Rep
DP

Invoice #:	6081
Invoice Date:	2/11/25
Due Date:	2/11/25

Description	Amount
Cut and drop dead Oak tree in preserve -cut stump low	
Cut and drop uprooted Oak tree that is leaning into another Oak -cut stump low	1,200.00
Leave debris in preserve	
Annabelle Island CDD	
2893 Monroe Lakes Terrace Green Cove Springs, FL 32043	
<div style="border: 1px solid black; border-radius: 10px; padding: 10px; text-align: center;"><p>RECEIVED <i>By Tara Lee at 3:37 pm, Feb 13, 2025</i></p></div>	
<p>Thank you for your business!</p>	

Total \$1,200.00

Payments/Credits \$0.00

Balance Due \$1,200.00



KILINSKI | VAN WYK

Kilinski | Van Wyk PLLC

P.O. Box 6386
Tallahassee, Florida 32314
United States

Anabelle Island CDD
475 West Town Place Suite 114
St. Augustine, Florida 32092

INVOICE

Invoice # 11346
Date: 02/19/2025
Due On: 03/21/2025

RECEIVED
By Tara Lee at 12:26 pm, Feb 19, 2025

Anabelle Island - General Counsel

Type	Attorney	Date	Notes	Quantity	Rate	Total
Service	CL	01/02/2025	Review draft agenda; Confer with S. Sweeting re: the same; Review signage requirements for towing policy under 715.07 Florida Statutes.	0.70	\$285.00	\$199.50
Service	JK	01/03/2025	Confer re: parking and towing options with statutory changes	0.20	\$325.00	\$65.00
Service	CL	01/07/2025	Review HB1203 to determine HOA parking restrictions; Review chapters 715 and 316 of Florida Statutes to analyze traffic and parking requirements; Analyze alternative draft proposed parking policy; Confer with M. Giles regarding the same; Review meeting minutes from December meeting to ensure accuracy.	1.40	\$285.00	\$399.00
Service	JK	01/08/2025	Review agenda materials and prepare for Board meeting	0.40	\$325.00	\$130.00
Service	CL	01/09/2025	Review proposed agenda; Review prior meeting minutes and analyze residents' questions posed concerning the parking policy, ownership of sidewalks; Review plat maps of District; Review master engineer's report to determine ownership and maintenance responsibilities of sidewalks in District.	1.30	\$285.00	\$370.50
Service	CL	01/10/2025	Review status of spine road	0.70	\$285.00	\$199.50

			development within the District; Analyze potential risks and options associated with the proposed development; Review resident correspondence concerning implementation of parking policy; Confer with M. Giles regarding proposed parking policy.			
Service	JK	01/10/2025	Review agenda materials; confer re: roadway privatization options and confer re: options for towing and rule enforcement	0.70	\$325.00	\$227.50
Service	JK	01/14/2025	Confer re: towing/use agreement and status of easement documents	0.20	\$325.00	\$65.00
Service	CL	01/14/2025	Prepare for and attend meeting; Review and analyze easement depiction.	3.90	\$285.00	\$1,111.50
Expense	RB	01/14/2025	Travel: Mileage CL	55.00	\$0.67	\$36.85
Service	CL	01/15/2025	Confer with J. Summerset regarding status of District's roadway.	0.10	\$285.00	\$28.50
Service	CL	01/16/2025	Confer with J. Summerset regarding status of District's roadway.	0.10	\$285.00	\$28.50
Service	CL	01/17/2025	Call with J. Summerset and S. Blunck; Draft email summarizing points of call to be shared with KB Team.	0.70	\$285.00	\$199.50
Service	JK	01/17/2025	Conference call on roadway options/ questions for joint maintenance; review summary points for outside counsel review and finalize same	0.60	\$325.00	\$195.00
Service	JK	01/18/2025	Review/edit bullet points for business term on roadway and transmit same	0.20	\$325.00	\$65.00
Service	JK	01/22/2025	Prepare letter to district manager to file tax exemption letters and application for purposes of real estate tax exemptions on CDD property.	0.10	\$325.00	\$32.50
Service	CL	01/23/2025	Call with L. Bianchi concerning Block Island Parkway; Draft conflict waiver concerning cost share agreement with Anabelle Sandridge; Confer with C. Hart concerning potential easement on corner of Block Island Parkway; Review correspondence from L. Bianchi concerning cost share arrangement and traffic signal; Review plat of Anabelle Island Phase	1.40	\$285.00	\$399.00

			2A to determine location of proposed easement; Review correspondence from J. Summerset regarding meeting dates; Confer with J. Summerset regarding draft easement depiction.			
Service	JK	01/23/2025	Call on easement options, benefit allocation and research property ownership; transmit summary of same	0.50	\$325.00	\$162.50
Service	JK	01/23/2025	Call on interlocal options for cost share; research easement information and confer with Taylor on same	0.40	\$325.00	\$130.00
Service	JK	01/24/2025	Confer with David Taylor re: Block Island Parkway engineering/PUD considerations; confer re: easement area and impacts to CDD infrastructure; follow up on same	0.60	\$325.00	\$195.00
Service	CL	01/29/2025	Confer with J. Summerset concerning meeting for easement and road; Confer with D. Taylor; Review draft agenda.	0.20	\$285.00	\$57.00
Service	JK	01/30/2025	Conference call with KB/engineer on options for easement and cost share and research on same; begin updating shell on agreement	0.50	\$325.00	\$162.50
					Total	\$4,459.35

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
11346	03/21/2025	\$4,459.35	\$0.00	\$4,459.35
			Outstanding Balance	\$4,459.35
			Total Amount Outstanding	\$4,459.35

Please make all amounts payable to: Kilinski | Van Wyk PLLC

Please pay within 30 days.