

**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 on Wednesday, **February 18, 2026**, at 2:00 p.m. at Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum:

Darren Gowens
Sarah Milner
Marcus Martinez

Chairman
Vice Chairperson
Assistant Secretary

Also present were:

Marilee Giles
Jennfier Kilinski *by phone*
Lindsay Moczynski *by phone*
Glen Wieger *by phone*
Jay Soriano
Freddie Oca

District Manager, GMS
District Counsel, Kilinski Van Wyk
District Counsel, Kilinski Van Wyk
District Engineer, Live Oak Engineering
GMS
GMS

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 opened the public comment period for agenda items only. There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the January 21, 2026 Meeting

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Ms. Giles presented the minutes from the January 21, 2026, meeting and asked for any comments or corrections. The Board had no changes to the minutes.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, the Minutes of the January 21, 2026, Meeting Minutes, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Selection of Audit RFP Criteria to Perform the Audit for Fiscal Year 2026

Ms. Giles reviewed the audit RFP evaluation criteria for the FY2026 audit. The Audit Committee met prior to the meeting and recommended approval of the criteria.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, the Audit RFP Criteria to Perform the Audit for Fiscal Year 2026, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Fences Installed within CDD Easements (Lots 51, 52, 61, 62, 150, 161, 162)

A. Consideration of Notice Letter regarding Encroachment

Ms. Giles discussed the fences installed within a CDD easement for Lots 51, 51, 61, 62, 150, 161, and 162. Ms. Kilinski stated that additional documentation is still being gathered and no Board action was requested at this time. A draft letter for future correspondence with the property owners was included in the agenda package. Staff anticipates providing recommendations to the Board at the March meeting. This item was tabled.

SIXTH ORDER OF BUSINESS

Consideration of Request to Install Fence Within a CDD Easement – 2929 Monroe Lakes Terrace

The Board considered a request to install a fence at 2929 Monroe Lakes Terrace. Staff reported that the District Engineer and operations staff reviewed the request and confirmed that the proposed fence remains outside of the CDD easement.

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On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, the Request to Install Fence Within a CDD Easement-2929 Monroe Lakes Terrace, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Kilinski reported that the Board should expect continued updates regarding legislative bills currently moving through the state legislature. The session has been active on matters affecting local governments. Staff will continue to monitor developments and provide updates as the legislative session progresses.

Ms. Giles stated before moving on to the Engineer report, she asked the Board for approval to amend the agenda to include the survey proposal.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, to Amend the Agenda to Include the Survey Proposal, was approved.

B. Engineer – Discussion of Underdrain Project

Mr. Wieger presented a proposal for a survey related to utilities located along Block Island Parkway. It was noted that existing water and reuse utilities are currently located within CDD tracts rather than within a right-of-way or easement. CCUA has requested that the utilities be placed within an easement to allow for maintenance and access.

The proposed survey would identify the appropriate easement area based on CCUA’s requested width. Staff explained that the survey would apply to CDD Tracts 63 and 84 and would not impact private property.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, the Survey Proposal, was approved.

Mr. Wieger also provided an update regarding potential solutions to roadway flooding issues. Preliminary plans prepared by Alliance propose lowering the normal water levels in three ponds. A supporting report from ECS was included in the proposal.

Mr. Wieger noted that additional review and approvals would likely be required from Clay County, the St. Johns River Water Management District, and other applicable agencies. Concerns

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were also raised regarding potential impacts to wetlands, drainage performance, and the need for geotechnical certification of proposed cutoff walls. No Board action was requested at this time, and the update was provided for informational purposes.

C. Manager

Ms. Giles stated she had no new report for the Board.

D. Operations Manager

Mr. Soriano stated that irrigation issues were recently corrected and seasonal plants were installed earlier in the month. The plant installation had previously been discussed at a prior meeting that was later canceled, and the related invoice will be brought forward for ratification once received.

Mr. Soriano noted that precautions were taken to protect the newly installed flowers during a recent cold weather event, and the plants appear to have fared well.

Mr. Soriano also reported that some dead trees have been removed; however, additional evaluation is ongoing. Due to recent cold temperatures, some trees appear dormant but may still be viable. Staff will continue monitoring for new growth over the next couple of months and will identify any trees that require removal or replacement. Soil amendments may also be considered where necessary.

Additionally, staff is exploring pressure washing services for certain sidewalks with heavy staining or mold buildup, particularly in low areas where irrigation runoff accumulates. A proposal, including potential locations and cost estimates, will be presented at a future meeting, with work tentatively planned around the spring timeframe.

EIGHTH ORDER OF BUSINESS

Supervisors Requests

Ms. Giles asked for any Supervisors requests. There being no requests, Ms. Giles moved on to the next agenda item.

NINTH ORDER OF BUSINESS

Audience Comments

Resident (Mr. Anderson) inquired whether the proposed sidewalk pressure washing would become a recurring annual expense or if it was a one-time effort. Staff explained that the service is not currently included in the budget and would need to be incorporated into future budgets if the

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Board chooses to perform the work annually. Staff noted that some communities allocate a small amount each year for periodic pressure washing and that the District could evaluate the effectiveness of the service before considering it as a recurring expense.

TENTH ORDER OF BUSINESS **Financial Reports**

- A. Balance Sheet and Statement of Revenues and Expenditures**
- B. Assessment Receipts Schedule**
- C. Approval of Check Register**

Ms. Giles presented the financial reports for the period ending January 31. The balance sheet and statement of revenues and expenditures were reviewed. The assessment schedule indicates that approximately 97% of assessments have been collected. The check register totaling \$26,173.45 was also presented. Staff noted no unusual variances.

A motion was made and seconded to approve the financial reports and check register.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, the Check Register, was approved.

ELEVENTH ORDER OF BUSINESS **Next Scheduled Meeting – Wednesday March 18, 2026 @ 2:00 p.m.**

Ms. Giles stated the next meeting is scheduled for March 18, 2026 at 2:00 at the same location.

TWELFTH ORDER OF BUSINESS **Adjournment**

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

Signed by:
Marilee Giles
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Secretary/Assistant Secretary

DocuSigned by:
Darren Gowens
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Chairman/Vice Chairman