

**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, **April 15, 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
Rose Bock

Chairman
Vice Chairperson
Assistant Secretary
Assistant Secretary

Also present were:

Marilee Giles
Jennifer Kilinski *by phone*
Lindsay Moczynski *by phone*
Glen Wieger *by phone*
Freddie Oca

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

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 2:00 p.m. Four 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.

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THIRD ORDER OF BUSINESS

Consideration of Minutes of the February 18, 2026 Meeting

Ms. Giles presented the minutes from the February 18, 2026 meeting and asked for any comments or corrections. The Board had no changes to the minutes.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, the Minutes of the February 18, 2026, Meeting, were approved.

FOURTH ORDER OF BUSINESS

Acceptance of Minutes of the February 18, 2026 Audit Committee Meeting

Ms. Giles presented the minutes of the February 18, 2026 Audit Committee meeting. The Board had no changes to the minutes.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, Accepting the Minutes of the February 18, 2026, Meeting, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Committee Rankings of Proposals to Perform the Audit for Fiscal Year 2026

Ms. Giles discussed the Audit Committee's rankings of proposals to perform the District's Fiscal Year 2026 audit. It was noted that the Audit Committee met prior to the meeting and ranked Grau and Associates as the number one firm and Dimov as the number two firm, recommending Grau and Associates for audit services. Following discussion, a motion was made and seconded to approve Grau and Associates to perform the District's audit.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, Accepting the Audit Committee's Recommendation to Select Grau & Associates to Perform the Audit for Fiscal Year 2026, was approved.

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SIXTH ORDER OF BUSINESS

Discussion of Fences Installed within CDD Easements (Lots 51, 52, 61, 62)

Ms. Giles presented the discussion of fences installed within CDD easements for Lots 51, 52, 61, and 62. Ms. Giles introduced the item and provided background, noting that staff and counsel have been working through similar issues affecting multiple lots within the District.

Ms. Kilinski explained that easements exist on the affected properties to allow the District access for maintenance and operation of stormwater infrastructure, including ponds and drainage systems. It was noted that while fences have been installed within these easement areas, the District must retain the right to remove or require removal of such fences if access is needed in the future.

Ms. Giles provided an update on prior actions, noting that several homeowners had previously executed variance agreements allowing fences subject to District access rights, with most agreements having been completed and recorded. She advised that for the remaining lots under discussion, access to certain pond areas is currently restricted due to the placement of fences.

Ms. Kilinski further explained the legal considerations, including the District’s obligation to maintain full access to all easement areas and the potential risk of “overburdening” certain easements if access is limited to only a few locations. She also noted that while fences may be removable, other improvements such as patios or permanent structures within easements could create more significant long-term issues for maintenance and repairs.

Staff indicated that a plan is being developed to address the remaining lots. The Board had previously authorized staff to proceed with appropriate notices and coordination with affected homeowners

SEVENTH ORDER OF BUSINESS

Ratification of Variance Agreement – Lot 134

Ms. Giles presented the variance agreement for Lot 134. She advised that the agreement had been previously approved by the Board and has since been recorded with the County, and the item was being presented to confirm completion of the process.

The Board discussed the location of the fence in relation to the easement areas, including whether the fence was positioned at the top of bank and outside of the rear utility easement. Board members noted that while the homeowner elected to keep the fence within certain easement boundaries, variances have been granted in other instances that would have allowed the fence to

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extend further. The Board expressed a desire to ensure the homeowner is aware of available options and is not disadvantaged by the current placement.

Staff confirmed that if the homeowner chooses to modify the fence location in the future, an amended variance agreement could be prepared and recorded with the County following Board approval. Following discussion, a motion was made and seconded to ratify the variance agreement for Lot 134.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, the Variance Agreement for Lot 134, was ratified.

EIGHTH ORDER OF BUSINESS

Board Discussion and Guidance for Preparation of Proposed Fiscal Year 2027 Budget

Ms. Giles reviewed the Board discussion and guidance for preparation of the proposed Fiscal Year 2027 budget. She advised that the proposed budget will be presented for approval at the May 20th meeting, with final adoption scheduled for the August 19th meeting.

Ms. Giles explained that the proposed budget will be developed based on existing agreements and anticipated cost increases. She noted that certain line items, particularly engineering services, are expected to increase due to additional required reports, including stormwater and wastewater analysis report requires every five years, as well as biannual pond bank inspections. These items will be incorporated into the engineering budget line along with the District’s annual engineering report.

Ms. Giles reminded the Board that while line items may be adjusted after approval of the proposed budget, the total budget amount cannot be increased, only reduced or reallocated among line items. The Board discussed the landscaping contract which is set to expire at the end of 2026, and staff advised that they would review the contract and consider whether to solicit proposals, noting that while a formal RFP may not be required, doing so may be beneficial for transparency and cost control.

The Board provided general direction to staff to proceed with preparation of the proposed budget as discussed.

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NINTH ORDER OF BUSINESS

**Consideration of Resolution 2026-03,
Setting Landowner Meeting and Election**

Ms. Giles presented Resolution 2026-03 setting the date, time, and location for the landowners’ meeting and election. She explained that Seats 2, 4, and 5 are subject to the landowners’ election scheduled for November 2026. Ms. Giles explained that the two candidates receiving the highest number of votes will serve four-year terms and the third candidate will serve a two-year term to maintain staggered terms for the Board.

Ms. Giles advised that the landowners’ meeting is scheduled for November 18th and will be held in conjunction with the District’s regular November meeting. The landowners’ meeting will begin at 2:00 p.m., followed immediately by the regular Board meeting. Additional election-related documents will be distributed to landowners to provide necessary information regarding the election process.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, Resolution 2026-03 Setting a Landowner Owner Meeting and Election, was approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Moczynski provided an update on legislative activity, noting that the legislative session has concluded and several bills are currently pending the Governor’s approval. Items being monitored include requirements for electronic payments, the establishment of a task force related to e-bikes, potential increases to sovereign immunity limits, and proposals related to officer recall.

Ms. Moczynski provided additional detail regarding the proposed e-bike legislation, explaining that it would establish a task force to review data and make recommendations regarding e-bike usage, safety, and regulations. It was noted that no immediate action is required by the District at this time, and staff will continue to monitor developments and provide updates as necessary. The Board discussed the increasing use of e-bikes and acknowledged that any future policy updates may be considered once the State provides further guidance.

B. Engineer – Discussion of Underdrain Project

Mr. Wieger provided an update regarding the underdrain project. He advised that comments had been received from the St. Johns River Water Management District on the permit

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application and plans, and revisions are currently being addressed. Updated documentation is expected to be provided within approximately ten days, at which time the Board will be required to review and execute permit-related documents, as the District will be the applicant for the project.

The Board inquired about the project details and confirmed that additional information will be provided for review prior to any required approvals.

C. Manager

Ms. Giles reminded Board members to complete their Form 1 financial disclosure filings through the online system by the July 1st deadline and noted that reminders will be provided as the deadline approaches. She advised that the system allows users to import prior year data to simplify the process.

Ms. Giles also reminded the Board that required ethics training must be completed by December 31st and indicated that additional reminders will be provided later in the year.

D. Operations Manager

Mr. Oca recommended that the Board consider installing a protective enclosure or cage around the backflow device serving the facilities, noting that the water supply has been shut off multiple times due to unauthorized access. He indicated that the device is currently exposed and easily accessible, and that installation of a secure enclosure would help prevent future disruptions.

The Board discussed the recommendation and acknowledged the need to improve security around the equipment. Mr. Oca advised that a solution would likely need to be ordered or fabricated.

Additional discussion occurred regarding ongoing work near the main entrance of the community. Staff advised that the work appears to be related to electrical conduit installation and may still be in progress, with final site restoration anticipated upon completion.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests

Ms. Giles asked for any Supervisors requests. A Supervisor inquired about the pond bank maintenance schedule, noting concerns regarding consistency, particularly during the growing season. Staff advised that maintenance is performed by the District's landscaping contractor but acknowledged that a defined schedule is not always communicated and may vary. The Board

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discussed the importance of ensuring that pond bank mowing is performed regularly in accordance with the contract.

Additional concerns were raised regarding maintenance conditions in the Phase II mailbox and picnic table area, specifically the presence of overgrown vegetation. Staff indicated that the issue would be addressed with the contractor and that improved communication and oversight would be implemented.

The Board discussed the landscaping contractor's scope of work and the need for clearer language regarding maintenance frequency. Staff noted that the current contract is set to expire at the end of the year and advised that the scope and expectations can be reviewed and updated at that time. Staff also agreed to provide the current contract to Board members for review.

TWELFTH ORDER OF BUSINESS

Audience Comments

Resident (Mr. Wilkes) raised concerns about increasing wild hog activity in common areas, noting damage to landscaping, sidewalks, and yards, particularly in the Windsor Lakes Way area. He expressed concern about potential safety risks, especially for children. Staff acknowledged the issue and advised that wildlife control services can be contacted to address the problem, although response timing may vary. He also inquired about the maintenance schedule for palm trimming throughout the community, noting that several trees appear overgrown or contain dead fronds. Staff advised that palm trimming is typically scheduled seasonally, generally between March and May, and confirmed they would follow up with landscaping contractor. Lastly, Mr. Wilkes requested guidance in how residents can access information regarding community rules, landscaping requirements, and architectural review procedures. The Board and staff advised that residents should begin with the HOA for governing documents and ARC requirements and noted that additional resources or links to HOA and CDD information may be shared to improve accessibility for residents.

Resident (Ms. Hardiman) addressed the Board regarding conditions at the community pool. Ms. Hardiman expressed concerns about cleanliness, noting that trash and food debris were left on tables and the pool deck, and suggested that better enforcement of rules or reminders to residents may be needed. She also raised concerns about pool water quality, particularly over weekends, indicating that the water condition deteriorates between scheduled cleanings. Staff responded that custodial services are currently scheduled multiple times per week and acknowledged that heavier

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weekend usage may impact conditions. The Board discussed the possibility of sending a community reminder regarding pool rules, including proper disposal of trash and rinsing before entering the pool, to help maintain cleanliness. Ms. Hardiman also raised concerns regarding dead or unhealthy trees throughout the community, including both common areas and areas adjacent to residential lots. Staff explained that trees located within conservation or common areas are evaluated by an arborist prior to removal and that residents are encouraged to notify staff if they observe dead or hazardous trees. Discussion also clarified that responsibility for certain trees, particularly those located within individual lots or after initial warranty periods, may fall to homeowners.

Resident (Ms. Praisner) addressed the Board regarding a dead tree located within an easement area adjacent to her property. She stated that the issue had been reported to prior staff shortly after she moved into the community but had not been resolved. She expressed concern about responsibility for replacement, noting financial limitations. The Board and staff discussed tree replacement requirements, explaining that such requirements are generally governed by county regulations related to overall tree canopy and caliper requirements. It was noted that replacement may not be required if the tree died due to disease, and that in some cases mitigation may be achieved through replanting in a different location or contributing to a mitigation fund. The District Engineer confirmed that replacement obligations depend on the condition of the tree and applicable regulatory requirements.

A resident raised questions regarding the adjacent development and potential impacts to the community, including whether the neighboring development would have access to District amenities, use District roadways, and contribute to maintenance costs. Staff clarified that the neighboring development is part of a separate district and will not have resident access to this District's amenities. It was further explained that District roadways are public and must remain accessible; however, interlocal agreements between districts may be considered in some cases to address shared costs, though no such agreement is currently in place.

The resident also expressed concerns regarding construction traffic, speeding, and potential impacts to existing roadways. Staff acknowledged the concerns and noted that roadway access cannot be restricted, but such matters may be monitored as development progresses.

Additional questions were raised regarding the timeline for the underdrain project and potential impacts to landscaping, including trees that were previously relocated. The District

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Engineer provided an update on the permitting process, advising that revised plans are being submitted in response to agency comments, with anticipated review period of approximately 30 days following resubmission. It was noted that landscaping restoration, including tree planting, is expected to occur following completion of the project.

THIRTEENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures

B. Assessment Receipts Schedule

C. Approval of Check Register – February

Ms. Giles presented the financial reports to the Board. She reviewed the balance statement of revenues and expenditures as of March 21, 2026, along with the assessment receipt schedule, noting that collections were approximately 98% collected.

Ms. Giles presented the February check register in the amount of \$36,881.23, noting no unusual variances. A motion was made and seconded to approve the February check register.

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

D. Approval of Check Register – March

Ms. Giles presented the March check register in the amount of \$35,248.86, also noting no unusual variances. A motion was made and seconded to approve the March check register.

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

**FOURTEENTH ORDER OF BUSINESS Ratification of Series 2022 Pay Requisition
No. 24**

Ms. Giles presented Pay Requisition No. 24 for the Series 2022 bonds, payable to RGM Construction in the amount of \$7,980.21, noting that the work had been previously approved and this represented final payment.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, the Series 2022 Pay Requisition No.24, was ratified.

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FIFTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – Wednesday
May 20, 2026 @ 2:00 p.m.**

Ms. Giles stated the next meeting is scheduled for May 20, 2026, at 2:00 at the same location.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Gowens, seconded by Ms. Bock, 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