

**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, **June 17, 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
Marcus Martinez
Rose Bock

Chairman
Assistant Secretary
Assistant Secretary

Also present were:

Marilee Giles
Lindsay Moczynski
Glen Wieger
Curt Wimpee
Freddie Oca
Jay Soriano

District Manager, GMS
District Counsel, Kilinski Van Wyk
District Engineer, Live Oak Engineering
Alliant Engr
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 and asked that comments be kept to three minutes. There being no comments, the next item followed.

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THIRD ORDER OF BUSINESS**Consideration of Minutes of the May 20, 2026 Meeting**

Ms. Giles presented the minutes from the May 20, 2026 meeting and asked for any comments or corrections. The Board had no changes to the minutes.

On MOTION by Ms. Bock, seconded by Mr. Gowens, with all in favor, the Minutes of the May 20, 2026 Meeting, were approved.

FOURTH ORDER OF BUSINESS**Consideration of Underdrain Project Items****A. Operation and Maintenance Documents****1. Form 62-330.301 Certification of Financial Capability for Perpetual O&M Entities**

Mr. Weiger, District Engineer, presented Form 62-330.301 that was provided in the agenda package for Board review starting on page 20. He stated that all the Underdrain Project items are for the St. John's River Water Management District to get an environmental resources permit to go with the underdrain plan and the lowering of ponds 1, 2, and 3. The form states that the District has the financial capability to perform maintenance and the ability to keep the ponds operational with a total estimate of \$150,000.

2. Signatures and Authorization to Access Property

Mr. Weiger noted that this states the District is officially applying for this permit. B verifies the District's sufficient property interest or are the owners of this property. C authorizes Alliant Engineering to submit on the District's behalf.

3. Maintenance Estimate – Anabelle Island Ph 1A

Mr. Weiger stated that the estimate total is \$150,000 from Exact Stormwater Management with a yearly average cost of \$15,000.

4. Comprehensive O&M Manual for Stormwater Management Systems

This is the operations and maintenance plan which is a new requirement for the Clean Water Act passed in 2024. Mr. Weiger offered to answer any Board questions. There being no questions, District Counsel stated that they would be looking for a motion to approve the execution

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of all above documents allowing for KB Homes, Alliant, and the District to move forward with the permits.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, the Execution of Documents 1-4 for Underdrain Project Items, were approved.

B. Temporary Construction Easement

Mr. Weiger presented the temporary construction easement that will allow KB Homes working with a contractor the ability to access the plats of the property that need the temporary construction. Ms. Moczynski added that the document her office prepared will be recorded with the County so it shows what parcels will be affected, shows all the property that the District owns, and shows the temporary construction easement areas.

C. Agreement for Construction Funding

This portion outlines that KB Homes is taking over all funding responsibilities for this project giving them the duty to restore and repair the areas once the project is complete. Mr. Weiger as the District Engineer has the ability to oversee and approve anything along with other protections to limit liabilities and risks to the District. Ms. Moczynski offered to answer any questions concerning items B and C. There being no question, there was a motion of approval.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, the Temporary Construction Easement and Agreement for Construction Funding, were approved.

FIFTH ORDER OF BUSINESS

Consideration of Proposals for Sandridge

A. Entrance Refresh

Ms. Giles presented the proposal from United Land Services that was provided in the agenda package for review. Mr. Soriano went over proposals for both entrance refresh and irrigation repairs. Board direction was to set a not to exceed amount of \$18,000 for both entrance refresh and irrigation repairs and for staff to work with the vendor to get the best price.

B. Irrigation Repairs

Mr. Soriano presented various proposals for irrigation repairs.

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On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, the Proposal for Sandridge Entrance Refresh and Irrigation Repairs Setting a Not to Exceed Amount of \$18,000, was approved.

SIXTH ORDER OF BUSINESS

Ratification of:

A. Variance Agreement – Lot 141

Ms. Giles presented the variance agreement for lot 141 allowing a resident to install a fence. This action has already been approved and she is looking for the Board to ratify that action.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, Variance Agreement – Lot 141, was ratified.

B. Variance Agreement – Lot 162

Ms. Giles presented the variance agreement for lot 162 allowing a resident to install a fence. This action has already been approved and she is looking for the Board to ratify that action.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, Variance Agreement – Lot 162, was ratified.

SEVENTH ORDER OF BUSINESS

Acceptance of Fiscal Year 2025 Audit Report

Ms. Giles presented the audit report for Fiscal Year 2025 which was provided in the agenda package for review. She highlighted some of letters for the audit report from Grau & Associates and noted that it is considered a clean audit with no findings. She offered to answer and questions the Board might have. There being none, there was a motion to accept the audit report.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, Accepting the Fiscal Year 2025 Audit Report, was approved.

EIGHTH ORDER OF BUSINESS

Discussion of Landscape and Irrigation Maintenance RFP Scope of Work & Evaluation Criteria

Mr. Soriano led the Board in the discussion on landscape and irrigation maintenance request for proposals (“RFP”) scope of work. He provided a map to the Board with all ponds and explained the scope of work and evaluation criteria that they will be providing to start the RFP

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process. He went into detail about the different vendors he has been talking to and the expectations the District will be looking for. Vendors will have one month to respond and ask questions before the bid deadline. After all bids have been submitted, the Board will evaluate and score each vendor before choosing which vendor they will be moving forward with and awarding the landscape and irrigation maintenance contract.

Mr. Soriano asked the Board if they had any changes or suggestions for criteria. Ms. Giles added that staff and Counsel will work together ensuring that the RFP and scope of work meets all administration requirements and asked if there is anything the Board wants changed to please let staff know as soon as possible. The Board will have until the end of the week to give any feedback or wanted changes to Mr. Soriano before it will go out. Brief Board discussion followed.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, the Landscape and Irrigation Maintenance RFP Scope of Work & Evaluation Criteria, was approved in substantial form.

NINTH ORDER OF BUSINESS

Discussion of Fiscal Year 2027 Approved Budget

Ms. Giles noted that the Board approved the proposed budget at the last Board of Supervisor's meeting and reminded the Board that assessments did increase but due to developer contributions, residents' fees remain the same in FY 2027 as they were in FY 2026. Budget adoption will occur at the August Board of Supervisor's meeting. She noted that this item is on the agenda for Board discussion only in case there was anything that needed to be discussed before final adoption. The Board had no further discussion and the next item followed.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Moczynski reminded the Board that their Form 1 is due July 1st. She noted if any Board members have any questions to not hesitate to reach out to her or her office.

B. Engineer

Mr. Wieger noted that there have been complaints about the Windsor Lake Way. It has been documented and the underdrain plans will be submitted soon due to the approval of the

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signature documents. An additional complaint was submitted about the amenity center parking lot and an inspector will be onsite tomorrow.

C. Manager

Ms. Giles had no updates for the Board.

D. Operations Manager

Mr. Soriano stated that the pressure washing crew will be out working on different areas throughout the CDD property. They will not be hitting everything, just some of the worst spots.

Mr. Oca noted that the health department came out and gave a satisfactory report on the pool. He also noted that the access system is up and running.

ELEVENTH ORDER OF BUSINESS

Supervisors Requests

Ms. Giles asked for any Supervisors requests. There being no comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Audience Comments

Ms. Giles asked for any audience comments and asked that they be kept to three minutes.

Resident (Jason Mitchell) asked why the District is having to pay for repairs that the contractors have done on the entrances. If the County is responsible, why are they not repairing it. The Board answered the resident's question.

Resident (Robert Anderson) suggested instead of pressure washing that the District consider channel drains. He also asked that the District consider using rocks instead of mulch. He also asked if the District had any plan to mow track 89 as he did not see it a part of any proposal. The District does not currently have access to that area but they will be mowing along the area that there is access to. The District will look into this and confirm the maps.

Resident (Kiczula) noted that Dream Finders is building on the other side of Windsor Lakes Way and wants to know if that community will have access into Windsor Lakes Way. The Board showed a construction access that they are supposedly using. The Board suggested documenting anything a resident may see where there would be construction vehicles that there shouldn't be or if they happen to see any damage.

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Resident (Ed Kennedy) asked what the timeline of the underdrain project and road repair is. The schedule has not been created yet. After submission, there is an average 30-day period for approval and after that it should begin. Once the project begins, staff will inform any affected residents of any disruption they may have.

THIRTEENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures

B. Assessment Receipts Schedule

C. Approval of Check Register

Ms. Giles presented the financial reports dated as of May 31, 2026 followed by the assessment receipt schedule reporting at 99.9% collected. She then presented the check register totaling \$28,780.53 reporting no unusual variances. There were no Board questions and there was a motion of approval.

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

FOURTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – Wednesday
July 15, 2026 @ 2:00 p.m.**

Ms. Giles stated the next meeting is scheduled for July 15, 2026, at 2:00 at the same location.

FIFTEENTH ORDER OF BUSINESS

Adjournment

Ms. Giles asked for a motion to adjourn the meeting.

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

Signed by:



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Secretary/Assistant Secretary

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Chairman/Vice Chairman