

**MINUTES OF MEETING
ANABELLE SANDRIDGE COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Anabelle Sandridge Community Development District held Public Hearings and a Regular Meeting on February 6, 2025 at 10:00 a.m. at the Holiday Inn and Suites, 620 Wells Road, Orange Park, Florida 32073.

Present were:

Michael Blevins
Louis Cowling
Shawn Budd

Chair
Assistant Secretary
Assistant Secretary

Also present:

Cindy Cerbone
Chris Conti
Chris Loy
Glenn Weigert
Sete Zare (via telephone)
Daniel Zaremba

District Manager
Wrathell, Hunt and Associates, LLC
District Counsel
District Engineer
MBS Capital Markets
Supervisor-Elect

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:01 a.m., and stated the Oath of Office was administered to Supervisor Budd prior to the meeting commencing. Supervisors Blevins, Cowling and Budd were present. Supervisor Conti and Supervisor-Elect Crapps were absent.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Supervisors [Seat 2 - Maston Crapp and Seat 5 - Shawn Budd] (the following will be provided in a separate package)

Ms. Cerbone reiterated that Mr. Budd was sworn in at the start of the meeting. She provided and briefly described the following:

A. Required Ethics Training and Disclosure Filing

- **Sample Form 1 2023/Instructions**
- B. Membership, Obligations and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

FOURTH ORDER OF BUSINESS**Acceptance of Resignation of Chris Conti
[Seat 4]**

Ms. Cerbone presented the resignation of Mr. Chris Conti from Seat 4.

On MOTION by Mr. Cowling and seconded by Mr. Blevins, with all in favor, the resignation of Mr. Chris Conti from Seat 4, was accepted.

FIFTH ORDER OF BUSINESS**Consider Appointment of Daniel Zarembo
to Fill Unexpired Term of Seat 4; Term
Expires November 2026**

Mr. Blevins nominated Mr. Daniel Zarembo to fill Seat 4.

No other nominations were made.

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, the Appointment of Mr. Daniel Zarembo to Seat 4, was approved.

- **Administration of Oath of Office**

Mr. Conti, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Daniel Zarembo. Staff provided Mr. Zarembo with a new Supervisor packet.

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2025-34,
Electing Certain Officers of the District, and
Providing for an Effective Date**

Ms. Cerbone presented Resolution 2025-34. Mr. Blevins nominated the following:

Michael Blevins

Chair

Maston Crapps	Vice Chair
Louis Cowling	Assistant Secretary
Shawn Budd	Assistant Secretary
Daniel Zarembo	Assistant Secretary

No other nominations were made.

The Resolution removes the following from the slate of officers as of February 6, 2025:

Chris Conti	Assistant Secretary
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The following prior appointments by the Board remain unaffected by the Resolution:

Craig Wrathell	Secretary
Cindy Cerbone	Assistant Secretary
Craig Wrathell	Treasurer
Jeffrey Pinder	Assistant Treasurer

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, Resolution 2025-01, Electing, as nominated, Certain Officers of the District, and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Public Hearing Confirming the Intent of the District to Use the Uniform Method of Levy, Collection and Enforcement of Non-Ad Valorem Assessments as Authorized and Permitted by Section 197.3632, Florida Statutes; Expressing the Need for the Levy of Non-Ad Valorem Assessments and Setting Forth the Legal Description of the Real Property Within the District's Jurisdictional Boundaries that May or Shall Be Subject to the Levy of District Non-Ad Valorem Assessments; Providing for Severability; Providing for Conflict and Providing for an Effective Date

A. Affidavit/Proof of Publication

This item was included for informational purposes.

B. Consideration of Resolution 2025-35, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which

May Be Levied by Anabelle Sandridge Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2024-35 and read the title.

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, Resolution 2025-35, Expressing its Intent to Utilize the Uniform Method of Levying, Collecting, and Enforcing Non-Ad Valorem Assessments Which May Be Levied by Anabelle Sandridge Community Development District in Accordance with Section 197.3632, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements

- A. Affidavit/Proof of Publication**
- B. Mailed Notice to Property Owner(s)**

These items were included for informational purposes.

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, the Public Hearing was opened.

- C. Engineer's Report (for informational purposes)**

Mr. Weigert stated the Engineer's Report dated December 18, 2024 was prepared to assist with the financing of the Capital Improvement Plan (CIP). He reviewed the pertinent information, including lake excavation, wetland mitigation credits, landscaping improvements, utilities, roadway improvements and product types. He concluded that the total number of units is 513 and the total estimated infrastructure costs is \$30,243,400.

The following questions were asked and answered:

Mr. Loy: Based on your experience, are the cost estimates in your Engineer's Report, as supplemented, reasonable and proper?

Mr. Weigert: Yes.

Mr. Loy: Do you have any reason to believe the CIP cannot be carried out by the District?

Mr. Weigert: No, I have no reason to believe that.

Mr. Loy: Are all the improvements in the report considered public improvements, such that assuming delivery by the CDD, there will not be any development of private property?

Mr. Weigert: Yes.

D. Master Special Assessment Methodology Report (for informational purposes)

Ms. Cerbone stated the Master Special Assessment Methodology Report dated December 18, 2024 references information from the Engineer's Report as far as the number of units, approximate number of acres and total infrastructure costs. She reviewed the development plan, special benefits, financing program, assigning bond assessments, True-Up mechanism and the Appendix Tables.

The following questions were asked and answered:

Mr. Loy: In your professional opinion, do the lands subject to the special assessments receive special benefits from the District's CIP?

Ms. Cerbone: Yes.

Mr. Loy: In your professional opinion, are the master assessments reasonably apportioned among the lands subject to the special assessments?

Ms. Cerbone: Yes.

Mr. Loy: In your professional opinion, is it reasonable, proper and just to assess the cost of the CIP and systems of improvements against the lands in the District in accordance with your Methodology?

Ms. Cerbone: Yes.

Mr. Loy: Is it your opinion that the special benefits the lands will receive as set forth in the final assessment roll will be equal to or in excess of the maximum master assessment thereon when allocated as set forth in the Methodology?

Ms. Cerbone: Yes.

Mr. Loy: Is it your opinion that it is in the best interest of the District that the master assessments be paid and collected in accordance with the Methodology and the District's assessments resolutions?

Ms. Cerbone: Yes.

- **Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property**

No affected property owners or members of the public were present.

- **Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right**

The Board, sitting as an equalizing board, made no changes to the special assessments.

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, the Public Hearing was closed.
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- E. **Consideration of Resolution 2025-36, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190, and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing**

for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date

Ms. Cerbone presented Resolution 2025-36.

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, Resolution 2025-36, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Specially Benefited by Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments by the Methods Provided for by Chapters 170, 190, and 197, Florida Statutes; Confirming the District's Intention to Issue Special Assessment Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2025-37, Amending Resolution 2025-15 to Reset the Date, Time, and Location of the Public Hearing Regarding the Rules of Procedure and Amenity Rules and Rates; Providing a Severability Clause; and Providing an Effective Date

- I. Rules of Procedure**
- II. Disciplinary Rule**
- III. Notices [Rule Development and Rulemaking]**

Discussion ensued about the bond validation hearing date, potential Rules of Procedure and Fiscal Year 2025 budget adoption public hearing dates and timing of plotting lots.

Ms. Cerbone presented Resolution 2025-37.

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, Resolution 2025-37, Amending Resolution 2025-15 to Reset the Date, Time, and Location of the Public Hearing Regarding the Rules of Procedure and Amenity Rules and Rates for March 24, 2025 at 10:00 a.m., at the Holiday Inn and Suites, 620 Wells Road, Orange Park, Florida 32073; Providing a Severability Clause; and Providing an Effective Dated, was adopted.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2025-22, Approving the Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Severability; and Providing for an Effective Date

Ms. Cerbone presented Resolution 2025-22, read the title and reviewed the proposed Fiscal Year 2025 budget.

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, Resolution 2025-22, Approving the Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law for March 24, 2025 at 10:00 a.m., at the Holiday Inn and Suites, 620 Wells Road, Orange Park, Florida 32073; Addressing Severability; and Providing for an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-09, Designating the Location of the Local District Records Office and Providing for an Effective Date

This item was deferred.

TWELFTH ORDER OF BUSINESS

Consideration of Resolution 2025-16, Designating the Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2024/2025 and Providing for an Effective Date

This item was deferred.

THIRTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statement as of December 31, 2024

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, the Unaudited Financial Statement as of December 31, 2024, were accepted.

FOURTEENTH ORDER OF BUSINESS**Approval of Minutes**

- A. December 18, 2024 Landowners' Meeting
- B. December 18, 2024 Organizational Meeting

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, the December 18, 2024 Landowners' Meeting Minutes and December 18, 2024 Organizational Meeting Minutes, both as presented, were approved.

FIFTEENTH ORDER OF BUSINESS**Staff Reports**

- A. District Counsel: Kilinski | Van Wyk PLLC

Mr. Loy stated the bond validation hearing will be held on March 17, 2025 at 1:30 p.m.

- B. District Engineer (Interim): Dunn & Associates

There was no report.

- C. District Manager: Wrathell, Hunt and Associates, LLC

- NEXT MEETING DATE: TBD
 - QUORUM CHECK

The next meeting will be held on March 24, 2025 at 10:00 a.m.

SIXTEENTH ORDER OF BUSINESS**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

SEVENTEENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

EIGHTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Blevins and seconded by Mr. Budd, with all in favor, the meeting adjourned at 10:40 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair