

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

The Board of Supervisors of the Anabelle Sandridge Community Development District held a Public Hearing and Regular Meeting on August 7, 2025 at 10:00 a.m. at the Holiday Inn and Suites, 620 Wells Road, Orange Park, Florida 32073.

Present:

Michael Blevins	Chair
Louis Cowling	Assistant Secretary
Daniel Zaremba	Assistant Secretary

Also present:

Cindy Cerbone	District Manager
Chris Conti	Wrathell, Hunt and Associates, LLC
Chris Loy	District Counsel
Alex Pinto	Supervisor Appointee

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Conti called the meeting to order at 10:00 a.m. Supervisors Blevins, Cowling and Zaremba were present. Supervisor-Elect Crapps was absent. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Maston Crapps [Seat 2] (the following will be provided under separate cover)

This item was deferred. The Oath of Office will be provided to Mr. Crapps to execute and have notarized outside of a meeting and to return it to District Management.

- 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

Consider Appointment to Fill Unexpired Term of Seat 5; Term Expires November 2026

Mr. Blevins nominated Alex Pinto to fill Seat 5. No other nominations were made.

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, the appointment of Alex Pinto to fill Seat 5, was approved.

• **Administration of Oath of Office to Appointed Supervisor**

Mr. Conti, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Alex Pinto. Mr. Pinto is familiar with the items under the Third Order of Business.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-44, Electing and Removing Officers of the District and Providing for an Effective Date

Ms. Cerbone presented Resolution 2025-44. The following slate was nominated:

Michael Blevins	Chair
Maston Crapps	Vice Chair
Louis Cowling	Assistant Secretary
Daniel Zaremba	Assistant Secretary
Alex Pinto	Assistant Secretary
Chris Conti	Assistant Secretary

No other nominations were made.

This Resolution removes the following from the Board:

Shawn Budd	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
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, Resolution 2025-44, Electing as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2025/2026 Budget

A. Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2025-45, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Conti reviewed the proposed Fiscal Year 2026 budget highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any adjustments. The amounts in the Field Operations portion of the budget are essentially placeholders and are high in anticipation of improvements coming online and all will likely not be incurred. As this is a Landowner-contribution budget, the expenses will be funded as they are incurred.

The following changes will be made:

Page 1: Change "Maint contract" to "Landscaping"

Ms. Cerbone discussed requisitions, insuring assets, maintaining various assets, obtaining proposals, etc. She noted that, when it is necessary, proposals will be obtained and vendors will be put under contract. Since the amounts are in the budget and to avoid calling a Special Meeting, she asked if it would be okay to authorize Staff to work with Board Member to have the proposals and agreements fully executed and in place, subject to ratification at a future meeting. Eventually, after the HOA is operational and taking on activities, the Board will want to consider Field Operations Management.

Ms. Cerbone asked who the contact person for streetlighting is. It was noted that it will be Clay Electric and most of the streetlighting costs will be in the assessments on the property tax bills.

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. Zaremba, with all in favor, the Public Hearing was closed.

Mr. Conti noted that the Resolution was previously updated to note that there is not currently a website.

Mr. Conti presented Resolution 2025-45 and read the title.

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, Resolution 2025-45, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-46, Confirming a Prior Determination of Benefit and Providing for the Collection and Enforcement of Debt Service Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Mr. Conti presented Resolution 2025-46 and read the title.

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, Resolution 2025-46, Confirming a Prior Determination of Benefit and Providing for the Collection and Enforcement of Debt Service Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2025-47, Ratifying, Confirming, and Approving the Actions of the Chairman, Vice Chairman, Secretary, Assistant Secretaries, and all District Staff Regarding the Sale and Closing of the Anabelle Sandridge

Community Development District Special Assessment Bonds, Series 2025; Providing a Severability Clause; and Providing an Effective Date

Mr. Conti presented Resolution 2025-47 and read the title. Mr. Loy stated that this Resolution ratifies the actions of Staff and others in initiating the Series 2025 bonds. The bonds closed and this is a final step in the process.

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, Resolution 2025-47, Ratifying, Confirming, and Approving the Actions of the Chairman, Vice Chairman, Secretary, Assistant Secretaries, and all District Staff Regarding the Sale and Closing of the Anabelle Sandridge Community Development District Special Assessment Bonds, Series 2025; Providing a Severability Clause; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2025-48, Designating the Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date

Mr. Conti presented Resolution 2025-48. The following will be inserted into the Fiscal Year 2026 Meeting Schedule:

DATE: First Thursday of each month, with no meeting in January and July 2026.

TIME: 10:00 AM

LOCATION: Holiday Inn and Suites, 620 Wells Road, Orange Park, Florida 32073

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, Resolution 2025-48, Designating the Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Consideration of Special Districts Performance Measures and Standards Reporting FY2026

Mr. Conti presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards. He noted that it will be necessary to authorize the Chair to approve the findings related to the 2025 Goals and Objectives Reporting.

The following change was made:

Goal 1.1, Standard: Change “three meetings” to “two meetings”

- **Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives Reporting**

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, as amended, and authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, were approved.

ELEVENTH ORDER OF BUSINESS

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

This item was deferred.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statement as of June 30, 2025

On MOTION by Mr. Blevins and seconded by Mr. Cowling, with all in favor, the Unaudited Financial Statement as of June 30, 2025, were accepted.

THIRTEENTH ORDER OF BUSINESS

Approval of March 24, 2025 Public Hearings, Regular Meeting and Audit Committee Meeting Minutes

On MOTION by Mr. Cowling and seconded by Mr. Blevins, with all in favor, the March 24, 2025 Public Hearings, Regular Meeting and Audit Committee Meeting Minutes, as presented, were approved.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kilinski | Van Wyk PLLC

Mr. Loy reminded the Board Members to complete the required four hours of ethics training by December 31, 2025.

Mr. Loy asked to be kept up to date with the status of infrastructure construction as it is completed.

B. District Engineer: Dunn & Associates

There was no report.

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

- **0 Registered Voters in District as of April 15, 2025**
- **Property Insurance on Vertical Assets**

This is a reminder to secure property insurance when the CDD has vertical assets.

- **Form 1 Submission and Ethics Training**
- **Hard Copy Agendas vs Tablets**
- **NEXT MEETING DATE: TBD**
 - **QUORUM CHECK**

Unless necessary, the next meeting will most likely be held in April or May 2026.

FIFTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

In response to the question of how long is necessary to issue bonds once the decision is made to issue bonds for the next phase, Ms. Cerbone suggested starting the process about 90 days before.

Ms. Cerbone stated that meeting invitations will be sent for 10 meetings in Fiscal Year 2026, with there being no meetings in January and July 2026; however, meetings will be canceled if it is not necessary to meet.

SIXTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Blevins and seconded by Mr. Zaremba, with all in favor, the meeting adjourned at 10:23 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair