

MINUTES OF MEETING  
ABERDEEN  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, September 27, 2022 at 4:00 p.m. at the Aberdeen Amenity Center, 110 Flower of Scotland Avenue, St. Johns, Florida.

Present and constituting a quorum were:

Dennis M. Clarke	Chairman
Lauren Egleston	Vice Chairperson
Thomas Marmo	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel by telephone
Belynda Tharpe	First Service Residential
Jay Parker	First Service Residential
Lucy Acevedo	First Service Residential

The following is a summary of the actions taken at the September 27, 2022 meeting.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Oliver called the meeting to order at 4:00 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Consideration of Renewal of  
Agreements/Addendums for Fiscal Year 2023  
Services**

Mr. Oliver stated we have been working with First Service Residential to complete the addendum for FY 23 services. We have the documents we need from them; we just haven't put that in the final format. Wes suggested that we approve it in substantial form and designate the chairman to review the final version and execute it then we will ratify it at the next meeting.

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On MOTION by Mr. Clarke seconded by Mr. Marmo with all in favor the addendum to the agreement with First Service Residential for fiscal year 2023 services was approved in substantial form and the chairman was authorized to review, approve and execute the final form to be ratified at the next meeting.

#### **FOURTH ORDER OF BUSINESS**

#### **Update Regarding Drainage Issue Solutions**

Mr. Oliver stated the issue is at 937 and 945 Rustlewood. Someone made improvements at some point that have created some blockage to the district's drainage system. We sent them a letter in June making them aware of the situation giving them ample time to come up with a plan to fix and submit it to the district. The letter also stated that if they didn't do that then the district would come up with a plan and execute that plan. We have not had any success in receiving plans from them and I have had discussions with Wes, and he will draft a letter on his letterhead elevating this, giving them a certain amount of time to respond and if they don't the district will implement what we need to do to make sure that drainage system is working correctly. It is impacting other residences.

#### **FIFTH ORDER OF BUSINESS**

#### **Update Regarding Future Improvements to Common Area Greenspace and other CDD Owned Facilities and Assets**

Mr. Oliver stated one takeaway from the last meeting is the fountain project was put on hold.

Mr. Clarke asked do we have any vendors?

Mr. Parker stated the only one is Future Horizons who takes care of the ponds now. The pond that has a fountain on Long Leaf is starting to fill up with algae and it is beginning to stink because the fountain is not working. I don't know if you want to get that one fixed; it is \$8,000 to do it.

Ms. Tharpe stated the decision was to wait to get quotes for lightning rods. You didn't want to spend another \$8,000 to repair it if it is going to get struck by lightning again.

Mr. Clarke asked can we talk about the greenspace on River Dee?

Ms. Tharpe stated I never received that quote from Southern Recreation. I have quotes from them for the awnings that I will talk about. I took away from the last meeting to repair the ones we already have such as Stirling Bridge there was a broken swing and we are waiting on chains, just to do some updates. We can sit down again and say we want to tackle this one or this

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one in this order. The guy has been out of the country and is getting back this month so we can move in that direction.

Mr. Clarke asked did we find out about the space behind the fitness center that is restricted?

Mr. Marmo stated I put a call in and didn't get a response. I will call again.

Mr. Clarke stated I recommend doing one at a time.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-11  
Declaring Board Seat Vacancy (Seat 3)**

Mr. Oliver stated no one qualified for that seat and this resolution declares a vacancy and the vacancy is created two weeks after the general election. By adopting this resolution we are making it official that we are going to seek candidates for that. If the board would like me to I can send out an eblast saying submit resumes or letters of interest and the board can consider those at your November meeting or at your December meeting whatever you decide to do. Belynda and her staff will send out the eblast and we can put in a deadline of a week to ten days before he next meeting so you will have those resumes.

On MOTION by Ms. Egleston seconded by Mr. Clarke with all in favor Resolution 2022-11 was approved.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

There being none, the next item followed.

**C. Manager**

There being none, the next item followed.

**D. Operation Manager**

Mr. Parker reviewed the items outlined in the monthly memorandum and reported on repairs to three pipes by the pool and the resurfacing of the slide.

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**E. Amenity Center Manager**

**1. Report**

Ms. Tharpe reviewed the amenity center activities and maintenance items, which were outlined on the monthly memorandum and reported on issues at the fitness center and access to the amenities by guests staying at an Airbnb.

**2. Aberdeen Year in Review**

A year in review of photos was included in the agenda package.

**EIGHTH ORDER OF BUSINESS**

**Supervisors Requests and Public Comments**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the August 23, 2022 Meeting**
- B. Balance Sheet as of August 31, 2022 and Statement of Revenues and Expenses for the Period Ending August 31, 2022**
- C. Assessment Receipt Schedule**
- D. Approval of Check Register**

On MOTION by Mr. Marmo seconded by Ms. Egleston with all in favor the consent agenda items were approved.

**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – 10/25/22 @ 4:00 p.m. @ Aberdeen Amenity Center**

Mr. Oliver stated the next scheduled will be October 25, 2022 at 4:00 p.m.

On MOTION by Mr. Clarke seconded by Ms. Egleston with all in favor the meeting adjourned at 4:57 p.m.

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*Jim Oliver*

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Secretary/Assistant Secretary

DocuSigned by:

*Dennis Clarke*

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Chairman/Vice Chairman