

MINUTES OF MEETING
ABERDEEN
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, February 28, 2023 at 6:00 p.m. at the Aberdeen Amenity Center, 110 Flower of Scotland Avenue, St. Johns, Florida.

Present and constituting a quorum were:

Lauren Egleston	Chairperson
Paul Fogel	Vice Chairman
Angela Andrews	Supervisor
Thomas Marmo	Supervisor
Susie Clarke	Supervisor

Also present were:

Jim Oliver	District Manager
Ryan Dugan	District Counsel by telephone
George Katsaras	District Engineer by telephone
Kate Trivelpiece	FirstService Residential
Jay Parker	First Service Residential by telephone

The following is a summary of the actions taken at the February 28, 2023 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 6:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

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

Ms. Trivelpiece stated from the last meeting the direction moving forward was to get pricing on refurbishing the existing parks, benches as well as waste receptacles for various areas. The quotes are in front of you, none of the companies are willing to touch the existing structure,

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or change bolts on the existing slide or paint, they don't recommend it. That was just the one slide, everything else was fine. You had asked that we look into options for trash receptacles and the difference is the one they quoted has a 5-year warranty and is cemented into the ground, the other quote is for wire mesh trashcans, basically what we have around and ends up being \$350 for each of those. It depends on the direction you want to go.

On MOTION by Ms. Egleston seconded by Mr. Fogel with all in favor the proposals from Southern Recreation for River Dee in the amount of \$4,19.00, Sterling Bridge in the amount of \$4,199.00 and the amenity center in the amount of \$1,000 were approved.

FOURTH ORDER OF BUSINESS **Discussion of Fiscal Year 2024 Budget Process**

Mr. Oliver stated Florida Statutes require that by June 15th of each year you approve a proposed budget and set a public hearing no sooner than 60 days after approval of the budget. Typically we bring a proposed budget to your May meeting, you approve the proposed budget and set a public hearing to be held in August and that gives you 90+ days to refine the budget before we adopt it. Once the budget is adopted we provide it to the tax collector's office by September 1st and it goes on the property tax bills that are issued on November 1st. We would like to bring a preliminary budget to the board at your April meeting, we can discuss that budget, finetune it and bring the proposed budget to your May meeting, refine it and try to get as close to assessment levels as you can and over the summer we will refine it more. When we send mailed notice out in July before the public hearing we will want the assessments pretty much where we think they are going to land. We don't want to have them inflated and cause any unnecessary angst that the assessments are going up so much.

FIFTH ORDER OF BUSINESS

**Discussion of Aberdeen Rays Swim Team
Regarding Use of the District's Competition
Pool for 2023-2024 Season**

This item tabled.

SIXTH ORDER OF BUSINESS

Consideration of Proposals

A. Dog Park Fence Repair

Mr. Parker outlined the proposals received to repair the fence and tension wire at the dog park.

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On MOTION by Ms. Andrews seconded by Ms. Egleston with all in favor the proposal from Posey Family Outdoor Service in the amount of \$1,750 was approved.

B. Pool Slide Bathroom Partitions Repair

Mr. Parker outlined the proposal to replace the wooden bathroom partitions with powder coated steel, laminate, solid plastic or phenolic black core partitions. The proposals are for the parts, I will do the installation.

On MOTION by Ms. Andrews seconded by Mr. Fogel with all in favor the proposal from One Point Partitions for solid plastic partitions in the amount of \$4,806.00 was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Dugan stated our office is monitoring proposed bills in the upcoming legislative session and we will track any legislation that may impact the board.

B. Engineer – Work Authorization No. 31 2023 Hourly Billing Rate Escalation

Mr. Katsaras stated in your agenda package is work authorization no. 31 for our hourly rate increase of about 5%. It really doesn't affect the budget. If there is a special project that we will need extra hours then we would provide a separate work authorization. This is just for general engineering for meetings and questions that come up.

On MOTION by Ms. Egleston seconded by Ms. Marmo with all in favor work authorization no. 31 was approved.

Mr. Katsaras stated just an update on the drainage issue we have on Rustlewood Lane, Kate and I visited 937 Rustlewood Lane on Friday and she had the swale dug out in her back yard so it looked fine. There was one little plant along the edge of her fence that was blocking the neighbor that had the original complaint. I asked her to remove that plant and open that area. The lot that had the original complaint, there is an inlet on their lot and the grass slopes up against the fence

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on her lot. If they wanted to go through the swale on lot 937, they are probably going to have to come and take out the grass and dig out the dirt so the water can flow under the fence, but that isn't on 937 's lot.

Mr. Oliver asked are you going to do a reinspection?

Mr. Katsaras stated 937 has done what they needed to do. 945 has not done anything and I don't know if they got a letter or not.

Mr. Oliver stated they did, and we will follow-up on that.

C. Manager

There being none, the next item followed.

D. Operation Manager - Report

Mr. Parker stated I was able to change all the lights around the amenity center, and it should be nice and bright now.

E. Amenity Center Manager - Report

1. Report

Ms. Trivelpiece reviewed the amenity center activities and maintenance items, which were outlined on the monthly memorandum, which was included as part of the agenda package.

2. Pool Patio Table Quotes

On MOTION by Mr. Fogel seconded by Ms. Egleston with all in favor staff was authorized to order four umbrellas as outlined in the proposal.

On MOTION by Ms. Egleston seconded by Mr. Fogel with all in favor the proposal from Pool Furniture Supply in the amount of \$4,237.78 was approved.

3. Cintas AED

Ms. Trivelpiece presented the proposals for an AED and after discussion the board directed staff to purchase the American AED.

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Ms. Trivelpiece outlined a proposed for an event with Florida Race Day for a kids duathlon for swim and run, not biking. They propose Sunday, August 29th but there will be non-residents involved. They will utilize the pool until 9:45 a.m.

EIGHTH ORDER OF BUSINESS

Supervisors Requests and Public Comments

Additional comments: Complaint with the contract for roads, sprinklers, use of old gym area, food trucks, condition of fence by greenspace, report issues to Jay Parker, preteens in gym and the doors are propped open, leaving empty water bottles, email specific date and time to amenity center staff of incidents, enforcement of rules, staff will post contact information so residents know where to send complaints, enforce rules on pool deck, number of disrespectful kids causing issues, have bathrooms by pool inspected for mold.

NINTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the January 24, 2023 Meeting**
- B. Balance Sheet as of January 31, 2023 and Statement of Revenues and Expenses for the Period Ending January 31, 2023**
- C. Assessment Receipt Schedule**
- D. Approval of Check Register**

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

TENTH ORDER OF BUSINESS


Next Scheduled Meeting – 03/28/23 @ 4:00 p.m. @ Aberdeen Amenity Center

Mr. Oliver stated the next meeting will be held March 28, 2023 at 4:00 p.m.

On MOTION by Ms. Clarke seconded by Ms. Andrews with all in favor the meeting adjourned at 7:25 p.m.

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 Secretary/Assistant Secretary

DocuSigned by:

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 Chairman/Vice Chairman

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