

MINUTES OF MEETING
ABERDEEN
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, May 30, 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
Wes Haber	District Counsel by telephone
George Katsaras	District Engineer by telephone
Howard McGaffney	Governmental Management Services
Kate Trivelpiece	General Manager - FirstService Residential
Jay Parker	Operations Manager FSR by telephone
Six Residents	

The following is a summary of the actions taken at the May 30, 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

**Review and Discussion of Quality Assurance
Inspection Report and Action Items**

Mr. Oliver stated this report was circulated to the board shortly after our last meeting and I have asked Kate to give an overview of the report and outline the action plan is to address deficiencies noted in the report.

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Ms. Trivelpiece stated Jay and I went through each of these items and most of the items have been addressed, there are a few action items that have to be addressed that we need to decide how to address such as the uneven pavers. That will require us to get someone in here and get a plan of action.

Mr. Parker stated about 95% of the items on the list have been completed, the other 5% consist of items that I don't have the ability to authorize such as the pavers and the asphalt in the parking lot. I plan to bring proposals for board consideration at some point.

The quality assurance inspection is something that First Service does. When First Service comes into a property they come through and look at the quality of the property, then they give us a year to turn around and update it. When we first came on about a year ago, we came in at a 2.5 and since that time I brought the score up to 4.6 and that is the second highest raise in score in Jacksonville and we were tied with another property and I have 95% of that list done. I'm trying to get us to a 5, no property has ever had a 5 and I want us to have a 5 because Aberdeen deserves a 5. Be patient, we will get the rest of the list done.

Ms. Andrews asked as far as the roof, is that just mold?

Mr. Parker stated yes, we have to have the roof power washed. I didn't want to start another big project until the street project is pretty much completed.

Ms. Andrews asked can we ask a roofer? I don't know that it is wise to pressure wash the roof.

Mr. Parker stated it is not to pressure wash, it is just to wash the roof and clean up around the gutters.

Ms. Egleston stated why not just hose the building with an extension pole and not pressure wash.

FOURTH ORDER OF BUSINESS

Consideration of Proposals

Furniture Proposals for Fitness Center Area

The proposals were tabled and staff will take two existing tables and chairs to the fitness center area as a trial and Mr. Marmo was authorized to work with staff on this move.

FIFTH ORDER OF BUSINESS

Update Regarding Removal or Trimming of Trees and Brush in Preserve Areas

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Mr. Oliver stated this was discussed at the last meeting and you can see that discussion in the minutes under staff reports and essentially the discussion was someone was under the perception that he had the right to go from his property line five feet into preserve area to cut back the preserve area. That is not allowed. The engineer stated that as well as the attorney. As a property owner you have the right to keep full access up to your property line trimmed back. If you have a fence and something is growing into or over the fence you do have the right to trim that back without permission from the water management district because it is encroaching onto your property.

A resident asked what about people who have already cleared 10-20 feet into the preserve?

Mr. Oliver stated Staff will conduct a site visit to review the matter. This CDD will likely send the residents a letter stating they must return the area to its original condition. We'll self-report the damage to the St. Johns River Water Management District, who will provide additional guidance since they have enforcement power regarding designated preserve areas.

SIXTH ORDER OF BUSINESS

Fiscal Year 2024 Budget Process

A. Review of Proposed Budget

Mr. Oliver reviewed the budget process and highlighted the following: the revenue section, admin section, amenity center that included an increase in property insurance, grounds maintenance and capital reserve budget, with an overall proposed increase of approximately 9%.

The board discussed the following items: increase in repairs and maintenance, special events, lifeguards, pool maintenance and supplies, pool chemicals, uniforms and streetlighting.

B. Consideration of Resolution 2023-04 Adopting Fiscal Year 2024 Budget and Setting Budget Hearing for Adoption for August 22, 2023 at 6:00 p.m.

On MOTION by Mr. Marmo seconded by Ms. Andrews with all in favor Resolution 2023-04 was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber stated the legislature passed a bill regarding ethics training for CDD boards and it has been signed by the governor. Starting January 1, 2024 you will be required to take 4-hours

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of ethics training, that can likely be accomplished with online courses but we will let you know. The legislature was considering doing away with CDD sovereign immunity, but that did not pass. Your sovereign immunity benefits are still intact and that will help with liability exposure and hopefully, will keep your insurance premiums from increasing too much.

At the last meeting there was a discussion of that parcel where cars are parking that I spoke briefly with Jim about prior to the meeting. Across the street from Vince's house there is two separate parcels, but they are attached. One parcel that is sort of further away from the house is a conservation area and it is owned by the CDD. Surrounding that conservation area is a thinner parcel of property that is identified on the plat as a park and the CDD owns that. As you may know that park parcel is abutted by a street. When you look at the county map on the website the right of way for the street is located, you see the street then also on one side of the street would be part of the front of this yard on the other side of the street would be a grassy portion of this area that at first view appears to be a park but is still part of that right of way. I don't know the exact number of feet from the edge of the pavement into the grass area that is still considered right of way but that right of way is part of the roadway that would not be owned by the CDD so any parking on that area would be subject to county regulations and unfortunately, I think there is very little the CDD can do about parking there. I haven't researched the county ordinances as it relates to parking one way or the other but to the extent that the more widely enforced parking regulations in the county are being violated by virtue of parking within that right of way then to the extent you can find someone from the county to enforce it you may be able to do something about that but the CDD doesn't have the right to block that area or somehow restrict people from parking there. I think Jay has experienced this issue in other CDDs and in working with the county was told that there is little that can be done. Once you get past the right of way that is CDD owned property, there is a five-foot wide rim of a JEA utility easement within the park parcel. We do have rights over that property. We can't use it in a way that would prevent JEA from taking advantage of the utility easement but otherwise we can use that park parcel in a way that is consistent with local ordinances and state law. I think probably the biggest hurdle that we are facing is that what appears to be the park parcel owned by the CDD actually has several feet leading into it that are part of the abutting right of way over which we have no jurisdiction.

Mr. Oliver stated in my conversation with Wes today I told him an experience I had with Murabella in the World Golf Village area, within sight of the CDD board meeting we would see

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residents parking on the side of street on top of the sprinklers as they walked to soccer games. They directed me to get with St. Johns County and I got in touch with public works, several different departments and ultimately they said the district could not put up any fences or other barrier to keep people from parking because it is county right of way. We are the same situation here. Two different things, one is about the irrigation and how frequently you want to fix the irrigation, but the other one is we have no way to protect the irrigation.

Mr. Marmo asked is it possible to shift the location of the sprinkler heads to protect them?

Mr. Oliver stated that might be a possibility. It is worth asking Tree Amigos for a proposal. That could be a good solution.

A resident stated I have not seen one sprinkler fixed in three years because they were shut off by the company maintaining the lawn because they didn't want grass growing there. Where they park cars when kids go to school in the morning nobody is saying a thing about that, but they take care of that area.

Ms. Egleston stated Jay can find out from the landscaping company the cost if we were to slide things back onto the five feet that is CDD owned.

Ms. Andrews stated I do take an ethics course, does that count?

Mr. Haber responded it will depend on the subject matter of that course. The requirement under the law is that it is supposed to cover Chapter 112 Florida Statutes which largely focuses on conflict of interest, the sunshine law, public records law so unless that subject matter is covered, it is unlikely that the course will count, but I can look into it and let you know. Obviously, it would only count if you were taking it in calendar 2024, if you took it now I don't think you get credit for next year.

B. Engineer

There being none, the next item followed.

C. Manager- Report on the Number of Registered Voters (3,656)

In your agenda packets is a copy of the letter from the St. Johns County Supervisor of Elections indicating that there are 3,656 registered voters residing within the district.

D. Operation Manager

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Mr. Parker asked if there is anything posted on social media that anyone sees, please send them to my office. I do not belong to Facebook, I do not look at Facebook. If you see anything on Facebook, please do not respond on Facebook, just send them to my office.

Ms. Andrews stated one of the lights at Wellington Park sign has fallen over.

Mr. Parker stated I will be in tomorrow morning and stop by and look at it.

Ms. Andrews stated there is a sprinkler on Longleaf between Wellington Park and Seaton Manor, you can see the washout of the soil on the sidewalk side.

E. Amenity Center Manager - Report

Ms. Trivelpiece reviewed the facility update, lifestyle events recap and upcoming events, that were outlined on the monthly memorandum.

EIGHTH ORDER OF BUSINESS

Supervisors Requests and Public Comments

Additional items: The CDD is responsible for enhancement on the median on Longleaf Pine when the road is done, palms that were removed in error will be replaced by the county, potential location for a pickleball court, have an arborist look at trees by pool for possible removal, look into climate control for restrooms, back gate lock needs replacement, repair door so that it closes properly, underage residents using gym, staff to do more rounds at gym, possibly have playground at Irish Tartan park, removal of trees in median, algae bloom in lake, would aerators help algae growth, light posts owned by JEA need to be repainted, Longleaf improvements, need traffic control for pedestrian crossing, additional benches, possibly paint chessboard on concrete where tables are going.

NINTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the April 25, 2023 Meeting**
- B. Balance Sheet as of April 30, 2023 and Statement of Revenues and Expenses for the Period Ending April 30, 2023**
- C. Assessment Receipt Schedule**
- D. Approval of Check Register**

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

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TENTH ORDER OF BUSINESS

Next Scheduled Meeting – 06/27/23 @ 4:00 p.m. @ Aberdeen Amenity Center

Mr. Oliver stated the next meeting will be June 27, 2023 at 4 p.m. in the same location.

On MOTION by Ms. Egleston seconded by Mr. Marmo with all in favor the meeting adjourned at 7:33 p.m.

DocuSigned by:



Secretary/Assistant Secretary

DocuSigned by:



Chairman/Vice Chairman