

MINUTES OF MEETING
ABERDEEN
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, November 28, 2023 at 4:01 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:

Howard McGaffney	District Manager
Wes Haber	District Counsel by telephone
Kate Trivelpiece	FirstService Residential
Jay Parker	First Service Residential by telephone
Several Residents	

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

FIRST ORDER OF BUSINESS

Roll Call

Mr. McGaffney called the meeting to order at 4:01 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comments

A couple of residents voiced their dissatisfaction with the Christmas decorations and the board members explained that the budget was for the whole year not just Christmas decorations and that they were looking into permanent lighting options for the main building and monuments.

A resident stated I have a sign that I would like to have hung in the amenity center for the Turkey Trot, we have 59 sponsors, 56 of them live in Aberdeen. This was almost all Aberdeen small businesses. Kate said she would hang it up a week before thanksgiving and a week after and I appreciate that. I would like the month of December because of the high traffic and maybe we can put it back up in October when we start having more promotion for next year.

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Ms. Trivelpiece stated the Turkey Trot was an amazing event. It is a community event but not a CDD sponsored event. We have vendors who pay to advertise here. You can hang your banner up a week prior to the event and the week of the event and then it comes down. We don't allow banners to be hung year-round on the walls.

After discussion it was the consensus of the board to extend the time through December and the placement to be at the discretion of Ms. Trivelpiece and to recognize the sponsors in the newsletter.

THIRD 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

Ms. Andrews stated I have a question for George or Wes. I see that they made new sidewalks in certain places along Longleaf. Can we expand the sidewalks if they are redoing or adding new sidewalks? It is difficult to walk dogs when bikes are on the sidewalk.

Mr. McGaffney stated that would be a request to the county.

Mr. Haber stated we can request it; I don't think we would have any control over whether it gets done.

Mr. McGaffney stated I can make the request.

D. Operation Manager - Report

Mr. Parker gave an overview of the operations report, copy of which was included in the agenda package.

E. Amenity Center Manager - 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.

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FOURTH ORDER OF BUSINESS

Consideration of Aberdeen Rays Amended Swim Team Proposal

Mr. Fogel stated they did a great job of putting it together outlining the financial contribution, lanes that will be open, the proposed hours of use and it is an all Aberdeen swim team.

Ms. Egleston stated I suggested the percentage be increased to 20%, we did meet with St. Johns County Swim League and they are going to keep the team in the lower division so it is the same amount of swimmers we had and maybe we could look at leaving it at 10% going back to the district. The parent board will be handling this from now on and that 20% is a stretch. The swim team will pay the rental on the room and cabanas on swim meet days because that is the only revenue you would be missing plus the 10% of registration fee.

Mr. McGaffney stated I have a note from Jay with three things, if you bring people in earlier that means his team comes in earlier so that is an expense. He is only going to be working 8 hours a day so either you approve overtime to continue to work through the day and do other things or you are going to be okay with him amending their operating hours to accommodating coming in at 5 or 6 or whatever that time is. You don't want somebody jumping in the pool before that pool has been tested and cleaned. Keep his operating hours the same but he has the freedom to adjust them as needed.

Ms. Egleston stated the meet date will be set by the competitive league people by January. You will know in advance and can block those dates off so there are no rentals this year.

Mr. McGaffney stated before you make a motion, Wes for clarity, I think the chair is abstaining from the vote, do we need a form 8b for that?

Mr. Haber stated the chair abstaining from the vote is appropriate and she can fill out the conflict form as a precaution and that form will get attached to the minutes of this meeting.

Mr. McGaffney stated the last part of this if the board makes a motion is the vice chair will execute this agreement.

Ms. Andrews asked do we have one person in charge?

Ms. Egleston stated you will have that in January. A parent board will be set up and take over everything.

Ms. Andrews stated I want it in writing.

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On MOTION by Mr. Fogel seconded by Ms. Clarke with four in favor and Ms. Egleston abstaining due to a conflict of interest, district counsel was authorized to prepare an amended agreement with the Aberdeen Rays swim team adjusting the 20% to 10%, making it an annual agreement and the vice chair was authorized to execute the agreement.

FIFTH ORDER OF BUSINESS

Ratification of Actions Regarding Noticing of Engineer RFQ

Mr. McGaffney stated your first action will be to ratify the actions I took on behalf of the district to notice the RFQ process.

On MOTION by Ms. Clarke seconded by Mr. Marmo with all in favor staff's actions in issuing an RFQ for Engineering services were ratified.

SIXTH ORDER OF BUSINESS

Consideration of RFQ Responses for Engineering Services

Mr. McGaffney stated we unintentionally did not include the second respondent in your package, but we have updated that and you will get the two responses, Dewberry and Matthews Design Group. I work with both of them and they are very well qualified so I'm pleased you got those two responses.

On MOTION by Ms. Andrews seconded by Mr. Marmo with all in favor this item was deferred to the December meeting.

SEVENTH ORDER OF BUSINESS

Discussion of Work Truck Purchase (Capital Expense)

This item tabled until budget season.

EIGHTH ORDER OF BUSINESS

Consideration of Proposals for Fiscal Year 2024 Lifeguard Services

Ms. Trivelpiece stated I have two proposals for lifeguard services for 2024. We have had Elite Amenities for the past two years. We had some issues with how they charged. This is the first year I have worked with them. RMS is another company I am aware of and they gave me their proposal as well. Riverside is \$21 per hour and Elite is \$24.33 an hour. I had a hard time with Elite this year. It is a tough job.

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On MOTION by Ms. Egleston seconded by Mr. Fogel with all in favor the proposal for fiscal year 2024 lifeguard services from Riverside Management was approved and district counsel was authorized to draft the agreement.

Ms. Egleston stated there is a non-compete clause and these are neighborhood kids, is there going to be a problem if those kids leave Elite and want to work here for a different company?

Ms. Trivelpiece stated that is with Elite. There are enough kids to pull from.

NINTH ORDER OF BUSINESS

Supervisors Requests and Public Comments

A resident asked who manages the mailboxes?

Ms. Egleston stated the post office.

Mr. McGaffney stated mail is a private issue and not something the CDD intended or has been assigned. They are located on St. Johns County right of way.

Ms. Egleston stated you are doing a great job, thank you very much Jay and Kate. On Saturdays and Sundays there are a lot bandit signs out there.

Mr. Parker stated I take care of them during the week. I have asked my guys to do it at least once on the weekends. I can have them make more patrols, but we only have one person on the weekends and he is at the amenity center.

Ms. Egleston stated I don't want you going out there if it is not something you are already doing. I will pull them down myself.

TENTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the October 24, 2023 Meeting**
- B. Ratification of Second Amendment to the Agreement with FirstService Residential Florida, Inc.**

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

ELEVENTH ORDER OF BUSINESS

Next Scheduled Meeting – 12/19/23 @ 6:00 p.m. @ Aberdeen Amenity Center

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Mr. McGaffney stated the next meeting is scheduled for December 19, 2023 at 6 p.m. in the same location.

On MOTION by Ms. Egleston seconded by Mr. Fogel with all in favor the meeting adjourned at 5:24 p.m.

DocuSigned by:

Secretary Assistant Secretary

DocuSigned by:

Chairman/Vice Chairman