

MINUTES OF MEETING  
ABERDEEN  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, December 19, 2023 at 6:01 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
Alex Acree	Matthews DCCM

The following is a summary of the actions taken at the December 19, 2023 meeting.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. McGaffney called the meeting to order at 6:01 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comments**

A resident stated I believe if you heat the pool, it will be a great investment for the community.

**THIRD ORDER OF BUSINESS**

**Consideration of RFQ Responses for Engineering Services**

Mr. Acree gave an overview of the firm and the districts they presently serve as district engineer.

Mr. Haber stated the consultant's competitive negotiation act contemplates that when a unit of government is hiring or procuring certain professional services that it goes through a process

where price is specifically excluded from the factors that the unit of government evaluates. Instead, the unit of government reviews the proposals based only on their qualifications, ranks them, and then tries to negotiate an agreement with terms and conditions that both parties agree to, which would include price and if you can't reach an agreement acceptable to both parties you move to the next ranked proposer.

The consensus ranking by the board follows: ability and adequacy of professional personnel 30 points for Matthews and 25 points for Dewberry, consultant's past performance 30 points for Matthews and 25 points for Dewberry, geographic location 5 points for Matthews and 3 points for Dewberry, willingness to meet time and budget requirements 15 points for Matthews and 10 for Dewberry, certified minority business enterprise zero for both, recent, current and projected workloads 10 points for both firms, volume of work previously awarded to consultant by district zero for both. 73 points for Dewberry and 90 points for Matthews.

On MOTION by Mr. Fogel seconded by Ms. Clarke with all in favor Matthews DCCM was ranked no. 1 with a total of 90 points, Dewberry was ranked no. 2 with a total of 73 points and district counsel was authorized to negotiate a contract for engineering services with Matthews DCCM and the chair was authorized to execute the agreement.

**FOURTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the November 28, 2023 Meeting**
- B. Balance Sheet as of November 30, 2023 and Statement of Revenues and Expenses for the Period Ending November 30, 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.

**FIFTH ORDER OF BUSINESS**

**Supervisor's Requests Audience Comments**

Ms. Egleston stated when they put the streetlight electricity on Shetland, we no longer have a streetlight on Longleaf by Mahogany by the flashing lights. Can we look into that? I'm assuming

December 19, 2023

Aberdeen Community Development District

they took the power that went to that light and shifted it. It's very dark at that intersection. Also, the rain has been tripping the lights.

A resident asked don't you rate these companies on their financial strength?

Mr. McGaffney stated Supervisor Andrews did some independent work and we have worked with both firms and they are financially stable.

Ms. Egleston asked was there any resolution on the palm trees?

Ms. Andrews stated George and Bridget are on it and they know they need to be replaced. I'm satisfied with it being in writing.

**SIXTH ORDER OF BUSINESS**

**Next Scheduled Meeting – 01/23/24 @ 4:00 p.m. @ Aberdeen Amenity Center**

Mr. McGaffney stated the next meeting is scheduled for January 23, 2024 at 4:00 p.m. in the same location.

On MOTION by Ms. Egleston seconded by Mr. Marmo with all in favor the meeting adjourned at 6:42 p.m.

DocuSigned by:  
  
396ACEAA81D8491...  
Secretary/Assistant Secretary

DocuSigned by:  
  
1E5D81F2808940F...  
Chairman/Vice Chairman