

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 26, 2024 at 4:00 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
Thomas Marmo	Supervisor
Susie Clarke	Supervisor
Richard Perez	Supervisor

Also present were:

Marilee Giles	District Manager
Kyle Magee	District Counsel by telephone
Kate Trivelpiece	FirstService Residential by telephone
Jay Parker	First Service Residential
Several Residents	

The following is a summary of the actions taken at the November 26, 2024 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles 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

Organizational Matters

A. Oath of Office for Newly Appointed Supervisors

Ms. Giles being a notary public of the State of Florida administered the oath of office to Ms. Egleston and Mr. Perez.

Ms. Giles gave an overview of the sunshine law and public records law.

November 26, 2024

Aberdeen Community Development District

Mr. Magee stated I will provide you with the new supervisor packet that has all the information in it.

B. Election of Officers, Resolution 2025-01

Ms. Giles stated Lauren Egleston is chair, Paul Fogel is vice chair, Susie Clarke and Thomas Marmo are assistant secretaries.

On MOTION by Mr. Fogel seconded by Mr. Marmo with all in favor Resolution 2025-01 was approved adding Mr. Perez as an assistant secretary, Marilee Giles as Secretary and Treasurer, Daniel Laughlin, Jim Oliver, Darrin Mossing and Matt Biagetti as assistant secretaries and assistant treasurers.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-02 Amending the Fiscal Year 2024 General Fund Budget

Ms. Giles stated Resolution 2025-02 amends the fiscal year 2024 general fund budget. Expenses are projected and as you can see some of the lines were underspent and some were overspent, and this trues up the budget.

On MOTION by Ms. Egleston seconded by Ms. Clarke with all in favor Resolution 2025-02 was approved.

FIFTH ORDER OF BUSINESS

Ratification of Agreement with Future Horizons, Inc. for Aquatic Management Services for Fiscal Year 2025

On MOTION by Mr. Marmo seconded by Ms. Egleston with all in favor the agreement with Future Horizons, Inc. for fiscal year 2025 services was ratified.

SIXTH ORDER OF BUSINESS

Discussion of Invoice from Crown Pools for Dive Block Anchor Replacement

Ms. Giles stated this invoice is to repair one of the anchors and is within the staffs spend limit so I don't need approval for that but I used it as a placeholder and we can talk about the pool, the five anchors and blocks going forward. Staff took a deep dive into this topic, and we found

November 26, 2024

Aberdeen Community Development District

that the five anchors, the blocks are district property and it is the responsibility of the district to maintain these going forward. The anchors are loose, and we have one quote from Crown. Jay can get more proposals to have those anchors repaired. The recommendation would be once those are repaired to put the dive blocks in place and leave them and just cover them, not take them in and out.

Ms. Egleston stated if we are going to look at covers for the blocks it may behoove us to get the triangle shaped so people can't get on top of the dive block. What we have is fine but if you want to look at something more robust you can have something that stops people from being on the blocks.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Magee updated the board on the Envera contract and stated we have the same contract the district has had for the last couple of years.

Ms. Giles stated typically our agreements are on fiscal years that align with the budget, the Envera agreement is not. Staff has it marked on their calendars and GMS staff has it marked on their calendars to put it in your April agenda. The existing contract is from commencement date and that date is July. We are going to put that in your April agenda for discussion and we can make any changes the board wants. You have one other agreement that is out of the norm, and it is on a five year cycle with auto renewals of the same terms. That comes up in 2028 and we have both of those on a watch list and we will make sure they are on the appropriate agenda for the supervisors to talk about.

B. Engineer

Ms. Giles stated Lauren pointed out that there is still a concern for some trees in the median and lighting. If there is anything with that project that affects district property, the engineer is happy to engage with the county to make sure that our property is taken care of.

Ms. Egleston stated I have a draft email for all the commissioners about lighting and landscaping.

Ms. Giles stated there is also strength in numbers if the residents would do the same.

Ms. Egleston stated we need to have the trees replaced that were taken out by mistake.

November 26, 2024

Aberdeen Community Development District

C. Manager

Ms. Giles stated if you have not completed your ethics training you need to complete that by December 31st.

Some of our districts have board oversight and we can do that here if you wish. As an example, security supervisor Marmo, amenity center supervisor Egleston, pond maintenance, finance and accounting. No decisions can be made outside this meeting but if there is a certain area that a supervisor would like to be the point person on, we can identify that on the agendas so Jay would know if it is landscape who to talk to. It gives us a supervisor to go to.

D. Operation Manager - Report

Mr. Parker reviewed the items outlined in the monthly memorandum, which was included in the agenda package.

E. Amenity Center Manager - Report

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

EIGHTH ORDER OF BUSINESS

Supervisors Requests and Public Comments

Mr. Browne asked does the CDD and HOA ever collaborate on projects in the community?

Ms. Egleston stated it depends on the project you are looking at. We work hand in hand when we need to, but we have two specific realms that we function in.

Mr. Browne stated I'm concerned about the parents who park their cars at the entrance of the Seaton Manor subdivision that creates a safety hazard. At the last HOA meeting there were questions about cars on the driveway and street. Is there a way to have additional parking spaces in the subdivisions on community property that is not being utilized?

Ms. Egleston stated we have heard the same concerns. It is a longstanding issue, and the streets are owned by the county. The green spaces have easements for the county and JEA.

I want to thank staff, there is no water collected on Shetland.

November 26, 2024

Aberdeen Community Development District

Mr. Parker stated someone must have had a key to the irrigation box and caused the water to come on 1/2 an hour in the morning and at night. It has been fixed and locked and it was done again so he took that lock out and fixed it.

Ms. Egleston stated I was here for the HOA meeting, and we had 50 people in here and it was very loud. I'm giving you information on a company to get some buffering.

NINTH ORDER OF BUSINESS

Approval of Consent Agenda

A. Approval of the Minutes of the October 22, 2024 Meeting

On MOTION by Mr. Fogel seconded by Ms. Egleston with all in favor the minutes of the October 22, 2024 meeting were approved as presented.

B. Balance Sheet as of October 31, 2024 and Statement of Revenues and Expenses for the Period Ending October 31, 2024

C. Assessment Receipt Schedule

D. Approval of Check Register

On MOTION by Ms. Clarke seconded by Mr. Fogel with all in favor the balance of the consent agenda items was approved.

TENTH ORDER OF BUSINESS

Next Scheduled Meeting – 12/17/24 @ 6:00 p.m. @ Aberdeen Amenity Center

Ms. Giles stated the next meeting is scheduled for December 17, 2024 at 6 p.m. in the same location.

On MOTION by Ms. Egleston seconded by Mr. Marmo with all in favor the meeting adjourned at 5:13 p.m.

Signed by:
Marilee Giles
Secretary/Assistant Secretary

Signed by:
Shunt Egleston
Chairman/Vice Chairman

November 26, 2024

Aberdeen Community Development District