

MINUTES OF MEETING  
ABERDEEN  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, June 24, 2025 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
Mike Silverstein	District Engineer by telephone
Kate Trivelpiece	FirstService Residential
Jay Parker	First Service Residential

The following is a summary of the actions taken at the June 24, 2025 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**

A resident stated the item we are here to support today is the water cooler for the lap pool. The temperature is already 93° and it is impossible to swim laps.

Ms. Egleston joined the meeting during this item.

Ms. Frank stated I'm a lap swimmer but also have AFIB and was told to make sure I don't get over heated but today the pool was very warm. It would be great to have a cooler.

**THIRD ORDER OF BUSINESS**

**Discussion of Capital Reserve Study**

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Ms. Giles stated this is an updated version. The staff did take a review of the capital reserve study and make corrections throughout. It did have an affect on the capital reserve recommended contribution, it reduced it by about \$400. Making those corrections changed it from \$104,160 down to \$103,763 for the recommended contribution for next fiscal year. When you adopt the budget you can lower the capital reserve contribution to match what he recommends or make any other changes as long as the overall budget doesn't increase.

On MOTION by Mr. Fogel seconded by Mr. Egleston with all in favor the capital reserve study was accepted.

**FOURTH ORDER OF BUSINESS**

**Discussion of Fiscal Year 2026 Approved Budget**

Ms. Giles stated the approved budget does have a 27% increase and the chart shows a comparison of FY25 to FY26. The 27% increase depending on the property size is from \$7 or \$21 per month increase. This budget has the reserve recommended input of \$104,160 and you can make changes to the budget during the public hearing at the August meeting as long as you don't go any higher. We updated the actual column that reflects actuals as of May 31<sup>st</sup>.

**FIFTH ORDER OF BUSINESS**

**Consideration of Proposals**

**A. Irish Tartan Way**

- 1. Playground Boss**
- 2. Southern Recreation**

After presentation staff was requested to bring back two apples to apples proposals for a larger play structure and include shade structures, shaded benches.

Mr. Perez joined the meeting during this item.

**B. River Dee**

Staff was requested to bring back proposals for benches and shade structure.

**C. Sterling Bridge**

Staff was requested to bring back proposals for benches and shade structures.

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**D. Fort Williams Drive**

Remove from list.

**E. Prince Albert**

Remove from list.

**F. Pool Aerator**

On MOTION by Mr. Marmo seconded by Ms. Clarke with all in favor the proposal from Living Waters in the amount of \$6,376.67 for a pool aerator was approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Magee stated we notified Envera that we are terminating the contract. We already have a contract with High Tech.

**B. Engineer**

Mr. Silverstein stated I have the walk through for Shetland pipe extension project for July 2<sup>nd</sup> with the contractor and with Supervisor Fogel. The fence has been removed per Jay Parker.

Mr. Silverstein left the telephone conference at this time.

**C. Manager**

Ms. Giles stated just a reminder that your form 1 is due by July 1<sup>st</sup> and your ethics training is due by December 31<sup>st</sup>.

**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**

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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.

**SEVENTH ORDER OF BUSINESS                      Supervisors Requests and Public Comments**

A resident stated we lost our view on Long Leaf Parkway.

Ms. Egleston stated the county has to give us permission, they are doing a traffic calming study and they most likely won't give us a dime for the palm trees that were taken out in error. We will get a plan together, but we need to find out what we can and cannot do out there from the county.

Mr. Clarke stated check with the Arbor Day Foundation, you might be able to get some trees cheap.

Ms. Egleston stated all of you are doing a great job.

**EIGHTH ORDER OF BUSINESS                      Approval of Consent Agenda**

**A.    Approval of the Minutes of the May 22, 2025 Meeting**

On MOTION by Ms. Egleston seconded by Mr. Fogel with all in favor the minutes of the November 26, 2025 meeting were approved as presented.

- B.    Balance Sheet as of May 31, 2025 and Statement of Revenues and Expenses for the Period Ending May 31, 2025**
- C.    Assessment Receipt Schedule**
- D.    Approval of Check Register**

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

**NINTH ORDER OF BUSINESS                      Next Scheduled Meeting – 07/29/25 @ 4:00 p.m. @ Aberdeen Amenity Center**

Ms. Giles stated the next meeting is scheduled for July 29, 2025 at 4:00 p.m. in the same location.

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On MOTION by Mr. Fogel seconded by Ms. Egleston with all in favor the meeting adjourned at 4:58 p.m.

Signed by:

*Manlee Giles*

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Secretary/Assistant Secretary

Signed by:

*Jan Egleston*

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Chairman/Vice Chairman