

**MINUTES OF MEETING
ABERDEEN
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, **August 26, 2025** 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
Thomas Marmo	Supervisor
Susie Clarke	Supervisor
Richard Perez	Supervisor

Also present were:

Marilee Giles	District Manager
Kyle Magee	District Counsel
Mike Silverstein	District Engineer <i>by phone</i>
Kate Trivelpiece	FirstService Residential
Jay Parker	First Service Residential
Terrance Roese	First Service Residential
Several Resident	

The following is a summary of the discussions and actions taken at the August 26, 2025 Aberdeen Community Development District meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles 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 taken out of order.

August 26, 2025

Aberdeen Community Development District

SIXTH ORDER OF BUSINESS

Staff Reports

B. Engineer

**This item was moved up and taken out of order.*

Mr. Silverstein stated the pipe project on Shetland is officially complete.

THIRD ORDER OF BUSINESS

**Consideration of Agreement with SJC
Supervisor of Elections Regarding Polling
Location**

Ms. Giles stated next is consideration of agreement with the St. Johns County Supervisor of Elections regarding a polling location. This is something you have done here for many years.

On MOTION by Mr. Fogel seconded by Ms. Egleston with all in favor the Agreement with the St. Johns County Supervisor of Elections for use of the amenity center as a polling place was approved.

FOURTH ORDER OF BUSINESS

**Public Hearing Adopting the Budget for
Fiscal Year 2026**

Mr. Magee stated Resolution 2025-05 is the budget resolution. It goes through the actions the board had taken up to this point, including considering the proposed budget which was approved at least 60 days ago. Notices were mailed out and posted in accordance with Florida Statutes. This resolution lays out your budget, provides that you can make amendments to the budget to specific line items throughout the year if necessary and it also sets out that this will be funded with appropriations through the assessments. The approved budget is the high-water mark. The district cannot exceed that amount of funding for this budget. The budget can come down, but we can't go above what was previously approved.

Resolution 2025-06 finds that there is a specific benefit to the facilities, operations and services, which are described in Exhibit A, which has special peculiar benefit to lands within the district, which exceeds or equals the cost of the assessments. It imposes the O&M assessments that will fund the budget and since there is potentially a rate increase, this would be the maximum rate going forward and if the board assesses a lower rate than this, we wouldn't have to go through the public hearing process we would just approve the appropriation resolutions. It also covers your debt service special assessments, which are your yearly bond assessments and these will be collected directly through the uniform method. This will be collected through the tax collector's

August 26, 2025

Aberdeen Community Development District

office. The assessment roll is attached to the resolution to cover the budget that will be approved tonight.

Ms. Giles gave a high-level overview of the budget that covered the general fund, debt service funds, the capital reserve fund and the assessment table reflecting a 27% increase and stated the increase is anywhere from \$84 per year up to \$256 per year depending on your lot size.

On MOTION by Ms. Egleston seconded by Mr. Fogel with all in favor the public hearings were opened.

Several residents voiced opposition to the amount of the proposed increase, raised concerns about people being on fixed incomes, the board should not build a surplus at this time, steep increase in management fees, the district is paying too much for cable, internet and phones, holiday decorations, cleaning and janitorial appear to be the same, consider combining jobs for current employees and increase fees for swim lessons, get more money from instructors or open the gym for a fee to non-residents to offset costs.

On MOTION by Mr. Fogel seconded by Ms. Egleston with all in favor the public hearings were closed.

Ms. Giles stated in response to questions: The narratives page explains all line items, budget also on website, capital reserve study posted on website, board can direct staff to go out for an RFP at any time, Jani King went up from 5 days a week to 7 days a week to clean the gym, staff cleans the gym during the day and Jani King cleans at night,

Mr. Marmo proposed the following: page 1 arbitrage rebate from \$1,200 to \$600, reduce telephone by \$200 down to \$500, legal advertising down from \$2,000 to \$1,500, permit fees for amenity center down to \$800, decorations down to \$7,000. Grounds maintenance common areas down by \$2,000, zero miscellaneous line item. Adjust capital reserve to \$70,000 from \$104,000.

Mr. Magee stated the legal advertising covers legal ads we are statutorily required to put in the paper for the meeting notices, budget notices, and \$500 is not going to cover what we are statutorily required to do.

August 26, 2025

Aberdeen Community Development District

Ms. Giles stated with those proposed changes that brought it down to a 23% increase, which is \$73 per year increase up to a \$220 per year for the 80-foot single family. We can look at other line items if the supervisors would like.

Ms. Egleston asked can we ask Terry to address the management fees?

Mr. Roese stated at some point the cost for the optional health benefits for the staff was not included in the 2025 budget and it has been added back in this budget and shows as an increase but there isn't one. Between 2025 and 2026 it is just shy of a 5% increase. The difference was the health benefits that was not included.

The board discussed reducing cable, Comcast, internet for gym and security, cutting back on subscriptions for the fitness center from \$5,000 to \$2,000, decrease office supplies by \$1,000, utilities, lifeguard services, reuse water reduce by \$2,000 to \$38,000, special events from \$25,000 to \$20,000, staff uniforms from \$1,200 to \$1,000, staff to follow the rules for people to pay for new recreational cards, take \$1,500 down to \$1,000,

Ms. Trivelpiece left the meeting at this time.

Additional proposed reductions, reduce refuse from \$18,000 down to \$16,000, which brings the proposed assessment to roughly \$70 on the low end and \$211 on the single-family 80-foot lots. First Service to examine the need of full-time staff. Do not want to jeopardize the level of service.

Ms. Giles stated to wrap this up, we reduced the arbitrage rebate, telephone, special events, staff uniforms, recreational passes, permit fees, office supplies, refuse service, holiday decorations, subscriptions, common area maintenance, reuse water, miscellaneous and capital reserve fund and all those changes took it from a 27% increase down to a 22% increase.

Ms. Egleston asked what would it be to reduce the capital reserve fund by more?

Ms. Giles stated taking to from \$70,000 to \$60,000 will drop it down to 21% increase, which is a \$67 increase for multi-family up to a \$200 increase for single family 80-foot lots per year.

Ms. Egleston stated looking at the reserve study we are going to spend about half a million if everything breaks on schedule. The HOA is trying to add some new parks and that is going to add new expense to our budget.

August 26, 2025

Aberdeen Community Development District

A. Consideration of Resolution 2025-05 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2026

On MOTION by Mr. Marmo seconded by Mr. Perez with all in favor Resolution 2025-05 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2026 was approved as amended.

B. Consideration of Resolution 2025-06 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2026

Ms. Giles stated next is Resolution 2025-06 and this resolution allows the county to place the assessments on the tax bills.

On MOTION by Ms. Egleston seconded by Mr. Marmo with all in favor Resolution 2025-06 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2026 was approved.

FIFTH ORDER OF BUSINESS

Ratification of Requisitions 66 & 67

Ms. Giles stated as a reminder this is the Shetland project and these funds were available in the construction account.

On MOTION by Ms. Egleston seconded by Mr. Perez with all in favor Requisitions 66 & 67 were ratified.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being no comments, the next item followed.

B. Engineer

Ms. Giles stated I want to remind the board that going into FY26 there is a requirement for a public facilities report every seven years and part of his budget line item included a cost for that report.

Ms. Giles stated that Mike and I discussed the requirement on all your pond permits from St. Johns River Water Management District that is required every two years. We have 37 ponds and we can work with the district engineer to see the best way to move forward with that. I can't locate the last time this district did a pond bank inspection report. It is a requirement of St. Johns

August 26, 2025

Aberdeen Community Development District

River Water Management District and as we move into 2026, we will talk about how to move forward with that.

C. Manager

1. Fiscal Year 2026 Goals and Objectives

Ms. Giles stated this became a requirement in 2024 and was effective July 1st of last year and the requirement is that you set goals and objectives. They didn't give you any left or right limits of what those need to be, so staff has put together some basic goals and objectives.

Ms. Giles gave an overview of the list of goals and objectives which were included in the agenda package.

On MOTION by Mr. Fogel seconded by Mr. Marmo with all in favor the Fiscal Year 2026 goals and objectives were approved.

2. Discussion of Fiscal Year 2026 Meeting Schedule

On MOTION by Ms. Egleston seconded by Mr. Fogel with all in favor the Fiscal Year 2026 meeting schedule was approved.

D. Operation Manager - Report

E. Amenity Center Manager - Report

Mr. Parker reviewed the items outlined in the monthly memorandum for the operations and amenity management services, which was included in the agenda package.

SEVENTH ORDER OF BUSINESS

Supervisors Requests and Public Comments

Ms. Andrews stated I thought we changed the lawn company because the lawn looks horrible.

Mr. Parker stated you have cinch bugs and all that will be replaced.

Ms. Andrews stated the ponds are in horrible shape.

Mr. Parker stated they are supposed to be here twice a month. I spoke with the supervisor and he said he would get them done by the end of this week.

A resident stated my pond has a lot of algae and it hasn't been mowed in three weeks.

August 26, 2025

Aberdeen Community Development District

Mr. Parker stated I can speak with the landscape company and find out why it is not being mowed. Any time you see a pond with a problem let me know right away.

Ms. Lovett stated the whole entrance at Scotland Yard is awful and it has been that way all summer. There are invasive plants in the Preserves and St. Johns River Water Management District needs to be informed.

Ms. Giles stated usually if you reach out, they respond quickly. We can do that.

Mr. Parker stated I will contact them in the morning.

Ms. Andrews stated my neighbor’s tree was struck by lightning and they are not doing anything about it. Part of it is on a pond bank.

Mr. Parker stated I will stop by tomorrow morning.

Ms. Egleston stated there is a tree between Seaton Manor and Stirling Bridge that looks like it is hanging over the sidewalk and needs to be trimmed.

Mr. Parker stated they were going into their winter schedule and will be out every two weeks and they should be able to get all those things off the sidewalks.

Ms. Egleston stated due to all the rain there are fire ants at some of the parks.

Mr. Parker stated I will call a pest control company.

Mr. Fogel stated I want everyone to understand the budget increase year over year is only 7%, which is really just inflation at this point. We weren’t able to offset the way we had in previous years because we can’t continue to dip into the savings and we have to plan for future issues. It is important to know that while the CDD assessment is going up the reason is because we had tried to keep it so low for so long and a 7% budget increase is incredibly reasonable. Overall, the budget is changing by \$101,000 on what was \$1.4 million budget. I want you to put that in perspective.

EIGHTH ORDER OF BUSINESS

Approval of Consent Agenda

A. Approval of the Minutes of the July 29, 2025 Meeting

On MOTION by Mr. Marmo seconded by Mr. Perez with all in favor the minutes of the July 29, 2025 meeting were approved as presented.

B. Balance Sheet as of July 31, 2025 and Statement of Revenues and Expenses for the Period Ending July 31, 2025

C. Assessment Receipt Schedule

August 26, 2025

Aberdeen Community Development District

D. Approval of Check Register

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

NINTH ORDER OF BUSINESS

**Next Scheduled Meeting – September 23, 2026
@ 4:00 p.m. @ Aberdeen Amenity Center**

Ms. Giles stated the next meeting is scheduled for September 23, 2025 at 4:00 p.m. in the same location.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Fogel seconded by Ms. Clarke with all in favor the meeting adjourned at 8:22 p.m.

Signed by:
Marilee Giles
A38999D0EDC14F4...
Secretary/Assistant Secretary

Signed by:
Janet Clarke
1E5D81F280894GF...
Chairman/Vice Chairman