

**MINUTES OF MEETING  
ABERDEEN  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, **April 28, 2026** 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
Lucy Acevedo	First Service Residential
Kate Trivelpiece	First Service Residential
Jay Parker	First Service Residential
Representatives of 8 Landscape Maintenance companies	

*The following is a summary of the discussions and actions taken at the April 28, 2026 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 no comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Consideration of Proposals**

**A. Pond Bank Repairs**

This item was tabled to a future meeting.

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**B. Landscape and Irrigation Maintenance**

The board received bids from 12 vendors and after discussion each board member read their ranking into the record and the consensus ranking was: The Greenery 85.49, United Land Services, 81.524, Brightview 81.495, Masters Lawn & Pest 79.458 and Prestige 75.6.

On MOTION by Mr. Fogel seconded by Mr. Perez with all in favor  
The Greenery was ranked no. 1 with 85.49 points.

Ms. Giles stated the RFP pricing is based on fiscal year 2027 and currently you have Ruppert as your landscape company.

Mr. Magee stated we will give Ruppert a notice of termination to be effective June 15<sup>th</sup> and send the letters to the bidders of the results of the bid tabulation to give them 72 hours for any bid protest with an interim contract with the new vendor to start June 15<sup>th</sup> through September 30<sup>th</sup> and a new contract for fiscal year 2027 to start October 2, 2026.

On MOTION by Mr. Marmo seconded by Ms. Egleston with all in favor  
district counsel was authorized to send a notice of termination  
to Ruppert to be effective June 15, 2026.

**FOURTH ORDER OF BUSINESS**

**Discussion of Current Collectives**

This item was tabled to a future meeting agenda.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-04  
Declaring 2018 Project Complete**

Mr. Magee stated it is required by your bond documents that once the construction funds are spent you need to declare the project complete. Your engineer has reviewed everything, and this is declaring the project complete.

On MOTION by Mr. Marmo seconded by Mr. Fogel with all in favor  
Resolution 2026-04 Declaring 2018 Project Complete was approved.

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**SIXTH ORDER OF BUSINESS**

**Board Discussion and Guidance for Preparation of Proposed Fiscal Year 2027 Budget**

Ms. Giles stated this is an opportunity to have board discussion and provide any guidance as we start to prepare the fiscal year 2027 budget. We will prepare it as we did last year and in 2021 the legislature passed a stormwater and waste 20-year needs analysis report and it is due every five years. We did that in 2022 so we need to budget for it in 2027. I'm working with DCCM on the type of report we need. You may see the engineering line item go up to cover the cost of the report. We will include the cost of the pond repairs in the capital reserves and use the capital reserve study as our guide to tell you how much you should put in there. Your proposed budget is the one that is high and you can lower that at adoption. If there is anything you want us to focus on let me know.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Magee stated Jay identified an easement to a stormwater pond that has been completely blocked by residents putting up fences. Jay is requesting information from the HOA on those approvals, but my understanding is access to the pond is completely blocked. At the end of the day the district needs access to that pond. You have the right to enforce your easements. Once we get that information, I would like to draft some letters to the homeowners asking them to take the fence down. I like to give them 45 days or so and at the next meeting we can see if they have complied.

**B. Engineer**

Ms. Giles stated Mike Silverstein has moved on and we have another engineer assigned to us from DCCM; his name is Mike Williams.

**C. Manager – Annual Form 1 Filing & Annual Ethics Training**

Ms. Giles stated don't forget to complete the form 1 filing no later than July 1<sup>st</sup>. You have until December 31<sup>st</sup> to complete your annual ethics training. Just a reminder the general election is this year and three seats are up for elections; Paul Fogel seat 5, Tommy Marmo seat 1 and Sue Clarke seat 3. The qualifying period of from noon June 8<sup>th</sup> to noon on June 12<sup>th</sup>. You can prequalify now or you can go during that period.

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**D. Operation Manager**

Mr. Parker reviewed the items outlined in the monthly operations report, 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 and reported after hour use of the basketball court and will have a timer installed on the lights to shut down at 10 pm.

**EIGHTH ORDER OF BUSINESS**

**Supervisors Requests and Public Comments**

Ms. Egleston stated kids are in the fitness center with no shoes and cursing at people.

Ms. Trivelpiece stated I get alerts and we go. Kids are letting others in, but the adults do it too.

Ms. Egleston stated if you are seeing people do that, send them suspension letters and turn off their access.

Ms. Trivelpiece stated I have been turning off access and call the parents and let them know what is happening.

Mr. Perez asked does it make sense to have a monitor there to prevent breakage?

Ms. Trivelpiece stated if that is something you want I can put it in the new budget.

Ms. Egleston stated you have a lot of staff and I know they need to go out on property but is there a way to shift hours so that someone is here monitoring the fitness center?

Ms. Trivelpiece stated we have staff, but you can't always be everywhere.

Mr. Perez stated if we could move money to find a person that would be good.

**NINTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Approval of the Minutes of the March 24, 2026 Meeting**

On MOTION by Ms. Egleston seconded by Ms. Clarke with all in favor the minutes of the March 24, 2026 meeting were approved as presented.

**B. Balance Sheet as of March 31, 2026 and Statement of Revenues and Expenses for the Period Ending March 31, 2026**

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- C. Assessment Receipt Schedule**
- D. Approval of Check Register**

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

**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – May 19, 2026 @ 6:00 p.m. @ Aberdeen Amenity Center**

Ms. Giles stated the next meeting will be held May 19, 2026 at 6:00 p.m. in the same location.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Marmo seconded by Ms. Clarke with all in favor the meeting adjourned at 5:52 p.m.

Signed by:  
  
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 Secretary/Assistant Secretary

Signed by:  
  
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 Chairman/Vice Chairman