

**MINUTES OF MEETING
ABERDEEN
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, **May 19, 2026** 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
Hunter Hurley	District Counsel <i>by telephone</i>
Kyle Magee	District Counsel <i>by telephone</i>
Michael Williams	District Engineer <i>by telephone</i>
Kate Trivelpiece	FirstService Residential
Jay Parker	First Service Residential <i>by telephone</i>

The following is a summary of the discussions and actions taken at the May 19, 2026 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

A resident stated I bought my house a year ago and received a letter from the CDD yesterday regarding access to the easement. I had a survey in 2025 and also have a record of a permit being filed in 2017 that had a home included on the property. None of the easement issues

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were brought up. Are we able to get an extension to get counsel to look this over and why was this not brought up until now.

Ms. Giles stated the previous owner did not work with the HOA or CDD to install that fence. An extension beyond 45 days is something the board can discuss. I think the board will hear from several residents and they will discuss if there is an interest in allowing a 10-foot easement versus the 20-foot easement on the survey and an extension of the 45-days.

Mr. Hurley stated ultimately it is a board decision as to whether or not to allow 10-foot versus the 20-foot. You are correct the previous homeowner did not follow-up and coordinate with the CDD.

Ms. Giles stated the survey you received are the four families. In years past the landscape company and lake maintenance company were gaining access off the end of the road at another street and were coming in behind someone else's house and that was not the designated access point, but since you had fences up they went that way. This resident where they were gaining access has now blocked that.

A resident stated the fence was there when we moved in. Can you find where the HOA gave approval?

Mr. Fogel stated the HOA cannot approve a fence in the easement, that is part of the problem and if they did, then it is improper because they don't have the authority to do that.

Mr. Marmo stated we did ask the HOA and they responded that they have no evidence to say that anyone petitioned for a fence.

Ms. Giles stated the HOA approves the type of fence and if you are on an easement, they would say you have to get with the government entities involved, whether a utility easement or CDD easement.

Mr. Parker stated they are asking for 10-feet and 10-feet would not be an issue because the boat and the lawnmowers are only 6-feet wide so the 10-feet would work. As far as the 45-days that will be difficult because it has already been about 60-days since the grass was cut. If we wait any only the landscape team says they will have to charge us to go back and cut it because the grass is overgrown. You wouldn't be able to send the lawnmowers back there.

The board and staff discussed extension of time to comply, send updated copy of survey to the district, remove portion of fence to allow access until the next meeting,

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Ms. Giles stated let them figure out how they are going to help each other out donating fence panels to each other. Is the board in favor a 5-foot and 5-foot for a total of 10-feet access.

The effected residents need to submit an updated survey showing the location of the fence and district counsel will prepare a variance agreement and ask that you execute it and pay the filing fees and have it recorded in the county records.

On MOTION by Mr. Fogel seconded by Mr. Perez with all in favor the 10-foot easement is acceptable, immediate access to the easement, contract with a company to move the fences to be completed 75 days from today.

Ms. Giles stated send me the survey where the fence is going to go and I will present that to the board.

Mr. Magee joined the conference call at this time.

Ms. Egleston stated I don't believe there is enough space to move the fence on the lot with the tree.

Mr. Fogel stated we will walk it with Jay.

THIRD ORDER OF BUSINESS

Consideration of Pond Bank Repairs

On MOTION by Ms. Egleston seconded by Mr. Fogel with all in favor the contract for the pond bank repairs was awarded to Flamingo Site LLC in the amount not to exceed \$62,000.

**Mr. Parker left the conference call at this time.*

FOURTH ORDER OF BUSINESS

Discussion of Current Collectives

Ms. Trivelpiece stated I'm looking to keep things off the district website that don't need to be there and have access to and control over information.

Mr. Magee stated there will be guidelines on what the district will accept in advertisers if that is going to be a large part of this site then that is a concern.

Ms. Egleston asked are you still going to send out a newsletter or send out the latest Current Collective Aberdeen?

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Ms. Trivelpiece stated in the beginning I will put it out there and say here is access to our new website. I'm still going to do one.

Mr. Perez stated if there is an issue of how they are using our name outside of what we have given them. If this gets communication out faster and better, then do that.

Ms. Egleston stated it sounds like they are trying to profit off of things in the neighborhood that you are running programs. Is this going to cut down on your time? If it adds work then it is not a benefit.

Ms. Trivelpiece stated on the front end it will definitely will but it is going to be worth it. I'm not doing data access, not rentals because I don't like that.

Ms. Egleston asked should we put a one-year agreement with an extension like we do with other things?

Ms. Giles stated you can do a one-year agreement with renewals. You always have a 30-day cancellation.

On MOTION by Ms. Egleston seconded by Mr. Marmo with all in favor district counsel was authorized to prepare an agreement with Current Collectives for a community website.

FIFTH ORDER OF BUSINESS

Ratification of Agreement with The Greenery, Inc. for Landscape and Irrigation Maintenance Services

On MOTION by Mr. Fogel seconded by Mr. Perez with all in favor the agreement with The Greenery, Inc. for landscape and irrigation maintenance services was ratified.

SIXTH ORDER OF BUSINESS

Acceptance of Fiscal Year 2025 Audit Report

Ms. Giles stated in the management letter there were no prior year or current year findings or recommendations, this is a clean audit.

On MOTION by Ms. Egleston seconded by Mr. Marmo with all in favor the Fiscal Year 2025 audit report was accepted.

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SEVENTH ORDER OF BUSINESS**Consideration of Resolution 2026-05 Setting a Public Hearing Date to Adopt the Revised Rules of Procedure (August 25, 2026)**

Ms. Giles stated Resolution 2026-05 sets a public hearing to adopt the revised rules of procedure.

Mr. Magee stated there have been some legislative changes in the past year or so and largely it is regarding the timeframes for publication for rule notices. It is capturing legislative changes and making sure the district is compliant with current statutes.

Ms. Giles stated we are suggesting August 25th, the same date as the public hearing on the budget.

On MOTION by Mr. Marmo seconded by Ms. Clarke with all in favor Resolution 2026-05 Setting a Public Hearing Date to Adopt the Revised Rules of Procedure on August 25, 2026 was approved.

EIGHTH ORDER OF BUSINESS**Consideration of Resolution 2026-06 Approving the Proposed Budget for Fiscal Year 2027 and Setting a Public Hearing Date for Adoption (August 25, 2026)**

Ms. Giles stated Resolution 2026-05 approves the proposed fiscal year 2027 budget and sets the public hearing for August 25, 2025. The budget does have a 7% increase mostly due to capital reserve input.

Ms. Clarke stated we are under budget. Why do we need a 7% increase?

Ms. Giles stated as you go through the budget, first is the admin, then operation and maintenance, amenity center and some of the lines went up and some lines went down and that is normal. When you get to page 154 you will see capital reserve \$190,000 and part of that \$190,000 is the \$80,000 set aside for your pond repairs. The \$62,000 that you approved not to exceed was just for that company to do the skimmer repairs, but there are other things that Jay and his team will do. We set aside \$80,000 to cover Flamingo and all the manhours for the additional work. \$110,000 of the \$190,000 comes from the capital reserve study that is recommended be set aside and the rest of the \$190,000 is the pond repairs. That is the biggest part of the increase.

Ms. Clarke stated sharpen your pencils.

Ms. Giles stated you did a good job of that last year; you squeezed these lines down pretty low and some of these are just your normal cost of living increases. Some of them come directly

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from your contracts. At budget adoption if there is an opportunity to lower a line you can certainly do that. A mailed notice will go out and the residents will see a 7% increase. You no longer have a surplus. For years and years this district used that surplus to keep the budget flat. The budget always had an increase, but the residents didn't see it because you used the surplus funds. Last year the surplus was completely depleted the first quarter of FY 26, you borrowed money from your capital reserve to pay your bills in October, November and December.

The board discussed different sources for pool chemicals, holiday decorations.

On MOTION by Ms. Egleston seconded by Mr. Fogel with all in favor Resolution 2026-06 Approving the Proposed Budget for Fiscal Year 2027 and Setting a Public Hearing Date for Adoption on August 25, 2026 was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being no comments, the next item followed.

B. Engineer

There being no comments, the next item followed.

C. Manager

1. 2026 General Election

Ms. Giles stated on page 170 is a copy of the notice of qualifying period for the candidates. Seat 1, seat 3 and seat 5 are up for election this year and the qualifying period is from noon June 9th to noon June 12th. Candidates must go the supervisor of elections office and qualify.

2. Report on the Number of Registered Voters (3,500)

A copy of the letter from the supervisor of elections reporting 3,500 registered voters residing in the district was included in the agenda package.

3. Annual Ethics Training & Annual Form 1 Filing

Ms. Giles stated as a reminder you need to complete your form 1 by July 1st and you have until December 31st to complete your ethics training.

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D. Operation Manager

Ms. Trivelpiece gave an overview of the operations manager's report.

E. Amenity Center Manager - Report

Ms. Trivelpiece reviewed the amenity center activities and maintenance items, which were outlined on the monthly memorandum and stated I was approached by Coach Abby. Over the last several years and prior to us being here, the dance team has been utilizing the aerobic room for their dance team practice, which is usually August through November, once a week for about 1 ½ hours. There have been issues as far as how it is handled, with underage girls use of the facility, making sure the coach is there with them. They pay a rental fee similar to what the rental fee is here and there were individual waivers that were signed. It has made me uncomfortable over these years and I have gotten to the point and I reached out this year I think it is necessary to come before you, make you aware of the situation. I want to make sure it is done the right way and if it is a contract or however it needs to be done that is fine. I think something needs to be in place. As far as using the space we have worked through the kinks and typically that is not a rental space and is open to the residents to use working out unless it is something open to the residents such as aerobics class.

Mr. Fogel asked what are you proposing?

Coach Abby stated just for the girls to continue to use the facility for their practice on Wednesday from 1:45 to 3:10 p.m.

Mr. Marmo stated we need to do something similar to the Bartram swim team, have something in writing for use of facilities.

Ms. Giles stated if the board is inclined to approve this, Kyle would put an agreement together and it would include the waivers.

On MOTION by Mr. Fogel seconded by Mr. Perez with all in favor district counsel was authorized to prepare an agreement with the Freedom Crossing Academy Dance Team.

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

Ms. Eggleston stated the monument lights are different colors.

Ms. Trivelpiece stated they have to be reset after a power surge.

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ELEVENTH ORDER OF BUSINESS

Approval of Consent Agenda

A. Approval of the Minutes of the August 28, 2026 Meeting

On MOTION by Ms. Egleston seconded by Mr. Perez with all in favor the minutes of the August 28, 2026 meeting were approved as presented.

B. Balance Sheet as of April 30 2026 and Statement of Revenues and Expenses for the Period Ending April 30, 2026

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.

TWELFTH ORDER OF BUSINESS

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

Ms. Giles stated the next meeting is scheduled for June 23, 2026 at 4:00 p.m. in the same location.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Fogel seconded by Mr. Perez with all in favor the meeting adjourned at 7:30 p.m.

Signed by:

Marilee Giles

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Secretary/Assistant Secretary

Signed by:

Lauren Egleston

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Chairman/Vice Chairman