

ABERDEEN
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, September 25, 2018 at 4:00 p.m. at the Aberdeen Amenity Center, 110 Flower of Scotland Avenue, St. Johns, Florida 32259.

Present and constituting a quorum were:

Rhonda Lovett	Chairperson (by telephone)
Angela Andrews	Vice Chairperson
Dennis M. Clarke	Supervisor
Hillary (Beth) Fore	Supervisor
Gary Davis	Supervisor

Also present were:

Jim Oliver	District Manager
Carl Eldred	Hopping Green & Sams (by telephone)
George Katsaras	District Engineer
Brian Stephens	Operations Manager
Lauren Egleston	Amenity Center Manager
Dan Fagen	Vesta Property Services
Ernesto Torres	GMS, LLC
Sgt. Thomas Marmo	St. Johns Sheriff's Office

The following is a summary of the actions taken at the September 25, 2018 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 4:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the August 28,
2018 Meeting and the September 11, 2018
Continued Meeting**

On MOTION by Ms. Fore seconded by Mr. Davis with all in favor the minutes of the August 28, 2018 meeting and the September 11, 2018 continued meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Consideration of Suspension of Access Privileges

Mr. Oliver stated this is for an incident that occurred September 5, 2018. The district policies allow the district manager to suspend someone for egregious behavior until the next board meeting, at which time the board can consider the facts of the incident and make a decision to either end that suspension or lengthen the suspension or any other determinations they may find. I sent a letter to the resident so he would have the opportunity to attend the meeting. After you hear staff's version of the incident, the resident can also provide to the board his version of events . The board can then make a decision on whether or not the suspension should be terminated or lengthened.

Mr. Fagen read into the record staff's statement provided to the board relating to the incident of September 5, 2018.

Ms. Andrews stated we care for your well being 100% and that comes first. I don't feel the need to suspend his privileges because I don't think it was handled correctly by him or the staff. If there was a security issue we may need to have security start here. From the police report it doesn't seem like there was any serious threat to the staff he was just running his mouth. If you do insist on suspension maybe a month. I would like this guy to apologize but I don't think he is the first one to come up here and take things out on your staff. I'm not saying it is okay.

Mr. Davis stated I disagree. It is one thing to raise concerns, it is another to take something to a level where the police have to be called. I think your staff handled it the way we have told them to handle it in the past.

On MOTION by Mr. Davis seconded by Ms. Lovett with four in favor and Ms. Andrews opposed, the resident's amenity privileges were suspended for six months from the date of the incident.

FIFTH ORDER OF BUSINESS

Consideration of Proposal from Vesta Property Services, Inc. for Amenity Management Services

Mr. Oliver stated at the last meeting this item was tabled. Dan has gone back to Vesta and they have reduced the line item amount for lifestyle services. It now represents a percentage increase over last year's contracted amount.

Mr. Fagen stated at the board's request we reduced the original proposed fee that relates to 10 hours instead of 15 hours a month with the understanding that if we need additional staff for special events we will bill that separately and it will be the special event line item in the budget.

Mr. Oliver stated this is a service that is a flat fee service for the amount we see in here and is it for a certain number of hours or is it for services?

Mr. Fagan stated it is for services across the board.

On MOTION by Ms. Fore seconded by Mr. Davis with four in favor and Ms. Andrews opposed the proposal from Vesta Property Services, Inc. for amenity management services in the amount of \$213,348 was approved.

SIXTH ORDER OF BUSINESS

Ratification of Agreement with Yellowstone Landscape for Landscape Maintenance Services

Mr. Oliver stated next is ratification of the agreement with Yellowstone Landscape and a copy of the contract is in your agenda package. This has been executed and they are starting on October 1st.

Ms. Fore asked did we contact the current landscape company about picking up and maintaining and pulling weeds and making it look nice?

Mr. Oliver stated we sent them a mailed notice of termination of their contract and the operations manager told them of his expectation of satisfactory performance for their last month. We won't pay them until the end of month.

On MOTION by Ms. Andrews seconded by Mr. Davis with all in favor the agreement with Yellowstone Landscape was ratified.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2018-11 Election of Officers

Mr. Oliver stated this resolution is to name Ernesto Torres as an assistant secretary of the district and this will allow him to execute documents on behalf of the district.

On MOTION by Ms. Andrews seconded by Mr. Clarke with all in favor Resolution 2018-11 adding Ernesto Torres as an assistant secretary was approved.

EIGHTH ORDER OF BUSINESS

Discussion of Capital Projects

Mr. Oliver stated as you know we sent mailed notice for a public hearing to be held on October 16, 2018. At the public hearing we will present all the documents regarding the bond financing. This will be the residents' opportunity to give you feedback regarding the bond issue as well as the projects that you are looking at doing. I know there has been a lot of input provided to supervisors by phone and by discussion and social media. I have had conversations with the chair on some of the input that she has received from residents. It is important to note that the public hearing will be at 6:30 p.m. at this location. You have been working on this project for over a year at this point. My first contact with the underwriter was in April 2017. We have an engineer's report, which shows estimated projects of \$1.7 million and those are part of the assessment methodology also. All those projects may not be done, but it could be if you can build the fitness center for substantially less than it shows in the engineer's report, these savings can be used for other projects that you have listed. An example of another project that may be more costly than estimated is the splash pad. We have listed at \$180,000 and from what I have seen recently at Bartram Springs as well as St. Johns Golf and Country Club, that could actually be higher. The location we are looking at for that is where the playground is right off the pool deck and that would be repurposed to have a splash pad or some type of activity for toddlers and young children to use.

Ms. Andrews asked could we possibly make that a zero entry and make that a splash pad? Can we talk about that too?

Mr. Oliver stated yes, we can do that. The architect can show what the plans will look like. When he last talked to the board about this his concern was the amount of space to ramp up for a zero entry. I suspect it could be higher than a splash pad in terms of cost, but I just don't know. Two lighted tennis courts for \$75,000 I don't find that to be realistic, I think it is probably twice that much. Park enhancements at \$40,000, if you put this kind of prefab park equipment in one of these parks you are talking about \$25,000 to \$30,000 and that is Southern Recreation who does a lot of the districts. Then you see a lot of the other items on there and we have pond fountain enhancements \$50,000. The board may decide to put in more pond fountains. I don't think you will

have a problem executing those amounts. You can't fund everything. These are based on engineering and architectural estimates and some will come in lower and some higher. If that fitness center can come in at half a million dollars that would be great. The numbers we have seen lately don't support that and a lot of times it is not just pure construction it is all the site work and the things you have to do to comply with the permitting requirements.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Eldred stated your financing team is working on all the necessary documents to proceed with the bond issuance and everything is moving along as it should at this point.

I have reached out and have been talking with D.R. Horton recently and I hope to have in the next few days or next week a better idea of exactly when we will be able to move forward with the closing on the one-acre parcel. D.R. Horton is going to replat and we are waiting on that plat to be finalized and recorded and once we know when that will take place we will be able to better forecast when the closing be. As to the financing it doesn't matter if we acquire the one-acre parcel until after the bonds are issued. That is why we amended the assessment report so it doesn't matter when it takes place, but we are trying to get it done as soon as possible.

The last item is the Julington Lakes pond and that pond is actually owned by Julington Lakes, however, the issue with the pond because it was involved in the initial road construction and permit exercise it was actually wrapped into and included within our district water management permit. George and I are preparing the necessary paperwork to seek the transfer of that pond from our permit such that the permit obligation will squarely fall within Julington Lakes. In order to do that Julington Lakes would have to accept that transfer, we don't expect there will be any objection from the water management district and there shouldn't be any objection from Julington Lakes, it is more of an exercise of getting their attention and getting them to sign the appropriate paperwork.

B. Engineer

Mr. Katsaras stated I talked to Brian Taylor with the environmental firm and he confirmed that the wetland monitoring can end this next fiscal year, 2019 and we can take that out of the budget. They have one monitoring report they have to do this fall and assuming everything goes well with that we should be done.

C. Manager

Mr. Oliver stated at your August meeting you adopted the budget that was put in the form of an assessment roll and we transmitted that to the St. Johns County Tax Collector. Those assessments will be on the tax bills that go out November 1.

D. Operation Manager - Report

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

E. Amenity Center Manager - Report

Ms. Egleston reviewed the amenity management report, which was included as part of the agenda package.

On MOTION by Ms. Fore seconded by Ms. Andrews with all in favor the purchase of two commercial grade Life Fitness Integrity S.C. Treadmills from Southeastern Fitness Equipment was approved in the amount of \$9,725.

ELEVENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of August 31, 2018 and Statement of Revenues and Expenses for the Period Ending August 31, 2018

A copy of the financials was included in the agenda package.

B. Assessment Receipt Schedule

A copy of the assessment receipt schedule was included in the agenda package.

C. Impact Fee Summary Report

A copy of the impact fee summary report was included in the agenda package.

Mr. Clarke stated these proposals were part of the agenda package that was posted on the website.

Mr. Oliver stated the board has approved it and you can delay the purchase and Lauren can get with you and show you the equipment.

Ms. Fore stated the longer we delay it the longer it will be before they are installed.

Mr. Oliver stated I'm talking about the next couple of days.

Ms. Andrews stated Jim is suggesting that we can delay it a couple days so that you can get with Lauren and check it out.

The resident stated sure.

A resident stated as you think through the security issue that Ms. Andrews brought up you have to think about having armed security, non-armed security and would they have the ability to forcefully or non-forcefully remove someone from the premises and is the cost the same as hiring someone who actually works for the board and can answer that person's questions right then and there. If you are paying someone for security it would be smart to have someone able to answer questions.

Ms. Andrews stated security has the right to remove someone and so does staff. They along with anybody else has the right to call the police. If they don't leave when Lauren asks them to leave that is when the police are called, the same with security if security asks them to leave and they don't they can call law enforcement.

Mr. Oliver stated we are going to look at all the different options.

Mr. Davis stated I don't feel that this is an everyday occurrence.

Sergeant Marmo stated we can offer additional hours that is up to you and it wouldn't be just me, I would work with Lauren and Jim and the board as to what hours you want and it is \$35 an hour.

Ms. Andrews stated my suggestion for security was not for this incident, it was because we have had so many incidents happening recently that we need some other time of deterrent or someone else in charge.

A resident asked is there a way we can be notified when the lawn service company is going to spray?

Mr. Stephens stated I can request that we be notified.

A resident stated they have to put in little stickers in when they fertilize.

A resident stated the entry sign to my community has been broken for years.

Ms. Andrews stated the entry signs for all the communities are on our list of improvements.

A resident stated the pond maintenance people have damaged irrigation lines and the area stays saturated and they are going to start putting ruts in our sod. On my survey they show an 8-foot easement of the bank and I don't understand where this easement came in where this guy backs his truck and boat through our yard and damages our yard and irrigation.

Mr. Oliver stated we have our district engineer here and he will verify where the property lines are and whether or not that easement actually exists.


A resident stated it is very obvious where the JEA lot is because they have Bahia grass and the builder put in the sod and irrigation on my lot and in the last four or five months there is a truck backing up in my yard.

Mr. Oliver the engineer will the review the plat to determine property lines and easements..

THIRTEENTH ORDER OF BUSINESS Next Scheduled Meeting – 10/16/18 @ 6:30 p.m. @ Aberdeen Amenity Center

Mr. Oliver stated the next meeting is scheduled for October 16, 2018 at 6:30 p.m. in the same location.

On MOTION by Ms. Fore seconded by Mr. Davis with all in favor the meeting adjourned at 5:17 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman