

ABERDEEN
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, June 28, 2016 at 6:00 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)
Loyd W. Hogan	Supervisor
Dennis M. Clarke	Supervisor
Hillary (Beth) Fore	Supervisor

Also present were:

Jim Oliver	District Manager
Carl Eldred	Hopping Green & Sams (by telephone)
Louis Cowling	Operations / Riverside Management Services
Jackie Krabill	Vesta/Amenity Services Group
Roy Deary	Vesta/Amenity Services Group
Michael Woolrich	Down to Earth of North Florida

The following is a summary of the actions taken at the June 28, 2016 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 6:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the May 24, 2016 Meeting

On MOTION by Mr. Clarke seconded by Ms. Fore with all in favor the minutes of the May 24, 2016 meeting were approved.

FOURTH ORDER OF BUSINESS

Capital Reserve Study Update

Mr. Oliver stated at your May meeting the board was presented with a draft copy of the capital reserve update and this is to account for all of the capital assets you have in the district and to project when you are going to repair or replace those and what the costs are. They help us with our accounting needs and fund raising for capital repairs and replacements in future years. Dennis and I went through the report and with his background in accounting he is going to be able to enhance our use of this report. It is going to help us with our planning not only for repairs and replacements but also for new capital projects.

Mr. Clarke stated the updated capital study is very useful but it is limited in its scope because it only considers the hard assets we have now and it says here is when it was installed we estimate it is going to last 20 years and they give the current year replacement cost plus some inflation factor and gives the future cost. It does not include our new capital additions, for example the lighting for the pool for night swimming was not included nor is any of the other capital additions we have been contemplating such as the zero entry pool, tennis courts, new workout building, etc. I took the raw data and converted it to get it into a form that we could use going forward as a dynamic planning tool. It will be a work in progress but it will give us a good plan going forward and I envision having a running five year plan. We start with the operating and maintenance expenses we know what we need and whatever is left over we can apply to capital issues by some priority and we will come to that decision collectively.

Mr. Cowling stated I have a running total from previous years, five year plan outlook from 2014/15 to this year. I am looking to update that with 2017, 2018, 2019 and 2020.

Mr. Clarke stated I will show you how to add projects into it and keep a running tab on that.

FIFTH ORDER OF BUSINESS

Pool Deck Lighting for Night Swim

Mr. Oliver stated as it is true for so many of these large communities throughout Northeast Florida swimming is only allowed from dawn to dusk you actually have to have special lighting to allow swimming after dusk. The board has talked about this in the past and you had an engineering company come up with a plan. Louis has taken that plan and gotten a cost proposal from at least one vendor. Before he goes out and gets more bids he wanted you to see this first bid came in at about \$41,000. If you are interested in him soliciting more bids he will do that.

Mr. Hogan asked we would have enough money to cover this, right?

Mr. Oliver responded you would but I would say also as Dennis alluded to there may be other new capital projects that you have on the horizon so at some point you are going to have to take a realistic look at the potential projects, priorities and how we fund these. As a standalone project we can certainly do this. With that may come some additional O&M costs such as staffing for night swimming. It is a good first step to put a price tag on it.

Ms. Lovett asked do you feel this is comparable to other districts? You don't expect to get anything significantly lower than this do you?

Mr. Cowling stated they said rule of thumb and he is right in there with what we have seen in other districts. You might get a \$3,000 to \$5,000 variance between contractors.

Mr. Oliver stated Louis was focusing on the per light price and that is because the starting point is what we have. At Bartram Springs for example they had a lot more compatible lighting, which means we didn't have to add as many lights so the overall price tag was cheaper. Because we do lack the lighting we need we have to put in more lights. The key is this is not a decision point for the board tonight.

SIXTH ORDER OF BUSINESS

Update on Traffic Calming Study

Mr. Oliver stated I corresponded last week with Valerie Pacetti with St. Johns County, she notified me that the traffic counts are complete. They have provided that data to their outside consultant, Angelo Reyo who has done traffic calming studies at Johns Creek on 210 and also Heritage Park in St. Augustine. She provided that information to him and now he needs to look at that and other data to determine whether or not the district qualifies for the traffic calming study. The main thing I want to convey is that it is in process.

Ms. Lovett stated I thought I understood that when they got ready to do the traffic calming study there would be a community meeting.

Mr. Oliver stated once he determines the district is qualified and I see no reason that it won't be then there will be a series of three community meetings and he would run the meetings, and explain the program, get input from the residents that would lead to a vote of what the residents would want to pursue. He would try to tailor his plan to that and ultimately by the time you have the third meeting there would be some suggested and recommended changes he would do then he would take the vote of the community. There would be certain thresholds that would

need to be met, there would need to be certain levels of participation to be met and also for certain changes whether they are speed humps or stop signs he would need to get a certain amount of support from the people that would most be impacted by that. If there is a street within a particular neighborhood it could be that just the people within that neighborhood would be able to impact that change. If there is something that would have more impact on everyone in Aberdeen they would probably be able to vote on that matter. It is a lengthy process and is all done at public meetings, and they would be done here unless your turnout was so overwhelmingly high we would probably schedule it for Creekside High School or another local school.

SEVENTH ORDER OF BUSINESS Discussion of the Fiscal Year 2017 Budget

Mr. Oliver stated there is no change in assessments this year. There will be some movement among the line items as we need to adjust things to make sure you get the best level of service you can. There will not be mailed notice to the residents announcing an assessment change because there is not an increase in assessments.

EIGHTH ORDER OF BUSINESS Other Business

Mr. Oliver stated in May 2015 at the board's direction Louis Cowling and George Katsaras, the district engineer went to St. Johns County and sat down with the county to discuss mowing of rights of ways. It has been the district's position that county owned roads and rights of ways outside of district boundaries are the county's responsibility. At the time they met with the director of public works, Pres Tompkins, he has since left that position and is in Putnam County now. Pres Tomkins and his staff had asked the district that before you hand it over to us at least finish the fiscal year go through the summer of 2015 and then we will take it over. About the same time as we budgeted for FY 2016 we changed the scope of services for landscaping within the district and eliminated those areas. The district's residents were no longer going to pay through assessments something the county should be doing through the residents' taxes. This summer it was quite obvious for those areas outside the district they weren't being maintained. We got back with the county not only for this district but also Durbin Crossing and Rivertown and pointed out to them that we are getting a lot of resident complaints because these areas are not being mowed and you need to take care of it. We had some good onsite meetings

with them. For Aberdeen we said we are going to do one mow because our residents are being impacted, walking on the sidewalks outside the district, jogging, bicycling, pushing a stroller or whatever it is. We did a cut about five to six weeks ago and that is when that cut occurred then there has been some recent traffic on some of the social media sites that has happened again. I got on the phone on June 23rd with Greg Caldwell of public works and said Greg it looks like we are right back to where we were, what are we going to do, are you going to get this mowed and he said he would get it mowed within the next several days. As a result of that I had a conversation with the chairman, I also had a conversation with Louis and said for the appearance of the entrance into Aberdeen CDD I can see where it makes sense for the district to say we will maintain some of these areas outside the district that impact our residents and they impact the appearance of someone wanting to come into Aberdeen whether they are visiting friends or looking to buy a home. We care about that. What we probably don't care about is what it looks like outside Julington Lakes, what it looks like outside Oxford Estate. We will send a map to everyone on the board and say how far out is the board willing to go to maintain our two main entryways into Aberdeen. I don't think we should care about Veterans Parkway; there is no entrance into Aberdeen from Veterans Parkway. If we can determine what the board thinks is reasonable whether we go out a quarter mile, half mile, whatever it is and Louis can get with Down to Earth and we can get a solid price to know the cost and we can incorporate it into an agreement. If we don't do that we are going to be subject to the mowings that the county does throughout all rural areas within St. Johns County and that is every five to six weeks. If we want a higher level we are going to have to pay for a higher level. We used to do that when the developer controlled things but it went way beyond the scope because we were paying to do Veterans Parkway, which again should not impact us here. Carl Eldred and Mike Eckert of Hopping Green have looked at the contract and we don't have a contractual obligation to do those areas but if it makes sense for you and your residents for the district to do some of that let's get it into the contract and get this fixed. In my opinion it should be Oxford Estate the furthest one way, Julington Lakes the furthest the other way but we should probably bring it in some and the closer you get to those other properties that should be something they do or the county does.

Ms. Lovett stated Oxford Estate heading west on 244 is the furthest I would go where they have the highway cleanup sign.

Mr. Oliver stated Louis and Down to Earth have enough information to come back with what the price would be to maintain those areas and we can bring it back to the board.

Mr. Hogan stated break it up into increments if we went a quarter of a mile down the road it will cost this much, if we go any further how much it will cost.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

Mr. Oliver stated I spoke with George Katsaras today and he is continuing to work with the county on that plan for the median improvements. The county had comments and there may be some changes in some areas where there would be two rows of trees they may only allow one row of trees for line of sight safety issues. We should have a good update at your next meeting.

C. Manager

Mr. Oliver stated we will have the public hearing for the budget at your August 23rd meeting, which will be a night meeting and we will put that on the website.

D. Operation Manager - Report

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

E. Amenity Center Manager - Report

Ms. Krabill reviewed the amenity center activities and maintenance items, which were outlined on the monthly memorandum, which was included as part of the agenda package.

TENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of May 31, 2016 and Statement of Revenues and Expenses for the Period Ending May 31, 2016

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

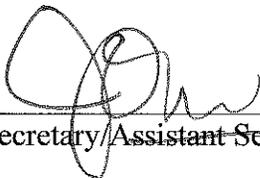
Mr. Clarke and Ms. Fore mentioned that they would not be available for the next meeting.

Mr. Oliver stated we may end up changing the date and we will coordinate that in the next couple of weeks.

THIRTEENTH ORDER OF BUSINESS Next Scheduled Meeting – 07/26/16 @4:00 p.m. @ Aberdeen Amenity Center

Mr. Hogan stated the next scheduled meeting will be July 26, 2016 at 4:00 p.m.

On MOTION by Mr. Clarke seconded by Ms. Fore with all in favor the meeting adjourned at 6:35 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman