

ABERDEEN
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, October 25, 2016 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
Angela Andrews	Vice Chairperson
Loyd W. Hogan	Supervisor
Dennis M. Clarke	Supervisor
Hillary (Beth) Fore	Supervisor

Also present were:

Jim Oliver	District Manager
Mike Eckert	District Counsel (by telephone)
Louis Cowling	GMS, LLC
Daniel Laughlin	GMS, LLC
Jackie Krabill	Vesta/Amenity Services Group
Dan Fagen	Vesta/Amenity Services Group

The following is a summary of the actions taken at the October 25, 2016 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Lovett called the meeting to order.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the September 27,
2016 Meeting**

On MOTION by Ms. Andrews seconded by Mr. Hogan with all in favor the minutes of the September 27, 2016 meeting were approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2017-11
Amending the Fiscal Year 2016 Debt Service
Budget**

Mr. Oliver stated we are required to bring the budget line items into balance. We just completed fiscal year 2016 and there are certain line items that are over and this resolution brings them back into balance. We have that for the general fund and the next one is the capital reserve fund. We aren't spending more money to do this because we are reducing other line items to cover the cost of any line items that went over. This is a requirement as we prepare for the fiscal year 2016 audit to make sure those line items are not over. That does not change the fact that for the year you actually came in under budget by about \$111,000. The next one is the capital reserve fund that shows that we transferred in \$4,000 as we had planned. Once the audit is complete we will bring it back to you for review and acceptance.

On MOTION by Ms. Fore seconded by Mr. Hogan with all in favor Resolution 2017-11 was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Proposals for Pool Deck
Lighting for Night Swim**

Mr. Oliver stated these are the same proposals you had in the last agenda and one thing we wanted to do as you consider this whether you do it now or in the future is we want Dennis to lay out the capital program he has prepared.

Ms. Lovett stated maybe we can discuss the capital plan then come back to this item.

Mr. Cowling stated that is fine. I did a cost analysis by taking the plan and plugging in kilowatt hours and if you run the lights 80 hours a month you are looking at \$45 to \$50 in electric charges and those are for LED lights that are a minimal expense.

Item six taken later in the meeting.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

Mr. Oliver stated the engineer has been working with D.R. Horton on the median beautification plan. I received an email from Bob Porter on Wednesday of last week that says in case the question arises at the next meeting we have the plans approved for the trees and irrigation and Garden South will be our contractor. They have a preconstruction conference scheduled with the county onsite this afternoon and are ordering the trees now. The work should begin in a couple of weeks.

Ms. Lovett asked were we able to ascertain if there were going to be any impact if and when they four-lane this?

Mr. Cowling stated the plan showed the four-lane and they are going to work inside of that. I think they are going to plant those trees high so when the new medians come in they will be at grade. I did meet with the county they are not going to block any of the roadways, they are going to have signs on both sides and do work out of the median.

Ms. Andrews asked is this a good time to plant?

Mr. Cowling stated some of the palm trees, the date palms usually October through February is not the optimal planting time but here in North Florida we have a little bit more of a window so I don't think it is a bad thing.

Ms. Lovett stated previously we had so many issues with palms in this neighborhood where they didn't unwrap what they should when they planted them and we discussed you being onsite the first few hours making sure things are okay.

Mr. Cowling stated the Medjools are coming from Arizona or California, I don't know where the rest of the plant material is coming from. I can be onsite and Garden South is a very reputable company.

C. Manager

There being none, the next item followed.

D. Operation Manager - Report

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

Mr. Clarke arrived during this report.

E. Amenity Center Manager - Report

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

SIXTH ORDER OF BUSINESS

Discussion of Capital Plan

Mr. Clarke stated I took the capital plan that we had and tried to expand upon it. It is an alphabetical list of projects and I added in expansion projects, the zero entry for the pool, the gym, new fencing and lighting, filling in this pond, digging a new pond. There could be a lot of capital expenditures in the near term and I took the same format that the firm provided for us and listed the unit cost in present day dollars and by the time we assign a year the capital item will be installed it takes into consideration 3% inflation. I boiled it down to a five year plan and on a going forward basis have a rolling five year capital plan I think we could get a handle on what we need. Some of these future projects could be deferred or already incorporated into an expansion plan.

Ms. Lovett stated to me it comes down to the planning of what we think we want to implement, time-wise, getting more advanced proposals on site plans and getting our hands wrapped around what that is going to look like and what it is going to cost.

Mr. Oliver stated you are starting with potential costs instead of just dreaming about what you want, going down that road and at the end decide how you are going to pay for it. It is good to look at these things early on because even once you decide to go down a particular road with your improvements because you are a five member board with a lot of interest from residents it takes a little longer to get to where you need to go because there are a lot of selection decisions that need to be made. It always takes longer then you would think.

First you get a general sense of what you want to do then have the architects give you options on what that could be and as you go through those options you have to have cost restraints. You have them come in with some very preliminary plans and once you have those with public input from the regulars that attend the meetings then I think you have a series of

workshops that you bring in the public and let them know that you are serious about this, here is the framework we are looking at and we need you to give us some input.

Ms. Lovett asked should we start with a public workshop? We know in general what people want.

Mr. Oliver stated I think that is a good idea.

Ms. Fore asked when is D.R. Horton supposed to be completed with their new phases?

Mr. Oliver stated I can't tell you because so much of that is dependent upon sales. If you are going to have a workshop I would at least have some very rough conceptual visuals to show residents that we are all talking about the same thing. One of the things was a prefabricated building, we should lay that out early on so they know that is what it is.

Ms. Lovett stated we have a one-acre piece of property that everything has to fit on, building, parking and drainage.

Mr. Cowling stated we did get a conceptual from Basham & Lucas, preliminary plans with some of the ideas that you have so it is a matter of refining that and making sure you want all those items, tennis courts, splash pad, zero entry pool, fitness center, all those things and work from that.

Mr. Oliver stated we would also have to corroborate the numbers that we have on here for the improvements.

Ms. Lovett stated I think we had some suggestions for things to change on that. Are we in agreement to try to push forward in 2017 or 2018?

Ms. Fore stated the quicker the better because we are having major competition.

Mr. Clarke stated Jim can help us in looking at different financing alternatives. What is our capacity for debt and taking on new debt? Do we get bank financings or issue bonds?

Mr. Oliver stated we do have to develop some options and we know the people who can do that. In a perfect world you would pay as you go but with this price tag it would take a while to get there because not only do we need the money for the new capital improvements we have to maintain the assets we have right now. In terms of spreading the cost most districts go with issuing bonds and that is something we can look at but we can look at something more short term through some type of bank placed financing. We can come up with some different options. One

thing we know that we can't do is wrap these bonds into the existing bonds. When we went through the restructuring there is a ten year window before those can be refinanced.

Mr. Clarke asked is there a minimum the market has an appetite for?

Mr. Oliver stated typically \$1 million is the minimum. The good news is you would be spreading those costs throughout the entire development. I can come up with different financing scenarios and have a report at the next meeting. We have a long way to go but this is great start.

Ms. Lovett asked what is the estimated time for the lighting?

Mr. Cowling stated I think six weeks is what it will be, two, three or four weeks for the poles and two weeks for installation.

Ms. Lovett stated if we are going to think about lights for the pool for night swimming, we should probably start it now and get it done.

Ms. Andrews stated let's wait until we can do everything.

Ms. Fore stated it is starting to get cold out.

Ms. Lovett stated my thought was that while it was cold if we wanted to do it, let's do it and have it ready for next season but I can appreciate that if we are going to develop a whole new site plan we might as well tear it up once.

Ms. Andrews stated I agree with that.

Ms. Lovett stated we will postpone it.

NINTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of September 30, 2016 and Statement of Revenues and Expenses for the Period Ending September 30, 2016

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.

D. Approval of Check Register

On MOTION by Mr. Hogan seconded by Ms. Fore with all in favor the check register was approved.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Mr. Clarke stated the lighting at the intersections we were thinking about putting the poles in the middle of the median. Will there be curbing around that because if not I think they are going to be easy to target.

Mr. Cowling stated eventually there will be when they four-lane it but there are no plans at this time and we would have to do that ourselves and go to the county to make arrangements for curbing.

Mr. Clarke stated I suppose there is a way to protect the bottom of the pole by putting up bollards or something.

Mr. Cowling stated that is the option we were going to go with, we asked for aluminum so they are break away if a car ends up in the median. Those are all JEA poles so we won't be responsible for the replacement of them that would be between JEA and whoever hits them.

Ms. Lovett stated on Longleaf they are all concrete poles. Some of the common area fencing is looking a little moldy. Do you have any plans to have these pressure washed?

Mr. Cowling stated we can do that. It will probably take a full day maybe two days, I will measure it and I have some costs on that. Do you want me to spot the worst areas or do the whole thing?

Ms. Lovett stated the worst areas would be okay with me.

Mr. Cowling stated I can do that.

A resident asked how much do you have in capital reserves?

Mr. Oliver stated right now our capital reserves for repair and replacement of assets is \$458,000 and our unassigned funds are \$389,000 and those funds are what we use to operate the district until assessments start coming in. Next year's assessments will start coming in at the end of November so of the \$389,000 approximately \$200,000 will be for October and November. That brings that amount down to \$190,000.

A resident asked why don't we buy the piece of land first then you are talking about putting a building up you can move the gym out of there and get a restaurant in there and make money to pay some of this stuff off.

Mr. Hogan stated a restaurant isn't going to work. Julington Creek Plantation is having problems with their restaurant right now. As long as I'm on the board a restaurant is not going to be put in this place.

Ms. Lovett stated we will do a full assessment again as part of the community workshop. We are a board for a reason and everybody is entitled to vote for what they want.

Ms. Andrews stated we are not going to buy the property until we know what we are doing. It doesn't make sense to make payments until we know what we want.

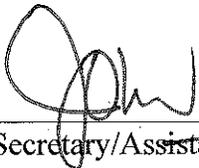
Mr. Oliver stated we are not buying the land we are just going to pay off the debt on the land of about \$140,000. That is in the plan for fiscal year 2017.

ELEVENTH ORDER OF BUSINESS

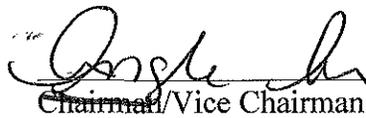
Next Scheduled Meeting – 11/22/16 @4:00 p.m. @ Aberdeen Amenity Center

Ms. Lovett stated our next scheduled meeting is November 22, 2016 at 4:00 p.m. in the same location.

On MOTION by Mr. Hogan seconded by Ms. Fore with all in favor the meeting adjourned at 4:50 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman