

ABERDEEN
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, November 22, 2016 at 4:05 p.m. at the Aberdeen Amenity Center, 110 Flower of Scotland Avenue, St. Johns, Florida 32259.

Present and constituting a quorum were:

Angela Andrews	Vice Chairperson
Loyd W. Hogan	Supervisor
Dennis M. Clarke	Supervisor
Hillary (Beth) Fore	Supervisor

Also present were:

Jim Oliver	District Manager
Carl Eldred	District Counsel (by telephone)
Louis Cowling	GMS, LLC
Jackie Krabill	Vesta/Amenity Services Group

The following is a summary of the actions taken at the November 22, 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 4:05 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Elected Supervisors

Mr. Oliver being a notary public of the State of Florida administered the oath of office to Ms. Andrews.

B. Consideration of Resolution 2017-02 Election of Officers

Mr. Oliver stated Chapter 190, F.S. dictates that after each election you have an election of officers. You can keep the same slate or you can change officers.

On MOTION by Mr. Hogan seconded by Ms. Fore with all in favor Resolution 2017-02 reflecting the same slate of officers was approved.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the October 25, 2016 Meeting

On MOTION by Ms. Fore seconded by Ms. Andrews with all in favor the minutes of the October 25, 2016 meeting were approved as amended on page 5.

FIFTH ORDER OF BUSINESS

Consideration of Proposals for Pool Deck Lighting for Night Swim

This item was tabled.

SIXTH ORDER OF BUSINESS

Consideration of Proposals for Kitchen Sink Replacement and Counter Repairs

Ms. Krabill reviewed the two proposals she obtained for the kitchen sink replacement and countertop repairs and will research the cost and maintenance of a tankless water heater and report back at the next meeting.

SEVENTH ORDER OF BUSINESS

Consideration of Proposal for Seasonal Decorations

Mr. Krabill reviewed the proposal from M & G Holiday Lighting for the main entrance, clubhouse and pre-lit wreaths for each subdivision entrance. The proposal covers the lights, materials and storage for the next year.

On MOTION by Mr. Hogan seconded by Mr. Clarke with all in favor the proposal from M & G Holiday Lighting was approved contingent upon the HOA splitting the cost of \$4,722.56 50/50 with the CDD.

EIGHTH ORDER OF BUSINESS

Other Business

Mr. Oliver stated Dennis and I spoke about setting up a workshop to talk about the capital plan at the December 20th meeting, which we will hold at 4:00 p.m. and schedule the January meeting to take place at 6:00 p.m.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Eldred stated I wanted to bring to the board's attention a recent issue that came up about an easement encroachment request. Someone had asked the HOA if they could encroach onto a private drainage easement that ran along the back of three or four lots towards the district's stormwater retention pond. Through the private drainage easement runs a drainage pipe that is part of the District's stormwater system that we have the obligation to maintain. I guess when the drainage easement was created on the plat an interest in the drainage easement was granted to the HOA instead of the CDD. It appears this is an issue throughout the district, and because we have infrastructure in the easements we need to have the legal property interest to be able to access and maintain the pipe. I am looking for direction from the board for counsel to identify all of the private drainage easements within the district that are currently in the name of the HOA and in which the district has infrastructure, and have the HOA convey that easement interest to the district. I have spoken with a representative of the HOA who understands the situation and is willing to take the issue to the HOA and discuss it with them.

On MOTION by Ms. Andrews seconded by Ms. Fore with all in favor district counsel was authorized to coordinate with the HOA to identify and facilitate conveyance of maintenance easements to the district and to record same in the public records.

B. Engineer

There being none, the next item followed.

C. Manager

There being none, the next item followed.

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.

EIGHTH ORDER OF BUSINESS

Financial Reports

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

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Next Scheduled Meeting – 12/20/16 @4:00 p.m. @ Aberdeen Amenity Center

Mr. Oliver stated our next meeting will be at 4:00 p.m. and we will have the capital workshop.

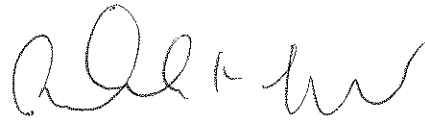
On MOTION by Mr. Hogan seconded by Ms. Andrews with all in favor the meeting adjourned at 4:48 p.m.

November 22, 2016

Aberdeen Community Development District



Secretary/Assistant Secretary



Chairman/Vice Chairman