

ABERDEEN  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, February 28, 2017 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	Operations Manager
Lauren Egleston	Amenity Center Manager
Dan Fagen	Vesta/Amenity Services Group
Several Residents	

The following is a summary of the actions taken at the February 28, 2017 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 at 4:00 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 January 24,  
2017 Meeting**

On MOTION by Ms. Fore seconded by Mr. Hogan with all in favor the minutes of the January 24, 2017 meeting were approved.
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**FOURTH ORDER OF BUSINESS**

**Acceptance of the Minutes of the January 24, 2017 Workshop**

On MOTION by Ms. Fore seconded by Ms. Andrews with all in favor the minutes of the January 24, 2017 workshop were accepted.

**FIFTH ORDER OF BUSINESS**

**Update Regarding Capital Improvement Planning**

Ms. Lovett stated in front of you is a list of items that we have heard mentioned in terms of improvements for the Aberdeen amenity complex. These items are not funded and we will do a survey to gather support for items that residents felt would best fit the community in general and we would try to come up with planning around what we have in terms of capacity, how to incorporate what people feel they want and try to come up with pricing and cost options for that. These are the baseline items people mentioned that they were interested in. If you think we have covered the bases pretty well the next step would be to put this into a survey mechanism and then push this out to our residents via the different channels of communication. We would gather the feedback and sum up the items with the highest amount of support and pass that on to the team who is going to conceptualize and map out the space and look at pricing.

Mr. Oliver stated there has been a lot of input from residents talking about various potential projects in the future. We are trying to identify and prioritize these options We will identify potential funding sources once we have an idea of what is wanted and needed out there.

**SIXTH ORDER OF BUSINESS**

**Discussion of St. Johns County Traffic Calming Program**

Mr. Oliver stated about a year ago the board directed staff to make a request of St. Johns County to be considered for a traffic calming study. We did receive a letter February 7, 2017 with the results of that traffic study and they did the recommendations based on four tiers of traffic issues and we are at the very bottom tier on two of those locations and the third tier on the other ones. The recommendations are not going to be as robust as we were hoping to achieve but if you look at the very detailed report you can see at the end of each section they have conclusions and recommendations. We will post this to the website and I will give you one example. Mahogany Bay Drive had a total of 23 points placing the street in traffic calming action plan category 3. The traffic operations section did identify 1 – 5 vehicles that exceeded the posted speed limit in excess of 10 mph on a daily basis. The time the violations occurred

varied from early morning to mid afternoon. The traffic operation section has furnished this information to the sheriff's office and requested that enforcement be applied during the hours of the day during which excessive speeding by the above referenced vehicles occurred.

There are other recommendations throughout the report, including distribution of informational fliers and other education pieces, as well as patrolling by St. Johns Sheriff's Office. That is as good as it gets right now. I noticed that for Prince Albert there will be a feedback sign, which is a sign that as you approach it will tell you what your speed is and it will start flashing if you are in excess of the posted speed limit.

That is what we have achieved right now that is not to say that we can't go back in for a traffic calming study as more construction occurs here.

Ms. Lovett stated I'm disappointed that Long Leaf Drive didn't qualify since it is a connector road and that took away some options.

Mr. Oliver stated we will have this posted to the website and also have contact information for St. Johns County so if residents want more information the appropriate approach would be to contact St. Johns County.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Proposals**

**A. Fencing**

Mr. Fagen stated we do have apples to apples in two proposals and the low one was from Best Fence at \$2,300, Duval Fence came in at \$3,500.

Ms. Andrews stated I thought we tabled this item until we find out what we are doing as far as adding on.

Ms. Lovett stated this was discussed to make available this portion for beverages outside.

On MOTION by Mr. Clarke seconded by Mr. Hogan with four in favor and Ms. Andrews voting no the proposal from Best Fence was approved in the amount of \$2,278.

**B. Social Hall Furniture**

Ms. Egleston stated the furniture that you approved wasn't available, the company, could not buy enough of it to fulfill the order. We were given a price we were supposed to stay under and through some research they were able to match what you did like through other companies

and it will come in under the approved amount but there is no guarantee of the quality but it looks the same to me.

Ms. Lovett stated if we don't like it we can return it.

Mr. Clarke stated I suggest you get the stools with a back.

Mr. Fagen stated I want to understand we are going with pub chairs with backs no cushions at this point in time.

Ms. Egleston stated I will look for a company that has pub chairs with a back. We are under the approved amount so I will go ahead and order them and if are unhappy with the quality we will return it.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

There being none, the next item followed.

**C. Manager**

Mr. Oliver stated the fiscal year 2016 audit is underway and will be finished well before the statutory deadline of June 30<sup>th</sup>.

**D. Operation Manager - Report**

Mr. Cowling reviewed the items outlined in the monthly memorandum, after which the following action was taken.

On MOTION by Ms. Fore seconded by Mr. Hogan with all in favor staff was authorized to proceed with the replacement of the pavers in the amount of \$600.

**E. Amenity Center Manager - Report**

Ms. Egleston reviewed the amenity center activities and maintenance items, which were outlined in the monthly memorandum, after which the following action was taken.

On MOTION by Ms. Fore seconded by Mr. Hogan with all in favor staff was authorized to purchase a laptop for the office and a desktop computer for the Envera System in an amount not to exceed \$1,200.

**TENTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet as of January 31, 2017 and Statement of Revenues and Expenses for the Period Ending January 31, 2017**

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.

**ELEVENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

Mr. Hogan stated I'm resigning effective at the end of this meeting because as of March 20, I will no longer be a resident of Aberdeen.

On MOTION by Ms. Andrews seconded by Ms. Fore with all in favor Mr. Hogan's resignation was accepted with regrets.

Ms. Lovett stated in terms of filling the seat I think we should publicly notice that we have a seat open.

Mr. Oliver stated what we have typically done is made an announcement and use the website and an e-blast and announce that there is a vacancy and invite registered voters living in the district to apply for that position and you consider résumés of those who are interested at your next meeting. If that is the direction of the board we will make that happen.

Ms. Lovett stated garbage collection at the condos I know the county is responsible for picking that up but how do they get a larger receptacle if that is possible? Is that D.R. Horton or their HOA?

Mr. Cowling stated that would be the HOA and it is not the county that picks that up they have to contract out to Waste Management or a franchisee of St. Johns County.

Ms. Lovett stated we have had a lot of feedback from people wanting some sort of food at the pool. I know we are not going to have a restaurant but someone mentioned maybe having a hotdog cart on Friday, Saturday and Sunday. Maybe we could find a vendor that wouldn't charge a ton to do something simple like that.

Ms. Egleston stated I spoke to someone who is local and is willing to try.

Mr. Oliver stated you may want to try it on a trial basis to see if it is viable.

Ms. Egleston stated we could do a food cart on Friday and Saturday and maybe dessert on Sunday or something. We can set that up. Can they come in here or do it outside?

Mr. Oliver stated let me get with Mike Eckert offline and we can go through the pros and cons and licensing requirements.

A resident asked why is it taking so long to close on this property?

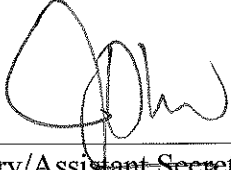
Mr. Oliver stated we are not purchasing the property. After the May 1<sup>st</sup> principal and interest payment is made is the most advantageous time to take over the property so we have a reduced amount of principal and interest to pay upfront. We will probably close the deal in May or June.

**TWELFTH ORDER OF BUSINESS**

**Next Scheduled Meeting – 03/28/17 @6:00 p.m. @ Aberdeen Amenity Center**

Ms. Lovett stated the next meeting is scheduled for March 28, 2017 at 6:00 p.m. in the same location.

On MOTION by Mr. Hogan seconded by Ms. Fore with all in favor  
the meeting adjourned at 4:09 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman