

ABERDEEN
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, April 25, 2017 at 4:01 p.m. at the Aberdeen Amenity Center, 110 Flower of Scotland Avenue, St. Johns, Florida 32259.

Present and constituting a quorum were:

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

Also present were:

| | |
|-----------------|---------------------------------|
| Jim Oliver | District Manager |
| Carl Eldred | District Counsel (by telephone) |
| Louis Cowling | Operations Manager |
| Lauren Egleston | Amenity Manager |
| Dan Fagen | Vesta/Amenity Services Group |

The following is a summary of the actions taken at the April 25, 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 4:01 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 March 28, 2017 Meeting

Ms. Lovett made a correction on page 9 of the minutes, which will be reflected in the final document.

On MOTION by Mr. Clarke seconded by Ms. Fore with all in favor the minutes of the March 28, 2017 meeting were approved as amended.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2017-04
Honoring Former Chairman Loyd Hogan**

Mr. Oliver stated Loyd will be at our June meeting with his wife and we can have this proclamation framed and we also had a plaque made for him.

On MOTION by Ms. Andrews seconded by Ms. Fore with all in favor Resolution 2017-04 was approved.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2017-05
Classifying Surplus Tangible Personal
Property**

Mr. Eldred stated the board is considering buying new furniture for the amenity center and we have some surplus furniture that we need to dispose of. This furniture was purchased by bond proceeds and we need to go through a formal process of declaring that furniture surplus and obsolete then determine how we are going to dispose of it. In the agenda package are two resolutions that make a finding that the furniture is obsolete, that it has been sufficiently used and with continued use and ongoing maintenance the furniture would be uneconomical and then makes a finding in both resolutions. The difference between the two resolutions is how the furniture will be disposed of. The first option is to donate the furniture and the second resolution provides the option to sell the furniture provided that the value of the furniture was below \$5,000 we can approve that sale through resolution. If it is over \$5,000 we have to go through a more formal process in which to sell the furniture.

Mr. Clarke stated I suggest that we choose the option to sell it and then sell it for \$1 that way if a charity doesn't want it and somebody really wanted to buy it they could.

On MOTION by Mr. Davis seconded by Ms. Andrews with all in favor Resolution 2017-05 was approved with the option to sell the furniture for \$1.

SIXTH ORDER OF BUSINESS

**Consideration of Amendment to Swim Team
Agreement**

Mr. Eldred stated as the board is aware at the last meeting we approved the extension of the swim team agreement and historically the participation membership of the swim team was limited to residents only essentially fee payers for the amenity center and I think we also included lifeguards and children of swim team coaches. At the last meeting there was discussion about allowing non-residents to participate in the swim team and Lauren has more information as to how many residents that would be based on feedback. Depending on whether or not the board wishes to allow non-residents to participate in the swim team we would amend the swim team agreement accordingly.

Mr. Oliver stated there is not an amendment in your agenda package because Carl is looking for guidance from the board and if you decide to do that he will prepare the amendment.

Mr. Eldred stated at the last meeting we talked about whether there would be a fee charged for non-residents if the board allowed it and I have confirmed that there are other districts that allow non-residents, some charge a fee and some don't. If the district charges a fee for a non-resident then we would have to go through the rulemaking process to establish a fee and that is something that is required by our rules of procedure and also Florida Statutes. If a fee was charged but it was charged by the swim team and the proceeds were held by the swim team then we wouldn't have to go through that rulemaking process.

Ms. Egleston stated there were seven people who were interested that were non-residents. Two people it's their grandchildren that they watch during the summer, three are cousins that are in the same situation, their cousins are on the swim team and it is childcare and all five would participate and two are soon to be residents in the neighborhood and they will close on their house in May.

Mr. Clarke stated I'm in favor of giving you broad latitude to do as you see fit. Wouldn't the grandchildren be considered in the care and custody of the grandparents, therefore family?

Ms. Egleston stated I would think so. We do have the policy where grandparents can bring their grandchildren up here without a problem. I do not want to overfill the pool. I know the swim team is not looking to max it out. We are trying to do that outside the CDD with your permission of course.

Ms. Andrews stated as you know we don't have a limit of guests so the grandparents I have no problem with at all. I wouldn't consider that to be non-residents. Maybe we can work with the sales lady to give us a copy of the contract so we know when they are closing and that

they do actually have a contract. I don't know that I'm ready to open to non-residents because this is the first year that we are going to deal with parking. We had no issues last year because they were on the median. I'm not sure where all these people are going to park especially for meets. I have heard from other residents complaining about the pool being used by the swim team. I like the numbers and I don't want to close it to people that are possibly closing.

Ms. Egleston stated we have sent an email out to the rest of the league that when we do host a meet we are highly suggesting carpooling so we can limit the amount of parking here.

Ms. Fore asked can we put orange tape up so people don't park on the medians?

Ms. Egleston stated we will have volunteers there that will tell them. This will be streamlined so it is not a large impact to the residents and that is why we only have practice three days a week.

Mr. Eldred stated we are willing to allow non-residents who are essentially relatives of an existing resident and also future residents who have a contract to purchase a house within the district.

Ms. Lovett stated correct.

Mr. Eldred stated I will make those changes to the swim team guidelines of the agreement and get that executed.

SEVENTH ORDER OF BUSINESS

Update Regarding Costs for Potential Capital Improvements

Mr. Oliver stated at the last meeting Ms. Lovett went over the results of the survey that was published by the district. That survey had quite a few potential capital projects in it ranked in order of popularity. Louis has taken those projects and has put a very rough cost estimate of what each of those projects would be and this is based on his experience and we have quite a few projects going on particularly in Bartram Springs and St. Johns Golf & Country Club that mirror some of these things. Some of the things to be mindful of is the numbers you see are estimates it is not until you start the architectural plans and go out and get proposals that the hard numbers come in. He has site work on there but does not have soft costs that would be engineering, architectural and legal costs and he also doesn't have the O&M and for a pool it is not the cost of the capital it is the cost of the ongoing O&M. Some of those things that you see on there would necessarily be mutually exclusive because you don't have much of a land footprint to do things so if you build a new fitness center I don't think you are going to have room for tennis courts.

That total price of \$1.5 million is misleading in that regard because you can't do all those projects and also because it doesn't include some of the soft costs. I think the engineering work at Bartram Springs is tracking at 11% right now. A lot of the soft costs are upfront costs. He can go through those costs and it is not for you to determine today which projects are viable and which aren't it is just to give you an idea and after he goes through that then we can talk about setting up the next meeting where we can bring financing options.

Mr. Cowling gave an overview of the costs associated with the proposed capital projects.

Mr. Clarke stated we couldn't fit the tennis court here but do we have other property?

Mr. Oliver stated we don't have any other property but we can always have discussions with D.R. Horton. We are going to deal with D.R. Horton for a long time and there is going to be some give and take.

Mr. Clarke stated maybe they could allocate more space to accommodate a tennis court.

Mr. Oliver stated I was thinking about that and also thinking if there could be some way to engineer a stormwater pond somewhere else so if we fill this one in we would still have one acre. I don't know anything about the engineering requirements on something like that.

Mr. Davis asked shouldn't we be dialing them in on this planning?

Mr. Oliver stated I do have conversations with Bob Porter. Right now you see a bottom line number of \$1.5 million and some of those are mutually exclusive but let's say you take a couple projects off and add on soft costs and it is inevitable that there will be cost increases along the way because if the economy continues to improve inflation is going to go up and contractors are busy. You are over the mark where you could issue bonds if you wanted to do that but you could also take the approach that you are going to try to pay out of existing funds and build a fund to pay for it and probably the middle ground would be to get some type of traditional financing through a bank with a 5, 10 or 15 year loan and each year build a fund to make those payments to the bank or to pay it off sooner if you wanted to do that. I don't think you are going to be able to leave assessments exactly as they are and pay for this at the same time because you have to operate the district while you are doing all these things. Those are some of the things we will be looking at and what I can do is get an underwriter or someone in banking to run some scenarios for us, what the cost would be, what the payback would be and what the effect would be on all the homes out here.

Ms. Andrews asked could you give us an estimate on how much the assessment would go up based on the number of houses we have?

Mr. Oliver stated I can develop that but you don't have flat rate assessments it is stepped.

Ms. Lovett stated nor can we do all of this.

Mr. Oliver stated I will look at some of those things, talk with George and staff and also Bob Porter. One thing you may want to do is have your entire amenity footprint at the same location because once you have separate facilities you are duplicating costs.

Ms. Andrews stated I do like the idea of putting the fitness center away from the pool.

Ms. Lovett stated we never talked about it and I don't know how popular it would be but the basketball court could be a splash pad.

Ms. Andrews stated the basketball court is popular.

Mr. Oliver asked is there any particular guidance you want to give us other than to bring back financing options and add some projects we talked about?

Ms. Andrews asked can I say what I would like to X out on there? The heated pool I think would just blow money.

Mr. Davis stated I disagree with that. That is one of the things that I think is really important and I know it would be expensive but we have this facility that goes unused for five months out of the year. I know it would be costly but I feel that would be beneficial.

Mr. Oliver stated because you started the survey process, you don't want in any way to short-circuit that. I would wait until we have pricing.

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 we were contacted by a resident a couple of weeks ago about D.R. Horton sales signs along the parkway. Those are largely in right of way owned by St. Johns County, which we do not control but he mentioned that one of the signs was obstructing line of sight. I called Bob Porter and Louis confirmed that has been removed.

We will be starting the budget process and at the May meeting I will bring a proposed budget and we will likely adopt the budget at our August meeting so we will have plenty of time to work through the budget process. As we go through that exercise we will also see if there is going to be any cost increases that may be associated with projects that may come online during 2018 although based on where we are in this stage right now I don't see these projects coming online until fiscal year 2019 at the earliest.

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. Egleston 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 March 31, 2017 and Statement of Revenues and Expenses for the Period Ending March 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

