

ABERDEEN  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Aberdeen Community Development District was held Tuesday, July 25, 2017 at 4:02 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
Dennis M. Clarke	Supervisor
Hillary (Beth) Fore	Supervisor
Gary Davis	Supervisor

Also present were:

Jim Oliver	District Manager
Carl Eldred	Hopping Green & Sams
Louis Cowling	Riverside Management
Lauren Egleston	Vesta/Amenity Services Group
Dan Fagen	Vesta/Amenity Services Group
Detective Marmo	St. Johns Sheriff's Office
2 representatives of M&G Lighting	

The following is a summary of the actions taken at the July 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 4:02 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the June 27, 2017 Meeting**

On MOTION by Ms. Fore seconded by Ms. Andrews with all in favor the minutes of the June 27, 2017 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS                      Discussion of Amenity Center Policies**

Mr. Eldred reviewed in detail the proposed revisions to the amenity center policies, copy of which is attached to the minutes of this meeting and available on the districts website.

On MOTION by Ms. Fore seconded by Mr. Davis with all in favor the revisions to the amenity center policies were approved.

**FIFTH ORDER OF BUSINESS                      Discussion of Fiscal Year 2018 Budget in Preparation for August 22<sup>nd</sup> Budget Hearing**

Mr. Oliver stated the budget hearing is going to be August 22, 2017 and that is a night meeting at 6:00 p.m. The assessments stay the same there is no increase in assessments and you can move things among the line items. One of the key things in this budget is you have continued to stay on program with the capital reserve contribution. Although you only have one opportunity generally to raise assessments through the tax collector process you can amend a budget at any time throughout the year. When we cover the resolutions in August after the budget hearing you will hear the attorney mention that the board can move line item funds up to \$10,000 or 10% of a budget line item or if you need to -----22:20----- you go through a formal budget amendment process.

Ms. Lovett asked does the lake maintenance and landscape maintenance include the ponds that we did not yet incorporate or do we need to increase that item?

Mr. Cowling stated none of the changes have been incorporated in the budget. We do have a pretty good contingency in there and if we do everything proposed it is about \$30,000 of work.

Mr. Oliver stated we will adjust that based on the contract.

Ms. Lovett stated it might be nice to remove the hollies that died and replace some of that.

Mr. Oliver stated you do have \$48,000 in landscape contingency.

**SIXTH ORDER OF BUSINESS****Discussion of Survey Regarding Potential Capital Improvements**

Mr. Oliver stated I want to talk about the approach we are taking. I expect the survey to go out in the next couple of weeks so you will have results for the next meeting. We will start the survey with a summary of how we got to where we are right now, what we are trying to do, the fact that this is a resident controlled board now and you are looking at potential capital improvements. We will talk about the fact that we have already conducted one survey in March 2017 share those results with the residents. When we go back with the second survey we will show those rankings, estimated costs for projects and we will also add some projects to the list that were mentioned by the board or residents as we went through the process. Some of those includes things such as bocce ball and shuffleboard and we will put those on there with costs too so people will know the things we are looking at. We do want to make clear to everyone that some of these projects will be mutually exclusive in that we only have so much land upon which to build these improvements. The one-acre recreational parcel we actually have to start the process to acquire that in December of this year and I think we are required to close on that by February 2018. The discussion we are having in the survey and at the meeting we would talk about the different funding means to pay for these improvements to include cash that we have on hand in your reserves and also we will have some type of financing whether it be a traditional bank financing or issue bonds and what the assessment would be.

When we finalize the survey to go out we will send an advance copy to the board members.

**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**

There being none, the next item followed.

**C. Manager – Discussion of Meeting Schedule for Fiscal Year 2018**

Mr. Oliver stated in your agenda package is the proposed meeting schedule for FY18, it would be meeting each month as we have been doing for the past few years and one meeting per quarter would be at 6:00 p.m. and it will be on the fourth Tuesday of each month, the December meeting we change because of Christmas. You may decide you want to have the November meeting on another date too.

A resident stated people are just getting off work at 6:00 p.m. and can't make those meetings.

Ms. Lovett asked do you want to try switching the 6:00 p.m. meetings to 7:00 p.m.?

Mr. Oliver asked what about 6:30 p.m.?

It was the consensus of the board to change the 6:00 p.m. meetings to 6:30 p.m.

Mr. Eldred stated the board is not locked into these times you can change that at any time.

Ms. Fore stated let's do two at 6:30 p.m. and see if there is a difference in participation and if not then take it back to 6:00 p.m.

On MOTION by Ms. Andrews seconded by Mr. Clarke with four favor and Mr. Davis voting no the fiscal year 2018 notice of meetings was approved as revised.

**D. Operation Manager**

**1. Report**

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

**2. R&D Proposal**

Mr. Cowling gave an overview of the proposal for the pond bank mowing of the new ponds.

Ms. Andrews asked why are we mowing the pond bank where there are houses? I understand if there is no development but not when there are houses.

Mr. Oliver stated we have to treat all assessment payers the same.

Mr. Davis stated the issue is we mow all the other ponds.

Mr. Cowling stated we mow all the turf on the pond banks.

Ms. Andrews stated not on my pond and it is because owners are told they have to take care of their pond behind their property.

Mr. Cowling stated if you want to get the HOA and residents involved I would love to get our mowers off the pond banks.

Ms. Andrews stated they are ruining the pond banks with those big mowers.

Ms. Lovett stated you would be asking residents to install gates on ponds that we have been maintaining for the past eight years. I don't think we are in a position to do that and the problem is because they didn't allow the right fencing.

On MOTION by Mr. Davis seconded by Ms. Fore with four in favor and Ms. Andrews voting no the proposal for pond bank mowing of new ponds in the amount of \$12,480 per year was approved.

Mr. Cowling reviewed the proposals for the replacement of Magnolia trees in the amount of \$1,630 and the installation of five benches and three trashcans for about \$3,600 and stated I will work with Beth on final selection of materials and colors.

I would like to discuss the center of the circle, maybe we can put a little sidewalk in, mulch it, landscape, stepping stones whatever you want to do. A flagpole is going to be between \$300 and \$500 and there are four existing lights in that area.

It was the consensus of the board to install the flagpole and stepping stones with mulch and plants in an amount not to exceed \$1,500.

**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.

Detective Marmo stated the main problem I have run into is with juveniles who are not supposed to be at the amenity center and in the pool area and generally creating problems. I have not seen a lot of criminal activity and Aberdeen has done really good the past couple of years compared to other neighborhoods.

Ms. Egleston stated we need to come up with a time to schedule the installation of the holiday lights.

It was the consensus of the board to start the installation in late October with lights being activated Thanksgiving weekend and Mr. Davis will work with Ms. Egleston to coordinate details and have oversight of the planning.

**NINTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet as of June 30, 2017 and Statement of Revenues and Expenses for the Period Ending June 30, 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. Davis seconded by Ms. Fore with all in favor the check register was approved.

**TENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

Ms. Andrews stated I'm disappointed with Lake Doctors.

Mr. Cowling stated with the amount of rain that we have had you are going to have algae around the edges. They treated the pond two days after I gave them the request last month and I walked three-quarters of that pond and didn't see any significant algae.

Mr. Clarke asked what is the cost of aerators and pumps if we were to make a capital purchase?

Mr. Cowling stated it depends on how large the ponds are some need two fountains. The fountains are in the \$3,500 range per fountain then you have the rest of the costs. Currently you have 21 ponds in the single-family areas, two of those have diffusers pond 1 has a fountain so

that leaves 18 ponds. Probably three or four of them will need at least two fountains. For the health of the ponds bottom aeration is the way to go if you want aesthetics then fountains will help with moving water. They are not the cure all for ponds but neither is aeration it is a combination of carp, chemical treatment and aeration.

Ms. Lovett asked can we get someone else rather than Lake Doctors.

Mr. Cowling stated they are the most responsive and they do reports and tell you what they put in the ponds.

Ms. Andrews stated I would hate to hire someone else and get the same or less service.

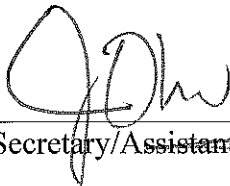
Ms. Lovett stated the other option is we can price the ponds for fountains and electric both installation and ongoing electric costs or aerators and have that for our next meeting. If we are trying to fix an algae problem I prefer the diffusers and we can selectively put them in problem ponds rather than have people complain that they didn't get a fountain in their pond to look good.

**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – 08/22/17 @ 6:00 p.m. @ Aberdeen Amenity Center**

Ms. Lovett stated the next scheduled meeting is August 22, 2017 at 6:00 p.m.

On MOTION by Ms. Fore seconded by Mr. Davis with all in favor the meeting adjourned at 5:30 p.m.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman