

Armstrong
Community Development District

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Wednesday, May 10, 2017 at 3:30 p.m. at the Eagle Landing Sales Center, 3973 Eagle Landing Parkway, Orange Park, Florida.

Present and constituting a quorum were:

Roger Arrowsmith	Chairman
Marilyn Ayers	Vice Chairperson
Nancy Klock	Supervisor

Also present were:

Katie Buchanan	District Counsel (by telephone)
James Perry	District Manger
Mark Marasciulo	Greenpointe
Mike Taylor	Greenpointe

FIRST ORDER OF BUSINESS

Roll Call

Mr. Perry called the meeting to order at 3:30 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the April 5, 2017 Meeting

On MOTION by Ms. Ayers seconded by Ms. Klock with all in favor the minutes of the April 5, 2017 meeting were approved as submitted.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2017-03 Approving the Proposed Fiscal Year 2018 Budget and Setting the Public Hearing Date for Adoption

Mr. Perry stated item four is Resolution 2017-03 approving the proposed budget for fiscal year 2018 and this is the start of the budget process and we will have a public hearing to adopt the budget August 2, 2017. This budget is a developer funded budget at this time, which means that any expenditures of the district are funded by the developer and there are no assessments on individual lots. The budget is a fairly standard budget and with the programming going on will obviously change over the course of the next year.

Ms. Buchanan stated the resolution in the agenda is the final budget approval resolution. If the board is comfortable I suggest that we modify the form of resolution in your agenda package to our standard form proposed budget approval and it basically approves the proposed budget and sets the public hearing for the date we just decided and I can circulate that right after the meeting.

On MOTION by Ms. Ayers seconded by Ms. Klock with all in favor Resolution 2017-03 approving the proposed fiscal year 2018 budget and setting the public hearing for August 2, 2017 at 3:30 p.m. in the same location was approved.

FIFTH ORDER OF BUSINESS

Consideration of Agreement with Hadden Engineering for District Engineering Services

Mr. Perry stated this is a standard form of agreement that Hopping Green & Sams utilizes for engineering services for almost all their districts. It provides the minimum requirements for insurance, etc. and there is specific language dealing with public records and it has a 30 day termination provision, which is standard for your agreements.

Ms. Buchanan stated the hourly rates are attached to the agreement and work authorizations that are issued will be done at the hourly rates provided in Exhibit A.

On MOTION by Ms. Klock seconded by Ms. Ayers with all in favor the agreement with Hadden Engineering for general district engineering services was approved.

SIXTH ORDER OF BUSINESS

Authorization for Tynes Boulevard 1A, 1B and 2 Construction Services

bond proceeds although I think you are going to have more hard improvements than necessary we can include it now but I would defer to the developer on whether they want to do this now or postpone it.

Mr. Arrowsmith stated we don't want to hold up anything by deferring. Is there any need to get this approved in order to have the plats approved and construction bids come back in?

Ms. Buchanan stated my understanding of CEI is typically something that is done after construction starts and in that sense we have time. If the developer chooses to pay for it out of pocket then we don't have to publicly bid it and you can go directly to whatever firm you want. If the developer wants to try to fund it with bond proceeds then we would have to provide notice, evaluate, negotiate and contract because you don't get pricing from the solicitation process you have to do that subsequent to ranking.

Mr. Arrowsmith stated let's put that off and defer it for now.

NINTH ORDER OF BUSINESS

Consideration of Qualifications for CEI Services for Tynes Boulevard 1A, 1B and 2 and Requesting a Fee Proposal by June 7th

Mr. Perry stated item nine is consideration of qualifications for CEI services for Tynes Boulevard 1A, 1B and 2 and requesting a fee proposal by June 7th. These services have been re-advertised we did not have any response to the first one. Keith Hadden has been in contact with a few engineering firms, I have reached out to a couple others and provided them the notice. Hopefully, we will have some proposals at the June 7th meeting.

Mr. Arrowsmith asked what would happen if we don't get any?

Ms. Buchanan stated there is no independent authority for us to move forward to directly contract with someone. It is kind of a statutory hold so I would hope we would get some responses so we don't have to investigate that further. I don't think the county would be happy. We will bring that back June 7th.

TENTH ORDER OF BUSINESS

Consideration of Assessment Methodology

Mr. Perry stated this has been deferred to this point in time, we are revising the methodology to include only to what we refer to as Assessment Area 1 or A, which will only be the single-family homes.

Mr. Arrowsmith asked does that cause any delays? I want to make sure nothing gets in the way of our target closing date.

Mr. Perry stated in speaking with Jon Kessler this doesn't make a change in the financing program as far as time. We expect to bring the draft methodology back to the next meeting anyway.

ELEVENTH ORDER OF BUSINESS Discussion of Meeting Dates

Mr. Perry stated we want to add an additional meeting in the month of June. We have one scheduled for June 7th, which we would have and look to have an additional meeting on June 23rd at 3:30 p.m. at this location.

Mr. Arrowsmith stated I will be here for the 7th but I will not be available for the 23rd.

On MOTION by Ms. Ayers seconded by Ms. Klock with all in favor an additional meeting was scheduled for June 23, 2017 at 3:30 p.m. in the same location.

TWELFTH ORDER OF BUSINESS Staff Reports

A. District Counsel

There being none, the next item followed.

B. District Engineer

There being none, the next item followed.

C. District Manager – Report on Number of Registered Voters (0)

Mr. Perry stated there is a statutory requirement to report on the number of registered voters in the district each year and as you would expect the county confirmed there are zero voters in the district at this time.

THIRTEENTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

Mr. Arrowsmith stated the county staff has told us that Tynes Boulevard from the roundabout up to Oakleaf Plantation Parkway will be called Royal Pines Drive, which is the continuation of the road from Eagle Landing and that is fine with us but I alerted the county that

I didn't want there to be any potential political fallout for the county funding what now looks very much like a development road. At least when it was called Tynes Boulevard it was Tynes Boulevard and that is what you were funding.

FOURTEENTH ORDER OF BUSINESS Financial Statements as of March 31, 2017

Mr. Perry stated included in the agenda package was the combined balance sheet as of March 31st including the general fund and capital projects fund related to Tynes Boulevard. Also included is the statement of revenues and expenditures and this is a developer funded budget so actual expenditures are what flows through for reimbursement.

**FIFTEENTH ORDER OF BUSINESS Consideration of Funding Request No. 9
(General Fund)**

Mr. Perry stated next is consideration of funding request no. 9 of the general fund that is split between East/West and Greenpointe and the detail for those charges are included.

On MOTION by Ms. Klock seconded by Ms. Ayers with all in favor funding request no. 9 was approved.

Mr. Arrowsmith stated we approved paying some of the board members.

Mr. Perry stated I received paperwork today from Marilyn and Nancy is going to check her emails. We sent out all the documents that are required and that will go back to the last meeting when the supervisors accepted compensation.

**SIXTEENTH ORDER OF BUSINESS Consideration of Funding Request No. 4
(Construction Fund)**


Mr. Perry stated next is consideration of funding request no. 4 to the county for reimbursement of construction funds that totals \$72,318.64. We will send all the supporting documentation including copies of the canceled checks to the county.

On MOTION by Ms. Ayers seconded by Ms. Klock with all in favor funding request no. 4 was approved.

**SEVENTEENTH ORDER OF BUSINESS Next Scheduled Meeting – 06/07/17 at 3:30
p.m. at the Eagle Landing Sales Center**

Mr. Perry stated our next scheduled meeting is June 7th at 3:30 p.m. at this location and we will have another one scheduled for June 23rd unless we have conflicts on quorum.

On MOTION by Ms. Ayers seconded by Ms. Klock with all in favor the meeting adjourned at 3:53 p.m.



Secretary/Assistant Secretary



Chairperson/Vice Chairperson