

Minutes of Meeting
Armstrong Community Development District

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Wednesday, March 7, 2018 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
Nancy Klock	Supervisor
Mike Taylor	Supervisor
Grady Miars	Supervisor (by telephone)

Also present were:

James Perry	District Manger
Katie Buchanan	District Counsel (by telephone)
Keith Hadden	District Engineer
Dean Vincent	Armstrong Ventures
Matt Biagetti	East West
Greg Kern	Greenpointe
Liam O'Riley	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 February 7,
2018 Meeting**

On MOTION by Ms. Klock seconded by Mr. Taylor with all in favor the minutes of the February 7, 2018 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Consideration of Proposal from Gemini Engineering & Sciences, Inc. for Conditional Letter of Map Revision in GreyHawk Phase 1

Mr. O’Riley stated this proposal is from an engineer to process a small portion of the site on the south end to move it from the flood plain.

Mr. Perry asked Katie have you looked at the agreement?

Ms. Buchanan stated I have and given the low value of it that it is fine but we can do it in substantial form.

Mr. Perry stated the only provision I saw was under section 4.1 in regard to the reports, plans and things of that nature. They are public records, they are the district’s and you might need to change something or let them know upfront about that.

Ms. Buchanan stated I’m sure they will work with us on that.

On MOTION by Mr. Taylor seconded by Ms. Klock with all in favor the proposal from Gemini Engineering & Sciences, Inc. for conditional letter of map revision based on fill for lots in GreyHawk Phase 1 was approved in substantial form.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being none, the next item followed.

B. District Engineer – Consideration of Requisitions 4 & 6

Mr. Perry stated requisition 4 was approved at the last meeting up to a certain dollar amount and it was subsequently reviewed by Mr. Taylor, staff and the requisition was processed for a total of \$18,315.06. This is really ratification of that requisition.

On MOTION by Mr. Taylor seconded by Ms. Klock with all in favor requisition no. 4 in the amount of \$18,315.06 was ratified.

Mr. Perry stated the second requisition is requisition no. 6 payable to J.R. Davis Construction for a total of \$695,421.48.

Mr. Hadden stated I have reviewed that, everything is correct and I signed off on it and recommend it for approval.

On MOTION by Mr. Taylor seconded by Ms. Klock with all in favor requisition no. 6 in the amount of \$695,421.48 was approved.

C. District Manager

There being none, the next item followed.

D. Tynes Boulevard Project Administrator

1. Consideration of Change Order No. 1 & 2, Tynes Boulevard Phase 1A

Mr. Vincent stated I have change orders 1 and 2 for Phase 1A. Change order 1 is for \$45,771.05 for a single modification that was anticipated but when the contract was let the county had not approved the design. That first change order is not only a monetary amount it extends the contract to accommodate the delays as a result of the project being let two days before the hurricane hit. That pushes the final completion date 361 days from 9/7/17 so that is 9/3/18 for final completion; substantial completion is still 30 days earlier.

Change order no. 3 for Tynes Boulevard Phase 1A is in the amount of \$81,903.85 for storm drainage changes to the plans required by the county between the bid date and what is being constructed today.

All these items even though they are going through the CDD are being paid by Clay County or Armstrong Ventures.

On MOTION by Ms. Klock seconded by Mr. Arrowsmith with all in favor change orders 1 & 2 for Tynes Boulevard Phase 1A were approved.

2. Consideration of Change Order No. 1 Tynes Boulevard Phases 1B & 2

Mr. Vincent stated on Tynes Boulevard 1B and 2 there is change order no. 1 for \$28,760.86 for changes to the storm system as it relates to the bid set and the final set.

The district engineer has reviewed these and signed the change orders, they just need signatures by the district.

On MOTION by Ms. Klock seconded by Mr. Arrowsmith with all in favor change order no. 1 for Tynes Boulevard Phases 1B & 2 was approved.

SIXTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Financial Statements as of January 31, 2018

Mr. Perry stated item seven is the financial statements and includes the combined balance sheet along with the statement of revenues and expenses of the general fund, the debt service fund, the Tynes Boulevard capital projects and the amount that remains in there at the end of January 31, 2018 and the series 2017 bonds there is approximately \$5.2 million.

We also have analysis of long-term debt. The funding request page due from developers, subsequent to the preparation of this agenda package those were all paid.

There is a little more detail on the revenue bonds and the last page is a running page, which will show each of the requisitions paid related to the bonds and the outstanding fund balance left to be used for construction activities.

Mr. Hadden asked how has the county been on reimbursing?

Mr. Perry stated they have been over 30 days.

EIGHTH ORDER OF BUSINESS

Consideration of Funding Request No. 19 (General Fund)

Mr. Perry stated item eight is the funding request no 19 from the general fund.

On MOTION by Ms. Klock seconded by Mr. Taylor with all in favor funding request no. 19 from the general fund in the amount of \$7,717.52 was approved.

NINTH ORDER OF BUSINESS

Consideration of Funding Request No. 15 (Construction Fund)

Mr. Perry stated item nine is funding request no. 15 from the construction fund and will be processed with the county and totals \$358,121.51. The bulk of that being Vallencourt Construction.

Mr. Arrowsmith asked do we need to do anything with the county to speed them up or are we okay with it taking more than 30 days?

Mr. Vincent stated I think we are okay.

On MOTION by Mr. Taylor seconded by Ms. Klock with all in favor funding request no. 15 from the construction fund in the amount of \$358,121.51 was approved.

TENTH ORDER OF BUSINESS

Next Scheduled Meeting – 04/04/18 at 3:30 p.m. at the Eagle Landing Sales Center

Mr. Perry stated our next scheduled meeting is April 4th at 3:30 p.m. at this location.

Mr. Vincent asked would it be okay if we considered moving this to Tuesday afternoon versus Wednesday?

Ms. Buchanan stated I cannot do that.

Mr. Vincent stated let's keep it where it is.

On MOTION by Ms. Klock seconded by Mr. Taylor with all in favor the meeting adjourned at 3:44 p.m.


Secretary/Assistant Secretary


Chairperson/Vice Chairperson