

Minutes of Meeting
Armstrong Community Development District

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Thursday, June 6, 2019 at 3:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum were:

Mike Taylor	Chairman (by telephone)
Grady Miars	Vice Chairman
Liam O'Reilly	Supervisor
Blake Weatherly	Supervisor
Rose Bock	Supervisor

Also present were:

Jim Oliver	District Manger
Katie Buchanan	District Counsel (by telephone)
Keith Hadden	District Engineer
Dean Vincent	Armstrong Ventures (by telephone)
Zach Brecht	England-Thims & Miller

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver 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 May 2, 2019 Meeting

On MOTION by Mr. Miars seconded by Ms. Bock with all in favor the minutes of the May 2, 2019 meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of Landscape Proposals for Tynes Boulevard/Amenity Center/Parks

Mr. Oliver stated you issued an RFP that was noticed and you received responses back from four vendors and those vendors are, Tree Amigos, Verdego, Brightview and Sitex. We are to rank their proposals in accordance with the evaluation criteria that the board previously adopted.

Mr. O'Reilly stated you have the ranking in front of you that I put together in conjunction with staff. The HOA management company will be mostly managing this contract put in a lot of time and effort and I think them for that. Most proposers scored the highest points on all the categories and the price and qualifications were the two big ones. The final ranking ended up as Tree Amigos in first place with 97.4 points, Brightview in second place with 96 points, VerdeGo in third place with 88.8 points and Sitex with 82.1 points. The two biggest points squares were price and experience with the project, Tree Amigos is doing the install on the amenity center now and they are probably more familiar with the irrigation and landscaping more than anybody and I think that was why they got the highest points there. With the support of staff I recommend approval of this scoring and we would go the first ranked proposer and if a contract can't be reached then we would go to the second ranked proposer.

On MOTION by Mr. Miars seconded by Ms. Bock with all in favor Tree Amigos was ranked no. 1, Brightview was ranked no. 2, Verdego was ranked no. 3 and Sitex ranked no. 4 and staff was authorized to enter into a contract with the number one ranked firm, Tree Amigos.
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FIFTH ORDER OF BUSINESS

Consideration of Proposals for Construction Services Greyhawk Phase 2 and Greyhawk Phase 2 & 3

Mr. O'Reilly stated this is the site work contract that was bid about a month ago. As you will recall there was a phase 2 proposal and then an option for Phase 2 and 3 together. We worked with the engineer of record, ETM, they evaluated the bids as did staff and similar scoring system as the landscape RFP with the individual categories. On the site work contract the price and schedule are the largest categories. These are the rankings for Phase 2 only then I will go through the ranking for Phase 2 and 3 together. Besch & Smith ranked first with 89 points, second ranked firm was Vallencourt with 85.3 points, Florida Roads was third with 84.9 points and Jr. Davis was fourth with 52.9 points. The big point gap was because Jr. Davis did not submit a schedule of values in the schedule so they got zero points in a couple categories. If the board adopted this ranking then Besch & Smith would be first ranked. Coincidentally when we evaluated Phases 2 and

3 together Besch & Smith ranked highest with 89 points, Florida Roads was second with 84.8 points, Vallencourt was third with 82.7 and Jr. Davis was fourth with 76.5 points. Both the engineer, myself and Greg Kern who works on the project as well as other staff members have done a deep dive to make sure all the other requirements, the bonds, etc. were all included in the bids.

Ms. Buchanan asked is the motion for Phase 2 or Phase 2 and 3 together?

Mr. O'Reilly stated we are not prepared to make that decision now. Fortunately, Besch & Smith ranked first in both and because it is the same contractor we would at a minimum go forward with Phase 2 only with the option to change order the cost to add Phase 3, since the pricing would be locked in. Is that possible?

Ms. Buchanan stated I think we can make it work.

Mr. Taylor asked how long are the bids good?

Mr. O'Reilly responded 120 days.

On MOTION by Mr. Miars seconded by Ms. Bock with all in favor the Besch & Smith was ranked no. 1 and staff authorized to enter into a contract for Phase 2 with the possibility that Phase 3 may be added by change order.

SIXTH ORDER OF BUSINESS

Consideration of Qualifications for Engineering Services in Response to RFQ

Mr. Oliver stated we received one response and that was from ETM, a copy of their qualifications is on the table in front of you. If the board wishes to accept that there are no other qualifications to rank. District staff can negotiate with them and bring back the actual price proposal to the next meeting.

On MOTION by Mr. Miars seconded by Mr. Weatherly with all in favor ETM was ranked no. 1 and staff was authorized to negotiate a contract that will be brought back to the board at the next meeting for consideration.

SEVENTH ORDER OF BUSINESS

Consideration of Agreement with Sitex Aquatics, LLC for Lake Maintenance Services

Mr. Oliver stated a copy of the agreement with Sitex Aquatics, LLC for lake maintenance services is in your agenda package.

On MOTION by Mr. Miars seconded by Mr. O'Reilly with all in favor the agreement with Sitex Aquatics, LLC for lake maintenance services was approved.

EIGHTH ORDER OF BUSINESS **Consideration of CCUA Development Agreement for Irrigation Meter for TB 1B**

Mr. Oliver stated next is consideration of the CCUA Development agreement for irrigation meter at TB 1B and a copy of that proposal is in your agenda package. This is for the installation of the meter.

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor the agreement with CCUA for irrigation meter for Tynes Boulevard 1B was approved.

NINTH ORDER OF BUSINESS **Consideration of Resolution 2019-06 Approving a Proposed Budget for Fiscal Year 2020 and Setting a Public Hearing Date for Adoption**

Mr. Oliver stated the next item is consideration of Resolution 2019-06 approving the proposed budget for fiscal year 2020 and setting a public hearing date for adoption. We have a meeting on the books for August 1st and we need 60 days from date of approval to the public hearing and I suggest we move that back one week to August 8, 2019. This kicks off the budget process and it has the high end numbers for what the assessments would be and we can refine that over the next month or so. There will be public notice of the public hearing because it will be the first time we are levying the assessments.

Ms. Buchanan stated I think I have an old copy of the budget and I want to make sure we have a sufficient cap.

Mr. Miars stated yes.

On MOTION by Mr. Miars seconded by Mr. Weatherly with all in favor Resolution 2019-06 approving the proposed fiscal year 2020 budget and setting a public hearing for August 8, 2019 was approved.

TENTH ORDER OF BUSINESS

**Consideration of Change Order No. 12-15
with Scherer Construction**

On MOTION by Mr. Miars seconded by Ms. Bock with all in favor change orders 12-15 with Scherer Construction were approved.

ELEVENTH ORDER OF BUSINESS

Consideration of Requisitions 66-68

On MOTION by Mr. Miars seconded by Ms. Bock with all in favor requisitions 66-68 were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being none, the next item followed.

B. District Engineer

**1. Consideration of Change Order no. 6 for Time Extension and Costs for TB
1B and 2**

Mr. Hadden stated they submitted this change order for the south end of Tynes. The time extension is because Clay Electric was running late but they are finished and three days ago Vallencourt went back in to regrade the road for the sidewalk and irrigation. The change order is for some pipe changes that needed to be made.

On MOTION by Mr. Miars seconded by Mr. Weatherly with all in favor change order no. 6 with Vallencourt for time extension and costs for Tynes Boulevard 1B and 2 was approved.

2. Crown Pools Proposal

Mr. Oliver stated added to the agenda today is a proposal for pool maintenance services by Crown Pools in the amount of \$1,050 per month.

On MOTION by Mr. Miars seconded by Mr. O'Reilly with all in favor a pool maintenance agreement with Crown Pools in the amount of \$1,050 per month was approved.

C. District Manager

1. Deficit Funding Request No. 5

Mr. O'Reilly stated we approved requisitions 67 and 68 and I want to make sure they are on this deficit funding request to the developer.

Mr. Oliver stated I will revise the amount to include those.

On MOTION by Mr. Miars seconded by Mr. O'Reilly with all in favor deficit funding request no. 5 was approved as revised to include funding for requisitions 66-68.

D. Tynes Boulevard Project Administrator

Mr. Hadden stated it is looking good and we are getting ready to start the irrigation and sod. We met with the county on Tuesday and the thought right now is to have everything finished and the road opened by Labor Day. We don't want to open the road until we have everything done because there is a lot of construction traffic.

THIRTEENTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

There being none, the next item followed.

FOURTEENTH ORDER OF BUSINESS Financial Statements as of April 30, 2019

A copy of the financials was included in the agenda package.

FIFTEENTH ORDER OF BUSINESS Consideration of Funding Request No. 34 (General Fund)

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor funding request no. 34 from the general fund was approved.

SIXTEENTH ORDER OF BUSINESS Consideration of Funding Request No. 32 (Construction Fund)

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor funding request no. 32 from the construction fund was approved.

SEVENTEENTH ORDER OF BUSINESS Next Scheduled Meeting – 07/11/19 at 3:30 p.m. at the Plantation Oaks Amenity Center

Mr. Oliver stated the next scheduled meeting is July 11, 2019 at 3:30 p.m. in the same location.

On MOTION by Mr. O'Reilly seconded by Ms. Bock with all in favor the meeting adjourned at 3:47 p.m.



Secretary/Assistant Secretary



Chairperson/Vice Chairperson