

Minutes of Meeting
Armstrong Community Development District

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Thursday, January 9, 2020 at 3:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum were:

Liam O'Reilly	Chairman
Mike Taylor	Vice Chairman
Rose Bock	Supervisor
Blake Weatherly	Supervisor

Also present were:

James Perry	District Manger
Katie Buchanan	District Counsel (by telephone)
Zach Brecht	District Engineer
Tiffany Csalovszki	Greyhawk HOA Community Manager

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

Affidavit of Publication

A copy of the affidavit of publication of the public hearing was included in the agenda package.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the November 14, 2019 Meeting

<p>On MOTION by Ms. Bock seconded by Mr. O'Reilly with all in favor the minutes of the November 14, 2019 meeting were approved as presented.</p>
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FIFTH ORDER OF BUSINESS

Public Hearing Adopting the Revised Rules of Procedure, Resolution 2020-05

On MOTION by Mr. Taylor seconded by Mr. O'Reilly with all in favor the public hearing was opened.

Mr. Perry stated district counsel has gone through and updated the rules of procedure to be consistent with any changes that have occurred in regard to statutory issues. The rules are pretty broad in nature and address meetings of the board, public records and so forth. Most of the rules concentrate in the area of purchasing and you will see 30+ pages in regard to that. You were previously provided a red line version of the rules and the changes have been coordinated with counsel and are being done in other districts too.

Mr. O'Reilly asked is there anything significant you want to point out? I don't recall anything of substance.

Ms. Buchanan stated no, I don't think there is anything that is going to affect the way the board operates. There are items related to staff operations more than anything else.

Mr. Perry stated for the board's information regarding the policy for internal controls, that is already being done in conjunction with the annual audit, we have to certify there are controls in place. There are not going to be substantial changes to the way we operate.

Mr. Weatherly joined the meeting at this time.

On MOTION by Ms. Bock seconded by Mr. Taylor with all in favor Resolution 2020-05 was approved.

On MOTION by Mr. Taylor seconded by Mr. O'Reilly with all in favor the public hearing was closed.

SIXTH ORDER OF BUSINESS

Consideration of Nondisclosure Agreement with Clay County Property Appraiser for Information Exempt from Public Disclosure

Mr. Perry stated almost all the property appraisers are requiring this for districts. It is nothing that we haven't done in the past, this is more delineated as far as certain procedures. When we get the tax roll there are folio numbers that you don't provide the information as a public record

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request for police officers and certain people. We get the rolls and have that information sometimes and sometimes we don't but if we have it, we are not supposed to disclose those.

On MOTION by Mr. O'Reilly seconded by Mr. Taylor with all in favor the nondisclosure agreement with Clay County Property Appraiser was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Buchanan stated we requested and the developer agreed to share the cost of the landscape maintenance by the commercial area. The goal is to provide a uniform appearance for residents of the community. We are still negotiating with the developer for the precise formula we are going to use but the goal would be that each party pay for their part. We are going to work with staff and the developer to make sure we get the amount correct.

Mr. O'Reilly stated we discussed this last year; this is the property between the residential community and Oakleaf Plantation Parkway, they own property on either side of Royal Pines Drive and they have verbally committed to contribute the landscape and irrigation cost that the CDD is funding right now. This is a draft agreement that I would like to ask the board to approve in substantial form pending the exact dollar amount. The landscape contract is roughly a couple thousand dollars for just the road right of way so there would be a straight prorated share that is 20% of the road centerline and they would pay 20% of that dollar amount and the irrigation bill would be the same deal. The irrigation is where the variable is because that number changes every month. They are asking for some history of bills so they can average it so they know what the monthly cost is going to be. Counsel has drafted this and we reviewed it.

Mr. Taylor asked will this survive different ownership if it were transferred to another entity?

Mr. O'Reilly asked can we make sure this goes with the land?

Ms. Buchanan stated we can record it and look at other ways to ensure that they have a contractual obligation to require the successor in interest to assume this liability. We can work to build that concept into the agreement.

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On MOTION by Mr. O'Reilly seconded by Mr. Taylor with all in favor the cost share agreement with the developer was approved in substantial form with the addition of language that would have a survivor entity responsible for payment.

B. District Engineer

1. Ratification of Requisitions (6, 7 & 11)

Mr. Brecht gave an overview of the requisitions for ratification.

On MOTION by Mr. O'Reilly seconded by Ms. Bock with all in favor the requisitions were ratified.

2. Consideration of Requisitions (8-10 & 12-13)

Mr. Brecht gave an overview of the requisitions to be considered for payment.

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor the requisitions were approved.

Mr. Brecht stated work authorization no. 3 is to provide construction landscape documents for Greyhawk Phase 1 common areas. This is to provide an enhanced landscape plan for the common areas within Greyhawk Phase 1. The board previously approved Phases 2 & 3. The total amount is \$4,100.

Mr. O'Reilly stated this is for the couple of pocket parks that were not landscaped in Phase 1, we are going to landscape them in Phase 2 & 3 so rather than having two sets of plans and two landscape contractors we are going to landscape everything at one time.

On MOTION by Mr. O'Reilly seconded by Mr. Taylor with all in favor work authorization no. 3 to provide enhanced landscape plans for Greyhawk Phase 1 common areas in the amount of \$4,100 was approved.

C. District Manager

Mr. Perry stated we started the audit for last fiscal year and hopefully, it will be finalized around April or May.

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D. Facility Manager - Report

Ms. Csalovszki gave an overview of the amenity center report.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of November 30, 2019

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

B. Check Register

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor the check register was approved.

TENTH ORDER OF BUSINESS

Next Scheduled Meeting – 02/13/20 at 3:30 p.m. at the Plantation Oaks Amenity Center

Mr. Perry stated the next scheduled meeting will be February 13, 2020 at this location.

On MOTION by Ms. Bock seconded by Mr. O'Reilly with all in favor the meeting adjourned at 3:48 p.m.

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James Perry

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Secretary/Assistant Secretary

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Liam O'Reilly

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Chairperson/Vice Chairperson