

Minutes of Meeting  
Armstrong Community Development District

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Thursday, July 9, 2020 at 3:35 p.m. via Zoom.

Present and constituting a quorum were:

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

Also present were:

James Perry	District Manger
Katie Buchanan	District Counsel
Keith Hadden	District Engineer
Zach Brecht	District Engineer
Lynzi Chambers	Greyhawk HOA Community Manager
David Freeman	Evergreen
Todd Mosley	Greyhawk HOA Community Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Perry called the meeting to order at 3:35.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the June 11, 2020 Meeting**

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor the minutes of the June 11, 2020 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Consideration of audit Proposals for Fiscal Year 2020**

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Mr. Perry stated the audit committee just met and ranked Berger Toombs no. 1 with 96 points and Grau & Associates no. 2 with 91 points. We ask that the board approve those rankings and allow staff to enter into a contract for those services with the number one ranked firm.

On MOTION by Mr. Weatherly seconded by Ms. Bock with all in favor the recommendation of the audit committee of Berger Toombs being ranked no. 1 was approved and staff was authorized to enter into a contract for services with the number one ranked firm.

**FIFTH ORDER OF BUSINESS**

**Ratification of First Amendment to Viewpoint Security Agreement**

On MOTION by Ms. Bock seconded by Mr. O'Reilly with all in favor the first amendment to the Viewpoint Security agreement was ratified.

**SIXTH ORDER OF BUSINESS**

**Discussion of Fiscal Year 2021 Approved Budget (budget hearing 08/13/20)**

Mr. Perry stated the budget hearing is going to be August 13<sup>th</sup> and this is a placeholder; we haven't made any adjustments to the budget. We will probably have a few adjustments by August and that will dovetail into the next agenda item.

Mr. O'Reilly asked what is the cutoff date for platted lots to get on the tax roll?

Mr. Perry stated generally it is January 1, but we have a good relationship with Clay County and I will contact them to see if we can get them on-roll for this year.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Cost Sharing Agreement**

Ms. Buchanan stated this was approved in April and the chairman was delegated the authority to execute it. We have gotten the draft prepared and it has been circulated to the developer of the commercial property and they had a few minor comments that we are waiting to finalize. We expect that to be executed between board meetings as previously authorized.

Mr. Perry stated the last discussion was the actual entities that were going to be involved.

Ms. Buchanan stated that is right; the developer has made a request to have the POA be the counter party as compared to the development entity.

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**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Ms. Buchanan stated my only question based on the information that was just discussed about platting. If Zach or Liam could let me know whether we need to undertake any property turnovers, bills of sales relating to improvements that may not have been constructed by the CDD.

Mr. O'Reilly stated not yet, but we will probably in September. The work isn't finalized just yet. Once they are complete we will transfer everything over.

**B. District Engineer**

**1. Consideration of Requisitions 39-40 (2019 Construction Account)**

Mr. Brecht stated the requisition summary in the agenda package includes 39 and 40 and there are four additional requisitions that were prepared and added. Requisition 41 is for Scherer Construction for payment on the construction of the Greyhawk amenity in the amount of \$109,415.79, requisition 42 for Eisman & Russo in the amount of \$5,869.60, Requisitions 43 in the amount of \$7,272.39 & 44 in the amount of \$3,150 for England Thims & Miller for work related to revisions to construction documents to Greyhawk 3A and B and Phase 2. The total summary to be approved is \$330,623.14.

On MOTION by Mr. Taylor seconded by Mr. O'Reilly with all in favor requisitions 39 - 44 from the 2019 construction account were approved.

**2. Ratification of Work Authorization No.4**

Mr. Brecht stated next is ratification of work authorization no. 4 to revise the construction documents associated with Greyhawk Phase 3 to separate into Phase 3A and 3B to get them accepted separately at the county as they are separate pods on the ground and will be easily closed out separately.

On MOTION by Mr. Taylor seconded by Mr. O'Reilly with all in favor work authorization no. 4 with England, Thims & Miller, Inc. in the amount of \$5,000 was approved.

**3. Consideration of Besch & Smith CO #8**

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Mr. Brecht stated change order #8 to the contract with Besch & Smith is for repayment of the as-built review fee to CCUA that is required for final closeout of Phase 2 & 3 of the project.

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor change order no. 8 with Besch & Smith for a net increase of \$7,875.00 was approved.

**C. District Manager**

Mr. Perry stated I want to have the board approve the funding for the requisitions that were just passed, totaling \$330,623.14. There should have been recently a funding request for that amount associated with the 2019 Bonds to be processed.

On MOTION by Mr. O'Reilly seconded by Mr. Taylor with all in favor the construction funding request in the amount of \$330,623.14 was approved.

**D. Facility Manger - Report**

Mr. Freeman stated we are on track with our email listings, community website updates and I'm working with the builders on getting the welcome packets situated with mailbox keys, etc. There are some builders we provide them to, some that we don't and I'm trying to get everybody on the same track. We are definitely on track with the access control; it was an issue a little over a month ago but now everybody is back on track. Future proposals I'm working on is the playground swing mulch, in addition a proposal for repair or replacement of the covered patio ceiling fans. There is no warranty on file for those fans to be replaced under warranty so it may be necessary to get them all replaced.

Mr. O'Reilly stated I would check with Greg at Scherer with the builder if it is an installation issue.

Mr. Freeman stated last I heard Tiffany had talked to Scherer once before when the first blade fell off and she was told they were not covered under any of their warranties. I will ask Bill and see if I can get with Scherer again before I get any further proposals.

Mr. O'Reilly stated get with Greg. That amenity is a year old and our warranty is about up so now is the time to do it if we can.

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Mr. Taylor stated I think part of the issue is they were labeled indoor fans that were installed on an exterior ceiling.

Mr. O'Reilly stated all the more reason they should be the one to replace them and put outdoor fans in. I doubt that someone would spec indoor fans in an outdoor environment.

Mr. Taylor stated get with the architect and see what was spec'd before you go to Scherer.

Mr. Freeman stated some of the projects completed since the last meeting are: the firepit sign was installed and it includes direction, the firepit timer switch was replaced and also the firepit post, the one there was not large enough for the actual shutoff cover or the timer switch. The rear maintenance gate at the back of the pool deck on the pump house gate was secured with a combination padlock. It was being left open, no one was using the slide lock or the actual key that was provided for them to use. We talked to the vendors to let them know that it has to be returned to a locked state after each time. The a/c is now working, there is no further leak and that was corrected with an elbow fitting.

Some things that are in the process of being completed are the staining of the firepit post to match the surrounding color scheme. Also, the flag replacement at the roundabout at the amenity center and there was new signage for Greyhawk installed in the median as you come into the property there is a four-sided sign and also a smaller sign. I worked with Jon today on getting a plan together for landscaping around those signs and that will be completed this week as well.

Mr. O'Reilly asked was the firepit repair and switch not part of the original scope of the contractor? I know we spec'd a fireplace that should have been commercially installed currently to get through C.O. and it sounds like we are replacing shut off switches and casings.

Mr. Freeman stated there was a timer switch on the post and the timer switch itself was broken shortly before our last meeting and that is what we replaced. There was no cover over that e-shutoff switch, it had a key. It was assumed that was a start switch so we made it a keyless shutoff switch with an e-shutoff cover.

Ms. Chambers stated per Eric with Scherer he said that he was not able to install that switch per his codes. Whether that is true or not I don't know but he said that was not part of his scope.

Lifestyle is still a work in progress, and we have been able to do some smaller things with social distancing at some of our larger communities but I would like to filter down and try at Greyhawk so that will be happening over the next month or so. We are still sending some stuff out virtually and we did have some interest in food trucks as well. Our food trucks have done

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amazing at all the properties we have put them. They do pre-orders so you can social distance and not everybody is out there at the same point in time. Once we see we will determine whether we want to continue on a monthly basis or however that works out. I was also in contact with Tina & Tony today and we are hoping we can still do our holiday party and we will play it by ear as we see how this continues and what we are allowed to do.

**NINTH ORDER OF BUSINESS**

**Supervisor’s Requests and Audience Comments**

Mr. Taylor asked do we know if the fan has ever been looked at in the bathrooms? I now last time I was out there it was pretty loud.

Mr. Freeman stated we fixed that.

**TENTH ORDER OF BUSINESS**

**Financial Reports**

**A. Financial Statements as of May 31, 2020**

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

**B. Check Register**

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

**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – 08/13/20 at 3:30 p.m. at the Plantation Oaks Amenity Center**

Mr. Perry stated the next scheduled meeting is August 13, 2020 at 3:30 p.m., right now it is scheduled for the Plantation Oaks Amenity Center and that is our budget meeting. If the governor extends the ability to meet remotely, we will probably do that instead of meeting physically onsite. But as of now that order expires August 1<sup>st</sup>. We will keep you apprised if that changes.

On MOTION by Mr. O’Reilly seconded by Mr. Weatherly with all in favor the meeting adjourned at

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Armstrong CDD

DocuSigned by:

*Jim Perry*

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Secretary/Assistant Secretary

DocuSigned by:

*Liam O'Reilly*

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Chairperson/Vice Chairperson