

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 10, 2021 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
Blake Weatherly	Supervisor
Rose Bock	Supervisor

Also present were:

James Perry	District Manger
Katie Buchanan	District Counsel (by telephone)
Zach Brecht	District Engineer
Alex Boyer	Evergreen

**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 January 14, 2021 Meeting**

On MOTION by Mr. O'Reilly seconded by Ms. Bock with all in favor the minutes of the January 14, 2021 meeting were approved as presented.
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**FOURTH ORDER OF BUSINESS**

**Acceptance of Arbitrage Report and Consideration of Proposal Series 2017**

Mr. Perry stated next is acceptance of the arbitrage report for the period ending 10/1/20 and consideration of the proposal for the arbitrage report for this year for the period ending 10/1/21.

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This is a requirement of the bonds. We don't have any positive arbitrage, if we did that means we are earning interest above the rate of the tax-exempt interest rate on the bonds.

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor the arbitrage calculation report for fiscal year 2020 was accepted and the proposal for fiscal year 2021 was approved.

**FIFTH ORDER OF BUSINESS**

**Ratification of Proposal from Atkins Electric for Electric Services in Phase 2**

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor the proposal for Greyhawk Phase 2 in the amount of \$2,500 was approved.

**SIXTH ORDER OF BUSINESS**

**Ratification of Services and Goods Order Agreement for Video Surveillance System with Security Engineering & Design, Inc.**

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor the Services and Goods Order Agreement with Security Engineering & Design in the amount of \$7,365.00 was ratified.

Mr. Brecht joined the meeting at this time.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Restated Landscape & Irrigation Maintenance Services Agreement**

Mr. O'Reilly stated this is really cleaning up the existing contract instead of having several amendments, we combined everything with one revised and restated services agreement.

On MOTION by Mr. O'Reilly seconded by Ms. Bock with all in favor the restated landscape & irrigation maintenance services agreement with Tree Amigos Outdoor Services, Inc. was approved.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Aquatic Management Agreement with Sitex Aquatics**

Mr. Perry stated the agreement is included in your agenda package and is for an annual basis of \$11,9040.

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On MOTION by Mr. O'Reilly seconded by Ms. Bock with all in favor the aquatic management agreement with Sitex Aquatics in the amount of \$11,940 was approved subject to final review by staff verifying correct dollar amount.

**NINTH ORDER OF BUSINESS**

**Consideration of Agreement with Clay County Utility Authority for Reclaimed Irrigation Meter**

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor the agreement with Clay County Utility Authority for reclaimed irrigation meter was approved.

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-04 Approving the Proposed Budget for Fiscal Year 2022 and Setting a Public Hearing Date for Adoption**

Mr. Perry stated Resolution 2021-04 approves the proposed fiscal year 2022 budget and sets the public hearing on September 9, 2021 and that will give us a week to get the assessment roll done. We have reviewed this budget with most of you, but the budget for fiscal year 2022 contemplates that there are no developer contributions, this is a fully loaded budget so every lot will be assessed. You will see that in the revenue section, we have a provision for the cost share. The expenses on the administrative side are flat and the field services there is an increase of about \$30,000 and we still have in there for discussion between now and adoption the \$45,000 for security. The landscape contract has been updated to reflect what we just discussed and there is an increase. The amenity section the numbers are somewhat flat and last year we had \$218,000 budgeted and this year we are looking at the same amount. There are some line item changes and we also have establishment of a capital reserve and that is about \$60,000 for this next year. After that is a short synopsis of each of the line items, then the debt service for the different bonds, the 2017A & B Bonds with the amortization schedule and the 2019 Bonds with the amortization schedule. We will be publicly noticing each of the landowners and at this point in time based on this budget we are going from \$800 annual assessment to \$1,045 or 30% increase.

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor Resolution 2021-04 approving the proposed fiscal year 2022

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budget and setting a public hearing for September 9, 2021 was approved.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Video Surveillance Policy**

This item deferred.

**TWELFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel – E-Verify Memo and Memorandum of Understanding**

Mr. Perry stated in the agenda package is the E-Verify memo and memorandum of understanding.

Ms. Buchanan stated we don't have any employees but going forward we will include the E-Verification provisions in the contracts to ensure that they are in fact complying with this law.

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor the E-Verify Memorandum of Understanding was approved.

**B. District Engineer**

**1. Ratification of Requisitions 77-87 (2019A Construction Account)**

On MOTION by Mr. O'Reilly seconded by Ms. Bock with all in favor requisitions 77-87 from the 2019A construction account were ratified.

**2. Consideration of Requisitions 88-90 (2019A Construction Account)**

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor requisitions 88-90 from the 2019 construction account were approved.

**3. Ratification of Besch & Smith Change Order No. 15, 16 and 17 (Greyhawk Phases 2 & 3)**

**4. Ratification of Besch & Smith Change Order No. 5 (Greyhawk Phases 2 & 3)**

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Mr. Brecht outlined the items in each change order, after which the board took the following action.

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor Change Order no. 15, 16, 17 and no. 5 with Besch & Smith for Greyhawk Phases 2 & 3 were ratified.

**C. District Manager – Report on Number of Registered Voters (296)**

A copy of the letter from the supervisor of elections indicating that there are 296 registered voters residing within the district was included in the agenda package.

**D. Facility Manager**

**1. Report**

A copy of the facility manager's report was included in the agenda package.

**2. Sitex Aquatics Proposal for Fountain Maintenance**

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor the proposal from Sitex Aquatics for quarterly maintenance of the fountain in the amount of \$600 annually was approved.

**3. Consideration of Proposal for Pet Waste Removal**

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor the proposal for once a week pet waste removal for all three stations in the amount of \$1,860 was approved.

**4. Fitness Equipment Maintenance**

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor the fitness equipment maintenance proposal for \$374.50 per visit was approved.

**THIRTEENTH ORDER OF BUSINESS**      **Supervisor's    Requests    and    Audience**  
**Comments**

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There being none, the next item followed.

**FOURTEENTH ORDER OF BUSINESS      Financial Reports**

**A.    Financial Statements as of May 31, 2021**

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

**B.    Check Register**

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor the check register was approved.

**FIFTEENTH ORDER OF BUSINESS      Next Scheduled Meeting – 07/08/21 at 3:30 p.m. at the Plantation Oaks Amenity Center**

Mr. Perry stated the next scheduled meeting is July 8, 2021 at 3:30 p.m. in the same location.

On MOTION by Ms. Bock seconded by Mr. O'Reilly with all in favor the meeting adjourned at 3:50 p.m.

DocuSigned by:

*Jim Perry*

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Secretary/Assistant Secretary

DocuSigned by:

*Liam O'Reilly*

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Chairperson/Vice Chairperson