

Minutes of Meeting
Armstrong Community Development District

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Friday, July 15, 2022 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	Assistant Secretary
Rose Bock	Assistant Secretary

Also present were:

Marilee Giles	District Manger
Katie Buchanan	District Counsel by telephone
Scott Wild	District Engineer by telephone
Alex Boyer	Armstrong CDD Facility Manager

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles 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

Organizational Matters

A. Acceptance of Resignations

Ms. Giles stated we received an email from Grady Miars resigning from his seat.

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On MOTION by Mr. O'Reilly seconded by Ms. Bock with all in favor Grady Miars' resignation was accepted.

B. Appointment of New Supervisors

On MOTION by Mr. O'Reilly seconded by Ms. Bock with all in favor Kendrick Taylor was appointed to fill the unexpired term of office of seat 4.

C. Oath of Office for Newly Appointed Supervisors

Ms. Giles stated since Mr. Taylor is not here today we will do the oath of office and Resolution 2022-01 at the next meeting.

D. Election of Officers, Resolution 2022-01

This item tabled.

FIFTH ORDER OF BUSINESS

Approval of the Minutes of the May 12, 2022 Meeting

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor the minutes of the May 12, 2022 meeting were approved as presented.

SIXTH ORDER OF BUSINESS

Acceptance of Fiscal Year 2021 Audit Report

Ms. Giles stated there were no current year or prior year findings or recommendations and this is a clean audit.

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor the fiscal year 2021 Audit Report was accepted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-06 Resetting the Public Hearing Date for Fiscal Year 2023 Budget

Ms. Giles stated the purpose of this resolution is to reset the date from July 14, 2022 to July 15, 2022.

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On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor Resolution 2022-06 was approved.

EIGHTH ORDER OF BUSINESS Public Hearing Adopting the Budget for Fiscal Year 2023

Ms. Giles stated the board approved the budget at our last meeting, there are small changes in some of the line items, but overall it remains close to the same as it was for fiscal year 2022.

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

There being no comments or questions from the public,

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

A. Consideration of Resolution 2022-07 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2023

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor Resolution 2022-07 was approved.

B. Consideration of Resolution 2022-08 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2023

On MOTION by Mr. O'Reilly seconded by Mr. Weatherly with all in favor Resolution 2022-08 was approved.

NINTH ORDER OF BUSINESS Discussion Regarding Installation of Bushes (3829 Sunberry Lane)

Mr. Boyer stated we redid the addendum to the scope of services to add the new lots on Royal Palm Drive to have the fence line. That has been taken care of.

TENTH ORDER OF BUSINESS Staff Reports

A. District Counsel

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There being none, the next item followed.

B. District Engineer – Stormwater Needs Analysis Report

Mr. Wild stated the stormwater needs analysis report is required by Florida Statutes for all municipalities and special districts and we worked with the district manager’s office to complete the needs analysis that is essentially an inventory and accounting of the stormwater management facilities that include the stormwater management ponds, pipes and structures. It was required to be submitted by June 30th and we are submitting it now to ratify the action of our submittal to the county.

On MOTION by Mr. O’Reilly seconded by Mr. Weatherly with all in favor submittal of the stormwater needs analysis report was ratified.

C. District Manager – Discussion of Meeting Schedule for Fiscal Year 2023

Ms. Giles stated the meeting schedule for fiscal year 2023 is included in the agenda package and there will be a landowners’ meeting November 10th just prior to the regular meeting.

On MOTION by Mr. O’Reilly seconded by Mr. Weatherly with all in favor the fiscal year 2023 meeting schedule was approved.

D. Facility Manger

1. Report

Mr. Boyer stated the big item within the last ten days is another fairly large hole that has sunken in on the pool deck and we spent just under \$6,000 less than six months ago for them to redo the entire lip and there was no guarantee that would hold. This is another area we are having an issue with. You have had rain, but we also noticed these areas are sinking in where there are lights and water may be seeping in behind the lights. We are working with a general contractor on that.

Mr. O’Reilly asked did Erick come by?

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Mr. Boyer responded Erick has been by and assessed the situation and have not heard an action plan. We have a quote from Tropical Pavers, but I think we want the general contractor to do that.

Mr. O'Reilly stated send that to Erick.

Mr. Boyer stated I will send that to Erick. This one is probably going to be more of an issue because even the mosaic tiles on the actual outside of the pool lip are starting to come out as well as the three-foot entry in the picture that is actually popped and cracked. There is definitely more to it, it is still going on. We have blocked it off entirely so people can't get to it. I want the residents to be aware that we are actively pursuing it and doing what we can from our side, but it will fall back on the general contractor.

Mr. O'Reilly stated send the invoice if you don't hear back from Erick in the next 24 hours, we will just fix it and he can pay the invoice directly.

Mr. Boyer stated the other thing is this is the second fairly deep cave-in we have had in the past year.

Mr. O'Reilly stated that is why I want Erick to figure out what is going on.

Mr. Boyer stated this is something between the stairs that we fixed twice in this area and making sure it is getting done properly.

Other than that the sod has not been installed yet. I actually called Jim today to make sure that gets some priority to it.

Mr. O'Reilly stated Joe called Jim yesterday on the end of Amberley.

Mr. Boyer stated the little corner. That has not been done but when I got back in town I called Jim to ask that it gets some priority to it. I have been told it has been an issue, it is not the landscape guys it is the construction guys and I asked Jim can we get it done.

2. Proposal from Tropical Pavers for Sunken Pavers

Informational only.

3. Proposal from Tropical Pavers for Bench Seat

Informational only.

4. Monthly Quality Inspection Report

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Ms. Giles stated we did get the landscape inspection report earlier today and I can forward that to the board. There doesn't seem to be anything outstanding on it.

ELEVENTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

A resident stated it has been brought up by several homeowners to see if we can get doggie stations throughout the community because there are problems with people not picking up after their pets. I have a map from the property appraiser and walked the area where we can possibly add some. I don't know what needs to be done to consider that.

Mr. O'Reilly stated we can get a proposal for that and there is a cost to maintain them that could increase your dues. The frequency varies but over time they are costly. We just got a proposal on another project and I can see what the proposal was, and we can talk about that at the next board meeting. I personally would not do that because it will increase your dues, so that may be something when the board turns over that the residents may agree on.

A resident stated the Heatherbrook landscaping you talked about earlier, it is owned by the CDD so I want to know what we are doing there.

Mr. O'Reilly asked where?

A resident stated the road before Lennar built, where it curves in and ends, that is a cul-de-sac.

A resident stated next to the mailbox there is a little section that is a triangle, not on the property of the property owner, it is between that and the grass section of the mailbox area. I'm pulling it up on GIS now and it says Armstrong Community Development District.

Mr. O'Reilly stated you are talking about the curb in Heatherbrook there is a pocket park on the north end.

A resident stated yes, it is just grass area and then there is a little area that goes to the other side of the street, Tynes, then right adjacent to that on the left hand side there is a home between the home and the mailbox area and the side that goes to Tynes, right against the woods has a little strip that is probably 15-feet by 30 or 40-feet that has no grass. It is just dirt and it is not leveled or anything. I will show you on the map.

Mr. O'Reilly stated text me a screenshot or something.

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Ms. Giles stated I have the property appraiser's website open so maybe after the meeting Jose can help me figure out which one he is talking about then we can click on that parcel it will show the owner.

A resident stated it is Armstrong CDD.

Ms. Giles stated then that is a CDD area.

Mr. O'Reilly stated it will be sodded just like the other area Jim has to do now.

A resident stated it is funny because there are no lines where it splits off in that little section behind the mailbox, it is all one section, but they just didn't do that one section.

Ms. Giles asked Alex is that something you can make a note of?

Mr. Boyer stated as soon as he shows it to me.

The resident pointed out the location under discussion on his phone and stated this section doesn't have any sod on it.

Mr. O'Reilly stated that is a sewer trap.

A resident stated it is the section inside of the blue.

Ms. Giles stated take a screenshot and send it to us.

Mr. O'Reilly stated Alex, just add that to Jim's sod list.

A resident stated at the amenity center there was a plate on the gate that was replaced on the far side of the pool and the latch goes past the plate.

Mr. Boyer stated someone bent it and it is to be replaced.

A resident stated maybe next time look at composite wood for the benches instead of using wood.

Mr. Boyer stated we replaced it to make sure it is not a safety hazard. If the board and/or the community wants to do that, then we need to look at it more because it is outside our scope.

A resident asked is there a way to not have the security companies sit in the office?

Mr. Boyer stated there was a discussion not too long ago where right now they can spend up to 15 minutes each hour, the rest of the time they should be inside the patio area. Another issue is there is a certain staff member that doesn't have their own transportation so sometimes they are dropped off early before their shift and the perception is they should be working when they are technically not and I said they either work the shift as soon as they show up or they don't show up until they are ready because the perception is once you see a security guard onsite they are working whether they are punched in or not.

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TWELFTH ORDER OF BUSINESS Financial Reports

A. Financial Statements as of June 30, 2022

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.

THIRTEENTH ORDER OF BUSINESS Next Scheduled Meeting – August 11, 2022 at 3:30 p.m. at the Plantation Oaks Amenity Center

Ms. Giles stated the next scheduled meeting will be held August 11, 2022 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 4:06 p.m.

DocuSigned by:

Marilee Giles

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Secretary/Assistant Secretary

DocuSigned by:

Liam O'Reilly

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Chairperson/Vice Chairperson