

Minutes of Meeting
Armstrong Community Development District

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Thursday, October 12, 2023 at 3:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum were:

Kendrick Taylor	Chairman
Cameron Brown	Vice Chairman
Christine Bowen	Supervisor
Jorge Vergara Molero	Supervisor by telephone
Jeffrey Deal	Supervisor

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel by telephone
Jay Soriano	GMS, Operations
Ryan Wilson	RMS

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

Organizational Matters

A. Appointment of New Supervisor to Fill Unexpired Term of Office 11/2024

On MOTION by Mr. Taylor seconded by Mr. Brown with all in favor Jeff Deal was appointed to fill the vacancy with a term expiring November 2024.

B. Oath of Office for Newly Appointed Supervisor

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Ms. Giles being a notary public of the State of Florida administered the oath of office to Mr. Deal.

Ms. Giles reviewed the sunshine law, public records law, and outlined the documents contained in the new supervisor package, being Chapter 190, F.S. and ethics for public officials.

C. Election of Officer, Resolution 2024-01

On MOTION by Ms. Bowen seconded by Mr. Taylor with all in favor Resolution 2024-01 was approved reflecting the following: Kendrick Taylor chair, Cameron Brown vice chair, Marilee Giles secretary and treasurer, Daniel Laughlin, James Oliver Darrin Mossing assistant secretaries and assistant treasurers, Christine Bowen, Jorge Vergara Molero and Jeffrey Deal assistant secretaries.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the September 14, 2023 Meeting

On MOTION by Mr. Taylor seconded by Mr. Brown with all in favor the minutes of the September 14, 2023 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Discussion of Amenity Policy Updates

Ms. Bowen reviewed the proposed changes to the amenity policies and after discussion of the amount of rental fees and deposit, type of deposit, number of hours for rentals, and capped it at 4 hour rentals at \$100 and deposit of \$250; guest policies, waivers, ages, hours of amenity operation, no smoking at amenity, hours at gym, minimum age at gym and staff will bring back the changes and further discuss the ages at the gym.

SIXTH ORDER OF BUSINESS

Consideration of Requisition Regarding Series 2019A Construction Account (Requisition 106)

Ms. Giles stated I worked with one of the supervisors and Greenpointe, there was a concern about some dirt and sand and asphalt rubble in the gutters. Ryan and I road those specific four streets and the roundabout and gave Greenpointe an update. In the meantime, Greenpointe asked for the name of a streetsweeper and coincidently the county is going to be doing street sweeping

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out here and Jay put Greenpointe that point of contact together and Greenpointe has asked for a proposal to street sweep the whole community and specifically the board had asked for those four streets.

On MOTION by Mr. Brown seconded by Ms. Bowen with all in favor requisition 106 from the Series 2019A construction account was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals

A. Lake Maintenance Proposals

On MOTION by Mr. Taylor seconded by Ms. Bowen with all in favor staff was authorized to send a termination letter to Sitex Aquatics and to work with Chairman Taylor to negotiate a better price with Lake Doctors and if successful to enter into a contract for fiscal year 2024 services.

B. Air Conditioning Repair Quote

Mr. Soriano stated we had this air conditioner unit repaired last month and they warned us that the condenser was going, and it did go out.

Mr. Vergara Molero left the telephone conference during this item.

On MOTION by Mr. Taylor seconded by Ms. Bowen with four in favor staff was authorized to proceed with the air conditioning repair in an amount not to exceed \$2,750.

C. Pool Tile Repair Quote

On MOTION by Mr. Taylor seconded by Ms. Bowen with four in favor staff was authorized to solicit more proposals and to select the best option for an amount not to exceed \$1,850.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being none, the next item followed.

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B. District Engineer

There being none, the next item followed.

C. District Manager

There being none, the next item followed.

D. Facility Manager

1. Report

Mr. Soriano stated the community sign price came in under the proposed amount and the split is \$1,363 each with the location to be to the left of the amenity center entrance.

2. Monthly Quality Inspection Report

NINTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

Additional supervisor comments: Sent email to the county on speeding, increased traffic patrols in the last month, assignment of supervisor responsibilities, need of lighted crosswalk.

Additional audience comments: Light poles no longer in use should be removed.

TENTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of September 30, 2023

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

B. Check Register

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

ELEVENTH ORDER OF BUSINESS

**Next Scheduled Meeting – November 9, 2023
at 3:30 p.m. at the Plantation Oaks Amenity
Center**

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Ms. Giles stated the next meeting is scheduled for November 9, 2023 at 3:30 p.m. in the same location.

On MOTION by Ms. Bowen seconded by Mr. Taylor with all in favor the meeting adjourned at 5:23 p.m.

DocuSigned by:
Marilee Giles
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Secretary/Assistant Secretary

DocuSigned by:
K. Taylor
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Chairperson/Vice Chairperson