

Minutes of Meeting
Armstrong Community Development District

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Thursday, December 12, 2024 at 3:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum were:

Cameron Brown	Vice Chairman
Christine Bowen	Supervisor
Jose Lopez	Supervisor
Cherie Hernandez	Supervisor

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel by telephone
Bill Schaeffer	District Engineer by telephone
Jay Soriano	Operations by telephone
Matt Biagetti	GMS
Ryan Wilson	RMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Biagetti 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

Ms. Hernandez joined the meeting at this time.

A. Oath of Office for Newly Elected Supervisors

Mr. Biagetti administered the oath of office to Ms. Hernandez and Mr. Lopez then gave an overview of the sunshine law and public records law.

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B. Election of Officers, Resolution 2025-01

This item tabled.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the November 14, 2024 Meeting

On MOTION by Ms. Bowen seconded by Mr. Lopez with all in favor the minutes of the November 14, 2024 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Discussion Items

A. Landscape Scope of Services

Mr. Soriano stated I have not received anything more from upper management. When it came to proposals for irrigation, they talked to Ryan to meet the pricing that we talked about at our last meeting. We still don't have better detailed irrigation maps or the scope and proposal. They sent an email saying they agreed to it but wanted to fill in the pricing.

After discussion staff was directed to finetune the scope of services, prepare a formal RFP and present that to the board at the January meeting for consideration.

Ms. Buchanan joined the meeting during this time by telephone.

On MOTION by Ms. Bowen seconded by Mr. Brown with all in favor staff was directed to prepare a formal RFP process for landscape maintenance services.

SIXTH ORDER OF BUSINESS

Consideration of Proposals

A. Irrigation Proposals

Mr. Wilson stated I called Rupert after our last meeting and told him the board thought the price was a little high and asked if he could bring it down to the \$3,000 mark. He said he would do what he could and called me a few days later and said they approved it but I'm still waiting to get the quote back from them.

Mr. Lopez stated I think we should start the process to find other bids.

Mr. Soriano stated \$3,000 is a little above Ryan's approved amount. Let us work with a board member to approve the number if it comes in a little higher then we can get the work done.

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On MOTION by Mr. Lopez seconded by Mr. Brown with all in favor staff was authorized to proceed with the irrigation work in an amount not to exceed \$3,000 and Mr. Lopez was designated as the point person to work with staff on this project.

SEVENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel**

There being none, the next item followed.

B. District Engineer

Mr. Schaeffer stated we did a bi-annual inspection of the stormwater ponds, and all the ponds were in good shape. Some of the larger ones have areas that may need to be addressed. I will finalize the draft report in the next few days and get that to the board.

Mr. Lopez stated there are two trees by the pond edge by the amenity center. Are those at risk of being removed?

Mr. Schaeffer stated the challenge with trees that are right on the water's edge or pond bank is the roots we lose a lot of soils around them by wave action. We generally recommend that trees inside from the top of bank be removed. I don't know that those are a real problem, but they may cause some repair in the future. Some of the ponds had slopes that looked as if some of the backyards may have been extended at the top of the bank and the slope is greater than four to one. The regulatory slope requirements are four to one. We are required in the report to make a recommendation on what can be done. Generally, when you have slopes that are steeper than four to one and you choose not to flatten the slope back out to four to one, you have to fence the entire pond and that is very expensive. Usually, we look at the small areas and address them individually and we will talk about that in the report. The trees are probably fine, but we would like you to remove them because they do damage the pond banks.

C. District Manager

Mr. Biagetti stated just a reminder to complete the ethics training by the end of the year. If you need the links our office can send you the free ones.

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Ms. Giles stated this board asked that we terminate the agreement with Armstrong Owners Association. We did that and are in contact with Keith Jones and his legal team and they have no problem with the termination of the mowing. We sent them a draft agreement for the water meter. He brought up a concern that the monument signs are just outside your district on someone else's property and their legal team is working with Katie on that agreement. Whatever the true effective date becomes we will keep in mind that they will still owe us for one more cut and one more meter.

D. Facility Manager - Report

Mr. Wilson gave an overview of the facility manager's report, copy of which was included in the agenda package.

Ms. Bowen asked can we have the Eagle Landing sign in the median be removed, because we are not Eagle Landing, and they are not selling homes?

Ms. Buchanan stated I agree they are not selling, let's talk to them.

Ms. Giles stated Matt and I will work on that.

Mr. Lopez asked since we only have one outlet outside the pool area, do you want to put an outlet in the front area?

Mr. Wilson stated it would be nice to have one out there.

Mr. Soriano stated we will bring in an electrician and if it is under our spending limit we will go ahead and do that.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

A resident stated a friend told me that the more they build in our general area that our CDD fees will go down. Is that true?

Ms. Bowen stated the CDD fee is broken out in two separate parts the bond payment is the same and will be paid down over 30 years, but the maintenance can go up every year. You won't see it go down until the bond is paid off. There are three CDDs here and they are each on their own.

NINTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of November 30, 2024

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A copy of the financials was included in the agenda package, and we made a correction on page 2.

B. Check Register

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

TENTH ORDER OF BUSINESS

Next Scheduled Meeting – January 9, 2025 at 3:30 p.m. at the Plantation Oaks Amenity Center

Mr. Biagetti stated the next meeting is scheduled for January 9, 2025 at 3:30 p.m. in the same location.

On MOTION by Mr. Brown seconded by Ms. Bowen with all in favor the meeting adjourned at 4:13 p.m.

Signed by:
Marilee Giles
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Secretary/Assistant Secretary

Signed by:
[Signature]
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Chairperson/Vice Chairperson