

Minutes of Meeting
Armstrong Community Development District

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Thursday, February 13, 2025 at 3:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum were:

Jose Lopez	Chairman
Cameron Brown	Vice Chairman
Christine Bowen	Supervisor
Cherie Hernandez	Supervisor
Kendrick Taylor	Supervisor by telephone

Also present were:

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

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

Ms. Nguyen outlined expanded plans for the MS walk-a-thon walk by having food trucks centralized in one location and having vendors.

Mr. Brown asked about the number of food trucks and stated multiple food trucks brings a lot of traffic and the amenity center is short on parking it would be hard to have three food trucks and on a Saturday a lot of the parking spots will already be taken and there won't be a lot of room for patrons to come in.

Mr. Wilson stated I recommend maybe one food truck and one dessert station.

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Armstrong CDD

Mr. Soriano stated we talked about this before, the HOA helped out and they pulled trucks up into that green area and we were worried about it. We can do it with caution, or I can ask Tiffany to make sure we have smaller trucks, but you can have them upfront to control where it is. Memorial Day is the weekend before, so you are going to be busy with your own residents and have limited parking. You have to have permission for vendors to be in the field. It is up to the board if you want to allow them to use the property and do more than food trucks.

Ms. Bowen stated I like the idea of having vendors, but parking is going to be the issue.

Mr. Lopez stated last time we spoke it wasn't supposed to be such a big event; it was supposed to be people meeting up, adding the layer of a market and multiple food trucks is concerning. Have you contacted any churches to see if you could use their property as well?

A resident stated I don't know how big it will be, but it will be a reasonable size for a first time walk.

Mr. Lopez stated when you revise your plan, submit it so we can look at it and if it is a location issue, I can help with that.

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

THIRD ORDER OF BUSINESS

Approval of the Minutes of the January 9, 2025 Meeting

On MOTION by Ms. Bowen seconded by Mr. Lopez with all in favor the minutes of the January 9, 2025 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Consideration of Proposals:

A. Irrigation Repairs

This item tabled.

B. Replace Chlorine Feeder

On MOTION by Ms. Bowen seconded by Mr. Brown with all in favor staff was authorized to replace the chlorine feeder in an amount not to exceed \$2,000.

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Armstrong CDD

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being none, the next item followed.

B. District Engineer – Pond Bank Inspection Report

Ms. Giles stated I will follow-up with the engineer on the pond bank inspection report.

C. District Manager

There being none, the next item followed.

D. Facility Manager - Report

Mr. Wilson gave an overview of the facility manager’s report.

Mr. Milton stated last time I was here I said we were going to have more communication while my guys are onsite. We began putting out our irrigation service reports every time our guys are onsite and send them to Ryan. We are also doing a property service report every time our crew members are on site with pictures of the tasks they are working on. It also highlights items we will be working on.

SIXTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

Mr. Brown asked did the palms out front get pruned yesterday?

Mr. Wilson stated they are going to do that tomorrow.

Mr. Brown stated access control update; I have pricing for doing printed cards as well as the equipment. With a printed card with a badge protector and card it is about \$3 per card. Do you want to do that for every individual or per household? The reason the cards are more expensive is because they are more secure than normal cards because they can’t be copied and they have a secure chip in them when it is presented to the reader that that card is the official card being used. The readers, I spec’d for new WIFI because the WIFI there is terrible. As far as the reader on the doors, I did the basic one because I think with the amount of kids having a touch screen on the door it will be whacked by whatever they can find. The biggest thing we have to decide is on the cards.

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Armstrong CDD

Ms. Bowen stated last month I started looking into this community's policies because I know they have ID badges with photos on them. I will work on that this month if we have time to make the decision on the printed versus not. If a community that is much larger than ours can make it work there has to be good practices in place; it might be good to see what they do and see if we want to mirror that or do something different.

Mr. Brown stated we will be able to design whatever you want.

Ms. Bowen asked what is the total, access cards, camera, printer? It's going to come from the construction fund and budget line for cards.

Mr. Brown stated the card, badge holder and printer ink is \$4,500 for 1,500 cards. We still have to buy the printer, which is \$800 and we still have to do the cameras.

Mr. Soriano stated this first year you have the construction fund we will use up, card fund, then capital repair or replacement.

Ms. Bowen asked do we have any feedback on the people feeding the ducks?

Mr. Wilson stated they are still feeding the ducks.

Ms. Bowen stated we sent a cease and desist letter, what's next?

Ms. Giles stated we can send a suspension letter.

Mr. Soriano stated we are unable to impose a fine but if we send someone out to clean up a mess we have the ability to levy that charge against them if we pay that person.

Ms. Buchanan stated we only have the ability to collect funds on the assessment roll. I don't think you can certify a fine as an assessment.

Mr. Soriano stated then your only option is to take their privileges away.

Ms. Giles stated I can send an interim suspension letter and we can have a suspension hearing at the next meeting. They will be suspended through that hearing, and you will make a decision at that time.

Ms. Hernandez asked can something be done about the red 2 X 4's between some of the houses?

Mr. Soriano stated they were installed the mark easements and some can be removed. Some I can't remove.

Ms. Bowen asked what about the East West Village sign on the entryway?

Ms. Giles stated it is not on district property, but we will ask them to remove it.

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Mr. Brown stated since they haven't been doing the landscape for the commercial does it reduce our budget or is not yet done?

Mr. Soriano stated it started February 1, and they sent the bill for February and I will work with them to correct that. Going forward about \$100 a month will come off that.

SEVENTH ORDER OF BUSINESS Financial Reports

A. Financial Statements as of January 31, 2025

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

B. Check Register

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

EIGHTH ORDER OF BUSINESS Next Scheduled Meeting – March 13, 2025 at 3:30 p.m. at the Plantation Oaks Amenity Center

Ms. Giles stated the next meeting is scheduled for March 13, 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 4:59 p.m.

Signed by:
Marilee Giles
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Secretary/Assistant Secretary

Signed by:
Jose Lopez
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Chairperson/Vice Chairperson