

Minutes of Meeting
Armstrong Community Development District

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Thursday, April 10, 2025 at 3:33 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum were:

Jose Lopez	Chairman
Christine Bowen	Supervisor
Cherie Hernandez	Supervisor
Kendrick Taylor	Supervisor

Also present were:

Marilee Giles	District Manger
Kyle Magee	Kutak Rock by telephone
Ryan Wilson	RMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 3:33 p.m.

SECOND ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the March 13, 2025 Meeting

On MOTION by Mr. Taylor seconded by Ms. Bowen with all in favor the minutes of the March 13, 2025 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Discussion Items

A. Interim Suspension Letter – Oakley

April 10, 2025

Armstrong CDD

Ms. Giles stated at the last board meeting the board continued the suspension for 30 days to this meeting. We shared with the board emails from the resident.

After discussion the board took the following action.

On MOTION by Mr. Taylor seconded by Ms. Bowen with all in favor the suspension of the Oakley family to access all district property and amenities was continued for 120 days.

B. Board Discussion and Guidance for Preparation of Proposed Fiscal Year 2026 Budget

Ms. Giles stated staff is looking for input for the upcoming budget. We are tracking all the agreements in place. Ryan will work with all the onsite contractors. The accountant will take all the historical invoices, agreements in place and plug those numbers into the proposed budget. We will try to get the proposed budget to you as early as possible to give you plenty of time to look at it in case you are unable to make the meeting we can talk about it ahead of time.

FIFTH ORDER OF BUSINESS

Consideration of Proposals for Irrigation Repairs

On MOTION by Mr. Taylor seconded by Ms. Hernandez with all in favor the proposal from Cornerstone for irrigation repairs in the amount of \$3,450 was approved.

On MOTION by Mr. Lopez seconded by Ms. Bowen with all in favor staff was authorized to have sod installed to include starter fertilizer in an amount not to exceed \$5,500 and to work with Ms. Bowen on this item.

SIXTH ORDER OF BUSINESS

Acceptance of Audit Committee's Recommendation, Approval of Audit Criteria and Authorization for Staff to Publish an RFP for Auditing Services

On MOTION by Ms. Bowen seconded by Mr. Taylor with all in favor the audit committee's recommendation was accepted and staff was authorized to notice an RFP for audit services.

April 10, 2025

Armstrong CDD

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being none, the next item followed.

B. District Engineer – Pond Bank Inspection Report

After discussion staff was authorized to have district counsel contact the engineer to obtain part 2 of the pond bank inspection report.

C. District Manager

Ms. Giles stated as a reminder your form 1 is due by July 1st and that is on the Commission on Ethics website. Your ethics training is due by December 31st.

D. Facility Manager – Report

Mr. Wilson gave an overview of his report, copy of which was provided in the agenda package.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

Mr. Taylor asked did we get as many of the irrigation maps as we could before Ruppert left?

Mr. Wilson responded yes.

Mr. Taylor asked have we started work on the fob system? They were having a back-order issue. I suggested to Jay that he have Cameron look at some new stuff that just came out because it is better and cheaper and we could probably save some money.

Ms. Giles stated Jay's note said he has ordered some of the devices but not all of them yet. He had to do multiple orders.

Mr. Lopez asked do we have any idea when the lighting on the main section of the building on the top gable will be fixed?

Mr. Wilson stated Jay has access to the lift and he said it had to be inspected before it could be used again.

Mr. Lopez stated I know you were going to see if you could rent the speakers out when people had events.

April 10, 2025

Armstrong CDD

Ms. Giles stated you would have to have a rate hearing to add it to your policies. I will check with Jay to see what they do in larger districts.

Ms. Bowen stated the HOA has a current suit, but they are improperly named, it is related to the incident of the man who had a heart attack at the gym.

Ms. Giles stated when we get it, we will make district counsel aware and send it to EGIS.

NINTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of March 31, 2025

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.

TENTH ORDER OF BUSINESS

Next Scheduled Meeting – May 8, 2025 at 3:30 p.m. at the Plantation Oaks Amenity Center

Ms. Giles stated the next meeting is scheduled for May 8, 2025 at 3:30 p.m. in the same location.

On MOTION by Mr. Lopez seconded by Ms. Bowen with all in favor the meeting adjourned at 4:30 p.m.

Signed by:

Marilee Giles

A38999D0EDC14F4...

Secretary/Assistant Secretary

Signed by:

Jose Lopez

9398A57EEF7E4D0...

Chairperson/Vice Chairperson