

Minutes of Meeting
Armstrong Community Development District

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Thursday, May 8, 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

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel by telephone
Jay Soriano	GMS
Ryan Wilson	RMS
Chalon Suchsland	VerdeGo
Richard Green	VerdeGo
Didi Nguyen	Resident

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 stated I want to report that everything is a go for the walk, we have vendors, a bounce house and all the forms signed and volunteers. The last item left is to do an eblast of the event. It is in three weeks and I would love everybody to come.

Mr. Brown asked did you talk to Ryan and Jay about the bounce house?

Ms. Nguyen stated yes, I talked to Jay and we did insurance.

Mr. Soriano joined the meeting at this time.

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THIRD ORDER OF BUSINESS

Approval of the Minutes of the April 10, 2025 Meeting

On MOTION by Mr. Taylor seconded by Ms. Bowen with all in favor the minutes of the April 10, 2025 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Acceptance of the Minutes of the April 10, 2025 Audit Committee Meeting

On MOTION by Ms. Bowen seconded by Ms. Hernandez with all in favor the April 10, 2025 audit committee meeting minutes were accepted as amended.

FIFTH ORDER OF BUSINESS

Consideration of Proposal for Pest Control Inspections

This item tabled.

SIXTH ORDER OF BUSINESS

Discussion of Interim Suspension Letter – Oakley

Ms. Giles stated the first letter went out January 10, 2025 asking him to stop feeding the ducks, he didn't and we sent another letter in February suspending him from district amenities and inviting him to the March meeting, he did not attend and we sent a suspension letter inviting the resident to your next meeting, which was April 10, he did not attend and we sent a letter April 21st with a total suspension of six months from the time he received the first suspension letter. There have been several emails back and forth from the resident to staff, I'm not sure we are communicating very well with him. In his last email he said his attorney is drafting a letter we should receive shortly. I did not respond to the last email since he has a lawyer. I wanted to go over the highlights and ask Katie if she has any recommendations. It appears that Ryan does a drive by that house and pond and it appears that he has stopped feeding the ducks and there are less ducks there now. Is there anything we should or should not do or respond or not respond? We will have VerdeGo do an assessment on the grass if it is going to grow back or what we have to do to maintain the integrity of that pond bank.

Ms. Buchanan stated if the board feels that this issue is resolved, then we could lift the suspension. The communication from the resident is so strange that he might react poorly. The

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reality is if it is not an issue anymore, the CDD would be in a more defensible position if the suspension is lifted. That being said we will unlikely see a letter from a lawyer. Lawyers cost a lot of money and I don't know if he is willing to spend a lot of money on this. I think it is done for now and wait and see if he responds with a lawyer and we can say, thank you for your comment we are lifting the restrictions because we know there is no longer a violation.

Ms. Bowen stated I agree to let it ride out and have someone do a walk through and get an idea of the condition of the pond bank. I wouldn't want to lift it and then reimplement something. To Ms. Giles, your communication was very clear.

Ms. Giles stated he is suspended but you can turn the card back on so the rest of the family can use it and if he is there he can be trespassed. The letter said he is suspended until August 14 and any attempt to access the facilities during this period you will be considered trespassing. I think the card should be turned back on for the rest of the family.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Buchanan stated we will be sending out a summary of legislative changes that are going to impact CDDs.

B. District Engineer – Pond Bank Inspection Report

Ms. Giles stated my coworker spoke to the engineer yesterday at another meeting and he said he would be here today.

Mr. Taylor stated we paid for the report but have not received it. Can we recoup the money? We don't have recommendations from the survey they were supposed to do. That was the point of doing the report.

Ms. Giles stated we paid for task 1 in full and task 2 was the walk through that Ryan joined him on and the report. We paid 90% of task 2. In December he said he did the walk through and everything looked fine, he had the report in draft form and he would have it in the next couple of weeks.

Ms. Bowen asked what do we need to do to get this report? We need to get it whether we decide to continue with this company or not.

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Ms. Giles stated there are other engineering companies that put in a proposal you received at that meeting. I will work with my coworker and try to find out what is going on.

C. District Manager – Report on Number of Registered Voters (1,120)

Ms. Giles stated in the agenda package there is a copy of the letter from the supervisor of elections indicating that there are 1,120 registered voters residing in the district.

As a reminder we will approve the budget at the June 12th meeting and adopt it at your August 14th meeting. This is the meeting if you want a specific line item in the proposed budget let me know and if not we will work with the accountant and put together the budget like we always do.

As a reminder complete your form 1 by July 1st. Your ethics training is due by December 31st. If you want to tell me when you do your ethics training, I will be happy to track it for you.

D. Facility Manager - Report

Mr. Wilson gave an overview of the facility manager's report, copy of which was included in the agenda package and stated a homeowner's irrigation head is on our property and I will contact them to contact Lennar to move it.

Mr. Soriano sated I will put them in touch with our new irrigation company to have that accomplished.

Mr. Wilson stated we did a drive through with VerdeGo yesterday and walked through the problem areas.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

Mr. Taylor stated I want to bring up Ryan's schedule as well as security's schedule.

Mr. Wilson asked do you want us to get a parttime person for Sunday and Monday? We had it the whole season last year and we were well under budget.

Ms. Giles stated you have money in your budget for that. Ryan will be Tuesday through Saturday starting Memorial Day weekend.

Mr. Taylor stated I would like to have the attendant on Sunday and Monday.

Give Ryan kudos, since he has been here we have not had any pool closures. We talked last month bout switching to Pinch-A-Penny. Is that something we want to discuss?

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Mr. Soriano stated they are going to be cheaper but looking at everything, how much cheaper are they going to be. You got shut down for big concerns and Pool Troopers has rectified that. They are not the cheapest out there, but they have done a good job.

Ms. Bowen stated also having you on staff and staying on top of things, it wasn't just the pool company.

Mr. Soriano stated I would always recommend them but when you have a vendor in place that is doing a good job, I'm worried about changing unless it is a significant savings.

Ms. Bowen stated we are not in a rush, the current company is doing good, we like the numbers, but we want to clarify some of the things to make sure.

Mr. Taylor stated we haven't had a problem with Pool Troopers and if we are going to make a change I want to make sure we cover all the bases before we do that. Is there anything we can do to check the drainage or contact the county to check the drainage before hurricane season?

Mr. Soriano stated we typically pay attention to your ponds and if anyone points out a clogged drain I can call the county to have it cleaned; we typically handle the culvert side.

Ms. Bowen asked did the HOA send the payment for the Easter event?

Ms. Giles stated I will follow-up.

Ms. Hernandez asked is there any form of communication for the residents to know when the room is rented?

Mr. Wilson stated I put it on the tables, reserved this time and date.

Ms. Hernandez asked is there a way to post it?

Ms. Giles asked is it as simple as putting a calendar page on the bulletin board?

Mr. Soriano stated yes, we will do something so people know there are rentals.

Mr. Lopez stated we do have an events calendar on the Armstrong CDD website that is not utilized.

Ms. Giles stated the CDD website is designed to meet Florida Statutes. I don't see it but after the meeting show me where you see it.

Mr. Lopez stated on Armstrong CDD website it shows events.

Ms. Giles stated I'm not familiar what is allowing that to happen. That may be a technical issue but the Armstrong CDD website has requirements from the Florida Statutes.

Mr. Lopez stated it would be helpful to add that calendar to my phone and not have to worry about it. For events you could just direct them back to that.

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Ms. Giles stated let me check into that. There would be an increased cost for someone to monitor that and I don't know that you would want someone from GMS to monitor your calendar on this website.

VerdeGo representatives left the meeting at this time.

NINTH ORDER OF BUSINESS

Financial Reports

Ms. Giles stated because of the date of your meetings, it is difficult for the accountant to get the bank statements and prepare your financials to go out with the agenda package. I spoke to Christine to see what some options could be. When your meetings are early in the month like today that if I can't get the financials in your agenda seven days prior to your meeting we will send them under separate cover or update the agenda package and send it back out. Florida Statutes requires that we have public comments and when things are not in your agenda the public could say, what are you talking about, that wasn't in the agenda. Option one is when meetings are early in the month be prepared that the financials may come under separate cover or adjust the agenda once the financials are available. Option 2 that Christine and I talked about was changing the meeting dates. I'm not a huge fan of that because it affects staff who has other meetings and district counsel who also works with other management companies. Changing the meeting dates has a huge trickle down affect. Another option that Christine was not in favor of was to allow your financials to lag behind by a month or two months if you want to look at it that way. This is May and if we allowed it to lag behind a month you would see your March financials. You would always see the most current check register but the financials would be two months old and that is how most districts are when they have early meetings. I'm looking for board guidance.

Ms. Bowen stated part of looking at new dates would start in the new fiscal year and it would be one week if it worked for staff. I'm against having it two months in arrears, we have had this the entire time. It is doable and may be tedious early in the month but if we get it a couple days before it is not hard to review as oversight. I feel more comfortable looking at the most accurate financials.

Ms. Giles stated I looked at your future meeting dates for the rest of this year, none are this early again. If you are okay with having the agenda updated when the meeting is early in the month, we will leave it like it is.

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It was the consensus of the board to update the packages when the meetings fall early in the month.

A. Financial Statements as of April 30, 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 – June 12, 2025 at 6:00 p.m. at the Plantation Oaks Amenity Center

Ms. Giles stated the next meeting will be held June 12, 2025 at 6:00 p.m. in the same location.

On MOTION by Mr. Taylor seconded by Ms. Hernandez with all in favor the meeting adjourned at 5:13 p.m.

Signed by:

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Secretary/Assistant Secretary

Signed by:

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Chairperson/Vice Chairperson