

Minutes of Meeting  
Armstrong Community Development District

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Thursday, June 12, 2025 at 6:03 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
Chalon Suchsland	VerdeGo
Barry Woods	Resident

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Giles called the meeting at 6:03 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the May 8, 2025 Meeting**

On MOTION by Mr. Lopez seconded by Ms. Bowen with all in favor the minutes of the May 8, 2025 meeting were approved as presented.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Committee Rankings of  
Proposals to Perform the Audit for fiscal Year  
2025**

On MOTION by Mr. Lopez seconded by Ms. Bowen with all in favor the recommendation of the audit committee of Grau & Associates was accepted.

**FIFTH ORDER OF BUSINESS**

**Consideration of Proposals:**

**A. Pest Control Inspection**

Mr. Wilson stated I did get clarification that there is no cap on termite damage.

Mr. Lopez stated we want to make sure the renewal fee is the renewal fee. As long as it is \$375 for the renewal, I have no problem; \$699 for the first year then \$375 for the renewal.

On MOTION by Mr. Lopez seconded by Mr. Brown with all in favor the proposal from Nader's Pest Control was approved.

**B. Pinch A Penny Pool Maintenance**

Mr. Wilson stated I called him and told him you had questions and he did say he will need to put the price up a little bit but everything is still the same, all chemicals included except that one chemical he listed, three services a week during the busy season and two per week slow season.

Mr. Lopez asked what were we paying?

Mr. Wilson stated \$1,732.

Mr. Soriano stated it will be a savings of \$6,000 for the year.

Mr. Lopez moved to approve the proposal from Pinch A Penny and Ms. Hernandez seconded the motion.

Mr. Taylor asked have we had any performance issues with Pool Troopers?

Mr. Wilson stated I have not had any.

Mr. Soriano stated you had an issue where the pool got cloudy one time and you had to shut down for one day. They were able to fix it the next day. As far as service, they have been doing a good job. It is going to be more focused on price.

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Mr. Lopez stated I believe there was maintenance to be done that was incorrectly diagnosed and we were going to pay a larger amount.

Mr. Soriano stated I wouldn't say it was wrong in their service but something I wasn't really happy with their contractor should have known how that system worked a little better. That can happen with any vendor.

Mr. Taylor stated If it is just a cost driver then I understand. I wanted to make sure there weren't any performance issues because prior to Pool Troopers we had plenty of performance issues. I don't want to get in a situation where we are saving a few dollars but we start to have performance issues again.

Mr. Soriano stated that is something I warn every board when they go out looking for different vendors just based on pricing. If was only \$100 or something I'm leery of that but this is normal market price with Pinch A Penny, Pool Troopers is not as local as Pinch A Penny. That is a reasonable amount worth a change.

On voice vote with all in favor the proposal from K&K White, LLC dba Pinch A Penny 242 in the amount of \$1,250 per month was approved.

On MOTION by Mr. Lopez seconded by Ms. Bowen with all in favor staff was authorized to send a termination letter to Pool Troopers.

Ms. Giles stated typically I would work with district counsel to do the letters and coordinate with Jay and Ryan for the effective date.

## **SIXTH ORDER OF BUSINESS**

### **Consideration of Resolution 2025-02 Approving the Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing Date for Adoption**

Ms. Giles stated Resolution 2025-02 approves the proposed fiscal year 2026 budget and sets the public hearing for its final adoption. Staff recommends the adoption date be the same as your regular meeting August 14, 2025.

Ms. Buchanan stated I will point out that this is larger than previous year proposed budget approval resolution. You are authorizing what we believe will be the maximum assessments and you are able to come back and reduce them going forward. You will also provide for certain notice

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provisions as required by Florida law with the resolution and you will set the date and time of the hearing.

Ms. Giles reviewed the proposed budget for the general fund that covers operation and maintenance, capital reserve fund and debt service funds for the 2017 and 2019 bonds. There is a table that shows a comparison of FY25 to FY26. This budget does reflect a 7% increase from last year, \$103.67. Staff has gone over this budget together with your accountant and we are prepared to go over any line that you would like but the overall driving factor of the increase is to bring the capital reserve fund up to where the reserve study recommends it be by the end of 2026.

After discussion of the various line items, the board took the following action.

On MOTION by Ms. Bowen seconded by Mr. Brown with all in favor Resolution 2025-02 approving the proposed fiscal year 2026 budget and setting the public hearing for August 14, 2025 was approved.

## **SEVENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. District Counsel**

Ms. Bowen stated a few days I have gone home and there has been an excessive amount of ducks in the yard and on the pond bank.

Mr. Wilson stated the landscape maintenance guy came to me the other day and said he had about six more inches and he won't be able to mow over there behind that house.

Mr. Soriano stated some ducks are protected but not all of them. The Muscovy ducks are not protected they are labeled invasive. You can't trap them and relocate them because they are invasive.

Ms. Bowen stated eventually they will come back and it doesn't solve the root cause of the problem, which is feeding of the birds. Are we going to have to replace the sod? What can we do?

Mr. Soriano stated sod is the only option. You can put a sound system on the bank. I have coyotes and owls that look real, shrub lights and sound and that will help short term but they get used to it and come back.

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Ms. Buchanan stated put the sod down and before you lay the sod, you can say we are starting fresh, to the extent there is future damage you are going to be potentially on the hook if you are contributing to it.

Mr. Soriano stated you can direct staff to replace the sod once we look at it then we don't have to wait until the next meeting.

It was the consensus of the board for staff to move forward with new sod once they look at it and determine it needs to be resodded.

Ms. Hernandez asked what is the amount?

Mr. Soriano responded \$1,500.

Ms. Giles asked does the board want a letter to go to the homeowner to let him know we will be working in the area and outlined what Katie said?

Ms. Bowen stated yes.

## **B. District Engineer – Pond Bank Inspection Report**

Ms. Giles stated I did correspond with the district engineer and he said he has the report and was finalizing something with the county and I encouraged him to attend the meeting by phone or in person and encouraged him to provide the pond bank inspection report. I don't have that for you today.

Ms. Bowen asked can we work with someone in his office to see about getting this report?

Ms. Giles stated the board did ask us to verify if that report was a requirement and Jay has the pond permit.

Mr. Soriano stated when you get a permit for a pond St. Johns has rules and expectations and on this one, section 21 says that the surface water management system within 2 years of completion of construction and every two years thereafter you will do a report. I have not seen this on any other permits, we did want to clarify because the statement before was that these are required. Brian Corbin he is level engineer 3 with their compliance office and he sent an email today of the form that we are supposed to have with this no. 21 section permit. He explained it is not required to be done by any licensed or certified specialist so it doesn't have to be done by an engineer. It is supposed to be done every two years with a check off sheet, water is flowing, concrete devices in one piece so it is visual inspections. What we do now for all my neighborhoods

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is my guys check ponds or pull trash and we know that will work, so we put that into their form and keep it on file. We don't submit it to them either. It stays at the facility.

Ms. Bowen stated it is something we have to do but not submit.

Mr. Soriano stated the wording in your permit is if there is ever a failure because of that pond you have to submit that report right then.

Ms. Giles stated the exact wording in that permit was on his proposal also.

### **C. District Manager**

Ms. Giles stated all five of you have completed your form 1. You still have your ethics training to do. I learned recently they have added a couple more links for you to consider taking. You have until December 31<sup>st</sup>. If you have done it and want to email me I will save that on a tracker for you.

### **D. Facility Manager Report**

Mr. Wilson reviewed the facility manager's report, copy of which was provide din the agenda package.

## **EIGHTH ORDER OF BUSINESS**

### **Supervisor's Requests and Audience Comments**

Mr. Woods asked who owns and is responsible for the pond behind the pool?

Mr. Soriano stated the CDD does.

Mr. Woods asked the overflow pipe?

Mr. Soriano stated the CDD owns the pipe from the pond bank to the pond, going backwards the road is owned by the county.

Mr. Woods stated going from the pond all the way back to the preserve area.

Mr. Soriano stated that is ours.

Mr. Woods stated the overflow pipe runs on the property line between me and my neighbor. The whole area just washed out where the pipe is located. The yard caved in and there is a trench about 3-4 feet deep. Lennar came out and looked at it and someone filled it in. A couple months later it is doing the same thing. Lennar came out. Lennar and the developer were pointing fingers at each other so Lennar decided to take care of it. They built a retaining wall that went down about seven lots and filled in everybody's yard up against that retaining wall. Right where the overflow

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pipe is in the outfall structure is a little niche in the wall and that is right on my property. Recently the whole thing is washing out again. I don't know who to talk to about it but there is a root cause to this problem because it keeps washing out.

Mr. Soriano asked what is the address?

Mr. Woods stated 2119 Amberly Drive.

Mr. Soriano stated I have to figure out which pipe that is, that is not the one coming straight out of the pond. Usually there is a box in between.

Mr. Woods stated we were told the pipe was coming from the pond.

Mr. Soriano stated I will look at it. If you could email Ryan and I will look at the preserve area and the sand and silt you are talking about. If there is an actual problem I will need an engineer.

Mr. Woods stated I am a retired civil engineer and it doesn't make sense to me unless there is a problem with that pipe and water is running down the outside of the pipe, exfiltration and they didn't find anything like that.

Mr. Soriano stated I will look at it first.

Ms. Bowen asked if we need to consult an engineer are we locked into the ones we have or can we go outside? I'm concerned that it took six months to get a report.

Ms. Buchanan stated we have a contract with this firm, but it is not an exclusive contract. Any engineer will come and give you a preliminary investigation; \$35,000 is your limit. Your construction limit is \$325,000, your engineering fee limit is \$35,000. Those are the two thresholds and it doesn't seem like we are going to get close to that.

Mr. Soriano stated I will have plenty of time to report back to you before we get to a point where we may have to involve an engineer.

Mr. Woods stated I have gotten an answer before but I want to ask it again. The reserve fund for the ponds in my experience as a civil engineer I had opportunity to do pond restoration because they got silted in and that is a lot of money to dig those out. Do you set aside in the reserve fund for future dredging of the ponds?

Mr. Soriano stated we have a capital reserve fund for all our operations and maintenance. We don't have it set up specifically for certain areas. It is one big reserve fund, which we talked about earlier. The developers typically don't start a reserve fund, when the residents take over they start building the reserves.

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Ms. Giles stated in the reserve study it shows the pond dredging under operating expense, meaning it would come from what we have. This board is determined to bring your reserve funds up to where it is recommended.

Ms. Suchsland stated annuals are coming in July. I would like that to be done late June so you have color before 4<sup>th</sup> of July. There are more annuals in the new contract. We talked about placement for the extra annuals. We talked about the roundabout and the placement of them.

Ms. Suchsland stated we would have to bring in good soil and preference of annuals, color, discretion. I want to get your feedback.

Ms. Bowen asked what do you typically see done?

Ms. Suchsland stated if you want bright we can go coleus for the summer. They are very bright, you have smaller beds but you will get a wow factor.

Mr. Lopez asked how much guestimate on the larger end would it be to do what you are saying to do?

Ms. Suchsland stated the soil is \$200 and your annuals are included in the contract.

Ms. Bowen stated I would rather see them at the roundabout than at the pool.

Mr. Soriano stated we can bring back a couple ideas on perennials for the pool area.

Ms. Hernandez stated so the roundabout and the front

Ms. Suchsland stated Ms. Navarro who lives on Tynes Boulevard reached out to our corporate office. She had been traveling and beforehand she had mentioned to a maintenance person who ran into her fence. It was previous to us because the gentleman she talked to does not look like any of our crew, plus they were on a riding mower and I don't allow riding mowers on our lake. She was to reach out to the former contractor. I wanted to bring that to your attention.

Mr. Lopez stated there are bushes along the edge of the grass area by the amenity center.

Ms. Suchsland stated I remember seeing the dryness.

Mr. Lopez stated the area behind me that is St. Augustine is the only strip of St. Augustine behind the pool area. Maybe we should put a no parking sign in the St. Augustine area.

Mr. Lopez stated there is a circle right beside that, it looks like garbage and maybe put mulch in there.

Ms. Hernandez stated some moms were discussing the area between the walk-in and where it gets level, a lot of kids are cutting their feet on the white tiles.

Mr. Wilson stated those are the expansion joints.



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Mr. Soriano stated I will look at that.

Ms. Hernandez stated the women's restroom door is not shutting properly.

Mr. Soriano stated we will look at it and try to fix it.

Mr. Brown stated I will be changing for the access control I'm going to do the first part of it this weekend, which is changing the network over. We bought the fountain with the light for the big fountain. Has it been on?

Mr. Wilson stated we didn't buy the light, just the fountain.

Mr. Lopez stated the chairs we replaced, all the fabrics are starting to get super stretched out. Is there a warranty on that?

Mr. Wilson stated because of the sun they melt and stretch out and they are supposed to but they are not going to break.

Mr. Lopez stated when you sit in them you go down 4" and that is not good.

Mr. Wilson stated I will check on the warranty.

## **NINTH ORDER OF BUSINESS**

### **Financial Reports**

#### **A. Financial Statements as of May 31, 2025**

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

#### **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 – July 10, 2025 at 3:30 p.m. at the Plantation Oaks Amenity Center**


Ms. Giles stated the next meeting will be held July 10, 2025 at 3:00 p.m. in the same location.

On MOTION by Mr. Brown seconded by Ms. Bowen with all in favor the meeting adjourned at 7:30 p.m.

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Signed by:  
  
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Secretary/Supervisor

Signed by:  
  
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Chairperson/Vice Chairperson