

**MINUTES OF MEETING
ARMSTRONG
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Thursday, July 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
Cameron Brown	Vice Chairman
Christine Bowen	Assistant Secretary
Cherie Hernandez	Assistant Secretary
Kendrick Taylor	Assistant Secretary

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel <i>by telephone</i>
Jay Soriano	GMS, Operations
Ryan Wilson	RMS
Chalon Suchsland	VerdeGo

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment

There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the June 12, 2025 Meeting

On MOTION by Mr. Lopez seconded by Ms. Hernandez with all in favor the minutes of the June 12, 2025 meeting were approved as presented.

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FOURTH ORDER OF BUSINESS

Acceptance of the Minutes of the June 12, 2025 Audit Committee Meeting

On MOTION by Ms. Bowen seconded by Mr. Taylor with all in favor the minutes of the June 12, 2025 audit committee meeting were accepted.

FIFTH ORDER OF BUSINESS

Consideration of Engagement Letter with Grau & Associates

On MOTION by Mr. Taylor seconded by Ms. Bowen with all in favor the Engagement Letter with Grau & Associates to perform the fiscal year 2025 audit was approved.

SIXTH ORDER OF BUSINESS

Ratification of Agreement with Naders Pest Control

On MOTION by Ms. Bowen seconded by Mr. Taylor with all in favor the Agreement with Naders Pest Control was ratified.

SEVENTH ORDER OF BUSINESS

Ratification of Agreement with Pinch A Penny

On MOTION by Mr. Lopez seconded by Ms. Bowen with all in favor the Agreement with Pinch A Penny was ratified.

EIGHTH ORDER OF BUSINESS

Discussion of Fiscal Year 2026 Approved Budget

Ms. Giles stated the only thing that has changed is we updated the actual column to reflect current actuals through June 30th. It is the same, \$103.67 increase, the 7% increase we discussed at the last meeting.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being no comments, the next item followed.

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B. District Engineer – Pond Bank Inspection Report

Ms. Giles stated just prior to the meeting the district engineer sent the pond bank inspection report. It is on your iPads and it is a discussion item now; we don't have to accept it.

Mr. Lopez stated I feel that there should have been photos to give us a visual of what he is talking about not just labeling on a map. I was expecting a lot more than a couple of pages of words and markings on a map after waiting almost a year.

Ms. Bowen asked did he take photos when you rode around and walked with him?

Mr. Wilson stated he took a lot of photos of the banks and the water.

Ms. Bowen stated my concern is he said everything looks great, then this report says otherwise.

Mr. Lopez asked what do we need to do to address the items that he has deemed failed? Are those suggestions/recommendations or do we need to address them? How are we supposed to feel confident that if we have an issue, we are going to get a response back in adequate time for us to get it corrected so we are not in violation with the county or have damage that could affect our property or a homeowner's property?

Mr. Soriano stated I don't want to step too far outside the box because I am not an engineer, but I have been doing this long enough and have seen these reports and have dealt with the St. Johns River Water Management District for the last 20 years and I'm not really happy with the way a lot of this is worded. If there was a concern with some of this erosion he should have told you at the time in November when he walked the area with Ryan. In reading the report it sounds like you have a lot of stuff to fix but from what I see on a daily basis we have some eroded areas that can be fixed with landscaping and sod. There are a couple issues where we want to use some erosion fill that Ryan can do. There is nothing that I see but engineers are expected to see more.

Ms. Giles asked how does this work now that he has provided the report and is in communication with St. Johns River Water Management District? Are we on someone's radar that we need to fix these items or have a reinspection?

Mr. Soriano stated yes and no. It is going to be provided to St. Johns, but we also can work directly with St. Johns. The compliance officer went through everything with me and pulled your permits because some permits are newer permits. The compliance officer will meet me out here and tour of the ponds.

Ms. Bowen asked if he were to deem something out of compliance what is that process?

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Mr. Soriano stated doing whatever we can, it may just be filling in. If he thinks it is a priority, we have to do it now. We would need to find out what his thoughts are to prioritize the areas. The ones that concern me would be the mitered ends of a culvert coming out. We need to find a way to shore those up.

Ms. Giles stated there is one that says, requires immediate attention, no. 3 and that would be a priority and right above it, it talks about one that is clogged. Jay is right, we need to prioritize these starting with the one that he says needs immediate attention. Some of the others just say, require future remediation.

Mr. Soriano stated I will reach out to your compliance officer for your ponds and start this process.

Ms. Giles stated I can ask him for the pictures. I think we should accept the report and allow staff to start working with St. Johns River Water Management District. This is the report format that he stated he would provide. I think there is a form that is required to be filled out by St. Johns River Water Management District that is on the permit we saw. There is another form he has to complete. I don't think not accepting it is going to make a difference at this point.

Mr. Lopez stated you need to ask for a 10% discount since this is 6 months late. He did the inspection in November.

Ms. Giles stated I will do that.

On MOTION by Mr. Taylor seconded by Ms. Hernandez with all in favor the pond bank inspection report was accepted.

C. District Manager

Ms. Giles stated all five of you completed the form 1 before the July 1st deadline. The ethics training is due by December 31st. Two of you have completed it.

D. Facility Manager - Report

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

Mr. Soriano stated Ryan and I went out to look at an erosion issue by a pipe that has an irrigation head very close by. It may or may not have been caused by the irrigation head.

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Ms. Buchanan stated if the job is under \$35,000 there is no requirement to bid it out and you can go out with an RFQ at any time.

Mr. Soriano stated I will reach out to an engineer that I am familiar with and get his thoughts.

TENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

Ms. Hernandez stated residents were asking about the new signs you put in about no parking in the grass. They said during 4th of July they saw the signs and do we need to put one on the side of the field.

Mr. Taylor asked does everyone want to go out with an RFQ for a new district engineer?

On MOTION by Mr. Taylor seconded by Ms. Bowen with all in favor staff was authorized to issue an RFQ for engineering services.

Mr. Brown stated a couple of homeowners asked about the pond bank. The old company used to cut up to people's fences and that is not being done now.

Ms. Suchsland stated our contract says we are supposed to be a foot to two away from the fence line, all the way around.

Ms. Bowen stated Ryan mentioned that the sod was put down. Did we get any communication from the letter that went out?

Ms. Giles stated I have not heard anything from him.

Ms. Hernandez stated he also does not pick up after his dogs.

Mr. Lopez stated our rules are on the sign at the amenity center and we loosely enforce them. People consistently and constantly drink in the pool and last time one got left on the edge of the pool and it was knocked over and floated in the pool. After he left kids were running around with ice pops and the whole family was in the pool with ice pops. We need a rule that once you have been told, then you are gone. It is ridiculous to stop doing what is posted on the pool.

Mr. Wilson stated it is in the policy that there is no alcohol on the pool deck.

Mr. Lopez stated you need to enforce that.

Mr. Soriano stated you are not supposed to eat or drink in the pool, there is a health department concern about that.

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Ms. Bowen stated consistency in enforcement is important not just with Ryan but security.

Ms. Giles asked Ryan to send an eblast to remind the residents of some of the pool rules.

Mr. Wilson stated since the umbrellas break so easy, I open them when I arrive and close them when I leave. Should I continue what I have been doing or put the handles back on?

Ms. Bowen stated continue what you are doing. We have had too much damage to discontinue that practice. When we have big events or a holiday, plan ahead and make sure someone is here to open them.

ELEVENTH ORDER OF BUSINESS Financial Reports

A. Financial Statements as of June 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.

TWELFTH ORDER OF BUSINESS

**Next Scheduled Meeting – August 14, 2025 at
6:00 p.m. at the Plantation Oaks Amenity
Center**

Ms. Giles stated the next meeting will be held August 14, 2025 at 6:00 p.m. in the same location.

THIRTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Lopez seconded by Ms. Hernandez with all in favor the meeting adjourned at 4:48 p.m.

Signed by:



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Secretary/Assistant Secretary

Signed by:



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Chairperson/Vice Chairperson