

**MINUTES OF MEETING
ARMSTRONG
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Thursday, **September 11, 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	Assistant Secretary
Cherie Hernandez	Assistant Secretary
Kendrick Taylor	Assistant Secretary

Also present were:

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

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 3:30 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment

There being no comments, the next item followed.

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THIRD ORDER OF BUSINESS

Approval of the Minutes of the August 14, 2025 Meeting

On MOTION by Mr. Taylor seconded by Ms. Bowen with all in favor the Minutes of the August 14, 2025 meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of Agreement with Matthews DCCM for Professional Engineering Services

Ms. Giles stated the agreement is in the agenda package and it also includes the rate sheet. This is our standard form engineering agreement.

On MOTION by Mr. Taylor seconded by Ms. Bowen with all in favor the Agreement with Matthews DCCM for Professional Engineering Services was approved.

FIFTH ORDER OF BUSINESS

Consideration of Proposals

A. Irrigation from VerdeGo

Mr. Wilson stated this is an updated proposal for the irrigation add-on.

Ms. Bowen stated that area is Bahia. If we didn't irrigate it and we had a dry season and it's dead it will come back in the rainy season.

Ms. Suchsland stated Bahia is very forgiving. It is totally up to you but you can spend that money in a different spot.

Ms. Bowen stated when I initially asked about this I assumed it was St. Augustine since everything else is St. Augustine and it was dead and it's not going to come back. But the grass has come back, it looks normal and I agree the \$3,800 can be better spent somewhere else. I'm not in favor of doing this project.

Mr. Brown stated at least put a pause in it and we can revisit it in the future if need be.

Ms. Hernandez stated I agree that we pause and see how it changes with the seasons.

Mr. Brown asked if we get homeowner complaints what is the timing if we want to pull the trigger?

Ms. Suchsland stated depending on the time of the year, within 30 days.

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B. Fitness Pro

Mr. Wilson stated Fitness Pro came out for their quarterly inspection two weeks ago and found some areas that needed to be fixed. The handles on the elliptical were going bad and the Lat pulldown had fraying wires.

Mr. Lopez stated you can buy a new Lat machine for \$800.

Mr. Soriano stated that may be good in a home gym, but it is going to be more like \$2,000 to \$3,000.

Mr. Lopez stated do due diligence on the pricing. If it is in the realm of \$300 to \$500 more to get a new one, it doesn't make sense to put \$700 into something that is probably going to need more.

Ms. Bowen stated we should also find out if it is under warranty.

SIXTH ORDER OF BUSINESS**Staff Reports****A. District Counsel**

There being no comments, the next item followed.

B. District Engineer

Mr. Silverstein stated if anyone has any as-built drawings or plans, please send them to us.

C. District Manager

Ms. Giles stated just a reminder of your ethics training due by December 31st.

D. Facility Manager - Report

Mr. Wilson gave an overview of the facility manager's report, copy of which was included in the agenda package. The Board and staff discussed access cards, back gate, dog parks, access points, crash bar exits, and amount of cards.

On MOTION by Ms. Bowen seconded by Mr. Brown with all in favor Staff was Authorized to order 1,000 access cards in an amount not to exceed \$3,000.

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Board and staff continued the conversation on access cards as follows: cards with photos, lot number and logo, pictures are in system, ability to purchase additional cards, cost of replacement cards.

Mr. Soriano stated there was a repair of the pool tile and pavers.

SEVENTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

Ms. Hernandez asked is there anything we need to discuss about the small sinkhole between the two properties?

Mr. Soriano stated no. It is overgrown and we need to clear that to allow the water to run through the outfall easier. The sinkhole itself is not that big. I don't foresee a pipe issue but once I dig it up, I will have the engineer look at it to see if he has any concerns.

Mr. Taylor stated the playground at the amenity center, are we going to put another layer of mulch over that? There are some areas that look like they need it.

Mr. Soriano stated in your new contract you do have yardage for replenishment every year. I can't remember if they do that once or twice a year. I think we do the playground once a year and the regular mulch is twice a year. We haven't done it for a while and it is probably a good idea to replenish it sooner than later.

Ms. Suchsland stated I know you did your mulching in late March early April with the old company before we came in. I want to get some feedback of timing for fall that you want to do and if you want to add the playground mulch and do it all at one time so you are consistent that is what I need to know.

Ms. Bowen stated for regular mulch wait until after hurricane season. Playground I'm good whenever the new contract starts.

Mr. Taylor stated the only reason I noticed it is my kids were on the playground, and it looked bad. It needs to be addressed but it will be fine until October 1.

Ms. Bowen stated October 1 for playground mulch and November timeframe for regular mulch.

Mr. Taylor stated the section with the palm trees at the amenity center; can you put a little extra mulch on there?

Ms. Suchsland said yes.

Ms. Suchsland left the meeting at this time.

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Mr. Taylor stated there is one pickleball net that is missing.

Mr. Wilson stated it snapped.

Mr. Lopez stated when you get a chance ask her to do an irrigation check at the mailbox area.

Mr. Soriano stated Chalon sends us the inspection reports.

Mr. Lopez stated there is a man who lives in our area by the last pond that gets the last of the overflow. The way they are cutting the grass now they leave the wall of grass at the edge of the pond.

Mr. Soriano stated we will talk to Chalon about trimming and make sure they take care of that.

Mr. Brown stated on the cards, at the top is Grayhawk, then a picture, then their name and the lot number. Keep that in mind for next month.

What are the cleaning crews' duties when they come three times a week?

Mr. Wilson stated they come at night.

Mr. Brown stated yes, they were there for five minutes. They took out all the trash.

Mr. Taylor stated the windows in the gym are nasty.

Ms. Hernandez stated we have heard from neighborhood people that the floors in the bathroom don't look like they were cleaned.

Ms. Giles stated Ryan will follow-up on that. Remind them that we have cameras, people onsite and remind them to do what is in their agreement.

Mr. Brown asked are they responsible for the gazebos?

Mr. Soriano stated they are supposed to give them a wipe down and windows are generally once a month or as needed.

Ms. Giles stated if you don't have the agreement I will send it to you and you can remind them of what they are supposed to be doing.

Ms. Bowen asked did we hear anything more about pond issues?

Mr. Soriano stated we had a couple complaints on the back pond. When we get rain it looks good.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of August 31, 2025

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

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B. Check Register

On MOTION by Ms. Bowen seconded by Mr. Taylor with all in favor the Check Register was approved.

NINTH ORDER OF BUSINESS

**Next Scheduled Meeting – October 9, 2025 at
3:30 p.m. at the Plantation Oaks Amenity
Center**

Ms. Giles stated the next meeting will be held October 9, 2025 at 3:30 p.m. in the same location.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Bowen seconded by Mr. Taylor with all in favor the meeting adjourned at 4:53 p.m.

Signed by:

Marilee Giles

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Secretary/Assistant Secretary

Signed by:

Jose Lopez

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Chairperson/Vice Chairperson