

***ARMSTRONG***

*Community Development District*

*APRIL 9, 2026*

Armstrong  
Community Development District  
475 West Town Place  
Suite 114  
St. Augustine, Florida 32092  
District Website: [www.armstrongcdd.com](http://www.armstrongcdd.com)

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April 2, 2026

Board of Supervisors  
Armstrong Community Development District

Dear Board Members:

The Meeting of the Board of Supervisors of the Armstrong Community Development District will be held **Thursday, April 9, 2026 at 3:30 p.m.** at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

- I. Roll Call
- II. Public Comment (regarding agenda items listed below)
- III. Approval of the Minutes of the March 12, 2026 Meeting
- IV. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
  - D. Facility Manager Report
- V. Supervisor's Requests and Audience Comments
- VI. Financial Reports (*under separate cover*)
  - A. Financial Statements as of March 31, 2026
  - B. Assessment Receipts
  - C. Check Register
- VII. Next Scheduled Meeting – May 14, 2026 at 3:30 p.m. at Plantation Oaks Amenity Center

## VIII. Adjournment

### **Board Oversight**

Amenity Center – Chairman Lopez

Security – Vice Chairman Brown

Landscape and Common Areas – Supervisor Taylor

Pond Maintenance – Supervisor Hernandez

Finance and Accounting – Supervisor Bowen

*THIRD ORDER OF BUSINESS*

**MINUTES OF MEETING  
ARMSTRONG  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Thursday, **March 12, 2026** 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	District Counsel <i>by phone</i>
Mike Silverstein	District Engineer <i>by phone</i>
Jay Soriano	GMS, Operations
Ryan Wilson	RMS, Facility Manager
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.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the February 12, 2026 Meeting**

Ms. Giles presented the minutes of the February 12, 2026 meeting and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Mr. Taylor seconded by Ms. Bowen with all in favor the minutes of the February 12, 2026 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Ms. Buchanan stated the session ends at the end of the week and they have not adopted their budget so they will come back, but any legislation impacting the district should be finalized this week.

**B. District Engineer**

There being no comments, the next item followed.

**C. District Manager**

Ms. Giles stated just a reminder to complete your form 1 by July 1<sup>st</sup>. Your ethics training is due before December 31<sup>st</sup>. I sent out a link with updated classes on it.

**D. Facility Manager**

Mr. Wilson stated last week I completed my CPR certification renewal. I still recommend that we get an AED. I was unable to find a part timer for spring break so I will be working Saturdays for the next two weeks.

Mr. Soriano stated an AED doesn't fall under the Good Samaritan protection and districts do absorb liability. You have to have certain protections if you want to do that. Your insurance is generally going to be happier if you have it but the biggest concern for you is that you are not staffed all the time. Compared to five years ago, these things are almost foolproof and there really is no way to hurt yourself. Any pool monitors would have to be trained and certified.

Mr. Brown stated we talked about this a couple years ago and decided against it.

Mr. Soriano stated we are still working on getting number together for the irrigation and will have everything next month.

**FIFTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

Ms. Suchsland stated I would like to know when you want to do your spring mulching.

It was the consensus of the board to have the spring mulching done in April.

Ms. Bowen stated I brought up last month about the common lawn space and bounce houses, etc. The letter went out and we had some communication and if everyone is okay with it I would like to work with staff to make sure that verbiage looks good and hopefully, present it next month to go into the rules.

It was the consensus of the board to have Ms. Bowen work with staff on the proposed rule.

Ms. Bowen stated a few of the new plants that were installed where the car accident was look like they are already dead. I don't know if it was from the freeze or transplant shock.

Ms. Suchsland stated it may be all of the above plus some other things because we have had some issues with that dripline. There were some areas they did not repair and we didn't catch right away. Some of them were not planted efficiently, the root balls are exposed on top.

Mr. Soriano stated those were bigger plants so hopefully the freeze didn't kill them. A lot of plants are like that now, not just new plants.

Ms. Suchsland stated they have brown leaves but they are still green.

Ms. Bowen stated I emailed you about the one irrigation head and I was unable to understand the schedule.

Mr. Soriano stated I would like something a little more user friendly to look at and get a good idea so we can also put it out there for the residents. That way they can help with keeping an eye on it. We can work together for something a little easier for them to understand.

Mr. Lopez asked do we have any events set up for this month?

Mr. Wilson stated yes for Easter.

Mr. Lopez asked is the HOA going to help with that?

Mr. Wilson stated I sent them an email today and haven't yet heard back from them.

Mr. Lopez asked is there a soap dispenser in the outside area now?

Mr. Wilson stated yes.

Mr. Lopez asked what is the condition of the umbrellas and cranks?

Mr. Wilson stated we are fixing the umbrella tomorrow.

Mr. Lopez stated we had an issue two years ago where the fire extinguisher was out of date. Can you make sure those are all good? I would appreciate it. An email once a week on the pool chemical level would be fantastic.

Ms. Giles stated some districts have a chalkboard out front.

Mr. Soriano stated you don't have Ryan here every day and residents get upset when you don't have it out there.

Mr. Lopez stated once before the weekend would be fine. Christine, I know you are working with staff on the rules. 10:00 p.m. is early for the amenity center to be closed and I would like to move that to 11:00 p.m., not the gym, but mainly the outdoor area.

After discussion it was the consensus of the board to keep the outside area open until 11 p.m. on the weekends.

Mr. Lopez stated the gentleman who runs around on a golf cart, I know he picks up trash on the landscape areas and the roads, but I never see him anymore in the road area. Also we are paying for landscape contractors to pick up obvious trash that is laying around. Now it seems like we are paying twice for the same service. I don't see a use for that especially since we can call the county and they can get the sweeper truck out there to clean up whatever is there.

Mr. Soriano stated you will see an increase in landscape helping out in that area as we get into the growing season because they are here more than in the off season. If you want to make that change that is fine. He does a lot more than pick up trash. He does a lot of dog waste pickup and things like that too.

Mr. Lopez stated that is what we are paying him for.

Mr. Soriano stated he would use his own car, which was nice because you didn't pay for that.

Ms. Bowen stated I wonder what he is running around on Bloomfield Road where the mailboxes are on our property there was trash for two or three weeks that has now been removed.

Mr. Soriano stated if that is the request, I can talk to RMS about his hours. We can put it toward something else such as small repairs. We have umbrella repairs, chain link fence, it will be used somewhere if that is your request.

Mr. Lopez stated if everybody is on the same page then it is something we need to just end the contract on that part.

Mr. Wilson stated he had 26 hours last month.

Ms. Hernandez stated maybe a conversation ensuring he is doing the work rather than just pulling the plug.

Ms. Giles stated we can do that.

Ms. Bowen stated if we are going to have the outside area open until 11 on weekends, do you want to also have the gym open those hours?

It was the consensus of the board to also have the gym open until 11 on Friday, Saturday and Sunday.

Mr. Lopez stated the outdoor area is super-hot in the summer. I don't know what is in the budget but can we look at doing shade or enclose the outdoor area by the TV and windows. The fans are ineffective.

Mr. Soriano stated I will look at some options and figure out what would be the lowest cost options for you.

**SIXTH ORDER OF BUSINESS**

**Financial Reports**

**A. Financial Statements as of February 28, 2026**

A copy of the financials were 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.

**SEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – April 9, 2026 at 3:30 p.m. at the Plantation Oaks Amenity Center**

Ms. Giles stated the next meeting is scheduled for April 9, 2026 at 3:30 p.m. in the same location. We are going to approve your budget at the June meeting. We will have proposals in there. You only have one agreement that is set to expire in 2026 and that is the GMS contract. It is below the threshold for RFP and unless the board gives me any other guidance I will have them submit a proposal and we will include that in the May agenda so we can include the pricing in your June agenda.

Mr. Lopez stated I forgot to mention about slowing down the meetings so we can have 8 or 10 a year.

Ms. Giles stated that is something for the board to consider. You always have the sunshine law where you can't talk about matters outside the meeting, but your last couple agendas have been super light like this one that only have consent agenda items on it. If the board wanted to look at some type of hybrid schedule we can do that. We have districts that meet every other month. You can look at 10 meetings a year cutting out December or February. We can discuss that at a future meeting. You can schedule 12 and when you see a light agenda you can cancel it.

Mr. Soriano stated I like the hybrid rather than every two months because if you staff needs something they do not have to wait 60 days. If it is an emergency we can contact the chair or vice chair but if it is an operational change above Ryan's spend threshold then we have to wait 60 days.

Mr. Taylor stated I like the 12 meetings and if there is nothing on the agenda, we can cancel it.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Lopez seconded by Mr. Taylor with all in favor the meeting adjourned at 4:20 p.m.
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Secretary/Assistant Secretary

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Chairperson/Vice Chairperson

*FOURTH ORDER OF BUSINESS*

*D.*



**Armstrong Community Development District (CDD)**

3645 Royal Pines Dr, Orange Park, FL 32065  
(904) 203-7112; [Greyhawkmanager@gmsnf.com](mailto:Greyhawkmanager@gmsnf.com)

**Memorandum**

Date: April 9th 2026

To: Board of Supervisors  
From: GMS – GreyHawk Amenity Manager

**Community:**

**Amenity Usage**

- Total Facilities Usage – fobs Scanned 2856

*Card counts:*

New Owners	0
Replacements	

**Room Rentals**

rentals in the month of March- 0

**Special Events**

**Operations:**

- Tv Has been replaced in the Gym
- Fire extinguishers have been inspected.
- We had our Easter Event on 3-28-26
- I sent out an Email informing residents of the Facility time changes.
- Insurance check from the accident in October of 2025 has been received.
- Mulch will be going out in 2 weeks
- Health inspector came out and we passed our first inspection of the year.
- I ordered and replaced the old pickleball nets and frames.
- I have Started painting the facility. I still have some touch up work to do.



**Armstrong Community Development District (CDD)**

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**Memorandum**

**Landscaping**

- *Monthly reports for March submitted and filed at Operations office.*

**For questions, comments, or clarification, please contact:**

- *Ryan Wilson, Greyhawk Amenity Manager (904) 322-3199* [greyhawkmanager@gmsnf.com](mailto:greyhawkmanager@gmsnf.com)
- *Jay Soriano, GMS Operations Manager (904) 274-2450* [jsoriano@gmsnf.com](mailto:jsoriano@gmsnf.com)