

ARMSTRONG

Community Development District

JULY 9, 2026

AGENDA

Armstrong
Community Development District
475 West Town Place
Suite 114
St. Augustine, Florida 32092
District Website: www.armstrongcdd.com

July 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, July 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. Organizational Matters
 - A. Acceptance of Resignation Letter from Supervisor Bowen
 - B. Appointment of New Supervisor to Fill Unexpired Term of Office (11/26)
 - C. Oath of Office for Newly Appointed Supervisor
 - D. Election of Officers, Resolution 2026-04
- IV. Approval of the Minutes of the June 11, 2026 Meeting
- V. Discussion of Suspension Letter
- VI. Ratification of Agreements:
 - A. Governmental Management for Fiscal Year 2027 Field Operations Services
 - B. Pinch A Penny for Pool Maintenance
 - C. Lake Doctors for Pond Management
- VII. Discussion of Fiscal Year 2027 Approved budget (*under separate cover*)
- VIII. Staff Reports

- A. District Counsel
 - B. District Engineer
 - C. District Manager
 - D. Facility Manager Report
- IX. Supervisor's Requests and Audience Comments
- X. Financial Reports (*under separate cover*)
- A. Financial Statements as of June 30, 2026
 - B. Assessment Receipts
 - C. Check Register
- XI. Next Scheduled Meeting – August 13, 2026 at 6:00 p.m. at Plantation Oaks Amenity Center
- XII. 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

A.

Begin forwarded message:

From: Christine Bowen <cbowencdd@gmail.com>

Subject: Resignation of Seat 3 Armstrong CDD

Date: July 2, 2026 at 9:06:22 AM EDT

To: Marilee Giles <Mgiles@gmsnf.com>

Good morning Marilee,

I am officially no longer a resident of GreyHawk within the Armstrong CDD, and submitting my resignation from seat 3.

It was a pleasure to work with you these last several years!

Thanks,
Christine Bowen

D.

RESOLUTION 2026-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ARMSTRONG COMMUNITY DEVELOPMENT DISTRICT ELECTING THE OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Armstrong Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, pursuant to Chapter 190, *Florida Statutes*, the Board of Supervisors ("**Board**"), shall organize by electing one of its members as Chair and by electing a Secretary, and such other officers as the Board may deem necessary.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ARMSTRONG COMMUNITY DEVELOPMENT DISTRICT:

1. **DISTRICT OFFICERS.** The District officers are as follows:

- _____ is elected Chairperson.
- _____ is elected Vice-Chairperson.
- Marilee Giles is elected Secretary.
- _____ is elected Assistant Secretary.
- _____ is elected Assistant Secretary.
- _____ is elected Assistant Secretary.
- Jim Oliver is elected Assistant Secretary.
- Daniel Laughlin is elected Assistant Secretary.
- Matt Biagetti is elected Assistant Secretary.
- Darrin Mossing is elected Assistant Secretary.
- Marilee Giles is elected Treasurer.
- Jim Oliver is elected Assistant Treasurer.
- Daniel Laughlin is elected Assistant Treasurer.
- Matt Biagetti is elected Assistant Treasurer.
- Darrin Mossing is elected Assistant Treasurer.

2. **CONFLICTS.** All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

3. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 9th day of July 2026.

Attest:

**ARMSTRONG COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

FOURTH 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, June 11, 2026 at 6:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum were:

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>
Mike Williams	District Engineer <i>by telephone</i>
Jay Soriano	GMS, Operations
Ryan Wilson	RMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 6:00 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 14, 2026 Meeting

On MOTION by Ms. Hernandez seconded by Ms. Bowen with all in favor the minutes of the May 14, 2026 meeting were approved as presented.
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FOURTH ORDER OF BUSINESS

Acceptance of Fiscal Year 2025 Audit Report

Ms. Giles stated in the management letter there were no prior year findings or recommendations, no current year findings or recommendations and this is a clean audit.

On MOTION by Ms. Bowen seconded by Mr. Taylor with all in favor the fiscal year 2025 audit was accepted.

FIFTH ORDER OF BUSINESS

Consideration of Proposals

Ms. Giles stated we used the numbers in the following proposals in the proposed budget and your budget remains flat, with no proposed increase in assessments.

A. Governmental Management Services for Fiscal Year 2027 Field Operations

On MOTION by Mr. Taylor seconded by Ms. Bowen with all in favor the agreement with Governmental Management Services for fiscal year 2027 field operations was approved.

B. Pinch A Penny for Pool Maintenance

On MOTION by Mr. Taylor seconded by Mr. Brown with all in favor the agreement with Pinch A Penny for pool maintenance in the amount of \$1,295 per month was approved.

C. Lake Doctors for Pond Management

On MOTION by Mr. Taylor seconded by Ms. Bowen with all in favor the pond maintenance agreement with The Lake Doctors for fiscal year 2027 in the amount of \$1,025 per month was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2026-02 Setting a Public Hearing Date to Adopt the Revised Rules of Procedure

Ms. Buchanan stated your rules of procedure are the guiding document for the district that our office prepared. We rely on it more as staff than you would review it for your day-to-day role as supervisors. It relates to things like public procurement, rulemaking and overall district

operations from an administrative standpoint. We roll out modifications to these every two or four years to all our clients at once and we incorporate lessons learned and any legislative changes that have happened. We try to line these up with your budget meeting, so you don't have to have any extra meetings.

On MOTION by Ms. Bowen seconded by Mr. Brown with all in favor Resolution 2026-02 Setting a Public Hearing Date to Adopt the Revised Rules of Procedure was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2026-03
Approving the Proposed Budget for Fiscal
Year 2027 and Setting a Public Hearing Date
for Adoption (August 13, 2026)**

Ms. Giles stated Resolution 2026-03 approves the proposed fiscal year 2027 budget, sets the public hearing, directs staff to provide a copy to the county as required by Chapter 190 and post it on the district's website.

Ms. Buchanan stated the proposed budget you adopt includes the maximum level of special assessments that you can levy. You can make changes between line items but the total expenses to tie out with your assessments can't exceed the level you approve tonight.

The board and staff discussed engineering reports, reserve study, capital improvements and effects of the drought.

On MOTION by Ms. Bowen seconded by Mr. Taylor with all in favor Resolution 2026-03 Approving the Proposed Budget for Fiscal Year 2027 and Setting a Public Hearing Date for Adoption on August 13, 2026 was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being no comments, the next item followed.

B. District Engineer

There being no comments, the next item followed.

On MOTION by Mr. Brown seconded by Mr. Taylor with all in favor the meeting adjourned at 4:00 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

SIXTH ORDER OF BUSINESS

A.

**AGREEMENT BETWEEN
ARMSTRONG COMMUNITY DEVELOPMENT DISTRICT
AND
GOVERNMENTAL MANAGEMENT SERVICES, L.L.C.,
FOR
PROPERTY MANAGEMENT, FIELD OPERATIONS MANAGEMENT, JANITORIAL
SERVICES, FACILITY ATTENDANT SERVICES, AND FACILITY MAINTENANCE
SERVICES**

This Agreement (“Agreement”) is made and entered into on July 9th, 2026 (“Execution Date”), to be effective as of October 1st, 2026 (“Effective Date”), by and between:

ARMSTRONG COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in Duval County, Florida, whose address is 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (“District”), and

GOVERNMENTAL MANAGEMENT SERVICES, L.L.C., a Florida limited liability company, whose address is 475 West Town Place, Suite 114, St. Augustine, FL 32092 (“Contractor” and, together with the District, the “Parties”).

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to and governed by Chapter 190, Florida Statutes; and

WHEREAS, the District has constructed an amenity center that includes a swimming pool, community center, and other recreation facilities (collectively, the “Amenities”), as well as landscape and irrigation improvements, lake embankments, entrance areas, and other common areas (collectively, the “Facilities”); and

WHEREAS, the District intends to provide for the operation, management, and maintenance of the Amenities and the Facilities; and

WHEREAS, Contractor has a background in the operation, management, and maintenance of recreation and amenity facilities and is willing to provide such operation, management, and maintenance services to the District in accordance with this Agreement; and

WHEREAS, the District desires to enter into a contractual relationship with Contractor to operate, manage, and maintain the Amenities and the Facilities and to provide other services as described in this Agreement and the Scope of Services attached hereto as **Exhibit A** and incorporated herein by reference (collectively, the “Services”).

1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and by this reference are incorporated as a material part of this Agreement.

2. ENGAGEMENT OF SERVICES. The District agrees to engage Contractor to provide the Services. This Agreement grants to Contractor the right to enter and use the Amenities and the Facilities for the purposes and uses described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations while performing its obligations under this Agreement including that Contractor will not take a tax position inconsistent with it being a

manager and not owner of the Amenities and Facilities.

3. DESCRIPTION OF SERVICES. Contractor shall perform the duties described by **Exhibit A** attached hereto, and as more particularly stated herein. Contractor shall be solely responsible for the means, manner and methods by which its duties, obligations and responsibilities under this Agreement are fulfilled. Contractor shall ensure responsible and proper staffing levels needed to satisfy the terms of this Agreement. To the extent the terms of this Agreement and **Exhibit A** conflict, this Agreement shall control.

4. COMPENSATION. The Agreement shall be for a one-year period, renewable or terminable pursuant to the provisions herein. Contractor shall be compensated for providing the Services described in Section 3 of this Agreement.

A. Fees and Expenses:

- i. The District shall pay the Contractor the following annual fees for the Services in accordance with **Exhibit A**:
 - Property Manager Services: Ninety Thousand One Hundred Seventy-One Dollars and No Cents (\$90,171.00) per year.
 - Field Operations Management Services: Fifteen Thousand Dollars and No Cents (\$15,000.00) per year.
 - Janitorial Services: Fifteen Thousand Five Hundred Three Dollars and No Cents (\$15,503.00) per year.

The total annual fee for the foregoing fixed Services is One Hundred Twenty Thousand Six Hundred Seventy-Four Dollars and No Cents (\$120,674.00), which shall be invoiced and paid in equal monthly installments during the Fiscal Year.

Facility Attendant Services shall be provided on an as-needed basis and shall not exceed Two Hundred Eighty-Five (285) hours or Eight Thousand Five Hundred Forty-Eight Dollars and No Cents (\$8,548.00) annually, unless otherwise approved by the District. Facility Attendant Services shall be invoiced monthly in arrears based upon actual Services performed in accordance with the rates set forth in **Exhibit A** or **Exhibit B**.

Facility Maintenance and Repair Services, including general maintenance services and pressure washing services, shall be compensated at the hourly rates set forth in **Exhibit A** or **Exhibit B**, plus reimbursable expenses, and shall be invoiced monthly in arrears. General maintenance services shall be invoiced at Forty-Five Dollars and No Cents (\$45.00) per hour, and pressure washing services shall be invoiced at Fifty-Five Dollars and No Cents (\$55.00) per hour, together with any approved reimbursable expenses.

- ii. Out-of-pocket reimbursable expenses incurred by the Contractor in the performance of the Services shall be billed at the Contractor's standard rate or at cost, as indicated in **Exhibit A** or **Exhibit B**, and itemized on the Contractor's monthly invoice to the District.

- iii. Unless otherwise specified by this Agreement, the Contractor will invoice the District for the Services as soon as may be practicable in advance of each month. Notwithstanding the foregoing, services that are variable in nature may be invoiced in arrears based on actual services performed. The fees for those services which are not being requested at the time this Agreement is approved will be provided to the District at such time as those services are required and requested by vote of the Board of Supervisors. All invoices shall be due and payable by the District within forty-five (45) days from the date of receipt of a correctly submitted invoice or as otherwise provided by the Prompt Payment Act, Chapter 218.70, Florida Statutes. Invoices not paid within forty-five (45) days of presentation shall be charged interest on the balance due at the maximum legally permissible rate.
 - iv. Fees for the Services may be negotiated annually by the Parties. Any amendment to Service fees must comply with the amendment procedure in this Agreement.
 - v. In the event the District authorizes a requested change in the scope of Services, Contractor shall submit, in writing to the District, a request for a fee amendment corresponding to the change in Services being requested, if it has not already done so. Any change in the scope of requested services and the corresponding fee amendment shall comply with the amendment procedure in this Agreement. Such amendment must be validly executed by the Parties before Contractor is authorized to begin providing services pursuant to the change in scope and the revised fees are adopted.
- B.** Services will be billed monthly pursuant to the fee schedule shown in **Exhibit B**. Additional work or services, as such terms are used in Section 5.C, will either be billed monthly at the Contractor's proposed hourly rate or per occurrence both as authorized by the District and negotiated by the Parties.
- C.** The District may require, as a condition precedent to making any payment to the Contractor that all subcontractors, materialmen, suppliers or laborers be paid and require evidence, in the form of Lien Releases or partial Waivers of Lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that the Contractor provide an Affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workers' Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.
- D.** Should the District desire additional work or services, or to add additional areas to be maintained, the Contractor agrees to negotiate in good faith to undertake

such additional work or services. Upon successful negotiations, the Parties shall agree in writing to an addendum, addenda, or change order to this Agreement. The Contractor shall be compensated for such agreed additional work or services based upon a payment amount acceptable to the Parties and agreed to in writing.

- E. The Contractor shall maintain records conforming to usual accounting practices. As soon as may be practicable at the beginning of each month, the Contractor shall invoice the District for all services performed in the prior month and any other sums due to the Contractor. The Contractor may cease performing services under this Agreement if any payment due hereunder is not paid within forty-five (45) days of the invoice date. Each monthly invoice will include such supporting information as the District may reasonably require the Contractor to provide.
- F. In the event there is a dispute regarding payment or Services, the District reserves the right to hold the portion of the payment in dispute, pending expeditious negotiation and resolution of the dispute in good faith by the Parties.

5. GENERAL PROVISIONS.

- A. The Services provided by Contractor shall be as provided for in **Exhibit A** and as set forth in this Agreement.
- B. Contractor agrees that this Agreement expressly prohibits non-compete provisions. Should the District elect to suspend any service hereunder, or terminate the Agreement in whole or part, the District shall not be prohibited from directly or indirectly employing or contracting any individual employed by the Contractor under this Agreement. Contractor may prohibit its employees from soliciting work with other competitors or vendors that are not the District in its discretion.
- C. The District may elect to add additional services to this Agreement upon mutual agreement by the Parties, as confirmed in a written addendum hereto. The District may discontinue all of the Services provided for herein pursuant to the termination provisions set forth herein or discontinue the provision of a portion of the services described herein immediately for cause or upon thirty (30) days written notice without cause, specifying the department or position(s) discontinued, in the District's sole and absolute discretion. Any addendums to this agreement will not take effect unless the parties receive an opinion from bond counsel that the changes made thereby do not adversely affect the exclusion from gross income of interest on the bonds financing the managed property.
- D. At all times during operation of the Facilities and Amenities, Contractor shall ensure responsible and proper staffing levels that meet the provisions of law and best practices. The needs of other properties shall not trump the responsible staffing for provision of the Services required under this Agreement. Contractor shall not utilize employees hired by Contractor to staff District Facilities and Amenities at other Contractor properties without the express approval of the District, through its District Manager. Contractor shall not use District employees, if any, District property or any District hardware/facility for any other work not related directly to

the District, including any other off-site properties or in support of other Contractor-related businesses.

- E. In consideration for the District's ability to elect to make any position, department or portion of this Agreement staffed by District employee(s) or an unaffiliated third-party contractor other than Contractor, Contractor shall not be entitled to any compensation in consideration for such election by the District.
- F. All Contractor employees or subcontractors shall either be employees hired directly by the Contractor, or sub-contractors who are hired and compensated by the Contractor (1099 individuals).
- G. Contractor is an independent contractor. Contractor shall have sole authority as an independent Contractor in dealing with its employees and shall be solely responsible for all necessary insurance payments (including workers' compensation, as required by Florida law), payroll taxes and other deductions, and the provision of various benefits to its staff. Contractor shall be liable for the performance, or lack thereof, of employees of the District, of Contractor's employees and contractors, licensees, lessees and vendors that are within the Contractor's control. Contractor shall solely be responsible for oversight, control, direction and management of all personnel providing services of functions at the District and shall defend, hold the District harmless and indemnify the District against any employment or other related claims arising from the same. This provision is meant to be exhaustive such that any claims related to the provision of the Services arise, Contractor shall defend, hold the District harmless and indemnify the District and Contractor has been paid for the Services in consideration of the Services and the indemnification provisions provided for in this Agreement.
- H. Contractor shall promptly respond to any and all emergencies or problems related to the Amenities and/or the Facilities and shall report to the District all known problems related to the Amenities and/or the Facilities.
- I. All purchases made by any of the positions paid for pursuant to the Agreement or any Addendum will be in accordance with and subject to the District's procurement and purchasing policies, Rules of Procedure and subject to all requirements for District procurement and purchases imposed by Florida law. The District will be responsible for all operating expenses pertaining to the day-to-day operation that will be reasonably necessary for a public purpose of the District. These will include, but not be limited to, the following: District telephone services, utilities, operating supplies, uniforms to the extent not provided for by Contractor as set forth herein, travel expenses for District employees consistent with the District's reimbursement policies, and other related expenses to District specific operations not a part of the responsibilities of Contractor. No expenditure in excess of the amount budgeted for such may be made without prior Board approval except in the event of an emergency, in which case the Contractor shall report such expenditure and the reason for the emergency expense to the District Manager as soon as possible, but in no event later than seventy-two (72) hours.

- J. Costs incurred by Contractor due to emergencies or at the written direction of the District shall be reimbursed to Contractor at cost. Such reimbursements shall be paid only in accordance with receipts for such costs provided to the District by Contractor. The Contractor shall to the best of its ability, avoid paying directly for items and seeking reimbursements, as the District provides a credit card for expenditures and has several accounts open for purchases.
- K. Contractor shall require all applicable registration forms and waivers to be executed by any Patrons of the District (as defined in the *Policies Regarding Use of the District's Amenities*) prior to use of the Amenities and/or Facilities.
- L. The Parties agree that the Amenities and Facilities shall be operated and maintained for a public purpose, and that any monies generated from the operation of the Amenities or Facilities shall be remitted to the District and used to defray the public expense associated with operating and maintaining the Facilities consistent with the terms of this Agreement. The Contractor shall operate in a way that maintains the District's tax-exempt status.
- M. Contractor shall be responsible for tracking resident complaints and report to the District monthly on timeline and response to each complaint.

6. CARE OF THE PROPERTY. Contractor shall use all due care to protect the property of the District, its Patrons, landowners and authorized guests from damage by Contractor or its employees or agents. Contractor agrees to diligently commence repair of any damage resulting from the Services within twenty-four (24) hours. Any such repairs caused by Contractor shall be at Contractor's sole expense, unless otherwise agreed, in writing, by the District.

7. COMPLIANCE WITH GOVERNMENTAL REGULATIONS. In providing the Services, Contractor shall use approved and effective chemicals and cleaning agents in strict compliance with state and federal environmental guidelines. Further, Contractor shall take any action necessary to promptly comply with any and all orders or requirements affecting the Amenities and/or the Facilities placed thereon by any governmental authority having jurisdiction. However, Contractor shall not take any action under this paragraph if the District is contesting or has affirmed its intention to contest any such order or requirement. Contractor shall promptly and in no event within more than seventy-two (72) hours notify the District in writing of all such orders or requirements.

8. INVESTIGATION AND REPORT OF ACCIDENTS/CLAIMS. Contractor shall promptly and in no event more than 48 hours provide a written report as to all accidents, injuries or claims for damage relating to the Amenities and/or the Facilities or related to the Services, including any damage or destruction of property, and shall cooperate and make any and all reports required by any insurance company, law enforcement agency or the District in connection therewith, unless the Board expressly directs Contractor otherwise, in writing. The District may adopt policies requiring more stringent reporting requirements of Contractor, which later adopted policies shall control; this paragraph is intended to set forth minimum standards.

9. TERMINATION. The District shall have the right to terminate this Agreement at any time upon written notice, due to Contractor's failure to perform in accordance with the terms of this Agreement or upon sixty (60) days' written notice without cause. Contractor shall have the

right to terminate this Agreement upon sixty (60) days' written notice to the District with or without cause. In the event either party terminates this Agreement, Contractor agrees to accept the balance due and owing to it at the effective date of termination for the work performed up to that date, subject to any offsets the District may have against Contractor. Upon termination, the Parties shall account to each other with respect to all matters outstanding as of the date of termination.

Upon termination of this Agreement, the Contractor shall also, as soon as practicable, but in no event later than the effective date of termination or such other date as may be set forth below:

- A. deliver to the District all materials, equipment, tools and supplies, keys, contracts and documents relating to the Amenities and/or the Facilities, the District operations, and such other accountings, papers, and records as the District shall request and are in the Contractor's possession or under the Contractor's reasonable direct control pertaining to the Amenities and/or Facilities;
- B. vacate any portion of the Amenities and/or Facilities then accessed by the Contractor as a consequence of this Agreement; and
- C. furnish all such information and take all such action as the District shall reasonably require in order to effect an orderly and systematic ending of the Contractor's duties and activities hereunder. Within ten (10) days after the effective date of any such termination, the Contractor shall deliver to the District any written reports required hereunder for any period not covered by prior reports at the time of termination.

10. INSURANCE.

- A. Contractor shall maintain throughout the term of this Agreement, at a minimum, the following insurance, the certificates are attached as **Exhibit D**:
 - i. Workers Compensation - statutory limits
 - ii. General liability insurance with the following limits:

\$2,000,000	General Aggregate
\$1,000,000	Products/Completed Operations
\$1,000,000	Personal & Advertising Injury
\$1,000,000	Each Occurrence
 - iii. Comprehensive automobile liability insurance for all vehicles used by the Contractor or General Manager with respect to the operation of the Facilities whether non-owned or hired, with a combined single limit of \$1,000,000.
 - iv. Excess (Umbrella) liability policy in excess of the limits set forth in the provisions above, in the amount of \$1,000,000.
- B. Insurance obtained by Contractor shall be primary and noncontributory with respect to insurance outlined above. All such policies shall be issued by insurance companies licensed to do business in the state of Florida. The District, its Board members, the District Manager, District Counsel, and District Engineer, officers, supervisors and employees shall be listed as additional insureds on each such policy, and no policy may be canceled during the term of this Agreement without

at least thirty (30) days written notice to the District. An insurance certificate evidencing compliance with this paragraph shall be sent to the District prior to the commencement of any performance under this Agreement. No policy may be canceled during the term of this Agreement.

11. INDEMNIFICATION.

- A. Contractor Indemnification.** The Contractor agrees to defend, indemnify, and hold harmless the District and its officers, supervisors, staff agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Contractor as jointly liable parties; however, Contractor shall indemnify the District for any and all percentage of fault attributable to Contractor for claims against the District, regardless whether the District is adjudged to be more or less than 50% at fault.
- B. District Indemnification.** To the extent allowable under applicable law (and only to the extent of the limitations of liability set forth in Section 768.28, Florida Statutes), except to the extent caused by the negligence, reckless, and/or willful misconduct of the Contractor, the District agrees to indemnify, defend, and hold harmless the Contractor and its officers, supervisors, staff, and employees from and against any and all liability, claims, actions, suits, demands, assessments or judgments asserted and any and all losses, liabilities, damages, costs, court costs, and expenses, including attorney's fees, that Contractor may hereafter incur, become responsible for, or be caused to pay out arising out of or relating to the negligent or intentionally wrongful acts or omissions of the District. The indemnification provided for herein shall not be deemed exclusive of any other rights to which the Contractor may be entitled and shall continue after the Contractor has ceased to be engaged under this Agreement. In addition to any other conditions and/or limitations set forth herein, the District shall be obligated to indemnify Contractor only if such indemnification obligation is covered by the District's insurance.
- C.** Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees, expert witness fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District.
- D.** For purposes of this Section, "acts or omissions" on the part of Contractor's officers, directors, agents, assigns, invitees, contractors, subcontractors or employees

includes, but is not limited to, the operation and management of the Amenities and Amenity Center in a manner that would require a permit, license, certification, consent, or other approval from any governmental agency which has jurisdiction over the operation and management of the Amenities and Amenity Center, unless such permit, license, certification, consent, or other approval is first obtained or the Board has expressly directed Contractor in writing not to obtain such permit, license, certification, consent, or other approval.

- E. The indemnification rights herein contained shall be cumulative of, and in addition to, any and all rights, remedies and recourse to which the District shall be entitled, whether pursuant to some other provision of this Agreement, at law, or in equity. The provisions of this Section 11 shall survive the termination or expiration of this Agreement.

12. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained herein shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

13. ENFORCEMENT OF AGREEMENT. In the event that either the District or Contractor is required to enforce this Agreement by court proceedings or otherwise, then the substantially prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees, paralegal fees, expert witness fees, and costs for trial, alternative dispute resolution, or appellate proceedings. The provisions of this Section 13 shall survive termination of this Agreement.

14. ENTIRE AGREEMENT. This instrument shall constitute the final and complete expression of the agreement between the Parties hereto relating to the subject matter of this Agreement.

15. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both Parties hereto.

16. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of both Parties hereto, both Parties have complied with all the requirements of law, and both Parties have full power and authority to comply with the terms and provisions of this Agreement.

17. NOTICES. All notices, requests, consents, and other communications under this Agreement ("Notices") shall be in writing and shall be delivered, mailed by Overnight Delivery or First Class Mail, postage prepaid, to the Parties, as follows:

- A. **If to District:** Armstrong Community Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092

Attn: District Manager
Marilee Giles
MGiles@gmsnf.com

With a copy to:

Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301
Attn: District Counsel
Wesley Haber
Wesley.Haber@kutakrock.com

B. If to the Contractor:

Governmental Management Services, L.L.C.
475 West Town Place, Suite 114,
St. Augustine, Florida 32092
Attn: President, Darrin Mossing
DMossing@gmstnn.com

With a copy to:

Governmental Management Services, L.L.C.
475 West Town Place, Suite 114,
St. Augustine, Florida 32092
Attn: Chief Operating Officer, Keith Nelson
KNelson@gmsnf.com

And:

Governmental Management Services, L.L.C.
475 West Town Place, Suite 114,
St. Augustine, Florida 32092
Attn: Director of Property Management,
Alison Mossing
AMossing@gmstnn.com

And:

Governmental Management Services, L.L.C.
699 North Federal Highway, Suite 300
Fort Lauderdale, FL 33304
Attn: Kurt Zimmerman, Registered Agent
Kurt@zimmermanlaw.com

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for Contractor may deliver Notice on behalf of the District and Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other Parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the Parties and addressees set forth herein.

18. THIRD-PARTY BENEFICIARIES. This Agreement is solely for the benefit of the Parties hereto, and no right or cause of action shall accrue upon or by reason of or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation or other entity other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and Contractor and their respective representatives, successors, and assigns.

19. ASSIGNMENT. Neither the District nor Contractor may assign this Agreement or any monies to become due hereunder without the prior written approval of the other. Any purported assignment without such written approval shall be void.

20. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. The Parties agree that venue for any action arising hereunder shall be in a court of appropriate jurisdiction in Duval County, Florida.

21. EFFECTIVE DATE. This Agreement shall be effective as of the Effective Date and extend through September 30, 2027.

22. PUBLIC RECORDS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including, but not limited to, Section 119.0701, Florida Statutes. Contractor acknowledges that the designated public records custodian for the District is **Governmental Management Services, L.L.C.** ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Contractor, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC

RECORDS AT (904) 940-5850, INFO@GMSNF.COM WITH A COPY TO MGILES@GMSNF.COM, 475 WEST TOWN PLACE, SUITE 114, ST. AUGUSTINE, FLORIDA 32092.

23. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement or any part of this Agreement not held to be invalid or unenforceable.

24. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall not control or affect the meaning or construction of any of the provisions of this Agreement.

25. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute but one and the same instrument.

26. NEGOTIATION AT ARM'S LENGTH. This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement and received, or had the opportunity to receive, the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, all Parties are deemed to have drafted, chosen, and selected the language, and the doubtful language will not be interpreted or construed against any party.

27. LIMITATIONS ON GOVERNMENTAL LIABILITY. Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in section 768.28, Florida Statutes, or other statute or law, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

28. COMPLIANCE WITH E-VERIFY. Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees and shall comply with all requirements of Section 448.095, *Florida Statutes*, as to the use of subcontractors. The District may terminate the Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(5)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

29. Term. The term of this Agreement shall be from the Execution Date, through September 30, 2027, unless terminated earlier by either party in accordance with the provisions of this Agreement. This Agreement shall automatically renew for additional one-year terms, unless terminated pursuant to its terms. The Contractor acknowledges that the prices of this Agreement are firm, and that the Contractor may change the prices only with the District's written consent, as evidenced by a vote of the District's Board of Supervisors. The District will consider price adjustments each twelve (12) month period to compensate for market conditions and the planned

workload of the District to be performed during the next twelve (12) month period. Evidence of price or fee adjustments will be approved by the Board in its adopted or amended Fiscal Year Budget.

30. COMPLIANCE WITH SECTION 20.055, FLORIDA STATUTES. If applicable, the Contractor agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant such section and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), *Florida Statutes*.

31. STATEMENT REGARDING CHAPTER 287 REQUIREMENTS. Contractor acknowledges that, in addition to all Laws and Regulations that apply to this Agreement, the following provisions of Florida law (“**Public Integrity Laws**”) apply to this Agreement:

- A. Section 287.133, *Florida Statutes*, titled *Public entity crime; denial or revocation of the right to transact business with public entities*;
- B. Section 287.134, *Florida Statutes*, titled *Discrimination; denial or revocation of the right to transact business with public entities*;
- C. Section 287.135, *Florida Statutes*, titled *Prohibition against contracting with scrutinized companies*;
- D. Section 287.137, *Florida Statutes*, titled *Antitrust violations; denial or revocation of the right to transact business with public entities; denial of economic benefits*; and
- E. Section 287.138, *Florida Statutes*, titled *Contracting with entities of foreign countries of concern prohibited*.

Contractor acknowledges that the Public Integrity Laws prohibit entities that meet certain criteria from bidding on or entering into or renewing a contract with governmental entities, including with the District (“**Prohibited Criteria**”).

Contractor acknowledges that the District may terminate this Agreement if the Contractor is found to have met the Prohibited Criteria or violated the Public Integrity Laws.

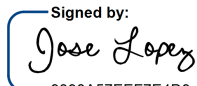
Contractor certifies that in entering into this Agreement, neither it nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity, meets any of the Prohibited Criteria, and in the event such status changes, Contractor shall immediately notify the District. By entering into this Agreement, Contractor agrees that any renewal or extension of this Agreement shall be deemed a recertification of such status.

32. ANTI-HUMAN TRAFFICKING REQUIREMENTS. Contractor certifies, by acceptance of this Agreement, that neither it nor its principals utilize coercion for labor or services as defined in section 787.06, *Florida Statutes*. Contractor agrees to execute an affidavit, attached hereto as **Exhibit E** and incorporated herein, in compliance with section 787.06(14), *Florida Statutes*.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the Parties hereto execute this Agreement the day and year first written above.

ARMSTRONG COMMUNITY DEVELOPMENT DISTRICT

By:  Signed by:
9398A57EEF7E4D9...

Print: Jose Lopez

Its: Chairman
Chairperson/Vice Chairperson,
Board of Supervisors

GOVERNMENTAL MANAGEMENT SERVICES, L.L.C.

By:  DocuSigned by:
3CA8CBD20A734F6...

Print: Darrin Mossing

Its: President

- Exhibit A:** Scope of Services
- Exhibit B:** Fee Schedule
- Exhibit C:** Proposal
- Exhibit D:** Certificates Of Insurance
- Exhibit E:** Anti-Human Trafficking Affidavit

Exhibit A
Scope of Services

STANDARD ON-GOING SERVICES (“SERVICES”): These services will be provided on a recurring basis and are commonly referred to as the basic services necessary for the normal and routine functioning of the Amenity Center management.

Description of Services
<p><u>Property Management:</u></p> <p>Services provided full-time and on-site in the Amenity Center.</p> <ul style="list-style-type: none"> • Greet residents entering the Amenity Center and address questions/concerns in a professional manner • Must be familiar with and enforce Amenity Center rules and policies, including age verification for gym and pool usage • Issue access cards to eligible residents after providing address verification and photo ID • Manage the facility rental process by handling resident inquiries, maintaining schedule and collecting deposit and rental payment • Communicate updates to residents via email blast and bulletin boards • Conduct hourly rounds of the Amenity Center and pool deck to monitor usage, cleanliness and report any issues to the District Manager • Plan and execute special events • Check pool chemicals daily and add to pool maintenance log • Coordinate and meet vendors on site for services • Manage, train and schedule Facility Attendants • Attend monthly Board of Supervisors meetings and prepare Operations Reports for the agenda • Various other tasks assigned by management.
<p><u>Field Operations Management:</u></p> <p>Services provided on average two (2) time per month to include:</p> <ul style="list-style-type: none"> • Provide oversight of the landscape maintenance contractor • Provide oversight of the lake maintenance contractor • Provide oversight of all other maintenance contractors such as security, outside pest control, tree services, sidewalk repairs, road maintenance, FPL, site inspections, etc. • Periodically inspect lakes, and structures for needed maintenance, issues, and repairs.

Description of Services

- Conduct onsite meetings with CDD service providers.
- Monitor all CDD field-related utility accounts.
- Provide Operations Memorandum for field-related activity to Board of Supervisors monthly agenda package one week before scheduled CDD meeting.
- Attend all District Board of Supervisor meetings with representation of CDD management activities.
- Receive and respond to resident emails, and phone calls about CDD property-related issues.
- Prepare an Emergency Action Plan for significant weather events.
- Oversee & assist maintenance personnel with CDD projects on site
- Provide oversight, proposals if needed of future capital projects.
- Maintain all the entry monuments and CDD signage, including outside contracting for repairs and pressure-washing as needed.
- Inspect & maintain all sunshade structures & sails, including outside contracting for repairs & pressure washing as needed.
- Perform lighting inspections for all district-owned interior and exterior lighting.
- Monitor all gates and doors for proper operating conditions.
- Monitor the pool decks, and outdoor pool furniture, obtain proposals for services and repair as needed.
- Maintain an aesthetically pleasing CDD community as possible within budget & approvals.

Janitorial Services:

Services provided three (3) days per week to include:

- Janitorial supplies will be purchased as needed and invoiced to the District.
- Empty and replace liners in all clubhouse garbage cans
- Clean all clubhouse restrooms and restock all paper products and soap as needed
 - Sanitize all counter tops and diaper changing stations
 - Sanitize all toilets, urinals and sinks
 - Sweep and sanitize floors
 - Clean all mirrors
 - Wipe down and disinfect partition doors
- Clean entrance doors inside and out
- Clean all interior windows
- Dust all light fixtures, fans, vents and door frames
- Sweep and mop all clubhouse floors
- Wipe down all tables and countertops

Description of Services

- Clean and sanitize all water fountains
- Clean and sanitize all gym equipment
- Sweep and mop gym floors

Facility Attendants:

- Greet residents entering the Amenity Center and address questions/concerns in a professional manner
- Must be familiar with and enforce Amenity Center rules and policies, including age verification for gym and pool usage
- Conduct hourly rounds of the Amenity Center and pool deck to monitor usage, cleanliness and report any issues to the Field Operations Manager and/or District Manager
- Assist with the facility rental process by handling resident inquiries, maintaining schedule and collecting deposit and rental payment
- Check pool chemicals daily and add to pool maintenance log
- Various other tasks assigned by management
- Facility Attendants will be scheduled as needed for special events, PTO coverage and weekend staffing Memorial Day - Labor Day

Facility Maintenance:

- To assist the Field Operations Manager on an as needed basis
- Pick up debris in and around all District owned facilities, including walkways, fields, courts, entryways, roadways, pool deck amenity Center and common areas
- Clean and maintain all features associated with the athletic fields and sport courts including nets, fencing, windscreens, playing surfaces, etc.
- Replace trash can liners weekly throughout the District
- Tasks as assigned by Property Manager and/or Field Operations Manager
- Pressure wash Amenity Facility as needed (based upon separate proposal)

General Provisions:

- Contractor shall provide, at no charge to the District, company uniforms to all personnel providing these services.
- Costs incurred by Contractor due to maintenance-related requests, emergencies or unscheduled visits (i.e. vandalism, acts of God, etc.) shall be invoiced at the approved hourly rate, plus any materials, and travel reimbursement. Minimum of one (1) hour charge.

Description of Services

- Reasonable reimbursement for the expense of copies, office supplies, travel, etc.
- All supplies and materials needed for maintenance within the District shall be paid for by the District.

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Exhibit B
Fee Schedule

STANDARD ON-GOING SERVICES (“SERVICES”): These services will be provided on a recurring basis and are commonly referred to as the basic services necessary for the normal and routine functioning of the Amenity Center management.

1. PROPERTY MANAGEMENT SERVICES:

Service Descriptions & Fee Schedule *	Fiscal Year 2027 Fees
<p>Property Management:</p> <ul style="list-style-type: none"> • The Property Manager is an onsite full-time position. • Annual Fee paid in equal monthly payments. 	\$90,171
<p>Field Operations Management:</p> <ul style="list-style-type: none"> • The Field Operations Manager is an onsite part-time position. • Monthly On-Site Inspections and Vendor Coordination. <ul style="list-style-type: none"> ○ Two On-Site Visits per Month • Annual Fee paid in equal monthly payments. 	\$15,000
<p>Janitorial Services:</p> <ul style="list-style-type: none"> • The Janitorial Service is an onsite part-time position. • Standard Cleaning to be provided: <ul style="list-style-type: none"> ○ Three Days per Week • Annual Fee paid in equal monthly payments. 	\$15,503
<p>Facility Assistant:</p> <ul style="list-style-type: none"> • The Facility Assistant service is an onsite part-time position provided on an as-needed and as-scheduled basis (Not to Exceed 285 Hours). • Services shall be billed at an hourly rate, invoiced in arrears based on actual hours worked. 	\$8,548

Service Descriptions & Fee Schedule *		Fiscal Year 2027 Fees
<p>Facility Maintenance and Repair Services:</p> <ul style="list-style-type: none"> • GMS has a comprehensive on-site and insured maintenance service for small to medium size projects which can be provided at the direction of the District Board of Supervisors and/or the District Manager. <ul style="list-style-type: none"> ○ General maintenance services are invoiced at \$45.00 / Hour ○ Pressure washing services are invoiced at \$55.00 / Hour 	<p>Standard Hourly Rates Plus Reimbursable Expenses</p>	
<p>Out of Pocket Reimbursable Expenses:</p> <ul style="list-style-type: none"> • Reimbursable expenses to be itemized on invoicing each month. 	<p>At GMS Standard Rate or Cost</p>	
<p>Additional Services:</p> <ul style="list-style-type: none"> • All other requested items not specifically denoted in Exhibit “A” or Exhibit “B” will be subject to either a flat rate proposal or an hourly rate proposal to the District. 	<p>To Be Negotiated</p>	
<p>* Fiscal Year Calendar:</p> <ul style="list-style-type: none"> • Fiscal Year 2027 represents dates between October 1st, 2026 to September 30th, 2027. • Services that begin after the first day of a month will be invoiced on a prorated basis for that month, based on the actual start date. 		

2. ADDITIONAL SERVICES:

All other requested items not specifically denoted in **Exhibit A** or **Exhibit B** will be subject to either a flat rate proposal or an hourly rate proposal to the District.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

Exhibit C Proposal



Governmental Management Services

Serving Florida's New Communities

May 28, 2026

Marilee Giles
 Armstrong Community Development District
 475 West Town Place, Suite 114
 World Golf Village
 St. Augustine, Florida 32092

Re: FY2027 Property Manager, Field Operations Management, Janitorial, Facility Attendants and Facility Maintenance

Dear Marilee:

Please consider this proposal for Governmental Management Services to continue providing the following services for the Armstrong Community Development District:

<u>Services</u>	<u>FY2026 Budget</u>	<u>FY2026 Fees</u>	<u>FY2027 Proposed Fees</u>
Property Manager	\$85,067	\$85,067	\$90,171
Field Operations Management	\$0	\$0	\$15,000
Janitorial Service	\$14,625	\$14,625	\$15,503
Facility Attendants(285 Hours)	\$8,064	\$8,064	\$8,548
Facility Maintenance		\$40/Hour	\$45/Hour

The proposed fees for Property Manager, Janitorial, Facility Attendants and Facility Maintenance reflect a cost-of-living increase. The ownership and management at GMS would like to thank the Board of Supervisors in advance for your consideration of our request to help offset the continued rise in cost to operate your facility. Should you have any questions or comments, please feel free to give me a call.

Sincerely,

Alison Mossing
 Alison Mossing
 Director of Amenity Management Services

Orlando
 219 E. Livingston St.
 Orlando, FL 32801

St. Augustine
 475 West Town Place
 Suite 114
 St. Augustine, FL 32092

Palm Coast
 393 Palm Coast Pkwy SW, #4
 Palm Coast, FL 32137

Ft. Lauderdale
 5385 N. Nob Hill Rd.
 Sunrise, FL 33351

Tampa
 18842 N. Dale Mabry Hwy
 Lutz, FL 33548

Knoxville
 1001 Bradford Way
 Kingston, TN 37763



Governmental Management Services

Serving Florida's New Communities

Exhibit A

Scope of Services

Property Manager

- Greet residents entering the Amenity Center and address questions/concerns in a professional manner
- Must be familiar with and enforce Amenity Center rules and policies, including age verification for gym and pool usage
- Issue access cards to eligible residents after providing address verification and photo ID
- Manage the facility rental process by handling resident inquiries, maintaining schedule and collecting deposit and rental payment
- Communicate updates to residents via email blast and bulletin boards
- Conduct hourly rounds of the Amenity Center and pool deck to monitor usage, cleanliness and report any issues to the District Manager
- Plan and execute special events
- Check pool chemicals daily and add to pool maintenance log
- Coordinate and meet vendors on site for services
- Manage, train and schedule Facility Attendants
- Attend monthly Board of Supervisors meetings and prepare Operations Reports for the agenda
- Various other tasks assigned by management

Field Operations Management

- Provide oversight of the landscape maintenance contractor
- Provide oversight of the lake maintenance contractor
- Provide oversight of all other maintenance contractors such as security, outside pest control, tree services, sidewalk repairs, road maintenance, FPL, site inspections, etc.
- Periodically inspect lakes, and structures for needed maintenance, issues, and repairs.
- Conduct onsite meetings with CDD service providers.
- Monitor all CDD field-related utility accounts.

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Knoxville
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Kingston, TN 37763



Governmental Management Services

Serving Florida's New Communities

- Provide Operations Memorandum for field-related activity to Board of Supervisors monthly agenda package one week before scheduled CDD meeting.
- Attend all District Board of Supervisor meetings with representation of CDD management activities.
- Receive and respond to resident emails, and phone calls about CDD property-related issues.
- Prepare an Emergency Action Plan for significant weather events.
- Oversee & assist maintenance personnel with CDD projects on site
- Provide oversight, proposals if needed of future capital projects.
- Maintain all the entry monuments and CDD signage, including outside contracting for repairs and pressure-washing as needed.
- Inspect & maintain all sunshade structures & sails, including outside contracting for repairs & pressure washing as needed.
- Perform lighting inspections for all district-owned interior and exterior lighting.
- Monitor all gates and doors for proper operating conditions.
- Monitor the pool decks, and outdoor pool furniture, obtain proposals for services and repair as needed.
- Maintain an aesthetically pleasing CDD community as possible within budget & approvals.

Janitorial

- Empty and replace liners in all clubhouse garbage cans
- Clean all clubhouse restrooms and restock all paper products and soap as needed
 - Sanitize all counter tops and diaper changing stations
 - Sanitize all toilets, urinals and sinks
 - Sweep and sanitize floors
 - Clean all mirrors
 - Wipe down and disinfect partition doors
- Clean entrance doors inside and out
- Clean all interior windows
- Dust all light fixtures, fans, vents and door frames
- Sweep and mop all clubhouse floors
- Wipe down all tables and countertops
- Clean and sanitize all water fountains
- Clean and sanitize all gym equipment
- Sweep and mop gym floors

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Governmental Management Services

Serving Florida's New Communities

- Arrange pool furniture and police pool deck for trash

Facility Attendants

- Greet residents entering the Amenity Center and address questions/concerns in a professional manner
- Must be familiar with and enforce Amenity Center rules and policies, including age verification for gym and pool usage
- Conduct hourly rounds of the Amenity Center and pool deck to monitor usage, cleanliness and report any issues to the Field Operations Manager and/or District Manager
- Assist with the facility rental process by handling resident inquiries, maintaining schedule and collecting deposit and rental payment
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- Facility Attendants will be scheduled as needed for special events, PTO coverage and weekend staffing Memorial Day - Labor Day

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Sunrise, FL 33351

Tampa
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Lutz, FL 33548

Knoxville
1001 Bradford Way
Kingston, TN 37763

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/30/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

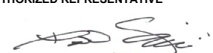
PRODUCER Sipowski Insurance 6192 North Federal Highway Boca Raton, FL 33487	CONTACT NAME: Kylee Barrios
	PHONE (A/C, No, Ext): (561)912-3991 FAX (A/C, No): (561)826-2500 E-MAIL ADDRESS: todd@sipowskiinsurance.com
INSURED Governmental Management Services - Central Florida LLC 1001 Bradford Way Kingston, TN 37763	INSURER(S) AFFORDING COVERAGE NAIC #
	INSURER A : United Specialty Insurance Company 12537
	INSURER B :
	INSURER C :
	INSURER D :
	INSURER E :

COVERAGES CERTIFICATE NUMBER: 95949570-260512163112 REVISION NUMBER: 8

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. *Not Applicable in WY

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Misc. Professional Liability	Y Y	GCT152706702	03/27/2026	03/27/2027	Each Claim/Aggr. 2,000,000 Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The ARMSTRONG COMMUNITY DEVELOPMENT DISTRICT, its officers, supervisors, agents, managers, counsel, engineers, staff, and representatives are included as Additional Insureds on the above-listed policies. Such insurance shall be considered primary and non-contributory with respect to the Additional Insureds. All such required insurance policies shall be endorsed to provide for a waiver of underwriter's rights of subrogation in favor of the Additional Insureds, and a 30-Day Notice of Cancellation applies in favor of the Additional Insureds.

CERTIFICATE HOLDER ARMSTRONG COMMUNITY DEVELOPMENT DISTRICT 475 West Town Place, Suite 114 Saint Augustine, FL 32092	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  (KGS)
---	--

ACORD 25 (2025/12)

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Exhibit E:
Anti-Human Trafficking Affidavit

Anti-Human Trafficking Affidavit

I, Kelly Adams, as Director of HR on behalf of Governmental Management Services L.L.C. (the "Manager"), under penalty of perjury, hereby attest as follows:

1. I am over 21 years of age and an officer or representative of the Manager.
2. The Manager does not use coercion for labor or services as defined in Section 787.06(2)(a), *Florida Statutes*.
3. More particularly, the Manager does not participate in any of the following actions:
 - (a) Using or threatening to use physical force against any person;
 - (b) Restraining, isolating or confining or threatening to restrain, isolate or confine any person without lawful authority and against her or his will;
 - (c) Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt or the length and nature of the labor or services are not respectively limited and defined;
 - (d) Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
 - (e) Causing or threatening to cause financial harm to any person;
 - (f) Enticing or luring any person by fraud or deceit; or
 - (g) Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03, *Florida Statutes*, to any person for the purpose of exploitation of that person.

Dated: March 17, 2026.

FURTHER AFFIANT SAYETH NAUGHT.

Manager:

GOVERNMENTAL MANAGEMENT SERVICES L.L.C.

By: Kelly Adams

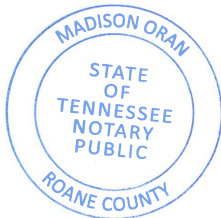
Name: Kelly Adams

Title: Director of HR

STATE OF TENNESSEE
COUNTY OF ROANE

SWORN TO AND SUBSCRIBED before me physical presence or remote notarization by Madison Oran, as HR Assistant, of Governmental Management Services-Central Florida L.L.C., who is personally known to me or who produced _____ as identification this 17 day of March, 2026.

(Notary Seal)



Madison Oran
Notary Public

B.

**FIRST AMENDMENT TO AGREEMENT BETWEEN THE ARMSTRONG
COMMUNITY DEVELOPMENT DISTRICT AND K&K WHITE LLC REGARDING
THE PROVISION OF POOL MAINTENANCE SERVICES**

THIS FIRST AMENDMENT (“Amendment”) is made and entered into this 15th day of _June, 2026, by and between:

ARMSTRONG COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in Clay County, Florida, and whose mailing address is 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (“District”); and

K&K WHITE LLC D/B/A PINCH A PENNY STORE 242, a Florida limited liability company, and whose mailing address is 9715 Crosshill Boulevard, Unit 105, Jacksonville, FL 32222 (“Contractor”, together with District, “Parties”).

RECITALS

WHEREAS, the District is a special-purpose unit of local government established pursuant to and governed by Chapter 190, *Florida Statutes*; and

WHEREAS, the Parties previously entered into that certain *Agreement Between the Armstrong Community Development District and K&K White LLC Regarding the Provision of Pool Maintenance Services*, dated June 12, 2025 (“Agreement”); and

WHEREAS, in accordance with Section 21 of the Agreement, the Parties desire to amend the Agreement as set forth in more detail below and in the Contractor’s proposal, attached hereto as **Exhibit A**; and

WHEREAS, each of the Parties hereto has the authority to execute this Amendment and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Amendment so that this Amendment constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the Parties, the receipt and sufficiency of which are hereby acknowledged, the District and Contractor agree as follows:

SECTION 1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and are incorporated as a material part of this Amendment.

SECTION 2. AFFIRMATION OF AGREEMENT. The Agreement is hereby affirmed and continues to constitute a valid and binding agreement between the Parties. Except as described in Section 3 of this Amendment, nothing herein shall modify the rights and obligations of the Parties under the Agreement. All of the remaining provisions, including, but not limited to, the engagement of services, indemnification, and sovereign immunity provisions, remain in full effect

and fully enforceable.

SECTION 3. AMENDMENT OF AGREEMENT. Section 5 of the Agreement is hereby amended by inserting the language indicated in single underlined text (indicated textually in the same manner as the following example: underlined text) and by deleting the language indicated by strikethrough text (indicated textually in the same manner as the following example: ~~stricken text~~) as set forth herein:

A. As compensation for the Services described in this Agreement, the District agrees to pay the Contractor One Thousand Two Hundred Ninety-Five Dollars (\$1,295.00) per month. The term of this Agreement shall be from October 1, 2026 through September 30, 2027, unless terminated earlier by either party in accordance with the provisions of this Agreement. This Agreement shall be eligible for one-year renewals.

SECTION 4. AFFIRMATION OF THE AGREEMENT. The Agreement is hereby affirmed and continues to constitute a valid and binding agreement between the Parties. Except as described in Section 2 of this Amendment, nothing herein shall modify the rights and obligations of the Parties under the Agreement. All of the remaining provisions, including, but not limited to, the engagement of services, indemnification, and sovereign immunity provisions, remain in full effect and fully enforceable. Notwithstanding the foregoing, this instrument, together with the Agreement, shall constitute the final and complete expression of agreement between the District and Contractor relating to the subject matter therein and herein.

SECTION 5. AUTHORIZATION. The execution of this Amendment has been duly authorized by the appropriate body or official of the District and the Contractor, both the District and the Contractor have complied with all the requirements of law, and both the District and the Contractor have full power and authority to comply with the terms and provisions of this Amendment.

SECTION 6. EXECUTION IN COUNTERPARTS. This Amendment may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

[signatures continued on following page]

IN WITNESS WHEREOF, the Parties execute this Amendment the day and year first written above.

ATTEST:

ARMSTRONG COMMUNITY DEVELOPMENT DISTRICT

Signed by: Marilee Giles
Secretary / Assistant Secretary

Signed by: Jose Lopez
Chairperson, Board of Supervisors

WITNESS:

K&K WHITE LLC D/B/A PINCH A PENNY STORE 242

Signed by: Jeff Mobley
Print Name: Jeff Mobley

Signed by: Keith White
By: Keith White
Its: Owner

Exhibit A: Contractor's Proposal

Exhibit A
Contractor's Proposal

K&K White LLC dba
Pinch A Penny 242



9715 Crosshill Blvd
suite 105
Jacksonville Florida
32222

Commercial Pool Maintenance Agreement

This agreement is between **K&K White LLC dba Pinch A Penny 242** and **Armstrong CDD in care of Armstrong CDD**. For the purpose of cleaning and maintaining chemical balance of Community Swimming Pool.

Monthly Service Rate: \$1295.00 Monthly.

Billing will be on a monthly basis with invoice initiated by K&K White LLC

Terms: 12 Month agreement beginning on _____

- K&K White LLC will service the pools on this property three times per week during the months April Through September and 2 times per week for months October through March.
- Services will include:
 1. Test pool water for Chlorine, PH, total alkalinity, calcium hardness, and Cyanuric Acid each visit.
 2. Log results of Pool water test.
 3. Add any needed chemicals and Log amount added.
 4. **Chemicals: Chlorine Muriatic Acid, Cyneric Acid, are included at each visit.**
 5. **(Black algae treatment should it be needed would be additional due to the cost of the algaecide needed to kill it.)**
 6. Ensure PH feed system and chlorine feed systems are filled.
 7. Brush walls of pool.
 8. Skim pool water surface.
 9. Remove debris from pool skimmer system.
 10. Vacuum Pool as needed.
 11. Ensure that pool equipment is recirculating properly.
 12. Inspect pool surfaces for algae growth and treat if needed.
 13. Backwash Pool Weekly.

C.

**FIRST AMENDMENT TO AGREEMENT BETWEEN THE ARMSTRONG
COMMUNITY DEVELOPMENT DISTRICT AND THE LAKE DOCTORS, INC.
REGARDING THE PROVISION OF FOUNTAIN CLEANING SERVICES**

THIS FIRST AMENDMENT (“Amendment”) is made and entered into this 15th day of June, 2026, by and between:

ARMSTRONG COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in St. Johns County, Florida, and whose mailing address is 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614 (“District”); and

THE LAKE DOCTORS, INC., a Florida corporation, with a mailing address of 3543 State Road 419, Winter Springs, Florida 32708 (“Contractor” and together with the District, the “Parties”).

RECITALS

WHEREAS, the District is a special-purpose unit of local government established pursuant to and governed by Chapter 190, *Florida Statutes*; and

WHEREAS, the Parties previously entered into that certain *Agreement Between Armstrong Community Development District and The Lake Doctors, Inc. for Lake Maintenance Services*, dated December 18th, 2023 (“Agreement”); and

WHEREAS, in accordance with Section 18 of the Agreement, the Parties desire to amend Agreement as set forth in more detail below and in the Contractor’s proposal, attached hereto as **Exhibit A**; and

WHEREAS, each of the Parties hereto has the authority to execute this Amendment and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Amendment so that this Amendment constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the Parties, the receipt and sufficiency of which are hereby acknowledged, the District and Contractor agree as follows:

SECTION 1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and are incorporated as a material part of this Amendment.

SECTION 2. The Agreement is hereby affirmed and continues to constitute a valid and binding agreement between the Parties. Except as described in Section 3 of this Amendment, nothing herein shall modify the rights and obligations of the Parties under the Agreement. All of the remaining provisions, including, but not limited to, the engagement of services, indemnification, and sovereign immunity provisions, remain in full effect and fully enforceable.

SECTION 4. AMENDMENT OF AGREEMENT. Section 5 of the Agreement is hereby amended by inserting the language indicated in single underlined text (indicated textually in the same manner as the following example: underlined text) and by deleting the language indicated by strikethrough text (indicated textually in the same manner as the following example: ~~stricken text~~) as set forth herein:

- A. As compensation for the Services described in this Agreement, the District agrees to pay the Contractor One Thousand Twenty-Five Dollars (\$1,025.00) per month and shall remit Two Hundred Dollars (\$200.00) on a quarterly basis, all in accordance with the terms of this Amendment. The term of this Agreement shall be from October 1, 2026, through September 30, 2027, unless terminated earlier by either party in accordance with the provisions of this Agreement. This Agreement shall automatically renew for one-year terms unless terminated earlier by either party in accordance with the provisions of this Agreement.

SECTION 5. AFFIRMATION OF THE AGREEMENT. The Agreement is hereby affirmed and continues to constitute a valid and binding agreement between the Parties. Except as described in Section 2 of this Amendment, nothing herein shall modify the rights and obligations of the Parties under the Agreement. All of the remaining provisions, including, but not limited to, the engagement of services, indemnification, and sovereign immunity provisions, remain in full effect and fully enforceable. Notwithstanding the foregoing, this instrument, together with the Agreement, shall constitute the final and complete expression of agreement between the District and Contractor relating to the subject matter therein and herein.

SECTION 6. AUTHORIZATION. The execution of this Amendment has been duly authorized by the appropriate body or official of the District and the Contractor, both the District and the Contractor have complied with all the requirements of law, and both the District and the Contractor have full power and authority to comply with the terms and provisions of this Amendment.

SECTION 7. EXECUTION IN COUNTERPARTS. This Amendment may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

[signatures continued on following page]

IN WITNESS WHEREOF, the Parties execute this Amendment the day and year first written above.

ATTEST:

**ARMSTRONG COMMUNITY
DEVELOPMENT DISTRICT**

Signed by:
Marilee Giles
A38899D0EDC14F4...
Secretary / Assistant Secretary

Signed by:
Jose Lopez
9398A57EEF7E4D9...
Chairperson, Board of Supervisors

WITNESS:

THE LAKE DOCTORS, INC.

Mark A. Seymour
Print Name: Mark A. Seymour

Signed by:
Jesse Mason
5EC1293EE6D04EC...
By: Jesse Mason
Its: Sales Manager

Exhibit A: Contractor's Proposal

Exhibit A
Contractor's Proposal



Corporate Office
4651 Salisbury Rd, Suite 155
Jacksonville, FL 32256
(904) 431-3914

April 28, 2026

Greyhawk / Armstrong CDD | 731209
475 West Town Place, Suite 114
St. Augustine, FL 32092

Dear Mr. Wilson,

The anniversary date of your Lake Doctors, Inc., Water Management Program for this upcoming fiscal year is **October 1st, 2026**, at which time your program is set to automatically extend. Due to the rising costs of professionally managing your account, which includes aquatic herbicides, vehicles, equipment, insurance and supplies, we would like to ask for a modest adjustment to your monthly investment amount, from **\$995.00** per month to **\$1,025.00** per month.

We would also like to propose an additional service for your consideration. Our Quarterly fountain cleaning service will be very beneficial for keeping the fountain clean and operating properly within the manufacturer's specifications. This will also allow us to diagnose any potential issues to help reduce repair costs and extend the life of the fountain. The cost for this service will be **\$200.00** per Quarter or an additional **\$800.00** Annually.

As always, we will continue to focus on providing superior service, prompt response to questions or concerns and great care for the health of your ponds. If there are any questions or concerns, please don't hesitate to reach me on my cell at (904)228-8006 or contact me by email: jesse.mason@lakedoctors.com

On behalf of our Jacksonville Lake Doctors Team, we truly appreciate the opportunity and look forward to continuing to work for you and the homeowners of Greyhawk.

Respectfully,

A handwritten signature in cursive script that reads "Jesse Mason".

Jesse E. Mason
Sales Manager



EIGHTH ORDER OF BUSINESS

D.



Armstrong Community Development District (CDD)

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

Memorandum

Date: July 9th, 2026

To: Board of Supervisors

From: GMS – GreyHawk Amenity Manager

Community:

Amenity Usage

- *Total Facilities Usage – fobs Scanned 3758*

Card counts:

New Owners	0
Replacements	

Room Rentals

rentals in the month of June - 4

Special Events

Operations:

- Fixed the wall in the gym and added a cover to keep it from getting damaged again
- Replaced a swing on the playground.
- Replaced the battery on the lift chair on the pool deck.

Landscaping

Monthly reports for June submitted and filed at Operations office.

For questions, comments, or clarification, please contact:

Ryan Wilson, Greyhawk Amenity Manager (904) 322-3199

greyhawkmanager@gmsnf.com

Jay Soriano, GMS Operations Manager (904) 274-2450

jsoriano@gmsnf.com