

ARMSTRONG

Community Development District

OCTOBER 8, 2026

AGENDA

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

October 1, 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, October 8, 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 September 10, 2026 Meeting
- IV. Ratification of Agreement with CALM III, LLC. (*under separate cover*)
- V. Staff Reports
 - A. District Counsel
 - B. District Engineer
 - C. District Manager - Fiscal Year 2026 Goals and Objectives Report
 - D. Facility Manager Report
- VI. Supervisor's Requests and Audience Comments
- VII. Financial Reports (*under separate cover*)
 - A. Financial Statements as of September 30, 2026
 - B. Assessment Receipts
 - C. Check Register

VIII. Next Scheduled Meeting – November 12, 2026 at 3:30 p.m. at Plantation Oaks
Amenity Center

IX. 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 Cole

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, September 10, 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
Cherie Hernandez	Assistant Secretary
Kendrick Taylor	Assistant Secretary by telephone
Kerrstyn Cole	Assistant Secretary

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel by telephone
Jay Soriano	GMS, Operations
Ryan Wilson	GMS
Chalon Suchsland	VerdeGo

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 3:34 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 August 13, 2026 Meeting

On MOTION by Mr. Lopez seconded by Ms. Hernandez with all in favor the minutes of the August 13, 2026 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Ratification of Engagement Letter with Grau and Associates for Fiscal Year 2026 Audit

On MOTION by Mr. Brown seconded by Ms. Hernandez with all in favor the engagement letter with Grau & Associates to perform the fiscal year 2026 audit was ratified.

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

There being none, the next item followed.

B. District Engineer

There being none, the next item followed.

C. District Manager – Update to Agreement for Amenity Management and Operation and Maintenance on Site Services

Ms. Giles stated I did speak to each of the supervisors before the meeting to explain the transition of GMS onsite services to CALM III. This is that transition and this is the opportunity for the supervisors to ask any questions. If not, I am looking for a motion to approve the agreement with CALM III for the transfer of the onsite services subject to district counsel and the chairman's review. Also designating the chair to sign the agreement to be ratified at the next meeting. The term stays the same, pricing is the same as with GMS, staff stays the same. The staff's paychecks will come from CALM III instead of GMS.

On MOTION by Mr. Lopez seconded by Ms. Cole with all in favor the agreement with CALM III for onsite management services was approved subject to review by the chair and district counsel and the chair was authorized to execute the final agreement.

D. Facility Manager**1. Report**

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

Mr. Soriano stated the engineer was out and inspected the drain box in the sidewalk and could not find anything wrong on our side. The county has not yet responded or repaired anything. There is a homeowner's irrigation running through that but that would be between the county and that homeowner. The sidewalk still needs to be repaired.

2. Monthly Quality Inspection Report

SIXTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

Mr. Lopez stated we were going around and inventorying all the mailboxes. Did we ever get an answer back on the insurance increase to add mailboxes?

Ms. Giles stated I have some of the insurance binders on my desk. I will see if Armstrong is one of them and see what that change was. We did add them.

Mr. Lopez asked are we going to keep the pedestal for the umbrella away from that area just in case?

Mr. Wilson stated it is nowhere near; it is around the corner from it.

Mr. Brown asked did Ryan let you know about the sprinkler timer or solenoid that gets stuck on?

Ms. Suchsland stated he did Mathew came out to look at that, but he couldn't find where there was a leak.

Mr. Brown stated it is not a leak it is like the solenoid doesn't always trigger. It has happened twice over three years.

Ms. Cole stated one of my neighbors on the pond between Bloomfield and Cloverdale, said the embankment that goes into the pond is not getting mowed. Is there a schedule of when that gets done?

Ms. Suchsland stated every other week during the summer. We want the seed pods to reseed.

SEVENTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of August 31, 2026

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

B. Check Register

On MOTION by Mr. Brown seconded by Mr. Lopez with all in favor the check register was approved.

EIGHTH ORDER OF BUSINESS

**Next Scheduled Meeting – October 8, 2026 at
3:30 p.m. at the Plantation Oaks Amenity
Center**

Ms. Giles stated the next meeting is scheduled for October 8, 2026 at 3:30 p.m. in the same location.

Mr. Lopez stated during the HOA meeting the security person was on a facetime call on her phone.

Mr. Soriano stated checking in with dispatch is one thing, but they should not be on a personal call.

On MOTION by Mr. Brown seconded by Ms. Hernandez with all in favor the meeting adjourned at 3:52 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

FIFTH ORDER OF BUSINESS

C.

Armstrong Community Development District Performance Measures/Standards & Annual Reporting Form

October 1, 2025 – September 30, 2026

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least four regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of four board meetings were held during the Fiscal Year.

Achieved: Yes ☐ No ☐

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of meetings in accordance with Florida Statutes, using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised per Florida statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes ☐ No ☐

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes ☐ No ☐

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field Management and/or District Management Site Inspections

Objective: Field Manager and/or District Manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District's infrastructure.

Measurement: Field Manager and/or District Manager visits were successfully completed per management agreement as evidenced by Field Manager and/or District Manager's reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within district management services agreement

Achieved: Yes ☐ No ☐

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes ☐ No ☐

Goal 3.2: Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: Annual Audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual Audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

Standard: CDD website contains 100% of the following information: Most recent Annual Audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes ☐ No ☐

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection, and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board accepted and annual audit is available on the CDD's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes ☐ No ☐

Chair/Vice Chair: _____

Print Name: _____

Armstrong Community Development District

Date: _____

District Manager: _____

Print Name: _____

Armstrong Community Development District

Date: _____

D.



Armstrong Community Development District (CDD)

3645 Royal Pines Dr, Orange Park, FL 32065
(904) 322-3199; Greyhawkmanager@gmsnf.com

Memorandum

Date: Oct 8th, 2026

To: Board of Supervisors

From: GMS – GreyHawk Amenity Manager

Community:

Amenity Usage

- *Total Facilities Usage –*

Card counts:

New Owners	0
Replacements	0

Room Rentals

rentals in the month of September - 2

Special Events

Community yard sale

Operations:

- I Had the facility pressure washed – completed
- Mulch went down on playground and neighborhood on September 18th
- Started decorating for Halloween.
- I emailed S3 inviting them to join a meeting.
- Passed the pool inspection on 9-30.26
- Incident on 9-29-26 caused damage to property. I have already spoke with Verde go about quotes for repairs.
- Discussion about camera systems.
- Discussion about pool service.

Landscaping

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

For questions, comments, or clarification, please contact:

- Ryan Wilson, Greyhawk Amenity Manager (904) 322-3199
- Jay Soriano, GMS Operations Manager (904) 274-2450

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