

Minutes of Meeting
Armstrong Community Development District

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Wednesday, April 4, 2018 at 3:30 p.m. at the Eagle Landing Sales Center, 3973 Eagle Landing Parkway, Orange Park, Florida.

Present and constituting a quorum were:

Roger Arrowsmith	Chairman
Marilyn Ayers	Vice Chairperson
Nancy Klock	Supervisor

Also present were:

James Perry	District Manger
Katie Buchanan	District Counsel (by telephone)
Keith Hadden	District Engineer
Greg Kern	Greenpointe

FIRST ORDER OF BUSINESS

Roll Call

Mr. Perry called the meeting to order at 3:30 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 March 7, 2018 Meeting

On MOTION by Ms. Ayers seconded by Ms. Klock with all in favor the minutes of the March 7, 2018 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being none, the next item followed.

B. District Engineer – Ratification of Requisition no. 5

Mr. Hadden stated requisition no. 5 is payable to Jr. Davis Construction from the Series A Bonds \$200,535.65 and from the Series B \$145,215.48. I have approved that and recommend it for payment.

Mr. Perry stated the payment has been processed so we are asking for ratification on this one.

On MOTION by Ms. Ayers seconded by Mr. Arrowsmith with all in favor requisition no. 5 to Jr. Davis construction was ratified.

Mr. Perry stated we ask that the board consider a new requisition no. 6 payable to Basham & Lucas in regard to the amenity center. There are two invoices from them and they total \$48,900. Staff has reviewed the invoices.

On MOTION by Mr. Arrowsmith seconded by Ms. Ayers with all in favor requisition no. 6 payable to Basham & Lucas in the amount of \$48,900 was approved.

C. District Manager

There being none, the next item followed.

D. Tynes Boulevard Project Administrator

Mr. Hadden stated it is on schedule and we are coordinating with the coming amenity center.

FIFTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

There being none, the next item followed.

SIXTH ORDER OF BUSINESS

Financial Statements as of February 28, 2018

Mr. Perry stated item six is the financial statements, which include the balance sheet as of February 28, 2018, the general fund, debt service funds for the 2017 Bonds, capital projects funds for Tynes Boulevard and special assessment revenue bonds, capital projects fund, analysis

of the long-term debt and outstanding funding requests. We also have more detail in regard to the 2017 Bonds.

SEVENTH ORDER OF BUSINESS **Consideration of Funding Request No. 20 (General Fund)**

Mr. Perry stated item seven is consideration of funding request no. 20 and that totals \$7,472.56.

On MOTION by Mr. Arrowsmith seconded by Ms. Klock with all in favor funding request no. 20 in the amount of \$7,472.56 out of the general fund was approved.

EIGHTH ORDER OF BUSINESS **Consideration of Funding Request No. 16 (Construction Fund)**

Mr. Perry stated item eight is consideration of funding request no. 16 in regard to Tynes Boulevard in the amount of \$387,854.79.

On MOTION by Mr. Arrowsmith seconded by Ms. Klock with all in favor funding request no. 16 in the amount of \$387,854.79 from the construction fund was approved.

NINTH ORDER OF BUSINESS **Next Scheduled Meeting – 05/02/18 at 3:30 p.m. at the Eagle Landing Sales Center**

Mr. Perry stated our next scheduled meeting is going to be May 2, 2018.

Mr. Hadden stated Dean will be in town next week, but he will not be here for the May 2nd meeting.

Mr. Arrowsmith asked can these items be approved between meetings subject to board approval at the next meeting?

Mr. Perry stated the difference here is Clay County, they have asked has the board approved these items and so forth. Katie, can we give the chair the authority to approve up to a certain amount?

Ms. Buchanan stated I think we have analyzed this issue and the issue you described is the issue we face and that is Clay County wants board approval prior to considering these things. It is not on normal construction stuff because I do think we have a little more flexibility there; it is these interlocal matters that require consideration but I'm happy to make the inquiry.

Mr. Arrowsmith stated this is a spartan crowd we have here and we could have had two or three more people to approve stuff we have already approved. It is a waste of time in my mind but if it can't be done it can't be done.

Ms. Buchanan stated I will talk with Dean and see if he wants to approach it with the county.

Mr. Perry stated we have submitted these items to the county before and they don't ask every month, but they have asked in the past if they have been approved by the board.

Ms. Buchanan stated the issue from the beginning was that they wanted the protection of the CDD rather than a developer.

Mr. Arrowsmith stated it seems that in the past the bills came to the engineer and he approved them and they went to First Union but maybe that was a case where First Union was okay that the district engineer had approved these and they were part of the budget that had already been approved. None of these are new items, they are all budgeted items.

Ms. Buchanan stated when it comes to the site work for GreyHawk assuming everything is normal and you have that work under contract then you can process those payments between meetings and I think that is what happened at Eagle Landing. It is this peculiar arrangement with the county that throws us off here.

Mr. Arrowsmith stated let's try and say we would like to meet every 60 days unless something monumental is on the agenda. We would schedule 30 day meetings and cancel one if all that is there are regular items so the worst case scenario is that we will meet every 60 days and 30 days as needed and see what they say.

Ms. Buchanan stated okay.

On MOTION by Ms. Klock seconded by Ms. Ayers with all in favor the meeting adjourned at 3:43 p.m.


Secretary/Assistant Secretary


Chairperson/Vice Chairperson