

Minutes of Meeting  
Armstrong Community Development District

The regular meeting of the Board of Supervisors of the Armstrong Community Development District was held Wednesday, October 4, 2017 at 3:30 p.m. at the Eagle Landing Sales Center, 3973 Eagle Landing Parkway, Orange Park, Florida.

Present and constituting a quorum were:

Marilyn Ayers	Vice Chairperson
Nancy Klock	Supervisor
Mike Taylor	Supervisor
Grady Miars	Supervisor (by telephone)

Also present were:

James Perry	District Manger
Katie Buchanan	District Counsel (by telephone)
Keith Hadden	District Engineer
Dean Vincent	Armstrong Ventures
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 September 6,  
2017 Meeting and the September 21, 2017  
Continued Meeting**

Mr. Perry stated item three is approval of the minutes of the September 6, 2017 meeting and the September 21, 2017 continued meeting. In the first set of minutes we will correct the spelling of Mr. Miars name.

Mr. Miars joined the meeting by telephone at this time.

Mr. Taylor stated on page 3 of the September 6<sup>th</sup> minutes under the cost share agreement I don't remember stating, phase 1 200 lots is approximately \$204,000.

Mr. Hadden stated that is for lot development.

Ms. Buchanan stated it is \$204,773 if you want to make it precise and that is an exhibit to the cost share agreement.

Mr. Perry stated we will change it to the \$204,773 so we know exactly what it is.

Ms. Ayers stated there is a blank in the motion box.

Ms. Buchanan stated that should be Greyhawk Venture. Ultimately that funding agreement isn't necessary because now the project is funded already. We were doing that as a stopgap measure.

On MOTION by Ms. Ayers seconded by Mr. Taylor with all in favor the minutes of the September 6, 2017 meeting were approved as amended and the September 21, 2017 meeting minutes were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Ms. Buchanan stated the item we just discussed for clarification I want to point out that the developer funding agreement that was approved at the last meeting to fund the site work for Phase 1 Greyhawk is no longer necessary. The bonds were closed without issue last week and now there is money in the construction account and the district is going to be able to tap into those funds to move forward with the project. Any additional projects that may be necessary will be covered under the completion agreement that was previously executed with the bond.

The second item I want to address is the form of agreement with Jr. Davis for the site work we just discussed in Phase 1. Jr. Davis has reviewed the contract and executed it so this is in similar form to the one that you have seen for Tynes Boulevard it is not the same but is very close. It has been reviewed by our office, reviewed by Jr. Davis as well as reviewed by the developer and I request the board approve that contract.

On MOTION by Ms. Ayers seconded by Ms. Klock with all in favor the contract with Jr. Davis for Phase 1 was approved.

Mr. Buchanan stated the one other item that Jim distributed for your review we can decide whether we want to approve it today in substantial form or we can deal with it next month.

Mr. Taylor stated we got it today our counsel is looking at it and has some questions he needs to review with district counsel. The timing of this is such that technically it doesn't need to be in place and executed until the contract for Tynes Boulevard 1B and 2 has been executed because at that point the total sum of the two contracts is in excess of current funding by Clay County. This can clearly be deferred until next month.

Mr. Perry stated we will put it on the agenda for next month.

Ms. Buchanan stated it is intended to be a very brief document essentially, we expect that the project will be \$7 million. If the project runs over \$7 million the developer has provided the letter of credit to cover the balance of the project. The letter of credit benefits the county not the district and as a secondary issue the district doesn't have independent funding for this project, all of our money comes from the county. All this agreement is intended to do is require the developer to reimburse the district for any costs associated with either enforcing or executing the terms of the agreement that the district doesn't have funding for. This is a belt and suspenders catch-all document and we can work with developer's counsel to try to get that finalized and we will bring it back next month.

#### **B. District Engineer**

Mr. Hadden stated the preconstruction conference is scheduled for this coming Tuesday at 8:30 at the county on Greyhawk Phase 1. Jr. Davis's folks will be there and the more people who can be there the better. I'm sure everybody is going to want to know a schedule so you can plan accordingly. Have we gotten a schedule from Jr. Davis yet of when they plan to start?

Mr. Taylor stated I will follow-up with them. If they have one I don't know if it has been transmitted to you.

Mr. Hadden stated at that meeting we have England Thims & Miller, the inspectors, utility folks and they will want a schedule so they can plan when they need to have their people onsite.

#### **C. District Manager**

There being none, the next item followed.

**D. Tynes Boulevard Project Administrator**

**1. Discussion of Final Schedule of Values Tynes Boulevard Phases 1B & 2 from Vallencourt**

Mr. Vincent stated the first item is the adjusted schedule of values and contract amount by Vallencourt Construction. When this went out to bid and we took rankings Vallencourt's total bid for 1B and 2 was \$3,067,459.56. Bids were received July 10<sup>th</sup> and since then there were changes to the plans, we went through quite a bit of value engineering and the final schedule of values is less \$95,683.50 or basically 3% reduction so the new total is \$2,971,776.16. We were able to see bigger picture and part of the reason we were able to see some value engineering is because Armstrong Ventures has decided to prefund the work so the work can start and there is about an eight month overlap so there is clearly a lot of savings on the part of Vallencourt. Speaking for the district engineer, we went through it line item by line item, there were some items that were clearly some excel issues that came across as one pay item, they got adjusted. There were some things that had to be modified as it related to comments received by the county so we are very confident that this is as close to a total number that will require very few change orders. The recommendation from me is that the board vote to authorize the project administrator and district counsel to proceed with preparing the contract for execution on or before the next meeting.

On MOTION by Mr. Taylor seconded by Ms. Ayers with all in favor the project administrator and district counsel were authorized to prepare the contract with Vallencourt for Phases 1B and 2 with the new schedule of values for a total amount of \$2,971,776.16.

Mr. Vincent stated the timeframe we anticipate is contract by the end of October, a pre-construction meeting the first week in November and physically start construction December 1, 2017 with a final completion 12/31/18. The timeframe for 1A is physical construction start -----  
- and anticipate final completion 7/31/18.

**2. Consideration of Proposal from England Thims & Miller for Limited Development Inspection (CEI) Services for Tynes Boulevard Phases 1B & 2**

Mr. Vincent stated the second item is the proposal for CEI services from England Thims & Miller for a lump sum price of \$179,000. The scope is identical to what was executed in the previous one and it works out at 6% of the adjusted contract amount. I think it is fair and the scope is complete.

On MOTION by Mr. Taylor seconded by Ms. Klock with all in favor the project administrator and district counsel were authorized to prepare the contract with England Thims & Miller for CEI services for Tynes Boulevard Phase 1B and 2 in the amount of \$179,000.

Mr. Vincent asked Ms. Buchanan were you able to look at the draft of the developer agreement from CCUA?

Ms. Buchanan stated I will have to go back and get that to you.

Mr. Vincent stated that agreement was marked up significantly because they tried to start with a standard developer agreement for a subdivision and apply it to a roadway so that is why I need to you give your thoughts on where that stands because it was marked up a lot.

**FIFTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

Mr. Vincent stated I do have an item I will bring before the board at the next meeting. I will get with the accounting team to make a list of all the expenses we incurred to date prior to construction so I can submit that for reimbursement at the next meeting.

**SIXTH ORDER OF BUSINESS**

**Financial Statements as of August 31, 2017**

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

**SEVENTH ORDER OF BUSINESS**

**Consideration of Funding Request No. 14 General Fund**

On MOTION by Mr. Taylor seconded by Ms. Klock with all in favor funding request no. 14 from the general fund in the amount of \$9,518.29 was approved.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Funding Request No. 9  
Construction Fund**

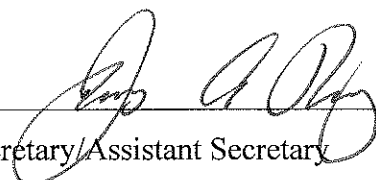
On MOTION by Ms. Ayers seconded by Ms. Klock with all in favor funding request no. 9 from the construction fund in the amount of \$3,827.07 was approved.

**NINTH ORDER OF BUSINESS**

**Next Scheduled Meeting – 11/01/17 at 3:30  
p.m. at the Eagle Landing Sales Center**

Mr. Perry stated the next scheduled meeting is November 1, 2017 at 3:30 p.m. at the same location.

On MOTION by Ms. Ayers seconded by Ms. Klock with all in favor the meeting adjourned at 3:53 p.m.

  
Secretary/Assistant Secretary

  
Chairperson/Vice Chairperson