

MINUTES OF MEETING  
CORDOVA PALMS COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Cordova Palms Community Development District was held on Wednesday, October 13, 2021 at 10:00 a.m. at the offices of Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092.

Present and constituting a quorum were:

Louis Cowling	Chairman
Don Gullion	Vice Chairman
Andrew Charlson	Supervisor
Ken Brown	Supervisor
Joyce Conway	Supervisor

Also present were:

Daniel Laughlin	District Manager
Wes Haber	District Counsel (by phone)
Scott Wild	District Engineer
Chad Sigmon	Dream Finders Homes (by phone)
David Rothman	Bryant Miller Olive (by phone)

The following is a summary of the discussions and actions taken at the October 13, 2021 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Laughlin called the meeting to order at 10:00 a.m.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being no members of the public present, the next item followed.

**THIRD ORDER OF BUSINESS**

**Matters Related to the Series 2021 Bonds**

**A. Consideration of Preliminary Supplemental Assessment Methodology Report**

Mr. Laughlin provided a brief overview of the assessment methodology report, a copy of which was included in the agenda package.

On MOTION by Mr. Cowling seconded by Ms. Conway with all in favor the preliminary supplemental assessment methodology report was approved in substantial form.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the September 8, 2021 Board of Supervisors Meeting**

There were no comments on the minutes.

On MOTION by Mr. Cowling seconded by Mr. Brown with all in favor the minutes of the September 8, 2021 Board of Supervisors meeting were approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Proposals for Construction of Phase 2**

Mr. Wild informed the Board four proposals were received in response to the request for proposals for Phase 2 construction services. Three of the proposals were complete and one from Smith Trucking was a partial proposal. The three complete proposals came in over the District's budget. Mr. Wild recommended rejecting all proposals and going back out for bid and revise the scope to allow the District to mix and match portions from various contractors to provide for savings. In the interest of maintaining the preferred timeline for the project, Mr. Wild suggested awarding just the clearing, grubbing, silt fence installation and other initial tasks to one of the proposers with the understanding that it has to be under \$400,000.

On MOTION by Mr. Cowling seconded by Mr. Brown with all in favor rejecting all proposals received in response to the request for proposals for construction services for Phase 2 for being over budget and/or for having material defects was approved.

On MOTION by Mr. Cowling seconded by Mr. Brown with all in favor authorizing staff and the Chairman to work together to revise and publish the RFP with the changes noted by the engineer was approved.

On MOTION by Mr. Cowling seconded by Ms. Conway with all in favor authorizing the Chairman to work with staff to award a contract in an amount not to exceed the bid threshold for clearing, grubbing and other initial work needed was approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

There being nothing to report, the next item followed.

**B. District Engineer**

There being nothing to report, the next item followed.

**C. District Manager**

There being nothing to report, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Financial Statements**

Copies of the financial statements were included in the agenda package.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Funding Request No. 5**

Mr. Laughlin noted funding request number four totals \$12,472.45.

On MOTION by Mr. Cowling seconded by Mr. Brown with all in favor Funding Request No. 5 was approved.

**NINTH ORDER OF BUSINESS**

**Supervisors' Requests and Audience Comments**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – November 10, 2021 at 10:00 a.m. at the offices of Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092**

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Cowling seconded by Ms. Conway with all in favor the meeting was adjourned.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman