

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, June 8, 2022 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 Guillon	Vice Chairman (by phone)
Andrew Charlson	Supervisor
Ken Brown	Supervisor

Also present were:

Daniel Laughlin	District Manager
Wes Haber	District Counsel (by phone)
Scott Wild	District Engineer (by phone)
Rhonda Mossing	MBS Capital Markets (by phone)

The following is a summary of the discussions and actions taken at the June 8, 2022 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 **Financing Matters for Series 2022 Bonds**

A. Consideration of Resolution 2022-09, Approving Developer Agreements in Substantial Form and Authorizing the Chairman to Execute the Agreements

Mr. Haber informed the Board that approval of resolution 2022-09 will be tabled until the next meeting as the pre-closing was delayed.

FOURTH ORDER OF BUSINESS **Approval of Minutes of the May 11, 2022 Meeting**

There were no comments on the minutes.

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On MOTION by Mr. Cowling seconded by Mr. Brown with all in favor the minutes of the May 11, 2022 meeting were approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-10, Approving the Proposed Budget for Fiscal Year 2023 and Setting a Public Hearing Date

Mr. Laughlin informed the Board the public hearing will be set for August 10, 2022 to align with the regular board meeting. He also noted that since the previous meeting the budget has been revised to add field expenditures into the budget, bringing the total expenditures to \$333,018.

On MOTION by Mr. Cowling seconded by Mr. Brown with all in favor Resolution 2022-10, approving a proposed budget for Fiscal Year 2023 and setting a public hearing for August 10, 2022 at 10:00 a.m. was approved.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-11, Authorizing Issuance of a Request for Proposals for the Phase III Infrastructure Improvement Project

Mr. Wild informed the Board that the construction plans for Phase III were approved by the County and asked for approval by the Board to begin the proposal process.

Mr. Haber noted resolution 2022-11 approves the evaluation criteria that the Board would use to review the responses to the RFP, as well as the form of notice that would be published in the newspaper. Lastly, it grants authority to the Chair to work with staff to finalize the RFP package.

On MOTION by Mr. Cowling seconded by Mr. Brown with all in favor Resolution 2022-11, authorizing issuance of a request for proposals for the Phase III infrastructure improvement project was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Haber stated that a discussion needs to be had regarding the method in which the budget will be funded, whether by levy of operations and maintenance assessments, developer

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funding agreement, or some sort of hybrid approach. If O&M assessments are to be levied, there are mailed and published notices that will need to be issued.

B. District Engineer

1. Requisition Summary

Mr. Wild provided the Board a brief overview of the requisition summary, which includes requisition numbers 23 and 24 to be ratified, totaling \$435,312.41. Requisition numbers 25 through 29 total \$444,451.84 and were presented for consideration.

On MOTION by Mr. Cowling seconded by Mr. Brown with all in favor the requisition summary was approved.

2. Ratification of Work Authorization No. 3 for Preparation of a Stormwater Needs Analysis Report

Mr. Wild presented work authorization number three for England Thims & Miller to prepare the stormwater needs analysis report at an amount not to exceed \$10,000, which is a requirement of the State.

On MOTION by Mr. Cowling seconded by Mr. Brown with all in favor work authorization no. 3 for preparation of a stormwater needs analysis report was ratified.

3. Stormwater Management Plan

Mr. Wild presented a stormwater management plan to assist in the preparation of the stormwater needs analysis report.

On MOTION by Mr. Cowling seconded by Mr. Brown with all in favor the stormwater management plan was approved.

C. District Manager

There being nothing to report, the next item followed.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of April 30, 2022

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Copies of the financial statements were included in the agenda package for the board’s review.

B. Consideration of Funding Request No. 13

Mr. Laughlin noted funding request number thirteen totals \$4,578.56.

On MOTION by Mr. Cowling seconded by Mr. Brown with all in favor Funding Request No. 13 was approved.

NINTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Next Scheduled Meeting – July 13, 2022 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 Mr. Charlson with all in favor the meeting was adjourned

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Daniel Laughlin
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Secretary/Assistant Secretary

DocuSigned by:
Louis Cowling
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Chairman/Vice Chairman