

**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 Thursday, September 8, 2022 at 9:30 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
Thomas Spiess	Supervisor
Joyce Conway	Supervisor
Ken Brown	Supervisor

Also present were:

Daniel Laughlin	District Manager
Wes Haber	District Counsel
Scott Wild	District Engineer

The following is a summary of the discussions and actions taken at the September 8, 2022 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the meeting to order at 9:30 a.m.

SECOND ORDER OF BUSINESS

Public Comment

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

THIRD ORDER OF BUSINESS

Approval of Minutes of the August 10, 2022 Meeting

There were no comments on the minutes.

On MOTION by Mr. Cowling seconded by Mr. Spiess with all in favor the minutes of the August 10, 2022 meeting were approved.

The following item was taken out of order of the agenda.

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Cordova Palms CDD

FIFTH ORDER OF BUSINESS

Consideration of Proposals for Phase 3 Construction Services

- A. A.J. Johns**
- B. Baker Constructors**
- C. Vallencourt**

Mr. Wild provided the Board with a brief overview of the proposals along with his scoring for the proposals. That scoring ranked A.J. Johns number one with 93 points, Vallencourt number two with 91.9 points and Baker Constructors number three with 85.5 points. Mr. Cowling stated that he had similar rankings.

On MOTION by Mr. Cowling seconded by Mr. Gullion with all in favor accepting the scores listed above, ranking A.J. Johns the number one proposer and awarding the contract to A.J. Johns was approved.

Mr. Haber informed the Board that letters will be sent to each proposer notifying them of the intent to notice the award and giving them the opportunity to protest the result. Once the 72 hours protest period expires the District can negotiate and execute an agreement with A.J. Johns.

SIXTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel**

There being nothing to report, the next item followed.

- B. District Engineer – Approval of Requisition Summary**

Mr. Wild provided the Board with a brief overview of the requisition summary, which includes requisition numbers 8-15 for the Series 2022-1 Bonds and requisition numbers 8 and 9 for the Series 2022-2 Bonds, together totaling \$244,464.16.

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

- C. District Manager**

There being nothing to report, the next item followed.

SEVENTH ORDER OF BUSINESS

Financial Reports

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Cordova Palms CDD

A. Financial Statements as of July 31, 2022

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

Supervisors Conway and Brown joined the meeting at this time.

B. Consideration of Funding Request No. 16

Mr. Laughlin noted funding request number fifteen totals \$7,745.88.

On MOTION by Mr. Cowling seconded by Mr. Spiess with all in favor Funding Request No. 16 was approved.

FOURTH ORDER OF BUSINESS

Public Hearings for the Purpose of Adopting the Fiscal Year 2023 Budget

On MOTION by Mr. Cowling seconded by Ms. Conway with all in favor the public hearing to consider adoption of the Fiscal Year 2023 budget was opened.

There were no members of the public present.

On MOTION by Mr. Cowling seconded by Mr. Gullion with all in favor the public hearing to consider adoption of the Fiscal Year 2023 budget was closed

A. Consideration of Resolution 2022-17, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2023

On MOTION by Mr. Cowling seconded by Mr. Spiess with all in favor Resolution 2022-17 relating to annual appropriations and adopting the budget for Fiscal Year 2023 was approved.

On MOTION by Mr. Cowling seconded by Mr. Brown with all in favor the public hearing to consider imposition of operations and maintenance special assessments was opened.

There were no members of the public present.

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On MOTION by Mr. Cowling seconded by Ms. Conway with all in favor the public hearing to consider imposition of operations and maintenance special assessments was closed.

B. Consideration of Resolution 2022-18, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2023

Mr. Haber noted American Homes for Rent is choosing not to utilize a budget funding agreement so resolution 2022-18 will levy an assessment amount on each platted lot. For the Dream Finders lots, it will levy an amount of \$350 and a funding agreement will be drafted that will obligate Dream Finders to pay any additional amounts needed to operate the fiscal year.

On MOTION by Mr. Cowling seconded by Mr. Spiess with all in favor Resolution 2022-18 imposing special assessments and certifying an assessment roll for Fiscal Year 2023 was approved.

C. Consideration of Fiscal Year 2023 Budget Funding Agreement

Mr. Haber informed the Board the agreement will be revised to include Dream Finders Homes and will be circulated for signature.

On MOTION by Mr. Cowling seconded by Mr. Spiess with all in favor the Fiscal Year 2023 budget funding was approved in substantial form with the Chairman authorized to sign the final version.

EIGHTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – October 12, 2022 at 10:00 a.m. at the offices of Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092

TENTH ORDER OF BUSINESS

Adjournment

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

September 8, 2022

Cordova Palms CDD

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Daniel Laughlin
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Secretary/Assistant Secretary

DocuSigned by:
Louis Cowling
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Chairman/Vice Chairman