

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, May 10, 2023 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
Joyce Conway	Supervisor
Thomas Spiess	Supervisor

Also present were:

Daniel Laughlin	District Manager
Wes Haber	District Counsel (by phone)
Scott Wild	District Engineer (by phone)

The following is a summary of the discussions and actions taken at the May 10, 2023 meeting.

**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**

**Approval of Minutes of the April 12, 2023 Meeting**

There were no comments on the minutes.

On MOTION by Mr. Cowling seconded by Ms. Conway with all in favor the minutes of the April 12, 2023 meeting were approved.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Proposals for Landscape Maintenance Services**

May 10, 2023

Cordova Palms CDD

Mr. Laughlin informed the Board five proposals for landscape maintenance services were received from United Land Services, Yellowstone, BrightView, VerdeGo and Greenpoint.

Mr. Cowling provided an overview of the proposals stating that the United Land Services proposal was incomplete as they did not include pricing information for Phase 2. He narrowed the proposals down to BrightView and Greenpoint and stated that he'd like to review the whole property with both proposers before a final selection is made at the next meeting.

On MOTION by Mr. Cowling seconded by Mr. Spiess with all in favor rejecting the proposals from Yellowstone, United Land Services and VerdeGo and authorizing further negotiation with BrightView and Greenpoint was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-03, Approving a Proposed Budget for Fiscal Year 2024 and Setting a Public Hearing Date for Adoption**

Mr. Laughlin provided an overview of the budget, noting there is an overall increase in costs, with one of the larger increases being the trustee fees due to the new bond issuances. The increase in per unit assessments comes to a total of \$454.32.

Mr. Cowling stated that the pond bank landscape line item could be combined with the landscape maintenance line item and the total of the two would fall in line with what BrightView and Greenpoint have proposed.

Mr. Laughlin asked if lake maintenance would be needed in Fiscal Year 2024.

Mr. Cowling responded that they do want to start pond maintenance.

On MOTION by Mr. Cowling seconded by Mr. Spiess with all in favor Resolution 2023-03, approving a proposed budget for Fiscal Year 2024 and setting a public hearing for August 9, 2023 was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-04, Extending the Terms of Office of All Current Supervisors to Coincide with the General Election**

May 10, 2023

Cordova Palms CDD

Mr. Haber informed the Board that when the threshold is met for residents to start participating in District elections, they can only be held on even years. Because this district was created in an odd year and held its first landowner election in an odd year, the current trend would be for elections to take place in odd years, which would not work for purposes of the general elections with the Supervisor of Elections. This resolution would extend the terms of each supervisor for one additional year to end in an even year to be on track to use the general election when that point is reached.

On MOTION by Mr. Cowling seconded by Ms. Conway with all in favor Resolution 2023-04, extending the terms of the office of all current supervisors to coincide with the general election was approved.

## **SEVENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. District Counsel**

Mr. Haber informed the Board that the most recent legislative session has ended and there are several bills that his firm is reviewing. The most significant in terms of impact on board members is a bill that requires board members of special districts to undergo ethics training.

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

Mr. Wild provided the Board with a brief overview of the requisition summary, which includes requisition numbers 48-58 for the Series 2022-1 Bonds and requisition number 26 for the Series 2022-2 Bonds, together totaling \$816,176.57.

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

#### **C. District Manager – Report on the Number of Registered Voters (0)**

Mr. Laughlin informed the Board there are zero registered voters residing in the District as reported by the St. Johns County Supervisor of Elections.

## **EIGHTH ORDER OF BUSINESS**

### **Financial Statements as of March 31, 2023**

May 10, 2023

Cordova Palms CDD

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

**NINTH ORDER OF BUSINESS**

**Supervisor Requests and Audience Comments**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – June 14, 2023 at 10:00 a.m. at the offices of Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092**

The Board discussed possibly changing the meeting schedule for the next fiscal year.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

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

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*Daniel Laughlin*  
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Secretary/Assistant Secretary

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*Louis Cowling*  
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Chairman/Vice Chairman