

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 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.

Present and constituting a quorum were:

Louis Cowling	Chairman
Joyce Conway	Supervisor
Thomas Spiess	Supervisor
Ken Brown	Supervisor

Also present were:

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

The following is a summary of the discussions and actions taken at the June 14, 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 May 10, 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 May 10, 2023 meeting were approved.
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FOURTH ORDER OF BUSINESS

Consideration of Proposals for Landscape Maintenance Services

Mr. Laughlin reminded the Board that the proposals were narrowed down to two at the last meeting; BrightView and Greenpoint.

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Mr. Cowling stated that he met with both proposers on site and BrightView has better structure, more resources and capability to do the work. He recommended entering into a contract with BrightView for landscape maintenance services. He also added that the District should look at maintaining County Road 312 through an interlocal agreement with St. Johns County in the future.

On MOTION by Mr. Cowling seconded by Mr. Spiess with all in favor the proposal from BrightView for landscape maintenance services was approved.

FIFTH ORDER OF BUSINESS**Discussion of the Fiscal Year 2024 Budget**

Mr. Laughlin noted that any changes suggested at the last meeting have been made to the budget and reminded the Board that the public hearing to adopt the budget is scheduled for August 9, 2023.

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 59-61 for the Series 2022-1 Bonds and requisition numbers 27 and 28 for the Series 2022-2 Bonds, together totaling \$659,304.94.

On MOTION by Mr. Cowling seconded by Mr. Spiess 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****A. Financial Statements as of April 30, 2023**

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

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B. Check Register

A copy of the check register totaling \$15,745.92 was included in the agenda package for the Board’s review.

On MOTION by Mr. Cowling seconded by Ms. Conway with all in favor the check register was approved.

EIGHTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

Mr. Cowling and Mr. Haber discussed the BrightView contract, which Mr. Cowling noted he’d like to start in July.

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – July 12, 2023 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 Mr. Cowling seconded by Ms. Conway with all in favor the meeting was adjourned

DocuSigned by:
Daniel Laughlin
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Secretary/Assistant Secretary

DocuSigned by:
Louis Cowling
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Chairman/Vice Chairman