

***CORDOVA PALMS***  
***Community Development District***

***MARCH 12, 2025***

# *AGENDA*

**Cordova Palms  
Community Development District**  
475 West Town Place, Suite 114  
St. Augustine, Florida 32092  
[www.CordovaPalmsCDD.com](http://www.CordovaPalmsCDD.com)

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March 5, 2025

Board of Supervisors  
Cordova Palms Community Development District  
**Call in #: 1-877-304-9269 Code: 410226**

Dear Board Members:

The Cordova Palms Community Development District Meeting is scheduled to be held **Wednesday, March 12, 2025 at 11:00 a.m. at the offices of Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32095.**

Following is the agenda for the meeting:

- I. Call to Order
- II. Public Comment
- III. Approval of Minutes of the February 12, 2025 Meeting
- IV. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
  - D. Operations Manager
  - E. Amenity Manager
- V. Financial Reports
  - A. Financial Statements as of January 31, 2025
  - B. Check Register
- VI. Supervisor Requests and Audience Comments
- VII. Next Scheduled Meetings – April 9, 2025 at 11:00 a.m. at the offices of GMS, 475 West Town Place, Suite 114, St. Augustine, Florida

## VIII. Adjournment

# *MINUTES*

**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, **February 12, 2025**, at 11:00 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:

Chad Sigmon	Chairman
Don Gullion	Vice Chairman
Jacquelyn Heflin	Supervisor
Dan Foley	Supervisor
James Shonkwiler	Supervisor

Also present were:

Daniel Laughlin	District Manager, GMS
Wes Haber <i>by phone</i>	District Counsel, Kutak Rock
Richard Gray	RMS

*The following is a summary of the discussions and actions taken at the February 12, 2025, regular meeting of the Board of Supervisors of the Cordova Palms Community Development District.*

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Laughlin called the meeting to order at 11:00 a.m.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being no comments, the next item followed.

**THIRD ORDER OF BUSINESS****Approval of Minutes of the January 8, 2025 Meeting**

Mr. Laughlin presented the January 8, 2025, meeting minutes and asked for any comments, corrections, or changes. The Board had no changes to the minutes.

On MOTION by Mr. Foley, seconded by Mr. Shonkwiler, with all in favor, the Minutes of the January 8, 2025 Meeting, were approved.

**FOURTH ORDER OF BUSINESS****Staff Reports****A. District Counsel**

Mr. Haber had nothing to report but was happy to answer any questions. The Board asked if the notice was finalized for the person taking trees down. Mr. Laughlin responded yes. He explained that Mr. Haber sent the letter over on Monday. Mr. Laughlin stated he is working with Scott and someone else at ETM about what needs to be done. They provided him with a contact at the Water Management District to discuss what needs to be done to remedy it. He stated if the Board is okay with it, he will reach out and see what they need to do. He explained that it was around five pine trees that were cleared, and they were about seven inches in diameter, 30 feet tall.

Mr. Haber explained that the violation letter essentially stated that this person didn't have the right to take down the trees, and the District demands that they cease taking any other activity on that property and to the extent that it is required that the District will look to hold this person responsible for the cost to replace the trees as well as any costs, penalties, or damages if there are any as a result of potentially violating the permit and the conservation easement. The Board asked if they could just suggest this person replant and reestablish to natural conditions or was it advised that staff reach out to the Water Management District to investigate. Mr. Haber deferred that question to the engineer. It was explained that if the area is located within the conservation easement, which it is, the Water Management will have recourse. It was also explained that the Water Management will allow trees to be removed if they are dead or dying; otherwise, the conservation easement area is off limits. It was recommended to contact Stacy Leitheiser, who is the Water Management District Compliance Regulatory Manager. Mr. Laughlin offered to reach out to Mr. Leitheiser if the Board is okay with that. The Board agreed.

**B. District Engineer**

There being no District Engineer's report, the next item followed.

**C. District Manager**

Mr. Laughlin stated he was going to bring up the tree removal, which they already discussed. He noted he will get that tree removal taken care of. He also explained that there was a fence that was installed in a District easement around one of the ponds. The HOA sent a letter to the resident and the resident contacted Mr. Laughlin about keeping the fence. Mr. Laughlin further explained that currently there is no issue for access. He noted the current homeowner who bought the house put a request in and their survey didn't have the easement, so the HOA did approve it. He pointed out that there is a line in the agreement that they signed that as part of the HOA application acceptance that if there is anything in an easement, then it is their responsibility to move it if they need access to it. He asked for the Board's thoughts and if they want to pursue it. It was clarified that this is the house on the middle pond of Phase 1. The issue of what the other homeowners will say was discussed. Mr. Laughlin is going to work with Mr. Haber to get the agreement to the resident. Mr. Laughlin stated someone emailed about selling girl scout cookies during Thursdays food truck. The Board approved that request.

**D. Operations Manager**

Mr. Gray stated everything seems to be running well and they are getting everything installed. He noted they have annuals coming the second week of March. He also noted the replacement palm tree that was hit by the vehicle was replaced and seems to be doing okay.

**E. Amenity Manager**

Mr. Gray stated they were able to get a fitness class started at Cordova Palms for yoga and pilates. It's a hybrid class every Thursday morning at 9:30 a.m. under the covered outdoor patio area. The residents pay the instructor directly. They received the instructors COI and certification, and they have a formal agreement signed with her. Three residents attended the first class on February 6<sup>th</sup> and they received good feedback from the residents. He noted that they worked with a resident on the monthly coffee on the second Saturday of the month. He also noted that the same resident reached out and asked them to advertise a monthly community cleanup with the residents. He stated the first cleanup will be on March 7, 2025. He stated food trucks



will continue to come to the amenity center every other Thursday. He pointed that they had a couple of inquiries from coffee food trucks about coming up onsite this weekend. They continue to send out parking reminders via e-blast of utilizing the bike racks, cleaning up after a pet and no overnight parking in the parking lot. He stated the bike rack situation has gotten a lot better.

Mr. Gray noted they continue to fill residents' inquiries about receiving access cards and rental applications. He also noted they did get the replacement key cards in. He met with the onsite representative. They got a 100 cards in and he signed for them. He added that everything seems to be working well on that. He stated they have a resident that owns an inflatable company, and they will work with this vendor on collaborating a CDD event with his company targeting spring or summer. He stated the amenity contract will go into effect on March 1, 2025. He stated they will have someone there 7 days a week. He discussed the schedule being from 12:00 p.m. to 4:00 p.m. on Monday through Friday and 11:00 a.m. to 5:00 p.m. on Saturday and Sunday. The Board agreed to the schedule.

## **FIFTH ORDER OF BUSINESS**

### **Financial Reports**

#### **A. Financial Statements as of December 31, 2024**

Mr. Laughlin stated that copies of the financial statements were included in the agenda package for the Board's review.

#### **B. Check Register**

The agenda package included a copy of the check registers totaling \$167,565.40 for the Board to review.

On MOTION by Mr. Gullion, seconded by Ms. Heflin, with all in favor, the Check Register, was approved.
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#### **C. Consideration of Construction Funding Request No. 19**

The agenda package included a copy of construction funding request No. 19, totaling \$1,181.76, for the Board's review.

On MOTION by Mr. Sigmon, seconded by Mr. Shonkwiler, with all in favor, Construction Funding Request No. 19, was approved.
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**SIXTH ORDER OF BUSINESS**

**Supervisor Requests and Audience Comments**

Mr. Sigmon stated he has been working with Mr. Wild from ETM on the four-way stop possibility. He explained that ETM is saying that the county will not approve a four-way stop in that specific area based on traffic patterns, etc. He stated the idea was discussed about moving the bus stop location to the amenity center instead of where it currently is. A crossing guard in the morning was discussed. The county requirements and the crossing guard suggestion will be reviewed.

**SEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – March 12, 2025, at 11:00 a.m. at the offices of GMS, 475 West Town Place, Suite 114, St. Augustine, Florida**

The next scheduled meeting was on March 12, 2025, at 11:00 am, at the offices of GMS, 475 West Town Place, Suite 114, St. Augustine, FL.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Foley, seconded by Mr. Gullion with all in favor the meeting was adjourned

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

*FIFTH ORDER OF BUSINESS*

*A.*

***Cordova Palms***  
***Community Development District***

***Unaudited Financial Reporting***  
***January 31, 2025***



**Cordova Palms**  
**Community Development District**  
**Combined Balance Sheet**  
**January 31, 2025**

	General Fund	Debt Service Fund	Capital Project Fund	Totals Governmental Funds
<b>Assets:</b>				
<u>Cash:</u>				
Operating Account	\$ 676,968	\$ -	\$ -	\$ 676,968
Assessment Receivable	56,851	87,583	-	144,434
Due from DS SE 2022-1	-	427	-	427
Due from General Fund	-	350,801	-	350,801
<u>Investments:</u>				
State Board of Administration (SBA)	4,269	-	-	4,269
<u>Series 2021</u>				
Reserve	-	169,113	-	169,113
Interest	-	3,366	-	3,366
Prepayment	-	413,195	-	413,195
Revenue	-	136,070	-	136,070
Sinking	-	449	-	449
Construction	-	-	2,595	2,595
<u>Series 2022-1</u>				
Reserve	-	64,028	-	64,028
Interest	-	1,706	-	1,706
Prepayment	-	130,342	-	130,342
Revenue	-	84,579	-	84,579
Construction	-	-	9,409	9,409
<u>Series 2022-2</u>				
Reserve	-	245,399	-	245,399
Interest	-	1	-	1
Prepayment	-	25,859	-	25,859
Revenue	-	84,759	-	84,759
Construction	-	-	27,651	27,651
Prepaid Expenses	1,067	-	-	1,067
Deposits	3,837	-	-	3,837
<b>Total Assets</b>	<b>\$ 742,991</b>	<b>\$ 1,797,676</b>	<b>\$ 39,655</b>	<b>\$ 2,580,322</b>
<b>Liabilities:</b>				
Accounts Payable	\$ 11,487	\$ -	\$ -	\$ 11,487
Due to DS SE 2021	160,483	-	-	160,483
Due to DS SE 2022-1	60,224	-	-	60,224
Due to DS SE 2022-2	130,094	427	-	130,521
Due to Developer	11,610	-	-	11,610
<b>Total Liabilities</b>	<b>\$ 373,898</b>	<b>\$ 427</b>	<b>\$ -</b>	<b>\$ 374,325</b>
<b>Fund Balance:</b>				
Nonspendable:				
Prepaid Items	\$ 1,067	\$ -	\$ -	\$ 1,067
Deposits	3,837	-	-	3,837
Restricted for:				
Debt Service - Series	-	1,797,249	-	1,797,249
Capital Project - Series	-	-	39,655	39,655
Unassigned	364,189	-	-	364,189
<b>Total Fund Balances</b>	<b>\$ 369,093</b>	<b>\$ 1,797,249</b>	<b>\$ 39,655</b>	<b>\$ 2,205,997</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 742,991</b>	<b>\$ 1,797,676</b>	<b>\$ 39,655</b>	<b>\$ 2,580,322</b>

# Cordova Palms

## Community Development District

### General Fund

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending January 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 01/31/25	Thru 01/31/25	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 466,938	\$ 391,863	\$ 391,863	\$ -
Special Assessments - Direct Bill	86,889	-	-	-
Interest Income	-	-	543	543
<b>Total Revenues</b>	<b>\$ 553,827</b>	<b>\$ 391,863</b>	<b>\$ 392,406</b>	<b>\$ 543</b>
<b>Expenditures:</b>				
<b><i>General &amp; Administrative:</i></b>				
Supervisors Fees	\$ 6,000	\$ 2,000	\$ -	\$ 2,000
FICA Expense	459	153	-	153
Engineering	11,000	3,667	2,953	714
Arbitrage	1,800	600	-	600
Attorney	20,000	6,667	1,660	5,007
Annual Audit	7,500	-	-	-
Assessment Administration	5,618	5,618	5,618	-
Trustee Fees	12,500	4,167	10,900	(6,733)
Dissemination	8,427	2,809	4,559	(1,750)
Management Fees	53,090	17,697	17,697	0
Website Maintenance	1,685	562	562	0
Information Technology	2,528	843	843	0
Telephone	500	167	52	114
Postage	1,500	500	344	156
Insurance	5,590	5,590	5,981	(391)
Printing & Binding	500	167	146	21
Legal Advertising	2,000	667	916	(250)
Other Current Charges	300	100	29	71
Office Supplies	150	50	1	49
Dues, Licenses & Subscriptions	175	175	175	-
<b>Total General &amp; Administrative</b>	<b>\$ 141,323</b>	<b>\$ 52,196</b>	<b>\$ 52,435</b>	<b>\$ (239)</b>
<b><i>Operations &amp; Maintenance</i></b>				
<b>Ground Maintenance:</b>				
Landscape - Maintenance	\$ 145,978	\$ 48,659	\$ 48,659	\$ 0
Landscape - Contingency	27,700	9,233	4,022	5,212
Mulch	22,766	7,589	-	7,589
Operations Management	25,000	8,333	6,250	2,083
Lake Maintenance	10,000	3,333	2,460	873
Electric	50,000	16,667	21,389	(4,722)
Water/Sewer/Irrigation	20,000	6,667	-	6,667
Repairs & Maintenance	10,000	10,000	14,056	(4,056)
Irrigation Repairs	13,000	4,333	-	4,333
Pest Control	2,000	667	420	247
<b>Total Ground Maintenance</b>	<b>\$ 326,444</b>	<b>\$ 115,481</b>	<b>\$ 97,255</b>	<b>\$ 18,226</b>

# Cordova Palms

## Community Development District

### General Fund

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending January 31, 2025

	Adopted Budget	Prorated Budget Thru 01/31/25	Actual Thru 01/31/25	Variance
<b>Amenity Center:</b>				
Amenity Manager	\$ 20,000	\$ 6,667	\$ 9,634	\$ (2,967)
Insurance	13,300	13,300	35,926	(22,626)
Refuse	4,261	1,420	1,274	146
Gas	3,000	1,000	280	720
Janitorial Services	12,000	4,000	4,000	-
Access Cards	2,500	833	1,563	(729)
Pool Maintenance	18,000	6,000	6,000	-
Pool Chemicals	13,000	4,333	4,333	0
Holiday Decoration	-	-	6,416	(6,416)
Water & Sewer	-	-	6,415	(6,415)
Licenses & Subscriptions	-	-	60	(60)
Fitness Equipment Leasing	-	-	6,610	(6,610)
<b>Total Amenity Center</b>	<b>\$ 86,061</b>	<b>\$ 37,554</b>	<b>\$ 82,512</b>	<b>\$ (44,958)</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 412,505</b>	<b>\$ 153,035</b>	<b>\$ 179,767</b>	<b>\$ (26,732)</b>
<b>Total Expenditures</b>	<b>\$ 553,827</b>	<b>\$ 205,231</b>	<b>\$ 232,201</b>	<b>\$ (26,970)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ 186,632</b>	<b>\$ 160,205</b>	<b>\$ (26,427)</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ 186,632</b>	<b>\$ 160,205</b>	<b>\$ (26,427)</b>
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 208,888</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 369,093</b>	







**Cordova Palms**  
**Community Development District**  
**Debt Service Fund Series 2021**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending January 31, 2025**

	Adopted Budget	Prorated Budget Thru 01/31/25	Actual Thru 01/31/25	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 329,088	\$ 276,177	\$ 276,177	\$ -
Prepayments	-	-	263,485	263,485
Interest Income	5,000	5,000	7,465	2,465
<b>Total Revenues</b>	<b>\$ 334,088</b>	<b>\$ 281,177</b>	<b>\$ 547,127</b>	<b>\$ 265,950</b>
<b>Expenditures:</b>				
Interest - 11/1	\$ 104,835	\$ 104,835	\$ 104,835	\$ -
Principal Prepayment - 11/1	-	-	190,000	(190,000)
Interest - 5/1	104,835	-	-	-
Principal - 5/1	140,000	-	-	-
<b>Total Expenditures</b>	<b>\$ 349,670</b>	<b>\$ 104,835</b>	<b>\$ 294,835</b>	<b>\$ (190,000)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (15,582)</b>	<b>\$ 176,342</b>	<b>\$ 252,292</b>	<b>\$ 75,950</b>
<b>Net Change in Fund Balance</b>	<b>\$ (15,582)</b>	<b>\$ 176,342</b>	<b>\$ 252,292</b>	<b>\$ 75,950</b>
<b>Fund Balance - Beginning</b>	<b>\$ 357,969</b>		<b>\$ 670,450</b>	
<b>Fund Balance - Ending</b>	<b>\$ 342,387</b>		<b>\$ 922,742</b>	

# Cordova Palms

## Community Development District

### Debt Service Fund Series 2022-1 (Phases 1 and 2)

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending January 31, 2025

	Adopted	Prorated Budget	Actual	Variance
	Budget	Thru 01/31/25	Thru 01/31/25	
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 123,497	\$ 103,641	\$ 103,641	\$ -
Prepayments	-	-	83,220	83,220
Interest Income	5,000	1,667	3,208	1,542
<b>Total Revenues</b>	<b>\$ 128,497</b>	<b>\$ 105,307</b>	<b>\$ 190,069</b>	<b>\$ 84,762</b>
<b>Expenditures:</b>				
Interest - 11/1	\$ 52,105	\$ 52,105	\$ 52,105	\$ -
Principal Prepayment - 11/1	-	-	60,000	(60,000)
Interest - 5/1	52,105	-	-	-
Principal - 5/1	25,000	-	-	-
<b>Total Expenditures</b>	<b>\$ 129,210</b>	<b>\$ 52,105</b>	<b>\$ 112,105</b>	<b>\$ (60,000)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (713)</b>	<b>\$ 53,202</b>	<b>\$ 77,964</b>	<b>\$ 24,762</b>
<b>Net Change in Fund Balance</b>	<b>\$ (713)</b>	<b>\$ 53,202</b>	<b>\$ 77,964</b>	<b>\$ 24,762</b>
<b>Fund Balance - Beginning</b>	<b>\$ 168,660</b>		<b>\$ 277,524</b>	
<b>Fund Balance - Ending</b>	<b>\$ 167,946</b>		<b>\$ 355,487</b>	

# Cordova Palms

## Community Development District

### Debt Service Fund Series 2022-2 (Phases 3 and 4)

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending January 31, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 01/31/25	Thru 01/31/25	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 266,773	\$ 223,881	\$ 223,881	\$ -
Special Assessments - Direct Bill	224,250	-	-	-
Interest Income	5,000	1,667	3,886	2,219
<b>Total Revenues</b>	<b>\$ 496,023</b>	<b>\$ 225,547</b>	<b>\$ 253,625</b>	<b>\$ 28,078</b>
<b>Expenditures:</b>				
Interest - 11/1	\$ 191,990	\$ 191,990	\$ 191,990	\$ -
Interest - 5/1	191,990	-	-	-
Principal - 5/1	105,000	-	-	-
<b>Total Expenditures</b>	<b>\$ 488,980</b>	<b>\$ 191,990</b>	<b>\$ 191,990</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 7,043</b>	<b>\$ 33,557</b>	<b>\$ 61,635</b>	<b>\$ 28,078</b>
<b>Net Change in Fund Balance</b>	<b>\$ 7,043</b>	<b>\$ 33,557</b>	<b>\$ 61,635</b>	<b>\$ 28,078</b>
<b>Fund Balance - Beginning</b>	<b>\$ 209,238</b>		<b>\$ 457,384</b>	
<b>Fund Balance - Ending</b>	<b>\$ 216,281</b>		<b>\$ 519,019</b>	

**Cordova Palms**  
**Community Development District**  
**Statement of Revenues and Expenditures**

**Capital Projects Funds**

For The Period Ending January 31, 2025

Description	SE 2021	SE 2022-1	SE 2022-2
<b>Revenues</b>			
Interest Income	\$ 38	\$ 138	\$ 405
<b>Total Revenues</b>	<b>\$ 38</b>	<b>\$ 138</b>	<b>\$ 405</b>
<b>Expenses</b>			
Capital Outlay	\$ -	\$ -	\$ -
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess Revenues (Expenses)</b>	<b>\$ 38</b>	<b>\$ 138</b>	<b>\$ 405</b>
<b>Beginning Fund Balance</b>	<b>\$ 2,557</b>	<b>\$ 9,271</b>	<b>\$ 27,246</b>
<b>Ending Fund Balance</b>	<b>\$ 2,595</b>	<b>\$ 9,409</b>	<b>\$ 27,651</b>

**Cordova Palms**  
**Community Development District**  
**Long Term Debt Report**

Series 2021, Special Assessment Bonds	
Optional Redemption Date:	5/1/2031
Interest Rate:	2.4% - 4.0%
Maturity Date:	5/1/2052
Reserve Fund Definition	50% MADS
Reserve Fund Requirement	\$ 169,113
Reserve Fund Balance	169,113
Excess funds in the revenue account as of November 2nd may be used for any lawful purpose	
Bonds outstanding - 2/17/2021	\$ 7,980,000
Less: May 1, 2023 (Mandatory)	(165,000)
Less: November 1, 2023 (Prepayment)	(645,000)
Less: May 1, 2024 (Mandatory)	(155,000)
Less: May 1, 2024 (Prepayment)	(595,000)
Less: August 1, 2024 (Prepayment)	(350,000)
Less: November 1, 2024 (Prepayment)	(190,000)
<b>Current Bonds Outstanding</b>	<b>\$ 5,880,000</b>

Series 2022-1, Special Assessment Bonds	
Interest Rate:	4.8% - 5.8%
Maturity Date:	5/1/2053
Reserve Fund Definition	50% MADS
Reserve Fund Requirement	\$ 64,028
Reserve Fund Balance	64,028
Bonds outstanding - 7/15/2022	\$ 2,325,000
Less: November 1, 2023 (Prepayment)	(185,000)
Less: May 1, 2024 (Mandatory)	(30,000)
Less: May 1, 2024 (Prepayment)	(165,000)
Less: August 1, 2024 (Prepayment)	(110,000)
Less: November 1, 2024 (Prepayment)	(60,000)
<b>Current Bonds Outstanding</b>	<b>\$ 1,775,000</b>

Series 2022-2, Special Assessment Bonds	
Interest Rate:	4.5% - 5.6%
Maturity Date:	5/1/2053
Reserve Fund Definition	50% MADS
Reserve Fund Requirement	\$ 245,399
Reserve Fund Balance	245,399
Bonds outstanding - 7/15/2022	\$ 7,155,000
Less: May 1, 2024 (Mandatory)	(100,000)
<b>Current Bonds Outstanding</b>	<b>\$ 7,055,000</b>

**CORDOVA PALMS COMMUNITY DEVELOPMENT DISTRICT**  
**Fiscal Year 2025 Assessments Receipts Summary**

ASSESSED	# O&M UNITS ASSESSED	SERIES 2021 DEBT ASSESSED	SERIES 2022-1 DEBT ASSESSED	SERIES 2022-2 DEBT ASSESSED	FY25 O&M ASSESSED	TOTAL ASSESSED
DREAM FINDERS	115	-	-	224,250.00	86,889.48	311,139.48
<b>TOTAL DIRECT INVOICES (1)</b>	<b>115</b>	<b>-</b>	<b>-</b>	<b>224,250.00</b>	<b>86,889.48</b>	<b>311,139.48</b>
ASSESSED REVENUE TAX ROLL	618	329,087.63	123,496.54	266,772.55	466,937.69	1,186,294.40
<b>TOTAL ASSESSED</b>	<b>733</b>	<b>329,087.63</b>	<b>123,496.54</b>	<b>491,022.55</b>	<b>553,827.17</b>	<b>1,497,433.88</b>

DUE / RECEIVED	BALANCE DUE	SERIES 2021 DEBT RECEIVED	SERIES 2022-1 DEBT RECEIVED	SERIES 2022-2 DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
DREAM FINDERS	311,139.48	-	-	-	-	-
<b>TOTAL DIRECT RECEIVED</b>	<b>311,139.48</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
TAX ROLL DUE / RECEIVED	-	276,176.74	103,640.70	223,880.71	391,863.20	995,561.36
<b>TOTAL DUE / RECEIVED</b>	<b>311,139.48</b>	<b>276,176.74</b>	<b>103,640.70</b>	<b>223,880.71</b>	<b>391,863.20</b>	<b>995,561.36</b>

(1) D/S Direct Assessments are due: 35% due 12/1/24, 4/1/25 and 30% due 9/1/25

SUMMARY OF TAX ROLL RECEIPTS						
ST JOHNS COUNTY DISTRIBUTION	DATE RECEIVED	SERIES 2021 DEBT RECEIVED	SERIES 2022-1 DEBT RECEIVED	SERIES 2022-2 DEBT RECEIVED	O&M RECEIVED	TOTAL RECEIVED
1	11/5/2024	-	-	-	-	-
2	1/15/2024	670.60	251.66	543.62	951.51	2,417.39
3	11/20/2024	960.88	360.59	778.93	1,363.38	3,463.78
4	12/6/2024	19,740.83	7,408.13	16,002.76	28,009.98	71,161.71
5	12/19/2024	54,254.63	20,360.11	43,981.13	76,981.11	195,576.97
6	1/9/2025	159,772.94	59,957.91	129,518.80	226,699.52	575,949.17
INTEREST	1/13/2025	709.82	266.38	575.41	1,007.16	2,558.77
7	2/20/2025	40,067.04	15,035.94	32,480.06	56,850.54	144,433.57
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
<b>TOTAL RECEIVED TAX ROLL</b>		<b>276,176.74</b>	<b>103,640.70</b>	<b>223,880.71</b>	<b>391,863.20</b>	<b>995,561.36</b>

PERCENT COLLECTED	2021	2022-1	2022-2	O&M	TOTAL
% COLLECTED DIRECT BILL	0.00%	0.00%	0.00%	0.00%	0.00%
% COLLECTED TAX ROLL	83.92%	83.92%	83.92%	83.92%	83.92%
<b>TOTAL PERCENT COLLECTED</b>	<b>83.92%</b>	<b>83.92%</b>	<b>45.59%</b>	<b>70.76%</b>	<b>66.48%</b>



*B.*

# Cordova Palms

## Community Development District

Check Run Summary  
February 28, 2025

Fund	Date	Check No.	Amount
<b>General Fund</b>			
Accounts Payable	2/5/25	371-375	\$ 363,963.06
	2/11/25	376-381	13,911.94
	2/18/25	382-385	9,016.00
	2/25/25	386-389	2,843.22
<b>Total</b>			<b>\$ 389,734.22</b>

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/05/25	00016	1/30/25	9239055	202501	320-57200-44300		BRIGHTVIEW LANDSCAPE SERVICES INC	*	997.16	997.16	000371
2/05/25	00016	2/01/25	9228945	202502	320-57200-44200		BRIGHTVIEW LANDSCAPE SERVICES INC	*	12,164.80	12,164.80	000372
2/05/25	00014	2/04/25	02042025	202502	300-20700-10100		THE BANK OF NEW YORK MELLON	*	160,482.76	160,482.76	000373
2/05/25	00014	2/04/25	02042025	202502	300-20700-10400		THE BANK OF NEW YORK MELLON	*	60,224.29	60,224.29	000374
2/05/25	00014	2/04/25	02042025	202502	300-20700-10500		THE BANK OF NEW YORK MELLON	*	130,094.05	130,094.05	000375
2/11/25	00024	2/01/25	2502-CP	202502	320-57200-44000		DOODY DADDY LLC	*	129.00	249.00	000376
2/11/25	00031	1/17/25	28601775	202501	320-57200-45200		GAS SOUTH	*	5.33	5.33	000377
2/11/25	00001	1/31/25	80	202501	320-57200-45110		GOVERNMENTAL MANAGEMENT SERVICES	*	1,736.02	1,736.02	000378
2/11/25	00001	2/01/25	78	202502	320-57200-45100		GOVERNMENTAL MANAGEMENT SERVICES	*	2,083.33	5,666.66	000379
		2/01/25	78	202502	320-57200-44700			*	1,083.33		
		2/01/25	78	202502	320-57200-44600			*	1,500.00		
		2/01/25	78	202502	320-57200-43400			*	1,000.00		
2/11/25	00001	2/01/25	79	202502	310-51300-34000			*	4,424.17		

CORD CORDOVA PALMS OKUZMUK

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/01/25	79		202502	310-51300-35200				FEB WEBSITE ADMIN	*	140.42		
2/01/25	79		202502	310-51300-35100				FEB INFORMATION TECH	*	210.67		
2/01/25	79		202502	310-51300-31300				FEB DISSEMINATION SVCS	*	702.25		
2/01/25	79		202502	310-51300-51000				OFFICE SUPPLIES	*	.33		
2/01/25	79		202502	310-51300-42000				POSTAGE	*	51.36		
2/01/25	79		202502	310-51300-42500				COPIES	*	11.70		
2/01/25	79		202502	310-51300-41000				TELEPHONE	*	6.58		
2/01/25	79		202502	320-57200-45400				AMEX CHRГ-YOUTUBE TV/A.C	*	82.45		
GOVERNMENTAL MANAGEMENT SERVICES											5,629.93	000380
2/11/25	00034	2/06/25	25-59455	202502	320-57200-45600			(100) KEY FOBS	*	625.00		
SECURITY ENGINEERING & DESIGNS, INC											625.00	000381
2/18/25	00007	1/30/25	217982	202501	310-51300-31100			JAN ENGINEERING SERVICES	*	884.00		
ENGLAND THIMS & MILLER INC											884.00	000382
2/18/25	00022	2/03/24	23542	202502	320-57200-44400			FEB LAKE MAINTENANCE	*	685.00		
FLORIDA WATERWAYS INC											685.00	000383
2/18/25	00001	2/11/25	81	202502	320-57200-44000			PRESSURE WASHING SERVICES	*	1,047.00		
GOVERNMENTAL MANAGEMENT SERVICES											1,047.00	000384
2/18/25	00013	12/17/24	252-24-0	202412	310-51300-32300			FY25 SE21 CONSTRUCT/TRUST	*	5,333.40		
		12/17/24	252-24-0	202412	300-15500-10000			FY26 SE21 CONSTRUCT/TRUST	*	1,066.60		
THE BANK OF NEW YORK MELLON											6,400.00	000385
2/25/25	00016	2/19/25	9253425	202502	320-57200-44500			LATERAL LINE REPAIRS	*	1,233.46		
BRIGHTVIEW LANDSCAPE SERVICES INC											1,233.46	000386
2/25/25	00031	2/07/25	28614161	202502	320-57200-45200			JAN GAS SERVICES/FIRE PIT	*	5.33		
GAS SOUTH											5.33	000387
CORD CORDOVA PALMS OKUZMUK												

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
2/25/25	00001	2/18/25 82	202501 320-57200-44000	GEN FACILITY MAINTENANCE	*	1,464.43	
							1,464.43 000388
2/25/25	00027	2/10/25 62029463	202502 320-57200-45300	FEBRUARY PEST CONTROL	*	140.00	
							140.00 000389
TOTAL FOR BANK A						389,734.22	
TOTAL FOR REGISTER						389,734.22	

CORD CORDOVA PALMS OKUZMUK



# INVOICE

**Sold To:** 25348126  
 Cordova Palms Community Development Dist  
 475 W Town Pl Ste 114  
 St Augustine FL 32092

**Customer #:** 25348126  
**Invoice #:** 9239055  
**Invoice Date:** 1/30/2025  
**Sales Order:** 8594088  
**Cust PO #:**

**Project Name:** Replace dead palm damaged by vehicle  
**Project Description:** Remove palm knocked over by vehicle and replace with new palm tree

Job Number	Description	Amount
460800021	Cordova Palms Mobilization, procurement and necessary equipment / labor to Sabal Palm B&B - 10-12' OA height Palm Batten Kit - 3(2x4x8), 3 Battens - Installed	997.16
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>RECEIVED</b>            By Tara Lee at 12:04 pm, Feb 03, 2025         </div>		
<b>Total Invoice Amount</b> <b>Taxable Amount</b> <b>Tax Amount</b> <b>Balance Due</b>		997.16    997.16

Terms: Net 15 Days

If you have any questions regarding this invoice, please call

*Please detach stub and remit with your payment*

### Payment Stub

Customer Account #: 25348126  
 Invoice #: 9239055  
 Invoice Date: 1/30/2025

**Amount Due: \$ 997.16**

*Thank you for allowing us to serve you*

Please reference the invoice # on your check and make payable to

Cordova Palms Community Development Dist  
 475 W Town Pl Ste 114  
 St Augustine FL 32092

BrightView Landscape Services, Inc.  
 P.O. Box 740655  
 Atlanta, GA 30374-0655

## Proposal for Extra Work at Cordova Palms

Property Name	Cordova Palms	Contact	Richard Gray
Property Address	6235 US 1 S St Augustine, FL 32095	To	Cordova Palms Community Development Dist
		Billing Address	475 W Town Pl Ste 114 St Augustine, FL 32092

Project Name      Replace dead palm damaged by vehicle  
 Project Description    Remove palm knocked over by vehicle and replace with new palm tree

### Scope of Work

QTY	UoM/Size	Material/Description
1.00	LUMP SUM	Mobilization, procurement and necessary equipment / labor to remove damaged palm hit by vehicle and install new.
1.00	EACH	Sabal Palm B&B - 10-12' OA height
1.00	EACH	Palm Batten Kit - 3(2x4x8), 3 Battens - Installed

For internal use only

SO#                    8594088  
 JOB#                460800021  
 Service Line        130

**Total Price                    \$997.16**

**THIS IS NOT AN INVOICE**

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
 5811 County Rd 305, Elkton, FL 32033 ph. fax

## TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automobile Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc., and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. **Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
10. **Access to Jobsite:** Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
11. **Payment Terms:** Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
12. **Termination:** This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
13. **Assignment:** The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
14. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

15. **Cancellation:** Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services.

16. **Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
17. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboriculture) standards will require a signed waiver of liability.

**Acceptance of this Contract**

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

**NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY**

Customer

Signature \_\_\_\_\_ Title **property manager**

**Richard Gray** \_\_\_\_\_ **January 30, 2025**  
Printed Name Date

BrightView Landscape Services, Inc. "Contractor"  
Signature \_\_\_\_\_ Title **Enhancement Manager**

**Mark J. Sheme** \_\_\_\_\_ **January 30, 2025**  
Printed Name Date

**Job #:** 460800021  
**SO #:** 8594088 **Proposed Price:** \$997.16





**INVOICE**

Cordova Palms Community Development Dist  
475 W Town Pl Ste 114  
St Augustine FL 32092

**Customer #:** 25348126  
**Invoice #:** 9228945  
**Invoice Date:** 2/1/2025  
**Cust PO #:**

Job Number	Description	Amount
460800021	Cordova Palms Exterior Maintenance For February	12,164.80
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> <p><b>RECEIVED</b> By Tara Lee at 9:26 am, Jan 28, 2025</p> </div>		
<b>Total invoice amount</b>		<b>12,164.80</b>
<b>Tax amount</b>		
<b>Balance due</b>		<b>12,164.80</b>

Terms: Net 15 Days

If you have any questions regarding this invoice, please call -

*Please detach stub and remit with your payment*

Did you know that BrightView now offers auto ACH as a payment method? Discover the convenience and safety of automatic ACH bill payment for your recurring billing. Please contact [autopay@brightview.com](mailto:autopay@brightview.com) or your branch point of contact for more information on how to sign up on Auto Pay.

**Payment Stub**

Customer Account#: 25348126  
Invoice #: 9228945  
Invoice Date: 2/1/2025

**Amount Due: \$12,164.80**

*Thank you for allowing us to serve you*

Please reference the invoice # on your check  
and make payable to:

Cordova Palms Community Development  
Dist  
475 W Town Pl Ste 114  
St Augustine FL 32092

BrightView Landscape Services, Inc.  
P.O. Box 740655  
Atlanta, GA 30374-0655

**Cordova Palms**  
**COMMUNITY DEVELOPMENT DISTRICT**

*General Fund*

**Check Request**

Date	Amount	Authorized By
February 4, 2025	\$160,482.76	Oksana Kuzmuk

Payable to:

The Bank of New York Mellon #14
---------------------------------

Date Check Needed:	Budget Category:
ASAP	001.300.20700.10100

Intended Use of Funds Requested:

FY25 Debt Service Assessment SE 2021
<i>(Attach supporting documentation for request.)</i>

**!!! PLEASE RETURN THE SIGNED CHECK TO OKSANA !!!**

**Cordova Palms**  
**COMMUNITY DEVELOPMENT DISTRICT**

*General Fund*

**Check Request**

Date	Amount	Authorized By
February 4, 2025	\$60,224.29	Oksana Kuzmuk

Payable to:

The Bank of New York Melon #14
--------------------------------

Date Check Needed:

Budget Category:

ASAP	001.300.20700.10400
------	---------------------

Intended Use of Funds Requested:

FY25 Debt Service Assessment SE 2022-1
<i>(Attach supporting documentation for request.)</i>

**!!! PLEASE RETURN THE SIGNED CHECK TO OKSANA !!!**

**Cordova Palms**  
**COMMUNITY DEVELOPMENT DISTRICT**

*General Fund*

**Check Request**

Date	Amount	Authorized By
February 4, 2025	\$130,094.05	Oksana Kuzmuk

Payable to:

The Bank of New York Melon #14
--------------------------------

Date Check Needed:

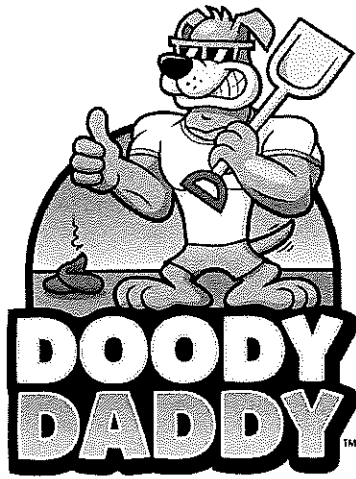
Budget Category:

ASAP	001.300.20700.10500
------	---------------------

Intended Use of Funds Requested:

FY25 Debt Service Assessment SE 2022-2
<i>(Attach supporting documentation for request.)</i>

**!!! PLEASE RETURN THE SIGNED CHECK TO OKSANA !!!**



February 01, 2025

Invoice No. 2502-CP

**INVOICE**

Prepared for Cordova Palms  
101 Bermudez Way St. Augustine, FL 32095

DESCRIPTION OF WORK	STATIONS	VISITS	TOTAL
Servicing for - February			
• Trash Can Maintenance	3 trash cans	1 x week	\$129
• Pet Waste Stations	2 Stations	1 x week	\$120

**RECEIVED**

By Tara Lee at 1:23 pm, Feb 06, 2025

TOTAL \$249

PAID :



The Difference is Good.

ORDOVA PALMS COMMUNITY DEVELOPMENT DISTRICT  
20 Cordova Palms Parkway  
St. Augustine FL 32095

Bill Date: 01/17/25  
Plan: Florida Index Zone 3

Pay Online: GasSouth.com/pay

Local Distributor: Peoples Gas System Emergencies or Leaks: 877.832.6747

Gas South Customer Care: 866.426.2491 | BizRelations@GasSouth.com

Message Center

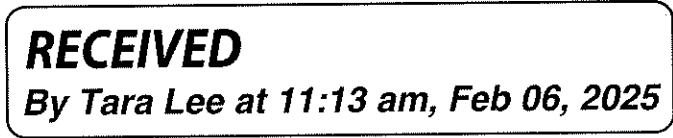
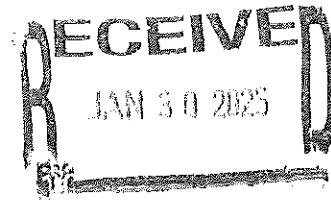
Invoice Number: 286017758218

Please be sure to include your Gas South account number [2868149020] on your check.

Gas South Account Number	Balance Forward	New Charges	New Charges Due Date	Total Amount Due
2868149020	\$0.00	\$5.33	Feb 06, 2025	\$5.33

Explanation of Charges

Previous Balance	\$5.33
Payment	\$5.33 CR
<b>Balance Forward</b>	<b>\$0.00</b>
Gas Charges	\$0.00
Customer Service Fee	\$5.00
FL State Tax	\$0.30
Sales Taxes	\$0.03
Municipal Public Service Tax	\$0.00
<b>Total New Charges</b>	<b>\$5.33</b>
<b>Total Amount Due</b>	<b>\$5.33</b>



How We Calculated Your Gas Charges (continued) (LDC Number:221009363617)

Meter Start	Meter End	Days of Service	Therms Used	Rate per Therm	Gas Charges
-------------	-----------	-----------------	-------------	----------------	-------------

Copyright © 2025 Gas South

Please return this portion with a check or money order made payable to Gas South. Please do not send cash.  
 If address has changed, please check here and complete the information on the back of the remittance slip.



SP 01 004900 71163 H 21 ASNGLP

CORDOVA PALMS COMMUNITY DEVELOPMENT DISTRICT  
475 WEST TOWN PLACE STE 114  
ST. AUGUSTINE FL 32092

Account Number:	2868149020
Total Amount Due	\$5.33
Due Date	Feb 06, 2025
Amount Enclosed	

GAS SOUTH  
PO BOX 530552  
ATLANTA GA 30353-0552



0 20250206 4 28681490208 6 0000000000000 0 0000000000533 5 8



The Difference is Good.

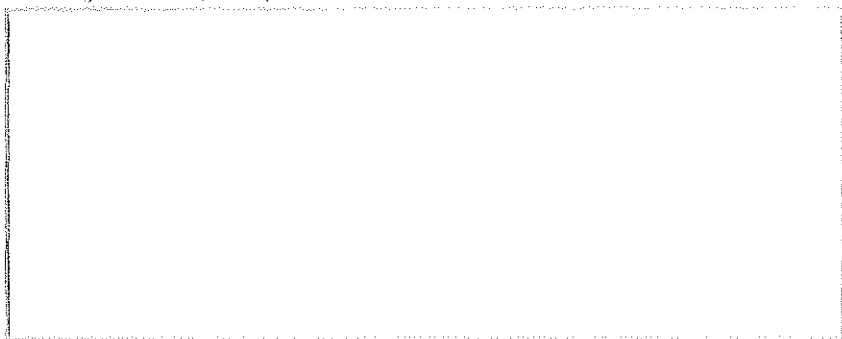
ORDOVA PALMS COMMUNITY  
DEVELOPMENT DISTRICT  
20 Cordova Palms Parkway  
St. Augustine FL 32095

Bill Date: 01/17/25  
Plan: Florida Index Zone 3

Pay Online: GasSouth.com/pay

Local Distributor: Peoples Gas System Emergencies or Leaks: 877.832.6747 Gas South Customer Care: 866.426.2401 | BizRelations@GasSouth.com

Message Center (cont.)



**How We Calculated Your Gas Charges (continued)** (LDC Number:221009363617)

Meter Start	Meter End	Days of Service	Therms Used	Rate per Therm	Gas Charges
12/03/2024	12/31/2024	29	0.00 X	0.5310 #	0.00
01/01/2025	01/05/2025	5	0.00 X	0.5290 #	0.00
12/03/2024	01/05/2025	34	0.00	Total #	0.00

00459022



**Governmental Management Services, LLC**

475 West Town Place, Suite 114  
St. Augustine, FL 32092

**Invoice**

Invoice #: 80  
Invoice Date: 1/31/25  
Due Date: 1/31/25  
Case:  
P.O. Number:

**Bill To:**

Cordova Palms CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Facility Attendant through January 2025	65.51	26.50	1,736.02
<i>Alison Mossing</i> 2-6-25			

**Total** \$1,736.02

**Payments/Credits** \$0.00

**Balance Due** \$1,736.02

**RECEIVED**

By Tara Lee at 11:03 am, Feb 07, 2025



**CORDOVA PALMS CDD**

**POOL MONITOR**

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
65.51	Facility Attendant	\$ 26.50	\$ 1,736.02

Covers January 2025

TOTAL DUE:

\$ 1,736.02

**CORDOVA PALMS COMMUNITY DEVELOPMENT DISTRICT  
FACILITY ATTENDANT BILLABLE HOURS FOR JANUARY 2025**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
1/4/25	8.38	C.T.	Completed daily checklist, returned calls and emails
1/5/25	8.35	C.T.	Completed daily checklist, returned calls and emails
1/11/25	8.17	C.T.	Completed daily checklist, returned calls and emails
1/12/25	8.15	C.T.	Completed daily checklist, returned calls and emails
1/18/25	8.15	C.T.	Completed daily checklist, returned calls and emails
1/19/25	8.13	C.T.	Completed daily checklist, returned calls and emails
1/25/25	8.1	C.T.	Completed daily checklist, returned calls and emails
1/26/25	8.08	C.T.	Completed daily checklist, returned calls and emails
<b>GRAND TOTAL</b>	<u><u>65.51</u></u>		

**Governmental Management Services, LLC**

475 West Town Place, Suite 114  
St. Augustine, FL 32092

**Invoice**

Invoice #: 78  
Invoice Date: 2/1/25  
Due Date: 2/1/25  
Case:  
P.O. Number:

**Bill To:**

Cordova Palms CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Contract Administration - February 2025		2,083.33	2,083.33
Pool Chemicals - February 2025		1,083.33	1,083.33
Pool Maintenance - February 2025		1,500.00	1,500.00
Janitorial -February 2025		1,000.00	1,000.00

*Alison Moring*  
2-6-25

**Total** \$5,666.66

**Payments/Credits** \$0.00

**Balance Due** \$5,666.66

**RECEIVED**  
By Tara Lee at 2:32 pm, Feb 06, 2025

**Governmental Management Services, LLC**

475 West Town Place, Suite 114  
St. Augustine, FL 32092

**Invoice**

**Invoice #:** 79  
**Invoice Date:** 2/1/25  
**Due Date:** 2/1/25  
**Case:**  
**P.O. Number:**

**Bill To:**

Cordova Palms CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees - February 2025		4,424.17	4,424.17
Website Administration - February 2025		140.42	140.42
Information Technology - February 2025		210.67	210.67
Dissemination Agent Services - February 2025		702.25	702.25
Office Supplies		0.33	0.33
Postage		51.36	51.36
Copies		11.70	11.70
Telephone		6.58	6.58
AMEX Purchase 11/30 & 12/30 - Youtube TV		82.45	82.45

**Total** \$5,629.93

**Payments/Credits** \$0.00

**Balance Due** \$5,629.93

**RECEIVED**

*By Tara Lee at 10:04 am, Feb 06, 2025*

# Invoice

Invoice Number  
25-59455

Invoice Date  
2/6/25

Page  
1

Security Engineering And Designs, Inc.  
3139 Waller Street  
Jacksonville, FL 32254

Voice: 904-371-4931

Fax:

Sold To:

CORDOVA PALMS, CCD.  
14701 PHILIPS HWY, STE. 300  
JACKSONVILLE, FL 32256

Site Address:

CORDOVA PALMS AMENITY  
14701 PHILIPS HWY, STE. 300  
JACKSONVILLE, FL 32256

Customer ID: CORDOVA PALMS AMEN.

Customer PO	Payment Terms	Sales Rep ID	Due Date
	Net 10 Days		2/16/25

Description	Amount
(100) ROSSLARE KEY FOBS @ \$6.25 EA.	625.00

**RECEIVED**

By Tara Lee at 11:27 am, Feb 06, 2025

Service Department: 371-4931  
Monitoring Center: 800-318-9486  
Installation: 371-4931

Cordova Palms CDD is tax exempt.  
Please see attached tax exemption form.

Please include invoice number on payment

25-59455

	TRL
<b>Subtotal</b>	625.00
<del>Sales Tax</del>	46.88
Total Invoice Amount	671.88
Payment Received	0.00
<b>TOTAL</b>	671.88



## Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14  
R. 01/18

85-8018438512C-3	06/10/2021	06/30/2026	COUNTY GOVERNMENT
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

CORDOVA PALMS COMMUNITY DEVELOPMENT DIST  
RICT  
475 W TOWN PL STE 114  
SAINT AUGUSTINE FL 32092-3649

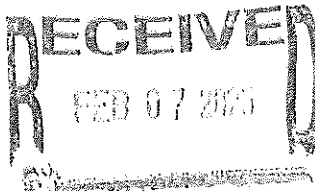
is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



## Important Information for Exempt Organizations

DR-14  
R. 01/18

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions about your exemption certificate, please call Taxpayer Services at 850-488-6800. The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.



ENGLAND-THIMS & MILLER

14775 Old St. Augustine Road, Jacksonville, FL 32258

etmnc.com | 904.642.8990

Cordova Palms Community Development District  
c/o GMS, LLC  
Town Center 1 at World Golf Village  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

January 30, 2025

Invoice No: 217982

**Total This Invoice \$884.00**

Project 22395.02000 Cordova Palms CDD - 2024/2025 General Consulting Engineering Services (WA#15)

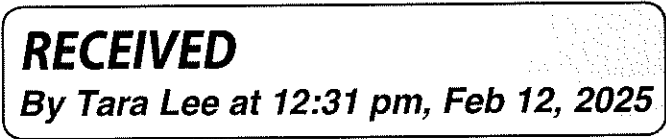
**Professional Services rendered through January 25, 2025**

**Labor**

	Hours	Rate	Amount
<b>Senior Engineer/Senior Project Manager</b>			
Wild, Scott 1/11/2025 BOS meeting, prep and follow up	1.00	244.00	244.00
Wild, Scott 1/18/2025 crosswalk coordinattion/reqs	1.00	244.00	244.00
<b>Adminstrative Support</b>			
Blair, Shelley 1/4/2025 Research engineer reports	.50	99.00	49.50
Blair, Shelley 1/11/2025 Create and distribute requisition	.25	99.00	24.75
Blair, Shelley 1/11/2025 Create and distribute requisitions	.25	99.00	24.75
Blair, Shelley 1/18/2025 Email Correspondence	.25	99.00	24.75
Blair, Shelley 1/18/2025 Create and distribute ETM Dec invoices requisition	.75	99.00	74.25
Blair, Shelley 1/18/2025 Create and distribute requisition	.75	99.00	74.25
Blair, Shelley 1/25/2025 Create and distribute requisitions	1.25	99.00	123.75
<b>Totals</b>	<b>6.00</b>		<b>884.00</b>
<b>Total Labor</b>			<b>884.00</b>

Billing Limits	Current	Prior	To-Date
Labor	884.00	2,068.50	2,952.50
Limit			11,000.00
Remaining			8,047.50

**Total This Invoice \$884.00**



**FLORIDA WATERWAYS  
INC.**

3832-010 Baymeadows Road  
PMB 379  
Jacksonville, FL 32217  
Phone: 904.801.LAKE (5253)  
Website: www.FloridaLake.com

**Invoice**

DATE	2/3/2025
INVOICE #	23542
CUSTOMER ID	J19309
DUE DATE	3/15/2025

**BILL TO**

CORDOVA PALMS COMMUNITY  
c/o Governmental Management Services North Florida  
475 West Town Place, Suite 114  
St. Augustine, Florida 32092

Client Reference #:  
Attention: Oksana Kuzmuk

DESCRIPTION	Amount Due
Cordova Palms CDD Monthly Service Visit 4/12 Weed and Algae Control (Feb)	\$685.00

OTHER COMMENTS

Subtotal	685.00
Other	-
<b>TOTAL</b>	<b>\$ 685.00</b>

Florida Waterways, Inc.  
3832-010 Baymeadows Road  
PMB 379  
Jacksonville, FL 32217

If you have any questions about this invoice, please contact  
Melissa Schwartz at melissa@floridapond.com or 904.801.LAKE (5253), Ext. 2

**Thank You For Your Business!**



Governmental Management Services, LLC  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

# Invoice

Invoice #: 81  
Invoice Date: 2/11/25  
Due Date: 2/11/25  
Case:  
P.O. Number:

**Bill To:**

Cordova Palms CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Pressure Washing Services - February 2025		1,047.00	1,047.00
Approved 2/13/2025 Rich Gray General Facility Maintenance 1.320.57200.4400			
<div data-bbox="170 1039 678 1138" data-label="Text"><p><b>RECEIVED</b> By Tara Lee at 9:56 am, Feb 14, 2025</p></div> <div data-bbox="370 1541 782 1673" data-label="Text"><p><i>Alison Moring</i> 2-13-25</p></div>			

Total	\$1,047.00
Payments/Credits	\$0.00
Balance Due	\$1,047.00

**Governmental Management Services, Inc.**

475 West Town Place, Suite 114, Saint Augustine, FL 32092

Service Detail

Bill To: Cordova Palms CDD

Invoice Date: 2/1/25

Due Date: Upon Receipt

Amount Due: \$ 1,047.00

---

<u>Date</u>	<u>Description</u>	<u>Amount</u>
	Pressure washed amenity center sidewalk and curb	\$1,047.00

Hot Water and Chemical Treatment to remove dirt, mildew, and algae.

TOTAL AMOUNT DUE: \$1,047.00

Should you have any questions, please contact Rich Gray @ (904) 759-8890 or rgray@msnf.com

Remit Payment



## INVOICE

For: **CORDOVA PALMS COMMUNITY  
DEVELOPMENT DIST**  
393 PALM COAST PARKWAY SW UNIT 4  
PALM COAST, FL 32137  
United States

From: **The Bank of New York Mellon Trust Company,  
National Association**  
333 South Hope Street  
Los Angeles, CA, 90071  
United States

Invoice Number: **00252-24-0002314**  
Invoice Date: **Dec 17, 2024**  
Due Date: **Jan 16, 2025**  
Account Number: **7953100758-INV**  
Cycle Date: **Dec 1, 2024**  
Legacy Ref#: **CT2118798**  
Currency: **USD**

### INVOICE

Total Payable Amount:	<b>6,400.00 USD</b>
Current Period Subtotal:	<b>6,400.00 USD</b>
Current Period Total:	<b>6,400.00 USD</b>
Satisfied to Date:	<b>0.00 USD</b>
Balance Due:	<b>6,400.00 USD</b>

Terms: Payable upon receipt. Please reference the invoice and account number with your remittance.  
Our Tax ID Number is 95-3571558. Please fax Taxpayer Certification requests to (732) 667-9576.  
The Bank of New York Mellon Trust Company, N.A is located at 333 South Hope Street, Los Angeles, CA, 90071,  
United States.

#### Wire and ACH Payment Instructions:

The Bank of New York Mellon  
ABA Number: 021000018  
Account Number: 8901245259  
Account Name: BNY Mellon - Fee Billing Wire Fees  
Please reference Invoice Number: 00252-24-0002314

#### Check Payment Instructions:

The Bank of New York Mellon  
Corporate Trust Department  
P.O. Box 392013  
Pittsburgh, PA 15251-9013  
Please enclose billing stub.



Details for Cordova Palms Community Development District Master Trust and Series 2021

	Quantity	Rate	Proration	Subtotal	Total (USD)
<b>Flat</b>					
Construction Fund Administration Fee					2,000.00
For the period: Dec 1, 2024 to Nov 30, 2025					
Flat Fee		2,000.00		2,000.00	
<b>Trustee</b>					
Annual Fee					4,400.00
For the period: Dec 1, 2024 to Nov 30, 2025					
Flat Fee		4,400.00		4,400.00	
<b>Total</b>					<b>6,400.00</b>



## Billing Stub

CORDOVA PALMS COMMUNITY  
DEVELOPMENT DIST

Invoice Number: **00252-24-0002314**  
Account Number: **7953100758-INV**  
Invoice Date: **Dec 17, 2024**  
Cycle Date: **Dec 1, 2024**



# INVOICE

**Sold To:** 25348126  
Cordova Palms Community Development Dist  
475 W Town Pl Ste 114  
St Augustine FL 32092

**Customer #:** 25348126  
**Invoice #:** 9253425  
**Invoice Date:** 2/19/2025  
**Sales Order:** 8598995  
**Cust PO #:**

**Project Name:** Cordova Palms: Pm Repairs  
**Project Description:** Cordova Palms: Pm Repairs

Job Number	Description	Amount
460800021	Cordova Palms Lateral line break repair at dog park Lateral line break repair on Cordova palms pkwy Rainbird 1800 6" Installed- Pop-up Spray Head	1,233.46
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p><b>RECEIVED</b> By Tara Lee at 10:12 am, Feb 19, 2025</p> </div>		
<b>Total Invoice Amount</b>		1,233.46
<b>Taxable Amount</b>		
<b>Tax Amount</b>		
<b>Balance Due</b>		1,233.46

**Terms: Net 15 Days**

If you have any questions regarding this invoice, please call

*Please detach stub and remit with your payment*

## Payment Stub

Customer Account #: 25348126  
Invoice #: 9253425  
Invoice Date: 2/19/2025

**Amount Due: \$ 1,233.46**

*Thank you for allowing us to serve you*

Please reference the invoice # on your check and make payable to

Cordova Palms Community Development Dist  
475 W Town Pl Ste 114  
St Augustine FL 32092

BrightView Landscape Services, Inc.  
P.O. Box 740655  
Atlanta, GA 30374-0655

## Proposal for Extra Work at Cordova Palms

Property Name	Cordova Palms	Contact	Richard Gray
Property Address	6235 US 1 S St Augustine, FL 32095	To	Cordova Palms Community Development Dist
		Billing Address	475 W Town Pl Ste 114 St Augustine, FL 32092

Project Name      Cordova Palms: Pm Repairs  
Project Description      Cordova Palms: Pm Repairs

### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	EACH	Lateral line break repair at dog park	\$489.63	\$489.63
1.00	EACH	Lateral line break repair on Cordova palms pkwy	\$489.63	\$489.63
5.00	EACH	Rainbird 1800 6" Installed- Pop-up Spray Head	\$50.84	\$254.20

For internal use only

**SO#**                    8598995  
**JOB#**                460800021  
**Service Line**        150

**Total Price**                    \$1,233.46

**THIS IS NOT AN INVOICE**

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
5811 County Rd 305, Elkton, FL 32033 ph. fax



The Difference is Good.

CORDOVA PALMS COMMUNITY  
DEVELOPMENT DISTRICT  
320 Cordova Palms Parkway  
St. Augustine FL 32095

Bill Date: 02/07/25  
Plan: Florida Index Zone 3

Pay Online: GasSouth.com/pay

Local Distributor: Peoples Gas System Emergencies or Leaks: 877.832.6747 Gas South Customer Care: 866.426.2491 | BizRelations@GasSouth.com

Massaya Center

Invoice Number: 286141613284

Your Gas South account has a past due balance of \$5.33. Please pay your account balance immediately to avoid additional fees, collection activity, and service interruption.

Please be sure to include your Gas South account number [2868149020] on your check.

Gas South Account Number	Past Due Pay Immediately	New Charges	New Charges Due Date	Total Amount Due
2868149020	\$5.33	\$5.33	Feb 27, 2025	\$10.66

### Explanation of Charges

Previous Balance	\$5.33
Payment	\$0.00
<b>Past Due Balance</b>	<b>\$5.33</b>
Gas Charges	\$0.00
Customer Service Fee	\$5.00
FL State Tax	\$0.30
Sales Taxes	\$0.03
Municipal Public Service Tax	\$0.00
<b>Total New Charges</b>	<b>\$5.33</b>
<b>Total Amount Due</b>	<b>\$10.66</b>

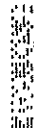
**RECEIVED**

By Tara Lee at 1:06 pm, Feb 18, 2025

Balance forward (\$5.33) was paid on February 11th; check #377

TRL

004323 1/1



### How We Calculated Your Gas Charges (LDC Number:221009363617)

Meter Start	Meter End	Days of Service	Therms Used	Rate per Therm	Gas Charges
01/05/2025	01/31/2025	27	0.00	0.5290 =	0.00

Copyright © 2025 Gas South

Please return this portion with a check or money order made payable to Gas South. Please do not send cash.

If address has changed, please check here and complete the information on the back of the remittance slip.



SP 01 004323 06043 H 23 ASNGLP



CORDOVA PALMS COMMUNITY DEVELOPMENT DISTRICT  
475 WEST TOWN PLACE STE 114  
ST. AUGUSTINE FL 32092

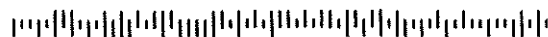
Account Number: 2868149020

Total Amount Due \$10.66

Past Due Balance Pay Immediately \$5.33

Amount Enclosed

GAS SOUTH  
PO BOX 530552  
ATLANTA GA 30353-0552



0 20250227 6 2868149020 6 000000000533 5 0000000001066 6 7





## Paying Your Bill

### AutoPay

Visit [GasSouth.com/pay](http://GasSouth.com/pay) to set up automatic payment so you can pay your bill every month on the due date with NO transaction fees!

Payments Accepted: Checking Account

### Pay By Mail

Gas South  
PO Box 530552  
Atlanta, GA 30353

Payments Accepted: Check/Money Order

Please include remittance slip and allow 5-7 business days for payment to process.

### Pay By ACH

Gas South's bank routing number is 021062053 and bank account number is 81761627. If you have questions regarding ACH, please contact [AFT@GasSouth.com](mailto:AFT@GasSouth.com).

### Pay Online

Visit [GasSouth.com/pay](http://GasSouth.com/pay) to make a one-time payment.

Payments Accepted: Checking Account, Credit/Debit/ATM Card

### Pay By Phone

Call 877-596-5072 to pay your bill by phone.

Payments Accepted: Checking Account, Credit/Debit/ATM Card

## Understanding Your Bill

**Gas Charges:** Cost of gas used during the billing period that is calculated by multiplying your therms used by your rate per therm.

**Therms Used:** Measurement of gas you used.

**Rate Per Therm:** Price you pay for each therm used.

**Thermal Factor:** Used to obtain a measurement of energy in therms.

**CCFs Used:** Measurement of gas used in hundreds of cubic feet.

**Customer Service Fee:** Fee for maintaining your account that includes the cost of generating and mailing your bill, customer service and other account maintenance functions.

**Rate Plan:** Indicates whether you are on a fixed, nymex or index contract.

**Transport Fuel Charges:** Transportation-related fuel charge.

**Transportation:** Charge to cover the cost of capacity needed to transport your gas.

**Municipal Tax:** Tax required by the local municipal in your area.

## Additional Information

**Delinquent Bills and Late Fees:** Balances paid after the due date incur a late penalty of \$10 or 1.5%, whichever is greater. Customers may face further action, such as disconnection of their gas service and negative impact to their credit, if insufficient payment is made.

**Fixed Rate Plan:** Fixed rate customers changing or canceling their contract prior to the contract end date will be charged an early contract cancellation fee. Customers who do not renew their contract at the end of their term will default to a monthly commercial variable rate.

**Questions? Concerns?** Contact Gas South at 866-426-2491, [BizRelations@GasSouth.com](mailto:BizRelations@GasSouth.com), or PO Box 723728, Atlanta GA 31139-99419.

Copyright © 2024 Gas South

## Mailing Address Change

This is a scannable document. To help us make the correct changes to your account, please print clearly and stay within the boxes.

MR.       MS.

Name:

Address:

City:  State:  ZIP:

Primary Phone: --

Phone Type:  Mobile  Landline  
(choose one)

Email:



**Governmental Management Services, LLC**  
 475 West Town Place, Suite 114  
 St. Augustine, FL 32092

# Invoice

Invoice #: 82  
 Invoice Date: 2/18/25  
 Due Date: 2/18/25  
 Case:  
 P.O. Number:

**Bill To:**

Cordova Palms CDD  
 475 West Town Place  
 Suite 114  
 St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Facility Maintenance January 1 - January 31, 2025		1,140.00	1,140.00
Maintenance Supplies		324.43	324.43
<p>Approved</p> <p>001.320.57200.44000 \$1,464.43            General Facility Maintenance</p> <p>Rich Gray 2/21/25</p>			

**RECEIVED**  
 By Tara Lee at 11:26 am, Feb 24, 2025

*Alison Mossing*  
 2-21-25

<b>Total</b>	\$1,464.43
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$1,464.43

**CORDOVA COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF JANUARY 2025**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
1/2/25	1	A.A.	Removed debris around amenity center, straightened and organized pool deck furniture, checked and changed all trash receptacles
1/3/25	1.5	A.A.	Blew leaves and debris from sidewalks, walkways, putt putt and pickleball courts, put fire ant killer on mounds on connector road, removed rocks from pool, straightened and organized pool deck furniture, removed debris on connector road
1/6/25	2	A.A.	Restocked gym wipes. Raked ground under swings, blew leaves and debris off putt putt and pickleball courts, straightened chairs at firepit, connect four kept from falling and put in pool pack, removed cardboard boxes from intersection, dog park, amenity center and mailboxes, checked and changed trash receptacles
1/7/25	1	A.A.	Moved bicycles off sidewalk, straightened and organized pool deck furniture, removed more boxes from surrounding area, replaced trash bag at mailboxes
1/9/25	1	A.A.	Raked mulch under swings, blew leaves and debris from pool deck, putt putt and covered area, arranged bicycles and moved them off the sidewalk, removed debris off the connector road and from amenity parking lot, arranged flags on putt putt
1/10/25	2	A.A.	Cleaned all spider webs around the entire amenity building, blew leaves and debris off putt putt and pickleball courts, set all putt putt flags, changed trash receptacles by mailboxes and pickleball courts, removed debris on connector road
1/13/25	6	A.A.	Blew leaves and debris off pickleball courts, putt putt area and covered areas, straightened and organized all pool deck furniture, moved connect four back in place, removed trash receptacle from dog park and installed it by the mail boxes, worked on trying to repair crash bar on main entrance, coordinated with commercial specialties and overlooked repairs to crash bar
1/15/25	2	A.A.	Fixed light covers on all light lamps in pool area, blew leaves and debris off putt putt and playground, arranged bicycles, did site inspection for door closures and sprinklers, put out of order sign in women's restroom stall not flushing waiting for plumber, removed debris from connector road
1/17/25	1	A.A.	Blew leaves and debris from pickleball court, putt putt and walkways around amenity center, arranged bicycles onto bike rack from in front of door and sidewalk, site inspection on fourth stall in women's restroom repaired, front door locked needs repair
1/21/25	1	A.A.	Moved bicycles off sidewalk, blew leaves and debris off putt putt and pickleball courts, removed debris around amenity center, checked and changed trash receptacles.
1/21/25	1	J.S.	Removed debris along roadways, checked and changed trash receptacles, straightened and organized pool deck furniture
1/22/25	2	A.A.	Blew leaves and debris off pickleball courts and putt putt, straightened and organized pool deck furniture, picked up and arranged connect four game, moved bicycles from sidewalk to bike rack, removed debris off road entering community
1/23/25	1	A.A.	Raked mulch under swings at playground, straightened and organized furniture at pool, blew leaves and debris off pickleball courts, putt putt area, covered area and behind lounge chairs, moved bicycles from the office to bike rack, removed debris by the mailboxes
1/29/25	6	A.A.	Secured windscreens on pickleball courts, blew leaves and debris off pool area, putt putt and pickleball courts, straightened and organized furniture on pool deck and under covered area, removed debris around mailboxes and amenity center, checked and changed trash receptacles
<b>TOTAL</b>	<u>28.5</u>		
<b>MILES</b>	<u>0</u>		

\*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 2/05/25

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
CP				
Cordova Palms				
	12/26/24	Miscellaneous Fasteners for Putt Putt Flags (7)	4.26	J.E.
	12/28/24	Constant Contact Monthly Fee	35.26	J.E.
	1/7/25	Peloton Monthly Fee	54.51	R.G.
	1/13/25	5/16"x1-1/4" Fender Washer (6)	1.55	R.G.
	1/15/25	Ryobi 40V Battery	228.85	R.G.
		<b>TOTAL</b>	<b><u>\$324.43</u></b>	

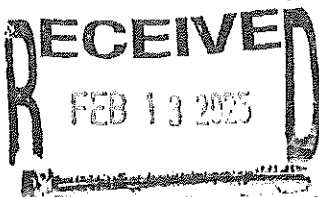


PAYMENT ADDRESS:  
 Turner Pest Control LLC - P.O. Box 952603 • Atlanta, Georgia 31192-2603  
 904-355-5300 • Fax: 904-353-1499 • Toll Free: 800-225-5305 • turnerpest.com

Service Slip/Invoice

INVOICE: 620294636  
 DATE: 02/10/2025  
 ORDER: 620294636

Bill To: [935218]  
 Cordova Palms CDD  
 Rich Gray  
 475 W Town Pl  
 Suite 114  
 St Augustine, FL 32092-3648




Work Location: [935218] 904-759-8890  
 Cordova Palms CDD  
 Rich Gray  
 320 Cordova Palms Pkwy  
 St Augustine, FL 32095-0059

Work Date	Time	Manager	Technician	Time In
02/10/2025	09:24 AM			09:24 AM

Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 30	02/10/2025		10:17 AM

Service	Description	Price
CPCM	Commercial Pest Control - Monthly Service	\$140.00
<b>SUBTOTAL</b>		\$140.00
<b>TAX</b>		\$0.00
<b>AMT. PAID</b>		\$0.00
<b>TOTAL</b>		\$140.00
<b>AMOUNT DUE</b>		\$140.00

**RECEIVED**  
 By Tara Lee at 1:09 pm, Feb 18, 2025

  
 \_\_\_\_\_  
 TECHNICIAN SIGNATURE  
  
 \_\_\_\_\_  
 CUSTOMER SIGNATURE

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.