

**CORDOVA PALMS**  
*Community Development District*

JANUARY 8, 2026

## *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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January 1, 2026

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 **Thursday, January 8, 2026 at 11:00 a.m. at the offices of GMS, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092.**

Following is the agenda for the meeting:

- I. Call to Order
- II. Public Comment
- III. Approval of Minutes of the November 13, 2025 Meeting
- IV. Discussion of Resident Amenity Suspensions
- V. Ratification of Engagement Letter with AMTEC for Arbitrage Rebate Services
- VI. Discussion of Resignation from England Thims & Miller and Consideration of Issuing a Request for Qualifications for Professional Engineering Services
- VII. Staff Reports
  - A. Landscape Report
  - B. District Counsel
  - C. District Engineer
  - D. District Manager
  - E. Operations Manager
    - 1. Report
    - 2. Proposal for HVAC Maintenance

3. Proposal for Additional Security Cameras\*

F. Amenity Manager

VIII. Financial Reports

A. Financial Statements as of November 30, 2025

B. Check Register

IX. Supervisor Requests and Audience Comments

X. Next Scheduled Meeting – February 12, 2026 at 11:00 a.m. at the offices of GMS, 475 West Town Place, Suite 114, St. Augustine, Florida

XI. Adjournment

\* Note: In accordance with Sections 119.071(3)(a) and 281.301, *Florida Statutes*, a portion of the meeting may be closed to the public, as it relates to details of the District's security system plan. The closed session may occur at any time during the meeting and is expected to last approximately thirty (30) minutes but may end earlier or extend longer.

*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 Thursday, **November 13, 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:

Daniel Zaremba	Vice Chairman
Alex Pinto	Supervisor
James Shonkwiler	Supervisor
Agnes Albertie	Supervisor
Elizabeth Newgard	Supervisor

Also present were:

Daniel Laughlin	District Manager, GMS
Wes Haber <i>by phone</i>	District Counsel, Kutak Rock
Taylor Harvey	Amenity Manager, GMS
Jeff Johnson	Operations Manager, GMS

*The following is a summary of the discussions and actions taken at the November 13, 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 members of the public present, the next item followed.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Acceptance of Resignation from Jacquelyn Heflin**

On MOTION by Mr. Shonkwiler, seconded by Mr. Zaremba, with all in favor, the resignation of Jacquelyn Heflin was accepted.

**B. Consideration of Appointing a New Supervisor to Fill the Vacancy (11/2026)**

Mr. Shonkwiler nominated Agnes Albertie to fill the vacancy.

On MOTION by Mr. Shonkwiler, seconded by Mr. Zaremba, with all in favor, appointing Agnes Albertie to fill Seat 5 of the Board of Supervisors was approved.

**C. Oath of Office for Newly Appointed Supervisor**

Mr. Laughlin, being a notary public for the State of Florida, administered an oath of office to Ms. Albertie.

Mr. Shonkwiler stated his intent to resign from the Board immediately.

On MOTION by Mr. Zaremba, seconded by Mr. Pinto, with all in favor, the resignation of James Shonkwiler was accepted.

On MOTION by Mr. Zaremba, seconded by Mr. Pinto, with all in favor, appointing Elizabeth Newgard to Seat 3 of the Board of Supervisors was approved.

Mr. Laughlin, being a notary public for the State of Florida, administered an oath of office to Ms. Newgard.

**D. Consideration of Resolution 2026-01, Designating Officers**

Mr. Laughlin stated that the current slate of officers is Don Gullion as Chair, Daniel Zaremba as Vice Chair, Alex Pinto as Assistant Secretary. Additionally, from GMS's office, Mr. Laughlin serves as Secretary and Treasurer and Jim Oliver, Marilee Giles and Darrin Mossing serve as Assistant Secretaries and Assistant Treasurers. Mr. Laughlin noted if the Board is satisfied keeping the current Chair and Vice Chair, the two new supervisors could be added as Assistant Secretaries. He asked that Matt Biagetti from his office be added as an Assistant Secretary and Assistant Treasurer for document signing purposes.

On MOTION by Mr. Zaremba, seconded by Mr. Pinto, with all in favor, Resolution 2026-01, designating officers as detailed above was approved.

**THIRD ORDER OF BUSINESS****Approval of Minutes of the October 9, 2025 Meeting**

A copy of the minutes from the October 9, 2025 meeting was included in the agenda package for the Board's review.

On MOTION by Mr. Zaremba, seconded by Mr. Pinto, with all in favor, the minutes of the October 9, 2025 meeting, were approved.

**FOURTH ORDER OF BUSINESS****Consideration of Resolution 2026-02, Amending the Fiscal Year 2025 Budget**

Mr. Laughlin stated that the purpose of this resolution is to amend the fiscal year 2025 budget to balance any line items over or under budget.

On MOTION by Mr. Zaremba, seconded by Mr. Pinto, with all in favor, Resolution 2026-02, amending the fiscal year 2025 budget was approved.

**FIFTH ORDER OF BUSINESS****Staff Reports****A. Landscape Report**

Mr. Johnson reported that a small palm tree died within the amenity property and presented a proposal to replace the tree for \$815. There were no objections from the Board on replacing the tree. Next, Mr. Johnson reported that there have been some washouts along the pond banks. The District Engineer will be asked to inspect the areas to see what is causing the washouts and how it can be fixed.

**B. District Counsel**

There being nothing to report, the next item followed.

**C. District Engineer**

There being nothing to report, the next item followed.

**D. District Manager – Update on the Fiscal Year 2025 Goals & Objectives**

Mr. Laughlin reported that the fiscal year 2025 goals and objectives were completed. A copy of the document will be posted to the District's website.

On MOTION by Mr. Zaremba, seconded by Mr. Pinto, with all in favor, declaring the fiscal year 2025 goals and objectives complete was approved.

## **E. Operations Manager – Report**

Mr. Johnson asked if the Board is okay with installing blinds throughout the amenity center. There were no objections from the Board. Mr. Johnson will follow up on the roof repairs as requested by the Board.

## **F. Amenity Manager**

Ms. Harvey provided an overview of the latest community events and upcoming events. Next, she relayed a request from residents to move the gym opening time from 5:00 a.m. to 4:30 a.m.

On MOTION by Mr. Zaremba, seconded by Mr. Pinto, with all in favor, changing the gym hours to 4:30 a.m. to 9:00 p.m. was approved.

Next, Ms. Harvey asked for the Board's feedback on residents posting flyers on the mailboxes. Ms. Newgard suggested she ask residents to go through the amenity manager for any flyers being posted so that staff can ensure it does not get cluttered.

## **A. Financial Statements as of September 30, 2025**

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

## B. Check Register

A copy of the check register totaling \$136,449.62 was included in the agenda package for the Board's review.

On MOTION by Mr. Zaremba, seconded by Mr. Pinto, with all in favor, the Check Register was approved.

**EIGHTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

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

**TENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Zaremba, seconded by Mr. Pinto with all in favor the meeting was adjourned

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

*FIFTH ORDER OF BUSINESS*

**Arbitrage Rebate Computation  
Proposal For  
Cordova Palms  
Community Development District  
(St. Johns County, Florida)**

**\$7,980,000 Special Assessment Revenue Bonds,  
Series 2021**

**\$2,325,000 Special Assessment Revenue Bonds,  
Series 2022-1 (Assessment Area One)**

**\$7,155,000 Special Assessment Revenue Bonds,  
Series 2022-2 (Assessment Area Two)**





# AMTEC

American Municipal Tax-Exempt Compliance

90 Avon Meadow Lane  
Avon, CT 06001  
(T) 860-321-7521  
(F) 860-321-7581

[www.amteccorp.com](http://www.amteccorp.com)

November 17, 2025

Cordova Palms Community Development District  
c/o Ms. Oksana Kuzmuk  
District Accountant  
Governmental Management Services, LLC  
393 Palm Coast Parkway SW Unit 4  
Palm Coast, FL 32137-4774

Re: Cordova Palms Community Development District (St. Johns County, Florida),  
\$7,980,000 Special Assessment Revenue Bonds, Series 2021  
\$2,325,000 Special Assessment Revenue Bonds, Series 2022-1 (Assessment Area One)  
\$7,155,000 Special Assessment Revenue Bonds, Series 2022-2 (Assessment Area Two)

Dear Ms. Kuzmuk:

AMTEC is an independent consulting firm that specializes in arbitrage rebate calculations. We have the ability to complete rebate computations for the above-referenced Cordova Palms Community Development District (the "District") Series 2021, Series 2022-1 and Series 2022-2 bond issues (the "Bonds"). We do not sell investments or seek an underwriting role. As a result of our specialization, we offer very competitive pricing for rebate computations. Our typical fee averages less than \$1,000 per year, per issue and includes up to five years of annual rebate liability reporting.

### **Firm History**

AMTEC was incorporated in 1990 and maintains a prominent client base of colleges and universities, school districts, hospitals, cities, state agencies and small-town bond issuers throughout the United States. We currently compute rebate for more than 7,800 bond issues and have delivered thousands of rebate reports. The IRS has never challenged our findings.

### **Southeast Client Base**

We provide arbitrage rebate services to over 350 bond issues aggregating more than \$9.1 billion of tax-exempt debt in the southeastern United States. We have recently performed computations for the Magnolia West, East Park, Palm Coast Park, Windward and Town Center at Palm Coast Park Community Development Districts. Additionally, we are exclusive rebate consultant to Broward County and the Town of Palm Beach in Florida. Nationally, we are rebate consultants for the City of Tulsa (OK), the City of Lubbock (TX) and the States of Connecticut, Montana, Mississippi, West Virginia, Vermont and Alaska.

We have prepared a Proposal for the computation of arbitrage for the District's Bonds. We have established "bond year ends" of December 17<sup>th</sup> for the Series 2021 Bonds, and July 15<sup>th</sup> for the Series 2022-1 and Series 2022-2 Bonds, based upon the anniversary of the closing dates of each issue.

## Proposal

We are proposing rebate computation services based on the following:

- \$7,980,000 Special Assessment Revenue Bonds, Series 2021
- \$2,325,000 Special Assessment Revenue Bonds, Series 2022-1 (Assessment Area One)
- \$7,155,000 Special Assessment Revenue Bonds, Series 2022-2 (Assessment Area Two)
- Fixed Rate Debt
- Acquisition & Construction, Debt Service Reserve, Cost of Issuance & Debt Service Accounts

Should the Tax Agreements require rebate computations for any other accounts, computations will be extended to include those accounts at no additional cost to the District.

Our guaranteed fee for rebate computations for the Bonds is \$450 per year, per issue and will encompass all activity from the dates of the closings through the initial Computation Date. The fee is based upon the size as well as the complexity. Our fees are payable upon your acceptance of our rebate reports, which will be delivered shortly after the report dates specified in the following tables.

### AMTEC Professional Fee – \$7,980,000 Special Assessment Bonds, Series 2021

Report Date	Type of Report	Period Covered	Fee
November 30, 2025	Rebate and Opinion	Closing – October 31, 2025 (4 Years of Activity x \$450/Year)	\$1,800
December 17, 2026	Rebate and Opinion	Closing – December 17, 2026	\$ 450

### AMTEC Professional Fee – \$2,325,000 Special Assessment Bonds, Series 2022-1 (AA One)

Report Date	Type of Report	Period Covered	Fee
November 30, 2025	Rebate and Opinion	Closing – October 31, 2025 (3 Years of Activity x \$450/Year)	\$1,350
July 31, 2026	Rebate and Opinion	Closing – July 31, 2026	\$ 450
July 15, 2027	Rebate and Opinion	Closing – July 15, 2027	\$ 450

### AMTEC Professional Fee – \$7,155,000 Special Assessment Bonds, Series 2022-2 (AA Two)

Report Date	Type of Report	Period Covered	Fee
November 30, 2025	Rebate and Opinion	Closing – October 31, 2025 (3 Years of Activity x \$450/Year)	\$1,350
July 31, 2026	Rebate and Opinion	Closing – July 31, 2026	\$ 450
July 15, 2027	Rebate and Opinion	Closing – July 15, 2027	\$ 450

**In order to begin, we are requesting copies of the following documentation:**

1. Arbitrage Certificate or Tax Regulatory Agreement
2. IRS Form 8038-G
3. Closing Memorandum
4. BNY statements for all accounts from each closing date through current

## AMTEC's Scope of Services

Our standard engagement includes the following services:

- Review of all bond documents and account statements for possible rebate exceptions;
- Computation of the rebate liability and/or the yield restricted amount, in accordance with Section 148 of the Internal Revenue Code, commencing with the date of the closing through required reporting date of the Bonds;
- Independent calculation of the yield on the Bonds to ensure the correct basis for any rebate liability. This effort provides the basis for our unqualified opinion;
- Reconciliation of the sources and uses of funds from the bond documentation;
- Calculation and analysis of the yield on all investments, subject to the Regulations, for each computation period;
- Production of rebate reports, indicating the above stated information, and the issuance of the AMTEC Opinion;
- Recommendations for proactive rebate management;
- Commingled funds, transferred proceeds and yield restriction analyses, if necessary;
- Preparation of IRS Form 8038-T and any accompanying documentation, should a rebate payment be required;
- We will discuss the results of our Reports with you, your auditors, and our continued support in the event of an IRS inquiry; and
- We guarantee the completeness and accuracy of our work.

The District agrees to furnish AMTEC with the required documentation necessary to fulfill its obligation under the scope of services. The District will make available staff knowledgeable about the bond transactions, investments and disbursements of bond proceeds.

The District agrees to pay AMTEC its fee after it has been satisfied that the scope of services, as outlined under the Proposal, has been fulfilled. AMTEC agrees that its fee is all-inclusive and that it will not charge the District for any expenses connected with this engagement.

The parties have executed this Agreement on 2025-11-18, 2025.

Cordova Palms  
Community Development District

Signed by:  
  
Daniel Laughlin  
9A089FE97A6A46D...  
By: Daniel Laughlin  
Secretary

Consultant: American Municipal Tax-Exempt  
Compliance Corporation

  
By: Michael J. Scarfo  
Senior Vice President

*SIXTH ORDER OF BUSINESS*

December 8, 2025

Mr. Daniel Laughlin  
Cordova Palms Community Development District  
475 West Town Place, Suite 114  
St. Augustine, Florida 32092

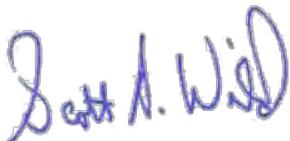
Re: Cordova Palms Community Development District  
Resignation of District Engineer

Dear Mr. Laughlin:

It has truly been a pleasure serving as District Engineer for the Cordova Palms Community Development District since its establishment. I have enjoyed seeing it grow to the wonderful community that it is today. Unfortunately, demands on our time now require that we relinquish our position as District Engineer. Please accept this letter as ETM's notice of resignation as District Engineer, effective 30 days from the next meeting. It has been a pleasure working with you, the Board of Supervisors, and the rest of the District staff. We will be happy to work with our successor to provide a smooth transition.

Feel free to contact me with any questions.

Sincerely,



Scott A. Wild, P.E.  
District Engineer

*SEVENTH ORDER OF BUSINESS*

*E.*

1.

# Cordova Palms

Community Development District

January 8<sup>th</sup> 2025

## Field Operations & Amenity Management Report



**Jeff Johnson**

FIELD OPERATIONS MANAGER

GOVERNMENTAL MANAGEMENT SERVICES

**Taylor Harvey**

AMENITY MANAGER

GOVERNMENTAL MANAGEMENT SERVICES

Cordova Palms  
Community Development District

**Field Operations & Amenity Management Report**

January 8th, 2025

To: Board of Supervisors

From: Jeff Johnson  
Field Operations Manager

Taylor Harvey  
Amenity Manager

RE: Cordova Palms Field Operations & Amenity Management Report – January 8<sup>th</sup>, 2025

The following reviews items related to Field Operations, Maintenance, and Amenity Management.



## Amenity Management Updates

- Through a holiday partnership between GMS and Jacksonville Lit Christmas Trees, Cordova Palms was chosen to receive a complimentary 17-foot lit Christmas tree, proudly displayed at the front entrance of the community.
- On December 7<sup>th</sup> we had Deja Brew Coffee Truck serving up Holiday beverages and small pastries outside the Amenity Center.
- The Chick-fil-A food truck came out on December 10th at 4:30 PM, sold out due to high demand, and is scheduled to return on January 28th.
- We had our Resident Vendor Market/ Christmas party collaboration on December 13<sup>th</sup>, featuring a special appearance by Santa himself. We also had a bounce house and food trucks at the event.
- We had Moontide beverage car come out twice in December on early release days and she was a big hit with the kids and parents, serving holiday drinks such as Snow Cap Sodas and Hot Chocolate. Moontide beverage car will be coming out again on January 14<sup>th</sup>.



## **Weekly Maintenance**

Listed below are weekly maintenance responsibilities:

- Roadways, pickleball courts, playground, pool area, and parking lots are checked for debris daily.
- All trash receptacles are checked daily and emptied as needed.
- At the start of each day, all pool furniture is straightened and organized, and each chair is inspected for proper working order.
- Lighting inspections are conducted every month, and bulbs are replaced as needed.
- The entryway, back patio, front sidewalk and Pool Deck are blown off at the start of each day.
- Further maintenance tasks and developments are conducted on an as needed basis. Examples of these developments are listed in the following pages.

## **Completed Projects**

- GMS Painted walls in Fitness Center
- Fixed Fire pit controls
- GMS completed a playground inspection; at this time, no recommended repairs are needed.
- GMS completed lake inspections and removed any debris reachable from the embankment.
- GMS hung Playground Rules sign

✓ Photos of completed projects are displayed below. Please follow up with management for any questions.

# Completed Projects



Fitness Center Painting



Fire Pit switches repair



Playground Signage

## **Conclusion**

For any questions or comments regarding the above Information, contact Jeff Johnson, Manager of Operations, at [jjohnson@rmsnf.com](mailto:jjohnson@rmsnf.com) or Taylor Harvey, Amenity Manager, at [cordovapalmsmanager@gmsnf.com](mailto:cordovapalmsmanager@gmsnf.com)

2.

**ACCU-AIR COOLING SERVICE, INC.****Air Conditioning & Heating Contractors**

8544 Alicanta Ave.  
 Jacksonville FL. 32244  
**CACO 42678**  
 (904) 278-0900  
 FAX (904) 278-0090

Page No. \_\_\_\_\_ of \_\_\_\_\_ Pages.

# MAINTENANCE PROPOSAL

**Expect and Accept Nothing Less Than The Best**

TO

Cordova Palms Amenity  
 320 Cordova Palms Parkway  
 St. Augustine, FL 32095

PHONE	DATE
	12/8/2025
JOB NAME / LOCATION	
HVAC Maintenance (1)- 4-ton system (1)- 5-ton system	
JOB NUMBER	JOB PHONE

We hereby submit specifications and estimates for:

1. Replace or clean air filters
2. Clean and flush drain pans and lines
3. Oil fan motors and bearings, adjust as necessary
4. Inspect fan shaft, blades, belts and bearings
5. Visual leak check of refrigerant circuits and coils
6. Inspect condenser and evaporator coils
7. Inspect and tighten electrical connections
8. Check current draw against electrical ratings of motors
9. Check and adjust air distribution devices
10. Check for proper heating and cooling performance

**We Propose** hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of:

dollars (\$ 275.00 ).

Payment to be made as follows:

Per each quarterly inspection / includes pleated filters during visits / belts as needed

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized  
Signature*Chuck Leo*Note: This proposal may be  
withdrawn by us if not accepted within

30

days.

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Since 1962

**Benefits To You**

- Lower utility costs
- Help extend equipment life
- Optimize system performance
- Priority customer status
- 48-hour emergency service (Monday-Friday)
- Emergency services 24/7 (Additional charges may apply)
- Complete HVAC services available
- Complete record of services and recommendations

**Procedures**

- Replace filters
- Clean drain lines/pan
- Treat drain pan with approved cleaner/Pan Tabs
- Check, monitor and record the refrigerant pressures of each unit
- Check and record TD temperature between supply discharge/return
- Tighten all electrical connections
- Check/record compressor amp draw
- Check capacitors microfarad draw
- Check blower and condenser fan amp draw
- Clean outdoor coil with approved cleaner (water access within 150ft)
- Clean evaporator coil in place
- Check/replace belts annually
- Provide written HVAC Log of all readings/ findings
- Provide written recommendations if needed
- Note: Additional charges apply for repairs and refrigerant

# Commercial Maintenance Agreement

2801 Dawn Road • Jacksonville, FL 32207 • 904-448-1962 • [www.thigpenhvac.com](http://www.thigpenhvac.com)

**OUR GOAL:**

*Our Thigpen Heating & Cooling Team will strive to provide a detailed, prompt, and professional maintenance service geared at; reducing energy waste, reducing dirt build-up within the system, optimizing equipment performance, and maintaining manufacturer's specifications during the designated maintenance (PM) scheduled visit's. A detailed HVAC LOG of the recorded equipment vitals will be provided to you along with any necessary recommendations.*

**Customer Information:**

Customer Name <b>Cordova Palms Amenity Center</b>	Billing Name		
Street Address <b>320 Cordova Palms</b>	Street Address		
City <b>St Aug, FL 32095</b>	State	Zip	City
Phone <b>904-660-3669</b>	Phone		

**Point of Contact:**

Name **Jeff Johnson** Phone # **904-660-3669**  
Email: **[jjohnson@rmsnf.com](mailto:jjohnson@rmsnf.com)**

**Investment Schedule:**

Investment for **2** # of **HVAC SYSTEM(s)** is \$ **385.00** (for each full maintenance visit)

and \$ \_\_\_\_\_ (for each **filter-only** visit)

(FILTERS INCLUDED **X**) (FILTERS NOT INCLUDED \_\_\_\_\_)

Visits: \_\_\_\_\_ Yearly \_\_\_\_\_ Bi-Annual **X** Quarterly \_\_\_\_\_ Every other month

Description: **4** FULL MAINTENANCE VISITS PER YEAR **1 FILTER-ONLY CHANGES PER YEAR**

**TOTAL INVESTMENT FOR THE MAINTENANCE AGREEMENT IS \$ **1540 .00** FOR THE SUM OF: \_\_\_\_\_**

Company P.O. \_\_\_\_\_ (if required) Offer Date: **12/9/2025**

**Implementation for full maintenance visit:**

<input checked="" type="checkbox"/> •Jan	<input type="checkbox"/> •Feb	<input type="checkbox"/> •March	<input checked="" type="checkbox"/> •April	<input type="checkbox"/> •May	<input type="checkbox"/> •June
<input checked="" type="checkbox"/> •July	<input type="checkbox"/> •Aug	<input type="checkbox"/> •Sept	<input checked="" type="checkbox"/> •Oct	<input type="checkbox"/> •Nov	<input type="checkbox"/> •Dec

**Implementation for filter-only visit(s): Number of filters each visit \_\_\_\_\_**

<input type="checkbox"/> •Jan	<input type="checkbox"/> •Feb	<input type="checkbox"/> •March	<input type="checkbox"/> •April	<input type="checkbox"/> •May	<input type="checkbox"/> •June
<input type="checkbox"/> •July	<input type="checkbox"/> •Aug	<input type="checkbox"/> •Sept	<input type="checkbox"/> •Oct	<input type="checkbox"/> •Nov	<input type="checkbox"/> •Dec

**This agreement offer is only valid for (30) days from the above offer date.**

## TERMS AND CONDITIONS

- The agreement offer is valid for (30) days from the offer date (p.1).
- The terms/conditions of the agreement will automatically renew for (1) year from the date of signature without prior notice from either party.
- Thigpen Heating and Cooling Inc. reserves the right to increase the agreement amount for the renewal year at their sole discretion.
- Either party may terminate from the agreement at any time, with or without cause, after (30) days with a written notice.
- All Pricing included in the agreement reflect a C.O.D payment. We offer the following additional terms with a prior approved credit application. Credit application available upon request.
  - I. Due upon receipt of invoice with an additional 1.5% surcharge due with payment net (15) days.
  - II. Net (30) day payment with an additional 3% surcharge due with payment.
  - III. 3% discount for pre-paid yearly agreement. (Consult comfort specialist)
- Customer can also make payments online with a debit or credit card at [www.thigpenhvac.com](http://www.thigpenhvac.com) 24/7 with a 3% online fee.
- All filters, refrigerant/repairs, replacement parts, replacement equipment, and the associated labor required is at additional cost unless specified.

*Note:*

*By signing at the customer's approval line below, you acknowledge that you have read, you understand, and you agree to all sections of the above agreement, and that you are authorized by the named company above to enter into this agreement.*

### Company Authorization

**Print Name**

Date \_\_\_\_\_

**Thigpen Heating & Cooling Authorization**

MORGAN  
SMOOT

12/9/2025

**THIGPEN**  
HEATING & COOLING, INC.

2801 Dawn Road • Jacksonville, FL 32207 • 904-448-1962 • [www.thiopenhvac.com](http://www.thiopenhvac.com)

## Payment Authorization Form

Schedule your payment to be automatically deducted from your bank account, or charged to your Visa, Mastercard, American Express or Discover Card. Just complete and sign this form to get started!

### **Benefits of Recurring Payments:**

- It is convenient (saving you time and postage)
- Your payment is always on time (even if you are out of town), and eliminates late fees

## Here's How Recurring Payments Work:

You authorize regularly scheduled charges to your credit card. You will be charged the amount indicated below each billing period until the designated expiration date. A receipt will be emailed for each payment and the charge will appear on your bank or credit card statement. You agree that no prior notifications will be provided unless the date or amount changes, in which case you will receive notice from us at least 10 days prior to the payment being collected.

**Please complete the information below:**

I \_\_\_\_\_ authorize Thigpen Heating and Cooling to charge my account indicated below at the date of each maintenance for payment of my invoice.

**Billing Address** \_\_\_\_\_ **Phone Number** \_\_\_\_\_

**City, State, Zip** **Email**

### Credit Card

Cardholder Name	<input type="text"/>
Card Number	<input type="text"/>
Exp. Date	<input type="text"/>
CVV Code	<input type="text"/>

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

I understand that this authorization will remain in effect until the designated expiration date or until I cancel it in writing, whichever comes first, and I agree to notify Thigpen Heating & Cooling in writing of any changes in my account information or termination of this authorization at least 15 days prior to the next billing date. I acknowledge that any changes I make to my account information via an online Customer Portal will be considered written notice of change and will constitute authorization to charge the new account in place of the account identified on this form. If the above noted payment dates fall on a weekend or holiday, I understand that the payments may be executed on the next business day. For ACH debits to my checking/savings account, I understand that because these are electronic transactions, these funds may be withdrawn from my account as soon as the above noted periodic transaction dates. In the case of an ACH Transaction being rejected for Non-Sufficient Funds (NSF) I understand that Thigpen Heating & Cooling may at its discretion attempt to process the charge again within 30 days, and agree to an additional charge for each attempt returned NSF which will be initiated as a separate transaction from the authorized recurring payment. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. I certify that I am an authorized user of this credit card/bank account and agree not to dispute these scheduled payments with my bank or credit card company; provided the transactions correspond to the terms indicated in this authorization form.

*EIGHTH ORDER OF BUSINESS*

*A.*



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

***Unaudited Financial Reporting***  
*November 30, 2025*



**Cordova Palms**  
**Community Development District**  
**Combined Balance Sheet**  
**November 30, 2025**

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Project Fund</i>	<i>Totals Governmental Funds</i>
<b>Assets:</b>				
<b>Cash:</b>				
Operating Account	\$ 430,157	\$ -	\$ -	\$ 430,157
Assessment Receivable	60,453	65,419	-	125,872
Due from DS SE 2022-1	-	427	-	427
Due from General Fund	-	49,774	-	49,774
<b>Investments:</b>				
State Board of Administration (SBA)	4,428	-	-	4,428
US Bank	25,434	-	-	25,434
<b>Series 2021</b>				
Reserve	-	154,700	-	154,700
Interest	-	46	-	46
Prepayment	-	4	-	4
Revenue	-	88,745	-	88,745
Sinking	-	437	-	437
Construction	-	-	2,680	2,680
<b>Series 2022-1</b>				
Reserve	-	58,658	-	58,658
Interest	-	23	-	23
Revenue	-	69,451	-	69,451
Construction	-	-	9,717	9,717
<b>Series 2022-2</b>				
Reserve	-	243,335	-	243,335
Interest	-	93	-	93
Revenue	-	267,511	-	267,511
Construction	-	-	28,557	28,557
Deposits	3,837	-	-	3,837
<b>Total Assets</b>	<b>\$ 524,310</b>	<b>\$ 998,622</b>	<b>\$ 40,955</b>	<b>\$ 1,563,887</b>
<b>Liabilities:</b>				
Accounts Payable	\$ 289,427	\$ -	\$ -	\$ 289,427
Accrued Expenses	1,602	-	-	1,602
Due to DS SE 2021	11,010	-	-	11,010
Due to DS SE 2022-1	4,121	-	-	4,121
Due to DS SE 2022-2	34,643	427	-	35,070
Due to Developer	8,158	-	-	8,158
<b>Total Liabilities</b>	<b>\$ 348,960</b>	<b>\$ 427</b>	<b>\$ -</b>	<b>\$ 349,388</b>
<b>Fund Balance:</b>				
Nonspendable:				
Deposits	\$ 3,837	\$ -	\$ -	\$ 3,837
Restricted for:				
Debt Service - Series	-	998,195	-	998,195
Capital Project - Series	-	-	40,955	40,955
Unassigned	171,513	-	-	171,513
<b>Total Fund Balances</b>	<b>\$ 175,350</b>	<b>\$ 998,195</b>	<b>\$ 40,955</b>	<b>\$ 1,214,499</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 524,310</b>	<b>\$ 998,622</b>	<b>\$ 40,955</b>	<b>\$ 1,563,887</b>

**Cordova Palms**  
**Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending November 30, 2025**

	Adopted	Prorated Budget		Actual		Variance
	Budget	Thru 11/30/25	Thru 11/30/25			
<b><u>Revenues:</u></b>						
Special Assessments - Tax Roll	\$ 631,936	\$ 75,732	\$ 75,732	\$ 75,732	\$ -	
Special Assessments - Direct Bill	117,593	117,593	117,593	117,593	-	
Interest Income	1,000	167	34	34	(133)	
Other Income	-	-	300	300	300	
<b>Total Revenues</b>	<b>\$ 750,529</b>	<b>\$ 193,492</b>	<b>\$ 193,659</b>	<b>\$ 167</b>		
<b><u>Expenditures:</u></b>						
<i><b>General &amp; Administrative:</b></i>						
Supervisors Fees	\$ 6,000	\$ 1,000	\$ -	\$ 1,000		
FICA Expense	459	77	-	77		
Engineering	11,000	1,833	-	1,833		
Arbitrage	1,800	-	-	-		
Attorney	15,000	2,500	-	2,500		
Annual Audit	7,500	-	-	-		
Assessment Administration	5,899	5,899	5,899	5,899	-	
Trustee Fees	12,500	6,817	6,817	6,817	-	
Dissemination	8,848	1,475	1,675	1,675	(200)	
Management Fees	55,745	9,291	9,291	9,291	(0)	
Website Maintenance	1,769	295	295	295	0	
Information Technology	2,654	442	442	442	0	
Telephone	500	83	40	40	43	
Postage	1,500	250	284	284	(34)	
Insurance	6,729	6,340	6,340	6,340	-	
Printing & Binding	500	83	21	21	62	
Legal Advertising	2,000	333	178	178	155	
Other Current Charges	300	50	-	-	50	
Office Supplies	150	25	1	1	24	
Dues, Licenses & Subscriptions	175	175	175	175	-	
<b>Total General &amp; Administrative</b>	<b>\$ 141,028</b>	<b>\$ 36,968</b>	<b>\$ 31,457</b>	<b>\$ 5,511</b>		
<i><b>Operations &amp; Maintenance</b></i>						
<i><b>Ground Maintenance:</b></i>						
Landscape - Maintenance	\$ 164,640	\$ 27,440	\$ 27,440	\$ -		
Landscape - Contingency	27,700	4,617	815	3,802		
Operations Management	26,500	4,417	4,417	0		
Lake Maintenance	10,000	1,667	1,370	297		
Electric	75,000	12,500	12,230	270		
Water/Sewer/Irrigation	23,000	3,833	4,341	(508)		
Repairs & Maintenance	10,000	1,667	280	1,387		
Irrigation Repairs	13,000	2,167	1,564	603		
Pest Control	1,800	300	280	20		
<b>Total Ground Maintenance</b>	<b>\$ 351,640</b>	<b>\$ 58,607</b>	<b>\$ 52,736</b>	<b>\$ 5,870</b>		

**Cordova Palms**  
**Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending November 30, 2025**

	Adopted	Prorated Budget		Actual		Variance
	Budget	Thru 11/30/25	Thru 11/30/25			
<b>Amenity Center:</b>						
Amenity Manager	\$ 77,500	\$ 12,917	\$ 12,917	\$ 0		
Amenity Attendant	10,000	1,667	358	1,309		
Facility Maintenance	37,440	6,240	5,674	566		
Insurance	39,025	33,163	33,163	-		
Refuse	4,560	760	818	(58)		
Gas	1,000	167	143	24		
Janitorial Services	12,000	2,000	2,000	-		
Access Cards	5,000	833	-	833		
Pool Maintenance	18,000	3,000	3,000	-		
Pool Chemicals	13,000	2,167	2,167	0		
Special Events	5,000	833	459	374		
Holiday Decoration	10,000	7,821	7,821	-		
Water & Sewer	5,000	833	-	833		
Licenses & Subscriptions	500	83	188	(104)		
Fitness Equipment Leasing	19,836	3,306	3,305	1		
<b>Total Amenity Center</b>	<b>\$ 257,861</b>	<b>\$ 75,790</b>	<b>\$ 72,012</b>	<b>\$ 3,778</b>		
<b>Total Operations &amp; Maintenance</b>	<b>\$ 609,500</b>	<b>\$ 134,397</b>	<b>\$ 124,748</b>	<b>\$ 9,649</b>		
<b>Total Expenditures</b>	<b>\$ 750,529</b>	<b>\$ 171,365</b>	<b>\$ 156,205</b>	<b>\$ 15,160</b>		
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ 22,127</b>	<b>\$ 37,454</b>	<b>\$ 15,327</b>		
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ 22,127</b>	<b>\$ 37,454</b>	<b>\$ 15,327</b>		
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 137,895</b>			
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 175,350</b>			

# **Cordova Palms**

## **Community Development District**

### **Month to Month**

# Cordova Palms Community Development District

## Month to Month

**Cordova Palms**  
**Community Development District**  
**Debt Service Fund Series 2021**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending November 30, 2025**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 11/30/25	Thru 11/30/25	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 309,400	\$ 36,867	\$ 36,867	\$ -
Interest Income	5,000	833	2,087	1,254
<b>Total Revenues</b>	<b>\$ 314,400</b>	<b>\$ 37,700</b>	<b>\$ 38,954</b>	<b>\$ 1,254</b>
<b>Expenditures:</b>				
Interest - 11/1	\$ 91,465	\$ 91,465	\$ 91,465	\$ -
Principal Prepayment - 11/1	-	-	5,000	(5,000)
Interest - 5/1	91,465	-	-	-
Principal - 5/1	125,000	-	-	-
<b>Total Expenditures</b>	<b>\$ 307,930</b>	<b>\$ 91,465</b>	<b>\$ 96,465</b>	<b>\$ (5,000)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 6,470</b>	<b>\$ (53,765)</b>	<b>\$ (57,511)</b>	<b>\$ (3,746)</b>
<b>Net Change in Fund Balance</b>	<b>\$ 6,470</b>	<b>\$ (53,765)</b>	<b>\$ (57,511)</b>	<b>\$ (3,746)</b>
<b>Fund Balance - Beginning</b>	<b>\$ 183,031</b>		<b>\$ 341,882</b>	
<b>Fund Balance - Ending</b>	<b>\$ 189,501</b>		<b>\$ 284,371</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 November 30, 2025**

	Adopted Budget	Prorated Budget Thru 11/30/25	Actual Thru 11/30/25	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll				
Interest Income	\$ 117,315	\$ 13,781	\$ 13,781	\$ -
	5,000	833	703	(131)
<b>Total Revenues</b>	<b>\$ 122,315</b>	<b>\$ 14,615</b>	<b>\$ 14,484</b>	<b>\$ (131)</b>
<b>Expenditures:</b>				
Interest - 11/1				
Interest - 5/1	\$ 45,400	\$ 45,400	\$ 45,400	\$ -
Principal - 5/1	45,400	-	-	-
	25,000	-	-	-
<b>Total Expenditures</b>	<b>\$ 115,800</b>	<b>\$ 45,400</b>	<b>\$ 45,400</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 6,515</b>	<b>\$ (30,785)</b>	<b>\$ (30,916)</b>	<b>\$ (131)</b>
<b>Net Change in Fund Balance</b>	<b>\$ 6,515</b>	<b>\$ (30,785)</b>	<b>\$ (30,916)</b>	<b>\$ (131)</b>
<b>Fund Balance - Beginning</b>	<b>\$ 114,146</b>		<b>\$ 173,742</b>	
<b>Fund Balance - Ending</b>	<b>\$ 120,661</b>		<b>\$ 142,826</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 November 30, 2025**

	Adopted	Prorated Budget		Actual		Variance
	Budget	Thru 11/30/25	Thru 11/30/25			
<b>Revenues:</b>						
Special Assessments - Tax Roll	\$ 266,780	\$ 31,304	\$ 31,304	\$		-
Special Assessments - Direct Bill	224,250	224,250	224,250			-
Prepayments	-	-	25,432		25,432	
Interest Income	5,000	833	1,568		734	
<b>Total Revenues</b>	<b>\$ 496,030</b>	<b>\$ 256,387</b>	<b>\$ 282,554</b>	<b>\$</b>	<b>26,166</b>	
<b>Expenditures:</b>						
Interest - 11/1	\$ 188,115	\$ 188,115	\$ 188,115	\$		-
Principal Expense Prepayment - 11/1	-	-	25,000		(25,000)	
Interest - 5/1	188,115	-	-		-	
Principal - 5/1	110,000	-	-		-	
<b>Total Expenditures</b>	<b>\$ 486,230</b>	<b>\$ 188,115</b>	<b>\$ 213,115</b>	<b>\$</b>	<b>(25,000)</b>	
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 9,800</b>	<b>\$ 68,272</b>	<b>\$ 69,439</b>	<b>\$</b>	<b>1,166</b>	
<b>Net Change in Fund Balance</b>	<b>\$ 9,800</b>	<b>\$ 68,272</b>	<b>\$ 69,439</b>	<b>\$</b>	<b>1,166</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 251,672</b>		<b>\$ 501,559</b>			
<b>Fund Balance - Ending</b>	<b>\$ 261,472</b>		<b>\$ 570,998</b>			

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

**Capital Projects Funds**

**For The Period Ending November 30, 2025**

Description	SE 2021	SE 2022-1	SE 2022-2	
<b><u>Revenues</u></b>				
Interest Income	\$ 17	\$ 60	\$ 177	
Cost of Issuance	- -	- -	- -	- -
Developer Contributions	- -	- -	- -	- -
<b>Total Revenues</b>	<b>\$ 17</b>	<b>\$ 60</b>	<b>\$ 177</b>	
<b><u>Expenses</u></b>				
Capital Outlay	\$ - -	\$ - -	\$ - -	\$ - -
<b>Total Expenses</b>	<b>\$ - -</b>	<b>\$ - -</b>	<b>\$ - -</b>	
<b>Excess Revenues (Expenses)</b>	<b>\$ 17</b>	<b>\$ 60</b>	<b>\$ 177</b>	
<b>Beginning Fund Balance</b>	<b>\$ 2,664</b>	<b>\$ 9,657</b>	<b>\$ 28,380</b>	
<b>Ending Fund Balance</b>	<b>\$ 2,680</b>	<b>\$ 9,717</b>	<b>\$ 28,557</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	\$ 154,700
Reserve Fund Balance	154,700
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)
Less: February 1, 2025 (Prepayment)	(390,000)
Less: May 1, 2025 (Mandatory)	(125,000)
Less: May 1, 2025 (Prepayment)	(105,000)
Less: November 1, 2025 (Prepayment)	(5,000)
<b>Current Bonds Outstanding</b>	<b>\$ 5,255,000</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	\$ 58,658
Reserve Fund Balance	58,658
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)
Less: February 1, 2025 (Prepayment)	(120,000)
Less: May 1, 2025 (Mandatory)	(25,000)
Less: May 1, 2025 (Prepayment)	(35,000)
<b>Current Bonds Outstanding</b>	<b>\$ 1,595,000</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	\$ 243,335
Reserve Fund Balance	243,335
Bonds outstanding - 7/15/2022	\$ 7,155,000
Less: May 1, 2024 (Mandatory)	(100,000)
Less: May 1, 2025 (Mandatory)	(105,000)
Less: May 1, 2025 (Prepayment)	(55,000)
Less: November 1, 2025 (Prepayment)	(25,000)
<b>Current Bonds Outstanding</b>	<b>\$ 6,870,000</b>

**CORDOVA PALMS COMMUNITY DEVELOPMENT DISTRICT**  
**Fiscal Year 2026 Assessments Receipts Summary**

ASSESSED	# O&M UNITS ASSESSED	SERIES 2021 DEBT ASSESSED	SERIES 2022-1 DEBT ASSESSED	SERIES 2022-2 DEBT ASSESSED	O&M ASSESSED	TOTAL ASSESSED
DREAM FINDERS	115	-	-	224,250.00	117,593.07	341,843.07
TOTAL DIRECT INVOICES (1)	115	-	-	224,250.00	117,593.07	341,843.07
ASSESSED REVENUE TAX ROLL	618	307,631.69	114,996.78	261,212.70	631,936.39	1,315,777.56
<b>TOTAL ASSESSED</b>	<b>733</b>	<b>307,631.69</b>	<b>114,996.78</b>	<b>485,462.70</b>	<b>749,529.46</b>	<b>1,657,620.63</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	-	-	-	224,250.00	117,593.07	341,843.07
TOTAL DIRECT RECEIVED	-	-	-	224,250.00	117,593.07	341,843.07
TAX ROLL DUE / RECEIVED	-	36,867.04	13,781.38	31,304.11	75,732.20	157,684.73
<b>TOTAL DUE / RECEIVED</b>	<b>-</b>	<b>36,867.04</b>	<b>13,781.38</b>	<b>255,554.11</b>	<b>193,325.27</b>	<b>499,527.80</b>

**(1) Direct Assessments are due: 35% due 12/1/25, 4/1/26 and 30% due 9/1/26**

*B.*

# Cordova Palms

## Community Development District

### Check Run Summary

December 31, 2025

Fund	Date	Check No.	Amount
<b>General Fund</b>			
Accounts Payable	12/3/25	540-543	\$ 15,157.10
	12/9/25	544-552	33,490.35
	12/17/25	553	1,563.70
	12/19/25	554	258,390.32
	12/22/25	555-557	3,943.54
<b>Total</b>			<b>\$ 312,545.01</b>

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE/PREPARED/COMPUTER CHECK REGISTER RUN 12/30/25 PAGE 1  
\*\*\* CHECK DATES 12/01/2025 - 12/31/2025 \*\*\* CORDOVA PALMS - GENERAL  
BANK A CORDOVA - GENERAL

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	EXPENSED TO...	DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	#
					OCT REPAIRS & MAINTENANCE				GOVERNMENTAL MANAGEMENT SERVICES				
12/03/25	00001	11/14/25	122	202510	320-57200-44000					*	482.10		
				OCT	REPAIRS & MAINTENANCE							482.10	000540
12/03/25	00027	11/10/25	62137927	202511	320-57200-45300					*	140.00		
				NOV	PEST CONTROL SERVICES							140.00	000541
12/03/25	00036	11/01/25	1030936	202511	320-57200-44200					*	13,720.00		
				NOV	LANDSCAPE MAINTENANCE							13,720.00	000542
12/03/25	00036	11/19/25	1036751	202511	320-57200-44300					*	815.00		
				QUEEN	PALM TREE REPLMT							815.00	000543
12/09/25	00046	12/13/25	71	202512	320-57200-46400					*	200.00		
				SANTA	VISIT - 12/13/25							200.00	000544
12/09/25	00024	12/01/25	2512-CP	202512	320-57200-44000					*	129.00		
				DEC	TRASH SERVICES							129.00	
12/09/25	00024	12/01/25	2512-CP	202512	320-57200-44000					*	120.00		
				DEC	PET WASTE SERVICES							120.00	
12/09/25	00022	12/01/25	203595	202512	320-57200-44400					*	685.00		
				DEC	LAKE MAINTENANCE							685.00	000545
12/09/25	00011	11/30/25	7454135	202511	310-51300-48000					*	89.04		
				NOTICE	OF MEETING-11/13							89.04	000546
12/09/25	00001	11/30/25	126	202511	320-57200-45110					*	124.30		
				NOV	FACILITY ATTENDANT							124.30	000547
12/09/25	00001	12/01/25	124	202512	320-57200-43500					*	2,208.33		
				DEC	OPERATIONS MANAGER							2,208.33	
12/09/25	00001	12/01/25	124	202512	320-57200-45100					*	6,458.33		
				DEC	FACILITY MANAGEMENT							6,458.33	
12/09/25	00001	12/01/25	124	202512	320-57200-44700					*	1,083.33		
				DEC	POOL CHEMICALS							1,083.33	
12/09/25	00001	12/01/25	124	202512	320-57200-44600					*	1,500.00		
				DEC	POOL MAINTENANCE SVCS							1,500.00	

CORD CORDOVA PALMS OKUZMUK

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 12/30/25 PAGE 2  
\*\*\* CHECK DATES 12/01/2025 - 12/31/2025 \*\*\* CORDOVA PALMS - GENERAL  
BANK A CORDOVA - GENERAL

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	EXPENSED TO... DPT	ACCT#	SUB	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	#
		12/01/25	124	202512	320-57200-43400				*	1,000.00		
				DEC	JANITORIAL SERVICES							
								GOVERNMENTAL MANAGEMENT SERVICES				
12/09/25	00001	12/01/25	125	202512	310-51300-34000				*	4,645.42		
				DEC	MANAGEMENT FEES							
				12/01/25	125	202512	310-51300-35200		*	147.42		
					DEC	WEBSITE ADMIN						
				12/01/25	125	202512	310-51300-35100		*	221.17		
					DEC	INFORMATION TECH						
				12/01/25	125	202512	310-51300-31300		*	737.33		
					DEC	DISSEMINATION SVCS						
				12/01/25	125	202512	310-51300-51000		*	.24		
					OFFICE	SUPPLIES						
				12/01/25	125	202512	310-51300-42000		*	103.57		
					POSTAGE							
				12/01/25	125	202512	310-51300-42500		*	30.45		
					COPIES							
				12/01/25	125	202512	310-51300-41000		*	3.42		
					TELEPHONE							
								GOVERNMENTAL MANAGEMENT SERVICES				
12/09/25	00043	10/07/25	12810672	202512	320-57200-46400				*	284.00		
					CHRISTMAS	EVENT-12/13/25						
								PROGRESSIVE ENTERTAINMENT				
12/09/25	00036	12/01/25	1048813	202512	320-57200-44200				*	13,720.00		
					DEC	LANDSCAPE MAINTENANCE						
								YELLOWSTONE LANDSCAPE INC				
12/17/25	00036	12/15/25	1057521	202511	320-57200-44500				*	1,563.70		
					NOV	IRRIGATION REPAIRS						
								YELLOWSTONE LANDSCAPE INC				
12/19/25	00017	12/19/25	12192025	202511	300-20200-10001				*	258,390.32		
					REFUND	CFR 15 AND REQ 80						
								DREAM FINDERS HOMES LLC				
12/22/25	00030	12/16/25	121625	202512	320-57200-46000				*	330.00		
					EMERG	ST BUTTON-FIRE PIT						
								ALFRED W GROVER				
12/22/25	00030	12/19/25	121925	202512	320-57200-46000				*	328.00		
					INSTALL	KEY SWITCH-F.PITT						
								ALFRED W GROVER				

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE/PREPARED/COMPUTER CHECK REGISTER RUN 12/30/25 PAGE 3  
\*\*\* CHECK DATES 12/01/2025 - 12/31/2025 \*\*\* CORDOVA PALMS - GENERAL  
BANK A CORDOVA - GENERAL

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	...CHECK...
12/22/25	00001	12/17/25	343	202511	320-57200-44000				GOVERNMENTAL MANAGEMENT SERVICES	*	3,285.54	AMOUNT #
				NOV GEN	FACILITY MAINT						3,285.54	000557
TOTAL FOR BANK A												312,545.01
TOTAL FOR REGISTER												312,545.01

CORD CORDOVA PALMS OKUZMUK

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

# Invoice

Invoice #: 122  
Invoice Date: 11/14/25  
Due Date: 11/14/25  
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 October 1- October 31, 2025		8	320.00
Maintenance Supplies		162.10	162.10
Approved 11/17/25 Jeff Johnson General Facility Maintenance 001.320.57200.44000			
<i>Alison Moring</i> 11-18-25			

**Total** \$482.10

**Payments/Credits** \$0.00

**Balance Due** \$482.10

**RECEIVED**

By Tara Lee at 10:25 am, Nov 18, 2025

RMS

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
10/30/25	8	T.W.	Removed debris around ponds
<b>TOTAL</b>	<u><u>8</u></u>		
<b>MILES</b>	<u><u>0</u></u>		

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

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 11/05/25

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
CP				
Cordova Palms	9/28/25	Constant Contact Monthly Fee	55.41	T.H.
	9/29/25	Plastic Table Clothes & Photo Backdrop	12.86	T.H.
	9/30/25	Kids Crafts, Markers, Paint & Paint Brushes	25.89	T.H.
	10/6/25	Sheet Protectors 100pk	7.34	T.H.
	10/8/25	Peloton Monthly Fee	54.51	R.G.
	10/21/25	Candy Corn in Jar	6.11	T.H.
		<b>TOTAL</b>	<b><u>\$162.10</u></b>	



PAYMENT ADDRESS:  
Turner Pest Control LLC • P.O. Box 600323 • Jacksonville, Florida 32260-0323  
804-355-6300 • Toll Free: 800-225-6305 • turnerpest.com

Services City/Office

INVOICE: 621379273  
DATE: 11/10/2025  
ORDER: 621379273

Work Inv: [935218]  
Cordova Palms CDD  
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	Technician	Entered
11/10/2025	11:48 AM		11:48 AM
Purchase Order	Terms	Last Service	Map Code
	NET 30	11/10/2025	61101301

Service	Description	Price
CPCM	Commercial Pest Control - Monthly Service	\$140.00
	SUBTOTAL	\$140.00
	TAX	\$0.00
	AMT. PAID	\$0.00
	TOTAL	\$140.00

RECEIVED  
NOV 18 2025

AMOUNT DUE \$140.00

*[Signature]*

TECHNICIAN SIGNATURE

*Taylor*

Taylor  
CUSTOMER SIGNATURE

**RECEIVED**

By Tara Lee at 9:39 am, Nov 19, 2025

Balance's 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.

PLEASE PAY FROM THIS INVOICE



## INVOICE

INVOICE #	INVOICE DATE
1030936	11/1/2025
TERMS	PO NUMBER
Net 30	

**Bill To:**

Cordova Palms CDD  
c/o GMS-CF, LLC  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

**Property Name:** Cordova Palms CDD

**Address:** Cordova Palms Parkway  
St. Augustine, FL 32095

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** December 1, 2025

**Invoice Amount:** \$13,720.00

Description	Current Amount
Monthly Landscape Maintenance November 2025	\$13,720.00

Approved 11/6/25  
Jeff Johnson  
Landscape Maintenance  
001.320.57200.44200

**Invoice Total** \$13,720.00

**RECEIVED**

*By Tara Lee at 12:28 pm, Nov 06, 2025*

IN COMMERCIAL LANDSCAPING

Should you have any questions or inquiries please call (386) 437-6211.



## INVOICE

INVOICE #	INVOICE DATE
1036751	11/19/2025
TERMS	PO NUMBER
Net 30	

**Bill To:**

Cordova Palms CDD  
c/o GMS-CF, LLC  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

**Property Name:** Cordova Palms CDD

**Address:** Cordova Palms Parkway  
St. Augustine, FL 32095

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** December 19, 2025

**Invoice Amount:** \$815.00

Description	Current Amount
Queen Palm Tree Replacement	
Landscape Enhancement	\$815.00

Approved 11/19/25  
Jeff Johnson  
Landscape Contingency  
001.320.57200.44300

**Invoice Total** \$815.00

**RECEIVED**

*By Tara Lee at 2:50 pm, Nov 19, 2025*

IN COMMERCIAL LANDSCAPING

Should you have any questions or inquiries please call (386) 437-6211.



## SANTA DEAN

4160 County Road 13-South  
Elkton Fl. 32033  
904-669-1278  
deanmoksnes@gmail.com

## Invoice

Invoice No: 71  
Date: 12/13/2025  
Terms: NET 0  
Due Date: 12/13/2025

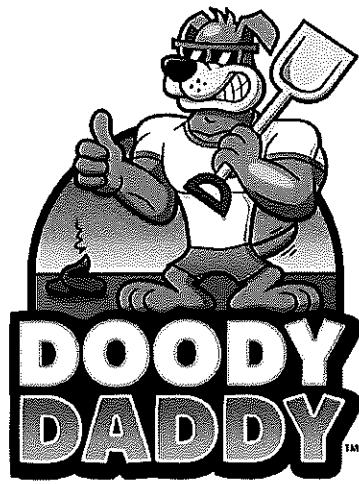
Bill To: Cordova Palms CDD  
cordovapalmsmanager@gmsnf.com  
320 Cordova Palms Pkwy  
St Augustine, FL, 32095-0059  
954-242-4576

Description	Quantity	Rate	Amount
Santa Visit on 12/13 From 1:30 PM- 3:00 PM	1	\$200.00	\$200.00
		Subtotal	\$200.00
<b>Payment Details</b>		Includes TAX 8%	\$14.82
Make check Out to Dean Moksnes		Total	\$200.00
		PAID	\$0.00
		<b>Balance Due</b>	<b>\$200.00</b>

### Comments

your Santa will be Santa Kent He will be reaching out to you. Thank you Santa Dean

**RECEIVED**  
By Tara Lee at 8:06 am, Dec 09, 2025



December 01, 2025

Invoice No. 2512-CP

INVOICE

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

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

Approved 12/3/25  
Jeff Johnson  
General Facility Maintenance  
001.320.57200.44000

**RECEIVED**

*By Tara Lee at 1:02 pm, Dec 03, 2025*

TOTAL \$249  
PAID :

# Invoice

**Florida Waterways, Inc.**

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

Date: 12/01/2025  
Invoice No.: 203595  
Due Date: 12/31/2025

Cordova Palms Community Development District  
Governmental Management Services North Florida  
475 West Town Place, Suite 114  
St. Augustine, Florida 32092

Qty	Item	Description	Unit Price	Total
1	Recurring Monthly Service	Aquatic Weed and Algae Control	\$685.00	\$685.00

**RECEIVED**  
*By Tara Lee at 12:48 pm, Dec 03, 2025*

Approved 12/3/25  
Jeff Johnson  
001.320.57200.44400

Total \$685.00

Balance Due \$685.00

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

Thank You For Your Business!



ACCOUNT NAME	ACCOUNT #	INV DATE
Cordova Palms Cdd	762049	11/30/25
INVOICE #	INVOICE PERIOD	CURRENT INVOICE TOTAL
0007454135	Nov 1- Nov 30, 2025	\$89.04
PREPAY (Memo Info)	UNAPPLIED (Included in amt due)	TOTAL CASH AMT DUE*
\$0.00	\$0.00	\$89.04

**BILLING ACCOUNT NAME AND ADDRESS**
**PAYMENT DUE DATE: DECEMBER 31, 2025**

Cordova Palms Cdd  
475 W Town PL # 114  
Saint Augustine, FL 32092-3649

**Legal Entity:** Gannett Media Corp.  
**Terms and Conditions:** Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.  
 All funds payable in US dollars.

**BILLING INQUIRIES/ADDRESS CHANGES** 1-877-736-7612 or smb@ccc.gannett.com

**FEDERAL ID** 47-2390983

**Save A Tree!** Gannett is going paperless. Enjoy the convenience of accessing your billing information anytime and pay online. To avoid missing an invoice, sign up today by going to <https://gcil.my.site.com/financialservicesportal/s/>.

Date	Description	Amount
11/1/25	Balance Forward	\$89.04
11/10/25	PAYMENT - THANK YOU	-\$89.04

**Package Advertising:**

Start-End Date	Order Number	Product	Description	PO Number	Package Cost
11/5/25	11783003	SAG St Augustine Record	Cordova Palms November Meeting		\$89.04

**RECEIVED**
*By Tara Lee at 12:46 pm, Dec 03, 2025*

As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!

Total Cash Amount Due	\$89.04
Service Fee 3.99%	\$3.55
*Cash/Check/ACH Discount	-\$3.55
*Payment Amount by Cash/Check/ACH	\$89.04
Payment Amount by Credit Card	\$92.59

**PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT**

ACCOUNT NAME		ACCOUNT NUMBER		INVOICE NUMBER		AMOUNT PAID
CURRENT DUE	30 DAYS PAST DUE	60 DAYS PAST DUE	90 DAYS PAST DUE	120+ DAYS PAST DUE	UNAPPLIED PAYMENTS	TOTAL CASH AMT DUE*
\$89.04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$89.04
REMITTANCE ADDRESS (Include Account# & Invoice# on check)		TO PAY BY PHONE PLEASE CALL: 1-877-736-7612				TOTAL CREDIT CARD AMT DUE
Gannett Florida LocaliQ PO Box 631244 Cincinnati, OH 45263-1244		To sign up for E-mailed invoices and online payments please go to <a href="https://gcil.my.site.com/financialservicesportal/s/">https://gcil.my.site.com/financialservicesportal/s/</a>				\$92.59

# LOCALiQ

FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

## AFFIDAVIT OF PUBLICATION

Courtney Hogge  
Cordova Palms Cdd  
475 W Town PL # 114  
Saint Augustine FL 32092-3649

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the St Augustine Record, published in St Johns County, Florida; that the attached copy of advertisement, being a Govt Public Notices, was published on the publicly accessible website of St Johns County, Florida, or in a newspaper by print in the issues of, on:

SAG St Augustine Record 11/05/2025  
SAG staugustine.com 11/05/2025

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 11/05/2025

\_\_\_\_\_  
Legal Clerk

\_\_\_\_\_  
Notary, State of WI, County of Brown

8/25/26

My commission expires

Publication Cost:	\$89.04
Tax Amount:	\$0.00
Payment Cost:	\$89.04
Order No:	11783003
Customer No:	762049
PO #:	

# of Copies:

1

THIS IS NOT AN INVOICE!

*Please do not use this form for payment remittance.*

MARIAH VERHAGEN  
Notary Public  
State of Wisconsin

## NOTICE OF MEETING OF THE BOARD OF SUPERVISORS OF THE CORDOVA PALMS COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors ("Board") of the Cordova Palms Community Development District will hold a regular meeting on Thursday, November 13, 2025 at 11:00 a.m. at the offices of Governmental Management Services, LLC, 475 West Town Place, Suite 114 St. Augustine, Florida 32092. The purpose of the meeting is to review monthly financial reports, staff reports, and to conduct any other business that may come before the Board. A copy of the agenda may be obtained from Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Ph: (904) 940-5850, and email dlaughlin@grhsnf.com ("District Manager's Office"), and is also available on the District's website, www.CordovaPalmsCDD.com.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law. The meeting may be continued to a date, time, and place to be specified on the record at meeting. There may be occasions when Board Supervisors or District Staff will participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Daniel Laughlin  
District Manager  
#11783003; 11/05/25

**Governmental Management Services, LLC**

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

**Invoice**

Invoice #: 126

Invoice Date: 11/30/25

Due Date: 11/30/25

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 November 2025	4.52	27.50	124.30

*Alison Moring  
12-3-25*

---

**Total** \$124.30

---

**Payments/Credits** \$0.00

---

**Balance Due** \$124.30**RECEIVED**

By Tara Lee at 8:29 am, Dec 04, 2025

**CORDOVA PALMS CDD**

**FACILITY ATTENDANT**

<b><u>Qty./Hours</u></b>	<b><u>Description</u></b>	<b><u>Rate</u></b>	<b><u>Amount</u></b>
4.52	Facility Attendant	\$ 27.50	\$ 124.30

Covers November 2025

TOTAL DUE: \$ 124.30

CORDOVA PALMS COMMUNITY DEVELOPMENT DISTRICT  
FACILITY ATTENDANT BILLABLE HOURS FOR NOVEMBER 2025

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
11/8/25	4.52	C.T.	Party Attendant for rental
<b>GRAND TOTAL</b>		<b><u>4.52</u></b>	

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

Invoice

Invoice #: 124  
Invoice Date: 12/1/25  
Due Date: 12/1/25  
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 - December 2025		2,208.33	2,208.33
Facility Management - December 2025		6,458.33	6,458.33
Pool Chemicals - December 2025		1,083.33	1,083.33
Pool Maintenance - December 2025		1,500.00	1,500.00
Janitorial - December 2025		1,000.00	1,000.00

Alison Moring  
12-3-25

Total \$12,249.99

Payments/Credits \$0.00

Balance Due \$12,249.99

**RECEIVED**

By Tara Lee at 8:31 am, Dec 04, 2025

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

**Invoice**

Invoice #: 125  
Invoice Date: 12/1/25  
Due Date: 12/1/25  
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 - December 2025		4,645.42	4,645.42
Website Administration - December 2025		147.42	147.42
Information Technology - December 2025		221.17	221.17
Dissemination Agent Services - December 2025		737.33	737.33
Office Supplies		0.24	0.24
Postage		103.57	103.57
Copies		30.45	30.45
Telephone		3.42	3.42

**RECEIVED**

By Tara Lee at 9:28 am, Dec 03, 2025

<b>Total</b>	<b>\$5,889.02</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$5,889.02</b>



Total Entertainment Services

### Invoice-Agreement

Mailing Correspondence Address: 1623 Troy Lynn Trail, Jacksonville, FL 32225

(904) 645-9068 Fax: (904)645-9082

E-mail: bookme@progressiveent.com

[www.progressiveent.com](http://www.progressiveent.com)

Invoice date: 10/7/2025

Invoice #12810672

Terms: Due before event date PO#

Customer name: Cordova Palms Amenity Center

Event type: Christmas

Billing address: 475 West Twin Place #114 Saint Augustine, FL, 32092-3649

Original contact person: Taylor Harvey

Cell: 954-242-4576

E-mail/ fax:

[cordovapalmsmanager@gmsnf.com](mailto:cordovapalmsmanager@gmsnf.com)

At event contacts with cell:

Cell:

Event date: Saturday December 13, 2025

Hours of event: 12pm to 3pm

Hours of service: 3hrs

Approximate set up time: 11:00 AM

Location name and address: 320 Cordova Palms Pkwy, St. Augustine, FL 32095

Where to set up at location: Amenity center

Power within 75':

Set up-grass or pavement: grass

Water within 75':

Covered area for equipment:

Notes:

SERVICES NEEDED:

* Bounce House Party Castle	<u>Reg. Rate</u> \$	259.00	<u>Your Cost</u> \$	225.00
* Bounce House Safety Attendant w/travel	<u>Reg. Rate</u> \$	225.00	<u>Your Cost</u> \$	175.00
* Delivery	<u>Reg. Rate</u> \$	59.00	<u>Your Cost</u> \$	59.00
	<u>Reg. Total</u> \$	543.00	<u>Your Total</u> \$	459.00
	<u>Your Total Savings</u> \$	84.00		

**RECEIVED**

**By Tara Lee at 12:49 pm, Dec 03, 2025**

Deposit due within 10 days of receiving of invoice

Sub Total: \$ 284.00

Sales Tax: \$ -

Invoice Total: \$ 284.00

50 % Deposit required \$ 229.50

Balance due before day of event \$ 229.50

Payments received \$ -

Current Balance \$ 284.00

\*Balance due before day of event to avoid a \$50.00 late fee

CANCELLATION, RE-SCHEDULING, INCLAMENT WEATHER POLICY

Any cancellation of this agreement by customer must be in writing at least 30 days prior to event date with specific reasons with verification by Progressive Entertainment. Any stopping of delivery/service of Progressive Entertainment must be at least 24 hrs. in advance to avoid labor costs. No penalties or loss of deposit occur if event is re-scheduled within 60 days of original event date. A 50% cancellation fee of total amount occurs when not within these terms. Other arrangements must be noted by Progressive Entertainment. For customer pick up- customer is responsible for theft or damage to equipment or materials while in possession. Progressive Entertainment is not responsible for any acts of nature which prevent event from taking place or being shortened. Service reserves the right to stop service if guests cause a safety or behavior issue to service.

Customer signature required x \_\_\_\_\_ Date: \_\_\_\_\_



## INVOICE

INVOICE #	INVOICE DATE
1048813	12/1/2025
TERMS	PO NUMBER
Net 30	

**Bill To:**

Cordova Palms CDD  
c/o GMS-CF, LLC  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

**Property Name:** Cordova Palms CDD

**Address:** Cordova Palms Parkway  
St. Augustine, FL 32095

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** December 31, 2025

**Invoice Amount:** \$13,720.00

Description	Current Amount
Monthly Landscape Maintenance December 2025	\$13,720.00

Approved 12/4/25  
Jeff Johnson  
Landscape Maintenance  
001.320.57200.44200

**Invoice Total** \$13,720.00

**RECEIVED**

**By Tara Lee at 10:15 am, Dec 04, 2025**

IN COMMERCIAL LANDSCAPING

Should you have any questions or inquiries please call (386) 437-6211.



## INVOICE

INVOICE #	INVOICE DATE
1057521	12/15/2025
TERMS	PO NUMBER
Net 30	

**Bill To:**

Cordova Palms CDD  
c/o GMS-CF, LLC  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

**Property Name:** Cordova Palms CDD

**Address:** Cordova Palms Parkway  
St. Augustine, FL 32095

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** January 14, 2026

**Invoice Amount:** \$1,563.70

Description	Current Amount
November irrigation repairs-2025	
Irrigation Repairs	\$1,563.70

Approved 12/15/25  
Jeff Johnson  
Irrigation Repairs  
001.320.57200.44500

**Invoice Total** **\$1,563.70**

IN COMMERCIAL LANDSCAPING

**RECEIVED**

*By Tara Lee at 11:02 am, Dec 15, 2025*

Should you have any questions or inquiries please call (386) 437-6211.

**Cordova Palms  
COMMUNITY DEVELOPMENT DISTRICT**

***General Fund***

**Check Request**

Date	Amount	Authorized By
December 19, 2025	\$258,390.32	Oksana Kuzmuk

Payable to:

Dream Finders Homes LLC #17

Date Check Needed:	Budget Category:
ASAP	001.300.20200.10001

Intended Use of Funds Requested:

Reimbursement of CFR #15 - \$25,717.78

Reimbursement of REQ #80 - \$232,672.54

*(Attach supporting documentation for request.)*

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

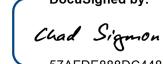
**Construction Funding Request #15**  
#####

<b>Req.#</b>	<b>PAYEE</b>	<b>Bonds SE 2022-2</b>
	CREDIT Dream Finders Homes LLC Check #5658A-99990395 OVERPAYMENT	\$ (3,452.61)
76	AJ Johns, Inc. Phase 3 - Application for Payment 23001-16 (September 2024)	\$ 29,170.39
	<b>TOTAL</b>	<b><u>\$ 25,717.78</u></b>

Please make check payable to:

**Cordova Palms CDD**  
475 W Town Place Suite 114  
Saint Augustine, FL 32092

Signature:

DocuSigned by:  
  
Chad Sigmon  
57AEDE8880C4480  
Chairman/Vice Chairman

Signature:

Signed by:  
  
Daniel Laughlin  
9A989FE97A6A46D...  
Secretary/Asst.Secretary

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

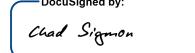
**Construction Funding Request #17**  
 November 28, 2024

Req.#	PAYEE	Bonds SE 2022-2
78	England-Thims, & Miller, Inc. Invoice #215979 & #215985 (September 2024)	\$ 5,413.00
79	England-Thims, & Miller, Inc. Invoice #216454 (October 2024)	\$ 184.00
80	AJ Johns, Inc. Phase 3 - Application for Payment 23001-17RET (November 2024)	\$ 232,672.54
<b>TOTAL</b>		<b><u>\$ 238,269.54</u></b>

Please make check payable to:

**Cordova Palms CDD**  
 475 W Town Place Suite 114  
 Saint Augustine, FL 32092

Signature:

DocuSigned by:  
  
 Chad Simon  
 674FDE8880C4480  
 Chairman/Vice Chairman

Signature:

Signed by:  
  
 Daniel Laughlin  
 9A989FE9/AGA4BD  
 Secretary/Asst.Secretary

# INVOICE

**Alfred W. Grover**

Electrical Contractor

1304 Padola Road

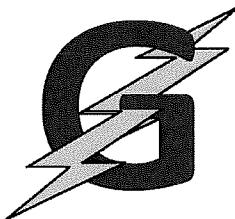
St Augustine, FL 32092

215-847-5339

[awg7422@gmail.com](mailto:awg7422@gmail.com)

FL License: EC 13010167

DATE: 12/16/2025  
INVOICE # 121625



**Bill To:**

Cordova Palms

457 Cordova Palms Parkway

St Augustine, FL 32095

[jjohnson@rmsnf.com](mailto:jjohnson@rmsnf.com)

**Job Location:**

Cordova Palms Amenity Center

DESCRIPTION OF WORK	AMOUNT
1) Installed 1 new Emergency Stop button for fire pit operation	
Approved 12/17/25 Jeff Johnson Repairs and Maintenance 001.320.57200.46000	
Material:	50.00
Labor: 1 electrician 3.5 hours @ \$80 per hour	280.00
Work ordered by Jeff Johnson	
	<b>TOTAL \$ 330.00</b>

**Accepted methods of payment:**

Check payable to: Alfred W. Grover

THANK YOU FOR YOUR BUSINESS!

**RECEIVED**

By Tara Lee at 12:10 pm, Dec 17, 2025

# INVOICE

**Alfred W. Grover**

Electrical Contractor

1304 Padola Road

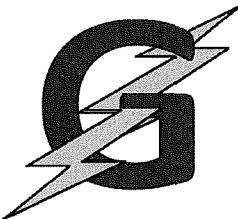
St Augustine, FL 32092

215-847-5339

[awg7422@gmail.com](mailto:awg7422@gmail.com)

FL License: EC 13010167

DATE: 12/19/2025  
INVOICE # 121925



**Bill To:**

Cordova Palms

457 Cordova Palms Parkway

St Augustine, FL 32095

[jjohnson@rmsnf.com](mailto:jjohnson@rmsnf.com)

**Job Location:** Cordova Palms Amenity Center

DESCRIPTION OF WORK	AMOUNT
1) Installed 1 new key operated switch for outdoor fire pit	
Material:	48.00
Labor: 1 electrician 3.5 hours @ \$80 per hour	280.00
Work ordered by Jeff Johnson	
	<b>TOTAL \$ 328.00</b>

**Accepted methods of payment:**

Check payable to: Alfred W. Grover

THANK YOU FOR YOUR BUSINESS!

**RECEIVED**

*By Tara Lee at 8:50 am, Dec 22, 2025*

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

# **Invoice**

Invoice #: 343  
Invoice Date: 12/17/25  
Due Date: 12/17/25  
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 November 1 - November 30, 2025 Maintenance Supplies	47.08	40.00 1,402.336	1,883.20 1,402.34
<hr/>			
Approved 12/18/25 Jeff Johnson General Facility Maintenance 1.320.57200.44000			
<hr/>			
		Total	\$3,285.54
		Payments/Credits	\$0.00
		Balance Due	\$3,285.54

**RECEIVED**

By Tara Lee at 9:43 am, Dec 19, 2025

RMS

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
11/6/25	8	T.W.	Straightened and organized pool deck and patio furniture, blew leaves and debris off pool deck, patio, parking lot, walkways, courts and putting green, raked playground, restocked bathrooms and fitness center, removed debris from around pond and roadways, checked and checked trash receptacles
11/10/25	8	M.B.	Brushed spiderwebs off building, cleaned all windows and walls around amenity center, straightened and organized pool and patio furniture, blew leaves and debris off pool deck, hallway and pickleball courts, checked fitness center and replaced glade plugins and wipes, turned off lights over bar area, removed debris around amenity center and ponds, checked and changed trash receptacles
11/14/25	7.7	M.B.	Blew leaves and debris off pool deck and pickleball courts, straightened and organized all pool deck and patio furniture, removed debris around amenity center, checked and changed all trash receptacles, checked trash receptacles in bathrooms and fitness center and restocked
11/17/25	7.58	M.B.	Removed weeds and blew out wood chips in pool pack area, cleaned front windows, brushed spiderwebs off the front entrance, straightened and organized patio and pool deck furniture, inspected three fans are working and turned off lights over the bar, removed debris from two ponds, checked and changed all trash receptacles
11/21/25	7.73	M.B.	Swept light poles around the facility, blew leaves and debris off pool deck, walkways and pickleball courts, brushed spider webs around the facility, straightened and organized all pool deck and patio furniture, removed debris around three ponds, checked and changed all trash receptacles
11/24/25	8.07	M.B.	Pressure washed and scrubbed chalk marks by pickleball courts, blew leaves and debris off pool deck, walkways and pickleball courts, straightened and organized pool deck and patio furniture, removed debris around amenity center, pool area, mailbox area, roadways and five ponds, dusted off light poles, cleaned front windows, checked and changed all trash receptacles
<b>TOTAL</b>	<b><u>47.08</u></b>		
<b>MILES</b>	<b><u>0</u></b>		

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

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 12/05/25

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
CP				
Cordova Palms				
	10/24/25	Gym Wipes 4pk (2)	231.61	J.J.
	10/28/25	Constant Contact Monthly Fee	55.41	T.H.
	11/5/25	Trash Plcker	48.92	J.J.
	11/5/25	Bucket	4.88	J.J.
	11/5/25	WD-40	10.75	J.J.
	11/5/25	Window Cleaner	4.51	J.J.
	11/5/25	Cleaner	8.54	J.J.
	11/5/25	30 Sec Cleaner	12.22	J.J.
	11/5/25	42 Gallon Contractor Bags 50ct (2)	73.40	J.J.
	11/6/25	Batteries	19.53	J.J.
	11/7/25	Peloton Monthly Fee	61.94	R.G.
	11/13/25	Window Blinds	202.01	J.J.
	11/18/25	Black Pens 12pk	18.15	T.H.
	11/18/25	D Batteries 8 Ct	20.47	T.H.
	11/18/25	No Lifeguard on Duty Sign (2)	55.32	J.J.
	11/18/25	Paper Towel 8 Rolls	29.43	J.J.
	11/18/25	Multifold Paper Towels 16pk	64.54	J.J.
	11/18/25	Dog Park Rules Sign	55.05	J.J.
	11/18/25	Lysol Spray (2)	16.50	J.J.
	11/18/25	Playground Rules Signs (2)	162.79	J.J.
	11/18/25	Large Dog Park Sign	15.90	J.J.
	11/18/25	Small Dog Park Sign	13.46	J.J.
	11/18/25	Watch for Wildlife Sign (2)	39.17	J.J.
	12/1/25	Constant Contact Monthly Fee	55.41	T.H.
	12/2/25	Shop Vac	122.45	J.J.
			<b>TOTAL</b>	<b><u>\$1,402.36</u></b>