

**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, **February 12, 2026**, 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:

Don Gullion	Chairman
Daniel Zaremba	Vice Chairman
Alex Pinto	Supervisor
Agnes Albertie	Supervisor
Elizabeth Newgard	Supervisor

Also present were:

Daniel Laughlin	District Manager, GMS
Katie Buchanan <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 February 12, 2026, 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

Approval of Minutes of the January 8, 2026 Meeting

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A copy of the minutes from the January 8, 2026 meeting was included in the agenda package for the Board's review.

On MOTION by Mr. Gullion, seconded by Mr. Pinto, with all in favor, the minutes of the January 8, 2026 meeting, were approved.

FOURTH ORDER OF BUSINESS**Consideration of Proposals for Engineering Services**

Mr. Laughlin stated that the Board would score and rank the proposals and the District would negotiate a contract with the highest scored firm and could move to negotiating with the second ranked firm should the first not work out.

Ms. Newgard stated her preference for delaying the scoring of the proposals to give the Board more time to review.

Mr. Gullion noted that the Yuro & Associates proposal was not included in the packet. Mr. Laughlin stated that the proposal would be sent to the board.

The Board discussed the proposals and came to the consensus to table the scoring and ranking until the next meeting.

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

Mr. Johnson informed the Board that the palm tree islands around the putting green have a lot of missing or dead plants and residents are using it as a pathway, which exposes the irrigation. He presented a proposal from Yellowstone totaling \$1,695 to add plants to fill in the voids.

On MOTION by Ms. Newgard, seconded by Mr. Zaremba, with all in favor, the proposal from Yellowstone totaling \$1,695 was approved.

Next, Mr. Johnson stated that there have been requests for additional dog waste stations along Cordova Palms Parkway. He proposed putting one near the pickleball court and another right past the amenity center at a cost of \$250 each. It was noted GMS would maintain the two new waste stations and in June, once the contract with Doody Daddy ends, GMS would take over maintenance of the existing waste stations.

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On MOTION by Mr. Gullion, seconded by Mr. Pinto, with all in favor, purchasing two dog waste stations for a total of \$500 was approved.

B. District Counsel

There being nothing to report, the next item followed.

C. District Engineer

Mr. Laughlin stated that he is trying to get the report on the pond bank erosion inspection that ETM completed.

D. District Manager

Mr. Laughlin stated that the District's Counsel has not been able to attend the last couple meetings due to a conflicting meeting schedule and asked if the Board would be open to moving the meeting time and/or date.

The board members stated that they were available at 10:00 a.m. on the same second Thursday of each month.

E. Operations Manager – Report

A copy of the amenity and operations report was included in the agenda package for the Board's review.

Mr. Johnson reported that the warranty on the fitness equipment is up, and the equipment will need preventative maintenance going forward. He presented two proposals, totaling \$249 per quarter, and \$349 per quarter.

On MOTION by Mr. Gullion, seconded by Mr. Zaremba, with all in favor, the proposal from Commercial Fitness for preventative maintenance of the fitness equipment for \$249 per quarter was approved.

Lastly, Mr. Johnson informed the Board that the school district has changed the bus stop location again to right outside the pickleball court off Wayne Road. He proposed purchasing a couple of bike racks but not concrete them into the ground in case the bus stop is moved again.

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The Board asked Mr. Johnson to look into options to protect the area underneath the bike rack, such as a rubber mat. Mr. Gullion stated if concrete is not much more, it may be better to proceed with concrete.

Mr. Johnson asked for authorization to move forward between meetings as the bikes are a trip hazard currently.

On MOTION by Ms. Newgard, seconded by Mr. Gullion, with all in favor, purchasing bike racks at an amount not to exceed \$3,200 with the Chair to give final approval was approved.

F. Amenity Manager

Ms. Harvey provided an overview of the latest community events and upcoming events. Next, she relayed a request from a resident to hold a recurring Sit n' Stitch gathering on the veranda on the second Thursday of each month from 10:30 a.m. to 3:00 p.m.

On MOTION by Ms. Newgard, seconded by Mr. Gullion, with all in favor, the request from a resident hold a recurring Sit n' Stitch gathering once per month was approved.

Next, Mr. Laughlin informed the Board that a resident has requested to install a vending machine at the amenity center. He noted the resident would be required to sign an agreement with the District, and to maintain the vending machine. He added that he would clarify if there would be any profit sharing with the District and where it would be located and would report back to the Board at a future meeting.

SIXTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of December 31, 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 \$182,867.19 was included in the agenda package for the Board's review.

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

SEVENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

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

NINTH ORDER OF BUSINESS

Adjournment

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

Signed by:
Daniel Laughlin
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Secretary/Assistant Secretary

Signed by:
[Signature]
EA6D876C6797481...
Chairman/Vice Chairman