

**MINUTES OF MEETING
LIBERTY COVE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Liberty Cove Community Development District held a Public Hearing and Regular Meeting on November 2, 2021, at 1:00 P.M., at the Nassau County Chamber of Commerce, 961687 Gateway Blvd., Suite 101-G, Fernandina Beach, Florida 32034.

Present at the meeting were:

Gregory Matovina	Chair
Chris Wood	Vice Chair
Matt Roberts	Assistant Secretary
Billy Howell	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Kristen Suit	Wrathell, Hunt and Associates, LLC (WHA)
Wes Haber (via telephone)	District Counsel
Neil Brockmeier (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Wrathell called the meeting to order at 1:04 p.m. Supervisors Matovina, Wood, Roberts and Howell were present. Supervisor Moran was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Public Hearing to Hear Public Comments and Objections to the Adoption of the Rules of Procedure, Pursuant to Sections 120.54 and 190.035, Florida Statutes

A. Affidavits of Publication

The affidavits of publication were included for informational purposes.

B. Consideration of Resolution 2022-01, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date

Mr. Wrathell stated the Rules of Procedure were standard in form and address the CDD's normal operating procedures, including how Board Meetings are governed, public comments and bid protests.

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, the Public Hearing was opened.

There were no public comments.

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, the Public Hearing was closed.

Mr. Wrathell presented Resolution 2022-01.

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, Resolution 2022-01, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2022-02, Amending Resolution 2021-18, Rescheduling and Resetting the Date of the Public Hearing to Receive Public Comment on and to Consider the Adoption of the Budget for Fiscal Year 2020/2021

Mr. Wrathell presented Resolution 2022-02.

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, Resolution 2022-02, Amending Resolution 2021-18, Rescheduling and Resetting the Date of the Public Hearing to March 1, 2022 at 1:00 p.m., at the Nassau County Chamber of Commerce, 961687 Gateway Blvd., Suite 101-G, Fernandina Beach, Florida 32034, to Receive Public Comment on and to Consider the Adoption of the Budget for Fiscal Year 2020/2021, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-03, Amending Resolution 2021-19, Rescheduling and Resetting the Date of the Public Hearing to Receive Public Comment on and to Consider the Adoption of the Budget for Fiscal Year 2021/2022

Mr. Wrathell presented Resolution 2022-03.

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, Resolution 2022-03, Amending Resolution 2021-19, Rescheduling and Resetting the Date of the Public Hearing to March 1, 2022 at 1:00 p.m., at the Nassau County Chamber of Commerce, 961687 Gateway Blvd., Suite 101-G, Fernandina Beach, Florida 32034, to Receive Public Comment on and to Consider the Adoption of the Budget for Fiscal Year 2021/2022, was adopted.

SIXTH ORDER OF BUSINESS

Ratification of HGS Transition Letter

Mr. Wrathell presented the HGS Transition Letter, which was previously executed by the Chair.

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, the Hopping Green and Sams Transition Letter, dated October 21, 2021, was ratified.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-04, Designating the Primary Administrative Office and Principal Headquarters of the District; Designating the Location of the Local District Records Office; and Providing an Effective Date

This item was deferred to the next meeting.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2022-05, Adopting the Annual Meeting Schedule for Fiscal Year 2021/2022 and Providing for an Effective Date

This item was deferred to the next meeting.

NINTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2021

Mr. Wrathell presented the Unaudited Financial Statements as of September 30, 2021.

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, the Unaudited Financial Statements as of September 30, 2021, were accepted.

TENTH ORDER OF BUSINESS

Approval of Minutes

- A. September 29, 2021 Landowners' Meeting**
- B. September 29, 2021 Public Hearings and Regular Meeting**

Mr. Wrathell presented the September 29, 2021 Landowners' and September 29, 2021 Public Hearings and Regular Meeting Minutes.

On MOTION by Mr. Matovina and seconded by Mr. Wood, with all in favor, the September 29, 2021 Landowners' and September 29, 2021 Public Hearings and Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: *Hopping Green & Sams, P.A.***

Mr. Haber stated that a bond validation hearing was held and the appeal period would expire well before the CDD would be ready to proceed with issuing the bonds. He was working with the Chair on a resolution for the Board to adopt indicating the CDD's intent and agreement to accept the stormwater management facilities and accept the responsibility for its operation and maintenance (O&M). Since a resolution was prepared but did not make the agenda, Mr. Haber recommended amending the agenda.

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, amending the agenda to add consideration of a resolution, in substantial form, approving an agreement to accept the stormwater management facilities and accept the responsibility for its O&M and authorizing the Chair to review, finalize and execute the resolution, was approved.

- **Statutory Changes from 2021 Legislative Session**

Mr. Haber presented memorandums regarding the following Statutory changes from the 2021 Legislative Session:

- I. Publication of Legal Notices**

- II. Wastewater and Stormwater Needs Analysis**

Asked what would happen if the deadline to submit this Report is missed, Mr. Haber stated, if applicable, he would draft a brief statement regarding the Report.

- III. Prompt Payment Policies**

Mr. Haber recommended including a Resolution on the March Agenda.

- IV. Public Records Exemptions**

- B. District Engineer (Interim): *Prosser, Inc.***

There was no report.

- C. District Manager: *Wrathell, Hunt and Associates, LLC***

- **NEXT MEETING DATE: _____**

- **QUORUM CHECK**

The next meeting was scheduled for March 1, 2022.

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

FOURTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, the meeting adjourned at 1:25 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair