

**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 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.

Present at the meeting were:

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

Also present were:

Kristen Suit	Wrathell, Hunt and Associates, LLC (WHA)
Wes Haber (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Suit called the meeting to order at 1:01 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2020/2021 Budget**

A. Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2022-06, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2020, and Ending

September 30, 2021; Authorizing Budget Amendments; and Providing an Effective Date

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

There were no public comments.

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

Ms. Suit presented Resolution 2022-06.

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, Resolution 2022-06, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2020, and Ending September 30, 2021; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2021/2022 Budget

A. Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2022-07, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date

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. Moran, with all in favor, the Public Hearing was closed.

Ms. Suit presented Resolution 2022-07.

On MOTION by Mr. Matovina and seconded by Mr. Moran, with all in favor, Resolution 2022-07, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-08, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date

Ms. Suit presented Resolution 2022-08. Mr. Haber stated that the District's Prompt Payment Policies and Procedures, governing timing and other matters, were updated to comply with recent changes in Florida Law.

On MOTION by Mr. Matovina and seconded by Mr. Moran, with all in favor, Resolution 2022-08, Adopting Prompt Payment Policies and Procedures Pursuant to Chapter 218, Florida Statutes; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Ratification of Resolution 2022-09, Declaring the District's Intent to Accept Responsibility for the Perpetual Operation, Maintenance, and Funding of the Stormwater Management System

Ms. Suit presented Resolution 2022-09.

Mr. Haber stated the Board adopted this Resolution at the last meeting but it is necessary to ratify the action because the Resolution was not in the agenda package. The CDD agreed to accept the stormwater management facility and responsibility for its operation, maintenance and repairs, once it is constructed.

On MOTION by Mr. Matovina and seconded by Mr. Moran, with all in favor, Resolution 2022-09, Declaring the District’s Intent to Accept Responsibility for the Perpetual Operation, Maintenance, and Funding of the Stormwater Management System, was ratified.

SEVENTH ORDER OF BUSINESS

Ratification of Kutak Rock LLP Retention and Fee Agreement

Ms. Suit presented the executed Kutak Rock LLP Retention and Fee Agreement.

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, the Kutak Rock LLP Retention and Fee Agreement, was ratified.

EIGHTH ORDER OF BUSINESS

Consideration of Stormwater Management Needs Analysis Proposal

Ms. Suit presented the proposal to prepare the Stormwater Management Needs Analysis Report due to the County by June 30, 2022. Mr. Haber suggested approval in substantial form and to authorize Mr. Matovina to work with Mr. Brockmeier since he was unsure of the CDD’s obligation thus far, as the permit has yet to be issued.

On MOTION by Mr. Matovina and seconded by Mr. Moran, with all in favor, the Prosser Inc., proposal to prepare the Stormwater Management Needs Analysis Report, in the amount of \$6,500, plus additional costs, in substantial form, and authorizing the Chair to approve modifications that do not change the material terms, subject to determining if the Report is necessary for Fiscal Year 2022, was approved.

NINTH 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.

TENTH ORDER OF BUSINESS

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

The Board would be notified of the May and June meeting dates.

This item was deferred to the next meeting.

ELEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of January 31, 2022

Ms. Suit presented the Unaudited Financial Statements as of January 31, 2022

On MOTION by Mr. Matovina and seconded by Mr. Moran, with all in favor, the Unaudited Financial Statements as of January 31, 2022, were accepted.

TWELFTH ORDER OF BUSINESS

Approval of November 2, 2021 Public Hearing and Regular Meeting Minutes

Ms. Suit presented the November 2, 2021 Public Hearing and Regular Meeting Minutes.

On MOTION by Mr. Matovina and seconded by Mr. Roberts, with all in favor, the November 2, 2021 Public Hearing and Regular Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Kutak Rock LLP*

Mr. Haber stated that the bond validation process was completed. He advised Mr. Matovina to contact CDD Staff and the Underwriter when they are ready to proceed with issuing bonds, to ensure certain required items are included on the agenda. Mr. Haber expected the bond issuance process to take about 90 days or more but deferred to Mr. Kessler on the timeline.

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

There was no report.

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

- **NEXT MEETING DATE: TBD**
 - **QUORUM CHECK**

The Board would be notified of the next meeting date.

FOURTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

FIFTEENTH ORDER OF BUSINESS

Public Comments

There were no public comments.

SIXTEENTH ORDER OF BUSINESS

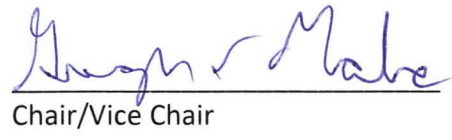
Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Matovina and seconded by Mr. Moran, with all in favor, the meeting adjourned at 1:16 p.m.



Secretary/Assistant Secretary



Chair/Vice Chair