

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

The Board of Supervisors of the Liberty Cove Community Development District held a Regular Meeting on May 28, 2025 at 1:00 p.m., at the Nassau County Chamber of Commerce, 961687 Gateway Blvd., Suite 101-G, Fernandina Beach, Florida 32034.

Present:

Gregory Matovina
Patrick "Alden" Howell
Matt Roberts

Chair
Assistant Secretary
Assistant Secretary

Also present:

Ernesto Torres
Felix Rodriguez
Wes Haber (via telephone)

District Manager
Wrathell, Hunt and Associates LLC
District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 1:00 p.m.

Supervisors Matovina, Howell and Roberts were present. Supervisors Wood and Moran were absent.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Elected Supervisor [Matt Roberts - Seat 2] (the following will be provided in a separate package)

Mr. Torres, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Roberts. Mr. Roberts is familiar with the following:

- A. Required Ethics Training and Disclosure Filing
 - Sample Form 1 2023/Instructions
- B. Membership, Obligations and Responsibilities
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers

FOURTH ORDER OF BUSINESS**Ratification of Resolution 2025-02, Electing and Removing Officers of the District and Providing for an Effective Date**

Mr. Torres presented Resolution 2025-02. The slate of officers was as follows:

Gregory Matovina	Chair
Chris B. Wood	Vice Chair
Matt Roberts	Assistant Secretary
Bendan Moran	Assistant Secretary
Patrick A. Howell	Assistant Secretary
Felix Rodriguez	Assistant Secretary

No other nominations were made.

The following prior appointments by the Board remain unaffected by this Resolution:

Craig Wrathell	Secretary
Ernesto Torres	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Matovina and seconded by Mr. Roberts, with all in favor, Resolution 2025-02, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was ratified.

FIFTH ORDER OF BUSINESS**Consideration of Resolution 2025-05, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public**

**Hearing Thereon Pursuant to Florida Law;
Addressing Transmittal, Posting and
Publication Requirements; Addressing
Severability; and Providing an Effective
Date**

Mr. Torres presented Resolution 2025-05. He reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes.

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, Resolution 2025-05, Approving a Proposed Budget for Fiscal Year 2025/2026 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 6, 2025 at 1:00 p.m., at the Nassau County Chamber of Commerce, 961687 Gateway Blvd., Suite 101-G, Fernandina Beach, Florida 32034; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2025-06,
Designating Dates, Times and Locations for
Regular Meetings of the Board of
Supervisors of the District for Fiscal Year
2025/2026 and Providing for an Effective
Date**

Mr. Torres presented Resolution 2025-06.

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, Resolution 2025-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2025-07,
Approving the Florida Statewide Mutual
Aid Agreement; Providing for Severability;
and Providing for an Effective Date**

Mr. Torres presented Resolution 2025-07. He discussed the benefits of the Agreement and noted that the CDD would more likely be the recipient of aid from other governmental entities than a provider of aid. This Agreement was previously approved and is being presented due to some updates to the Agreement.

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, Resolution 2025-07, Approving the Florida Statewide Mutual Aid Agreement; Providing for Severability; and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2025-03, Designating the Primary Administrative Office and Principal Headquarters of the District and Providing an Effective Date

This item was deferred.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2025-04, Designating the Location of the Local District Records Office and Providing an Effective Date

This item was deferred.

TENTH ORDER OF BUSINESS

Ratification Items

- A. Liberty Cove Nassau, LLC Quit Claim Deed**
- B. Atmos Living Management Group, LLC Agreement for Amenity Management Services**

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, the Liberty Cove Nassau, LLC Quit Claim Deed and the Atmos Living Management Group, LLC Agreement for Amenity Management Services, were ratified.

ELEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2025

Mr. Torres presented the Unaudited Financial Statements as of April 30, 2025.

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, the Unaudited Financial Statements as of April 30, 2025, were accepted.

TWELFTH ORDER OF BUSINESS**Approval of March 27, 2025 Regular Meeting Minutes**

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, the March 27, 2025 Regular Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Kutak Rock LLP**

Mr. Haber stated there were no legislative changes that would affect Districts.

B. District Engineer: Connelly & Wicker

There was no report.

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

- **NEXT MEETING DATE: July 23, 2025 at 1:00 PM [Adoption of FY26 Budget]**
 - **QUORUM CHECK**

The next meeting will be held on August 6, 2025, rather than on July 23, 2025.

FOURTEENTH ORDER OF BUSINESS**Board Members' Comments/Requests**

There were no Board Member comments or requests.

FIFTEENTH ORDER OF BUSINESS**Public Comments**

No members of the public spoke.

SIXTEENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Matovina and seconded by Mr. Howell, with all in favor, the meeting adjourned at 1:10 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair