

**SEATON CREEK RESERVE
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
LANDOWNERS ELECTION, PUBLIC HEARINGS,
AUDIT COMMITTEE & REGULAR MEETING
OCTOBER 28, 2021**

**SEATON CREEK RESERVE
COMMUNITY DEVELOPMENT DISTRICT AGENDA
OCTOBER 28, 2021 AT 2:00 P.M.
BARTRAM PARK EXECUTIVE CENTER
LOCATED AT 12724 GRAN BAY PARKWAY WEST, SUITE 410
JACKSONVILLE, FL 32258**

District Board of Supervisors	Supervisor Supervisor Supervisor Supervisor Supervisor	Ross Puzzitiello Rick Puzzitiello Ward Huntley Amy Dewey Zenzi Rogers
District Manager	Meritus	Brian Lamb
District Attorney	Hopping Green & Sams	Wes Haber
District Engineer	Prosser Inc.	Brad Davis

All cellular phones and pagers must be turned off while in the meeting room

The District Agenda is comprised of four different sections:

The meeting will begin at **2:00 p.m.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 who can aid you in contacting the District Office.

Any 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.

October 28, 2021
Board of Supervisors
Seaton Creek Reserve Community Development District

Dear Board Members:

The Landowners Election, Public Hearings, Audit Committee & Regular Meeting of the Seaton Creek Reserve Community Development District will be held on **October 28, 2021 at 2:00 p.m. at the Bartram Park Executive Center located at 12724 Gran Bay Parkway West Suite 410, Jacksonville, FL 32258.** Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181

LANDOWNERS MEETING/ELECTION

- 1. CALL TO ORDER**
- 2. APPOINTMENT OF MEETING CHAIRMAN**
- 3. ANNOUNCEMENT OF CANDIDATES/CALL FOR NOMINATIONS**
- 4. ELECTION OF SUPERVISORS**
- 5. OWNERS' REQUESTS**
- 6. ADJOURNMENT**

PUBLIC HEARINGS, AUDIT COMMITTEE AND REGULAR MEETING OF THE BOARD OF SUPERVISORS

- 1. CALL TO ORDER/ROLL CALL**
- 2. OATH OF OFFICE**
- 3. PUBLIC COMMENT ON AGENDA ITEMS**
- 4. RECESS TO PUBLIC HEARINGS**
- 5. PUBLIC HEARING ON ADOPTING UNIFORM METHOD OF COLLECTION**
 - A. Open the Public Hearing on Adopting Uniform Method of Collection
 - B. Staff Presentation
 - C. Public Comment
 - D. Close the Public Hearing on Adopting Uniform Method of Collection
 - E. Consideration of Resolution 2022-01; Adopting Uniform Method of Collection.....Tab 01
- 6. PUBLIC HEARING ON ADOPTING UNIFORM RULES OF PROCEDURE**
 - A. Open the Public Hearing on Adopting Uniform Rules of Procedure
 - B. Staff Presentations
 - C. Public Comment
 - D. Close the Public Hearing on Adopting Uniform Rules of Procedure
 - E. Consideration of Resolution 2022-02; Adopting Uniform Rules of Procedure.....Tab 02
- 7. PUBLIC HEARING ON ADOPTING FINAL FISCAL YEAR 2021 & 2022 BUDGET**
 - A. Open Public Hearing on Adopting Final Fiscal Year 2021 & 2022 Budget
 - B. Staff Presentations
 - C. Public Comment
 - D. Close Public Hearing on Adopting Final Fiscal Year 2021 & 2022 Budget
 - E. Consideration of Resolution 2022-03; Adopting Final Fiscal Year 2021 Budget.....Tab 03
 - i. Developer Funding Agreement
 - F. Consideration of Resolution 2022-04; Adopting Final Fiscal Year 2022 Budget.....Tab 04
 - i. Developer Funding Agreement
- 8. RECESS TO AUDIT COMMITTEE MEETING**
- 9. AUDIT COMMITTEE MEETING**
 - A. Call to Order/Roll Call
 - B. Appoint Chairman
 - C. Selection of Criteria for Evaluation of Proposals

- D. Determine Date, Time and Location RFP Required
 - i. Consider Notice of Request for Proposals for Audit Services
- E. Consider Sending RFP to Interested Firms
- F. Determine Date of Next Committee Meeting
 - i. Audit Committee Guidelines.....Tab 05
- 10. RETURN AND PROCEED TO REGULAR MEETING**
- 11. VENDOR AND STAFF REPORTS**
 - A. District Counsel
 - B. District Manager
 - C. District Engineer
- 12. BUSINESS ITEMS**
 - A. Consideration of Resolution 2022-05; Canvassing and Certifying the Results of the Landowners Election.....Tab 06
 - B. Consideration of Resolution 2022-06; Designating Officers.....Tab 07
 - C. Consideration of Resolution 2022-07; Extending Board Terms to Coincide with General Elections..Tab 08
 - D. Discussion on District Counsel Transition.....Tab 09
 - E. Consideration of ADA Website Compliance Proposal.....Tab 10
- 13. BOARD MEMBERS COMMENTS**
- 14. PUBLIC COMMENTS**
- 15. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,



Brian Lamb, CEO
Meritus