

**MINUTES OF MEETING
SEATON CREEK RESERVE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Seaton Creek Reserve Community Development District was held on Tuesday, April 23, 2024 at 2:30 p.m. at the offices of Inframark located at 12574 Flagler Center Boulevard, Suite 101, Jacksonville, Florida.

Present and constituting a quorum were:

Zenzi Rogers	Chairperson
Chris Mayo	Vice Chairperson
Michael Della Penta	Assistant Secretary

Also present were:

Janice Eggleton Davis	District Manager
Wesley Haber, Esq.	District Counsel (by phone)
Bill Schaefer	District Engineer

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Davis called the meeting to order and called the roll. A quorum was established.

SECOND ORDER OF BUSINESS

Public Comments

There being none, the next order of business followed.

THIRD ORDER OF BUSINESS

Consent Agenda Items

- A. Consideration of Minutes for October 24, 2023 Meeting**
- B. Consideration of Operations and Maintenance Expenditures October 2023 through March 2024**
- C. Review of Financial Statements for Month Ending March 31, 2024**

There being no questions or comments,

On MOTION by Ms. Rogers seconded by Mr. Della Penta with all in favor, the Consent Agenda was approved as presented. 3-0

FOURTH ORDER OF BUSINESS

Vendor and Staff Reports

A. District Counsel

- i. Ethics Training 2024**

Mr. Haber reviewed the Ethics Training requirement.

Mr. Haber stated Form 1 is due by July 1, 2024, to Florida Commission on Ethics (COE).

Supervisors are required to file electronic submissions this year. Each Supervisor will

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receive an email from the COE providing detailed information regarding the electronic filing process.

Mr. Haber noted they are working on an issue with the plat language change requested by the City of Jacksonville.

B. District Manager

- i. Ratification of Resolution 2024-01, Amending Fiscal Year 2023 Budget

On MOTION by Ms. Rogers seconded by Mr. Della Penta with all in favor, Resolution 2024-01, Amending Fiscal Year 2023 Budget was ratified. 3-0

- ii. Ratification of Interlocal Agreement for Uniform Collection and Enforcement of Non-AD Valorem Assessment

On MOTION by Ms. Rogers seconded by Mr. Della Penta with all in favor, Interlocal Agreement By and Among Duval County Property Appraiser, Duval County Tax Collector, and Seaton Creek Reserve Community Development District for Uniform Collection and Enforcement of Non-Ad Valorem Assessment was ratified. 3-0

- iii. Notice of Designation of Custodian of Public Records and Records Management Liaison Officer

- Ms. Davis discussed the designations by the Secretary related to public records. Ms. Sandra Demarco is designated as Custodian of Public Records for the District and as the District's Records Management Liaison Officer. Ms. Davis noted this item was for information only and no action was required by the Board.

- iv. Consideration of Resolution 2024-02, Designation of November Landowners' Meeting, Landowners' Meeting Information, Proxy, and Ballot

- Ms. Davis outlined and distributed to the Board the revised Resolution the attorney prepared with the landowners' meeting information.

On MOTION by Ms. Rogers seconded by Mr. Della Penta with all in favor, Resolution 2024-02, Designating November 5, 2024 at 2:30 p.m. at the same location for the Landowners' meeting and election was adopted. 3-0

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v. Number of Registered Voters – 0

- Ms. Davis noted there are no registered voters within the District as of April 15.

C. District Engineer

- Mr. Schaefer provided a project update to the Board. He noted the JEA final walkthrough was completed on April 24, 2024. It is the last step to JEA acceptance and releasing the meters. He discussed various phases of the project.

FIFTH ORDER OF BUSINESS

Board Members' Comments

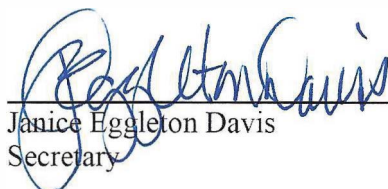
- There being no Board members' comments, the next order of business followed.

SIXTH ORDER OF BUSINESS

Adjournment

There being no further business to come before the Board,

On MOTION by Ms. Rogers seconded by Mr. Della Penta with all in favor, the meeting was adjourned. 3-0


Janice Eggleton Davis
Secretary

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Zenzi Rogers
Chairperson