

**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, July 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:

Bob Koncar	District Manager
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The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Koncar 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 Meeting Minutes for May 21, 2024

B. Consideration of Operations and Maintenance Expenditures May 2024

C. Review of Financial Statements for Month Ending June 30, 2024

There being no questions or comments,

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

FOURTH ORDER OF BUSINESS

**Consideration of Responses to the Request
for Qualifications for District Engineering
Services**

There were no submissions for the Request for Qualifications for District Engineering Services. Dominion Engineering will be submitting an RFQ.

FIFTH ORDER OF BUSINESS

**Public Hearing to Consider Adoption of
Fiscal Year 2025 Budget**

Mr. Koncar opened the public hearing.

Mr. Koncar presented the budget.

A. Resolution 2024-04, Adopting the Fiscal Year 2025 Budget

Mr. Koncar outlined the Resolution.

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor, Resolution 2024-04, A Resolution Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date was adopted. 3-0

B. Resolution 2024-05, Annual Assessment Resolution

Mr. Koncar outlined the Resolution.

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor, Resolution 2024-05, Providing for Funding for the Fiscal Year 2025 Adopted Budget(s); Providing for the Collection and Enforcement of Special Assessments, Including but not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date was adopted. 3-0

SIXTH ORDER OF BUSINESS

Vendor and Staff Reports

A. District Counsel

No report.

B. District Manager

- i. Ratification of The Lake Doctors, Inc. Pond Maintenance Services Agreement

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor, The Lake Doctors, Inc. Pond Maintenance Services Agreement was ratified. 3-0

- ii. Ratification of VerdeGo Landscape and Irrigation Maintenance Services Agreement

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor, VerdeGo Landscape and Irrigation Maintenance Services Agreement was ratified. 3-0

iii. Consideration of Fiscal Year 2025 Meeting Schedule

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor, the Fiscal Year 2025 Meeting Schedule was approved as presented. 3-0

C. District Engineer

No report.

SEVENTH ORDER OF BUSINESS

- None.

Board Members' Comments

EIGHTH ORDER OF BUSINESS

Adjournment

There being no further business, the meeting was adjourned.



Secretary/Assistant Secretary



Chairperson/Vice Chairperson