

**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, September 24, 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  
Chris Mayo  
Michael Della Penta

Chairperson  
Vice Chairperson  
Assistant Secretary

Also present were:

Bob Koncar  
Wes Haber, Esq.  
Bill Schaefer

District Manager  
District Counsel (by telephone)  
District Engineer (by telephone)

*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 August 27, 2024**

**B. Consideration of Operations and Maintenance Expenditures August 2024**

**C. Review of Financial Statements for Month Ending August 31, 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
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**FOURTH ORDER OF BUSINESS**

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

On MOTION by Mr. Della Penta seconded by Mr. Mayo with all in favor, the contract with Dominion Engineering Group Inc. for District Engineering Services was approved, and the Chairperson was authorized to execute a contract, subject to District Counsel approval. 3-0

**FIFTH ORDER OF BUSINESS**

**Vendor and Staff Reports**

**A. District Counsel**

There being no report, the next item followed.

**B. District Manager**

**i. Discussion and Acceptance of Goals and Objectives**

Mr. Koncar reviewed the newly mandated Goals and Objectives, which have been introduced following recent legislative changes.

On MOTION by Ms. Rogers seconded by Mr. Mayo with all in favor, the Goals and Objectives were accepted. 3-0

**C. District Engineer**

There being no report, the next order of business followed.

**SIXTH ORDER OF BUSINESS**

**Board Members' Comments**

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

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business.

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

  
Secretary/Assistant Secretary

  
Chairperson/Vice Chairperson