

Seaton Creek Reserve
Community Development District

MARCH 12, 2026

AGENDA

Seaton Creek Reserve
Community Development District
475 West Town Place
Suite 114
St. Augustine, Florida 32092
Call In Number: 1-877-304-9269 Code: 1178123

March 5, 2026

Board of Supervisors
Seaton Creek Reserve Community Development District

Dear Board Members:

The Meeting of the Seaton Creek Reserve Community Development District will be held **Thursday, March 12, 2026, at 11:00 a.m.** at the Hampton Inn & Suites Jacksonville Airport, 13551 Airport Court, Jacksonville, Florida 32218.

- I. Roll Call
- II. Audience Comments (*regarding agenda items listed below*)
- III. Consideration of Minutes of the January 8, 2026 Meeting
- IV. Appointment of Audit Committee
- V. Ratification of:
 - A. Pet Waste Stations Agreement with Doody Daddy
 - B. Audit Engagement Letter with Grau & Associates for Fiscal Year 2025
- VI. Board Discussion and Guidance for Preparation of Proposed Fiscal Year 2027 Budget
- VII. Discussion of Fitness Center Hours
- VIII. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager
 - D. Amenity & Operations - Report

- IX. Supervisors Requests
- X. Audience Comments
- XI. Financial Statements as of February 28, 2026
- XII. Check Register
- XIII. Next Scheduled Meeting – May 8, 2026 at 11:00 a.m.
- XIV. Adjournment

THIRD ORDER OF BUSINESS

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 Thursday, January 8, 2026, at 11:00 a.m. at the Hampton Inn & Suites Jacksonville Airport, 13551 Airport Court, Jacksonville, Florida.

Present and constituting a quorum were:

Zenzi Rogers	Chairperson
Chris Mayo	Vice Chairman
Michael Della Penta	Supervisor

Also present were:

Matt Biagetti	District Manager
Wes Haber <i>by phone</i>	District Counsel
Sarah Sweeting	GMS
Chip Dellinger	GMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Biagetti called the meeting to order at 11:00 a.m. and called roll. Three Supervisors were present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Biagetti opened the meeting up to audience comments. There being no audience present the next item followed.

THIRD ORDER OF BUSINESS

Approval of Minutes of the November 13, 2025 Meeting

Mr. Biagetti presented the minutes of November 13, 2025 Board of Supervisors meeting and asked for any comments, corrections, or changes. There were no revisions.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the Minutes of the November 13, 2025 Meeting, were approved.

FOURTH ORDER OF BUSINESS

Discussion Regarding Resident Suspension

Mr. Haber reviewed the suspension explaining that a resident previously violated District policies and was issued a suspension from amenity use. The suspension was initially set through the November meeting and was extended for reconsideration at today’s meeting. Mr. Haber advised the Board that the purpose of today’s discussion was to determine whether to lift the suspension based on time served or to continue the suspension and set a new end date. Either option was available to the Board.

Ms. Rogers noted that there have been no further incidents during the suspension period and recommended that the suspension be considered time served, with continued monitoring by District staff and management.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, to Lift the Suspension Based on Time Served, was approved.

FIFTH ORDER OF BUSINESS

Ratification of:

A. Proposal for Pet Waste Stations

Mr. Biagetti stated the next item on the agenda was to ratify the proposal for pet waste stations.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the Proposal for Pet Waste Stations, was ratified.

B. Second Addendum to the Provision of Landscape and Irrigation Maintenance Services with United Land Services Phase 5 – 9

The Board considered the second addendum to the landscape and irrigation maintenance agreement with United Land Services for Phases 5 through 9, in the amount of \$4,514 per month (\$54,168 annually).

A Board member questioned whether approval was appropriate at this time, noting the District has yet assumed ownership of the associated common areas. Staff confirmed that the

phases are not yet complete and remain under review. Following discussion, the Board agreed to table this item until a future meeting when the phases are ready for District acceptance.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber had nothing specific to report to the Board but offered to answer any questions.

B. Engineer

There being no comments, the next item followed.

C. Manager

Mr. Biagetti stated there were no additional items to report unless the Board needed anything conveyed to Mr. Oliver. A Board member asked whether the acquisition funds from the District had been processed. Ms. Sweeting responded that the wire transfer was believed to have been completed prior to the holidays and she noted that she would confirm that with Mr. Oliver and the accounting team and provide a follow up via email.

D. Amenities & Operations

Mr. Dellinger noted that a new account manager with United Land Services had been assigned and that Christmas decorations had been removed, with the remaining tree scheduled for removal the following day.

SEVENTH ORDER OF BUSINESS

Supervisor's Requests

There were no requests from the Supervisors.

EIGHTH ORDER OF BUSINESS

Audience Comments

There being no audience comments, the next item followed.

NINTH ORDER OF BUSINESS

Financial Statements as of December 31, 2025

Mr. Biagetti reviewed the unaudited financials as of December 31, 2025. The District is currently showing an overall positive variance of approximately \$12,000. Mr. Biagetti noted utility expenses have not yet been posted and the variance may change once those amounts are recorded.

TENTH ORDER OF BUSINESS

Check Register

Mr. Biagetti presented the check register in the amount of \$59,536.79.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the Check Register, was approved.

ELEVENTH ORDER OF BUSINESS

Next Regular Scheduled Meeting – March 12, 2026 at 11:00 a.m.

Mr. Biagetti stated the next scheduled meeting will be on March 12, 2026 at 11:00 a.m. at the Hampton Inn & Suites Jacksonville Airport, 13551 Airport Court, Jacksonville, Florida.

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the Meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

FIFTH ORDER OF BUSINESS

A.

1AGREEMENT BETWEEN THE SEATON CREEK RESERVE COMMUNITY DEVELOPMENT DISTRICT AND DOODY DADDY LLC REGARDING THE PROVISION OF PET WASTE STATION MAINTENANCE SERVICES

THIS AGREEMENT (“Agreement”) is made and entered into this 19th day of January 2026, by and between:

SEATON CREEK RESERVE COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in Duval County, Florida, and whose mailing address is 1 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (the “**District**”); and

DOODY DADDY LLC, a Florida limited liability company, with a mailing address of P.O. Box 600967, Jacksonville, Florida 32260 (the “**Contractor**”, together with District, the “**Parties**”).

1RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to the Uniform Community Development District Act of 1980, as codified in Chapter 190, *Florida Statutes* (“**Act**”), by ordinance adopted by Duval County, Florida; and

WHEREAS, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District has a need to retain an independent contractor to provide pet waste station installation and maintenance services within the District; and

WHEREAS, Contractor submitted a proposal and represents that it is qualified to provide pet waste station installation and maintenance services and has agreed to provide to the District those services identified in **Exhibit A**, attached hereto and incorporated by reference herein (“**Services**”); and

WHEREAS, the District and Contractor warrant and agree that they have all right, power and authority to enter into and be bound by this Agreement.

NOW, THEREFORE, in consideration of the recitals, agreements, and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree as follows:

SECTION 1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and by this reference are incorporated by reference as a material part of this Agreement.

SECTION 2. DESCRIPTION OF WORK AND SERVICES.

A. The District desires that the Contractor provide professional pet waste

station installation and maintenance services within presently accepted standards. Upon all Parties signing this Agreement, the Contractor shall provide the District with the Services identified in **Exhibit A**.

B. While providing the Services, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Services.

C. The Contractor shall provide the Services as shown in **Section 3** of this Agreement. Contractor shall solely be responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District.

D. This Agreement grants to Contractor the right to enter the lands that are subject to this Agreement, for those purposes described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations.

SECTION 3. SCOPE OF SERVICES. The Contractor will provide the Services for the District as identified in **Exhibit A**. The duties, obligations, and responsibilities of Contractor are to provide the material, tools, skill and labor necessary for the Services attached as **Exhibit A**.

SECTION 4. MANNER OF CONTRACTOR'S PERFORMANCE. The Contractor agrees, as an independent contractor, to undertake work and/or perform such services as specified in this Agreement or any addendum executed by the Parties or in any authorized written work order by the District issued in connection with this Agreement and accepted by the Contractor. All work shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with industry standards. The performance of the Services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.

A. Should any work and/or services be required which are not specified in this Agreement or any addenda, but which are nevertheless necessary for the proper provision of services to the District, such work or services shall be fully performed by the Contractor as if described and delineated in this Agreement.

B. The Contractor agrees that the District shall not be liable for the payment of any work or services not included in **Section 3** unless the District, through an authorized representative of the District, authorizes the Contractor, in writing, to perform such work.

C. The District shall designate in writing a person to act as the District's representative with respect to the services to be performed under this Agreement. The District's representative shall have complete authority to transmit instructions, receive information, interpret and define the District's policies and decisions with respect to materials, equipment, elements, and systems pertinent to the Contractor's services.

(1) The District hereby designates the District Manager to act as its representative.

- (2) Upon request by the District Manager, the Contractor agrees to meet with the District's representative to walk the property to discuss conditions, schedules, and items of concern regarding this Agreement.

D. Contractor shall use all due care to protect the property of the District, its residents, and landowners from damage. Contractor agrees to repair any damage resulting from Contractor's activities and work within twenty-four (24) hours.

SECTION 5. COMPENSATION; TERM.

A. As compensation for the Services described in this Agreement, the District agrees to pay the Contractor a monthly fee of **Three Hundred Forty-Four Dollars (\$344.00)**. Contractor shall invoice the District upon completion of the Services and the District shall provide payment within forty-five (45) days of receipt of the invoice or as otherwise provided for under the Local Government Prompt Payment Act, Sections 218.70 et seq., Fla. Stat. Such amounts include all materials and labor provided for in **Exhibit A** and all items, labor, materials, or otherwise, to provide the District the maximum benefits of the Services.

B. If the District should desire additional work or services, or to add additional areas to be maintained, the Contractor agrees to negotiate in good faith to undertake such additional work or services. Upon successful negotiations, the Parties shall agree in writing to an addendum, addenda, or change order to this Agreement. The Contractor shall be compensated for such agreed additional work or services based upon a payment amount acceptable to the Parties and agreed to in writing.

C. The District may require, as a condition precedent to making any payment to the Contractor that all subcontractors, materialmen, suppliers or laborers be paid and require evidence, in the form of Lien Releases or partial Waivers of Lien, to be submitted to the District by those subcontractors, material men, suppliers or laborers, and further require that the Contractor provide an Affidavit relating to the payment of said indebtedness. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

D. The Contractor shall maintain records conforming to usual accounting practices. As soon as may be practicable at the beginning of each month, the Contractor shall invoice the District for all services performed in the prior month and any other sums due to the Contractor. The District shall pay the invoice amount within thirty (30) days after the invoice date. The Contractor may cease performing services under this Agreement

if any payment due hereunder is not paid within thirty (30) days of the invoice date. Each monthly invoice will include such supporting information as the District may reasonably require the Contractor to provide.

SECTION 6. INSURANCE.

A. The Contractor shall maintain throughout the term of this Agreement the following insurance:

- (1)** Worker's Compensation Insurance in accordance with the laws of the State of Florida.
- (2)** Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than \$1,000,000 combined single limit bodily injury and property damage liability, and covering at least the following hazards:
 - (i)** Independent Contractors Coverage for bodily injury and property damage in connection with any subcontractors' operation.
- (3)** Employer's Liability Coverage with limits of at least \$1,000,000 (one million dollars) per accident or disease.
- (4)** Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

B. The District, its staff, consultants and supervisors shall be named as additional insured. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida.

C. If the Contractor fails to have secured and maintained the required insurance, the District has the right but not the obligation to secure such required insurance in which event the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

SECTION 7. INDEMNIFICATION.

A. Contractor agrees to defend, indemnify, and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in section 768.28, *Florida Statutes*, or other statute.

B. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District.

SECTION 8. LIMITATIONS ON GOVERNMENTAL LIABILITY. Nothing in this Agreement shall be deemed as a waiver of the District's sovereign immunity or the District's limits of liability as set forth in Section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under such limitations of liability or by operation of law.

SECTION 9. COMPLIANCE WITH GOVERNMENTAL REGULATION. The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

SECTION 10. LIENS AND CLAIMS. The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Contractor's performance under this Agreement, and the Contractor shall immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving of notice of termination.

SECTION 11. DEFAULT AND PROTECTION AGAINST THIRD PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

SECTION 12. CUSTOM AND USAGE. It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

SECTION 13. SUCCESSORS. This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

SECTION 14. TERMINATION. The District agrees that the Contractor may terminate this Agreement with cause by providing thirty (30) days' written notice of termination to the District stating a failure of the District to perform according to the terms of this Agreement; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement immediately for cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days' written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

SECTION 15. PERMITS AND LICENSES. All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the Contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

SECTION 16. ASSIGNMENT. Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other. Any purported assignment without such approval shall be void.

SECTION 17. INDEPENDENT CONTRACTOR STATUS. In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or

otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

SECTION 18. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

SECTION 19. ENFORCEMENT OF AGREEMENT. A default by either Party under this Agreement shall entitle the other Party to all remedies available at law or in equity. In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the substantially prevailing Party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees, paralegal fees and expert witness fees and costs for trial, alternative dispute resolution, or appellate proceedings.

SECTION 20. AGREEMENT. This instrument shall constitute the final and complete expression of this Agreement between the Parties relating to the subject matter of this Agreement.

SECTION 21. AMENDMENTS. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both Parties.

SECTION 22. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of the Parties, the Parties have complied with all the requirements of law, and the Parties have full power and authority to comply with the terms and provisions of this Agreement.

SECTION 23. NOTICES. All notices, requests, consents and other communications under this Agreement ("Notice" or "Notices") shall be in writing and shall be hand delivered, mailed by First Class Mail, postage prepaid, or sent by overnight delivery service, to the Parties, as follows:

A. If to District: Seaton Creek Reserve Community
Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092
Attn: District Manager

With a copy to: Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301
Attn: District Counsel

B. If to the Contractor: Doody Daddy LLC

P.O. Box 600967
Jacksonville, Florida 32260
Attn: _____

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notices on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the Parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the Parties and addressees set forth in this Agreement.

SECTION 24. THIRD PARTY BENEFICIARIES. This Agreement is solely for the benefit of the Parties hereto and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the Parties hereto and their respective representatives, successors, and assigns.

SECTION 25. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. All actions and disputes shall be brought in the proper court and venue, which shall be Duval County, Florida.

SECTION 26. COMPLIANCE WITH PUBLIC RECORDS LAWS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is **Jim Oliver** (“Public Records Custodian”). Among other requirements and to the extent applicable by law, the Contractor shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes*; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor’s possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida

laws. When such public records are transferred by the Contractor, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 940-5850, JOLIVER@GMSNF.COM, OR AT 475 WEST TOWN PLACE, SUITE 114, ST. AUGUSTINE, FLORIDA 32092.

SECTION 27. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

SECTION 28. ARM'S LENGTH TRANSACTION. This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the Parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

SECTION 29. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument. Additionally, the Parties acknowledge and agree that the Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. Without limitation, "electronic signature" shall include faxed versions of an original signature, electronically scanned and transmitted versions (e.g. via PDF) of an original signature, or signatures created in a digital format.

SECTION 30. E-VERIFY. The Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, beginning January 1, 2021, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees. The District may terminate this Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*.

If the Contractor anticipates entering into agreements with a subcontractor for the Work, Contractor will not enter into the subcontractor agreement without first receiving an affidavit from the subcontractor regarding compliance with Section 448.095, *Florida Statutes*, and stating that

the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of such affidavit for the duration of the agreement and provide a copy to the District upon request.

In the event that the District has a good faith belief that a subcontractor has knowingly violated Section 448.095, *Florida Statutes*, but the Contractor has otherwise complied with its obligations hereunder, the District shall promptly notify the Contractor. The Contractor agrees to immediately terminate the agreement with the subcontractor upon notice from the District. Further, absent such notification from the District, the Contractor or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09(1), *Florida Statutes*, shall promptly terminate its agreement with such person or entity.

By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

SECTION 31. COMPLIANCE WITH SECTION 20.055, FLORIDA STATUTES. The Contractor agrees to comply with Section 20.055(5), *Florida Statutes*, to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant such section and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), *Florida Statutes*.

SECTION 32. ANTI-HUMAN TRAFFICKING STATEMENT. The Contractor does not use coercion for labor or services as defined in Section 787.06, *Florida Statutes*, and the Contractor has complied, and agrees to comply, with the provisions of Section 787.06, *Florida Statutes*.

[CONTINUED ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties execute this Agreement the day and year first written above.

ATTEST:

SEATON CREEK RESERVE COMMUNITY DEVELOPMENT DISTRICT

DocuSigned by:
Jim Oliver
D1BA6E6E7410418...
Secretary / Assistant Secretary

DocuSigned by:
Lenzi Rogers
635A71EC3371467...
Chairperson, Board of Supervisors

WITNESS:

DOODY DADDY LLC

Witness

Michael Dragich

By: Michael Dragich
Its: _____

Exhibit A: Schedule of Services

Exhibit A: Schedule of Services



<p>Prepared Date November 20, 2025</p>	<h1 style="margin: 0;">PROPOSAL</h1> <p>Prepared for Seaton Creek Preserve</p>
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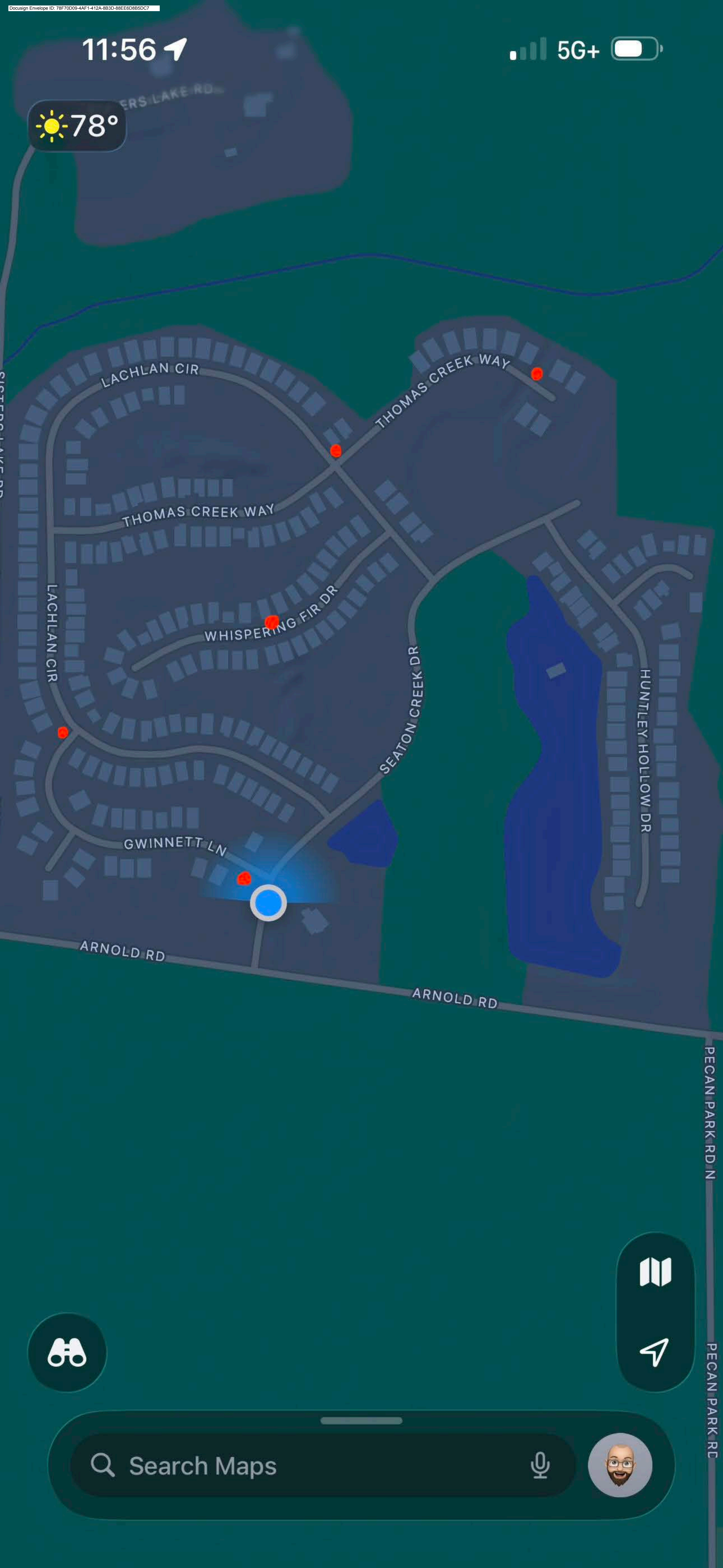
DESCRIPTION OF WORK	VISITS	RATE PER VISIT	MONTHLY TOTAL
<p>Pet Waste Station Maintenance</p> <ul style="list-style-type: none"> Weekly service includes restocking all pick-up bags, liner bags and removal of waste at each station. <u>Doody Daddy will purchase and provide all bags for each pet waste station.</u> Doody Daddy will purchase any additional pet waste stations for the community with a renewed 2 year contract of service. 	1 x/ Week	\$80 <small>(Based on 5 stations @ \$16 per station per week)</small>	\$344 <small>(Based on the weekly rate X 4.3 weeks per month. This keeps the payment the same regardless of 4 or 5 services each month.)</small>
<p>Trash Can Servicing</p> <ul style="list-style-type: none"> Weekly service includes restocking all liner bags and removal of trash at each can. 	N/A	N/A <small>(Based on 0 trashcan @ \$10 per can per week)</small>	N/A
<p>Additional Clean-up Services (optional)</p> <ul style="list-style-type: none"> We will walk a specific pattern removing dog waste from property grounds, common areas, dog parks, residential homes and anywhere in between. Pricing is based on the size of each service area. 	N/A	N/A	N/A
MONTHLY TOTAL			\$344

DOODY DADDY • 904.826.9235 • DOODYDADDYJAX@GMAIL.COM • P.O. Box 600967 Jacksonville, FL 32260

11:56

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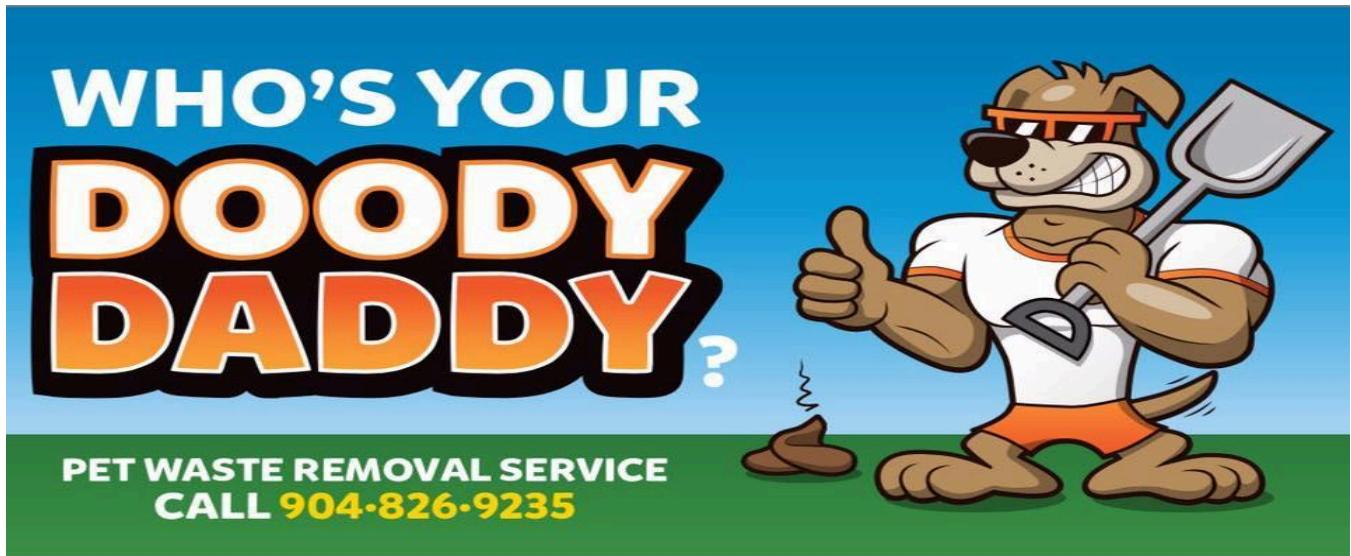
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DOODY DADDY SERVICE AGREEMENT

This agreement is in effect as of January 14, 2026 and will stay in effect through February 1, 2028 is made between Doody Daddy, LLC and Seaton Creek Preserve CDD whose address is 475 West Town Place Suite 114 St Augustine, FL 32092.

- Pet Waste Station Service** – *Doody Daddy* hereby agrees to service the 5 pet waste stations located at above address. Servicing of the stations will occur once a week. *Doody Daddy* reserves the right to change the assigned day. *Doody Daddy* will purchase and provide all bags for each pet waste station. *Doody Daddy* is not responsible for any damage or repairs needed to any pet waste station.
- Trash Can Service** – *Doody Daddy* hereby agrees to service the N/A trash can station(s) located at above address. Servicing of the trash cans will occur N/A a week. *Doody Daddy* reserves the right to change the assigned day. *Doody Daddy* will purchase and provide all bags for each trash can. *Doody Daddy* is not responsible for any damage or repairs needed to any trash can.
- Park & Common Area** – *Doody Daddy* hereby agrees to service the N/A park/common areas located at above address. Servicing will occur N/A a week. *Doody Daddy* reserves the right to change the assigned day.
- Billing** – An invoice for the next month's service will be sent at the beginning of each month. This invoice will be due in full by the 15th of the following month. If delinquency occurs a late charge of twenty five dollars (\$25.00) will be added to the total of the bill.
- Collection of unpaid bills** – If a bill becomes more than 60 days late, *Doody Daddy* reserves the right to pursue collection. A service fee of \$75.00 will be added to a bill that is sent to a collection agency.
- Access to Service Area** – It is the customer's responsibility to assure uninhibited access to the service area. If the area is not accessible during the service day, the customer will be charged the normal fee for that days waste removal.
- High Grass and Leaves** – The customer is responsible for keeping the grass at a reasonable level and to keep the leaves picked up in the service area. *Doody Daddy* will not return if waste is missed due to overgrown grass or un-raked leaves. If *Doody Daddy* returns to service and it is determined that high grass or un-raked leaves existed at the time of the initial service call, the account will be charged an additional pick-up at the normal weekly rate.

8. **Inclment Weather** – If weather conditions prevent *Doody Daddy* from servicing on the assigned day, *Doody Daddy* will attempt to schedule a make up day. If we are unable to schedule a make-up day, we will issue a credit towards the next month's invoice.

9. **Pet Waste Stations** – *Doody Daddy* will provide the 5 pet waste station(s) with this signed 2 year Contract. *Doody Daddy* is not responsible for any damage or maintenance needed to the stations. We will inspect the stations weekly and alert the customer of any problems.

10. **Breach of Contract** – If there is any breach in contract from Seaton Creek Preserve CDD , Seaton Creek Preserve CDD will be required to pay a fee of \$338 for each pet waste station that *Doody Daddy* supplied. According to this Contract, *Doody Daddy* will supply 5 pet waste station(s), hence making the total fee \$1690.00 upon any early cancellation of this Contract from Seaton Creek Preserve CDD. This fee will be due within 30 days upon written notice of cancellation of the Contract. Once the fee of \$1690.00 is paid or upon completion of this Contract, Seaton Creek Preserve CDD will assume ownership of the 5 pet waste station(s).

11. **Installation** – *Doody Daddy* will be installing 5 pet waste station(s) and shall not commence the installation under this Agreement until the marked locations on community survey have been submitted and the Board and Property Manager have approved and initialed next to each location.

12. **Site Examination** – Seaton Creek Preserve CDD has examined the marked locations and certifies that it accepts all measurements, specifications and conditions affecting the work to be performed at the Site.

13. **Entire Contract** – This Contract contains the entire agreement of the parties regarding the subject matter of this Contract, and there are no other promises or conditions in any other agreement whether oral or written. This Contract supersedes any prior written or oral agreements between the parties.

14. **Cancellation of Contract** – Either Party has the right to terminate the Contract under material breach, change in circumstances, insolvency, and mutual agreement. To terminate the Contract, the termination party must provide 30 days of written notice to the other party.

Monthly contract \$344.00 per month starting 01/14/2026 through 02/01/2028.

Property Manager Signature _____ Date _____

CDD Chair Signature _____ Date _____ Office

Number _____ After Hours Number _____

Doody Daddy Signature _____ Date _____

WE THANK YOU FOR CHOOSING DOODY DADDY AS YOUR PET WASTE MANAGEMENT COMPANY, IF YOU HAVE ANY QUESTIONS FEEL FREE TO CALL US AT: 904-826-9235.



B.



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

1001 Yamato Road • Suite 301
Boca Raton, Florida 33431
(561) 994-9299 • (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

January 30, 2026

Board of Supervisors
Seaton Creek Reserve Community Development District
475 West Town Place, Suite 114
St. Augustine, FL 32092

We are pleased to confirm our understanding of the services we are to provide Seaton Creek Reserve Community Development District, City of Jacksonville, Florida ("the District") for the fiscal year ended September 30, 2025. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Seaton Creek Reserve Community Development District as of and for the fiscal year ended September 30, 2025. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2025 audit.

Accounting principles generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary comparison schedule

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that information:

- 1) Compliance with FL Statute 218.39 (3) (c)

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose.

If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Examination Objective

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report or may withdraw from this engagement.

Other Services

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for the financial statements and all accompanying information as well as all representations contained therein. Further, management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. As part of the audit, we will assist with preparation of your financial statements and related notes in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management is reliable and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. As part of our engagement, we may propose standard adjusting, or correcting journal entries to your financial statements. You are responsible for reviewing the entries and understanding the nature of the proposed entries and the impact they have on the financial statements.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

Furthermore, Grau & Associates agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Auditor acknowledges that the designated public records custodian for the District is the District Manager ("Public Records Custodian").



Peer Review
Program

Administered in Florida
by the Florida Institute of CPAs

November 18, 2025

Antonio Grau
Grau & Associates
1001 W. Yamato Road, Suite 301
Boca Raton, FL 33431-4403

Dear Antonio Grau:

It is my pleasure to notify you that on November 18, 2025, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2028. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

FICPA Peer Review Committee

Peer Review Team
FICPA Peer Review Committee
paul@ficpa.org
850.224.2727, x5957

cc: Daniel Hevia, David Caplivski

Firm Number: 900004390114

Review Number: 616829

EIGHTH ORDER OF BUSINESS

D.

3/12/2026

Seaton Creek Reserve

Community Development District

Amenity Management & Field Operations Report



Kelly Mullins

AMENITY & FIELD OPERATIONS MANAGER
GOVERNMENTAL MANAGEMENT SERVICES

Seaton Creek Reserve
Community Development District

Amenity Management & Field Operations Report
March 12, 2026

To: Board of Supervisors

From: Kelly Mullins
Amenity & Field Operations Manager

RE: Seaton Creek Reserve Amenity Management & Field Operations Report

The following is a summary of items related to the amenity management, field operations & maintenance of Seaton Creek Reserve CDD.

Special Events

- GMS will work with the Seaton Creek Board of Supervisors and residents of the community on hosting events desired in this district
- Resident Suggestions:
 - Residents are encouraged to submit any suggestions by email to scrcdd@gmsnnf.com
- Upcoming Events:
 - Food Trucks – Every Other Thursday Night 5-8pm
This may become a weekly event as the community grows
 - Spring event – March 21st
- Example Events:
 - Egg Hunt
 - Painting Parties
 - Trivia/Bunco/Dominoes
 - Fitness Classes
 - Garage Sales
 - Charitable Fundraisers

Communication

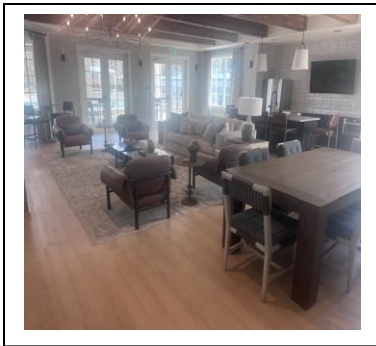
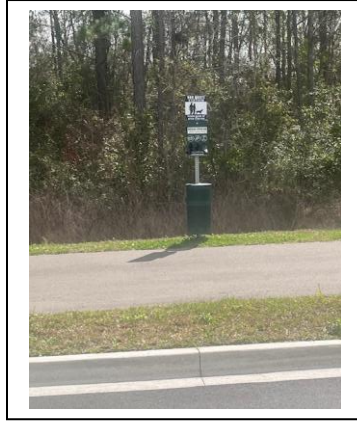
- Email blast updates are being sent out regularly to the community – please let your neighbors know if they do not receive our blasts to send an email to scrcdd@gmsnf.com to be added to the distribution list
- Food trucks are being announced as scheduled

Landscaping/Ponds Update



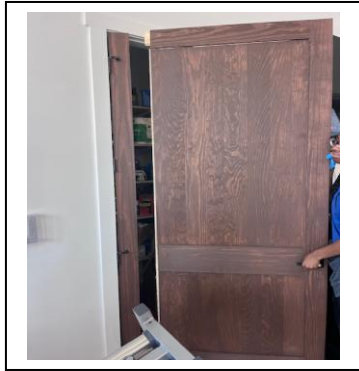
- Jeffrey Nunamaker is the community's new account manager with United. He has been sending weekly emails with a summary of work completed.
- United has started cutting back any frost damage from plants around the entrance and amenity center.
- Turf treatment was completed on March 4, 2026. The application consisted primarily of granular fertilizer combined with pre-emergent herbicide designed to encourage new growth and prohibit weed activity as we move through Spring.
- Approval was previously given to stock the ponds with carp. Lake Doctors is in the process of obtaining the permit.

Completed Projects



- Pet waste stations have been installed in five locations throughout the community. They are being emptied and restocked weekly.
- The remaining furniture for the social room has been delivered and set up. There is now a large table with chairs, counter stools and additional seating. Several residents have been using the table to work from their laptops.

In Progress Projects



- The storage closet door in the fitness center had to be removed and sent out for repair due to the wood separating. This repair is covered under warranty.

Conclusion

For any questions or comments regarding the above information please contact Kelly Mullins, Amenity & Field Operations Manager, at scrcdd@gmsnf.com.

Respectfully,

Kelly Mullins



ELEVENTH ORDER OF BUSINESS

Seaton Creek Reserve
Community Development District

Unaudited Financial Reporting
February 28, 2026



Table of Contents

1	<u>Balance Sheet</u>
2-3	<u>General Fund</u>
4	<u>Debt Service Fund Series 2023</u>
5	<u>Capital Projects Fund Series 2023</u>
6-7	<u>Month to Month</u>
8	<u>Long Term Debt Report</u>
9-14	<u>Check Run Summary</u>
15	<u>Assessment Receipt Schedule</u>

Seaton Creek Reserve
Community Development District
Combined Balance Sheet
February 28, 2026

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Projects Fund</i>	<i>Totals Governmental Funds</i>
Assets:				
Cash:				
Operating Account	\$ 183,012	\$ -	\$ -	\$ 183,012
Due From Other Funds	\$ 5,505	\$ 1,808	\$ -	\$ 7,313
Assessments Receivable-Off Roll	\$ -	\$ 42,095	\$ -	\$ 42,095
Investment-US Bank Custody	\$ 502,308	\$ -	\$ -	\$ 502,308
Investments:				
Series 2023				
Reserve	\$ -	\$ 232,131	\$ -	\$ 232,131
Revenue	\$ -	\$ 446,419	\$ -	\$ 446,419
Prepayment	\$ -	\$ 22,597	\$ -	\$ 22,597
Construction/Acquisition	\$ -	\$ -	\$ 1,329	\$ 1,329
Prepaid Expenses	\$ 5,290	\$ -	\$ -	\$ 5,290
Total Assets	\$ 696,114	\$ 745,050	\$ 1,329	\$ 1,442,494
Liabilities:				
Accounts Payable	\$ 3,683	\$ -	\$ -	\$ 3,683
FICA Payable	\$ 92	\$ -	\$ -	\$ 92
Due to Other Funds	\$ 1,808	\$ -	\$ 4,691	\$ 6,498
Total Liabilities	\$ 5,583	\$ -	\$ 4,691	\$ 10,273
Fund Balance:				
Nonspendable:				
Prepaid Items	\$ 5,290	\$ -	\$ -	\$ 5,290
Restricted for:				
Debt Service	\$ -	\$ 745,050	\$ -	\$ 745,050
Capital Project	\$ -	\$ -	\$ (3,361)	\$ (3,361)
Unassigned	\$ 685,242	\$ -	\$ -	\$ 685,242
Total Fund Balances	\$ 690,531	\$ 745,050	\$ (3,361)	\$ 1,432,220
Total Liabilities & Fund Balance	\$ 696,114	\$ 745,050	\$ 1,329	\$ 1,442,494

Seaton Creek Reserve

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending February 28, 2026

	Adopted Budget	Prorated Budget Thru 02/28/26	Actual Thru 02/28/26	Variance
Revenues:				
Special Assessments - Tax Roll (On)	\$ 528,333	\$ 462,843	\$ 462,843	\$ -
Special Assessments - Tax Roll (Direct)	\$ -	\$ -	\$ 33,522	\$ 33,522
Developer Contributions	\$ 26,076	\$ -	\$ -	\$ -
Interest Income	\$ -	\$ -	\$ 10	\$ 10
Other Income	\$ -	\$ -	\$ 225	\$ 225
Total Revenues	\$ 554,409	\$ 462,843	\$ 496,599	\$ 33,756
Expenditures:				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 7,200	\$ 3,000	\$ 1,200	\$ 1,800
Payroll Taxes	\$ 551	\$ 230	\$ 92	\$ 138
Engineering	\$ 10,000	\$ 4,167	\$ -	\$ 4,167
Attorney	\$ 9,000	\$ 3,750	\$ 3,582	\$ 168
Dissemination	\$ 5,000	\$ 2,083	\$ 2,833	\$ (750)
Assessment Roll	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
Arbitrage Rebate Reporting	\$ 1,500	\$ 625	\$ -	\$ 625
Annual Audit	\$ 5,800	\$ 2,417	\$ -	\$ 2,417
Trustee Fees	\$ 4,348	\$ 4,348	\$ 4,797	\$ (449)
Management Fees	\$ 45,900	\$ 19,125	\$ 19,125	\$ -
Information Technology	\$ 800	\$ 333	\$ 333	\$ -
Postage/Office Supplies	\$ 600	\$ 250	\$ 313	\$ (63)
Rentals and Leases	\$ 1,800	\$ 750	\$ 720	\$ 30
Insurance General Liability/Public Officials	\$ 5,949	\$ 5,949	\$ 5,732	\$ 217
Legal Advertising	\$ 3,500	\$ 1,458	\$ 248	\$ 1,211
Other Current Charges	\$ 1,450	\$ 604	\$ 665	\$ (60)
Bank Fees	\$ 200	\$ 83	\$ -	\$ 83
Website Administration	\$ 400	\$ 167	\$ -	\$ 167
ADA Website Compliance	\$ 1,500	\$ 625	\$ 167	\$ 458
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Total General & Administrative	\$ 108,173	\$ 52,639	\$ 42,481	\$ 10,158
<u>Operations & Maintenance</u>				
Utilities:				
Water Utility Services	\$ 18,125	\$ 7,552	\$ -	\$ 7,552
Electric-Streetlights	\$ 25,000	\$ 10,417	\$ -	\$ 10,417
Electric-All Others	\$ 3,033	\$ 1,264	\$ 1,264	\$ -
Telephone/Internet	\$ 1,417	\$ 590	\$ 1,048	\$ (457)
Total Utilities:	\$ 47,575	\$ 19,823	\$ 2,311	\$ 17,512
Stormwater Control				
Stormwater System Maintenance	\$ 7,260	\$ 3,025	\$ 2,785	\$ 240
Wetland Monitoring/Maintenance	\$ 6,500	\$ 2,708	\$ -	\$ 2,708
Annual Stormwater Report	\$ 3,500	\$ 3,500	\$ -	\$ 3,500
Total Stormwater Control	\$ 17,260	\$ 9,233	\$ 2,785	\$ 6,448

Seaton Creek Reserve

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending February 28, 2026

	Adopted Budget	Prorated Budget Thru 02/28/26	Actual Thru 02/28/26	Variance
Other Physical Environment				
Property & Casualty Insurance	\$ 30,000	\$ 30,000	\$ 22,806	\$ 7,194
Landscape Maintenance-Contract	\$ 145,085	\$ 60,452	\$ 78,360	\$ (17,908)
Landscaping - Mulch	\$ 4,000	\$ 1,667	\$ -	\$ 1,667
Landscaping - Plant Replacement Program	\$ 5,000	\$ 2,083	\$ -	\$ 2,083
Irrigation Maintenance	\$ 6,000	\$ 2,500	\$ 2,352	\$ 148
R&M Drainage	\$ 1,000	\$ 417	\$ -	\$ 417
Total Other Physical Environment	\$ 191,085	\$ 97,119	\$ 103,518	\$ (6,399)
Amenity				
Field Services	\$ 18,000	\$ 7,500	\$ 7,500	\$ -
Amenity Management	\$ 37,400	\$ 15,583	\$ 15,583	\$ (0)
Pool Monitors	\$ 26,076	\$ 10,865	\$ -	\$ 10,865
Janitorial - Contract	\$ 15,000	\$ 6,250	\$ 6,250	\$ -
Janitorial - Supplies/Other	\$ 1,000	\$ 417	\$ -	\$ 417
Rental - Fitness Equipment	\$ 9,583	\$ 3,993	\$ 13,224	\$ (9,231)
Contracts - Fitness Classes	\$ 6,000	\$ 2,500	\$ -	\$ 2,500
Garbage Dumpster - Rental/Collection	\$ 6,000	\$ 2,500	\$ 164	\$ 2,336
Contracts - Pest Control/Termite Bond	\$ 1,958	\$ 816	\$ -	\$ 816
Amenity R&M	\$ 5,000	\$ 2,083	\$ 460	\$ 1,623
Pool Permits	\$ 500	\$ 208	\$ -	\$ 208
Access Control R&M	\$ 750	\$ 313	\$ 915	\$ (603)
Contracts - Pool Service	\$ 15,000	\$ 6,250	\$ 10,413	\$ (4,163)
Dog Waste Station Service and Supplies	\$ 8,892	\$ 3,705	\$ 160	\$ 3,545
R&M - Entrance Monument & Wall	\$ 5,000	\$ 2,083	\$ -	\$ 2,083
Contracts - Access Control	\$ 8,889	\$ 3,704	\$ 3,395	\$ 309
Miscellaneous Contingency	\$ 6,937	\$ 2,890	\$ 2,270	\$ 621
Misc.-Special Events	\$ 8,332	\$ 3,472	\$ 395	\$ 3,077
Misc. - Holiday Décor	\$ 10,000	\$ 6,945	\$ 6,945	\$ -
Total Amenity	\$ 190,317	\$ 82,077	\$ 67,674	\$ 14,403
Total Operations & Maintenance	\$ 446,237	\$ 208,252	\$ 176,288	\$ 31,964
Total Expenditures	\$ 554,409	\$ 260,891	\$ 218,769	\$ 42,121
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ 201,952	\$ 277,830	\$ 75,878
Net Change in Fund Balance	\$ -	\$ 201,952	\$ 277,830	\$ 75,878
Fund Balance - Beginning	\$ -		\$ 412,702	
Fund Balance - Ending	\$ -		\$ 690,531	

Seaton Creek Reserve

Community Development District

Debt Service Fund Series 2023

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending November 30, 2025

	Adopted Budget	Prorated Budget Thru 11/30/25	Actual Thru 11/30/25	Variance
Revenues:				
Special Assessments - Tax Roll (On)	\$ 464,906	\$ 459,842	\$ 459,842	\$ -
Special Assessments - Tax Roll (Off)	\$ -	\$ -	\$ 112,941	\$ 112,941
Special Assessments - Prepayments	\$ -	\$ -	\$ 22,597	\$ 22,597
Interest Income	\$ -	\$ -	\$ 7,772	\$ 7,772
Total Revenues	\$ 464,906	\$ 459,842	\$ 603,151	\$ 143,310
Expenditures:				
Interest - 12/15	\$ 177,525	\$ 177,525	\$ 177,525	\$ -
Principal - 6/15	\$ 110,000	\$ -	\$ -	\$ -
Interest - 6/15	\$ 177,525	\$ -	\$ -	\$ -
Total Expenditures	\$ 465,050	\$ 177,525	\$ 177,525	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ (144)	\$ 282,317	\$ 425,626	\$ 143,310
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ (3,484)	\$ (3,484)
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ (3,484)	\$ (3,484)
Net Change in Fund Balance	\$ (144)	\$ 282,317	\$ 422,143	\$ 139,826
Fund Balance - Beginning	\$ 175,125		\$ 322,908	
Fund Balance - Ending	\$ 174,982		\$ 745,050	

Seaton Creek Reserve

Community Development District

Capital Projects Fund Series 2023

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending November 30, 2025

	Adopted Budget	Prorated Budget Thru 11/30/25	Actual Thru 11/30/25	Variance
Revenues:				
Interest Income	\$ -	\$ -	\$ 54,159	\$ 54,159
Total Revenues	\$ -	\$ -	\$ 54,159	\$ 54,159
Expenditures:				
Capital Outlay	\$ -	\$ -	\$ 6,952,253	\$ (6,952,253)
Total Expenditures	\$ -	\$ -	\$ 6,952,253	\$(6,952,253)
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ (6,898,094)	\$(6,898,094)
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ 3,484	\$ 3,484
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ 3,484	\$ 3,484
Net Change in Fund Balance	\$ -	\$ -	\$ (6,894,610)	\$(6,894,610)
Fund Balance - Beginning	\$ -		\$ 6,891,249	
Fund Balance - Ending	\$ -		\$ (3,361)	

Seaton Creek Reserve
Community Development District
Month to Month

	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	6/30/202	Jul-26	Aug-26	Sep-26	Total
Revenues:													
Special Assessments - Tax Roll (On)	\$ -	\$ 29,676	\$ 424,403	\$ 5,338	\$ 3,425	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 462,843
Special Assessments - Tax Roll (Direct)	\$ -	\$ -	\$ -	\$ -	\$ 33,522	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,522
Developer Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Income	\$ -	\$ -	\$ -	\$ -	\$ 10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10
Other Income	\$ -	\$ 225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225
Total Revenues	\$ -	\$ 29,901	\$ 424,403	\$ 5,338	\$ 36,956	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 496,599
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ -	\$ 600	\$ -	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200
Payroll Taxes	\$ -	\$ 46	\$ -	\$ 46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 92
Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Attorney	\$ 2,557	\$ -	\$ 1,896	\$ (872)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,582
Dissemination	\$ 1,167	\$ 417	\$ 417	\$ 417	\$ 417	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,833
Assessment Roll	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500
Arbitrage Rebate Reporting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trustee Fees	\$ 3,547	\$ -	\$ -	\$ 1,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,797
Management Fees	\$ 3,825	\$ 3,825	\$ 3,825	\$ 3,825	\$ 3,825	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,125
Information Technology	\$ 67	\$ 67	\$ 67	\$ 67	\$ 67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 333
Postage/Office Supplies	\$ 19	\$ 40	\$ 56	\$ 141	\$ 56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 313
Rentals and Leases	\$ -	\$ 360	\$ 360	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 720
Insurance General Liability/Public Officials	\$ 5,732	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,732
Legal Advertising	\$ 83	\$ -	\$ 83	\$ -	\$ 83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 248
Other Current Charges	\$ 159	\$ 249	\$ 81	\$ 88	\$ 88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 665
Bank Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Website Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADA Website Compliance	\$ 33	\$ 33	\$ 33	\$ 33	\$ 33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 167
Dues, Licenses & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
Total General & Administrative	\$ 19,863	\$ 5,636	\$ 6,818	\$ 5,595	\$ 4,569	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,481
Operations & Maintenance													
Utilities:													
Water Utility Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Electric-Streetlights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Electric-All Others	\$ 253	\$ 253	\$ 253	\$ 253	\$ 253	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,264
Telephone/Internet	\$ -	\$ -	\$ -	\$ 612	\$ 436	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,048
Total Utilities:	\$ 253	\$ 253	\$ 253	\$ 864	\$ 689	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,311
Stormwater Control													
Stormwater System Maintenance	\$ 545	\$ 545	\$ 545	\$ 605	\$ 545	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,785
Wetland Monitoring/Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Stormwater Report	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Stormwater Control	\$ 545	\$ 545	\$ 545	\$ 605	\$ 545	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,785

Seaton Creek Reserve
Community Development District
 Month to Month

	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	6/30/202	Jul-26	Aug-26	Sep-26	Total
Other Physical Environment													
Property & Casualty Insurance	\$ 22,806	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,806
Landscape Maintenance-Contract	\$ 15,357	\$ 15,357	\$ 15,357	\$ 16,932	\$ 15,357	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 78,360
Landscaping - Mulch	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Landscaping - Plant Replacement Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Irrigation Maintenance	\$ 908	\$ 310	\$ -	\$ 784	\$ 350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,352
R&M Drainage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Physical Environment	\$ 39,071	\$ 15,667	\$ 15,357	\$ 17,716	\$ 15,707	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 103,518
Amenity													
Field Services	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500
Amenity Management	\$ 3,117	\$ 3,117	\$ 3,117	\$ 3,117	\$ 3,117	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,583
Pool Monitors	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Janitorial - Contract	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,250
Janitorial - Supplies/Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rental - Fitness Equipment	\$ 2,645	\$ 2,645	\$ 2,645	\$ 2,645	\$ 2,645	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,224
Contracts - Fitness Classes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Garbage Dumpster - Rental/Collection	\$ 164	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 164
Contracts - Pest Control/Termite Bond	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amenity R&M	\$ -	\$ -	\$ -	\$ 375	\$ 85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 460
Landscape Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Access Control R&M	\$ 915	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 915
Contracts - Pool Service	\$ 5,148	\$ -	\$ 1,359	\$ 2,526	\$ 1,381	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,413
Dog Waste Station Service and Supplies	\$ -	\$ -	\$ -	\$ -	\$ 160	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160
R&M - Entrance Monument & Wall	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracts - Access Control	\$ -	\$ 849	\$ 849	\$ 849	\$ 849	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,395
Miscellaneous Contingency	\$ 1,339	\$ 394	\$ -	\$ 385	\$ 151	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,270
Misc-Special Events	\$ 395	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 395
Misc. - Holiday Décor	\$ -	\$ 3,473	\$ 3,473	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,945
Total Amenity	\$ 16,472	\$ 13,227	\$ 14,192	\$ 12,646	\$ 11,137	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 67,674
Total Operations & Maintenance	\$ 56,341	\$ 29,691	\$ 30,346	\$ 31,832	\$ 28,078	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 176,288
Total Expenditures	\$ 76,204	\$ 35,327	\$ 37,165	\$ 37,427	\$ 32,646	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 218,769
Excess (Deficiency) of Revenues over Expend	\$ (76,204)	\$ (5,426)	\$ 387,239	\$ (32,089)	\$ 4,310	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 277,830
Net Change in Fund Balance	\$ (76,204)	\$ (5,426)	\$ 387,239	\$ (32,089)	\$ 4,310	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 277,830

Seaton Creek Reserve
Community Development District
Long Term Debt Report

Series 2023, Special Assessment Bonds, Assessment Area One		
Interest Rate:	Multiple Rates	
Maturity Date:	6/15/2053	
Reserve Fund Definition	50% of Maximum Annual Debt Service	
Reserve Fund Requirement	\$232,131.25	
Reserve Fund Balance	\$232,131.25	
Bonds Outstanding - 9/30/2025		\$6,665,000
Less: Principal Payment - 6/15/2026		\$0
Bonds Outstanding, Series 2023		\$6,665,000

SEATON CREEK RESERVE
COMMUNITY DEVELOPMENT DISTRICT
Special Assessment Receipts
Fiscal Year 2026

Gross Assessments \$ 505,179.72 \$ 501,904.26 \$ 1,007,083.98
Net Assessments \$ 467,291.24 \$ 464,261.44 \$ 946,658.94

ON ROLL ASSESSMENTS

Date	Distribution	Gross Amount	Discount/Penalty	Commission	Net Receipts	50.16% O&M Portion	49.84% 2023 Debt Service	100.00% Total
11/06/25	10/16/25-10/31/25	\$2,497.10	\$99.88	\$83.90	\$2,313.32	\$1,160.42	\$1,152.90	\$2,313.32
11/14/25	11/01/25-11/09/25	\$10,828.86	\$433.15	\$363.84	\$10,031.87	\$5,032.25	\$4,999.62	\$10,031.87
11/20/25	11/10/25-11/16/25	\$28,876.96	\$1,155.08	\$970.27	\$26,751.62	\$13,419.31	\$13,332.30	\$26,751.61
11/26/25	11/17/25-11/23/25	\$21,657.72	\$866.31	\$727.69	\$20,063.72	\$10,064.49	\$9,999.23	\$20,063.72
12/04/25	11/24/25-11/30/25	\$758,020.20	\$30,320.52	\$25,469.48	\$702,230.20	\$352,257.07	\$349,973.13	\$702,230.20
12/11/25	12/01/25-12/07/25	\$18,048.10	\$721.92	\$606.41	\$16,719.77	\$8,387.08	\$8,332.70	\$16,719.78
12/17/25	12/08/25-12/14/25	\$137,165.56	\$5,450.39	\$4,610.04	\$127,105.13	\$63,759.26	\$63,345.86	\$127,105.12
01/13/26	12/15/25-12/31/25	\$11,368.65	\$341.06	\$385.96	\$10,641.63	\$5,338.12	\$5,303.51	\$10,641.63
02/05/26	01/01/26-01/31/26	\$7,219.24	\$144.38	\$247.62	\$6,827.24	\$3,424.72	\$3,402.52	\$6,827.24
TOTAL		\$ 995,682.39	\$ 39,532.70	\$ 33,465.20	\$ 922,684.50	\$ 462,842.72	\$ 459,841.77	\$ 922,684.49

99%	Gross Percent Collected
\$11,401.59	Balance Remaining to Collect

TWELFTH ORDER OF BUSINESS

SEATON CREEK RESERVE
COMMUNITY DEVELOPMENT DISTRICT

Check Run Summary

March 12, 2026

GENERAL FUND		
<u>DATE</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
01/07/26	93-99	\$30,194.02
01/29/26	100-108	\$6,715.42
02/19/26	109-113	\$27,676.59
03/05/26	114-122	\$7,373.72
<i>AUTOPAY</i>		
01/31/26	8002-8003	\$3,256.47
02/27/26	8004-8005	\$3,080.73
Total		\$78,296.95

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
1/07/26	00027	1/01/26	5091	202601	320-57200-45300		C BUSS ENTERPRISES INC	*	2,525.58	2,525.58	000093
1/07/26	00028	1/02/26	764446	202602	320-57200-34500		ENVERA SYSTEMS	*	848.80	848.80	000094
1/07/26	00001	12/17/25	29	202511	320-57200-52000		FACILLITY MAINT 11/25	*	393.93		
		1/01/26	30	202601	320-57200-34000		FIELD MGMT 01/26	*	1,500.00		
		1/01/26	30	202601	320-57200-34200		JANITORIAL 01/26	*	1,250.00		
		1/01/26	30	202601	320-57200-34001		AMENITY MGMT 01/26	*	3,116.67		
		1/01/26	31	202601	310-51300-34000		MGMT FEE 01/26	*	3,825.00		
		1/01/26	31	202601	310-51300-35100		WEBSITE ADMIN 01/26	*	33.33		
		1/01/26	31	202601	310-51300-35101		INFO TECH 01/26	*	66.67		
		1/01/26	31	202601	310-51300-31300		DISSEMINATION AGENT SVCS	*	416.67		
		1/01/26	31	202601	310-51300-42000		POSTAGE 01/26	*	102.44		
		1/01/26	31	202601	310-51300-42500		COPIES 01/26	*	27.75		
		1/01/26	31	202601	310-51300-41000		TELEPHONE 01/26	*	10.88		
							GOVERNMENTAL MANAGEMENT SERVICES			10,743.34	000095
1/07/26	00012	12/18/25	25-07458	202512	310-51300-48000		JACKSONVILLE DAILY RECORD	*	82.50	82.50	000096
1/07/26	00013	12/15/25	2072391	202512	320-53800-46800		THE LAKE DOCTORS	*	545.00	545.00	000097
1/07/26	00025	1/02/26	186165	202601	320-53800-46200		LANDSCAPE MAINT 01/26	*	12,723.00		
		1/02/26	186166	202601	320-53800-46200		LANDSCAPE MAINT 01/26	*	1,994.00		
		1/02/26	186167	202601	320-53800-46200		LANDSCAPE MAINT 01/26	*	640.00		
							UNITED LAND SERVICE			15,357.00	000098

SCRC SEATON CREEK SHENNING

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
1/07/26	00026	1/07/26	87-30587	202512	300-21700	10000		UNITED STATE TREASURY	*	91.80	91.80	000099
1/29/26	00027	1/25/26	5308	202602	320-57200	45300		C BUSS ENTERPRISES INC	*	1,380.71	1,380.71	000100
1/29/26	00001	1/13/26	32	202601	320-57200	52000		GOVERNMENTAL MANAGEMENT SERVICES	*	86.00	385.47	000101
		1/13/26	32	202601	320-57200	52000			*	299.47		
1/29/26	00018	3/12/26	03122026	202603	310-51300	44000		HAMPTON INN & SUITES JACKSONVILLE	*	360.00	360.00	000102
1/29/26	00036	1/26/26	1432	202601	320-57200	46001		JAX FITNESS EQUIPMENT SERVICES LLC	*	300.00	300.00	000103
1/29/26	00013	1/07/26	2097232	202601	320-53800	46800		THE LAKE DOCTORS	*	605.00	605.00	000104
1/29/26	00037	1/16/26	65627478	202601	320-57200	54502		NADERS PEST RAIDERS	*	75.00	75.00	000105
1/29/26	00025	1/15/26	187512	202601	320-53800	35000		UNITED LAND SERVICE	*	363.24	784.24	000106
		1/15/26	187514	202601	320-53800	35000			*	421.00		
1/29/26	00017	12/31/25	8018998	202601	310-51300	32300		US BANK	*	1,250.00	1,250.00	000107
1/29/26	00038	1/14/26	7989	202601	320-53800	46200		WHITS END PROPERTY MAINTENANCE INC	*	1,575.00	1,575.00	000108
2/19/26	00040	2/12/26	2602-SCP	202602	320-57200	52002		DOODY DADDY	*	160.00	160.00	000109

SCRC SEATON CREEK SHENNING

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/19/26	00028	2/01/26	765561	202603	320-57200-34500			ENVERA SYSTEMS	*	848.80	848.80	000110
2/19/26	00001	2/01/26	33	202602	320-57200-34000			FIELD MGMT 02/26	*	1,500.00		
		2/01/26	33	202602	320-57200-34200			JANITORIAL 02/26	*	1,250.00		
		2/01/26	33	202602	320-57200-34001			AMENITY MGMT SVCS 02/26	*	3,116.67		
		2/01/26	34	202602	310-51300-34000			MGMT FEE 02/26	*	3,825.00		
		2/01/26	34	202602	310-51300-35100			WEB ADMIN 02/26	*	33.33		
		2/01/26	34	202602	310-51300-35101			INFO TECH 02/26	*	66.67		
		2/01/26	34	202602	310-51300-31300			DISSEMINATION AGENT SVCS	*	416.67		
		2/01/26	34	202602	310-51300-42000			POSTAGE 02/26	*	51.25		
		2/01/26	34	202602	310-51300-42500			COPIES 02/26	*	4.95		
		2/13/26	35	202602	320-57200-52000			MAINT SUPPLIES 02/26	*	151.25		
								GOVERNMENTAL MANAGEMENT SERVICES			10,415.79	000111
2/19/26	00013	2/17/26	731659	202602	320-53800-46800			WATER MGMT 02/26	*	545.00		
								THE LAKE DOCTORS			545.00	000112
2/19/26	00025	2/06/26	190641	202602	320-53800-35000			EMERGANCY CALL 02/26	*	350.00		
		2/06/26	190708	202602	320-53800-46200			LANDSCAPE MAINT 02/26	*	12,723.00		
		2/06/26	190709	202602	320-57200-46200			LANDSCAPE MAINT 02/26	*	1,994.00		
		2/06/26	190710	202602	320-53800-46200			LANDSCAPE MAINT 02/26	*	640.00		
								UNITED LAND SERVICE			15,707.00	000113
3/05/26	00041	3/21/26	03212026	202603	320-57200-49400			BATTLEFIELD/TODDLER 03/26	*	750.00		
								BOUNCERS SLIDES AND MORE INC			750.00	000114
3/05/26	00027	2/25/26	5540	202603	320-57200-45300			POOL SVCS 03/26	*	1,442.47		
								C BUSS ENTERPRISES INC			1,442.47	000115

SCRC SEATON CREEK SHENNING

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
3/05/26	00011	10/31/25	1608	202510	310	51300	31300		DISCLOSURE TECHNOLOGY SERVICES LLC	*	750.00	750.00	000116
3/05/26	00040	3/01/26	2603-SCP	202603	320	57200	52002		DOODY DADDY	*	344.00	344.00	000117
3/05/26	00028	3/01/26	766648	202604	320	57200	34500		ENVERA SYSTEMS	*	848.80	848.80	000118
3/05/26	00042	2/26/26	25098	202602	320	57200	46000		GATOR FIRE SYSTEMS LLC	*	85.00	85.00	000119
3/05/26	00018	4/14/26	04142026	202604	310	51300	44000		HAMPTON INN & SUITES JACKSONVILLE	*	360.00	360.00	000120
3/05/26	00012	2/26/26	26-01064	202602	310	51300	48000		JACKSONVILLE DAILY RECORD	*	82.50	82.50	000121
3/05/26	00005	2/26/26	3703043	202512	310	51300	31500		KUTAK ROCK	*	1,896.45		
		2/26/26	3703044	202512	300	13100	10000			*	814.50		
		2/26/26	3703044	202512	600	53800	60000			*	814.50		
		2/26/26	3703044	202512	600	20700	10000			*	814.50		
TOTAL FOR BANK A											71,959.75		

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
1/31/26	00039	12/26/25	60040555	202601	320	57200	41000		SERVICE THRU 01/27/2026	*	611.69		
									HOTWIRE COMMUNICATIONS, LTD.			611.69	008002
1/31/26	00030	12/14/25	8327759	202601	320	57200	44000		FITNESS EQUIPMENT LEASE	*	2,644.78		
									MITSUBISHI HC CAPITAL AMERICA, INC.			2,644.78	008003
2/27/26	00039	1/26/26	60040555	202602	320	57200	41000		SVCS 02/26	*	435.95		
									HOTWIRE COMMUNICATIONS, LTD.			435.95	008004
2/27/26	00030	2/11/26	8530325	202602	320	57200	44000		FITNESS EQUIPMENT 02/26	*	2,644.78		
									MITSUBISHI HC CAPITAL AMERICA, INC.			2,644.78	008005
TOTAL FOR BANK Z											6,337.20		
TOTAL FOR REGISTER											78,296.95		