

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.

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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

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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.

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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.

DocuSigned by:

Jim Oliver

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Secretary/Assistant Secretary

DocuSigned by:

Benzi Rogers

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Chairman/Vice Chairman