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, May 14, 2026, at 11:02 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:

Jim Oliver	District Manager
Kyle Magee *by phone*	District Counsel
Bill Schaefer *by phone*	District Engineer
Steve Sanford *by phone*	Greenberg Traurig
Sarah Sweeting	GMS
Chip Dellinger	GMS

FIRST ORDER OF BUSINESS **Roll Call**

Mr. Oliver called the meeting to order at 11:02 a.m. and called roll. Three Supervisors were present in person constituting a quorum.

SECOND ORDER OF BUSINESS **Audience Comments**

Mr. Oliver 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 March 12, 2026 Meeting**

Mr. Oliver presented the minutes of March 12, 2026, 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 March 12, 2026 Meeting, were approved.

FOURTH ORDER OF BUSINESS **Acceptance of Audit Committee's Recommendation; Approval of Audit Criteria and Authorization for Staff to Publish an RFP for Auditing Services**

Mr. Oliver explained that the audit committee had already approved the auditor selection criteria and asked the Board to approve that action and direct staff to issue an RFP for audit services.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Acceptance of Audit Committee's Recommendation; Approval of Audit Criteria and Authorization for Staff to Publish an RFP for Auditing Services, was approved.

FIFTH ORDER OF BUSINESS **Consideration of Agreement Regarding Use of the Amenity Center for Swimming Lessons**

Mr. Oliver reviewed the agreement for using the amenity center for swimming lessons. He explained that Jack's Mobile Swim Team, represented by Whitney Gross, proposed offering swim lessons on site. He noted that the vendor would provide proof of insurance and sign an agreement with the District, and that lesson costs would be handled directly between users and the vendor, with no District funding involved.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the Agreement Regarding Use of the Amenity Center for Swimming Lessons, was approved.

SIXTH ORDER OF BUSINESS **Consideration of Resolution 2026-01, Approving the Proposed Budget for Fiscal Year 2027 and Setting a Public Hearing Date for Adoption** ***(July date to be determined) (proposed budget will be sent under separate cover)***

Mr. Oliver reviewed Resolution 2026-01 and explained that the budget adoption hearing needed to be moved from July 9 to July 23, 2026 at 11:00 a.m. to meet the required 60-day notice period. He stated the extra time would allow the budget to be refined. He noted that developer contributions were kept at $26,000 as a starting point, and that the main reason for the budget increase was new areas coming online, especially landscape maintenance rising from $145,000 to $238,000. Without changes, assessments would increase from $1,810 to $2,039, about a 12% increase.

Ms. Rogers added that Phases 5 and 6 were expected to be recorded by September, adding about 162 units, which could help the budget. She mentioned a planned second amenity in Phase 5, described as a beer-garden-style outdoor area, which would add costs for landscaping, electricity, and insurance but should be low maintenance. She raised a possible additional security camera and monitoring increase, and Mr. Oliver stated he would include that adjustment in the proposed budget.

The Board then moved to approve the FY2027 proposed budget, as revised, and set the public hearing for July 23, 2026 at 11:00 a.m.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Resolution 2026-01, Approving the Proposed Budget for Fiscal Year 2027 and Setting a Public Hearing Date for Adoption on July 23, 2026 at 11:00 a.m., was approved.

SEVENTH ORDER OF BUSINESS **Consideration of Resolution 2026-02, Setting a Public Hearing Date to Adopt the Revised Rules of Procedure**

Mr. Oliver introduced the draft revised rules of procedure included in the agenda packet. He explained that every District has Rules of Procedure and that a public hearing is required before adopting the revised rules. He proposed setting that public hearing for the same date and time as the budget hearing: July 23, 2026 at 11:00 a.m.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Resolution 2026-02, Setting a Public Hearing Date to Adopt the Revised Rules of Procedure on July 23, 2026 at 11:00 a.m., was approved.

EIGHTH ORDER OF BUSINESS **Consideration of Items Related to Series 2026 Bonds**

A. Ratification of Agreement for Underwriter Services with FMS Bonds

**Mr. Sanford joined the meeting by phone at this time.*

Mr. Oliver summarized that the District was preparing to issue a second series of bonds: after the Series 2023 bonds, they were now preparing the Series 2026 bonds for Assessment Area 2. He explained that there would be several steps, beginning with ratifying the underwriting services agreement with FMS Bonds, which he had already executed so the process could move forward.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the Agreement for Underwriter Services with FMS Bonds, was ratified.

B. Presentation of Supplemental Engineer's Report

Mr. Schaefer stated that the Supplemental Engineer's Report addressed Assessment Area 2, covering Phases 4, 5, 6, and 7, with 285 single-family homes. He stated the report included the project improvements, a map of the assessment area, required permits, and estimated costs based on actual bids. He also noted that all permits were valid and that a 10% contingency was included for possible cost overruns or minor field changes.

Mr. Oliver asked whether the report needed to be approved immediately or later as an exhibit. Mr. Sanford stated it should be approved in substantial final form.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the Supplemental Engineer's Report, was approved in substantial form.

C. Presentation of Supplemental Assessment Methodology Report

Mr. Oliver reviewed the Supplemental Assessment Methodology Report for the Series 2026 bonds. He explained that the report supplements the April 25, 2025 Master Assessment Methodology and applies to Assessment Area 2, which includes 285 single family homes. He noted that part of the project costs would be funded by $6,820,820 in bonds, and that the improvements provide a special benefit to the assessed properties.

Mr. Oliver reviewed the tables: Assessment Area 2 has 285 units, total project costs of about $26,991,000, construction funds of about $6.087 million, a par debt of $23,000 per lot, and an annual debt service assessment of $1,665, or $1,800 grossed up. He noted that there were 37 platted lots, with the remaining lands unplatted, and described the true-up language limiting unplatted debt to $45,288 before a true-up would be triggered.

Ms. Rogers stated Table 1 should refer to Phase 4A through 7, not just Phase 4B, because Phase 4A includes roads and other infrastructure even though it has no homesites. Mr. Oliver accepted that correction and asked for approval of the report in substantial form, as revised.

> On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the Supplemental Assessment Methodology Report, was approved in substantial form.

D. Consideration of Delegated Award Resolution, Resolution 2026-03

Mr. Sanford from Greenberg Traurig explained Resolution 2026-03, the delegation resolution for the Series 2026 bonds. He stated the resolution allows the Chair or Vice Chair to sign the bond purchase contract without calling a special meeting, as long as the final bond terms stay within Board-approved limits. The bond issue would finance infrastructure for Assessment Area 2, with a maximum principal amount of up to $8 million, though the District is not required to issue that full amount.

Mr. Sanford explained the key limits: the interest rate cannot exceed the maximum allowed by Florida law, maturity cannot exceed 30 years excluding any capitalized interest period, and the underwriter, FMS, would be paid through a discount structure by buying the bonds at 98% and selling them at 100%.

Mr. Sanford summarized the resolution exhibits: the bond purchase contract, preliminary limited offering memorandum, continuing disclosure agreement, and second supplemental trust indenture. He noted the resolution authorizes updates to the methodology or engineer's reports if needed for the bond sale, without requiring another special meeting.

> On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Delegated Award Resolution, Resolution 2026-03, was approved.

NINTH ORDER OF BUSINESS **Consideration of Resolution 2026-04, Re-Designating Local Records Office**

Mr. Oliver stated that the District has office space in Jacksonville and proposed using the Jacksonville office as the records office because the records office is required to be located in Duval County. He stated the proposed address as 1200 River Place Boulevard, Suite 705, Jacksonville, Florida.

> On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Resolution 2026-04, Re-Designating Local Records Office, was approved.

TENTH ORDER OF BUSINESS **Consideration of Resolution 2026-05, Designating Landowners' Election Date**

Mr. Oliver explained that three seats would be filled by a landowner election in November, and that the election could be scheduled flexibly because a quorum is not required and it does not have to be tied to a regular meeting.

He stated it might be cleaner and more efficient to hold the election separately from a meeting. Ms. Sweeting suggested using a date in November and possibly holding it at Lennar's offices or the Jacksonville office. Mr. Oliver stated they did not need a final date immediately and proposed November 14 as a placeholder, noting it could be changed later.

> On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Resolution 2026-05, Designating Landowners' Election Date on November 14, 2026, was approved.

ELEVENTH ORDER OF BUSINESS **Staff Reports**

A. Attorney

Mr. Haber had nothing to report.

B. Engineer

There being no comments, the next item followed.

C. Manager

1. Report on the Number of Registered Voters (345)

Mr. Oliver stated that the District is required each year to place the number of registered voters on the record. According to the Duval County Supervisor of Elections Office, there are 345 registered voters living within Seton Creek Reserve.

2. Annual Ethics Training & Annual Form 1 Filing

Mr. Oliver reminded the Board about the Annual Ethics Training & Annual Form 1 Filing that must be completed by July 1st.

D. Amenities & Operations – Report

Mr. Dellinger stated he was available for questions. Ms. Rogers raised feedback from a town hall meeting, stating residents felt the amenity reservation fees were high compared with other communities.

Mr. Dellinger suggested the rental process could be simplified, noting that Seaton Creek appeared to require multiple checks. He compared other communities where rental fees were lower, such as a four-hour rental block around $114, and recommended communicating the policy clearly to residents or revising it if the Board wanted.

The discussion then focused on reducing costs. Mr. Oliver compared fees at other communities and stated a rental fee is still useful because it encourages residents to take the reservation seriously and treat the facility responsibly. Ms. Sweeting noted the deposit had already been reduced from $1,000 to $500, and stated lowering fees would not require another public hearing. The current fees were identified as a $500 deposit, $75 per hour rental fee, and $25 per hour staffing fee.

Ms. Rogers proposed reducing the deposit to $250, charging $200 for a four-hour rental block, and eliminating the separate staffing fee, with staffing costs covered by the rental fee. She noted that if the facility is abused or vandalism becomes an issue, the Board could raise the fees later.

> On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, Changing Amenity Center Rental rates to $250 deposit and $200/4 hour rental, was approved.

Mr. Oliver stated he had spoken with District Counsel earlier in the week and believed they were in a good place on the parking policies. Ms. Rogers added that the amendment to the declaration had been signed and would be recorded that week.

Mr. Oliver stated he discussed JSO off-duty support with Daniel from his office, noting the off-duty rate was about $65 per hour. At minimum, they planned to offer JSO access to the amenity center restrooms and provide an access card so officers could use the controlled area and complete reports.

Ms. Rogers suggested adding a security line or note in the budget. Mr. Dellinger mentioned a prior approach used at Villages of Westport, where a trespass authorization form was filed so law enforcement could contact the District or office and receive verbal authorization to trespass people using the facility after hours.

TWELFTH ORDER OF BUSINESS Supervisor's Requests

There being no comments, the next item followed.

THIRTEENTH ORDER OF BUSINESS Audience Comments

There being no audience comments, the next item followed.

FOURTEENTH ORDER OF BUSINESS Financial Statements as of April 30, 2026

Mr. Oliver noted that the financial statements were included in the agenda packet and were current through April 30, which was seven months into the fiscal year.

FIFTEENTH ORDER OF BUSINESS Check Register

Mr. Oliver presented the check register included in the agenda package.

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

SIXTEENTH ORDER OF BUSINESS Closed Session: Security Cameras

The Board entered into a closed session to discuss security matters at this time.

On MOTION by Ms. Rogers, seconded by Mr. Della Penta, with all in favor, the Proposal for Security Cameras, was approved.

SEVENTEENTH ORDER OF BUSINESS Next Regular Scheduled Meeting – July 23, 2026 at 11:00 a.m.

Mr. Oliver stated the next scheduled meeting the next scheduled meeting was changed from July 9th to July 23rd at 11:00 a.m. at the Hampton Inn & Suites Jacksonville Airport, 13551 Airport Court, Jacksonville, Florida.

EIGHTEENTH 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
D1BA5E5E7410418...
Secretary/Assistant Secretary

DocuSigned by:
Zenzi Rogers
635A71EC3371457...
Chairman/Vice Chairman