

**SEATON CREEK RESERVE
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
SPECIAL MEETING
FEBRUARY 07, 2023**

**SEATON CREEK RESERVE
COMMUNITY DEVELOPMENT DISTRICT AGENDA
FEBRUARY 07, 2023 AT 11:00 A.M.
THE OFFICES OF INFRAMARK
LOCATED AT 12574 FLAGLER CENTER BLVD., SUITE 101
JACKSONVILLE, FL 32258**

District Board of Supervisors	Chair	Ross Puzzitiello
	Vice-Chair	Rick Puzzitiello
	Supervisor	Michael Della Penta
	Supervisor	Chris Mayo
	Supervisor	Zenzi Rogers
District Manager	Inframark	Robert Koncar
District Attorney	Kutak Rock	Wes Haber
District Engineer	Prosser Inc.	Brad Davis

All cellular phones and pagers must be turned off while in the meeting room

The District Agenda is comprised of four different sections:

The meeting will begin at **11:00 a.m.**

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically, no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 873-7300, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 7-1-1 who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Seaton Creek Reserve Community Development District

Dear Board Members:

The Special Meeting of the Seaton Creek Reserve Community Development District will be held on **February 07, 2023 at 11:00 a.m. at the offices of Inframark located at 12574 Flagler Center Boulevard, Suite 101, Jacksonville, FL 32258**. Please let us know at least 24 hours in advance if you are planning to call into the meeting. Following is the Agenda for the Meeting:

Call In Number: 1-866-906-9330

Access Code: 4863181

- 1. CALL TO ORDER/ROLL CALL**
- 2. PUBLIC COMMENT ON AGENDA ITEMS**
- 3. BUSINESS ITEMS**
 - A. Consideration of Amended Master Engineer's Report.....Tab 01
 - B. Consideration of Master Assessment Methodology Report.....Tab 02
 - C. Consideration of Resolution 2023-05; Declaring Special Assessments.....Tab 03
 - D. Consideration of Resolution 2023-06; Setting Public Hearing to Levy Special Assessments.....Tab 04
 - E. Consideration of Interim District Engineer – Dominion Engineering Group, Inc.....Tab 05
 - F. General Matters of the District
- 4. CONSENT AGENDA ITEMS**
 - A. Consideration of Public Hearing & Regular Meeting Minutes November 09, 2022.....Tab 06
 - B. Consideration of Operations and Maintenance Expenditures October 2022.....Tab 07
 - C. Review of Financial Statements for Month Ending November 30, 2022.....Tab 08
- 5. VENDOR AND STAFF REPORTS.**
 - A. District Counsel
 - B. District Manager
 - C. District Engineer
- 6. BOARD MEMBERS COMMENTS**
- 7. PUBLIC COMMENTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 873-7300.

Sincerely,

Bob Koncar
Inframark

SEATON CREEK RESERVE CDD AMENDED MASTER ENGINEER'S REPORT

**Prepared for:
SEATON CREEK RESERVE
COMMUNITY DEVELOPMENT DISTRICT
Jacksonville, FL**

November 07, 2022



**4348 Southpoint Blvd, Suite 201
Jacksonville, Florida 32216
www.DOM-ENG.com**

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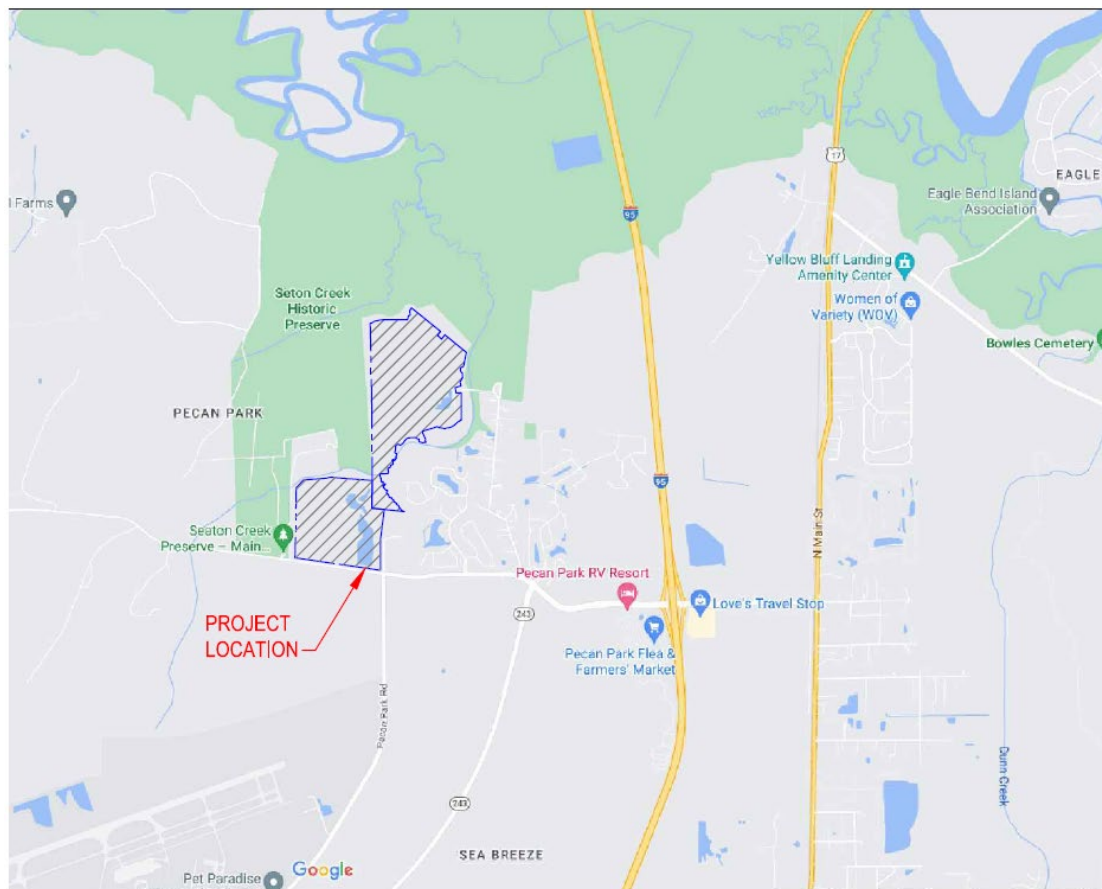
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Section 1 INTRODUCTION

1.0 INTRODUCTION

The Seaton Creek Community Development District (“CDD”) was established by City of Jacksonville effective on August 30, 2021, Ordinance number 2021-451-E, pursuant to the provisions of Chapter 190, Florida Statutes. The CDD consists of approximately 345 acres and was established for the purpose of providing an efficient mechanism for financing, operating, and maintaining the public infrastructure associated with and necessary to support development within the CDD. A location map of the CDD is shown on Figure 1.

FIGURE 1 LOCATION MAP



The lands within the CDD are wholly within and consist of a portion of the Seaton Creek Reserve CDD Planned Unit Development (P.U.D.) located within the City of Jacksonville, Florida and approved by the City of Jacksonville City Council on [August 8, 2006] by the enactment of Ordinances No 2007-386-E and Modification MM-2020-13 dated November 19, 2020 (the “Development”). The Development is anticipated to consist of 754-single family residential units developed in 2 phases, spanning approximately 10 years.

This is an update to the Master Engineer’s Report for the Seaton Creek Community Development District (“Master Engineer’s Report”) which has been prepared to identify the public infrastructure necessary to support the Development. The updates include acreage and lot changes, as well as updates to the permitting status and costs based upon actual construction contracts. To serve the Development, the CDD plans to design, permit, finance, acquire and/or construct, install, operate, and maintain all of part of certain public infrastructure improvements, including, but not limited to, certain offsite utility and transportation improvements; stormwater management facilities; utility infrastructure; recreation facilities; entry features; and landscaping (the “Capital Improvement Plan”). A portion of the Capital Improvement Plan is anticipated to be funded by the CDD through the issuance of bonds. A project of this type generally requires many permits through federal, state and local agencies. Identification of the various permits and respective status has been included in Section 3.

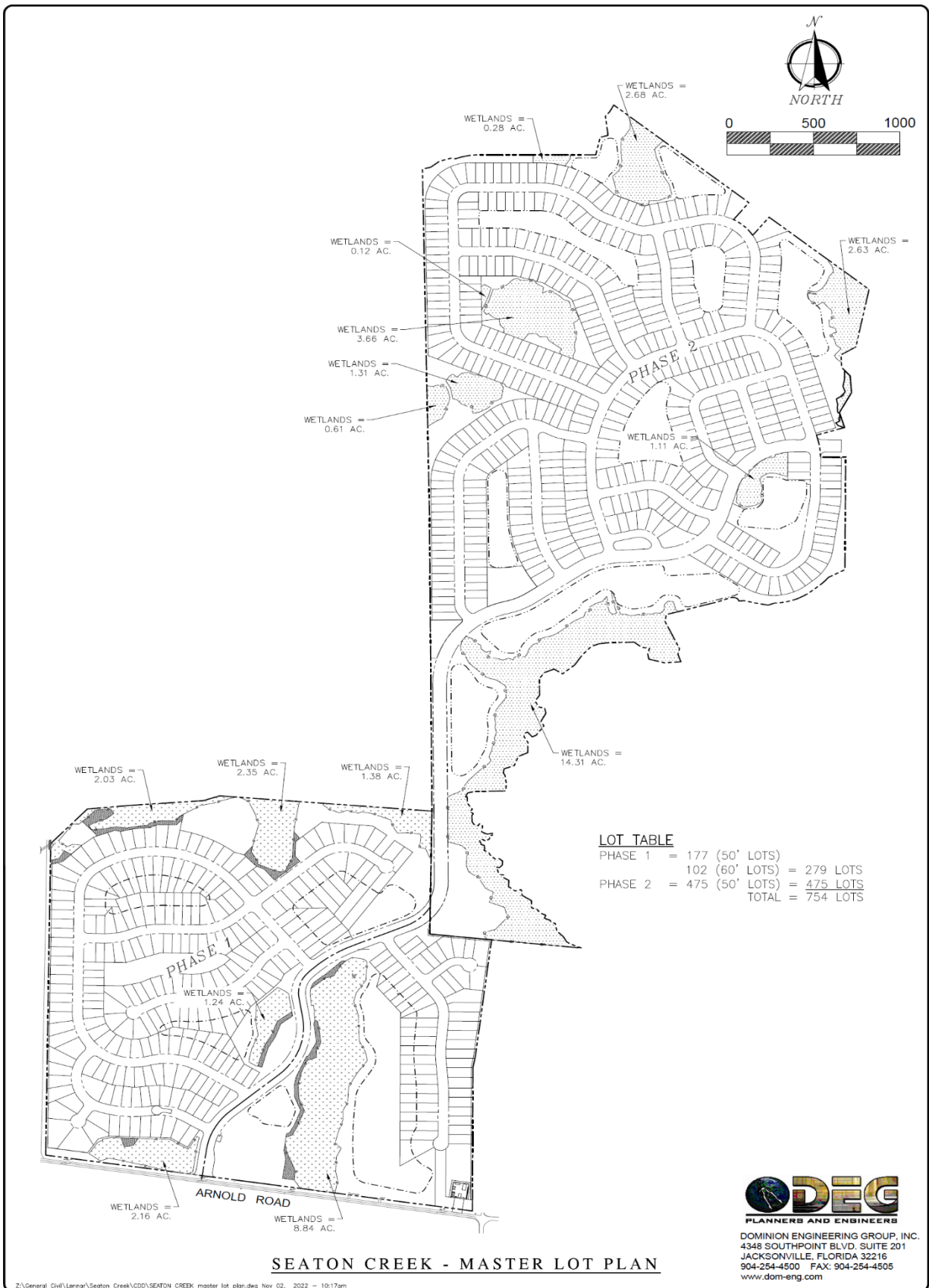
The current development plan (“Master Plan”) for the lands within the CDD is shown on Figure 2.

1.1 PROPOSED LAND USES

As described above, the CDD includes approximately 319 acres located entirely within City of Jacksonville, Florida and comprising a part of the Seaton Creek PUD. Phase 1 has 134 acres and Phase 2 consists of 185 acres. The proposed land uses within the CDD are tabled below.

	Land Use	Acres	Residential Units
1.	Single Family	125	754
2.	Wetland (exclusive of lakes)	45	
3.	Upland buffers	18	
4.	Lakes	67	
5.	Right of Way	47	
6.	Recreation and Open Space	17	
	TOTAL	319	754

FIGURE 2 SEATON CREEK RESERVE MASTER PLAN



Section 2 SEATON CREEK RESERVE CDD PROPOSED IMPORVEMENTS

2.0 GENERAL

The public infrastructure improvements currently comprising the Capital Improvement Plan and proposed to be provided by the CDD include, but may not necessarily be limited to, the following:

2.1 DESCRIPTION OF IMPROVEMENTS

2.1.1 Infrastructure

The infrastructure improvements will benefit and provide environmental preservation, amenities, landscaping, signage, District roadways, stormwater and environmental management, and recreation for residents of the District. Infrastructure costs are based upon construction contracts, bids, construction drawing takeoffs, and other requirements contained in the approved Planned Unit Development (PUD). The infrastructure consists of the following categories as further described herein:

2.1.2 Stormwater Management Facilities

The CDD will construct and/or acquire drainage systems that collect and treat stormwater by temporarily holding in on-site retention/settlement basins before discharge to the regional drainage system. The stormwater collection system will consist of a stabilized subgrade, lime rock base, asphalt and curbs with inlets, piping system and ponds. These will all be constructed consistent with the specifications of City of Jacksonville and the St. Johns River Water Management District.

The design of the roadway base and subgrade will be prepared in accordance with the current State of Florida Manual of Minimum Standards for Design, Construction and Maintenance of Streets and Highways, City of Jacksonville Road Construction Specifications, and current AASHTO policies.

The project engineer has prepared a stormwater master plan for the project. The purpose of the Seaton Creek Stormwater Master Plan is to assure that adequate stormwater management facilities are available to provide stormwater management capacity for the final development and to meet the regulatory requirements, as listed below:

- a) St. Johns River Water Management District (SJRWMD)
- b) City of Jacksonville
- c) Florida Department of Environmental Protection (FDEP)

The Master Plan identifies peak discharge rates, water quality requirements, 100-year floodplain elevations, groundwater flows. More specifically, the plan includes:

- a) location and size of ponds and lakes required for stormwater management facilities;
- b) control elevations of ponds and lakes including required water quality treatment volumes;
- c) peak flow rates, flow volumes and stages for flood events determined within each basin and within major conveyance areas;
- d) compensating storage requirements to mitigate for encroachments into the 100-year floodplain in the basins which encroachments occur;
- e) wetland evaluations to show that hydroperiods and viability of wetlands are being maintained;
- f) groundwater impacts quantified as to the effects on flow rates and wetland impacts.

For each phase, final design of the proposed stormwater drainage system for the CDD will be reviewed and approved by SJRWMD and the City of Jacksonville prior to construction. The drainage system will maintain existing drainage patterns to the greatest extent possible. The stormwater retention ponds will be wet detention biological treatment facilities designed to provide for the treatment of stormwater according to Chapter 40E-4, Florida Administrative Code. As part of the overall Seaton Creek PUD, SJRWMD stormwater permit, mitigation is required for wetland impacts. The Master Plan provides for the mitigation.

The removal of surface drainage from the roadways will be accomplished by storm sewer systems, including curb and gutter, inlets and pipes along each side of the roadways that will collect and convey surface drainage to stormwater retention ponds located along the roadways. Protection of the road base material from undermining will be accomplished by underdrain systems as needed along each side of the roadways. The underdrain system will bleed off excess groundwater and discharge to the roadside storm sewer system.

The costs of the stormwater management facilities include: clearing, earthwork operations to ensure a continuously functioning stormwater system, drainage structures, and wetland mitigation planting maintenance. The stormwater management system is included in the process of site grading and development for the PUD. The ponds are part of an integrated stormwater management and wetland mitigation system. The Capital Improvement Plan does not include the transportation to, or any grading on, the private lots.

2.1.3 Entrances and Entrance Landscaping

The CDD intends to construct monumentation and entry landscaping, including entrance and street tree plantings along the interior streets of the CDD. The streets will not be gated.

2.1.4 Wetland (environmental) Compliance and Mitigation

The CDD anticipates obtaining approximately 68 acres of wetlands preservation lands and maintaining or enhancing onsite wetlands to meet and ensure continued compliance with the requirements of the environmental permits.

2.1.5 Transportation Improvements

The District currently intends to finance certain transportation facilities necessary for development within the District boundaries. The infrastructure transportation improvements will be owned and maintained by the District upon completion of construction. These improvements have been designed and will be constructed to City of Jacksonville standards. Landscaping and irrigation of the completed roadways will be operated and maintained by the district.

This proposed improvements includes approximately 5,200 linear feet of two-lane minor collector section with appropriate turn lanes and approximately 26,730 linear feet of two-lane local section.

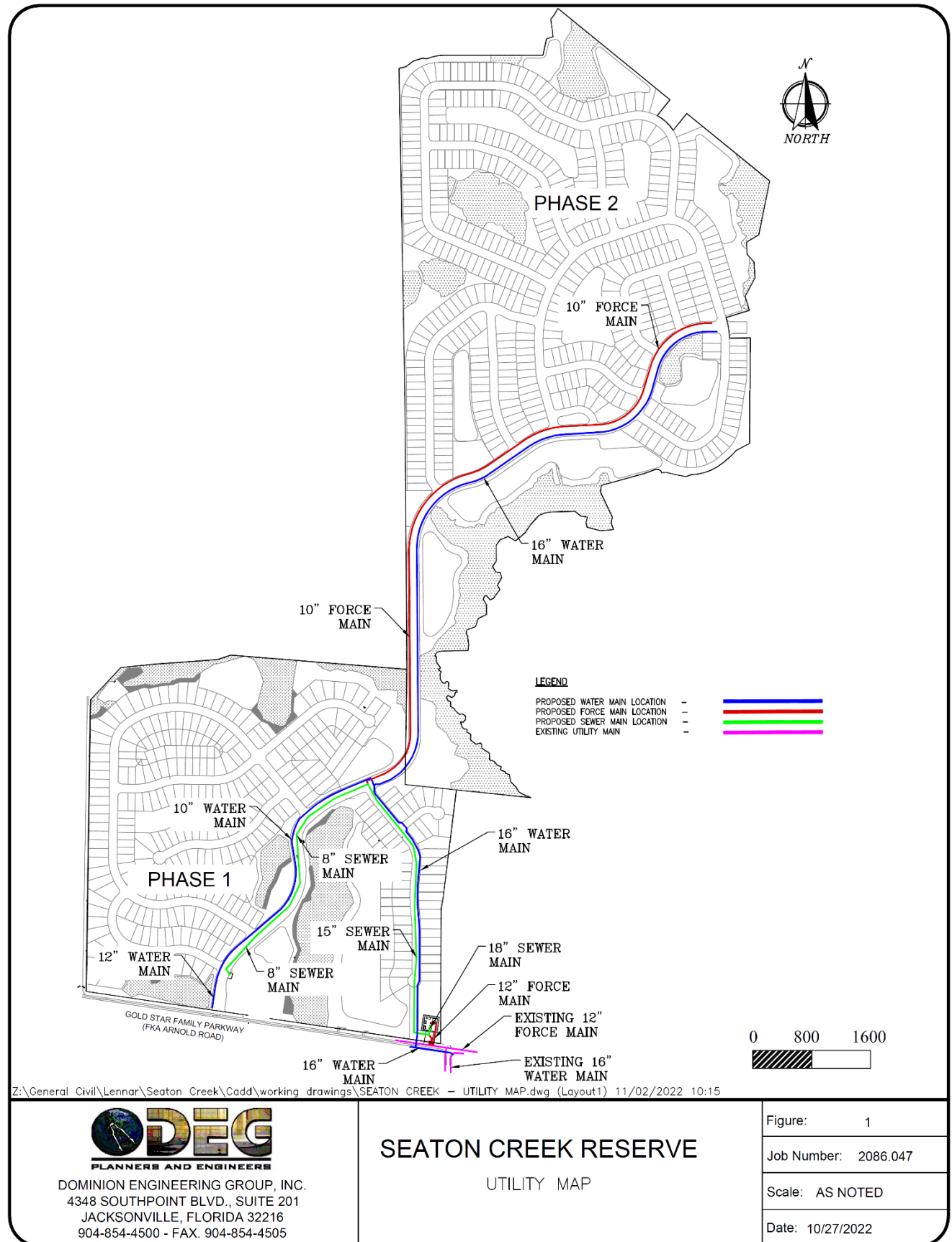
The cost estimate for the roadways included for the CDD infrastructure improvements is based upon curb and gutter section roadways with variable pavement widths, within variable width rights-of-way. The clearing, grubbing and earthwork estimates include all work necessary for the complete right-of-way area. Disturbed areas within the rights-of-way, which are outside of the paved areas, will be sodded and/or seeded and grassed to provide erosion and sediment control in accordance with City of Jacksonville standards.

2.1.6 Water and Sewer

Water and Sewer are anticipated to be constructed onsite by the CDD and dedicated to JEA, a public utility company which will then provide service to the residents. The costs associated with the construction of the water distribution and wastewater collection infrastructure are included in the cost estimate in Table 2. This includes wastewater pumping stations and force mains. Water and sewer lines are currently available to the site along Gold Star Family Parkway and Pecan Park Road to provide service to the development. Any water or sewer pipes, lines or facilities placed on private property will not be publicly funded.

The points of connection for the project are outside the CDD boundary and the CDD intends to install the lines necessary to connect the project to the regional utilities. Offsite utilities will be limited to approximately 360-feet of 16-inch water main to a point of connection at the corner of Pecan Park Road and Gold Star Family Parkway. The offsite and onsite utility trunk lines are shown on Figure 3 below.

FIGURE 3 UTILITY TRUNK LINES



2.1.7 Street Lights

Interior Street Lighting construction and equipment will be provided by JEA. Street Light wiring, fixtures and all related equipment will be provided by, and will remain in the ownership and maintenance control of JEA. The CDD may finance the incremental cost of undergrounding the electric utilities.

2.1.7 Amenity

Amenities will be constructed in both Phase 1 and Phase 2; however, the amenities will be developer funded. We anticipate Phase 1 amenities will consist of a community center with a separate workout area and workout equipment. A pool with lounging areas and covered sitting areas. We anticipate two tennis courts and two pickle ball courts along with a bocce court. A playground and 80 parking spaces for residents.

We anticipate Phase 2 amenity will include an open-air pavilion, restrooms, pool, playground, parking and grassed fields for activities by the residents.

2.2. Ownership and Maintenance

All improvements funded by the CDD will be on land owned by, or on which a permanent easement is granted in favor of, the CDD or another governmental entity. The ownership and maintenance responsibilities for the infrastructure improvements within the CDD vary by the improvement as noted in the following table:

Improvement	Ownership	Maintenance Entity
Wetland (environmental) Compliance and Mitigation	CDD	CDD
Stormwater Management Facilities	CDD	CDD
Offsite Improvements	City	City
Internal Utilities	JEA	JEA
Recreation and Open Space	CDD	CDD
Open Space - Entrances and Entrance Landscaping	CDD	CDD

Section 3 CAPITAL IMPROVEMENT PLAN

3.0 GENERAL

3.1 Improvement Costs

The infrastructure improvements may be divided into several construction/acquisition packages. The total cost of the Capital Improvement Plan is estimated at **\$90,365,700**. The costs are based upon current construction contracts for Phase 1. Phase 2 is based upon current construction costs in North Florida, plus a ten percent (10%) contingency.

Improvement Category	Phase 1 Costs	Phase 2 Costs	Total Costs
Clearing and Grubbing	1,134,000	1,930,645	3,064,645
Earthwork	13,210,339	22,490,720	35,701,059
Roadways	2,548,020	4,338,030	6,889,050
Stormwater Collection	5,318,733	9,055,190	14,373,923
Landscape/Recreation/Amenity	6,000,000	5,000,000	11,000,000
Potable Water	2,151,853	3,663,549	5,815,402
Gravity Sewer	2,791,636	4,752,785	7,544,421
Lift Stations and Force Main	4,250,000	750,000	5,000,000
Electrical	362,700	617,500	980,200
Total Cost (approx.)	\$38,517,284	\$51,848,420	\$90,365,700

Notes:

- Costs have been included for street lighting and associated electrical conduit on the on-site roadways in accordance with JEA Standards and are included in the transportation cost estimates. Only the differential cost of undergrounding the electric utilities will be funded by the District.
- For the purposes of this report, a 10% contingency factor has been included on each Improvement Category for Phase 2, Phase 1 is based upon actual construction contracts.

3.2 PERMIT STATUS

Permits are sufficient for the progress of work for Phase 1. Permits for Phase 2 will be achieved in the normal course of development.

3.2.1 Federal Permits

Under a delegated program, the Florida Department of Environmental Protection issued a Federal 404 permit for the Phase 1 project. Permits are sufficient for the progress of work for Phase 1. Federal permits for Phase 2 will be achieved in the normal course of development

3.2.2 State Permits

Florida Department of Environmental Protection has issued multiple water and sewer permits for Phase 1. State permits for Phase 2 will be achieved in the normal course of development.

3.2.3 City of Jacksonville Permits

Site Construction permits have been issued by City of Jacksonville for Phase 1. City of Jacksonville Permits for Phase 2 will be achieved in the normal course of development.

3.2.4 JEA Utility Permits

Utility permits have been issued by JEA for Phase 1. JEA utility permits for Phase 2 will be achieved in the normal course of development.

3.3 CONSTRUCTION STATUS

Construction of Phase 1 is currently underway.

Phase 2 has not begun construction with estimated construction dates estimated to begin in 2024.

Section 4 ENGINEER'S CERTIFICATION

4.1 ENGINEER'S CERTIFICATION

In our opinion, the improvements cost estimates are fair and reasonable, and we have no reason to believe that the improvements described herein cannot be constructed and installed at such costs and in the construction time frames as described in this report. The estimated probable construction costs were determined from actual construction contracts with a ten percent (10%) contingency and compared to unit prices within North Florida. We expect that all improvements to be constructed can be completed on schedule. Permits necessary to complete the improvements will be acquired in the normal course of business. We, therefore, believe that the CDD will be well served by the infrastructure improvements discussed in this report. The improvements, if constructed to the designs described herein, will be sufficient to support the Development as described in Section 2 of this Engineering Report. The benefit to the assessable lands within the CDD as a result of the Capital Improvement Plan shall at least be equal to cost thereof. The CDD shall pay the lesser of the actual cost or the fair market value of the public improvements comprising the Capital Improvement Plan.

I hereby certify that the foregoing is a true and correct copy of the Capital Improvement Plan.

SEAL

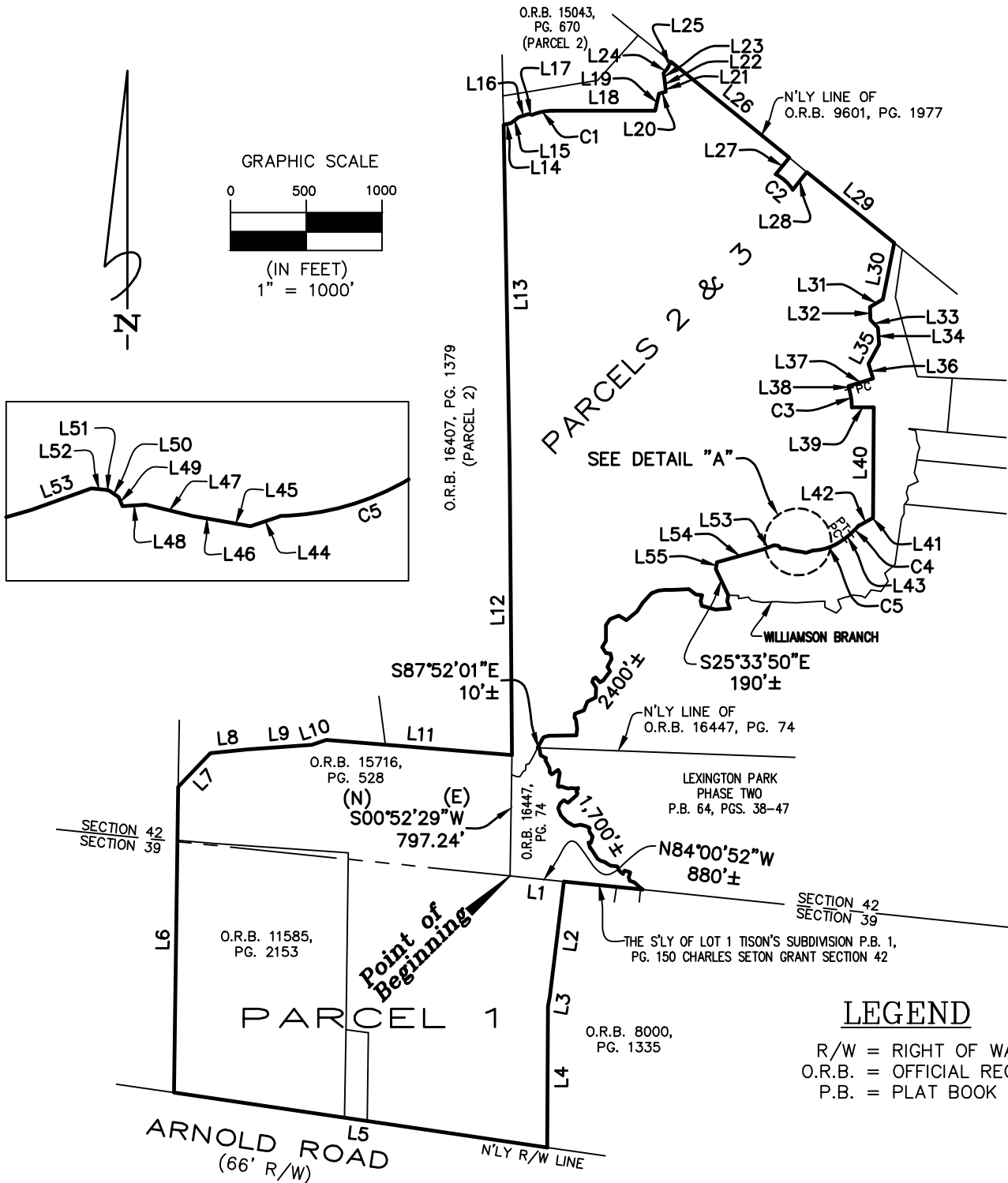
William E. Schaefer II, P.E.

Florida Registration No. 40229

Dominion Engineering Group, Inc.

APPENDIX A
LEGAL DESCRIPTION

MAP SHOWING



LEGEND

R/W = RIGHT OF WAY
O.R.B. = OFFICIAL RECORDS BOOK
P.B. = PLAT BOOK

SHEET 1 OF 4

JOB NO. 2022-850
DRAFTER MJC
DATE 11-2-22
SCALE 1"=1000'

THIS MAP OR SURVEY MEETS THE STANDARDS OF PRACTICE SET FORTH BY THE FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES, IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES, UNLESS OTHERWISE SHOWN AND STATED HEREON.

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CHECKED BY:

MICHAEL J. COLLIGAN, P.S.M. CERT. NO. 6788

MAP SHOWING

LINE TABLE

LINE	BEARING	DISTANCE
L1	S84°00'52"E	358.50'
L2	S07°04'22"W	763.95'
L3	S11°23'58"W	66.01'
L4	S00°11'00"W	933.84'
L5	N81°38'36"W	2491.37'
L6	N00°49'30"E	2019.16'
L7	N43°26'36"E	307.76'
L8	N84°30'26"E	247.96'
L9	N85°51'26"E	423.94'
L10	N71°48'26"E	99.45'
L11	S85°23'50"E	1229.77'
L12	N00°25'41"W	1916.89'
L13	N01°02'11"W	2243.46'
L14	N76°50'31"E	48.24'
L15	N52°57'57"E	65.69'
L16	N73°12'06"E	67.20'
L17	S81°24'25"E	26.97'
L18	N90°00'00"E	676.59'
L19	N12°28'01"E	115.55'

LINE TABLE

LINE	BEARING	DISTANCE
L20	N73°41'45"E	46.97'
L21	N04°29'15"W	28.11'
L22	N08°08'07"W	46.62'
L23	N06°58'21"W	49.82'
L24	N39°55'32"E	39.41'
L25	N28°43'16"E	48.76'
L26	S50°58'48"E	1004.32'
L27	S39°01'12"W	141.33'
L28	N39°01'12"E	150.11'
L29	S50°58'48"E	742.70'
L30	S11°28'44"W	380.17'
L31	S59°13'54"W	99.65'
L32	S02°31'06"E	82.92'
L33	S42°12'52"E	73.06'
L34	S03°50'54"E	108.94'
L35	S28°28'00"W	145.66'
L36	S16°34'03"E	102.54'
L37	S73°11'09"W	169.56'
L38	S16°48'51"E	19.06'

LINE TABLE

LINE	BEARING	DISTANCE
L39	N89°51'56"E	145.00'
L40	S00°22'50"W	729.35'
L41	S53°07'08"W	6.04'
L42	S62°10'53"W	102.48'
L43	S51°04'44"W	56.14'
L44	S71°30'54"W	40.79'
L45	N80°05'54"W	39.65'
L46	N79°49'21"W	37.88'
L47	N76°18'03"W	63.31'
L48	S86°24'32"W	31.27'
L49	N23°16'18"W	12.83'
L50	N56°27'31"W	15.05'
L51	N68°44'34"W	3.75'
L52	N84°55'14"W	20.00'
L53	S70°13'35"W	84.32'
L54	S74°27'24"W	310.15'
L55	S07°46'29"W	46.96'

CURVE TABLE

CURVE	RADIUS	LENGTH	DELTA	BEARING	CHORD
C1	360.00'	137.84'	21°56'15"	N79°01'53"E	137.00'
C2	290.00'	151.99'	30°01'44"	S47°37'49"E	150.26'
C3	430.00'	125.18'	16°40'47"	S08°28'27"E	124.74'
C4	350.00'	74.91'	12°15'47"	S44°56'51"W	74.77'
C5	350.00'	230.19'	37°41'00"	S69°55'14"W	226.07'

SHEET 2 OF 4

JOB NO. 2022-850

DRAFTER MJC

DATE 11-2-22

SCALE 1"=1000'

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CHECKED BY:

MICHAEL J. COLLIGAN, P.S.M. CERT. NO. 6788

20

MAP SHOWING

PARCEL 1

A PORTION OF THE SECTIONS 39 AND 42, TOWNSHIP 1 NORTH, RANGE 26 EAST, BEING A PORTION OF TISON'S SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 1, PAGE 150 OF THE FORMER PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS DUVAL COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF LOT 1, SECTION 42 OF SAID TISON'S SUBDIVISION; THENCE SOUTH 84°00'52" EAST, ALONG THE SOUTHERLY LINE OF SAID LOT 1, A DISTANCE OF 358.50 FEET TO THE WESTERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 8000, PAGE 1335 OF THE CURRENT PUBLIC RECORDS OF SAID COUNTY AND THE POINT OF BEGINNING; THENCE SOUTHERLY, ALONG LAST SAID LINE, RUN THE FOLLOWING THREE (3) COURSES AND DISTANCES: COURSE NO. 1: SOUTH 07°04'22" WEST, 763.95 FEET; COURSE NO. 2: SOUTH 11°23'58" WEST, 66.01 FEET; COURSE NO. 3: SOUTH 00°11'00" WEST, 933.84 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF ARNOLD ROAD (A 66 FOOT RIGHT OF WAY, AS NOW ESTABLISHED); THENCE NORTH 81°38'36" WEST, ALONG LAST SAID LINE, 2491.37 FEET TO THE WESTERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 11585, PAGE 2153 OF SAID CURRENT PUBLIC RECORDS; THENCE NORTH 00°49'30" EAST, ALONG LAST SAID LINE AND ALONG THE WESTERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 15716, PAGE 528 OF SAID CURRENT PUBLIC RECORDS, 2019.16 FEET TO THE NORTHERLY LINE OF LAST SAID LANDS; THENCE NORTHEASTERLY AND EASTERLY, ALONG LAST SAID LINE, RUN THE FOLLOWING FIVE (5) COURSES AND DISTANCES: COURSE NO. 1: NORTH 43°26'36" EAST, 307.76 FEET; COURSE NO. 2: NORTH 84°30'26" EAST, 247.96 FEET; COURSE NO. 3: NORTH 85°51'26" EAST, 423.94 FEET; COURSE NO. 4: NORTH 71°48'26" EAST, 99.45 FEET; COURSE NO. 5: SOUTH 85°23'50" EAST, 1229.77 FEET TO THE EASTERLY LINE OF LAST SAID LANDS; THENCE SOUTH 00°52'29" WEST, ALONG LAST SAID LINE, 797.24 FEET TO THE POINT OF BEGINNING.

CONTAINING 134.00 ACRES, MORE OR LESS

GENERAL NOTES

1. BEARINGS SHOWN HEREON ARE BASED ON THE N'LY R/W LINE OF ARNOLD ROAD, AS N81°38'36"W,
2. THIS MAP DOES NOT REPRESENT A BOUNDARY SURVEY.
4. THIS DRAWING MAY HAVE BEEN ENLARGED OR REDUCED FROM THE ORIGINAL. UTILIZE THE GRAPHIC SCALE AS SHOWN.
5. THIS MAP WAS MADE WITHOUT THE BENEFIT OF A TITLE COMMITMENT.
6. CROSS REFERENCE SURVEY BY CLARY & ASSOCIATES, FILE NO. T1N-201A & SURVEY BY EILAND & ASSOCIATES, FILE NO. RF-5-F-4J.

SHEET 3 OF 4

JOB NO. 2022-850
DRAFTER MJC
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CHECKED BY:

MICHAEL J. COLLIGAN, P.S.M. CERT. NO. 6788

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MAP SHOWING

PARCELS 2 & 3

A PORTION OF THE CHARLES SETON GRANT, SECTION 42, TOWNSHIP 1 NORTH, RANGE 26 EAST, BEING A PORTION OF TISON'S SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 1, PAGE 150 OF THE FORMER PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS DUVAL COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE SOUTHWEST CORNER OF SAID LOT 1, PLAT BOOK 1, PAGE 150, OF SAID COUNTY; THENCE NORTH 00°52'29" EAST, ALONG THE WESTERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 16447, PAGE 74 OF SAID CURRENT PUBLIC RECORDS, ALSO BEING THE EASTERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 15716, PAGE 528 OF SAID CURRENT PUBLIC RECORDS, 797.24 FEET TO THE EASTERLY LINE OF THOSE LANDS DESIGNATED PARCEL 2, DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 16407, PAGE 1379 OF SAID CURRENT PUBLIC RECORDS; THENCE NORTH 00°25'41" WEST, ALONG LAST SAID LINE, 1916.89 FEET; THENCE NORTH 01°02'11" WEST, CONTINUING ALONG LAST SAID LINE, 2243.46 FEET; THENCE NORTH 76°50'31" EAST, 48.24 FEET; THENCE NORTH 52°57'57" EAST, 65.69 FEET; THENCE NORTH 73°12'06" EAST, 67.20 FEET; THENCE SOUTH 81°24'25" EAST, 26.97 FEET TO THE ARC OF A CURVE LEADING EASTERLY; THENCE EASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHERLY, HAVING A RADIUS OF 360.00 FEET, AN ARC DISTANCE OF 137.84 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 79°01'53" EAST, 137.00 FEET TO THE POINT OF TANGENCY OF SAID CURVE; THENCE NORTH 90°00'00" EAST, 676.59 FEET; THENCE NORTH 12°28'01" EAST, 115.55 FEET; THENCE NORTH 73°41'45" EAST, 46.97 FEET; THENCE NORTH 04°29'15" WEST, 28.11 FEET; THENCE NORTH 08°08'07" WEST, 46.62 FEET; THENCE NORTH 06°58'21" WEST, 49.82 FEET; THENCE NORTH 39°55'32" EAST, 39.41 FEET; THENCE NORTH 28°43'16" EAST, 48.76 FEET TO THE NORTHERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 9601, PAGE 1977 OF SAID CURRENT PUBLIC RECORDS; THENCE SOUTH 50°58'48" EAST, ALONG LAST SAID LINE, 1004.32 FEET; THENCE SOUTH 39°01'12" WEST, 141.33 FEET TO THE ARC OF A CURVE LEADING SOUTHEASTERLY; THENCE SOUTHEASTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 290.00 FEET, AN ARC DISTANCE OF 151.99 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 47°37'49" EAST, 150.26 FEET; THENCE NORTH 39°01'12" EAST, 150.11 FEET TO THE AFORESAID NORTHERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 9601, PAGE 1977; THENCE SOUTH 50°58'48" EAST, 742.70 FEET; THENCE SOUTH 11°28'44" WEST, 380.17 FEET; THENCE SOUTH 59°13'54" WEST, 99.65 FEET; THENCE SOUTH 02°31'06" EAST, 82.92 FEET; THENCE SOUTH 42°12'52" EAST, 73.06 FEET; THENCE SOUTH 03°50'54" EAST, 108.94 FEET; THENCE SOUTH 28°28'00" WEST, 145.66 FEET; THENCE SOUTH 16°34'03" EAST, 102.54 FEET; THENCE SOUTH 73°11'09" WEST, 169.56 FEET; THENCE SOUTH 16°48'51" EAST, 19.06 FEET TO THE POINT OF CURVATURE OF A CURVE LEADING SOUTHERLY; THENCE SOUTHERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE WESTERLY, HAVING A RADIUS OF 430.00 FEET, AN ARC DISTANCE OF 125.18 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 08°28'27" EAST, 124.74 FEET; THENCE NORTH 89°51'56" EAST, 145.00 FEET; THENCE SOUTH 00°22'50" WEST, 729.35 FEET; THENCE SOUTH 53°07'08" WEST, 6.04 FEET; THENCE SOUTH 62°10'53" WEST, 102.48 FEET TO THE ARC OF A CURVE LEADING SOUTHWESTERLY; THENCE SOUTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHWESTERLY, HAVING A RADIUS OF 350.00 FEET, AN ARC DISTANCE OF 74.91 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 44°56'51" WEST, 74.77 FEET TO THE POINT OF TANGENCY OF SAID CURVE; THENCE SOUTH 51°04'44" WEST, 56.14 FEET TO THE POINT OF CURVATURE OF A CURVE LEADING WESTERLY; THENCE WESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 350.00 FEET, AN ARC DISTANCE OF 230.19 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 69°55'14" WEST, 226.07 FEET; THENCE SOUTH 71°30'54" WEST, 40.79 FEET; THENCE NORTH 80°05'54" WEST, 39.65 FEET; THENCE NORTH 79°49'21" WEST, 37.88 FEET; THENCE NORTH 76°18'03" WEST, 63.31 FEET; THENCE SOUTH 86°24'32" WEST, 31.27 FEET; THENCE NORTH 23°16'18" WEST, 12.83 FEET; THENCE NORTH 56°27'31" WEST, 15.05 FEET; THENCE NORTH 68°44'34" WEST, 3.75 FEET; THENCE NORTH 84°55'14" WEST, 20.00 FEET; THENCE SOUTH 70°13'35" WEST, 84.32 FEET; THENCE SOUTH 74°27'24" WEST, 310.15 FEET; THENCE SOUTH 07°46'29" WEST, 46.96 FEET; THENCE SOUTH 25°33'50" EAST, 190 FEET, MORE OR LESS, TO THE CENTERLINE OF WILLIAMSON BRANCH; THENCE SOUTHERLY, WESTERLY, NORTHERLY, NORTHWESTERLY, SOUTHWESTERLY AND SOUTHEASTERLY, ALONG THE MEANDERINGS OF LAST SAID LINE, 2400 FEET, MORE OR LESS, TO THE NORTHERLY LINE OF SAID LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 16447, PAGE 74; THENCE SOUTH 87°52'01" EAST, ALONG LAST SAID LINE, 10 FEET, MORE OR LESS, TO THE CENTERLINE OF AFORESAID WILLIAMSON BRANCH, ALSO BEING THE SOUTHWESTERLY LINE OF LEXINGTON PARK PHASE TWO, AS RECORDED IN PLAT BOOK 64, PAGES 38 THROUGH 47, INCLUSIVE OF SAID CURRENT PUBLIC RECORDS; THENCE SOUTHEASTERLY, ALONG LAST SAID LINE, 1700 FEET, MORE OR LESS, TO THE SOUTHERLY LINE OF AFORESAID LOT 1; THENCE NORTH 84°00'52" WEST, ALONG LAST SAID LINE, 880 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.

CONTAINING 185 ACRES, MORE OR LESS

SHEET 4 OF 4

JOB NO. 2022-850
DRAFTER MJC
DATE 11-2-22
SCALE 1"=1000'

THIS MAP OR SURVEY MEETS THE STANDARDS OF PRACTICE SET FORTH BY THE FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES, IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES, UNLESS OTHERWISE SHOWN AND STATED HEREON.

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CHECKED BY:

MICHAEL J. COLLIGAN, P.S.M. CERT. NO. 6788

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SEATON CREEK RESERVE COMMUNITY DEVELOPMENT DISTRICT

MASTER ASSESSMENT METHODOLOGY REPORT

Report Date:

November 9, 2022

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I. INTRODUCTION

This Master Assessment Methodology Report (the “Master Report”) details the basis of the benefit allocation and assessment methodology to support the financing plan to complete the public infrastructure required within the Seaton Creek Reserve Community Development District (the “District”). The private assessable lands (“Assessable Property”) benefitting from the public infrastructure is generally described within Exhibit A of this Master Report and further described within the Amended Master Engineer’s Report, dated November 7, 2022 (the “Engineer’s Report”).

The objective of this Master Report is to:

1. Identify the District’s capital improvement program (“CIP”) for the project to be financed, constructed and/or acquired by the District; and
2. Determine a fair and equitable method of spreading the associated costs to the benefiting Assessable Properties within the District pre- and post-development completion; and
3. Provide a basis for the placement of a lien on the Assessable Properties within the District benefiting from the CIP, as outlined by the Engineer’s Report.

The basis of benefit received by Assessable Properties relates directly to the proposed CIP. It is the District’s CIP that will create the public infrastructure that enables Assessable Properties within the District to be developed and improved under current allowable densities. The Engineers Report identified estimated costs to complete the CIP, inclusive of associated “soft cost” such as legal/engineering services with contingencies to account for commodity and service market fluctuations. This Master Report will further address additional financing cost associated with funding the CIP. Without the required improvements in the CIP, the development of the Assessable Properties could not be undertaken within the current development standards. The main objective of this Master Report is to establish a basis on which to quantify and allocate the special benefit provided by the CIP proportionally to the assessable property within the District. A detailed allocation methodology and finance plan will be utilized to equitably distribute CIP costs upon the Assessable Property within the District based upon the level of proportional benefit received.

This Master Report outlines the assignment of benefit, assessment methodology and financing structure for bonds to be issued by the District. As a result of the methodology application, the maximum long-term assessment associated with the current CIP is identified. The District will issue Special Assessment Bonds (the “Bonds”), in one or more series consisting of various amounts of principal debt and maturities to finance the construction and/or acquisition of all or a portion of the CIP. The Bonds will be repaid from and secured by non-ad valorem assessments levied on those Assessable Property benefiting from the CIP within the District.

It is anticipated that we as the methodology consultant for the District will prepare individual supplemental reports applying the allocation methodology contained herein for the imposition and collection of long-term special assessments for repayment of a specific series of Bonds. The methodology consultant may distribute supplemental reports in connection with updates and/or revisions to the finance plan. Such supplemental reports will be created to stipulate amended terms,

interest rates, developer contributions if any, issuance costs and will detail the resulting changes in the level of funding allocated to the various trust accounts and subaccounts.

In summary, this Master Report will determine the benefit, apportionment and financing structure for the Bonds to be issued by the District in accordance with Chapters 170, 190 and 197, Florida Statutes, as amended, to establish a basis for the levying and collecting of special assessments based on the benefits received and is consistent with our understanding and experience with case law on this subject.

II. DEFINED TERMS

“Assessable Property:” – All property within the District that receives a special benefit from the CIP.

“Assessment Area One” – Identified within the Engineer’s Report and relates to cost for the first phase of development that are specific (“Unique”) to Assessment Area One and details common cost within the CIP that benefit all Assessable Property within the District.

“Assessment Area Two” – Identified within the Engineer’s Report and relates to cost for the second phase of development that are specific (“Unique”) to Assessment Area Two and provides common cost within the CIP that benefit all Assessable Property within the District.

“Capital Improvement Program” (CIP) – The public infrastructure development program as outlined by the Engineer’s Report.

“Developer” – Lennar Homes, LLC

“Development Plan” – The end-use configuration of Platted Units and Product Types for Unplatted Parcels within the District.

“District” – Seaton Creek Reserve Community Development District, approximately 345 gross acres with the Development Plan for 754 Units.

“Engineer Report” – *Seaton Creek Reserve CDD Amended Master Engineer’s Report*, dated November 7, 2022.

“Equivalent Assessment Unit” (EAU) – A weighted value assigned to dissimilar residential lot product types to differentiate assignment of benefit and lien values.

“Master Report” or “Report” – This *Master Assessment Methodology Report*, dated November 9, 2022 as provided to support benefit and Maximum Assessments Liens the Assessable Property within the District.

“Maximum Assessments” – The maximum amount of special assessments and liens to be levied against the Assessable Property.

“Platted Units” – Private property subdivided as a portion of gross acreage by virtue of the platting process.

“Product Type” – Classification assigned by the District Engineer to dissimilar lot products for the development of the vertical construction. All Product Types will be treated the same.

“Unplatted Parcels” – Gross acreage intended for subdivision and platting pursuant to the Development Plan.

“Unit(s)” – A planned or developed residential lot assigned a Product Type classification by the District Engineer.

III. DISTRICT OVERVIEW

The District area encompasses 345 +/- acres and is generally located north of the intersection of Arnold Road and Pecan Road, west of I-95, and south and east of the Seaton Creek Historic Preserve within the City of Jacksonville, Florida. The primary developer of the Assessable Property is Lennar (the “Developer”), who created the overall development plan as outlined and supported by the Engineer’s Report. The development plan for the District contemplates two phases consisting of 754 single family lots. The CIP as described in the Engineer’s Report includes, but is not limited to, certain offsite utility and transportation improvements, stormwater management facilities, utility infrastructure, recreation facilities, entry features, and landscaping.

IV. CAPITAL IMPROVEMENT PROGRAM

The District and Developers are undertaking the responsibility of providing the public infrastructure necessary to develop the District’s CIP. As designed, the CIP is an integrated system of facilities. Each infrastructure facility works as a system to provide special benefit to District lands, i.e.: all benefiting landowners of the Assessable Property within the District benefit the same from the first few feet of infrastructure as they do from the last few feet. The CIP costs within Table 1 of this Master Report reflect cost as further detailed within the Engineer’s Report, these costs are exclusive of any financing related costs.

V. DETERMINATION OF SPECIAL ASSESSMENT

There are three main requirements for valid special assessments. The first requirement demands that the improvements to benefited properties, for which special assessments are levied, be implemented for an approved and assessable purpose (F.S. 170.01). As a second requirement, special assessments can only be levied on those properties specially benefiting from the improvements (F.S. 170.01). Thirdly, the special assessments allocated to each benefited property cannot exceed the proportional benefit to each parcel (F.S. 170.02).

The District’s CIP contains a “system of improvements” including the funding, construction and/or acquisition of offsite utility and transportation improvements, stormwater management facilities, utility infrastructure, recreation facilities, entry features, and landscaping; all of which are considered to be for an approved and assessable purpose (F.S. 170.01) which satisfies the first requirement for a valid special assessment, as described above. Additionally, the improvements will result in all Assessable Property within the District receiving a direct and specific benefit, thereby making those properties legally subject to assessments (F.S. 170.01), which satisfies the second requirement, above. Finally,

the specific benefit to the Assessable Property is equal to or exceeds the cost of the assessments levied on the Assessable Property (F.S. 170.02), which satisfies the third requirement, above.

The first requirement for determining the validity of a special assessment is plainly demonstrable; eligible improvements are found within the list provided in F.S. 170.01. However, the second and third requirements for a valid special assessment require a more analytical examination. As required by F.S. 170.02, and described in the succeeding section entitled “Allocation Methodology,” this approach involves identifying and assigning value to specific benefits being conferred upon the various Assessable Property, while confirming the value of these benefits exceed the cost of providing the improvements. These special benefits include, but are not limited to, the added use of the property, added enjoyment of the property, probability of decreased insurance premiums and the probability of increased marketability and value of the property.

The determination has been made that the duty to pay the non-ad valorem special assessments is valid based on the special benefits imparted upon the various Assessable Property. These benefits are derived from the acquisition and/or construction of the District’s CIP. The allocation of responsibility for payment of the Bonds has been apportioned according to reasonable estimates of the special benefits provided consistent with each land use category. Accordingly, no acre or parcel of Assessable Property within the District will be assessed for the payment of any non-ad valorem special assessment greater than the determined special benefit particular to that parcel within the District.

Property within the District that currently is not, or upon future development, will not be subject to the special assessments include publicly owned (State/County/City/CDD) tax-exempt parcels such as: lift stations, road rights-of-way, waterway management systems, and common areas. To the extent it is later determined that a property no longer qualifies for an exemption, assessments will be apportioned and levied based on an EAU factor proportionate to acreage density as demonstrated in other use EAU assignment.

VI. ALLOCATION METHODOLOGY

The CIP benefits all assessable properties within the District proportionally. The level of relative benefit can be compared through the use of defining “equivalent” units of measurement by product type to compare dissimilar development product types. This is accomplished through determining an estimate of the relationship between the product types, based on a relative benefit received by each product type from the CIP. The use of Equivalent Assessment Unit (EAU) methodologies is well established as a fair and reasonable proxy for estimating the benefit received by private benefiting properties. One (1) EAU has been assigned to all residential use product types under the current Development Plan. If future assessable property is added or product types are contemplated, this Report will be amended to reflect such change.

The method of benefit allocation is based on the special benefit received from infrastructure improvements relative to the benefiting Assessable Property. According to F.S. 170.02, the methodology by which special assessments are allocated to specifically benefited property must be determined and adopted by the governing body of the District. This alone gives the District latitude in determining how special assessments will be allocated to specific Assessable Property. The CIP

benefit and special assessment allocation rationale is detailed herein and provides a mechanism by which these costs, based on a determination of the estimated level of benefit conferred by the CIP, are apportioned to the Assessable Property within the District for levy and collection. The allocation of benefits and Maximum Assessments associated with the CIP are demonstrated on Table 3 through Table 6. The Developer may choose to pay down or contribute infrastructure on a portion or all of the long-term assessments as evaluated on a per parcel basis, thereby decreasing the annual debt service assessment associated with any series of Bonds.

VII. ASSIGNMENT OF MAXIMUM ASSESSMENTS

This section sets out the manner in which special assessments will be assigned and establish a lien on land within the District. With regard to the Assessable Property liens will be assessed on a gross acreage basis until such time as the developable acreage is platted. The platted parcels will then be reviewed as to use and product types. Pursuant to Section 193.0235, Florida Statutes, certain privately or publicly owned “common elements” such as clubhouses, amenities, lakes and common areas for community use and benefit are exempt from non-ad valorem assessments and liens regardless of the private ownership.

It is useful to consider three distinct states or conditions of development within a community. The initial condition is the “undeveloped state”. At this point the infrastructure may or may not be installed but none of the units in the Development Plan have been platted. This condition exists when the infrastructure program is financed prior to any development. In the undeveloped state all of the lands within the District receive benefit from the CIP and all of such land within the District would be assessed to repay any bonds. While the land is in an “undeveloped state,” special assessments will be assigned on an equal acre basis across all of the gross acreage within the District. Debt will not be solely assigned to parcels which have development rights, but will be assigned to undevelopable parcels to ensure integrity of development plans, rights and entitlements.

The second condition is “on-going development”. At this point, if not already in place, the installation of infrastructure has begun. Additionally, the Development Plan has started to take shape. As lands subject to special assessments are platted and fully-developed, they are assigned specific assessments in relation to the estimated benefit that each platted unit receives from the CIP, with the balance of the debt assigned on a per acre basis as described in the preceding paragraph. Therefore, each fully-developed, platted unit would be assigned a Maximum Assessment pursuant to its Product Type classification as set forth in Table 6. It is not contemplated that any unassigned debt would remain once all of the lots associated with the improvements are platted and fully-developed; if such a condition was to occur; the true-up provisions within this Report would be applicable.

The third condition is the “completed development state.” In this condition the entire Development Plan for the District has been platted and the total par value of the Bonds has been assigned as specific assessments to each of the platted lots within the District.

VIII. FINANCING INFORMATION

The District intends to finance only a portion of the CIP through the issuance of the Bonds; however this report assumes the financing of 100% of the improvements to identify the full benefit and potential. As the Bonds will be issued in one or more series, the Bonds will be sized at an amount rounded to the nearest \$5,000 and will include items such as debt service reserves, capitalized interest, underwriter's discount, issuance costs and rounding.

For purposes of the Master Report, conservative allowances have been made for a debt service reserve, underwriter's discount, capitalized interest, issuance costs, rounding and collection cost as shown on Table 3. The methodology consultant will issue supplemental report(s) which outline the provisions specific to each bond issue with the application of the assessment methodology contained herein. The supplemental report(s) will detail the negotiated terms, interest rates and costs associated with each series of Bonds representing the market rate at that point in time. The supplemental reports will outline any Developer contributions towards the completion of the CIP applied to prepay any assessments on any one or collective Assessable Properties within the District. The supplemental report(s) will also detail the level of funding allocated to the construction/acquisition account, the debt service reserve account, underwriter's discount, issuance and collection costs. Additionally, the supplemental report(s) will apply the principles set forth in the Master Report to determine the specific assessments required to repay the Bonds.

IX. TRUE-UP MODIFICATION

During the construction period of development, it is possible that the number of residential units built may change, thereby necessitating a modification to the per unit allocation of special assessment principal. In order to ensure the District's debt does not build up on the unplatted developable land, the District shall apply the following test as outlined within this "true-up methodology."

The debt per acre remaining on the unplatted land within the District may not increase above its ceiling debt per acre. The ceiling level of debt per acre is calculated as the total amount of debt for each Bond issue divided by the number of gross acres for such phase. Thus, every time the test is applied, the debt encumbering the remaining undivided land must remain equal to or lower than the ceiling level of debt per gross acre. If the debt per gross acre is found to be above the established maximum, the District would require a density reduction payment in an amount sufficient to reduce the remaining debt per acre to the ceiling amount based on the schedule found in Exhibit A, the Preliminary Assessment Roll, which amount will include accrued interest to the first interest payment date on the Bonds which occurs at least 45 days following such debt reduction payment.

True-up tests shall be performed upon the recording of each plat submitted to subdivide developed lands within the District. If upon the completion of any true-up analyses it is found the debt per acre exceeds the established maximum ceiling debt per gross acre, or there is not sufficient development potential in the remaining acreage of the District to produce the EAU densities required to adequately service Bond debt, the District shall require the immediate remittance of a density reduction payment, plus accrued interest as applicable, in an amount sufficient to reduce the remaining debt

per assessable acre to the ceiling amount per acre and to allow the remaining acreage to adequately service Bond debt upon development. The final test shall be applied at the platting of 100% of the development units within the District.

True-up payment requirements may be suspended if the landowner can demonstrate, to the reasonable satisfaction of the District, that there is sufficient development potential in the remaining acreage within the District to produce the densities required to adequately service Bond debt. The Developer, primary landowner, and the District will enter into a true-up agreement to evidence the obligations described in this section.

All assessments levied run with the land and it is the responsibility of the District to enforce the true-up provisions and collect any required true-up payments due. The District will not release any liens on property for which true-up payments are due, until provision for such payment has been satisfactorily made.

X. ADDITIONAL STIPULATIONS

Inframark Districts was retained by the District to prepare a methodology to fairly allocate the special assessments related to the District's CIP. Certain financing, development and engineering data was provided by members of District Staff and/or the Developers. The allocation Methodology described herein was based on information provided by those professionals. Inframark Districts makes no representations regarding said information transactions beyond restatement of the factual information necessary for compilation of this report. For additional information on the Bond structure and related items, please refer to the Offering Statement associated the Series 2023 Bonds.

Inframark Districts does not represent the District as a Municipal Advisor or Securities Broker nor is Inframark Districts registered to provide such services as described in Section 15B of the Securities and Exchange Act of 1934, as amended. Similarly, Inframark Districts does not provide the District with financial advisory services or offer investment advice in any form.

TABLE 1

SEATON CREEK COMMUNITY DEVELOPMENT DISTRICT BUILDOUT COMMUNITY DEVELOPMENT PROGRAM COSTS			
DESCRIPTION	ASSESSMENT AREA ONE	ASSESSMENT AREA TWO	TOTAL PROJECT COSTS
Clearing and Grubbing	1,134,000	1,930,645	3,064,645
Earthwork	13,210,339	22,490,720	35,701,059
Roadways	2,548,020	4,338,030	6,886,050
Stormwater Collection	5,318,733	9,055,190	14,373,923
Landscape/Recreation/Amenity	6,000,000	5,000,000	11,000,000
Potable Water	2,151,853	3,663,549	5,815,402
Gravity Sewer	2,791,636	4,752,785	7,544,421
Lift Stations and Force Main	4,250,000	750,000	5,000,000
Electrical	362,700	617,500	980,200
TOTAL (1)	37,767,281	52,598,419	90,365,700

TABLE 2

SEATON CREEK COMMUNITY DEVELOPMENT DISTRICT PLANNED DEVELOPMENT PROGRAM				
PRODUCT	ASSESSMENT AREA ONE	ASSESSMENT AREA TWO	PER UNIT EAU (2)	TOTAL
Single Family	279	475	1.00	754

(1) EAU factors assigned based on Product Type as identified by district engineer and do not reflect front footage of planned lots.

(2) Any development plan changes will require recalculations pursuant to the true-up provisions within this report.

TABLE 3

DEVELOPMENT PROGRAM COST/BENEFIT ANALYSIS	
PROJECT COSTS	\$90,365,700
TOTAL PROGRAM EAUs	754.00
TOTAL COST/BENEFIT	<u><u>\$119,848</u></u>

Table 3 Notations:

1) Benefit is equal to or greater than cost as assigned per Equivalent Assessment Unit ("EAU") as described above.

TABLE 4

DEVELOPMENT PROGRAM *NET* COST/BENEFIT ANALYSIS					
PRODUCT TYPE	EAU FACTOR	PRODUCT COUNT	EAUs	NET BENEFIT	
				PER PRODUCT TYPE	PER PRODUCT UNIT
Single Family	1.00	754	754.00	\$90,365,700	\$119,848.41

Table 4 Notations:

1) Table 4 determines only the anticipated construction cost, net of finance and other related costs.

TABLE 5

CONSTRUCTION COST AND BENEFIT						
PRODUCT TYPE	EAU FACTOR	PRODUCT COUNT	EAUs	PERCENTAGE OF EAUs	TOTAL AMOUNT PER PRODUCT TYPE	TOTAL AMOUNT PER LOT
Single Family	1.0	754	754.00	100.0%	\$90,365,700	\$119,848
		<u>754</u>	<u>754</u>	<u>100%</u>	<u>\$90,365,700</u>	

TABLE 6

CONSTRUCTION COST FUNDING SOURCES					
PRODUCT TYPE	PRODUCT COUNT	PER PRODUCT TYPE		PER UNIT	
		DEVELOPER FUNDED	SERIES 2022 BONDS	DEVELOPER FUNDED	SERIES 2022 BONDS
Single Family	754	\$0	\$90,365,700	\$0	\$119,848

TABLE 7

SEATON CREEK COMMUNITY DEVELOPMENT DISTRICT		
FINANCING INFORMATION - SPECIAL ASSESSMENT BONDS		
Coupon Rate ⁽¹⁾		7.25%
Term (Years)		31
Principal Amortization Installments		30
ISSUE SIZE		\$110,000,000
Construction Fund		\$90,365,700
Capitalized Interest (Months) ⁽²⁾	12	\$7,975,000
Debt Service Reserve Fund	100%	\$9,088,158
Cost of Issuance		\$2,571,142
ANNUAL ASSESSMENT		
Annual Debt Service (Principal plus Interest)		\$9,088,158
Collection Costs and Discounts @	7.50%	\$736,878
TOTAL ANNUAL ASSESSMENT		\$9,825,036
⁽¹⁾ Based on conservative interest rate, subject to change based on market conditions.		
⁽²⁾ Based on capitalized interest 12 months.		

TABLE 8

SEATON CREEK COMMUNITY DEVELOPMENT DISTRICT								
ALLOCATION METHODOLOGY - SPECIAL ASSESSMENT BONDS (1)								
PRODUCT	PER UNIT	TOTAL EAU's	% OF EAU's	UNITS	PRODUCT TYPE		PER UNIT	
					TOTAL PRINCIPAL	ANNUAL ASSMT. ⁽²⁾	TOTAL PRINCIPAL	ANNUAL ASSMT. ⁽²⁾
Single Family	1.00	754.00	100.00%	754	\$110,000,000	\$9,825,036	\$145,889	\$13,031
⁽¹⁾ Allocation of total bond principal (i.e., assessment) based on equivalent benefit units. Individual principal and interest assessments calculated on a per unit basis. 12 month Capitalized Interest Period.								
⁽²⁾ Includes principal, interest and collection costs.								

EXHIBIT A

The maximum par amount of Bonds that may be borrowed by the District to pay for the public capital infrastructure improvements is \$110,000,000.00 payable in 30 annual installments of principal of \$28,489.52 per gross acre. The maximum par debt is \$344,827.59 per gross acre and is outlined below.

Prior to platting, the debt associated with the Capital Improvement Plan will initially be allocated on a per acre basis within the District. Upon platting, the principal and long term assessment levied on each benefited property will be allocated to platted lots and developed units in accordance with this Report.

ASSESSMENT ROLL

TOTAL ASSESSMENT:	\$110,000,000.00		
ANNUAL ASSESSMENT:	<u>\$9,088,158.09</u>	(30 Installments)	
TOTAL GROSS ASSESSABLE ACRES +/-:	<u>319.00</u>		
TOTAL ASSESSMENT PER ASSESSABLE GROSS ACRE:	<u>\$344,827.59</u>		
ANNUAL ASSESSMENT PER GROSS ASSESSABLE ACRE:	<u>\$28,489.52</u>	(30 Installments)	
		PER PARCEL ASSESSMENTS	
Landowner Name, Duval County Folio ID & Address	Gross Unplatted Assessable Acres	Total PAR Debt	Total Annual
LENNAR HOMES, LLC, FOLIO: 019600-0500, 019573-1035, 019600-0050	319.00	\$110,000,000.00	\$9,088,158.09
See Exhibit B for Legal Description			
Totals:	<u>319.00</u>	<u>\$110,000,000.00</u>	<u>\$9,088,158.09</u>

EXHIBIT "B"

LEGAL DESCRIPTION

PARCEL 1

A PORTION OF THE SECTIONS 39 AND 42, TOWNSHIP 1 NORTH, RANGE 26 EAST, BEING A PORTION OF TISON'S SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 1, PAGE 150 OF THE FORMER PUBLIC RECORDS OF DUVAL COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS DUVAL COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF LOT 1, SECTION 42 OF SAID TISON'S SUBDIVISION; THENCE SOUTH 84°00'52" EAST, ALONG THE SOUTHERLY LINE OF SAID LOT 1, A DISTANCE OF 358.50 FEET TO THE WESTERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 8000, PAGE 1335 OF THE CURRENT PUBLIC RECORDS OF SAID COUNTY AND THE POINT OF BEGINNING; THENCE SOUTHERLY, ALONG LAST SAID LINE, RUN THE FOLLOWING THREE (3) COURSES AND DISTANCES: COURSE NO. 1: SOUTH 07°04'22" WEST, 763.95 FEET; COURSE NO. 2: SOUTH 11°23'58" WEST, 66.01 FEET; COURSE NO. 3: SOUTH 00°11'00" WEST, 933.84 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF ARNOLD ROAD (A 66 FOOT RIGHT OF WAY, AS NOW ESTABLISHED); THENCE NORTH 81°38'36" WEST, ALONG LAST SAID LINE, 2491.37 FEET TO THE WESTERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 11585, PAGE 2153 OF SAID CURRENT PUBLIC RECORDS; THENCE NORTH 00°49'30" EAST, ALONG LAST SAID LINE AND ALONG THE WESTERLY LINE OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 15716, PAGE 528 OF SAID CURRENT PUBLIC RECORDS, 2019.16 FEET TO THE NORTHERLY LINE OF LAST SAID LANDS; THENCE NORTHEASTERLY AND EASTERLY, ALONG LAST SAID LINE, RUN THE FOLLOWING FIVE (5) COURSES AND DISTANCES: COURSE NO. 1: NORTH 43°26'36" EAST, 307.76 FEET; COURSE NO. 2: NORTH 84°30'26" EAST, 247.96 FEET; COURSE NO. 3: NORTH 85°51'26" EAST, 423.94 FEET; COURSE NO. 4: NORTH 71°48'26" EAST, 99.45 FEET; COURSE NO. 5: SOUTH 85°23'50" EAST, 1229.77 FEET TO THE EASTERLY LINE OF LAST SAID LANDS; THENCE SOUTH 00°52'29" WEST, ALONG LAST SAID LINE, 797.24 FEET TO THE POINT OF BEGINNING.

CONTAINING 134.00 ACRES, MORE OR LESS

RESOLUTION 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SEATON CREEK RESERVE COMMUNITY DEVELOPMENT DISTRICT DECLARING SPECIAL ASSESSMENTS; INDICATING THE LOCATION, NATURE AND ESTIMATED COST OF THOSE INFRASTRUCTURE IMPROVEMENTS WHOSE COST IS TO BE DEFRAID BY THE SPECIAL ASSESSMENTS; PROVIDING THE PORTION OF THE ESTIMATED COST OF THE IMPROVEMENTS TO BE DEFRAID BY THE SPECIAL ASSESSMENTS; PROVIDING THE MANNER IN WHICH SUCH SPECIAL ASSESSMENTS SHALL BE MADE; PROVIDING WHEN SUCH SPECIAL ASSESSMENTS SHALL BE PAID; DESIGNATING LANDS UPON WHICH THE SPECIAL ASSESSMENTS SHALL BE LEVIED; PROVIDING FOR AN ASSESSMENT PLAT; ADOPTING A PRELIMINARY ASSESSMENT ROLL; PROVIDING FOR PUBLICATION OF THIS RESOLUTION.

WHEREAS, the Board of Supervisors (the “Board”) of the Seaton Creek Reserve Community Development District (the “District”) hereby determines to undertake, install, plan, establish, construct or reconstruct, enlarge or extend, equip, acquire, operate, and/or maintain the infrastructure improvements (the “Improvements”) described in the District’s *Amended Master Engineer’s Report*, dated November 7, 2021, attached hereto as **Exhibit A** and incorporated herein by reference; and

WHEREAS, it is in the best interest of the District to pay the cost of the Improvements by special assessments pursuant to Chapter 190, Florida Statutes (the “Assessments”); and

WHEREAS, the District is empowered by Chapter 190, the Uniform Community Development District Act, Chapter 170, Supplemental and Alternative Method of Making Local Municipal Improvements, and Chapter 197, the Uniform Method for the Levy, Collection and Enforcement of Non-Ad Valorem Assessments, Florida Statutes, to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain the Improvements and to impose, levy and collect the Assessments; and

WHEREAS, the District hereby determines that benefits will accrue to the property improved, the amount of those benefits, and that special assessments will be made in proportion to the benefits received as set forth in the *Master Assessment Methodology Report*, dated November 9, 2021, attached hereto as **Exhibit B** and incorporated herein by reference and on file at 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607 (the “District Records Office”); and

WHEREAS, the District hereby determines that the Assessments to be levied will not exceed the benefit to the property improved.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF

**SUPERVISORS OF THE SEATON CREEK RESERVE COMMUNITY
DEVELOPMENT DISTRICT:**

1. Assessments shall be levied to defray a portion of the cost of the Improvements.
2. The nature and general location of, and plans and specifications for, the Improvements are described in **Exhibit A**, which is on file at the District Records Office. **Exhibit B** is also on file and available for public inspection at the same location.
3. The total estimated cost of the Improvements is \$90,365,700 (the “Estimated Cost”).
4. The Assessments will defray approximately \$110,000,000, which amounts include the Estimated Costs, plus financing-related costs, capitalized interest and a debt service reserve.
5. The manner in which the Assessments shall be apportioned and paid is set forth in **Exhibit B**, including provisions for supplemental assessment resolutions.
6. The Assessments shall be levied, within the District, on all lots and lands adjoining and contiguous or bounding and abutting upon the Improvements or specially benefitted thereby and further designated by the assessment plat hereinafter provided for.
7. There is on file, at the District Records Office, an assessment plat showing the area to be assessed, with certain plans and specifications describing the Improvements and the estimated cost of the Improvements, all of which shall be open to inspection by the public.
8. Commencing with the year in which the Assessments are levied and confirmed, the Assessments shall be paid in not more than (30) thirty annual installments. The Assessments may be payable at the same time and in the same manner as are ad-valorem taxes and collected pursuant to Chapter 197, Florida Statutes; provided, however, that in the event the uniform non ad-valorem assessment method of collecting the Assessments is not available to the District in any year, or if determined by the District to be in its best interest, the Assessments may be collected as is otherwise permitted by law.
9. The District Manager has caused to be made a preliminary assessment roll, in accordance with the method of assessment described in **Exhibit B** hereto, which shows the lots and lands assessed, the amount of benefit to and the assessment against each lot or parcel of land and the number of annual installments into which the assessment may be divided, which assessment roll is hereby adopted and approved as the District's preliminary assessment roll.

10. The Board shall adopt a subsequent resolution to fix a time and place at which the owners of property to be assessed or any other persons interested therein may appear before the Board and be heard as to the propriety and advisability of the assessments or the making of the Improvements, the cost thereof, the manner of payment therefore, or the amount thereof to be assessed against each property as improved.

11. The District Manager is hereby directed to cause this Resolution to be published twice (once a week for two (2) consecutive weeks) in a newspaper of general circulation within Duval County and to provide such other notice as may be required by law or desired in the best interests of the District.

12. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 7th day of February, 2023.

ATTEST:

**SEATON CREEK RESERVE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman, Board of Supervisors

Exhibit A: Amended Master Engineer's Report, dated November 7, 2022

Exhibit B: Master Assessment Methodology Report, dated November 9, 2022

RESOLUTION 2023-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SEATON CREEK RESERVE COMMUNITY DEVELOPMENT DISTRICT SETTING A PUBLIC HEARING TO BE HELD ON _____, 2023, AT _____ .M. AT _____, FOR THE PURPOSE OF HEARING PUBLIC COMMENT ON IMPOSING SPECIAL ASSESSMENTS ON CERTAIN PROPERTY WITHIN THE DISTRICT GENERALLY DESCRIBED AS THE SEATON CREEK RESERVE COMMUNITY DEVELOPMENT DISTRICT IN ACCORDANCE WITH CHAPTERS 170, 190 AND 197, FLORIDA STATUTES.

WHEREAS, the Board of Supervisors of the Seaton Creek Reserve Community Development District (the "Board") has previously adopted Resolution 2023-05 entitled:

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SEATON CREEK RESERVE COMMUNITY DEVELOPMENT DISTRICT DECLARING SPECIAL ASSESSMENTS; INDICATING THE LOCATION, NATURE AND ESTIMATED COST OF THOSE INFRASTRUCTURE IMPROVEMENTS WHOSE COST IS TO BE DEFRAID BY THE SPECIAL ASSESSMENTS; PROVIDING THE PORTION OF THE ESTIMATED COST OF THE IMPROVEMENTS TO BE DEFRAID BY THE SPECIAL ASSESSMENTS; PROVIDING THE MANNER IN WHICH SUCH SPECIAL ASSESSMENTS SHALL BE MADE; PROVIDING WHEN SUCH SPECIAL ASSESSMENTS SHALL BE PAID; DESIGNATING LANDS UPON WHICH THE SPECIAL ASSESSMENTS SHALL BE LEVIED; PROVIDING FOR AN ASSESSMENT PLAT; ADOPTING A PRELIMINARY ASSESSMENT ROLL; PROVIDING FOR PUBLICATION OF THIS RESOLUTION.

WHEREAS, in accordance with Resolution 2023-05, a Preliminary Special Assessment Roll has been prepared and all other conditions precedent set forth in Chapters 170, 190 and 197, Florida Statutes, to the holding of the aforementioned public hearing have been satisfied, and the roll and related documents are available for public inspection at 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607, 813-873-7300 (the "District Records Office").

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SEATON CREEK RESERVE COMMUNITY DEVELOPMENT DISTRICT:

1. There is hereby declared a public hearing to be held at _____ .m. on _____, 2023, at _____, for the purpose of hearing comment and objections to the proposed special assessment program for District improvements as identified in the Preliminary Special Assessment Roll, a copy of which is on file. Affected parties may appear at that hearing or submit their comments in writing prior to the hearing to the office of the District Manager at 2005 Pan Am Circle, Suite 300, Tampa, Florida 33607, 813-873-7300.

2. Notice of said hearing shall be advertised in accordance with Chapters 170, 190 and 197, Florida Statutes, and the District Manager is hereby authorized and directed to place said notice in a newspaper(s) of general circulation within Duval County (by two publications one week apart with the first publication at least twenty (20) days prior to the date of the hearing established herein). The District Manager shall file a publisher's affidavit with the District Secretary verifying such publication of notice. The District Manager is further authorized and directed to give thirty (30) days written notice by mail of the time and place of this hearing to the owners of all property to be assessed and include in such notice the amount of the assessment for each such property owner, a description of the areas to be improved and notice that information concerning all assessments may be ascertained at the District Records Office. The District Manager shall file proof of such mailing by affidavit with the District Secretary.

3. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 7th day of February, 2023.

ATTEST:

**SEATON CREEK RESERVE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman, Board of Supervisors



November 7, 2022

Zenzi Rogers
Director of Forward Planning
Lennar Homes
9440 Philips Highway, Suite 7
Jacksonville, FL 32256

**Re: Interim District Engineer
Seaton Creek Reserve CDD
Duval County, Florida**

Dear Ms. Rogers:

As requested, **Dominion Engineering Group, Inc. ("DEG")** is pleased to submit this letter agreement (the "Agreement") to **Lennar Homes** ("Client") for providing consulting services for your proposed project. The scope of services and terms follow.

PROJECT UNDERSTANDING

The scope of services and fees described herein are based upon our understanding of the project and assumptions as follows:

1. The project consists of a single-family development located in the City of Jacksonville, Florida. The 319 acre project is located on Arnold Road at the intersection of Pecan Park Road.
2. The project is planned for a total of 754 single family lots. Developed in two phases with possible subphases.
3. Petition to Establish the Seaton Creek Reserve CDD was complete and the CDD was established by the City of Jacksonville on August 30, 2021.
4. DEG will prepare an Amended Master Engineer's Report for the CDD.
5. This agreement will also allow DEG to serve as Interim District Engineer until such time that the CDD will advertise and select a permanent District Engineer.

SCOPE OF SERVICES

The services to be performed by DEG will include and be limited to the following:

Dominion Engineering Group, Inc.
4348 Southpoint Blvd, Suite 201
Jacksonville, Florida 32216
904-854-4500
www.DOM-ENG.com

Task 1. Interim District Engineer

Under the direction of the CDD, DEG will provide engineering services as needed. This will be for a limited time until the District can select a permanent District Engineer. Our billing will be on an hourly rate according to the rate schedule.

Task 2. Amended Master Engineer's Report

Under the direction of the CDD, DEG will prepare an Amended Master Engineer's Report for the 754 Single Family Homes. We will update the previous Master Engineer's Report prepared by Prosser. We will work with Lennar in the development of updated project costs as the initial phase has already been awarded for construction.

Task 3. Supplemental Engineer's Report

DEG will assist CDD Council to define the infrastructure and associated costs for a particular assessment area used in issuance of the bond dollars. The Supplemental Engineer's Report will be for as many assessment areas as needed.

SCHEDULE

We will provide our services as diligently as practicable, is recognizing that the Client is not requesting an expedited deliverable schedule.

FEE AND BILLING.

For Task 1 Services shall be billed on an hourly basis in accordance with the current rate schedule. Task 2, DEG will perform the services described in the Scope of Services for an agreed upon lump sum fee of \$ 10,000. Each Supplemental Engineer's report will be billed as needed to support the various bond issuances for a lump sum fee of \$5000 each assessment area.. Additional Services shall be billed on an hourly basis in accordance with the current rate schedule.

TASK	DESCRIPTION	FEE
1	Interim District Engineer	Hourly
2	Master Engineer's Report	\$10,000
3	Supplemental Engineer's Report (each separate bond issuance)	\$5,000

The hourly rates are as follows.

Classification	Rates (hourly)		
Principals & Senior Managers	\$150	to	\$185
Senior Project Managers and Professional Engineers	\$95	to	\$135
Professional Staff and Sr. Technical Staff	\$75	to	\$125
Technical Staff	\$45	to	\$110
Administrative Staff	\$25	to	\$75

Fees will be invoiced monthly based upon the labor effort and other direct costs completed as of the invoice date. These rates are valid for 12 months from the effective date of this contract, after which time they may be adjusted according to our current direct salaries and overhead factors

CLOSURE

In addition to the matters set forth herein, our Agreement shall include and be subject to and only to, the terms and conditions in the executed Consultant Agreement for Professional Services. If you concur in all the foregoing and wish to direct us to proceed with the services, please execute a work order under the Consultant's Agreement. Fees stated in this Agreement are valid for Sixty (60) days after the date of this letter.

We appreciate the opportunity to provide these services to you. Please contact me if you have any questions.

Very truly yours,

Dominion Engineering Group, Inc.



William E. Schaefer II, PE
Principal

**SEATON CREEK RESERVE
COMMUNITY DEVELOPMENT DISTRICT**

November 09, 2022, Minutes of Public Hearing & Regular Meeting

MINUTES OF THE PUBLIC HEARING & REGULAR MEETING

The Public Hearing & Regular Meetings of the Board of Supervisors for the Seaton Creek Reserve Community Development District was held on **Wednesday, November 09, 2022, at 2:00 p.m.** at the Offices of Inframark located at 12574 Flagler Center Boulevard, Suite 101, Jacksonville, FL 32258.

1. CALL TO ORDER

Brian Lamb called the Public Hearing & Regular Meetings of the Board of Supervisors of the Seaton Creek Reserve Community Development District to order on **Wednesday, November 09, 2022, at 2:00 p.m.**

Board Members Present and Constituting a Quorum:

Ross Puzzitiello	Chair
Zenzi Rogers	Supervisor
Chris Mayo	Supervisor
Michael Della-Penta	Supervisor

Staff Members Present:

Brian Lamb	District Manager, Inframark
Wes Haber	District Counsel, Kutak Rock LLP

There were no members of the general public in attendance.

2. PUBLIC COMMENT ON AGENDA ITEMS

There were no public comments on agenda items.

3. RECESS TO CONTINUED PUBLIC HEARING

Mr. Lamb directed the Board to recess to the Continued Public Hearing.

4. PUBLIC HEARING ON ADOPTING FINAL FISCAL YEAR 2023 BUDGET

A. Open Public Hearing on Adopting Final Fiscal Year 2023 Budget

MOTION TO:	Open the Public Hearing.
MADE BY:	Supervisor Rogers
SECONDED BY:	Supervisor Mayo
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

B. Staff Presentations

Mr. Lamb made a presentation to the Board.

C. Public Comments

There were no public comments.

D. Consideration of Resolution 2023-01; Adopting Fiscal Year 2023 Budget

i. Developer Funding Agreement

The Board reviewed the resolution, Budget, and funding agreement.

MOTION TO:	Approve Resolution 2023-01 as stated.
MADE BY:	Supervisor Puzzitiello
SECONDED BY:	Supervisor Rogers
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

F. Close Public Hearing on Adopting Final Fiscal Year 2023 Budget

MOTION TO:	Close the Public Hearing.
MADE BY:	Supervisor Rogers
SECONDED BY:	Supervisor Mayo
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

5. RETURN AND PROCEED TO REGULAR MEETING

Mr. Lamb directed the Board to return and proceed to the regular meeting.

6. BUSINESS ITEMS

A. Consideration of Amended Master Engineer's Report

The Board reviewed and approved the Amended Master Engineer's Report.

88 MOTION TO: Approve the Amended Master Engineer's Report as
89 stated.
90 MADE BY: Supervisor Mayo
91 SECONDED BY: Supervisor Rogers
92 DISCUSSION: None further
93 RESULT: Called to Vote: Motion PASSED
94 4/0 - Motion Passed Unanimously

95
96 **B. Consideration of Master Assessment Methodology Report**
97

98 The Board reviewed and approved the Master Assessment Methodology Report.
99

100 MOTION TO: Approve the Master Assessment Methodology Report
101 as stated.
102 MADE BY: Supervisor Puzzitiello
103 SECONDED BY: Supervisor Mayo
104 DISCUSSION: None further
105 RESULT: Called to Vote: Motion PASSED
106 4/0 - Motion Passed Unanimously

107
108 **C. Consideration of Resolution 2023-02; Declaring Special Assessments**
109

110 The Board reviewed and approved the resolution.
111

112 MOTION TO: Approve Resolution 2023-02 as stated.
113 MADE BY: Supervisor Rogers
114 SECONDED BY: Supervisor Mayo
115 DISCUSSION: None further
116 RESULT: Called to Vote: Motion PASSED
117 4/0 - Motion Passed Unanimously

118
119 **D. Consideration of Resolution 2023-03; Setting Public Hearing to Levy**
120 **Special Assessments**
121

122 The Board reviewed and approved the resolution.
123
124
125
126

MOTION TO: Approve Resolution 2023-03 as stated.
MADE BY: Supervisor Rogers
SECONDED BY: Supervisor Mayo
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
4/0 - Motion Passed Unanimously

D. Consideration of Resolution 2023-04; Setting FY 2023 Meeting Schedule

The Board reviewed and approved the resolution.

MOTION TO: Approve Resolution 2023-04 as stated.
MADE BY: Supervisor Rogers
SECONDED BY: Supervisor Mayo
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
4/0 - Motion Passed Unanimously

F. General Matters of the District

There were no general matters to discuss.

7. CONSENT AGENDA

- A. Consideration of Audit Committee & Regular Meeting Minutes May 24, 2022**
- B. Consideration of Operations and Maintenance Expenditures May 2022**
- C. Consideration of Operations and Maintenance Expenditures June 2022**
- D. Consideration of Operations and Maintenance Expenditures July 2022**
- E. Consideration of Operations and Maintenance Expenditures September 2022**
- F. Review of Financial Statements for Month Ending September 30, 2022**

The Board reviewed the Consent Agenda items.

MOTION TO: Approve all the Consent Agenda items.
MADE BY: Supervisor Mayo
SECONDED BY: Supervisor Rogers
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
4/0 - Motion Passed Unanimously

8. VENDOR AND STAFF REPORTS

- A. District Counsel**
- B. District Engineer**
- C. District Manager**

There were no vendor or staff reports currently.

9. SUPERVISOR REQUESTS AND COMMENTS

There were no supervisor requests or comments.

10. AUDIENCE COMMENTS

There were no audience comments.

11. ADJOURNMENT

MOTION TO:	Adjourn at 2:18 p.m.
MADE BY:	Supervisor Rogers
SECONDED BY:	Supervisor Mayo
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	4/0 - Motion Passed Unanimously

**Please note the entire meeting is available on disc.*

**These minutes were done in summary format.*

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on _____.

Signature

Signature

Printed Name

Printed Name

Title:

☐ **Secretary**

☐ **Assistant Secretary**

Title:

☐ **Chairman**

☐ **Vice Chairman**

Recorded by Records Administrator

Signature

Date

Official District Seal

Seaton Creek Reserve Community Development District Summary of Operations and Maintenance Invoices

Vendor	Invoice/Account Number	Amount	Vendor Total	Comments/Description
Monthly Contract				
Inframark LLC	77997	\$2,002.08		District Invoice – 05/2022
Inframark LLC	79460	\$2,003.62		District Invoice – 06/2022
Inframark LLC	82092	\$8,000.00		District Invoice – 07/2022
Monthly Contract Sub-Total		\$12,005.70		
Variable Contract				
Variable Contract Sub-Total		\$0.00		
Utilities				
Utilities Sub-Total		\$ 0.00		
Regular Services				
ADA Site Compliance	2411	\$1,500.00		ADA Compliance
Egis Insurance Advisors	16916	\$5,000.00		Policy Renewal – 10/01/2022
Florida Department of Economic	87523	\$175.00		Annual Filing Fee – FY2023
Kutak Rock, LLP	3112204	\$610.00		General Counsel – 08/2022
Meritus Districts	11002	\$1,063.88		District Invoice – 09/21/2021
Meritus Districts	11168	\$6,000.00	\$7,063.88	District Invoice – 12/14/2021
Regular Services Sub-Total		\$14,348.88		
Additional Services				
Additional Services Sub-Total		\$ 0.00		
TOTAL:		\$26,354.58		

Approved (with any necessary revisions noted):

Meritus Districts
A Division of Inframark, LLC

INVOICE

2005 Pan Am Circle
Suite 300
Tampa, FL 33607

INVOICE#
#77997

DATE
5/26/2022

CUSTOMER ID
C2424

NET TERMS
Net 30

PO#

DUE DATE
6/25/2022

BILL TO

Seaton Creek Reserve CDD
2005 Pan Am Cir Ste 300
Tampa FL 33607-6008
United States

Services provided for the Month of: May 2022

DESCRIPTION	QTY	UOM	RATE	AMOUNT
Copies - B/W Copies- May	4	Ea	0.52	2.08
Website Maintenance - Website Maintenance / Admin	1	Ea	125.00	125.00
Accounting Services - Accounting Services	1	Ea	375.00	375.00
District Management Services - District Management	1	Ea	1,500.00	1,500.00
Subtotal				2,002.08

Subtotal \$2,002.08

Tax \$0.00

Total Due \$2,002.08

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

Please include CUSTOMER ID and the invoice number on the check stub of your payment.
Phone: 813-397-5122 | Fax: 813-873-7070



2002 West Grand Parkway North
Suite 100
Katy, TX 77449

BILL TO

Seaton Creek Reserve CDD
2005 Pan Am Cir Ste 300
Tampa FL 33607-6008
United States

INVOICE#

#79460

CUSTOMER ID

C2424

PO#**DATE**

6/30/2022

NET TERMS

Net 30

DUE DATE

7/30/2022

Services provided for the Month of: June 2022

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
B/W Copies- May	7	Ea	0.52		3.62
Website Maintenance / Admin	1	Ea	125.00		125.00
Accounting Services	1	Ea	375.00		375.00
District Management	1	Ea	1,500.00		1,500.00
Subtotal					2,003.62

Subtotal \$2,003.62

Tax \$0.00

Total Due \$2,003.62

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:

Account Name: INFRAMARK, LLC

ACH - Bank Routing Number: 111000614 / Account Number: 912593196

Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.



INVOICE

2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE#

#82092

DATE

8/31/2022

BILL TO

Seaton Creek Reserve CDD
2005 Pan Am Cir Ste 300
Tampa FL 33607-6008
United States

CUSTOMER ID

C2424

NET TERMS

Net 30

PO#**DUE DATE**

9/30/2022

Services provided for the Month of: July 2022

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
January - June True Up District Management Services - District Management	1	Ea	4,000.00		4,000.00
Administration	1	Ea	1,000.00		1,000.00
Recording Secretary	1	Ea	600.00		600.00
Accounting	1	Ea	1,500.00		1,500.00
Financial Revenue Collections	1	Ea	600.00		600.00
Rental & Leases	1	Ea	100.00		100.00
Website Administration	1	Ea	50.00		50.00
Technology/Data Storage	1	Ea	150.00		150.00
Subtotal					8,000.00

Subtotal \$8,000.00

Tax \$0.00

Total Due \$8,000.00

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:

Account Name: INFRAMARK, LLC

ACH - Bank Routing Number: 111000614 / Account Number: 912593196

Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.

Seaton Creek Reserve- Phase 1	Yearly	Monthly	Jan-July	Total to bill	Already billed	Amount to bill January- June True-up
Management	14,000.00	1,166.67	7	8,166.67	4,166.67	4,000.00
Administration	2,000.00	166.67		1,166.67	166.67	1,000.00
Recording Secretary	1,200.00	100.00		700.00	100.00	600.00
Accounting	4,500.00	375.00		2,625.00	1,125.00	1,500.00
Financial Revenue Collections	1,200.00	100.00		700.00	100.00	600.00
Rental & Leases	200.00	16.67		116.67	16.67	100.00
Website Administration	600.00	50.00		350.00	300.00	50.00
Technology/Data Storage	300.00	25.00		175.00	25.00	150.00
	24,000.00	2,000.00		14,000.00	6,000.01	8,000.0

Inframark LLC
Inframark LLC : Inframark WIS
Profit & Loss Detail Report
From Jan 2022 to Jul 2022

Options: Activity Only

Financial Row	Type	Date	Accounting Period	Document Number	Project ID	Client / Vendor	GL Acc. No	Amount	Description
Ordinary Income/Expense									
Income									
40000 - Revenue									
41400 - Revenue - Other									
	Invoice	7/31/2022	Jul 2022	80913	SCRCDD	C2424 Seaton Creek Reserve CDD	41400	\$16.67	Rental & Leases
Total - 41400 - Revenue - Other								\$16.67	
Total - 40000 - Revenue								\$16.67	
42100 - Management Fees - Administrative									
	Invoice	6/30/2022	Jun 2022	79460	SCRCDD	C2424 Seaton Creek Reserve CDD	42100	\$375.00	Accounting Services
	Invoice	7/31/2022	Jul 2022	80913	SCRCDD	C2424 Seaton Creek Reserve CDD	42100	\$375.00	Accounting Services
	Invoice	5/26/2022	May 2022	77997	SCRCDD	C2424 Seaton Creek Reserve CDD	42100	\$375.00	Accounting Services
	Invoice	7/31/2022	Jul 2022	80913	SCRCDD	C2424 Seaton Creek Reserve CDD	42100	\$166.67	Administration
	Invoice	6/30/2022	Jun 2022	79460	SCRCDD	C2424 Seaton Creek Reserve CDD	42100	\$1,500.00	District Management
	Invoice	7/31/2022	Jul 2022	80913	SCRCDD	C2424 Seaton Creek Reserve CDD	42100	\$1,166.67	District Management
	Invoice	5/26/2022	May 2022	77997	SCRCDD	C2424 Seaton Creek Reserve CDD	42100	\$1,500.00	District Management
	Invoice	7/31/2022	Jul 2022	80913	SCRCDD	C2424 Seaton Creek Reserve CDD	42100	\$100.00	Financial & Revenue Collection
	Invoice	7/31/2022	Jul 2022	80913	SCRCDD	C2424 Seaton Creek Reserve CDD	42100	\$100.00	Recording Secretary
	Invoice	7/31/2022	Jul 2022	80913	SCRCDD	C2424 Seaton Creek Reserve CDD	42100	\$25.00	Technology/Data Storage
	Invoice	5/26/2022	May 2022	77997	SCRCDD	C2424 Seaton Creek Reserve CDD	42100	\$125.00	Website Maintenance / Admin
	Invoice	6/30/2022	Jun 2022	79460	SCRCDD	C2424 Seaton Creek Reserve CDD	42100	\$125.00	Website Maintenance / Admin
	Invoice	7/31/2022	Jul 2022	80913	SCRCDD	C2424 Seaton Creek Reserve CDD	42100	\$50.00	Website Maintenance / Admin
Total - 42100 - Management Fees - Administrative								\$5,983.34	
Total - Income								\$6,000.01	

ADA Site Compliance
 6400 Boynton Beach Blvd 742721
 Boynton Beach, FL 33474
 accounting@adasitecompliance.com



Invoice

BILL TO

Billing Meritus
 Meritus Districts

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
2411	11/03/2022	\$1,500.00	11/17/2022	14	

DESCRIPTION	QTY	RATE	AMOUNT
Seaton Creek CDD - New compliant and accessible website, quarterly software-based audits, customized accessibility policy, Compliance Shield, and two hours of annual tech support.	1	1,500.00	1,500.00

BALANCE DUE

\$1,500.00



INVOICE

Customer	Seaton Creek Reserve Community Development District
Acct #	1159
Date	09/14/2022
Customer Service	Charisse Bitner
Page	1 of 1

Seaton Creek Reserve Community Development District
c/o Meritus Corp
2005 Pan Am Circle, Ste 300
Tampa, FL 33607

Payment Information	
Invoice Summary	\$ 5,000.00
Payment Amount	
Payment for:	Invoice#16916
100122866	

Thank You

Please detach and return with payment



Customer: Seaton Creek Reserve Community Development District

Invoice	Effective	Transaction	Description	Amount
16916	10/01/2022	Renew policy	Policy #100122866 10/01/2022-10/01/2023 Florida Insurance Alliance Package - Renew policy Due Date: 9/14/2022 <i>gen = \$2750.00</i> <i>pub = \$2250.00</i>	5,000.00

Total
\$ 5,000.00

Thank You

FOR PAYMENTS SENT OVERNIGHT:
Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349

Remit Payment To: Egis Insurance Advisors	(321)233-9939	Date
P.O. Box 748555	sclimer@egisadvisors.com	09/14/2022
Atlanta, GA 30374-8555		

Florida Department of Economic Opportunity, Special District Accountability Program
FY 2022/2023 Special District Fee Invoice and Update Form
 Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 87523			Date Invoiced: 10/03/2022
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/02/2022: \$175.00

STEP 1: Review the following information, make changes directly on the form, and sign and date:

1. Special District's Name, Registered Agent's Name, and Registered Office Address:



FLORIDA DEPARTMENT of
ECONOMIC OPPORTUNITY

Seaton Creek Reserve Community Development District
 Mr. Brian Lamb
 Meritus Districts
 2005 Pan Am Circle, Suite 300
 Tampa, FL 33607

2. Telephone: (813) 873-7300
3. Fax: (813) 873-7070 *inframark.com*
4. Email: brian.lamb@merituscorp.com
5. Status: Independent
6. Governing Body: Elected
7. Website Address: seatoncreekreservecdd.com
8. County(ies): Duval
9. Function(s): Community Development
10. Boundary Map on File: 03/16/2022
11. Creation Document on File: 03/16/2022
12. Date Established: 08/30/2021
13. Creation Method: Local Ordinance
14. Local Governing Authority: City of Jacksonville
15. Creation Document(s): City Ordinance 2021-451-E
16. Statutory Authority: Chapter 190, Florida Statutes
17. Authority to Issue Bonds: Yes
18. Revenue Source(s): Assessments
19. Most Recent Update: 04/21/2022

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: Date 10/6/22

STEP 2: Pay the annual fee or certify eligibility for the zero fee:

- a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at www.Floridajobs.org/SpecialDistrictFee or by check payable to the Department of Economic Opportunity.
- b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **ALL** of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.
1. This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
 2. This special district is in compliance with the reporting requirements of the Department of Financial Services.
 3. This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2020/2021 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: _____ Denied: _____ Reason: _____

STEP 3: Make a copy of this form for your records.

STEP 4: Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

September 30, 2022

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

Wire Transfer Remit To:

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3112204

Client Matter No. 18223-1

Mr. Brian Lamb
Seaton Creek CDD
Meritus Districts
Suite 120
2005 Pan Am Circle
Tampa, FL 33607

Invoice No. 3112204
18223-1

Re: General Counsel

For Professional Legal Services Rendered

08/16/22	W. Haber	0.70	252.00	Review agenda package for August meeting; confer with Crutchfield regarding revisions to same and prepare funding agreement
08/17/22	W. Haber	0.30	108.00	Confer with Crutchfield regarding revisions to agenda
08/18/22	W. Haber	0.50	180.00	Review and revise amended agenda; confer with Crutchfield regarding same
08/23/22	J. Brown	0.20	70.00	Review agenda and correspondence regarding Board meeting
TOTAL HOURS		1.70		

KUTAK ROCK LLP

Seaton Creek CDD
September 30, 2022
Client Matter No. 18223-1
Invoice No. 3112204
Page 2

TOTAL FOR SERVICES RENDERED	\$610.00
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TOTAL CURRENT AMOUNT DUE	\$610.00
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UNPAID INVOICES:

March 31, 2022	Invoice No. 3022853	427.50
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TOTAL DUE	<u>\$1,037.50</u>
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Meritus Districts

2005 Pan Am Circle
Suite 300
Tampa, FL 33607

Voice: 813-397-5121
Fax: 813-873-7070

INVOICE

INVOICE NO.: 11002

DATE: 09/21/2021

DUE DATE: 09/21/2021

BILLING ADDRESS

Seaton Creek Reserve CDD
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
1	Reimbursement Meeting Room	94.00	94.00
1	Reimbursement Notice of Intent to Use the Uniform Method of Collection	569.00	569.00
1	Reimbursement Notice of Rule Development	99.88	99.88
1	Reimbursement Notice of Special Organizational Meeting	123.50	123.50
1	Reimbursement	177.50	177.50
SUBTOTAL			1,063.88
NEW CHARGES			
TOTAL			1,063.88

Meritus Districts

2005 Pan Am Circle
Suite 300
Tampa, FL 33607

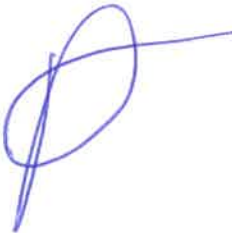
Voice: 813-397-5121
Fax: 813-873-7070

INVOICE

INVOICE NO.: 11168
DATE: 12/14/2021
DUE DATE: 12/14/2021

BILLING ADDRESS
Seaton Creek Reserve CDD
2005 Pan Am Circle, Suite 300
Tampa, FL 33607

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
3	District Management Services Management Fees for October through December 2021 (\$1,500/month)	1,500.00	4,500.00
3	Accounting Services October- December 2021	375.00	1,125.00
3	Website Administration October- December 2021	125.00	375.00
SUBTOTAL			6,000.00
NEW CHARGES			
TOTAL			6,000.00



Seaton Creek Reserve Community Development District

Financial Statements
(Unaudited)

Period Ending
November 30, 2022

Prepared by:



2005 Pan Am Circle ~ Suite 300 ~ Tampa, Florida 33607
Phone (813) 873-7300 ~ Fax (813) 873-7070

SEATON CREEK RESERVE COMMUNITY DEVELOPMENT DISTRICT

Balance Sheet

As of November 30, 2022

(In Whole Numbers)

<u>ACCOUNT DESCRIPTION</u>	<u>TOTAL</u>
<u>ASSETS</u>	
Cash - Operating Account	663
TOTAL ASSETS	\$ 663
<u>LIABILITIES</u>	
Accounts Payable	\$ 51,824
TOTAL LIABILITIES	51,824
<u>FUND BALANCES</u>	
Unassigned:	(51,161)
TOTAL FUND BALANCES	(51,161)
TOTAL LIABILITIES & FUND BALANCES	\$ 663

SEATON CREEK RESERVE COMMUNITY DEVELOPMENT DISTRICT

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending November 30, 2022

General Fund (001)

(In Whole Numbers)

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
REVENUES				
Special Assmnts- Tax Collector	\$ 60,000	\$ -	\$ (60,000)	0.00%
TOTAL REVENUES	60,000	-	(60,000)	0.00%
EXPENDITURES				
Administration				
Supervisor Fees	2,400	-	2,400	0.00%
ProfServ-Trustee Fees	4,200	-	4,200	0.00%
Disclosure Report	4,200	-	4,200	0.00%
District Counsel	3,500	108	3,392	3.09%
District Engineer	3,000	-	3,000	0.00%
District Manager	15,775	2,900	12,875	18.38%
Accounting Services	9,000	950	8,050	10.56%
Auditing Services	5,000	-	5,000	0.00%
Website Compliance	1,900	3,000	(1,100)	157.89%
Postage, Phone, Faxes, Copies	100	3	97	3.00%
Public Officials Insurance	2,500	-	2,500	0.00%
Legal Advertising	1,000	132	868	13.20%
Bank Fees	150	42	108	28.00%
Website Administration	1,500	150	1,350	10.00%
Miscellaneous Expenses	100	100	-	100.00%
Dues, Licenses, Subscriptions	175	175	-	100.00%
Total Administration	54,500	7,560	46,940	13.87%
Other Physical Environment				
Insurance -Property & Casualty	5,500	-	5,500	0.00%
Total Other Physical Environment	5,500	-	5,500	0.00%
TOTAL EXPENDITURES	60,000	7,560	52,440	12.60%
Excess (deficiency) of revenues				
Over (under) expenditures	-	(7,560)	(7,560)	0.00%
Net change in fund balance	\$ -	\$ (7,560)	\$ (7,560)	0.00%
FUND BALANCE, BEGINNING (OCT 1, 2022)	(43,601)	(43,601)		
FUND BALANCE, ENDING	\$ (43,601)	\$ (51,161)		

SEATON CREEK RESERVE CDD

Bank Reconciliation

Bank Account No. 5645 TRUIST - GF Operating
Statement No. 11-22
Statement Date 11/30/2022

G/L Balance (LCY)	662.67	Statement Balance	662.67
G/L Balance	662.67	Outstanding Deposits	0.00
Positive Adjustments	0.00		
		Subtotal	662.67
Subtotal	662.67	Outstanding Checks	0.00
Negative Adjustments	0.00	Differences	0.00
Ending G/L Balance	662.67	Ending Balance	662.67
Difference	0.00		

Posting Date	Document Type	Document No.	Description	Amount	Cleared Amount	Difference
Checks						
11/21/2022		JE000007	bank service fee	21.24	21.24	0.00
Total Checks				21.24	21.24	0.00