

**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

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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.

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MOTION TO: Approve the Amended Master Engineer’s Report as stated.
MADE BY: Supervisor Mayo
SECONDED BY: Supervisor Rogers
DISCUSSION: None further
RESULT: Called to Vote: Motion PASSED
4/0 - Motion Passed Unanimously

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B. Consideration of Master Assessment Methodology Report

The Board reviewed and approved the Master Assessment Methodology Report.

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

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C. Consideration of Resolution 2023-02; Declaring Special Assessments

The Board reviewed and approved the resolution.

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

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D. Consideration of Resolution 2023-03; Setting Public Hearing to Levy Special Assessments

The Board reviewed and approved the resolution.

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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

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

The Board reviewed and approved the resolution.

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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

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F. General Matters of the District

There were no general matters to discuss.

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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.

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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

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167 **8. VENDOR AND STAFF REPORTS**

- 168 **A. District Counsel**
- 169 **B. District Engineer**
- 170 **C. District Manager**

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172 There were no vendor or staff reports currently.

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174 **9. SUPERVISOR REQUESTS AND COMMENTS**

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176 There were no supervisor requests or comments.

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178 **10. AUDIENCE COMMENTS**

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180 There were no audience comments.

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182 **11. ADJOURNMENT**

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184 **MOTION TO:** Adjourn at 2:18 p.m.
185 **MADE BY:** Supervisor Rogers
186 **SECONDED BY:** Supervisor Mayo
187 **DISCUSSION:** None further
188 **RESULT:** Called to Vote: Motion PASSED
189 4/0 - Motion Passed Unanimously

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

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195 *These minutes were done in summary format.

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

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201 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
202 noticed meeting held on 02/07/2023.

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DocuSigned by:
Brian Lamb
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Signature

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Brian Lamb

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Printed Name

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Title:

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Secretary

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Assistant Secretary

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DocuSigned by:
Zenzi Rogers
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Signature

Zenzi Rogers

Printed Name

Title:

Chairman

Vice Chairman

Recorded by Records Administrator

Brittany Crutchfield

Signature

3/10/2023

Date

