MINUTES OF MEETING
SADDLE CREEK PRESERVE OF POLK COUNTY
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Saddle Creek Preserve of Polk County Community Development District was held on Tuesday, July 22, 2025 at 2:00 p.m., at the The Hampton Inn–Lakeland, 4420 N. Socrum Loop Rd., Lakeland, Florida 33809. The actions taken are summarized as follows:

FIRST ORDER OF BUSINESS: **Roll Call**

Mr. Beckett called the meeting to order and conducted roll call.

Present and constituting a quorum were:

Erica Miro Smith (S2)	Board Supervisor, Chair
Veronica Thomas (S4)	Board Supervisor, Vice Chair
Angela Martinez (S3)	Board Supervisor, Assistant Secretary
Abby Morrobel (S5)	Board Supervisor, Assistant Secretary

Also present were:

Vickie Davis (S1)	Board Supervisor, Assistant Secretary *(Appointed)*
Heath Beckett	District Manager, Vesta District Services
Michael Bush	Field Manager, Vesta District Services
Grace Rinaldi	District Counsel, Kilinski Van Wyk PLLC
Raymond Bobrowiecki	Fast Property Services

SECOND ORDER OF BUSINESS: **Audience Comments – Agenda Items** *(Limited to 3 minutes per individual for agenda items)*

There being none, the next item followed.

THIRD ORDER OF BUSINESS: **Supervisor Appointment (Seat 1)**

A. Exhibit 1: Administration of Oaths of Office

The Oath of Office was administered to Ms. Davis.

B. Exhibit 2: Adoption of **Resolution 2025-18, Designating Officers**

> On a MOTION by Ms. Morrobel, SECONDED by Ms. Davis, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-18, Designating Officers,** appointing Ms. Miro Smith as Chair, Ms. Thomas as Vice Chair, and all remaining Supervisors as Assistant Secretaries, for Saddle Creek Preserve of Polk County Community Development District.

C. Overview of Sunshine and Public Record Laws

Ms. Rinaldi stated Ms. Davis was present for the Overview provided at the June meeting and had received the new Supervisor packet provided by District Counsel. With no further discussion, the next item followed.

References:
Guide to Sunshine Amendment & Code of Ethics for Public Officers & Employees
Government in the Sunshine Training

Free Resources for Required Ethics Training

FOURTH ORDER OF BUSINESS: FY 2025-2026 Budget

A. **FY 2025-2026 Budget Public Hearing**

1. Open Public Hearing

On a MOTION by Ms. Miro Smith, SECONDED by Ms. Morrobel, WITH ALL IN FAVOR, the Board opened the FY 2025-2026 Budget Public Hearing, for Saddle Creek Preserve of Polk County Community Development District.

2. Exhibit 3: Presentation of FY 2025-2026 Budget

Mr. Beckett advised that no changes were made to the approved preliminary budget which provided for no increase in assessments over the previous year.

Ms. Rinaldi reviewed the budget adoption process.

3. Public Comments

There being none, the next item followed.

4. Close Public Hearing

On a MOTION by Ms. Miro Smith, SECONDED by Ms. Morrobel, WITH ALL IN FAVOR, the Board closed the FY 2025-2026 Budget Public Hearing, for Saddle Creek Preserve of Polk County Community Development District.

B. Exhibit 4: Consideration and Adoption of **Resolution 2025-19, Adopting FY 2025-2026 Budget**

On a MOTION by Ms. Miro Smith, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-19, Adopting FY 2025-2026 Budget** as presented, for Saddle Creek Preserve of Polk County Community Development District.

C. Exhibit 5: Consideration and Adoption of **Resolution 2025-20, Providing for the Collection and Enforcement of Special Assessments for FY 2025-2026**

On a MOTION by Ms. Morrobel, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-20, Providing for the Collection and Enforcement of Special Assessments for FY 2025-2026**, for Saddle Creek Preserve of Polk County Community Development District.

FIFTH ORDER OF BUSINESS: Vendor Reports

A. Exhibit 6: Aquatic Maintenance – *Sitex Aquatics*

A representative of Sitex Aquatics was not present and no report was received.

Discussion followed regarding the vendor's lack of visibility on site, overgrowth around the ponds and trash in and around the ponds and options for removing construction debris in the pond. Staff will continue to reach out to the vendor.

Staff were directed to obtain aquatic maintenance quotes.

B. Exhibit 7: Landscape Maintenance – *Raymond Bobrowiecki, Fast Property Services*

Mr. Bobrowiecki presented the Landscape Maintenance Report. He asked for Supervisor interest in mulching along the hedges. Supervisors expressed concerns regarding untrimmed hedges, weed pressure along the front of the property and around the ponds. Mr. Bobrowiecki advised that the property is divided into sections to address throughout the week, the beginning of the week focuses on Red Loop and Yellow Trail but the rest of the community will be addressed.

Weeds along the front boundary were noted, discussion followed regarding the area designated as wetland which is not maintained by the landscape vendor, the planting and aesthetics. Staff will reach out to Horner Environmental to obtain a map and the re-planting plan. It was noted the wetlands were added after construction and the area appears to extend beyond what the plans show.

1. Consideration of Fast Property Services Proposals

a. Exhibit 8: Removal of 4 Trees - $1,850.00

Discussion followed regarding trimming back to the conservation boundary, an email blast communicating to residents allowable activities in the conservation, and installing two signs to deter foot traffic, and posting information on the website.

Mr. Bobrowski was asked to revise his proposal for three trees, excluding the tree in the conservation area.

On a MOTION by Ms. Morrobel, SECONDED by Ms. Martinez, WITH ALL IN FAVOR, the Board approved Fast Property Services to remove three (3) of the four originally proposed trees for an amount not to exceed $1,350.00, for Saddle Creek Preserve of Polk County Community Development District.

b. Exhibit 9: Install Pine Mulch Along Yellow Trail Fence Bed - $1,960.00

Mr. Bobrowski recommended Pine mulch along this area due to the weed pressure and not compete with needles being dropped by the Pine trees. He advised of the factors affecting the cost and replenishment.

On a MOTION by Ms. Morrobel, SECONDED by Ms. Davis, WITH ALL IN FAVOR, the Board approved Fast Property Services proposal to install Pine mulch in the Yellow Trail fence bed in the amount of $1,960.00, for Saddle Creek Preserve of Polk County Community Development District.

Discussion followed regarding areas of overgrown vegetation and an on-site meeting with Mr. Bobrowski and staff.

C. Exhibit 10: Field Operations – *Michael Bush, Vesta District Services*

Mr. Bush presented the Field Operations report. A question was raised on maintenance responsibility for the mailboxes. Ms. Rinaldi will review this. Mr. Beckett provided an update on repairing the pool lift. Discussion followed regarding disciplinary action for patrons who damage District property.

Staff were asked to number the ponds on the map for easier identification.

Replacement of street signs was discussed along adding traffic signs at the entrance. Ms. Rinaldi advised that the District Engineer and Polk County will need to be engaged in this project.

A comment was heard on vegetation impacting line of sight at the community's exit.

1. Exhibit 11: Discussion on Sidewalk Repairs

Mr. Bush advised that vendors usually charge a minimum to mobilize. Standing water on the sidewalks was discussed. It was stated that this had been raised with Lennar and was supposed to be part of the turnover punch-list. Ms. Rinaldi requested the locations be identified as HOA declarations and covenants typically require homeowners to repair sidewalks adjoining their property. It was relayed that concerns regarding the original sidewalk design and lack of drainage were raised during previous discussions with the developer.

The District Engineer will be asked to review the sidewalks.

SIXTH ORDER OF BUSINESS: Supervisor Requests

Ms. Thomas requested quotes for shade and landscaping refurbishment at the pool. Mr. Beckett advised of currently available funds for landscape replenishment.

Mr. Bobrowski was asked for proposals with mock-ups for the entrance and pool refurbishment, specifically that looks clean and is low maintenance. Mr. Beckett suggested Supervisors consider quarterly annuals rotation.

Proposals for Yellow Trail area such as shade structures, playground, activity options. Mr. Bush will discuss this further with Ms. Thomas.

Grass coming through a perimeter fence was discussed. Mr. Bobrowski is working with the adjoining community to address.

Ms. Thomas requested setting up a meeting with the School Board regarding relocating the school bus stop within the community.

SEVENTH ORDER OF BUSINESS: Business Items

A. Exhibit 12: Consideration and Adoption of **Resolution 2025-21, Setting Public Hearing for Amended Parking and Towing Enforcement Policy**

Supervisors were advised that the notice requirement for policy public hearings was recently changed.

Supervisors discussed the impact of the proposed parking and towing enforcement policy. Ms. Rinaldi reviewed some of the items included in the proposed policy. Mr. Beckett asked for Board direction on disseminating information to the residents. Supervisors further discussed parking signs and having no parking on either side of the street. Once the policy is adopted the towing vendor will be provided with an amendment to the existing agreement. Ms. Rinaldi will review the statute for signage requirements for a no street parking policy. Hiring extra-duty officers and using a radar speed trailer to enforce speed limits within the District were discussed. Mr. Rinaldi will amend the policy to reflect no street parking.

On a MOTION by Ms. Martinez, SECONDED by Ms. Miro Smith, OPPOSED by Ms. Morrobel, the Board adopted **Resolution 2025-21, Setting Public Hearing for Amended Parking and Towing Enforcement Policy**, for Saddle Creek Preserve of Polk County Community Development District.

Ms. Rinaldi advised the September meeting would be at the current location.

B. Exhibit 13: Consideration of ASI Landscape and Irrigation Maintenance Revised Proposal

Mr. Beckett presented the revised 3-year proposal from ASI. Mr. Bobrowski presented a hurricane response plan. Supervisors suggested he research third-party support should it be necessary.

Board consensus was to remain with Fast Property Services for another month before deciding whether to continue or entertain new proposals.

EIGHTH ORDER OF BUSINESS: Staff Reports

A. District Engineer – *Todd Amaden, Landmark Engineering & Surveying Corp.*

A representative of Landmark Engineering was not present.

B. District Counsel – *Grace Rinaldi, Kilinski Van Wyk*

Ms. Rinaldi had nothing additional to report. In response to a question from the Board, Ms. Rinaldi stated her firm does offer a CDD 101 presentation, and it could be presented at a workshop.

C. District Manager – *Heath Beckett, Vesta District Services*

1. Exhibit 14: Discussion on Banking Services

Mr. Beckett advised that there were some difficulties moving from the previous District Management company to Vesta. The proposed bank would not charge service fees.

On a MOTION by Ms. Morrobel, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board approved staff to change banking institutions (from Truist to Bank United), for Saddle Creek Preserve of Polk County Community Development District.

2. Ratification of Renumbering Resolution 2025-16, Designating Officers to **Resolution 2025-17** due to Scrivener's Error

On a MOTION by Ms. Davis, SECONDED by Ms. Morrobel, WITH ALL IN FAVOR, the Board ratified staff's renumbering of Resolution 2025-16, Designating Officers to **Resolution 2025-17** due to scrivener's error, for Saddle Creek Preserve of Polk County Community Development District.

Mr. Beckett discussed potential meeting space with the City of Auburndale. Board consensus was to schedule the meetings for Fiscal Year 2026 for the fourth Tuesday of the month beginning at 6 p.m. at the Historic District.

NINTH ORDER OF BUSINESS: Consent Agenda

A. Exhibit 15: Approval of the Minutes of the Board of Supervisors Regular Meeting Held June 24, 2025

B. Exhibit 16: Acceptance of the May 2025 Unaudited Financial Report

In response to a question regarding the outstanding balance for Prince and Sons, Mr. Beckett advised that a letter will be sent regarding the withholding of payment and the undisputed portion will be paid.

Quorum held when Ms. Morrobel temporarily left the meeting.

On a MOTION by Ms. Miro Smith, SECONDED by Ms. Thomas, WITH ALL IN FAVOR (except Ms. Morrobel who was not present for the vote), the Board approved Consent Agenda – items A & B as presented, for Saddle Creek Preserve of Polk County Community Development District.

TENTH ORDER OF BUSINESS: Audience Comments – *Non-Agenda Items and New Business (Limited to 3 Minutes Per Person)*

Comments were heard on pool security – resident offered to provide input and insight as this was his line of work, a crooked signs, mailboxes with loose fasteners, reviewing visitor parking in the parking policy, traffic issues impacting safety around the school bus, use of the handicap chair at the pool, locations for stop signs installation, sidewalk repairs, upkeep, janitorial services and furniture refurbishment at the pool area. Mr. Bush will review the pool area for spiderwebs and insects on the walk-thru with Ms. Thomas. Comments were also heard on street and visitor parking, speeding, street parking blocking driveways, informing the new landscaping crew to cut the easements and not encroach onto resident's yards, amending the parking policy to allow parking on one side road of the street instead of no street parking, and providing an activity area for children.

ELEVENTH ORDER OF BUSINESS: Security Matters

A. **Closed Session** *(No Action Will Be Taken During the Closed Session)*

On a MOTION by Ms. Thomas, SECONDED by Ms. Davis, WITH ALL IN FAVOR, the Board paused the regular meeting and entered the Closed Session, for Saddle Creek Preserve of Polk County Community Development District.

1. Discussion on District's Security Matters

On a MOTION by Ms. Martinez or Morrobel, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board ended the Closed Session and resumed the regular meeting, for Saddle Creek Preserve of Polk County Community Development District.

B. Consideration of Action Relating to Security Matters

No action was required.

TWELFTH ORDER OF BUSINESS: Next Meeting Quorum Check

The next Saddle Creek Preserve of Polk County Community Development District meeting is scheduled for 2:00 p.m. on August 26, 2025 at The Hampton Inn - Lakeland, 4420 N. Socrum Loop Rd., Lakeland, Florida 33809.

All Supervisors affirmed their intent to attend in person.

THIRTEENTH ORDER OF BUSINESS: Action Item Summary

District Manager

- Obtain aquatics maintenance proposals (Field Manager)
- Set up a meeting with School Board to see if they can move the bus stop further into the community (Ms. Thomas)
- Reach out Polk County Sherriff regarding off-duty officers.
- Change meeting start time to 6pm in October and continuing with new Fiscal Year
- Send email blast to the community and post on website
    - Conservation area maintenance requirements and activities
    - Pool rules
- **Discuss with District Engineer**
    - Creation of maintenance map
    - Review whether stop sign can be added on Old Mining Road (Field Manager has requested location)
    - Review sidewalk drainage – determine if an issue with original installation (Lennar) or normal settling and ongoing maintenance requirement
    - Review Lennar punch list completion

Field Manager

- Temporary signs to identify the front and back side of conservation area

District Counsel

- Research maintenance responsibilities
    - Mailboxes (CDD or HOA)
    - Sidewalks (CDD or homeowner)

Landscape Vendor

- Landscape replenishment proposals for pool and entrance
- Proposal for annuals rotation
- Focus on trail for one more month
- Trim vegetation impacting line of sight at the community entrance/exit.

Amenity Manager

- Research shade structures for pool

FOURTEENTH ORDER OF BUSINESS: Adjournment

On a MOTION by Ms. Thomas, SECONDED by Ms. Morrobel or Martinez, WITH ALL IN FAVOR, the Board adjourned the meeting at 4:46 p.m., for Saddle Creek Preserve of Polk County Community Development District.

**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 August 26, 2025.

Heath Beckett
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☐ Heath Beckett, Secretary
☐________________________, Assistant Secretary

Erica Miro Smith (Sep 10, 2025 07:54:52 EDT)
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☐ Erica Miro Smith, Chair
☐ Veronica Thomas, Vice Chair