

**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, November 25, 2025 at 6:00 p.m., at Auburndale Historic Depot, 120 W Park Street, Auburndale, FL 33823. The actions taken are summarized as follows:

FIRST ORDER OF BUSINESS: ROLL CALL

Mr. Beckett called the meeting to order at 6:02 p.m. and conducted roll call.

10 Present and constituting a quorum were:

11	Vickie Davis (S1)	Board Supervisor, Assistant Secretary
12	Erica Miro Smith (S2)	Board Supervisor, Chair
13	Angela Martinez (S3)	Board Supervisor, Assistant Secretary
14	Abby Morrobel (S5)	Board Supervisor, Assistant Secretary

15 Also present were:

16	Veronica Thomas (S4)	Board Supervisor, Vice Chair (<i>Virtually</i>)
17	Heath Beckett	District Manager, Vesta District Services
18	Michael Bush	Field Manager, Vesta District Services
19	Grace Rinaldi	District Counsel, Kilinski Van Wyk PLLC
20	Raymond Bobrowiecki	Fast Property Services
21	Chuck Burnite	GHS Environmental

SECOND ORDER OF BUSINESS:

AUDIENCE COMMENTS – AGENDA ITEMS (Limited to 3 minutes per individual for agenda items)

There being none, the next item followed.

25 **THIRD ORDER OF BUSINESS:**

OPERATIONS AND MAINTENANCE

A. EXHIBIT 1: Aquatic Maintenance – *Chuck Burnite, GHS Environmental*

Mr. Burnite presented the Aquatic Maintenance Report, noting that ponds 2 and 3 hadn't been treated in several months and access to ponds 21 and 22 is difficult. Treatments have started on these ponds, but it will take a while before the aesthetics begin to improve. He noted that his team may need to cut through private property to access the ponds, but they will try other routes first. He suggested the District's map be updated to reflect the pond numbering from the construction plans.

Mr. Burnite noted that a mitered structure on pond 7 is cracked and will need the engineer to review. Mr. Beckett added that this information has been forwarded to the District Engineer and they will schedule a review and request proposals for the repair.

38 The marsh by the cul-de-sac at the end of Yellow Trail [*pictured on page 25 of the*
39 *agenda packet*] was discussed. Mr. Burnite will provide a proposal for planting
40 native aquatics such as Pickerelweed and Sagittaria. He suggested transplanting
41 some of the plants that are thriving at pond 4 to the Mitigation areas. Planting
42 will be scheduled for spring. Mr. Burnite also noted that pond 21 was treated for
43 red algae.

44 B. EXHIBIT 2: Landscape Maintenance – *Raymond Bobrowiecki, Fast Property*
45 *Services*

46 Mr. Bobrowiecki presented the Landscape Maintenance Report, noting the front
47 field has dried out sufficiently to allow mowing.

48 1. Consideration of Fast Property Services Proposals:

49 a. Landscape Enhancements

50 i. EXHIBIT 3: Ten (10) Islands Along Old Mining Road -
51 \$3,750.00 – *Previously Presented*

52 Mr. Bobrowiecki reported this project was already
53 completed. Mr. Beckett advised that information on
54 parking locations from the District Engineer is still pending.
55 Discussion followed on the impact the future parking
56 locations might have on the landscaping of the islands.
57 Mr. Bobrowiecki was asked to wait for signed work
58 authorizations before proceeding with future projects.

59 On a MOTION by Ms. Miro Smith, SECONDED by Ms. Morrobel, WITH ALL IN FAVOR, the Board
60 approved payment to Fast Property Services for landscape enhancements completed at the ten
61 (10) islands along Old Mining Road in the amount of \$3,750.00, for Saddle Creek Preserve of Polk
62 County Community Development District.

63 ii. EXHIBIT 4: Revised Stump Grinding, Sod & Shrub
64 Installation at Gatsby & Saddle Creek Roads - \$1,625.00

65 Mr. Bobrowiecki explained the scope of the proposal.

66 On a MOTION by Ms. Morrobel, SECONDED by Ms. Davis, WITH ALL IN FAVOR, the Board
67 approved the Fast Property Services revised proposal for stump grinding, sod and shrub
68 installation at Gatsby & Saddle Creek Roads in the amount of \$1,625.00, for Saddle Creek
69 Preserve of Polk County Community Development District.

70 b. ~~EXHIBIT 5: Revised Pressure Washing of Lift Station Entries~~

71 Not being presented, this item was struck from agenda.

72 Discussion followed regarding access to the lift stations.

73 C. EXHIBIT 6: Field Operations – *Michael Bush, Vesta District Services*

74 Mr. Bush presented the Field Operations Report.

75 Mr. Bobrowiecki provided information on landscape debris being dumped in the
76 conservation area. Ms. Rinaldi will check the requirements for “No Trespassing”
77 signs. She affirmed that a cease-and-desist letter was sent to the resident
78 regarding unauthorized activity on District property and explained that fines
79 cannot be imposed on residents, however reimbursement can be sought if any
80 fines are levied against the District by the Water Management District and/or for
81 costs incurred to remediate the areas impacted by a resident’s unauthorized
82 activity.

83 Supervisors discussed the towing vendor, noting the importance of proving clear
84 communication of the new policy to the current vendor. A request was made to
85 provide an alternative towing vendor for the Board’s consideration.

86 Mr. Bush requested input on the number of speed limit signs to install
87 throughout the community. Discussion moved to stop signs and speed humps.
88 Ms. Thomas advised she would be meeting with a Community Officer from Polk
89 County Sheriff’s Department regarding the implementation of a neighborhood
90 watch and Drive Safe campaign in conjunction with the HOA and would like to
91 get input from that officer to bring back to the Board. Mr. Bush was directed to
92 install one stop sign at the community’s entrance to create a three-way stop at
93 the intersection.

94 Mr. Bobrowiecki was asked to re-address the entrance beds, Supervisors
95 expressed dissatisfaction with the current display. Mr. Bobrowiecki agreed to
96 rearrange some of the taller plants to increase the visibility of the flowering
97 annuals.

98 1. EXHIBIT 7: Discussion on Amenity Center Light Replacements

99 Excluding Ms. Morrobel, Board consensus was for Mr. Bush to purchase
100 and install a Kichler Mercer 24” High Black Silver Outdoor Hanging Light,
101 listed at \$239.99.

102 It was noted that the officers were incorrectly listed on the agenda. Mr. Beckett will
103 inform the admin.

104 D. District Engineer – *Todd Amaden/Katie Vander Meade, Landmark Engineering &*
105 *Surveying Corp.*

106 A representative from Landmark Engineering was not present.

107 1. EXHIBIT 8: Discussion on Additional Parking Project Cost Estimate

108 Mr. Beckett advised that an exhibit should be available for the next
109 meeting.

110 E. District Counsel – *Grace Rinaldi, Kilinski Van Wyk*
111 1. EXHIBIT 9: Adoption of **Resolution 2026-02, Setting Public Hearing for**
112 **Adoption of Amended Rules of Procedure**
113 a. Memo Regarding Legislative Changes
114 b. Amended Rules of Procedure
115 Ms. Rinaldi briefly reviewed the amendments which update the
116 Rules of Procedure to reflect current legislation.

117 On a MOTION by Ms. Martinez, SECONDED by Ms. Miro Smith, WITH ALL IN FAVOR, the Board
118 approved the adoption of **Resolution 2026-02, Setting Public Hearing for Adoption of Amended**
119 **Rules of Procedure** for January 27, 2026, for Saddle Creek Preserve of Polk County Community
120 Development District.

121 Ms. Rinaldi reminded Supervisors who were seated prior to March 31, 2025 to
122 complete the required four hours of ethics training by December 31st.
123 Supervisors self-report their fulfillment of the ethics training on their Form 1.
124 In response to a Supervisor's question, Ms. Rinaldi explained that the District
125 does not have a policy in place that permits street parking. The effective date
126 for the recently adopted parking policy provides proper notice to residents so
127 they can make arrangements to be in compliance with the adopted policy.
128 Notice of the parking policy will be mailed to property owners, emailed to the
129 current distribution list, and posted on the bulletin board.

130 F. District Manager – *Heath Beckett, Vesta District Services*
131 1. EXHIBIT 10: Adoption of **Resolution 2026-03, Authorizing Spending**
132 **Authority**
133 Mr. Beckett explained that the resolution allows for emergency spending
134 outside of a meeting. The resolution was amended to grant the Field
135 Manager spending authority up to \$1,000.00 for standard items that
136 would impact District assets or resident safety.

137 On a MOTION by Ms. Davis, SECONDED by Ms. Martinez, WITH ALL IN FAVOR, the Board
138 approved the adoption of **Resolution 2026-03, Authorizing Spending Authority as amended**, for
139 Saddle Creek Preserve of Polk County Community Development District.

140 2. EXHIBIT 11: Adoption of **Resolution 2026-04, Amending FY 2025 Budget**
141 Mr. Beckett explained that the amendment is to true-up the budget to
142 the actual spending in accordance with the clauses of the original budget
143 adoption resolution. The actual spending of the District was under
144 budget. Unspent funds remain in the general fund as unassigned funds
145 until Supervisors give direction to allocate an amount to a specific item.

146 On a MOTION by Ms. Miro Smith, SECONDED by Ms. Davis, WITH ALL IN FAVOR, the Board
147 approved the adoption of **Resolution 2026-04, Amending FY 2025 Budget**, for Saddle Creek
148 Preserve of Polk County Community Development District.

149 In response to a Supervisor question, Ms. Rinaldi explained the process of assessment
150 collection through the Polk County Tax Collector.

151 **FOURTH ORDER OF BUSINESS: SUPERVISOR REQUESTS**

152 Supervisors discussed holiday lighting.

153 On a MOTION by Ms. Miro Smith, SECONDED by Ms. Davis, WITH ALL IN FAVOR, the Board
154 approved the purchase and installation of holiday decorations in an amount not to exceed
155 \$1,500.00 to be funded from CONTINGENCY, for Saddle Creek Preserve of Polk County Community
156 Development District.

157 A request was made for holiday lighting vendors to present at the February meeting.

158 Ms. Martinez asked about adding flashing lights at the intersection of Old Miner and
159 Trotters to direct drivers' attention to the stop signs. Supervisors raised concerns for
160 people with epilepsy and migraine sufferers. Mr. Bush will research possible products
161 and Mr. Beckett will discuss this with the District Engineer.

162 Ms. Miro Smith requested a discount on Field Services due to the still pending
163 implementation of the Vesta Pro maintenance log.

164 Ms. Thomas asked for an update on the flooding issue on Teneroc. Mr. Beckett advised
165 that the District Engineer and aquatic vendor had reviewed the area and confirmed it is
166 designed to accommodate watershed which then overflows into the wetlands. It was
167 noted that the chain link fence is not maintained by the CDD. Residents are advised to
168 reach out to Polk County regarding pest control on the bus depot site and/or contact a
169 pest control company to address unwanted animals on their own property.

170 Mr. Beckett will follow up on the relocation of the bus stop as he has not received an
171 update to his last communication.

172 **FIFTH ORDER OF BUSINESS: CONSENT AGENDA**

173 A. EXHIBIT 12: Approval of the Minutes of the Board of Supervisors Regular
174 Meeting Held October 28, 2025

175 B. EXHIBIT 13: Acceptance of the Minutes of the Board of Supervisors Workshop
176 Held November 6, 2025

177 C. EXHIBIT 14: Acceptance of the ~~September~~ October 2025 Unaudited Financial
178 Report

179 D. EXHIBIT 15: Ratification of Fast Property Services Hazardous Tree Removal -
180 \$4,250.00

181 On a MOTION by Ms. Miro Smith, SECONDED by Ms. Davis, WITH ALL IN FAVOR, the Board
182 approved Consent agenda – items A-D as presented, for Saddle Creek Preserve of Polk County
183 Community Development District.

184 **SIXTH ORDER OF BUSINESS:** **AUDIENCE COMMENTS – New Business** (Limited to
185 3 minutes per individual for non-agenda items)

186 A concern was raised regarding speeding, followed by a question on data collection by
187 Polk County Sheriff's office and the installation of traffic calming devices.

188 Discussion followed on involving the District Engineer in a review of traffic calming
189 options for the community, and inviting the HOA and Community Officer to a CDD
190 meeting to discuss the issues and viable options. Mr. Beckett will reach out to the
191 District Engineer regarding options for traffic calming devices and a traffic study.

192 Ms. Rinaldi was asked about District liability for speed hump damage claims. She
193 advised these would be reviewed on a case-by-case basis and that the District Engineer
194 would oversee the installation of traffic calming devices on District property and any
195 review any claims against the District for damages.

196 **SEVENTH ORDER OF BUSINESS:** **NEXT MEETING QUORUM CHECK**

197 *The next Saddle Creek Preserve of Polk County Community Development District meeting is
198 scheduled for 6:00 p.m. on December 23, 2025 January 27, 2026, at Auburndale Historic Depot,
199 120 W. Park Street, Auburndale, Florida 33823.*

200 After discussing items and issues that might occur during December, Board consensus
201 was to cancel the December 23, 2025 meeting. The next meeting is scheduled for
202 January 27, 2026.

203 **EIGHTH ORDER OF BUSINESS:** **ACTION ITEM SUMMARY**

204 **District Engineer**

- Update on additional parking options
- Price for traffic study and traffic calming options

207 **District Manager**

- Follow up with District Engineer on additional parking project
- Pond numbering on District's map – *Admin updated 12/5*
- Invite Big Jay's towing to next meeting, plus confirm if there is an alternate towing vendor which can provide services to the District
- Correct Chair and Vice Chair listing at the top of the agenda – *Admin corrected 12/5*
- Send towing policy to Ms. Thomas and Ms. Miro Smith
- Connect with District Engineer on adding traffic calming devices, pricing for a traffic study, and flashing lights to raise awareness of stop signs

217 • Follow up with School District transportation regarding bus stop
218 relocation

219 **Field Manager**

220 • Quotes for the stop sign and flashing light options

221 **NINTH ORDER OF BUSINESS: ADJOURNMENT**

222 On a MOTION by Ms. Morrobel, SECONDED by Ms. Martinez, WITH ALL IN FAVOR, the Board
223 adjourned the meeting at 8:47 p.m., for Saddle Creek Preserve of Polk County Community
224 Development District.

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

229 **Meeting minutes were approved by vote of the Board of Supervisors at a publicly noticed
230 meeting held on January 27, 2026.**

231 *Heath Beckett*

232

 Heath Beckett, Secretary

233 _____, Assistant Secretary

Erica Miro Smith (Jan 30, 2026 18:31:28 EST)

Erica Miro Smith, Chair

Veronica Thomas, Vice Chair