



Your Community.
Our Commitment.

SADDLE CREEK PRESERVE OF POLK COUNTY COMMUNITY DEVELOPMENT DISTRICT

Advanced Meeting Package

Regular Meeting

Date/Time:

Tuesday

February 24, 2026

6:00 p.m.

Location:

Auburndale Historic Depot

120 W Park Street

Auburndale, FL 33823

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.



SADDLE CREEK PRESERVE OF POLK COUNTY

COMMUNITY DEVELOPMENT DISTRICT

c/o Vesta District Services
250 International Parkway, Suite 208
Lake Mary, FL 32746
321-263-0132

Board of Supervisors
Saddle Creek Preserve of Polk County Community Development District

Dear Board Members:

The Regular Meeting of the Board of Supervisors of the Saddle Creek Preserve of Polk County Community Development District is scheduled for **Tuesday, February 24, 2026** at **6:00 p.m.** at **Auburndale Historic Depot – 120 W Park Street, Auburndale, FL 33823.**

The advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

Should you have any questions regarding the agenda, please contact the District Manager at (321) 263-0132 X 536 or hbeckett@vestapropertyservices.com. We look forward to seeing you at the meeting.

Sincerely,

Heath Beckett

Heath Beckett
District Manager

CC: Attorney
Engineer
District Records





SADDLE CREEK PRESERVE OF POLK COUNTY COMMUNITY DEVELOPMENT DISTRICT



Meeting Date: Tuesday, February 24, 2026
 Time: 6:00 p.m.
 Location: Auburndale Historic Depot
 120 W Park Street
 Auburndale, FL 33823

[Join via Computer or Mobile App](#)
 Dial-in Number: 1-904-348-0776
 Phone Conference ID: 684 257 747#
 (Mute/Unmute: *6)
 (Raise/Lower Hand: *5)

Agenda

*The full draft agenda packet may be requested no earlier than 7 days prior to the meeting date
 by emailing sconley@vestapropertyservices.com*

FIRST ORDER OF BUSINESS:

ROLL CALL

Supervisors	Present	Teams	Absent
Vickie Davis (1)			
Erica Miro Smith (2-C)			
Angela Martinez (3)			
Veronica Thomas (4-VC)			
(5)			

Staff/Vendors

Heath Beckett, Vesta District Services
Michael Bush, Vesta District Services
Grace Rinaldi, Kilinski Van Wyk
Tom Amaden, Landmark Engineering
Katie Vander Meade, Landmark Engineering
Chuck Burnite, GHS Environmental
Ray Bobrowiecki, Fast Property Services

SECOND ORDER OF BUSINESS:

AUDIENCE COMMENTS

(Limited to 3 Minutes Per Person)

THIRD ORDER OF BUSINESS:

SEAT 5 VACANCY

- A. Acceptance of Seat 5 Supervisor Resignation **EXHIBIT 1**
- B. Consideration of Supervisor Candidates
- C. Administration of Oaths of Office **EXHIBIT 2**
- D. Adoption of **Resolution 2026-07, Electing Officers** **EXHIBIT 3**
- E. Review of Sunshine and Public Record Laws

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:

OPERATIONS AND MAINTENANCE

- A. Aquatic Maintenance – *Chuck Burnite, GHS Environmental* **EXHIBIT 4**
- B. Landscape Maintenance – *Raymond Bobrowiecki, Fast Property Services* **EXHIBIT 5**
 - 1. **Consideration of Fast Property Services Proposal for Pool Landscape Refurbishment - \$10,164.00 - \$11,864** **EXHIBIT 6**



FOURTH ORDER OF BUSINESS: OPERATIONS AND MAINTENANCE (Continued)

- C. Field Operations – *Michael Bush, Vesta District Services* **EXHIBIT 7**
 - 1. Presentation of Field Requests – *None Received*
- D. District Engineer – *Todd Amaden/Katie Vander Meade, Landmark Engineering & Surveying Corp.*
 - 1. Discussion on Additional Parking Project Cost Estimate **EXHIBIT 8**
- E. District Counsel – *Grace Rinaldi, Kilinski Van Wyk*
 - 1. Adoption of **Resolution 2026-08, Scheduling Landowners’ Meeting and Election (Seat 4)** **EXHIBIT 9**
- F. District Manager – *Heath Beckett, Vesta District Services*
 - 1. Discussion on Old Mining/Red Loop Intersection Parking **EXHIBIT 10**
 - 2. Consideration of Facility Use Request – Morrobel April 4 **WALK-ON EXHIBIT A**

FIFTH ORDER OF BUSINESS: SUPERVISOR REQUESTS

- A. Discussion on Community Play Area Options (*Davis*)
- B. Discussion on Sidewalk Obstructions (*Martinez*)
- C. Discussion on Use of District Property (*Martinez*)
- D. Discussion on Traffic Sign Enforcement (*Martinez*)
- E. Discussion on List of Community Improvements (*Martinez*)
- F. Discussion on Apron Parking (*Martinez*)
- G. Discussion of Temporary Parking (*Miro Smith*)
- H. Discussion of Stop Sign at Trotters Way and Old Mining Road (*Miro Smith*)
- I. Discussion of Traffic Calming Options (Speed Humps) (*Miro Smith*)

SIXTH ORDER OF BUSINESS: CONSENT AGENDA

- A. Approval of the Minutes of the Board of Supervisors Regular Meeting Held January 27, 2026 (Revised) **EXHIBIT 11**
- B. Acceptance of the January 2026 Unaudited Financial Reports **EXHIBIT 12**
- C. Ratification of Big Jays Towing Agreement **EXHIBIT 13**



SEVENTH ORDER OF BUSINESS:

NEXT MEETING QUORUM CHECK

	In Person	Virtually	Not
Vickie Davis			
Erica Miro Smith			
Angela Martinez			
Veronica Thomas			

**Tuesday, March 24, 2026
at 6:00 p.m.**

Auburndale Historic Depot
120 W Park Street
Auburndale, FL 33823

EIGHTH ORDER OF BUSINESS:

ACTION ITEMS SUMMARY

(To be Included in the Meeting Minutes)

NINTH ORDER OF BUSINESS:

ADJOURNMENT

Saddle Creek Preserve of Polk County Community Development District



- Major Roads
- Highways
- Waterbodies
- Parcels
- PLSS Townships
- PLSS Sections
- PLSS Boundaries
- HALFFOOT2023
- RGB
- Red: Band_1
- Green: Band_2
- Blue: Band_3

Lift Stations
Pond numbers

0 265 530 1,060 Feet

All maps are worksheets used for illustrative purposes only, they are not surveys. The Polk County Property Appraiser assumes no responsibility for errors in the information and does not guarantee the data is free from error or inaccuracy. The information is provided "as is".



Polk County Property Appraiser
Polk County, Florida
July 25, 2025



EXHIBIT 1



From: Abby Morrobel <morrobel.abby@yahoo.com>
Sent: Wednesday, January 28, 2026 6:55 AM
To: Heath Beckett <hbeckett@vestapropertyservices.com>
Subject: Resignation

Dear Heath,

I am writing to formally resign from my position as a board member of Saddle Creek Preserve, effective immediately.

This decision comes after careful consideration of the recent meeting's aggressive nature as well as observing the hostility expressed on social media by homeowners and residents towards the board. I no longer feel comfortable continuing in my role under these circumstances.

I wish the remaining board members the best as they continue their efforts to support and serve Saddle Creek Preserve.

Sincerely,
Abby Morrobel



EXHIBIT 2



**Saddle Creek Preserve of Polk County Community Development District
Board of Supervisors Oath of Office**

I, _____, a citizen of the United States of America, and a resident of the State of Florida, and a resident of the Saddle Creek Preserve of Polk County Community Development District (the "District") having been appointed / elected as a Supervisor of the District and a recipient of public funds on behalf of the District, do hereby solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the State of Florida, and will faithfully, honestly, and impartially discharge the duties devolving upon me in the office of Supervisor of the Saddle Creek Preserve of Polk County Community Development District, located in Polk County, Florida.

Signature

Date

STATE OF FLORIDA
COUNTY OF POLK

The foregoing oath was administered before me by means of physical presence, this _____ day of _____, 20__ by _____, who is personally known to me or who has produced _____ as identification, and is the person described in and who took the aforementioned oath as a Member of the Board of Supervisors of the Saddle Creek Preserve of Polk County Community Development District and acknowledged to and before me that she/he took said oath for purposes therein expressed.

WITNESS my hand and official seal the date aforesaid.

Notary Public State of Florida

(Print, Type or Stamp Commissioned Name of
Notary Public and the Date the Commission Expires)



OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of POLK

I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State, and that I will well and faithfully perform the duties of

SADDLE CREEK PRESERVE OF POLK COUNTY COMMUNITY DEVELOPMENT DISTRICT SUPERVISOR

(Full Name of Office – Abbreviations Not Accepted)

on which I am now about to enter, so help me God.

[NOTE: If you affirm, you may omit the words “so help me God.” See § 92.52, Fla. Stat.]

Signature

(Affix Seal Below)

Sworn to and subscribed before me by means of ____ physical presence
Or ____ online notarization this ____ day of _____, 20____.

Signature of Officer Administering Oath or of Notary Public

Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known or Produced Identification

Type of Identification Produced _____

ACCEPTANCE

I accept the office listed in the above Oath of Office.

Mailing Address: Home Office

Street or Post Office Box

Print Name

City, State, Zip Code

Signature

EXHIBIT 3



RESOLUTION 2026-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SADDLE CREEK PRESERVE OF POLK COUNTY COMMUNITY DEVELOPMENT DISTRICT ELECTING THE OFFICERS OF THE SADDLE CREEK PRESERVE OF POLK COUNTY COMMUNITY DEVELOPMENT DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Saddle Creek Preserve of Polk County Community Development District (“**District**”), is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Polk County, Florida; and

WHEREAS, the Board of Supervisors of the District (“**Board**”) desires to elect the Officers of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SADDLE CREEK PRESERVE OF POLK COUNTY COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The following persons are elected to the offices shown:

Chairperson	_____
Vice Chairperson	_____
Secretary	_____
Assistant Secretary	_____
Assistant Secretary	_____
Assistant Secretary	_____

SECTION 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 24th day of February 2026.

ATTEST:

SADDLE CREEK PRESERVE OF POLK COUNTY COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chairperson/Vice Chairperson,
Board of Supervisors



EXHIBIT 4





GHS Environmental
 PO Box 55802
 St. Petersburg, FL 33732-5802
 727-432-2820

Actions Required At Time of Inspection

- G = Treated Grasses/Herbaceous Species (ie. torpedo grass, cattails, alligatorweed, primrose, pennywort, etc.)
- A = Treated Algae (ie. filamentous, planktonic, blue-green, etc.)
- F = Treated Floating Species (ie. Hyacinth, water lettuce, Cuban marsh grass, duckweed, water fern, water spangles, etc.)
- S = Treated Submerged Vegetation (ie hydrilla, spikerush, chara, coontail, bladderwort)
- L = Treated Lilies (ie fragrant waterlily, spatterdock)
- T = Trash/debris removed

Project: Saddle Creek Preserve
 No. of Ponds: 15

SERVICE DATE: 2/18/26

Pond Number	G	A	F	S	L	T	Notes
1A	<input type="checkbox"/>	<input checked="" type="checkbox"/>					
1B	<input type="checkbox"/>	<input checked="" type="checkbox"/>					
1C	<input type="checkbox"/>	<input checked="" type="checkbox"/>					
2	<input type="checkbox"/>	<input checked="" type="checkbox"/>					
2A	<input type="checkbox"/>	<input checked="" type="checkbox"/>					
3A	<input type="checkbox"/>	<input checked="" type="checkbox"/>					
3B	<input type="checkbox"/>	<input checked="" type="checkbox"/>					
3C	<input type="checkbox"/>	<input checked="" type="checkbox"/>					
3D	<input type="checkbox"/>	<input checked="" type="checkbox"/>					
3E	<input type="checkbox"/>	<input checked="" type="checkbox"/>					
4	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cleared vegetation around MES 4A Inv. See Photos 1 and 2 (Before and After).				
5	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cleared vegetation around MES 5A Inv. See Photos 3 and 4 (Before and After).				
6A	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cleared vegetation around MES 6A Inv. See Photos 5 and 6 (Before and After).				
6B	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cleared vegetation around MES 6B Inv. See Photos 7 and 8 (Before and After).				
Tract A	<input type="checkbox"/>	<input checked="" type="checkbox"/>					





Photo 1: MES 4A Inv (Before Clearing)



Photo 2: MES 4A Inv (After Clearing)





Photo 3: MES 5A Inv (Before Clearing)



Photo 4: MES 5A Inv (After Clearing)





Photo 5: MES 6A Inv (Before Clearing)



Photo 6: MES 6A Inv (After Clearing)





Photo 7: MES 6B Inv (Before Clearing)



Photo 8: MES 6B Inv (After Clearing)



EXHIBIT 5
PENDING



EXHIBIT 6





Saddle Creek Preserve - Pool Amenities Area - Landscaping/Hardscaping Proposal

This proposal provides a detailed cost breakdown for the renovation of the pool deck landscape islands. Work includes excavation, irrigation upgrades, decorative stone installation, nautical post and rope borders, accent plantings, and solar LED landscape lighting.

LINE ITEM	DESCRIPTION	AMOUNT
Site Preparation	Removal of mulch and debris, excavation of 4 to 6 inches of root bound soil, grading, haul off, and county disposal.	\$950.00
Pre Emergent	Application prior to stone installation to prevent dormant weed seed germination beneath stone coverage.	\$160.00
Irrigation	Re routing, new mister heads, drip line installation, fittings and adjustments to accommodate landscaping.	\$550.00
Stone Installation	Manual wheelbarrow transport across paver areas, shovel spreading, and grading of approximately 11 cubic yards of stone.	\$1,600.00
Nautical Borders	Installation of approximately 40 pressure treated 6 inch posts with rope spans and protective sealing for longevity.	\$2,850.00
Plant Installation	Roebellini palms, aztec grass, lirioppe, and bromeliads installed per design layout.	\$1,235.00
Solar LED Lighting	Side mount solar LED fixtures installed at island corners casting inward accent lighting.	\$319.00
FIXED PROJECT SUBTOTAL		\$7,664.00

STONE OPTION	STONE COST	PROJECT TOTAL
White Marble (3/4 in.)	\$4,200.00	\$11,864.00
Khaki River Rock (3/4 in.)	\$3,180.00	\$10,844.00
Salt and Pepper Marble (3/4 in.)	\$2,500.00	\$10,164.00



Detailed Scope Explanation

- **Stone Depth and Coverage:** Decorative stone will be installed at a finished depth of 3 to 4 inches to ensure long term durability and proper weed suppression.
- **Pre Emergent Protection:** Treatment will be applied prior to installation to prevent dormant weed seeds from germinating beneath the stone layer.
- **No Landscape Fabric:** Fabric liners are not used because they become exposed and deteriorate over time. Thick stone coverage provides a more durable solution.
- **Material Volume and Handling:** Approximately 11 cubic yards, or roughly 15 tons, of stone will be manually transported and installed.
- **Excavation and Grading:** Beds will be excavated 4 to 6 inches to remove mounded and root bound soil for proper finish grade.
- **Irrigation Improvements:** New mister heads, drip line, fittings, and rerouting will be installed as needed.
- **Post Protection:** All pressure treated posts will receive a protective sealing treatment for consistent appearance and longevity.
- **Estimated Timeline:** Project duration is estimated at 4 to 5 working days, weather permitting.



Pool Area - BEFORE - (2/26)



PROPOSED



FAST
PROPERTY SERVICES
*Example Arrangement





EXHIBIT 7





Field Operations Report
for
Saddle Creek Preserve
Community Development
District
February 2026

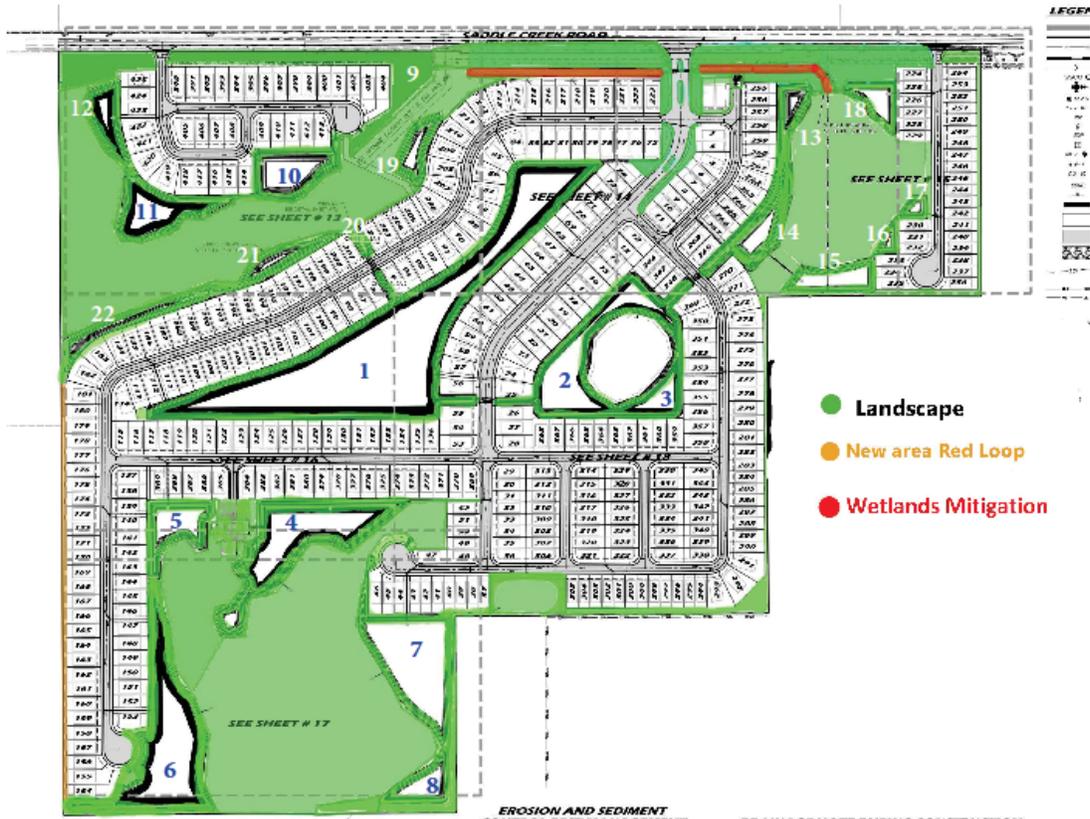


Saddle Creek

- Stop Sign Install. (Completed)
 - White Stop Bars – Completed.
 - We decided to paint all 3 in the area, since the original 2 were fading.
 - Pool Entrance Chandelier
 - Install schedule for the week of 2/16.
 - Landscaping. (Ray)
 - Front entrance plants. – Removed.
 - Irrigation by Pool. – Repaired.
 - Bridle Booster Pump Station – Scheduled for the week of 2/16
 - Pool landscaping.
 - Ray will be clearing out all dead material the week of 2/16.
 - Random pipes sticking up around the community.
 - Ray and I have been removing them.
 - Speed Limit Signs.
 - Working with the vendor to have these installed before Feb's meeting.
- Speed limit Signs. (25 MPH)
 - Waiting for proposal to present to the board for approval.
 - Wet Land/Trespassing Signs.
 - Waiting for delivery.



Saddle Creek

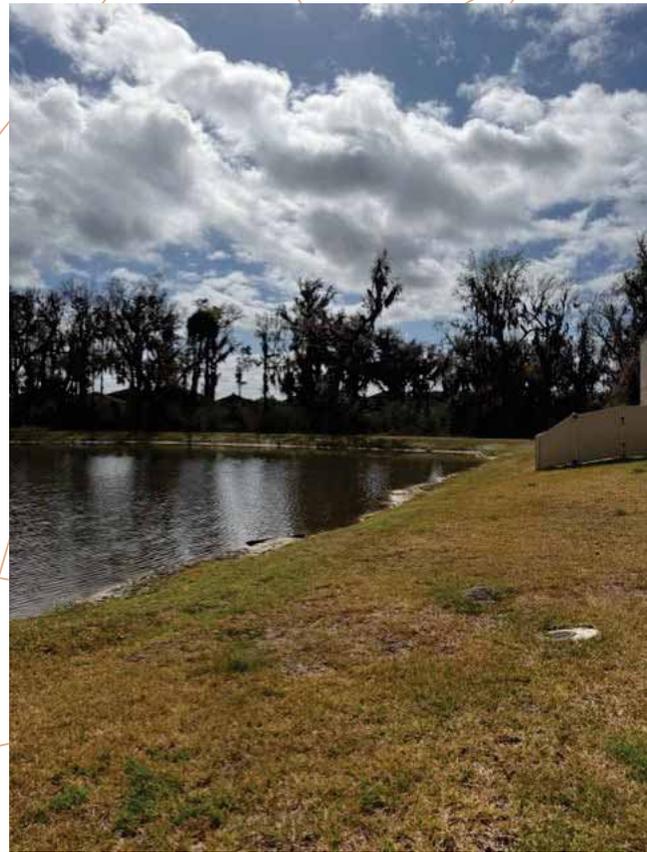




All exposed PVC
has been removed.



Pond 10.



Pond 10.



Saddle Creek

Pump Station near Pond 10



Ray replaced broken O-rings on the water meter after the freeze



West Entrance



Saddle Creek

Pond 16 & Wetland.



Pool Area.
Ray has removed all dead bushes and plants



Pond 4



Irrigation Repair





Pond 5





THANK YOU

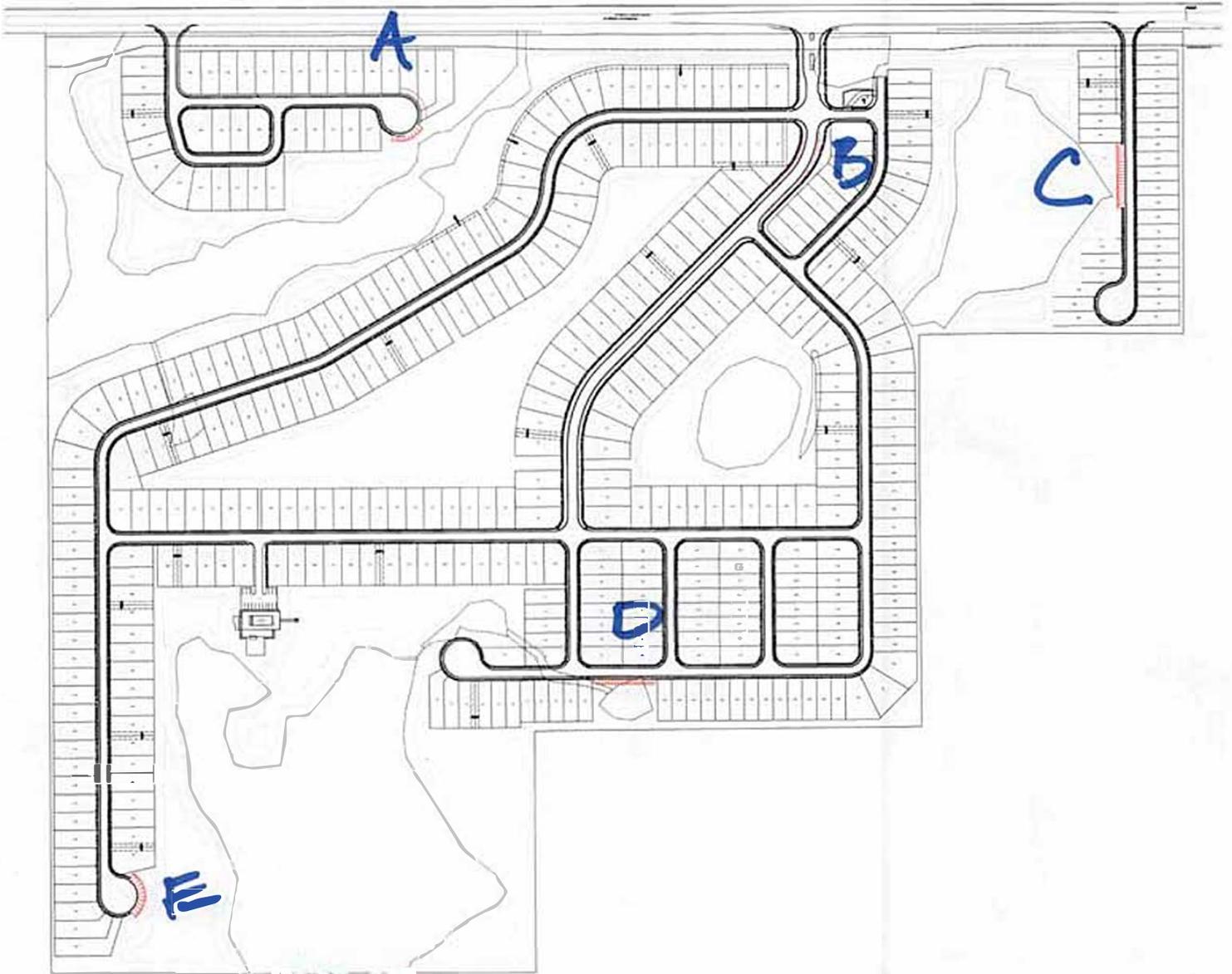
Michael Bush

Mbush@VESTAPROPERTSERVICES.COM



EXHIBIT 8

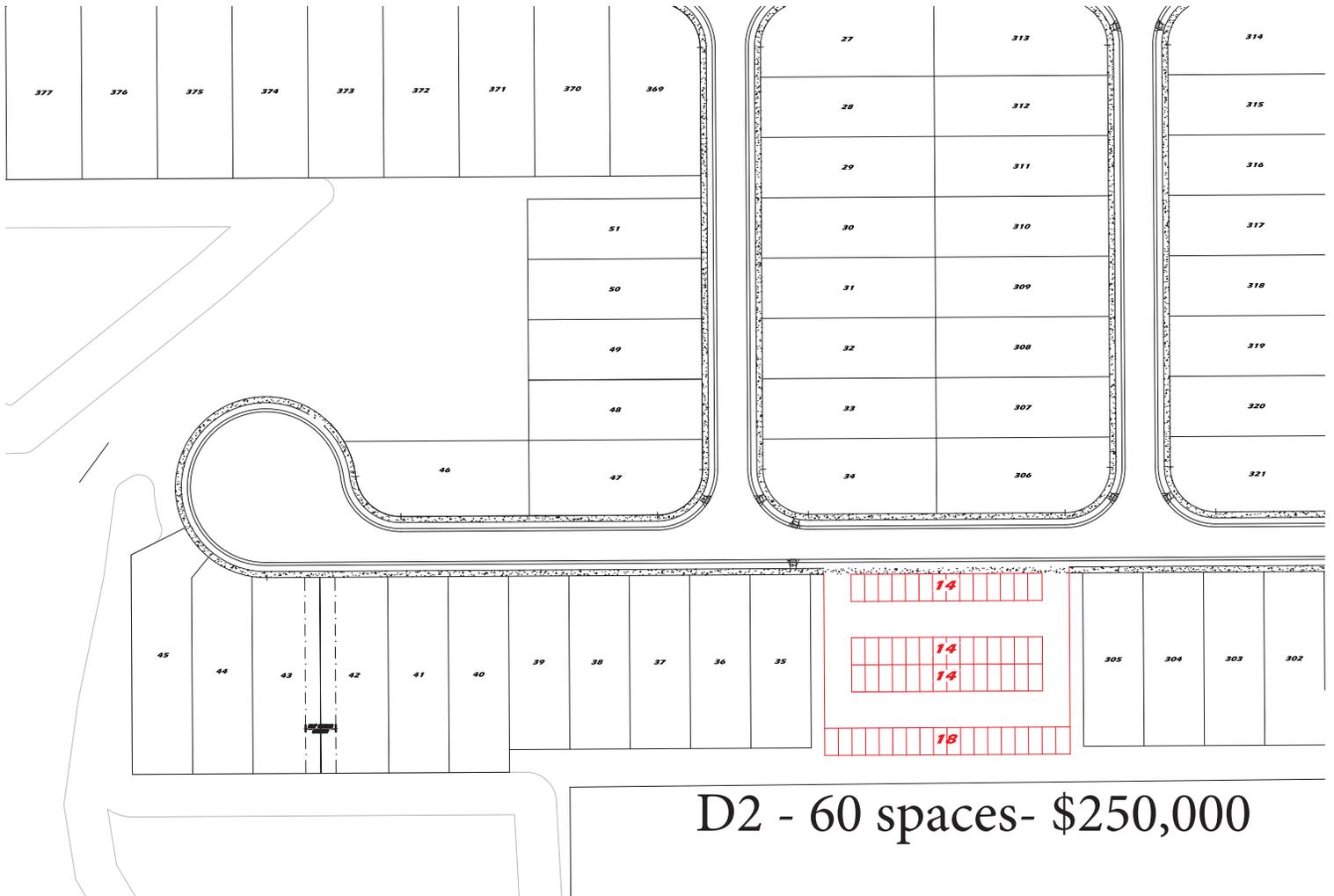




Cost estimate for 4" gravel

- A - 8 spaces - \$50,000
- B - 21 spaces - \$100,000
- C - 18 spaces - \$100,000
- D (Option 1) - 18 roadside spaces - \$100,000
 (Option 2 - next page) - 60 spaces - \$250,000
- E - 11 spaces - \$50,000





D2 - 60 spaces- \$250,000



EXHIBIT 9



RESOLUTION 2026-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE SADDLE CREEK PRESERVE OF POLK COUNTY COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME, AND LOCATION FOR A LANDOWNERS’ MEETING AND ELECTION; PROVIDING FOR PUBLICATION; ESTABLISHING FORMS FOR LANDOWNER ELECTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Saddle Creek Preserve of Polk County Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated within Polk County, Florida; and

WHEREAS, pursuant to Section 190.006(1), *Florida Statutes*, the District’s Board of Supervisors (“**Board**”) “shall exercise the powers granted to the district pursuant to Chapter 190, *Florida Statutes*,” and the Board shall consist of five (5) members; and

WHEREAS, the District is statutorily required to hold its meeting of the landowners of the District for the purpose of electing Supervisors for the District on a date in November established by the Board, which shall be noticed pursuant to Section 190.006(2), *Florida Statutes*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SADDLE CREEK PRESERVE OF POLK COUNTY COMMUNITY DEVELOPMENT DISTRICT:

1. EXISTING BOARD SUPERVISORS; SEATS SUBJECT TO ELECTIONS.

The Board is currently made up of the following individuals:

<u>Seat Number</u>	<u>Supervisor</u>	<u>Term Expiration Date</u>
1	Vickie Davis	November 2028
2	Erica Miro Smith	November 2026
3	Angela Martinez	November 2026
4	Veronica Thomas	November 2026
5	Vacant	November 2028

This year, Seat 4, currently held by Veronica Thomas, is subject to election by landowners in November 2026. The candidate receiving the highest number of votes shall be elected for a term of four (4) years. The term of office for each successful candidate shall commence upon election. Seats 2 and 3 will be elected through the general election process.

2. LANDOWNERS’ ELECTION. In accordance with Section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect Board Supervisor(s) of the District shall be held on the following date, time and location:

DATE:
TIME:
LOCATION:

3. PUBLICATION. The District's Secretary is hereby directed to publish notice of the landowners' meeting and election in accordance with the requirements of Section 190.006(2), *Florida Statutes*.

4. FORMS. Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners' meeting and election have been announced by the Board at its February 24, 2026, meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Composite Exhibit A**. Such documents are available for review and copying during normal business hours at the office of the District Manager, Vesta District Services, 250 International Parkway, Suite 208, Lake Mary, Florida 32746.

5. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

6. EFFECTIVE DATE. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 24th day of February 2026.

ATTEST:

**SADDLE CREEK PRESERVE OF POLK
COUNTY COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chairperson/Vice Chairperson,
Board of Supervisors

Composite Exhibit A: Sample Notice of Landowners' Meeting and Election, Instructions, Proxy, and Ballot Form

**NOTICE OF LANDOWNERS' MEETING AND ELECTION OF THE
SADDLE CREEK PRESERVE OF POLK COUNTY
COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given to the public and all landowners within Saddle Creek Preserve of Polk County Community Development District (“**District**”) the location of which is generally described as comprising a parcel or parcels of land containing approximately 141.80 acres, generally located west of Old Dixie Highway and south of Saddle Creek Road (CR 546) within unincorporated Polk County, Florida, advising that a meeting of landowners will be held for the purpose of electing one (1) person to the District’s Board of Supervisors (“**Board**”, and each member individually, “**Supervisor**”).

DATE:
TIME:
LOCATION:

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, c/o Vesta District Services, 250 International Parkway, Suite 208, Lake Mary, Florida 32746, Ph: (321) 263-0132 (“**District Manager’s Office**”). At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one (1) vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one (1) vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner’s proxy. At the landowners’ meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners’ meeting is open to the public and will be conducted in accordance with the provisions of Florida law. The meeting may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for the meeting may be obtained from the District Manager’s Office. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in the meeting is asked to contact the District Manager’s Office, at least three (3) business days before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager’s Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such 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.

District Manager
Run Date(s): _____ & _____

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT



**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF THE
SADDLE CREEK PRESERVE OF POLK COUNTY
COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE:
TIME:
LOCATION:

Pursuant to Chapter 190, *Florida Statutes*, and after a Community Development District (“**District**”) has been established and the landowners have held their initial election, there shall be a subsequent landowners’ meeting for the purpose of electing members of the Board of Supervisors (“**Board**”) every two (2) years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), *Florida Statutes*.

A landowner may vote in person at the landowners’ meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one (1) vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, please that a particular parcel of real property is entitled to only one (1) vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one (1) acre or less, are together entitled to only one (1) vote for that real property.

At the landowners’ meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

This year, one (1) seat on the Board will be up for election by landowners. The candidate receiving the highest number of votes shall be elected for a term of four (4) years. The term of office for the successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one (1) of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

LANDOWNER PROXY

**SADDLE CREEK PRESERVE OF POLK COUNTY
COMMUNITY DEVELOPMENT DISTRICT
LANDOWNERS' MEETING**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ (“Proxy Holder”) for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the District to be held at _____, on November ____, 2026, at _____ a/p.m., and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners’ meeting and any adjournment or adjournments thereof but may be revoked at any time by written notice of such revocation presented at the landowners’ meeting prior to the Proxy Holder’s exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

<u>Parcel Description</u>	<u>Acreage</u>	<u>Authorized Votes</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES: Pursuant to Section 190.006(2)(b), *Florida Statutes*, a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).



OFFICIAL BALLOT
SADDLE CREEK PRESERVE OF POLK COUNTY
COMMUNITY DEVELOPMENT DISTRICT
LANDOWNERS' MEETING– NOVEMBER ____, 2026

For Election (1 Supervisor): The candidate receiving the highest number of votes will serve a four (4) year term, with the term of office commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the District and described as follows:

Description	Acreage
_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

I, _____, as Landowner, or as the proxy holder of _____
(Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

SEAT #	NAME OF CANDIDATE	NUMBER OF VOTES
4		

Date: _____

Signed: _____
Printed Name: _____



EXHIBIT 10



Shirley M. Conley

From: Stephanie Phillips <srphillips09@gmail.com>
Sent: Friday, January 30, 2026 12:38 PM
To: Shirley M. Conley
Subject: Re: Saddle Creek Preserve Traffic Calming Update

You don't often get email from srphillips09@gmail.com. [Learn why this is important](#)

Hello Shirley,

I am not sure if you are the right person for this but this reminded me to start the conversation.

I am wondering if anyone has brought attention to the cars that park at this specific intersection during the school bus pick-up/ dropped off time.

We have 5-6 cars lined up from the new stop sign all the way back on old mining as well as cars parked on both sides (Red Loop and Old Pasture). This was always a struggle to go around these cars as the bus left as there would be 2 lanes of cars lined up to leave the community. And now that the stop sign is in place it makes it extremely dangerous for the cars leaving the community to stop here while cars entering the community so not have a stop.



Thank you,
Stephanie Phillips



On Fri, Jan 30, 2026, 10:56 AM Shirley M. Conley <sconley@vestapropertyservices.com> wrote:

Hello all,

Concerns about **safety** at the intersection of **Old Mining Road and Red Loop** have been raised, and we'd like to draw your attention to the **three-way stop** in place.

To optimize safety at this intersection, please come to a full stop prior to entering the intersection if you're driving northbound on Old Mining Road (towards the exit), or entering from Red Loop.



WALK-ON EXHIBIT A



FACILITY USE AGREEMENT

Saddle Creek Preserve of Polk County CDD and the undersigned Resident(s)/Responsible Party hereby agree on the use of the facility as specified below, including compliance with the Additional Provisions attached hereto, at no rental cost to the party making such request.

REQUESTED FACILITY: Open Space Tract G Area on Yellow Trail

NAME OF RESIDENT RESERVING FACILITY:
Abby Morrobel

PURPOSE OF MEETING:
Easter Egg Hunt/potluck

RESIDENT'S HOME ADDRESS:

PHONE NO. _____

EMAIL: morrobel.abby@yahoo.com

ALCOHOL PLANNED TO BE SERVED/CONSUMED? **NO**

ALCOHOL PLANNED TO BE SOLD? **NO**

DAYS / DATES / TIMES REQUESTED (INCLUSIVE OF SET-UP AND CLEAN-UP TIME)
(attach additional sheets as necessary)

Day of the Week	Date	Start Time	End Time	CDD Approval (DM initials)
Saturday	April 4, 2026	2pm	5pm	

Resident(s)/Responsible Party agrees to leave the area in the same condition and set-up as prior to event.

1. Remove all event garbage from the area entirely
2. Take down any party displays or materials, tables, tents, etc. and remove from the premises.

Resident(s)/Responsible Party:

Saddle Creek Preserve of Polk County CDD:

Abby Morrobel
Please Print Name

District Manager, on behalf of District

Signature

Date Signed

Date Signed

PRIVACY NOTICE: Under Florida's Public Records Law, Chapter 119, Florida Statutes, the information you submit on this form may become part of a public record. This means that, if a citizen makes a public records request, we may be required to disclose the information you submit to us. Under certain circumstances, we may only be required to disclose part of the information submitted to us. If you believe that your records may qualify for an exemption under Chapter 119, Florida Statutes, please notify the District Manager.

NOTE TO STAFF: THIS FORM MAY CONTAIN CONFIDENTIAL INFORMATION. DO NOT DISCLOSE ITS CONTENTS WITHOUT FIRST CONSULTING THE DISTRICT MANAGER.



ADDITIONAL PROVISIONS

- 1) Reservations can be made through the District Manager's Office. Reservations will be on a first come first serve basis. Reservations must be made by at least one person who will act as the Responsible Party.
- 2) Reservations for all facilities include the use of the facility, tables, chairs and restrooms only. Use of other equipment will be based on availability and subject to additional fees. The District may decline or approve in its absolute and sole discretion.
- 3) Reservations are available between the hours of 9:00 a.m. and 11:00 p.m., with the exception of New Years' Eve, New Years' Day, Thanksgiving Eve, Thanksgiving Day, Christmas Eve, Christmas Day and Easter or if special arrangements have been approved by management. Reservations for the pool areas include a non-exclusive right, and other residents are permitted to use the pool areas at the same time as the reservation. Reservation time frames are inclusive of set-up and break down times with the facility cleared of all attendees.
- 4) The volume of live or recorded music must not violate applicable noise ordinances, or unreasonably interfere with residents' enjoyment of their homes. All noise must conclude by 10 p.m. No exceptions.
- 5) The Responsible Party must be present at the function during the entire period of the rental.
- 6) No admission fees whatsoever shall be collected by any person unless it is part of an approved CDD event or activity, or otherwise approved by the CDD.
- 7) Responsible Party shall be responsible for walls, furnishings, fixtures and equipment in the room in which the function takes place and agrees that after the function those items shall be in the same condition as prior to the function (ordinary wear and tear accepted). Tacks or nails may not be used for decorations. In the event that there is any damage and/or loss to the walls, furnishings, fixtures or equipment resulting from, or related to the function or its attendees, then the cost associated with the repair or replacement of the damaged items shall be the responsibility of and paid by the Responsible Party.
- 8) Responsible Party shall supervise and be responsible for the conduct and safety of all persons attending the function. The CDD shall not be responsible for property, supplies or equipment brought by the Responsible Party or any person attending the function. Responsible Party and persons attending the function use CDD facilities at their own risk. The CDD reserves the right to retain a security guard or guards for the function at Responsible Party's expense if the CDD, in its sole and unrestricted discretion, deems it desirable.
- 9) The CDD shall be excused from furnishing the services and items specified above when such failure is a result of, related to, or on account of government regulations, labor disputes, utility or material shortages or other circumstances beyond the CDD's control. In the event the CDD cannot furnish the services, accommodations, or items referenced above for any of the above reasons, it may, at its own discretion, refund all deposits, if any, to client in full satisfaction of its obligations hereunder, or in its discretion, may substitute other available services, accommodations, or items.
- 10) When alcohol is planned to be served/consumed or sold at a function, the Responsible Party shall be required to procure Special Events insurance coverage which shall include, at a minimum, the following coverage:
 - Property Damage in the amount of Two Hundred Fifty Thousand Dollars (**\$250,000**);
 - Personal Injury in the amount of One Million Dollars (**\$1,000,000**);
 - Alcohol Rider

Such insurance policy shall name the Saddle Creek Preserve of Polk County Community Development District and its staff, consultants, officers, agents and supervisors as additional insured parties, and shall provide that no policy may be canceled during the term of this Agreement without at least thirty (30) days' written notice to the CDD. A certificate evidencing compliance with insurance requirements must be provided to the District prior to the first event. The Responsible Party shall be solely responsible for ensuring that alcohol is served and/or consumed in a safe and lawful manner and in compliance with all applicable laws, regulations, and policies. **Alcohol may only be sold by a person holding the proper licensure required by Florida law.**

- 11) The CDD may require additional insurance or greater insurance limits in the CDD's sole discretion, even if alcohol is not to be served or consumed, depending on the nature of the event, the number of attendees anticipated to attend the function, and the number of non-residents planned to attend the function.



For District Use Only:

Special events insurance coverage required:

YES: \$1,000,000.00 Personal injury
\$250,000 Property Damage
Alcohol Rider

YES: Other: _____

NO

Admission or other fee approved by CDD:

YES: \$ _____

NO



EXHIBIT 11



1 **MINUTES OF MEETING**
2 **SADDLE CREEK PRESERVE OF POLK COUNTY**
3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Saddle Creek Preserve of Polk
5 County Community Development District was held on Tuesday, January 27, 2026 at 6:00 p.m.,
6 at Auburndale Historic Depot, 120 W Park Street, Auburndale, FL 33823. The actions taken are
7 summarized as follows:

8 **FIRST ORDER OF BUSINESS: Roll Call**

9 Mr. Beckett called the meeting 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 Veronica Thomas (S4)	Board Supervisor, Vice Chair

15 Also present were:

16 Abby Morrobel (S5)	Board Supervisor, Assistant Secretary (joined in- 17 progress)
18 Heath Beckett	District Manager, Vesta District Services
19 Michael Bush	Field Manager, Vesta District Services
20 Grace Rinaldi	District Counsel, Kilinski Van Wyk PLLC
21 Chuck Burnite	GHS Environmental
22 Raymond Bobrowiecki	Fast Property Services

23 **SECOND ORDER OF BUSINESS: Audience Comments – Agenda Items** (Limited to
24 3 minutes per individual for agenda items)

25 Comments were heard on contact information for an open gate, and the application of
26 the parking and parking enforcement policy, and road striping requirements for a stop
27 sign.

28 **THIRD ORDER OF BUSINESS: OPERATIONS AND MAINTENANCE**

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

30 Mr. Burnite presented the Aquatic Maintenance Report and reviewed an update
31 of the pond numbering on the District’s maintenance map. Proposals for
32 planting at the northern tip of pond 4 and clearing vegetation around outlets
33 into the wetlands followed by maintenance will be presented at the next
34 meeting. Clearing around the outlets is usually noted on the 5-year stormwater
35 inspection performed by the District Engineer.

36 B. EXHIBIT 2: Landscape Maintenance – *Raymond Bobrowiecki, Fast Property*
37 *Services*



38 Mr. Bobrowiecki presented the Landscape Maintenance Report noting the
39 weather impact on the plants. The District has a credit for the dead plants and
40 he will replace them after the last frost date has passed.

41 1. EXHIBIT 3: Consideration of Fast Property Services Proposal #FSP-EST-
42 3145 - Irrigation Repair - \$750.00

43 Mr. Bobrowiecki explained the scope of the proposal.

44 On a MOTION by Supervisor Miro Smith, SECONDED by Supervisor Davis, WITH ALL IN FAVOR,
45 the Board approved Fast Property Services proposal #FSP-EST-3145 for irrigation repairs in an
46 amount not to exceed \$750.00, for Saddle Creek Preserve of Polk County Community
47 Development District.

48 Mr. Bobrowiecki was asked to look at planting along the front of the community.
49 Trees along the front of the property were discussed.

50 C. EXHIBIT 4: Field Operations – *Michael Bush, Vesta District Services*

51 Mr. Beckett presented the lift station proposals and explained all contracts
52 should be with the District, not the Manager.

53 A maintenance schedule for District infrastructure and vendor schedules was
54 discussed.

55 1. EXHIBIT 5: Consideration of Averett Septic Tanks Proposal #261466 to
56 Replace One (1) Pump at Red Loop Lift Station - \$7,317.83

57 Mr. Beckett will confirm the warranty on the new pump.

58 On a MOTION by Supervisor Morrobel, SECONDED by Supervisor Miro Smith, WITH ALL IN FAVOR,
59 the Board approved Averett Septic Tanks proposal #261466 to replace one (1) pump at the Red
60 Loop lift station in the amount of \$7,317.83, for Saddle Creek Preserve of Polk County Community
61 Development District.

62 2. EXHIBIT 6: Consideration of Averett Septic Tanks Proposals for Monthly
63 Lift Station Preventative Maintenance Services (Total: \$4,200.00/Year)

64 a. #261495 Yellow Trail - \$125.00/mo

65 b. #261496 Bridle Booster - \$100.00/mo

66 c. #261497 Red Loop - \$125.00/mo

67 On a MOTION by Supervisor Morrobel, SECONDED by Supervisor Miro Smith, WITH ALL IN
68 FAVOR, the Board approved Averett Septic Tanks Proposals #261495, #261496, and #261497 for
69 monthly lift station preventative maintenance services for a total amount of \$4,200.00 per year,
70 for Saddle Creek Preserve of Polk County Community Development District.

71 Mr. Bush reviewed the Field Operations Report. Discussion followed on traffic
72 enforcement and trespass agreements with Polk County Sheriff's Office. Mr.

73 Beckett will follow up on requirements for these agreements. Supervisors
74 requested an eblast be sent to the community regarding the new stop sign.

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

77 A representative from Landmark Engineering was not present.

78 1. EXHIBIT 7: Discussion on Additional Parking Project Cost Estimate

79 Mr. Beckett reviewed the exhibit. Supervisors discussed options for
80 holding events at the proposed additional parking location and the cost
81 of the project. The District Engineer is preparing cost estimates for the
82 presented additional parking location and the previously presented
83 additional parking options.

84 2. Discussion on Traffic Calming Options – Signage and Devices

85 *This item was discussed under III.C. Field Operations.*

86 E. District Counsel – *Grace Rinaldi, Kilinski Van Wyk*

87 1. EXHIBIT 8: Adoption of **Resolution 2026-05 Requesting Polk County**
88 **Supervisor of Elections Conduct District’s General Election in November**
89 **2026 and Authorizing Notice of Qualifying Period**

90 *The resolution in the agenda exhibit was incorrectly numbered.*

91 Ms. Rinaldi explained that process for General Elections. Two seats –
92 Seats 2 and 3 - are up for General Election and one seat – Seat 4 - will
93 continue as a Landowner elected seat for this election cycle, in 2030 Seat
94 4 will be added to the General Election ballot.

95 Ms. Rinaldi noted the attachment to the resolution which is the notice
96 posted regarding the qualifying period and how a resident may run for an
97 open seat.

98 Supervisor Miro Smith encouraged residents to research the process and
99 run for office.

100 On a MOTION by Supervisor Thomas, SECONDED by Supervisor Miro Smith, WITH ALL IN FAVOR,
101 the Board approved the adoption of **Resolution 2026-05 Requesting Polk County Supervisor of**
102 **Elections Conduct District’s General Election in November 2026 (for Seats 2 and 3) and**
103 **authorizing Notice of Qualifying Period**, for Saddle Creek Preserve of Polk County Community
104 Development District.

105 Ms. Rinaldi added a reminder regarding Sunshine law which prohibits two or
106 more Supervisors reviewing District infrastructure together or performing fact
107 finding visits as all discussions on matters that may come before the Board for
108 action must be performed at a publicly noticed meeting.

109 F. District Manager – *Heath Beckett, Vesta District Services*



110 1. EXHIBIT 9: Request for Clarification of Parking Policy
111 Mr. Beckett reviewed a request from the HOA to clarify whether
112 homeowners are permitted to parallel park on the apron (the area
113 between the sidewalk and the asphalt portion of road) of their property.
114 He explained that the apron is part of District property and subject to the
115 parking policy. In addition parking on the aprons may create an
116 obstruction on the sidewalks which could interfere with ADA compliance
117 requirements. Ms. Rinaldi added that the apron is part of the right-of-
118 way and therefore subject to tow per the District's adopted Parking and
119 Parking Enforcement policy. An eblast sent to the community regarding
120 the apron being subject to towing was requested.

121 2. Update on Maintenance Communication Processes for Saddle Creek
122 Preserve
123 Mr. Beckett discussed the link on the District's website for field requests.
124 Submissions through this link go directly to the maintenance vendor for
125 resolution and both Mr. Beckett and Mr. Bush are copied. These
126 requests can be tracked and will be presented as part of the agenda
127 packet. A request was made to send a notice to the community
128 regarding this link. He encouraged Supervisors and residents to use it so
129 that requests can be tracked. He added that Vesta's Advantage Pro
130 platform was discontinued due to conflicts with government policies and
131 resident information. Supervisors noted this app was a factor in their
132 selection of a District Manager and requested some form of credit for not
133 being able to use this platform.

134 **FOURTH ORDER OF BUSINESS: RULES OF PROCEDURE**

135 A. Public Hearing – Amended and Restated Rules of Procedure

136 1. Open Public Hearing on Amendments to Rules of Procedure

137 On a MOTION by Supervisor Davis, SECONDED by Supervisor Miro Smith, WITH ALL IN FAVOR,
138 the Board approved opening the Public Hearing for the Amended and Restated Rules of
139 Procedure, for Saddle Creek Preserve of Polk County Community Development District.

140 2. EXHIBIT 10: Presentation of Amendments to Rules of Procedure

141 Ms. Rinaldi advised that the amendments brought the District's Rules of
142 Procedure in line with current Florida law, including statutory changes
143 adopted in the 2025 Legislature.

144 Ms. Rinaldi explained the Rules of Procedure are a codification of the
145 Florida Statutes pertaining to how the District conducts business. It
146 describes, among other things, the Board positions, how meetings are
147 conducted, meeting notice requirements, how rules are created, and
148 requirements for soliciting bids for certain services.



149 3. Public Comments

150 In response to an audience request, the Board identified themselves.

151 Comments were heard on a parking matter, meeting notifications,
152 pending exhibits in the agenda packets, the adoption of Robert's Rules of
153 Order, and updates for submitted field requests.

154 Mr. Beckett advised that updates to the agenda packets are posted on
155 the District's website (saddlecreekpreserve.cdd.com)

156 Ms. Rinadli advised that Robert's Rules of Order has not been adopted.

157 In response to the comment on updates for submitted field requests, Mr.
158 Beckett explained the log including staff and vendor responses will be
159 presented to the Board as part of the agenda packet.

160 4. Close Public Hearing on Amendments to Rules of Procedure

161 On a MOTION by Supervisor Miro Smith, SECONDED by Supervisor Davis, WITH ALL IN FAVOR,
162 the Board approved closing the Public Hearing for the Amended and Restated Rules of Procedure,
163 for Saddle Creek Preserve of Polk County Community Development District.

164 B. EXHIBIT 11: Adoption of **Resolution 2026-06, Adopting Amended and Restated**
165 **Rules of Procedure**

166 On a MOTION by Supervisor Miro Smith, SECONDED by Supervisor Thomas, WITH ALL IN FAVOR,
167 the Board approved the adoption of **Resolution 2026-06, Adopting Amended and Restated Rules**
168 **of Procedure**, for Saddle Creek Preserve of Polk County Community Development District.

169 **FIFTH ORDER OF BUSINESS: SUPERVISOR REQUESTS**

170 A. Discussion on Vesta Pro and Maintenance App (*Miro Smith*)

171 *This item was discussed under III.F. Update on Maintenance Communication*
172 *Processes for Saddle Creek Preserve.*

173 B. Discussion on Pool Area Landscape Replenishment (*Miro Smith*)

174 Supervisor Miro Smith requested a proposal for the pool area landscape. Mr.
175 Beckett responded that it had been requested.

176 C. Discussion on District Engineer Services (*Miro Smith*)

177 Supervisor Miro Smith stated she would request qualifications from other
178 District Engineers if the current team does not provide requested
179 proposals/documents by the next meeting.

180 A proposal for a pool concierge was requested. Mr. Beckett advised the security vendor
181 will be programming the equipment for amenity access next week and the current
182 database is compatible with the new system so should be no down time or access
183 issues.



184 Board consensus was to schedule a Shade session for 5:30 p.m. on February 24, 2026 to
185 discuss security equipment.

186 Mr. Beckett provided input on pool attendants and was asked to request proposals from
187 security vendors.

188 Supervisors discussed communicating with Lennar regarding sidewalk depressions,
189 erosions at the lights, white pipes throughout the community.

190 Mr. Beckett advised that the school bus stop will be moved after the end of the school
191 year. He will follow up with the School District Transport Operations at the end of June.

192 A request was made to add a discussion on options for play areas in the community to
193 next agenda.

194 Mr. Bush was asked to repair a sign on Teneroc.

195 **SIXTH ORDER OF BUSINESS: CONSENT AGENDA**

196 A. EXHIBIT 12: Approval of the Minutes of the Board of Supervisors Regular
197 Meeting Held November 25, 2025

198 B. EXHIBIT 13: Acceptance of the Unaudited Financial Reports

199 1. November 2025

200 2. December 2025

201 Supervisor Miro Smith requested bank statements and check registers for June
202 2025-December 2025.

203 C. WALK-ON EXHIBIT A: Ratification of Approval of Fast Property Services Proposal
204 for Fallen Debris Removal - \$225.00

205 On a MOTION by Supervisor Davis, SECONDED by Supervisor Miro Smith, WITH ALL IN FAVOR,
206 the Board approved Consent Agenda – items A-C, for Saddle Creek Preserve of Polk County
207 Community Development District.

208 **SEVENTH ORDER OF BUSINESS: Audience Comments – New Business** (Limited to
209 3 minutes per individual for non-agenda items)

210 Comments were heard on guest parking, tone of voice when responding to audience
211 members interrupting the meeting, repurposing the dog park as a children’s play area,
212 unmarked government vehicles being allowed to park on the road, a one-sided street
213 parking plan, what the solution is residents with multiple vehicles, issues with the no-
214 street parking policy, a timeframe for parking solutions, scope of the quotes for parking
215 options, lighting, the impact of the additional parking project on assessments, safety
216 concerns with moving the school bus stop, and towing.

217 A Supervisor request was made for an additional towing company to support the current
218 service provider.



219 Comments were also heard on when the stop bars will be painted, how decisions impact
220 residents on the outskirts of the community, raising awareness of the Old Mining stop
221 sign, and creating a driveway for the school bus stop.

222 In response to the various questions posed during Audience Comments, Supervisors
223 provided the following information: The parking issue had been raised with the developer
224 Board and discussions have continued for approximately two years. One-sided street
225 parking was considered; but the no-street parking was recommended by the Fire Marshall
226 and District Engineer due to clearance requirements. The streets are less than 20' wide,
227 and emergency vehicles will not have sufficient clearance if one-sided street parking is
228 allowed. Also, clearance is not just required for an emergency vehicle to drive down the
229 street, service providers need sufficient space to respond to an emergency and then to
230 turn the vehicle to leave the community. It was noted that if the District is sued and
231 determined to be liable, then all residents will be impacted by those costs. A timeframe
232 for solutions to the parking issue is not yet available as the District Engineer needs to
233 provide a cost estimate and project schedule. Ms. Rinaldi added that there is a process
234 that the District must follow for construction projects. The District Engineer will be asked
235 whether the grass area can be used in the interim for overflow parking. Assessments will
236 increase when capital improvement projects need to be funded, but the Board is
237 considering a phased project to minimize the increase. Additional solar lights would be
238 included in the construction quotes. The original parking options can be viewed in the
239 October 28, 2025 agenda packet.

240 Ms. Rinaldi advised of the Florida Statutes prohibiting the towing of law enforcement
241 vehicles while an officer is on duty and performing official duties, including vehicles in use
242 by an on-call officer.

243 Mr. Beckett stated the District Engineer would need to be engaged regarding the
244 conversion of the dog park to a children's play area for a better understanding of what
245 would be involved in responding to the resident's suggestion.

246 Mr. Bush noted the stop bar for the new stop sign would be painted within the week.

247 In response to comments on the school bus stop, Supervisors stated that the bus stop
248 cannot be moved to the back of the community due to vehicle clearance requirements
249 and Polk County School District Transportation Operations ultimately determines where
250 and when the stop will be moved to.

251 Ms. Rinaldi reminded attendees that the public comment section is not a question and
252 answer session; it is at the Board's discretion whether they respond to questions, but they
253 are not required to do so. She also advised that District meetings are scheduled to allow
254 Supervisors to meet in the Sunshine to discuss and make decisions on District business.

255 **EIGHTH ORDER OF BUSINESS: Next Meeting Quorum Check**

256 The next Saddle Creek Preserve of Polk County Community Development District meeting is
257 scheduled for 6:00 p.m. on February 24, 2026 at Auburndale Historic Depot, 120 W. Park Street,
258 Auburndale, Florida 33823.



259

260 **NINTH ORDER OF BUSINESS: Action Item Summary**

261 **District Engineer**

- 262 • Proposals for parking – need for next meeting
- 263 • Options for parking at yellow trail – maybe some open green space
- 264 • Options for changing the dog park to kids playground

265 **District Manager**

- 266 • No trespassing agreement - traffic enforcement agreement
- 267 • Send out an email to the community about apron parking
- 268 • Talk to Kyle about credit for Vesta Pro
- 269 • Bids from security companies
- 270 • Lennar – white pipes throughout the community – sidewalks – lights
- 271 erosion
- 272 • Send bank statements and check registers from June through December
- 273 • Reach out to resident with government car
- 274 • ADD Field Requests from Website to Agenda

275 **February Agenda**

- 276 • Options for play areas in the community
- 277 • Closed session at 5:30pm for security session

278 **Field Manager**

- 279 • Have an Arborist brought in to look at the trees in the front of the
- 280 community
- 281 • Solar light on stop sign

282 **TENTH ORDER OF BUSINESS: Adjournment**

283 On a MOTION by Supervisor Thomas, SECONDED by Supervisor Miro Smith, WITH ALL IN FAVOR,
284 the Board adjourned the meeting at 8:19 p.m., for Saddle Creek Preserve of Polk County
285 Community Development District.

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

290 **Meeting minutes were approved by vote of the Board of Supervisors at a publicly noticed**
291 **meeting held on February 24, 2026.**

292 _____
293 Heath Beckett, Secretary

Erica Miro Smith, Chair



EXHIBIT 12



*Saddle Creek Preserve
Community Development District*

Financial Statements - Unaudited

January 31, 2026



Saddle Creek Preserve CDD
Balance Sheet
January 31, 2026

	General Fund	Capital Reserve	Debt Service 2020	Debt Service 2022	Construction 2020	Construction 2022	Total
Assets:							
Operating Account - BU	\$ 119,678	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 119,678.01
Money Market - BU	1,394,773	-	-	-	-	-	1,394,773
State Board Assessment	-	157,716	-	-	-	-	157,716
Investments:							
Revenue Trust Fund	-	-	70,279	51,372	-	-	121,651
Interest Fund	-	-	-	-	-	-	-
Reserve Fund	-	-	156,257	143,374	-	-	299,631
Construction Fund	-	-	-	-	2	-	2
Accounts Receivable	-	-	-	-	-	-	-
Assessments Receivable - On Roll	6,877	63,473	3,566	3,279	-	-	77,195
Due from Other Funds	6,470	-	310,782	285,800	-	-	603,053
Prepaid Items	370	-	-	-	-	-	370
Total Assets:	\$ 1,528,169	\$ 221,189	\$ 540,884	\$ 483,826	\$ 2	\$ -	\$ 2,774,070
Liabilities:							
Accounts Payable	\$ 7,844	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,844
Due to Other Funds	596,582	-	3,372	3,098	-	-	603,053
Deferred Revenue - On Roll	6,877	63,473	3,566	3,279	-	-	77,195
							-
Fund Balance:							
Nonspendable	370	-	-	-	-	-	370
Assigned	-	157,716	-	-	-	-	157,716
Restricted	-	-	533,945	477,449	2	-	1,011,396
Unassigned	916,496	-	-	-	-	-	916,496
Total Liabilities & Fund Balance:	\$ 1,528,169	\$ 221,189	\$ 540,884	\$ 483,826	\$ 2	\$ -	\$ 2,774,070



Saddle Creek Preserve CDD

General Fund

Statement of Revenue, Expenditures, and Change in Fund Balance

For the period from October 1, 2025 through January 31, 2026

	FY2026 Adopted Budget	FY2026 Actual Current Month	FY2026 Actual Year-to-Date	Over (Under) Annual Budget	% of Budget
Revenue					
Special Assessments	\$ 604,543	\$ 4,449	\$ 597,666	\$ (6,877)	98.86%
Interest	4,108	3,944	7,432	3,324	180.92%
Miscellaneous	-	-	137	137	-
Total Revenue	\$ 608,651	\$ 8,394	\$ 605,236	\$ (3,415)	99.44%
Expenditures					
General Administrative					
Supervisor Compensation	12,000	-	1,600	(10,400)	13.33%
FICA Expenses	918	-	126	(792)	13.71%
Engineering Services	15,000	248	798	(14,203)	5.32%
Dissemination Agent	8,111	-	7,500	(611)	92.47%
Assessment Administration	5,732	417	1,667	(4,065)	29.08%
Arbitrage	900	-	-	(900)	0.00%
Attorney Fees	25,000	2,050	12,093	(12,907)	48.37%
Audit Fees	7,500	-	-	(7,500)	0.00%
Trustee Fees	8,890	-	4,748	(4,142)	53.41%
Management Fees	46,350	1,917	7,667	(38,683)	16.54%
Information Technology	1,947	125	500	(1,447)	25.68%
Website Maintenance	1,298	-	-	(1,298)	0.00%
Postage & Delivery	500	199	1,152	652	230.47%
Insurance	6,777	-	-	(6,777)	0.00%
Copies	500	-	-	(500)	0.00%
Legal Advertisements	3,000	-	396	(2,604)	13.20%
Other Current Charges	1,000	-	183	(817)	18.30%
Office Supplies	100	-	-	(100)	0.00%
Dues, Licenses and Subscriptions	175	-	175	-	100.00%
Total General Administrative	145,698	4,954	38,603	(107,095)	26.50%
Operations and Maintenance					
Field					
Property Insurance	17,600	-	18,944	1,344	107.64%
Field Management	18,056	1,417	5,667	(12,389)	31.38%
Landscape Maintenance	117,400	6,900	27,600	(89,800)	23.51%
Landscape Replacement	25,000	415	11,940	(13,060)	47.76%
Mitigation Monitoring	4,600	-	-	(4,600)	0.00%
Lake Maintenance	18,180	3,080	6,160	(12,020)	33.88%
Streetlights	40,000	3,291	13,391	(26,609)	33.48%
Electric	5,500	186	714	(4,786)	12.97%
Water & Sewer	1,500	185	1,448	(52)	96.53%
Sidewalk & Asphalt Maintenance	2,500	-	-	(2,500)	0.00%
Irrigation Repairs	7,500	-	375	(7,125)	5.00%
Lift Station Maintenance	15,000	-	375	(14,625)	2.50%
General Repairs & Maintenance	12,000	-	925	(11,075)	7.71%
Contingency	7,000	-	6,805	(195)	97.21%
Total Field	291,836	15,474	94,343	(197,493)	32.33%
Amenity					
Amenity Electric	14,400	772	2,774	(11,626)	19.26%
Amenity Water	5,000	196	496	(4,504)	9.92%
Internet	1,650	150	600	(1,050)	36.36%
Pest Control	1,520	120	480	(1,040)	31.58%
Janitorial Services	14,000	675	2,730	(11,270)	19.50%
Security Services	30,000	-	205	(29,795)	0.68%
Pool Maintenance	19,200	1,543	6,171	(13,029)	32.14%
Amenity Repairs & Maintenance	12,000	-	2,060	(9,940)	17.16%
Amenity Management	10,300	750	3,000	(7,300)	29.13%
Total Amenity Center Operations	108,070	4,205	18,516	(89,554)	17.13%



Saddle Creek Preserve CDD
General Fund
Statement of Revenue, Expenditures, and Change in Fund Balance
For the period from October 1, 2025 through January 31, 2026

	FY2026 Adopted Budget	FY2026 Actual Current Month	FY2026 Actual Year-to-Date	Over (Under) Annual Budget	% of Budget
Total Operations & Maintenance	399,906	19,679	151,462	(287,047)	37.87%
Other Expenditures					
Capital Reserves	53,048	-	-	(53,048)	0.00%
Total Other Expenditures	53,048	-	-	(53,048)	0.00%
Total Expenditures	598,652	24,633	151,462	(500,238)	25.30%
Revenues Over/(Under) Expenditures	\$ 9,999	\$ (16,239)	\$ 453,774	\$ 496,823	
OTHER FINANCING SOURCES/(USES)					
Transfers In	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL OTHER FINANCING SOURCES/(USES)	-	-	-	-	
FUND BALANCE BEGINNING			463,092		
Net Changes in fund balance			453,774	496,823	
FUND BALANCE, ENDING			\$ 916,866	\$ 496,823	



Saddle Creek Preserve CDD

Capital Reserves

Statement of Revenue, Expenditures, and Change in Fund Balance

For the period from October 1, 2025 through January 31, 2026

	FY2026 Adopted Budget	FY2026 Actual Year-to-Date	Over (Under) Annual Budget	% of Budget
Revenue				
Interest	\$ 1,642	\$ 2,148	\$ 506	-
Assessments	-	-	-	-
Total Revenue	<u>\$ -</u>	<u>\$ 2,148</u>	<u>\$ 506</u>	<u>0.00%</u>
Expenditures				
Lift Station Improvements	-	-	-	-
Total Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Revenues Over/(Under) Expenditures	-	2,148	-	-
OTHER FINANCING SOURCES/(USES)				
Transfers In	53,048	-	(53,048)	0.00%
Transfers Out	-	-	-	-
TOTAL OTHER FINANCING SOURCES/(USES)	<u>53,048</u>	<u>-</u>	<u>(53,048)</u>	<u>0.00%</u>
FUND BALANCE BEGINNING	63,473	155,569		
Net Changes in fund balance	53,048	2,148	(53,048)	
FUND BALANCE, ENDING	<u>\$ 116,521</u>	<u>\$ 157,716</u>	<u>\$ (53,048)</u>	



Saddle Creek Preserve CDD
Debt Service Series 2020
Statement of Revenue, Expenditures, and Change in Fund Balance
For the period from October 1, 2025 through January 31, 2026

	FY2026 Adopted Budget	FY2026 Actual Year-to-Date	Over (Under) Annual Budget	% of Budget
Revenue				
Special Assessments - Net	\$ 313,500	\$ 309,934	\$ (3,566)	98.86%
Interest	4,974	3,701	(1,273)	74.41%
Miscellaneous	154,180	-	(154,180)	-
Total Revenue	<u>\$ 472,654</u>	<u>\$ 313,635</u>	<u>\$ (159,019)</u>	<u>66.36%</u>
Expenditures				
Interest Expense				
December 15, 2025	95,450	95,450	-	100.00%
June 15, 2026	95,450	-	(95,450)	0.00%
Principal Retirement				
June 1, 2026	120,000	-	(120,000)	0.00%
December 1, 2026	-	-	-	-
Total Expenditures	<u>310,900</u>	<u>95,450</u>	<u>(215,450)</u>	<u>30.70%</u>
Revenues Over/(Under) Expenditures	161,754	218,185		134.89%
OTHER FINANCING SOURCES/(USES)				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
TOTAL OTHER FINANCING SOURCES/(USES)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCE BEGINNING	154,180	315,760		
Net Changes in fund balance	161,754	218,185	-	
FUND BALANCE, ENDING	<u>\$ 315,934</u>	<u>\$ 533,945</u>	<u>\$ 218,011</u>	



Saddle Creek Preserve CDD
Debt Service Series 2022
Statement of Revenue, Expenditures, and Change in Fund Balance
For the period from October 1, 2025 through January 31, 2026

	FY2026 Adopted Budget	FY2026 Actual Year-to-Date	Over (Under) Annual Budget	% of Budget
Revenue				
Special Assessments - Net	\$ 288,301	\$ 285,022	\$ -	98.86%
Interest	5,369	4,426	(943)	82.43%
Miscellaneous	235,253	-	(235,253)	-
Total Revenue	\$ 528,923	\$ 289,447	\$ (236,196)	54.72%
Expenditures				
Interest Expense				
December 1, 2025	85,920	85,920	-	100.00%
June 1, 2025	87,364	-	(87,364)	0.00%
Principal Retirement				
December 1, 2025	115,000	115,000	-	100.00%
June 1, 2025	-	-	-	-
Total Expenditures	288,284	200,920	(87,364)	2.00
Revenues Over/(Under) Expenditures	240,639	88,527	(148,832)	36.79%
OTHER FINANCING SOURCES/(USES)				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
TOTAL OTHER FINANCING SOURCES/(USES)	-	-	-	-
FUND BALANCE BEGINNING	-	388,921	-	
Net Changes in fund balance	240,639	88,527	(148,832)	
FUND BALANCE, ENDING	\$ 240,639	\$ 477,449	\$ (148,832)	



Saddle Creek Preserve CDD
Acquisition & Construction 2020
Statement of Revenue, Expenditures, and Change in Fund Balance
For the period from October 1, 2025 through January 31, 2026

	FY2026 Adopted Budget	FY2026 Actual Year-to-Date	Over (Under) Annual Budget	% of Budget
Revenue				
Interest	\$ -	\$ 0	\$ -	-
Total Revenue	<u>-</u>	<u>0</u>	<u>-</u>	-
Expenditures				
Miscellaneous Expenses	-	-	-	-
Total Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	-
Revenues Over/(Under) Expenditures	-	-		-
OTHER FINANCING SOURCES/(USES)				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
TOTAL OTHER FINANCING SOURCES/(USES)	<u>-</u>	<u>-</u>	<u>-</u>	-
FUND BALANCE BEGINNING	-	2	-	
Net Changes in fund balance	-	0	-	
FUND BALANCE, ENDING	<u><u>\$ -</u></u>	<u><u>\$ 2</u></u>	<u><u>\$ -</u></u>	



Saddle Creek Preserve CDD
Acquisition & Construction 2022
Statement of Revenue, Expenditures, and Change in Fund Balance
For the period from October 1, 2025 through January 31, 2026

	FY2026 Adopted Budget	FY2026 Actual Year-to-Date	Over (Under) Annual Budget	% of Budget
Revenue				
Developer Contributions	\$ -	\$ -	\$ -	-
Total Revenue	<u>-</u>	<u>-</u>	<u>-</u>	-
Expenditures				
Capital Outlay	-	-	-	-
Total Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	-
Revenues Over/(Under) Expenditures	-	-	-	-
OTHER FINANCING SOURCES/(USES)				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
TOTAL OTHER FINANCING SOURCES/(USES)	<u>-</u>	<u>-</u>	<u>-</u>	-
FUND BALANCE BEGINNING	-	-	-	0.00%
Net Changes in fund balance	-	-	-	0.00%
FUND BALANCE, ENDING	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	



**Saddle Creek Preserve CDD
Check Register**

Date	Num	Name	Memo	Debit	Credit	Balance
09/30/2025			Beginning Balance - Bank United			\$ 67,617.97
10/01/2025	200033	Sitex Aquatics LLC	Invoice: 10164-b (Reference: Aquatic Maintenance.)		1,515.00	66,102.97
10/02/2025	200034	Prince & Sons Inc.	Invoice: 18276 (Reference: June Landscape Maintenance - 1 week.)		2,153.00	63,949.97
10/02/2025	200035	Fast Property Services, LLC	Invoice: FSP-124 (Reference: Mulch installation.) Invoice: FSP-123 (Reference: Dead Tree Remo...		12,145.35	51,804.62
10/06/2025	200036	Business Observer, Inc.	Invoice: 25-01466K (Reference: supervisors meeting dates fiscal year 2025-2026.)		67.81	51,736.81
10/06/2025	200037	Hanley Pools LLC	Invoice: 1074 (Reference: Replace the valve assembly, the control rod and knobs on a Aquatic Acc...		1,265.00	50,471.81
10/06/2025	200038	Vesta Property Services	Invoice: 428810 (Reference: Monthly Pool Service Oct25.)		1,300.00	49,171.81
10/06/2025			Deposit	128,349.35		177,521.16
10/07/2025	200039	All American Lawn & Tree Specialist, LLC	Invoice: 45692 (Reference: Pest Control Oct 25.)		120.00	177,401.16
10/07/2025	200040	Hanley Pools LLC	Invoice: 1127 (Reference: Installation of Priming Valve.)		150.00	177,251.16
10/07/2025	100725ACH1	Spectrum	4347 Trotters Way 8/18/25 - 9/17/25		150.00	177,101.16
10/08/2025	2018	Egis Insurance Advisors, LLC	FY Insurance Policy #100125474 10/1/25 - 10/1/26		18,944.00	158,157.16
10/08/2025			Funds Transfer	100,000.00		258,157.16
10/13/2025			Deposit	137.40		258,294.56
10/14/2025	200041	Business Observer, Inc.	Invoice: 25-01509K (Reference: Legal Advertising.)		72.19	258,222.37
10/14/2025	200042	Vesta Property Services	Invoice: 428667 (Reference: Pool Supplis.) Invoice: 428990 (Reference: FY2026 Dissmination ...		7,761.57	250,460.80
10/14/2025	200043	Vesta District Services	Invoice: 428944 (Reference: Management Fees Oct 25.)		4,625.00	245,835.80
10/14/2025	200044	Landmark Engineering & Surveying Corp	Invoice: 2210014-57 (Reference: ENGINEERING SERVICES.)		1,237.50	244,598.30
10/14/2025	200045	Kilinski Van Wyk PLLC	Invoice: 13402 (Reference: Legal Services Sept 25.)		4,799.17	239,799.13
10/14/2025	200046	Vesta District Services	Invoice: 429055 (Reference: Billable Expenses - Sep 2025.)		8,270.98	231,528.15
10/21/2025	102125ACH1	Lakeland Electric	4515 SADDLE CREEK RD # SWP-2		60.72	231,467.43
10/21/2025	102125ACH2	Lakeland Electric	4515 SADDLE CREEK RD # ENTR		1,389.24	230,078.19
10/21/2025	102125ACH3	Lakeland Electric	4515 SADDLE CREEK RD # SWP-3		71.70	230,006.49
10/21/2025	102125ACH5	Lakeland Electric	4347 TROTTERS WY # REC		551.75	229,454.74
10/21/2025	102125ACH6	Lakeland Electric	4515 Saddle Creek Road # SWP-1		85.57	229,369.17
10/21/2025	102125ACH7	Lakeland Electric	4283 BRIDLE BOOSTER WY # SWP		25.80	229,343.37
10/21/2025	102125ACH4	Lakeland Electric	LIGHTING DIST # SADDLE CREEK PH 1		1,810.60	227,532.77
10/22/2025	102225ACH1	City of Aburndale	Water Billing 08/20/25 to 09/19/25		83.42	227,449.35
10/22/2025	102225ACH2	City of Aburndale	Water Billing 08/20/25 to 09/19/25		32.55	227,416.80
10/30/2025	200047	Business Observer, Inc.	Invoice: 25-01611K (Reference: Legal Advertising.)		74.38	227,342.42
10/30/2025	200048	Fast Property Services, LLC	Invoice: FSP-0423 (Reference: Irrigation Repairs.) Invoice: FSP-677 (Reference: Removal of Oa...		11,525.00	215,817.42
10/31/2025			BU - month end balance	228,486.75	80,287.30	\$ 215,817.42
11/03/2025	2019	IRS			125.82	215,691.60
11/04/2025	2020	Abby M. Morrobell	BOS Meeting 10/28/25		200.00	215,491.60
11/04/2025	2021	Angela M. Martinez	BOS Meeting 10/28/25		200.00	215,291.60
11/04/2025	2022	Erica F. Miro Smith	BOS Meeting 10/28/25		200.00	215,091.60
11/04/2025	2023	Veronica L. Thomas	BOS Meeting 10/28/25		200.00	214,891.60
11/06/2025	200049	Fast Property Services, LLC	Invoice: FSP-3587 (Reference: Overgrowth Clean up.) Invoice: FSP-3588 (Reference: Overgrowth ...		925.00	213,966.60
11/06/2025	200050	Vesta Property Services	Invoice: 429257 (Reference: Monthly Pool Service Nov 25.)		1,300.00	212,666.60
11/07/2025	110725ACH1	Spectrum	4347 Trotters Way 10/18/25 - 11/17/25		150.00	212,516.60
11/10/2025	200051	All American Lawn & Tree Specialist, LLC	Invoice: 46312 (Reference: Pest Control.)		120.00	212,396.60
11/10/2025	200052	Vesta Property Services	Invoice: 429511 (Reference: Management Fees Nov 25.)		4,625.00	207,771.60
11/12/2025	200053	Spinelli Property Group	Invoice: INV-102725-01 - OCT (Reference: Message Board Install.)		450.00	207,321.60
11/14/2025			Deposit	154.20		207,475.80
11/14/2025	111425ACH1	City of Aburndale	Water Billing 10/1/25 - 10/31/25		222.69	207,253.11
11/19/2025			Deposit	1,600.00		208,853.11
11/20/2025	2024	American Power Washing LLC	Returned ck 200032 dtd 9/30/25 Pos Pay rejection		1,600.00	207,253.11
11/21/2025	2025	FLORIDA DEPT OF ECONOMIC OPPORTUNIT	FY 2025/2026 Special District Fee Invoice/Update Form		175.00	207,078.11



11/21/2025	112125ACH1	Lakeland Electric	4515 SADDLE CREEK RD # SWP-2	61.50	207,016.61
11/21/2025	112125ACH2	Lakeland Electric	4515 Saddle Creek Road # SWP-1	82.74	206,933.87
11/21/2025	112125ACH3	Lakeland Electric	4515 SADDLE CREEK RD # SWP-3	64.64	206,869.23
11/21/2025	112125ACH5	Lakeland Electric	LIGHTING DIST # SADDLE CREEK PH 1	1,843.02	205,026.21
11/21/2025	112125ACH4	Lakeland Electric	4515 SADDLE CREEK RD # ENTR	1,616.90	203,409.31
11/21/2025	112125ACH7	Lakeland Electric	4347 TROTTERS WY # REC	530.59	202,878.72
11/21/2025	112125ACH6	Lakeland Electric	4283 BRIDLE BOOSTER WY # SWP	26.20	202,852.52
11/25/2025	112525ACH2	City of Aburndale	Water Billing 10/1/25 - 10/31/25	33.04	202,819.48
11/25/2025	112525ACH1	City of Aburndale	Water Billing 10/1/25 - 10/31/25	156.07	202,663.41
11/25/2025	200054	Vesta Property Services	Invoice: 429384 (Reference: Pool Supplies.)	472.10	202,191.31
11/25/2025	200055	Vesta District Services	Invoice: 429445 (Reference: Billable Expenses - Oct 2025.)	2,181.52	200,009.79
11/25/2025	200056	Kilinski Van Wyk PLLC	Invoice: 13549 (Reference: General Counsel Oct 25.)	4,843.39	195,166.40
11/25/2025	200057	Landmark Engineering & Surveying Corp	Invoice: 2210014-58 (Reference: Engineering Services.)	550.00	194,616.40
11/30/2025			BU - month end balance	1,754.20	22,955.22
12/02/2025	200058	GHS Environmental	Invoice: 2025-703 (Reference: Aquatic Weed Control.) Invoice: 2025-746 (Reference: Aquatic We...	3,080.00	191,536.40
12/02/2025	200059	Vesta Property Services	Invoice: 429674 (Reference: Pool Service Dec 25.)	1,300.00	190,236.40
12/03/2025	2026	Fast Property Services, LLC		10,650.00	179,586.40
12/04/2025	200060	All American Lawn & Tree Specialist, LLC	Invoice: 46949 (Reference: Pest Control.)	120.00	179,466.40
12/08/2025	120825ACH1	Spectrum	4347 Trotters Way 11/18/25 - 12/17/25	150.00	179,316.40
12/09/2025	2027	Abby M. Morrobell	BOS Meeting 11/25/25	200.00	179,116.40
12/09/2025	2028	Angela M. Martinez	BOS Meeting 11/25/25	200.00	178,916.40
12/09/2025	2029	Erica F. Miro Smith	BOS Meeting 11/25/25	200.00	178,716.40
12/09/2025	2030	Veronica L. Thomas	BOS Meeting 11/25/25	200.00	178,516.40
12/11/2025	200061	Complete IT Corp	Invoice: 18545 (Reference: 50% Deposit Install Access Control and Cameras.)	5,488.00	173,028.40
12/15/2025	200062	Vesta District Services	Invoice: 429999 (Reference: Management Fees Dec 25.)	4,625.00	168,403.40
12/16/2025	121625ACH1	Lakeland Electric	4515 SADDLE CREEK RD # ENTR	1,489.40	166,914.00
12/16/2025	121625ACH2	Lakeland Electric	4283 BRIDLE BOOSTER WY # SWP	27.30	166,886.70
12/16/2025	121625ACH3	Lakeland Electric	4515 SADDLE CREEK RD # SWP-3	74.70	166,812.00
12/16/2025	121625ACH4	Lakeland Electric	LIGHTING DIST # SADDLE CREEK PH 1	1,843.02	164,968.98
12/16/2025	121625ACH5	Lakeland Electric	4347 TROTTERS WY # REC	626.04	164,342.94
12/16/2025	121625ACH6	Lakeland Electric	4515 Saddle Creek Road # SWP-1	88.21	164,254.73
12/16/2025	121625ACH7	Lakeland Electric	4515 SADDLE CREEK RD # SWP-2	63.60	164,191.13
12/18/2025	200063	Clean Star Services of Cental FL	Invoice: 15583 (Reference: Monthly Cleaning Services July 25.) Invoice: 15823 (Reference: Mon...	3,425.00	160,766.13
12/19/2025	200064	Kilinski Van Wyk PLLC	Invoice: 13784 (Reference: Legal Services Nov 25.)	5,199.87	155,566.26
12/19/2025	200065	Business Observer, Inc.	Invoice: 25-01921K (Reference: Legal Advertising.)	70.00	155,496.26
12/22/2025	200066	Fast Property Services, LLC	Invoice: FSP-2703-a (Reference: Mulch replacement.) Invoice: FSP-2703 (Reference: Fence Repai...	3,525.00	151,971.26
12/24/2025	122425ACH1	City of Aburndale	Water Billing 11/1/25 - 11/30/25	74.62	151,896.64
12/24/2025	122425ACH2	City of Aburndale	Water Billing 11/1/25 - 11/30/25	33.04	151,863.60
12/24/2025	122425ACH3	City of Aburndale	Water Billing 11/1/25 - 11/30/25	231.81	151,631.79
12/29/2025	200067	Clean Star Services of Cental FL	Invoice: 16908 (Reference: Cleaning, Trash & Pet Stations Dec 25.)	685.00	150,946.79
12/29/2025	200068	Alphagraphics Tampa Print	Invoice: 253085 (Reference: Mailings.)	873.02	150,073.77
12/29/2025	200069	Business Observer, Inc.	Invoice: 25-01974K (Reference: Legal Advertising.)	111.56	149,962.21
12/30/2025	2031	Abby M. Morrobell	Christmas Decorations	759.74	149,202.47
12/31/2025			BU - month end balance	-	45,413.93
					\$ 149,202.47



EXHIBIT 13



SECOND AMENDMENT TO AGREEMENT FOR TOWING SERVICES

THIS SECOND AMENDMENT (“Second Amendment”) is made and entered into as of this 17th day of December 2025, by and between:

SADDLE CREEK PRESERVE OF POLK COUNTY COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, located in Polk County, Florida, whose mailing address is c/o Vesta District Services, 250 International Parkway, Suite 208, Lake Mary, Florida 32746 (the “**District**”); and

BIG JAYS TOWING INC., a Florida corporation, with a principal address of 2025 Sylvester Road, Unit M3, Lakeland, Florida 33803 (“**Contractor**”).

RECITALS

WHEREAS, the District and Contractor previously entered into that certain *Agreement Between the Saddle Creek Preserve of Polk County Community Development District and Big Jays Towing Inc. for Towing Services*, dated July 29, 2024, as amended from time to time (together with the amendments, the “**Agreement**”), which is incorporated herein by this reference; and

WHEREAS, pursuant to Section 9 of the Agreement, the Agreement may be amended by an instrument in writing executed by both parties; and

WHEREAS, the District and Contractor now desire to further amend the Agreement to revise Exhibit A to the Agreement to the District’s current *Amended and Restated Rules Relating to Parking and Parking Enforcement* and to revise certain provisions to the Agreement; and

WHEREAS, the District and Contractor each represent that it has the authority to execute this Second Amendment and to perform its obligations and duties hereunder, and each has satisfied all conditions precedent to the execution of this Second Amendment so that this Second Amendment constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and by this reference are incorporated herein and form a material part of this Second Amendment.

2. AMENDMENTS. Pursuant to Section 9 of the Agreement, the District and Contractor agree to amend the Agreement in the following:

A. Exhibit A of the Agreement, “Parking Rules”, is hereby replaced with **Exhibit A** to this Second Amendment.

B. Contact information in Section 11, Notices, is amended as follows:

A. If to the District: Saddle Creek Preserve of Polk County
Community Development District
c/o Vesta District Services
250 International Parkway, Suite 208
Lake Mary, Florida 32746
Attn: District Manager

With a copy to: Kilinski | Van Wyk PLLC
517 East College Avenue
Tallahassee, Florida 32301
Attn: District Counsel

C. As of the date of this Second Amendment, the District’s “**Public Records Custodian**” is **Heath Beckett**. All references to the “Public Records Custodian” in the Agreement, including contact information for the same provided in Section 12, Public Records, is revised as follows:

Public Records Custodian: Heath Beckett

E-mail: hbeckett@vestapropertyservices.com

Telephone: (321) 263-0132

3. AFFIRMATION OF THE AGREEMENT. The Agreement is hereby affirmed and continues to constitute a valid and binding agreement between the parties. Except as described in Section 2 of this Second Amendment, nothing herein shall modify the rights and obligations of the parties under the Agreement. All of the remaining provisions, including, but not limited to, the engagement of services, fees, costs, indemnification, and sovereign immunity provisions, remain in full effect and fully enforceable.

4. AUTHORIZATION. The execution of this Second Amendment has been duly authorized by the appropriate body or official of the District and Contractor, both the District and Contractor have complied with all the requirements of law, and both the District and Contractor have full power and authority to comply with the terms and provisions of this Second Amendment.

5. EXECUTION IN COUNTERPARTS. This Second Amendment may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

6. EFFECTIVE DATE. This Second Amendment shall be effective as of January 5, 2026.

[Signatures on next page]



IN WITNESS WHEREOF, the parties execute this Second Amendment the day and year first written above.

**SADDLE CREEK PRESERVE OF POLK
COUNTY COMMUNITY
DEVELOPMENT DISTRICT**

Erica Smith (Dec 17, 2025 13:56:08 EST)

Chairperson, Board of Supervisors

BIG JAYS TOWING INC.

Joshua Acevedo

Joshua Acevedo (Dec 17, 2025 21:52:33 EST)

By: Joshua Acevedo

Its: President

Exhibit A: Parking Rules



Exhibit A
Parking Rules

[Attached beginning at following page.]



SADDLE CREEK PRESERVE OF POLK COUNTY COMMUNITY DEVELOPMENT DISTRICT
AMENDED AND RESTATED
RULES RELATING TO PARKING AND PARKING ENFORCEMENT

In accordance with Chapter 190, *Florida Statutes*, and on September 23, 2025, at a duly noticed public meeting, the Board of Supervisors of the Saddle Creek Preserve of Polk County Community Development District (“District”) adopted the following policy to govern overnight parking and parking enforcement on certain District property (the “Rule or Policy”). This Rule repeals and supersedes all prior rules and/or policies governing the same subject matter.

SECTION 1. INTRODUCTION. The District finds that Oversized Vehicles, Vehicles, Vessels, Recreational Vehicles, and Abandoned/Broken-Down Vehicles Parked on certain of its property cause hazards and danger to the health, safety and welfare of District residents, paid users and the public. This Rule is intended to provide the District with a means to remove such Oversized Vehicles, Vehicles, Vessels, Recreational Vehicles, and Abandoned/Broken-Down Vehicles which are Parked in a manner which violates this Rule. This Rule does not govern Parking on private residential lots.

SECTION 2. DEFINITIONS.

- A. *Vehicle.*** Any mobile item which normally uses wheels, whether motorized or not. This term shall include Oversized Vehicles, Recreational Vehicles, and Abandoned/Broken-Down Vehicles.
- a. *Oversized Vehicle.* As used herein, “Oversized Vehicle” shall mean the following:
- i. Any Vehicle or Vessel heavier or larger in size than a one-ton, dual rear wheel pick-up truck;
 - ii. Motor Vehicles with a trailer attached;
 - iii. Motor coaches/homes;
 - iv. Travel trailers, camping trailers, park trailers, fifth-wheel trailers, semi-trailers, or any other kind of trailer;
 - v. Mobile homes or manufactured homes.
- b. *Recreational Vehicle.* A vehicle designed for recreational use, which includes motor homes, campers and trailers relative to same.
- c. *Abandoned/Broken-Down Vehicle.* A vehicle that has no license plate, has expired registration, is visibly not operational, or has not moved for a period of seven (7) days.
- B. *Vessel.*** Every description of watercraft, barge, or airboat used or capable of being used as a means of transportation on water.

- C. *Park(ed)/(ing)*. A Vehicle, Vessel or Recreational Vehicle left unattended by its owner or user or attended by its owner or user but kept stationary for a period of an hour or more.
- D. *Tow-Away Zone*. District property for which the District is authorized to initiate a towing and/or removal action.
- E. *Overnight*. Between the hours of 10:00 p.m. and 6:00 a.m. daily.

SECTION 3. DESIGNATED PARKING AREAS. Parking is permitted only in Designated Parking Areas, as indicated by asphalt markings for Parking spaces or signage and as indicated on the map attached hereto as **Exhibit A**. Certain Designated Parking Areas may have restrictions on Parking during certain times or for certain types of Vehicles and Vessels as described herein. All drivers are responsible for knowing state and local laws, ordinances, and codes related to Parking. Violations of state or local laws may result in citations, towing, or other legal action as permitted by law.

SECTION 4. ESTABLISHMENT OF TOW-AWAY ZONES. All District property which is not explicitly designated for Parking, or which is designated for Parking but subject to restrictions as described herein, shall hereby be established as “Tow-Away Zones.”

SECTION 5. EXCEPTIONS.

- A. **ON-STREET PARKING.** Vehicles and Vessels may be Parked on District roadways only when actively loading or unloading. Otherwise, Vehicles and Vessels are not permitted to be Parked on District roadways and shall be subject to towing at the owner’s expense.
- B. **OVERNIGHT AMENITY PARKING.** Vehicles may Park in the Designated Parking Areas of amenity facilities depicted in **Exhibit A** during the open hours of operations of such amenity facilities, including any District-authorized special events occurring outside of regular hours of operation. Otherwise, Vehicles may not Park Overnight at the amenity facilities. Daytime Parking is permitted for Oversized Vehicles and Vessels when actively loading or unloading.
- C. **ABANDONED/BROKEN-DOWN VEHICLES.** Abandoned/Broken-Down Vehicles may not be Parked on District property at any time.
- D. **VENDORS/CONTRACTORS.** The District Manager or his/her designee may authorize vendors/consultants in writing to Park company vehicles in order to facilitate District business. All vehicles so authorized must be identified by a Parking pass issued by the District.
- E. **MANNER OF PARKING.** Any Vehicle or Vessel Parked on District property must do so in compliance with all laws, ordinances, and codes, and shall not block access to driveways, property entrances, fire hydrants, or District property;



shall Park in the appropriate direction; and shall not be Parked such that they utilize additional spaces, prevent the safe and orderly flow of traffic, obstruct the ability of emergency vehicles to access roadways or property, cause damage to the District's property, restrict the normal operation of the District's business, or otherwise pose a danger to the District, its residents and guests, the general public, or the property of same.

SECTION 6. TOWING/REMOVAL PROCEDURES.

- A. SIGNAGE AND LANGUAGE REQUIREMENTS.** Notice of the Tow-Away Zones shall be posted on District property in the manner set forth in Section 715.07, *Florida Statutes*.
- B. TOWING/REMOVAL AUTHORITY.** The District may tow/remove any Vehicle or Vessel improperly Parked in a Tow-Away Zone at the owner's expense. The Vehicle or Vessel shall be towed/removed by the towing service in accordance with Florida law, specifically the provisions set forth in Section 715.07, *Florida Statutes*.
- C. AGREEMENT WITH AUTHORIZED TOWING SERVICE.** The District Manager is hereby authorized to enter into and maintain an agreement with a firm authorized by Florida law to tow/remove unauthorized vehicles and in accordance with Florida law and with the policies set forth herein.
- D. AMENITY SUSPENSION.** The District may, in its discretion, suspend the amenity privileges of the owner or operator of any Vehicle or Vessel Parked in violation of this Rule, in accordance with the District's adopted *Suspension and Termination of Access Rule*.

SECTION 7. PARKING AT YOUR OWN RISK. Vehicles or Vessels may be Parked on District property pursuant to this Rule, provided however that the District assumes no liability for any theft, vandalism and/or damage that might occur to personal property and/or to such vehicles.

SECTION 8. AMENDMENTS; DESIGNATION OF ADDITIONAL TOW-AWAY ZONES. The Board in its sole discretion may amend these Rules Related to Parking and Parking Enforcement from time to time to designate new Tow-Away Zones as the District acquires additional common areas. Such designations of new Tow-Away Zones and Designated Parking Areas are subject to proper signage and notice prior to enforcement of these rules in such areas.

EXHIBIT A – Designated Parking Areas (highlighted areas)

Effective date: September 23, 2025



EXHIBIT A
Designated Parking Areas

