

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 *Heath Beckett*
293 _____
Heath Beckett, Secretary

Erica Miro Smith (Mar 29, 2026 10:50:52 EDT)

Erica Miro Smith, Chair