

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, February 24, 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	Heath Beckett	District Manager, Vesta District Services
17	Kyle Darin	Regional Director, Vesta District Services
18	Michael Bush	Field Manager, Vesta District Services
19	Grace Rinaldi	District Counsel, Kilinski Van Wyk PLLC
20	Todd Amaden	District Engineer, Landmark Engineering & 21 Surveying Corp. (<i>Virtually</i>)
22	Katie Vander Meade	District Engineer, Landmark Engineering & 23 Surveying Corp. (<i>Virtually</i>)
24	Chuck Burnite	GHS Environmental
25	Raymond Bobrowiecki	Fast Property Services

26 **SECOND ORDER OF BUSINESS: AUDIENCE COMMENTS – Agenda Items** (Limited
27 to 3 minutes per individual for agenda items)

28 Mr. Darin introduced himself and addressed the audience. He clarified expectations for
29 a CDD meeting:

30 CDDs are a small unit of local government and meetings are to run in the same
31 manner as a County commissioner meeting. An opportunity for the public to make
32 comments is mandated by law and is usually provided at the beginning of a
33 meeting to allow feedback on agenda items prior to the Board considering a
34 matter. Comments should be concise, limited to 3 minutes per person.

35 If a second comments period is provided at the end of a meeting it is for any other
36 business, or to allow for comments that come to mind during the meeting. The
37 comments period is not a question and answer session; Supervisors and staff may
38 choose to answer a question, but it is not required and should not be expected.

39 For answers to questions, the public was directed to the District’s website,
40 questions may be communicated directly to Supervisors and primarily staff via
41 email, maintenance requests may be submitted.

42 After the Comments period closes, it is important to understand that the Board
43 will converse amongst themselves and with staff - that is the time for them to
44 conduct business. If during the meeting there is something that an audience
45 member disagrees with, they can bring it up at the end of the meeting during the
46 second Audience Comments section.

47 Feedback should be delivered respectfully and decorum maintained. Passionate
48 feedback is great, but when it turns to a potential threat, shouting, screaming,
49 something that is perceived to be aggressive towards Supervisors or staff, that will
50 result in pausing or stopping the meeting and could cause progress made during
51 the meeting to be lost.

52 **THIRD ORDER OF BUSINESS: SEAT 5 VACANCY**

53 A. EXHIBIT 1: Acceptance of Seat 5 Supervisor Resignation

54 It was clarified that a Supervisor may resign at any time.

55 On a MOTION by Supervisor Davis, SECONDED by Supervisor Miro Smith, OPPOSED by Supervisor
56 Thomas, the Board accepted Ms. Morrobel’s resignation from the Board of Supervisors, for
57 Saddle Creek Preserve of Polk County Community Development District.

58 No candidates were nominated. Board consensus was for staff to post a request for
59 resumes for the vacant seat on the District’s website and for candidates who had
60 previously submitted a resume to be interviewed at the next meeting.

61 B. Consideration of Supervisor Candidates

62 C. EXHIBIT 2: Administration of Oaths of Office

63 D. EXHIBIT 3: Adoption of **Resolution 2026-07, Electing Officers**

64 E. Review of Sunshine and Public Record Laws

65 References:

66 [Guide to Sunshine Amendment & Code of Ethics for Public Officers & Employees](#)

67 [Government in the Sunshine Training](#)

68 [Free Resources for Required Ethics Training](#)

69 **FOURTH ORDER OF BUSINESS: OPERATIONS AND MAINTENANCE**

70 A. District Engineer – *Todd Amaden/Katie Vander Meade, Landmark Engineering &*
71 *Surveying Corp.*

72 1. EXHIBIT 4: Discussion on Additional Parking Project Cost Estimate

73 Mr. Amaden discussed the five parking areas with approximate costs.
74 After discussing the locations with a Polk County engineer, the
75 recommendation was to use gravel base, which would be maintainable,
76 have less run-off than asphalt and would be cheaper. In general, with
77 some curb and sidewalk relocations, clearing and gravel installation, the
78 smaller areas would cost approximately \$50,000 - \$100,000, with the
79 larger area conservatively estimated at \$250,000. If they are to be
80 designed and permitted at one time and then construction was phased,
81 the construction cost may be less. Costs are dependent on design and
82 permitting and an understanding of the actual scope. The District
83 Engineer would complete the design, then construction bids would be
84 requested. Survey and design costs were factored into the estimates.
85 The hourly rate would apply for the District Engineer to design the
86 project with the Board approving a not to exceed amount. Each area
87 requires a survey, then the designs drawn up and decide on how much
88 permitting is required, i.e. gravel parking would be exempt from a
89 SWFWMD permit, but Polk County may have utilities running beneath
90 the area, so they will have input on the design.

91 Grass is estimated to be 20-30% of the cost of the gravel, but long-term
92 maintenance costs would be higher. Grass based parking generally does
93 better with limited use, such as once a week as overflow parking, but
94 would not hold up under everyday usage and result in high maintenance
95 costs.

96 Mr. Amaden recommended surveying and designing the recommended
97 locations as the first step so that hard costs could be presented.

98 In response to Supervisor questions, he advised that utilities run in the
99 easements along the road would be of concern for the municipality with
100 oversight of the utilities. A not to exceed of \$50,000 was suggested for
101 the survey and design portion, and phased construction would incur
102 higher mobilization costs.

103 Supervisor Thomas suggested partnering with the HOA to assess costs on
104 the residents who require additional household parking rather than
105 blanket assessments on all residents. She expressed concern regarding
106 regulating use and the associated maintenance costs.

107 Ms. Rinaldi advised that District's funds must be used for a public
108 purpose, i.e. largely for the benefit of and open to the public. Parking
109 rules similar to those currently in place could be adopted for the
110 additional parking spaces and a conversation regarding what control the
111 HOA envisions for those spaces could be had if the Board wished to
112 consider delegating authority to enforce parking in those areas to the
113 HOA, being mindful of requirements for public access if public funds are

114 used. There may be more flexibility if the HOA funds the build-out of the
115 parking spaces and the District provides a license agreement to the HOA
116 for the use of District property. She added that an Operations and
117 Maintenance line item could be added to the next budget which would
118 allocate funds from the assessments to the project.

119 Discussion followed on surveying residents for input on funding the
120 installation and maintenance of additional parking and maintenance of
121 the parking infrastructure.

122 2. Discussion of Temporary Parking (*Miro Smith*)

123 This item was tabled.

124 3. Discussion on Sidewalk Obstructions/Apron Parking (*Martinez*)

125 Supervisors discussed the obstruction of sidewalks caused by apron
126 parking. Ms. Rinaldi explained that the apron is part of the right-of-way
127 and vehicles are subject to towing. It would be a Board decision whether
128 to enforce towing from the apron or only on the asphalt portion of the
129 right-of way. If towing from the apron is not enforced by the District,
130 that does not negate another entity from enforcing an ordinance or code
131 for which they have jurisdiction. Following discussion on parking
132 enforcement on the apron with sidewalk encroachment, Ms. Rinaldi
133 stated that once the amendment to the current towing rules is approved,
134 updates to the signage would be required to provide proper notice of the
135 change to the policy.

136 A resolution to set a public hearing and a draft of the parking rules
137 revised to clarify no parking on the apron or sidewalks between 10 p.m.
138 and 6 a.m. will be presented at the next meeting for further discussion.

139 4. Discussion on Traffic Sign Enforcement (*Martinez*)

140 Enforcement of the 25 mph speed limit on Old Mining Road and the 20
141 mph speed limit throughout the rest of the community was discussed,
142 leading to a discussion on a radar speed sign that records the traffic data.

143 On a MOTION by Supervisor Miro Smith, SECONDED by Supervisor Davis, WITH ALL IN FAVOR,
144 the Board approved the purchase of radar speed signs in an amount not to exceed \$4,000.00, for
145 Saddle Creek Preserve of Polk County Community Development District.

146 5. Discussion of Traffic Calming Options (Speed Humps) (*Miro Smith*)

147 This item was deferred pending a review of the effectiveness of radar
148 signs and extra duty officers.

149 6. Discussion on Community Play Area Options (*Davis*)

150 After discussion this item was tabled.

151 B. EXHIBIT 5: Aquatic Maintenance – *Chuck Burnite, GHS Environmental*
152 Mr. Burnite presented the Aquatic Maintenance Report advising that the
153 mitered end sections were cleared and a proposal for replanting the mitigation
154 area will be presented at the next meeting. Planting would coincide with the
155 rainy season. Erosion was noted at a couple of ponds – this information has
156 been forwarded to the District Engineer to create a scope of work so proposals
157 can be requested.

158 C. Landscape Maintenance – *Raymond Bobrowiecki, Fast Property Services*
159 1. EXHIBIT 6: Consideration of Fast Property Services Proposal for Pool
160 Landscape Refurbishment - \$10,164.00 - \$11,864.00
161 Mr. Bobrowiecki discussed the plant and material choices for the pool
162 landscape and responded to Supervisor questions. Mr. Beckett provided
163 input on fund allocation.

164 On a MOTION by Supervisor Miro Smith, SECONDED by Supervisor Davis, WITH ALL IN FAVOR,
165 the Board approved the Fast Property Services proposal for pool landscape refurbishment with
166 river rock in the amount of \$10,844.00, for Saddle Creek Preserve of Polk County Community
167 Development District.

168 D. EXHIBIT 7: Field Operations – *Michael Bush, Vesta District Services*
169 Mr. Bush reviewed the Field Operations Report and responded to Supervisor
170 questions. The Board consented to funding the repainting of the stop bars.

171 1. Presentation of Field Requests – *None Received*

172 *The meeting moved to item VII. AUDIENCE COMMENTS – New Business before*
173 *proceeding to the next item.*

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

175 *This item was presented out of order after IV.F. District Manager.*

176 1. EXHIBIT 8: Adoption of **Resolution 2026-08, Scheduling Landowners’**
177 **Meeting and Election (Seat 4)**

178 Ms. Rinaldi discussed the resolution. She explained the process for the
179 general election for the two seats with terms expiring November 2026
180 and the landowners’ election for the remaining seat whose term is
181 expiring November 2026, and stated that if no one is elected to the seats
182 up for election, the Board appoints a Supervisor to the vacant seats. The
183 Landowners’ Meeting was scheduled for November 19, 2026.

184 On a MOTION by Supervisor Miro Smith, SECONDED by Supervisor Thomas, WITH ALL IN FAVOR,
185 the Board approved the adoption of **Resolution 2026-08, Scheduling Landowners’ Meeting and**
186 **Election (Seat 4)**, for Saddle Creek Preserve of Polk County Community Development District.

- 187 F. District Manager – *Heath Beckett, Vesta District Services*
- 188 1. EXHIBIT 9: Discussion on Old Mining/Red Loop Intersection Parking
- 189 Discussion followed on the impact of engaging an extra-duty officer
- 190 during peak hours to issue tickets. It was noted that anyone can call the
- 191 Polk County Sheriff’s office and report a traffic violation such as parking,
- 192 standing or stopping a vehicle at the side of a road within 30 ft of any
- 193 stop sign.
- 194 2. WALK-ON EXHIBIT A: Consideration of Facility Use Request – Morrobel
- 195 April 4
- 196 Ms. Rinaldi recommended requiring special events insurance be obtained
- 197 by the resident hosting the event (typically a rider issued by the
- 198 homeowner’s insurance company) given the type of event and
- 199 anticipated turn out. If the HOA chooses to host the community event,
- 200 their insurance would usually cover the event, the District would then
- 201 request a license agreement.

202 On a MOTION by Supervisor Martinez, SECONDED by Supervisor Miro Smith, WITH ALL IN FAVOR,
203 the Board approved the April 4, 2026 Facility Use Request by Ms. Morrobel subject to
204 confirmation from the HOA that they will host the community event and provide the appropriate
205 insurance coverage, for Saddle Creek Preserve of Polk County Community Development District.

206 *Discussion moved back to the IV.E. District Counsel before moving to the next Order of*
207 *Business.*

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

- 209 A. Discussion on List of Community Improvements (*Martinez*)
- 210 Supervisors discussed defining improvements over maintenance.
- 211 B. Discussion on Use of District Property (*Martinez*)
- 212 Supervisor discussed a confrontation between residents on the use of District
- 213 property. It was clarified that residents may walk on District property not
- 214 designated as conservation area.
- 215 C. Discussion of Stop Sign at Trotters Way and Old Mining Road (*Miro Smith*)
- 216 Supervisor Miro Smith will forward the information to Mr. Beckett for the stop
- 217 sign replacement.

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

- 219 A. EXHIBIT 10: Approval of the Minutes of the Board of Supervisors Regular
- 220 Meeting Held January 27, 2026 (Revised)
- 221 B. EXHIBIT 11: Acceptance of the January 2026 Unaudited Financial Reports
- 222 C. EXHIBIT 12: Ratification of Big Jays Towing Agreement

223 On a MOTION by Supervisor Miro Smith, SECONDED by Supervisor Martinez, WITH ALL IN FAVOR,
224 the Board approved Consent Agenda – items A-C as presented, for Saddle Creek Preserve of Polk
225 County Community Development District.

226 **SEVENTH ORDER OF BUSINESS:** **AUDIENCE COMMENTS – New Business** (Limited
227 to 3 minutes per individual for non-agenda items)

228 *This item was heard out of order, after IV.D. Field Operations.*

229 Mr. Darin repeated his earlier comments regarding the process of a CDD meeting,
230 clarification of the Audience Comments portion of the agenda and the role of the
231 District Manager.

232 Comments were heard on the cost for additional parking, requiring permits/passes for
233 utilization of the additional parking spaces, whether the neighborhood was built to
234 Code, the presentation of documentation to support the parking allowance for
235 unmarked law enforcement vehicles, the installation of a camera at the front entrances,
236 converting the dog park to a recreation area for older children, implementation of one
237 way streets to assist with traffic flow, removing the curbs to widen the streets, holding
238 Lennar responsible for the street parking issue, driveway widths, surveying residents
239 regarding parking matters, the installation of speed bumps on Old Mining Road to deter
240 speeding, the pool landscape refurbishment project, landscape maintenance behind a
241 resident's property, the responsiveness of the towing company, and parking on the
242 grass.

243 Supervisor Martinez thanked the public for attending and providing their comments.

244 Supervisors discussed the on-street parking of the off-duty law enforcement officer's
245 vehicle.

246 Upon Supervisor Miro Smith's requested, Board consensus was for Supervisor Thomas
247 to take over responsibility of posting District information on the bulletin board.

248 **EIGHTH ORDER OF BUSINESS:** **NEXT MEETING QUORUM CHECK**

249 *The next Saddle Creek Preserve of Polk County Community Development District meeting is*
250 *scheduled for 6:00 p.m. on March 24, 2026 at Auburndale Historic Depot, 120 W. Park Street,*
251 *Auburndale, Florida 33823.*

252 Supervisors Miro Smith and Martinez affirmed their intent to attend the meeting in
253 person.

254 **NINTH ORDER OF BUSINESS:** **ACTION ITEM SUMMARY**

255 **District Manager**

- 256 • Inform resident with unmarked law enforcement vehicle that the Board
257 will not waive the parking enforcement policy.

258 **TENTH ORDER OF BUSINESS: ADJOURNMENT**

259 On a MOTION by Supervisor Miro Smith, SECONDED by Supervisor Thomas, WITH ALL IN FAVOR,
260 the Board adjourned the meeting at 8:43 p.m., for Saddle Creek Preserve of Polk County
261 Community Development District.

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

266 **Meeting minutes were approved by vote of the Board of Supervisors at a publicly noticed**
267 **meeting held on March 24, 2026.**

268 *Heath Beckett*
269 _____
□ Heath Beckett, Secretary

[Erica Miro Smith \(May 19, 2026 11:21:40 EDT\)](#)

□ Erica Miro Smith, Chair