

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

The regular meeting of the Board of Supervisors of the Saddle Creek Preserve of Polk County Community Development District was held Wednesday, **December 15, 2021** at 10:07 a.m. at The Hampton Inn – Lakeland, 4420 North Socrum Loop Road, Lakeland, Florida.

Present and constituting a quorum:

Scott Shapiro	Chairman
Mike Seney	Vice Chairman
Kelly Evans	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Sarah Warren	KE Law
Bob Gang	Greenberg Traurig
Ashton Bligh	Greenberg Traurig
Lori Campagna	Elected to the Board of Supervisors

*The following is a summary of the discussions and actions taken at the December 15, 2021 Saddle Creek Preserve of Polk County Community Development District's Board of Supervisors Meeting. A copy of the proceedings can be obtained by contacting the District Manager.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order and called the roll. There were three members present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There were no members of the public present or on the Zoom call.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Acceptance of Resignation from Shane Gorry**

Ms. Burns asked for a motion to accept Mr. Gorry's resignation letter.

On MOTION by Mr. Shapiro, seconded by Ms. Evans, with all in favor, Accepting the Resignation Letter from Mr. Gorry, was approved.

**B. Appointment to Fill the Vacant Board Seat**

Ms. Burns asked for nominations to fill the vacancy. Ms. Evans asked to appoint Lori Campagna.

On MOTION by Ms. Evans, seconded by Mr. Shapiro, with all in favor, the Nomination of Lori Campagna to Fill the Vacant Board Seat, was approved.

**C. Administration of Oath to Newly Appointed Supervisor**

Ms. Burns stated that Mike Seney had to leave the meeting. She then performed the oath of office to Ms. Campagna. Ms. Campagna joined the Board and made a quorum for the meeting.

**D. Consideration of Resolution 2022-02 Appointing Assistant Secretary**

Ms. Burns stated that Ms. Campagna was appointed Assistant Secretary on the Board.

On MOTION by Ms. Evans, seconded by Mr. Shapiro, with all in favor, the Appointment of Ms. Campagna as Assistant Secretary, was approved.

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the July 27, 2021 Board of Supervisor’s Meeting**

Ms. Burns asked for any questions, comments, or corrections to the July 27, 2021 Board of Supervisors meeting. The Board had no changes to the meeting minutes.

On MOTION by Mr. Shapiro, seconded by Ms. Evans, with all in favor, the Minutes of the July 27, 2021 Board of Supervisor’s Meeting, were approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2021/2022 Budget Deficit Funding Agreement (to be provided under separate cover)**

Ms. Burns stated this would be tabled until the next meeting in January.

**SIXTH ORDER OF BUSINESS**

**Approval of Supplemental Assessment Methodology for AA2**

Ms. Burns presented the Supplemental Assessment Methodology and noted there were two product types including 55 single family 40' lots and 140 single family 50' lots in the assessment area. The capital improvement cost estimates total is \$5,950,000. The bond sizing will be issued at \$4,975,000. The par debt for 40' is \$21,612 per unit and the 50' lot is \$25,934 per unit. The net annual assessment for 40' lots is \$1,250, and 50' lot are \$1,500. The preliminary assessment roll has two land landowners currently.

On MOTION by Mr. Shapiro, seconded by Ms. Evans, with all in favor, the Supplemental Assessment Methodology for AA2, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Series 2022 Developer Agreements for AA2 (all to be provided under separate cover)**

- A. True Up Agreement**
- B. Collateral Assignment Agreement**
- C. Completion Agreement**
- D. Acquisition Agreement**
- E. Declaration of Consent**

Ms. Warren asked the Board to approve use of the same forms of agreement that were used the Series 2021 bond issuance and to approve in substantial form subject to Developer Counsel review.

On MOTION by Mr. Shapiro, seconded by Ms. Evans, with all in favor, the Series 2022 Developer Agreements for AA2, was approved.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-01 Delegation Resolution for Series 2022 AA2 Bonds**

Ms. Bligh noted this Supplemental Resolution was contemplated when the Board adopted the authorizing resolution in December 2019. The provides for the District to issue up to

\$17,000,000 in bonds. This resolution contains documents as exhibits to sell the second series of bonds which is called the Series 2022 bonds. These include a second Supplemental Trust Indenture, a Bond Purchase Contract, a Preliminary Limited Offering Memorandum, a Rule 15C 212 Certificate and a Continuing Disclosure Agreement. The interest rate shall not exceed a certain interest rate as described in Florida statutes. The aggregate principal amount of the Series 2022 bonds shall not exceed \$6,000,000. The Series 2022 bonds have a final maturity not later than the maximum term allowed by Florida law which is currently 30 years of principal amortization. The price at which the Series 2022 bonds shall be sold to the underwriter shall not be left at 98% of the aggregate face amount of the bonds. She noted there are a couple of blanks that will be provided to the District at a future date that refer to some assessment resolutions as well as the supplemental assessment methodology.

On MOTION by Mr. Shapiro, seconded by Ms. Evans, with all in favor, the Resolution 2022-01 Delegation Resolution for Series 2022 AA2 Bonds, was approved.

**NINTH ORDER OF BUSINESS**

**Consideration of Agreement for Underwriter Services for Series 2022 AA2 Bonds with FMS bonds**

Ms. Burns stated this is a standard agreement for this Series 2022 AA2 bonds with FMS.

On MOTION by Mr. Shapiro, seconded by Ms. Evans, with all in favor, the Agreement for Underwriter Services for Series 2022 AA2 Bonds with FMS, was approved.

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-03 Waiving a Portion of the Rules of Procedure Regarding Notice of Meetings**

Ms. Burns stated that counsel had looked at the statute and is comfortable with instead of monthly notices in the paper, posting an annual meeting notice with meeting dates on the website.

On MOTION by Ms. Campagna, seconded by Ms. Evans, with all in favor, Resolution 2022-03 Waiving a Portion of the Rules of Procedure Regarding Notice of Meetings, was approved.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Engagement Letter for  
Fiscal Year 2021 Audit Services**

Ms. Burns stated this is a renewal based on the contract the Audit Committee awarded and the fee is \$4,900.

On MOTION by Mr. Shapiro, seconded by Ms. Evans, with all in favor, the Engagement Letter for Fiscal Year 2021 Audit Services for \$4,900, was approved.

**TWELTH ORDER OF BUSINESS**

**Consideration of 2022 Data Sharing and  
Usage Agreement with Polk County  
Property Appraiser**

Ms. Burns stated that this is an administrative listing for Ms. Burns office and that certain professional positions such as police officers or judges are exempt from providing addresses and contact information for public record. The county provides these addresses to GMS for information, and they will not publish them.

On MOTION by Mr. Shapiro, seconded by Ms. Evans, with all in favor, the 2022 Data Sharing and Usage Agreement with Polk County Property Appraiser, was approved.

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Contract Agreement  
with Polk County Property Appraiser**

Ms. Burns stated that Polk County provides an annual contract to be able to place the assessments on roll.

On MOTION by Mr. Shapiro, seconded by Ms. Evans, with all in favor, the Contract Agreement with Polk County Property Appraiser, was approved.

**FOURTEENTH ORDER OF BUSINESS**

**Ratification of Landscape Maintenance  
Agreement with Polk County**

Ms. Burns stated under this agreement the District will agree to install and maintain landscaping improvements within the right-of-way of Saddle Creek.



- iii. **Ratification of Tucker Paving Change Order #11**
- iv. **Ratification of Change Order for Saddle Creek Master Lift Station from Ammons Underground, Inc.**

Ms. Burns stated these had been executed and needed ratification.

On MOTION by Mr. Shapiro, seconded by Ms. Evans, with all in favor, the Tucker Paving Change Order #11, and the Change Order for Saddle Creek Master Lift Station from Ammons Underground, Inc., were ratified.

**SEVENTEENTH ORDER OF BUSINESS      Other Business**

There being none, the next item following.

**EIGHTEENTH ORDER OF BUSINESS      Supervisors Requests and Audience Comments**

James Driscoll from HOA from adjacent community noted an old fence issue and wanted to request a black chain fence to replace it. Board discussion included outlining the specifics of the area and the problems posed by the fence issues. Ms. Burns noted they would look into quotes from various companies.

**NINETEENTH ORDER OF BUSINESS      Adjournment**

On MOTION by Ms. Evans, seconded by Ms. Campagna, with all in favor, the meeting was adjourned.

  
 \_\_\_\_\_  
 Secretary/Assistant Secretary

  
 \_\_\_\_\_  
 Chairman/Vice Chairman