

**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 Tuesday, **October 25, 2022** at 1:00 p.m. via Zoom.

Present and constituting a quorum:

Scott Shapiro <i>via Zoom</i>	Chairman
Mike Seney <i>via Zoom</i>	Vice Chairman
Lori Campagna <i>via Zoom</i>	Assistant Secretary
Kelly Evans <i>via Zoom</i>	Assistant Secretary
Ben Pridgeon <i>via Zoom</i>	Assistant Secretary

Also present were:

Jill Burns <i>via Zoom</i>	District Manager, GMS
Grace Kobitter <i>via Zoom</i>	District Counsel, KE Law
Clayton Smith <i>via Zoom</i>	Field Manager, GMS
Todd Amaden <i>via Zoom</i>	District Engineer, Landmark Engineering

The following is a summary of the discussions and actions taken at the October 25, 2022 Saddle Creek Preserve of Polk County Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. There were five members present via Zoom constituting a quorum. There is an existing order in place that waves the requirement of an in-person quorum due to the Hurricane and this meeting was held remotely.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present via Zoom, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Minutes of the August 23, 2022 Board of Supervisors Meeting

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Ms. Burns asked for any questions, comments, or corrections to the August 23, 2022 Board of Supervisors meeting. The Board had no changes to the minutes.

On MOTION by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Minutes of the August 23, 2022 Board of Supervisor’s Meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Phase 1 Conveyance Documents

Ms. Burns noted that the Phase 1 Conveyance documents could be found in the agenda package. Mr. Smith provided a punch list line-item document at the last meeting, and they are still getting that taken care of. If there are still any pending items that need to be taken care of, they can always approve those documents pending the completion of the punch list.

Ms. Evans confirmed with Mr. Pridgeon that he was still working on the list, and he confirmed that everything should be complete soon. Ms. Evans made a motion to approve pending the completion of the punch list items. Ms. Burns stated that they will confirm the completion of the items and get the documents executed and recorded.

On MOTION by Ms. Evans, seconded by Mr. Pridgeon, with all in favor, the Phase 1 Conveyance Documents, were approved pending the completion of the punch list items.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2023-01 Setting a Public Hearing on the Adoption of Amenity Rules and Rates

Ms. Burns stated that the rules and rates were included in the agenda package for review. They do not have enough time to advertise for the regularly schedule November meeting and the December meeting will more than likely be canceled due to the holiday, but Ms. Burns did suggest the public hearing be set for the January 24, 2023 meeting. The anticipated completion date is set for April, giving the Board plenty of time to adopt the rules and rates before the opening of the amenity center. The Board agreed to hold the public hearing during the regularly scheduled January meeting at 1:00 p.m. at the regular meeting location.

On MOTION by Ms. Evans, seconded by Ms. Campagna, with all in favor, Resolution 2023-01 Setting a Public Hearing on the Adoption

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of Amenity Rules and Rates for January 24, 2023 at 1:00 p.m., was approved.

SIXTH ORDER OF BUSINESS

Consideration of Engagement Letter for Fiscal Year 2022 Audit Services from Grau & Associates

Ms. Burns noted that the Board previously awarded the contract of audit services to Grau & Associates, and this is a renewal. The price listed for Fiscal Year 2022 is not to exceed \$7,000 and did increase based on the fact that there was a second series of bonds issued. This is in line with other Districts that also have two series of bonds.

On MOTION by Mr. Shapiro, seconded by Ms. Evans, with all in favor, the Engagement Letter for Fiscal Year 2022 Audit Services from Grau & Associates, was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Kobitter had nothing to report at this time.

B. Engineer

Mr. Amaden had nothing further for the Board.

C. Field Manager's Report

i. Update Regarding Hurricane Damage and Clean-Up

Mr. Smith reviewed the field manager's report for the Board which could be found in the agenda package. Completed items include;

- Storm cleanup and damage repairs.
 - There were some trees down in the conservation areas that will be cleaned up by the vendor.
 - Some oaks near the entrance that are being straightened and monitored to see if they will recover.
 - Pond levels were high after the storm but no flooding issues.
 - There are a view leaning street signs that will need to be straightened.
- Amenity is still in progress and the construction will be closely monitored.

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- Aquatic maintenance looks good, and the vendor is treating cattails and edge grasses. There being no questions from the Board, the next item followed.

D. District Manager’s Report

i. Approval of Check Register

Ms. Burns presented the check register through October 18th totaling \$36,241.81. The Board had no questions for Ms. Burns, so she asked for a motion of approval.

On MOTION by Ms. Campagna, seconded by Ms. Evans, with all in favor, the Check Register totaling \$36,241.81, was approved.

ii. Balance Sheet and Income Statement

Ms. Burns stated the financials were in the package for review and questions. There was no action needed and these were through September 30th and the year-end financials.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Adjournment

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

Jill Burns
Secretary/Assistant Secretary

Scott Shapiro
Chairman/Vice Chairman