

**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, **January 23, 2024** at 1:00 p.m. at The Hampton Inn – Lakeland, 4420 North Socrum Loop Road, Lakeland, Florida.

Present and constituting a quorum:

Scott Shapiro	Chairman
Kelly Evans <i>by Zoom</i>	Assistant Secretary
Lori Campagna	Assistant Secretary
Sean Finotti	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Monica Virgen	District Manager, GMS
Grace Kobitter	District Counsel, KVV Law
Clayton Smith	Field Manager, GMS
Allen Bailey	Field Manager, GMS

*The following is a summary of the discussions and actions taken at the January 23, 2024 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 three Board members present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There being no comments at this time, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the October 24,  
2023 Board of Supervisors Meeting**

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Ms. Burns asked for approval of the minutes from the October 24, 2023 Board of Supervisors meeting. She asked for any questions, comments, or corrections to those minutes. The Board had no changes to the minutes.

On MOTION by Mr. Shapiro, seconded by Mr. Finotti with all in favor, the Minutes of the October 24, 2023 Board of Supervisors Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Public Hearing**

**A. Public Hearing on the Adoption of Parking and Towing Policies for the District**

Ms. Burns noted at the last meeting the Board discussed street parking and towing policies and directed Staff to set a public hearing for today’s date. That public hearing has been advertised in the paper as required. She asked for a motion to open the public hearing.

On MOTION by Ms. Campagna, seconded by Mr. Shapiro, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated the Board discussed putting in a street parking and towing policy that limits parking to one side of the street only. The parking map is included in the agenda package.

**Public Comments:**

-Resident Yajaira 2045 Old Pasture Ln: No guest parking, creating additional problems for community.

-Resident Marcos 2199 Old Mining Rd: Who determines which side is no parking? Who’s enforcing builders complying with no parking? There is a homeowner who has a semi in the community – sheriff’s working on that. No lights on newer streets. Can we get a parking lot? - Mr. Shapiro stated all the streets will have lighting.

-Resident Deanne 1511 Landmark Dr: On trash days, road is smaller, trash cans are not being brought in on time.

-Jason 2045 Old Pasture Ln: Where to park truck overnight when moving? At entrance of community across the street, open space with no houses, can parking be put there?

-Diane 1530 Landmark: Clarify where no overnight parking is (amenity center). Would like staggered parking options.

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- Marc Brown 1604 Red Loop: Who has jurisdiction to resolve questions being brought up.
- Zoom: Abby 1905 Yellow Trail: More parking options should be explored.
- Valerie Anderson 1681 Red Loop: Does not agree with any new parking rules.

Trash/Recycling. Does not want any street parking whatsoever.

On MOTION by Ms. Campagna, seconded by Mr. Shapiro, with all in favor, Closing the Public Hearing, was approved.

Mr. Shapiro noted the roads meet the standards of the county so any problems with the size of the roads need to go to the county. Emergency vehicles have to be able to navigate these streets so cars can't be parked on both sides. He noted if there is an open space or common area where a house will never be built that is something that could be looked at. Ms. Burns stated the CDD owns the roads so if the Board decides not to go forward with this policy, the residents do not own the spots in front of their home. Right now, anybody can park in front of your home so this policy is not changing that and all it is doing is designating one side of the street versus the other. The blocking of driveways is a traffic issue, call the police dept. The open space tracks are maintenance access areas for the common areas which can't be blocked. She noted generally street parking and towing policies are put into place nearing the end of construction. Ms. Campagna noted if a resident is moving in, they should contact the District Manager and HOA manager for consideration of parking moving trucks. Ms. Burns noted the CDD cannot force people to utilize their driveway/garage first as they have no jurisdiction over the private lots.

**i. Consideration of Resolution 2024-02 Adopting Parking and Towing Policies for the District**

Resolution 2024-02 was tabled to a future meeting. Board direction was for staff to review open areas for possible parking.

On MOTION by Ms. Campagna, seconded by Mr. Shapiro, with all in favor, Continuing the Public Hearing to February 27, 2024 at 1:00 p.m. at this location, was approved.

**ii. Consideration of Proposal for Parking Signage Installation**

This item was deferred to a future meeting.

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**FIFTH ORDER OF BUSINESS**

**Consideration of 2024 Data Sharing and Usage Agreement with Polk County Property Appraiser**

Ms. Burns noted this is the annual renewal of the agreement needed in order to collect assessments.

On MOTION by Mr. Shapiro, seconded by Ms. Campagna, with all in favor, the Consideration of 2024 Data Sharing and Usage Agreement with Polk County Property Appraiser, was approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Kobitter reminded Supervisors of the four hours of ethics training.

**B. Engineer**

There being no comments, the next item followed.

**C. Field Manager’s Report**

Mr. Bailey stated solar lights were installed to help with security services. The erosion at Red Loop has been repaired. Overgrowth behind homes on Yellow Trail was cut back. The pond on Yellow Trail has washed out again after being repaired.

Mr. Bailey stated the lift station continues to require service on a weekly basis to de-rag the pumps. Ms. Campagna stressed concern about the lift station going down and cost. Mr. Bailey noted the homeowners have been informed about the issue causing the system to malfunction but it’s an ongoing thing as they are not responding. Ms. Burns noted she would pull the past six-month invoices from when the vac truck came out to calculate what was spent over that time and defer this to the February meeting.

Mr. Bailey noted two areas, one at the Tenroc fence line and the other at Red Loop fence line both have similar issues. Between the homeowner’s fence and the fence to the wetlands area, the grading and the area has not been sodded. Mr. Finotti stated the whole area at Tenroc had been recarried and resodded prior to Vertical Construction. He noted he would get with the Vertical team to see what they can fix since they messed all of that up because he had specifically regraded

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and sodded it. Mr. Bailey noted at Red Loop area there is a barbed wire fence and that section has not been sodded. Mr. Finotti noted he would get someone back there.

- i. Consideration of Landscape Proposals from Prince & Sons**
  - a) Addendum to add Tenroc Trail to Current Service Contract with Fence Line Sodded and Graded**
  - b) Addendum to add Tenroc Trail to Current Services Contract with NO Adjustment for Fence Line**

Mr. Bailey stated there are two cost options depending on sod and grading around the fence. He noted if the plan is to fix the area to the point that they can maintain it, the monthly cost would be an additional \$600 which is \$7,200 annual increase to the contract. If they are not going to fix it, they are suggesting \$1,200 per month or \$14,400 annually to maintain that. Mr. Finotti noted he would see what he can do to correct it but will be an allowable slope.

On MOTION by Ms. Campagna, seconded by Mr. Shapiro, with all in favor, the Addendum to Prince Contract to Include the Tenroc Area Once it is Repaired at \$1,200 Per Month, was approved.

- ii. Consideration of Proposals for Lift Station Pump Replacement**
  - a) Averett Septic Tank Co., Inc.**
  - b) Barney's Pumps, Inc. -**
  - c) Consta Flow, Inc. -**

This item was deferred to a future meeting. Board direction was to consult District Engineer on this item.

- iii. Consideration of Proposal from Averett Septic Tank Co. Inc. for Lift Station Maintenance**

This item was deferred to a future meeting.

- iv. Consideration of Proposals for Sidewalk Installation**
  - a) Finn Outdoor**
  - b) Parking Lot Services**

Mr. Bailey presented the sidewalk modification to extend the amenity sidewalk to reach the mail kiosk and the ramp to match. Mr. Finotti noted this would be done by Lennar within a month.

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**D. District Manager’s Report**

**i. Approval of Check Register**

Ms. Burns presented the check register From October 7<sup>th</sup> through December 31<sup>st</sup> for approval that is included in the agenda package for review. She noted she would be happy to answer questions on any of the invoices.

On MOTION by Mr. Shapiro, seconded by Mr. Finotti, with all in favor, the Check Register, was approved.

**ii. Balance Sheet and Income Statement**

Ms. Burns stated the financials are in the package for review. There is no action needed. These are for informational purposes only.

**SEVENTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

*\*Mr. Shapiro left the meeting at 2:05 p.m.*

**EIGHTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

**Public Comment:**

-Abby (1905 Yellow Trail): Meeting times, “No Solicitation” signs, common area/lawn maintenance at front of community, oil stains on roads, nails on roads, dog park ETA (end of march), holiday lights, gate options, entrance sign pressure washing.

- Marcos (2909 Old Mining Road): Would like to help with no parking map, Old Pasture Lane is dark.

-Diane (1530 Landmark): When are the HOA meetings?

-Yajaira (2045 Old Pasture Lane): Feels that majority is not being listened to.

-Marc Brown (1604 Red Loop): Water damage in the house as a result of the lift station problems, considering litigation due to inferior planning and products.

-Millie: Signs for speeding.

Ms. Burns responded this is not a gated community and the roads are public so the CDD cannot restrict access to driving on the roads. The ETA on the dog park is end of March and will

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be next to the pool and mail kiosk. Will look at entrance sign for pressure washing and torn up sod at entrance. No solicitation is an HOA policy. Pressure washing maintenance of the sidewalks is left to the residents for the portion that they own in front of their home. HOA can make a request to install a wreath and lights on entry monument. The lights on the street are forthcoming. The utility provider owns and maintains the poles. Right now, there is no policy to enforce regarding parking/towing. If this changes, there will be a towing vendor and the CDD will enforce the policy put into place. Email Jill with construction trash issues. The Board sets meeting times. Ms. Campagna noted HOA loves volunteers but the CDD cannot take volunteers. She noted the lift station wasn't poor planning of an inferior product and its just an extenuating issue at this community that we are further looking into. Ms. Burns noted there are speed limit signs in the community. A request can be made to the police department to put a temporary speed sign to track.

**NINTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Shapiro, seconded by Mr. Finotti, with all in favor, the meeting was adjourned.

*Jill Burns*

Secretary/Assistant Secretary

DocuSigned by:

*Scott Shapiro*

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Chairman/Vice Chairman