

**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 28, 2025** at 1:00 p.m. at The Hampton Inn – Lakeland, 4420 North Socrum Loop Road, Lakeland, Florida.

Present and constituting a quorum:

Lori Campagna	Chairperson
Erica Miro Smith	Vice Chairperson
Kelly Evans <i>by Zoom</i>	Assistant Secretary
Abby Morrobel	Assistant Secretary

Also present were:

Monica Virgen	District Manager, GMS
Grace Rinaldi	District Counsel, Kilinski Van Wyk
Allen Bailey	Field Manager, GMS

*The following is a summary of the discussions and actions taken at the January 28, 2025 Saddle Creek Preserve of Polk County Community Development District’s Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Virgen called the meeting to order at 1:00 p.m. and called roll. Three Board members were present constituting a quorum. Ms. Evans participated by Zoom.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Virgen opened the public comment period for agenda items.

- Jared Faniel (4370 Trotters Way) commented about sidewalk maintenance, stated that they cannot walk dogs in front of certain properties. He stated he picks up behind his pet.
- Danielle Joye (4215 Bridal Booster Ln.) asked if the Board can take resident questions at the end of the meeting as well. Ms. Campagna noted public comment is at the beginning and end of the meeting.

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- Efrain Napoleoni (4328 Trotters Way) stated that Mr. Faniels dog pooping on his (private) property is an issue.
- Render Woods (1825 Red Loop) Pooping on private property is also an issue on his property. Board member noted this should be addressed with the HOA.
- Marie Betsman (2090 Old Mining Rd) Commented on speeding and unsupervised children on roadways.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the December 17, 2024 Board of Supervisors Meeting**

Ms. Virgen presented the minutes from the December 17, 2024 Board of Supervisors meeting. District Counsel provided an update on page 3 of the minutes where it says a violation of policies including failing to reimburse the District up to \$500 will be redacted from the minutes.

On MOTION by Ms. Campagna, seconded by Ms. Morrobel, with all in favor, the Minutes of the December 17, 2024 Board of Supervisors Meeting, were approved as amended.

**FOURTH ORDER OF BUSINESS**

**Review of Parking Plans and Implementation Process *(requested by & notes/map provided by Supervisor Erica Miro Smith)***

**A. Consideration of Proposal for Purchase and Installation of Parking Rules Signs within the Community**

Ms. Virgen stated they had some recommendations that Supervisor Miro Smith put together based on a map from last year. She reviewed the recommendations for the Board. The map and a proposal for signs are in the agenda package for review. Ms. Campagna recommended holding off another month or two until the Board is resident controlled. No action was taken by the Board at this time.

**FIFTH ORDER OF BUSINESS**

**Discussion Regarding Landscape Enhancements at Community Entrance *(requested by Supervisor Erica Miro Smith)***

Ms. Virgen noted refreshing the landscape enhancements at the entrances will be done in the Spring. Mr. Bailey will bring a proposal to the next meeting. No action was taken by the Board at this time.

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**SIXTH ORDER OF BUSINESS**

**Discussion Regarding Lennar Completion of Work at District *(requested by Supervisor Erica Miro Smith)***

Ms. Campagna stated they will have a full update next month. No action was taken by the Board at this time.

**SEVENTH ORDER OF BUSINESS**

**Discussion Regarding Residents Disposing of Personal Trash on CDD Property *(requested by Supervisor Miro Smith)***

Ms. Virgen noted there was a problem with a resident disposing personal trash on a construction site. That trash was then moved onto CDD property. The CDD incurred fees for removing and disposing of that personal trash. This is an update that if you are disposing your personal trash on private property and it lands on CDD property, the CDD will incur fines to remove and dispose of that.

**EIGHTH ORDER OF BUSINESS**

**Discussion Regarding Pond Maintenance *(requested by Supervisor Morrobel)***

Ms. Morrobel commented on pond levels being very low and aesthetically not pretty. Ms. Rinaldi noted the ponds are part of the stormwater management system and the District Engineer would be needed to talk about water levels. Unless there is rain in them, it is not abnormal for them to be low to be dry retention ponds. The ponds are not for aesthetics.

**NINTH ORDER OF BUSINESS**

**Discussion Regarding Sidewalk Maintenance throughout the Community *(requested by Supervisor Morrobel)***

Ms. Morrobel will get with Mr. Bailey on the sidewalk cracks. Ms. Virgen noted if residents see any cracks in the sidewalks to contact them to get it to field staff.

**TENTH ORDER OF BUSINESS**

**Consideration of 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser**

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Ms. Virgen noted this is an annual agreement with Polk County Property Appraiser stating anything that Polk County holds exempt from public record, the District will also hold exempt from public record.

On MOTION by Ms. Campagna, seconded by Ms. Morrobel, with all in favor, the 2025 Data Sharing and Usage Agreement with Polk County Property Appraiser, was approved.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of 2025 Contract Agreement with Polk County Property Appraiser**

Ms. Virgen stated this is a yearly agreement with the county allowing the District to place CDD assessments on the Polk County tax roll under the non-ad valorem assessments.

On MOTION by Ms. Campagna, seconded by Ms. Miro Smith, with all in favor, the 2025 Contract Agreement with Polk County Property Appraiser, was approved.

**TWELFTH ORDER OF BUSINESS**

**Presentation of Arbitrage Rebate Report for Series 2020 Project Bonds**

Ms. Virgen noted this report is required by the Trust Indenture showing that the District does not earn more interest than they pay. Page 29 of the agenda package shows a negative arbitrage amount.

On MOTION by Ms. Campagna, seconded by Ms. Morrobel, with all in favor, the Arbitrage Rebate Report for Series 2020 Project Bonds, was approved.

**THIRTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Rinaldi had nothing to report but offered to take questions from the Board.

**B. Engineer**

**i. Presentation of Updated 2025 Fee Schedule for District Engineering Services from Landmark Engineering**

Ms. Virgen noted the updated fee schedule is on page 48 of the agenda package.

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On MOTION by Ms. Campagna, seconded by Ms. Miro Smith, with all in favor, the Updated 2025 Fee Schedule for District Engineering Services from Landmark Engineering, was approved.

**C. Field Manager’s Report**

Mr. Bailey presented the field manager’s report on page 50 of the agenda package. The leak in the pool has been sealed off. Once the water goes down, the leak will be addressed.

**i. Consideration of Proposal for Road Depression Repair**

**a) Dellar Site Services, LLC**

**b) Tucker Paving, Inc.**

Mr. Bailey presented proposals from Dellar for road depression repair for \$36,260 and Tucker who originally did the work came in at \$18,864. Tucker is doing it for cost, no labor. Ms. Virgen noted this money would come from the capital reserve. Allen will speak with the Tucker representative about a quote for the other spots.

On MOTION by Ms. Morrobel, seconded by Ms. Miro Smith, with all in favor, the Tucker Paving, Inc. Proposal for Road Depression Repair, was approved.

**D. District Manager’s Report**

**i. Approval of Check Register**

Ms. Virgen presented the check register from December 3, 2024 to January 15, 2025 totaling \$44,967.29. Immediately following is the detailed run summary.

On MOTION by Ms. Campagna, seconded by Ms. Miro Smith, with all in favor, the Check Register totaling \$44,967.29, was approved.

**ii. Balance Sheet and Income Statement**

Ms. Virgen stated the unaudited financials are through December 31, 2024. No Board action was required.

**FOURTEENTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

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**FIFTEENTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

**Supervisors Comments:**

Ms. Campagna asked with the Board transitioning for this meeting to be moved to 2:00 p.m. and the other meeting at 1:00 p.m.

On MOTION by Ms. Campagna, seconded by Ms. Morrobel, with all in favor, to Change Meeting Schedule Starting in March – Meetings to Begin at 2:00 p.m. at Same Location, was approved.

**Public Comments:**

Resident (Danielle Joyce) – Commented on meeting time change to 2:00 p.m. and people not being able to stay for the whole meeting due to their kids getting out of school.

Resident – Spoke about the turbidity of the pond on Trotters Way. Mr. Bailey noted that will eventually settle. He will check with the vendor to see what they are doing.

Resident – Asked about policies for a commercial vehicle. Ms. Rinaldi noted the proposed amended rules will be oversized vehicles and gave the definition of an oversized vehicle.

Resident – Asked about the oak tree in front of her house growing overtime could be a problem with the sidewalk. Ms. Campagna noted that would be HOA.

Resident Marcos – Stated residents need an emergency contact for nights & weekends when no one is around. Ms. Virgen suggested sending an email to the amenity access team or to herself.

Resident (Veronica Thomas) – Noted if residents knew what the engineer is working on and when, they could ask the appropriate questions. Ms. Virgen stated the engineer agreement can be provided to anyone who wants it which lists the scope of work for the District Engineer.

Resident (Miguel Morrobel)—Asked who residents contact after hours for parking issues. Ms. Virgen noted right now there are no parking and towing policies for the roadways. There is a parking and towing policy for the green space/open areas.

Resident (Tammy Smith) (Lives at the Corner of Trotters Way & Landmark)—Asked if the new parking policies address the right of way in front of her home. Its between the sidewalk and the roadway. Ms. Virgen noted that is the responsibility of the homeowner & not addressed in

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the parking rules adopted by the District. If people are parking on your private property, you can call the local police dept. The HOA has jurisdiction over private property so reach out to the HOA.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Virgen adjourned the meeting.

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

*Jill Burns*

Secretary/Assistant Secretary

DocuSigned by:

*Lori Campagna*  
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Chairman/Vice Chairman