

MINUTES OF MEETING
SADDLE CREEK PRESERVE
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Saddle Creek Preserve Community Development District was held on Tuesday, June 24, 2025 at 2:00 p.m., at the The Hampton Inn–Lakeland, 4420 N. Socrum Loop Rd., Lakeland, Florida 33809. The actions taken are summarized as follows:

FIRST ORDER OF BUSINESS: Roll Call

Mr. Beckett called the meeting to order and conducted roll call.

Present and constituting a quorum were:

Erica Miro Smith (S2)	Board Supervisor, Chair
Veronica Thomas (S4)	Board Supervisor, Vice Chair
Abby Morrobel (S5)	Board Supervisor, Assistant Secretary

Also present were:

Angela Martinez	Resident – Appointed to Supervisor (Seat 3)
Vickie Davis	Resident – Appointed to Supervisor Pending Oath Administration (<i>Virtually</i>)
Heath Beckett	District Manager, Vesta District Services
Kyle Darin	Regional Director, Vesta District Services
Michael Bush	Field Manager, Vesta District Services
Grace Rinaldi	District Counsel, Kilinski Van Wyk PLLC
Raymond Bobrowiecki	Fast Property Services
Chi Trinh	Resident – Supervisor Candidate (<i>Virtually</i>)
Lachelle Webster	Resident – Supervisor Candidate
Dominick Portoghesi	Director of Business Development - Florida Region, ASI Landscape Service
Joe Chiellini	Vice President of Operations, ASI Landscape Service
Joe Amarosa	Chief Operating Officer, ASI Landscape Service

SECOND ORDER OF BUSINESS: Audience Comments – Agenda Items (*Limited to 3 minutes per individual for agenda items*)

There were no audience comments on agenda items.

Discussion moved to IV. Vendor Reports before proceeding to the next item.

THIRD ORDER OF BUSINESS: Supervisor Appointments

This item was addressed out of order after IV. Vendor Reports.

A. Exhibit 1: Consideration of Supervisor Candidates for Seats 1 (Exp. 11/28) and 3 (Exp. 11/26)

1. Vickie Davis
2. Gipsys Luna – *absent*
3. Angela Martinez

4. ~~Miguel Morrobel~~ – *previously withdrew*
5. ~~Miguel Reyes~~ – *previously withdrew*
6. Tamala Smith – *absent*
7. Chi Trinh
8. Lachelle Webster

Candidates in attendance were given the opportunity to introduce themselves and respond to Supervisor questions.

Ms. Rinaldi provided a brief overview of the process for appointing Supervisors.

Supervisors discussed the merits of the candidates.

On a MOTION by Ms. Miro Smith, SECONDED by Ms. Morrobel, OPPOSED by Ms. Thomas, the Board appointed Ms. Vickie Davis to Seat 1 and Ms. Angela Martinez to Seat 3, for Saddle Creek Preserve Community Development District.

B. Exhibit 2: Administration of Oaths of Office

Mr. Beckett administered the District and State oaths of office to Ms. Martinez. An oath will be administered to Ms. Davis prior to the next meeting when she can be physically present.

C. Exhibit 3: Adoption of **Resolution 2025-16, Designating Officers**

This item was presented out of order after III.E. Overview of Sunshine and Public Records Laws.

On a MOTION by Ms. Morrobel, SECONDED by Ms. Miro Smith, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-16, Designating Officers**, appointing Ms. Erica Miro Smith as Chair, Ms. Veronica Thomas as Vice Chair, and all remaining Supervisors designated as Assistant Secretaries, for Saddle Creek Preserve Community Development District.

Ms. Martinez and Ms. Davis acknowledged they would accept the Supervisor compensation.

D. Overview of Sunshine and Public Record Laws

This item was presented out of order, prior to item III.E. Adoption of Resolution 2025-16, Designating Officers.

References:

- [Guide to Sunshine Amendment & Code of Ethics for Public Officers & Employees](#)
- [Government in the Sunshine Training](#)
- [Free Resources for Required Ethics Training](#)

Ms. Rinaldi provided an overview of the Sunshine and Public Records laws. Additional information will be distributed to the new Supervisors for their review.

FOURTH ORDER OF BUSINESS: Vendor Reports

This item was discussed out of order prior to III. Supervisor Appointments

A. Exhibit 4: Aquatic Maintenance – *Sitex Aquatics*

Overgrowth along the pond banks was noted and a request was made for the vendor to address shoreline vegetation.

B. Exhibit 5: Landscape Maintenance – *Fast Property Services*

Mr. Bobrowiecki presented the Landscape Maintenance Report.

Mr. Beckett was introduced to Mr. Marcos Pagan (HOA President) so they could discuss easement access after the meeting.

1. Consideration of Fast Property Services Proposals

a. Exhibit 6: #FSP-9157 Easement Clean Up Behind Red Loop Road - \$1,150.00

b. Exhibit 7: #FSP-9158 Perimeter Clean Up Behind Yellow Trail - \$750.00

Mr. Bobrowiecki advised these proposals were one-time expenses to bring the areas back to a condition that would allow ongoing maintenance as part of the regular maintenance scope.

On a MOTION by Ms. Morrobel, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board approved Fast Property Services Proposals #FSP-9157 and #FSP-9158 in the total amount of \$1,900.00, for Saddle Creek Preserve Community Development District.

The meeting moved to III. Supervisor Appointments before proceeding to the next item.

FIFTH ORDER OF BUSINESS: Supervisor Requests

A. Exhibit 8: Discussion on Parking and Parking Enforcement (*Morrobel*)

1. Parking and Parking Enforcement Policy (Amended 2/25/2025)

2. Discussion Notes – *Revised Map*

Supervisors discussed the amended map and allowing parking only on one side of the street, striping to outline parking spaces, parking on grass common areas and at the lift station, “no parking” signs, commercial vehicle parking, and warning letters prior to towing.

Ms. Rinaldi explained that a rule hearing would be required and recommended the hearing would be set two months out, with a resolution to set the public hearing at the next meeting.

Staff were directed to add a resolution setting a public hearing on the amended parking and parking enforcement policy to the next meeting agenda.

B. Exhibit 9: Discussion on Amending FY 2025 Meeting Schedule (*Miro Smith*)

Supervisors discussed moving the meeting times to enable the majority of Supervisors to attend. The expressed interest in utilizing the Auburndale Historic Depot (Auburndale Parks and Recreation) for the next fiscal year.

C. Discussion on Yellow Trail Fence Repairs (Wire & Vinyl) and Pressure Washing (*Miro Smith*)

Staff were asked to evaluation the repairs needed for this fence which was damaged during the last hurricane.

D. Exhibit 10: Discussion on Pool Rules and Policies (*Miro Smith*)

This item was reserved for the closed session since it involved security matters.

E. Discussion on “No Trespassing” Signs at Pool and Ponds (*Miro Smith*)

Supervisors discussed pool rule signage that would allow for trespassing enforcement. Staff suggested “patrons only” signage, staff discussed the public are able to utilize amenities if they pay the fee to be a patron. Amenity rules and policies apply to all patrons. Catch and release fishing in District ponds is permitted for patrons only. Research on rubber bracelets for easy identification of patrons was requested. A proposal for pool shade – such as a gazebo or cabanas were discussed along with an option for more umbrellas and building a storage space for furniture and umbrellas to house them during severe weather events.

F. Discussion on Prince and Son Invoices (*Miro Smith*)

Mr. Beckett advised that the District’s records had not yet been received at the Lake Mary office. Supervisors agreed that there should be some accounting for that lack of service provided in the last couple of months. District Counsel will prepare a letter to Prince and Sons outlining the deficiencies and the areas they failed to maintain per the agreement. Staff will review the scope and correlate it with the appropriate amount to withhold from the invoice payments.

On a MOTION by Ms. Morobel, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board authorized the Chair to work with District staff in the preparation of a deficiency letter and collate an associated payment withholding for a settlement with Prince and Sons, for Saddle Creek Preserve Community Development District.

SIXTH ORDER OF BUSINESS: Staff Reports

A. District Engineer – *Landmark Engineering & Surveying Corp.*

No representative from Landmark Engineering was present. Supervisors noted an oil stain on a street, Mr. Beckett advised that Vesta had ordered a new cleaning product and will be testing its efficacy on the stain.

B. District Counsel – *Grace Rinaldi, Kilinski Van Wyk*

Ms. Rinaldi reminded Supervisors of the July 1 deadline to file the Form 1 – Annual Financial Report, online via the Florida Commission on Ethics website. New Board members have 30 days from their appointment to file the Form 1.

C. District Manager – *Heath Beckett, Vesta District Services*

1. Consideration of Landscape and Irrigation Maintenance Vendor

Ms. Rinaldi advised that her office would prepare the District’s form of agreement with the selected vendor.

a. ASI Landscape Management

ASI/Yardnique representatives introduced their company and presented a proposal for landscape and irrigation maintenance and responded to Supervisor questions.

b. Fast Property Services (*See Exhibit 18*)

Mr. Bobrowiecki discussed his services and responded to Supervisor questions.

Supervisors discussed pricing between the two proposals and the vendors' ability to mobilize as needed, pricing for additional services, and the FY 2026 budget allocation for landscape maintenance.

Quorum remained when Ms. Martinez stepped away from the meeting temporarily.

ASI was asked to provide an updated proposal that will meet the District's budget, for consideration at the next meeting. Staff will request additional landscape maintenance proposals from other vendors.

2. Exhibit 11: Consideration of Pool Maintenance Vendor

a. Vesta Property Services (Excludes Chemicals/Repairs) - \$15,600.00/yr. (\$1,300.00/mo.)

Mr. Beckett advised that the current vendor will be removing the tanks and computer once their contract ends. The tanks will be purchased by the District at \$600.00 for two smaller tanks.

The Field Manager will review noted maintenance issues around the pool deck.

b. *Proposal Pending*

On a MOTION by Ms. Miro Smith, SECONDED by Ms. Morrobel, WITH ALL IN FAVOR, the Board approved the Vesta Property Services proposal for pool maintenance (excluding chemicals and repairs) in the amount of \$15,600.00/year, for Saddle Creek Preserve Community Development District.

3. Exhibit 12: Consideration of SchoolNow District Website Maintenance Agreement \$1,512.00/Set-up Plus \$1,613.00/yr.

Mr. Beckett advised that the existing website belongs to the previous management company. The agreement would place the website in the District's name. The agreement includes hosting and ensuring ADA compliance. Vesta will update the site as part of the management agreement.

On a MOTION by Ms. Morrobel, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board approved the SchoolNow proposal for District website maintenance services in the amount of \$1,613.00/year plus \$1,512.00 set-up, for Saddle Creek Preserve Community Development District.

4. Update Horner Environmental Professionals Supplemental Planting Project in Wetland Mitigation Areas M1 and M2

Supervisors explained that the planting was incomplete due to the dry season. The west side of the entrance was not planted. Mr. Beckett will reach out to the previous field manager for a contact for Horner.

5. Exhibit 13: Consideration of Facility Use Request (*Mallard – June 28 & July 12*)

On a MOTION by Ms. Miro Smith, SECONDED by Ms. Thomas, WITH ALL IN FAVOR, the Board approved the facility use request by Ms. Mallard for June 28, 2025 and July 12, 2025, for Saddle Creek Preserve Community Development District.

SEVENTH ORDER OF BUSINESS: Consent Agenda

- A. Exhibit 14: Approval of the Minutes of the Board of Supervisors Regular Meeting Held May 27, 2025
- B. Exhibit 15: Acceptance of the FY 2024 Audited Financial Report
- C. Exhibit 16: Acceptance of the April 2025 Unaudited Financial Report
- D. Exhibit 17: Ratification of Vesta District Services District Management Services Agreement
- E. Exhibit 18: Ratification of Fast Property Services Landscape Maintenance Agreement
- F. Exhibit 19: Ratification of **Amended Resolution 2025-13, Re-Designating Bank Account Location & Signatories for the District**

On a MOTION by Ms. Miro Smith, SECONDED by Ms. Morrobel, WITH ALL IN FAVOR, the Board approved Consent Agenda – items A-F as presented, for Saddle Creek Preserve Community Development District.

EIGHTH ORDER OF BUSINESS: Audience Comments – Non-Agenda Items and New Business (Limited to 3 Minutes Per Person)

Mr. Bobrowiecki presented the Fast Property Services proposal to clean 51 fence panels and reinsert any available slats, in the amount of \$775.00.

There were no audience comments regarding this proposal.

On a MOTION by **Ms. Miro Smith**, SECONDED by **Ms. Thomas**, WITH ALL IN FAVOR, the Board approved a Fast Property Services proposal for fence cleaning, in the amount of \$775.00, for Saddle Creek Preserve Community Development District.

Comments were heard regarding street access for emergency services, garbage from the pool area being blown into the ponds, and waste disposal vendor access to garbage cans being impeded by parked cars.

NINTH ORDER OF BUSINESS: Security Matters

- A. **Closed Session** (*No Action Will Be Taken During the Closed Session*)

On a MOTION by Ms. Miro Smith, SECONDED by Ms. Morrobel, WITH ALL IN FAVOR, the Board paused the regular meeting and moved into a closed session to discuss security matters, for Saddle Creek Preserve Community Development District.

1. Discussion on District's Security Matters

On a MOTION by Ms. Morrobel, SECONDED by Ms. Miro Smith, WITH ALL IN FAVOR, the Board moved out of the Closed session and resumed the regular meeting, for Saddle Creek Preserve Community Development District.

B. Consideration of Action Relating to Security Matters

With no action required of the Board, the next item followed.

TENTH ORDER OF BUSINESS: Next Meeting Quorum Check

The next Saddle Creek Preserve Community Development District meeting is scheduled for 2:00 p.m. on July 22, 2025 at The Hampton Inn - Lakeland, 4420 N. Socrum Loop Rd., Lakeland, Florida 33809.

Quorum for the next meeting was affirmed.

ELEVENTH ORDER OF BUSINESS: Action Item Summary

District Manager

- No trespass agreement with Polk County
- Research costs for bracelets for patrons
- Contact City of Auburndale regarding rental of the Auburndale Historic Depot.
- Contact GMS Field Manager/Horner contact regarding completing mitigation area planting.
- Prince and Sons invoice settlement

Field Manager

- Research shade structures for pool
- Proposal for repairs and pressure washing of Yellow Trail fence (*Fast Property Services walk-on proposal approved*)
- "Patrons only" Signage for ponds and fishing
- Test cleaning product on oil-stained road

District Counsel

- Parking policy public hearing resolution
- Prince and Sons deficiency letter/invoice settlement

TWELFTH ORDER OF BUSINESS: Adjournment

On a MOTION by Ms. Miro Smith, SECONDED by Ms. Morrobel, WITH ALL IN FAVOR, the Board adjourned the meeting at 5:02 p.m., for Saddle Creek Preserve Community Development District.

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

266 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**
267 **noticed meeting held on July 22, 2025.**

268 *Heath Beckett*

269 ☒ Heath Beckett, Secretary

270 ☐ _____, Assistant Secretary

 Erica Miro Smith (Aug 19, 2025 19:34:06 EDT)

☒ Erica Miro Smith, Chair

☐ Veronica Thomas, Vice Chair