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**, **March 25, 2025** at 2:00 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 *by Zoom*	Assistant Secretary
Abby Morrobel	Assistant Secretary
Sean Finotti	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 March 25, 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. Four Board members were present constituting a quorum. Ms. Evans participated by Zoom.

SECOND ORDER OF BUSNESS **Public Comment Period**

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

Resident (Veronica Thomas) thanked the Board for the parking policy. She noted it has made a difference.

Resident (Justin Williams, Trotters Way) asked about business parking being available.

Resident (Napo, 4328 Trotters Lake) stated he was concerned about the intruders coming into the pool area and asked what could be done to rectify the problem. He feels he is putting himself in jeopardy. He asked who was monitoring the housekeeping of the amenity area. He stated the furniture looks old and is not being maintained. Resident had pictures of a car driving into the community and security was a concern.

Ms. Virgen reviewed security and intruders at the pool. She stated the District has a trespassing authorization on file with the police department and if a resident sees anyone, they should contact local law enforcement. Ms. Virgen noted residents should have an access card for allowing only their guests into the pool. She stated the cars that do not belong – the roads are public roadways and if a gate is installed anyone would still be allowed to enter. She noted there is a parking policy on the amenity center parking. They could communicate with the HOA on forming a committee. Ms. Campagna would like to wait until the Board is total landowner and she does not agree to a neighborhood watch over a committee.

Resident (Marcos) asked for clarification on anyone coming into the community and parking at the amenity where the access to the amenity and where the mailbox and the pool area are. He asked if they could come in and go fishing and jump in the lake. Ms. Virgen stated this was a separate issue and their reason for parking in the area cannot be assumed, and the intention cannot be asked. She added since it is public they can do that. Resident asked if public parking at the amenity is allowed. Ms. Virgen noted jumping the fence, swimming, or fishing would be referred to local enforcement. She explained local law enforcement can decide if they can claim trespassing. Further discussion ensued on the public roadways, adding a new gate, and bonds.

THIRD ORDER OF BUSINESS Organizational Matters

A. Review of Resumes and Letters of Interest Received for Board Appointment Consideration

Ms. Virgen stated this was for review of resumes and letters of interest received for Board appointment. She reviewed the resume from Ms. Veronica Thomas, Mr. Miguel Morrobel, and letter of interest from Miguel Reyes. She noted they were received in response to the email blast that went out to all residents signed up.

Ms. Campagna noted they had spoken to Ms. Thomas at the election and asked that she still come to meetings, and Mr. Morrobel and Mr. Reyes had submitted letters as well. She asked that another email blast to go out regarding this. Discussion ensued on placing flyers in mailboxes, on the bulletin board, and a post outside the mailbox area so it could be seen by everyone. The Board asked for a proposal for a bulletin board outside and by the pool. Staff will print out laminated flyers for the areas. Ms. Campagna asked for anyone interested to please apply. Ms. Evans agreed that they needed as many families represented as possible. She noted there was representation on the HOA Board. Ms. Campagna commented on the meeting time, and it could be switched after the Board is landowner controlled for a more convenient time for homeowners.

FOURTH ORDER OF BUSINESS **Approval of Minutes of the February 25, 2025 Board of Supervisors Meeting**

Ms. Virgen presented the minutes from the February 25, 2025 Board of Supervisors meeting. She noted they had received some corrections from District counsel and those are included in the version in the agenda package.

On MOTION by Ms. Campagna, seconded by Ms. Morrobel, with all in favor, the Minutes of the February 25, 2025 Board of Supervisors Meeting, were approved as amended.

FIFTH ORDER OF BUSINESS **Discussion Regarding Parking Rules and Signage**

A. Consideration of Proposal for Lift Station Parking Signage

Ms. Virgen stated the parking rules and signage and map are included in the agenda package. Ms. Rinaldi stated that after the adoption of the rules at the last meeting there was discussion regarding signage. She noted the Board had taken no action and it has been determined it is not recommended to enforce without the signage. She added there is a requirement for notice to residents as to where they can park and where they cannot. She recommended they have signage posted to enforce. Ms. Virgen stated there were proposals included for the lift station and signage. She explained that the signs for the three lift stations on the gate would lower the cost for those signs due to no poles needed.

Board discussion was held on locations for signage and there were sections that were not CDD property, the area with the most issues, amending the rules later, enforcement, proper signage, notice being provided, towing, law enforcement can still be called, public hearings being required if changes were needed, and proposals from GMS. Ms. Miro Smith asked for another proposal, and it was suggested new vendors submit a proposal. It was noted this will be 82 signs that will be installed and cost for labor. It was discussed that another map would need to be provided to the towing company, and a not to exceed amount for the 3 lift stations at $600 was approved.

On MOTION by Ms. Campagna, seconded by Ms. Morrobel, with all in favor, the Proposal for Lift Station Parking Signage with a Not to Exceed $600, was approved.

B. Consideration of Proposal of Installation of Parking Signage

Ms. Virgen explained the proposals and the mailed notices with map, parking policies, and having it posted on the website. Discussion was held on how to send the notices, towing enforcements, cost of mailed notices approximately $900, website postings, updated map, completion and timeline for posting, towing to start on May 1, installation of signs in front of lift station, and sending another eblast before towing begins.

SIXTH ORDER OF BUSINESS **Discussion of Speed Limit Signage Throughout Community**

Ms. Virgen stated there was an email received from a resident, Ms. Webster, noting there were vehicles going fast on District roadways. She reviewed the postings and asking residents to contact local law enforcement, this will help increase the presences of law enforcement to enforce the speed limit. She added the resident requested signs saying, "Children are present."

The Board discussed there were too many signs in the community, children playing, speeding signs, etc. might not be effective. After discussion the Board decided to not proceed with extra signage.

SEVENTH ORDER OF BUSINESS **Discussion Regarding Wetland Mitigation Area**

A. Presentation of Maps

B. Consideration of Proposals for Supplemental Planting and Signage in Wetland Mitigation Area *(originally presented on February 25, 2025 Board of Supervisors Meeting)*

Ms. Virgen noted the maps were included in the agenda, it was provided to the Board when received, and it is confirmed this is a wetland mitigation area. She stated they recommended the additional plantings for the areas. The Board asked for a timeline and noted it was not a wetland prior.

Ms. Rinaldi noted this area is subject to a SWFWMD permit and they need to make sure they are moving to get the area back in compliance. The maps were reviewed. It was noted the proposal is for $3,500 to ensure that plants are permitted. Board members asked if there were fines for non-compliance. Mr. Finotti noted they are trying to comply before they are fined. It was noted this is needed to keep them in compliance. Mrs. Miro-Smith stated Mr. Bailey and her needed to meet to clarify the areas.

On MOTION by Ms. Morrobel, seconded by Ms. Miro Smith, with all in favor, the Proposal for Supplemental Planting and Signage in Wetland Mitigation Area, was approved.

Ms. Virgen asked if anything needed to be brought back to the next meeting. She noted Mr. Bailey will meet with Horner to determine the areas not included in the wetland mitigation area will be discussed for maintenance. After this a scope of action plan can be developed. Mr. Bailey commented he will meet with Horner to determine exactly what the wetland area is and is not, determine what can and what cannot be maintained by the landscaper. He added they will make sure the gas line easement is determined, and landscapers will not touch plantings to stay in compliance. Mr. Finotti asked if they should not state the boundaries with a survey.

EIGHTH ORDER OF BUSINESS **Consideration of Request for On-Time Community Clean-Up** ***(requested by Supervisor Morrobel)(originally presented on February 25, 2025 Board of Supervisors Meeting)***

Ms. Virgen stated this was discussed at the February 25 meeting and asked to bring it back after asking if residents were interested. Ms. Morrobel asked about sidewalk repairs.

Discussion ensued on garbage cleanup, pressure washing not recommended for residents to do, storm cleanup, maintenance involvement, one time clean up, GMS work and costs, and irrigation work. After discussion the Board decided proposals will be brought to the next meeting and to take no action at this time.

NINTH ORDER OF BUSINESS **Discussion Regarding White Pipes at Entrance of Community** ***(requested by Supervisor Morrobel)***

Board member spoke with Prince & Sons and they will take care of it. It was noted they were not at just the entrance.

TENTH ORDER OF BUSINESS **Discussion Regarding Pool Security (NOT A CLOSED SESSION)*(requested by Supervisor Miro Smith)***

Ms. Rinaldi discussed public records law and sunshine law and discussions pertaining to security throughout the District. She explained this was called a shade session and they could schedule one for the next meeting.

Further discussion ensued on issue with a specific security guard, pool security, residents not happy and some are happy, damages to property, budget for security money, spring break, holidays, past security for certain times, fobs used, location of cameras, amenity access team review and issuing violation letters.

ELEVENTH ORDER OF BUSINESS **Discussion Regarding Ant Mounds *(requested by Supervisor Miro Smith)* – ADDED**

Ms. Virgen stated Ms. Miro Smith had reported ant mounds at the entrance of the community. Ms. Virgen stated Mr. Bailey had treated the mounds. It was asked that staff bring back proposals.

TWELFTH ORDER OF BUSINESS **Discussion Regarding Sidewalk Repair Timeline *(requested by Supervisor Miro Smith)* – ADDED**

Mr. Finotti noted the sidewalks will be addressed and work will begin within the next month. He noted they were not sure how long it would take.

THIRTEENTH ORDER OF BUSINESS **Staff Reports**

A. Attorney

Ms. Rinaldi updated the Board on the legislative session that began at the beginning of this month. She added that their firm is tracking the sessions and will report back on any information relevant to CDDs. The session closes at the beginning of May. She discussed the ethics requirements and the deadline in December.

B. Engineer

i. Consideration of Work Authorization from Engineer for Roadway Assessment

Ms. Virgen noted the engineer is not on the line today. She added there is a proposal for Board consideration on a work authorization from the engineer for roadway assessments. She noted this will be for a complete walk-through of the community for $7,500 and includes the engineers walking the entire site, noting any deficiencies with the roadways including pictures, and a complete report. After discussion the Board decided to take no action.

C. Field Manager's Report

It was brought to Mr. Bailey's attention that the front entrance does not look like his report today and there were a lot of dead plants. He presented the report to include some erosion at the amenity center, rock was added, water release pipe had rock added, Red Loop erosion addressed with a drain installation, wetland erosion to the stormwater pond on Tract C addressed, Trotters Way depression will start on March 25, landscape review, hedges trimmed, palm tree, and pond review on algae.

Board questions included how much it costs (less than $600), was the work permanent, proposals for all maintenance need to come to Board, proposals needed, Board wants to know what is being fixed, proposals, and expected costs. The Board asked to be aware of what is going on in the community and the cost.

i. Consideration of Proposal for Solar Lights at Dog Park

Mr. Bailey presented the proposal for solar lights at the dog park for $1,050. The Board asked for another proposal due to high cost. They asked that the proposal be from a lighting company to ensure the locations were corrected and noted that there are lighting issues at the mailbox. It was noted the lighting hours were dawn to dusk. After discussion the Board decided to take no action on installing solar lights at the dog park.

D. District Manager's Report

i. Approval of Check Register

Ms. Virgen presented the check register from February 13, 2025 through March 12, 2025 totaling $36,852.67. Immediately following is the detailed run summary.

On MOTION by Ms. Morrobel, seconded by Mr. Finotti, with all in favor, the Check Register totaling $36,852.67, was approved.

ii. Balance Sheet and Income Statement

Ms. Virgen stated the unaudited financials are through February 28, 2025. No Board action was required.

FOURTEENTH ORDER OF BUSINESS Other Business

Ms. Virgen stated there is an Audit Committee meeting scheduled today after this meeting. She explained the committee is typically the Board of Supervisors. She stated a motion is needed to elect the Board as the Audit Committee.

On MOTION by Ms. Campagna, seconded by Ms. Morrobel, with all in favor, the, Appointment of the Board of Supervisors as the Audit Committee, was approved.

FIFTEENTH ORDER OF BUSINESS Supervisors Requests and Audience Comments

Supervisors Comments:

There were no Supervisors comments.

Public Comments:

Resident (Veronica Thomas) asked about an alligator informational session. Ms. Virgen stated there were no plans to education residents, but there are signs posted. Concerns are to be reported to the staff or Fish and Wildlife Commission. It was noted many of the residents are from up north and are not familiar with alligators.

Resident (Miguel Reyes) asked about having a laminated sign to be placed at the dog park being laminated.

Resident (Marcos) commented the on the pool area and the restrooms need cleaning.

Ms. Virgen asked for a proposal for pressure washing. Discussion ensued on furniture, the umbrella in the lake, cleaning schedule is currently Monday, Wednesday and, Friday.

Resident (Miguel Morrobel) asked about the pool security, what time the guards are present, and if the Field Manger's Report could include the conditions of the pool furniture and if it needs to be replaced. Ms. Virgen stated the times of the guards at the pool are not available to the public for security reasons.

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