

**MINUTES OF MEETING
BRADBURY
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Bradbury Community Development District was held Tuesday, **February 22, 2023** at 10:21 a.m. at 346 E. Central Ave. Winter Haven, Florida.

Present and constituting a quorum:

Lauren Schwenk	Vice Chairman
Chuck Cavaretta	Assistant Secretary
Daniel Arnette	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Meredith Hammock	District Counsel, KVV Law
Lisa Kelley <i>via Zoom</i>	District Engineer, Dewberry
Rey Malave <i>via Zoom</i>	District Engineer, Dewberry

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Three Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

There were no members of the public present for the meeting.

THIRD ORDER OF BUSINESS

**Approval of Minutes from the January 3, 2023
Board of Supervisors Meeting**

Ms. Burns presented the minutes from January 3, 2023 Board of Supervisors meeting. She asked for any questions, comments, or corrections to those minutes. Hearing none,

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, the Minutes from the January 3, 2023 Board of Supervisors Meeting, were approved.

FOURTH ORDER OF BUSINESS

**Presentation and Approval of Updated
Engineer's Report dated February 9, 2023**

February 22, 2023

Bradbury CDD

Mr. Malave stated that they had sent some corrections that were brought in by bond counsel, so the report was now dated March 21, 2023. He explained that one thing that they updated was the permitting table, which has current up-to-date permits and approvals, as well as the updated cost reflecting current costs in different categories. Another change is that the lighting will be by the developer, not by the CDD. He stated that the total cost was \$29,406,223.83 and it was up to date. A correction in the developer's name was also noted as CH Dev Bradbury, LLC.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, the Updated Engineer's Report dated February 9, 2023, was approved as amended.

FIFTH ORDER OF BUSINESS**Presentation and Approval of Supplemental Assessment Methodology dated February 22, 2023**

Ms. Burns presented the Supplemental Assessment Methodology dated February 22, 2023 stating that it had been updated with the most current estimate on the bond sizing from FMS. She reviewed the tables attached starting with table 1, the development program, which had a total of 811 units with single family 42' and 52' lots. Table 2 showed the cost estimates which totaled \$29,406,224 and was also noted in the engineer's report. Table 3 showed an estimated bond sizing of \$19,450,000. Table 4 outlined the improvement costs per unit. Table 5 showed the par debt per unit and a developer contribution on both lot sizes to get to the desired par debt level of \$23,983 for both product types. Table 6 showed the net and gross annual debt assessment per unit. She explained that the gross annual debt assessment per unit when collected on the tax bill and considering the early payment discounts and collection fees would be \$1,774.19. Table 7 showed the preliminary assessment roll that allocates the debt based on the parcels in this assessment area. She noted that the table showed two landowners listed, CH Dev Bradbury, LLC and Bradbury Road, LLC, but Ms. Hammock clarified that it was just CH Dev Bradbury, LLC. Ms. Burns noted that it probably had not been updated yet on the property appraiser's website, which was where they pulled this information. She noted that they would update the report date from the engineer's report that Mr. Malave noted was changed as well as the change to the ownership in table 7.

On MOTION by Mr. Arnette, seconded by Mr. Cavaretta, with all in favor, the Supplemental Assessment Methodology dated February 22, 2023, was approved as amended.

February 22, 2023

Bradbury CDD

SIXTH ORDER OF BUSINESS

Consideration of Construction Funding Agreement for Phase 1 and Phase 2 Improvements with CH Dev Bradbury, LLC

Ms. Burns presented the Construction Funding Agreement for Phase 1 and Phase 2 improvements with CH Dev Bradbury, LLC stating that under this agreement that entity would fund the construction costs associated with those phases and would be reimbursed out of future bond issuance.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, the Construction Funding Agreement for Phase 1 and Phase 2 Improvements with CH Dev Bradbury, LLC, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Temporary Construction and Access Easement Agreement for Phase 1 and Phase 2 Improvements with CH Dev Bradbury, LLC

Ms. Burns presented the Temporary Construction and Access Easement Agreement for Phase 1 and Phase 2 improvements with CH Dev Bradbury, LLC stating that this entity would allow the District temporary access in an easement in order to construct the improvements that were outlined in the engineer’s report. She noted that would be lifted when either the improvements were complete or the District acquires those properties.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, the Temporary Construction and Access Easement Agreement for Phase 1 and Phase 2 Improvements with CH Dev Bradbury, LLC, was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Hammock had nothing to report to the Board.

B. Engineer

Mr. Malave had nothing to report to the Board.

C. District Manager’s Report

i. Approval of Check Register

February 22, 2023

Bradbury CDD

Ms. Burns noted that the check register total was \$308,426.45 from December 28, 2022 through February 14, 2023.

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

ii. Balance Sheet & Income Statement

Ms. Burns noted that financial statements were through January and were included in the agenda package for review and no action was required.

iii. Ratification of Fiscal Year 2023 Funding Request #2

Ms. Burns stated that when they did the as needed O&M funding, it was \$20,000 and had already been paid.

On MOTION by Ms. Schwenk, seconded by Mr. Arnette, with all in favor, the Fiscal Year 2023 Funding Request #2, was ratified.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Arnette, seconded by Mr. Cavaretta, with all in favor, the meeting was adjourned.

Jill Burns
Secretary/Assistant Secretary

Rennie Heath
Chairman/Vice Chairman