

**MINUTES OF MEETING  
BRADBURY  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Bradbury Community Development District was held Wednesday, **July 26, 2023** at 10:15 a.m. at 346 E. Central Ave. Winter Haven, Florida.

Present and constituting a quorum:

Rennie Heath II	Chairman
Lauren Schwenk <i>via Zoom</i>	Vice Chairperson
Chuck Cavaretta	Assistant Secretary
Daniel Arnette	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Roy Van Wyk	District Counsel, Kilinski Van Wyk Law
Lisa Kelley <i>via Zoom</i>	District Engineer, Dewberry
Chace Arrington <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 Supervisors were present constituting a quorum and one Supervisor joining via Zoom.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There were no members of the public present and no members joining via Zoom for the meeting.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes from the April 26, 2023  
Board of Supervisors and Audit Committee  
Meetings**

Ms. Burns presented the minutes from April 26, 2023 Board of Supervisors and Audit Committee meetings and asked for any questions, comments, or corrections to those minutes. Hearing none.

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On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, the Minutes from the April 26, 2023 Board of Supervisors Meeting and Audit Committee Meetings, were approved.

**FOURTH ORDER OF BUSINESS**

**Acceptance of the Rankings of the Audit Committee and Authorizing Staff to Send Notice of Intent to Award**

Ms. Burns stated that the Audit Committee ranked Grau & Associates #1 and they were looking to send the Notice of Intent to award to Grau & Associates.

On MOTION by Mr. Cavaretta, seconded by Mr. Heath, with all in favor, Accepting the Rankings of the Audit Committee and Authorizing Staff to Send Notice of Intent to Award to Grau & Associates, was approved.

**FIFTH ORDER OF BUSINESS**

**Public Hearing**

**A. Public Hearing on the Adoption of the Fiscal Year 2024 Budget**

Ms. Burns asked for a motion to open the public hearing.

On MOTION by Mr. Arnette, seconded by Mr. Cavaretta, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns stated that there were no members of the public present at this time. She asked for a motion to close the public hearing.

On MOTION by Mr. Arnette, seconded by Mr. Cavaretta, with all in favor, Closing the Public Hearing, was approved.

**i. Consideration of Resolution 2023-12 Adopting the District’s Fiscal Year 2024 Budget and Appropriating Funds**

Ms. Burns stated that this resolution was in the agenda package for review. She explained that this budget would be developer funded for the upcoming year and those expenses would be billed as they were incurred. She noted that it was primarily admin expenses, but they do have a field contingency listed as well as a playground and furniture lease.

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On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, the Resolution 2023-12 Adopting the District’s Fiscal Year 2024 Budget and Appropriating Funds, was approved.

**ii. Consideration of Fiscal Year 2023/2024 Developer Funding Agreement**

Ms. Burns stated that this Funding Agreement was with CH DEV Bradbury, LLC and would agree to fund the operations and maintenance of the District based on the budget that was just adopted.

On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, the Fiscal Year 2023/2024 Developer Funding Agreement, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-13 Ratifying Series 2023 Bonds**

Ms. Burns stated that they closed on the bonds on April 25<sup>th</sup>. She explained that this resolution ratifies, confirms, and approves all the actions taken by District staff and officers in conjunction with the closing of those bonds.

On MOTION by Mr. Cavaretta, seconded by Mr. Arnette, with all in favor, Resolution 2023-13 Ratifying Series 2023 Bonds, was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Disclosure of Public Financing**

Ms. Burns stated that this would be recorded or was already recorded. She noted that they were ratifying the recording. She explained that this was to put potential property owners on notice of the liens placed on the land.

On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, the Disclosure of Public Financing, was approved.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-14 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024**

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Ms. Burns stated that the schedule in the agenda package was the same as it was for the current year.

On MOTION by Mr. Heath, seconded by Mr. Cavaretta, with all in favor, Resolution 2023-14 Designation of a Regular Monthly Meeting Date, Time, and Location for Fiscal Year 2024, was approved.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-15  
Appointing an Assistant Treasurer**

Ms. Burns stated that this resolution would appoint Darrin Mossing, Sr. as an Assistant Treasurer of the District.

On MOTION by Mr. Cavaretta, seconded by Mr. Heath, with all in favor, Resolution 2023-15 Appointing Darrin Mossing, Sr. as an Assistant Treasurer, was approved.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

**i. Memo Regarding Ethics Training for Elected Officials**

Mr. Van Wyk stated that this memo was in the agenda package for review.

**B. Engineer**

Mr. Arrington had nothing new to report.

**C. District Manager’s Report**

**i. Approval of Check Register**

Ms. Burns noted that the next item was approval of the check register, which is in the agenda package for review. She asked for any questions and was otherwise looking for a motion to approve.

On MOTION by Mr. Heath, 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 included in the agenda packets for review, if anyone has any questions.

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**iii. Presentation of Number of Registered Voters – 0**

Ms. Burns stated that the number of registered voters was zero.

**ELEVENTH ORDER OF BUSINESS Other Business**

There being no comments, the next item followed.

**TWELFTH ORDER OF BUSINESS Supervisors Requests and Audience Comments**

There being no comments, the next item followed.

**THIRTEENTH ORDER OF BUSINESS Adjournment**

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

*Jill Burns*

Secretary/Assistant Secretary

DocuSigned by:

*Rennie Heath*

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Chairman/Vice Chairman