

**MINUTES OF MEETING  
BRADBURY  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Bradbury Community Development District was held on **Wednesday, May 21, 2025**, at 2:17 p.m. at the Holiday Inn – Winter Haven, 200 Cypress Gardens Blvd., Winter Haven, Florida.

Present and constituting a quorum:

Bobbie Henley  
Lindsey Roden  
Jessica Spencer  
Kristin Cassidy

Chairperson  
Vice Chairperson  
Assistant Secretary  
Assistant Secretary

Also present were:

Jill Burns  
Katie O'Rourke  
Meredith Hammock  
Savannah Hancock *by Zoom*  
Clayton Smith  
Chace Arrington *by Zoom*  
Rey Malave *by Zoom*

District Manager, GMS  
District Manager, GMS  
District Counsel, Kilinski Van Wyk  
District Counsel, Kilinski Van Wyk  
Field Manager, GMS  
District Engineer, Dewberry  
District Engineer, Dewberry

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order at 2:17 a.m. and called roll. Four Supervisors were in attendance, constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

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

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the April 16, 2025 Board of Supervisors Meeting**

Ms. Burns presented the minutes from April 16, 2025, Board of Supervisors meeting and asked for any questions, comments, or corrections. The Board made no changes to the minutes.

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On MOTION by Ms. Spencer, seconded by Ms. Henley, with all in favor, the Minutes from the April 16, 2025 Board of Supervisors meeting, were approved.

#### **FOURTH ORDER OF BUSINESS**

#### **Public Hearing**

##### **A. Public Hearing on the Adoption of Amenity Policies and Rates for the District**

##### **i. Consideration of Resolution 2025-06 Adopting Amenity Policies and Rates for the District**

Ms. Burns stated that this public hearing had been advertised. She asked for a motion to open the public hearing.

On MOTION by Ms. Roden, seconded by Ms. Henley, with all in favor, Opening the Public Hearing, was approved.

Ms. Burns noted that these were the same policies that the Board considered at the last meeting when setting the public hearing date. She added that they had standard pool rules, as well as playground policies and general amenities policies. The same formats have been seen at other facilities.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Resolution 2025-06 Adopting Amenity Policies and Rates for the District, was approved.

##### **ii. Motion to Close the Public Hearing**

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

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Closing the Public Hearing, was approved.

#### **FIFTH ORDER OF BUSINESS**

#### **Consideration of Proposals for Security Services at Amenity (NOT A CLOSED SESSION)**

##### **A. Current Demands (Cameras)**

##### **i. Initial Installation**

##### **ii. Monthly Monitoring Fee**

Ms. Burns stated that this was not a closed session. She noted that the first proposal was from current demands. She added that the assessment consisted of two parts. The first installation of the camera. She said that she would conduct overnight monitoring that is monitored remotely off-site. The total sum was \$5,391.67, which was a little more than the other because there were more cameras. She

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continued that due to the layout of the facility, there are more cameras there, and the monthly monitoring fee was \$160.00. \$1,920.00 a year.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, the Proposals for Security Services at Amenity for the Installation and Monthly Monitoring Fee, were approved.

**B. National Security (Guard Services) *(to be provided under separate cover)***

Ms. Burns also stated a proposal for a national security guard service. She noted that it was proposed for 16 hours a week at \$27.95 per hour seasonal coverage, which is 15 weekends, Memorial Day to Labor Day; the amount is \$6,876. Ms. Burns added that there would be more in the budget that could potentially allow them to extend that coverage, or if needed, to have additional staff for events like July 4<sup>th</sup> or an event that might fall outside the regular contracted hours. Ms. Burns added that she was happy to answer questions. There were no questions, so she asked for a motion to approve both the installation and the monitoring.

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the Proposal for National Security (Guard Services) were approved.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Hammock stated the standard reminder of the ethics training that is due at the end of the year and Form 1 are due by July 1.

**B. Engineer**

Mr. Malave had nothing to report.

**C. Field Manager's Report**

Mr. Smith stated that the landscape looked good. The rain helped. He added that the plants were popping up, giving the color and flowering plants they were preparing to see. The weeds were being kept under control. The ponds were looking great.

**D. District Manager's Report**

**i. Approval of Check Register**

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Ms. Burns stated that the financial statements were included in the package. She added that these were for April, with no action from the Board. She said that they had been reviewed for accuracy and was happy to answer any questions.

On MOTION by Ms. Henley, seconded by Ms. Roden, with all in favor, the Check Register, was approved.

**ii. Balance Sheet & Income Statement**

Ms. Burns noted that the financial statements are included in the agenda package for review. If anyone has any questions, she offered to answer those.

**iii. Presentation of Number of Registered Voters – 195**

Ms. Burns noted that the presentation of the number of registered voters within the District as of April 15 was 195.

**SEVENTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Supervisors Requests and Audience Comments**

There being no comments, the next item followed.

**NINTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, the meeting was adjourned.

Jill Burns  
Secretary/Assistant Secretary

Signed by:  
Bobbie Henley  
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Chairman/Vice Chairman