

**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, December 17, 2025** at 11:30 a.m. at the Offices of PRIME Community Management, 375 Avenue A SE, Winter Haven, Florida.

Present and constituting a quorum:

Bobbie Shockley	Chairperson
Lindsey Roden	Vice Chairperson
Jessica Spencer	Assistant Secretary
Kristin Cassidy	Assistant Secretary

Also present were:

Jill Burns	District Manager, GMS
Meredith Hammock <i>by Zoom</i>	District Counsel, Kilinski Van Wyk
Joel Blanco	Field Manager, GMS

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Burns called the meeting to order at 11:33 p.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 October 15, 2025  
Board of Supervisors Meeting**

Ms. Burns presented the minutes from the October 15, 2025 Board of Supervisors meeting and asked for any questions, comments, or corrections. The Board made no changes to the minutes.

On MOTION by Ms. Spencer, seconded by Ms. Shockley, with all in favor, the Minutes of the October 15, 2025 Board of Supervisors meeting, were approved.
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**FOURTH ORDER OF BUSINESS                      Public Hearing**

**A. Public Hearing on the Adoption of Amended and Restated Rules of Procedure for the District**

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

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

Ms. Burns stated there were no members of the public present for comment and presented the resolution to the Board. There were no questions and there was a motion to approve the resolution.

On MOTION by Ms. Shockley, seconded by Ms. Roden, with all in favor, Resolution 2026-04 Adopting Amended and Restated Rules of Procedure for the District, was approved.

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

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

**B. Public Hearing on the Adoption of Rules Relating to Overnight Parking and Parking Enforcement**

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

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

**i. Consideration of Resolution 2026-05 Adopting Rules Related to Overnight Parking and Parking Enforcement**

Ms. Burns presented the resolution and noted there will be no overnight parking at the amenity and no oversized vehicles allowed on any of the roadways from 10:00 p.m. to 6:00 a.m. There were no Board questions and there was a motion of approval.

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On MOTION by Ms. Roden, seconded by Ms. Spencer, with all in favor, Resolution 2026-05 Adopting Rules Related to Overnight Parking and Parking Enforcement, was approved.

**a) Presentation of Agreement for Towing Services with Bolton’s Towing Services**

Ms. Burns presented the agreement for towing services with Bolton’s Towing Services.

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Agreement for Towing Services with Bolton’s Towing Services, was approved.

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 Resolution 2026-06 Adopting an Amended Meeting Date & Time for Remaining Fiscal Year 2026 Board Meetings**

Ms. Burns presented the resolution stating the meetings will be held on the fourth Thursday of the month at 11:30 a.m.

On MOTION by Ms. Spencer, seconded by Ms. Shockley, with all in favor, Resolution 2026-06 Adopting an Amended Meeting Date & Time for Remanning Fiscal Year 2026 Board Meetings, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of 2026 Data Sharing and Usage Agreement with Polk County Property Appraiser**

Ms. Burns presented the data sharing agreement with the Polk County property appraiser that was included in the agenda package for reiver.

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On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the 2026 Data Sharing and Usage Agreement with Polk County Property Appraiser, was approved.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Ms. Hammock reminded the Board of ethics training due at the end of the year.

**B. Engineer**

There being no comments, the next item followed.

**C. Field Manager’s Report**

Mr. Blanco presented the Field Manger’s report which was included in the agenda package for review and summarized its contents for the Board.

**D. District Manager’s Report**

**i. Approval of Check Register**

Ms. Burns presented the check register which is included in the agenda package for review. She offered to answer any questions on the invoices.

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

**ii. Balance Sheet & Income Statement**

Ms. Burns noted the financial statements are included in the agenda package for review. There is no action necessary.

**EIGHTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**NINTH ORDER OF BUSINESS**

**Supervisor’s Requests and Audience Comments**

There being no comments, the next item followed.

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**TENTH ORDER OF BUSINESS**

**Adjournment**

Ms. Burns asked for a motion to adjourn the meeting.

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 Shockley*

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Chairman/Vice Chairman