

**MINUTES OF MEETING
BRADBURY
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Bradbury Community Development District was held on **Thursday, April 23, 2026** 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
Lindsey Roden
Jessica Spencer
Kristin Cassidy

Chairperson
Vice Chairperson
Assistant Secretary
Assistant Secretary

Also present were:

Jill Burns
Roy Van Wyk *by Zoom*
Megan Birnholz-Couture *by Zoom*
Chace Arrington *by Zoom*
Joel Blanco
Matt Fisher

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

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order at 11:30 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 December 17, 2025
Board of Supervisors Meeting**

Ms. Burns presented the minutes from the December 17, 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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Bradbury CDD

On MOTION by Ms. Shockley, seconded by Ms. Spencer, with all in favor, the Minutes of the December 17, 2025 Board of Supervisors meeting, were approved.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2026-07 Approving the Proposed Fiscal Year 2026/2027 Budget and Setting the Public Hearing on the Adoption of the Fiscal Year 2026/2027 Budget (Suggested Date: July 23, 2026)

Ms. Burns presented Resolution 2026-07 approving the proposed Fiscal Year 2027 budget. She suggested setting the public hearing date on July 23, 2026 with the meeting time changed from 11:30 a.m. to 11:00 a.m.

Ms. Burns explained that there was no proposed assessment increase, with the assessment staying at \$945.58. She reviewed budget adjustments: landscape replacement increased, streetlight and water/sewer reduced based on actuals, a reserve study line was added, and amenity water increased by about \$40,000 because costs were tracking much higher than expected.

Ms. Burns stated the amenity water cost may relate to potable water or surrounding landscaping and noted water costs vary widely by jurisdiction and infrastructure.

On MOTION by Ms. Spencer, seconded by Ms. Roden, with all in favor, Resolution 2026-07 Approving the Proposed Fiscal Year 2026/2027 Budget and Setting the Public Hearing on the Adoption of the Fiscal Year 2026/2027 Budget on July 23, 2026 at 11:00 a.m., was approved.

FIFTH ORDER OF BUSINESS

Consideration of 2026 Contract Agreement with Polk County Property Appraiser

Ms. Burns stated this is the renewal of their standard agreement.

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

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SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Van Wyk reminded the Board of Ethics training due at the end of the year.

B. Engineer

Mr. Arrington reminded the Board that one of the District's annual goals is for the engineer to perform an annual inspection of all District facilities and said that inspection will likely take place within the next couple of months.

C. Field Manager's Report

i. Consideration of Proposal to Replace Landscaping Affected by Cold Snap

Mr. Blanco presented the Field Manger's report which was included in the agenda package for review and summarized its contents for the Board. He reported that several maintenance items had been completed, including mailbox solar lights, amenity policy signs, pressure washing, and other amenity work. He presented a \$50,015 landscaping replacement proposal for plants damaged by the recent cold snap, noting that much of the damage affected entrances, walking paths, common areas, and the amenity space.

Ms. Burns responded that the landscaping budget was \$20,000, with only about \$1,700 used, leaving roughly \$18,000 available. She suggested scaling the project down, removing obviously dead plants, postponing some areas, and checking for leftover funds from prior years to help offset costs. The Board noted that delaying approval could raise costs due to potential plant shortages and rising fertilizer prices. Ms. Burns stated the freeze damage was unusual and not something that happens every year, and revised proposals would be brought back at the next meeting to fit the available budget.

Mr. Blanco said the team is monitoring the newly added area, which Ms. Burns clarified is a covered picnic area. Mr. Blanco reported that the roof and gutters have already been installed and further updates would be provided at the next meeting.

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.

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On MOTION by Ms. Spencer, seconded by Ms. Roden, 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.

iii. Presentation of Number of Registered Voters – 450

Ms. Burns stated that the District is required to count registered voters each year as of April 15, and said Bradbury has 450 registered voters. She noted that this exceeds the 250-voter threshold, but because the District was established in August 2022, it has not yet reached the six-year threshold.

SEVENTH ORDER OF BUSINESS

Other Business

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There being no comments, the next item followed.

NINTH 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