

**MINUTES OF MEETING
BROOKSTONE
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Brookstone Community Development District held a Regular Meeting on February 1, 2019 at 10:00 a.m., at ZNS Engineering, 201 5th Ave., Dr. E, Bradenton, Florida 34208.

Present and constituting a quorum were:

Rhett Johnson	Vice Chair
Clifton Fischer	Assistant Secretary
Charles Conoley	Assistant Secretary
Paul Cheeks	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Cindy Cerbone	Wrathell, Hunt and Associates, LLC
Tucker Mackie	District Counsel - Hopping Green & Sams PA

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 11:53 a.m. Supervisors Johnson, Fischer and Conoley were present in person. Supervisor Basnight was not present

SECOND ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2019-01,
Canvassing and Certifying the Results of
the Landowners' Election of Supervisors
Held Pursuant to Section 190.006(2),
Florida Statutes**

Ms. Cerbone presented Resolution 2019-01. The results of the Landowners' Election and terms for each Seat were as follows:

Charles Conoley	445 Votes	Seat 2	4-Year Term
Clifton Fischer	444 Votes	Seat 3	2-Year Term
Rhett Johnson	445 Votes	Seat 5	4-Year Term

On MOTION by Mr. Conoley and seconded by Mr. Fischer, with all in favor, Resolution 2019-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, was adopted.

FOURTH ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors, Charles Conoley, [SEAT 2], Clifton Fischer [SEAT 3] and Rhett Johnson [SEAT 5] (the following to be provided in separate package)

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Conoley, Mr. Fischer and Mr. Johnson. The Board Members were already familiar with the following items:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employers**
- B. Membership, Obligations and Responsibilities**
- C. Financial Disclosure Forms**
 - i. Form 1: Statement of Financial Interests**
 - ii. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - iii. Form 1F: Final Statement of Financial Interests**
- D. Form 8B – Memorandum of Voting Conflict**

FIFTH ORDER OF BUSINESS

Consider Appointment to Seat 4; Term Expires November, 2020

Mr. Conoley nominated Mr. Paul Cheeks to fill Seat 4; term expires November, 2020. No other nominations were made.

On MOTION by Mr. Fischer and seconded by Mr. Conoley, with all in favor, the appointment of Mr. Paul Cheeks to Seat 4, term expires November, 2020, was approved.

- Administration of Oath of Office to Newly Appointed Supervisor**

Ms. Cerbone, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Paul Cheeks.

BROOKSTONE CDD

February 1, 2019

Ms. Cerbone provided and briefly explained the Agenda Items, noted as 4A-D above. She stated a CDD related email address would be created and any public records requests should be forwarded to Management and Management would respond. It was not necessary to keep any documents; however, if he chose to, she recommended maintaining a separate email and computer and hardcopy files for CDD documents and business, to keep separate from his personal records. Form 1 should be filed with the Supervisors of Elections Office within 30 days, in the County of his residence.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2019-02, Electing and Designating the Officers of the District and Providing for an Effective Date

Ms. Cerbone presented Resolution 2019-02. Mr. Conoley nominated the current slate of officers as follows, with the addition of Mr. Paul Cheeks, as Assistant Secretary:

- | | |
|---------------------|-----------------|
| Chair | Les Basnight |
| Vice Chair | Rhett Johnson |
| Secretary | Craig Wrathell |
| Treasurer | Craig Wrathell |
| Assistant Secretary | Charles Conoley |
| Assistant Secretary | Clifton Fischer |
| Assistant Secretary | Paul Cheeks |
| Assistant Secretary | Cindy Cerbone |
| Assistant Treasurer | Jeff Pinder |

No other nominations were made.

On MOTION by Mr. Conoley and seconded by Mr. Fischer, with all in favor, Resolution 2019-02, Electing and Designating the Officers of the District and Providing for an Effective Date, as nominated, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Agreement for Facility Management, Operation and Maintenance Services Between the District and Bella Lago Community Association, Inc.

Ms. Cerbone presented the Agreement for Facility Management and explained the purpose and benefits of implementing the Agreement; it was not yet submitted to the HOA.

On MOTION by Mr. Fischer and seconded by Mr. Conoley, with all in favor, the Agreement for Facility Management, Operation and Maintenance Services Between the District and Bella Lago Community Association, Inc., in substantial form, and authorizing District Staff to submit it to the HOA, were approved.

EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of December 31, 2018

Ms. Cerbone presented the Unaudited Financial Statements as of December 31, 2018.

On MOTION by Mr. Conoley and seconded by Mr. Fischer, with all in favor, the Unaudited Financial Statements as of December 31, 2018, were approved.

NINTH ORDER OF BUSINESS

Approval of Minutes

- A. September 18, 2018 Public Hearing and Regular Meeting**
- B. November 6, 2018 Landowners’ Meeting**

Ms. Cerbone presented the meeting minutes.

On MOTION by Mr. Conoley and seconded by Mr. Fischer, with all in favor, the September 18, 2018 Public Hearing and Regular Meeting and November 6, 2018 Landowners’ Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: *Vogler Ashton, PLLC***

Ms. Cerbone noted that District Counsel would be updated to Hopping Green & Sams PA.

There being no report, the next item followed.

- B. District Engineer: *ZNS Engineering, L.C.***

There being no report, the next item followed.

- C. District Manager: *Wrathell, Hunt and Associates, LLC***

- **NEXT MEETING DATE: March 1, 2019 at 10:00 a.m.**

The next meeting will be held on March 8, 2019 at 10:00 a.m., if needed, rather than on March 1, 2019.

ELEVENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There being no Board Members' comments or requests, the next item followed.

TWELFTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.


THIRTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Fischer and seconded by Mr. Conoley, with all in favor, the meeting adjourned at 12:08 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair