BROOKSTONE

COMMUNITY DEVELOPMENT DISTRICT

REGULAR MEETING AGENDA

February 1, 2019

Brookstone Community Development District

OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W●Boca Raton, Florida 33431
Phone: (561) 571-0010●Toll-free: (877) 276-0889●Fax: (561) 571-0013

January 25, 2019

ATTENDEES:
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors
Brookstone Community Development District

Dear Board Members:

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

1. Call to Order/Roll Call

2. Public Comments

3. 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

4. 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)*
   - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
   - 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

5. Consider Appointment to Seat 4; *Term Expires November, 2020*
   - Administration of Oath of Office to Newly Appointed Supervisor

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

7. Consideration of Agreement for Facility Management, Operation and Maintenance Services Between the District and HOA

8. Acceptance of Unaudited Financial Statements as of December 31, 2018

9. Approval of Minutes
   A. September 18, 2018 Public Hearing and Regular Meeting
   B. November 6, 2018 Landowners' Meeting

10. Staff Reports
   A. District Counsel: *Vogler Ashton, PLLC*
   B. District Engineer: *ZNS Engineering. L.C.*
   C. District Manager: *Wrathell, Hunt and Associates, LLC*
      - NEXT MEETING DATE: March 1, 2019 at 10:00 a.m.

11. Board Members' Comments/Requests

12. Public Comments

13. Adjournment

I look forward to seeing all of you at the upcoming meeting. Should have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675.

Sincerely,

Craig Wrathell
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE
Call-in number: 1-888-354-0094
Conference ID: 8518503

BROOKSTONE
COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2019-01

A RESOLUTION CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS' ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES

WHEREAS, pursuant to Section 190.006 Florida Statutes, a landowners' meeting is required to be held within 90 days of the District's creation and every two (2) years following the creation of a Community Development District for the purpose of electing Supervisors for the Board of Supervisors of the District; and

WHEREAS, following proper publication of notice thereof, such landowners' meeting was held on November 6, 2018, at which the below recited persons were duly elected by virtue of the votes cast in their respective favor; and

WHEREAS, the landowners, by means of this Resolution, desire to canvass the votes and declare and certify the results of said election;

NOW, THEREFORE, BE IT RESOLVED BY THE LANDOWNERS AND BOARD OF SUPERVISORS OF THE BROOKSTONE COMMUNITY DEVELOPMENT DISTRICT;

1. The following persons are found, certified, and declared to have been duly elected as Supervisors of and for the District, having been elected by the votes cast in their favor as shown, to wit:

Charles Conoley	(Seat 2)	Votes	445
Clifton Fischer	(Seat 3)	Votes	444
Rhett Johnson	(Seat 5)	Votes	445

2. In accordance with said statute, and by virtue of the number of votes cast for the respective Supervisors, they are declared to have been elected for the following terms of office:

Charles Conoley	four (4)-year term
Rhett Johnson	four (4)-year term
Clifton Fischer	two (2)-year term

3. Said terms of office shall commence immediately upon the adoption of this Resolution.

PASSED AND ADOPTED this ____ day of _____, 2019.

_____

Chair/Vice Chair, Board of Supervisors

_____

Secretary/Assistant Secretary

BROOKSTONE
COMMUNITY DEVELOPMENT DISTRICT

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RESOLUTION 2019-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BROOKSTONE COMMUNITY DEVELOPMENT DISTRICT ELECTING AND DESIGNATING THE OFFICERS OF THE DISTRICT AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Brookstone Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Ordinance No. 16-04 of the Board of County Commissioners of Manatee County, Florida, being situated entirely within Manatee County, Florida; and

WHEREAS, the Board of Supervisors of the Brookstone Community Development District held their Landowners' Election for Seats 2, 3 and 5 on November 6, 2018; and

WHEREAS, pursuant to Ordinance No. 16-04 of the Board of County Commissioners of Manatee County, Florida, the Board shall elect one of its members as chair and by electing a secretary, and such other officers as the Board may deem necessary.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BROOKSTONE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. ELECTING OFFICERS. The following persons are elected to the offices shown, to wit:

_____ Chair

_____ Vice Chair

Craig Wrathell Secretary

Craig Wrathell Treasurer

_____ Assistant Secretary

_____ Assistant Secretary

_____ Assistant Secretary

Cindy Cerbone Assistant Secretary

Jeff Pinder Assistant Treasurer

SECTION 2. EFFECTIVE DATE. This resolution shall become effective on _____, 2019 upon which time the above named individuals assume their respective offices.

PASSED AND ADOPTED this ___ day of _____, 2019.

Attest:

BROOKSTONE COMMUNITY DEVELOPMENT DISTRICT

_____
Secretary/Assistant Secretary

_____
Chair/Vice Chair, Board of Supervisors

BROOKSTONE
COMMUNITY DEVELOPMENT DISTRICT

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BROOKSTONE
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
DECEMBER 31, 2018

BROOKSTONE
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2018

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash	$ 310	$ -	$ -	$ 310
Investments				
Revenue	-	11,085	-	11,085
Reserve	-	948,675	-	948,675
Construction - general	-	-	3,958,396	3,958,396
Construction - off-site	-	-	2,529,213	2,529,213
Interest	-	5,358	-	5,358
Due from Developer	12,439	-	-	12,439
Total assets	$ 12,749	$ 965,118	$ 6,487,609	$ 7,465,476
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	$ 19,399	$ -	$ -	$ 19,399
Accrued wages payable	800	-	-	800
Total liabilities	20,199	-	-	20,199
DEFERRED INFLOWS OF RESOURCES				
Deferred receipts	12,439	-	-	12,439
Total deferred inflows of resources	12,439	-	-	12,439
Fund balances:				
Committed				
Debt service	-	965,118	-	965,118
Capital projects	-	-	6,487,609	6,487,609
Unassigned	(19,889)	-	-	(19,889)
Total fund balances	(19,889)	965,118	6,487,609	7,432,838
Total liabilities, deferred inflows of resources and fund balances	$ 12,749	$ 965,118	$ 6,487,609	$ 7,465,476

BROOKSTONE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED DECEMBER 31, 2018

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Developer contribution	$ -	$ 5,000	$ 106,625	5%
Total revenues	-	5,000	106,625	5%
EXPENDITURES				
Professional & administrative				
Supervisors	-	-	8,000	0%
Management/accounting/recording	3,750	11,250	45,000	25%
DSF accounting/assessment collections[1]	458	1,375	5,500	25%
Legal	171	171	17,000	1%
Engineering	-	-	3,500	0%
Audit	-	-	5,500	0%
Arbitrage rebate calculation	-	-	750	0%
Dissemination agent[2]	-	-	1,000	0%
Trustee	-	-	5,500	0%
Telephone	17	50	200	25%
Postage	-	-	500	0%
Printing & binding	42	124	500	25%
Legal advertising	-	323	6,500	5%
Annual special district fee	-	175	175	100%
Insurance	-	5,000	5,500	91%
Contingencies/bank charges	-	-	500	0%
Website				
Hosting	635	635	650	98%
ADA compliance	-	-	350	0%
Total professional & administrative	5,073	19,103	106,625	18%
Excess/(deficiency) of revenues over/(under) expenditures	(5,073)	(14,103)	-	
Fund balances - beginning	(14,816)	(5,786)	-	
Fund balances - ending	$ (19,889)	$ (19,889)	$ -	

BROOKSTONE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2018
FOR THE PERIOD ENDED DECEMBER 31, 2018

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessmen levy: off-roll	$ -	$ -	$ 948,673	N/A
Interest	1,431	5,571	-	N/A
Total revenues	1,431	5,571	948,673	1%
EXPENDITURES				
Debt service				
Interest	-	525,311	884,839	59%
Total debt service	-	525,311	884,839	59%
				N/A
Excess/(deficiency) of revenues over/(under) expenditures	1,431	(519,740)	63,834	
Fund balances - beginning	963,687	1,484,858	1,475,316	
Fund balances - ending	$ 965,118	$ 965,118	$ 1,539,150	

BROOKSTONE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2018
FOR THE PERIOD ENDED DECEMBER 31, 2018

	Current Month	Year To Date
REVENUES		
Interest	$ 10,746	$ 33,614
Total revenues	10,746	33,614
EXPENDITURES		
Capital outlay	-	1,149,714
Total expenditures	-	1,149,714
Excess/(deficiency) of revenues over/(under) expenditures	10,746	(1,116,100)
Fund balances - beginning	6,476,863	7,603,709
Fund balances - ending	$ 6,487,609	$ 6,487,609

BROOKSTONE
COMMUNITY DEVELOPMENT DISTRICT

9A

DRAFT

MINUTES OF MEETING
BROOKSTONE
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Brookstone Community Development District held a Public Hearing and a Regular Meeting on Tuesday, September 18, 2018 at 1:00 p.m., at ZNS Engineering, 201 5th Ave., Dr. E, Bradenton, Florida 34208.

Present and constituting a quorum were:

Les Basnight	Chair
Rhett Johnson	Vice Chair
Clifton Fischer	Assistant Secretary
Charles Conoley	Assistant Secretary
Cynthia Uter	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Cindy Cerbone	Wrathell, Hunt and Associates, LLC
Jere L. Earlywine	Hopping Green & Sams PA
Hal Lutz	DR Horton

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Mr. Wrathell called the meeting to order at 1:08 p.m. Supervisors Conoley and Cynthia Uter were present in person. Supervisors Heim, Gaudette and J. Marion Uter were not present and had submitted their resignations. District Counsel previously directed Mr. Wrathell to individually accept each resignation and take nominations to fill the vacated seat, following each resignation.

SECOND ORDER OF BUSINESS **Public Comments**

This item was not addressed.

THIRD ORDER OF BUSINESS **Consideration of Board Member Resignations and Appointment of Replacements**

Mr. Wrathell presented the letter of resignation from Ms. Priscilla G. Heim.

On MOTION by Mr. Conoley and seconded by Ms. Uter, with all in favor, the resignation of Ms. Priscilla G. Heim, dated July 12, 2018, was accepted.

Mr. Wrathell stated that Seats 1 and 4, held by Supervisors Ms. Heim and Ms. Uter, respectively expire November, 2020. Seats 2, 3 and 5, currently held by Supervisors Conoley, J. Marion Uter and Gaudette, respectively, expire November, 2018 and will be up for election at the Landowners' Election on November 6. The Landowner or a proxy holder must attend to cast votes.

Ms. Uter nominated Mr. Les Basnight to fill Seat 1; term expires November, 2020. No other nominations were made.

On MOTION by Ms. Uter and seconded by Mr. Conoley, with all in favor, the appointment of Mr. Les Basnight to Seat 1, term expires November, 2020, was approved.

A. Administration of Oath of Office (*the following to be provided in separate package)*

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Basnight.

Mr. Wrathell presented the email resignation from Mr. Eddie Gaudette.

On MOTION by Mr. Conoley and seconded by Ms. Uter, with all in favor, the resignation of Mr. Eddie Gaudette, effective immediately, was accepted.

Ms. Uter nominated Mr. Rhett Johnson to fill Seat 5; term expires November, 2018. No other nominations were made.

On MOTION by Ms. Uter and seconded by Mr. Conoley, with all in favor, the appointment of Mr. Rhett Johnson to Seat 5, term expires November, 2018, was approved.

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Johnson.

Mr. Wrathell presented the letter of resignation from Mr. J. Marion Uter.

On MOTION by, Mr. Conoley and seconded by Ms. Uter with all in favor, the resignation of Mr. J. Marion Uter, dated September 18, 2018, was accepted.

Ms. Uter nominated Mr. Clifton Fischer to fill Seat 3; term expires November, 2018. No other nominations were made.

On MOTION by Ms. Uter and seconded by Mr. Conoley, with all in favor, the appointment of Mr. Clifton Fischer to Seat 3, term expires November, 2018, was approved.

Mr. Wrathell, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Fischer.

Mr. Wrathell presented the letter of resignation from Ms. Cynthia Uter. Seat 4, expiring November 2020, would remain vacant; nominations were deferred until the next meeting.

On MOTION by Mr. Conoley and seconded by Mr. Basnight, with all in favor, the resignation of Ms. Cynthia Uter, effective immediately, was accepted.

Mr. Wrathell provided and briefly explained the following items:

i. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employers

ii. Membership, Obligations and Responsibilities

iii. Financial Disclosure Forms

- **Form 1: Statement of Financial Interests**
- **Form 1X: Amendment to Form 1, Statement of Financial Interests**
- **Form 1F: Final Statement of Financial Interests**

iv. Form 8B – Memorandum of Voting Conflict

The Supervisor's stipend was accepted by each new Board Member. Mr. Wrathell directed new Board Members to complete and file Form 1 in their County of residence, and recommended sending it in a manner such that proof of receipt is provided.

Mr. Wrathell discussed the Sunshine Law, maintaining separate personal and CDD email addresses, computer and file cabinet files. Public records requests should be forwarded to

Management and Management will respond. Mr. Earlywine discussed prohibitions under the ethics code, such as gifts; Management should be informed immediately, if they receive a gift. He stressed the implications of violating the Sunshine and Public Records Laws and reiterated that public record requests should be forwarded to Management immediately, since responses are time sensitive. Mr. Wrathell noted that emails that he, Ms. Cerbone and Mr. Earlywine are copied on are kept by his firm; therefore, Supervisors do not need to save them.

Mr. Wrathell stated that a revised agenda was distributed at the meeting so some items may be under a different tab number, in the agenda book.

FOURTH ORDER OF BUSINESS **Consideration of Resolution 2018-08, Electing and Designating the Officers of the District and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2018-08. He explained the responsibilities of each position.

Mr. Fischer nominated the following slate of officers:

Chair	Les Basnight
Vice Chair	Rhett Johnson
Secretary	Craig Wrathell
Treasurer	Craig Wrathell
Assistant Secretary	Clifton Fischer
Assistant Secretary	Charles Conoley
Assistant Secretary	Vacant
Assistant Secretary	Cindy Cerbone
Assistant Treasurer	Jeff Pinder

On MOTION by Mr. Fischer and seconded by Mr. Basnight, with all in favor, Resolution 2018-08, Electing and Designating the Officers of the District and Providing for an Effective Date, as nominated, was adopted.

FIFTH ORDER OF BUSINESS **Public Hearing to Hear Comments and Objections on Adoption of Fiscal Year 2018/2019 Budget**

A. Affidavit of Publication

Mr. Wrathell presented the affidavit of publication.

B. Consideration of Resolution 2018-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2018, and Ending September 30, 2019; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Wrathell presented the proposed Fiscal Year 2019 budget which consists mainly of off-roll assessments, and Developer contributions. It was anticipated that some assessments will be on the tax bill by November, 2019, for the Fiscal Year 2020 budget. He reviewed the line item adjustments over Fiscal Year 2018.

Mr. Wrathell discussed recent lawsuits filed against CDDs alleging their websites were not compliant with the Americans with Disabilities Act (ADA) requirements for websites. The District's insurance carrier engaged Counsel to defend these lawsuits on behalf of those CDDs that were served. Management engaged ADA Site Compliance (ADASC), on behalf of all its Districts, to update each website with an ADA Compliance Seal, which links to the District's Accessibility Policy. Negotiations were underway with ADASC to perform a human audit on a prototype CDD website, with the findings to be carried over to individual websites and the cost split between Management's CDDs. The District's insurance carrier will continue to provide coverage, if the websites are brought into compliance. Although there is no formal law about websites being ADA compliant, there were recommendations and courts seem to be enforcing, based on the recommendations. The District's website will contain only legally required documents and outdated or unnecessary information will be removed from the website.

Mr. Wrathell opened the Public Hearing.

No members of the public spoke.

Mr. Wrathell closed the Public Hearing.

Mr. Wrathell presented Resolution 2018-09.

On MOTION by Mr. Fischer and seconded by Mr. Conoley, with all in favor, Resolution 2018-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2018, and Ending September 30, 2019; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS **Consideration Resolution 2018-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2018/2019; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Mr. Wrathell stated that this Resolution sets forth the collection methods available to the District and enables the District to place on-roll assessments on the tax bill and to direct bill off-roll assessments to the commercial and undeveloped property owners. It was decided that the Fiscal Year 2019 assessments will remain off-roll and will be billed monthly. In response to the question of occupancy, Mr. Wrathell stated that there were no occupied units, as infrastructure construction was underway; however, DR Horton is under contract to purchase lots. It was noted that occupancy is expected to occur no earlier than June 2019. Discussion ensued regarding whether to change assessments to on-roll but it was decided that they would remain off-roll and adjustments would be made for Fiscal Year 2020, if needed. In response to a question, Mr. Lutz expected 75 homes to be built from June 2019 through summer.

Mr. Wrathell opened the Public Hearing.

No members of the public spoke.

Mr. Wrathell closed the Public Hearing.

Mr. Wrathell presented Resolution 2018-10.

On MOTION by Mr. Conoley and seconded by Mr. Fischer, with all in favor, Resolution 2018-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2018/2019; Providing for the Collection and Enforcement of Special Assessments; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS **Presentation of Audited Financial Statements for the Fiscal Year Ended September 30, 2018, Prepared by Carr, Riggs & Ingram, LLC**

Mr. Wrathell presented the Audited Financial Report for Fiscal Year 2017 and described the information that could be found on each page. The audit was transmitted to the Auditor General by the June 30, 2018 deadline. Since the bonds were issued, subsequent to Fiscal Year 2017, there was minimal activity noted in the audit. The Developer funded capital projects expenses, such as the Engineer's Report, is expensed to a Debt Service or Capital Projects Fund, as the Developer is eligible to be reimbursed for the advanced funding, when the bonds are issued. This was a clean, unqualified audit; there were no findings, deficiencies or instances of noncompliance. The audit was consistent with past audits.

The following scrivener's error in the agenda item title above was noted:

The audit was for the Fiscal Year Ended 2017 and not 2018.

EIGHTH ORDER OF BUSINESS **Consideration Resolution 2018-11, Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2017**

Mr. Wrathell presented Resolution 2018-11.

On MOTION by Mr. Fischer and seconded by Mr. Conoley, with all in favor, Resolution 2018-11, Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2017, was adopted.

NINTH ORDER OF BUSINESS **Consideration Resolution 2018-12, Adopting an Annual Meeting Schedule for Fiscal Year 2018/2019**

Mr. Wrathell presented Resolution 2018-12. There following change was made:

Meeting Dates: Change to the first Friday of each month, with the exception of the November 6th Landowner Election meeting.

On MOTION by Mr. Basnight and seconded by Mr. Fischer, with all in favor, Resolution 2018-12, Adopting an Annual Meeting Schedule for Fiscal Year 2018/2019, as amended, was adopted.

TENTH ORDER OF BUSINESS **Consideration Of Resolution 2018-13, Rescinding Resolution 2018-07 Which Resolution Designated a Date, Time, and Location for Landowners' Meeting of the District, and Provided for an Effective Date; Redesignating a Date, Time, and Location for Landowners' Meeting of the District, and Providing for an Effective Date**

Mr. Wrathell presented Resolution 2018-13. The updated instructions and proxy for the Landowners' Election on November 6, 2018, will be provided and advertised, accordingly.

On MOTION by Mr. Fischer and seconded by Mr. Basnight, with all in favor, Resolution 2018-13, Rescinding Resolution 2018-07, Which Resolution Designated a Date, Time, and Location for Landowners' Meeting of the District, and Provided for an Effective Date; Redesignating a Date, Time, and Location for Landowners' Meeting of the District, and Providing for an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS **Approval of Unaudited Financial Statements as of July 31, 2018**

Mr. Wrathell presented the Unaudited Financial Statements as of July 31, 2018.

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

TWELFTH ORDER OF BUSINESS **Consideration of Minutes**

A. May 2, 2018 Regular Meeting

B. June 11, 2018 Regular Meeting

Mr. Wrathell presented the May 2 and June 11, 2018 Regular Meeting Minutes and asked for any additions, deletions or corrections.

On MOTION by Mr. Conoley and seconded by Mr. Johnson, with all in favor, the May 2 and June 11, 2018 Regular Meeting Minutes, as presented, were approved.

THIRTEENTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel: *Vogler Ashton, PLLC*

Mr. Wrathell stated that he will advise Mr. Vogler that new District Counsel was hired and to transition everything to Mr. Earlywine, at Hopping Green & Sams PA

Mr. Earlywine discussed his firm's experience and presented the Fee Agreement.

On MOTION by Mr. Johnson and seconded by Mr. Fischer, with all in favor, the Hopping Green & Sams PA Fee Agreement to serve as District Counsel, was approved.

B. District Engineer (Interim): *ZNS Engineering, L.C.*

There being no report, the next item followed.

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

i. Consideration of ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit

This item was also discussed during Item 5B.

On MOTION by Mr. Conoley and seconded by Mr. Basnight, with all in favor, the ADA Site Compliance Proposal for Website Compliance Shield, Accessibility Policy and One (1) Annual Technological Audit, was approved.

FOURTEENTH ORDER OF BUSINESS Board Members' Comments/Requests

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

FIFTEENTH ORDER OF BUSINESS Public Comments

There being no public comments, the next item followed.

SIXTEENTH 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 2:15 p.m.

335
336
337
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340
341 _____ _____
342 Secretary/Assistant Secretary Chair/Vice Chair

BROOKSTONE
COMMUNITY DEVELOPMENT DISTRICT

9B

DRAFT

MINUTES OF MEETING
BROOKSTONE
COMMUNITY DEVELOPMENT DISTRICT

The Brookstone Community Development District held a Landowners' Meeting on November 6, 2018 at 1:30 p.m., at ZNS Engineering, 201 5th Ave., Dr. E, Bradenton, Florida 34208.

Present at the meeting were:

Cindy Cerbone	District Manager
Tucker Mackie (via telephone)	District Counsel

FIRST ORDER OF BUSINESS **Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 1:30.m.

SECOND ORDER OF BUSINESS **Affidavit/Proof of Publication**

The affidavit of publication was provided for informational purposes.

THIRD ORDER OF BUSINESS **Election of Chair to Conduct Landowners' Meeting**

Ms. Cerbone stated that she is the District Manager and Proxy Holder for the Landowner, Amazon Landco, LLC, and holds a proxy executed by Mr. William Christopher Reeder, an officer of Amazon Landco, LLC.

Ms. Cerbone served as Chair to conduct the Landowners' meeting.

FOURTH ORDER OF BUSINESS **Election of Supervisors [SEATS 2, 3 & 5]**

Ms. Cerbone stated that Seats 2, 3 and 5 were up for election.

A. Nominations

Ms. Cerbone nominated the following:

Seat 2 Charles Conoley

Seat 3	Clifton Fischer	
Seat 5	Rhett Johnson	

No other nominations were made.

B. Casting of Ballots

i. Determine Number of Voting Units Represented

A total of 445 voting units were represented.

ii. Determine Number of Voting Units Assigned by Proxy

Ms. Cerbone stated that 445 votes were assigned via proxy. As Proxy Holder, she may cast up to 445 votes per seat.

Ms. Cerbone cast the following votes:

Seat 2	Charles Conoley	445 votes
Seat 3	Clifton Fischer	444 votes
Seat 5	Rhett Johnson	445 votes

C. Ballot Tabulation and Results

Ms. Cerbone reported the following ballot tabulation and results and the terms for each seat:

Seat 2	Charles Conoley	445 votes	Four-year Term
Seat 3	Clifton Fischer	444 votes	Two-year Term
Seat 5	Rhett Johnson	445 votes	Four-year Term

FIFTH ORDER OF BUSINESS **Landowners' Questions/Comments**

There being no Landowners' questions or comments, the next item followed.

SIXTH ORDER OF BUSINESS **Adjournment**

There being no further business to discuss, the meeting adjourned at 1:34 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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74 _____ _____
75 Secretary/Assistant Secretary Chair/Vice Chair

BROOKSTONE
COMMUNITY DEVELOPMENT DISTRICT

10C

BROOKSTONE COMMUNITY DEVELOPMENT DISTRICT
NOTICE OF FISCAL YEAR 2019 MEETINGS

The Board of Supervisors ("Board") of the Brookstone Community Development District ("District") will hold meetings for Fiscal Year 2019 at 10:00 a.m., at the office of ZNS Engineering, 201 5th Ave., Dr. E, Bradenton, Florida 34208, as follows:

October 5, 2018
November 2, 2018
December 7, 2018
January 4, 2019
February 1, 2019
March 1, 2019
April 5, 2019
May 3, 2019
June 7, 2019
July 5, 2019
August 2, 2019
September 6, 2019

The meetings are open to the public and will be conducted in accordance with the provisions of Florida law. The meetings may be continued to a date, time, and place to be specified on the record at the meetings. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at the meetings because of a disability or physical impairment should contact the District Office at (877) 276-0889 at least forty-eight (48) hours prior to the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meetings is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager
Brookstone CDD