

**MINUTES OF MEETING  
BROOKSTONE  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Brookstone Community Development District held a Public Hearing and Regular Meeting on August 2, 2019 at 10:00 a.m., at ZNS Engineering, 201 5<sup>th</sup> Ave., Dr. E, Bradenton, Florida 34208.

**Present and constituting a quorum were:**

Les Basnight	Chair
Rhett Johnson	Vice Chair
Clifton Fischer	Assistant Secretary

**Also present were:**

Cindy Cerbone	District Manager
Lisa Dao	Wrathell, Hunt and Associates, LLC
Tucker Mackie	District Counsel
Nathan Kragt	District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Cerbone called the meeting to order at 10:53 a.m. Supervisors Basnight, Johnson and Fischer were present, in person. Supervisors Cheeks and Conoley were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year  
2019/2020 Budget**

**A. Proof/Affidavit of Publication**

The proof of publication was included for informational purposes.

**B. Consideration of Resolution 2019-04, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Cerbone reviewed the proposed Fiscal Year 2020 budget and stated there were no monetary changes since the proposed budget was approved in May. All assessments were off roll. The per unit assessments for the 550 units would be \$175.15 for the Operations and Maintenance (O&M) portion and \$1,724.86 for the Debt Service portion, totaling \$1,900.01.

**On MOTION by Mr. Fischer and seconded by Mr. Basnight with all in favor, the Public Hearing was opened.**

No members of the public spoke.

**On MOTION by Mr. Basnight and seconded by Mr. Fischer, with all in favor, the Public Hearing was closed.**

Ms. Cerbone presented Resolution 2019-04.

**On MOTION by Mr. Fischer and seconded by Mr. Johnson, with all in favor, Resolution 2019-04, Relating to the Annual Appropriations and Adopting the Budgets for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-05, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2019/2020; 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**

Ms. Cerbone presented Resolution 2019-05.

On MOTION by Mr. Basnight and seconded by Mr. Fischer, with all in favor, Resolution 2019-05, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2019/2020; 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.

**FIFTH ORDER OF BUSINESS**

Consideration of Agreement By and Between the District and Amazon Landco, LLC, Regarding the Direct Collection of Special Assessments for Fiscal Year 2019-2020

Ms. Cerbone presented the Agreement.

On MOTION by Mr. Fischer and seconded by Mr. Johnson, with all in favor, the Agreement By and Between the District and Amazon Landco, LLC, Regarding the Direct Collection of Special Assessments for Fiscal Year 2019-2020, was approved.

**SIXTH ORDER OF BUSINESS**

Consideration of Resolution 2019-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2019/2020 and Providing for an Effective Date

Ms. Cerbone presented Resolution 2019-06.

On MOTION by Mr. Johnson and seconded by Mr. Fischer, with all in favor, Resolution 2019-06, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2019/2020 and Providing for an Effective Date, was adopted.

**SEVENTH ORDER OF BUSINESS**

Acceptance of Audited Financial Statements for Fiscal Year Ended September 30, 2018, Prepared by Carr, Riggs & Ingram, LLC

Ms. Cerbone presented the Audited Financial Statements for Fiscal Year Ended September 30, 2018. There were no findings, irregularities or instances of noncompliance; it was a clean audit.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-07, Hereby Accepting the Audited Financial Statements for Fiscal Year Ended September 30, 2018**

Ms. Cerbone presented Resolution 2019-07.

**On MOTION by Mr. Basnight and seconded by Mr. Johnson, with all in favor, Resolution 2019-07, Hereby Accepting the Audited Financial Statements for Fiscal Year Ended September 30, 2018, was adopted.**

Mr. Basnight asked Staff to track how well the auditors meet deadlines, as it could be a consideration during the auditor selection process.

**NINTH ORDER OF BUSINESS**

**Consideration of ZNS Engineering, L.C., Professional Engineering Services Agreement**

Ms. Mackie presented the Engineering Services Agreement. The Agreement governs the services ZNS provides, including attending meetings and construction oversight.

**On MOTION by Mr. Basnight and seconded by Mr. Fischer, with all in favor, the ZNS Engineering, L.C., Professional Engineering Services Agreement, was approved.**

**TENTH ORDER OF BUSINESS**

**Consideration of Work Authorization for Engineering Services**

Ms. Mackie presented the Work Authorization for Engineering Services. ZNS had been providing services to the District, via the Developer through a direct contract, and the District

reimbursed the Developer. This Work Authorization would allow the District to requisition the Trustee for the funds to pay ZNS for Phase I construction.

**On MOTION by Mr. Johnson and seconded by Mr. Fischer with all in favor, the ZNS Engineering, L.C., Professional Engineering Services Agreement, was approved.**

**ELEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of June 30, 2019**

Ms. Cerbone presented the Unaudited Financial Statements as of June 30, 2019.

**On MOTION by Mr. Fischer and seconded by Mr. Johnson, with all in favor, the Unaudited Financial Statements as of June 30, 2019, were accepted.**

**TWELFTH ORDER OF BUSINESS**

**Approval of April 5, 2019 Regular Meeting Minutes**

Ms. Cerbone presented the April 5, 2019 Regular Meeting Minutes.

**On MOTION by Mr. Fischer and seconded by Mr. Johnson, with all in favor, the April 5, 2019 Regular Meeting Minutes, as presented, were approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: *Hopping Green & Sams PA***

Ms. Mackie stated draft revised Rules of Procedure reflecting changes from the last legislative session would likely be presented at the next meeting. A boundary amendment, which could take months to process, may be needed as the District enters the next phase of development.

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

There being no report, the next item followed.

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

- i. 0 Registered Voters in District as of April 15, 2019**

There were no registered voters residing within the District as of April 15, 2019.

ii. **NEXT MEETING DATE: September 6, 2019 at 10:00 a.m.**

The next meeting will be held on September 6, 2019 at 10:00 a.m.

**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. Johnson, with all in favor, the meeting adjourned at 11:12 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair