

**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 March 6, 2020, at 10:00 a.m., at the office of ZNS Engineering, 201 5th Ave., Dr. E, Bradenton, Florida 34208.

Present at the meeting were:

Ryan Zook	Chair
Anne Mize (via telephone)	Assistant Secretary
Hal Lutz	Assistant Secretary
Greg Mundell	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Daniel Rom	Wrathell Hunt and Associates LLC
Tucker Mackie (via telephone)	District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Cerbone called the meeting to order at 10:41 a.m. Supervisors Zook, Lutz and Mundell were present, in person. Supervisor Mize was attending via telephone. Supervisor Snyder was not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

Public Hearing to Hear Public Comments and Objections to the Adoption of the Amended and Restated Rules of Procedure, Pursuant to Sections 190.11(5), 190.011(15) and 190.035, Florida Statutes

BROOKSTONE CDD

March 6, 2020

Ms. Cerbone stated Ms. Mackie presented the Amended and Restated Rules of Procedure during the Willow Hammock CDD Board meeting, in the presence of the same Board Members and District Staff.

A. Affidavits of Publication

- **Notice of Rule Development**
- **Notice of Rulemaking**

The affidavits of publication were included for informational purposes.

B. Consideration of Resolution 2020-04, Adopting Amended and Restated Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2020-04.

On MOTION by Mr. Lutz and seconded by Mr. Zook, with all in favor, Resolution 2020-04, Adopting Amended and Restated Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2020-05, Granting the Chairman the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District's Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date

Ms. Cerbone presented Resolution 2020-05 and read the title.

On MOTION by Mr. Zook and seconded by Mr. Mundell, with all in favor, Resolution 2020-05, Granting the Chairman the Authority to Execute Real and Personal Property Conveyance and Dedication Documents, Plats and Other Documents Related to the Development of the District's Improvements; Approving the Scope and Terms of Such Authorization; Providing a Severability Clause; and Providing an Effective Date, was adopted.

BROOKSTONE CDD

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FIFTH ORDER OF BUSINESS

Consideration of Resolution 2020-06, Adopting an Internal Controls Policy Consistent With Section 218.33, Florida Statutes; Providing an Effective Date

Ms. Cerbone Resolution 2020-06 and read the title.

On MOTION by Mr. Lutz and seconded by Mr. Zook, with all in favor, Resolution 2020-06, Adopting an Internal Controls Policy Consistent With Section 218.33, Florida Statutes; Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Ratification of ZNS Engineering, L.C., Work Authorization No. 2

Ms. Cerbone presented Work Authorization No. 2, in a not-to-exceed amount of \$5,000. Mr. Lutz asked Ms. Mize if she had any issues with this work authorization. She had no issues.

On MOTION by Mr. Lutz and seconded by Mr. Zook, with all in favor, the ZNS Engineering, L.C., Work Authorization No. 2, in a not-to-exceed amount of \$5,000, was ratified.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of January 31, 2020

Ms. Cerbone presented the Unaudited Financial Statements as of January 31, 2020.

On MOTION by Mr. Lutz and seconded by Mr. Zook, with all in favor, the Unaudited Financial Statements as of January 31, 2020, were accepted.

EIGHTH ORDER OF BUSINESS

Approval of December 6, 2019 Regular Meeting Minutes

Ms. Cerbone presented the December 6, 2019 Regular Meeting Minutes.

On MOTION by Mr. Lutz and seconded by Mr. Zook, with all in favor, the December 6, 2019 Regular Meeting Minutes, as presented, were approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Hopping Green & Sams, P.A.*

There being nothing to report, the next item followed.

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

There being nothing to report, the next item followed.

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

- **NEXT MEETING: April 3, 2020 at 10:00 a.m.**
 - **QUORUM CHECK**

TENTH ORDER OF BUSINESS

Board Members' Comments/Requests

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

ELEVENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

TWELFTH ORDER OF BUSINESS

Adjournment

Mr. Lutz stated within ten days of the April meeting the Board and Staff would consider whether to convene. Ms. Cerbone would coordinate with Ms. Mize about the budget.

On MOTION by Mr. Lutz and seconded by Mr. Zook, with all in favor, the meeting adjourned at 10:46 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

BROOKSTONE CDD

March 6, 2020

DocuSigned by:
Cindy Carbone
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Secretary/Assistant Secretary

DocuSigned by:
Ryan Cook
C0001A5AAB2A425...

Chair/Vice Chair