

**MINUTES OF MEETING  
BROOKSTONE  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Brookstone Community Development District will hold a Regular Meeting on June 2, 2023 at 11:00 a.m., at the Country Inn & Suites, Bradenton/Lakewood Ranch, 5610 Manor Hill Lane, Bradenton, Florida 34203.

**Present were:**

Ryan Zook	Chair
Hal Lutz	Assistant Secretary
Brian Janek	Assistant Secretary

**Also present were:**

Daniel Rom	District Manager
Tucker Mackie (via telephone)	District Counsel

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Rom called the meeting to order at 11:02 a.m. Supervisors Zook, Lutz and Janek were present. Supervisors Aparicio and Mundell were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Supervisor, Nicolas Aparicio [Seat 2] (the following to be provided in separate package)**

This item was deferred.

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Chapter 190, Florida Statutes**
- D. 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
- E. Form 8B: Memorandum of Voting Conflict

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date**

Mr. Rom presented Resolution 2023-01 and recapped the results of the Landowners' Election, as follows:

Seat 2	Nicolas Aparicio	413 votes	4-year term
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**On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, Resolution 2023-01, Canvassing and Certifying the Results of the Landowners' Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes, and Providing for an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-02, Declaring Vacancies in Certain Seats on the Board of Supervisors Pursuant to Section 190.006(3)(b), Florida Statutes; and Providing for Severability and an Effective Date**

Mr. Rom presented Resolution 2023-02. He noted that, since no candidates qualified to run for Seats 4 and 5 in the General Election, it is necessary to declare those seats vacant and then the remaining Board Members can consider appointments. Mr. Brian Janek and Mr. Greg Mundell currently hold Seats 4 and 5, respectively, as holdover Supervisors until appointments are made to fill Seats 4 and 5.

**On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, Resolution 2023-02, Declaring Vacancies in Certain Seats on the Board of Supervisors Pursuant to Section 190.006(3)(b), Florida Statutes; and Providing for Severability and an Effective Date, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Consider Appointment of Qualified Electors to Fill Vacancies in Seat 4 and Seat 5; Terms Expire November 2026**

The Board Members did not know of any qualified electors interested in filling the Seats 4 and 5 vacancies, Mr. Janek and Mr. Mundell will continue in their respective seats until qualified candidates are found.

Mr. Rom will work with the HOA to seek qualified candidates interested in being appointed to the CDD Board.

- **Administration of Oath of Office to Appointed Qualified Electors**

This item was deferred.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-03, Designating Certain Officers of the District, and Providing for an Effective Date**

This item was deferred.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-04, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Mr. Rom presented Resolution 2023-04. He reviewed the proposed Fiscal Year 2024 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2023 budget, and explained the reasons for any changes.

**On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, Resolution 2023-04, Approving a Proposed Budget for Fiscal Year 2023/2024 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 4, 2023 at 11:00 a.m., at the Country Inn & Suites, Bradenton/Lakewood Ranch, 5610 Manor Hill Lane, Bradenton, Florida 34203; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.**

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-05, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; and Providing for an Effective Date**

Mr. Rom presented Resolution 2023-05. This is necessary due to the bond issuance, which necessitated the addition of a Debt Service budget.

**On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, Resolution 2023-05, Relating to the Amendment of the Annual Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; and Providing for an Effective Date, was adopted.**

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-06, Ratifying, Confirming, and Approving the Sale of the Brookstone Community Development District Special Assessment Revenue Bonds, Series 2022 (Assessment Area Two); Ratifying, Confirming and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the Brookstone Community Development District Special Assessment Revenue Bonds, Series 2022 (Assessment Area Two); and Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date**

Mr. Rom presented Resolution 2023-06 and read the title.

**On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, Resolution 2023-06, Ratifying, Confirming, and Approving the Sale of the Brookstone Community Development District Special Assessment Revenue Bonds, Series 2022 (Assessment Area Two); Ratifying, Confirming and Approving the Actions of the Chairman, Vice Chairman, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the Brookstone Community Development District Special Assessment Revenue Bonds, Series 2022 (Assessment Area Two); and Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-07, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date**

Mr. Rom presented Resolution 2023-07.

**On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, Resolution 2023-07, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date, was adopted.**

**TWELFTH ORDER OF BUSINESS**

**Consideration of Amended and Restated Disclosure of Public Financing and Maintenance of Improvements to Real Property**

Mr. Rom presented the Amended and Restated Disclosure of Public Financing and Maintenance of Improvements to Real Property. This is necessary to include the financing and maintenance obligations to include the Series 2022 bond assessment areas.

**On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, the Amended and Restated Disclosure of Public Financing and Maintenance of Improvements to Real Property, was approved.**

**THIRTEENTH ORDER OF BUSINESS**

**Ratification Items**

**A. Bill of Sale**

Mr. Rom stated that this Bill of Sale is for the sale of improvements from D.R. Horton, Inc., to the CDD of improvements, such as capital infrastructure, related to the Series 2022 bond areas.

**On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, the Bill of Sale of improvements from D.R. Horton, Inc., to the Brookstone CDD, was ratified.**

**FOURTEENTH ORDER OF BUSINESS**

**Consent Agenda**

**B. Acceptance of Unaudited Financial Statements as of April 30, 2023**

**C. Approval of Minutes**

- I. September 27, 2022 Regular Meeting**
- II. November 1, 2022 Landowners' Meeting**

**On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, the Consent Agenda Items, as presented, were accepted and approved.**

**FIFTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: Kutak Rock LLP**

Ms. Mackie stated that the Agreement between the HOA and the CDD regarding maintenance of the CDD-owned improvements needs to be amended and restated to ensure it provides for reporting requirements from the HOA to the CDD related to the maintenance obligations with respect to the stormwater system, etc. The goal is for the CDD to have

advance notice of any maintenance issues associated with the improvements so that the CDD can take necessary actions in advance.

**On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, the Amended and Restated Maintenance Agreement between the HOA and CDD, in substantial form, and authorizing CDD Staff and the District Engineer to review and enhance the descriptions for the work that the HOA will do on behalf of the CDD, was approved.**

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

There was no report.

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

- **583 Registered Voters in District as of April 15, 2023**
- **NEXT MEETING: July 7, 2023 at 11:00 a.m.**
  - **QUORUM CHECK**

The next meeting will be on July 7, 2023, unless cancelled.

**SIXTEENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**SEVENTEENTH ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**EIGHTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Lutz and seconded by Mr. Zook, with all in favor, the meeting adjourned at 11:16 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



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Secretary/Assistant Secretary



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Chair/Vice Chair