

**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, 2024 at 11:00 a.m., at the Country Inn & Suites, Bradenton/Lakewood Ranch, 5610 Manor Hill Lane, Bradenton, Florida 34203.

Present:

Christine Sifonte
Greg Mundell
Peter Eduardo

Chair
Assistant Secretary
Assistant Secretary

Also present:

Daniel Rom (via telephone)
Kristen Thomas
Tucker Mackie (via telephone)

District Manager
Wrathell, Hunt and Associates, LLC
District Counsel

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Thomas called the meeting to order at 11:00 a.m. Ms. Thomas noted that the Oath of Office was administered to Mr. Peter Eduardo before the meeting.

Supervisors Sifonte, Mundell and Eduardo were present. Supervisor Lutz was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Peter Eduardo (Seat 1); Term Expires November 2026 (the following will also be provided in a separate package)

This item was addressed during the First Order of Business. The following items will be discussed with Mr. Eduardo after the meeting.

- A. Required Ethics Training and Disclosure Filing**
 - **Sample Form 1 2023/Instructions**
- B. Membership, Obligations and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

FOURTH ORDER OF BUSINESS

Consider Appointment of Qualified Elector to Fill Unexpired Term of Seat 4; Term Expires November 2026

Ms. Sifonte nominated Mr. Cody Alan Martinez. No other nominations were made.

On MOTION by Mr. Mundell and seconded by Ms. Sifonte, with all in favor, the appointment of Mr. Cody Alan Martinez to Seat 4, was approved.

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

Mr. Rom stated that Seat 4 is a General Election seat that must be filled by a qualified elector, meaning a Florida resident residing within the CDD. As Mr. Martinez does not meet the qualifications, he cannot fill Seat 4.

On MOTION by Mr. Mundell and seconded by Mr. Eduardo, with all in favor, rescinding the motion and appointment of Mr. Cody Alan Martinez to Seat 4, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-05, Electing and Removing Officers of the District and Providing for an Effective Date

Ms. Thomas presented Resolution 2024-05.

Mr. Mundell nominated the following:

Chair	Christine Sifonte
Vice Chair	Hal Lutz
Assistant Secretary	Greg Mundell
Assistant Secretary	Peter Eduardo

No other nominations were made.

On MOTION by Mr. Mundell and seconded by Ms. Sifonte, with all in favor, the nominations of Christine Sifonte as Chair, Hal Lutz as Vice Chair, Greg Mundell as Assistant Secretary and Peter Eduardo as Assistant Secretary, were approved.

The following prior appointments by the Board remain unaffected by this Resolution:

Secretary	Craig Wrathell
Assistant Secretary	Daniel Rom
Assistant Secretary	Kristen Thomas
Treasurer	Craig Wrathell
Assistant Treasurer	Jeff Pinder

On MOTION by Mr. Mundell and seconded by Ms. Sifonte, with all in favor, Resolution 2024-05, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2024/2025 Budget

- A. Proof/Affidavit of Publication**
- B. Consideration of Resolution 2024-06, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Thomas presented Resolution 2024-06. She reviewed the proposed Fiscal Year 2025 budget and noted that assessments remain the same, year-over-year.

On MOTION by Mr. Eduardo and seconded by Mr. Mundell, with all in favor, the Public Hearing was opened.

No affected property owners or members of the public spoke.

On MOTION by Ms. Sifonte and seconded by Mr. Eduardo, with all in favor, the Public Hearing was closed.

On MOTION by Ms. Sifonte and seconded by Mr. Mundell, with all in favor, Resolution 2024-06, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-07, Providing for Funding for the FY 2025 Adopted Budget(s); Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

Ms. Thomas presented Resolution 2024-07.

On MOTION by Ms. Sifonte and seconded by Mr. Mundell, with all in favor, the Resolution 2024-07, Providing for Funding for the FY 2025 Adopted Budget(s); Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Goals and Objectives Reporting [HB7013 - Special Districts

Performance Measures and Standards Reporting]

Ms. Mackie presented the Memorandum explaining the new requirement for special districts to develop goals and objectives annually and develop performance measures and standards to assess the achievement of the goals and objectives. Community Communication and Engagement, Infrastructure and Facilities Maintenance, and Financial Transparency and Accountability will be the key categories to focus on for Fiscal Year 2025. She presented the Performance Measures/Standards & Annual Reporting Form developed for the CDD, which explains how the CDD will meet the goals.

On MOTION by Ms. Sifonte and seconded by Mr. Mundell, with all in favor, the Goals and Objectives and the Performance Measures/Standards & Annual Reporting Form, were approved.

NINTH ORDER OF BUSINESS

Presentation of Audited Financial Report for Fiscal Year Ended September 30, 2023, Prepared by Carr, Riggs & Ingram, LLC

Ms. Thomas presented the Audited Financial Report for the Fiscal Year Ended September 30, 2023 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2024-08, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2023

Ms. Thomas presented Resolution 2024-08.

On MOTION by Mr. Mundell and seconded by Mr. Eduardo, with all in favor, Resolution 2024-08, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2023, was adopted.

ELEVENTH ORDER OF BUSINESS

Ratification of Phase III Stormwater Improvements Acquisition and Requisition

Ms. Thomas presented the documents related to the Phase III Stormwater Improvements Acquisition and Requisition.

On MOTION by Ms. Sifonte and seconded by Mr. Mundell, with all in favor, the Phase III Stormwater Improvements Acquisition and Requisition, were ratified.

TWELFTH ORDER OF BUSINESS

Consent Agenda

- A. Acceptance of Unaudited Financial Statements as of June 30, 2024**
- B. Approval of May 21, 2024 Regular Meeting Minutes**

On MOTION by Ms. Sifonte and seconded by Mr. Mundell, with all in favor, the Consent Agenda Items, as presented, were accepted and approved, respectively.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel: Kutak Rock LLP**

Ms. Mackie stated the debt service release trigger the Trust Indenture as far as Release Condition #1 has been met, which means additional funds will flow into the Construction Account and be available for requisition to the Developer. District Counsel will confer with the District Engineer regarding the ability to declare the project funded by the 2018 and 2022 Projects complete.

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

There was no report.

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

- **NEXT MEETING DATE: September 6, 2024 at 11:00 AM**
 - **QUORUM CHECK**

Mr. Rom discussed the need to seek residents to serve on the Board.

FOURTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

FIFTEENTH ORDER OF BUSINESS

Public Comments

No members of the public spoke.

SIXTEENTH ORDER OF BUSINESS

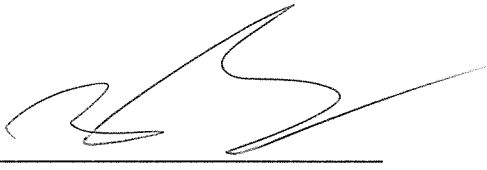
Adjournment

On MOTION by Mr. Mundell and seconded by Mr. Eduardo, with all in favor, the meeting adjourned at 11:23 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair