

**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 8, 2025 at 11:00 a.m., at the Country Inn & Suites, Bradenton/Lakewood Ranch, 5610 Manor Hill Lane, Bradenton, Florida 34203.

Present:

Hal Lutz	Chair
Peter Eduardo	Vice Chair
Michelle Faro	Assistant Secretary

Also present:

Kristen Thomas	District Manager
Tucker Mackie (via telephone)	District Counsel
Nathan Kragt (via telephone)	District Engineer
Sharon Johnson (via Telephone)	ZNS Engineering, L.C.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Ms. Thomas called the meeting to order at 11:07 a.m. The Oath of Office was administered to Michelle Faro before the meeting. Supervisors Lutz, Faro and Eduardo were present. Supervisor Mundell was not present. One seat was vacant.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Supervisor Michelle Faro [Seat 2] (the following to be provided under separate cover)

Ms. Faro was sworn in before the meeting. Ms. Thomas provided the following:

- 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 Seat 4 [Term Expires November 2026]

This item was deferred.

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

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2025-06, Electing and Removing Officers of the District and Providing for an Effective Date

Ms. Thomas presented Resolution 2025-06. Mr. Lutz nominated the following:

Chair	Hal Lutz
Vice Chair	Peter Eduardo
Assistant Secretary	Greg Mundell
Assistant Secretary	Michelle Faro

No other nominations were made.

This Resolution removes the following from the Board:

Chair	Christine Sifonte
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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. Eduardo and seconded by Mr. Lutz, with all in favor, Resolution 2025-06, 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 2025/2026 Budget

- A. Proof/Affidavit of Publication**

B. Consideration of Resolution 2025-07, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date

Ms. Thomas presented Resolution 2025-07. She reviewed the proposed Fiscal Year 2026 budget, highlighting increases, decreases and adjustments, compared to the Fiscal Year 2025 budget, and explained the reasons for any changes.

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

No affected property owners or members of the public spoke.

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

On MOTION by Mr. Eduardo and seconded by Mr. Lutz, with all in favor, Resolution 2025-07, Relating to the Annual Appropriations and Adopting the Budget(s) for the Fiscal Year Beginning October 1, 2025, and Ending September 30, 2026; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-08, Providing for Funding for the FY 2026 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 2025-08 and read the title.

On MOTION by Mr. Lutz and seconded by Mr. Eduardo, with all in favor, Resolution 2025-08, Providing for Funding for the FY 2026 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.

**Presentation of Audited Financial Report
for Fiscal Year Ended September 30, 2024,
Prepared by Carr, Riggs & Ingram, LLC**

Ms. Thomas presented the Audited Financial Report for the Fiscal Year Ended September 30, 2024 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

A. Consideration of Resolution 2025-09, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2024

On MOTION by Mr. Lutz and seconded by Mr. Eduardo, with all in favor, Resolution 2025-09, Hereby Accepting the Audited Financial Statements for the Fiscal Year Ended September 30, 2024, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Goals and Objectives Reporting FY2026 [HB7013 - Special Districts Performance Measures and Standards Reporting]

Ms. Thomas presented the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards.

On MOTION by Mr. Lutz and seconded by Mr. Eduardo, with all in favor, the Goals and Objectives Reporting Fiscal Year 2026 Performance Measures and Standards, were approved.

• Authorization of Chair to Approve Findings Related to 2025 Goals and Objectives Reporting

Ms. Thomas noted that it will be necessary to authorize the Chair to approve the findings related to the 2025 Goals and Objectives.

On MOTION by Mr. Lutz and seconded by Mr. Eduardo, with all in favor, authorizing the Chair to approve the findings related to the 2025 Goals and Objectives Reporting, was approved.

TENTH ORDER OF BUSINESS

Consent Agenda

- A. Acceptance of Unaudited Financial Statements as of June 30, 2025**
- B. Approval of May 2, 2025 Regular Meeting Minutes**

On MOTION by Mr. Lutz and seconded by Mr. Eduardo, with all in favor, the Unaudited Financial Statements as of June 30, 2025, were accepted, and the May 2, 2025 Regular Meeting Minutes, as presented, were approved.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Kutak Rock LLP

Ms. Mackie reported the following:

- Work is underway to finalize declaring the Series 2018 and Series 2022 projects complete. Under the Indenture and under Chapter 190, certain certifications are needed from the District Engineer to do that.
- If there are remaining proceeds, they will be applied toward costs paid by the Developer, if applicable.
- In conjunction with the above, Staff will make sure the CDD owns all the land that it should, based upon dedication by the plat or a bill of sale.

Ms. Mackie suggested authorizing a Supervisor to work with Staff, outside of meetings, to make sure the documents are being prepared so they can be considered at the next meeting.

On MOTION by Mr. Lutz and seconded by Mr. Eduardo, with all in favor, authorizing Ms. Faro to serve as a Liaison, coordinating with Staff in between meetings, to close out the Certificates of Completion, was approved.

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

Mr. Kragt stated the Certifications are incomplete because there are a few minor items and questions regarding amounts and final documentations related to the projects. Staff will continue working with District Counsel on providing Certifications to close out the Series 2018 and Series 2022 projects.

Ms. Mackie urged Mr. Kragt to forward questions to her or schedule a conference call to address the issues. She stated that Staff will process all requisitions and make sure all documentation is in place so a final resolution can be adopted at the next meeting.

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

- **1,205 Registered Voters as of April 15, 2025**
- **NEXT MEETING DATE: October 3, 2025 at 11:00 AM**
 - **QUORUM CHECK**

TWELFTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

THIRTEENTH ORDER OF BUSINESS

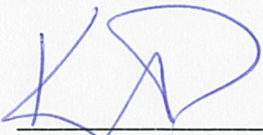
Public Comments

No members of the public spoke.

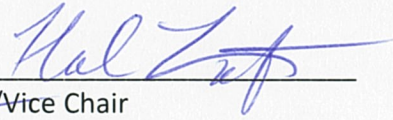
FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Lutz and seconded by Mr. Eduardo, with all in favor, the meeting adjourned at 11:22 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair