

**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 5, 2022 at 11:00 a.m., at the office of ZNS Engineering, 1023 Manatee Avenue W, Bradenton, Florida 34208 (7th Floor).

Present were:

Ryan Zook	Chair
Hal Lutz	Assistant Secretary
Greg Mundell	Assistant Secretary

Also present were:

Daniel Rom	District Manager
Tucker Mackie (via telephone)	District Counsel
Brian Janek	D.R. Horton

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Rom called the meeting to order at 11:08 a.m.

Supervisors Zook, Lutz and Mundell were present, in person. Supervisors Snyder and Mize were not present.

SECOND ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRD ORDER OF BUSINESS

**Acceptance of Resignation of Supervisor
John Snyder, SEAT 2 (*Term Expires
November 2022*)**

Mr. Rom presented Mr. John Snyder's resignation.

On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, the resignation of Mr. John Snyder from Seat 2, was accepted.

FOURTH ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 2

Mr. Lutz nominated Mr. Nicolas Aparicio to fill Seat 2. No other nominations were made.

On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, appointment of Mr. Nicolas Aparicio to fill Seat 2, was approved.

- **Administration of Oath of Office to Newly Appointed Supervisor (*the following to be provided in separate package*)**

As Mr. Aparicio was not present, the Oath of Office will be administered at another time.

- 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**

FIFTH ORDER OF BUSINESS

Acceptance of Resignation of Supervisor Anne Mize, SEAT 4 (*Term Expires November 2022*)

Mr. Rom presented Ms. Anne Mize's resignation.

On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, the resignation of Ms. Anne Mize from Seat 4, was accepted.

SIXTH ORDER OF BUSINESS

Consider Appointment to Fill Unexpired Term of Seat 4

Mr. Zook nominated Mr. Brian Janek to fill Seat 4. No other nominations were made.

On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, appointment of Mr. Brian Janek to fill Seat 4, was approved.

- **Administration of Oath of Office to Newly Appointed Supervisor (*the following to be provided in separate package*)**

Mr. Rom, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Janek. He provided the items listed in the Fourth Order of Business.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-08, Designating Certain Officers of the District, and Providing for an Effective Date

Mr. Rom presented Resolution 2022-08. Mr. Zook nominated the following slate of officers:

Chair	Ryan Zook
Vice Chair	Nicolas Aparicio
Secretary	Craig Wrathell
Assistant Secretary	Hal Lutz
Assistant Secretary	Greg Mundell
Assistant Secretary	Brian Janek
Assistant Secretary	Daniel Rom

No other nominations were made. Prior appointments by the Board for Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Mr. Lutz and seconded by Mr. Zook, with all in favor, Resolution 2022-08, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date.

EIGHTH ORDER OF BUSINESS

**Public Hearing on Adoption of Fiscal Year
2022/2023 Budget**

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2022-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Rom reviewed the proposed Fiscal Year 2023 budget and noted the following changes since the last meeting:

Page 1, "Management/accounting/recording" fee: Increased from \$45,900 to \$48,000

Page 1, "DSF accounting/assessment collections": Decreased from \$11,000 to \$5,500

Page 1, "Arbitrage rebate calculation": Increased from \$750 to \$1,500

Page 1, "Property appraiser & tax collector": Increased from \$2,154 to \$2,480

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

No members of the public spoke.

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

Mr. Rom presented Resolution 2022-09 and read the title.

On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, Resolution 2022-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2022-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; 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

Mr. Rom presented Resolution 2022-10 and read the title.

On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, Resolution 2022-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2022/2023; 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.

TENTH ORDER OF BUSINESS

Consideration of Nabors, Giblin & Nickerson, P.A., Bond Counsel Agreement

Mr. Rom presented the Nabors, Giblin & Nickerson, P.A., Bond Counsel Agreement.

On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, the Nabors, Giblin & Nickerson, P.A., Bond Counsel Agreement, was approved.

ELEVENTH ORDER OF BUSINESS

Consideration of FMSbonds, Inc., Rule G-17 Disclosure

Mr. Rom presented the FMSbonds, Inc., Rule G-17 Disclosure.

On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, the FMSbonds, Inc., Rule G-17 Disclosure, was approved.

TWELFTH ORDER OF BUSINESS

Ratification of Work Authorization No. 5

Mr. Rom presented ZNS Engineering, L.C., Work Authorization No. 5.

On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, ZNS Engineering, L.C., Work Authorization No. 5, for preparation of a Supplemental Engineer’s Report with cost estimate and certification of lands developed under 2018 bonds, in a not-to-exceed amount of \$3,500, was ratified.

THIRTEENTH ORDER OF BUSINESS

Ratification of 20-Year Stormwater Management Need Analysis Report

Mr. Rom presented the Stormwater Management Need Analysis Report, which was submitted by the June 30, 2022, as required.

On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, the 20-Year Stormwater Management Need Analysis Report, was ratified.

FOURTEENTH ORDER OF BUSINESS

CONSENT AGENDA ITEMS

Mr. Rom presented the following:

- A. Acceptance of Unaudited Financial Statements as of June 30, 2022**
- B. Approval of May 6, 2022 Regular Meeting Minutes**

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 anticipated issuing bonds in September and several items will need approval at the September 2, 2022 meeting. Due to quorum issues, the consensus was to reschedule the September 2, 2022 meeting to August 26, 2022, contingent on availability of the meeting location.

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

There was no report.

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

- **NEXT MEETING: September 2, 2022 at 11:00 a.m.**
 - **QUORUM CHECK**

The next meeting will be on August 26, 2022, rather than on September 2, 2022.

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

<p>On MOTION by Mr. Zook and seconded by Mr. Lutz, with all in favor, the meeting adjourned at 11:23 a.m.</p>
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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair