

STONEYBROOK

COMMUNITY DEVELOPMENT DISTRICT

June 27, 2023

BOARD OF SUPERVISORS REGULAR MEETING AGENDA

**STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA
LETTER**

Stoneybrook Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Fax: (561) 571-0013•Toll-free: (877) 276-0889

June 20, 2023

Board of Supervisors
Stoneybrook Community Development District

Dear Board Members:

ATTENDEES:
Please identify yourself each
time you speak to facilitate
accurate transcription of
meeting minutes.

NOTE: 5-Minute Speaker Limit; 30-Minute Topic

The Board of Supervisors of the Stoneybrook Community Development District will hold a Regular Meeting on June 27, 2023 at 9:00 a.m., at the Stoneybrook Community Center, 11800 Stoneybrook Golf Boulevard, Estero, Florida 33928. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments (*5 Minutes*)
3. Golf Course Staff Reports
 - A. Golf Superintendent
 - B. Golf Pro
4. Update: Development Order, Zoning and Permit Matters Relating to Commercial Parcel in Northeast Portion of Community [Corkscrew Pines]
5. Continued Discussion/Consideration of Walkway Replacement on Stoneybrook Drive
6. Continued Discussion: Tree Removal/Replacement Behind the Monge Residence
7. Acceptance of Unaudited Financial Statements as of May 31, 2023
8. Approval of May 23, 2023 Regular Meeting Minutes
9. Staff Reports
 - A. District Counsel: *Tony Pires, Esquire*
 - Presentation of Sunshine Law
 - B. District Engineer: *Johnson Engineering, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - Discussion: Public Participation by Call-In or Virtual

- NEXT MEETING DATE: July 25, 2023 at 9:00 AM
 - QUORUM CHECK

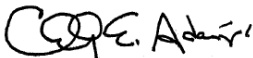
SEAT 1	PHILIP SIMONSEN	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 2	CHRIS BRADY	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 3	PHIL OLIVE	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 4	ADAM DALTON	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 5	EILEEN HUFF	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

10. Supervisors' Requests

11. Adjournment

Should you have any questions, please do not hesitate to contact me directly at (239) 464-7114.

Sincerely,


 Chesley E. Adams, Jr.
 District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

**CALL IN NUMBER: 1-888-354-0094
 PARTICIPANT PASSCODE: 229 774 8903**

**STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

5

May 5, 2023

To: HOA Board of Stoneybrook

I would like to respectfully request that the main walkway along Stoneybrook Gulf Drive be redone.

I have noticed that while walking, I can no longer look continuously around to see the beauty of the community; I have to keep looking down to make sure I do not trip on buckling pavement. There are now gaps in some spots of the pavement that are getting wider. This is a hazard to seniors with walkers and scooters, families with buggies and wagons, children on bikes, plus people just taking a stroll and trying not to trip over the bulging pavement.

I do not think just repaving will solve the problem. There is enough of the walkway that is damaged that it needs to be redone completely from Windham Run to the community center.

The walkway is something that is used constantly every day. Check out the pavement in front of the community center near the street to see an example of how bad the entire walkway is getting to be. Please consider putting this on the agenda to get this done before someone gets hurt.

Thank you.

Trena Forrer

21636 Windham Run

A handwritten signature in black ink that reads "Trena Forrer". The signature is written in a cursive style with a large initial 'T' and 'F'.

**STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
MAY 31, 2023**

**STONEYBROOK
COMMUNITY DEVELOPMENT DISTRICT
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**STONEYBROOK
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
MAY 31, 2023**

	Major Funds							Total Governmental Funds
	General	Special Revenue Fund	Debt Service Series 2014	Debt Service Series 2022-1	Debt Service Series 2022-2	Capital Projects Series 2022-1	Capital Projects Series 2022-2	
ASSETS								
Cash/investments								
SunTrust	\$ 379,250	\$ 187,662	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 566,912
Finemark - MMA	49,342	-	-	-	-	-	-	49,342
Revenue	-	-	-	63,457	155,828	-	-	219,285
Reserve	-	-	-	127,682	271,734	-	-	399,416
Construction	-	-	-	-	-	3,980,683	512,843	4,493,526
Undeposited funds	1,191	70,633	-	-	-	-	-	71,824
Due from other funds								
Capital projects fund series 2022	439,154	-	-	-	-	-	-	439,154
Irrigation fund	153,648	-	-	-	-	-	-	153,648
Prepaid expense	1,820	-	-	-	-	-	-	1,820
Due from general fund	-	-	1,272	1,608	3,512	-	-	6,392
Total assets	<u>\$ 1,024,405</u>	<u>\$ 258,295</u>	<u>\$ 1,272</u>	<u>\$ 192,747</u>	<u>\$ 431,074</u>	<u>\$ 3,980,683</u>	<u>\$ 512,843</u>	<u>\$ 6,401,319</u>
LIABILITIES & FUND BALANCES								
Liabilities:								
Sales tax payable	\$ -	\$ 1,267	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,267
Due to other funds								
General fund	-	-	-	-	-	-	439,154	439,154
Debt service series 2014	1,272	-	-	-	-	-	-	1,272
Debt service series 2022-1	1,608	-	-	-	-	-	-	1,608
Debt service series 2022-2	3,512	-	-	-	-	-	-	3,512
Enterprise fund: irrigation	812	-	-	-	-	-	-	812
Enterprise fund: golf course	140,942	5,265	-	-	-	-	-	146,207
Total liabilities	<u>148,146</u>	<u>6,532</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>439,154</u>	<u>593,832</u>
Fund balances:								
Restricted:								
Debt service	-	-	1,272	192,747	431,074	-	-	625,093
Capital projects	-	-	-	-	-	3,980,683	73,689	4,054,372
Assigned:								
Assigned - catastrophe response	300,000	-	-	-	-	-	-	300,000
Assigned - working capital	576,259	-	-	-	-	-	-	576,259
Assigned - CAM reserves	-	10,694	-	-	-	-	-	10,694
Assigned - Common area maint	-	54,921	-	-	-	-	-	54,921
Unassigned	-	186,148	-	-	-	-	-	186,148
Total fund balances	<u>876,259</u>	<u>251,763</u>	<u>1,272</u>	<u>192,747</u>	<u>431,074</u>	<u>3,980,683</u>	<u>73,689</u>	<u>5,807,487</u>
Total liabilities and fund balances	<u>\$ 1,024,405</u>	<u>\$ 258,295</u>	<u>\$ 1,272</u>	<u>\$ 192,747</u>	<u>\$ 431,074</u>	<u>\$ 3,980,683</u>	<u>\$ 512,843</u>	<u>\$ 6,401,319</u>

**STONEYBROOK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - GENERAL FUND
FOR THE PERIOD ENDED MAY 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 2,344	\$ 360,544	\$362,731	99%
Interest and miscellaneous (incl. FEMA)	7	169	1,000	17%
Total revenues	<u>3,542</u>	<u>361,904</u>	<u>363,731</u>	99%
EXPENDITURES				
Administrative				
Supervisors	1,076	11,202	12,918	87%
Management	4,094	32,749	49,123	67%
Accounting	416	3,327	4,991	67%
Assessment roll preparation	1,122	8,974	13,461	67%
Arbitrage rebate calculation	-	-	2,000	0%
Dissemination agent	83	667	1,000	67%
Trustee fees - series 2014 resident	-	2,963	2,800	106%
Audit	-	-	4,330	0%
Legal	3,991	16,086	6,000	268%
Engineering	702	3,599	2,500	144%
Postage	163	794	3,000	26%
Insurance	-	4,385	4,500	97%
Printing and binding	142	1,133	1,700	67%
Legal advertising	-	609	2,000	30%
Contingencies	47	1,177	1,000	118%
Annual district filing fee	-	175	175	100%
Total administrative	<u>11,836</u>	<u>87,840</u>	<u>111,498</u>	79%
Landscape Maintenance				
Other contractual				
Personnel services	18,117	132,553	244,350	54%
Capital outlay-mowers/carts	-	-	15,000	0%
Utility carts	-	-	6,780	0%
Blowers/edgers/trimmers etc.	-	3,150	2,200	143%
Chemicals	75	75	7,500	1%
Fertilizers	-	3,805	14,500	26%
Annuals	-	3,375	8,000	42%
Fuel	700	8,400	9,000	93%
Irrigation parts	1,014	8,815	7,802	113%
Parts and maintenance	675	1,138	8,000	14%
Horticultural debris and trash disposal	2,646	2,646	6,000	44%
Uniforms	220	1,990	3,500	57%
Continuing educations/BMP certi	23	23	1,500	2%
Golf maintenance - ball fields	-	9,000	20,000	45%
Golf maintenance management	-	12,504	25,008	50%
Common ground oversite	28,250	28,250	-	N/A
Tree trimming	-	15,000	28,000	54%
Mulch	12,000	39,354	37,000	106%
Plant replacement	207	2,063	-	N/A
Equipment lease - TCF113	1,203	3,897	7,000	N/A
Total landscape maintenance	<u>65,130</u>	<u>276,038</u>	<u>451,140</u>	61%
Other fees and charges				
Tax collector	-	1,625	1,737	94%
Property appraiser	-	1,121	1,158	97%
Total other fees and charges	<u>-</u>	<u>2,746</u>	<u>2,895</u>	95%
Total expenditures	<u>76,966</u>	<u>366,624</u>	<u>565,533</u>	65%
Excess/(deficiency) of revenues over/(under) expenditures	(73,424)	(4,720)	(201,802)	
OTHER FINANCING SOURCES (USES)				
Transfers In	1,191	1,191	-	
Transfers out	-	-	(200,000)	0%
Total other financing sources & uses	<u>1,191</u>	<u>1,191</u>	<u>(200,000)</u>	-1%
Net change in fund balance	(72,233)	(3,529)	(401,802)	
Fund balance - beginning	949,683	880,979	865,927	
Fund balance - ending				
Assigned:				
Assigned - catastrophe response	300,000	300,000	300,000	
Assigned - landscape capital	-	-	-	
Assigned - working capital	576,259	576,259	164,125	
Fund balance - ending	<u>\$ 877,450</u>	<u>\$ 877,450</u>	<u>\$464,125</u>	

**STONEYBROOK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
NET POSITION - SPECIAL REVENUE FUND
FOR THE PERIOD ENDED MAY 31, 2023**

	Current Month	Year to Date
OPERATING REVENUES		
Commercial rental	\$ 19,936	\$ 225,513
Cam reserves	1,528	12,222
Common area maintenance	7,846	62,767
Total revenues	29,310	300,502
OPERATING EXPENSES		
Professional fees		
Collection fees & discounts	\$ -	\$ 16,727
Office supplies	-	219
Miscellaneous	36	145
Total professional fees	36	17,091
O&M		
Property management	3,022	12,822
Electricity	42	267
Repairs & maintenance	1,300	55,380
Irrigation	-	351
Building maintenance	-	4,234
Hurricane clean-up	-	1,190
Uncoded expense	8,471	10,967
Total O&M	12,835	85,211
Total operating expenses	12,871	102,302
Operating gain/(loss)	16,439	198,200
Total net position - beginning	235,324	53,563
Total net position - ending	\$ 251,763	\$ 251,763

**STONEYBROOK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2014
FOR THE PERIOD ENDED MAY 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 1,272	\$ 194,793	\$ 196,863	99%
Interest	791	3,533	-	N/A
Total revenues	<u>2,063</u>	<u>198,326</u>	<u>196,863</u>	101%
EXPENDITURES				
Debt Service				
Principal	325,000	325,000	325,000	100%
Interest	11,375	22,750	22,750	100%
Total debt service	<u>336,375</u>	<u>347,750</u>	<u>347,750</u>	100%
Total expenditures	<u>336,375</u>	<u>347,750</u>	<u>347,750</u>	100%
Excess (deficiency) of revenues over (under) expenditures	(334,312)	(149,424)	(150,887)	
OTHER SOURCES (USES)				
Transfers out	(1,191)	(1,191)	-	
Total other sources/(uses)	<u>(1,191)</u>	<u>(1,191)</u>	<u>-</u>	
Net change in fund balance	(335,503)	(150,615)	(150,887)	
Fund balance - beginning	336,775	151,887	150,887	
Fund balance - ending	<u>\$ 1,272</u>	<u>\$ 1,272</u>	<u>\$ -</u>	

**STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT
AMORTIZATION SCHEDULE
SERIES 2014 SPECIAL ASSESSMENT REVENUE BONDS**

Period Ending	Principal	Coupon	Interest	Debt Service
11/01/22	-		11,375	11,375
05/01/23	325,000	7%	11,375	336,375
	<u>\$ 325,000</u>		<u>\$ 22,750</u>	<u>\$ 347,750</u>

**STONEYBROOK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2022-1
FOR THE PERIOD ENDED MAY 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 1,608	\$ 246,209	\$ 248,823	99%
Interest	765	3,641	-	N/A
Total revenues	<u>2,373</u>	<u>249,850</u>	<u>248,823</u>	0%
EXPENDITURES				
Debt Service				
Principal	\$ 80,000	\$ 80,000	\$ 80,000	100%
Principal prepayment	-	-	200,000	0%
Interest	87,020	131,980	131,980	100%
Cost of issuance	-	15,376	-	N/A
Total expenditures	<u>167,020</u>	<u>227,356</u>	<u>411,980</u>	55%
Excess (deficiency) of revenues over (under) expenditures	(164,647)	22,494	(163,157)	
OTHER SOURCES (USES)				
Transfers in	-	-	200,000	0%
Transfers out	-	(12,664)	-	N/A
Total other sources/(uses)	<u>-</u>	<u>(12,664)</u>	<u>200,000</u>	-6%
Net change in fund balance	(164,647)	9,830	36,843	
Fund balance - beginning	357,394	182,917	172,643	
Fund balance - ending	<u>\$ 192,747</u>	<u>\$ 192,747</u>	<u>\$ 209,486</u>	

**STONEYBROOK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2022-2
FOR THE PERIOD ENDED MAY 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ 3,512	\$ 537,760	\$ 543,471	99%
Interest	1,611	7,701	-	N/A
Total revenues	<u>5,123</u>	<u>545,461</u>	<u>543,471</u>	100%
EXPENDITURES				
Debt Service				
Principal	\$ 105,000	\$ 105,000	\$ 105,000	100%
Interest	218,425	331,278	331,278	100%
Cost of issuance	-	27,679	-	N/A
Total expenditures	<u>323,425</u>	<u>463,957</u>	<u>436,278</u>	106%
Excess (deficiency) of revenues over (under) expenditures	(318,302)	81,504	107,193	
OTHER SOURCES (USES)				
Transfers out	-	(24,387)	-	0%
Total other sources/(uses)	<u>-</u>	<u>(24,387)</u>	<u>-</u>	0%
Net change in fund balance	(318,302)	57,117	107,193	
Fund balance - beginning	749,376	373,957	384,588	
Fund balance - ending	<u>\$ 431,074</u>	<u>\$ 431,074</u>	<u>\$ 491,781</u>	

**STONEYBROOK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2022-1
FOR THE PERIOD ENDED MAY 31, 2023**

	Current Month	Year to Date
REVENUES		
Interest	\$ 14,368	\$ 92,807
Total revenues	14,368	92,807
EXPENDITURES		
Capital outlay	-	133,303
Total expenditures	-	133,303
Excess (deficiency) of revenues over (under) expenditures	14,368	(40,496)
OTHER SOURCES (USES)		
Transfers in	-	12,664
Total other sources/(uses)	-	12,664
Net change in fund balance	14,368	(27,832)
Fund balance - beginning	3,966,315	4,008,515
Fund balance - ending	\$ 3,980,683	\$ 3,980,683

**STONEYBROOK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2022-2
FOR THE PERIOD ENDED MAY 31, 2023**

	Current Month	Year to Date
REVENUES		
Interest	1,841	11,383
Total revenues	1,841	11,383
EXPENDITURES		
Total expenditures	-	-
Excess (deficiency) of revenues over (under) expenditures	1,841	11,383
OTHER SOURCES (USES)		
Transfers in	-	24,387
Total other sources/(uses)	-	24,387
Net change in fund balance	1,841	35,770
Fund balance - beginning	71,848	37,919
Fund balance - ending	\$ 73,689	\$ 73,689

**STONEYBROOK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF NET POSITION
PROPRIETARY FUND - IRRIGATION
MAY 31, 2023**

ASSETS	Balance
Current assets:	
Cash	\$ 15,989
Accounts receivable	97,211
Less allowance for doubtful accounts	(14,704)
Due from general fund	812
Total current assets	99,308
Noncurrent assets:	
Capital assets	
Equipment - irrigation	77,069
Resident irrigation & wells	494,808
Pumphouse	371,990
Machinery and Equipment	
Less accumulated depreciation	(606,214)
Total capital assets, net of accumulated depreciation	337,653
Total noncurrent assets	337,653
Total assets	436,961
LIABILITIES	
Current liabilities:	
Customer deposits	11,972
Due to golf fund	23,094
Due to general fund	153,648
Total current liabilities	188,714
Noncurrent liabilities:	
Total noncurrent liabilities	-
Total liabilities	188,714
NET POSITION	
Net investment in capital assets	(111,406)
Unrestricted	359,653
Total net position	\$ 248,247

**STONEYBROOK
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
NET POSITION - PROPRIETARY FUND - IRRIGATION
FOR THE PERIOD ENDED MAY 31, 2023**

	Current Month	Year to Date	Budget	% of Budget
OPERATING REVENUES				
Assessment levy	\$ 812	\$ 124,334	\$ 125,649	99%
Direct bill: golf course	-	29,806	59,613	50%
Irrigation revenue*	39,473	48,412	170,000	28%
Interest income	-	3	-	N/A
Total revenues	<u>40,285</u>	<u>202,555</u>	<u>355,262</u>	57%
OPERATING EXPENSES				
Professional fees				
Audit	-	-	4,635	0%
Accounting	728	5,828	8,742	67%
Utility billing	3,020	21,630	31,500	69%
Miscellaneous	127	1,263	2,500	51%
Total professional fees	<u>3,875</u>	<u>28,721</u>	<u>47,377</u>	61%
Irrigation services				
Service/permit monitoring contracts	-	2,025	3,000	68%
Line repairs/labor	145	23,008	55,000	42%
Insurance	-	-	14,784	0%
Effluent water supply	19,533	55,895	115,000	49%
Electricity	4,027	21,880	26,000	84%
Pumps & machinery	73	1,481	27,000	5%
Depreciation	-	20,302	40,603	50%
Personnel	-	10,627	27,000	39%
Total utility expenses	<u>23,778</u>	<u>135,218</u>	<u>308,387</u>	44%
Operating gain/(loss)	12,632	38,616	(502)	
NONOPERATING REVENUES/(EXPENSES)				
Interest, penalties & miscellaneous income	-	-	100	0%
Total nonoperating revenues (expenses)	<u>-</u>	<u>-</u>	<u>100</u>	0%
Change in net position	12,632	38,616	(402)	
Total net position - beginning	235,615	209,631	228,280	
Total net position - ending	<u>\$ 248,247</u>	<u>\$ 248,247</u>	<u>\$ 227,878</u>	

*These amounts are currently understated and will be revised when onsite staff provides updated information.

**STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

DRAFT
MINUTES OF MEETING
STONEYBROOK
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Stoneybrook Community Development District held a Regular Meeting on May 23, 2023 at 6:00 p.m., at the Stoneybrook Community Center, 11800 Stoneybrook Golf Boulevard, Estero, Florida 33928.

Present were:

Eileen Huff	Chair
Chris Brady	Vice Chair
Phil Olive	Assistant Secretary
Philip Simonsen	Assistant Secretary
Adam Dalton	Assistant Secretary

Also present:

Chuck Adams	District Manager
Tony Pires	District Counsel
John Vuknic	Golf Superintendent
Lisa Paul	Property Manager
Judd Cribbs	Resident
Ann Marie Azriel	Resident
Other Residents	
Architectural Review Committee (ARC) Member	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 6:00 p.m. All Supervisors were present.

SECOND ORDER OF BUSINESS

Public Comments (5 Minutes)

Resident Ann Marie Azriel asked about parking and security. Ms. Huff advised that those are HOA issues.

In response to resident Judd Cribbs' comments, Ms. Huff recalled that he was advised to obtain permits from the Village and to obtain approval from the Architectural Review Committee (ARC). She thinks the disconnect is because he was asked to come back and advise that he obtained approvals/permits before proceeding. Ms. Huff asked if he is installing cabbage palms. Mr. Cribbs replied affirmatively.

42 **THIRD ORDER OF BUSINESS****Golf Course Staff Reports**

43

44 **A. Golf Superintendent**

45 Mr. Vuknic reported the following:

46 ➤ Rain is needed, as evidenced by the low lake levels.

47 ➤ His new Administrative Assistant is very helpful and doing an excellent job.

48 ➤ The invoice for the handrail behind Duffy's was paid and installation is pending.

49 ➤ Per the Village of Estero, approval of installation of a fence where landscaping was
50 removed near Duffy's is pending proof of insurance.

51 ➤ Concrete and landscaping at the end of the putting green was completed yesterday.

52 ➤ Metal slats were installed on bridges today.

53 ➤ Cardno, the well servicing company, was bought out by another company.

54 ➤ Palm tree trimming is delayed; landscaping companies are experiencing staffing issues.

55 ➤ Verifications begin next week and Todd will manage issues in Mr. Vuknic's absence.

56 Mr. Vuknic stated he received quotes for removal of dead ficus and extraneous fencing
57 and to plant Clusia along Corkscrew Road.58 Discussion ensued regarding the bids, sizes and spacing of Clusia plants, placement of
59 Clusia and removal of landscaping and fencing in the area.60 Mr. Vuknic responded to questions and estimated that ficus removal will take five days;
61 it would be advantageous to wait until school is out. Ms. Huff noted the need to communicate
62 the plan to advise that work will begin on June 7 or shortly thereafter and work will take two
63 weeks. She recalled that the County removed landscaping and committed to contribute funds
64 to the Corkscrew Road portion of the project once it is completed.65 The height and location of the berm, removal of fencing and gate and future plans on
66 Corkscrew Road, were discussed.

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68 **On MOTION by Ms. Huff and seconded by Mr. Olive, with all in favor, the**
69 **Dorman bid for \$83,800, was approved.**

70

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72 Ms. Huff stated the work will begin after June 6, 2023 and an e-blast will be sent.

73 Mr. Vuknic stated Mr. Dalton asked for the Clusia from the back berm to be continued
74 to provide further screening for the baseball field. The HOA will pay for approximately 50,
75 seven-gallon Clusia, at a cost of \$3,200.

76 Mr. Vuknic stated fire bush behind the 1 Tee needs to be addressed. Installations were
77 completed at the end of Sheridan, Berwich and Wyndham. Installations along the north fence
78 will be consistent. Stumps were ground in some areas and new pine straw was installed. Some
79 queen palms along the back wall developed Ganoderma and died; new plantings must wait
80 three years.

81

On MOTION by Ms. Huff and seconded by Mr. Olive, with all in favor, the Dorman bid for removal of fire bush and installation of Clusia, was approved.

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86 **B. Golf Pro**

87 Ms. Huff stated Mr. Vuknic and staff have been helping at the Pro Shop. In Mr. Nixon’s
88 absence, calls should be directed to her, the Pro Shop or Mr. Vuknic. The ball machine is
89 working well. The Pro Shop will be closed next week for verification.

90 Mr. Vuknic stated the new starter shed will be delivered next week.

91 Discussion ensued regarding an internet issue and an issue with the credit card reader at
92 the Pro Shop. Ms. Huff stated the defective card reader was replaced.

93 Discussion ensued regarding the need to replace the training storage shed.

94

On MOTION by Ms. Huff and seconded by Mr. Dalton, with all in favor, the purchase of a new storage shed, in the amount of \$2,140.02, was approved.

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99 **FOURTH ORDER OF BUSINESS**

Update: Development Order, Zoning and Permit Matters Relating to Commercial Parcel in Northeast Portion of Community [Corkscrew Pines]

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Mr. Pires distributed the Affidavit of Authorization that was executed and delivered subject to the conditions, which quote the deed restrictions, restrictive covenants and conditions of Corkscrew Pines. The executed document, in substantial form, prohibits gas stations and convenience stores and other prohibited uses and stipulates that the property cannot be transferred, conveyed or sold unencumbered by these conditions. A copy was sent to the Landowner and the Counsel for the Landowner; he is awaiting a response and will follow up with the Village of Estero. The site plan was amended to remove mention of convenience stores and the covenants cannot be changed without CDD approval.

112

113 **FIFTH ORDER OF BUSINESS**113 **Discussion/Consideration of Walkway**
114 **Replacement on Stoneybrook Drive**

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Mr. Adams stated an email was received regarding walkway issues.

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Discussion ensued regarding possible trip hazards and lighting issues.

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Mr. Adams stated the area where a resident was injured on the walking path near Berwich will be treated when the parking lot is finished. The District Engineer is developing specs for the walkway; Limited Development Order (LDO) approval from the Village for repairs is pending. Sidewalk sections will be mitigated on an as-needed basis. The District Engineer will determine the scope of work needed and a mandatory pre-bid meeting will be held.

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A Board Member stated he will email Mr. Adams with specific areas for the District Engineer, including trip hazards, the bicycle path, poorly lit areas and areas of runoff. He noted that the 2021 community survey showed that 60% use the walkway more than once per week.

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A Board Member noted a dip by the pumphouse, near a Florida Power & Light (FPL) box, and stated that is a very dark area of the community. Mr. Adams stated lighting is a separate subject. He suggested revisiting the Lease Power Maintenance Agreement between FPL and the HOA and noted that the current catalog includes LED lighting and sidewalk lighting options.

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A resident asked if the multi-use path is in disarray due to the oak trees. Ms. Huff stated all the trees cannot be cut down. Mr. Adams stated the roots can be cut and a root barrier installed; if a section of asphalt is removed, the roots must be treated.

133

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A resident asked if a storage unit will be constructed. Mrs. Huff replied affirmatively; the Village approved a storage unit at the far end and the CDD has no objection.

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Mr. Adams stated the Duffy's parking lot expansion will begin soon. The project will take four to five nights and handicap parking space locations must be determined. The proposal includes new signs but the old signs might need to be utilized temporarily. The tear drop portion of the parking lot will be removed. The final proposal increased from \$180,000 to \$188,000. Signs will be relocated and new signs will be delivered when they are available.

140

▪ **Continued Discussion/Consideration of Pro Shop / Duffy's Bids**

141

This item, previously the Seventh Order of Business, was presented out of order.

142

Ms. Paul reported the following:

143

➤ Regarding the parking lot lights, additional information was obtained. Bentley Electric is still the lowest, at \$9,310 for replacement of 19 heads.

144

145 Ms. Huff motioned for the parking lot lights to be installed as soon as possible. Mr. Olive
146 seconded. Following discussion about bulb brightness, the costs, condition and limited lifetime
147 of the existing poles and whether to install new concrete poles or fiberglass poles, Ms. Huff
148 withdrew her motion.

149 Mr. Dalton noted that the existing poles are taller than the trees and installing new,
150 shorter concrete poles might improve lighting. Ms. Huff thinks it will be easier to obtain permits
151 to replace the poles than to remove and replace trees. Ms. Paul will work with Mr. Dalton to
152 obtain a new bid for shorter concrete poles with multiple color lights.

153 ➤ The accordion style concession stand shutters need a lower track. The contractors agree
154 that it will be more difficult because of the way the counter is situated. The manual roll down is
155 the best option.

156

On MOTION by Ms. Huff and seconded by Mr. Brady, with all in favor, the Storm Smart bid for Manual Roll Down Shutters, in the amount of \$2,900, was approved.

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162 ➤ Regarding painting, the bids were recently updated; the updated cost to include issues
163 around the Duffy's chimney exhaust fan, metal gates and metal shutters at the cart barns totals
164 \$20,000.

165

On MOTION by Ms. Huff and seconded by Mr. Dalton, with all in favor, the Northern Contracting bid for painting, in the amount of \$20,000, was approved.

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171 Ms. Paul stated she researched adding some lighting by the new pavers by the stairs by
172 Duffy's; Bentley Electric's quote was \$6,500 due to the need to get power to the area so she is
173 looking into solar options. The consensus was that is a good solution.

174 A Board Member asked if the driving range lights now coincide with the opening hours
175 of Duffy's. Ms. Paul replied affirmatively.

176 Discussion ensued regarding the need to extend the hours for the driving range lights
177 until 11:00 p.m., until solar lights can be obtained.

178

179 **SIXTH ORDER OF BUSINESS**Update: Current Trees/Vegetation
Requirements for Lee County

180

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182 • **Discussion: Tree Removal/Replacement Behind the Monge Residence**

183 Ms. Huff stated Ms. Monge and Mr. Monge had an ARC approval. The trees need to be

184 removed and other trees installed. A letter was sent via mail and email. Mr. Pires stated Mr.

185 Monge advised they do not have \$20,000 for tree removal. Mr. Brady stated, per Mr. Monge,

186 they have not received instruction and he advised them not to do anything until they receive

187 further instructions. He asked Mr. Adams to forward the email and asked for the list of

188 acceptable trees. The consensus was that acceptable trees include slash pine, holly, live and

189 laurel oak, cypress, maple and cabbage palm.

190 Mr. Brady stated, since they called him today, he will forward Mr. Adams' email to the

191 Monges and inform them of the need to remove their two palm trees from CDD property and

192 to install two of the approved trees on CDD property. A Board Member noted, if the Monges

193 wish to install their palm trees onto their property, they must go through proper channels.

194 Ms. Huff stated Stan, of the ARC, advised that a plot plan is required for any tree or

195 landscaping work. The ARC and the CDD will work together to determine how to best address

196 these types of requests from residents; the approval process will be a work in progress. She

197 suggested the ARC continue requiring a plot plan for all landscaping, denying requests that fall

198 outside of the plot and inform the CDD about any denials.

199 Discussion ensued regarding the "Tree Encroachment Policy Draft", whether the CDD

200 can require residents to obtain approval to remove a tree on CDD-owned land encroaching on

201 their property and the requirements for residents to submit an application and meet all

202 requirements, including documentation, permit, insurance, etc.

203 Mr. Pires stated CDD approvals will be contingent upon the resident complying with

204 the LDO and all Village requirements. An ARC representative stated a downloadable form is

205 available on the ARC website with a line requiring CDD approval. He asked for it to be

206 incorporated or suggestions be provided. Ms. Huff asked for the form be emailed to Mr. Pires

207 for review.

208 Discussion ensued regarding simplifying the process, the number of trees required

209 around the lake, the LDO, placement and species of replacement trees.

210 Mr. Adams stated, of the six species listed, cabbage palms will be the least troublesome

211 with regard to roots and the Village landscape architect advised to avoid maple trees.

212 The consensus was as follows:

- 213 1. Applications and plot plans will be submitted to the ARC first.
- 214 2. Applications denied by the ARC will be forwarded for CDD approval.
- 215 3. The CDD application approvals will be contingent upon showing proper permits.
- 216 4. Upon showing Village permits to the CDD, work can commence.

217 Mr. Pires, Mr. Adams and Mr. Brady will work on forms and documents. Mr. Pires
218 suggested photographs also be provided and noted the Property Appraiser website has
219 photographs.

220 A resident stated Mr. Adams sent him the number of trees required on specific
221 community lakes and stated there are far more trees on his lake than required. He asked if he
222 can remove problem cypress trees without replacing them. Mr. Adams stated that is spelled out
223 in the LDO from the Village but he could make that case with the Village. Mr. Pires stated, if the
224 trees are on CDD property, the CDD must still grant permission to remove them.

225 Whether the Village requires proof of tree locations, implementing a tree for tree
226 policy and recommending cabbage palms as the least invasive replacement, were discussed.

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228 **SEVENTH ORDER OF BUSINESS**

**Continued Discussion/Consideration of
ProShop / Duffy's Bids**

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231 This item was discussed following the Fifth Order of Business.

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233 **EIGHTH ORDER OF BUSINESS**

**Update: Landscape on Corkscrew Road
[Previously Removed by County in May
2021]**

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237 Ms. Huff stated, as previously discussed, the District Engineer and Juniper will provide
238 estimates. The road will likely not be complete by the end of the calendar year. They suggested
239 the CDD begin landscaping soon so the plants are mature when the fence is removed. Two
240 vendors are working with the District Engineer and the Village to provide plans and advise
241 which plants are suitable. Mr. Vuknic is identifying available irrigation, as Cougar damaged
242 some irrigation in the area.

243 Ms. Huff stated nothing more can be done on the sidewalk, from the back gate and for
244 approximately 100 yards, until FPL buries lines. Two concrete poles and one silver box will be

245 removed; the second silver box will be wrapped to allow it to blend in with ground cover;
246 removal and maintenance will be at the CDD’s expense.

247 A resident asked about the wall near the design center. Ms. Huff stated that wall
248 belongs to Miramar, not the CDD. Mr. Vuknic stated landscaping will likely include Clusia; tall
249 weeds and grass will be removed. Ms. Huff stated that no trees in the area will be removed.

250

251 **NINTH 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**

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260 Mr. Adams presented Resolution 2023-04. The proposed Fiscal Year 2024 budget will be
261 refined over the next few months.

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**On MOTION by Mr. Brady and seconded by Ms. Huff, 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 22,
2023, at 6:00 p.m., at the Stoneybrook Community Center, 11800 Stoneybrook
Golf Boulevard, Estero, Florida 33928; Addressing Transmittal, Posting and
Publication Requirements; Addressing Severability; and Providing an Effective
Date, was adopted.**

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272 **TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-05,
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**

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279 Mr. Adams presented Resolution 2023-05.

280 The following changes were made to the Fiscal Year 2024 Meeting Schedule:

281 TIME: November 28, 2023 and February 27, 2024: Change “9:00 A.M.” to “6:00 P.M.”

282 TIME: June 25, 2024: Change “6:00 P.M.” to “9:00 A.M.”

283

On MOTION by Ms. Huff and seconded by Mr. Brady, with all in favor, Resolution 2023-05, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024, as amended, and Providing for an Effective Date, was adopted.

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ELEVENTH ORDER OF BUSINESS **Acceptance of Unaudited Financial Statements**

Ms. Huff stated she conferred with Mr. Pinder about the delays in the financials and that Board Members need to receive the agenda books sooner. She presented the following:

- **as of March 31, 2023**
- **as of April 30, 2023**

Ms. Huff voiced her opinion that the April numbers are not complete. Mr. Adams stated the information was provided by NBC Universal for March but not for April due to issues. A Board Member asked if going cashless would help. Mr. Adams replied affirmatively. Ms. Huff noted that the concession stand is the only venue that accepts cash.

Discussion ensued regarding benefits of cashless operations, delays with the financials and cash drawer operations.

Ms. Huff will ask golf staff about the issues and email Mr. Adams and Mr. Pinder.

TWELFTH ORDER OF BUSINESS **Approval of April 25, 2023 Regular Meeting Minutes**

Ms. Huff presented the April 25, 2023 Regular Meeting Minutes.

The following changes were made:

Line 24: Insert "Buddy Bonollo"

Ms. Huff stated, regarding the incident on Saturday, it is assumed that a golf cart ran over the sprinklers on the ball field, likely to wash the undercarriage of the golf cart. Tammy will file a police report and the Sheriff managing the case will obtain video from Pinewoods. It will be noted in the next newsletter that a police report will be filed for any damage. Mr. Vuknic was asked to provide necessary information to Tammy.

Line 26: Delete "Michael &" and Change "Residents" to "Resident"

Line 73: Change "City" to "Village"

Line 165: Change "Simonsen" to "Olive" and Change "Olive" to "Simonsen"

319 Line 170: Change "Simonsen" to "Olive" and Change "Olive" to "Simonsen" to reflect
320 that Mr. Simonsen dissented, and not Mr. Olive.

321 Line 280 and 281: Change "Lee County" to "the Village"

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323 **On MOTION by Mr. Simonsen and seconded by Mr. Dalton, with all in favor,**
324 **the April 25, 2023 Regular Meeting Minutes, as amended, were approved.**

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327 **▪ Supervisors' Requests**

328 **This item, previously the Twelfth Order of Business, was presented out of order.**

329 Mr. Simonsen stated residents have not received water bills for eight months and asked
330 if a new company can be found. Ms. Huff stated it was the CDD's fault following the hurricane.
331 Mr. Vuknic stated meters were read and staff is working on the reconciliation. Mr. Adams will
332 follow up with staff.

333 Discussion ensued regarding the need for accurate revenue figures to prepare the
334 budget, issues that were corrected, ongoing billing, reconciliations, customer service issues and
335 the need to send invoices quickly.

336 Mr. Adams was asked to explore options with outside vendors.

337 Discussion ensued regarding billing issues following the hurricane, determining the
338 reasons for discrepancies and performing reconciliations.

339 A Board Member noted he received complaints about fencing damaged by Hurricane
340 Ian. Removing the fences was previously discussed but remedying unsightly fences is needed.
341 Mr. Vuknic stated the berm needs to be filled in to prevent people from cutting through.

342 Discussion ensued regarding difficulty and delays in engaging contractors, high prices
343 following the hurricane and the hope that prices will drop.

344 Mr. Adams will ask Carter Fence for a quote for critical issues, with the understanding
345 that projects will be delayed to avoid paying exorbitant prices, if possible. Asked if funds will be
346 left from the current projects, Mr. Adams noted that a 25% contingency was included due to
347 increasing prices and uncertainty regarding the project wish list.

348 Ms. Huff noted that, in addition to landscaping, pending projects include the back area,
349 Corkscrew Road, four-way stop and Stoneybrook Golf Drive. A quote is needed from Juniper for
350 the utility boxes; it remains to be seen what funds are left and how much the Corkscrew Road

351 common area will cost. Estimates will be obtained. She noted that the County will contribute
352 funds for the Corkscrew Road landscaping.

353 A Board Member asked for the June meeting to be moved to 9:00 a.m. The Board
354 agreed.

355

356 **THIRTEENTH ORDER OF BUSINESS**

Staff Reports

357

358 **A. District Counsel: Tony Pires, Esquire**

- 359 • **Presentation of Sunshine Law**

360 This item was not addressed.

361 **B. District Engineer: Johnson Engineering, Inc.**

362 There was no report.

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

- 364 • **Discussion: Public Participation by Call-In or Virtual**
- 365 • **NEXT MEETING DATE: June 27, 2023 at 6:00 PM**
 - 366 ○ **QUORUM CHECK**

367 The June 27, 2023 meeting will be held at 9:00 a.m.

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369 **FOURTEENTH ORDER OF BUSINESS**

Supervisors' Requests

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371 This item was addressed following the Twelfth Order of Business.

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373 **FIFTEENTH ORDER OF BUSINESS**

Adjournment

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376 **On MOTION by Mr. Simonsen and seconded by Mr. Olive, with all in favor, the**
377 **meeting adjourned at 8:17 p.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

**STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

STONEBROOK COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE		
LOCATION		
<i>Stoneybrook Community Center, 11800 Stoneybrook Golf Boulevard, Estero, Florida 33928</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 25, 2022	Regular Meeting	9:00 AM
November 8, 2022*	Regular Meeting	9:00 AM
December 13, 2022*	Regular Meeting	9:00 AM
January 24, 2023	Regular Meeting	9:00 AM
February 28, 2023 <i>rescheduled to 6:00 p.m.</i>	Regular Meeting	9:00 AM
February 28, 2023	Regular Meeting	6:00 PM
March 28, 2023	Regular Meeting	9:00 AM
April 25, 2023	Regular Meeting	9:00 AM
May 23, 2023	Regular Meeting	6:00 PM
June 27, 2023	Regular Meeting	9:00 AM
July 25, 2023	Regular Meeting	9:00 AM
August 22, 2023	Public Hearing & Regular Meeting	6:00 PM
September 26, 2023	Regular Meeting	9:00 AM

Exceptions *

- 1. November meeting date is two weeks earlier to accommodate the Thanksgiving Holiday*
- 2. December meeting date is two weeks earlier to accommodate the Christmas Holiday*