

# **STONEYBROOK**

## **COMMUNITY DEVELOPMENT DISTRICT**

**October 25, 2022**

**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**

October 18, 2022

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 October 25, 2022 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
    - Update: Inspection of Hole #4
  - B. Golf Pro
    - Update: Cost Estimates for Tree and/or Bush Removal Between Holes #4 and #5
4. Update: Duffy's Patio Expansion and Amended Lease
5. Consideration of Agreements for Golf Course Managers and At-Will Employees *(to be provided under separate cover)*
6. Update: Corkscrew Pines Drainage Infrastructure Request
7. Acceptance of Unaudited Financial Statements as of September 30, 2022
8. Approval of September 27, 2022 Regular Meeting Minutes
9. Staff Reports
  - A. District Counsel: *Tony Pires, Esquire*
  - B. District Engineer: *Johnson Engineering, Inc.*

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

I. Irrigation Reports

a. High Irrigation Users

b. Irrigation Disconnect

II. NEXT MEETING DATE: November 8, 2022 at 9:00 A.M.

• QUORUM CHECK


|                      |                                    |                                |                             |
|----------------------|------------------------------------|--------------------------------|-----------------------------|
| Philip Simonsen      | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| Chris Brady          | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| Phil Olive           | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| Michael DeBrino, Jr. | <input type="checkbox"/> IN PERSON | <input type="checkbox"/> PHONE | <input type="checkbox"/> NO |
| 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**

**UNAUDITED  
FINANCIAL  
STATEMENTS**

**STONEBROOK  
COMMUNITY DEVELOPMENT DISTRICT**

**MINUTES**

**DRAFT**

**MINUTES OF MEETING  
STONEBROOK  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stoneybrook Community Development District held a Regular Meeting on September 27, 2022 at 9:00 a.m., at the Stoneybrook Community Center, 11800 Stoneybrook Golf Boulevard, Estero, Florida 33928.

**Present were:**

|                             |                     |
|-----------------------------|---------------------|
| Eileen Huff                 | Chair               |
| Chris Brady (via telephone) | Vice Chair          |
| Phil Olive                  | Assistant Secretary |
| Michael DeBrino             | Assistant Secretary |
| Philip Simonsen             | Assistant Secretary |

**Also present:**

|                |                     |
|----------------|---------------------|
| Chuck Adams    | District Manager    |
| Tony Pires     | District Counsel    |
| John Vuknic    | Golf Superintendent |
| Jeff Nixon     | Golf Pro            |
| Paul McFarland | Resident            |

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 9:00 a.m. Supervisors Huff, Olive and DeBrino were present in person. Supervisor Brady was attending via telephone. Supervisor Simonsen was not present at roll call.

**On MOTION by Ms. Huff and seconded by Mr. Olive, with all in favor, authorizing Mr. Brady's attendance and full participation, via telephone, due to exceptional circumstances, was approved.**

**SECOND ORDER OF BUSINESS**

**Public Comments (5 Minutes)**

39 Resident Paul McFarland voiced his opinion that the CDD taxpayers deserve a more  
40 complete explanation of the recent real estate transactions and that the Chair should submit a  
41 more complete letter to the taxpayers, via the newspaper or USPS, addressing the rationale for  
42 the expenditure and the cost to the taxpayers. He believed that, although the transaction cost  
43 \$7.7 million, the entire cost of the Duffy's and pro shop purchase is really \$16,335,000, with  
44 interest over a 30-year period. Mr. McFarland discussed the assessment increase, Series 2022  
45 bonds and 10-year no call provision on the bonds. He asked for a detailed explanation of the  
46 actions that will be taken to offset the increased costs to taxpayers.

47 **Discussion: Hurricane Preparedness**

48 **This item was an addition to the agenda**

49 Asked if they are ready for the storm, Mr. Vuknic and Mr. Nixon replied affirmatively.  
50 Mr. Nixon discussed the following:

- 51 ➤ The golf course will likely close today at 2:00 p.m., and remain closed on Wednesday  
52 and possibly Thursday, depending on the storm effects that morning.
- 53 ➤ Once the storm passes, Staff will need to evaluate the damage and assess how quickly  
54 the golf course can reopen. This was a 20-day process after Hurricane Irma.
- 55 ➤ Estero may be safer than other nearby areas.
- 56 ➤ The best-case scenario would be to re-open the golf course Thursday afternoon or  
57 Friday morning.

58 Ms. Huff expressed her opinion that it is not worth it to open prematurely and damage  
59 the golf course. Mr. Vuknic stated staff will clear the walkways and roadways as early as  
60 Thursday and assess the golf course to determine when it can re-open.

61 Discussion ensued regarding potential flooding, lake levels being at capacity, the swale,  
62 gas supply, beverage cart, the Pro Shop, pump house and securing the starter shack.

63

64 **THIRD ORDER OF BUSINESS**

**Golf Course Staff Reports**

65

66 **A. Golf Superintendent**

67 Mr. Vuknic reported the following:

- 68 ➤ The new CDD pump station is running efficiently.



69 Ms. Huff asked CDD Staff to send a “thank you” note to Mr. Siedl, of Metro Pumping, for  
70 being so accommodating and for a job well done.

71 ➤ Staffing: The golf course is fully-staffed. Recruiting is becoming easier. There were some  
72 vacation issues in September but everyone was accommodated.

73 ➤ Pro Shop Landscape Bid: Proposal #179981 was obtained from Juniper.

74 Discussion ensued regarding the landscaping plan, quantity of plant materials, trees for  
75 the golf course and Stoneybrook golf monument. Ms. Huff stated her preference for pavers and  
76 for decorative rock around the flagpole to protect it from golf carts.

77

78 **On MOTION by Ms. Huff and seconded by Mr. DeBrino, with all in favor,**  
79 **authorizing Mr. Vuknic to expend up to \$4,000 for plantings around the Pro**  
80 **Shop, including improvements around the flagpole, was approved.**

81

82

83 ➤ There is a 20’ cart path easement issue on Hole #4; the landscaping on the cart path  
84 almost touches the landscaping on the other side. Staff attempted to meet with the  
85 homeowners but were unsuccessful.

86 Mr. Brady stated he contacted the homeowners but has not heard from them. Ms. Huff  
87 stated if the trees damaging the cart path are CDD-owned, the CDD can have them removed.

88 Asked about the wall on Brasfield, Mr. Vuknic stated, upon inspection, the wall needs to  
89 be painted or pressure washed. There are no cracks or structural damage; however, the chain  
90 link fence that abuts against the wall is damaged and needs to be repaired.

91 Discussion ensued regarding a 12’ easement on the Brasfield wall, Hole #4 and Holes  
92 #12 and #13.

93 Mr. Vuknic will re-inspect Hole #4 and report his findings at the next meeting.

94 **B. Golf Pro**

95 Mr. Nixon reported the following:

96 ➤ September revenues are \$31,000 above and \$51,000+ year-to-date, including cart fees.

97 ➤ Staffing: Peyton resigned.

- 98 ➤ Per Fowler Construction, the permitting process with the Village for the starter shed,  
99 cart attendant and ball dispenser is 95% complete. Mr. Fowler is hoping to have approval from  
100 the Village within 30 days and commence installation of the ball machine at the end of October.
- 101 ➤ Mr. Nixon felt that obtaining a loan from Synovus Bank is not necessary and opined that  
102 the CDD would be better off making minor upgrades to maintain vibrancy for a few more years.
- 103 ➤ The most important project is to re-grass the golf course; excess cash and bond  
104 payments could be reserved and set aside to accomplish this by a goal date of May 1, 2026.

105 Mr. Nixon responded to questions regarding how much it will cost to re-grass the golf  
106 course and complete other miscellaneous projects, pro-shop re-painting costs, the restroom  
107 expansion project and the status of the fountains.

108 **I. Consideration of Proposals for Outdoor Surveillance Cameras**

109 **a. Gamma Tech Services Proposal #761 [\$9,192.30] Includes One-Year**  
110 **Warranty**

111 **b. Key Security Services Proposal #361 [\$5,116.09]**

112 Ms. Huff stated that she and Mr. Nixon met with both vendors and she felt more  
113 comfortable with Gamma Tech Services (GTS), which is very knowledgeable. Mr. Nixon  
114 recommended selecting GTS, despite the additional cost. In response to Mr. Brady's question,  
115 Ms. Huff stated this will be funded through the golf course building and maintenance fund.

116

117 **On MOTION by Ms. Huff and seconded by Mr. DeBrino, with all in favor,**  
118 **Gamma Tech Services Proposal #761, in the amount of \$9,192.30, with a one-**  
119 **year warranty, was approved.**

120

121

122 Mr. Pires noted that, once the cameras are installed, the locations, materials, etc., will  
123 be exempt from public records requests and only available to Staff and the Board.

124 Mr. Nixon stated the Board will eventually need to consider adding leagues or groups to  
125 Saturday and Sunday play. It would be financially more feasible for the CDD to run straight  
126 public play for groups like church fundraisers, Pine Lakes Booster Club, Little League, etc. As the  
127 population expands, weekend play will look different and the CDD could start charging more for  
128 weekend play.

129 Discussion ensued regarding the local golf demographic, current revenue from the  
 130 Saturday Men’s League, golf fees in northern states compared to Florida, charging higher rates  
 131 on weekends and the economy.

132 **II. Consideration of Cost Estimates for Tree and/or Bush Removal Between Holes**  
 133 **#4 and #5**

134 This item was not addressed.

135

136 **FOURTH ORDER OF BUSINESS** **Consideration of Synovus Bank Final Term**  
 137 **Sheet for Miscellaneous Projects**

138  
 139 This item was deferred.

140

141 **FIFTH ORDER OF BUSINESS** **Update: Community Landscape Committee**

142

143 Ms. Huff stated the Committee received the Juniper estimate that was presented at the  
 144 last meeting to start work on the cul-de-sacs, center median and four-way stop. She asked if the  
 145 Board wished to proceed or defer the project another month. She hoped to proceed with the  
 146 project in January 2023. The total cost will be approximately \$200,000.

147 Discussion ensued regarding the proposed landscaping project, sodding the  
 148 intersections and the common area maintenance.

149

150 **On MOTION by Ms. Huff and seconded by Mr. DeBrino, with all in favor, the**  
 151 **Juniper estimate and to commence re-landscaping the cul-de-sacs, center**  
 152 **median and the four-way stop, was approved.**

153

154

155 Ms. Huff will inform Juniper that the Pro Shop entry will be completed by in-house staff.

156 Mr. Nixon asked about re-curbng an area to facilitate a left turn into the Duffy’s parking  
 157 lot. Mr. Pires suggested the Board direct the District Manager to have the District Engineer  
 158 investigate the requirements to re-curb the parking lot.

159 Discussion ensued about the Collier Concrete Paving estimates, permitting and funding.

160

161 **SIXTH ORDER OF BUSINESS** **Update: Pumphouse Replacement**

162

163 This item was addressed during the Third Order of Business.

164

165 **SEVENTH ORDER OF BUSINESS** **Discussion: Filling Vacant Seats on the**  
166 **Board**

167

168 Ms. Huff stated she included an article in the newsletter urging interested candidates to  
169 submit their resumes and attend the December meeting, wherein the Board will consider and  
170 vote on potential candidates. Mr. Adams stated the vacancy can be declared at the December  
171 meeting and the Board could then immediately consider any resumes that were received.

172

173 **EIGHTH ORDER OF BUSINESS** **Update: Status of Discussions with Duffy's**  
174 **Regarding an Amended Lease for Outdoor**  
175 **Back Patio**

176

177 Mr. Vuknic stated he conferred with Duffy's and Ms. Paul about amending the lease to  
178 expand the square footage of the outdoor patio. Mr. Pires stated, in his quick review of the  
179 lease, the premises includes the patio area.

180 Discussion ensued regarding the current premises, proposed expansion area, modifying  
181 the lease, the golf course and Clubhouse tracts, whether to enter into a land lease with Duffy's  
182 and which entity would fund the project.

183 Mr. Pires would facilitate a Zoom meeting with Mr. Vuknic, Ms. Paul and himself to  
184 discuss the patio expansion and lease and provide an update at the next meeting.

185

186 **NINTH ORDER OF BUSINESS** **Consideration of Agreements for Golf**  
187 **Course Managers and At-Will Employees**  
188 **(provided under separate cover)**

189

190 This item was deferred to the next meeting.

191

192 **TENTH ORDER OF BUSINESS** **Consideration of Resolution 2022-13,**  
193 **Concerning Payments by the Golf Course**  
194 **Operations for the Continued Use of a**  
195 **Portion of the Land, Clubhouse and**

196 Improvements (“Clubhouse Land”) Now  
 197 Owned by the District; Said Portion of the  
 198 Clubhouse Land Used by the Golf Course  
 199 Operations Described Herein as the “Pro  
 200 Shop”, “Cart Storage” (Collectively the  
 201 “Golf Pro Shop Premises”) and “Parking”;  
 202 Providing for the Amount and Timing of  
 203 Payments to Be Made to the District by the  
 204 Golf Course Operations for Such Use of the  
 205 Golf Pro Shop Premises; Releasing the Golf  
 206 Course Operations from the Obligation to  
 207 Pay a Monthly Parking Fee; Authorizing  
 208 Certain Officers of the District to Take All  
 209 Actions and Enter Into All Agreements  
 210 Required to Implement this Resolution;  
 211 and Providing an Effective Date  
 212

213 Mr. Pires stated, while the Pro Shop will continue to pay the same amount and fees to  
 214 the CDD as it was paying to TAQ, the previous landlord, the portion dealing with the \$3,000 per  
 215 month parking easement will no longer be paid as of September 1, 2022.  
 216

217 On MOTION by Ms. Huff and seconded by Mr. DeBrino, with all in favor,  
 218 Resolution 2022-13, Concerning Payments by the Golf Course Operations for  
 219 the Continued Use of a Portion of the Land, Clubhouse and Improvements  
 220 (“Clubhouse Land”) Now Owned by the District; Said Portion of the Clubhouse  
 221 Land Used by the Golf Course Operations Described Herein as the “Pro Shop”,  
 222 “Cart Storage” (Collectively the “Golf Pro Shop Premises”) and “Parking”;  
 223 Providing for the Amount and Timing of Payments to Be Made to the District  
 224 by the Golf Course Operations for Such Use of the Golf Pro Shop Premises;  
 225 Releasing the Golf Course Operations from the Obligation to Pay a Monthly  
 226 Parking Fee; Authorizing Certain Officers of the District to Take All Actions and  
 227 Enter Into All Agreements Required to Implement this Resolution; and  
 228 Providing an Effective Date, was adopted.

229  
 230  
 231 **ELEVENTH ORDER OF BUSINESS** **Consideration of Ajax Paving Industries of**  
 232 **Florida, LLC, Proposal for Stoneybrook Golf**  
 233 **Club Parking Lot Paving [\$184,848.32]**  
 234

235 This item was deferred to the October meeting.

236

237 **TWELFTH ORDER OF BUSINESS** **Update: Corkscrew Pines Drainage**  
 238 **Infrastructure Request**

239  
 240 Ms. Huff stated, due to the impending storm, the meeting to address this item was  
 241 cancelled. She will keep the Board updated on any new developments.

242  
 243 **THIRTEENTH ORDER OF BUSINESS** **Acceptance of Unaudited Financial**  
 244 **Statements as of August 31, 2022**

245  
 246 Ms. Huff presented the Unaudited Financial Statements as of August 31, 2022.

247 Mr. Nixon asked if the golf course bond can be paid off early without penalty. Mr.  
 248 Adams replied yes. Asked why the "Irrigation Fund", on Page 12, owes the "General Fund"  
 249 \$20,336, Mr. Adams will investigate and provide an answer at the next meeting.

250  
 251 **On MOTION by Mr. Simonsen and seconded by Mr. DeBrino, with all in favor,**  
 252 **the Unaudited Financial Statements as of August 31, 2022, were accepted.**

253  
 254  
 255 **FOURTEENTH ORDER OF BUSINESS** **Approval of August 23, 2022 Public Hearing**  
 256 **and Regular Meeting Minutes**

257  
 258 Ms. Huff presented the August 23, 2022 Public Hearing and Regular Meeting Minutes.  
 259 The following changes were made:

- 260 Line 293: Insert "McFall" after "Bryan" and "Stanley" after "Darryl"  
 261 Line 299: Insert "Hansen" after "Elizabeth"

262  
 263 **On MOTION by Mr. DeBrino and seconded by Mr. Simonsen, with all in favor,**  
 264 **the August 23, 2022 Public Hearing and Regular Meeting Minutes, as amended,**  
 265 **were approved.**

266  
 267  
 268 **FIFTEENTH ORDER OF BUSINESS** **Staff Reports**

269  
 270 **A. District Counsel: Tony Pires, Esquire**

271 Mr. Pires reported the following:

- 272 ➤ He will contact LIPA to combine the lots.

273 ➤ He will coordinate with Mr. Nixon, Mr. Vuknic and Ms. Paul regarding the Duffy's patio  
274 expansion and lease modification.

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

276 There was no report.

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

278 **I. Irrigation Reports**

279 **a. High Irrigation Users**

280 **b. Irrigation Disconnect**

281 These items were included for informational purposes.

282 **II. NEXT MEETING DATE: October 25, 2022 at 9:00 A.M.**

283 **○ QUORUM CHECK**

284 The next meeting would be held on October 25, 2022.

285

286 **SIXTEENTH ORDER OF BUSINESS**

**Supervisors' Requests**

287

288 In response to a question about the paving project, Mr. Adams stated a project manual  
289 will be prepared by the District Engineer for sealed bidding purposes. The project will go out to  
290 bid after the holidays. It will be a 30 to 35-day process, the contract will be awarded and the  
291 project will be scheduled to commence in the April to May timeframe.

292 Ms. Huff felt that the silver boxes out front were painted nicely and asked what  
293 company does that. It was noted that the boxes were painted by the Lee County DOT.

294 Discussion ensued regarding having the boxes painted, the width of the golf cart path  
295 and the easement.

296

297 **SEVENTEENTH ORDER OF BUSINESS**

**Adjournment**

298

299 There being nothing further to discuss, the meeting adjourned.

300

301 **On MOTION by Mr. Olive and seconded by Mr. DeBrino, with all in favor, the**  
302 **meeting adjourned at 10:46 a.m.**

303  
304  
305  
306  
307  
308

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Secretary/Assistant Secretary

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Chair/Vice Chair



**STONEBROOK  
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF  
REPORTS  
Cla**

**STONEBROOK  
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF  
REPORTS  
Cib**

**STONEBROOK  
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF  
REPORTS  
CII**

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

**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*