

**MINUTES OF MEETING
STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stoneybrook Community Development District held a Regular Meeting on February 22, 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	Vice Chair
Phil Olive	Assistant Secretary
Philip Simonsen	Assistant Secretary
Mike DeBrino, Jr.	Assistant Secretary

Also present, were:

Chuck Adams	District Manager
Tony Pires	District Counsel
John Vuknic	Golf Superintendent
Jeff Nixon	Golf Pro
Ted Piers	Resident
John Shapiro	Resident
Ray Bartlett	Resident
Other Residents	

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

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

SECOND ORDER OF BUSINESS

Public Comments (5 Minutes)

Windham Run resident Ray Bartlett voiced his opinion that lake bank deterioration behind his home has worsened since it was addressed several years ago. Since the video he sent on Saturday was not received, he would resend it to Mr. Adams to forward to the Board. Discussion ensued regarding the prior issue, how it was addressed years ago and how the slope has now progressed to a dip in the middle. Mr. Adams was asked to have the District Engineer

inspect Lake #75. Mr. Vuknic would take and email photographs to Mr. Adams after the meeting.

Waymouth Run resident Ted Piers asked the following questions:

➤ Are the new developments on Corkscrew Road planning to replace the temporary fence with a wall or berm?

Ms. Huff stated that The Village of Estero plans to install a walking path in the next six to nine months. The CDD and County landscapers will work on replacing trees and vegetation.

➤ Can they increase the berm’s depth and height on Waymouth, similar to what it is on Ben Hill Griffin Parkway?

Ms. Huff stated she would ask Juniper Landscaping to determine if doing this is possible.

➤ Are there plans to do something with the right-of-way (ROW) to make it easier coming out of Stoneybrook or to put another exit on the other side of Duffy’s?

Ms. Huff stated that she is working with The Village and County representatives to have an officer patrol the entrances and exits in the afternoon to alleviate the chaos because there was not enough room to add another lane.

Mr. Bartlett asked if it is possible to install an exit on the east side of Duffy’s since there are more drivers coming out of there and the golf course during season. The Board and Staff thought this would be a good idea in the future but it would be necessary to address the berm, the utilities and the walkway. Mr. Pires mentioned that the County’s current roadway requirements do not allow installation of a second exit.

THIRD ORDER OF BUSINESS

Golf Course Staff Reports

A. Golf Superintendent

I. Consideration of Proposals to Replace Putting Green to Spec

This item was pending.

II. Salary Rate Increase Spreadsheet for Golf Course Staff

Mr. Vuknic distributed a salary rate increase spreadsheet to the Board. The spreadsheet contains the existing and new pay rates of each Golf Course and Common Grounds employee. This item was approved at the last meeting. Mr. Vuknic and Ms. Huff stated that the employees were thrilled about the raise.

Mr. Vuknic reported the following:

- Pine straw application was completed over a week ago.
- Clearing the intersection at Worcester Run was finished.
- Staffing: The Assistant Mechanic position was filled. Candidates for the two other positions did not show up to their interviews. The golf course has an open position for one laborer and the common grounds has one irrigation tech position open.

The consensus was to hire an in-house Irrigation Tech, instead of outsourcing.

- Golf Course Palm Trimming: The project was almost completed. He would inspect where a resident observed branches blocking the Hole #18 Tee Box.
- The lake bank project will commence this week.
- Pumpstation Replacement Project: It will be necessary to close the sidewalks for one week and delegate manpower to direct traffic during certain points of the project.

Ms. Huff stated she would include this information in the newsletter, send weekly e-blasts and contact Tammy to see if Stanley is available to direct traffic.

- The greens were doing great. The trees would be assessed this weekend as they were being damaged.

In response to a question about the sod at Tee #7, Mr. Vuknic stated it was easier to resod than apply herbicide to address the toad issue.

Discussion ensued about issues with tees and turf. Mr. Vuknic was asked to research his suggestion to use artificial turf mats and brick pavers for players to use for warmups.

B. Golf Pro

Mr. Nixon distributed a salary rate increase spreadsheet for his employees and discussed each one individually. Mr. Dan Clark and Mr. Lloyd Sebbly are the only two employees on the list who are not Pro Shop staff. He considered both as top employees. The pay increases would result in a budget increase of about \$46,000 annually. Mr. Olive asked if it is possible to increase certain events to cover the cost-of-living increase. Mr. Vuknic replied yes and stated that he is working on raising group event rack and range rates.

Mr. Nixon responded to questions regarding existing homeowner rate and about 10 range passes issued annually. He suggested increasing “outsider” rates 10%. Mr. Nixon will notify staff and Crosby of the increase.

On MOTION by Ms. Huff and seconded by Mr. Olive, with all in favor, increasing the Pro Shop Staff employees' salaries to the new rates, as presented, was approved.

Mr. Nixon stated that he expected to be at or above budget by the end of the month.

- **Consideration of P&W Golf Supply, LLC Quote #EST7529 for Golf Ball Dispenser**

Mr. Nixon presented the P&W Golf Supply LLC proposal. He felt that the additional revenue from the equipment would help offset the employee wage increase. Discussion ensued regarding how the dispenser works, the best location for it and possibly hiring additional employees to maintain the range in Fiscal Year 2023.

On MOTION by Mr. Simonsen and seconded by Mr. Olive, with all in favor, the P&W Golf Supply, LLC Quote #EST7529, for a golf ball dispenser, three-button swipe system, tokens, etc., was approved.

Mr. Nixon reported the following:

- The National Deaf Foundation is holding its Southeastern Championship at Stoneybrook this June. About 90 to 120 deaf golfers are expected to play.
- The Golf Course will be closed on March 15, 2022 for maintenance.

FOURTH ORDER OF BUSINESS

Update: Community Landscape Committee

Ms. Huff stated that Brian, the new Juniper representative is working on the plans to present to the Landscape Committee and then to the Board at the next meeting.

Ms. Huff asked what type of flowers will be planted in the spring. Mr. Vuknic stated the same flower types but in spring colors, similar to the Vista Development at WildBlue.

Mr. Vuknic stated that a letter was sent to Caloosa Tent yesterday, which is the final step to obtaining the tent permit from The Village. He stated that the purpose of a tent was to use during COVID. He noted that the CDD would be required to obtain a permit every two months, from October to July, at cost of \$55 each, and asked Mr. Pires if it would be possible to make this a permanent structure. Mr. Pires discussed the different requirements for obtaining a Temporary Use Permit and a Limited Developer Order. He would mention this to Mr. David Willems and Ms. Mary Gibbs, of The Village to gain a better understanding of the rationale and

to possibly modify the code to be less temporary. Mr. Vuknic was asked to contact the Caloosa Tent company to find out if other communities are having issues with putting up tents.

FIFTH ORDER OF BUSINESS

Update: Potential Purchase of TAQ Building

- **Discussion: Other Project and Amounts to Include in Potential Financing**

Mr. Pires discussed the following associated with the potential purchase of the TAQ building:

- All comments and objections to the Title Commitment are due next Tuesday.
- All documents and the survey were still being reviewed. He identified some minor items and planned to include any types of objections in the letter to TAQ.
- The surveyor's representative is continuing their research to ensure the setbacks are valid as The Village's Representative advised them to contact Lee County, as the County was the first to approve the building.
- Universal Engineering was engaged to complete the due diligence process, which was comprised of environmental and structural inspections. Once a response about the status is received, it would be emailed to Mr. Adams for dissemination to the Board.

Mr. Vuknic asked for a copy of the site plan survey to determine ownership of the golf cart parking pad near Duffy's and the fence that is sagging.

Mr. Pires stated that the fence is located on CDD property; he would email the survey to Mr. Vuknic.

- A Zoning Verification letter would be requested from Ms. Gibbs once the Board decides on the intended use for this property.

Mr. Pires reviewed the items on the Schedule of Uses List, referred to the TAQ's original Zoning Verification letter and stated he was unsure if turning it into a Country Club is an allowable use or if it would require a zoning change. He would discuss this with Ms. Gibbs and contact Ms. Huff and Mr. Vuknic to develop a list of broader range of uses.

Mr. Nixon asked if it is possible for the Golf Course to acquire a liquor license, once they own the building. Mr. Pires stated he would have his office research the licensing statutes and contact Mr. Nixon regarding whether it is a possibility.

Mr. Adams stated that the appraisal was received yesterday. The TAQ building appraised at \$6.8 million.

A resident stated he heard that mold was found in the TAQ building. Ms. Huff stated it was true but it was addressed. The Pro Shop had the same issue and it was addressed.

Discussion ensued about the roadway and landscape project costs that they plan to fund with the Bond Participation Note, along with a contingency amount.

Mr. Adams recommended issuing a 30-year, \$12 million bond; he expected the interest rate to be 3%. Ms. Huff stated that, taking into consideration that the current debt services assessments will be paid off in two years and reserve funds will be used on landscaping projects, homeowners can expect to pay an additional of \$75 to \$80 a year for the CDD to own the building. With regard to Duffy's rent and CAM costs, Mr. Adams suggested allocating the revenue received from Duffy's into reserves for eventual replacement and, once that is built up, consider reducing assessments.

Ms. Huff asked if the CDD is subject to paying property taxes. Mr. Pires replied affirmatively, since the CDD is receiving revenue. Whether to engage the existing Property Management firm or another, the District Manager keeping the books and filing the taxes and the Duffy's lease were discussed. Regarding delaying certain projects, Mr. Adam stated that pooling all the projects into the bond is preferred due to the costs of issuing bonds. The Term Sheet would be presented at the next meeting.

Ms. Huff stated that the inspection report was pending; however, she reviewed the confidential documents and the Profit and Loss Statements several times and was comfortable with proceeding with the bond issuance to purchase the TAQ Building.

Mr. Brady asked if the Board would receive the appraisal documents in time to review them prior to possibly voting on this at the March meeting. Mr. Pires would email them once certain information is redacted.

A resident asked about the possibility of converting the TAQ building into a Community Center.

Mr. Brady voiced his opinion that it would be better to have tenants that can help to reduce assessments in the future.

Discussion ensued regarding discussions with the HOA about constructing a Community Center.

STONEBROOK CDD

February 22, 2022

In response to a question about receiving a commission on sales, Mr. Pires stated he must research whether information about Duffy’s commission on the sale and the option terms to renew lease are considered trade secrets and exempt from public record.

A resident asked about the timeline, if the Board will vote on the purchase at the next meeting and when the Board will send information about how this will impact homeowners.

Ms. Huff stated that the decision will be made at the March 22, 2022 meeting; the CDD has until April 15, 2022 to notify the owner of the decision and the closing would occur on April 29, 2022. The Board can continue the March 22, 2022 meeting if necessary.

A resident asked about retaining walls on the west side of the property. Ms. Huff stated it belongs to the HOA, who maintains it on behalf of Miromar.

SIXTH ORDER OF BUSINESS

Consideration of Juniper Landscaping of Florida, LLC, Proposal to Clean Up Intersections

Ms. Huff presented the Juniper proposal to clean up and remove shrubs at the nine remaining intersections, instead of in-house staff completing the work in phases.

Ms. Huff asked Mr. Vuknic if he thought the \$12,000 cost is appropriate. Mr. Vuknic replied affirmatively but suggested the CDD save the money by keeping the project in house. He noted that a small amount of sod would need to be purchased.

In response to the question of whether having in-house crews complete this project would diminish their other projects, Mr. Vuknic replied no and stated that they are working on it as they find the time. Ms. Huff agreed with keeping the project in house. Mr. Vuknic stated he will need to purchase additional pine straw but he did not expect it to be expensive.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-01, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Lee County Supervisor of Elections Begin Conducting the District’s General Elections; Providing for Compensation; Setting for the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date

Mr. Adams presented Resolution 2022-01 and read the title. Seats 4 and 5, currently held by Mr. DeBrino and Ms. Huff, respectively, will be up for election at the November 2022 General Election. The qualifying period is in June 2022.

On MOTION by Ms. Huff and seconded by Mr. Brady, with all in favor, Resolution 2022-01, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Lee County Supervisor of Elections Begin Conducting the District’s General Elections; Providing for Compensation; Setting for the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of January 31, 2022.

Ms. Huff presented the Unaudited Financial Statements as of January 31, 2022. Mr. Vuknic would have Accounting identify the “Unclassified Revenue” amount posted in the Proprietary Fund and percentage out the “group insurance” expenses between the two groups.

On MOTION by Mr. DeBrino and seconded by Mr. Brady, with all in favor, the Unaudited Financial Statements as of January 31, 2022, were accepted.

NINTH ORDER OF BUSINESS

Approval of January 25, 2022 Regular Meeting Minutes

Ms. Huff presented the January 25, 2022 Regular Meeting Minutes. The following changes were made:

Line 14 and throughout: Change “Simonson” to “Simonsen”

On MOTION by Mr. Simonsen and seconded by Mr. DeBrino, with all in favor, the January 25, 2022 Regular Meeting Minutes, as amended, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Tony Pires, Esquire*

Mr. Pires distributed and presented The Village of Estero Sidewalk Easement document requesting an easement along a portion of Corkscrew Road. He would notify Mr. Willems that The Village must include the CDD’s recent modifications from a prior request into the document and that this request would be discussed at the next meeting, since the Board must evaluate the impact to the value of the property that the CDD might purchase.

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

There was no report.

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

I. Irrigation Reports

- a. High Irrigation Users**
- b. Irrigation Disconnect**

These items were included for informational purposes.

II. NEXT MEETING DATE: March 22, 2022 at 9:00 A.M.

- o QUORUM CHECK**

The next meeting will be held on March 22, 2022 at 9:00 a.m.

ELEVENTH ORDER OF BUSINESS

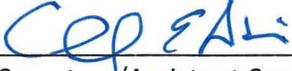
Supervisors’ Requests

Mr. Olive asked if meetings can be changed to 6:00 p.m. It was noted that meetings used to be at 6:00 p.m., and were changed to 9:00 a.m. Ms. Huff stated it can be considered when the Fiscal Year 2023 Meeting Schedule is presented in July or August.

Mr. Brady stated that the Naples Attorney emailed another request for information on the potential sidewalk issue. Mr. Adams stated he emailed the CDD’s Policy to the Attorney in response to a public records request. Mr. Pires stated the Attorney must follow procedures in the statutes. Ms. Huff stated that she, Mr. Nixon, Mr. Adams and Mr. Pires discussed how this matter would be handled. She emailed Lisa informing her that this item was being addressed.

Mr. Brady asked if the Board wants to hold another public meeting or attend an HOA meeting to provide homeowners with information about the potential purchase of the TAQ building. Sharing this information at various HOA meetings and at other events and whether to continue the March 22, 2022 meeting, was discussed. The decision was to take no further action, as this has been an agenda item for over a year.

On MOTION by Mr. Brady and seconded by Mr. DeBrino, with all in favor, the meeting adjourned at 11:17 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair