

**MINUTES OF MEETING
STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stoneybrook Community Development District held a Regular Meeting on February 23, 2021 at 6:00 p.m., at the Stoneybrook Community Center, 11800 Stoneybrook Golf Boulevard, Estero, Florida 33928.

Present were:

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

Also present, were:

| | |
|-------------------------|--------------------------|
| Chuck Adams | District Manager |
| Dan Cox (via telephone) | District Counsel |
| John Vuknic | Golf Superintendent |
| Jeff Nixon | Golf Pro |
| Crosby | Administrative Assistant |
| Alex Fowler | ADP Payroll Company |
| Diana Wind | ADP Payroll Company |
| Paul Carvey | Resident |

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 6:00 p.m. Supervisors Huff, DeBrino, Simonsen and Olive were present. Supervisor Brady was attending via telephone.

SECOND ORDER OF BUSINESS

Public Comments (5 Minutes)

Ms. Huff presented and responded to questions emailed to her by Mr. Hornort, regarding the memorial bricks:

Question: Did the Board approve the placement of the memorial bricks next to the main putting green?

Answer: Yes, it did, in September or October of 2016.

Question: Are there rules for the memorial bricks?

Answer: Yes, they can be found in the minutes of the meeting, online.

In response to Ms. Huff's question, Mr. Adams stated minutes from four or five years ago are no longer online but could be retrieved upon request.

Question: Who is responsible for getting the bricks? Who can residents contact?

Answer: Mr. Huff presented the request to the Board back then and is the person who purchases and facilitates the bricks.

Question: How much are the engraved bricks?

Answer: The bricks are engraved at a cost, in addition to a quarterly maintenance fee. The total cost would be calculated and provided to Mr. Hornort.

Question: Can someone contribute to the memorial brick fund?

Answer: When the program originated, it was done through the 50/50 at the Men's League, which is reflected in the minutes. The Women's League opted not to do the 50/50 and pay for it out of their treasury.

Question: Who is responsible for the placement of the bricks?

Answer: Mr. John Vuknic, the Golf Superintendent, and his staff.

Question: Will the Board make exceptions for rules if someone wants to buy an engraved brick for a loved one?

Answer: A suggestion was made to the HOA that, if a resident who is not a golfer passes away, his or her name could be added to a walk of honor in the community center. The bricks on the putting green are strictly for the golfers in the Men's and Women's Leagues and for maintenance and Pro Shop staff who have passed.

Resident Paul Carvey presented a platted survey and stated he petitioned the CDD Board to help him with removal of a tree that is 6' from his lanai. When the property was platted in 1997 or 1998, it was not a variance but the corner of the lanai sits right on the golf course property. In his ten years residing in Stoneybrook, he had the tree professionally-trimmed annually, as it hangs over the lanai. In return for assisting with removal of the tree, Mr. Carvey stated he would donate \$1,000 to the golf course to plant new trees. The Board and Staff discussed the survey, the tree type in question and the cost of removal. Mr. Vuknic was asked to investigate pricing and coordinate with Mr. Carvey to facilitate removal.

Resident Paul McFarlane asked about the CDD bond payments and the amount on the tax bill. Ms. Huff stated the homeowners' portion of the bond would be paid off in 2023 and the golf course portion of the bond would be paid off in 2028; the \$325 on the tax bill was to pay for the bond.

THIRD ORDER OF BUSINESS

Golf Course Staff Reports

A. Golf Superintendent

Mr. Vuknic reported the following:

➤ Mr. St. John, a resident, asked for the Board's assistance to remove a tree interfering with the palm trees near his home. Although the tree is not encroaching on his home, Mr. St. John asked for it to be removed.

Ms. Huff stated the matter would be considered when the Board does the landscape enhancement review.

➤ The golf course would be closed on March 15, 2021 for maintenance. A pre-emergent would be applied, the greens would be flushed out and a gradient would be added.

➤ Locating all of the drains on the putting green was in progress.

➤ Staffing: One new staffer would be hired in either April or May.

B. Golf Pro

- **Update: Century Link Phone Service**

Mr. Nixon reported the following:

➤ Negotiating a deal with Century Link was temporarily on hold but work would continue and an update would be provided, at the next meeting.

➤ January was a good month but February was less profitable thus far.

➤ The Chicago group was on the premises and expending thousands on golf.

Mr. Nixon expressed his gratitude to the Ladies League for previously bestowing an honorary membership to his mother for a memorial brick. He noted that Mr. Al Smith, who was a great golfer, passed away recently; he would be truly missed.

Mr. Brady believed that, when the brick memorials were instituted, it was open to all residents. Ms. Huff replied no and stated that the memorial bricks were always strictly for the

golfers and the Board had suggested that the HOA recognize non-golfers at the community center. She would raise the topic again with Bill Reynolds and Tammy Kern of the HOA.

FOURTH ORDER OF BUSINESS**Update: Pro Shop Remediation**

Mr. Nixon stated he was working with Mr. Andrew De-Salvo and Christine, from the AJS Realty Company, on the Pro Shop remediation. There was a major water leak in Duffy's that caused the water damage to the Pro Shop ceiling and insulation. TAQ has tried to bill the District \$50,000 for the repairs, which is an unbudgeted amount. Mr. Nixon felt that there were bigger needs, such as a new putting green, but Staff was working towards resolving the issue. Mr. Cox arranged for an insurance adjustor to inspect the Pro Shop and a report is pending and should be ready within a month. Asked if new federal legislation related to additional Paycheck Protection Program (PPP) funds to governmental municipalities was being considered, Mr. Cox stated he was doubtful but he would stay informed as much as he can.

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

Ms. Huff gave the following update:

- Ms. Huff, Mr. Vuknic, Elizabeth and a few Landscape Committee members recently met with a Landscape Architect who was referred by Mr. Adams.
- The Landscape Architect suggested lowering the shrubbery, installing more ground cover, trimming/cutting back some of the trees to improve line of sight at the corners and implementing interesting plant changes.
- A second opinion was requested from another Landscape Architect and a response was pending. He would be invited to inspect the area with Mr. Vuknic and a few Committee members.
- In the interim, Ms. Huff was anticipating a call from the first Landscape Architect to discuss his plan for the District. His work at Pelican Landing was impressive.
- The landscaping project would commence during the summer months.
- Mr. Vuknic would facilitate the project by disclosing the locations of the sprinkler heads and informing the Landscape Architect of what can and cannot be accomplished.

SIXTH ORDER OF BUSINESS

Discussion/Consideration: Potential Candidates to Serve as District Counsel (*materials to be provided under separate cover*)

Mr. Adams stated that the potential candidate for District Counsel, who had not provided a submittal, had an abundance of work and was no longer interested in the position. Ms. Huff stated the District currently does not have the funds to proceed with hiring new District Counsel and requested Mr. Cox's fee schedule to compare costs for legal services. Mr. Adams would retrieve and forward the information to the Board. Mr. Cox reminded the Board that the immediate legal fees that were recently billed to the District were because of all of the golf course payments being deferred since August. Ms. Huff stated that was not an issue.

SEVENTH ORDER OF BUSINESS

Review of Current Payroll Company Issues and Possible Company Change

Ms. Huff stated that she, Crosby, Mr. Vuknic and Mr. Nixon have been working on engaging a new payroll company for as a cost-savings measure and because of a number of issues with the current payroll company that resulted in delayed paychecks to staff. Ms. Huff voiced her opinion that the CDD cannot afford for its employees to wait to be paid because they work week to week. She was coordinating with Trinet to provide refunds to employees who were charged late and overdraft fees because the payroll was not on time. In the interim, in comparing ADP to Trinet, Staff discovered that the administrative fees were similar with both but the actual cost of the benefits from ADP could save the District approximately \$50,000. She invited a representative from ADP to the meeting.

Referencing a handout, Ms. Diana Wind, of ADP, reviewed the Financial Impact Analysis prepared expressly for the Stoneybrook CDD, by Ms. Alex Fowler, who was attending virtually. Ms. Wind discussed the two models that were being offered, the advantages and affordability of the medical insurance package, the deductible, PPLI, etc. She responded to questions regarding transferring 401k plans, the blackout period, promotions, benefits, open enrollment and the differences between the comp. services contract and the ADP TotalSource contracts.

The Board’s consensus was to switch to ADP, with assurance that there would be no lapse in coverage with the transfer. Ms. Wind was asked to contact District Staff 60 days prior to the open enrollment period and to proactively assist in the transition.

On MOTION by Mr. Olive and seconded by Mr. DeBrino, with all in favor, terminating Trinet and engaging ADP for payroll services, including the Comprehensive Package with Rider, was approved.

Crosby would notify Trinet of the change and coordinate with Ms. Wind and Ms. Fowler to prepare and finalize the transition.

EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of January 31, 2021

Ms. Huff presented the Unaudited Financial Statements as of January 31, 2021. Assessment Revenue Collections were at 93%.

On MOTION by Mr. DeBrino and seconded by Mr. Olive, with all in favor, the Unaudited Financial Statements as of January 31, 2021, were accepted.

NINTH ORDER OF BUSINESS

Approval of January 26, 2021 Public Hearing and Regular Meeting Minutes

Ms. Huff presented the January 26, 2021 Public Hearing and Regular Meeting Minutes. Mr. Vuknic responded to questions regarding vandalism on the 16 Pro Tee, drainage issues, irrigation and Precision Air. The following change was made:

Line 164: Change “buses” to “large golf carts”

On MOTION by Mr. DeBrino and seconded by Mr. Simonsen, with all in favor, the January 26, 2021 Public Hearing and Regular Meeting Minutes, as amended, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Dan Cox, Esquire*

There being no report, the next item followed.

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

There being no report, the next item followed.

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

Mr. Adams stated Mr. Keith Gomez, with the Lee County Department of Transportation (DOT) would be sending him a package regarding the Corkscrew Road widening and the interface with the widening and Boulevard entry. Any actions related to easements that need to be considered would be addressed at the next meeting.

I. Irrigation Reports

a. High Irrigation Users

b. Irrigation Disconnect

These items were provided for informational purposes.

II. NEXT MEETING DATE: March 23, 2021 at 9:00 A.M.

• QUORUM CHECK

The next meeting will be held on March 23, 2021 at 9:00 a.m.

ELEVENTH ORDER OF BUSINESS

Supervisors' Requests

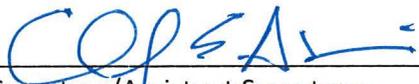
There being no Supervisors' requests, the next item followed.

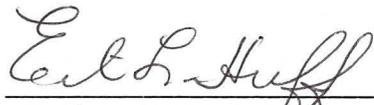
TWELFTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Olive and seconded by Mr. DeBrino, with all in favor, the meeting adjourned at 7:23 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair