

**MINUTES OF MEETING
STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stoneybrook Community Development District held a Regular Meeting on March 23, 2021 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
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 Ours	Administrative Assistant
Keith Gomez	Lee County
Joshua Hildebrand	Johnson Engineering, Inc./Lee County DOT Consultant

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:01 a.m. Supervisors Huff, DeBrino and Simonsen were present, in person. Supervisor Olive was not present at roll call. Supervisor Brady was attending via telephone.

SECOND ORDER OF BUSINESS

Public Comments (5 Minutes)

There were no public comments.

THIRD ORDER OF BUSINESS

**Discussion: Corkscrew Road Project 0669 -
Request for Easements, Intersection of
Corkscrew Road and Stoneybrook Golf
Drive**

Referencing the agenda packet, Ms. Huff stated that the Corkscrew Road project would entail re-paving the back road, relocating a few control boxes and removal and replacement of a concrete pole. The project would improve traffic in and out of the back gate and streamline traffic on Corkscrew Road. She stated that Lee County is requesting an easement from the District to facilitate the project. She introduced Mr. Hildebrand and Mr. Gomez.

Mr. Gomez stated, as far as the paving aspect within the temporary construction easement area, a connection would be made to pave only the segment noted and not the entire length of the lane. Asked how far back the paving would go, Mr. Gomez stated that the full length of the construction easement area is 60' from the right-of-way (ROW) line and the connection and transition would be made at that point.

Asked if the County could pave the entire area, Mr. Gomez stated the proposal was to improve the intersection and make a smooth transition free of bumps or elevations; the County's budget was set and he was unsure of what the incremental difference would be to repave the entire back road.

In response to a question regarding a contingency, Mr. Hildebrand stated a contingency was not necessarily built into the plan, per se, but Phase 1 of the construction would probably commence within the next two to three months, with the utility work first. The County previously engaged a contractor. The exact time would be dictated by the contractor's schedule and the intent was to make the transition as smooth as possible. He discussed Phase 1 of the project, the pull/control boxes, extending the turn lane, reducing stacking at the nearby school, re-doing the signal and reconstructing aged infrastructure.

Ms. Huff voiced her preference for the work to commence during the summer, when schools are closed, and asked for advance notice of the start date, in order to alert residents that the back gate would be closed. Mr. Hildebrand would relay Ms. Huff's request to the County's Project Manager and ensure that the information is passed on to the District Manager.

Mr. Brady stated that the Board previously discussed the back road issue with the County, the Village and the School District and, in the end, he believed that Stoneybrook residents would end up paying for the road repairs despite only being responsible for 20% of the traffic in the area. He felt that the County should be willing to make a deal with the CDD regarding the easement. Ms. Huff expressed her agreement with Mr. Brady and asked if the County could pave the entire length of the back road in exchange for the easement.

Mr. Gomez asked for a brief recess to present the Board’s request Department of Transportation (DOT) to find out if any additional roadwork could be included in the proposal.

FOURTH ORDER OF BUSINESS

Golf Course Staff Reports

A. Golf Superintendent

Mr. Vuknic reported the following:

- The pre-emergent application was completed and everything went smoothly.
- The greens are extremely dry due to a lack of significant rainfall and there would be increased irrigation, as a result.
- As of yesterday, staff started installing the smaller components of the sub-air system that was recently purchased. The areas or holes with the most issues would be targeted first, followed by the putting green, Holes #12 and #13 and on from there. He discussed various aspects of the sub-air system, including flush-outs, cam-locks, the blower, a valve box and pipe components with lids. The system would be ready for use by the end of July.
- Staff recently went through an inventory list and performed mock-ups.
- There was a mid-season lull but pine straw applications would occur soon and annuals would be installed in May.
- Regarding the May proposed budget, the focus would be on renewing leases, streamlining payroll and addressing miscellaneous items.

Mr. Vuknic informed of a notice from Toro that there would be a 2.3% price increase starting April 12, 2021; however, to avoid that, the District must commit to a written renewal by April 12, 2021. Discussion ensued regarding the Toro price increase, switching vendors,

obtaining a loan to purchase new equipment, the secondary market, maintenance costs, etc. Mr. Vuknic would start looking into purchasing equipment and exploring other lease options.

Mr. Olive joined the meeting at 9:41 a.m.

B. Golf Pro

- **Update: Century Link Phone Service**

Mr. Nixon gave the following update:

- A slight decrease in revenue was anticipated, towards the end of the month, due to the three-month rental guests returning to northern states.
- Sunday was slower than usual, yesterday was good and the previous weekend was terrific. Despite the pandemic and issues with the greens, it was a good year for golf, thus far.
- There was no update on the Century Link proposal, as there was no response to his numerous calls; it was possible that maybe Century Link does not want the business.

Discussion ensued regarding Comcast, updating the District's telephone system and the proposed budget. Ms. Huff directed Mr. Nixon to request a service call from Comcast.

Mr. Nixon reviewed the tournament schedule for the remainder of the year from outside events, the summer months were predicted to be very busy.

- Stoneybrook partnered with the company "Spark Golf", which hosts afternoon leagues. The program will run from the end of April through September at 4:00 or 5:00 p.m., every Wednesday, depending on the weather.
- Staffing: Kyle Schulte would be resigning in June. There were currently no plans to fill the position. Most of the cart attendants were cross-trained to work in the Pro Shop. A new seasonal assistant would be hired in September. Tyler, a golf shop intern from Amherst College, would be graduating in the spring and would retain his position. He plans to eventually pursue a career as a golf professional.
- The Men's League was steady and Saturday revenues increased from year to year.

FIFTH ORDER OF BUSINESS

Update: Pro Shop Remediation

In response to Ms. Huff's question, Mr. Nixon stated he had not heard from DeSalvo or the insurance company. Mr. Cox stated he did not have an update but would follow up with the

insurance company. Ms. Huff stated Colby recently performed an inspection and determined that the air quality in the Pro Shop was fine, so there was no rush to shut down now. Discussion ensued regarding when Duffy's would open, a Clyde Golf event and the driving range.

SIXTH ORDER OF BUSINESS

Update: Community Landscape Committee

Ms. Huff gave the following update:

- The Landscape Committee met with two landscape architects. One submitted and presented a proposal to draw up the plans and the second has yet to respond to Mr. Vuknic's follow up calls.
- The Committee was very concerned about the line of sight and changing the landscaping to make it safer.
- The Committee addressed bringing in the cul-de-sacs, which would be addressed at the very end of the project, due to the impending road project.

The line-of-sight issue and the number of trees to be removed, were discussed. Ms. Huff stated both architects were told that the project would last three to four years.

SEVENTH ORDER OF BUSINESS

Update: ADP Payroll Transition

Ms. Huff gave the following update:

- Ms. Ours has done an excellent job; all staff members signed up for their new benefits.
- ADP representatives were very supportive and helpful with decoding the payroll. Everything was currently in order.
- Ms. Ours announced that individuals who want direct deposit must have it set up by Human Resources.

▪ **Discussion resumed: Corkscrew Road Project 0669**

Mr. Gomez gave the following update:

- He conferred with DOT officials regarding the Board's concerns and the request for the entire length of the roadway to be paved.
- DOT officials agreed to extend the temporary construction easement area to do a 1" mill and fill back through the intersection with the school entrance.

- The temporary easement legal description must be revised to include the additional distance.
- To justify that expense, the County wants the ROW easement to be in fee simple form, so that the County would own that 15' x 30' area.

Mr. Cox stated, with the County being a governmental entity, eminent domain could be exercised and the transaction could be accomplished without forcing the County to go through the formal process.

On MOTION by Mr. Brady and seconded by Mr. Simonson, with all in favor, the extension of the Temporary Construction Easement, past the school entry to facilitate a 1" mill and fill of the roadway by Lee County, was approved.

On MOTION by Mr. Simonson and seconded by Mr. Olive, with all in favor, the fee title transfer of a 15' x 30' parcel at the northwest corner of the entry on Corkscrew Boulevard to Lee County or a Grant of Easement over same parcel, if unable to transfer ownership, was approved.

Mr. Gomez would update the documents with the new legal description and verbiage about the mill and fil, and forward the documents to Mr. Cox and Mr. Adams to transmit to the Board Members.

EIGHTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of February 28, 2021

Ms. Huff presented the Unaudited Financial Statements as of February 28, 2021. Discussion ensued regarding the irrigation fund and the common ground maintenance payroll.

On MOTION by Mr. DeBrino and seconded by Mr. Simonson, with all in favor, the Unaudited Financial Statements as of February 28, 2021, were accepted.

NINTH ORDER OF BUSINESS

Approval of February 23, 2021 Regular Meeting Minutes

Ms. Huff presented the February 23, 2021 Regular Meeting Minutes. The following changes were made:

Line 22: Insert "Ours" after "Crosby" and "Administrative Assistant" as her title

Line 35 and throughout: Change "Mr. Hornet" to "Horneart"

Line 101: Insert "Reynolds" after "Bill" and "Kern" after "Tammy"

Line 105: Insert "Stanfield" after "Christine"

Line 106: Change "Andrew Company" to "AJS Realty Company"

Line 107, 108: Change "Duffy's billed the District \$50,000 for the repairs" to "TAQ is trying to bill the District \$50,000 for the repairs"

Asked for an update on a Paycheck Protection Program (PPP) loan, Mr. Cox stated there were no provisions for local governments. He suggested contacting the County or the Village to inquire about sharing some of the relief package that is going directly to Counties and Cities. Mr. Cox was asked to make the inquiries, on behalf of the District.

On MOTION by Mr. DeBrino and seconded by Mr. Simonson, with all in favor, the February 23, 2021 Regular Meeting Minutes, as amended, were approved.

▪ **Supervisors' Requests**

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

Mr. Olive voiced his dissatisfaction with the District's legal representation and asked about hiring new District Counsel. Ms. Huff stated one response was received from an interested attorney and Mr. Cox's payroll was a consideration. Discussion ensued regarding Mr. Cox's fees, the bonds, the budget and inviting the interested attorney to the next meeting.

Mr. Olive asked for the minutes from future Landscape Committee meetings and stated he would have appreciated notification of the change in the payroll company prior to the day of the meeting.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Dan Cox, Esquire*

Mr. Cox stated he acted at the direction of the Board regarding the bonds and did not regret the outcome. He announced that he would attend the next meeting in person as he anticipates being fully vaccinated.

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

There being no report, the next item followed.

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

I. Irrigation Reports

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

These items were provided for informational purposes.

II. NEXT MEETING DATE: April 27, 2021 at 9:00 A.M.

- QUORUM CHECK**

The next meeting will be held on April 27, 2021 at 9:00 a.m.

Ms. Ours presented the 401k and other payroll documents for execution by the Chair. Ms. Huff executed the documents.

ELEVENTH ORDER OF BUSINESS

Supervisors' Requests

This item was addressed following the Ninth Order of Business.

TWELFTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. DeBrino and seconded by Mr. Simonsen, with all in favor, the meeting adjourned at 10:33 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

COPSA
Secretary/~~Assistant Secretary~~

Erin L. Huff
Chair/~~Vice Chair~~