

**MINUTES OF MEETING  
STONEBROOK  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stoneybrook Community Development District held a Regular Meeting on Tuesday, March 26, 2019 at 9:00 a.m., at the Stoneybrook Community Center, 11800 Stoneybrook Golf Drive, Estero, Florida 33928.

**Present and constituting a quorum were:**

Eileen Huff	Chair
Chris Brady	Vice Chair
Ed Harland	Assistant Secretary
John Blakeley	Assistant Secretary
Mike DeBrino	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Dan Cox	District Counsel
John Vuknic	Golf Superintendent
Jeff Nixon	Golf Pro

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 9:01 p.m. Supervisors Huff, Harland, Blakely and DeBrino were present, in person. Supervisor Brady was not present at roll call.

**SECOND ORDER OF BUSINESS**

**Public Comments: (5 Minutes)**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Discussion/Update: Hurricane Irma Recovery**

Mr. Adams stated that Management fulfilled one more informational request and forwarded it to Tallahassee. In response to Ms. Huff's question, Mr. Adams stated that a check should be mailed within a month and, once received, the Board would be alerted and the funds would be deposited in the General Fund, under "Miscellaneous income".

**Mr. Brady arrived at the meeting at 9:02 a.m.**

A Board Member asked if the District received a reimbursement check from its insurance carrier. Mr. Adams stated that, under the policy, nothing from the wind event was insurable. Discussion ensued regarding insurable assets, the Pro Shop, developing an unforeseen special projects fund and PGA insurance coverage costs. Ms. Huff proposed inviting the current insurance agent to the next meeting and asked Mr. Vuknic and Mr. Nixon to prepare a list of questions regarding additional coverage and costs and forward them to Mr. Adams. Mr. Adams would invite the agent to an upcoming meeting and email copies of the questions to the Board and the agent, in advance of his attendance.

**FOURTH ORDER OF BUSINESS**

**Loan for Golf Course Bunker Restoration**

Mr. Adams stated that Ms. Huff inquired about obtaining a \$300,000 loan to renovate the bunkers and asked about the time frame. The District has a small, interest-only expense for November 1, 2019, and, if authorized to proceed with the application process, the project could commence in the summer. Since the Board's consensus was to proceed, Mr. Adams would include the term sheet on the next agenda for consideration and approval and proceed with document development. The loan would be for 48 months with no prepayment penalties. In response to Mr. Adams' question, Ms. Huff stated that the funding date should be in August. Mr. Adams would arrange for a pre-close at the July meeting and funding would be granted August 1. Discussion ensued regarding the bunker renovations and the contractor.

**FIFTH ORDER OF BUSINESS**

**Discussion: Volunteers**

Mr. Nixon discussed his concerns about liability and recommended discontinuing the volunteer program. Although every volunteer signs a waiver, if someone is injured while volunteering, they might seek reimbursement for medical bills. The volunteers served a purpose and were very helpful over the years but the CDD would be better off having the volunteers on the payroll but that was not feasible at this time. Discussion ensued regarding a volunteer who was injured but did not pursue litigation, the waiver, placing volunteers on the payroll and volunteer play parameters. Mr. Nixon stated that a decision was not required today; this could be discussed during the Fiscal Year 2020 Budget considerations, as changes were underway in the pro shop that could free up funds for hiring volunteers.

**SIXTH ORDER OF BUSINESS****Discussion: Summer Pass**

Mr. Nixon proposed offering a summer annual golf pass to increase summer revenue and highlighted the proposed terms and conditions:

- The pass would cost \$500 per person; there would be no couple deals.
- The summer pass would be valid from June 1<sup>st</sup> to October 15<sup>th</sup>
- There would be a \$20 cart fee to play.
- The pass is targeted to parents, local residents and league players.
- The summer pass program would be publicized and on a trial basis.
- Staff would ensure that the program is as fair as possible.

Discussion ensued regarding a summer pass versus the annual pass, cart fees, offering both in-season and summer passes and splitting the payment in two.

**SEVENTH ORDER OF BUSINESS****Discussion: Consideration of Budget Items**

Ms. Huff stated that John Vuknic and Jeff Nixon forwarded information regarding freeing up revenue to make the annual interest and principal payments. Mr. Adams would forward the information to the bank. A Board Member stated the District expends \$700 per month for restroom maintenance and, although Lloyd does a good job, he is getting older so the Board should consider securing another maintenance person to share the workload. Mr. Nixon stated that the new individual would clean the restrooms, change the filters on the ice machine each month and clean the windows, etc., 20 to 25 hours per week. Discussion ensued regarding proper maintenance of the men's bathrooms, the ice machine, cart key access, digital codes and keeping youth out of the bathrooms.

**EIGHTH ORDER OF BUSINESS****Update: Final Phase of Lake Bank Erosion Project**

Mr. Vuknic provided the following update:

- The aerator on Lake #3 was not functioning.
- The lake was recently inspected, with a contractor; the power source was not located.
- Mr. Vuknic referred the HOA to a wire locator person and he is supposed to be on site tomorrow; the HOA would cover the costs.
- The diffusers in the pond were fine.

Mr. Adams stated that a landscape company would address a few residential washouts on the south end of the lake and the aquatic plants were installed.

**NINTH ORDER OF BUSINESS**

**Continued Discussion: Stoneybrook Landscaping Project**

Mr. Harland stated that he would contact Waldrop and request a budgetary estimate and possibly ask about the Pinewood section. The project would not be executed until Fiscal Year 2023; the Board would consider a financing plan. Mr. Adams recalled that an increased fund balance amount was added to the Fiscal Year 2019 budget and Management would set it aside and designate it for future projects.

**TENTH ORDER OF BUSINESS**

**Consideration of Uniform Collection Interlocal Agreement with Lee County Property Appraiser**

Mr. Adams presented the Uniform Collection Interlocal Agreement.

**On MOTION by Mr. Harland and seconded by Mr. Brady, with all in favor, the Uniform Collection Interlocal Agreement with Lee County Property Appraiser, was approved.**

**ELEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of February 28, 2019**

Mr. Harland presented the Unaudited Financial Statements as of February 28, 2019. Assessment revenue collections were at 94%. Mr. Harland asked about Mr. Pinder’s plans to recover the \$100,000 from the Golf Fund, on Page 7. Mr. Adams stated, if the Board authorizes the transfer, accounting would place the funds back in the Irrigation Fund and those would be the backstop to the bunker renovation fund. The transfer would be included in the March 31<sup>st</sup> financials and provided to the bank to show that those funds are there as a designated backstop. Mr. Harland asked about the \$5,393 “Line repairs/labor” line item, on Page 8. Mr. Vuknic stated that it was a line conditioner for the faulty tower that was being acquired for placement inside the Clubhouse; he would verify it.

**On MOTION by Mr. Harland and seconded by Mr. Brady, with all in favor, authorizing Mr. Pinder to transfer \$98,116 from the Golf Fund to the Irrigation Fund, was approved.**

**On MOTION by Mr. Harland and seconded by Mr. Brady, with all in favor, the Unaudited Financial Statements as of February 28, 2019, were approved.**

In response to Mr. Harland’s question, Mr. Adams confirmed that the past, overdue water bills would be reflected in the current year’s financials.

**TWELFTH ORDER OF BUSINESS**

**Golf Course Staff Reports**

- A. Golf Superintendent**
- B. Golf Pro**

These items were presented following the Thirteenth Order of Business.

**THIRTEENTH ORDER OF BUSINESS**

**Approval of February 26, 2019 Regular Meeting Minutes**

Ms. Huff presented the February 26, 2019 Regular Meeting Minutes. The following change was made.

Line 126: Change “Mr. Vuknic” to “Mr. Brady”

**On MOTION by Mr. Brady and seconded by Mr. Blakeley, with all in favor, the February 26, 2019 Regular Meeting Minutes, as amended, were approved.**

- **Golf Course Staff Reports**  
This item, previously the Twelfth Order of Business was presented out of order.
- A. Golf Superintendent**  
Mr. Vuknic reported the following:
  - The Bougainvilleas in the center median would be removed and replaced with Lantana plants the following week.
  - A new turbidity fence would be installed this week; the old fence would be advertised on Craigslist.

- If the First Assistant accepts another job offer, the Second Assistant would be promoted.
- A tree count would be performed on the lake.
- The golf course would be closed May 28 through May 31, June 24 through 26, July 22 through 24 and August 26 through 28. The course would be closed tentatively on Mondays.

Discussion ensued regarding the HOA, the fountains, lights and the bunker.

#### **B. Golf Pro**

Mr. Nixon reported the following:

- Business slowed on March 19 and 20 due to cooler temperatures and rain.
- In April, the Club would commence a “Master Sunday Specials” program. The golf would open at 7:00 a.m., and many items would be discounted to maximize usage on Sundays.
- The program would be on a trial basis and, if successful, could be offered year-round on Sundays. Per Ms. Huff, Mr. Nixon is to ensure that the flyer is reproduced and distributed throughout the community.
- Junior Golfer, Ms. Talia Rodino, who has been in the program from its inception, would be competing at Augusta, on April 7<sup>th</sup>. Her success is a big plus for Stoneybrook Junior Golf.
- On May 11<sup>th</sup>, there will be a Fundraiser Scramble for the purpose of creating a scholarship fund for Stoneybrook Junior Golf, where the CDD would reward a Junior golfer with \$500 to \$1,000 for college. He would prefer it if the recipient was a Stoneybrook resident but it could also be someone who volunteered hours to the CDD.

Ms. Huff included the event in the April Newsletter and would also ask Tish to email the flyer to all residents. She directed Mr. Nixon to post the event on the CDD’s Facebook page.

- The first Ladies Club Championship was a success; it was a one-day event held last Thursday. Ms. Mary Malkey, a first time Ladies Club Championship, shot 81. Ms. Huff stated it would be a good idea to present a trophy or plaque because the Ladies League has supported the CDD over years.
- The men’s club Championship, which concluded on Saturday, was also a success.
- Mr. Nixon anticipated that his First Assistant would also accept a position elsewhere soon and he would promote his second assistant as well; Mr. Nixon would assume the Merchandise purchasing duties, with the new First Assistant performing the inventory.
- There would be no new hires until October.

Ms. Huff asked Mr. Nixon and Mr. DeBrino to continue researching the insurance issue. She asked Mr. Adams to alert the Board about whether the agent would attend the next meeting.

**FOURTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel: *Dan Cox, Esquire***

Ms. Huff reminded the Board to say that the insurance matter involving an individual, Duffy’s, the CDD and DiSalvo was in the hands of the insurance companies if approached, as anything that is said could be held against the District.

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

There being no report, the next item followed.

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

There being no report, the next item followed.

**i. High Irrigation User’s Report**

**ii. Irrigation Disconnect List**

These reports were provided for informational purposes.

Discussion ensued regarding golf course irrigation, meters, alligators, controllers, residents shutting off their water boxes and necessary repairs. A Board Member asked about a resident’s \$831 bill. Ms. Huff asked staff to inspect that property to see if there was an issue.

**iii. NEXT MEETING DATE: April 23, 2019 at 9:00 A.M.**

The next meeting will be held on April 23, 2019 at 9:00 a.m.

**FIFTEENTH ORDER OF BUSINESS**

**Supervisors’ Requests**

Ms. Huff asked about the new shed. Mr. Nixon stated that the Junior Golf items are being stored there and it would be cleaned out when the golf course is closed.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Blakeley and seconded by Mr. Brady, with all in favor, the meeting adjourned at 9:26 a.m.**

*COPEAL*  
Secretary/Assistant Secretary

*Ernie L. Huff*  
Chair/Vice Chair