

**MINUTES OF MEETING  
STONEBROOK  
COMMUNITY DEVELOPMENT DISTRICT**

A Regular Meeting of the Stoneybrook Community Development District's Board of Supervisors was held on Tuesday, May 22, 2018 at 6:00 p.m., at the Stoneybrook Community Center, 11800 Stoneybrook Golf Drive, Estero, Florida 33928.

**Present and constituting a quorum were:**

Ed Harland	Chair
John Blakeley	Vice Chair
Lewis Frith	Assistant Secretary
Eileen Huff	Assistant Secretary
Chris Brady	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Dan Cox ( <i>via telephone</i> )	District Counsel
John Vuknic	Golf Superintendent
Jeff Nixon	Golf Pro
Bill Reynolds	Resident and HOA President
Mike Hoornaert	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 6:00 p.m. All Supervisors were present, in person.

**SECOND ORDER OF BUSINESS**

**Public Comments: (5 Minutes)**

There being no public comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Consideration of Resolution 2018-03, Approving a Proposed Budget for Fiscal Year 2018/2019 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date**

Mr. Adams presented Resolution 2018-03. Further review and modifications of the proposed Fiscal Year 2019 budget will be made during the July meeting and, if assessment levels increase, Mailed Notices must be sent to residents. A number of adjustments to the proposed Fiscal Year 2019 budget line items were anticipated; specifically, when the Federal Emergency Management Agency (FEMA) recovery funds are received, transferring a portion of those funds out of the Irrigation Enterprise Fund to the General Fund, as a 100% reimbursement from FEMA is not expected. The District will receive a full refund from the insurance claim for the cart loss. The final year payment to the Series 2008 Debt Service Fund (aka SunTrust loan) will be made using the projected surplus funds, resulting in assessments being reduced in that Debt Service Fund. The following changes to the proposed Fiscal Year 2019 budget would be made:

TAQ landscaping revenue: insert formula, \$2,250 x 6 in “Projected through 9/30/18” column and \$2,250 x 12 in “Proposed Budget FY 2019” column.

Board Members were directed to send their budget revisions to Mr. Adams.

Page 4: Change “onetime capital costs of” to “lease payment”

**On MOTION by Ms. Huff and seconded by Mr. Blakeley, with all in favor, Resolution 2018-03, Approving the District’s Proposed Budget for Fiscal Year 2018/2019, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law for August 28, 2018 at 6:00 p.m., at this location; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Request for Repairs on Berwhich Run**

Mr. Brady presented Mr. Kennedy’s email that included photographs of an area near his home. Mr. Kennedy is requesting that the CDD replenish about 50’ yards of missing landscaping along a CDD wall that was damaged by Hurricane Irma. Discussion ensued regarding filling in the area of the wall with ficus bushes, the cart path location, etc. Mr. Brady will advise Mr. Kennedy that the CDD is reviewing his request and would most likely plant bushes in the area. Mr. Vuknic ordered landscaping that is expected to arrive next week and will add this to his projects list; he anticipated completing the project in about three weeks.

**FIFTH ORDER OF BUSINESS**

**Discussion/Update: Hurricane Irma Recovery**

Mr. Adams stated the FEMA claim remained pending; no additional requests for information were received and no agreements were sent to the CDD. San Carlos Drainage Estates was the only CDD that received paperwork from FEMA for their claim of approximately \$50,000. Updates will be provided.

**SIXTH ORDER OF BUSINESS**

**Continued Discussion: Report Regarding Lake Bank Loss Along Resident Side of Lake West Windham Run**

Mr. Adams presented an overview of Ms. Clancy's Lake 28 Erosion Recommendations Report, which noted that the lake banks were in stable condition and no loss of property was identified. He recommended waiting until the wet season, in the fall, to cover the areas identified as washouts with geotube bags and also for those few areas where the vertical face was greater than 8" and located between the homes, where erosion is caused specifically by the runoff from the resident's roof. Correcting this issue using littoral plantings would not be useful because of the velocity of the runoff. The preferred long-term method would be for homeowners to capture the runoff by installing a yard drain system that is brought to the edge of the lake, using a 4" flexible tubing, the CDD connecting it out 10' to 15' to the bottom of the lake and sinking the end so that it is hidden during wet or dry season. It would cost the CDD approximately \$400 to install geotube bags around each lot line. Mr. Reynolds received a copy of the Report to forward to the HOA Property Manager for reference when fielding resident questions.

**SEVENTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of April 30, 2018**

Mr. Harland presented the Unaudited Financial Statements as of April 30, 2018. In response to Mr. Harland's question about the "Enterprise Fund: golf course" and "Unassigned Fund Balances" line item entries, Mr. Adams will confirm whether they were related to payroll.

**On MOTION by Ms. Huff and seconded by Mr. Blakeley, with all in favor, the Unaudited Financial Statements as of April 30, 2108, were approved.**

**EIGHTH ORDER OF BUSINESS****Golf Course Staff Reports****A. Golf Superintendent**

Mr. Vuknic provided the following report:

- Landscapers will be onsite the next three weeks.
- Flower Installation: Continues.
- Palm Tree installation, delayed by the weather, will begin next week.
- Irrigation costs will increase.

Mr. Harland asked about the dying palm trees. Mr. Vuknic confirmed that the trees to the left of Duffy's died as a result of airborne pathogens. They recommend removal and replacement with a different variety. There have been 30 trees near Holes #2 and #17 that have fallen in the last two and a half years. These palm trees are susceptible to airborne diseases and are not recommended for re-planting. Discussion ensued regarding what should be planted in its place, whether pine trees were also susceptible to disease and what height to purchase. Mr. Vuknic will obtain estimates on purchasing trees and sod.

**B. Golf Pro**

Mr. Nixon provided the follow report:

- Golf Course Closure: It was a good month but the rain effected certain days. An event is scheduled for this Saturday. The GPS was updated to block the area near Hole #5 between homes where golf carts should not go.
- Junior Golf: Four PGA members will be on staff when Mr. Bobby Conway graduates in June. He is one of two non-certified PGA members, Devon being the other; both are working towards becoming certified. Their boss, one of the two-certified PGA Members is expected to become a Master Professional within the next year.
- Changing Credit Card Handler: Changing from ETS to First American, offering better rates for American Express transactions and providing a hand held device for beverage cart transactions were recommended, which could result in saving money and time. Banking would remain at SunTrust. The Board approved this change.
- Summer is expected to be profitable, if the weather holds up.

- Cyber Protection Insurance and Cyber Protection for Credit Card Use: Previous discussions about obtaining insurance occurred, which, at that time, the District’s insurance firm did not provide. First American suggested obtaining coverage. Five County Insurance Agency, who handles coverage for Sun Group Junior Golf, can provide this coverage. Mr. Adams will confirm whether the CDD’s current insurance company offers cyber insurance for fraudulent credit card transactions.
- GPS Units: Work on the reset issue continues.

**NINTH ORDER OF BUSINESS**

**Approval of April 24, 2018 Regular Meeting Minutes**

Mr. Harland presented the April 24, 2018 Regular Meeting Minutes and asked for any additions, deletions or corrections. The following changes were made:

- Lines 27, 110, 112 and 162: Change “Hornet” to “Hoornaert”
- Line 43: Change “racks” to “paths”
- Line 180: Change “tree” to “pre”

**On MOTION by Mr. Frith and seconded by Mr. Blakeley, with all in favor, the April 24, 2018 Regular Meeting Minutes, as amended, were approved.**

**TENTH ORDER OF BUSINESS**

**Staff Reports**

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

- Trespassing Protocol: In response to the Chair’s request for Mr. Cox to review protocol for Staff to follow in response to a trespassing incident in which photographs were taken, Mr. Cox stated photographs taken on public property are not considered illegal or an invasion of privacy. He recommended that Staff respond by documenting the situation, informing the person they are trespassing and telling them to leave. Staff should not engage the trespasser any further and, if they do not leave, Staff should call security or the Sheriff’s Department.
- Encroachment on Golf Course: Ms. Huff asked if Mr. Jones responded to the letter that was sent. Mr. Cox received Mr. Jones’ response requesting additional documentation, which involved Mr. Adams obtaining a surveyor’s inspection and photographs of Mr. Jones’ lot line. No response was received yet to the second letter sent late last week, which included the backup

documentation, details of the encroachment and a request to tear down the structure. Discussion ensued regarding the structure being on the lot line and not on CDD property, it being buried within the setback that no permit was issued and defining whether the CDD, County, Village of Estero, HOA or the Architectural Review Committee (ARC) is responsible for enforcing the encroachment. Mr. Adams suggested contacting the Village of Estero Code Enforcement Division to handle it if Mr. Jones does not cooperate within one month.

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

There being no report, the next item followed.

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

**i. High Irrigation User’s Report**

This report was provided for informational purposes.

**ii. Irrigation Disconnect List**

This report was provided for informational purposes. A Board Member stated he was happy with the decision to pay residents on Belhaven Way a certain amount instead of giving them three years of free water. Mr. Cox asked whether the HOA ever collected on the utility notices it paid during the recession and if the District was reimbursed. Mr. Adams confirmed that the District was reimbursed; however, that program was in effect for only two years.

**iii. NEXT MEETING DATE: June 26, 2018 at 6:00 P.M.**

The next meeting will be held on June 26, 2018 at 6:00 p.m., at this location.

**ELEVENTH ORDER OF BUSINESS**

**Supervisors’ Requests**

- Security Personnel: At an HOA meeting, Ms. Huff was asked to inquire about whether the CDD would consider sharing costs with the HOA to obtain a security guard for the community. If so, it would require the guard using the CDD’s golf cart and allowing them access to the golf course, which the current protocol does not. The HOA was continuing to work out the details. A Board Member stated that, instead of calling the Sherriff, the Golf Course, as well as homeowners, would benefit from engaging security personnel regardless of whether the HOA or CDD pays for it.
- Fountains: Mr. Nixon explained the differences of fountains for aesthetics and fountains for water quality and the criteria used in determining whether expenses are allocated to the General Fund and assessed or to the golf course budget.

➤ Budget Workshops: The Chair will send the CDD and HOA Budget Cycle Workshop dates to Mr. Adams to post. The Board will record the meeting.

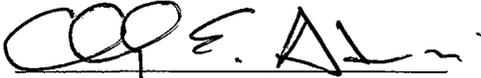
**TWELFTH ORDER OF BUSINESS**

**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Blakeley and seconded by Ms. Huff, with all in favor, the meeting adjourned at 7:00 p.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair