

**MINUTES OF MEETING
STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stoneybrook Community Development District held a Regular Meeting on May 25, 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	Vice Chair
Mike DeBrino (via telephone)	Assistant Secretary
Phil Olive	Assistant Secretary
Philip Simonsen	Assistant Secretary

Also present, were:

Chuck Adams	District Manager
Tony Pires	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 6:02 p.m. Supervisors Huff, Brady, Olive and Simonsen were present, in person. Supervisor DeBrino was attending via telephone.

On MOTION by Mr. Brady and seconded by Mr. Olive, with all in favor, authorizing Mr. DeBrino's attendance and full participation, via telephone, due to exceptional circumstances, was approved.

SECOND ORDER OF BUSINESS

Public Comments (5 Minutes)

There were no public comments.

THIRD ORDER OF BUSINESS

Consideration of Legal Services Agreement with Woodward, Pires & Lombardo, P.A.

Ms. Huff presented the Legal Services Agreement with Woodward, Pires & Lombardo, P.A., which was previously executed by Mr. Pires.

On MOTION by Mr. Simonsen and seconded by Mr. Olive, with all in favor, the Legal Services Agreement with Woodward, Pires & Lombardo, P.A., was approved.

FOURTH ORDER OF BUSINESS

Golf Course Staff Reports

A. Golf Superintendent

Mr. Vuknic reported the following:

➤ Due to a lack of rain, the ponds were extremely low and reclaimed water was being utilized for irrigation.

Asked if the CDD uses well water, Mr. Vuknic stated a combination of reclaimed and well water is used. Well water comes into the pond at six locations. Discussion ensued regarding the lack of rain and water usage.

➤ Pine straw was applied and the palms were trimmed throughout the community.

➤ Staffing: Although the golf course was fully staffed, a few experienced staffers were recently hired.

Ms. Huff asked about something being built in the woods. Mr. Vuknic stated a group of children were building a fort between the #15 and #16 pro tees. The children were informed that, despite their hard work, the fort must be dismantled. Mr. Vuknic would check to make sure the fort was removed.

➤ Overall, everything was going well.

➤ Ms. Marte, in Accounting, was contacted regarding a few minor issues in the budget.

Ms. Huff stated that she and Crosby reduced the “uncoded” from \$329,000 down to approximately \$10,000 and the payroll reports were brought up-to-date.

Mr. Vuknic responded to questions about the practice range, if it would be opened in time for the AJGA Tournament in July and maintaining an area behind Hole #1 that has become an eyesore. The Board and Staff discussed maintenance options for the specific area, including applying riprap, installing a wall, installing soil and sod, a geotube and pavers.

B. Golf Pro

Mr. Nixon reported the following:

- The snack bar continued to do very well.
- May was a busy month.

Ms. Huff commented that the concession staff is doing an amazing job and asked Mr. Nixon to convey that their diligence is recognized.

➤ Phone System: A meeting was held with Steve, from Florida Communications (FC), regarding the phone system; a proposal for an entirely new phone system was pending.

➤ The tent would be taken down in July. Installation of a fence along the side by the driving range was requested.

Per Ms. Huff, Mr. Nixon would obtain a fence estimate.

➤ A urinal in the men’s restroom is leaking and a new one has been ordered from Kohler.

Discussion ensued regarding engaging a new plumber, summer events, new batteries for the beverage cart and current difficulties in receiving goods shipped from overseas.

FIFTH ORDER OF BUSINESS

Discussion: Removal of Tree Buffer Along Corkscrew Road by Lee County

Ms. Huff stated that the tree removal was done on a Saturday, unbeknownst to District Staff. Not only were trees destroyed but the CDD’s irrigation system was also compromised. County officials admitted that they removed more than what was required so the County would install a temporary 8’ fence with a cloth barrier for affected residents. Ms. Huff, along with Mr. Bill Reynolds, Lloyd and Terri met with County officials regarding the tree removal. New trees would be installed after the road work is completed. Another meeting with Village and County officials was scheduled to discuss the matter further; Ms. Huff would attend, along with Mr. Vuknic, Mr. Reynolds and the new Landscape Architect that will be engaged.

Discussion ensued regarding how to respond to the County trespassing on CDD land to remove trees, tree replacement, replacing the irrigation, a slope easement and a survey. Mr. Pires was asked to draft a letter to Lee County and forward it to the Board Members for approval and mail it prior to the next meeting.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2021-03, Approving a Proposed Budget for Fiscal Year 2021/2022 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Ms. Huff presented Resolution 2021-03. Mr. Adams explained the annual budget preparation, deliberation, public hearing and adoption process. He reviewed the proposed Fiscal Year 2022 budget and stated that the District is not bound to any of the programs or the funding levels presented; changes can be made until the public hearing. Since an increase in year-over-year assessments was not anticipated, there would be no need to rush to send mailed notices to property owners. District Counsel previously reviewed Resolution 2021-03 and noted the following change that would be made:

Section 3: Insert “and the Village of Estero” after “Lee County”

On MOTION by Mr. Brady and seconded by Mr. Simonsen, with all in favor, Resolution 2021-03, as amended, Approving a Proposed Budget for Fiscal Year 2021/2022 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 24, 2021 at 6:00 p.m., at the Stoneybrook Community Center, 11800 Stoneybrook Golf Boulevard, Estero, Florida 33928; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

Ms. Huff asked Mr. Adams to convey to the Accounting Staff that their diligence in assisting with the uncoded items and the payroll issues was appreciated.

Mr. DeBrino questioned the \$12,000 increase in the “Total landscape maintenance” line item on Page 2 of the proposed Fiscal Year 2022 budget. Mr. Adams stated it was for the increases to the salaries and benefits.

The following change would be made to the proposed Fiscal Year 2022 budget:

Page 3, “Legal”: Change “Daniel H. Cox, P.A., Attorney at Law of Counsel to Young, Van Assenderp, P.A.” to “Anthony P. Pires, Jr., Esquire of Woodward, Pires & Lombardo, P.A.”

SEVENTH ORDER OF BUSINESS

Update: Pro Shop Remediation

- A. Floridian Commercial Services, LLC, Estimate for Restoration of South Hallway Wall
- B. Kobie Kooling Inc., HVAC Repair Work Order 12/18/2020
- C. Lead Mechanical Services HVAC Repair Quote #12232020a
- D. American Interiors, Inc., Acoustical Ceiling Insulation Proposal
- E. Aeret Restoration & Clean Air Systems Restoration Proposal
- F. Clean Air Management, Inc., Remediation Protocol
- G. Status of Pro Shop Insurance Claim

- Letter from Sedgwick Delegated Authority Insurance Claim Finding

Ms. Huff presented the Pro Shop remediation estimates and discussed the air quality test, the landlord's report indicating a possible roof leak, the insurance company's assessment and the total remediation costs. She asked if the landlord is correct that the District is bound to repairing the entire air conditioning system. Mr. Pires stated he must review the lease, as the District's responsibility is outlined in the lease. He asked if a written demand was made. Ms. Huff stated there were verbal conversations that TAQ would like the CDD to make the repairs and provided the estimates. She suggested informing the landlord that the repairs would be budgeted for the next fiscal year and asked if notification should be via email or in a letter. Mr. Adams stated a formal letter would be appropriate. Discussion ensued regarding the potential sale of the building, the CDD not committing to a repair date and the CDD's relationship with the landlord.

EIGHTH ORDER OF BUSINESS

Update: Community Landscape Committee

- A. Consideration of Juniper Landscaping Proposal for Landscape Architecture Professional Services for Stoneybrook Landscape Renovations (*Juniper Opportunity Number: 111930*)
- B. Consideration of Proposal from LandConsult, LLC, for Landscape Renovation Masterplan

Ms. Huff reported the following:

- The Landscape Committee interviewed three different companies.

- The Committee suggested LandConsult, LLC (LandConsult) draw, present and submit the design and Juniper Landscaping (Juniper) to implement the landscape renovations.
- The District would be granted a rebate on the initial cost, if it utilizes Juniper’s plants for the installation.

The Board and Staff discussed whether to engage LandConsult, LLC, in conjunction with Juniper, or to ask Juniper to take on the entire project, going through the sealed competitive bid process, project costs, berms, intersections, line of sight (LOS) issues, taking a tree count, tree removal and installing stop signs to curtail speeding. A question was raised regarding whether Juniper would issue the District a credit if hired. Ms. Huff confirmed that Juniper will credit a portion of the design back to the District. It was asked how residents could view the re-design. Mr. Adams stated the redesign plans could be scanned and uploaded to the District’s website. Per Ms. Huff, Mr. Pires would draft a letter to Juniper.

On MOTION by Mr. Brady and seconded by Mr. Olive, with all in favor, the Juniper Landscaping Proposal for Landscape Architecture Professional Services for Stoneybrook Landscape Renovations (Juniper Opportunity Number: 111930), in the amount of \$11,600, was approved.

NINTH ORDER OF BUSINESS

Discussion: Letter from Stoneybrook CDD to Village of Estero Council Members – Community Concerns Regarding the Corkscrew Pines Development Project (CPDP)

Ms. Huff reported the following:

- She forwarded a letter to the Village of Estero Council Members regarding the proposed 24-hour gas station.
- A tentative meeting was scheduled for July 13, 2021. Once the date is confirmed, an e-blast would be sent.
- Yesterday, she, along with Mr. Reynolds, Terry Merrifield and Lloyd Seby met with Village officials and discussed the sidewalk and other items. Today, she coordinated with Mr. Reynolds to draft a joint letter to Village officials asking them to consider that the District’s roads cannot handle the tanker truck traffic that would occur if the gas station is allowed to open on Corkscrew Road, with no traffic light.

➤ Once the July meeting is set, it would be critical for as many residents as possible to attend to voice opposition to the gas station project. Once the email is ready to be transmitted to the Village, it would be transmitted to Mr. Adams, who will forward it to the Board.

TENTH ORDER OF BUSINESS

Consideration of Request to Change June 22, 2021 Meeting to June 29, 2021

Ms. Huff asked if there were any issues with changing the June 22nd meeting to June 30th, as Mr. Adams has a conflict. Ms. Huff would check to make sure the room is available.

On MOTION by Ms. Huff and seconded by Mr. Simonsen, with all in favor, changing the June 22, 2021 meeting to June 30, 2021, at 6:00 p.m., was approved.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2021-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date

Ms. Huff presented Resolution 2021-04. The following change was made to the Fiscal Year 2022 Meeting Schedule:

February 22, 2022, TIME: Change “6:00 PM” to “9:00 AM”

On MOTION by Ms. Huff and seconded by Mr. Olive, with all in favor, Resolution 2021-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022, as amended, and Providing for an Effective Date, was adopted.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2021

Ms. Huff presented the Unaudited Financial Statements as of April 30, 2021. She asked Mr. Vuknic to monitor the increases in fuel, Under “Due from general fund”, on Page 7. She asked Mr. Adams to pay the \$69,254 to the irrigation fund on a monthly basis.

On MOTION by Mr. Brady and seconded by Mr. Simonsen, with all in favor, the Unaudited Financial Statements as of April 30, 2021, were accepted.

THIRTEENTH ORDER OF BUSINESS**Approval of April 27, 2021 Regular Meeting Minutes**

Ms. Huff presented the April 27, 2021 Regular Meeting Minutes. The following changes were made:

Line 25: Insert "Reynolds" after "Bill"

Line 52: Insert "Clerk of Courts and Tax Collector" after "Collier County"

Line 60: Change "\$110" to ".10 of an hour"

Lines 61 and 62: Change "a slip and fall case" to "case against Airbnb"

Lines 140: Change "Mr. Vuknic" to "Mr. Nixon"

Line 152: Insert "Stanfield" after "Christine" and "DeSalvo" after "Andy"

On MOTION by Mr. Brady and seconded by Mr. Olive, with all in favor, the April 27, 2021 Regular Meeting Minutes, as amended, were approved.

FOURTEENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: *Tony Pires, Esquire***

Mr. Pires stated he would keep the Board and Mr. Adams apprised of legislation that was passed but not yet signed by the Governor that could affect the District. Asked what the legislation pertains to, Mr. Pires stated it is about whether meeting notifications can be published only by internet as opposed to newspaper publications.

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

Mr. Adams would ask the District Engineer to conduct traffic engineering tasks to facilitate installation of stop signs in the community.

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: TBD

- **QUORUM CHECK**

The next meeting will be held on June 29, 2021.

FIFTEENTH ORDER OF BUSINESS

Supervisors' Requests

Ms. Huff stated the Village of Estero would be installing a walking path from Ben Hill Griffith past Bella Terra and will request an easement from the CDD for the area by the lake on the far side of the condominiums and by Weymouth Road. She asked that a formal request be made for all legal documents to be sent to the CDD for District Counsel's review. Discussion ensued regarding the proposed project, easements, a survey and installing a sound barrier.

A Board Member commented that there might be interest in the District purchasing the Pro Shop and asked how the CDD would go about proceeding with the acquisition. Discussion ensued regarding the District's interest in the property, the landlord's intent to sell the property, a 30-day first right-of-refusal that is in the current lease agreement, the asking price, funding source to purchase the property and obtaining an appraisal of the building. Mr. Adams would authorize and order an appraisal.

Mr. Brady asked Mr. Vuknic to locate sound studies that were conducted a few years ago, on Weymouth, to get a baseline. He listed the pending projects and associated costs and suggested proceeding with a 30-year bond issuance to cover the expenses. Discussion ensued regarding bond issue requirements and the special assessment that would be imposed. Ms. Huff asked District Staff to prepare a bond issuance report by the next meeting.

SIXTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Simonsen and seconded by Mr. Olive, with all in favor, the meeting adjourned at 8:20 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair