

**MINUTES OF MEETING  
STONEBROOK  
COMMUNITY DEVELOPMENT DISTRICT**

The Stoneybrook Community Development District's Board of Supervisors held a Regular Meeting on Tuesday, September 25, 2018 at 9:00 a.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 (via telephone)	Assistant Secretary
Eileen Huff	Assistant Secretary
Chris Brady	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Dan Cox (via telephone)	District Counsel
John Vuknic	Golf Superintendent
Jeff Nixon	Golf Pro
Lloyd Sebby	Resident
Tom Fisher	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 9:04 a.m. Supervisors Harland, Blakeley, Huff and Brady were present, in person. Supervisor Frith was not present at roll call.

**SECOND ORDER OF BUSINESS**

**Public Comments: (5 Minutes)**

Mr. Lloyd Sebby, a resident and on behalf of the Homeowner's Association (HOA), responded to the comment at the last meeting about the preserves not being maintained. He stated Tammy can provide the CDD with the invoices and detailed reports of the work performed in the preserves. The budget was \$45,000 instead of \$25,000. On behalf of Mr. Bill Reynolds, he requested a meeting between the CDD and HOA Boards and representatives to review the 1999 Agreement and decipher each entities responsibilities', including the additional

1,158 units. Regarding the map and the HOA only able to locate 39 units, Mr. Adams will provide the official map linked to the South Florida Water Management District (SFWMD) permit, indicating the locations of the two commercial properties. Discussion ensued regarding the map and its use of “the preserve” and “conservation”. Mr. Cox explained the differences and parameters used to determine each area, such as, the County regulates certain designated preserve areas that are not subject to the conservation easement; however, it still is subject to requirements of the SFWMD, which regulates the conservation easements.

**THIRD ORDER OF BUSINESS**

**Discussion/Update: Hurricane Irma Recovery**

Mr. Adams was trying to obtain the additional information, requested by the State’s reviewer, related to load counts and photo documentation but some of it does not exist. Mr. Brady asked if an itemized work plan to follow was created for future hurricane events. Mr. Adams stated the State’s preferred method was for communities to hire a Certified Licensed Consultant who can provide the proper documentation; however, that would most likely be in high demand and cost prohibitive. He recommended mimicking Collier County’s process whereby gated communities engaged the County, along with the licensed Contractor secured by the County, to collect hurricane debris but Lee County does not offer that. Discussion ensued regarding the State requesting additional information but not the Federal Emergency Management Agency (FEMA). Mr. Adams is preparing a memorandum to submit with the photographs.

**FOURTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of August 31, 2018**

Mr. Harland presented the Unaudited Financial Statements as of August 31, 2018. Hurricane related expenses caused the landscape budget to be exceeded but, if not for that, expenses would be \$27,000 below budget. Mr. Adams stated the payroll transfer of \$52,235 due from the General Fund to the Golf Fund would be completed. Payroll transfers are scheduled to occur quarterly. The Unaudited Financial Statements were approved.

- **Approval of August 28, 2018 Special Meeting, Public Hearings and Regular Meeting Minutes**

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

Mr. Harland presented the August 28, 2018 Special Meeting, Public Hearings and Regular Meeting Minutes and asked for any additions, deletions or corrections.

**Mr. Frith joined the meeting at 9:28 a.m., via telephone.**

The following changes were made:

Line 177: Change "Vuknic" to "Nixon"

Line 219: Change " \_\_\_\_\_ " to "Brady"

Line 243: Change "Harland" to "Frith"

Line 244: Change "Harland's" to "Frith's"

Line 271: Change "Vuknic" to "Nixon"

Line 314: Change "tilted" to "tilled"

Line 319: Change "ran" to "run"

Line 383: Change "underline" to "Brady"

**On MOTION by Mr. Blakeley and seconded by Ms. Huff, with all in favor, the August 28, 2018 Special Meeting, Public Hearings and Regular Meeting Minutes, as amended, were approved.**

**FIFTH ORDER OF BUSINESS**

**Golf Course Staff Reports**

**A. Golf Superintendent**

Mr. Vuknic provided the following report:

- Tree trimming in the front areas would commence soon, in preparation for the Christmas lights being installed.
- Annuals will be installed the week of October 15<sup>th</sup>.
- Pine straw application around the golf course and common grounds is scheduled for the first two weeks of November.

- Palm tree trimming will be completed by the end of October; trimming starts at the golf course and then proceeds throughout the community.
- Transformer: The new replacement transformer for the one at the center media would be installed within the next week. The cost was slightly under \$200.

Mr. Vuknic stated he spoke to Mr. Pinder regarding these upcoming October and November expenditures and his cash flow concerns.

Mr. Brady asked if the common grounds or golf course crews were responsible for maintaining the walking path areas and debris cleanup. Mr. Vuknic stated crews know to clean up debris while maintaining areas near the beds, at the signage around the golf course and slightly off the path and understand it is a team effort.

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

Mr. Nixon provided the follow report:

- Business increased slightly and was expected to increase further from October 15 to Thanksgiving; however, a lull is expected during the holiday but it will increase after that. Staff is looking forward to the season and being open on Tuesdays.
- Passion Foundation is holding its 5<sup>th</sup> Anniversary event this Sunday. This event will raise funds to cover the far end of the driving range. 100 players are expected and several sponsorships already signed up.
- Pinewoods Elementary and Beef O'Brady's annual event is scheduled for October 20. The event is expected to sell out the 144 spots, as over 100 already signed up.
- Purchased new ball washer; the cost is expected to be booked in December, since the 90-day payment option was exercised. Upgrades include larger washing capacity and extending ball life. It was hoped that the lake bank project, scheduled for next year, would ease access to the lake for retrieving balls.

Mr. Harland asked whether littoral plantings must be planted during the lake bank restoration project. Mr. Adams found that it was cumbersome and cost prohibitive to officially extend permit; therefore, he recommended that, prior to the permit expiring, the District engage a contractor, with a specific start date and be mobilized onsite prior to the permit expiring because, as long as the contractor is actively performing work, prior to the permit

expiring, that work is covered under the permit for up to 18 months. No further littoral plantings were necessary at the driving range lake, if requirements are met; however, if not, plantings will be placed away from the driving range end.

Mr. Nixon stated Ms. Kathy Wong, a resident who practices at Stoneybrook, qualified for the U.S. Mid-Amateur Golf Championship and positioned 48 in the tournament.

The Candle Lighter’s event, held in July, raised \$2,500. Resident, Mr. Dalton Payne, positioned 13 in the event.

➤ Lightning struck the fountains and damaged the motor; replacement would cost approximately \$2,000.

**SIXTH ORDER OF BUSINESS**

**Approval of August 28, 2018 Special Meeting, Public Hearings and Regular Meeting Minutes**

This item was presented following the Fourth Order of Business.

**SEVENTH 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.***

Mr. Adams stated that, due to cash flow issues and until assessment revenues are received from the Tax Collector, projects were pushed back to the first quarter of Fiscal Year 2019. He is working to obtain proposals for road work and business interruption insurance.

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

**i. High Irrigation User’s Report**

Mr. Harland noted the high usage was down to reasonable amounts. Mr. Brady requested the status of a resident’s high water usage. Mr. Vuknic stated that he inspected the equipment and found no irregularities to justify the charges and advised the resident not to pay the bill and wait to see what the next month’s usage was; the next month was fine. Mr. Adams recommended the resident ask the utility company for some relief on his outstanding bill.

**ii. Irrigation Disconnect List**

This report was provided for informational purposes.

**iii. NEXT MEETING DATE: October 23, 2018 at 9:00 A.M.**

The next meeting will be held on October 23, 2018 at 9:00 a.m.

**EIGHTH ORDER OF BUSINESS****Supervisors' Requests**

Mr. Harland stated, due to several requests, candidates running for Mr. Frith's seat will be invited to the next CDD meeting. Discussion ensued regarding discussion items for candidates and determining speaker time limits. The October meeting will include a "Meet the Candidates Session: (10 Minute Limit)" agenda item. Candidates will be allowed to introduce themselves, relay their expectations and background and answer questions. Mr. Harland will inform candidate, Mr. Michael DeBrino.

Mr. Brady asked if the website conversion was complete. Mr. Adams stated the website is compliant. All documents from June to the present were converted and compliant; however, all legally required documents prior to June were still being converted. Management's internal deadline is to complete the conversion for all clients by December 31, 2018.

Mr. Frith provided an update of his discussions with Lee County to engage police to patrol the golf course and community. He requested budgeting approximately \$13,000 for this expense, since specific details were still being finalized. Discussion ensued regarding no available funds for this in the Fiscal Year 2019 budget, patrol hours, acquiring a vehicle and storage for it, increased expense since the HOA will not cover that expense, allocating the expense to the golf course budget, effectiveness of police over security guards, etc. Mr. Brady stated he would support this expense only if funded from the General Fund. Ms. Huff suggested tabling this item, since it was not budgeted and other items need to be addressed.

Mr. Adams will prepare an agenda for the meeting between both Boards and advertise, accordingly.

Mr. Brady stated he received several emails from residents regarding the area near Hole #13. Ms. Comeau provided photographs of the area. He and Mr. Vuknic toured the area and determined that, since Mr. Vuknic's crew was cleaning out the area, improvements could be

made, with a few hundred dollars from the Golf Course Fund. Discussion ensued regarding installing native plants and being mindful to maintain the golf course view, etc.

**On MOTION by Ms. Huff and seconded by Mr. Brady, with all in favor, planting in the natural area behind Ms. Comeau's residence, in a not-to-exceed amount of \$300, was approved.**

Mr. Brady will email Ms. Comeau and advise her that the area is being cleaned up, the Board's consensus was to plant cord grass and that she has the option to build a dam on her property to funnel the water away from her property. Mr. Vucknic stated there were no water issues this year; he has not released any water into the reserves for some time.

Mr. Harland noted water flowing underneath the control structure behind Hole #14. Mr. Vucknic will tour the area and confirm if any issues need to be addressed.

Mr. Brady asked if any thought was given to creating programs or memberships to help generate revenue for the golf course fund in case it dips low again. Mr. Nixon had some ideas; however, they cannot affect in season revenues like it did in the prior year. Discussion ensued regarding polling whether nonresidents were interested in purchasing memberships, which require cart fees and reducing cart fees in the off season. Regarding whether the bond prevented selling memberships, Mr. Cox stated that restriction was not carried over when the bonds were refinanced, membership offers require it to be open to the public, provide individual and couples rates, create blackout dates, change tee times, etc. Mr. Nixon will perform a cost analysis for membership at \$3,500 and \$25/\$15 cart fees and individual and couples rates, to present at the next meeting.

#### **NINTH ORDER OF BUSINESS**

#### **Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Ms. Huff and seconded by Mr. Blakeley, with all in favor, the meeting adjourned at 10:30 a.m.**

  
Secretary/~~Assistant Secretary~~

  
Chair/~~Vice Chair~~