

**MINUTES OF MEETING
STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

A Regular Meeting of the Stoneybrook Community Development District's Board of Supervisors was held on Tuesday, October 24, 2017 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
Chris Brady	Assistant Secretary
Lewis Frith	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
Mike Hoornart	Resident
Tom Fisher	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:07 a.m. Supervisors Harland, Blakeley and Brady, were present, in person. Supervisor Frith was not present at roll call. Supervisor Huff was not present.

SECOND ORDER OF BUSINESS

Public Comments: (5 Minutes)

Mr. Harland stated that he played golf six times last week and the greens were beautiful, the speed was great and the course was in terrific shape, with the exception of the bunkers, which everyone was aware of. He expressed his dislike for the crossover tee times, for various reasons, and made a few suggestions, such as stopping tee times earlier and going back to the previous shotgun approach, which most everyone liked better, because they would not lose the

camaraderie of the experience. Although it put more pressure on the golf course staff, Mr. Harland would prefer it returned to the shotgun start approach.

Mr. Mike Hoornart, a resident, stated that he agreed with Mr. Harland regarding the camaraderie issue.

Mr. Nixon stated that the rounds were being tracked and all were at 4 hours or 4 hours and 5 minutes. A couple of alterations could be made to the back end start times. A couple of weeks ago there were 100 to 125 players on the golf course prior to 9:30 a.m. This Saturday, there would be a shotgun start because another smaller group was joining. Mr. Nixon discussed the issues with the shotgun start approach, including waiting. He understood the camaraderie aspect but, financially, the crossover method worked better for the golf course staff. There used to be 20 carts waiting to start but that is no longer a problem using the crossover method.

A Board Member agreed and suggested cutting a few times on the back end. They could do nine minute tee times and get around in 4 hours and 5 minutes with crossovers, to maximize morning revenues. Discussion ensued regarding the amount of time it took to complete a round of golf, morning revenues and the difference if it took 4 hours 30 minutes to play a round.

Mr. Hoornart stated that he understood the financial aspect but he felt that golf was about camaraderie and pace of play were probably the biggest issues; if golfers must wait, they might go elsewhere. Discussion ensued regarding whether a round of golf could be played in less than four hours at a public golf course, playing in under four hours at a private golf course and Mr. Nixon's tracking of Mr. Hoornart's golf time at 4 hours and 5 minutes, which Mr. Nixon felt was within acceptable play time margins. Mr. Nixon apologized about the slow back nine but that was just part of what they were doing; Mr. Hoornart was playing the front in 1 hour and 30 minutes, which is exceptionally fast.

Mr. Hoornart asked if it could be returned to how it originally was; #10 being #1 and #1 being #10. Mr. Nixon stated that was not really crossover but the only possible solution was to take a couple of back end times and make them starter times. If rounds get to being over 4 hours 30 minutes, obviously changes would be necessary but 4 hours and 5 minutes, was acceptable. Others agreed and Mr. Nixon knew that 4 hours and 15 minutes was a top time and the GPS timer would time it. Mr. Nixon would evaluate it again but did not anticipate returning to the old way. Revenues were important in order to renovate the bunkers and restore the golf course to its pre-Hurricane Irma condition. Due to the rains and wetness of the golf course, prior to the

hurricane, \$216,000 was lost. Mr. Nixon would determine if he could make the crossover approach better.

Discussion ensued regarding starters on the course now versus the summer and in season. Mr. Nixon stated that someone was also needed on the golf course, either one of the staff on the inside, or a ranger, for a total of three at the same time to ensure things were moving at the appropriate pace. Mr. Nixon did not anticipate returning to the previous method, as there were too many benefits to keeping it this way; he would rearrange the golf course tee times.

THIRD ORDER OF BUSINESS

Discussion/Update: Hurricane Irma Recovery

Mr. Vuknic stated that he spoke to Carter Fence Company (Carter) about the fences but, nobody had come out yet. If Carter does not respond, another contractor would be contacted. Mr. Adams stated that Premier Fence was another option; Carter was currently backed up until mid-December. Mr. Vuknic stated that, regarding stumps, he used Busy Beaver who completed over 20 stumps yesterday, with a remote controlled stump grinder, and the work should be completed by the end of the week. The total cost for the golf course and the common grounds would be \$10,000 to \$15,000. The cost was \$75 per stump, with \$150 for a blow over, which includes the root ball and mass. The areas were itemized, with the common grounds first and then the golf course.

Discussion ensued regarding the trees in the preserve and whether the District could cut down a tree with roots extending outside of the preserve. Mr. Adams stated if it was not in the preserve, it could be cut down and removed. Discussion ensued regarding the preserve, the setback buffers at approximately 30', a hard environmental line beyond the setback and requesting permission from the South Florida Water Management District (SFWMD) to remove excessive amounts of blowdowns in light of the upcoming dry season and fire season. Mr. Adams did not recommend spending money on that area, due to the budget for the General fund and the golf course but, if dealing with an eyesore fringe issue, such as this route, he recommended spending the bare minimum. He suggested not pulling things out unless an abundance of the above was adjacent to homes. The home ignition zone was essentially 30', within 30' of homes. If an abundance of dead debris was drying on the ground, it could be wildfire fuel and, if it was within 30' of a home, it could be a concern meriting removal. If areas

with that criteria were identified, Mr. Adams suggested informing him and he would obtain proposals. It was noted that #2 and #16, were concerns.

FOURTH ORDER OF BUSINESS

Golf Course Staff Reports

A. Golf Superintendent

Mr. Vuknic provided the following report:

- The top boards for the bulkheads were delivered this morning and the work would start.
- There were issues with the common ground staff schedule. He proposed tapering off to a five-days per week, five-hour days and leaving them off on the weekends.

Mr. Brady did not recall the weekends being a big deal and thought the concept was to have staff there all the time, rather than someone working only twice per week. He saw a huge difference already; the area was cleaner and looked picked up. Discussion ensued; it was not a big deal and, if they wanted to push for a weekend and have staff on call, they would come in anyway. If there was a storm on Friday night, staff might be called in to clean up debris on Saturday. Discussion ensued regarding working on the weekends, contractors working on Sundays, keys and locks, the common grounds manager not working on weekends, unforeseeable issues, the possibility of cleaning by the Clubhouse because it opens at 5:30 a.m., and then cleaning the remainder of the community, why the Board was haggling about the employees of The Club were working earlier or on Sundays for awhile, going down to five-day work weeks and saving the District money but working a longer day on Friday, no outside contractors being allowed on Sundays and holidays, putting golf course staff on standby, 6:30 a.m., to 3:30 p.m., work hours, having someone work on Saturday and another person starting at 5:30 a.m..

Mr. Harland thought that five days per week coverage was an incredible improvement and did not know why this was now an issue; after twenty years of not blowing the parking lots on Saturdays, it was not needed now. He suggested keeping the five days per week and, if something should come up, it could be changed.

*****Mr. Frith arrived at the meeting at 9:37 a.m.*****

B. Golf Pro

Mr. Nixon provided the following report:

- Anchor Marine Services – Bid for completion of the Lake #3 lake bank was approximately \$60,000 but did not include the flowers. Mr. Adams said EarthBalance handled the flowers, which were \$2 per foot. Cluster planting would be done in a corner, Mr. Adams stated these items would not qualify for reimbursement by the Federal Emergency Management Agency (FEMA) and the landscaping was uninsurable. Mr. Nixon thought it could not be until Fall 2018. It had to be done during the season.
- Collier Concrete - \$29,544 bid to shave down some of the berm mass on #8, #9 and in between #1 and #2.

Discussion ensued regarding the linear footage quotes for grinding and square feet for replacement. In response to a question, Mr. Nixon stated that there was not time to do the roots before completing the concrete work. Mr. Adams stated that the quote for grinding rather than replacing, was from Collier Concrete. Along with grinding, the issue must be stopped and root pruning was necessary, as well.

- Flowers – A mix of white, lavender and pink flowers would be installed on November 20. Wildflowers were starting to sprout again and, by January, they would be blooming. #1, #18, #5 and along the backside of #7 were becoming more difficult to mow. The wildflowers would be installed. Duffy's would take over Pelican's area. Mr. Nixon would review the contract. This was a separate contract and, if something happened with the irrigation, it would have to be billed out. The contract terms state that flowers would be planted twice per year. In response to the question of whether the District could solicit for outside work, i.e., a governmental entity taking on a client. Mr. Adams replied affirmatively. Once the contract is set, Mr. Adams stated that invoicing would automatically occur on the 1st of each month.
- Golf Rounds – The number of rounds were starting to increase, as the influx of snowbirds begins. Cash was running down but he expected that a majority of it would be picked up shortly.
- Golf Carts – The golf carts had some warranty work performed. Some hurricane damage was done to a cart post-hurricane; chemicals leaked onto the seat of a golf cart and melted it. The seat would be replaced.
- Revenues – The revenue intake since Hurricane Irma was \$3,173 from the \$ 2 Hurricane Irma recovery charge, which has been in effect for over 22 days. The \$2 recovery fee is

also charged to golf instructors, for every lesson they teach. The fee would also be set up in smaller amounts to draw in enough to fund the bunker repairs. The \$2, was inclusive of the tax.

- Issues with GPS – The GPS units would be completely replaced by the middle of November. The company was put on notice that, if not completed by November 30, the GPSs would be pulled. The District was still under contract. Mr. Nixon was working to resolve this matter with the vendor and, if necessary, District Counsel might need to become involved.
- Tee Time Service – A service would be available for tee times; essentially, a software upgrade.
- A few issues with the boosters were being addressed, as they were working in the cart barn but not in the Pro Shop; the computer technicians were fixing it.
- Server – A very expensive server, with double protection, was installed.
- Registers – A \$500 Dell unit server was made into a second register so now there are two registers at the counter and the snack bar also has a register, now. Funds were spent over the last eight months but the systems were completely upgraded and the server should not crash. The Tee Sheet system crashed, nationwide, for a few hours on Sunday.
- Liquor License – A trucking company had a tournament with 40 players. They consumed over 300 beers. If the District had a liquor license for the beverage cart, it could go from earning \$400 to \$2,000 per day. Mr. Adams thought that it would be possible to obtain the liquor license. A liquor liability insurance policy must be obtained.

Discussion ensued regarding obtaining liquor licenses for this purpose, why the District had not done this prior, issues with the restaurant versus liquor on the cart. Mr. Adams must check on the added insurance, which he thought would be a few thousand dollars. If liquor was on the carts, it could be a revenue source.

- Sign Work – Signage was necessary. Information regarding fees and the “Dos and Don’ts”, specials, etc., would be written on a sandwich board sign.

Discussion ensued regarding starters, volunteer rangers, ranger carts being too slow, making the ranger carts faster and previously sped up ranger carts constantly requiring repairs, etc..

FIFTH ORDER OF BUSINESS

Approval of September 26, 2017 Regular Meeting Minutes

Mr. Harland presented the September 26, 2017 Regular Meeting Minutes and asked for any additions, deletions or corrections.

Discussion ensued regarding the Minutes and Lines 195 through 205. Mr. Brady had a concern regarding putting salaries into the Minutes and asked if it was an open discussion type of item. Mr. Cox stated that, historically, Mr. Vuknic and Mr. Nixon would make recommendations and then the Board, collectively, would make the decision. If the Board makes the decision, it must be made in public. Mr. Adams stated that, if the decision was made, during the budgeting process, then, in a traditional setting the District Manager would handle the salary matters and specific salary discussions would not be brought into the public forum; this Board liked to remain very involved as to matters that would otherwise have been handled by Management. Mr. Brady voiced his opinion that salary matters should be discussed in an open forum. Mr. Adams agreed, with regard to the two lead staff members, it should be discussed in the public forum.

On MOTION by Mr. Firth and seconded by Mr. Blakeley, with all in favor, the September 26, 2017 Regular Meeting Minutes, as presented, were approved.

SIXTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2017

Mr. Harland presented the Unaudited Financial Statements as of September 30, 2017. Assessment revenue collections were at 100% and expenditures were at 112%. Additional expenditures were due to the Hurricane Irma cleanup. The worker's compensation insurance invoice was received and it was for a large amount. Mr. Adams would determine if he could break the annual payment into two installment payments.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being no report, the next item followed.

B. District Engineer

There being no report, the next item followed.

C. District Manager**i. High Irrigation User's Report**

This report was provided for informational purposes. There was very little usage due to the Hurricane.

ii. Irrigation Disconnect List

This report was provided for informational purposes. Valves needed to be repaired. A redesign may be needed and the area could be isolated. Staff repaired it but the water was not turned on yet, pending a determination of whether the repair to the plastic was successful.

iii. NEXT MEETING DATE: November 14, 2017 at 9:00 A.M.

The next meeting will be held on November 14, 2017 at 9:00 a.m., at this location.

EIGHTH ORDER OF BUSINESS**Supervisors' Requests**

Mr. Harland stated that he played golf on Saturday, the course was in great shape, staff was fantastic and the Pro Shop staff did great. A discussion should be held regarding doing something for the Golf staff, such as a bonus or something for Christmas. In the past, a \$50 gift card for both Thanksgiving and Christmas, was given. It would be nice to include something extra, due to the hurricane this year and the golf course staff's extra efforts. There were about five or six people. Employees could be given a Christmas ham and/or other item. A decision must be made by November 14.. The liquor license on the cart would be researched. A survey was referred to regarding taking down some trees. One resident did not want their tree taken down; however, the District owned the tree.

On MOTION by Mr. Firth and seconded by Mr. Brady, with all in favor, removing all seven oak trees, along the cart path, between Holes 8 and 9, was approved.

NINTH 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 10:45 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair