

**MINUTES OF MEETING  
STONEBROOK  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stoneybrook Community Development District held a Regular Meeting on Tuesday, December 11, 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
Eileen Huff	Assistant Secretary
Chris Brady	Assistant Secretary
Mike DeBrino	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
Joe Mika	Resident
Bill Reynolds	Resident and HOA President

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 9:00 a.m. All Supervisors were present, in person.

**SECOND ORDER OF BUSINESS**

**Public Comments: (5 Minutes)**

Mr. Joe Mika, a resident, voiced his concern about a potential traffic safety issue from Ben Hill Griffin Parkway to Corkscrew Road. Mr. Frith noted that DiSalvo and CVS own that area. Mr. Bill Reynolds, resident and HOA President, stated that the Village Manager and the County are looking into resolving this issue by installing two left turn lanes coming off of Ben Hill Griffin Parkway.

Mr. Mika congratulated Mr. Nixon and his team on working with the youth golfers; it is a pleasure seeing them learn golf. For the protection of Staff and the community, he asked if Mr.

Nixon and his staff were certified with child education and training. Mr. Nixon stated that, as PGA members, background checks are performed and, as Youth Safety Advocates, they receive certification in child training. He and Bobby are certified in first aid, which includes CPR; however, certification in food allergy training is still needed for him and his Staff.

Mr. Mika recalled asking, at a prior meeting, when the landscaping project to beautify the wall behind the tee box at Hole #1 would commence, which was delayed due to funding issues. At the last HOA meeting it was noted that the HOA was willing to contribute funds toward the project. Mr. Harland stated the project will commence soon as funds are received.

Mr. Reynolds stated that, because of tension mounting with the Village, he, as HOA President, met with the Village Manager who relayed some of the projects that were going on in this community. At the HOA's last meeting, letters were received from residents on Waymouth complaining about the increased noise level, since the addition of the left turn lane at the school. He forwarded those complaints to County Commissioner Larry Kiker to see what could be done. The Commissioner responded that the County no longer installs sound walls and the issue falls on the Village. During the same time, the Village requested a meeting with the HOA to discuss that and other Waymouth issues. Mr. Reynolds requested that a CDD Board Member attend the meeting and noted the Village was also looking to align Corkscrew Road. He noted the vegetation matter at Waymouth and that an agreement regarding maintenance of the wall exists between the HOA and Miramar, so, if this Board wants something done, discussions to see what could be done should occur with Tim at Miramar. Mr. Reynolds stated his term expires in March but he hopes the HOA Board continues working with the CDD Board.

**THIRD ORDER OF BUSINESS**

**Administration of Oath of Office to Newly Elected Supervisors, Michael DeBrino, Jr. [SEAT 4] and Eileen Huff [SEAT 5] (*the following to be provided in a separate package*)**

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Supervisor Michael DeBrino, Jr., Supervisor Eileen Huff. Mr. Adams provided and briefly explained the following items:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Financial Disclosure Forms**

- i. **Form 1: Statement of Financial Interests**
- ii. **Form 1X: Amendment to Form 1, Statement of Financial Interests**
- iii. **Form 1F: Final Statement of Financial Interests**

**D. Form 8B –Memorandum of Voting Conflict**

Mr. Adams stated they were entitled as Supervisor a stipend, those wishing to receive theirs should submit the form to him for processing. All public records requests should be forwarded to Management, as Management is the official custodians of the District and maintains copies of all documents. He recommended separate email, computer and file cabinet files for CDD documents and business, separate from personal records.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2019-01, Electing the Officers of the Stoneybrook Community Development District, Lee County, Florida**

Mr. Harland presented Resolution 2019-01. Mr. Blakeley nominated Ms. Huff as Chair, Mr. Brady as Vice Chair, Mr. Michael DeBrino, Jr., as Assistant Secretary, and the remainder of the existing slate of officers unchanged, as follows:

Chair	Eileen Huff
Vice Chair	Chris Brady
Secretary	Chuck Adams
Assistant Secretary	John J. Blakeley
Assistant Secretary	Ed Harland
Assistant Secretary	Michael DeBrino, Jr.
Assistant Secretary	Craig Wrathell
Treasurer	Craig Wrathell
Assistant Treasurer	Jeff Pinder

No other nominations were made.

**On MOTION by Ms. Huff and seconded by Mr. Brady, with all in favor, Resolution 2019-01, Electing the Officers of the Stoneybrook Community Development District, Lee County, Florida, as nominated, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Discussion/Update: Hurricane Irma Recovery**

Mr. Adams stated the Federal Emergency Management Agency (FEMA) Manager indicated that the grant reimbursement will be closed out after the holidays and then forwarded to the State for review. He hopes to receive about 50% of the amount submitted sometime in January.

**SIXTH ORDER OF BUSINESS**

**Discussion: Various Topics Raised as Part of Joint Workshop with Master Association Board**

Ms. Huff noted that, at the joint workshop between the CDD Board and the Master Association Board, discussion included the continued work by Florida Power & Light (FPL) to replace street lights within the community with LED lights. Mr. Frith noted the project was almost complete, with just two streets remaining. Residents were already asking to install black panels that prevent light shining into their residences. They were advised to contact FPL directly. Each light is assigned a number and, in response to an issue of a crushed junction box, Ms. Tammy Kerr, Property Manager, should be contacted directly and given that number. Mr. Reynolds noted that the HOA's plans to redo the walking paths were underway.

The permit for the front signage is at the Village of Estero awaiting approval; however, the Village is now asking communities with these types of signs to add "Estero" to them.

The next Joint Meeting is scheduled sometime in April, before budget discussions begin.

In response to the HOA requesting feedback from the CDD regarding the Maintenance Agreement, specifically Paragraph 7 relating to insurance, Mr. Harland stated that the CDD is requiring the HOA to list the CDD in the HOA's liability coverage as an additional insured. Mr. Blakeley noted that the wording of the contract is being revised, by their Counsel and will require their Board's approval before submitting it to the CDD to finalize. He expects this item to be closed out April or May. Ms. Huff confirmed the elimination of the \$10 annual fee to the HOA.

**SEVENTH ORDER OF BUSINESS**

**Golf Course Bunker Renovation**

Mr. Vuknic noted the bunker renovation projects went well and sod is being laid; however, additional sod may be needed and edges damaged by players crossing over taped off

areas must be rebuilt. At Hole #1, minor issues were addressed, which resulted in eliminating certain bunkers.

The Pro Shop will post before and after photographs of the renovations and they will be placed on a continual digital loop.

In response to a request and players' comments that eliminating those bunkers resulted in simplifying a championship golf course, Mr. Vuknic stated that he will provide Ms. Huff with an explanation of why the bunker at Hole #1, which was not in play, was eliminated. The reason will also be included in the newsletter. It was recalled that, when the greens were redone in 2010, the bunkers were made smaller and, in order to keep the name, Mr. Lewis, the course designer, required the CDD to return them to the original size. In response to a question of whether swapping sand traps to grass bunkers was feasible, Mr. Nixon replied affirmatively.

Mr. Harland recalled discussions about raising funds to continue bunker renovations and complete this project in two years, which would require increasing in-season rates and approval of the Board. The following changes to the golf rates and fees were made:

- Increase round rates by \$3. For example, the current in season resident rate will increase from \$72 to \$75.
- Eliminate the non-taxable \$2 "Hurricane Irma Recovery Fund" charge.
- Increase range ball rates from \$1 to \$2.
- Reduce the amount of discount offered for the maximum rate. For example, GolfNow discount will be reduced from 20% to 10%, with the option to fluctuate discount rates within 12 to 24 hours, if bookings are low.

Mr. Nixon will provide the new rate schedule to Ms. Huff to include in the newsletter.

Ms. Huff confirmed that Junior Golf and Golf Lessons will continue to contribute \$2 to renovations. In response to resident comments, Ms. Huff stated that she will mention in the newsletter that CDD Board Members pay the same rates and fees as residents; Board Members do not receive free play or any exclusive discounts.

**On MOTION by Mr. Blakeley and seconded by Ms. Huff, with all in favor, to adjusting the in season golf rates, discounts and fees, to fund bunker renovations, as discussed, effective January 1, 2019, was approved.**

Mr. Harland presented the Unaudited Financial Statements as of October 31, 2018. There was minimal activity, as it was the first month of the new fiscal year. The Unaudited Financial Statements were approved.

**NINTH ORDER OF BUSINESS**

**Golf Course Staff Reports**

**A. Golf Superintendent**

Mr. Vuknic provided the following report:

- Pine straw application was completed and will be scheduled again in May.
- Mulch is being applied at the center median of the intersection; the Community Center, cul-de-sacs and Duffy's will follow.
- An updated lake bank renovations list was circulated. Lake #3 is the last lake on the LDO, which is due April 12, 2019; the cost is \$64,020 and the project should begin as soon as approval is received. Littorals were not included in the cost and should be planted in June or July.
- New flag sticks, ropes, stakes and cups will be installed, as well as any bad tee markers will be replaced January 1<sup>st</sup>, once school resumes.
- Currently fully staffed.
- The Annual Christmas tournament was a success; \$8,000 was donated to the Children's Network of Southwest Florida.

In response to a question, Mr. Vuknic stated that he did not have the final cost for the two bunker renovations but he expected it to be within budget, at approximately \$50,000.

**B. Golf Pro**

Mr. Nixon provided the follow report:

- December's revenue was low due to weather but is expected to increase the day after Christmas and during the last week of the year.
- The new electric beverage cart is working out well and is so quiet that it does not disturb play. With the new cart, there has been significant fuel cost saving and the monthly expenses are \$182, which is much lower than the projected budget amount of \$600.
- A Junior Golf meeting was held. A golf tournament is scheduled for May, in conjunction with Cape Coral, to raise funds for the Junior Golf Program. The addition to inventory, the

purchase of the eight-passenger cart and a single cart last summer, is proving beneficial to Junior Golf.

- GolfNow, the new website provider to book tee times, etc., is operational; however, a few items must be adjusted. The change occurred in response to requests and complaints about the previous provider having portal issues and their inability to provide user-friendly iPad and iPhone use. Stoneybrook Golf Course was mentioned by the Golf Channel as one of three lighted courses in the Naples/Fort Myers area.

The Board directed Mr. Nixon to schedule a free insurance assessment to obtain “tee-to-green” coverage of certain golf course items, such as bunkers, trees, etc., which, previously,, was not monetarily recoverable if damage was caused by a hurricane. This is in response to an email received from a past PGA of America President and discussions with Junior Golf’s insurance agent.

Mr. Vuknic was directed to proceed with the lake bank renovation sooner and notify Ms. Huff of when the contractor will commence work.

- All GPS screens will be upgraded and switched out no later than January 1<sup>st</sup>.

**TENTH ORDER OF BUSINESS**

**Approval of October 23, 2018 Regular Meeting Minutes**

Ms. Huff presented the October 23, 2018 Regular Meeting Minutes. The following changes were made:

- Lines 61, 64, 146, 275 and 276: Change “Vuknic” to “Nixon”
- Line 114: Delete entire line

**On MOTION by Ms. Huff and seconded by Mr. Blakeley, with all in favor, the October 23, 2018 Regular Meeting Minutes, as amended, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

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

As a result of Mr. Cox’s research, the Board’s directive was not to obtain a trademark for Stoneybrook, since it is not a requirement. Typically, once a name is used for a certain amount of time, it belongs to the entity.

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

There being no report, the next item followed.

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

Mr. Adams had nothing to report, and wished everyone a Happy Holiday.

**i. High Irrigation User’s Report**

This report was provided for informational purposes.

**ii. Irrigation Disconnect List**

This report was provided for informational purposes.

**iii. NEXT MEETING DATE: January 22, 2019 at 9:00 A.M.**

The next meeting will be held on January 22, 2019 at 9:00 a.m.

**TWELFTH ORDER OF BUSINESS**

**Supervisors’ Requests**

Mr. Brady stated he was asked by a resident whether the floating barrier in the lake was permanent, as the resident found the orange color unattractive. Mr. Vuknic explained that it was installed to protect littorals from being damaged by golf balls. He was directed to obtain a quote for a black barrier so that the purchase could be approved, upon completion of the lake bank renovation.

Mr. Brady stated that, after touring the community with Mr. Vuknic, who received concerns from residents that the appearance of the community landscaping “looking tired”, he asked the Board to reexamine this matter and look into the quotes from Crawford to use xeriscape landscape materials, before the economy changes again. Since the District will be closing out a loan soon, it was suggested to consider obtaining a loan to restore the common areas. Mr. Adams stated developing a plan was the first step and deciding, in terms of improvements and costs, how extensive they want to go and the type of financing available. He noted the General Fund was increased \$95,000; however, that could be used to repurpose and pay down the loan towards landscaping improvements.

Mr. Harland recalled that the last landscaping project, which was similar to the one suggested, cost approximately \$540,000. In response to a question, Mr. Adams stated most of his Districts shied away from xeriscape landscaping, as it is not the most attractive program and does not blend very well in other areas. Mr. Harland and Mr. Vuknic will review the plans from Crawford, as well as inquire about engaging another Landscape Architect to make suggestions.

Mr. Adams was directed to contact banks about potentially obtaining a loan to complete the entire bunker renovation project at once, using \$325,000 to 350,000 as the estimated cost.

Mr. Brady asked whether short-term repairs could be done in certain common areas that have no sod. Mr. Reynolds stated he would see if the HOA would contribute funds to clean up the area behind Hole #1. Discussion ensued regarding the common areas that need to be addressed, the areas where xeriscape landscaping would be beneficial, the areas where irrigation needs to be installed, etc.

In shady areas with oaks or where grass is not doing well, Mr. Adams suggested planting jasmine, perennials, etc., as ground covering.

**THIRTEENTH ORDER OF BUSINESS**

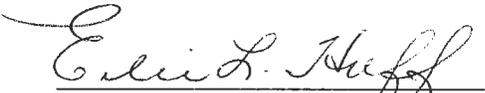
**Adjournment**

There being nothing further to discuss, the meeting adjourned.

**On MOTION by Mr. Harland and seconded by Mr. Blakeley, with all in favor, the meeting adjourned at 10:38 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair