

***STONEYBROOK NORTH
COMMUNITY DEVELOPMENT DISTRICT***

Advanced Meeting Package

***Board of Supervisors
Regular Meeting***

***Tuesday
August 28, 2018
11:00 a.m.***

***Hampton Inn
9241 Market Place
Fort Myers, Florida***

Note: The Advanced Meeting Package is a working document and thus all materials are considered DRAFTS prior to presentation and Board acceptance, approval or adoption.

STONEBROOK NORTH COMMUNITY DEVELOPMENT DISTRICT AGENDA

At the Hampton Inn, located at 9241 Market Place,
Fort Myers, Florida

District Board of Supervisors	Mike Lawson Doug Draper Lori Price Ted Sanders	Chairman Vice Chairman Assistant Secretary Assistant Secretary
District Manager	Paul Cusmano	DPFG
District Attorney	Vivek Babbar	Straley, Robin & Vericker
District Engineer	Tonja Stewart	Stantec Consulting Services, Inc.

All cellular phones and pagers must be turned off during the meeting.

The District Agenda is comprised of seven different sections:

The first section which is called **Audience Questions and Comments on Agenda Items**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called **District Counsel and District Engineer Reports**. This section allows the District Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The third section is the **Landscaping and Ponds** section and contains items that often require District Engineer, Operations Manager, and Landscape Contractor to discuss and update the Board. The fourth section is the **Business Administration** section and contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fifth section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 374-9105 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The sixth section is called **Staff Reports**. This section allows the District Manager and Maintenance Supervisor to update the Board of Supervisors on any pending issues that are being researched for Board action. The seventh section which is called **Audience Comments on Other Items** provides members of the Audience the opportunity to comment on matters of concern to them that were not addressed during the meeting. The same guidelines used during the first audience comment section will apply here as well. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 374-9105, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

STONEBROOK NORTH COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: Wednesday, August 28, 2018
Time: 11:00 am
Location: Hampton Inn
9241 Marketplace Road
Fort Myers, Florida

I. Roll Call

II. Audience Comments

III. Administrative Matters

A. Acceptance of the June 5, 2018 Meeting Minutes **Exhibit 1**

B. Acceptance of the July 2018 Financial Statements **Exhibit 2**

IV. Business Items

A. Fiscal Year 2018-2019 Budget Public Hearing

1. Open Budget Public Hearing
2. Review of 2018-2019 Budget
3. Audience Comments
4. Close Public Hearing

B. Consideration and Adoption of Resolution 2018-03 FY 2018-2019 Budget **Exhibit 3**

C. Consideration and Adoption of Resolution 2018-04 Imposing Special Assessments **Exhibit 4**

D. Budget Funding Agreement **Exhibit 5**

E. Consideration and Adoption of Resolution 2018-05 Primary Administrative Office and Headquarters **Exhibit 6**

F. Consideration and Adoption of Resolution 2018-06 Electronic Records Policy **Exhibit 7**

G. Consideration and Adoption of Resolution 2018-07 Re-Designating Officers **Exhibit 8**

H. Consideration and Adoption of the FY 2019 Meeting Schedule **Exhibit 9**

I. Consideration of Estate Landscaping & Lawn Management Proposal – \$735 per occurrence. **Exhibit 10**

V. Staff Reports

A. District Manager

B. District Counsel

C. District Engineer

VI. Adjournment

EXHIBIT 1.

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**MINUTES OF MEETING
STONEBROOK NORTH
COMMUNITY DEVELOPMENT DISTRICT**

10 The Regular Meeting of the Board of Supervisors of the Stoneybrook North Community
11 Development District was held on Tuesday, June 5, 2018 at 11:00 a.m. at the Hampton Inn, 9241
12 Marketplace Rd., Fort Myers, Florida.

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FIRST ORDER OF BUSINESS – Roll Call

16 Mr. Cusmano called the meeting to order.

17 Present and constituting a quorum were:

18 Mike Lawson	Board Supervisor, Chairman
19 Doug Draper	Board Supervisor, Vice Chairman
20 Lori Price	Board Supervisor, Assistant Secretary

21 Also present were:

22 Paul Cusmano	District Manager, DPF
23 Vivek Babbar	District Attorney, Straley Robin Vericker (via phone)

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The following is a summary of the discussions and actions taken at the June 5, 2018 Stoneybrook North CDD Board of Supervisors meeting.

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SECOND ORDER OF BUSINESS – Audience Comments

31 There being none, the next item followed.

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THIRD ORDER OF BUSINESS – Administrative Matters

35 Mr. Cusmano presented the minutes from the July 26, 2017 meeting and the February 28, 2018
36 meeting, and the financial statements for April 2018 and asked for comments, questions, or
37 corrections.

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A. Acceptance of the July 26, 2017 Meeting Minutes

B. Acceptance of the February 28, 2018 Meeting Minutes

C. Acceptance of the April 2018 Financial Statements

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On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board approved Administrative Matters - Items A, B, & C for the Stoneybrook North Community Development District.
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FOURTH ORDER OF BUSINESS – Business Items

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A. Consideration and Adoption of Resolution 2018-02 FY 2018/2019 Proposed Budget and Setting the Public Hearing

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The public hearing is set for August 22, 2018.

39 On a MOTION by Mr. Lawson, SECONDED by Ms. Price, WITH ALL IN FAVOR, the Board adopted
40 Resolution **2018-02** Proposed Budget for FY 2018/2019 and Setting the Public Hearing for August 22,
41 2018 at 11:00 am at the Hampton Inn, 9241 Marketplace Rd, Ft. Myers FL for the Stoneybrook North
42 Community Development District.

43 **B. Lee County Number of Registered Voters – 0**

44 Mr. Cusmano presented the Lee county Number of Registered Voters and stated there were no
45 registered voters for Stoneybrook North.

46 **FIFTH ORDER OF BUSINESS – Staff Reports**

47 There being none, next item followed.

48 **SIXTH ORDER OF BUSINESS – Adjournment**

49 On a MOTION by Mr. Lawson, SECONDED by Mr. Draper, WITH ALL IN FAVOR, the Board
50 adjourned the meeting for the Stoneybrook North Community Development District.

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52 **Each person who decides to appeal any decision made by the Board with respect to any matter considered at the*
53 *meeting is advised that person may need to ensure that a verbatim record of the proceedings is made, including the*
54 *testimony and evidence upon which such appeal is to be based.*

55 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
56 **meeting held on _____**

57
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61 _____
62 **Signature**

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64 **Paul Cusmano**

65 **Printed Name**

66 **Title:**

- 67 **Secretary**
68 **Assistant Secretary**

61 _____
62 **Signature**

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64 **Mike Lawson**

65 **Printed Name**

66 **Title:**

- 67 **Chairman**
68 **Vice Chairman**

EXHIBIT 2.

Stoneybrook North Community Development District

Financial Statements
(Unaudited)

Period Ending

July 31, 2018

**STONEYBROOK NORTH CDD
BALANCE SHEET
July 31, 2018**

	<u>GENERAL FUND</u>	<u>SERIES 2017A-1</u>	<u>SERIES 2017A-2</u>	<u>SERIES 2017A-3</u>	<u>ACQ & CONSTR. 2017A-1</u>	<u>ACQ & CONSTR. 2017A-3</u>	<u>TOTAL</u>
ASSETS:							
CASH	\$ 202,590	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ 202,690
ADVANCED DEPOSITS	-	-	-	-	-	-	-
REVENUE 2017A-1	-	1,221	663	-	-	-	1,884
DS RESERVE 2017A-1	-	281,094	-	-	-	-	281,094
CAP INTEREST 2017A-2	-	-	-	-	-	-	-
DS RESERVE 2017A-2	-	-	201,250	-	-	-	201,250
CAP INTEREST 2017A-3	-	-	-	151,326	-	-	151,326
DS RESERVE 2017A-3	-	-	-	293,750	-	-	293,750
ACQ & CONSTR. 2017A-1	-	-	-	-	1,077	-	1,077
ACQ & CONSTR. 2017A-3	-	-	-	-	-	2,247,849	2,247,849
ACCOUNTS RECEIVABLE	2,970	-	-	-	965,711	-	968,681
TOTAL ASSETS	<u>\$ 205,560</u>	<u>\$ 282,315</u>	<u>\$ 201,913</u>	<u>\$ 445,076</u>	<u>\$ 966,888</u>	<u>\$ 2,247,849</u>	<u>\$ 4,349,601</u>
LIABILITIES:							
ACCOUNTS PAYABLE	\$ -	\$ -	\$ -	\$ -	\$ 620,660	\$ 1,158,658	\$ 1,779,318
RETAINAGE PAYABLE	-	-	-	-	150,714	-	150,714
FUND BALANCES:							
NONSPENDABLE:	-	-	-	-	-	-	-
RESTRICTED :	-	-	-	-	-	-	-
UNASSIGNED:	205,560	282,315	201,913	445,076	195,514	1,089,191	2,419,569
TOTAL LIABILITIES & FUND BALANCE	<u>\$ 205,560</u>	<u>\$ 282,315</u>	<u>\$ 201,913</u>	<u>\$ 445,076</u>	<u>\$ 966,888</u>	<u>\$ 2,247,849</u>	<u>\$ 4,349,601</u>

**STONEYBROOK NORTH CDD
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE PERIOD STARTING OCTOBER 1, 2017 ENDING JULY 31, 2018**

	FY2018 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE				
DEVELOPER FUNDING	\$ 362,992	\$ 302,493	\$ 286,352 (a)	\$ (16,141)
INTEREST	-		-	-
TOTAL REVENUE	<u>362,992</u>	<u>302,493</u> -	<u>286,352</u>	<u>(16,141)</u>
EXPENDITURES				
GENERAL ADMINISTRATIVE				
SUPERVISORS COMPENSATION	12,000	10,000	652	9,348
PAYROLL TAXES	918	765	46	719
PAYROLL SERVICES FEE	703	586	210	376
MANAGEMENT CONSULTING SERVICES	21,000	17,500	17,500	-
CONSTRUCTION ACCOUNTING SERVICES	9,500	9,500	9,500	-
PLANNING AND COORDINATING SERVICES	36,000	30,000	30,000	-
ADMINISTRATIVE SERVICES	3,600	3,000	3,000	-
BANK FEES	300	250	29	221
MISCELLANEOUS	500	417	-	417
AUDITING SERVICES	2,500	2,400	2,400	-
TRAVEL PER DIEM	500	417	52	365
INSURANCE - GENERAL LIABILITY	2,655	2,655	5,300	(2,645)
ANNUAL REGULATORY & PERMIT FEE	175	175	175	-
LEGAL ADVERTISING	2,000	2,000	2,104	(104)
ENGINEERING SERVICES	4,000	4,000	4,620	(620)
LEGAL SERVICES	7,500	6,250	3,584	2,666
WEBSITE HOSTING	720	600	600	-
TOTAL GENERAL ADMINISTRATIVE	<u>104,571</u>	<u>90,514</u>	<u>79,772</u>	<u>10,742</u>
DEBT SERVICE ADMINISTRATION:				
DISSEMINATION AGENT	5,000	-	-	-
TRUSTEE FEES	4,377	-	-	-
TRUST FUND ACCOUNTING	3,600	3,000	3,000	-
ARBITRAGE	500	-	-	-
TOTAL DEBT SERVICE ADMINISTRATION	<u>13,477</u>	<u>3,000</u>	<u>3,000</u>	<u>-</u>
PHYSICAL ENVIRONMENT:				
STREETPOLE LIGHTING	15,000	12,500	-	12,500
ELECTRICITY (IRRIGATION & POND PUMPS)	15,000	12,500	-	12,500
WATER	20,000	16,667	-	16,667
LANDSCAPE MAINTENANCE	120,000	100,000	-	100,000
IRRIGATION MAINTENANCE	10,000	8,333	-	8,333
POND MAINTENANCE	15,000	12,500	3,640	8,860
FIELD SERVICES	6,835	5,696	-	5,696
FIELD SERVICES MILEAGE	1,500	1,250	-	1,250
PHYSICAL ENVIRONMENT CONTINGENCY	41,609	34,674	-	34,674
TOTAL PHYSICAL ENVIRONMENT	<u>244,944</u>	<u>120,833</u>	<u>3,640</u>	<u>117,193</u>
TOTAL EXPENDITURES	<u>362,992</u>	<u>214,348</u>	<u>86,412</u>	<u>127,936</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITUR	-	88,146	199,940	(144,077)
FUND BALANCE - BEGINNING	-		5,619	(5,619)
FUND BALANCE - ENDING	<u>\$ -</u>	<u>\$ 88,146</u>	<u>\$ 205,559</u>	<u>\$ (149,696)</u>

STONEBROOK NORTH CDD
SERIES 2017A-1
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE PERIOD STARTING OCTOBER 1, 2017 ENDING JULY 31, 2018

	FY2018 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE				
SPECIAL ASSESSMENTS - OFF ROLL (Net)	\$ 281,094	\$ 56,219	\$ -	\$ (56,219)
MISCELLANEOUS	<u>-</u>	<u>-</u>	112,137	112,137
TOTAL REVENUE	<u>281,094</u>	<u>56,219</u>	<u>112,137</u>	<u>55,918</u>
EXPENDITURES				
COUNTY - ASSESSMENT COLLECTION FEES	-	-	-	-
INTEREST EXPENSE				
MAY 1, 2018	110,813	110,813	110,813	-
NOVEMBER 1, 2018	110,813	-	-	-
PRINCIPAL PAYMENT				
NOVEMBER 1, 2018	55,000	-	-	-
TOTAL EXPENDITURES	<u>276,626</u>	<u>110,813</u>	<u>110,813</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENSES	4,468		1,324	
			(682)	
FUND BALANCE - BEGINNING	-	-	281,673	
FUND BALANCE - ENDING	<u>4,468</u>	<u>-</u>	<u>282,315</u>	<u>-</u>

STONEYBROOK NORTH CDD
SERIES 2017A-2
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE PERIOD STARTING OCTOBER 1, 2017 ENDING JULY 31, 2018

	FY2018 ADOPTED <u>BUDGET</u>	BUDGET <u>YEAR-TO-DATE</u>	ACTUAL <u>YEAR-TO-DATE</u>	VARIANCE FAVORABLE <u>(UNFAVORABLE)</u>
REVENUE				
SPECIAL ASSESSMENTS - OFF ROLL (Net)	\$ 201,250	\$ -	\$ -	\$ -
MISCELLANEOUS	<u>-</u>	<u>-</u>	<u>2,170</u>	<u>2,170</u>
TOTAL REVENUE	<u>201,250</u>	<u>- -</u>	<u>2,170</u>	<u>2,170</u>
EXPENDITURES				
COUNTY - ASSESSMENT COLLECTION FEES	-	-	-	-
INTEREST EXPENSE				
MAY 1, 2018	100,625	100,625	100,625	-
NOVEMBER 1, 2018	100,625	-	-	-
PRINCIPAL PAYMENT				
NOVEMBER 1, 2018	-	-	-	-
		<u>-</u>		<u>-</u>
TOTAL EXPENDITURES	<u>201,250</u>	<u>100,625</u>	<u>100,625</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENSES	-		(98,455)	
TRANSFER OUT			(2,022)	
FUND BALANCE - BEGINNING	-	-	302,390	
FUND BALANCE - ENDING	<u>-</u>	<u>-</u>	<u>201,913</u>	<u>-</u>

STONEBROOK NORTH CDD
SERIES 2017A-3
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE PERIOD STARTING OCTOBER 1, 2017 ENDING JULY 31, 2018

	FY2018 ADOPTED BUDGET	BUDGET YEAR-TO-DATE	ACTUAL YEAR-TO-DATE	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUE				
SPECIAL ASSESSMENTS - OFF ROLL (Net)	\$ 293,750	\$ -	\$ -	\$ -
MISCELLANEOUS	<u>-</u>	<u>-</u>	<u>4,321</u>	<u>4,321</u>
TOTAL REVENUE	<u>293,750</u>	<u>-</u>	<u>4,321</u>	<u>4,321</u>
EXPENDITURES				
COUNTY - ASSESSMENT COLLECTION FEES	-	-	-	-
INTEREST EXPENSE				
MAY 1, 2018	146,875	146,875	146,875	-
NOVEMBER 1, 2018	146,875	-	-	-
PRINCIPAL PAYMENT				
NOVEMBER 1, 2018	-	-	-	-
TOTAL EXPENDITURES	<u>293,750</u>	<u>146,875</u>	<u>146,875</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENSES	-		(142,554)	
TRANSFER OUT	-	-	(637)	
FUND BALANCE - BEGINNING	-	-	588,267	
FUND BALANCE - ENDING	<u>-</u>	<u>-</u>	<u>445,076</u>	<u>-</u>

STONEYBROOK NORTH CDD
CAPITAL PROJECTS FUND 2017A-1
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
FOR THE PERIOD STARTING OCTOBER 1, 2017 ENDING JULY 31, 2018

	ACTUAL YEAR-TO-DATE
REVENUE	
DEVELOPER FUNDING	952,873
INTEREST	17,554
TOTAL REVENUE	970,427
 EXPENDITURES	
FUNDING REQUESTS	654,956
REQUISITIONS	4,010,058
TOTAL EXPENDITURES	4,665,014
 EXCESS REVENUE OVER (UNDER) EXPEND.	 (3,694,587)
TRANSFER IN	2,704
 FUND BALANCE - BEGINNING	 3,921,232
 FUND BALANCE - ENDING	 229,349

STONEBROOK NORTH CDD

CAPITAL PROJECTS FUND 2017A-3

STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE FOR THE PERIOD STARTING OCTOBER 1, 2017 ENDING JULY 31, 2018

	<u>ACTUAL YEAR-TO-DATE</u>
REVENUE	
DEVELOPER FUNDING	-
INTEREST	25,495
TOTAL REVENUE	<u>25,495</u>
EXPENDITURES	
FUNDING REQUESTS	439,725
REQUISITIONS	1,919,998
TOTAL EXPENDITURES	<u>2,359,723</u>
EXCESS REVENUE OVER (UNDER) EXPEND.	(2,334,228)
TRANSFER IN	637
FUND BALANCE - BEGINNING	3,422,781
FUND BALANCE - ENDING	<u>1,089,190</u>

**Stoneybrook North
Community Development District
Bank Reconciliation - Operating Account
July 31, 2018**

Balance Per Bank Statement	204,628.04
Less: Outstanding Checks	(1,937.92)
<i>Adjusted Bank Balance</i>	<u>\$ 202,690.12</u>

Beginning Bank Balance Per Books	\$ 214,824.99
Cash Receipts	17,453.46
Cash Disbursements	(29,588.33)
<i>Balance Per Books</i>	<u>\$ 202,690.12</u>

**STONEYBROOK NORTH
CHECK REGISTER
FY2018**

Date	Check No	Name	Memo	Deposits	Disbursements	Balance
EOY Balance 9-30-2017						5,618.62
10/02/2017	2110	EGIS INSURANCE ADVISORS LLC	Insurance FY 2018		5,300.00	318.62
10/18/2017		Developer Funding	GF 2018-01	14,850.00		15,168.62
10/19/2017	2111	DPFG MANAGEMENT & CONSULTING, LLC	CD Mgmt. / Constr. Acctg,		14,850.00	318.62
10/20/2017	2112	Venturesin.com, Inc	Web Site Hosting - October		60.00	258.62
EOM Balance 10-31-2017				14,850.00	20,210.00	258.62
11/02/2017		Developer Funding	GF 2017-21	385.95		644.57
11/03/2017	2113	Business Observer	Legal Ad		25.00	619.57
11/03/2017	2114	STANTEC CONSULTING SERVICES, INC	Engineering Svcs thru 9/15/17		252.00	367.57
11/03/2017	2115	STRALEY ROBIN VERICKER	Legal Svcs thru 9/15/17		109.95	257.62
11/10/2017	CH111020	Paychex	Paychex Fee		10.00	247.62
11/30/2017		Developer Funding	GF 2018-02	6,229.35		6,476.97
11/30/2017	2117	Business Observer	Legal Ad		106.25	6,370.72
11/30/2017	2118	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - November		5,350.00	1,020.72
11/30/2017	2119	FLORIDA DEPT OF ECONOMIC OPPORTUN	Annual Filing - FY 2018		175.00	845.72
11/30/2017	2120	STANTEC CONSULTING SERVICES, INC	Engineering Svcs thru 10/13/17		250.00	595.72
11/30/2017	2121	STRALEY ROBIN VERICKER	Legal Svcs thru 10/15/17		288.10	307.62
11/30/2017	2122	Venturesin.com, Inc	Web Site Hosting - November		60.00	247.62
11/30/2017		Bank United	Service Charge		12.00	235.62
EOM Balance 11-30-2017				6,615.30	6,638.30	235.62
12/04/2017		North Brook Holdings	CF 2017-03	1,250.00		1,485.62
12/14/2017		Developer Funding	GF 2018-03	6,050.00		7,535.62
12/15/2017	2123	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - December		5,350.00	2,185.62
12/15/2017	2124	STANTEC CONSULTING SERVICES, INC	Engineering Svcs thru 11/10/17		640.00	1,545.62
12/15/2017	2125	Venturesin.com, Inc	Web Site Hosting - December		60.00	1,485.62
EOM Balance 12-31-2017				6,050.00	6,050.00	1,485.62
01/03/2018	2126	Banks Engineering	CF 2017-03		1,250.00	235.62
01/11/2018		North Brook Holdings	CF 2017-05	23,150.00		23,385.62
01/12/2018	2127	Florida Fish & Wildlife	CF 2017-05		23,150.00	235.62
01/19/2018	2128	Business Observer	Legal Ad		59.50	176.12
01/25/2018		Developer Funding	GF 2018-04	5,840.00		6,016.12
01/26/2018	2129	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - January		5,350.00	666.12
01/26/2018	2130	STANTEC CONSULTING SERVICES, INC	Engineering Svcs thru 12/8/17		385.00	281.12
01/26/2018	2131	STRALEY ROBIN VERICKER	Legal Svcs thru 12/15/17		45.00	236.12
01/26/2018	2132	Venturesin.com, Inc	Web Site Hosting - January		60.00	176.12
01/31/2018		Construction Funding	CF 2017-06	3,600.00		3,776.12
EOM Balance 1-31-2018				9,440.00	5,899.50	3,776.12
02/01/2018	2133	Banks Engineering	2017-11		3,600.00	176.12
02/12/2018	CH212201	Paychex	Payroll Fees		125.25	50.87
02/16/2018	2134	Bank Engineering	2017-28		19,550.00	-19,499.13
02/16/2018		Developer Funding	2017-28	19,650.00		150.87
02/22/2018		Developer Funding	GF 2018-15	5,592.00		5,742.87
02/22/2018	2135	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - February		5,350.00	392.87
02/22/2018	2136	STRALEY ROBIN VERICKER	Legal Svcs thru 1/15/18		182.00	210.87
02/22/2018	2137	Venturesin.com, Inc	Web Site Hosting - February		60.00	150.87
EOM Balance 2-28-2018				25,242.00	28,867.25	150.87
03/16/2018		North Brook Holdings	GF 2018-06	5,691.77		5,842.64
03/20/2018	2139	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - March		5,350.00	492.64
03/20/2018	2140	Ira D. Draper	Mileage - BOS Mtg - 2/28/18		51.77	440.87
03/20/2018	2141	STRALEY ROBIN VERICKER	Legal Svcs thru 2/15/18		30.00	410.87
03/20/2018	2142	Venturesin.com, Inc	Web Site Hosting - March		60.00	350.87
03/16/2018		North Brook Holdings	CF 2017-08	29,663.50		30,014.37
03/20/2018	2138	Banks Engineering	CF 2017-08		29,663.50	350.87
03/28/2018		North Brook Holdings	CF 2017-09, 10	41,329.78		41,680.65
EOM Balance 3-31-2018				76,685.05	35,155.27	41,680.65
04/05/2018	2143	Voided	Voided Check		0.00	41,680.65

**STONEYBROOK NORTH
CHECK REGISTER
FY2018**

Date	Check No	Name	Memo	Deposits	Disbursements	Balance
04/05/2018	2144	Banks Engineering	2017-09 CF		41,029.78	650.87
04/10/2018		Northbrook Holdings	O & M Assessment	238,829.16		239,480.03
04/10/2018	2145	STANTEC CONSULTING SERVICES, INC	Engineering Svcs thru 1/12/18		500.00	238,980.03
04/10/2018	CH410201	Bank United	Business Checks		16.36	238,963.67
04/12/2018	2146	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - April		5,350.00	233,613.67
04/12/2018	2147	STANTEC CONSULTING SERVICES, INC	Engineering Svcs thru 3/16/18		1,850.00	231,763.67
04/12/2018	2148	STRALEY ROBIN VERICKER	Legal Svcs thru 3/15/18		619.50	231,144.17
04/13/2018	2149	Venturesin.com, Inc	Web Site Hosting - April		60.00	231,084.17
04/16/2017		Lee Mar Building & Construction	Req. 2017-31	55,712.47		286,796.64
04/17/2018	2150	Lee Mar Building & Construction	Req. 2017-31		55,712.47	231,084.17
EOM Balance 4-30-2018				294,541.63	105,138.11	231,084.17
05/01/2018	1002	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - May		5,350.00	225,634.17
05/10/2018	1003	STANTEC CONSULTING SERVICES, INC	Engineering Svcs thru 4/13/18		775.00	224,859.17
05/10/2018	1004	STRALEY ROBIN VERICKER	Legal Svcs thru 4/15/18		348.00	224,511.17
05/10/2018	CH510201	Paychex	Payroll Fee		10.00	224,501.17
05/18/2018	1005	Solitude Lake Management	Lake & Pond Maint. Apr/May		1,820.00	222,681.17
EOM Balance 5-31-2018				0.00	8,303.00	224,511.17
06/01/2018	1007	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - June		5,350.00	217,331.17
06/14/2018	1008	Ira D. Draper	Travel - BOS Mtg - 6/5/18		51.77	217,279.40
06/14/2018	1009	Solitude Lake Management	Lake & Pond Maint - June		910.00	216,369.40
06/14/2018	1010	STANTEC CONSULTING SERVICES, INC	Engineering Svcs thru 5/25/18		220.00	216,149.40
06/14/2018	1011	STRALEY ROBIN VERICKER	Legal Svcs Thru 5/15/18		594.00	215,555.40
06/14/2018	1012	Venturesin.com, Inc	Web Site Hosting - May		60.00	215,495.40
06/20/2018	2143	THE NEWS-PRESS MEDIA GROUP	VOID:	0.00		215,495.40
06/22/2018	5010	Ira D. Draper	BOS Mtg - 6/5/18		184.70	215,310.70
06/22/2018	5012DD	LORI PRICE	BOS Mtg - 6/5/18		184.70	215,126.00
06/22/2018	5011	Michael S. Lawson	BOS Mtg - 6/5/18		184.70	214,941.30
06/22/2018	CH062220	Paychex	Payroll		156.31	214,784.99
06/29/2018	1013	Venturesin.com, Inc	Web Site Hosting - June		60.00	214,724.99
EOM Balance 6-30-2018				0.00	7,956.18	214,724.99
07/01/2018	1014	DPFG MANAGEMENT & CONSULTING, LLC	CDD/Field Mgmt - July		5,350.00	209,374.99
07/06/2018	1015	Solitude Lake Management	Lake & Pond Maint - July		910.00	208,464.99
07/06/2018	1016	STRALEY ROBIN VERICKER	Legal Svcs Thru 6/15/18		603.00	207,861.99
07/06/2018	1017	Venturesin.com, Inc	Web Site Hosting - July		60.00	207,801.99
07/13/2018	1018	DIBARTOLOMEO,MCBEE,HARTLEY & BARN	Audit FY 2017		2,400.00	205,401.99
07/23/2018	1019	STRALEY ROBIN VERICKER	Legal Svcs Thru 7/15/18		873.95	204,528.04
07/26/2018		Northbrook Holdings	2018-18, 19 CF	17,453.46		221,981.50
07/27/2018	1020	Banks Engineering			17,453.46	204,528.04
07/30/2018	1022	THE NEWS-PRESS MEDIA GROUP	Legal Ads		1,937.92	202,590.12
EOM Balance 7-31-2018				17,453.46	29,588.33	202,590.12

EXHIBIT 3.

RESOLUTION 2018-03

THE ANNUAL APPROPRIATION RESOLUTION OF THE STONEYBROOK NORTH COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019 APPROVING A BUDGET FUNDING AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2018, submitted to the Board of Supervisors (“**Board**”) a proposed budget for the next ensuing budget year along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

WHEREAS, at least sixty (60) days prior to the adoption of the proposed annual budget (“**Proposed Budget**”), the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

WHEREAS, the Board set August 28, 2018, as the date for a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), Florida Statutes; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), Florida Statutes, requires that, prior to October 1, of each year, the District Board by passage of the Annual Appropriation Resolution shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year; and

WHEREAS, in order for the Developer to fund a portion of the Budget, the Board desires to approve a form of the Budget Funding Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE STONEYBROOK NORTH COMMUNITY DEVELOPMENT DISTRICT:

Section 1. Budget

- a. That the Board of Supervisors has reviewed the District Manager’s Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. That the Proposed Budget, attached hereto as **Exhibit “A,”** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2017/2018 and/or revised projections for fiscal year 2018/2019.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District’s Records Office and identified as the “Budget for the Stonybrook North Community Development District for the Fiscal Year Beginning October 1, 2018, and Ending September 30, 2019,” as adopted by the Board of Supervisors on August 22, 2018.
- d. The final adopted budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption.

Section 2. Appropriations

There is hereby appropriated out of the revenues of the District, for the fiscal year beginning October 1, 2018, and ending September 30, 2019, the sum of \$_____ to be raised by the levy of assessments and otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$_____
TOTAL DEBT SERVICE FUNDS	\$_____
TOTAL ALL FUNDS	\$_____*

*Not inclusive of any collection costs.

Section 3. Budget Amendments

Pursuant to Section 189.016, Florida Statutes, the District at any time within the fiscal year or within 60 days following the end of the fiscal year may amend its budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.
- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016 of the Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraphs c. and d. above are posted on the District’s website within 5 days after adoption.

Section 4. Budget Funding Agreement

The form of the Budget Funding Agreement, attached as **Exhibit “B”** hereto, is hereby approved in order to fund the Developer’s portion of the budget for Fiscal Year 2018/2019.

Section 5. Effective Date.

This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Stoneybrook North Community Development District.

PASSED AND ADOPTED THIS 28TH DAY OF AUGUST, 2018.

ATTEST:

**STONEBROOK NORTH COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Name: _____
Assistant Secretary

By: _____
Michael Lawson
Chair of the Board of Supervisors

Exhibit A: 2018/2019 Budget
Exhibit B: Budget Funding Agreement

**STATEMENT 1
STONEBROOKE NORTH CDD
FY 2019 PROPOSED BUDGET GENERAL FUND (O&M)**

	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ADOPTED	FY 2018 OCT-MAR	FY 2019 PROPOSED	VARIANCE 2018-2019
I. REVENUE						
GENERAL FUND REVENUES /(a)	\$ 73,845	\$ 79,259	\$ 362,992	\$ 47,523	\$ 426,682	\$ 63,690
INTEREST						
TOTAL REVENUE	73,845	79,259	362,992	47,523	426,682	63,690
II. EXPENDITURES						
GENERAL ADMINISTRATIVE						
SUPERVISORS COMPENSATION	1,200	1,200	12,000	-	8,000	(4,000)
PAYROLL TAXES	92	92	918	-	612	(306)
PAYROLL SERVICES	52	315	703	135	490	(213)
TRAVEL PER DIEM	-	814	500	52	500	-
MANAGEMENT CONSULTING SERVICES	21,000	21,000	21,000	10,500	21,000	-
CONSTRUCTION ACCOUNTING SERVICES	-	-	9,500	-	5,000	(4,500)
PLANNING AND COORDINATING SERVICES	36,000	36,000	36,000	18,000	36,000	-
ADMINISTRATIVE SERVICES	-	-	3,600	1,800	3,600	-
BANK FEES	-	-	300	13	300	-
MISCELLANEOUS	-	-	500	-	500	-
AUDITING SERVICES	-	-	2,500	-	3,200	700
INSURANCE	2,363	2,410	2,655	5,300	5,830	3,175
REGULATORY AND PERMIT FEES	175	175	175	175	175	-
LEGAL ADVERTISEMENTS	6,105	1,357	2,000	166	1,800	(200)
ENGINEERING SERVICES	2,493	2,208	4,000	3,625	4,000	-
LEGAL SERVICES	3,647	5,817	7,500	1,165	4,000	(3,500)
WEBSITE HOSTING	978	757	720	360	720	-
ADMINISTRATIVE CONTINGENCY	234	2,350	-	-	-	-
TOTAL GENERAL ADMINISTRATIVE	74,339	74,495	104,571	41,291	95,727	(8,844)
DEBT ADMINISTRATION:						
DISSEMINATION AGENT	-	-	5,000	-	5,000	-
TRUSTEE FEES	-	-	4,377	-	9,105	4,728
TRUST FUND ACCOUNTING	-	-	3,600	1,800	-	(3,600)
ARBITRAGE	-	-	500	-	650	150
TOTAL DEBT ADMINISTRATION	-	-	13,477	1,800	14,755	1,278
PHYSICAL ENVIRONMENT EXPENDITURES						
SECURITY	-	-	-	-	-	-
STREETPOLE LIGHTING	-	-	15,000	-	60,000	45,000
ELECTRICITY (IRRIGATION & POND PUMPS)	-	-	15,000	-	15,000	-
WATER	-	-	20,000	-	20,000	-
LANDSCAPING MAINTENANCE	-	-	120,000	-	150,000	30,000
IRRIGATION MAINTENANCE	-	-	10,000	-	10,000	-
POND MAINTENANCE	-	-	15,000	-	15,000	-

**STATEMENT 1
 STONEYBROOKE NORTH CDD
 FY 2019 PROPOSED BUDGET GENERAL FUND (O&M)**

	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 ADOPTED	FY 2018 OCT-MAR	FY 2019 PROPOSED	VARIANCE 2018-2019
POND MOWING	-	-	-	-	30,000	30,000
COMPREHENSIVE FIELD SERVICES	-	-	-	-	16,200	
PHYSICAL ENVIRONMENT CONTINGENCY	-	-	41,609	-	-	(41,609)
TOTAL PHYSICAL ENVIRONMENT EXPENDITURES	-	-	236,609	-	316,200	63,391
TOTAL EXPENDITURES	74,339	74,495	354,657	43,091	426,682	72,025
III. EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(494)	4,764	8,335	4,432	-	(8,335)
FUND BALANCE - BEGINNING	1,348	-	-	4,764	4,764	8,335
FUND BALANCE - ENDING	\$ 854	\$ 4,764	\$ 8,335	\$ 9,196	\$ 4,764	\$ -

Footnote:

(a) Revenue collections from County tax collector and/or budget funding agreement only as needed based on actuals. Draws upon budget funding agreement can only be based on actual expenditures.

**STATEMENT 2
STONEYBROOK NORTH CDD
FY 2019 GENERAL FUND EXPENDITURE & O&M ASSESSMENT ALLOCATION**

1. ERU Assignment, Ranking and Calculation

Width	Units	ERU	Total ERU	% ERU
35'	104	0.70	72.80	13.60%
40'	75	0.80	60.00	11.21%
50'	280	1.00	280.00	52.32%
60'	102	1.20	122.40	22.87%
Total	561		535.20	100.00%

2. O&M Assessment Requirement ("AR")

AR = TOTAL EXPENDITURES - NET:	\$ 426,682	/(a)
Plus: Early Payment Discount (4.0%)	\$ 18,157	
Plus: County Collection Charges (2.0%)	\$ 9,078	
Total Expenditures - GROSS	\$ 453,917	[A]
Total ERU:	535.20	[B]
Total AR / ERU - GROSS (as if all On-Roll):	\$848.13	[A] / [B]
Total AR / ERU - NET:	797.24	

3. Current FY Allocation of AR (as if all On-Roll)

Lot Width	Units	Assigned ERU	Net Assmt/Unit	Total Net Assmt	Gross Assmt/Unit	Total Gross Assmt
40'	75	0.80	\$638	\$47,834	\$679	\$50,888
50'	280	1.00	\$797	\$223,227	\$848	\$237,475
60'	102	1.20	\$957	\$97,582	\$1,018	\$103,811
35'	104	0.70	\$558	\$58,039	\$594	\$61,744
Total	561			\$426,682		\$453,917

4. Prior FY Allocation of AR (as if all On-Roll)

Lot Width	Units	Assigned ERU	Net Assmt/Unit	Total Net Assmt	Gross Assmt/Unit	Total Gross Assmt
40'	75	0.80	\$1,113	\$83,446	\$1,184	\$ 88,773
50'	280	1.00	\$1,391	\$389,417	\$1,480	\$ 414,273
60'	102	1.20	\$1,669	\$170,231	\$1,775	\$ 181,097
70'	104	1.40	\$1,947	\$202,497	\$2,071	\$ 215,422
Total	561			\$362,992		\$ 386,162

5. Difference between Prior FY and Current FY

	<u>Prior FY</u>	<u>Current FY</u>	<u>Change</u>
TOTAL EXPENDITURES - NET:	\$362,992	\$426,682	18%

Footnote

(a) No O&M Assessments for non-platted lots will be charged to the Developer. Developer is only to fund based on actual expenditures on an as needed basis only.

STATEMENT 3

STONEBROOK NORTH CDD CONTRACT SUMMARY

FINANCIAL STATEMENT CATEGORY	VENDOR	COMMENTS/SCOPE OF SERVICE
GENERAL ADMINISTRATIVE:		
SUPERVISORS COMPENSATION	Board of Supervisors	5 Board Members per Meeting , 12 Meetings Considered
PAYROLL TAXES	Payroll	7.65% OF BOS PAYROLL
PAYROLL SERVICES	Paychex	\$55 Per Payroll Plus Year End Processing of \$50
TRAVEL PER DEIM	Misc	Estimated
MANAGEMENT CONSULTING SERVICES	DPFG	\$1,750 monthly
CONSTRUCTION ACCOUNTING SERVICES	DPFG	
PLANNING & COORDINATING SERVICES	DPFG	Governmental agency coordination, construction & maintenance contract administration, technical and engineering support services associated with the maintenance & construction of District infrastructure
ADMINISTRATIVE SERVICES	DPFG	
BANK FEES	Bank United	
MISCELLANEOUS	MISC	Estimated
AUDITING	DIBARTOLOMEO	Need contract with fees for FY 2019
INSURANCE	EGIS	Confirmed with EGIS
REGULATORY AND PERMIT FEES	Florida Dept of Economic Opportunity	Fixed by Statute
LEGAL ADVERTISEMENTS	News Press	Estimated, Variable & Discretionary
ENGINEERING SERVICES	Stantec	Estimated, Variable & Discretionary
LEGAL SERVICES	Strayley, Robin Vericker	Estimated, Variable & Discretionary
WEBSITE HOSTING		
ADMINISTRATIVE CONTINGENCY		
DEBT SERVICE ADMINISTRATION:		
DISSEMINATING AGENT	LERNER	
TRUSTEE FEES	US BANK	Confirmed with Trustee
TRUST FUND ACCOUNTING	DPFG	
ARBITRAGE	LLS	Confirmed with LLS
PHYSICAL ENVIRONMENT:		
STREETPOLE LIGHTING		100 lights approx \$600/light/yr.
ELECTRICITY (IRRIGATION & POND PUMPS)		
WATER		
LANDSCAPING MAINTENANCE		

STATEMENT 3

STONEBROOK NORTH CDD CONTRACT SUMMARY

FINANCIAL STATEMENT CATEGORY	VENDOR	COMMENTS/SCOPE OF SERVICE
IRRIGATION MAINTENANCE		
POND MAINTENANCE		8 ponds plus additional
POND MOWING		8 ponds
COMPREHENSIVE FIELD SERVICES		Directs day to day operations and oversees field services technician. Schedule vendors and inspect their work, interact with new homeowners, coordinate general security, manage of RFP for ongoing maintenance, prepare written monthly reports to the Board, including travel for field technician.
PHYSICAL ENVIRONMENT CONTINGENCY		

EXHIBIT 4.

RESOLUTION 2018-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE STONEYBROOK NORTH COMMUNITY DEVELOPMENT DISTRICT IMPOSING SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; ADOPTING AND CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Stoneybrook North Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Lee County, Florida (“**County**”); and

WHEREAS, the District owns and operates various infrastructure improvements and provides certain services in accordance with Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors (“**Board**”) of the District hereby determines to undertake various operations and maintenance activities described in the District’s budget for fiscal year 2018/2019 (“**Budget**”), attached hereto as **Exhibit “A”** and incorporated as a material part of this Resolution by this reference; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance services and facilities provided by the District as described in the District’s Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, Florida Statutes, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the County Tax Roll and collected by the County Tax Collector (“**Uniform Method**”); and

WHEREAS, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method; and

WHEREAS, the District has approved an agreement with the Lee County Property Appraiser (“**Property Appraiser**”) and Lee County Tax Collector (“**Tax Collector**”) to provide for the collection of special assessments under the Uniform Method; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments on all assessable lands for operations and maintenance in the amount contained in the Budget; and

WHEREAS, the District desires to levy and collect special assessments reflecting each parcel's portion of the District's Budget; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the District ("**Assessment Roll**") attached to this Resolution as **Exhibit "B"** and incorporated as a material part of this Resolution by this reference, and to certify a portion of the Assessment Roll on the parcels designated in **Exhibit "B"** to the Tax Collector pursuant to the Uniform Method and to directly collect a portion of the assessments on the parcels designated in **Exhibit "B"** through the direct collection method pursuant to Chapter 190, Florida Statutes; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the Tax Collector by this Resolution, as the Property Appraiser updates the property roll, for such time as authorized by Florida law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE STONEYBROOK NORTH COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BENEFIT. The provision of the services, facilities and operations as described in **Exhibit "A"** confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the costs of the assessments. The allocation of the costs to the specially benefited lands is shown in **Exhibits "A" and "B"**.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapter 190 of the Florida Statutes, and using procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefited lands within the District in accordance with **Exhibits "A" and "B"**. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution.

SECTION 3. COLLECTION AND DUE DATE.

A. Uniform Method Assessments. The collection of the previously levied debt service assessments and operation and maintenance special assessments on a portion of the platted lots and developed lands shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in **Exhibits "A" and "B."**

B. Direct Bill Assessments. The annual installment for the previously levied debt service assessments, and the annual operations and maintenance assessments, on a portion of the undeveloped and unplatted lands will be collected directly by the District in accordance with

Florida law, as set forth in **Exhibits “A” and “B.”** Assessments directly collected by the District are due in full on December 1, 2018; provided, however, that, to the extent permitted by law, the assessments due may be paid in several partial, deferred payments and according to the following schedule: 50% due no later than December 1, 2018, 25% due no later than February 1, 2019 and 25% due no later than May 1, 2019. In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2018/2019, as well as any future installments of special assessments securing debt service – shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District’s sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the applicable rate of any bonds or other debt instruments secured by the special assessments, or, in the case of operations and maintenance assessments, at the applicable statutory prejudgment interest rate. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170 of the Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

C. Future Collection Methods. The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices. The District certifies all assessments for debt service and operations and maintenance for collection pursuant to Chapters 190 and 197, Florida Statutes. All assessments collected by the Tax Collector shall be due and payable as provided in Chapter 197, Florida Statutes.

SECTION 4. ASSESSMENT ROLL. The District's Assessment Roll, attached to this Resolution as **Exhibit “B”**, is hereby certified and adopted.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the property roll by the Property Appraiser after the date of this Resolution, and shall amend the District’s Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Stoneybrook North Community Development District.

PASSED AND ADOPTED THIS 22ND DAY OF AUGUST, 2018.

ATTEST:

**STONEBROOK NORTH COMMUNITY
DEVELOPMENT DISTRICT**

By: _____
Name: _____
Assistant Secretary

By: _____
Michael Lawson
Chair of the Board of Supervisors

Exhibit "A" – Fiscal Year 2018/2019 Budget
Exhibit "B" – District Assessment Lien Roll
Assessment Roll (Uniform Method)
Assessment Roll (Direct Collect)

EXHIBIT 5.

Budget Funding Agreement
Fiscal Year 2018/2019

This Agreement is made and entered into this 22nd day of August, 2018, by and between the **Stoneybrook North Community Development District**, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, and located in Lee County, Florida (hereinafter "**District**"), and **North Brook Holdings, LLC**, a Florida limited liability company (hereinafter "**Developer**").

Recitals

WHEREAS, the District is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes and located in Lee County, Florida, (the "County") for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure; and

WHEREAS, the District, pursuant to Chapter 190, Florida Statutes, is authorized to levy such taxes, special assessments, fees and other charges as may be necessary in furtherance of the District's activities and services; and

WHEREAS, Developer presently owns real property within the District, which property will benefit from the timely construction and acquisition of the District's facilities, activities and services and from the continued operations of the District; and

WHEREAS, the District is adopting its general fund budget for the Fiscal Year 2018/2019, which year commences on October 1, 2018 and concludes on September 30, 2019; and

WHEREAS, the District will need a funding mechanism to enable it to proceed with a portion of its operations and services during Fiscal Year 2018/2019 as described in Exhibit "A" attached hereto; and

WHEREAS, the Developer desires to provide such funds, as are necessary, to the District to proceed with its operations and services for Fiscal Year 2018/2019, as described in Exhibit "A," and as may be amended from time to time by the District.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. The Developer agrees to make available to the District the monies necessary for the operation of the District as called for in the budget attached hereto as Exhibit "A", as may be amended from time to time, within thirty (30) days of written request by the District. The funds shall be placed in the District's general checking account. These payments are made by the Developer in lieu of taxes, fees, or assessments which might otherwise be levied or imposed by the District.

2. The parties hereto recognize that a portion of the aforereferenced operating expenses may be required in support of the District's effort to implement its capital improvements program which are to be financed in the form of note(s), bond(s) or future developer advances and as such may be considered to be reimbursable expenses. The District agrees that upon the issuance of its note(s) or bonds(s) that there will be included an amount sufficient to reimburse the Developer for a portion of the advances made pursuant to this agreement and such reimbursement will be made within thirty (30) days of receiving the proceeds of the note(s) or bond(s). The advances made pursuant to this agreement and reimbursement of same will not include any interest charge since it is anticipated that the District will proceed in a timely fashion to obtain its note(s) or bond(s).

3. This instrument shall constitute the final and complete expression of the agreement between the parties relating to the subject matter of this Agreement. Amendment to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both of the parties hereto.

4. The execution of this Agreement has been duly authorized by the appropriate body or official of all parties hereto, each party has complied with all the requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

5. This Agreement may be assigned, in whole or in part by either party only upon the written consent of the other. Any purported assignment without such written consent shall be void.

6. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which shall include, but not be limited to, the right of damages and specifically including the ability of the District to enforce any and all payment obligations under this Agreement through the imposition and enforcement of a contractual or other lien on property owned by the Developer.

7. In the event that either party is required to enforce this Agreement by court proceedings or otherwise, then the parties agree that the prevailing party shall be entitled to recover from the other all costs incurred, including reasonable attorneys' fees and costs for, trial alternative dispute resolution, or appellate proceedings.

8. This Agreement is solely for the benefit of the formal parties herein and no right or cause of action shall accrue upon or by reason hereof, to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the parties hereto any right, remedy or claim under or by reason of this Agreement or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon the parties hereto and their respective representatives, successors and assigns.

9. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Florida.

10. This Agreement has been negotiated fully between the parties as an arm's length transaction. The parties participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen and selected the language, and the doubtful language will not be interpreted or construed against any party.

11. The Agreement shall be effective after execution by both parties hereto.

IN WITNESS WHEREOF, the parties execute this agreement the day and year first written above.

Attest:

**Stoneybrook North Community
Development District**

Secretary/Assistant Secretary

By: _____
Michael Lawson
Chair of the Board of Supervisors

North Brook Holdings, LLC
a Florida limited liability company

Witness

By: _____
John Ryan
Managing Member

Witness

Exhibit "A" – Fiscal Year 2018/2019 General Fund Budget

EXHIBIT 6.

RESOLUTION 2018-05

A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE STONEYBROOK NORTH COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE PRIMARY ADMINISTRATIVE OFFICE AND PRINCIPAL HEADQUARTERS OF THE DISTRICT AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Stoneybrook North Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Lee County, Florida; and

WHEREAS, the District desires to designate its primary administrative office as the location where the District’s public records are routinely created, sent, received, maintained, and requested, for the purposes of prominently posting the contact information of the District’s Record’s Custodian in order to provide citizens with the ability to access the District’s records and ensure that the public is informed of the activities of the District in accordance with Chapter 119, *Florida Statutes*; and

WHEREAS, the District additionally desires to specify the location of the District’s principal headquarters for the purpose of establishing proper venue under the common law home venue privilege applicable to the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE STONEYBROOK NORTH COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The District’s primary administrative office for purposes of Chapter 119, *Florida Statutes*, shall be located at c/o DPFM Management & Consulting, LLC, 250 International Parkway, Suite 280, Lake Mary, FL 32746.

SECTION 2. The District’s principal headquarters for purposes of establishing proper venue shall be located at c/o DPFM Management & Consulting, LLC, 15310 Amberly Drive, Suite 175, Tampa, Florida 33647.

SECTION 3. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS _____ day of _____, 2018.

ATTEST:

STONEYBROOK NORTH COMMUNITY DEVELOPMENT DISTRICT

By: _____
Name: _____
Assistant Secretary

By: _____
Name: _____
Title: _____

EXHIBIT 7.

RESOLUTION 2018-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE STONEYBROOK NORTH COMMUNITY DEVELOPMENT DISTRICT ADOPTING AN ELECTRONIC RECORDS POLICY AND ADDRESSING SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

WHEREAS, the Stoneybrook North Community Development District (the "**District**") is a local unit of special purpose government created and existing pursuant to Chapter 190, Florida Statutes;

WHEREAS, Chapter 190, Florida Statutes, authorizes the District to adopt policies to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of district business;

WHEREAS, the District maintains an active and continuing program for the economical and efficient management of public records of the District;

WHEREAS, the District previously adopted a resolution adopting a records retention policy and appointing a representative from the District Manager's office as the "records management liaison officer" as required by Section 257.36(5), Florida Statutes and the "Custodian of public records" as required by Section 119.011(5), Florida Statutes (together the "**Public Records Custodian**");

WHEREAS, Rule 1B-26.003, Florida Administrative Code, allows the Public Records Custodian to designate an electronic copy of an original paper record as the record (master) copy and designate the original paper copy as a duplicate;

WHEREAS, the District desires to adopt an electronic records policy as described more fully in **Exhibit A** attached hereto ("**Electronic Records Policy**"), as such policy may be amended from time to time, and authorize the Public Records Custodian to use such policy, for creating electronic copies of original paper records, designating such electronic copies as the record (master) copy, designating such original paper copies as duplicates and destroying, or otherwise disposing of, such originals in accordance with the applicable general schedule once such originals are obsolete, superseded or the administrative value is lost;

WHEREAS, consistent with Rule 1B-26.003, Florida Administrative Code, the District has undertaken a cost benefit analysis to determine that the adoption of the Electronic Records Policy would be cost-effective;

WHEREAS, the Board of Supervisors of the District (the "**Board**") finds that the contemplated Electronic Records Policy will be cost effective by, among other things, eliminating the need to store physical records; and

WHEREAS, the Board finds that it is in the best interests of the District to adopt the Electronic Records Policy for immediate use and application.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

1. **RECITALS.** The foregoing recitals are true and correct and incorporated herein as findings of the Board.
2. **ADOPTION OF ELECTRONIC RECORDS POLICY.** The District hereby authorizes the Public Records Custodian to implement the Electronic Records Policy.
3. **SEVERABILITY.** If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.
4. **CONFLICTS.** Upon its passage, this Resolution is intended to supplement the District's prior rules and policies regarding records management, including but not limited to rules and policies adopted by prior resolutions, and, accordingly, all such prior rules and policies remain in full force and effect, except to the extent modified by this Resolution.
5. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this ____ day of _____, 2018.

Attest:

**Stoneybrook North
Community Development District**

Secretary/Assistant Secretary
Paul Cusmano

Chair/Vice Chair of the Board of Supervisors

Exhibit A
Electronic Records Policy

- 1. PURPOSE OF ELECTRONIC RECORDS POLICY.** The purpose of this Electronic Records Policy (this "**Policy**") is to create a more efficient and cost effective means for retaining and managing District records by authorizing the District and its Public Records Custodian to designate electronic copies of original paper records as record, "master" copies, and to dispose of the duplicate original paper records in accordance with Florida law and rules.
- 2. DESIGNATION OF ELECTRONIC COPIES AS MASTER COPIES.** It is the policy of the District to permit the retainage and management of public records in accordance with, and pursuant to, Rule 18-26.003, Florida Administrative Code, and, more specifically, to: (i) create electronic copies of original paper records, (ii) designate all such electronic copies as the record (master) copies; and (iii) destroy, or otherwise dispose of, such originals in accordance with the applicable general schedule once such originals are obsolete, superseded or the administrative value is lost. The Public Records Custodian in his or her sole discretion may select which original paper records, if any, shall be subject to the implementation of this Policy.
- 3. DISTRICT DUTIES AND RESPONSIBILITIES.** The District and its Public Records Custodian shall develop and implement this Policy, all in compliance with Rule 18-26.003(6), Florida Administrative Code, the terms of which are incorporated herein. Among other things, the District and its Public Records Custodian shall ensure that all records are included within records retention schedules, integrate the management of electronic records with other records and information resources management programs, incorporate electronic records management objectives, responsibilities, and authorities in pertinent District directives, establish procedures for addressing records management requirements, provide training as appropriate, etc.
- 4. PUBLIC RECORDS.** The District and its Public Records Custodian shall ensure that the electronic recordkeeping systems meet all requirements for public access to records in accordance with Chapter 119, Florida Statutes. Toward that end, the District and its Public Records Custodian shall provide copies of electronic records to any person making a public records request, shall ensure that all District contracts do not impair the right of the public to access District records, shall maintain the confidentiality of records exempt from disclosure, and otherwise shall satisfy the requirements of Chapter 119, Florida Statutes, and Rule 1B-26.003(6)(g), Florida Administrative Code, the terms of which are incorporated herein.
- 5. DOCUMENTATION STANDARDS.** The District and its Public Records Custodian shall develop and maintain adequate and up-to-date technical and descriptive documentation for each electronic recordkeeping system in compliance with Rule 1B-26.003(7), Florida Administrative Code, the terms of which are incorporated herein. Among other things, and without intending to limit the requirements of Rule 18-26.003(7), Florida Administrative Code, the documentation shall include a narrative

description of the system, the physical and technical characteristics of the system, and any other technical information needed to read or process the records.

- 6. CREATION AND USE OF ELECTRONIC RECORDS.** The District and its Public Records Custodian shall comply with Rule 18-26.003(8), Florida Administrative Code, the terms of which are incorporated herein, with respect to the creation and use of electronic records. Among other things, the District and its Public Records Custodian shall provide a method for authorized users to retrieve desired records, shall provide an appropriate level of security in order to maintain the integrity of the records, shall identify the open format or standard interchange format when necessary to permit the exchange of records on electronic media, and shall provide for the disposition of the records, including, when appropriate, transfer to the Florida State Archives. Before a record (master) copy is created on an electronic recordkeeping system, the record shall be uniquely identified to enable authorized personnel to retrieve, protect, and carry out the disposition of records in the system.
- 7. LEGAL AUTHENTICATION.** Pursuant to Rule 18-26.003(9), Florida Administrative Code, the terms of which are incorporated herein, the District and its Public Records Custodian shall implement the following procedures to enhance the legal admissibility of electronic records:

 - a. Document that similar kinds of records generated and stored electronically are created by the same processes each time and have a standardized retrieval approach.
 - b. Substantiate that security procedures prevent unauthorized addition, modification, or deletion of a record and ensure systems are protected against such problems as power interruptions.
 - c. Identify the electronic media on which records are stored throughout their life cycle, the maximum time span that records remain on each storage media, and the official retention requirements as approved by the Division of Library and Information Services.
- 8. SELECTION OF ELECTRONIC RECORDS STORAGE MEDIA.** The District and its Public Records Custodian shall select appropriate media and systems for the storage of electronic records throughout their life cycle pursuant to Rule 18-26.003(10), Florida Administrative Code, the terms of which are incorporated herein. Among other things, such media and systems shall permit easy and accurate retrieval, shall retain the records in a usable format, and shall meet the standards, and be selected based on the factors, set forth in Rule 1B-26.003(10), Florida Administrative Code.
- 9. MAINTENANCE OF ELECTRONIC RECORDS.** The District and its Public Records Custodian shall maintain electronic records in a manner consistent with the standards set forth in Rule 1B-26.003(11), Florida Administrative Code, the terms of which are incorporated herein.

10. RETENTION OF ELECTRONIC RECORDS. The District and its Public Records Custodian shall ensure that all electronic records are retained and accessible for as long as required by law and pursuant to Rule 18-26.003(12), Florida Administrative Code, the terms of which are incorporated herein. Specifically, the Public Records Custodian shall schedule the retention and disposition of all electronic documents, shall establish a process for recopying, reformatting and other necessary maintenance to ensure the retention and usability of electronic records throughout their authorized life cycle, and shall transfer a copy of the electronic records to the Florida State Archives at the time specified in the record retention schedule, if applicable.

11. DESTRUCTION OF ELECTRONIC RECORDS. The District and its Public Records Custodian shall destroy electronic records only in a manner consistent with the standards set forth in Rule 1B-26.003(13), Florida Administrative Code, the terms of which are incorporated herein. At a minimum, the District and its Public Records Custodian shall destroy electronic records in a manner such that any confidential or exempt information cannot practicably be read or reconstructed, and shall ensure that recording media previously used for electronic records containing confidential or exempt information are not reused if the previously recorded information can be comprised in any way by reuse.

EXHIBIT 8.

RESOLUTION 2018-07

A RESOLUTION RE-DESIGNATING OFFICERS OF THE STONEYBROOK NORTH COMMUNITY DEVELOPMENT DISTRICT

WHEREAS, the Board of Supervisors of the Stoneybrook North Community Development District at the business meeting held on August 28, 2018 desires to appoint the below recited persons to the offices specified.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF STONEYBROOK NORTH COMMUNITY DEVELOPMENT DISTRICT:

1. The following persons were appointed to the offices shown, to wit:

<u>Mike Lawson</u>	Chairman
<u>Doug Draper</u>	Vice Chairman
<u>Paul Cusmano</u>	Secretary
<u>Patricia Comings-Thibault</u>	Treasurer
<u>Maik Aagaard</u>	Assistant Treasurer
<u>Janet Johns</u>	Assistant Secretary
<u>Lori Price</u>	Assistant Secretary
<u>Ted Sanders</u>	Assistant Secretary
_____	Assistant Secretary

2. That this resolution supersedes all previous resolutions and motions designating, electing or appointing officers adopted by the Board of Supervisors of the Stoneybrook North Community Development District and are hereby declared null and void.

Adopted this 28th day of August, 2018.

Mike Lawson
Chairman

Paul Cusmano
Secretary

EXHIBIT 9.

RESOLUTION 2018-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF STONEYBROOK NORTH COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Stoneybrook North Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within the Lee County, Florida; and

WHEREAS, the District’s Board of Supervisors (hereinafter the “Board”), is statutorily authorized to exercise the powers granted to the District, but has not heretofore met; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time, and location of the District’s meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF STONEYBROOK NORTHCOMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The annual public meeting schedule of the Board of Supervisors of the for the Fiscal Year 2018/2019 attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and will be published and filed in accordance with the requirements of Florida law.

Section 2. The District Manager is hereby directed to submit a copy of the Fiscal Year 2018/2019 annual public meeting schedule to Lee County and the Department of Economic Opportunity.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 22ND DAY OF AUGUST, 2018.

ATTEST:

**STONEYBROOK NORTH
COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/ Assistant Secretary
Print Name: Paul Cusmano

Chair/ Vice Chair
Print Name: Mike Lawson

EXHIBIT A

Notice of Meeting Schedule
Fiscal Year 2019
Stoneybrook North Community Development District

As required by Chapters 189 and 190 of Florida Statutes, notice is hereby given that the Fiscal Year 2019 regular meetings of the Board of Supervisors of the Stoneybrook North Community Development District are scheduled to be held on the fourth Wednesday of every month at 11:00 a.m. in a conference room of the Hampton Inn, 9241 Marketplace Road, Fort Myers, Florida 33912 as follows (exceptions noted below):

October 24, 2018
November 28, 2018
December 26, 2018
January 23, 2019
February 27, 2019
March 27, 2019
April 24, 2019
May 22, 2019
June 26, 2019
July 24, 2019
August 28, 2019
September 25, 2019

The meetings will be open to the public and will be conducted in accordance with the provision of Florida Law for community development districts. Any meeting may be continued to a date, time, and place to be specified on the record at the meeting. Copies of the agendas for the meetings listed above may be obtained from DPF Management & Consulting, LLC ("DPFG"), 15310 Amberly Drive, Suite 175, Tampa, Florida 33647 or (813) 374-9105, one week prior to the meeting.

There may be occasions when one or more Supervisors will participate by telephone. At the above location there will be present a speaker telephone so that any interested person can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District's management company office, DPF Management & Consulting, LLC at 813-374-9105 at least two (2) business days prior to the date of the hearing and meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 711 for aid in contacting the District.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

DPFG, District Management

EXHIBIT 10.



Superior Service From The Ground Up



8/8/2018

Contract Start Date: 08/01/2018

Opportunity No: 4426

Billed To:

Paul Cusmano
250 International Parkway
Suite 280
Lake Mary, FL 32746

Property Address:

Stoneybrook North CDD
Pritchett Parkway
North Fort Myers, FL 33917

Dear Paul:

We are pleased to submit for your approval the following proposal in regards to the care and maintenance of your property.

Phase 1 Mowing = 5 Lake Banks on East Side on Stoneybrook North Property & ROW along main road. Approximately 349,000 Sq Ft of Bahia.

Contracted Services Provided in Pricing:

Mowing Service - 39 times per year

Occurrences: 39

\$735.00 Per Occurrence

- Mow Bahia turf along 5 lake banks on east side of Stoneybrook North CDD & ROW every week during the growing season (May through October) and every other week during the slow growing season (November through April) up to **39** times per year.
- Edge hard surface areas each mowing visit and soft surface areas every other visit.
- Line Trim all areas inaccessible by mower each visit.
- Blow off all hard surface areas each mowing visit.

This proposal is valid for 120 days, upon acceptance, this agreement is for an initial term of 12 months starting the start date entered above. Either Client or Estate Landscaping and Lawn Management (“Estate”) may terminate this agreement as of the end of the 12-month term with thirty (30) day certified mail notice delivered at least thirty (30) days prior to the end of the 12-month term. In the event neither party terminates this agreement by providing the requisite thirty (30) day notice, it will automatically continue annually with a cost of living increase of 3% per year upon renewal. The Client may terminate this agreement for cause as provided herein: 1. Client shall provide Estate written notice by certified mail of any complaints pertaining to the scope of the work outlined in the Contracted Service Provided. The notice shall provide specific reference to alleged problems so as to precisely and accurately inform Estate of Client’s complaints and concerns. 2. Estate shall have forty-five (45) days after receipt of the aforesaid notice from Client in which to address those items identified in the notice. 3. If, after the time provided above, the items identified in the notice are properly addressed, the agreement will continue as stated herein. It will be presumed the contract is still in force unless Client provides the notice of intent to terminate as provided below. 4. If client does not believe Estate has reasonably addressed those items listed on the notice, Client shall provide a second written notice by certified mail to Estate of client’s intent to terminate this contract. Termination shall thereafter take affect thirty (30) days after mailing of the termination notice as determined by the post mark. In the event of termination of this agreement, client agrees to remit payment based on number of services visits rendered to point of termination.

Estate may terminate this agreement at any time for cause if Client refuses to permit Estate to complete performance, fails to pay any amounts when due, or otherwise refuses to carry out the obligations of Client under this agreement. For the convenience of our client only, the monthly contract charge under this agreement is an average of the total charge for all work to be performed under the agreement divided by the number of calendar months included in the payment period of the agreement. Payment is due upon receipt and an interest rate of 1½% per month will be applied to invoices that are past due. In consideration of the sum of ten dollars (\$10.00) and other mutual promises and agreements as set forth in this agreement, the receipt and sufficiency of which is hereby acknowledged by Client, Estate may terminate this agreement for its convenience at any time upon providing thirty (30) days written notice to the Client. In such event, Estate will continue to provide the services called for hereunder until the earlier of the lapse of the thirty (30) day notice period or earlier time specified in writing by Client. In the event of Estate’s termination of this agreement for its convenience, Estate shall be entitled to receive payment for all monthly contract charges for services performed prorated by the number of calendar days for which services are performed. In the event of a termination for convenience, the Client hereby waives and releases and claims against Estate for damages or other expenses.

All products used on your property are purchased from professional lawn product vendors. All services are rendered on an as needed basis, weather permitting. Additional services will be billed at our standard hourly rate of \$30.00 with a minimum charge of one hour. Irrigation work will be billed at \$60.00 per hour plus materials. Liability and Workman’s Compensation insurance as well as Pest Control License information is available upon request.

Estate will not be responsible for environmental cleanup work or repairs due to acts of God, actions outside of our control, including, but not limited to, underground wiring or line damage, nematode damage, white grubs, White Fly, nutsedge, crab grass, creeping Charlie weeds, ganoderma, lethal yellowing disease, freeze damage, strong winds, excessive water or lack of water, tornadoes, hurricanes, lightning, hail, winds vehicle damage, or vandals. Estate can not be held responsible for insects, weeds, and diseases that are not prevalent or problematic and/or if no treatment is available chemically or otherwise in the county where work is to be performed at the time this contract commences. Additionally, Estate will not be responsible for plant material that is planted in inappropriate locations or is inappropriate for this region of Florida. Annual flowers and other plants, which are not installed by the Estate, are not guaranteed by Estate.

Estate shall not be responsible for excessive water or lack of water, when such action has been caused by actions of others (including but not limited to Government Agencies), outside of Estate’s control including but not limited to such actions as changes in the watering schedule determined or made by Client without the approval of Estate or additional watering by a Lot Owner with out the approval of Estate and drainage problems.

In the event that, during the provision of the contracted services described herein, Estate’s costs for labor or services used or to be used herein are increased because of any law, statute, act, order, proclamation, regulation, or ordinance of any government or any subdivision hereof for any cause beyond the reasonable control and without the fault of Estate, then, and in such event, shall have the right to pass the entire amount of increase for labor or services used or to be used herein along to Client by adding the total amount thereof to the contracted price.

Estate Landscaping shall not be liable, under any circumstances, for special, indirect, incidental or consequential damages incurred by the Client or any other party, including but not limited to lost profits or revenues, which may arise out of or in connection with this Agreement.

Client agrees to indemnify, defend and save and hold harmless Estate from and against all suits and claims that may be based on any injury or alleged injury to any person (including death) or to the property of any person not a party hereto, that may arise, or that may be alleged to have arisen out of or in connection with this Agreement. Client agrees that during the term of this agreement and for two years following its termination for any reason, including expiration, it shall not directly or indirectly solicit, recruit, or hire any employee or agent of Estate who has provided services under this agreement.

This Agreement shall be construed in accordance with the laws of the state of Florida. All actions brought hereunder shall be brought in a court of competent jurisdiction in Lee County, Florida. In the event of any dispute between the parties, the prevailing party shall be entitled to reimbursement of its attorneys’ fees and costs, including court, arbitration, and mediation costs and fees and costs for representation on appeals. The executing party listed below certifies they have the requisite authority to bind their respective parties to the terms and conditions of this agreement

Please sign this agreement below and return to us upon agreement approval. If you should have any questions, please do not hesitate to contact us at 239-498-1187. We look forward to providing quality landscape services for your property.

Estate Landscaping and Lawn Management

Client

Ryan Fantasia - Sales Representative

Client

Date

Executed by Kevin Kollmann

Title