

STONEYBROOK

**COMMUNITY DEVELOPMENT
DISTRICT**

November 12, 2024

BOARD OF SUPERVISORS

**REGULAR MEETING
AGENDA**

**STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA
LETTER**

Stoneybrook Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Fax: (561) 571-0013•Toll-free: (877) 276-0889

November 5, 2024

ATTENDEES:
Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Board of Supervisors
Stoneybrook Community Development District

Dear Board Members:

NOTE: 5-Minute Speaker Limit; 30-Minute Topic

The Board of Supervisors of the Stoneybrook Community Development District will hold a Regular Meeting on November 12, 2024 at 6:00 p.m., at the Stoneybrook Community Center, 11800 Stoneybrook Golf Boulevard, Estero, Florida 33928. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments (*5 Minutes*)
3. District Engineer Staff Report: *Johnson Engineering, Inc.*
4. Discussion Preserve Maintenance
5. Golf Course Staff Reports
 - A. Golf Superintendent
 - B. Golf Pro
6. Discussion: Roof Damage Claims from Hurricane Ian
7. Continued Discussion: Lancaster Run Conveyance to District
8. Discussion/Update: Lancaster Run Roadway Project
9. Approval of October 22, 2024 Regular Meeting Minutes
10. Staff Reports
 - A. District Counsel: *Tony Pires, Esquire*
 - B. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING DATE: December 10, 2024 at 9:00 AM [Adoption of Golf Rate/Fees & Charges]

○ QUORUM CHECK

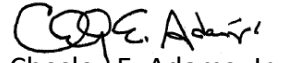
SEAT 1	PHILIP SIMONSEN	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 2	CHRIS BRADY	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 3	THOMAS SYROCYNSKI	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 4	ADAM DALTON	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 5	EILEEN HUFF	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

11. Supervisors' Requests

12. Adjournment

Should you have any questions, please do not hesitate to contact me directly at (239) 464-7114.

Sincerely,


 Chesley E. Adams, Jr.
 District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE
CALL IN NUMBER: 1-888-354-0094
PARTICIPANT PASSCODE: 229 774 8903

**STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

DRAFT

**MINUTES OF MEETING
STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stoneybrook Community Development District held a Regular Meeting on October 22, 2024 at 9:00 a.m., at the Stoneybrook Community Center, 11800 Stoneybrook Golf Boulevard, Estero, Florida 33928.

Present were:

Eileen Huff	Chair
Chris Brady	Vice Chair
Adam Dalton	Assistant Secretary
Philip Simonson	Assistant Secretary

Also present:

Chuck Adams	District Manager
Tony Pires	District Counsel
Mark Zordan	District Engineer
Kyle Schulte	Head Golf Pro
John Vuknic	Golf Superintendent
Lisa Paul	Property Manager
Shawn Mazzola	Wildcat Roofing
Michael Graham	Wildcat Roofing
Sharon Fenstermaker	Resident
Michelle Linglet	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:00 a.m. Supervisors Huff, Brady, Dalton and Simonson, were present. Supervisor Syroczyński was not present.

SECOND ORDER OF BUSINESS

Public Comments (5 Minutes)

Resident Sharon Fenstermaker asked about the Landcaster Street survey and the landscaping project for Landcaster Run. Regarding the survey, Ms. Huff stated that the area has yet to be surveyed because of the hurricanes. Mr. Dalton stated he evaluated and prepared a drawing of the area, excluding the car ports and parking spots that adjoined the buildings, and

40 forwarded it to Mr. Pires before the last meeting. Mr. Pires stated that Staff was authorized to
41 work with Mr. Dalton to engage the District Engineer and a surveying crew to survey the area.

42 Discussion ensued regarding obtaining pricing and the scope of the survey work,
43 whether paving the roadway should include the parking spaces and car ports, the need for the
44 CDD to collaborate with the condos and the HOA to determine the entity responsible for each
45 portion of the project and Mr. Joe Adams, the Master Association Attorney.

46 Mr. Dalton will send his proposal to Mr. Adams to disseminate to the rest of the Board
47 before engaging the Engineer. Ms. Huff stated the information will be examined, disseminated
48 and included as a discussion item on the next agenda.

49 Regarding the Landcaster Run Landscaping project, Ms. Huff stated that the main road
50 is in progress; thereafter, the focus will be on Landcaster.

51 Resident Michelle Linglet presented photographs and reported that grounds crews
52 hopped the fence behind her home and cut down trees in the preserve, which she assumed
53 were invasives. One week later, crewmen poured a brown liquid over the trees that were cut
54 back to prevent any regrowth and, in doing so, inadvertently destroyed a healthy pine tree
55 which must now be cut down. The HOA informed her that it cannot cut the tree down because
56 it is in the preserve and advised her to follow up with the CDD. She asked if, as a concerned
57 homeowner, she can have the dead tree removed; she would like the dead pine removed.

58 Ms. Huff stated the HOA hired a company to maintain the preserves but the CDD will
59 take that work over once the HOA executes the Maintenance Agreement. She opined that, as
60 the pine tree was damaged prior to the takeover, the HOA is responsible for its removal.

61 Discussion ensued regarding which entity is responsible for the tree removal, pending
62 work receipts from the HOA and obtaining permission from the South Florida Water
63 Management District (SFWMD) to remove the tree.

64

65 **THIRD ORDER OF BUSINESS**

**District Engineer Staff Report: Johnson
Engineering, Inc.**

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68 Mr. Zordan distributed plans for the drainage improvements and the driveway
69 realignment and presented a \$204,041.98 proposal from Southern Striping/Collier Paving. He

70 noted that the Transportation Engineer did not review the proposal to determine the reason
71 the mobilization line item is \$18,705, if the valley gutter replacement costs are the same as in
72 the original contract and to complete a price comparison with the FDOT Zone 10, Lee County,
73 for historical price comparison from 2023. Mr. Zordan concluded that, although the unit prices
74 in the proposal are high, the comparison is not comparable because the FDOT has larger
75 quantities and volumes than the CDD.

76 Asked if the CDD is financially able to pay for the repairs, Mr. Adams stated there are
77 sufficient funds in the budget for the proposed work.

78 Discussion ensued regarding the proposal costs, tree removal and project timing.

79

80 **On MOTION by Ms. Huff and seconded by Mr. Brady, with all in favor, the**
81 **Southern Striping/Collier Paving proposal for drainage improvements and**
82 **driveway re-alignment, in the amount of \$204,041.98, was approved.**

83

84

85 **▪ Discussion: Roof Damage Claims from Hurricane Ian**

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

87 Mr. Dalton discussed the damage claims that the CDD made after Hurricane Ian. He
88 introduced Wildcat Roofing and Restoration (Wildcat) representatives, Shawn Mazzola and
89 Michael Graham, who inspected the cart barn roofs and six other buildings for roof damage.

90 Mr. Mazzola stated that his brother, the company owner, is a resident of Stonybrook,
91 who was previously engaged to work on the Pro Shop. He shared that Mr. Schulte, a friend,
92 gave him permission to inspect the cart barn roof and several other roofs in the CDD. Mr.
93 Mazzola distributed Reports of his findings and a brochure for a foam insulation product that
94 the company uses for tile roof repairs. Referencing the documents, Mr. Mazzola discussed
95 heavy wind damage in the area, the number of roofs he was able to inspect and how he can
96 assist the CDD with getting roof repairs approved by the insurance company. He stated aerial
97 views of a few buildings could not be obtained because those structures have no address; he
98 plans to measure those excluded roofs after the meeting to provide a rough estimate.

99 Asked what building roofs were not inspected, Mr. Mazzola stated the restrooms
100 between Holes #5 and #6 and between #14 and #15 and the pump house.

101 Mr. Mazzola discussed broken tiles on the Duffy's building and the CDD's insurance
102 policy, which excludes Duffy's and the Pro Shop roofs from coverage. He offered assistance in
103 terms of repairs and filing a claim with the insurance company. Ms. Huff introduced Ms. Paul,
104 the Managing Agent and contact person for the Duffy's building and suggested Mr. Mazzola
105 provide his business card to Ms. Paul.

106 Mr. Mazzola responded to questions regarding assignment of benefit and its exclusion
107 from the contract, the co-insurance policy, out-of-pocket deductibles, insurance negotiations,
108 an addendum to the Wildcat Service Agreement, the Agreement for roof replacement, a
109 recommended attorney and whether the CDD or the roofing contractor would engage the
110 attorney.

111 Discussion ensued regarding the CDD's risk, current difficulties in accessing coverage,
112 Wildcat's certificate of insurance, the scope of work, the 20-year wind warranty with foam
113 insulation, why funds were not reserved for emergency projects and levying assessments to
114 supplement improvements.

115

**On MOTION by Ms. Huff and seconded by Mr. Simonsen, with all in favor,
authorizing Wildcat Roofing to verify the roof repairs and submit the insurance
claims and provide information regarding the attorney who will process the
claims, was approved.**

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121

122 Asked about his next step, Mr. Mazzola stated he will draft and send an email to the
123 Board and Staff detailing how he will proceed with the process.

124 Mr. Dalton was authorized to be the point person for the roof repairs and to work
125 directly with Mr. Pires.

126 Mr. Mazzola will send all documents to Mr. Dalton, who will then forward them to
127 Management for dissemination to the Board.

128 **The meeting recessed at 10:04 a.m.**

129 **The meeting reconvened at 10:08 a.m.**

130

131 **FOURTH ORDER OF BUSINESS**

Golf Course Staff Reports

132

133 **A. Golf Superintendent**

134 Mr. Vuknic reported the following:

135 ➤ Staffing: Both the common grounds and the golf course are fully-staffed.

136 In response to a question, Mr. Vuknic stated the common grounds has a crew of five,
137 including an irrigation tech and laborers, and the golf course has 20 on staff.

138 ➤ The CDD fared well during the recent hurricanes, with minimal damage to vegetation.

139 Discussion ensued regarding flower replacement and the lifespan of the jasmine.

140 The consensus was to have the flowers replaced before Thanksgiving.

141 ➤ Pine straw was installed last week, mulch is currently being installed and the trees will
142 be trimmed in the coming week.

143 Mr. Vuknic asked about pay for employees who could not work due to the hurricane.

144 Discussion ensued regarding compensating the employees for the days that the golf
145 course was closed due to the hurricane, compensation amount and the holiday bonus.

146

147 **On MOTION by Ms. Huff and seconded by Mr. Dalton, with all in favor,**
148 **authorizing compensation for scheduled employees for time lost due to the**
149 **hurricane/storms, was approved.**

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151

152 ➤ A mechanical repair/replacement agreement for equipment breakdowns is needed in
153 the new Maintenance Agreement with the HOA.154 Discussion ensued regarding equipment maintenance, ordering equipment from
155 vendors, a golf cart shortage, charging the HOA an hourly rate and establishing a procedure.156 ➤ The headwall on the 18th tee is in need of repair and replacement, as it is an
157 environmental concern; the crew will try to stabilize it. Mr. Vuknic will ask the District Engineer
158 to inspect and evaluate it.159 ➤ There is a mainline leak near the golf course that will affect one of the intersections; the
160 area will be roped off and repairs will be facilitated.

161 ➤ The greens are being flushed out.

162 Discussion ensued regarding the leak, exposed pipes, valve replacements, irrigation
163 adjustments, moving tee boxes and the cart path and a funding source.

164 Ms. Paul gave an update about Duffy’s and discussed the landscape renovations, the
165 parking lot and a sidewalk installation.

166 **B. Golf Pro**

167 Mr. Schulte reported the following:

- 168 ➤ The Pro Shop numbers will reflect reduced revenues due to the hurricanes.
- 169 ➤ Staffing: Three new employees were hired. Staff schedules were switched to a
170 predictive schedule of two weeks out, depending on the teaching forecast.
- 171 ➤ The tent was installed after the hurricane, in time for an event. New furniture, in the
172 amount of \$5,000, is needed.

173 Ms. Huff approved the furniture purchase.

- 174 ➤ Hurricane shutters were installed in the restrooms between Holes #14 and #15. A new
175 ice machine will be installed. Panther Plumbing will be onsite tomorrow to run the water lines
176 and repair drains near Holes #14, #15 and #5.

177 Discussion ensued regarding leasing versus owning the ice machine and the
178 maintenance program for the lease.

179 Mr. Schulte presented the range report.

- 180 ➤ The team is confident and diligent. A staff meeting will be held on October 30, 2024.

181 Ms. Huff stated a meeting about the Chicago Group and their upcoming tournament
182 needs to be scheduled.

183 Discussion ensued regarding the Golf Now report, renaming the golf course fees,
184 Management’s financial reports and the PGM Agreement.

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186 **FIFTH ORDER OF BUSINESS**

**Authorization to Re-Set Golf Rates/Fees
Public Hearing: to December 10, 2024 at
9:00 AM**

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On MOTION by Ms. Huff and seconded by Mr. Simonsen, with all in favor, authorizing Staff to Re-Set the Golf Rates/Fees Public Hearing to December 10, 2024 at 9:00 a.m., at the Stoneybrook Community Center, 11800 Stoneybrook Golf Boulevard, Estero, Florida 33928, to adopt the current Public Golf Rates, was approved.

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197 **SIXTH ORDER OF BUSINESS** **Discussion: Roof Damage Claims from**
198 **Hurricane Ian**

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200 This item was presented following the Third Order of Business.

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202 **SEVENTH ORDER OF BUSINESS** **Acceptance of Unaudited Financial**
203 **Statements as of September 30, 2024**

204
205 Ms. Huff presented the Unaudited Financial Statements as of September 30, 2024.

206 Discussion ensued regarding the Proprietary Fund, bridge repairs, miscoded items,
207 payroll overbudgeting of Mr. Vuknic’s employees, the pending payment from the County,
208 inventory adjustments and gift certificate expiration dates.

209 Mr. Adams and Mr. Schulte responded to questions regarding the “Due to others” and
210 “Gift certificates” line items, on Page 11; the Special Revenue Fund on Page 3; and the bonds,
211 on Pages 19 and 20.

212
213 **On MOTION by Mr. Brady and seconded by Mr. Simonsen, with all in favor, the**
214 **Unaudited Financial Statements as of September 30, 2024, were accepted.**

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216
217 **EIGHTH ORDER OF BUSINESS** **Approval of September 24, 2024 Regular**
218 **Meeting Minutes**

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220 The following changes were made:

221 Line 39: Change “www.stoneybrookcdd.net” to “CDD@stoneybrookesterocdd.com”

222 Line 70: Insert “ADA” before “mat”

223 Line 125: Change “A Board Member” to “Mr. Syroczyński”

224 Line 197: Change “Valhaven” to “Belhaven”

225 Line 223: Change “Mr. Adams” to “Mr. Dalton”

226
227 **On MOTION by Mr. Dalton and seconded by Mr. Brady, with all in favor, the**
228 **September 24, 2024 Regular Meeting Minutes, as amended, were approved.**

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231 **NINTH ORDER OF BUSINESS** **Staff Reports**

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233 **A. District Counsel: Tony Pires, Esquire**234 • **Consideration of Amended and Restated CDD Systems and Facilities Operation**
235 **and Maintenance Agreement with HOA and Proposal**236 Mr. Pires stated there was nothing to report on this item; the HOA has yet to execute
237 the Agreement or provide receipts. Ms. Huff stated that she could contact Dennis, of the HOA.238 • **Update: Duffy's Exhaust System**239 Mr. Pires presented an email he sent to Mr. Gary Gerson, Duffy's Attorney regarding the
240 exhaust system; a response letter from Mr. Gerson dated October 15, 2024; and a spreadsheet.241 Ms. Paul and Mr. Dalton will draft an email and include documents/reports and forward
242 it to Mr. Gerson. Mr. Pires will continue coordinating with Ms. Paul and Mr. Dalton about this
243 and keep the Board updated.244 Mr. Brady reported that a Waste Pro truck recently leaked hydraulic fluid on Brixham
245 and asked what should be done. Mr. Pires advised Management to contact Lee County about
246 the spill and provide photographs.247 **B. District Manager: Wrathell, Hunt and Associates, LLC**248 **I. Irrigation Reports**249 **a. High Irrigation Users**250 **b. Irrigation Disconnect**

251 These reports were included for informational purposes.

252 **II. NEXT MEETING DATE: November 12, 2024 at 6:00 PM**253 • **QUORUM CHECK**

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255 **TENTH ORDER OF BUSINESS****Supervisors' Requests**

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257 Mr. Simonsen voiced his opinion that it is necessary to replace the golf course irrigation
258 system, which he believes will cost a minimum of \$2 million. Staff is obtaining a preliminary
259 estimate of the cost.

260 Discussion ensued regarding escalating golf course repair costs, the drainage issues on
261 the golf course, the cost of re-doing the greens and the putting green, the headwall repair on
262 #18 and a possible golf rate increase.

263 Mr. Dalton stated the recent benefit rollover did not go smoothly. He is working with
264 Leslie to properly enter employee applications into ADP. The individual assigned to help set up
265 the benefit program left the company so Thompson Risk assigned a new person to the CDD. All
266 employees who should have coverage are covered, and the goal is to tidy up the payroll
267 deductions, reconciliations and make appropriate adjustments. Mr. Dalton stated that he
268 contacted Florida Power & Light (FPL) to report power surges, etc., and summarized an emailed
269 response received from Ms. Charlotte Miller, as follows:

270 "Salt sprays due to winds during or following a storm can contaminate electrical
271 equipment leading to flickers and outages. FPL is actively clearing saltwater from the line
272 equipment especially in the areas around the coast lines. Since Hurricane Milton, there has
273 been a lack of rain which washes the salt spray off the electrical lines in the facility;
274 consequently; our area has been experiencing fluctuations and outages particularly in the
275 mornings when dew forms in the air on the power lines. Significant wind gusts during the
276 hurricane may have also loosened or weakened some of the electrical connections, which may
277 lead to the outages and flickering in the days and weeks to come. FPL is working safely and as
278 quickly as possible to restore services and repair conditions prior to the storm."

279 Ms. Huff stated the October 8, 2024 Village of Estero meeting regarding the property in
280 the back, where Aldi has submitted a request, was moved to October 29, 2024 at 4:30 p.m., at
281 the Village. She cannot attend and asked Mr. Syroczyński to represent the CDD in her place.

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283 **ELEVENTH ORDER OF BUSINESS**

Adjournment

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285 **On MOTION by Mr. Dalton and seconded by Mr. Brady, with all in favor, the**
286 **meeting adjourned at 12:04a.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

**STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

STONEBROOK COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION		
<i>Stoneybrook Community Center, 11800 Stoneybrook Golf Boulevard, Estero, Florida 33928</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 22, 2024	Regular Meeting	9:00 AM
November 12, 2024*	Regular Meeting	6:00 PM
December 10, 2024**	Regular Meeting	9:00 AM
January 28, 2025	Regular Meeting	9:00 AM
January 28, 2025	Joint Workshop with Homeowner's Association	5:30 PM
February 25, 2025	Regular Meeting	6:00 PM
March 25, 2025	Regular Meeting	9:00 AM
April 22, 2025	Regular Meeting	9:00 AM
May 27, 2025	Regular Meeting	6:00 PM
June 24, 2025	Regular Meeting	9:00 AM
July 22, 2025	Regular Meeting	9:00 AM
August 26, 2025	Regular Meeting	6:00 PM
September 23, 2025	Regular Meeting	9:00 AM

Exceptions

**November meeting is two (2) weeks earlier to accommodate Thanksgiving holiday*

***December meeting is two (2) weeks earlier to accommodate Christmas holiday*