

**MINUTES OF MEETING  
STONEBROOK  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stoneybrook Community Development District held a Regular Meeting on September 24, 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
Thomas Syroczyński	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
Stacey Bowers	Resident
Kathy Barnes	Resident
Other residents	

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 9:03 a.m. Supervisors Huff, Brady, Dalton and Syroczyński were present. Supervisor Simonson was not present.

**SECOND ORDER OF BUSINESS**

**Public Comments (5 Minutes)**

Resident Stacey Bowers stated her property faces the 17<sup>th</sup> green and voiced her opinion that the view from her and her neighbor's yards is terrible; consisting of black mulch, weed cover and exposed pipes. She appealed to the Board to make improvements to that area.

Ms. Huff stated Mr. Vuknic will inspect the area and make a recommendation. She suggested that photographs of the area be emailed to the CDD email address "cdd@stoneybrookesterocdd.com".

Discussion ensued regarding lake erosion, possible solutions to revamp the area including pine straw, stones, riprap and grass.

**THIRD ORDER OF BUSINESS**

**Golf Course Staff Reports**

**A. Golf Superintendent**

Mr. Vuknic reported the following:

- He and Mr. Schulte recently represented Stoneybrook in a local golf tournament. Mr. Vuknic will email a picture to Ms. Huff for inclusion in the next newsletter.
- A storm is forecasted for the area, which will saturate the ponds; Mr. Vuknic will monitor the storm and take necessary actions.
- The last aerification went very well. Two additional golf course closures are scheduled for September 30 and October 7, 2024.
- Staffing: A new Assistant Mechanic started yesterday. Dave resigned from his position but agreed to stay in communication with the golf course.
- Flowers will be installed next Tuesday. Pine straw will be delivered on Monday.
- A leak was detected at one of the crosswalks. A valley gutter area was excavated, and it was determined that the issue is with the mainline irrigation for the community, as there are no offshoots. Mr. Vuknic will monitor this and facilitate the repairs after the impending hurricane.
- Several recently-ordered pieces of equipment were delivered.
- The pump house is scheduled to be painted next week.
- The wash pad project will take eight months to complete; work is underway.
- The greens will be flushed out on October 31, 2024, during open play. A drain in front of the carport will also be flushed.
- Corkscrew Road Update: According to the Village of Estero, there are a few sidewalk issues; the back of the current sidewalk on the current plan will be re-staked. How that lines up with the current landscaping will be determined. A few plantings might have to be removed and or adjusted.

At the request of Mr. Simonsen, Mr. Vuknic asked if it would be possible to use money from the Irrigation Fund for the golf course renovation in 2026, if irrigation is needed on the golf course. Mr. Adams replied no. Asked which entity is responsible for replacing the ADA mat,

Mr. Adams stated, if it serves both the CDD and the golf course, it is a shared cost. Asked if the CDD received \$13,500 from the County, Mr. Adams stated not yet.

- Insurance Update: A payment was made to the previous health insurance carrier; until the payment is reflected, the coverage cannot be canceled.
- A revised bid for the sod replacement at Duffy's was previously distributed to the Board; the previous quote of \$140,000 was reduced to \$108,000. Ms. Paul confirmed the target date of November 1, 2024 for the project; she is working on transmitting the deposit so that plants can be ordered and installed.

Ms. Huff motioned to accept the sod replacement bid, in a not to exceed amount of \$110,000. Ms. Paul recalled that, at the previous meeting, the Board approved \$148,000 for the Duffy's improvements, including curb repairs. Mr. Dalton stated the Board should uphold the original amount for the curb repairs. The motion was withdrawn.

**B. Golf Pro**

Mr. Schulte reported the following:

- Staffing: Most employees are back from their vacations. There are job openings for fill-ins and for the driving range. The plan is to hire three or four more individuals within the next month or so.
- Staff is considering keeping the driving range and concessions open until 10:00 p.m., the Pro Shop will be closed but a golf professional will be on staff. Teaching and golf lesson opportunities will be created for residents.
- The new driving range machine is doing well. Mr. Schulte hopes to continue investing in it by acquiring a sound system for the driving range, with background speakers that connect to a PA system and installing a shack to house the equipment; the cost should not be more than \$3,500.

Mr. Brady voiced his concern that a speaker system could create noise pollution.

- Florida Gulf Coast University Professional Golf Management (FGCU PGM) Program Report: In September, FGCU PGM had a combined total of 219 baskets. The estimated labor cost per basket is \$5 and the estimated value of range use was \$2,095. Staff will continue providing a monthly FGCU PGM Report.
- District Counsel drafted and provided Golf Instructor contracts, which were distributed to the Board Members and to the instructors to review and provide feedback to Mr. Pires.

**STONEBROOK CDD**

**September 24, 2024**

➤ Regarding advertising, Mr. Schulte stated that he recently spoke with a media company about commencing a social media campaign to promote the golf course. The approximate cost of the package is \$8,500. He asked the Board’s permission to allocate funds in the advertising budget towards the ad campaign.

Discussion ensued regarding the social media company, the budget, if the campaign will include fly-overs and content creation.

**On MOTION by Ms. Huff and seconded by Mr. Brady, with all in favor, authorizing Golf Course Staff to proceed with a social media campaign, via Mills Media Group, was approved.**

➤ The tent will be cleaned and re-installed in October.

➤ The golf course was recently approved for a credit line with Calloway Golf and an account was opened.

➤ The 2026 golf course re-grassing project was discussed with the golf course architect.

Ms. Huff asked where the \$13,500 from the County will be allocated. Mr. Adams stated in the General Fund.

Discussion ensued regarding Calloway, the balance sheet, importance of Junior Golf, the current golf instructors and the groups that signed up for the group rate.

**FOURTH ORDER OF BUSINESS**

**Discussion: Golf Rates/Fees and Charges**

Thomas Syroczyński voiced his concern about the 52% public golf rate increase being excessive and possibly alienating customers.

Discussion ensued regarding Stoneybrook rates versus the rates at neighboring golf courses, inflation, lowering rates, the seasonal rates, the upcoming golf course improvements and Mr. Schulte’s plan for Stoneybrook to host a local golf championship.

- **Authorization to Set Public Hearing: November 12, 2024 at 6:00 PM**

Mr. Adams asked for a motion to adopt the public golf rates as the max rates and set the public hearing.

**On MOTION by Mr. Brady and seconded by Mr. Dalton, with all in favor, setting authorizing Staff to set a Public Hearing on for November 12, 2024 at 6:00 p.m., at the Stoneybrook Community Center, 11800 Stoneybrook Golf Boulevard, Estero, Florida 33928, to adopt the current Public Golf Rates, was approved.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Amended and Restated CDD Systems and Facilities Operation and Maintenance Agreement with HOA (*under separate cover*)**

Referencing the Amended and Restated CDD Systems and Facilities Operation and Maintenance Agreement with the HOA, Mr. Pires stated Staff created the new Agreement because of the termination of the prior Agreement. He reviewed the changes in the redlined version of the Maintenance Agreement. The Amended Agreement will be effective October 1, 2024.

Ms. Huff stated the HOA recently canceled the contract with the vendor that was maintaining the conservation area.

Discussion ensued regarding CDD responsibilities versus HOA responsibilities, a funds transfer from the HOA and engaging a new vendor to maintain the conservation area.

**On MOTION by Ms. Huff and seconded by Mr. Brady, with all in favor, the Amended and Restated CDD Systems and Facilities Operation and Maintenance Agreement with HOA and authorizing the Chair to execute the Agreement, contingent upon transfer of leftover funds from the HOA, was approved.**

**SIXTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of August 31, 2024**

Ms. Huff presented the Unaudited Financial Statements as of August 31, 2024.

Mr. Adams responded to questions regarding the CDD’s investment accounts; the increase in capital assets; and the “Personnel services”, “Unassigned”, “Trustee fee” and “Irrigation water” line items.

**On MOTION by Mr. Dalton and seconded by Mr. Brady, with all in favor, the Unaudited Financial Statements as of August 31, 2024, were accepted.**

The following changes were made:

Line 49 and throughout: Change “Mr. Wilhelms” to “Mr. Willems”

Line 64: Change “VEO” to “VOE”

Line 90: Change “turnover” to “turn over”

Line 101: Change “car ports” to “carports”

Line 134: Change “Mr. Brady” to “Mr. Dalton”

Line 165 and throughout: Change “Mr. Shulte” to “Mr. Schulte”

Line 161: Change “Franko’s” to “Franco’s”

Line 168: Change “Mr. Leon” to “Ms. Leon”

<p><b>On MOTION by Mr. Brady and seconded by Mr. Brady, with all in favor, the August 27, 2024 Public Hearing and Regular Meeting Minutes, as amended, were approved.</b></p>
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**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

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

**This item, previously Item 8B, was presented out of order.**

Mr. Zordan distributed plans for the driveway realignment, the drainage repair project near the golf cart path and the valley gutter repair at Belhaven. He urged the Board to review the plans and email any questions they may have to his attention.

Asked if the driveway realignment work can be done at night, Mr. Zordan stated he will inquire and provide an answer at the next meeting.

Mr. Zordan discussed the scope of work and details of the drainage and valley gutter repair projects, including vendor contracts, pipe cleanouts, existing asphalt and milling and the timing of project commencement. He reported that he and Mr. Adams are working on closing out the landscape buffer project.

Going forward, the District Engineer’s Report will be moved towards the beginning of the agenda, after Public Comments.

- A. District Counsel: Tony Pires, Esquire**

Mr. Pires stated he, Mr. Dalton and Ms. Paul had discussions regarding the air conditioning issue at Duffy's, the remedial action and which entity will pay for the repairs.

Mr. Dalton stated that there is a negative pressure in the Duffy's building and, if it goes unchecked, the situation will worsen. He discussed the findings of contractors that inspected the building and the proposals that were received. Apparently, this issue was caused by the installation of incorrect exhaust fans in the kitchen system. The condensation is causing an issue on the Golf Pro side, as well. Thus far, the CDD has expended \$91,000 on this matter.

Ms. Paul stated she reviewed the lease and asked Duffy's management to provide invoices and/or contracts from 2018 to 2022 related to the air conditioning but she has yet to receive any documents.

Discussion ensued regarding when the problem developed, a mold issue, a letter from OSHA, ventilation in the roof, the exhaust system, a \$5,000 estimate to replace the fan, which entity is responsible for the repairs and reimbursement of the \$91,000.

It was noted that Duffy's is responsible for the repairs and, if no action is taken, the CDD will pay for the repairs and bill Duffy's.

The Board consensus is for Mr. Pires to coordinate with Ms. Paul and Mr. Dalton on a letter to Duffy's Management explaining the cause of the issue and the remedial actions taken by the CDD and informing Duffy's that they are responsible for the repairs.

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

This item was presented before Item 8A.

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

**I. Irrigation Reports**

- a. High Irrigation Users**
- b. Irrigation Disconnect**

These reports were included for informational purposes.

**II. NEXT MEETING DATE: October 22, 2024 at 9:00 AM**

- QUORUM CHECK**

Ms. Huff stated there will be a Village Council meeting on October 8, 2024 about the business that was approved to open on Corkscrew Road. She stated that she will attend the meeting and suggested that residents do so, as well, to voice their views.

Mr. Dalton asked for the “Lancaster Sketch” to be included as a discussion item on the next agenda.

Discussion ensued regarding whether a quorum can be established for the October meeting.

**TENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Ms. Huff and seconded by Mr. Dalton, with all in favor, the meeting adjourned at 11:52 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



*Cop SAL*  
Secretary/Assistant Secretary

*E. L. Hoff*  
Chair/Vice Chair