

**MINUTES OF MEETING
STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stoneybrook Community Development District held a Public Hearing and Regular Meeting on December 10, 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 (via telephone)	Vice Chair
Adam Dalton	Assistant Secretary
Philip Simonson	Assistant Secretary

Also present:

Chuck Adams	District Manager
Shane Willis	Wrathell, Hunt & Associates, LLC
Tony Pires	District Counsel
Mark Zordan	District Engineer
Kyle Schulte	Head Golf Pro
John Vuknic	Golf Superintendent
Lisa Paul	Property Manager
Phil Olive	Supervisor-Elect
Dennis Albani	HOA
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, Dalton and Simonsen were present. Supervisor Brady joined later, via telephone. Supervisor Syroczyński was not present.

SECOND ORDER OF BUSINESS

Public Comments (5 Minutes)

Resident Sharon Fenstermaker reported that the new walking path has several cracks and asked which entity is responsible for upkeep. She thanked Mr. Dalton for visiting her area and showing concern for the 208 owners on Lancaster Run after she repeatedly informed the Board that the streets are in bad shape and that condo owners knew that the CDD did not own the car ports and parking spaces in the front of their buildings. She recalled that, at the last meeting she attended, Mr. Pires distributed paperwork, provided a status update on the road project and asked the Board to continue keeping residents informed.

Ms. Huff stated the Board and District Staff are working to resolve the issue; the matter has not been pushed aside. This item will be discussed later in the meeting and Lancaster Run residents will be provided with periodic updates on the progress. Regarding the walking path, Mr. Adams stated that the CDD is responsible for the structural part but, under the new Agreement, the HOA is responsible for cleaning it.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors [Philip Simonsen - Seat 1, Chris Brady - Seat 2, Phil Olive - Seat 3] (the following to be provided in separate package)

Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Simonsen and Mr. Olive. Mr. Brady will be sworn in at or before the next meeting. He provided and briefly explained the following:

- A. Required Ethics Training and Disclosure Filing**
 - **Sample Form 1 2023/Instructions**
- B. Membership, Obligations and Responsibilities**
- C. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- D. Form 8B: Memorandum of Voting Conflict for County, Municipal and other Local Public Officers**

Mr. Pires discussed the ethics training requirement, the ethics law and Sunshine Law violations. He urged Board Members to contact him with any questions or concerns.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2025-01, Electing and Removing Officers of the District and Providing for an Effective Date

Mr. Adams presented Resolution 2025-01. The following slate was nominated:

Eileen Huff	Chair
Chris Brady	Vice Chair
Adam Dalton	Assistant Secretary
Phil Simonsen	Assistant Secretary
Phil Olive	Assistant Secretary

No other nominations were made.

The Resolution removes the following Officer from the Board as of December 10, 2024:

Thomas Syroczyński	Assistant Secretary
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The following prior appointments by the Board remain unaffected by this Resolution:

Chuck E. Adams, Jr.	Secretary
Craig Wrathell	Assistant Secretary
Craig Wrathell	Treasurer
Jeff Pinder	Assistant Treasurer

On MOTION by Mr. Simonsen and seconded by Mr. Dalton, with all in favor, Resolution 2025-01, Electing, as nominated, and Removing Officers of the District and Providing for an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Consideration of Award of Contract for Landscape Maintenance of Right-of-Ways, Water Management Areas and Similar Planting Areas Within the District

Mr. Adams stated, at the Board’s request, Staff solicited bids from five landscape vendors, held a mandatory pre-bid meeting wherein one vendor responded with an actual bid submittal, which is currently attached. Mr. Adams reviewed the proposal from Estate Landscape and Lawn Management (Estate).

Discussion ensued regarding Estate’s proposal, the landscape budget, whether to keep the work in house or hire the landscaping company, the impact of awarding the contract on current golf course employees, the net savings and the current landscape project status.

The Board consensus was to keep the work in house and forego engaging a new landscape maintenance vendor.

On MOTION by Ms. Huff and seconded by Mr. Olive, with Ms. Huff, Mr. Olive and Mr. Dalton in favor and Mr. Simonsen dissenting, rejecting the Estate Landscaping and Lawn Management proposal, was approved. (Motion passed 3-1)

- **Public Hearing to Hear Public Comments and Objections to the Adoption of Chapter 1 Relative to Regulations Including Rates, Fees and Charges for Its Golf Club, Pursuant to Sections 190.035 and 120.54, Florida Statutes**

This item, previously the Eighth Order of Business, was presented out of order.

A. Affidavits of Publication

I. Rule Notices [Rule Development and Rulemaking]

The affidavit of publication was included for informational purposes.

- B. Consideration of Resolution 2025-02, Adopting Chapter I of the Rules Relative to its Regulations Including Rates, Fees and Charges for its Golf Club; Providing a Severability Clause; and Providing an Effective Date**

Mr. Adams presented Resolution 2025-02 and called attention to the amended Public Golf Rate Schedule prepared by Mr. Schulte and the Pro Shop staff. The Amended Rate Schedule is comprehensive, timely and replaces the one that was previously adopted.

Mr. Adams opened the Public Hearing.

No affected property owners or members of the public spoke.

Mr. Adams opened the Public Hearing.

Discussion ensued regarding the fee increases on the Rate Schedule, changing the “twilight” play time and golf rounds.

On MOTION by Ms. Huff and seconded by Mr. Olive, with all in favor, Resolution 2025-02, Adopting Chapter I of the Rules Relative to its Regulations Including Rates, Fees and Charges for its Golf Club; Providing a Severability Clause; and Providing an Effective Date, was adopted.

- **Continued Discussion: Lancaster Run Conveyance to District**
- **Discussion/Update: Lancaster Run Roadway Project**

These items, previously the Ninth and Twelfth Orders of Business, respectively, were presented out of order.

Referencing a handout, Mr. Pires stated the area was surveyed by Mr. Mark Haines, of Johnson Engineering, who prepared the graphic. Mr. Pires stated that he, Mr. Zordan and Mr. Haines discussed a few topics related to the Pinecrest Condominiums at Stoneybrook, including when certain tracts would be deeded to the CDD, if the Village of Estero (VOE) will treat them as a subdivision of a property, the CDD leasing the roadway tract and possible setbacks. Mr. Pires stated the question becomes will US Homes deed the property to the Master Association and then release it from the Master Association or will US Homes deed it to the Condominium Association, as part of the common area, and then release it. He felt that, at some point, US Homes would like to convey the property to the CDD because, if anything happens on the road, they will be held liable. He stated the group subsequently conferred with Mr. Dalton and Mr. Adams. He asked for Board direction regarding including the HOA in the conversation and to contact Ms. Mary Gibb, of the VOE, to request a meeting with all parties.

Discussion ensued regarding Ms. Gibb, US Homes, Lennar, the Master Condo Association, lot splits, subdivisions, isolated parcels, leasing the roadway tract, conveyance of the easement to the CDD, deeding certain parcels to the CDD, CDD-owned Lancaster Run plats and the CDD providing access to the amenity.

Ms. Huff summarized that Mr. Odani will coordinate with District Staff and participate in a meeting with the VOE, after the holidays. The District is diligently working together to resolve the matter and the Board should have more answers at the next meeting. This item will be on the next agenda.

SIXTH ORDER OF BUSINESS

District Engineer Staff Report: Johnson Engineering, Inc.

This item was presented following the Seventh Order of Business.

SEVENTH ORDER OF BUSINESS

Golf Course Staff Reports

A. Golf Superintendent

Mr. Vuknic reported the following:

- Staffing: A common grounds employee passed away suddenly last week.

Ms. Huff asked for the name of the deceased so the CDD can help defray memorial costs and honor him with a brick.

- Evaluating the total monthly trash pickup costs is underway; the findings will be reported at the next meeting.

Mr. Brady joined the call.

On MOTION by Ms. Huff and seconded by Mr. Dalton, with all in favor, authorizing Mr. Brady's attendance and full participation, via telephone, due to exceptional circumstances, was approved.

- Palm and oak tree trimming have been completed.

Mr. Vuknic provided updates on golf course improvements/renovations on Holes #17 and #5 and the seawall on Hole #18.

Mr. Adams introduced Operations and District Manager, Mr. Shane Willis.

Discussion ensued regarding the saturation of water behind the wall, blowouts, rainfall amounts from the previous year, how long the seawall will last, installing a drain behind the wall, the seawall on #10, pilings, asking Johnson Engineering to address the seawall issue, obtaining seawall repair quotes from vendors and how another CDD is managing its seawall repairs.

- The landscaping improvements at Duffy's were recently inspected with Ms. Paul.

Discussion ensued regarding the recently-installed plantings, ground cover, electrical, constructing a paved pathway from Duffy's to the CDD parking lot, installing uplighting along

the walkway, allotting \$5,000 for the project, amending the Development Order and who will obtain the LDO from the County.

- Preliminary bids for the golf course renovation were received.

Discussion ensued regarding project costs, a \$4 million bond, federal grants, inquiring about impact fees from the VOE to help fund the project, changing the name of the golf course, project drawings and a renovation project meeting on January 10, 2025 at 9:00 a.m., in Mr. Vuknic's office.

B. Golf Pro

Mr. Schulte reported the following:

- Staffing: Several staffers are on vacation this month. Ms. Tyler Leon is getting married on December 12, 2024.

- Financials: Total revenue for October was \$237,000. In November, rounds were down by 11% but revenue was up 13%. Total revenue for November was \$415,000. The driving range is doing very well; credit card swipes totaled \$20,000 and pre-paid tee time totaled \$23,000.

- Staff has been forwarding weekly revenue and range reports with all the point-of-sale data to the Board Members.

- Mr. Schulte and Mr. Dalton recently gained access to a "view only" forum from Truist Bank and were able to verify deposits and withdrawals and make sure the accounting is correct.

Mr. Dalton stated that he meets with golf course staff on the first Friday of each month to review the golf course financials. He anticipates that the golf course will earn \$1 million more revenue in 2025; the ball machine is consistently making \$1,000 per day. Mr. Schulte and his team are doing a great job of fine-tuning and navigating the revenue on the rounds.

- The golf course is hosting a Ladies' League party on Wednesday; the tent will be used.

Discussion ensued regarding HOA tent usage, how much it costs to put up and take down the tent, the Duffy's patio, patio furniture and an upcoming renegotiation of the lease with Duffy's.

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

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

Referencing slides, Mr. Simonsen stated he, Mr. Olive and Mr. Vuknic inspected Hole #13 to consider expanding the green and removing the cypress trees. He researched the South Florida Water Management District (SFWMD) permitting website and stated everything has general conditions and special conditions. He discussed his findings regarding a pre-application meeting, the lakes, the preserve area, the trees and mitigation.

Ms. Huff asked Mr. Zordan to arrange a pre-application meeting with the SFWMD and include Mr. Simonsen, Mr. Vuknic and Mr. Schulte. Mr. Pires suggested recording the meeting.

Mr. Zordan stated he is still awaiting an LDO from the VOE regarding Duffy’s drainage. He will keep the Board updated.

EIGHTH ORDER OF BUSINESS

Public Hearing to Hear Public Comments and Objections to the Adoption of Chapter 1 Relative to Regulations Including Rates, Fees and Charges for Its Golf Club, Pursuant to Sections 190.035 and 120.54, Florida Statutes

This item was presented following the Fifth Order of Business.

NINTH ORDER OF BUSINESS

Continued Discussion: Lancaster Run Conveyance to District

This item was addressed following the Fifth Order of Business.

TENTH ORDER OF BUSINESS

Discussion: Preserve Maintenance

Ms. Huff stated that Mr. Jeff Key, from CES, was engaged to maintain the preserves. It was noted that the vendor has yet to start the project due to the ongoing maintenance contract transition from the HOA to the CDD and the terms of engagement.

ELEVENTH ORDER OF BUSINESS

Update/Continued Discussion: Roof Damage Claims from Hurricane Ian

Mr. Dalton stated he and Mr. Pires will confer with Wildcat Roofing on December 12, 2024. He recalled that, at the last meeting, the Board considered a \$361,980 proposal from Wildcat Roofing to redo the roofs on the maintenance building, the cart barn, the pump house and both restrooms. The deductible would be \$17,000; Staff is researching what the CDD’s insurance carrier is willing to pay. Before inviting the Insurance Adjuster back, the Board must clarify the Wildcat Roofing documents. Mr. Pires will arrange a meeting with the Claims Officer.

TWELFTH ORDER OF BUSINESS

Discussion/Update: Lancaster Run Roadway Project

This item was addressed following the Fifth Order of Business.

THIRTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of October 31, 2024

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

Mr. Vuknic and Mr. Willis responded to questions regarding equipment irrigation, the “Line repairs/Labor” line item, Series 2014 bond, lease payables and the Proprietary Fund.

Mr. Olive asked for the October, November and December 2024 financials to be presented at the next meeting.

The consensus was to defer accepting the financial statements until the January 2025 meeting.

FOURTEENTH ORDER OF BUSINESS

Approval of November 12, 2024 Regular Meeting Minutes

The following changes were made:

Line 47: Change “Weymouth” to “Waymouth”

Lines 188 and 189: Delete entire sentence.

On MOTION by Mr. Simonsen and seconded by Ms. Huff, with all in favor, the November 12, 2024 Regular Meeting Minutes, as amended, were approved.

FIFTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Tony Pires, Esquire

- **Update: Duffy’s Balance Report**

Mr. Pires stated there was no update; he will follow-up regarding the report.

Mr. Dalton stated the Board and Staff addressed and clarified the ongoing air quality and building science issues in the Duffy’s building.

Ms. Paul stated there was an air conditioning issue in the private dining room over the weekend, which was subsequently repaired.

Mr. Dalton stated the Board must consider a new a/c vendor, now that the Duffy’s building is under positive pressure.

B. District Manager: Wrathell, Hunt and Associates, LLC

I. Irrigation Reports

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

These items were included for informational purposes.

II. UPCOMING MEETING/WORKSHOP

- **January 28, 2025 at 9:00 AM [Regular Meeting]**
- **January 28, 2025 at 5:30 PM [Joint Workshop with Homeowner’s Association]**
- **QUORUM CHECK**

SIXTEENTH ORDER OF BUSINESS

Supervisors’ Requests

Mr. Simonsen asked about unpaid invoices for 30 and 60 days and if the CDD takes advantage of any discounts.

Discussion ensued regarding late fees and fine-tuning the accounts payable process.

Mr. Dalton stated 2024 was a very productive year and noted highlights, including hiring Mr. Schulte, implementation of new pricing for the golf course, hiring of a new mechanic, upgrading the restrooms on Holes #6 and #14, new health benefits, a new phone system, new

roads, new sidewalks, new ball machine, new starter shack, Duffy’s parking lot and the pump house.

Ms. Huff stated Mr. Dalton has been very productive but thinks it was necessary to split the work. She stated she will work with Mr. Vuknic and his staff and provide backup on the financials. She assigned the following tasks:

- Mr. Brady: Continue responding to resident emails.
- Mr. Dalton: Continue with the financials and work with Mr. Pires on Lancaster Run.
- Mr. Simonsen: Focus on the golf course and upgrades relating to the golf course.
- Mr. Olive: Focus on common grounds landscaping, the roads and work with Ms. Paul on Duffy’s issues.

Mr. Willis stated the next meeting will be on January 28, 2025.

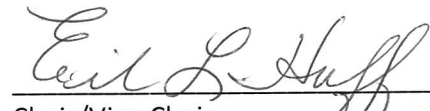
SEVENTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Simonsen and seconded by Mr. Dalton, with all in favor, the meeting adjourned at 11:25 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair