

**MINUTES OF MEETING  
STONEBROOK  
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stoneybrook Community Development District held a Regular Meeting on February 25, 2025 at 6:00 p.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
Phil Olive	Assistant Secretary

**Also present:**

Chuck Adams	District Manager
Tony Pires	District Counsel
Mark Zordan (via telephone)	District Engineer
Kyle Schulte	Head Golf Pro
John Vuknic	Golf Superintendent
Lisa Paul	Property Manager
Chase Marinell	Golf course Staff
Andy Scott	Golf course Staff
Joyce Cornwell	Resident/HOA Treasurer

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 6:00 p.m. All Supervisors were present.

**SECOND ORDER OF BUSINESS**

**Public Comments (5 Minutes)**

Ms. Huff stated rules of civility will be in place. She urged the Board Members to let residents and other Board Members finish their statements, not interrupt and be respectful through the entire meeting.

Stoneybrook Villas resident and HOA Treasurer Joyce Cornwell read a prepared statement regarding inaccurate irrigation billing for portrush. The statement highlighted the following items:

- Her HOA has been paying for water that is used to irrigate CDD property at an average of 120,000 monthly gallons.

- She contacted representatives from CSID, a water billing agency, regarding this issue.
- Going forward, the software program that creates the monthly bill will be adjusted to reduce the 120,000 gallons from the HOA’s account before the amount due is calculated.
- The HOA would like to petition the CDD for reimbursement.
- Per Brian Kein, of CSID, there has never been an adjustment to the HOA account for the CDD’s water usage during his 10+ years of employment.
- The HOA respectfully requests seven years of reimbursement from the CDD, in the amount of \$6,368.

Discussion ensued regarding when the CDD was alerted that the HOA’s irrigation billing was inaccurate, current monthly HOA irrigation statements, the meters, the common areas, and whether to issue a check or a credit.

The consensus was to offer the HOA a credit on its account.

**On MOTION by Mr. Simonsen and seconded by Mr. Brady, with all in favor, offering an irrigation credit of \$6,368 and providing a monthly reconciliation statement until the credit is zeroed out, was approved.**

**THIRD ORDER OF BUSINESS**

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

Mr. Zordan reported the following:

- Regarding the South Florida Water Management District (SFWMD) non-compliance issue, CES performed an initial treatment of 1.5 miles of fence line in mid-January, a follow-up treatment was completed last week and a third treatment will occur in mid-March. Staff updated SFWMD officials on the progress; another inspection will occur in late March. Mr. Vuknic is obtaining fence proposals. Once a proposal is approved, installation can be scheduled. Mr. Adams, Mr. Pires and Mr. Vuknic were copied on all the correspondence.

Ms. Huff stated that Mr. Olive previously obtained two proposals; she will have them forwarded to Mr. Zordan for his records.

- Staff is obtaining a tree removal vegetation permit from the Village of Estero (VOE); a landscape plan was previously submitted.

➤ Staff obtained a proposal/change order from Collier Paving to re-mill an area in the Duffy’s parking lot, in the amount of \$8,083. The proposal was forwarded to Mr. Adams.

Ms. Huff motioned to approve the proposal. Mr. Vuknic voiced his opinion that repaving will not solve the ponding issue.

Discussion ensued regarding the scope of work, the cause of the ponding, stormwater runoff versus grease runoff, a grease trap, relocating the dumpster and approaching Duffy’s about controlling the grease.

Ms. Huff rescinded her motion and asked Ms. Paul to coordinate with Mr. Olive to see what Duffy’s can do to mitigate the ponding. Mr. Pires will review the Duffy’s lease to examine their liability responsibility.

▪ **Repair of Fencing Surrounding Community to Lessen Opportunity of Bears/Hogs Encroachment on Golf Course**

**This item, previously part of Item 5B, was presented out of order.**

Referencing handouts, Mr. Olive presented quotes from Smith Fence Company and Fore Fence & Gate LLC. He discussed the scope of work, fence height, costs and completion time. He suggested replacing the fence entirely, instead of repairing certain areas.

Discussion ensued regarding the proposals, permitting, demolition and price.

Ms. Huff asked Staff to obtain an estimate from CES for debris removal.

**On MOTION by Ms. Huff and seconded by Mr. Dalton, with all in favor, the Fore Fence & Gate LLC proposal to replace the conservation area fence, in the amount of \$225,000, was approved.**

**FOURTH ORDER OF BUSINESS**

**Golf Course Staff Reports**

**A. Golf Superintendent**

Mr. Vuknic reported the following:

➤ Staffing: Franco resigned; his assistant was promoted. There are currently two Assistant Mechanics and a third will be hired. A common grounds employee will start work on Monday.

➤ The retaining wall on Hole #18 was repaired.

➤ Duffy’s: Pavers were installed today; the sod and plantings are in progress.

**B. Golf Pro**

Mr. Schulte reported the following:

- February has been profitable; revenues are at \$635,000 and end of month projections are \$715,000 to \$750,000.
- The Monday afternoon couples' mixer that commenced on February 2<sup>nd</sup>, is going very well; over 30 couples participated.

Ms. Huff noted that golfers do not have to be married to participate as a couple; single individuals can partner with other singles.

Asked for the couples' mixer details, Mr. Schulte stated tee time is between 4:00 p.m. and 5:00 p.m., every Monday for nine holes. The cost is \$35 for residents and \$65 for non-residents. Asked if the current revenue includes the Chicago weekend event, Mr. Schulte replied affirmatively. Asked when December and January financials will be presented, Mr. Adams stated they should be ready. Asked about expenses, Mr. Schulte stated they are 7% down, year to date.

Mr. Schulte stated two of his staffers, Mr. Chase Marinell and Mr. Andy Scott are in attendance at tonight's meeting and wish to address the Board.

Mr. Marinell recalled a discussion at the last meeting about Junior Golf not being monetized and stated that has always been the case at Stoneybrook but, with the program being as popular as it is, he believes it would be advantageous if Stoneybrook monetized Junior Golf and hires him as Junior Golf's Official Program Coordinator. Mr. Marinell discussed his professional background as an influential Junior Golf Instructor in Southwest Florida, how his participation in two local programs contributed to the growth of the game, how he takes pride in working with area youth and in setting junior golfers up on a path for future success. He stated, if engaged as Stoneybrook's Junior Golf Coordinator, he will provide full transparency in the form of regular reports. He explained how he would run the program and listed the many ways that Stoneybrook would benefit financially, including increased visibility and reputation, increased revenue, increased community engagement and a role in providing a pathway for junior golfers to become future members of the club. He concluded with his belief that there will be tremendous value for Stoneybrook if the Board approves his proposal.

Discussion ensued regarding if Mr. Marinell would be hired as a contractor, a compensation package, the anticipated revenue from monetizing the program, the Junior Golf Foundation transferring ownership from Mr. Nixon to Mr. Marinell, how to proceed with

dissolving a previous 501c Stoneybrook Junior Golf program from 2014, program details and scheduling a workshop to consider Mr. Marinell's proposal.

Mr. Scott stated, when he first started at Stoneybrook, his contract stipulated that he would be paid a certain amount to teach golf; compensation started at \$1,000 annually, which has since increased to \$6,000 annually and, when Mr. Marinell was hired, a decision was made to split the costs. He discussed how much he enjoys his position as a Golf Instructor and proposed coordinating with Mr. Marinell to teach and manage the Junior Golf program.

Mr. Schulte stated, upon being hired as Golf Pro, he worked with District Counsel to develop a formal contract and an agreement was reached to charge instructors \$250 per month for the use of the facilities, with range balls, with the understanding that the range ball usage can be tracked to provide more accurate information.

Discussion ensued regarding limiting the number of contracted golf instructors on staff, the current golf instructor structure, issues that prevent instructors from teaching more, first time driving range members and strong resident support of the instructors.

Ms. Huff voiced her opinion that it is a great idea to have Mr. Marinell manage the Junior Golf program. Once the workshop is set, Mr. Marinell will be informed of the Board's decision regarding their proposals.

**Mr. Marinell and Mr. Scott left the meeting.**

**FIFTH ORDER OF BUSINESS**

**Board Member Reports**

**A. Phil Simonsen**

**• Update: Golf Course Grounds**

Mr. Simonsen stated he followed up and the VOE is not interested in helping fund the project and does not want to market a golf course. It is necessary for Staff to help setup the Irrigation Consultant as soon as possible, to commence with the drawings. Mr. Simonsen discussed the proposed improvements to the putting green, the chipping green and Hole #18, and asked for the Board's feedback about the Pro Shop.

Discussion ensued regarding whether to keep the concession stand, the need to obtain bids to renovate/enlarge the restrooms in the Pro Shop, obtaining another bid for seawall repairs, the changes that will be made to the golf course and the cart path on #17.

**B. Phil Olive**

- **Update: Common Grounds**

Mr. Vuknic stated the common grounds were sprayed last week.

- **Update: Duffy's**

Mr. Olive stated he conferred with Ms. Paul about a few items, including checking the capacity overhead in the kitchen area. Ms. Paul stated Duffy's replaced the makeup air unit. She discussed a test imbalance on the kitchen hood, securing an HVAC balance, Staff making sure that the entire space is balanced and balance report costs. Per Mr. Pires, Ms. Paul will coordinate a call with Mr. Olive, herself and Mr. Pires to follow up with Duffy's to discuss the test imbalances and the state of the entire Duffy's building.

Discussion ensued regarding the CDD obtaining a liquor license, if two beverage establishments at the same location can have liquor licenses, whether to renew the Duffy's lease, the patio and the snack shop.

- **Repair of Fencing Surrounding Community to Lessen Opportunity of Bears/Hogs Encroachment on Golf Course**

This item was discussed following the Third Order of Business.

**C. Chris Brady**

- **Update: Email and Other Communications**

Mr. Brady reported that he worked on the insurance coverage issue with the HOA; naming them secondary insureds. He conferred with Mr. Pires regarding the agreement. Mr. Pires stated the agreement is still in process and should be ready by the next meeting. Mr. Brady stated a resident pointed out that one of the blue markers near the fire hydrant is gone. Mr. Adams stated the fire department typically monitors the markers; he suggested the resident contact the fire department.

**D. Adam Dalton**

- **Update: Revenues**

Mr. Dalton distributed handouts of two spreadsheets; one listing credits into the bank account and the other with debits/costs being withdrawn from the bank account. He understands the frustration of not having the financials and stated he is doing his best to track the CDD's cash. He coordinated with Mr. Schulte, Tyler Black and Kieran of Golf Now (GN) to better understand what they need to do to prepare all their output to be formatted into Management's version of QuickBooks, which is a 15-step reconciliation process. He reviewed

the expense data on the spreadsheets and discussed the Pro Shop inventory, transactional golfer data, revenues from leagues and groups, the golf course’s utilization rate and tee time bookings. He acknowledged that January revenues were low due to weather but anticipates that February and March revenue totals will be favorable.

- **Update: Roof with Wildcat and Insurance Issues**

There was no update.

**E. Eileen Huff**

- **Update: Expenses via QuickBooks**

Ms. Huff stated she reviewed the QuickBooks data and the year-to-date expenses are down for February. The memorial bricks for Jeremy, Joe Gereau and Clint Bay were installed.

Ms. Huff reported that she and Mr. Schulte met with an insurance agent from Brown and Brown Insurance, who resides in the CDD; Brown and Brown can provide better/more affordable coverage for certain areas. The agent will email a PDF file to her and she will forward it to Mr. Adams. Since there is an open claim for the roofs, if there was a switch in carriers, the previous insurer would still handle the claim.

Mr. Olive reported that he recently observed a cart attendant not doing his job at 7:45 p.m. He voiced his opinion that the golf course has too many employees and the CDD’s costs are too high. Ms. Huff suggested Board Members inform Mr. Schulte of any issues with employees the next day instead of waiting for the Board meeting.

- **Update: Maintenance Department**

Ms. Huff stated the maintenance department is doing well.

**SIXTH ORDER OF BUSINESS**

**Consideration: Hurricane Ian Roof Claims Representation Agreement**

Mr. Dalton stated he and Mr. Pires have had conversations with HL Law Group; Mr. Pires made modifications to the agreement and submitted it for feedback.

This item was deferred to the next meeting.

**SEVENTH ORDER OF BUSINESS**

**Continued Discussion: Lancaster Run Conveyance to District**

Mr. Pires stated the survey is pending.

**EIGHTH ORDER OF BUSINESS**

**Update: RFQ for Golf Course Architect-Engineering Services**

Mr. Adams stated the Request for Qualifications (RFQ) was advertised; Gordy has it and next Friday is the deadline.

**NINTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements**

- A. as of November 30, 2024 (to be provided under a separate cover)
- B. as of December 31, 2024
- C. as of January 31, 2025

These items were deferred to the March meeting, along with golf course financial data.

**TENTH ORDER OF BUSINESS**

**Approval of Minutes**

**A. January 28, 2025 Regular Meeting**

The following changes were made:

Line 195: Change "Superior Fence & Rail" to "Carter Fence"

Line 279: Change "HL Wall Group" to "HL Law Group"

**On MOTION by Ms. Huff and seconded by Mr. Brady, with all in favor, the January 28, 2025 Regular Meeting Minutes, as amended, were approved.**

**B. January 28, 2025 Joint Workshop**

The following changes were made:

Line 15: Insert "Assistant Secretary" after "Adam Dalton"

Line 19: Insert "HOA Board Member" after "Dennis Oldani"

Line 20: Insert "HOA Board Member" after "Matt Reed"

Line 21: Insert "HOA Board Member" after "Elizabeth Hanson"

Line 51: Change "Is" to "is"

Line 58: Change "DD" to "CDD"

Line 69: Change "if would" to "would"



**On MOTION by Mr. Brady and seconded by Ms. Dalton, with all in favor, the January 28, 2025 Joint Workshop Meeting Minutes, as amended, were approved.**

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

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

There was no report.

**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 DATE: March 25, 2025 at 9:00 AM**

- o QUORUM CHECK**

**TWELFTH ORDER OF BUSINESS**

**Supervisors' Requests**

Mr. Olive stated he wants to discuss obtaining designs for the pavilion. He asked if there are any leads for the construction. Ms. Huff stated she envisions a pergola with pull-down screens that can be rolled down when hurricanes are coming. Mr. Dalton thinks the pavilion should be a permanent structure that is weather proof.

Discussion ensued regarding pavilion designs, the roof line and construction costs.

Mr. Dalton stated that he sent an email to the VOE regarding the driving range and he forwarded an email to Mr. Adams and Mr. Pires regarding the dog park proposal. With regard to the golf course redesign project, he proposed sending Mr. Vuknic and Mr. Schulte to Augusta National to take photographs of the golf course and report their findings.

Discussion ensued regarding Mr. Dalton's proposal. The consensus was to hold off.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Simonsen and seconded by Mr. Olive, with all in favor, the meeting adjourned at 8:40 p.m.**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair