

**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 Lancaster Run survey and the landscaping project for Lancaster 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

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

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

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

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

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

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

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

THIRD ORDER OF BUSINESS

District Engineer Staff Report: Johnson Engineering, Inc.

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

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

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

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

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

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

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

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

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

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

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

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

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

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.

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

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

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

The meeting recessed at 10:04 a.m.

The meeting reconvened at 10:08 a.m.

A. Golf Superintendent

Mr. Vuknic reported the following:

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

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

- The CDD fared well during the recent hurricanes, with minimal damage to vegetation. Discussion ensued regarding flower replacement and the lifespan of the jasmine.

The consensus was to have the flowers replaced before Thanksgiving.

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

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

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

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

- A mechanical repair/replacement agreement for equipment breakdowns is needed in the new Maintenance Agreement with the HOA.

Discussion ensued regarding equipment maintenance, ordering equipment from vendors, a golf cart shortage, charging the HOA an hourly rate and establishing a procedure.

- The headwall on the 18th tee is in need of repair and replacement, as it is an environmental concern; the crew will try to stabilize it. Mr. Vuknic will ask the District Engineer to inspect and evaluate it.

- There is a mainline leak near the golf course that will affect one of the intersections; the area will be roped off and repairs will be facilitated.

- The greens are being flushed out.

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

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

B. Golf Pro

Mr. Schulte reported the following:

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

Ms. Huff approved the furniture purchase.

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

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

Mr. Schulte presented the range report.

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

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

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

FIFTH ORDER OF BUSINESS

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

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.

SIXTH ORDER OF BUSINESS

Discussion: Roof Damage Claims from Hurricane Ian

This item was presented following the Third Order of Business.

SEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of September 30, 2024

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

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

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

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

EIGHTH ORDER OF BUSINESS

Approval of September 24, 2024 Regular Meeting Minutes

The following changes were made:

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

Line 70: Insert “ADA” before “mat”

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

Line 197: Change “Valhaven” to “Belhaven”

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

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

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Tony Pires, Esquire

- **Consideration of Amended and Restated CDD Systems and Facilities Operation and Maintenance Agreement with HOA and Proposal**

Mr. Pires stated there was nothing to report on this item; the HOA has yet to execute the Agreement or provide receipts. Ms. Huff stated that she could contact Dennis, of the HOA.

- **Update: Duffy's Exhaust System**

Mr. Pires presented an email he sent to Mr. Gary Gerson, Duffy's Attorney regarding the exhaust system; a response letter from Mr. Gerson dated October 15, 2024; and a spreadsheet.

Ms. Paul and Mr. Dalton will draft an email and include documents/reports and forward it to Mr. Gerson. Mr. Pires will continue coordinating with Ms. Paul and Mr. Dalton about this and keep the Board updated.

Mr. Brady reported that a Waste Pro truck recently leaked hydraulic fluid on Brixham and asked what should be done. Mr. Pires advised Management to contact Lee County about the spill and provide photographs.

B. 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: November 12, 2024 at 6:00 PM

- **QUORUM CHECK**

TENTH ORDER OF BUSINESS

Supervisors' Requests

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

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

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

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

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

ELEVENTH ORDER OF BUSINESS

Adjournment

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

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

COPSA
Secretary/Assistant Secretary

Eileen P. Hoff
Chair/Vice Chair