

**MINUTES OF MEETING
STONEBROOK
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stoneybrook Community Development District held a Regular Meeting on November 24, 2025 at 9:00 a.m., at the Stoneybrook Community Center, 11800 Stoneybrook Golf Boulevard, Estero, Florida 33928.

Present:

Eileen Huff	Chair
Chris Brady	Vice Chair
Adam Dalton	Assistant Secretary
Tom Syroczyński	Assistant Secretary
Phil Olive (via telephone)	Assistant Secretary

Also present:

Chuck Adams	District Manager
Shane Willis	Wrathell, Hunt and Associates, LLC (WHA)
Tony Pires	District Counsel
Mark Zordan	District Engineer
Tony Grau (via telephone)	Grau & Associates
Kyle Schulte	Head Golf Pro
John Vuknic	Golf Superintendent
Lisa Paul	Property Manager
Annette White (via telephone)	Resident
Joseph Green	Resident
Hunter Ratliff	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:02 a.m.

Supervisors Huff, Brady, Dalton and Syroczyński were present. Supervisor Olive attended via telephone.

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

SECOND ORDER OF BUSINESS

Public Comments (4 Minutes)

Resident Hunter Ratliff expressed concerns about a costly encroachment behind his home, which is spreading onto his pool deck. He presented photographs and two encroachment removal quotes and asked if the CDD could assist with the project given that the roots originate from the cypress trees that are technically part of the CDD. Ms. Huff stated Mr. Ratliff has the right to protect his property and cut the roots to the property line; however, the CDD is solely responsible for the maintenance of the common areas, not private property.

Discussion ensued regarding homeowners cutting down cypress trees, root removal versus tree removal, tree removal costs, the CDD's tree policy and the Village of Estero.

Ms. Huff asked for Mr. Ratliff's email address and stated Management will follow up regarding the tree removal and replacement process and permitting requirements. She will facilitate an e-blast reminding homeowners of the tree removal process.

Resident Annette White reported two recent instances of water intrusion into her unit, which impacted her bedroom windows and lanai. Mr. Vuknic stated he received a call about the first incident and asked his staff to inspect the property and adjust the sprinklers. Although his staff thought they resolved the problem, there was a re-occurrence. Mr. Vuknic re-adjusted the sprinkler heads and the problem was resolved. The sprinklers are currently working properly.

Discussion ensued regarding the date and time of the water intrusions, whether the sprinklers can be activated at 7:00 a.m. instead of 3:00 a.m., sprinkler repairs, over-spraying, if the CDD will reimburse some of the repair costs, inspection services and insurance.

Mr. Pires stated it is appropriate for the CDD to hire someone to inspect the property and perform a moisture check in the unit and make a recommendation to the Board.

Mr. Brady suggested that Ms. White ask her insurance carrier to contact the CDD's insurance company. Mr. Brady will follow up with Ms. White regarding the inspection.

THIRD ORDER OF BUSINESS

Presentation of Audited Annual Financial Report for the Fiscal Year Ended September 30, 2024, Prepared by Grau & Associates (to potentially be provided under separate cover)

Mr. Grau presented the Audited Financial Report for the Fiscal Year Ended September 30, 2024 and noted the pertinent information. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

Mr. Grau responded to questions regarding the definition of a “noncancellable” lease, what risks are concerning for the CDD, the golf course profitability number for Fiscal Year 2023, how many of District Management’s other clients Mr. Grau’s firm perform audits for and how Stoneybrook CDD compares financially.

A. Consideration of Resolution 2026-01, Hereby Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2024

On MOTION by Ms. Huff and seconded by Mr. Dalton, with all in favor, Resolution 2026-01, Hereby Accepting the Audited Annual Financial Report for Fiscal Year Ended September 30, 2024, was adopted.

Mr. Grau left the call.

FOURTH ORDER OF BUSINESS

District Engineer Staff Report: Johnson Engineering, Inc. (JEI)

A. Consideration of Supplemental Engineer’s Report

Mr. Zordan presented the revised Supplemental Engineer’s Report dated October 28, 2025. He highlighted the Lancaster Run information, the added landscaping to the common areas, the added fencing along common areas, rights-of-way (ROWs) and conservation areas in Section 4. Mr. Adams stated that the Report was reviewed by Bond Counsel and was found to have satisfactorily addressed the issues the CDD was trying to address, which was to make the bond/construction dollars available to pay for the fence project.

On MOTION by Mr. Dalton and seconded by Ms. Huff, with all in favor, the Revised Supplemental Engineer’s Report, was approved.

Referencing a handout, Mr. Zordan presented the Professional Services Supplemental Agreement for the Lancaster Run Turnover. He highlighted the scope of services, sketches and legal descriptions in Exhibit A.

Discussion ensued regarding a recent Lancaster Run meeting that Mr. Dalton attended, whether to proceed with the turnover, the survey, the Pinehurst and the Pinecrest Associations, car ports, a dumpster, landscaping, Lennar, US Homes, the CDD taking over the pink areas and an encroachment/overlap Agreement.

On MOTION by Mr. Dalton and seconded by Mr. Brady, with all in favor, proceeding with taking landscape maintenance of the areas identified in pink, with the exception of a dumpster opposite Pinecrest 3 and four car ports south of the pool carports, was approved.

Mr. Zordan distributed a draft of the Brixham Run Pedestrian Crossing plans and asked if the Board would prefer a simple pedestrian sign or a solar-operated sign with flashing lights. He asked if the Board would like the yield pedestrian crossing signs with white pavement markings mounted on ornamental poles, which is optional, and stated that the existing 50' of the front sidewalk and the existing 50' in the rear will be added to the concrete poles for replacement. The Board preference was for a simple pedestrian sign and simple yield pedestrian crossing sign.

Mr. Zordan stated he received the construction plans for Holes #10, #13 and #18 from Gordi Lewis and they are being incorporated and digitally scanned. The application process will commence as soon as the plans are ready. He recently solicited quotes for the pathway repair project diagonal from Lancaster Run and for the landscaping project at Stratham. He will present a bid summary and recommendations at the next meeting.

Mr. Zordan provided updates on the Duffy's driveway and drainage project, the final payment to the HOA for the gate loop repair invoices, the median island, the patio covering around Duffy's, pipe cleaning and Staff's search for cad files of the as-built pipe drawings.

Per Mr. Dalton, Mr. Zordan will provide picture renderings of the patio covering options, including prices, at the next meeting. Mr. Brady asked for a decorative metal post to be installed for the new stop sign in the parking lot.

FIFTH ORDER OF BUSINESS

Golf Course Staff Reports

A. Golf Superintendent

Mr. Vuknic provided updates on staffing, the irrigation audit, the status of the golf course, common grounds and of a leak at the front entrance.

Mr. Vuknic presented the Dorman & Morse Estimate for sod and debris removal.

On MOTION by Ms. Huff and seconded by Mr. Brady, with all in favor, the Dorman & Morse Estimate, in a not-to-exceed amount of \$35,000, was approved.

Mr. Vuknic responded to questions regarding the health of a bottle palm in front of the guard shack and if the issue with the sprinklers at Portrush was resolved.

B. Golf Pro

Mr. Schulte reported the following:

➤ Staffing: The golf course is fully staffed for the season. A professional intern might be hired in January, but only if the individual is a perfect candidate.

Per Ms. Huff, Mr. Schulte will have the snack shop painted.

➤ Revenue: Profits are \$89,000 more than for November 2024. By month's end, total revenues are anticipated to be 5% to 7% above last November.

➤ An e-blast will be sent later today regarding a Black Friday sale that will last until the end of the month. There will be discounts on memberships, golf clothes, shoes, etc.

➤ A Toys 4 Tots box will be set up in the Pro Shop.

➤ A new fleet of EZ-GO golf carts was recently delivered. The only issue is the carts do not have the upgraded premium tinted windshield that is a part of the lease; Mr. Schulte will contact the vendor and have the windshields tinted.

➤ The driving range will be replaced in December.

➤ The golf course is in excellent shape; staff received several compliments from golfers.

Mr. Schulte thanked the Board Members and Management for their support in establishing the new point of sale system. He presented the new Golf Now Order Form/Agreement.

Discussion ensued regarding necessary edits to the Agreement.

The following changes were made to the Agreement:

Page 1, Term and Renewals: Delete sentence in bold that reads “Upon expiration of the initial term, this agreement shall automatically renew for successive two (2) year terms unless otherwise terminated by either party in writing at least 90 days prior to any renewal term.” Have that section initialed by GolfNow representatives.

Revenue and Sales Report: Include language to be incorporated in the Agreement by Mr. Dalton regarding the revenue and sales report, requesting a manual reconciliation with seven days.

Insert “The reports must be delivered on the first Wednesday of the month.”

On MOTION by Ms. Huff and seconded by Mr. Dalton, with all in favor, the GolfNow Agreement, subject to the incorporation of language that requires GolfNow to provide detailed revenue and sales reports related to monthly bank deposits and GolfNow providing a manual reconciliation, and authorizing reports to be forwarded on the first Wednesday of the month, was approved.

Ms. Huff asked for the revised Agreement be emailed to her, Mr. Dalton, Mr. Pires and Mr. Adams.

Mr. Schulte will send an email promoting the Black Friday sale, Toys 4 Tots, and the holiday play schedule.

SIXTH ORDER OF BUSINESS

Discussion: Board Members as Volunteers

Ms. Huff clarified a previous statement, noting that Board Members are not volunteers; they are voted into their positions.

Asked if Board Members can be renters instead of owners, Mr. Pires replied affirmatively; all Supervisors must be qualified electors, over 18 years old, U.S. citizens, and must reside within the boundaries of the Stonybrook CDD.

Mr. Adams left the meeting.

SEVENTH ORDER OF BUSINESS

Board Member Reports

- A. Update: Golf Course Redo**
- B. Phil Olive**

- **Update: Duffy's**

Mr. Olive stated the CDD needs to increase Duffy's monthly common area maintenance (CAM) costs.

Ms. Paul stated she discussed the Duffy's cam with Mr. Olive and this is the time when Duffy's examines its budgets for its properties. The Board was asked to schedule a workshop to discuss budget details. She distributed the Duffy's budget and discussed maintenance expenses, income for percentage rent, the Duffy's cam, HVAC, electric bill for the parking lot and TAQ.

Mr. Pires will meet with Ms. Paul and Mr. Olive offline to discuss the Duffy's budget.

The consensus was to have the workshop as part of the next meeting as an agenda item.

Per Ms. Huff, the Board Members will review the Duffy's budget and forward their feedback to Mr. Adams for incorporation and dissemination back to the Board before the next meeting. Mr. Adams will include "Duffy's Budget" as a discussion item on the next agenda.

Mr. Dalton will revise the Duffy's Lease, adding a 25-year term to it.

DUE TO TECHNICAL DIFFICULTIES; AUDIO WAS NOT AVAILABLE –

THE REMAINDER OF THE MINUTES WERE TRANSCRIBED FROM THE MEETING NOTES

C. Chris Brady

- **Update: Email and Other Communications**

D. Adam Dalton

- **Update: Revenues**

Mr. Dalton discussed a \$214,000 roof damage estimate value dated January 28, 2026, which will be inspected by insurance adjusters.

Discussion ensued regarding a "Golf Course Renovation Options" handout.

E. Eileen Huff

- **Update: Common Grounds**
- **Update: Expenses via QuickBooks**
- **Update: Maintenance Department**

EIGHTH ORDER OF BUSINESS

Continued Discussion: Purchasing Policies and Procedures

Mr. Pires presented and discussed a draft of the Purchasing Policies and Procedures.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2026-02, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Lee County Supervisor of Elections Conduct the District’s General Elections; Providing for Compensation; Setting Forth the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date

Mr. Willis presented Resolution 2026-02. Seats 4 and 5, currently held by Mr. Dalton and Ms. Huff, respectively, are will be up for election at the November 2026 General Election.

On MOTION by Mr. Brady and seconded by Mr. Dalton, with all in favor, Resolution 2026-02, Implementing Section 190.006(3), Florida Statutes, and Requesting that the Lee County Supervisor of Elections Conduct the District’s General Elections; Providing for Compensation; Setting Forth the Terms of Office; Authorizing Notice of the Qualifying Period; and Providing for Severability and an Effective Date, was adopted.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of October 31, 2025 (under separate cover)

On MOTION by Mr. Dalton and seconded by Mr. Brady, with all in favor, the Unaudited Financial Statements as of October 31, 2025, were accepted.

ELEVENTH ORDER OF BUSINESS

Approval of October 28, 2025 Regular Meeting Minutes

The following changes were made:

Line 9: Insert “Eileen Huff (via telephone)” and “Chair”

Line 83: Delete timestamp “14:22”

Line 205: Change “Mr. Brady” to “Mr. Zordan”

On MOTION by Mr. Dalton and seconded by Mr. Brady, with all in favor, the October 28, 2025 Regular Meeting Minutes, as amended, were approved.

TWELFTH 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. NEXT MEETING DATE: December 9, 2025 at 9:00 AM

o QUORUM CHECK

THIRTEENTH ORDER OF BUSINESS

Supervisors' Requests

On MOTION by Mr. Olive and seconded by Mr. Brady, with all in favor, authorizing CES to complete a machine reset of two rogue conservation areas, in a not-to-exceed amount of \$45,000, was approved.

On MOTION by Mr. Dalton and seconded by Ms. Huff, with Mr. Dalton, Ms. Huff, Mr. Brady and Mr. Syroczyński in favor, and Mr. Olive dissenting, offering a \$3,000 bonus to Mr. Schulte and Mr. Vuknic, based on golf profitability, was approved. (Motion passed 4-1)

FOURTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Huff and seconded by Mr. Brady, with all in favor, the meeting adjourned at 12:10 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair