

**MINUTES OF MEETING
STONEYBROOK
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Stoneybrook Community Development District held a Regular Meeting on March 25, 2025 at 9:00 a.m., at the Stoneybrook Community Center, 11800 Stoneybrook Golf Boulevard, Estero, Florida 33928.

Present:

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

Also present:

Chuck Adams	District Manager
Shane Willis	Wrathell, Hunt and Associates, LLC (WHA)
Tony Pires	District Counsel
Mark Zordan	District Engineer
Kyle Schulte	Head Golf Pro
John Vuknic	Golf Superintendent
Chase Marinell	Golf course Staff
Joyce Cornwell	Resident/HOA Treasurer
Tom Cornwall	Resident/HOA Landscape Committee Chair
Denis Oldani	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 9:00 a.m. Supervisors Olive, Dalton and Huff were present. Supervisor Brady was not present at roll call. Supervisor Simonsen was absent.

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 to be respectful through the entire meeting.

Resident and Master Board Member Denis Oldani discussed the 1999 Operations & Maintenance (O&M) Agreement between the HOA and the CDD. The HOA initiated discussion regarding renegotiating the outdated Agreement in 2024. He described correspondences that failed to resolve the matter and asked for an update. Mr. Pires apologized to Mr. Oldani and the

Board for the delay. At the workshop, there was discussion about removing the escrow provision; the document is being updated and will have a November 1, 2024 effective date.

It was noted that the work to be done in the preserves will proceed.

Mr. Oldani stated that the CDD's outstanding invoices will be paid upon receipt.

Mr. Brady joined the meeting via telephone.

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

Resident Rafael Hernandez reported that two light posts are out on the baseball field. Ms. Huff stated that it is an HOA matter. Mr. Hernandez complained about the baseball field conditions and suggested converting the field to grass or ordering field turf for the infield. Mr. Dalton stated, while the CDD maintains it, capital improvements must be initiated by the HOA. Ms. Huff suggested Mr. Hernandez share his suggestions with the HOA.

Resident and Stoneybrook 2 Villas HOA Treasurer Joyce Cornwell thanked the CDD for helping rectify the water consumption overbilling issues. Credits were noted on the March bill. The Billing Department does have the correct correlation to adjusting the 120,000 gallons per month. They will continue to monitor the situation.

Resident and Chairperson of the Stoneybrook Villas 2 Landscape Committee Tom Cornwell shared a presentation with photos and stated the HOA Board is planning to have the HOA's 25 oak trees trimmed in April 2025. He asked for the CDD to trim trees on CDD property at Stoneybrook Gulf Drive and Portrush Run due to dead limbs encroaching on a villa. It was noted that the CDD typically trims hardwoods and palms twice per year. Ms. Huff stated, if the limbs are hanging over HOA property, the HOA can trim the trees up to the property line.

Mr. Vuknic will inspect the trees and advise.

Discussion ensued regarding current liability for tree limbs and damage.

THIRD ORDER OF BUSINESS

District Engineer Staff Report: Johnson Engineering, Inc.

Mr. Zordan stated the contractors will start the Duffy's driveway drainage realignment in late April. A preconstruction meeting will be scheduled within one week of the start date.

The consensus was for Mr. Olive and Ms. Paul to attend the meeting. Ms. Paul will find out if the Duffy's General Manager would like to attend.

FOURTH ORDER OF BUSINESS**Golf Course Staff Reports****A. Golf Superintendent**

Mr. Vuknic reported the following:

- Staffing: The golf course is fully staffed and has one extra staff member on the golf course because it was short-staffed for a long time and he was able to recruit qualified personnel. Common grounds is fully staffed and doing a good job. Staff is trimming the Clusia on the ball field. Soft work was done on common grounds, cul-de-sacs and Lancaster Run.
- The stump grinder is operational and working well; everything between #11 and #12 was addressed. Much remains to be done before the rainy season; the grounds are very dry.
- The new wash pad system for equipment will be delivered next week.
- The flowers are doing well. Some new plantings in the breezeway that were decimated by rabbits will be replaced with different plantings.

Mr. Vuknic discussed the dry conditions and the need to pay for the renovation. He suggested the CDD find a way to pay for the service fees and water usage.

Discussion ensued regarding methods of estimating water usage, areas that must stay green and can remain dry and the need to water stressed areas.

It was noted that the greens should be maintained during season. Ms. Huff stated, at the next meeting, the Board can discuss whether to sacrifice the fairways during the renovation to save on irrigation costs; a memo can be sent to the community, if necessary.

B. Golf Pro

Mr. Schulte reported the following:

- Staffing: Two starter rangers are currently out; coverage is adequate.
- March rounds increased by approximately 400; revenues increased by \$128,000, equating to approximately 30%.
- The driving range is doing very well. A donated target was installed by Florida Fountains.

Mr. Schulte stated that the number of April pre-booked rounds is down significantly and Canadian public players are leaving Florida early. He asked for approval to reduce rates as the course is drying out. The turnout for the Wednesday and Saturday leagues was very poor;

feedback indicated that the two-day event fee was too high. For next year, he suggested setting the rates at the same levels as the in-house league reflected in the Pro Shop credit book. He suggested April rates be reduced approximately \$10, across the board, and giving him flexibility toward the end of the month as summer approaches.

Ms. Huff expressed support for reducing the rates and noted that Stoneybrook is not the only course looking dry. She supports reducing rates for the women's league, two men's leagues, and other long-term groups, due to their longtime support.

Discussion ensued regarding leagues, group play, schedules and rate adjustments.

Mr. Schulte stated poor turnout affects staff and community morale. It was noted that the maximum rates were published. Mr. Schulte can reduce April rates by \$10 to \$20.

- Quotes will be requested to cover the driving range.
- The Monday 4:00 p.m. couples' league is growing quickly; single players can bring a child, a close friend or a relative. Partners can play scramble within the community.

Ms. Huff noted that single individuals can partner with other singles.

Discussion ensued regarding the March 10, 2025 Workshop discussions about leadership and direction changes for the Junior Golf Program. The following was noted:

- Mr. Chase Marinell will be engaged as a contractor to lead Junior Golf.
- Mr. Renaud will continue working with Junior Golf beginning with the 2025 school year.
- Mr. Marinell will use the chipping green and the two covered areas at the end.
- Mr. Marinell will set up a Golf Genius account for himself, Mr. Renaud and Mr. Schulte.
- The Board will not have access to the round and participant information; all information will be on Golf Genius.
- Mr. Marinell will continue paying the \$250 until September.

It was noted that the Chase 'n Birdies afterschool program was held on Wednesdays and Thursdays, with pickup at Pinewoods at 2:10 p.m. The program ends at 3:50 p.m. Additional weekday and Saturday classes will be added for students of all ages.

- The afterschool program will be held on Tuesdays and Wednesdays for 15 Pinewoods students. Night/evening classes will be offered for 15 to 30 students from 5:00 p.m. until 6:30 p.m. on a day of the week to be determined.
- Saturday Junior Golf will continue from 9:00 a.m. to 10:30 a.m. and 11:00 a.m. to 12:00 p.m. Camps will be offered in June, July and August, and a three-hole tournament is possible. Volunteering opportunities will be available.

Ms. Huff stated the consensus was for the CDD to consider taking a percentage of the income generated from the first to the end of the month starting September 1st, to be paid by Mr. Marinell on the tenth of the following month. When the afterschool program begins, it will be called Chase 'n Birdies Afterschool; Mr. Marinell will no longer pay the \$250 per month once the program begins. Regarding marketing, the Board encourages golf vendors, shops and interested community members to share and post flyers. Board Members will assist on a one-on-one basis.

FIFTH ORDER OF BUSINESS**Board Member Reports****A. Phil Simonsen**

- **Update: Golf Course Redo**

Ms. Huff stated that she has no update from Mr. Simonsen. She asked for Mr. Simonsen to provide minutes of each golf meeting and submit them to Mr. Adams so all Board Members can be informed. Mr. Adams will ask Mr. Simonsen to do so. It was noted that it would be difficult for Mr. Simonsen to take minutes and Tom takes notes. Ms. Huff suggested Mr. Simonsen submit Tom's notes from previous meetings.

Mr. Dalton discussed the new \$30 million golf course built at SaltLeaf, for which the total debt service cost was \$68 million.

Discussion ensued regarding determining how much will be invested in the golf course, accounting for debt service costs, the need to determine a timeline and options, engineering studies, irrigation and drainage and the need for transparency and documentation before voting occurs.

Mr. Pires stated timing benchmarks can be included in the contract. Mr. Adams recalled that the estimated total cost of \$6 million, including costs of issuance and debt service reserve, would provide approximately \$5 million in construction funds.

Ms. Huff asked for Mr. Gordy to be invited to the April meeting.

The Board and Staff discussed proposed renovations, including greens work, irrigation and surrounds. It was noted that the fairways are good; new grass might be installed in five years.

Mr. Adams stated part of the discussion includes roll off of the current annual payment towards this financing.

It was noted that the range will be kept open during construction. It was suggested that summer maintenance be performed on nine holes at a time.

Staff members discussed the benefits and considerations in favor of maintaining all 18 holes at the same time, including additional construction costs; weather; and the better greens quality from consistent watering and planting. Golf staff suggested budgeting for the loss of revenue in order to attain a much better result from the renovations.

Discussion ensued regarding the longevity of the irrigation and the greens redone in 2010, the sandy condition of the course and issues related to previously installed surfaces.

Mr. Vuknic stated he does not agree with not doing the greens drainage.

The consensus was that artificial turf will not be considered.

It was noted that an option for the greens replacement should be presented.

Ms. Huff voiced her opinion that other options should have been presented when the CDD was doing the last renovations. It was noted that the cost to re-grass the course is minimal when the course is shut down.

It was noted that an 18-hole public course called Cypress Shadows will be constructed in Estero. Mr. Vuknic stated, when the old Corkscrew Golf Course reopens next year following renovations, it will be a private club so it will not be a competitor in 12 months.

B. Phil Olive

- **Update: Common Grounds**

Mr. Olive stated the grounds look good despite extreme dryness.

- **Update: Duffy's**

This item was discussed below.

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

Mr. Olive stated Mr. Adams is speaking with the fence company. Information was sent to the Village; the permit is pending. Mr. Adams will advise when it is issued so the project can proceed. It was noted that the fence line will extend behind the maintenance facility.

Mr. Olive stated that residents questioned the fence. He indicated that it is required to protect the preserve. The fence will be 6' high; the cost is not much greater and the goal is to mitigate issues and keep as many animals as possible out of the CDD.

- **Update: Duffy's**

This item was presented out of order.

Mr. Olive stated that Ms. Paul emailed the Board about various items. She is working on the dumpster issue and to have WastePro switch the dumpster. All the temperature checks on the HVAC were completed; blower fans and parts were replaced, which left one 10-T unit down for approximately five days. Parts took longer than expected; the unit is now operational. The time clock is adjusted and seems to be functioning properly.

It was noted that the parking lot lights were off this morning. The timer will be checked and Mr. Olive will be advised of the status.

Mr. Olive stated that Coastal Canvas will provide a proposal for a sail material cover for the range; it is the least expensive option. A proposal will also be provided to cover 100' at the range; coverage can be increased to the full 300' if desired. Connections will be made to walls; the sail segments can be taken down for a hurricane. A bid will be provided for a 50' x 50' space. It was noted that the tent will be removed in early May. The last concert is in mid-April.

Mr. Olive would like to add the range cover and the patio cover to eliminate the tent completely. It was noted that the CDD will work with Duffy's regarding sharing the space. Mr. Olive suggested covering a third area to create another usable space; he will obtain a proposal.

Discussion ensued regarding covering the range, expanding the tees, adding 10 additional spots, expanding the concrete and the mats, fencing along #18 and a golfer's suggestion to add two mats by the chipping green.

It was noted that Village approval might be needed for the awnings. Staff will inquire whether Village permits are required.

Mr. Dalton observed that water running from the dumpster seems to be related to the mop cleanout area. A shorter hose should be provided to ensure that wastewater is dumped down the drain and not into the lakes.

The consensus was to avoid attaching sails to buildings unless necessary.

Mr. Vuknic stated he requested an estimate for a retaining wall on #10 and #18.

C. Chris Brady

- **Update: Email and Other Communications**

There was no update.

D. Adam Dalton

- **Update: Revenues**

Mr. Dalton reviewed the February 2025 Unaudited Financials Statement of Revenues, Expenses and Changes in Net Position for the Proprietary Fund – Golf. He found the financials

to be reliable and noted that February 2025 revenue was up 20% versus February 2024. Through last week, March revenue is also up significantly due to the good weather. The year-to-date total is up 10% from 2024.

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

There was no update.

E. Eileen Huff

- **Update: Expenses via QuickBooks**

- **Update: Maintenance Department**

Ms. Huff stated she reviewed the QuickBooks data. Mr. Schulte is working with vendors who owe the CDD credits to ensure the credits are applied. Expenses are within acceptable levels. It was noted that \$20,417 was reallocated to the "Accounting Services" line item.

SIXTH ORDER OF BUSINESS

Consideration: Hurricane Ian Roof Claims Representation Agreement

Mr. Pires distributed and presented his revisions to the Agreement and an Addendum for local government requirements and insurance requirements. Mr. Dalton stated that the roof was confirmed to be new prior to the date of claim. The Maintenance Facility, Cart Barn and Pumphouse Agreements are the three to be executed. Mr. Pires will forward the Agreements to HL Law Group; any further changes will be made to this Agreement.

Discussion ensued regarding the Representation Agreement.

Mr. Pires stated that they failed to include the hourly rates and deleted the reference to "mortgage". He noted that they agreed to the E-Verify and Public Records Addendum in the redlined version.

<p>On MOTION by Mr. Dalton and seconded by Ms. Huff, with all in favor, the Hurricane Ian Roof Claims Representation Agreement, as amended to include hourly language, and authorizing the Chair to execute, was approved.</p>

SEVENTH ORDER OF BUSINESS

Continued Discussion: Lancaster Run Conveyance to District

Mr. Pires stated that, after speaking with Mr. Zordan, he emailed graphics to Village of Estero Community Development Director Mary Gibbs. He called Ms. Gibbs to ensure that a

lease of the roadway segments will not trigger any setback issues or constitute any subdivision. Village Code typically refers to street rights-of-way (ROW) and easements.

An update will be provided at the next meeting.

EIGHTH ORDER OF BUSINESS**Review of Gordon G. Lewis Response to
RFQ for Golf Course Architect-Engineering
Services****A. Ranking/Evaluation****B. Authorization to Negotiate and Finalize Contract(s)**

Mr. Adams stated the Request for Qualifications (RFQ) for Golf Course Architect-Engineering Services was advertised and Gordon G. Lewis (GGL) was the sole respondent. As such, there is no need to go through the scoring and ranking process; the Board can deem GGL as the most qualified and responsive respondent and direct Staff to enter into an agreement with GGL. He recalled discussion about conducting a similar exercise for the Irrigation Designer; however, Mr. Lewis will engage the contractor under his scope of work.

Mr. Pires stated the 30, 60 and 90-day milestones can be included in the Agreement.

Mr. Adams stated the Engineer will provide a scope of work.

Mr. Pires noted that the use of in-house irrigation will be approved accordingly.

<p>On MOTION by Mr. Dalton and seconded by Mr. Olive, with all in favor, deeming Gordon G. Lewis the most qualified and responsive bidder to the RFQ for Golf Course Architect-Engineering Services and authorizing Staff to negotiate a contract and prepare an Agreement with Gordon G. Lewis, was approved.</p>

NINTH ORDER OF BUSINESS**Discussion: CDD Website**

Mr. Dalton discussed issues with the CDD website, which was created in 1998. He stated that moving the CDD website to the company utilized by District Management for its other clients will cost approximately the same as 18 months of the annual maintenance cost. Mr. Adams discussed the transition to Strange Zone, Inc., including the one-time build fee, which includes transfer of the URL, and the \$715 annual maintenance fee. It was noted that the CDD website will also be certified as an ADA Compliant website.

On MOTION by Mr. Dalton and seconded by Ms. Huff, with all in favor, the Strange Zone, Inc., proposal for District Website Services, Design, Maintenance and Domain, in the amount of \$1,679.99, was approved.

TENTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements**

A Board Member thanked Staff for getting the information updated.

Mr. Schulte discussed his meeting investigating a new point-of-sale system to streamline entry into QuickBooks. Mr. Jeff Pinder was helpful in this regard. Ms. Huff stated that Mr. Pinder and Rouyi Pan were included in the meeting to inject what they actually needed. Mr. Schulte discussed the meeting and stated that Mr. Pinder is supportive of the new system.

Mr. Pires was asked to find out if the CDD can terminate its contract with Golf Now.

Mr. Schulte will forward the Agreement to Mr. Pires.

Discussion ensued regarding the 30 to 90-day transition process to occur over the summer, data to be collected, transaction fees and increased transparency.

It was noted that the Golf Foundation will be excluded from the system.

This item will be included on the next meeting agenda.

- A. as of November 30, 2024**
- B. as of December 31, 2024**
- C. as of January 31, 2025**
- D. as of February 28, 2025**

Mr. Dalton asked for a summarized list of the Capital Projects Series 2022-1 expenditures. Mr. Adams stated it will be provided.

Mr. Adams will research why the "Assessment levy" line item is at 140% of budget.

Ms. Huff noted that the concession is a loss leader and asked if vending machines should be considered.

Mr. Brady noted that one staff member's job is to be on the course during the day. Currently several areas are short-staffed.

Discussion ensued regarding the importance and efficiency of beverage cart service, addition and placement of vending machines, marketing kiosks with vending machines inside, use of food trucks and promotion of Duffy's.

Ms. Huff will work with the Golf Now representative. She asked for additional information to be sent to Mr. Adams for him to disseminate before the next meeting.

It was noted that the "Copy machine lease" line item likely refers to one of Mr. Vuknic's pieces of equipment.

Ms. Huff will get more information on the "Insurance" expenditure. It was noted that, when the current claim is completed, the premium will probably increase significantly.

Mr. Dalton questioned a \$20,000 expenditure for "Bridge- capital outlay" and voiced his belief that all the capital outlay was utilized in Fiscal Year 2024.

Discussion ensued regarding the "Irrigation water" line item, which increased 10% compared to the previous year, and the need for a new methodology to improve budgeting.

A Board Member wondered if the "Equipment lease", which is under budget, could be related to the copier expenditure. Mr. Vuknic stated it relates to a workman being used on a month-to-month basis.

It was noted that the last storage unit expenditure is related to cleaning it out.

On MOTION by Mr. Dalton and seconded by Mr. Olive, with all in favor, the Unaudited Financial Statements as of November 30, 2024; December 31, 2024; January 31, 2025; and February 28, 2025; as presented, were accepted.

ELEVENTH ORDER OF BUSINESS

Approval of Minutes

A. February 25, 2025 Regular Meeting

The following changes were made:

Line 35: Add "and other Board Members" after "residents"

Line 37: Add "for Portrush" after "billing"

Line 19: Delete "(via telephone)"

Line 209: Insert "Mr. Pires left the meeting at 8:19 p.m. and shortly thereafter rejoined the meeting via telephone."

Line 292: Change "a letter" to "an email"

Line 24 and throughout: Change "Marinelli" to "Marinell"

Line 139: Change "be paid" to "pay"

Line 150: Change "Scott" to "Marinell"

Line 151: Delete "both" and "and Mr. Scott"

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

B. March 10, 2025 Workshop

On MOTION by Mr. Dalton and seconded by Mr. Olive, with all in favor, the March 10, 2025 Workshop Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: Tony Pires, Esquire

Discussion ensued regarding the need for an Agreement with Mr. Marinell, to be effective September 1, 2025. The terms will be emailed to Mr. Pires to prepare the Agreement.

Mr. Brady left the call.

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.

Mr. Dalton read his email to Mr. Adams asking for Mr. Pinder and/or other District Management representatives to attend the next CDD meeting. He expressed concern about delays in delivering financials. He thinks Board Members have questions and asked for the contract between the CDD and Wrathell, Hunt and Associates (WHA) to be emailed to the Board Members. He thinks Mr. Adams does an excellent job but questioned if District Management is adequately staffed given its recent growth and delays with reports. Mr. Adams stated that delays occur when Accounting staff must fight with vendors regarding point-of-sale services that are imperative to providing accurate financials. He stated that Accounting staff is spending an inordinate amount of time working with that vendor and strict deadlines must be met in order to produce the financials early enough to be included in the agenda packages. He noted that a big step has been taken toward fixing a problem that has persisted for years. He encouraged Mr. Schulte to include Mr. Pinder and the Golf Now employee in the meeting and stated implementation of the new system is highly beneficial as a result of the last meeting.

Discussion ensued regarding the District Management contract, the Addendum to the contract that was executed when District Management took over the Accounting from Lennar, the need for monthly financials and the transition from Golf Now to the new service provider.

Ms. Huff stated she told Mr. Pinder she wants consistent calls with him and with the contractor. She welcomes suggestions to improve processes.

Mr. Vuknic stated he will create updated policies and procedures. Some issues have arisen from unpaid invoices. He stated weekly financials are needed. Mr. Adams stated that Accounts Payables are run at least weekly. For prompt payment, invoices should be sent to District Management as they are received, not held and sent in batches. If the invoices are in the system, there is no reason for them not to be paid.

Discussion ensued regarding QuickBooks processes and developing better procedures to increase efficiency. It was noted that some invoices can be sent directly to District Management for automatic payments, while others will be driven at the time of sale.

II. UPCOMING MEETING DATE: April 22, 2025 at 9:00 AM

○ QUORUM CHECK

THIRTEENTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Olive believes that Board Members should not be directly involved in operations and suggested the Board consider engaging a golf operations management company to work in conjunction with District Management.

Discussion ensued regarding the role and services provided by a General Manager, the role of Board Members and the cost of engaging a company such as Lifestyle Golf Management, Troon Golf, or Coral Hospitality.

Mr. Pires suggested the Board determine a scope of service to help proposers understand what the Board is looking for. The consensus was for Board Members to email their suggestions to Mr. Adams. This item will be included on the next agenda.

FOURTEENTH ORDER OF BUSINESS

Adjournment

<p>On MOTION by Ms. Huff and seconded by Mr. Dalton, with all in favor, the meeting adjourned at 11:49 a.m.</p>
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Secretary/~~Assistant Secretary~~


Chair/~~Vice Chair~~