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MINUTES OF MEETING
STONEBRIER
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Stonebrier Community Development District was held on Thursday, July 9, 2015, at 9:30 a.m. at Lutz Library, 101 W. Lutz Lake Fern Road, Lutz, Florida.

FIRST ORDER OF BUSINESS – Roll Call

Mr. St. Denis called the meeting to order.

Present and constituting a quorum were:

Analina Medina	Board Supervisor, Chairwoman
Avelino Vide	Board Supervisor, Vice Chairman
Zachery Campbell	Board Supervisor, Assistant Secretary
Brad Cornelius	Board Supervisor, Assistant Secretary
Emanuel Ramos (after oath)	Board Supervisor, Assistant Secretary

Also present were:

Bruce St. Denis	District Manager
Patricia Comings-Thibault	District Manager /Treasurer (Via telephone)
Jere Earlywine	District Counsel (Via telephone)
Mike Economos	ValleyCrest Landscape Company
Tony Smith	American Ecosystems

SECOND ORDER OF BUSINESS – Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS – Organizational Matters

A. Oath of Office – Emmanuel Ramos – Seat #1 – Term Expires 11/2016

Mr. St. Denis, being a Notary Public of the State of Florida, administered the Oath of Office to Mr. Ramos, a copy of which is attached to the permanent Records of Proceedings. Both Mr. Earlywine and Mr. St. Denis discussed the Sunshine, public record and ethics laws with Mr. Ramos.

B. Compensation of Newly Elected Supervisor

Mr. St. Denis advised Mr. Ramos that he was entitled to compensation of \$200 per meeting and asked whether he would like to receive or waive compensation.

Mr. Ramos accepted compensation.

C. Presentation of Resolution 2015-03, Election of Officers

On a MOTION by Mr. Cornelius, SECONDED by Mr. Vide, WITH ALL IN FAVOR, the Board adopted **Resolution 2015-3**, Election of Officers appointing the officers of the District as follows: Ms. Medina to serve as Chairwoman; Mr. Vide to serve as Vice Chairman; and Mr. Campbell, Mr. Cornelius and Mr. Ramos as Assistant Secretaries. District staffing as follows: Patricia Comings-Thibault as District Secretary and Treasurer; Maik Aagaard, District Assistant Treasurer; and Carolyn Stewart as District Assistant Secretary for the Stonebrier Community Development District.

1 **FOURTH ORDER OF BUSINESS – Vendor Reports**

2 **A. American Ecosystems**

3 Mr. Smith presented the American Ecosystem's report and asked for comments and questions.

4 Discussion ensued over the Pond H2 sump being top priority.

5 **B. ValleyCrest**

6 Mr. Economos presented the operation report for ValleyCrest and asked for comments and
7 questions.

8 **➤ Credit for Annuals - \$1,786**

9 ValleyCrest stated that all annuals will be replaced next week and asked for comments and
10 questions.

11 **FIFTH ORDER OF BUSINESS – Administrative Matters**

12 **A. Approval of Minutes of June 15, 2015 Meeting**

13 Mr. St. Denis presented the June 15, 2015 Minutes and asked for questions, corrections and
14 comments.

15 On a MOTION by Ms. Medina, SECONDED by Mr. Ramos, WITH ALL IN FAVOR, the Board
16 approved the minutes of the Board of Supervisors' meeting held on June 15, 2015 for the Stonebrier
17 Community Development District.

18 **B. Acceptance of May Financial Statements**

19 Ms. Comings-Thibault presented the May financial statements and asked for questions and
20 comments.
21

22 On a MOTION by Mr. Vide, SECONDED by Mr. Cornelius, WITH ALL IN FAVOR, the Board
23 accepted the unaudited Financial Statements as of May 31, 2015 for the Stonebrier Community
24 Development District.

25 **C. Presentation of Resolution 2015-04, Disbursement Authorization**

26 Mr. St. Denis presented Resolution 2015-04, Disbursement Authorization for consideration and
27 asked for comments and questions.
28

29 On a MOTION by Mr. Vide, SECONDED by Ms. Medina, WITH ALL IN FAVOR, the Board adopted
30 Resolution 2015-4, Disbursement Authorization for the Stonebrier Community Development District.

31 **D. Acceptance of the 8th Annual Semi-Annual Monitoring Report**

32 Mr. St. Denis presented the 8th Annual Semi-Annual Monitoring Report and asked for comments
33 and questions.
34

35 On a MOTION by Mr. Cornelius, SECONDED by Mr. Vide, WITH ALL IN FAVOR, the Board
36 accepted the 8th Annual Semi-Annual Monitoring Report for the Stonebrier Community Development
37 District.

38 **E. Discussion of FY 2015-2016 Proposed Budget**

39 Ms. Comings-Thibault presented FY2015-2016 Revised Proposed Budget and asked for
40 comments and questions.
41

42 On a MOTION by Mr. Ramos, SECONDED by Mr. Cornelius, WITH Ms. Medina and Mr. Campbell
43 voting Aye, and Mr. Vide voting Nay, the Board accepted the revised FY 2015-2016 Proposed Budget for
the Stonebrier Community Development District.

1
2 **SIXTH ORDER OF BUSINESS – Business Matters**

3 **A. Email Hosting – Atlas - \$15 per month**

4 > <http://www.stonebriercdd.org>

5 Mr. St. Denis presented for discussion email hosting and asked for questions and comments.

6 Discussion ensued over contract length, data storage and updating board members. Obtaining
7 new proposals was also discussed.

8 **B. Ratification – Replace Controller #4 - \$820**

9 Mr. St. Denis presented for ratification replacing Controller #4 and asked for comments and
10 questions.

11 On a MOTION by Mr. Cornelius, SECONDED by Mr. Vide, WITH ALL IN FAVOR, the Board ratified
12 the replacement of Controller #4 in the amount of \$820 for the Stonebrier Community Development
13 District.

14
15 **C. Ratification – Gate Valve Project - \$1,698**

16 Mr. St. Denis presented for ratification the Gate Valve Project and asked for comments and
17 questions.

18 On a MOTION by Mr. Campbell, SECONDED by Ms. Medina, WITH ALL IN FAVOR, the Board
19 ratified the Gate Valve Project in the amount of \$1,698 for the Stonebrier Community Development
20 District.

21
22 **D. Approval of Irrigation Repairs - \$766.50**

23 Mr. St. Denis presented for discussion an Irrigation Repairs proposal and asked for
24 comments and questions.

25 On a MOTION by Mr. Vide, SECONDED by Mr. Ramos, WITH ALL IN FAVOR, the Board approved
26 the Irrigation Repairs proposal in the amount of \$766.50 for the Stonebrier Community Development
27 District.

28
29 **SEVENTH ORDER OF BUSINESS – Staff Reports**

30 **A. Manager**

31 > **Operations Report**

32 Ms. Medina had a question about the damaged County sidewalk. After discussion, it was decided
33 to send a letter one day after the County review process expires.

34 Ms. Comings-Thibault brought up for discussion benches to establish a public memorial as well
35 as improvements to the second entrance monument.

36 On a MOTION by Ms. Medina, SECONDED by Mr. Ramos, WITH ALL IN FAVOR, the Board
37 approved the acquisition of a bench subject to the family's agreement, not to exceed \$1,000 inclusive of
38 shipping and installation, for the Stonebrier Community Development District.

39
40 It was agreed the second monument work could be put on hold.

41 **B. Attorney**

42 > **Discussion of HOA/District Joint Meeting**

1 Mr. Campbell brought up holding a District Joint meeting with the HOA to discuss the following:
2 maintenance of entrances, review of the Architectural Review Form, Strategic Plan for the community,
3 and maintenance issues. It was agreed that an evening meeting needed to be held as soon as possible
4 before the Budget Meeting.

5 **C. Engineer**

6 There being none, the next item followed.

7 **EIGHTH ORDER OF BUSINESS – Supervisor Requests**

8 **A.** Ms. Medina presented an update on easement enforcement issues, (any action will wait
9 until after the September meeting), the oak trees damaging sidewalks, and also requested the repair of two
10 lights out on the bridge. It was pointed out that there was an opportunity for public comment before the
11 vote was taken.
12

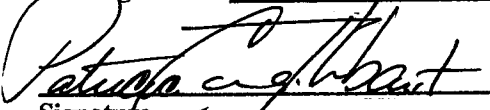
13 On a MOTION by Ms. Medina, SECONDED by Mr. Campbell, WITH ALL IN FAVOR, the Board
14 approved the repair of the two lights out on the bridge, not to exceed \$350, for the Stonebrier Community
15 Development District.
16

17 **NINTH ORDER OF BUSINESS – Adjournment**

18 On a MOTION by Mr. Vide, SECONDED by Mr. Cornelius, WITH ALL IN FAVOR, the Board
19 adjourned the meeting for the Stonebrier Community Development District.
20

21 **Each person who decides to appeal any decision made by the Board with respect to any matter
22 considered at the meeting is advised that person may need to ensure that a verbatim record of the
23 proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

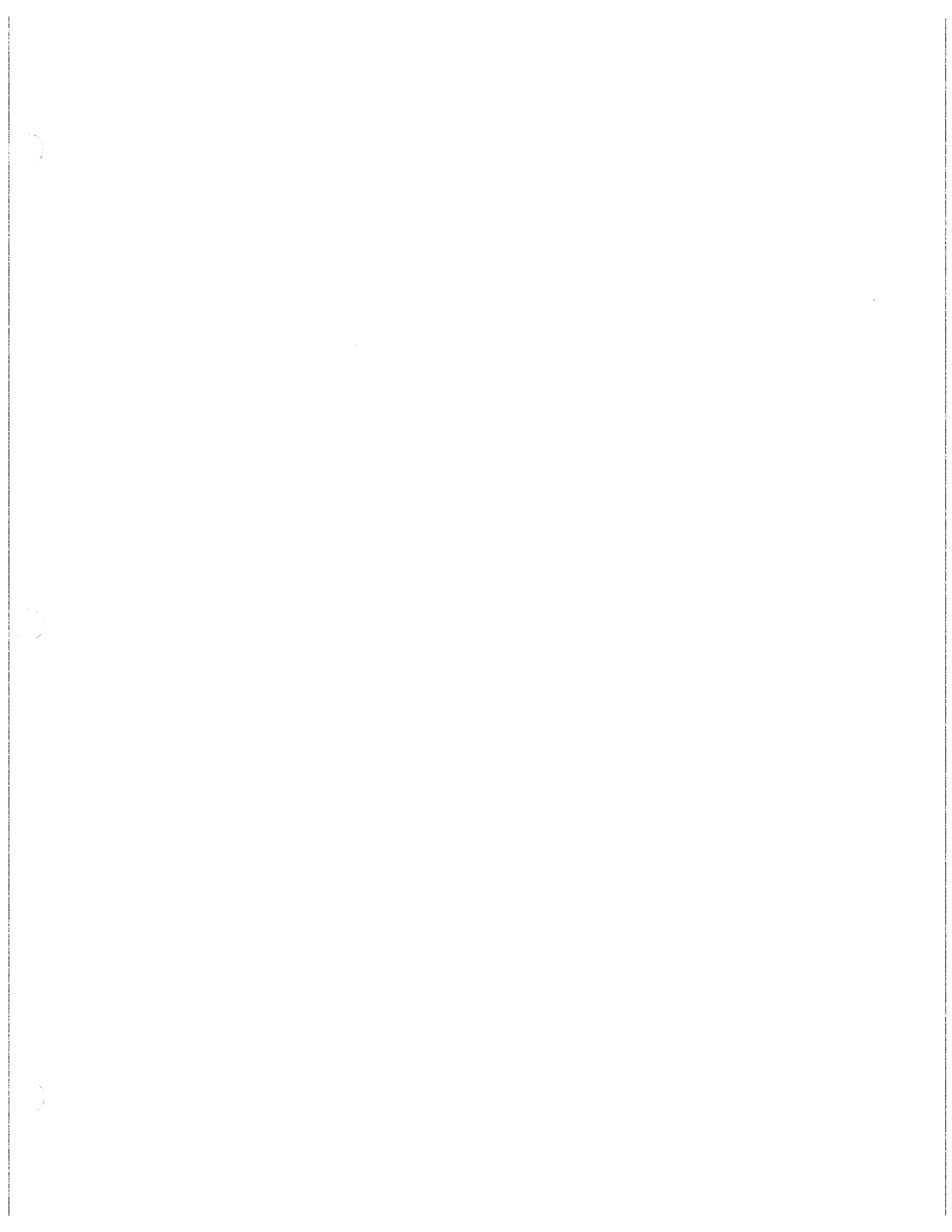
24 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
25 meeting held on _____.

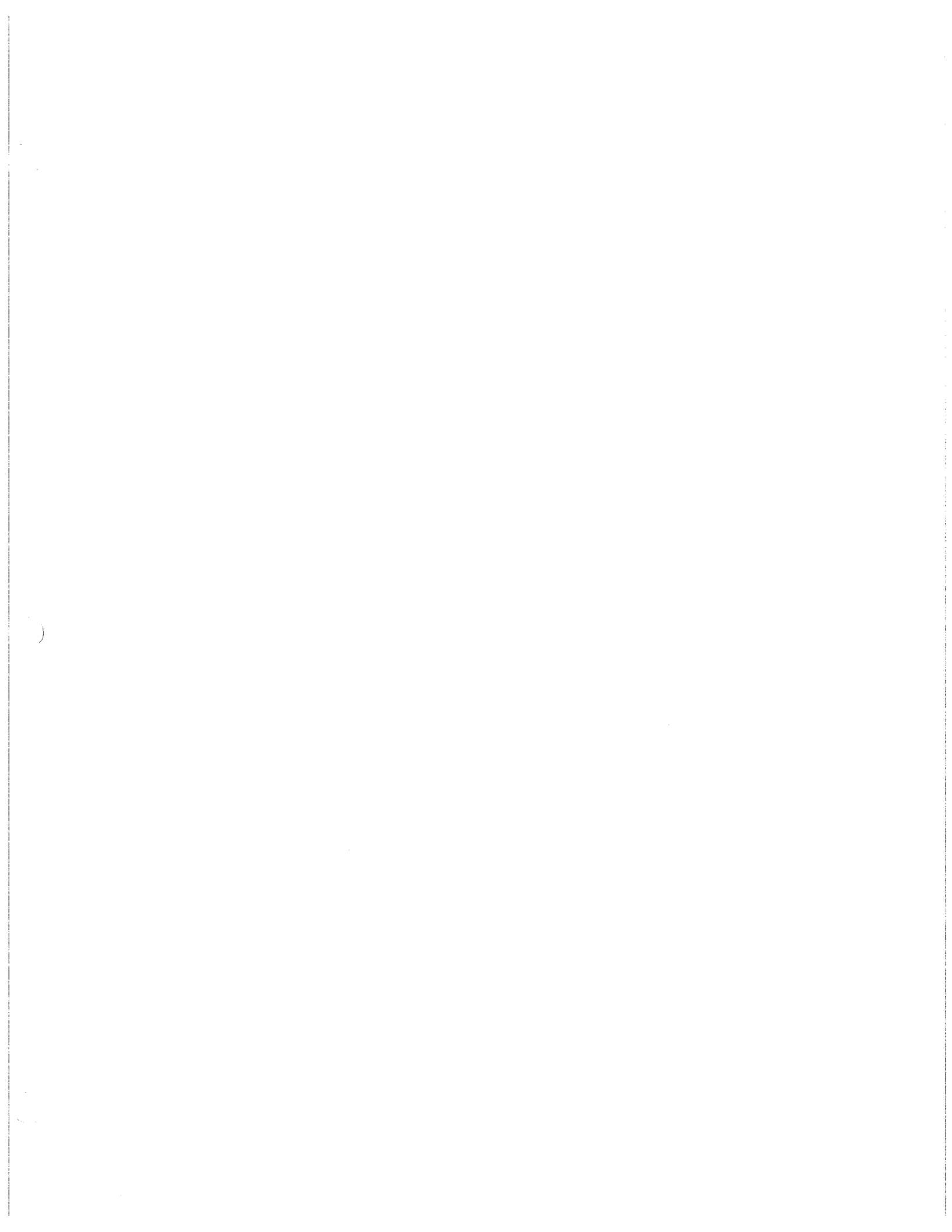
26 
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28 Signature

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30 Signature

31 Patricia Cunningham-Thibault
32 Printed Name
33 Title: Secretary Assistant Secretary

34 Anatina Medina
35 Printed Name
Title: Chairman Vice Chairman





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MINUTES OF MEETING
STONEBRIER
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Stonebrier Community Development District was held on Thursday, May 11, 2015, at 9:00 a.m. at DPFPG, 15310 Amberly Drive, Suite 250, Tampa, Florida.

FIRST ORDER OF BUSINESS – Roll Call

Ms. Comings-Thibault called the meeting to order.

Present and constituting a quorum were:

Analina Medina	Board Supervisor, Chairman
Avelino Vide	Board Supervisor, Vice Chairman
Brad Cornelius	Board Supervisor, Assistant Secretary
Zachery Campbell	Board Supervisor, Assistant Secretary

Also present were:

Patricia Comings-Thibault	District Manager/Treasurer
Rick Hammerl	District Field Operations Manager
Jere Earlywine	District Counsel
Tim Plate	District Engineer
Tony Smith	American Ecosystems
Mike Economos	ValleyCrest Landscape Company

SECOND ORDER OF BUSINESS – Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS – Vendor Reports

A. American Ecosystems

Mr. Smith presented the American Ecosystems Inc. report including a littoral plant shelf for Pond

TZ and asked for comments and questions.

Discussion ensued over Pond TZ plantings.

Mr. Plate advised additionally on plantings.

On a MOTION by Ms. Medina , SECONDED by Mr. Vide WITH ALL IN FAVOR, the Board accepted the American Ecosystems Inc. proposal for the Littoral Shelf in the amount of \$410, with the addition of cleaning some of the lily pads from pond TZ and authorized Staff to work with the District Engineer to conduct a walk through to check any additional ponds for erosion problems that may be existing and bring back a Report to the Board for decision on the other ponds for the Stonebrier Community Development District.

The Board inquired about the omission of a pond between L&M from the report.

Mr. Smith stated it is small enough to make an extension of pond M without any increase in price.

B. Valley Crest

A representative from Valley Crest presented his report.

Discussion ensued.

Ms. Comings-Thibault recommended accepting the proposal from Valley Crest to install gate valves in the amount of \$1,698.

1 On a MOTION by Mr. Vide, SECONDED by Ms. Medina, WITH ALL IN FAVOR, the Board approved
2 the ValleyCrest Landscape Maintenance proposal to install gate valves in the amount of \$1,698 for the
3 Stonebrier Community Development District.

4
5 **FOURTH ORDER OF BUSINESS – Organizational Matters**

6 **A. Acceptance of Supervisor Resignation – Carlos Gregory**

7 Ms. Comings-Thibault presented the resignation of Carlos Gregory.

8 On a MOTION by Mr. Vide, SECONDED by Mr. Cornelius, WITH ALL IN FAVOR, the Board
9 accepted the Resignation of Carlos Gregory for the Stonebrier Community Development District.

10
11 **B. Introduction of Potential Supervisors**

12 Ms. Comings-Thibault introduced two potential Supervisors, Emmanuel Ramos and Christopher
13 Craumer, and asked for comments and questions.

14 **➤ Emmanuel Ramos**

15 Mr. Ramos introduced himself with a brief summary of qualifications.

16 **➤ Christopher P. Craumer**

17 Mr. Craumer introduced himself with a brief summary of qualifications.

18 Mr. Earlywine reviewed the Sunshine Law and Public Records Law for the potential supervisors.

19 **FIFTH ORDER OF BUSINESS – Administrative Matters**

20 **A. Approval of Minutes of April 9, 2015 Meeting**

21 Ms. Comings-Thibault presented the April 9, 2015 Minutes and asked for questions, corrections
22 and comments.

23 On a MOTION by Ms. Medina, SECONDED by Mr. Vide, WITH ALL IN FAVOR, the Board approved
24 the minutes of the Board of Supervisors' meeting held on April 9, 2015 for the Stonebrier Community
25 Development District.

26
27 **SIXTH ORDER OF BUSINESS – Business Matters**

28 **A. American Ecosystems Proposal for Plantings**

29 This item was addressed in the American Eco presentation, the next item followed.

30 **B. Easement & Encroachment Issues**

31 Mr. Earlywine presented the easement and encroachment memorandum.

32 Discussion ensued over encroachment and educating the residents and raising the awareness on
33 encroachment.

34 The Board directed Staff to visually observe the properties for encroachments and report back.

35 Discussion ensued over easements and concerns and fences.

36 On a MOTION by Ms. Medina, SECONDED by Mr. Vide, WITH ALL IN FAVOR, the Board approved
37 directing District Staff to make visual observations to determine easement and encroachment issues for
38 the Stonebrier Community Development District.

39
40 **C. Hillsborough County Supervisor of Elections Report on Number of Registered
41 Voters**

42 Ms. Comings-Thibault reported that, as of this date, there are 863 registered voters for the
43 District.

1 **D. Presentation of Proposed Budget for Fiscal year 2015-2016 Exhibit 8 (Resolution for**
2 **Public Hearing – June 11th)**

3 Ms. Comings-Thibault presented the Proposed Budget for Fiscal Year 2015-2016 and asked for
4 comments and questions.

5 Discussion ensued over Capital Projects; Assessments; Operations & Maintenance; and Reserve
6 Studies.

7 The Board directed Ms. Comings-Thibault to eliminate the capital projects and to increase the
8 O&M with assessments in the amount of \$120.

9 **SEVENTH ORDER OF BUSINESS – Staff Reports**

10 **A. Manager**

11 There being none, the next item followed.

12 **B. Attorney**

13 ➤ **Status of HOA Conveyances**

14 Mr. Earlywine advised there is a HOA conveyance draft created and they have spoken with the
15 HOA.

16 ➤ **Status of Draft Ruling Governing Homeowner Projects**

17 Mr. Earlywine advised they are communicating with the HOA to work on the Ruling Governing
18 Homeowners Projects.

19 Discussion ensued.

20 On a MOTION by Ms. Medina, SECONDED by Mr. Campbell, WITH ALL IN FAVOR, the Board
21 approved District Staff to work with HOA Staff to finalize the language on the forms for the Stonebrier
22 Community Development District.

24 **C. Engineer**

25 There being none, the next item followed.

26 **D. Operations Manager – Field Inspection and Operations Report May 2015**

27 Ms. Comings-Thibault opened discussion for the Field Inspection and Operations Report.

28 Discussion ensued over sidewalk repairs.

29 On a MOTION by Ms. Medina, SECONDED by Mr. Campbell, WITH ALL IN FAVOR, the Board
30 directed counsel to write to the County Attorney for sidewalk repairs for the Stonebrier Community
31 Development District.

33 **EIGHTH ORDER OF BUSINESS – Supervisor Requests**

34 Ms. Medina requested a leftover construction sign that is no longer needed be given to the HOA
35 for recycling. She expressed residents' concerns over "No Fishing" signs.

36 **NINTH ORDER OF BUSINESS – Public Comments**

37 There being none, the next item followed.

38 **TENTH ORDER OF BUSINESS – Adjournment**

39 On a MOTION by Mr. Cornelius, SECONDED by Ms. Medina, WITH ALL IN FAVOR, the Board
40 adjourned the meeting for the Stonebrier Community Development District.

1 *Each person who decides to appeal any decision made by the Board with respect to any matter
2 considered at the meeting is advised that person may need to ensure that a verbatim record of the
3 proceedings is made, including the testimony and evidence upon which such appeal is to be based.

4 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
5 meeting held on _____.

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9 Signature

Signature

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12 Printed Name

Chairwoman

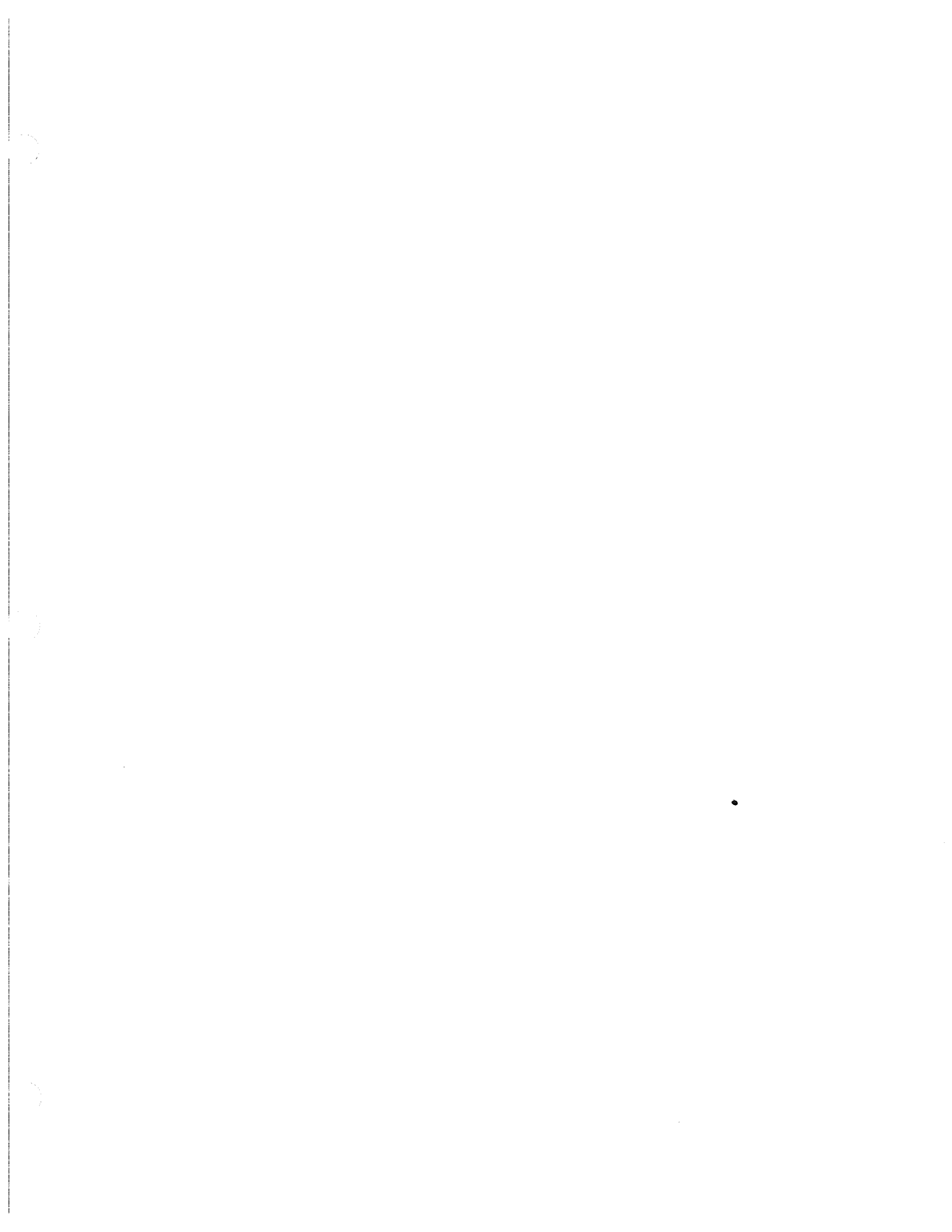
10
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12 Printed Name

Secretary

13 Title: Secretary Assistant Secretary

13 Title: Chairman Vice Chairman

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**MINUTES OF MEETING
STONEBRIER
COMMUNITY DEVELOPMENT DISTRICT**

10 The Regular Meeting of the Board of Supervisors of the Stonebrier Community Development
11 District was held on Thursday, February 12, 2015, at 9:15 a.m. at the Pulte Homes, 3810 Northdale
12 Boulevard, Suite 270, Tampa, Florida.

13 **FIRST ORDER OF BUSINESS – Roll Call**

14 Ms. Comings-Thibault called the meeting to order.

15 Present and constituting a quorum were:

16	Analina Medina	Board Supervisor, Chairwoman
17	Avelino Vide	Board Supervisor, Vice Chairman
18	Brad Cornelius	Board Supervisor, Assistant Secretary
19	Carlos Gregory	Board Supervisor, Assistant Secretary (via telephone)

20 Also present were:

21	Patricia Comings-Thibault	District Manager/Treasurer
22	Sandra Oram	District Field Operations Manager
23	Tucker Mackie	District Counsel, Hopping Green & Sams, P.A.
24	Dr. Donald Richardson	Ecological Consultants
25	Alex Kocher	ValleyCrest Landscape Companies
26	Tony Smith	American Ecosystems

27 **SECOND ORDER OF BUSINESS – Audience Comments**

28 There being none, the next item followed.

29 **THIRD ORDER OF BUSINESS – Vendor Reports**

30 **A. American Ecosystems**

31 A representative from American Ecosystems presented his report. Next month they will have a
32 color-coded map to show section numbers and street names.

33 **B. ValleyCrest**

34 A representative of ValleyCrest presented their report. They categorized photos they have taken
35 to match the divided sections of the campus arranged by Ms. Comings-Thibault and Ms. Oram. Over 900
36 pictures were taken. They will have a design for the main entry sign and an arbor's report next week.
37 Excess mulch has been rearranged and moved in certain locations.

38 Ms. Oram gave an overview of areas needing attention outside of regular maintenance; plants
39 needing changing out, the drainage problem near the gazebo, irrigation issues.

40 Ms. Comings-Thibault requested that ValleyCrest forward a calendar of their scheduled
41 landscape events.

42 **C. 7th Semi-Annual Westland Mitigation Monitoring Report- Dr. Richardson**

43 Dr. Richardson reported that all mitigation areas are under compliance and a report was
44 forwarded to the Southwest Florida Water Management District.

1 On a MOTION by Mr. Cornelius, SECONDED by Ms. Medina, WITH ALL IN FAVOR, the Board
2 accepted the 7th Semi-Annual Eastland Mitigation Monitoring Report for the Stonebrier Community
3 Development District.

4
5 **FOURTH ORDER OF BUSINESS-Administrative Matters**

6 **A. Approval of Minutes of January 8, 2015 Meeting**

7 Ms. Comings-Thibault presented the minutes of January 8, 2015 and asked for comments and
8 questions.

9 On a MOTION by Mr. Vide, SECONDED by Mr. Cornelius, WITH ALL IN FAVOR, the Board
10 approved the minutes of the Board of Supervisors' meeting held on January 8, 2015 for the Stonebrier
11 Community Development District.

12
13 **B. Acceptance of December Financial Statements**

14 Ms. Comings-Thibault presented the December Financial Statements and asked for comments
15 and questions.

16 Ms. Medina inquired about check #3844 to Austin Outdoor in the amount of \$3,829.20 and how
17 reimbursement of the entire amount would be done.

18 Ms. Oram and Ms. Comings-Thibault will arrange for the reimbursement.

19 Ms. Medina also inquired about check #3857 to Heidt Design in the amount of \$1,197.50.

20 Ms. Comings-Thibault stated this cost is for the report required for compliance related to the bond
21 issuance. This report will be presented at next meeting for the Board's approval.

22 On a MOTION by Ms. Medina, SECONDED by Mr. Cornelius, WITH ALL IN FAVOR, the Board
23 accepted the December Financial Statements for the Stonebrier Community Development District.

24
25 **FIFTH ORDER OF BUSINESS-Business Matters**

26 **A. RIPA- Proposal for Pond Erosion – (2 Ponds) - \$4,809.01**

27 Ms. Comings-Thibault presented the proposal from RIPA and stated that the proposal is
28 dependent upon using stockpiled fill from Pulte.

29 Ms. Comings-Thibault will confirm that RIPA has authorization to use the stockpile.

30 After discussion, the board requested that the front entrance pond be repaired as well.

31
32 On a MOTION by Mr. Cornelius, SECONDED by Ms. Medina, WITH ALL IN FAVOR, the Board
33 accepted the proposal from RIPA, but to include the repair of a third pond, being the front entrance pond,
34 and in an amount not to exceed, \$7,000 for the Stonebrier Community Development District.

35
36 **SIXTH ORDER OF BUSINESS-Staff Reports**

37 **A. Manager**

38 **» Review of Task Items**

39 Ms. Comings-Thibault reviewed the Exhibit 6 open task item list with the Board. Discussion
40 ensued. The District Manager and Operations Manager will follow up with the appropriate parties.

1 » **Website**

2 Ms. Comings-Thibault gave an overview of the requirements of the website. She referred the
3 Board to a design sample used by the Anthem Park CDD.org website. Discussion ensued.

4 The Board requested staff to inquire about CivicPlus and AtHomeNet as website hosting
5 possibilities and bring proposals to the Board.

6 The Board requested staff to look into other meeting place options such as Publix on 54, Appex
7 office at Florida and Nebraska where the HOA holds meetings, and local libraries.

8 **B. Attorney**

9 Ms. Mackie stated that bills in the Legislature that affect Community Development Districts are
10 being monitored.

11 **C. Engineer**

12 There being none, the next item followed.

13
14 **SEVENTH ORDER OF BUSINESS-Supervisors Requests**

15 The Board directed staff to treat the fire ants. Ms. Oram stated the ant hills will be treated as they
16 relocate.

17 **EIGHTH ORDER OF BUSINESS-Adjournment**

18 On a MOTION by Ms. Medina, SECONDED by Mr. Vide, WITH ALL IN FAVOR, the Board adjourned
19 the meeting for the Stonebrier Community Development District.

20
21 **Each person who decides to appeal any decision made by the Board with respect to any matter
22 considered at the meeting is advised that person may need to ensure that a verbatim record of the
23 proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

24 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
25 meeting held on _____.

26
27
28
29 Signature

30
31
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33 Signature

31
32 Printed Name

33 Printed Name

34 Title: Secretary Assistant Secretary

34 Title: Chairman Vice Chairman

35