

**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, August 14, 2025 at 6:30 p.m., at the Heritage Harbor Clubhouse, 19502 Heritage Harbor Parkway, Lutz, Florida 33558. The actions taken are summarized as follows:

FIRST ORDER OF BUSINESS: Roll Call

Mr. Beckett called the meeting to order and conducted roll call.

Present and constituting a quorum were:

Analina Medina (S3)	Board Supervisor, Chair
Michael Kiely (S2)	Board Supervisor, Vice Chair
Joseph Traugott (S1)	Board Supervisor, Assistant Secretary
Kristyn Fada (S4)	Board Supervisor, Assistant Secretary
Hari Joshi (S5)	Board Supervisor, Assistant Secretary

Also present were:

Heath Beckett	District Manager, Vesta District Services
Michael Bush	Field Manager, Vesta District Services
Ryan Dugan	District Counsel, Kutak Rock LLP (<i>Virtually</i>)
Vasili Kostakis	District Engineer, Stantec (<i>Virtually</i>)
Christina Van Helden,	Yellowstone

SECOND ORDER OF BUSINESS: Audience Comments – Agenda Items (*Limited to 3 minutes per individual for agenda items*)

There being none, the next item followed.

THIRD ORDER OF BUSINESS: Reports

- A. Exhibit 1: Contracts
Supervisors discussed replacing holiday lighting with permanent lighting.
- B. Exhibit 2: Outstanding Proposals
Discussion followed on completed projects.
- C. Exhibit 3: Irrigation Spending
- D. Exhibit 4: Aquatic Maintenance Report – *Lee Smith, Steadfast Environmental*
Mr. Smith presented the Aquatic Maintenance Report. Supervisors requested report pictures be dated and for special attention be given to pond UZ. Direction was given for all lily pads to be removed. Treatment options were discussed.
 - 1. Consideration of Steadfast Environmental Proposals
 - a. Exhibit 5: Bi-annual Herbicide Treatments on Lake Nancy

This item was deferred until the initial treatment results were known. Mr. Smith recommended quarterly treatments would be more beneficial.

- b. Exhibit 6: Initial Herbicide Treatment on Lake Ruth - \$10,714.50 – *Previously Presented*

This item was deferred until the next meeting. An aerial photo of Lake Ruth was requested.

- c. Exhibit 7: # SCA1882 for Native Planting on Littoral Shelves at Ponds T1 and Z (Multiple Options – \$4,591.50 - \$21,562.04) – *Previously Presented*

This item was tabled.

- d. Exhibit 8: Aquatic Maintenance Cost of Living Increase - \$22,380.00/Yr

Supervisors discussed the current cost and services. Mr. Dugan will draft an addendum to the existing agreement.

On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved Steadfast Environmental's request for a cost of living increase for aquatic maintenance services, with no change to the service scope, for a total amount of \$22,380.00 per year effective October 1, 2025, subject to the District's form of agreement, for Stonebrier Community Development District.

- e. Walk-on Exhibit A: Fountain Troubleshooting Service Call - \$450

This item was deferred as it was questioned whether this item falls under the quarterly fountain maintenance agreement scope. A review of the fountain maintenance agreement and payment schedule was requested.

The fountain water pressure and non-working fountain lights were discussed. Mr. Smith will review the site visit logs. A tech will be on site the following day to check the fountains. Lights will be repaired, a proposal will be forwarded if fountain repairs are required.

- E. Exhibit 9: Landscape Maintenance Report – *Christina Van Helden, Yellowstone*

Ms. Van Helden confirmed the flower choice for the annual rotation and discussed the Landscape Maintenance Report and provided updates on open projects. Supervisors provided input on landscape that required additional attention. The extent of mowing by Long Lake CDD and Heritage Harbor CDD were discussed.

1. Consideration of Yellowstone Proposals

- a. Exhibit 10: #562294 to Enhance Main Entrance Median - \$14,980.00

This item was deferred.

- b. Exhibit 11: #553065 (Revised) for Woodside Entrance Enhancements - \$32,672.39
This item was deferred.
- c. Exhibit 12: #553069 for Woodside Entrance Irrigation Upgrade - \$8,879.20
This item was deferred.
- d. Exhibit 13: #579359 to Remove 2 Palms at the Traffic Circle - \$560.00
Supervisors discussed removing a third palm at the traffic circle.

On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved Yellowstone proposal #579359 with the amendment of removing 3 palms at the traffic circle for an amount not to exceed \$840.00, for Stonebrier Community Development District.

- e. Exhibit 14: Irrigation Report Repairs
- f. Exhibit 15: Mulch Installation
- i. Pine Bark
- ii. Pine Needles
- iii. Cypress (Coco)
- This item was deferred until September/October

- F. Exhibit 16: District Engineer – *Vasili Kostakis, Stantec*
Mr. Kostakis referenced a vertical wash-out by a sidewalk on Sunlake Blvd. Mr. Bush will work with Yellowstone to fill in per Mr. Kostakis' recommendations. Mr. Kostakis advised that the Bond report was completed and will send that to the Finance team the following day. Mr. Beckett provided an update on the fence encroachment that was forwarded to the HOA. Supervisors discussed the neighboring property. Staff were directed to request the survey from the HOA on the neighboring property to assist in determining whether an encroachment exists on that property. Mr. Kostakis added that there were no updates on the Hillsborough County permitting portal for Long Lake Ranch CDD activity north of County Line.
- G. Exhibit 17: District Counsel – *Ryan Dugan, Kutak Rock*
Mr. Dugan had nothing to report.
Staff were requested to check with the HOA regarding an easement agreement for the French drain.
Mr. Beckett provided an update on the uncollected revenue.
- H. Exhibit 18: District Manager – *Heath Beckett, Vesta District Services*
Mr. Beckett asked the Board if they would consider Heritage Harbor CDD taking over the maintenance of the "tunnel" back to the resident. Discussion followed regarding Heritage Harbor removing the fence and installing bollards on their

property. Supervisors were amenable to Heritage Harbor maintaining that section.

Discussion moved to III.H.3. Consideration of Renewal of Vesta District Management Agreement before proceeding to the next item.

1. Exhibit 19: Field Operations Report – *Michael Bush, Vesta*

Mr. Bush presented the Field Operations Report, he provided updates on various maintenance projects and responded to Supervisor questions. Supervisors reported the light timer appears to be off.

Mr. Beckett requested direction on payment of landscape invoices. Supervisors discussed non-payment of services not received.

a. Consideration of American Power Washing Proposals

i. Walk-on Exhibit B: #694 to Pressure Clean Sidewalks - \$2,793.75

This item was deferred until the November meeting.

ii. Walk-on Exhibit C: #695 to Pressure Clean Curbs - \$1,176.25

This item was deferred until the November meeting.

iii. Walk-on Exhibit D: Consideration of Blue Wave Lighting Landscape and Monument Lighting Repair Proposal - \$5,895.00 - \$16,120.00

Discussion followed regarding various landscape lights that are out, need to be repositioned or replaced.

On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved Blue Wave Lighting to replace and repair the column lights and roundabout lights as directed by the management company and chair in an amount not to exceed \$12,690.00, pending a review of the warranty, for Stonebrier Community Development District.

Mr. Beckett was asked to notify Ms. Fada when the flag pole light is fixed.

2. Exhibit 20: Consideration and Adoption of **Resolution 2025-06, Adopting FY 2026 Meeting Schedule**

It was noted that the resolution number on the exhibit needed to be corrected.

Meetings will remain on the second Tuesday of the month at the Heritage Harbor Clubhouse beginning at 6 p.m.

On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-06, Adopting FY 2026 Meeting Schedule**, for Stonebrier Community Development District.

3. Exhibit 21: Consideration of Renewal of Vesta District Management Agreement

This item was discussed out of order prior to III.H.1 Field Operations Report.

This item remained pending as the exhibit was not available for discussion. Ms. Grandon requested the scope of services be clear and expressed concern with the preliminary proposal's increase for years two and three. Supervisors discussed looking at the current market prices.

FOURTH ORDER OF BUSINESS: FY 2025-2026 Budget

A. FY 2025-2026 Budget Public Hearing

1. Open Public Hearing

On a MOTION by Mr. Kiely, SECONDED by Ms. Medina, WITH ALL IN FAVOR, the Board approved opening the FY 2025-2026 Budget Public Hearing, for Stonebrier Community Development District.

2. Exhibit 22: Presentation of FY 2025-2026 Budget

No changes were made to the presented budget. Assessments will remain the same as the current year.

3. Public Comments

There being none, the next item followed.

4. Close Public Hearing

On a MOTION by Mr. Kiely, SECONDED by Mr. Traugott, WITH ALL IN FAVOR, the Board approved closing the FY 2025-2026 Budget Public Hearing, for Stonebrier Community Development District.

B. Exhibit 23: Consideration and Adoption of Resolution 2025-07, Adopting FY 2025-2026 Budget

On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-07, Adopting FY 2025-2026 Budget**, for Stonebrier Community Development District.

C. Exhibit 24: Consideration and Adoption of Resolution 2025-08 Levying Assessments for FY 2025-2026

On a MOTION by Mr. Kiely, SECONDED by Ms. Medina, WITH ALL IN FAVOR, the Board adopted **Resolution 2025-08 Levying Assessments for FY 2025-2026**, for Stonebrier Community Development District.

FIFTH ORDER OF BUSINESS: Consent Agenda

A. Exhibit 25: Consideration and Approval of the Minutes of the Board of Supervisors Regular Meeting Held July 10, 2025

No changes were made to the Minutes but it was noted that Supervisors understood that there were three palms to be replaced at the traffic circle, not two as referenced on line 56.

B. Exhibit 26: Consideration and Approval of the Unaudited June 2025 Financial Report

Ms. Medina will email suggestions for coding, and requested review of the unassigned funds at the next meeting.

On a MOTION by Mr. Kiely, SECONDED by Ms. Medina, WITH ALL IN FAVOR, the Board approved Consent Agenda – items A & B as presented, for Stonebrier Community Development District.

SIXTH ORDER OF BUSINESS: Supervisor Requests *(Includes Next Meeting Agenda Items)*

A. Selection of Next Month's Landscape Lighting Colors *(Joshi)*

SEVENTH ORDER OF BUSINESS: Audience Comments – New Business *(Limited to 3 minutes per individual for non-agenda items)*

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS: Next Meeting Quorum Check

The next Stonebrier Community Development District meeting is scheduled for 6:00 p.m. on September 11, 2025 at Heritage Harbor Clubhouse, 19502 Heritage Harbor Parkway, Lutz, Florida 33558.

Mr. Traugott and Ms. Fada will not be attending.

NINTH ORDER OF BUSINESS: Action Items Summary

District Manager

- Review Steadfast quarterly fountain maintenance agreement for scope and payment – any amendments that changed original agreement?
- Inform Long Lake CDD that District is no longer mowing the area behind the fence
- Request ARC app for the fence at 3319 for review of possible encroachment.
- Contact CAM regarding easement agreement for French drain
- Review ongoing maintenance fee for Blue Wave Lighting
- Review unassigned revenue for FY 2025

Yellowstone

- Proposal for broken irrigation line on Sunlake Blvd at near Waterbridge exit - side south side by side walk

Steadfast

- Proposal for Quarterly treatment of Lake Nancy
- Maintenance log for fountain lights

TENTH ORDER OF BUSINESS: Adjournment

On a MOTION by Mr. Kiely, SECONDED by Mr. Joshi, WITH ALL IN FAVOR, the Board adjourned the meeting at 9:13 p.m., for Stonebrier Community Development District.

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

231 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly**
232 **noticed meeting held on September 11, 2025.**

233 *Heath Beckett*

234 ☐ Kyle Darin, Secretary
235 ☐ Heath Beckett, Assistant Secretary



Analina Medina (Sep 25, 2025 12:31:20 EDT)

☐ Analina Medina, Chair
☐ Michael Kiely, Vice Chair