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, September 11, 2025 at 6:00 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 6:06 p.m. and conducted roll call.

Present and constituting a quorum were:

Analina Medina (S3)	Board Supervisor, Chair
Michael Kiely (S2)	Board Supervisor, Vice Chair
Hari Joshi (S5)	Board Supervisor, Assistant Secretary

Also present were:

Heath Beckett	District Manager, Vesta District Services
Ryan Dugan	District Counsel, Kutak Rock LLP *(virtually)*
Christina Van Helden	Account Manager, Yellowstone
Lee Smith	Account Manager, Steadfast Environmental

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

Steadfast billing for the semi-annual fountain maintenance, and options for holiday lighting and permanent lighting and upgrading to colored lights for the trees were discussed.

B. Exhibit 2: Outstanding Proposals

Ms. Van Helden discussed replacement of the red plants at the entrance.

C. Exhibit 3: Irrigation Spending

Ms. Van Helden responded to Supervisor questions on irrigation spending and the irrigation asset report.

Mr. Beckett recommended Supervisors email him their comments, questions and concerns for vendors so he can pass them along.

D. Exhibit 4: District Engineer – *Vasili Kostakis, Stantec*

A representative from Stantec was not present.

Discussion moved to III.F. Landscape Maintenance Report.

E. Exhibit 5: Aquatic Maintenance Report – *Lee Smith, Steadfast Environmental*

This item was discussed out of order after III.F. Landscape Maintenance Report.

Mr. Smith reviewed the condition of the ponds and treatment results and responded to Supervisor questions.

1. Consideration of Steadfast Environmental Proposals

   a. Exhibit 6: Quarterly Herbicide Treatments on Lake Nancy

      Consideration of this item was postponed until the next meeting.

   b. Exhibit 7: Initial Herbicide Treatment on Lake Ruth - $10,714.50 – *Previously Presented*

On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved Steadfast to perform an initial herbicide treatment on Lake Ruth in the amount of $10,714.50, to be funded as an FY 2026 capital project, for Stonebrier Community Development District.

The fountains and changing of the light colors were discussed.

Mr. Beckett reviewed a Steadfast proposal (#SCA2397) to repair fountain #3 light assembly which had been damaged by fishing hooks.

Discussion followed on frequency of fountain maintenance. Semi-annual maintenance will continue and billing will be separate from aquatic maintenance.

On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved Steadfast proposal # SCA2397 in the amount of $2,496.31, for Stonebrier Community Development District.

Mr. Beckett presented Ms. Fada's questions regarding conservation area maintenance. Supervisors affirmed that residents may request permission to remove invasive vegetation from the conservation area if the work is contracted through the CDD's vendor. Mr. Dugan forwarded the District's Natural Area Maintenance policy documentation to Mr. Beckett. Residents will pay the vendor directly for the requested work.

F. Exhibit 8: Landscape Maintenance Report – *Christina Van Helden, Yellowstone*

Ms. Van Helden discussed the landscape projects and presented proposals, and responded to Supervisor questions.

1. Landscape Audit

2. Irrigation Asset Report

   This item was discussed under III.C. Irrigation Spending.

3. Consideration of Yellowstone Proposals

   a. Exhibit 9: #602325 Erosion Repair at Sunlake Sidewalk Near Waterbridge Exit - $437.80

On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved Yellowstone proposal #602325 for an erosion repair at Sunlake sidewalk near the Waterbridge exit in the amount of $437.80, for Stonebrier Community Development District.

b. Exhibit 10: September 2, 2025 Irrigation Report Repairs

On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved Yellowstone to complete the September 2, 2025 irrigation report repairs in the amount of $1,340.38, for Stonebrier Community Development District.

Mr. Beckett presented Ms. Fada's landscape observations and will forward a copy to Ms. Van Helden.

Discussion moved to V.B. HOA Landscape Request before proceeding to the next item.

c. Exhibit 11: Mulch Installation

i. #541721 Pine Bark - $30,750.00

ii. #553719 Coco - $22,550.00

Supervisors discussed the mulch options.

On a MOTION by Mr. Kiely, SECONDED by Mr. Joshi, WITH ALL IN FAVOR, the Board approved Yellowstone proposal #553719 for coco mulch installation in the amount of $22,550.00, to be funded as a capital project, for Stonebrier Community Development District.

Ms. Van Helden discussed the removal of three leaning trees and replacement options, and a hurricane recovery proposal. Board consensus was not to pre-approve hurricane recovery projects.

G. Exhibit 12: Field Operations Report – *Michael Bush, Vesta*

Mr. Beckett responded to Supervisor questions on the Field Operations Report.

Supervisors discussed the Hillsborough County sidewalks still in need of repairs. Mr. Dugan recommended continued requests for sidewalk repairs be sent to Hillsborough County. Mr. Dugan was directed to send another letter and try to find out how to escalate the request. He encouraged residents to contact the Commissioner.

In response to a Supervisor question, it was affirmed that the license agreement for the French Drain has been forwarded to the HOA for review.

Discussion moved to III.I. District Manager Action Items (Exhibit 14) before proceeding to the next item.

H. Exhibit 13: District Counsel – *Ryan Dugan, Kutak Rock*

Mr. Dugan reviewed the first amendment to the agreements with Vesta District Services for field operations and district management services. Supervisors discussed the compensation terms and field operations scope changes and noted they were not pleased with how and when the proposed price and scope changes were relayed to them. Mr. Beckett discussed the visual inspection and on-site meetings with vendors currently being performed by Mr. Bush. Outside of the terms, auto renewal and the number of site visits, no other changes were made to the current scope.

On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved the first amendment to the District Management and the Field Operations agreements with Vesta District Services, for Stonebrier Community Development District.

Mr. Dugan was asked to hold off on sending a letter to Hillsborough County regarding the sidewalk repairs, pending response from exploring other options. He will ask his office for alternate contacts.

I. Exhibit 14: District Manager – *Heath Beckett, Vesta District Services*

Mr. Beckett provided updates for the District Manager action items list. He is working with staff and the HOA regarding the fence installed within the conservation setback. Ongoing maintenance for column lights was discussed, specifically creating an agreement for ongoing maintenance with a view to offset the cost to the District for every service call and trip charge. A proposal was requested. Supervisors discussed the disconnect between what the landscape light app registers and the physical display.

Discussion moved back to III.H. District Counsel before proceeding to the next item.

Mr. Beckett discussed Heritage Harbor CDD's interest in maintaining landscape on a parcel within the Stonebrier CDD boundaries. Heritage Harbor CDD Supervisors would like to install bollards to inhibit unauthorized vehicles damaging their fence and accessing the golf course. Board consensus was for Mr. Beckett to proceed with an agreement with the two District Counsels.

1. Discussion on Unassigned Funds

The intent is to earmark unassigned funds for some improvement projects. Further discussion on this item was postponed until the November meeting, once the FY 2025 accounting is completed. It was suggested that multiple landscape bids be requested for future landscape enhancements.

2. Discussion on District's Performance Measures/Standards

a. Exhibit 15: Review of FY 2025 Performance Measures/Standards

Board consensus was that the goals and objectives for FY 2025 had been met. Mr. Dugan added that the report is required to be posted on the District's website by December 31.

On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved the FY 2025 Achieved Goals and Objectives Report, for Stonebrier Community Development District.

b. Exhibit 16: Adoption of FY 2026 Performance Measures/Standards & Annual Reporting Form

On a MOTION by Mr. Kiely, SECONDED by Mr. Joshi, WITH ALL IN FAVOR, the Board approved the FY 2026 Performance Measures/Standards & Annual Reporting Form as presented, for Stonebrier Community Development District.

A request was made to confirm the Audited Financial Report for the District was posted on the website. *(The link to the Auditor General* *website, where the Audited Financial Report can be accessed, is posted on the website in accordance with Florida Statute.)*

FOURTH ORDER OF BUSINESS: Consent Agenda

A. Exhibit 17: Consideration and Approval of the Minutes of the Board of Supervisors Regular Meeting Held August 14, 2025

B. Exhibit 18: Consideration and Approval of the Unaudited July 2025 Financial Report

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

FIFTH ORDER OF BUSINESS: Supervisor Requests *(Includes Next Meeting Agenda Item Requests)*

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

Red, yellow, and orange.

B. HOA Landscape Request *(Medina)*

This item was discussed during III.F. Landscape Maintenance Report.

Supervisors discussed the impact of future construction in the area referenced. Board consensus was to not proceed with planting on the berm at this time. Mr. Beckett was asked to provide a formal answer to the HOA. The District will continue to monitor the development site and consider future action when additional details on the site plan are available.

Ms. Medina requested confirmation of weekly porter services as the trash can by the pond between Sweetgrass and County Line is constantly overflowing, a proposal for repairs to pillars with missing bricks, paint touch ups where sections were missed on the Waterbridge/Sunlake monuments, and a quote for repainting the black streetlight poles and community sign. She also requested an RFP for District Management and Field Management for market comparison (with Field Services as twice a month with an option of weekly site visits).

Mr. Dugan discussed the process for the RFP for District Management. One bid package with separate line items will be forwarded to District Management firms known to District Management. The timeframe would be to consider bids at the October meeting.

Board consensus was to move the October meeting to October 16th in order to review the RFP responses.

On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board authorized District Counsel to proceed with an informal RFP for District Management services, for Stonebrier Community Development District.

Mr. Dugan confirmed that he was not required to attend the October 16th meeting in person and RFP respondents would not be required to attend or present at the meeting.

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

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS: Next Meeting Quorum Check

The next Stonebrier Community Development District meeting is scheduled for 6:00 p.m. on October 16, 2025 at Heritage Harbor Clubhouse, 19502 Heritage Harbor Parkway, Lutz, Florida 33558.

Quorum for an October 16, 2025 meeting was established.

EIGHTH ORDER OF BUSINESS: Action Items Summary

District Manager

- Move meeting to Oct 16.
- Try to contact Hillsborough County in another way to get the sidewalks repaired – DM/FM. Look into who the commissioner is in this district
- Add Discussion on Unassigned Funds to November agenda

District Counsel

- Send another letter to Hillsborough County regarding sidewalk repairs (on hold).
- RFP for District Manager and Field Manger services

Field Manager

- Connect with Tim Gay and request proposal for the lights at round about instead of what they are doing now.
- Get other quotes as well - Nebula
- Notify Blue Wave Lighting - lights still not working correctly not on at the same time. At certain times the app says they are on, but they actually are not on
- Trash can overflowing between Sweetgrass and Waterbridge on County Line Rd. Confirm they are coming once a week.
- Look into electrical maintenance contract. Maybe Spinelli.
- Request quotes for repainting all the street sign poles and the community sign

NINTH ORDER OF BUSINESS: Adjournment

On a MOTION by Mr. Kiely, SECONDED by Mr. Joshi, WITH ALL IN FAVOR, the Board adjourned the meeting at 8:47 p.m., for Stonebrier Community Development District.

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on October 16, 2025.

Heath Beckett

Analina Medina (Oct 27, 2025 20:08:25 EDT)

☐ Kyle Darin, Secretary	☒ Analina Medina, Chair
☒ Heath Beckett, Assistant Secretary	☐ Michael Kiely, Vice Chair