

**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, October 16, 2025 at 6:00 p.m., at the Heritage Harbor Clubhouse, 19502 Heritage Harbor Way, Lutz, FL 33558. The actions taken are summarized as follows:

## **FIRST ORDER OF BUSINESS: Roll Call**

Mr. Beckett called the meeting to order at 6:01 p.m. and conducted roll call.

10 Present and constituting a quorum were:

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

Also present were:

Joseph Traugott (S1)	Board Supervisor, Assistant Secretary ( <i>virtually – joined in progress</i> )
Heath Beckett	District Manager, Vesta District Services
Kyle Darin	Regional Director, Vesta District Services
Michael Bush	Field Manager, Vesta District Services
Ryan Dugan	District Counsel, Kutak Rock ( <i>virtually</i> )
Vasili Kostakis	District Engineer, Stantec ( <i>virtually</i> )
Preston Phipps	Steadfast Environmental
Christina Van Helden	Landscape Account Manager, 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: Landscape Maintenance Report – *Christina Van Helden, Yellowstone*  
Ms. Van Helden presented the Landscape Maintenance Report and responded to Supervisor questions. Discussion topics included the mulch installation - the tree rings along Sunlake and W. County Line are still to be completed, replacement of dying plants at the entrances, fungal infection impacting shrubs, damaged plants from weed whacking at the front gate, the replacement of the dead/dying Marigolds now that the irrigation has been repaired, and the man hours dedicated to maintaining CDD landscape. Supervisors discussed adding man-hours and/or time commitment to CDD maintenance to the scope for a future RFP. Supervisors noted that mowing was being completed per the

39 contract, but consistent and District-wide detailing was lacking due to crew size  
40 and insufficient time allocation to maintain the District's property.

## 1. Consideration of Yellowstone Proposals

a. EXHIBIT 2: Live Oak Replacements - \$44,088.14

Ms. Van Helden has requested an arborist evaluate the trees to confirm whether they are considered a safety hazard, if so a report will be submitted to Hillsborough County requesting they waive the replace requirement (replacement trees required if removed trees are not dead).

Roots dumped at the end of Sweetgrass and dead Pine trees on W. County Ln Road were discussed. Mr. Dugan stated that the dangerous condition caused by the dead trees could be reported to Hillsborough County. Board direction was for staff to submit a claim to the County and another letter to the property owner. Ms. Van Helden offered to request the arborist evaluate the trees and supply a proposal to remove them as supporting documentation for the letter.

b. EXHIBIT 3: September Irrigation Inspection Repairs - \$1,184.28

Ms. Van Helden explained that roots are damaging the lines over time and explained the scope to inhibit a repeat of the damage.

On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved Yellowstone's proposal for September irrigation inspection repairs in the amount of \$1,184.28, for Stonebrier Community Development District.

Supervisors discussed the replacement plants that will be installed.

*Discussion moved to III.F. Aquatic Maintenance Report before proceeding to the next item.*

**B. EXHIBIT 4: Contracts**

C. EXHIBIT 5: Outstanding Proposals

Supervisors requested the Yellowstone Waterbridge (Sunake) Entrance Enhancement proposal be archived as it had been invoiced.

D. EXHIBIT 6: Irrigation Spending

Mr. Beckett advised that the report was not received for inclusion in the agenda packet.

E. EXHIBIT 7: District Engineer – *Vasili Kostakis, Stantec*

Mr. Kostakis reported on the progress of the exhibit for the maintenance license agreement with Heritage Harbor. No movement had been observed on the Hillsborough County permitting or SWFWMD sites.

F. EXHIBIT 8: Aquatic Maintenance Report – ~~Lee Smith~~ Preston Phipps, Steadfast Environmental

76                   *This item was discussed out of order after III.A. Landscape Maintenance Report*  
77                   Mr. Beckett presented a proposal to replace the motor on fountain #3 in the  
78                   amount of \$1,138.00. Mr. Phipps responded to Supervisor questions on fountain  
79                   maintenance and the scope of the proposal.

80                   On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved  
81                   Steadfast proposal # SCA2592 to replace the motor on fountain 3, inclusive of a two-year  
82                   warranty, in the amount of \$1,138.00, for Stonebrier Community Development District.

83                   Mr. Phipps advised that the permit for the Lake Ruth treatment was received  
84                   and this project will start soon. Discussion followed on the quarterly  
85                   maintenance around Lake Ruth and lilies. Supervisors requested the District  
86                   stormwater ponds be treated for lilies.

87                   Mr. Phipps reviewed the current pond conditions and the results of the lily  
88                   treatment on Lake Nancy. He was asked to address treat lilies in the ponds.

89                   1.        Consideration of Steadfast Environmental Proposals  
90                   a.        EXHIBIT 9: Quarterly Herbicide Treatments on Lake Nancy –  
91                   *Previously Presented*  
92                   Consideration of this item was postponed until the next meeting.

93                   Mr. Phipps stated that Steadfast provides landscape services in addition to  
94                   aquatic maintenance services.

95                   G.        EXHIBIT 10: Field Operations Report – *Michael Bush, Vesta*  
96                   Mr. Bush presented the Field Operations Report. He reviewed progress on the  
97                   flag pole and palm lights repairs, landscape deficiencies, and his observations of  
98                   the ponds and main entrances. Discussion items included landscaping at the  
99                   bike racks and entrances, lack of deer-resistant plants, monument repairs and  
100                  paint touch-ups, and porter services between Waterbridge and Sweetgrass.

101                  1.        Consideration of Field Operation Proposals  
102                  There being none, the next item followed.

103                  H.        District Counsel – *Ryan Dugan, Kutak Rock*  
104                  Mr. Dugan advised that he was working with Mr. Kostakis and Heritage Harbor's  
105                  District Counsel and District Engineer to draft the license agreement which  
106                  would allow Heritage Harbor CDD to maintain a strip of District property.

107                  I.        EXHIBIT 11: District Manager – *Heath Beckett, Vesta District Services*  
108                  Mr. Beckett advised that he had reached out to both Commissioner Hagan and  
109                  Mr. Reidy (Commissioner Aide) regarding sidewalks but had not received an  
110                  acknowledgement to either of his emails. Supervisors requested photos of the  
111                  sidewalks be included with the next request.

112 Discussion followed regarding the District's Natural Area Maintenance Policy.  
113 Payments for the permit modification and maintenance performed by the  
114 authorized contractor are to be issued by the homeowner directly to the  
115 contractor.

- A. EXHIBIT 12: Consideration and Approval of the Minutes of the Board of Supervisors Regular Meeting Held September 11, 2025
- B. EXHIBIT 13: Consideration and Acceptance of the Unaudited August 2025 Financial Report

121 Ms. Medina requested a transaction detail report for FY 2025.

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

**124 FIFTH ORDER OF BUSINESS: District Management and Field Management  
125 Services**

- A. EXHIBIT 14: Consideration of Responses to Informal Request for Proposals for District Management Services and Field Management Services
  - 1. EXHIBIT 15: Vesta (current contracts)
  - 2. EXHIBIT 16: GMS
  - 3. EXHIBIT 17: Stone Anchor Management – withdrew

131 Mr. Dugan reviewed the informal RFP process and the responses to the request.  
132 After discussion, Board consensus was to invite management firms to present at  
133 the November meeting. Mr. Dugan received Supervisor input on updates for the  
134 informal RFP.

**B. Authorization of Termination of Current District Management and Field Management Services Provider**

## 137 SIXTH ORDER OF BUSINESS: Supervisor Requests

138 Ms. Fada was asked to provide her landscape concerns ahead of time, since she will not  
139 be attending the next meeting.

A. Selection of Next Month's Landscape Lighting Colors (*Joshi*)  
Purple and Orange were requested.

**142 SEVENTH ORDER OF BUSINESS:**

## **Audience Comments – New Business** *(Limited to 3 minutes per individual for non-agenda items)*

144 EIGHTH ORDER OF BUSINESS:

## Next Meeting Quorum Check

145 *The next Stonebrier Community Development District meeting is scheduled for 6:00 p.m. on*  
146 *November 13, 2025 at Heritage Harbor Clubhouse, 19502 Heritage Harbor Way, Lutz, FL 33558.*

147 With the exception of Ms. Fada, all Supervisors affirmed their intent to attend the next  
148 meeting in person.

## 149 NINTH ORDER OF BUSINESS: Action Item Summary

## District Manager

- Escalate Yellowstone concerns up the ladder at Yellowstone as the board is not happy with the service they are getting.
- Review landscape contract – does it stipulate number of man hours to engaged on CDD property
- Send landscaping contract and RFP to Analina
- Follow up with Ryan about the trees on the farmers land
- Check when the last time Lake Ruth was mowed – supposed to be done quarterly
- Update outstanding proposals
- Send pictures of sidewalks to Hillsborough County
- Send FY 2025 Transaction Detail to Analina

162 TENTH ORDER OF BUSINESS: **Adjournment**

163 On a MOTION by Mr. Kiely, SECONDED by Ms. Medina, WITH ALL IN FAVOR, the Board adjourned  
164 the meeting at 7:37 p.m., for Stonebrier Community Development District.

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

169 Meeting minutes were approved by vote of the Board of Supervisors at a publicly noticed  
170 meeting held on November 13, 2025.

174 Heath Beckett

172 □ Heath Beckett, Secretary

173       \_\_\_\_\_, Assistant Secretary

Analina Medina (Jan 14, 2026 19:52:46 EST)

Analina Medina (Jan 14, 2026 19:52:46 EST)

Analina Medina, Chair

Michael Kiely, Vice Chair