

**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, December 11, 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 and conducted roll call.

Present and constituting a quorum were:

|                      |                                       |
|----------------------|---------------------------------------|
| Joseph Traugott (S1) | Board Supervisor, Assistant Secretary |
| 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:

|                      |                                                   |
|----------------------|---------------------------------------------------|
| Heath Beckett        | District Manager, 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> )   |
| Matt Goldrick        | Aquatics Account Manager, Steadfast Environmental |
| Christina Van Helden | Landscape Account Manager, Yellowstone            |
| Mark Vega            | Inframark                                         |

**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: OPERATIONS & MAINTENANCE

- A. EXHIBIT 1: Contracts
- B. EXHIBIT 2: Outstanding Proposals
- C. EXHIBIT 3: Irrigation Spending
- D. EXHIBIT 4: District Engineer – *Vasili Kostakis, Stantec*

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

Mr. Kostakis advised that he could check the ponds for erosion issues next week. He discussed FDEP best practices that could be incorporated into the educational information presented to property owners regarding discharges. He will send staff the link to include in any information distribution.

38                   In response to a question, Mr. Kostakis advised he did not have any updates on  
39                   the new development.

40                   E.     EXHIBIT 5: Aquatic Maintenance Report – *Lee Smith, Steadfast Environmental*  
41                   Mr. Goldrick presented the Aquatic Maintenance Report advising of ongoing  
42                   treatments to address pond bank growth and lilies. It was noted that lilies have  
43                   taken over pond D1. The progress of the lake treatments were discussed.  
44                   Discussion followed on the denial of Ms. Fada's conservation setback  
45                   maintenance request and permitting for maintenance around the lakes. A  
46                   request was made to share the link to the wetland maintenance agreement and  
47                   research previously approved permits allowing maintenance and the associated  
48                   map.

49                   Discussion followed on the impact on maintenance of a tree at pond K. Ms. Van  
50                   Helden will inspect the tree.

51                   Mr. Goldrick was asked to re-center the fountains and synchronize the timers.

- 52                   1.     Presentation of Fountain Repairs
- 53                   2.     Consideration of Steadfast Environmental Proposals
  - 54                   a.     #SCA2944 – Erosion Repair on Pond D3 - \$5,265.00
  - 55                   b.     #SCA2949 – Erosion Repair on Pond B2 - \$5,990.00

56                   Mr. Beckett introduced a two proposals for pond TZ – one for  
57                   erosion at the mitered end structure and one for erosion that  
58                   appears to be caused by pool discharge. Mr. Goldrick added that  
59                   the erosion had occurred since February. Discussion followed on  
60                   the cause of the erosion, requesting reimbursement for damage  
61                   caused by water run-off from private properties, and educating  
62                   residents on illicit discharges impacting the stormwater systems.

63                   Mr. Goldrick was asked to revise the proposals for the pond bank  
64                   repairs.

65                   On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved  
66                   the repair at the mitered end section of pond TZ in the amount of \$1,200.00, for Stonebrier  
67                   Community Development District.

68                   On a MOTION by Ms. Medina, SECONDED by Mr. Traugott, WITH ALL IN FAVOR, the Board  
69                   approved Steadfast to complete erosion repairs at ponds D3, B2, and TZ for an amount not to  
70                   exceed \$13,635.00, pending a revision of the proposed scopes and associated cost update, for  
71                   Stonebrier Community Development District.

72                   On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved  
73                   District Counsel to send demand letters to the residents for the erosion repair costs and address  
74                   the source of the discharges that are negatively impacting District property, for Stonebrier  
75                   Community Development District.

76 Vendors were asked to monitor District property for potential erosion issues.

77 F. EXHIBIT 6: Landscape Maintenance Report – *Christina Van Helden, Yellowstone*

78 Ms. Van Helden presented the Landscape Maintenance Report. It was noted  
79 that there were some outstanding plants still to be installed at the Waterbridge  
80 entrance and the moss in the Crepe Myrtles and Magnolia trees is to be  
81 removed. Weeding, plant debris removal, and edging at the entrances and  
82 shrub beds, and more frequent weeding at the bridge median were requested.  
83 Ms. Van Helden advised that the crew is working on sucker removal and that  
84 she will be on vacation beginning the following week.

## 85 1. Consideration of Landscape Proposals

86 a. WALK-ON EXHIBIT A: November Irrigation Audit Repairs -  
87 \$1,010.39

88 On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved  
89 Yellowstone's proposal for the needed irrigation repairs as listed in the November Irrigation Audit  
90 in the amount of \$1,010.39, for Stonebrier Community Development District.

93 Ms. Van Helden was asked to revise the cost and provide  
94 additional scope details. Discussion included payment coding for  
95 the project.

96 Ms. Van Helden provided an update from the arborist on future tree removal  
97 and replacement requirements.

98 *Discussion moved to III.D. District Engineer before proceeding to the next item.*

99 G. EXHIBIT 7: Field Operations Report – *Michael Bush, Vesta*

100 Mr. Bush reviewed the field Operations Report, providing an update on the  
101 bridge lights, observations on landscape and pond water quality. Supervisors  
102 discussed signs notifying truck drivers of the no truck route, and next steps in  
103 requesting reimbursement for the roundabout landscape repair from the truck  
104 companies.

## 1. Consideration of Field Operation Proposals

106 The need for an addition garbage can on County Line Road was  
107 discussed. Mr. Bush will coordinate with Mr. Kiely on the installation  
108 location.

109 On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved  
110 the installation of a new garbage can for County Line Rd in an amount not to exceed \$1,000.00  
111 \$1,200.00, for Stonebrier Community Development District.

112 On a MOTION by Ms. Medina, SECONDED by Mr. Kiely, WITH ALL IN FAVOR, the Board approved  
113 adding the maintenance of the new garbage can to the pet waste station maintenance  
114 agreement at the current rate, for Stonebrier Community Development District.

115 Mr. Bush noted about 95% of the street sign posts need to be repainted. He  
116 was asked to submit the street sign replacement list to Hillsborough County and  
117 obtain a quote to paint the posts. He was asked to report the missing  
118 streetlight caps to the HOA. It was clarified that the District has a maintenance  
119 agreement for the outside of the entrances which belong to the HOA. It was  
120 also noted that many of the County's streetlights along Sun Lake were also out.

121 H. District Counsel – *Ryan Dugan, Kutak Rock*

122 1. Update on Negotiations With Inframark to Finalize District Management  
123 and Field Management Agreement

124 Mr. Dugan provided an update on the negotiations for District  
125 Management and Field Management. Inframark's contract will start  
126 February 1, 2026 and they will facilitate a workshop in January. Mr.  
127 Dugan discussed a provision in Inframark's agreement which caps their  
128 liability at a dollar amount equal to their insurance coverage. The Board  
129 directed Mr. Dugan to request the standard indemnification provisions  
130 in the District's form of agreement. The final draft will be presented at  
131 the January meeting.

132 I. EXHIBIT 9: District Manager – *Heath Beckett, Vesta District Services*

133 1. Discussion on Unassigned Funds  
134 2. Update on License Agreement for Property Maintenance by Heritage  
135 Harbor

136 Mr. Beckett provided an update on the progress of the license  
137 agreement and anticipated the agreement would be on the next  
138 meeting agenda. Discussion followed on the installation of bollards or  
139 boulders and liability concerns.

140 A request was made for the electrical box at the main entrance to be painted  
141 green.

142 Mr. Bush advised the garbage can cost would be closer to \$1,200.

143 On a MOTION by Ms. Medina, SECONDED by Mr. Joshi, WITH ALL IN FAVOR, the Board approved  
144 amending the not to exceed amount for the installation of a new garbage can for County Line Rd  
145 to \$1,300.00, for Stonebrier Community Development District.

146 **FOURTH ORDER OF BUSINESS: CONSENT AGENDA**

147 A. EXHIBIT 10: Approval of the Minutes of the Board of Supervisors Regular  
148 Meeting Held November 13, 2025

149 Line 122 is to be corrected to reflect Ms. Medina not "Ms. Grandon".

150            B.     EXHIBIT 11: Approval of the Unaudited October 2025 Financial Report  
151                1.     Review of FY 2025 Transaction Detail  
152            C.     WALK-ON EXHIBIT C: Ratification of Approval of Yellowstone Irrigation  
153                Proposals:  
154                1.     Green Mile Well Main Line Repair - \$207.72  
155                2.     #637494 Irrigation Pump Breaker Replacement - \$459.76

156     On a MOTION by Ms. Medina, SECONDED by Mr. Joshi, WITH ALL IN FAVOR, the Board approved  
157     Consent Agenda – item A as amended and items B and C as presented, for Stonebrier Community  
158     Development District.

159     **FIFTH ORDER OF BUSINESS:**     **SUPERVISOR REQUESTS** (*Includes Next Meeting Agenda  
160     Items*)

161            A.     Selection of Next Month's Landscape Lighting Colors (*Joshi*)  
162            Mr. Traugott requested the CDD provide information for inclusion in the HOA  
163            newsletter. Ms. Medina advised that the HOA reaches out every month for an update.  
164            Discussion followed on topics. This discussion will be added as a recurring agenda item.

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

167            There being none, the next item followed.

168     **SEVENTH ORDER OF BUSINESS:**     **Next Meeting Quorum Check**

169     *The next Stonebrier Community Development District meeting is scheduled for 6:00 p.m. on  
170     January 8, 2026 at Heritage Harbor Clubhouse, 19502 Heritage Harbor Way, Lutz, FL 33558.*

171            With the exception of Mr. Kiely, all Supervisors affirmed their intent to attend the next  
172            meeting in person.

173     **EIGHTH ORDER OF BUSINESS:**     **Action Item Summary**

174     **District Manager**

- Reclass from reserve/renewal to contingency – Blue wave lighting
- Share the wetland conservation link – Ms. Medina to forward the email
- Send email to Cam with HOA about the light falling

178     **Steadfast**

- Review what can be cut back or trimmed around ponds
- Recenter fountains

181     **Yellowstone**

- Evaluate tree on pond K

183                   **District Counsel**

184                   • Send letter to the residents for the pond bank erosion for all 3 areas

185                   • Send letter to the U Pilot Inc company re reimbursement for damaged

186                   roundabout

187                   • Send letter to second hauling company for balance of damaged

188                   roundabout

189                   **District Engineer**

190                   • Work with District Manager to draft educational information on pond

191                   bank erosion to distribute to residents

192                   **Field Manager**

193                   • Install another trash can for County Line closer to sweet grass –

194                   coordinate location with Mr. Kiely

195                   • Submit request to Hillsborough County for sign replacement and then get

196                   a quote to paint posts.

197                   • Notify TECO of streetlights out on County Line

198                   **NINTH ORDER OF BUSINESS:           Adjournment**

199                   On a MOTION by Mr. Kiely, SECONDED by Ms. Medina, WITH ALL IN FAVOR, the Board adjourned

200                   the meeting at 8:33 p.m., for Stonebrier Community Development District.

201                   *\*Each person who decides to appeal any decision made by the Board with respect to any matter*

202                   *considered at the meeting is advised that person may need to ensure that a verbatim record of*

203                   *the proceedings is made, including the testimony and evidence upon which such appeal is to be*

204                   *based.*

205                   **Meeting minutes were approved by vote of the Board of Supervisors at a publicly noticed**

206                   **meeting held on January 8, 2026.**

207                   Heath Beckett

---

208                    Heath Beckett, Secretary

209                    \_\_\_\_\_, Assistant Secretary

  
Analina Medina (Jan 21, 2026 21:58:06 EST)

---

Analina Medina, Chair

Michael Kiely, Vice Chair