

**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.

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

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

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

1. Consideration of Landscape Proposals

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

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

- b. WALK-ON EXHIBIT B: #636654 Hardwood Raising & Crown Cleaning - \$42,904.00

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

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

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

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

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

1. Consideration of Field Operation Proposals

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

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

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

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

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

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

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

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

1. Discussion on Unassigned Funds

2. Update on License Agreement for Property Maintenance by Heritage Harbor

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

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

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

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

FOURTH ORDER OF BUSINESS: CONSENT AGENDA

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

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

B. EXHIBIT 11: Approval of the Unaudited October 2025 Financial Report

1. Review of FY 2025 Transaction Detail

C. WALK-ON EXHIBIT C: Ratification of Approval of Yellowstone Irrigation Proposals:

1. Green Mile Well Main Line Repair - \$207.72

2. #637494 Irrigation Pump Breaker Replacement - \$459.76

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

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

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

Mr. Traugott requested the CDD provide information for inclusion in the HOA newsletter. Ms. Medina advised that the HOA reaches out every month for an update. Discussion followed on topics. This discussion will be added as a recurring agenda item.

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 January 8, 2026 at Heritage Harbor Clubhouse, 19502 Heritage Harbor Way, Lutz, FL 33558.

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

EIGHTH ORDER OF BUSINESS: Action Item Summary

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

Steadfast

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

Yellowstone

- Evaluate tree on pond K

District Counsel

- Send letter to the residents for the pond bank erosion for all 3 areas
- Send letter to the U Pilot Inc company re reimbursement for damaged roundabout
- Send letter to second hauling company for balance of damaged roundabout

District Engineer

- Work with District Manager to draft educational information on pond bank erosion to distribute to residents

Field Manager

- Install another trash can for County Line closer to sweet grass – coordinate location with Mr. Kiely
- Submit request to Hillsborough County for sign replacement and then get a quote to paint posts.
- Notify TECO of streetlights out on County Line

NINTH ORDER OF BUSINESS: Adjournment

On a MOTION by Mr. Kiely, SECONDED by Ms. Medina, WITH ALL IN FAVOR, the Board adjourned the meeting at 8:33 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 by vote of the Board of Supervisors at a publicly noticed meeting held on January 8, 2026.

Heath Beckett



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

☐ Heath Beckett, Secretary

☐ Analina Medina, Chair

☐ _____, Assistant Secretary

☐ Michael Kiely, Vice Chair