

1 **MINUTES OF MEETING**

2 **STONEBRIER**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Stonebrier Community Development
5 District was held on Thursday, February 8, 2024 at 6:30 p.m. at the Heritage Harbor Clubhouse, 19502
6 Heritage Harbor Parkway, Lutz, FL.

7 **FIRST ORDER OF BUSINESS – Roll Call**

8 Ms. Dobson called the meeting to order and conducted roll call.

9 Present and constituting a quorum were:

10	Analina Medina	Board Supervisor, Chairwoman
11	Hari Joshi	Board Supervisor, Assistant Secretary
12	Kristyn Fada	Board Supervisor, Assistant Secretary
13	Emmanuel Ramos	Board Supervisor, Assistant Secretary

14 Also, present were:

15	Tish Dobson	District Manager, Vesta District Services
16	Sydney Viera	District Manager, Vesta District Services
17	Scott Smith	Vice President, Vesta District Services
18	Tucker Mackie <i>(via phone)</i>	District Counsel, Kutak Rock LLP
19	Vasili Kostakis <i>(via phone)</i>	District Engineer, Stantec
20	Pete Lucadano	RedTree Landscaping
21	John Burkett	RedTree Landscaping
22	Will Butler	American Power washing

23 *The following is a summary of the discussions and actions taken at the February 8, 2024 Stonebrier CDD*
24 *Board of Supervisors Regular Meeting. Audio for this meeting is available upon public records request by*
25 *emailing PublicRecords@vestapropertyservices.com.*

26 **SECOND ORDER OF BUSINESS – Audience Comments – (limited to 3 minutes per individual for**
27 **agenda items)**

28 Mr. Butler introduced himself and offered his services to the District.

29 **THIRD ORDER OF BUSINESS – Exhibit 1: Presentation of Proof of Publication(s)**

30 **FOURTH ORDER OF BUSINESS – Vendor Reports**

31 Ms. Dobson introduced Sydney Viera as the new District Manager. Discussion ensued.

32
33 A. Exhibit 2: Steadfast Environmental – Waterway Inspection Report

34 There being none, the next item followed.

35 B. Exhibit 3: Red Tree Report

36 Mr. Burkett presented the report for the month. Discussion ensued.

37 1. Tree Project Tracker

38 C. Landscape Proposals

39 **This item was not originally on the agenda.**

40 Consideration of Pepper Tree Removal Proposal

41 On a MOTION by Ms. Medina, SECONDED by Mr. Ramos, WITH ALL IN FAVOR, the Board approved
42 the Pepper Tree removal proposal, at a not-to-exceed of \$500.00, for the Stonebrier Community
43 Development District.

44 1. Exhibit 4: Consideration of Lake Ruth Conservation Area Quarterly Maintenance Proposal
45 Options

46 Discussion ensued regarding the differences between the two proposals.

47 This item was tabled until further notice.

48 a. RedTree

49 b. Steadfast Environmental

50 2. Exhibit 5: Consideration of RedTree Lake Ruth Conservation Area Cutback Proposal

51 On a MOTION Ms. Medina, SECONDED by Ms. Fada, WITH ALL IN FAVOR, the Board approved the
52 RedTree Lake Ruth Conservation Area Cutback proposal with the assumption that the updated map will
53 mirror Steadfast's map, in the amount of \$4,500.00, for the Stonebrier Community Development District.

54 3. Exhibit 6: Consideration of RedTree Dead Oak Tree Removal Proposal

55 Discussion ensued regarding what the District was required to maintain per the agreement
56 regarding the removal of the dead oak tree.

57 On a MOTION by Ms. Medina, SECONDED by Mr. Joshi, WITH ALL IN FAVOR, the Board approved
58 the RedTree Dead Oak Tree Removal proposal, at a not-to-exceed of \$1,700.00, for the Stonebrier
59 Community Development District.

60 Supervisor Medina requested an update regarding a car accident that had occurred on
61 District property. Discussion ensued.

62 4. Exhibit 7: Consideration of RedTree Proposals

63 Discussion ensued.

64 a. Landscape Enhancement - #0030

65 b. Landscape Enhancement - #0031

66 c. Landscape Enhancement - #0033

67 **FIFTH ORDER OF BUSINESS – District Engineer's Report**

68 A. Exhibit 8: Consideration of TreeTop Products Bike Rack Proposals

69 Mr. Kostakis provided a brief overview of the proposal. Discussion ensued.

70 This item was tabled pending additional quotes.

71 Mr. Kostakis provided an update on the repairs required from the SWFWMD report and the request
72 to the county for No Through Trucks signs.

73 **SIXTH ORDER OF BUSINESS – Consent Agenda**

74 A. Exhibit 9: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting
75 Held January 11, 2024

76 B. Exhibit 10: Consideration for Acceptance – The December 2023 Unaudited Financial Report

- 77 Discussion ensued regarding the requested changes and the Bond payoff timeframe.
- 78 C. Exhibit 11: Consideration for Acceptance – The Operations and Maintenance Expenditures for
79 December 2023
- 80 D. Exhibit 12: Ratification of RedTree Landscape Enhancement - #0032 Proposal

81 On a MOTION by Ms. Medina, SECONDED by Mr. Ramos, WITH ALL IN FAVOR, the Board approved
82 the Consent Agenda as presented, for the Stonebrier Community Development District.

83 **SEVENTH ORDER OF BUSINESS – Business Items**

- 84 A. Exhibit 13: Presentation of Open Item Spreadsheet
- 85 Discussion ensued regarding Steadfast maintenance and repairs per their contract, and how to best
86 keep track of requests.

87 **EIGHTH ORDER OF BUSINESS – Staff Reports**

- 88 A. Exhibit 14: District Manager & Field Operations Report
- 89 Discussion continued regarding expectations of the transition from one District Manager to another,
90 regarding deficiencies noted in the report, and the changing of the LED lights on the palm trees.
- 91 B. District Counsel
- 92 There being none, the next item followed.

93 **NINTH ORDER OF BUSINESS – Supervisors’ Requests**

94 There being none, the next item followed.

95 **TENTH ORDER OF BUSINESS – Audience Comments – New Business – (limited to 3 minutes per
96 individual for non-agenda items)**

97 Mr. Smith thanked the Board for their understanding during Vesta’s time of transition.

98 **ELEVENTH ORDER OF BUSINESS – Action Items**

99 The Action Items would be emailed to the Board.

100 **TWELFTH ORDER OF BUSINESS – Next Meeting Quorum Check: March 21, 6:30 PM**

101 All four Board members presented indicated that they would attend the board meeting on March
102 21 at 6:30 PM. Supervisor Kiely was not present to indicate as such.

103 **THIRTEENTH ORDER OF BUSINESS – Adjournment**

104 Ms. Viera asked for final questions, comments, or corrections before requesting a motion to adjourn
105 the meeting. There being none, Ms. Medina made a motion to adjourn the meeting.

106 On a MOTION by Ms. Medina, SECONDED by Mr. Ramos, WITH ALL IN FAVOR, the Board adjourned
107 the meeting at 8:25 p.m. for the Stonebrier Community Development District.

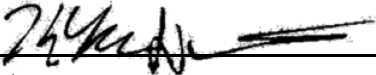
108 **Each person who decides to appeal any decision made by the Board with respect to any matter considered*
109 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*
110 *including the testimony and evidence upon which such appeal is to be based.*

111

112

113 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
114 meeting held on March 21, 2024.


115



Signature

Kyle Darin on behalf of Tish Dobson

Printed Name



Signature

Analina M. Medina (Aug 19, 2024 18:54 EDT)

Analina Medina

Printed Name

116 Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman