

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the 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.

STERLING HILL COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of Sterling Hill Community Development District was held on **Thursday, August 13, 2015 at 8:00 a.m.** at the Sterling Hill North Clubhouse located at 4411 Sterling Hill Boulevard, Spring Hill, Florida, 34609.

Present and constituting a quorum:

Christina Miller	Board Supervisor, Chairman
Frances Krause	Board Supervisor, Assistant Secretary
Louis Peters	Board Supervisor, Assistant Secretary
Cassi Harbuck	Board Supervisor, Assistant Secretary

Also present were:

Sandra Manuele	Board Supervisor, Vice Chairman <i>(via speakerphone)</i>
Clif Fischer	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley & Robin <i>(via speakerphone)</i>
John Toborg	Operations Manager, RASI
Jason Pond	Amenity Management
Audience	

FIRST ORDER OF BUSINESS

Call to Order and Pledge of Allegiance

Ms. Miller called the meeting to order and Mr. Fischer performed the roll call confirming a quorum for the meeting.

Ms. Miller asked all those in attendance to stand and recite the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

A question was raised regarding the ratio used in calculating the assessment levels. Ms. Miller stated that while she does not have the specific ratio amount, the reason that some communities have higher assessments than others depends on the amount of roadways and sidewalks within the community and the road reserve payment. The general O & M assessment levels by lots size are the same throughout the District. Mr. Fischer will provide the breakdown for the road reserve ratio.

Ms. Miller explained that the assessments are actually based on two components, the debt service used to pay off the bonds which will go away once the bonds have been repaid and the O& M that will go on forever. Mr. Fischer explained that the debt service can be paid off at any time.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on July 9, 2015

On a Motion by Mr. Peters, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on July 9, 2015 as presented for Sterling Hill Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for June 2015

Mr. Pond responded to questions regarding the AT&T invoices.

On a Motion by Mr. Peters seconded by Ms. Harbuck, with all in favor, the Board of Supervisors accepted the operation and maintenance expenses for June totaling \$79,728.09 as discussed for Sterling Hill Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Proposals for LED Lighting

Mr. Pond reviewed the three proposals obtained to install the LED lighting at both the north and south clubhouse playgrounds and a brief discussion ensued.

On a Motion by Mr. Peters seconded by Ms. Krause, with all in favor, the Board of Supervisors accepted the proposals for EC Electrical Services to install LED lighting at the playgrounds (north-\$840.00 and South-\$1,100.00 as a pole would need to be installed) for Sterling Hill Community Development District.

SIXTH ORDER OF BUSINESS

Ratification of Agreement with LLS Tax Solutions for Arbitrage Services for Series 2006A&B Bonds

Mr. Fischer explained that there is a requirement under the Trust Indenture for the bonds to show that the District is not earning more interest than what is being paid on the bonds and since it is required Mr. Kennedy has already approved the agreement.

On a Motion by Mr. Peters, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors ratified the approval of the agreement with LLS Tax Solution by Mr. Kennedy for arbitrage services associated with the 2006A&B series bonds for Sterling Hill Community Development District.

SEVENTH ORDER OF BUSINESS

**Discussion Regarding Placement of
Delinquent Assessments on the Tax Roll**

Mr. Vericker explained that previously the delinquent assessments were being collected off-roll and Counsel is not recommending that they be placed on the tax roll.

On a Motion by Mr. Peters, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved placing delinquent assessments on the tax roll for Sterling Hill Community Development District.

EIGHTH ORDER OF BUSINESS

**Public Hearing on Fiscal Year 2015/2016
Budget**

Mr. Fischer stated that the public hearing was noticed according to Florida Statutes and property owners were sent notices informing them of the planned increase in assessments. He reviewed the amount of the increase by product type.

On a Motion by Ms. Krause, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors opened the public hearing on the Fiscal Year 2015/2016 Budget for Sterling Hill Community Development District.

Both the Board and Staff responded to resident questions on the budget and why an increase was proposed. It was stated that prior year budgets are available on the website for public review. Individual line items were discussed.

On a Motion by Mr. Peters, seconded by Ms. Krause, with all in favor, the Board of Supervisors closed the public hearing on the Fiscal Year 2015/2016 Budget for Sterling Hill Community Development District.

A question was raised regarding the road reserve. Mr. Fischer confirmed that this is an annual assessment that is being collected to cover the cost of future repaving so that residents are not hit with a huge increase in one year. Staff will research why the reserve is needed when the roads are owned by the County.

On a Motion by Mr. Peters, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors approved Resolution 2015-03, Adopting the Fiscal Year 2015/2016 Budget totaling \$2,504,582.13 (\$1,582,732.00-O&M and \$921,850.13-debt service) for Sterling Hill Community Development District.

On a Motion by Mr. Peters, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved Resolution 2015-04, levying assessments to fund the fiscal year 2015/2016 budget and certifying the assessment rolls for Sterling Hill Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2015-05,
Setting the Meeting Schedule for Fiscal
Year 2015/2016**

Mr. Fischer requested that the Board consider changing the meeting date as he has other Districts that meet on the second Thursday. Following a brief discussion the Board decided to meet on the fourth Thursday at 9:00 a.m. and hold the evening meetings in November, March, June, and September. It was stated that the meeting in November and December will need to be changed due to the Thanksgiving and Christmas holidays.

On a Motion by Mr. Krause, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors approved Resolution 2015-05, setting the meeting schedule for fiscal year 2015/2106 as the fourth Thursday of each month (with the exceptions of November and December which will be held on the third Thursday) at 9:00 a.m. at the Sterling Hill North Clubhouse, located at 4411 Sterling Hill Boulevard, Spring Hill, FL 34609 (with the exceptions of the months of November, March, June, and September which will commence at 6:30 p.m.) for Sterling Hill Community Development District.

TENTH ORDER OF BUSINESS Staff Reports

A. District Counsel

Mr. Vericker stated that DR Horton is still interested in purchasing the SPE owned lots but nothing has been finalized to date.

B. District Engineer

Not present.

C. Field Operations Manager

Mr. Toborg spoke briefly on the status of the new landscaping contract and the impact all of the rain has had on their service. He noted that he has had numerous conversations with them regarding the requirement to sign in when they are on property and he has some concerns at this point. Mr. Toborg confirmed that the initial irrigation audit has been started. Specific problems were mentioned and he stated that he would look into them.

D. Amenity Management

Mr. Pond informed the Board of damage to a wall by the gate at Windance that was struck by a vehicle that he is trying to determine the responsible party so that the District can be reimbursed for the repairs. He stated that the cost to repair the wall is \$4,900. He also presented a proposal from CCTV to update the hard drive in the amount of \$1,158. Discussion ensued with the following Board actions being taken:

On a Motion by Ms. Krause, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors approved the proposal from TIHO Signature Privacy Walls of Florida to prepare the damage to the wall that was struck by a vehicle by the Whinsenton gate in the amount of \$4,900 for Sterling Hill Community Development District.

On a Motion by Ms. Harbuck, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved a not-to-exceed amount of \$1,158 to install an upgraded hard drive for the security cameras at a cost of \$1,158 for Sterling Hill Community Development District.

Mr. Pond stated that current plans for the addition of a new fitness center are less than the original designs submitted in 2011.

E. District Manager

Mr. Fischer stated that he received an email confirming that the main boulevards are owned by the County but the roads behind the gates are owned and maintained by the District and that is why the road reserve was established. The calculation for the amount of the road reserve is based on the length of the roadway within the subdivision and the number of lots within the subdivision, as each subdivision covers its own roads.

Mr. Fischer reminded the Board that the next meeting is scheduled for September 10, 2015 at 6:30 p.m.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

Audience comments were entertained regarding the schedule for off-duty officers, how first responders get through the gates, the cost for the gate phones, issues with the Brightstone pedestrian gates staying open, and the need for power washing sidewalks throughout the community.

It was stated that the actual schedule for off-duty officers varies but is generally Fridays and Saturdays. They will be making a presence at the bus stops with the start of the new school year. It was stated that all first responders can open any gate in the community by hitting their siren as they approach the gates; they also have an emergency manual code, and would drive through the gate if both of those methods were to fail.

Mr. Pond responded to questions regarding the phone lines for the gates, why the pedestrian gates are no longer locked, and pressure washing of sidewalks. He noted that property owners are responsible to clean sidewalks in front of their homes and the District does clean the sidewalks on a regular basis. Mr. Pond will meet with the individual after the meeting to review specific concerns.

TWELFTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Peters, seconded by Ms. Krause, with all in favor, the Board of Supervisors adjourned the meeting at 9:46 a.m. for Sterling Hill Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman