

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, September 10, 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
Sandra Manuele	Board Supervisor, Vice Chairman
Cassi Harbuck	Board Supervisor, Assistant Secretary <i>(via speakerphone initially and then in person)</i>

Also present were:

Clif Fischer	District Manager, Rizzetta & Company, Inc.
Scott Brizendine	Director Financial Services, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley & Robin
Tonja Stewart	District Engineer, Stantec Consulting Services, Inc. <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

There were no audience comments put forward at this time.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on August 13, 2015

The Board requested that corrections be made to line 136 of the minutes.

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on August 13, 2015 as amended for Sterling Hill Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for July 2015

Ms. Miller questioned the AT&T invoice and asked that Mr. Pond check into it.

On a Motion by Ms. Krause, seconded by Mr. Peters, with all in favor, the Board of Supervisors accepted the operation and maintenance expenses for July totaling \$69,444.22 as discussed for Sterling Hill Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Proposals for Accent Lighting

It was stated that this item would be addressed in the next fiscal year.

SIXTH ORDER OF BUSINESS

Discussion Regarding Invoices for Mowing 54 Lots

Mr. Fischer sought direction from the Board regarding payment of the invoice for mowing the 54 vacant lots in Covey Run and Dunwoody and a brief discussion ensued regarding whether this should be the District's responsibility or the SPE's. He noted that the invoice will need to be changed should the Board opt to pay for this directly. The agreement called for cutting the lots 10 times a year.

On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved the invoices for mowing the 54 vacant lots in Covey Run and Dunwoody out of District funds for Sterling Hill Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Proposal for Sidewalk Repairs

Mr. Pond presented a proposal from Lakewood Concrete to repair the sidewalks that were identified as being hazardous during a recent inspection totaling \$7,662.00.

On a Motion by Mr. Peters, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved the Proposal from Lakewood Concrete in the amount of \$7,662 to complete necessary sidewalk repairs throughout the community for Sterling Hill Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Lot Purchase Agreement

Mr. Vericker spoke regarding possible options to address the debt currently on the lots being considered for purchase by DR Horton and the one currently being considered calls for a split of the O& M between the District and the bond holders. He spoke regarding the advantages of accepting the agreement and having one entity purchase all of the lots. Mr. Campbell reviewed the purchase and sale agreement for the 53 lots owned by the District and 6 owned by the SPE. The agreement calls for the same purchase price that is currently being paid for other lots in the Windance subdivision. This price would leave very little funds going back to the bondholders, so they are recommending splitting the prior assessments that must be paid when the lots are purchased 50/50. This would generate approximately \$150,000 in past assessments for the District. It was stated that the A bond debt would be forgiven on these lots.

Mr. Brizendine addressed the questions relative to the sale of tax certificates over the years and how the District generally ends up collecting more than 100% or the funds placed on the tax roll over the years. He explained that the debt is more than the property is worth and confirmed that if the sale isn't completed there is the possibility that the County could just take them over for back taxes.

Mr. Campbell reviewed how the proceeds of the sale of the property would be distributed. Mr. Vericker stated that his firm has not reviewed the documents in their entirety and recommended that this occur to ensure they all meet the numbers represented in the term sheet. He stated that it would be possible to schedule a special meeting for review prior to approving them. The meeting was scheduled for September 24th at 8:00 a.m.

On a Motion by Mr. Peters, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved the sale of the lots pending final review of the three documents by District Counsel for Sterling Hill Community Development District.

NINTH ORDER OF BUSINESS Staff Reports

A. District Counsel
No report

B. District Engineer

Ms. Stewart discussed a request for erosion repairs at the back of 4522 Copper Hill Drive that dates back to a couple of years ago and while the area was and continues to be stable there is a section of his yard that appears to be depressed and is impacting his ability to install a fence.

Ms. Stewart stated that she has obtained a proposal from Site Masters to fill in the depression, regrade the area and install sod in the amount of \$1,200. The Board asked that additional proposals be obtained for the project and took the following action:

On a Motion by Mr. Peters, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors approved a not-to-exceed amount of \$1,200 for erosion repairs at the back of 4522 Copper Hill Drive for Sterling Hill Community Development District.

C. Field Operations Manager

Mr. Toborg stated that there has been a lot of discussion with Luke Brothers regarding the condition of the property and the possibility of terminating the contract for poor performance. He stated that since his last conversation with them they have put additional staffing on site and the property is starting to look better. Mr. Toborg stated that the complete irrigation inspection has yet to be completed, but the issues that have been noted have been addressed. Discussion was held and the Board agreed not to terminate the contract at this time. Mr. Toborg stated that he has reviewed the frequency of mowing specific areas that changes November 1st and runs through March 1st with them.

D. Amenity Management

Mr. Pond spoke briefly on his monthly report, noting that he had nothing further to report to the Board at this time.

Mr. Pond did inform the Board that estimates to construct the new fitness/activity center are coming in below budget and he will be presenting the information and design to the Board in the next fiscal year.

E. District Manager

Mr. Fischer touched briefly on the financial summary report and asked that the Board ratify moving the meetings in November and December to the third Thursday of each month.

On a Motion by Ms. Kraus, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors ratified Management's moving the monthly meetings for November and December to the third Thursday of the month instead of the fourth to avoid conflicts with the holidays for Sterling Hill Community Development District.

Mr. Fischer reminded the Board that the next meeting is scheduled for October 22, 2015 at 9:00 a.m.

Mr. Vericker asked that a formal motion be made to schedule the special meeting.

On a Motion by Mr. Peters, seconded by Ms. Kraus, with all in favor, the Board of Supervisors authorized Staff to advertise a special meeting on September 24, 2015 at 8:00 a.m. for Sterling Hill Community Development District.

A request was made to change the morning meetings to 8:30 a.m. for next year.

On a Motion by Mr. Peters, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors approved changing the time of the day meetings for Fiscal Year 2015/2016 to 8:30 a.m. from 9:00 a.m. for Sterling Hill Community Development District.

TENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

The Board and Staff responded to questions regarding the location of the lots that are being sold, the mailboxes in Windance, a neighbor who is cutting a path through the natural area, and a site line issue at the end of Dunwoody Drive. Staff will investigate the natural area encroachment and the site line issue.

Mr. Peters asked that Mr. Pond research the cost of a commercial pressure washer for the District.

ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Manuele, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors adjourned the meeting at 7:40 p.m. for Sterling Hill Community Development District.



Secretary/Assistant Secretary

Chairman/Vice Chairman