

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 **Tuesday, June 11, 2013 at 9:00 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
Sandra Manuele	Board Supervisor, Vice Chairman
Frances Krause	Board Supervisor, Assistant Secretary
Jo-Ann Polletta	Board Supervisor, Assistant Secretary
John Blakley	Board Supervisor, Assistant Secretary

Also present were:

Scott Brizendine	District Manager; Rizzetta & Company, Inc.
Mark Straley	District Counsel; Straley & Robin <i>(via speakerphone)</i>
Jason Pond	Club Manager
Representatives of ValleyCrest Landscaping	
Audience	

FIRST ORDER OF BUSINESS

Call to Order and Pledge of Allegiance

Ms. Miller called the meeting to order and Mr. Brizendine 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

**Consideration of Minutes of the Board of
Supervisors' Meeting Held on May 7,
2013**

<p>On a Motion by Ms. Polletta, seconded by Ms. Manuele, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on May 7, 2013 as presented for Sterling Hill Community Development District.</p>
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THIRD ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for May 2013**

A brief discussion ensued regarding the invoices for gate repairs. Mr. Pond confirmed that the District would be getting reimbursed for the repairs to the gate in Arborglades and he would research the \$1,000 charge for each of the gates to determine if that was included in the proposal.

On a Motion by Ms. Polletta, seconded by Ms. Krause, with all in favor, the Board approved the Operation and Maintenance expenditures for May 2013 totaling \$97,393.79 for Sterling Hill Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of Chairman's Authorization
to Open Windance Vehicular Gates
during Construction**

Mr. Brizendine stated that D. R Horton contacted the office to request that the Windance gate be left open during construction. He stated that after talking with Ms. Miller and Mr. Pond they agreed to leave the gates open from 6:00 a.m. to 6:00 p.m Monday through Saturday and 10:00 a.m. to 6:00 p.m. on Sunday. It was noted that the County has an ordinance that prohibits construction before 7:00 a.m. The Board decided to change the time to coincide with this ordinance.

On a Motion by Mr. Blakley, seconded by Ms. Manuele, with all in favor, the Board of Supervisors ratified the Chairman's action in approving the opening of the Windance vehicular gates as discussed for Sterling Hill Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Establishing an Audi
Committee and Setting a Meeting date**

Mr. Brizendine stated that the current contract for auditing services has expired and according to Florida Statute 218.391 the Board must establish an audit committee and follow a specific process in selecting an auditing firm. He reviewed the process and asked for a motion to appoint the Board as the Audit Committee and set the meeting just prior to the next regular Board meeting.

On a Motion by Ms. Manuele, seconded by Ms. Polletta, with all in favor the Board of Supervisors appointed the Board as the Audit Committee and authorized Staff to submit the required advertisement to hold the first committee meeting on July 9, 2013, at 9:00 a.m. or just prior to the regular Board meeting at the Sterling Hill North Clubhouse, located at 4411 Sterling Hill Boulevard, Spring Hill, FL 34609 for Sterling Hill Community Development District.

SIXTH ORDER OF BUSINESS

Ratification of Approval of Irrigation Repairs

Mr. Brizendine stated that part of the contract with ValleyCrest calls for an in depth inspection of the irrigation system within 60 days and they found a substantial amount of work that needs to be done. He stated that Mr. Toborg walked the property with them and determined that all of the recommended repairs are necessary. Mr. Brizendine stated that he spoke with Ms. Miller to obtain authorization to begin the work and explained that with these repairs ValleyCrest will be taking over responsibility of the irrigation and making repairs to anything 2” or below ground level at its cost, going forward.

A representative stated that there are four zones that have been wired into a timer that they have not located the actual irrigation lines and they are unsure if it was set up in anticipation of installing additional zones or there is an underground break in the lines that will need to be repaired once located.

<p>On a Motion by Mr. Blakley, seconded by Ms. Polletta, with all in favor, the Board of Supervisors ratified the Chairman’s action in approving the proposal from ValleyCrest (\$17,745.50) for irrigation repairs for Sterling Hill Community Development District.</p>

SEVENTH ORDER OF BUSINESS

Presentation of Fiscal Year 2013/2014 Proposed Budget

Mr. Brizendine stated that he made some minor changes to the proposed budget that was discussed at last month’s meeting adjusting the utilities based on another month of actual numbers. He stated that the budget totals \$1,243,673, which is a slight decrease from the current year’s budget. Mr. Brizendine stated that he included \$66,000 for Capital Outlay projects or line 103 and a brief discussion ensued. Mr. Pond stated that he obtained the proposal for the fencing around the playgrounds as requested at last months meeting and it came in at \$18,250. He confirmed that the fencing matches the fencing around the pool and would restrict access to the playground by non-residents as it will require going through the pool area to gain entrance.

Mr. Blakley questioned whether there was sufficient monies budgeted for irrigation repairs given the amount that was just approved and Mr. Brizendine indicated that it should be plenty as Valley Crest will be taking over responsibility for the sprinkler heads, etc. going forward. He noted that irrigation repairs were not included in the prior landscape contract.

Mr. Brizendine reviewed the debt service and road reserve budgets, as well as the assessment table and comparison charts. He stated that there will be no increase in assessments for next year unless the Board wants to add additional funds to the budget at this time. The Board indicated that it did not.

On a Motion by Ms. Polletta, seconded by Mr. Blakley, with all in favor the Board of Supervisors approved Resolution 2013-04, approving the fiscal year 2013/2014 proposed budget totaling \$1,243,673 and setting the public hearing on the budget for August 15, 2013 at 6:00 pm at the Sterling Hill North Clubhouse, located at 4411 Sterling Hill Boulevard, Spring Hill, FL 34609 for Sterling Hill Community Development District.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Straley stated that he did not have anything to report at this time. There were no questions for District Counsel.

B. District Engineer

Mr. Brizendine stated that Ms. Stewart had nothing new to report today but is available by phone if needed. The Board indicated that it had no questions for her.

C. Field Operations Manager

Not present.

D. Amenities Management

Mr. Pond reviewed his findings in researching the issue of the pedestrian gates, stating that there is no warranty for the work that occurred over three years ago. He stated that he was told that it is not uncommon for the gates to wear out every two or three years. Mr. Pond asked if the Board would like to move forward on the proposal to make the repairs totaling \$1,635.

On a Motion by Ms. Manuele, seconded by Ms. Polletta, with all in favor, the Board of Supervisors approved the proposal for pedestrian gate repairs (\$1,635) for Sterling Hill Community Development District.

Mr. Pond stated that he looked into the request to add additional "No Trespassing" signs behind the resident's home as requested last month and he feels that there are enough signs in the area and adding additional ones is not going to resolve the issue. He showed pictures of the area to the Board, noting that there was already a sign directly behind the resident's home. He also noted that the dead-end sign has been posted in Amersham as requested.

Mr. Pond informed the Board that the easement areas by the vacant lots have been mowed. He stated that he was able to obtain some savings by hiring Murphy's Sod & Landscaping to complete the project since they were on site installing the sod along the pond banks.

A brief discussion ensued regarding the gate damage in the Arborglades. Mr. Pond stated that the total cost of repairs was \$11,228 and U-Haul made an offer of \$8,160. The Board asked that he contact U-Haul regarding why there is such a variance and if necessary notify the resident that they are responsible for any balance that remains. Mr. Brizendine stated that he would work with Mr. Pond on this matter.

Mr. Pond spoke briefly on the request to install a fence on the ball field since right field is too short and slopes off. He recommended that the Board not install a fence as there is not enough space in the area to cordon off an actual baseball field. A request was made to post a sign at the entrance of the field informing users of the sloping area and that they are playing at their own risk.

Mr. Pond stated that he will be addressing the issue of school bus stops at the beginning of the next school year.

Mr. Pond presented a proposal from Extreme Concrete & Cleaning to clean the sidewalks and curbing and one to do just the sidewalks in the southern side of the community. Following a brief discuss, the board decided to allow Staff to clean the curbing in house and have the southern sidewalks completed by Extreme Concrete & Cleaning.

<p>On a Motion by Ms. Polletta, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the proposal to clean the southern sidewalks with a not-to-exceed amount of \$3,950 for Sterling Hill Community Development District.</p>

E. District Manager

Mr. Brizendine provided a brief overview of the District's financial status report, stating that it has collected roughly 81% of the budgeted amount. He touched briefly on the various account balances and projected that based on current trends the District would be about 6% under budget for the year. A brief discussion ensued regarding how the projections are calculated.

Mr. Brizendine stated that Valley Crest was in attendance to provide the Board with a brief report on the work that has been completed since taking over the community. They noted that they will be beginning the OTC injections shortly and have been completing the fertilization and pesticide treatments. ValleyCrest stated that they are required by law to place the signs on the lawn when they spray. The Board commented on the improvements that have been made and noted a few specific areas that they would like to see addressed.

NINTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

Audience

Audience comments were addressed regarding concerns with neighbors cutting down trees and underbrush in conservation areas (pictures were provided). A brief discussion ensued regarding the proper course of action to take in addressing this matter. Mr. Straley recommended that the District contact SWFWMD to report the violation and ask for their assistance. He stated that he would like to discuss the matter with the District Engineer before the report has been made. Mr. Brizendine stated that he would speak with Ms. Stewart on the matter and send both the homeowner and the renter a letter regarding the matter.

A brief discussion ensued regarding the timing for completion of the project along Elgin Boulevard.

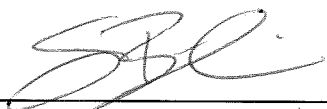
Supervisors

There were no Supervisor requests put forward at this time.

TENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Polletta, seconded by Blakley, with all in favor, the Board of Supervisors adjourned the meeting at 10:03 a.m. for Sterling Hill Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman