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**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, November 13, 2014 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	<b>Board Supervisor, Chairman</b>
Sandra Manuele	<b>Board Supervisor, Vice Chairman</b>
Frances Krause	<b>Board Supervisor, Assistant Secretary</b>
Louis Peters	<b>Board Supervisor, Assistant Secretary</b>
John Blakley	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Scott Brizendine	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Clif Fischer	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
John Toborg	<b>Operations Manager, Rizzetta &amp; Company, Inc.</b>
John Vericker	<b>District Counsel, Straley &amp; Robin</b> <i>(via conference call)</i>
Tonja Stewart	<b>District Engineer, Stantec Consulting Services</b> <i>(via conference call)</i>
Jason Pond	<b>Amenity Management</b>
Daniel Pond	<b>Amenity Management</b>

**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**

**Audience Comments on Agenda Items**

It was noted that there were no members of the general audience in attendance.

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**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Meeting held on October 9, 2014**

A request was made to double check the time that the meeting ended and for a minor revision to be made to line 249.

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 October 9, 2014 as amended for Sterling Hill Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance Expenditures for October 2014**

There were no questions on any of the expenditures.

On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors accepted the operation and maintenance expenditures for October 2014 totaling \$94,335.73 as presented for Sterling Hill Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Proposals for Plant Replacements**

Mr. Pond reviewed proposals from Valley Crest and Murphey's Sod and Landscaping for plant replacements in the island in front of Brightstone, at the entrance of the north clubhouse, and to replace the dead Red Tips. Following a brief discussion regarding irrigation and warranties, it was decided to go with the proposals from Murphy's as they were all less than those from ValleyCrest and ValleyCrest has a number of deficiencies that they need to attend to this month.

On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved the proposals from Murphey's Sod and Landscaping (totaling \$5,500) to complete the plant replacements as discussed for Sterling Hill Community Development District.

Mr. Toborg reviewed a proposal from Stardust Farms, Inc. in the amount of \$668.50 to fill in the hedge across from the clubhouse with Viburnum Densa and Viburnum Withlachoocce.

On a Motion by Mr. Blakley, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved the proposal from Stardust Farms, Inc. totaling \$668.50 to install Viburnum Densa in the hedge across from the clubhouse for Sterling Hill Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposals for  
Playground Surface at South Clubhouse**

A brief discussion was held regarding the proposals obtained to install both rubber and wood mulch in the south clubhouse playground to replace of the sand, as well as installing a rubberized matting surface. He stated that one of the firms expressed concern with the fact that the rubber mulch tends to get hot in the summer and noted that there are additional costs associated with maintaining the matting.

Mr. Pond stated that at the last meeting he was asked to obtain pricing for sandboxes to be installed at the clubhouse playgrounds. He reviewed the proposal from Corbin's Custom Design and a brief discussion ensued. Mr. Pond indicated that Staff could complete the construction of the sandboxes in house and asked for authorization to do so. He confirmed that theoretically less mulch would be needed if the sandboxes are installed, but it would not represent a substantial savings.

Ms. Stewart emphasized the need to obtain certification from the vendors that the mulch, etc. meet both ASTM standards 1272 and 1951 that address the depth for preventing head injuries and maneuverability. She noted that there is some question regarding whether the rubber mulch is ADA is actually ADA compliant and the engineered wood mulch is the most popular due to the cost, although it does not allow for a great deal of maneuverability. It was stated that the cost to install the surface over the existing sand was cost prohibitive. Mr. Pond confirmed that there are no issues with drainage that would impact the installation of the mulch. Discussion ensued on the options that were presented.

On a Motion by Mr. Peters, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved the proposal from Murphy's in the amount of \$19,150 to install wood mulch at the south clubhouse playground for Sterling Hill Community Development District.

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors authorized Staff to construct two sandboxes in house for Sterling Hill Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Update Regarding Establishing RV/Boat  
Storage Area**

Ms. Stewart reviewed the proposal from ACPLM to complete the surfacing work needed to create the RV/ Boat Storage Area at \$180,000, noting that it does not meet all of the requirements from the County and SWFWMD for a parking lot. She stated that the proposal does not include the lighting, storm sewer, or landscaping, so it is obvious that there is a budget problem with the project, as only \$150,000 was budgeted. A brief discussion ensued regarding the cost and options to either reduce the size of the lot, the possibility of phasing it in over a period of a few years, or changing to another surface type. Ms. Stewart estimated that the total cost would be slightly over \$200,000. The Board asked that the costs be updated and itemized for further discussion at next month's meeting.

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**NINTH ORDER OF BUSINESS**

**Consideration of Proposal from Fitness Logic for Fitness Center Flooring**

Mr. Pond discussed the revised proposal fro Fitness Logic for the replacing the fitness center flooring, noting that it now includes the warranty information as requested by the Board.

On a Motion by Mr. Blakley, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved the proposal from Fitness Logic in the amount of \$4,851.60 to replace the fitness center flooring for Sterling Hill Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Proposals for Sand Removal and Repairs to Boundary Wall**

Mr. Pond reviewed the proposals from LaRocca Construction (\$41,395) and Signature Privacy Walls of Florida, Inc. (\$36,500) to remove the sand that has built up around the fence and to replace the damaged wall and columns that were struck by lightning. The Board asked that Management check into the possibility of filing an insurance claim to cover this damage and the need to ensure that permitting costs are include in the costs.

On a Motion by Mr. Blakley, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved the proposal from Signature Privacy Walls of Florida, Inc. subject to verification that pricing includes permitting costs for Sterling Hill Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel

Mr. Vericker stated that he had nothing to report at this time.

B. District Engineer

Ms. Stewart updated her estimate on the amount of funds invested in the RV Lot Project thus far to \$18,000.

C. Field Operations Manager

Mr. Toborg touched on the last inspection and noted that the Board needs to approve the proposal for the mulch installation that is due to be completed in October. The pricing included in the proposal are the contracted price. The board indicated that it should be done, but took no formal action. Mr. Toborg stated that he has requested another proposal to replace another Bradford Pear that died with a Crepe Myrtle. He stated that he will be completing another inspection next week and will be making sure that everything Valley Crest says has been completed has been. Mr. Toborg stated that even though there were a number of deficiencies noted in his report, he does feel that the landscaping has approved.

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Mr. Pond stated that he obtained a proposal to replace a dead Shumard Oak that was taken down along Sterling Hill Boulevard at a cost of \$450. Mr. Toborg stated that he would look at the area to ensure that there is sufficient space to install the tree and would look into replacing it with a comparable Cathedral Oak as they look better.

D. Amenity Management

Mr. Pond stated that the two trash cans have been ordered as requested, but they were backordered and should be in place within the month. He updated the Board on the status of various projects.

E. District Manager

Mr. Brizendine spoke regarding the September Financial Statement, noting that this one generally takes longer as it is the final one for the fiscal year and items need to be accrued if applicable. He stated that he would get back to the Board regarding whether any additional revenue has been received.

Mr. Brizendine informed that Board that the age limits were updated on the new Basketball Court policy but not the volleyball court so there is now a discrepancy. He sought and received confirmation that age limits should be the same on both.

Mr. Brizendine introduced Mr. Fischer to the Board and provided some background information on his experience. He stated that Mr. Fischer will be taking over as District Manger in the near future, but he will be continuing to work with him during his transition to his new position.

Ms. Manuele inquired as to why Rizzetta was over budget in 2014 and Mr. Brizendine stated that he would look into it and get back to her.

A brief discussion ensued regarding the request for an open play area to be available once the RV Lot is in place. It was stated that the matter could wait until the RV Lot matter has been resolved.

**TWELFTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

**Audience**

The HOA manager presented a proposal from K Johnson to mow and edge the vacant lots eight times a year at an annual cost of \$11,160 for 155 lots, along with a cost sharing breakdown showing the District's share (42%) of the mowing cost to be \$4,687.

On a Motion by Ms. Manuele, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved the proposal from K Johnson Landscaping to mow and edge the 155 vacant lots, as well as the cost sharing breakdown with the HOA for Sterling Hill Community Development District.

**Supervisors**

There were no Supervisors requests.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Manuele, seconded by Mr. Blakley, with all in favor, the Board of Supervisors adjourned the meeting at 9:05 a.m. for Sterling Hill Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

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