

# **STERLING HILL COMMUNITY DEVELOPMENT DISTRICT**

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**DISTRICT OFFICE · 3434 COLWELL AVENUE · SUITE 200 · TAMPA, FLORIDA 33614**

**STERLING HILL  
COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS' MEETING  
NOVEMBER 8, 2011**

# STERLING HILL COMMUNITY DEVELOPMENT DISTRICT AGENDA NOVEMBER 8, 2011 at 9:00 a.m.

At the North Sterling Hill Clubhouse located at 4411 Sterling Hill Boulevard, Spring Hill, FL 34609.

<b>District Board of Supervisors</b>	Mark Sifford Ken Jones John Blakley Christina Miller Sandra Manuele	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Greg Cox	Rizzetta & Company, Inc.
<b>District Attorney</b>	Mark Straley	Straley & Robin
<b>District Engineer</b>	Tonja Stewart	WilsonMiller, Inc.

**All Cellular phones and pagers must be turned off while in the clubhouse.**

## **The District Agenda is comprised of four different sections:**

The meeting will begin promptly at **9:00 a.m.** with the first section which is called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The second section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Manager prior to the presentation of that agenda item. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 994-1001 at least seven days in advance of the scheduled meeting. Requests to address items that are not on this agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting and will be heard under "Public Comments". The third section is called **Staff Reports**. This section allows the District Manager, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The final section is called **Supervisor Requests and Audience Comments**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. IF THE COMMENT IS A MAINTENANCE-RELATED ITEM, THESE ITEMS WILL NEED TO BE ADDRESSED BY THE DISTRICT ADMINISTRATOR OUTSIDE THE CONTEXT OF THIS MEETING.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 994-1001, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

**STERLING HILL COMMUNITY DEVELOPMENT DISTRICT**  
**DISTRICT OFFICE • 3434 COLWELL AVENUE • SUITE 200 • TAMPA, FL 33614**

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October 31, 2011

**Board of Supervisors  
Sterling Hill Community  
Development District**

**AGENDA**


Dear Board Members:

The regular meeting of the Board of Supervisors of the Sterling Hill Community Development District will be held on **Tuesday, November 8, 2011 at 9:00 a.m.**, at the North Sterling Hill Clubhouse located at 4411 Sterling Hill Boulevard, Springhill, FL 34609. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of the Board of Supervisors' Meeting held on October 11, 2011 .....Tab 1
  - B. Consideration of Operation and Maintenance Expenditures for October 2011 (under separate cover)
- 4. BUSINESS ITEMS**
  - A. Consideration of Camera Replacement Proposal .....Tab 2
  - B. Consideration of Landscape & Irrigation Contract Extension.....Tab 3
  - C. Presentation of District Unaudited Financial Summary .....Tab 4
- 5. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. Amenity Management.....Tab 5
  - D. District Manager
- 6. AUDIENCE COMMENTS**
- 7. SUPERVISOR REQUESTS**
- 8. ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (813) 933-5571.

Very truly yours,

  
Greg Cox  
District Manager

cc: Mark Straley, Straley & Robin  
Tonja Stewart, WilsonMiller, Inc.  
Kelly Evans, Rizzetta Amenity Services

# Tab 1

**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 and continued public hearing of the Board of Supervisors of Sterling Hill Community Development District was held on **Tuesday, October 11, 2011 at 9:00 a.m.** at the Sterling Hill North Clubhouse located at 4411 Sterling Hill Boulevard, Spring Hill, FL 34609.

Present and constituting a quorum:

Mark Sifford	<b>Board Supervisor, Chairman</b>
Ken Jones	<b>Board Supervisor, Vice Chairman</b>
John Blakley	<b>Board Supervisor, Assistant Secretary</b>
Christina Miller	<b>Board Supervisor, Assistant Secretary</b>
Sandra Manuele	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Greg Cox	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Tonja Stewart	<b>District Engineer, WilsonMiller, Inc. (via speakerphone)</b>
Kelly Evans	<b>Operations Manager, Rizzetta Amenity Services</b>
Jason Pond	<b>Clubhouse Manager, Rizzetta Amenity Services</b>
Nils Hallberg	<b>Operations Manager, Rizzetta &amp; Company, Inc.</b>

Audience

**FIRST ORDER OF BUSINESS**

**Call to Order and Pledge of Allegiance**

Mr. Sifford called the meeting to order and asked Mr. Cox to read the roll call. All those in attendance then stood to recite the Pledge of Allegiance.

**SECOND ORDER OF BUSINESS**

**Consideration of Minutes of the Board of  
Supervisors' Meeting Held September 13,  
2011**

Mr. Sifford presented the minutes of the Board of Supervisors' meeting held on September 13, 2011 to the Board for consideration.

On a Motion by Mr. Blakley, seconded by Mr. Jones, with all in favor, the Board approved the minutes of the Board of Supervisors' Meeting held on September 13, 2011 as presented for Sterling Hill Community Development District.
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**THIRD ORDER OF BUSINESS**

**Consideration of Operation and  
Maintenance Expenditures for September  
2011**

Mr. Sifford presented the operation and maintenance expenditures for September 2011 totaling \$120,861.16 to the Board for consideration. Ms. Manuele asked if irrigation repairs are being monitored. Mr. Sifford asked if off-duty deputies are being double-staffed on weekends, as one day there were three on-site; Mr. Pond explained that at the beginning of the school year he had an extra deputy patrolling to control illegal parking in the community.

On a Motion by Mr. Jones, seconded by Mr. Blakley, with all in favor, the Board approved the Operation and Maintenance expenditures for September 2011 totaling \$120,861.16 for Sterling Hill Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Clubhouse Rental Rates**

Ms. Evans discussed the rates comparison between Sterling Hill's facilities and those of other communities. Discussion ensued. Mr. Blakley asked that any Board vote on the topic be deferred until after audience comments, if any, have been heard; the Board agreed.

**FIFTH ORDER OF BUSINESS**

**Presentation of District Unaudited  
Financial Summary**

Mr. Cox presented and reviewed the District Unaudited Financial Summary as of August 31, 2011. Discussion ensued. Staff will look into off-roll assessment collection.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
Not present.
  
- B. District Engineer  
Ms. Stewart discussed ADA 2010 modifications requirements and asked for guidance regarding fitness center plans. Mr. Blakley asked for her report to be put on the next month's meeting agenda for further review and discussion.
  
- C. Amenities Management  
Mr. Pond reviewed the September 2011 amenities management report. He presented a proposal from TR Painting for repair and painting of the entryway monuments to the Board for consideration.

On a Motion by Ms. Manuele, seconded by Ms. Miller, with all in favor, the Board accepted the proposal from TR Painting for entryway monument repair and painting in the amount of \$1,350.00 for Sterling Hill Community Development District.

D. Operations Manager

Mr. Hallberg provided recent pictures to the Board and suggested that the current landscape contractor is not keeping up with the pond bank mowing. He proposed that the pond bank mowing be broken out from the landscape contract and have K. Johnson's Lawn & Landscaping, Inc. perform the work (**Exhibit A**). The plan would be that the Cardinal contract would be lowered by an amount comparable to the amount of the new pond bank mowing agreement (\$33,915 per year).

On a Motion by Mr. Blakley, seconded by Mr. Jones, with all in favor, the Board authorized staff to initiate the plan to re-contract the pond bank mowing and have K. Johnson's Lawn & Landscaping, Inc. perform the work for Sterling Hill Community Development District.

E. District Manager

Mr. Cox announced that the next regularly scheduled meeting would be held on November 8, 2011 at 9:00 a.m.

**SEVENTH ORDER OF BUSINESS**

**Supervisor Requests and Audience Comments**

**AUDIENCE**

A resident expressed concern about Halloween safety and cars blocking the community roads. The Board confirmed that extra deputies will be brought in for assistance.

**SUPERVISORS**

The Board reintroduced the topic of clubhouse rental fee rates. Mr. Blakley made a motion to approve the staff recommendation to increase the resident rental rate from \$25 to \$60 and the non-resident rate from \$50 to \$120; the motion was not seconded and so failed. Mr. Cox summarized the proposal chart for the audience members. Discussion ensued and audience comments were received. Mr. Jones then made a motion.

On a Motion by Mr. Jones, seconded by Ms. Manuele, with all in favor except Mr. Blakley opposed, the Board authorized to maintain the resident clubhouse rental fee at \$25 and increase the non-resident rental fee to \$200 and non-resident security deposit fee to \$200 for Sterling Hill Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Manuele, seconded by Ms. Miller, with all in favor, the Board of Supervisors adjourned the meeting at 9:54 a.m. for Sterling Hill Community Development District.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

# Exhibit A





# **K. JOHNSON'S LAWN & LANDSCAPING, INC.**

## **CONTRACT SPECIFICATIONS**

The Landscape Management Program for STERLING HILLS CDD shall be as follows:

### 1. MOWING

- A. Mowing of all areas (21 ponds) to leave a neat and uncluttered appearance. Nineteen (19) cuts per year.
- B. April - October (14) mowings  
November - March (5) mowings
- C. Collect all trash and debris during each visit.

### 2. LINE TRIMMING

- A. Trim around trees, valves, lights, signs, and areas not accessible to mowers each time of service to maintain a neat uniformed appearance.
- B. Grass areas around lakes and ponds shall be string trimmed down to the waters edge.

### 3. DEBRIS CLEANUP

- A. All landscape debris created by landscape maintenance operations shall be cleaned up and remove from site.
- B. Sidewalks, curbs, patio areas, and pool decks shall be cleaned by means of power blowers to remove grass clippings and debris.

4. GENERAL REQUIREMENTS

- A. Contractor shall provide labor, material, and equipment to perform the landscape management operations and duties in accordance with requirements herein specified.
- B. Contractor shall procure and maintain all necessary permits and licenses while the contract is in force. These are to include: General liability, automobile insurance of at least \$1,000,000 from an A Best or better rated company and worker's compensation of not less than \$500,000.
- C. Contractor shall not be held liable for pre-existing conditions of the grounds or any damages to the grounds caused by storms, severe winds, drought, water restrictions, freezes, floods, hail, or any other acts of God.
- D. Contractor will be responsible for damages to the grounds caused by the action of the personnel while performing the duties of this contract.
- E. Security and Personnel: Contractors personnel will be identified at all times while performing work under this contract with uniforms bearing the name of the contractor. Contractor shall provide trained and knowledgeable employees who are safety minded.
- F. Work Schedule: Mowing services will be performed on the same day(s) each week as determined mutually between client and contractor. However, in the event of holidays, rain, or other factors, contractors may be required to reschedule to the next day, or another day whenever possible.
- G. K. Johnson's Lawn & Landscaping, Inc. shall limit operations to emergencies only during December 23 through January 3, for the holidays. All properties shall be visited prior to our closing. Regular operations shall continue on January 3.

5. ADDENDUM:

- A. Pond slope seeding shall be performed every year (during rainy season) at no charge until all slopes have grown in with no bare areas. K. Johnson's Lawn & Landscaping, Inc. shall supply 300 lbs. per year of erosion control seed product, apply and water as necessary. This will begin a program of continual slope repair at no cost to the CDD. There are several factors that cause pond slope erosion. Mowing below 4 ½ inches, not mowing often enough and continued mowing in damaged areas are the most common. Any slope enhancement program must adhere to these guidelines to ensure long term success.
- B. All pond bottoms (if dry) shall be mowed every other cutting throughout the year.
- C. All drainage structures shall be cleared of soil and vegetation at all times.

6. PRICE FOR LANDSCAPE MANAGEMENT SERVICES

ANNUALLY	\$ 33,915.00	
PER CUT	\$ 1,785.00	<sup>1</sup> 85

7. TERMINATION OF CONTRACT

A. Thirty (30) days advanced written cancellation notice sent by certified mail, return receipt, and shall be required from either contractor or client should cancellation of contract be so desired.

8. DURATION OF CONTRACT

- A. Contract for landscape management of the herein-mentioned property shall be for a term of one (1) year, contract shall automatically renew annually unless written notice is given to contractor by association or its representatives. This contract shall commence on \_\_\_\_\_.
- B. At the beginning of the second year of this contract, contractor shall have the option to increase the monthly charge if the need arises to offset any non-controllable increases in the cost of doing business, such as landfill cost increases, workers compensation insurance, liability insurance, and other mandatory coverage's.
- C. This increase shall not exceed 5%.

ACCEPTED FOR:  
STERLING HILLS CDD

BY:

DATE:

\_\_\_\_\_  
KERRY JOHNSON  
K. JOHNSON'S LAWN & LANDSCAPING, INC.

This contract constitutes the entire agreement between the client and contractor, and no modification, amendment, or alteration to the terms of this agreement shall be of any force or effect unless mutually agreed upon in writing.

**13620 VERNON DAIRY ROAD  
SPRING HILL, FL 34610  
OFFICE - 813-927-5732 FAX - 813-996-2940**

**Nils E. Hallberg**

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**From:** 18138337194@tmomail.net  
**Sent:** Monday, October 10, 2011 3:04 PM  
**To:** Nils E. Hallberg  
**Subject:** Fwd: no subject

Seed growing off flintlock

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T-Mobile

This message was sent to you by a T-Mobile wireless phone.



**Nils E. Hallberg**

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**From:** 18138337194@tmomail.net  
**Sent:** Monday, October 10, 2011 1:33 PM  
**To:** Nils E. Hallberg  
**Subject:** Fwd: Oct10\_0001

.....  
Behind 4522 copperhill. Arborgate  
.....



.....  


This message was sent to you by a T-Mobile wireless phone.



**Nils E. Hallberg**

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**From:** 18138337194@tmomail.net  
**Sent:** Monday, October 10, 2011 3:00 PM  
**To:** Nils E. Hallberg  
**Subject:** Fwd: no subject

.....  
Behind 4953 larkenheath  
.....



.....  


This message was sent to you by a T-Mobile wireless phone.



**Nils E. Hallberg**

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**From:** 18138337194@tmomail.net  
**Sent:** Monday, October 10, 2011 2:49 PM  
**To:** Nils E. Hallberg  
**Subject:** Fwd: no subject

.....  
Behind 4881 larkenheath arborgate  
.....



.....  


This message was sent to you by a T-Mobile wireless phone.



**Nils E. Hallberg**

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**From:** 18138337194@tmomail.net  
**Sent:** Monday, October 10, 2011 1:39 PM  
**To:** Nils E. Hallberg  
**Subject:** Fwd: Oct10\_0002

.....  
Behind 4315 larkenheath. Arborgate  
.....



.....  
**T-Mobile**

This message was sent to you by a T-Mobile wireless phone.





**Nils E. Hallberg**

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**From:** 18138337194@tmomail.net  
**Sent:** Monday, October 10, 2011 3:02 PM  
**To:** Nils E. Hallberg  
**Subject:** Fwd: Oct10\_0005

Behind 13386 blythewood drive



T-Mobile

This message was sent to you by a T-Mobile wireless phone.

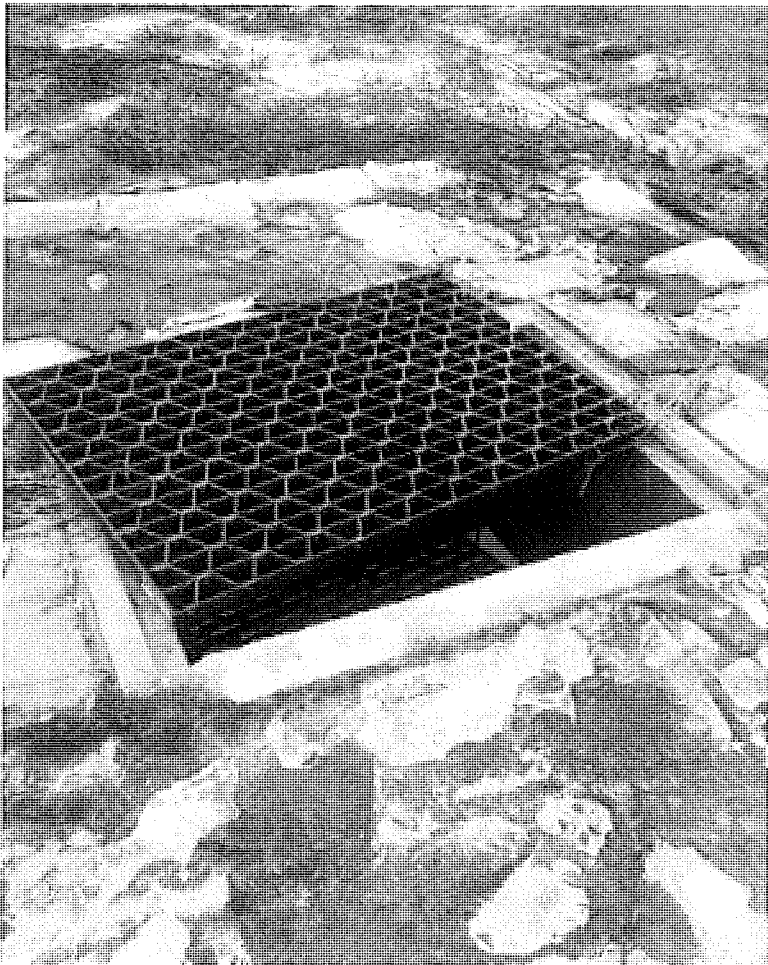


**Nils E. Hallberg**

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**From:** 18138337194@tmomail.net  
**Sent:** Monday, October 10, 2011 3:02 PM  
**To:** Nils E. Hallberg  
**Subject:** Fwd: no subject

.....  
Open grate / closed after photo  
.....



.....  
**T-Mobile**

This message was sent to you by a T-Mobile wireless phone.



## **Tab 2**



# DCSI, Inc. "Security & Sound"

DCSI Inc "Security & Sound"  
 P.O. Box 292894  
 Tampa, FL 33687  
 (813)653-2553  
 dciccarello@dcisecurity.com

## Estimate

DATE	estimate #
10/20/2011	11147
EXP. DATE	
	11/20/2011

ADDRESS
Att. Accounts Payable Sterling Hill CDD 3434 Colwell Ave. Suite #200 Tampa, Fl 33614

ACCT#/LOT/BLK	Sales Rep
Sterling Hill N&S	DC

Date	Service	Description	Quantity	Rate	Amount
10/20/2011	Camera installation	Camera Replacements at multiple communities. (see gate maintenance report)  1/3" Sony Super HAD CCD 420-line resolution 3.6mm lens Lens optimized for IR	11	199.99	2,199.89
10/20/2011	Camera installation	Power supply for Brightstone DVR	1	69.99	69.99

Thank you for your time and this opportunity to do business with you!  
 \*ALL SYSTEMS COME WITH 90 DAYS WARRANTY ON LABOR AND ONE YEAR WARRANTY ON PARTS, UNLESS OTHERWISE NOTED.

<b>SUBTOTAL</b>	\$2,269.88
<b>TAX (7%)</b>	\$0.00
<b>TOTAL</b>	\$2,269.88

Accepted By: \_\_\_\_\_

Accepted Date: \_\_\_\_\_



## **Tab 3**

**SECOND ADDENDUM TO THE LANDSCAPE MAINTENANCE AGREEMENT BY  
AND BETWEEN STERLING HILL COMMUNITY DEVELOPMENT DISTRICT  
AND CARDINAL LANDSCAPING SERVICES OF TAMPA, INC.**

**THIS SECOND ADDENDUM TO THE LANDSCAPE MAINTENANCE AGREEMENT BY AND BETWEEN STERLING HILL COMMUNITY DEVELOPMENT DISTRICT AND CARDINAL LANDSCAPING SERVICES OF TAMPA, INC.** (the "Second Addendum"), is made and entered into effective as of the 1st day of October 2011, by and between the Sterling Hill Community Development District, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in the Hernando County, Florida (the "District"), and Cardinal Landscaping Services of Tampa, Inc., a Florida corporation, (the "Contractor").

**WHEREAS**, the District was established for the purpose of financing, funding, planning, establishing, acquiring, constructing, or reconstructing, enlarging or extending, equipping, operating, and maintaining systems and facilities for certain infrastructure improvements; and

**WHEREAS**, the District is responsible for the landscape maintenance for certain areas within and around the District; and

**WHEREAS**, the District and the Contractor entered into the Landscape Maintenance Agreement dated July 20, 2009 ("Maintenance Agreement"), incorporated by reference herein; and

**WHEREAS**, the term of the Maintenance Agreement was originally scheduled to expire on September 30, 2010; and

**WHEREAS**, the term of the Maintenance Agreement was previously extended to September 30, 2011; and

**WHEREAS**, the parties desire to extend the term of the Maintenance Agreement to September 30, 2012; and

**WHEREAS**, the District and Contractor each has the authority to execute this Second Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Second Addendum so that this Second Addendum constitutes a legal and binding obligation of party hereto.

**Now, Therefore**, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Contractor agree follows:

1. The term of the Maintenance Agreement is hereby extended to September 30, 2012. Either party may terminate the Maintenance Agreement without cause upon thirty (30) days written notice to the other party.

2. Except as hereby modified, the terms and conditions of the Maintenance Agreement are hereby ratified and confirmed.

Cardinal Landscaping Services of  
Tampa, Inc.

Sterling Hill Community  
Development District

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_



## Tab 4

**STERLING HILL  
COMMUNITY DEVELOPMENT DISTRICT**

**FINANCIAL STATUS  
AND  
SUMMARY REPORT**

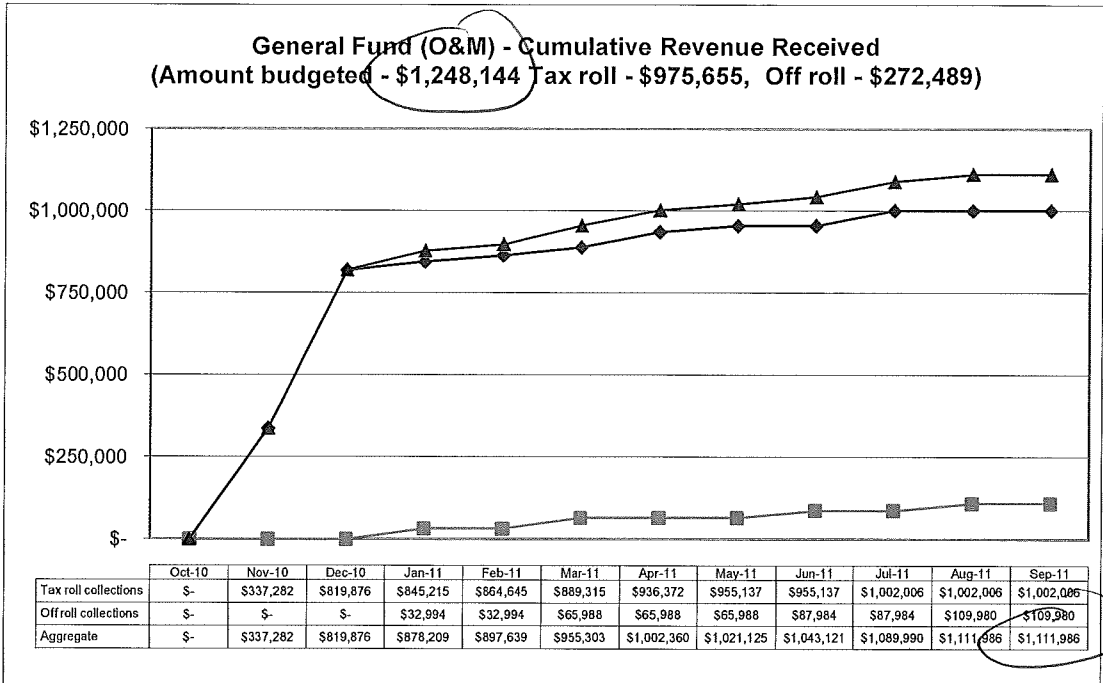
**September 30, 2011**

**Rizzetta & Company, Inc.  
3434 Colwell Ave., Suite 200  
Tampa, FL 33614**

**(813) 933-5571**

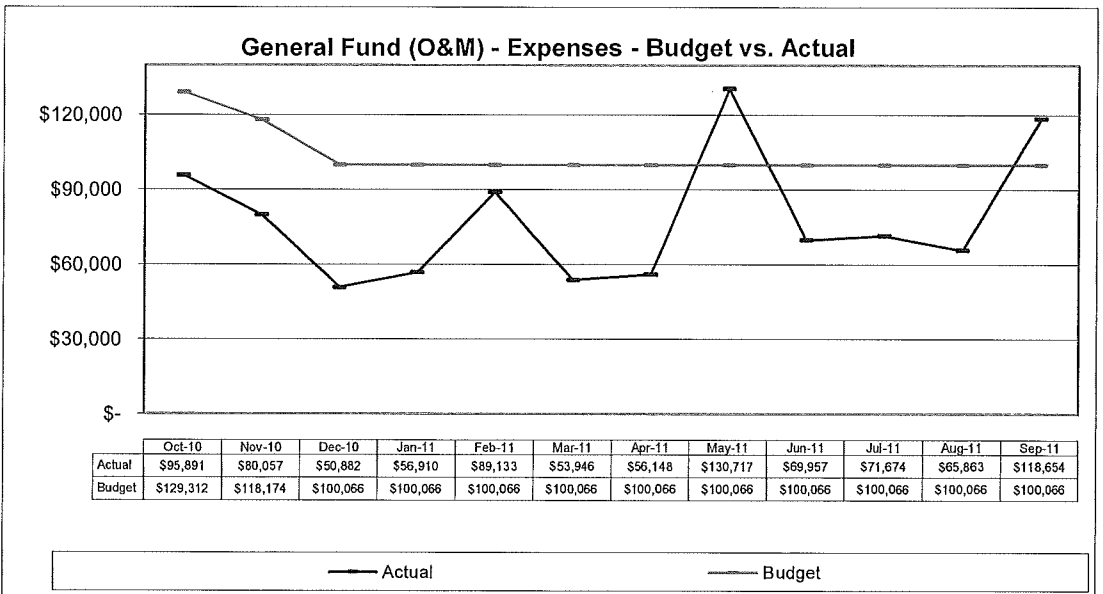
**District Manager - Greg Cox**

**STERLING HILL  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL SUMMARY  
Operations & Maintenance  
September 30, 2011**



\$1,248,144

\$1,111,936



**Select Account Balances as of September 30, 2011**

Cash & Investments	\$ 239,906
Investments - Reserves	\$ 430,706
Assessments Receivable - Tax roll	\$
Assessments Receivable - Off roll	\$ 21,996
Accounts Payable - Unpaid Invoices	\$ 20,846

\$21,996

\*Graph excludes contingencies for presentation purposes

**STERLING HILL  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL SUMMARY  
General Fund  
September 30, 2011**

Description	Month		YTD		Total Annual Adopted Budget		Projected Year End	
	Budget	Actual	Budget	Actual	Budget	End of Year	Budget	Variance %
<b>ADMINISTRATIVE:</b>								
Supervisors Fees	1,000	1,000	12,000	11,600	400	3%	400	3%
General & Administrative	7,947	7,183	117,151	95,755	21,396	18%	21,396	18%
Legal Counsel	833	1,092	10,000	14,870	(4,870)	-49%	(4,870)	-49%
<b>Total Administrative</b>	<b>9,780</b>	<b>9,274</b>	<b>139,151</b>	<b>122,225</b>	<b>16,926</b>	<b>12%</b>	<b>16,926</b>	<b>12%</b>
<b>FIELD OPERATIONS:</b>								
Law Enforcement	3,620	3,864	43,435	47,336	(3,901)	-9%	(3,901)	-9%
Electric Utility Services	9,983	10,525	119,791	117,656	2,135	2%	2,135	2%
Garbage/Solid Waste Control Services	338	167	4,050	4,596	(546)	-13%	(546)	-13%
Water-Sewer Combination Services	417	419	5,000	4,349	651	13%	651	13%
Stormwater Control	2,917	-	35,000	20,384	14,616	42%	14,616	42%
Other Physical Environment	29,771	55,678	382,817	297,603	85,214	22%	85,214	22%
Road & Street Facilities	3,469	823	41,628	31,903	9,725	23%	9,725	23%
Parks & Recreation	23,491	27,343	281,892	282,571	(679)	0%	(679)	0%
Contingency	16,282	10,561	195,380	11,211	184,169	94%	184,169	94%
<b>Total Field Operations</b>	<b>90,286</b>	<b>109,380</b>	<b>1,108,993</b>	<b>817,608</b>	<b>291,385</b>	<b>26%</b>	<b>291,385</b>	<b>26%</b>
<b>Total Administrative and Field Operations</b>	<b>100,066</b>	<b>118,654</b>	<b>1,248,144</b>	<b>939,833</b>	<b>308,311</b>	<b>25%</b>	<b>308,311</b>	<b>25%</b>

\$939,833  
 For the FY  
 \$308,311  
 Budget  
 Variance  
 \$1,111,936  
 Collected

**STERLING HILL  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL SUMMARY  
Debt Service  
September 30, 2011**

Bond Series	Series 2003A	Series 2003B	Series 2006A	Series 2006B
Issue Date	October 29, 2003	October 29, 2003	July 12, 2006	July 12, 2006
Maturity Date	May 1, 2023-2035	November 1, 2010	May 1, 2037	May 1, 2011
Original issue amount	\$ 12,535,000	\$ 26,465,000	\$ 3,755,000	\$ 4,550,000
Interest rate	6.45.2%	5.50%	5.50%	5.10%
Assessments Receivable as of September 30, 2011				
Tax Roll	\$ -	\$ -	\$ -	\$ -
Off Roll	\$ -	\$ 326,956	\$ -	\$ 361,015
Outstanding Principal Balance as of September 30, 2011	\$ 11,465,000	\$ 4,225,000	\$ 3,650,000	\$ 295,000

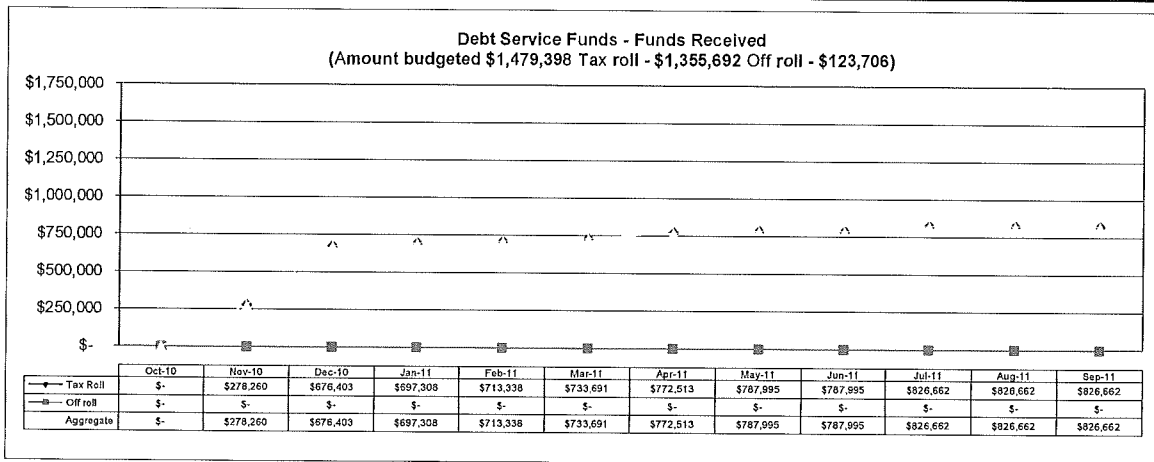
Scheduled debt service payments:	Type	Status	Series 2003A	Series 2003B	Series 2006A	Series 2006B
November 1, 2010 Series 2003	Interest	Paid	\$ 360,278	\$ 116,188	\$ -	\$ -
November 1, 2010 Series 2003	Principal	Accrued	\$ -	\$ 4,225,000	\$ -	\$ -
November 1, 2010 Series 2006	Interest	Accrued	\$ -	\$ -	\$ 100,375	\$ 7,523
May 1, 2011 Series 2003	Interest	Paid	\$ 360,278	\$ 116,188	\$ -	\$ -
May 1, 2011 Series 2006	Interest	Accrued	\$ -	\$ -	\$ 100,375	\$ 7,523
May 1, 2011 Series 2003	Principal	Paid	\$ 220,000	\$ -	\$ -	\$ -
May 1, 2011 Series 2006	Principal	Accrued	\$ -	\$ -	\$ 60,000	\$ 295,000
November 1, 2011 Series 2003	Interest		\$ 349,683	\$ -	\$ -	\$ -
November 1, 2011 Series 2006	Interest		\$ -	\$ -	\$ 100,375	\$ -

Account balances:	Series 2003A	Series 2003B	Series 2006A	Series 2006B
Interest Account	\$ -	\$ -	\$ -	\$ -
Reserve Account	\$ 919,895	\$ 198,275	\$ 93	\$ 0
Prepayment Account	\$ 3,530	\$ 403,292	\$ -	\$ 11
Revenue Account	\$ 480,134	\$ -	\$ 25,453	\$ -
Sinking Fund	\$ -	\$ -	\$ -	\$ -

Debt Service Reserve requirement:	\$ 919,895	\$ 243,900	\$ 250,652	\$ 7,522
Does the district have funds to make the next scheduled debt service payment?	Yes	NA	No	NA
Are the reserve funds adequate to meet the requirement per the trust indenture?	Yes	No	No	No

The District did not have sufficient funds to make the November 1, 2009, May 1, 2010, November 1, 2010, or May 1, 2011 debt service payments for the Series 2006A and B bonds. Reserve funds were used June 2, 2009 to make the May debt service payment, December 2, 2009 to make the November debt service payment and June 4, 2010 to make a partial payment of the May 1, 2010 debt service interest payment. Additionally, the district has substantial outstanding receivables that relate to the previous fiscal years.

**Fiscal Year 2010-2011 Collections**



The May 1, 2011 and November 1, 2011 debt service payments will be paid from 2010-2011 assessments.

**Interest Account:** used to accumulate funds for the next scheduled interest payment. Funds are transferred from the Revenue Account immediately prior to the scheduled payment.

**Reserve Account:** Funds maintained per the Trust Indenture for the payment of principal and interest when amounts on deposit are insufficient. The required amount decreases as the outstanding principal amount decreases.

**Prepayment Account:** used to accumulate payments toward the early retirement of bonds. Amounts are then used to prepay the bonds in \$5,000 increments as of the next debt service payment date.

**Revenue Account:** Used to accumulate the receipt of debt service assessments prior to funds being transferred to the Interest or Sinking Fund account immediately prior to debt service payment.

**Sinking Fund:** used to accumulate funds for the next scheduled principal payment. Funds are transferred from the Revenue Account immediately prior to the scheduled payment.

# Tab 5

**Sterling Hill CDD**  
**October 2011**  
**Operations Report**



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**Clubhouse Manager: Jason Pond**  
**Email: [sterlinghillclub@live.com](mailto:sterlinghillclub@live.com)**

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### **Clubhouse Maintenance and Improvements**

- Sterling Hill south clubhouse weight room was completely repainted.
- Sterling Hill south office was completely repainted.
- South clubhouse pool deck and chairs were pressure washed.
- Fixed some loose trim in the north clubhouse kitchen area.
- Installed kick plates on back doors of South clubhouse

### **Resident Relations**

- Residents have been informing me of broken irrigation along Sterling Hills Blvd. I have been communicating the locations along to Cardinal Landscaping.
  - Have been working with the Sheriff's office along with residents to catch mischief's teens.
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### **Field Maintenance**

- Did a community drive through one evening to determine which lights were out within the community. Made a list with light poles out and submitted to Withlacoochee River Electric.
- The Sterling Hill entrance way monuments were repaired and painted by T&R Painting.
- Signs by Connie finished painting the remainder of the community entrance signs and lettering.
- Electric was run out to the basketball courts by Kennedy Electric for the instillation of our security cameras.

**Sterling Hill CDD  
October 2011  
Operations Report**



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**Private Event Rentals**

- Angel Shannon - Birthday Party (north)
- Tiffany Fearing - Birthday Party (north)
- Yiralyn Edney - Birthday Party (north)
- Karen Pelletier - Bridal Party (north)
- Wendy Brent - Sweet 16 (north)
- George Muhl - Meeting (north)
- Neely Van Veghel - Baby Shower (north)
- John Mayer - Birthday Party (north)
- Kim Williams - Meeting (north)
- Wanda Houston - Birthday Party (north)
- Edward Tepper - Birthday Party (north)
- Delmoral Solares - Birthday Party (south)
- Barbara Rodeo - Wedding Shower (south)
- Kerry Haj - Baby Shower (south)
- Janine Romano - Baby Shower (south)
- Yiralynn Daryliz - Birthday Party (south)
- Jim Tacy - Birthday Party (south)
- Rhonda Lituim - Birthday Party (south)
- Meredith Rosetti - Halloween Party (south)

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**Gate Report**

- Dunwoody entrance master side brushes were replaced.
- Mandalay Place free exit loop detector was defective. Replaced worn drive belt and corroded batteries. There was a bad slave control board not supplying constant voltage, replaced bad board. Replaced master motor as well.
- Covey Run entrance gate master side fuses blown, reset motor, and realigned gates.
- Glenburne exit slave side pulley was tightened.
- Arborglades entrance cam was realigned.
- Haverhill call box volume was adjusted.