
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, March 12, 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 <i>(joined the meeting in progress)</i>
Frances Krause	Board Supervisor, Assistant Secretary
Jo-Ann Polletta	Board Supervisor, Assistant Secretary
John Blakley	Board Supervisor, Assistant Secretary <i>(joined the meeting in progress via speakerphone)</i>

Also present were:

Scott Brizendine	District Manager; Rizzetta & Company, Inc.
John Toborg	Field Operations Manager; Rizzetta & Company, Inc.
Tonja Stewart	District Engineer, WilsonMiller, Stantec
John Vericker	District Counsel; Straley & Robin <i>(via speakerphone)</i>
Jason Pond	Clubhouse Manager; Rizzetta Amenity Services
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 February
12, 2013**

Ms. Miller stated that line 237 should read Ms. Manuele and not her. Mr. Brizendine stated that he would have the correction made.

(Ms. Manuele joined the meeting)

On a Motion by Ms. Manuele, seconded by Ms. Polletta, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on February 12, 2013 as amended for Sterling Hill Community Development District.

(Mr. Blakley joined the meeting in progress via speakerphone)

THIRD ORDER OF BUSINESS

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

There were no questions regarding any of the expenditures.

On a Motion by Ms. Manuele, seconded by Ms. Polletta, with all in favor, the Board approved the Operation and Maintenance expenditures for February 2013 totaling \$87,675.24 for Sterling Hill Community Development District.

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Vericker stated that the foreclosure on the Brown Investment Lots is still pending and while there have been calls from realtors there are no contracts pending on those lots.

Mr. Pond stated that he has contacted the Sheriff's Office on numerous occasions regarding trespassing for vulgarity in the Park and is getting nowhere with them. Mr. Vericker asked that Mr. Ponds contact him with the details, so he can contact the Sheriff's Office and try to assist with the issue.

Ms. Polletta inquired what options the District might have to address children who are using the gates as a ride in Brackenwood. She expressed concern with the children damaging the gates and liability issues should one of the children get injured. She stated that no one is sure who the parents are so that they can't be notified of the concerns. Mr. Vericker stated that he could send letters to the parents if they were known, but you have to be careful how you obtain this information as they are minors so you can't just follow them home or take pictures and ask around. Mr. Brizendine suggested that Staff monitor the situation and an off-duty officer be scheduled to be in the area when this is occurring so they might catch the individuals. He also recommended that an article be placed in the newsletter notifying residents of the safety concerns and notifying parents that if their child damages the gates, they will be held responsible to cover the repairs.

B. District Engineer

Ms. Stewart introduced herself to the new members of the Board.

Ms. Manuele expressed concern with the size of some of the street drains throughout Sterling Hill. Ms. Stewart stated that she has noted this on a few occasions and explained that unfortunately the drains were designed that way to handle a certain flow of water and there is nothing she can do about them. She offered to provide the Board with a copy of her report on this matter.

C. Field Operations Manager

Mr. Toborg stated that he brought the contract with ValleyCrest with him for execution, noting that it will be effective on April 1, 2013.

Mr. Toborg stated that he obtained a proposal in the amount of \$7,675 from Cardinal Landscaping to install a Silverthorn hedge between the walls and behind the split rail fence to discourage pedestrians from using the back of residential property to gain access to the clubhouse. He stated that it is a very thick hedge and should be effective. Mr. Toborg stated that the proposal also includes installation of a drip line to irrigate the hedge. A request was made that the hedges actually go slightly behind and beyond the wall edges to prevent anyone from trying to squeeze between the wall and the plants. A brief discussion ensued regarding concerns with using Cardinal for this installation since there are on-going issues with payments to them. Mr. Brizendine explained that Cardinal is claiming that the proposal to mow along Elgin Boulevard was a monthly price and not an annual one as thought by the Board. He stated that he has researched the matter and found no reference in the minutes to suggest that it was approved as an annual fee and the proposal is poorly written and isn't clear on the matter either. A question was raised as to whether the recorded minutes were listened to as the question was asked. Mr. Brizendine inquired as to whether Cardinal was present at the meeting and responded to the question and the response was no. He informed the Board that it has the option to litigate the matter, but it could be quite costly to do so. Mr. Brizendine stated that the service has been cancelled so there will be no more charges going forward. A brief discussion ensued regarding the fact that the section along Elgin Boulevard was not included in the contract with ValleyCrest because it is not District property and there really should be a right-of-way use permit from the County authorizing the District to maintain the area. Mr. Toborg stated that he would have to negotiate this section with ValleyCrest once the permit has been obtained. Mr. Brizendine stated that he would contact the County to research the matter of the permit.

The Board indicated that it would like to obtain a proposal from ValleyCrest for installation of the Silverthorn Hedge.

<p>On a Motion by Ms. Manuele, seconded by Ms. Krause, with all in favor, the Board authorized Staff to obtain a proposal from ValleyCrest and proceed with the project providing the proposal does not exceed \$7,700 for Sterling Hill Community Development District.</p>
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D. Amenities Management

Mr. Pond reported that the wall along Elgin Boulevard that was damaged in the car accident has been repaired, with the exception of the landscaping. He stated that he has a proposal from Cardinal for this project for approximately \$900. The Board indicated that they would prefer to have ValleyCrest do this install also.

Mr. Pond reviewed the proposals to re-strap the patio furniture, noting that Admiral no longer provides this service so he obtained pricing from other firms that came highly recommended. He stated that Piece by Piece Furniture, LLC came in at the lowest price (\$4,913.20). Mr. Brizendine confirmed that funding for this project was included in the budget and Mr. Pond confirmed that the replacement chairs are the same as the existing ones.

<p>On a Motion by Ms. Polletta, seconded by Ms. Krause, with all in favor, the Board approved the proposal from Piece by Piece Furniture to re-strap and or replace patio furniture for Sterling Hill Community Development District.</p>

Mr. Pond informed the Board that maintenance will be continuing to pressure wash the sidewalks over the next month or two. A request was made that the curbing be done as well and Mr. Pond indicated that he would add it to the list.

Mr. Pond stated that the welding company (Castro Welding) used to repair finials on the gates is not responding to his calls and Mr. Brizendine has informed him that their insurance has lapsed. He noted that the firm has not been paid for the work they have already completed and will not be doing any more work for the District.

Ms. Miller inquired about the hours for off-duty deputies and why on some days there are two shifts. Mr. Pond stated that this occasionally occurs when he asks for extra coverage when the children get off the bus. He confirmed that he has them onsite until 2:00 a.m. on the weekends.

Mr. Toborg stated that he has reviewed the irrigation as-builts and has some concerns with the installation of the fiber optic cables in the right-of-way along Elgin Boulevard. He stated that he will be providing the as-builts to Cardinal and they will be flagging as many of the lines as possible to try to reduce the instances of cut lines.

E. District Manager

Mr. Brizendine provided a brief overview of the District's financial status report, stating that it has collected \$884,166 of the \$1,200,000 assessed or roughly 71%. He touched briefly on the various account balances and projected that based on current trends the District would be about 3% under budget for the year.

Mr. Brizendine stated that he would like to present the proposed budget at the June 11th meeting and hold the public hearing on the final budget in August as this would meet the statutory requirement to present the proposed budget by the 15th of June and hold the hearing not less than 60 days after its submitted to Hernando County. He recommended holding a budget workshop before then to discuss any items the Board would like to see included and explained that he would be meeting with Mr. Pond, Mr. Toborg and Ms. Stewart to get their input on the budget. Mr. Brizendine stated that he would like Ms. Stewart to do an inspection of the community so that the Board is aware of any issues that will need to be addressed and the reserve study can be updated to ensure that the proper amount is collected. Following a brief discussion, the Board set the workshop on April 2, 2013 at 9:00 a.m.

On a Motion by Ms. Manuele, seconded by Ms. Polletta, with all in favor, the Board authorized management to submit the required advertisement to hold a budget workshop on April 2, 2013 at 9:00 a.m. at the North Sterling Hill Clubhouse located at 4411 Sterling Hill Boulevard, Spring Hill, Florida, 34609 for Sterling Hill Community Development District.

Mr. Brizendine stated that he researched the question of the increase of the District's liabilities in November and learned that it relates to the District's inability to make the debt service interest payments for the 2006 bonds for the third year now and that interest had to be added to the District's liabilities. There is also \$208,000 that was received from the County, which was initially placed in the general fund because the County sends one check and the debt service portion has to be transferred to the Trustee.

FIFTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

Audience

Audience members expressed their appreciation for the answer to the question on the financials and for the installation of the hedges. Comments were also expressed with the lack of response from WREC to repair the street light outages. Mr. Brizendine asked that he be provided with the pole numbers so that he might contact them directly.

Supervisors


Ms. Manuele stated that she still has not received a response to her request for the amenity contract. Mr. Brizendine stated that he would get with Ms. Evans for a response.

SIXTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Polletta, seconded by Ms. Manuele, with all in favor, the Board of Supervisors adjourned the meeting at 9:45 a.m. for Sterling Hill Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman