
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 12, 2013 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
Sandra Manuele	Board Supervisor, Vice Chairman
Frances Krause	Board Supervisor, Assistant Secretary
Louis Peters	Board Supervisor, Assistant Secretary
John Blakley	Board Supervisor, Assistant Secretary

Also present were:

Scott Brizendine	District Manager; Rizzetta & Company, Inc.
Tonja Stewart	District Engineer, Stantec Consulting <i>(via speakerphone)</i>
John Vericker	District Counsel; Straley & Robin <i>(via speakerphone)</i>
Jason Pond	Club Manager
Audience	<i>(joined the meeting in progress)</i>

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

Ms. Miller noted that there were no members of the general audience in attendance.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting Held on October 10, 2013

On a Motion by Mr. Blakley, seconded by Ms. Krause, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on October 10, 2013 as presented for Sterling Hill Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for October 2013

There were no questions on any of the expenses.

On a Motion by Mr. Peters, seconded by Mr. Blakley, with all in favor, the Board approved the Operation and Maintenance expenditures for October 2013 totaling \$107,516.61 for Sterling Hill Community Development District.

FIFTH ORDER OF BUSINESS

Continued Discussion Regarding Re-Striping

Ms. Stewart stated that she has completed the inspection of the roads and determined that they are in relatively good condition. She stated that in speaking with ACPLM regarding paint selection, they recommended latex paint over the thermoplastic given the type of traffic flow seen in the community and the high cost of the thermoplastic paint. Mr. Pond reviewed the proposals and areas to be painted and a brief discussion ensued. It was noted that Sterling Hill Boulevard was removed from the bid as it is a county road. Ms. Stewart stated that a striping plan will be attached to the contract to eliminate any confusion on the areas to be done. She recommended using ACPLM to complete the project.

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board approved the proposal from ACPLM to re-stripe the roadways at a cost of \$6,123 for Sterling Hill Community Development District.

(A member of the General Audience joined the meeting in progress.)

Ms. Miller asked if there were any comments on the agenda. There were none.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Vericker stated that while his office has had a few payoff inquiries on the property that is in foreclosure, there is nothing new to report at this time.

A brief discussion ensued regarding the use of text messaging as a means of communication on CDD matters. Mr. Vericker advised the Board not to text and to use e-mail as the same type of restrictions apply, but there is no system in place for storing the text messages. He confirmed that this includes text messages to Mr. Pond.

B. District Engineer

No report.

C. Field Operations Manager

Mr. Brizendine reported on Mr. Toborg's report and a proposal that was obtained to install a new annual bed at the North Clubhouse where a sign is scheduled to be removed. He noted that this will increase the number of annuals in the rotation schedule to 350 and the cost will reflect the per annual cost stated in the contract. A request was made regarding the possibility of installing plants at the South Clubhouse and it was stated that the decision was made not to proceed with this area based on its proximity to the bus stop and the likelihood that they would be trampled on.

Ms. Miller reported on a meeting held between Mr. Toborg, Mr. Pond, ValleyCrest and herself to discuss the areas of concern and lack of communication. She stated that she has seen improvement since the meeting and asked that any comments be forwarded to Mr. Pond as he is the designated contact person. Mr. Pond will contact ValleyCrest directly. Ms. Miller stated that she will be meeting with them again next month. Most of the Board indicated that they have seen improvement and a brief discussion ensued regarding removing bark on the palm trees. Mr. Brizendine stated that it is not in their contract to remove the bark and Mr. Pond stated that they have discussed asking them to do this at the entrances.

D. Amenities Management

Mr. Pond informed the Board that Halloween went well with no incidents being reported. He stated that additional law enforcement was present. He further stated that the bus stop at the South Clubhouse continues to be an issue and he has requested additional deputy patrols to try and get the situation under control.

Mr. Pond stated that holiday lights will start to be installed next week even though they will not be turned on until after Thanksgiving and the pressure washing of curbing on the north side of the community has been completed. He presented a proposal from Extreme Concrete to have the curbing pressure washed on the south side in the amount of \$3,100, noting that this is such a large project that it ties up maintenance staff for along time.

<p>On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board approved the proposal to pressure wash the curbing on the south side of the community for Sterling Hill Community Development District.</p>

Mr. Pond confirmed that the gate operators have been installed on three more of the gates and the last one should be completed shortly.

Mr. Pond confirmed that the gate operators have been installed on three more of the gates and the last one should be completed shortly.

Mr. Pond stated that he is still working on gathering proposals for the proposed RV/Boat storage area and a brief discussion ensued.

E. District Manager

Mr. Brizendine provided a brief overview of the District's financial status report, touching on the various account balances through the end of September and end of fiscal year. He noted that they did receive a small amount of funds in September and, but still only collected 89% of what was placed on the tax roll. He reviewed the balances in the various account and stated that the District came in 18% under budget for the year.

SEVENTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

Audience

Audience members expressed satisfaction with the service being provided by ValleyCrest and suggested that the Board consider having the palm trees trimmed higher at the main entrance.

Supervisors

There were no Supervisor requests.

EIGHTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors adjourned the meeting at 8:30 a.m. for Sterling Hill Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman