
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, March 11, 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	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.
John Vericker	District Counsel; Straley & Robin <i>(via speakerphone)</i>
Tonja Stewart	District Engineer, Stantec Consulting Services
Jason Pond	Club Manager

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

There were no members of the general public in attendance.

THIRD ORDER OF BUSINESS

**Consideration of Minutes of the Board of
Supervisors' Meeting Held on February
11, 2014**

A request was made that the last motion box be updated as the time the meeting ended is not correct. Mr. Brizendine stated that he would review the tape and make the necessary correction.

On a Motion by Mr. Blakley, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on February 11, 2014 as amended for Sterling Hill Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for January**

Mr. Brizendine noted, that as is standard practice, \$200,000 was transferred from the operating account to a money market account so that the District can earn a little bit of interest. It will be moved back as needed.

A brief discussion ensued regarding the timing of payment for the AT&T invoices.

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the operation and maintenance expenditures for January totaling \$271,686.70 for Sterling Hill Community Development District.

FIFTH ORDER OF BUSINESS

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

On a Motion by Ms. Manuele, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved the operation and maintenance expenditures for February totaling \$115,722.99 for Sterling Hill Community Development District.

SIXTH ORDER OF BUSINESS

**Further Discussion on Establishing
RV/Boat Storage Area**

Mr. Pond stated that he contacted the same firms that he obtained proposals from the previous site and was told that the costs will be approximately the same. He stated that he has not obtained a cost for electrical service to the area as in his conversations with Ms. Stewart indicated that it will be necessary to re-zone the area. Ms. Stewart confirmed that the site plan approval will include the storm sewer system and trees. She estimated that the process could take up to six months to complete and cost up to \$30,000; with the initial cost coming in at \$500 to determine what will actually be needed. Ms. Stewart stated that in reviewing the projected costs it appears that the project can be completed within the \$125,000 initial budget. Mr. Peters questioned the statement that water and sewer would not need to be part of the re-zoning process and Mr. Pond stated that a water supply will be needed for washing the boats. Ms. Stewart stated that she would add that to the request to the County

Mr. Blakley sought and received confirmation that the Board is looking to offer the storage area more as an amenity than as a source of income. It was stated that it is anticipated that the District will recoup the expense of establishing the area over time.

SEVENTH ORDER OF BUSINESS

Consideration of Updating Card Access System

Mr. Pond presented proposals from Southern Automated and DCSI to add a photo ID overlay to the existing cards at a cost of \$2,560, \$2,760, and \$3,098 for the various proposals that include both clubhouses. He explained that the current system is adequate and changing to the photo ID would not alleviate the concern of people moving and keeping their cards as they are not generally aware of it until the next family moves into the house.

Mr. Pond stated that he also obtained proposals for automatic gate systems. Southern Automated submitted a proposal for a bar code reader that would require stickers to be placed on vehicles at a cost of \$7,643 including 2,500 stickers. DCSI submitted a proposal for an RFID system similar to the Sunpass system, which require residents to have a transponder. The cost for this type of system would be \$93,500 plus \$25.00 for each transponder. Ms. Miller stated that the costs were prohibitive given this was not a budgeted item and the current system is functioning properly. She recommended that the matter be tabled until such time as it is a necessity. The Board and Management concurred.

EIGHTH ORDER OF BUSINESS

Consideration of Proposal for Sidewalk Repairs

Mr. Pond reviewed the proposal from Lakewood Concrete to repair the lifting sidewalks though out the community. Ms. Miller noted that there is an area along Sterling Hill Boulevard that is not listed and needs to be addressed. Mr. Pond stated that the proposal includes a buffer for additional areas that might be identified along the Boulevard and he is confident that there is sufficient buffer to cover this. A question was raised regarding the cost per square foot and Mr. Pond stated that he did not have that information. Both Mr. Brizendine and Ms. Stewart indicated that the pricing is in line with what has been seen in other Districts. Ms. Stewart did recommend that any damaged areas caused by root growth be ground down until such time as the tree is removed as the damage will reoccur. The Board indicated that there are very few trees next to the sidewalks and the damage is due to settling or vehicles driving over the sidewalks.

<p>On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved the proposal from Lakewood Concrete totaling \$6,153 as discussed for Sterling Hill Community Development District.</p>

NINTH ORDER OF BUSINESS

Public Hearing on Rules of Procedure

Mr. Brizendine stated that there is another matter that he would like to see added to the agenda as the Board had authorized Staff to advertise for a public hearing on the Rules of Procedure, but it was inadvertently left off the agenda. He asked for a motion to add the Public Hearing and Resolution to the agenda.

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved adding the public Hearing on the Rules of Procedure to the agenda for Sterling Hill Community Development District.

On a Motion by Mr. Blakley, seconded by Ms. Manuele, with all in favor, the Board of Supervisors opened the public Hearing on Rules of Procedure for Sterling Hill Community Development District.

Mr. Brizendine stated that the public hearing was duly advertised and there are members of the general public in attendance at this time.

Mr. Vericker and Mr. Brizendine reviewed the reasons for updating the rules and touched on the changes that were incorporated in this revision. They include the "Right to Speak Law" that passed last year, as well as updating statutory references associated with the various rules. It was stated that the rules of procedure essentially codify the Florida Statutes. Ms. Miller sought and received confirmation that the Board has been in compliance with the "Right to Speak Law" since it went into effect last October.

Mr. Brizendine asked if there were any questions from the Board or members of the audience. Hearing none, he asked for a motion to close the public hearing.

On a Motion by Mr. Blakley, seconded by Ms. Krause, with all in favor, the Board of Supervisors closed the public Hearing on Rules of Procedure for Sterling Hill Community Development District.

On a Motion by Mr. Blakley, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved Resolution 2014-02 adopting updated on Rules of Procedure for Sterling Hill Community Development District.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Vericker stated that the District received payment for four of the lots it owns. He verified that the invoice from his firm listing the Mahfuz One Family Trust as a reference is associated with the foreclosures.

Mr. Vericker inquired whether legal services would be required in the rezoning of the parcel to be used as a storage area. Ms. Stewart stated that she did not believe so, but would keep everyone apprised if it does become necessary.

B. District Engineer

Ms. Stewart stated that she has spoken with Mr. Pond regarding a comment from the January field inspection regarding a washout and it is something he will be able to address without her services.

C. Field Operations Manager

Mr. Brizendine stated that Mr. Toborg asked that he inform the Board that he is waiting to hear from ValleyCrest regarding the timing of the spring install. He is expecting that it will occur either today or tomorrow.

D. Amenity Management

Mr. Pond stated that the fence is up around the basketball court and he will be posting rule signs shortly. He stated that the current rules allow for up to five guests and he would like to see them updated to state that anyone under the age of 18 can bring 2 guests. A brief discussion ensued on this matter with the Board being in favor of the change.

Mr. Brizendine reminded the Board that it needed to open the floor up to public comments.

On a Motion by Ms. Krause, seconded by Mr. Peters, with all in favor, the Board of Supervisors opened the floor for public comments on the basketball court policy for Sterling Hill Community Development District.

There were no public comments put forward.

On a Motion by Mr. Blakley, seconded by Mr. Peters, with all in favor, the Board of Supervisors closed the floor for public comments on the basketball court policy for Sterling Hill Community Development District.

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the revised Basketball Court Policy as discussed for Sterling Hill Community Development District.

Mr. Pond sought authorization from the Board to install some sod in a small section near the basketball court and to install more Silverthorn hedge in Dunwoody. The Board told him to proceed with both installs.

A brief discussion ensued regarding the existing procedure for residents to install driveway pavers and a request not to require residents wishing to stain their driveways to follow the process as the County does not require anything for staining. It was decided to revise the current agreement so there are separate agreements for painting or staining and for brick pavers. Mr. Brizendine stated that he would bring something to the next meeting for Board review.

E. District Manager

Mr. Brizendine provided a brief overview of the District's financial status, stating that it has collected 77% of the assessments and has \$903,498 in the operating account, \$83,041 in the asset replacement account and \$580,645 in the road reserve account. He stated that current projections are for the District to be 7% under budget for the year.

Mr. Brizendine stated that he intends to present the proposed budget at the June 10th meeting and inquired as to whether the Board would like to hold a pre-budget workshop prior to that date. The Board indicated that it would like to think about this for now.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

Audience

Audience comments were entertained regarding issues with the use of electric motorized dirt bikes in the community that go between 8 mph and 15 mph. It was stated that this matter is scheduled for discussion at the HOA meeting tomorrow evening as residents have expressed concerns with the children's safety due to visibility issues. District Counsel opined that this would be an HOA issue if it is addressed in the deed restrictions, but indicated that he would discuss the matter with Management to determine if the District can be of any assistance on this matter.

Supervisors


There were no Supervisors requests put forward.

TWELFTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Peters, seconded by Ms. Krause, 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