

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, May 15, 2014 at 6:30 p.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

Also present were:

John Blakley	Board Supervisor, Assistant Secretary <i>(joined the meeting in progress via conference call)</i>
Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Tonja Stewart	District Engineer, Stantec Consulting Services
Jason Pond	Club Manager
John Toborg	Operations Manager, Rizzetta & Company, Inc.

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

Audience Comments on Agenda Items

Ms. Miller asked if there were any audience comments on the agenda items. The Board entertained comments regarding the driveway painting and staining policy and the rezoning site plan.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting held on April 8, 2014

There were no changes to the meeting minutes.

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 April 8, 2014 as presented for Sterling Hill Community Development District.

FOURTH ORDER OF BUSINESS

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

There were no questions regarding the operation and maintenance expenditures.

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 April 2014 totaling \$73,520.68 as presented for Sterling Hill Community Development District.

FIFTH ORDER OF BUSINESS

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

Mr. Pond stated that he has been working with Ms. Stewart on establishing the RV/Boat storage area and she would have an update for the Board.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2014-03,
Driveway Painting and Staining Policy**

Mr. Brizendine presented and reviewed Resolution 2014-03, Driveway Painting and Staining Policy. He entertained Board and audience members' questions.

On a Motion by Ms. Krause, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved Resolution 2014-03, Driveway Painting and Staining Policy for Sterling Hill Community Development District.

SEVENTH ORDER OF BUSINESS

**Presentation of Draft Proposed Budget
for Fiscal Year 2014/2015**

Mr. Brizendine presented the draft proposed budget for fiscal year 2014/2015. He stated that the Board could discuss it in more detail at their upcoming budget workshop. Mr. Brizendine reviewed a letter from Pete Williams at Rizzetta & Company regarding the impact of the Affordable Care Act on Rizzetta Amenity Services. He stated that they are in negotiations with the insurance provider and the estimate that he has at this time is a 15% increase. Mr. Brizendine stated that there are three individuals from Rizzetta Amenity Services that work at the Sterling Hill clubhouses that qualify for the health benefit package. He stated that he would have further information at the Board's next meeting. There were no questions.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Not present.

Mr. Brizendine stated that there was no update on the foreclosure.

B. District Engineer

Ms. Stewart gave the Board an update on the establishment of the RV/Boat storage area. She stated that she had applications to be executed for the submittal of the petition for the re-zoning of the RV/Boat storage area. Ms. Stewart stated that the County requires that the District go through the zoning modification process to allow this type of use. She stated that she also has to obtain a list of adjacent property owners through the property appraiser's office and has an application for that. Ms. Stewart stated that she would like approval from the Board to move forward on these two items. She entertained the Board members' questions. Ms. Stewart stated that the County will be looking for some buffering and screening around the area. She stated that a separate water meter will probably be needed to get water to the storage area. Mr. Pond stated that he has received proposals to take care of the electrical service to the storage area. Ms. Stewart stated that SWFWMD doesn't anticipate any drainage issues. She stated that she would not recommend that they allow the whole parking lot to sheet flow into the pond. Ms. Stewart stated that a storm sewer system will need to be installed to collect the water and then discharge it into the pond. Discussion ensued. She stated that the approval process will take a couple months so the Board has time to iron out any final details. Ms. Stewart stated that the final construction plans won't be submitted to the County until August.

On a Motion by Ms. Krause, seconded by Mr. Peters, with all in favor, the Board of Supervisors authorized District Engineer to proceed on the re-zoning application process for the RV/Boat storage area for Sterling Hill Community Development District.

C. Field Operations Manager

Mr. Toborg presented the field inspection report dated May 8, 2014. He reviewed the report for the Board. Mr. Toborg stated that he has requested several proposals from ValleyCrest. He stated that he has received a proposal to treat the caterpillar issues on the Sweet Gum trees.

Mr. Toborg stated that overall he feels that ValleyCrest has improved their service. He stated that there will be more proposals coming in as the Indian Hawthorne is deteriorating.

Mr. Pond stated that he has been inspecting the landscape lights and a lot of the shrubs are blocking the lights and some of the signage. He stated that ValleyCrest would be addressing this on Monday and Tuesday. Mr. Pond stated that the landscape lights will be repaired next week.

Mr. Toborg entertained the Board members' questions regarding the report.

On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved the proposal to treat the Sweet Gum Trees for caterpillars (\$1,085 for 31 trees) for Sterling Hill Community Development District.

D. Amenity Management

Mr. Pond presented his report for April 2014. He gave the Board an update on completed and ongoing items.

Mr. Pond stated that in Mr. Toborg's report he touched on some areas that need some sod. He reviewed a proposal that he received from Murphy's Sod for those areas.

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved Murphy's Sod proposal for \$1,250 with the condition of waiting until rainy season for installation for Sterling Hill Community Development District.

Mr. Pond stated that EC Electrical will be replacing a total of 18 landscape/monument lights. He stated that the basketball court attendant has started working and he would like to provide them with a table and umbrella. Mr. Pond reviewed an estimate from Barco Products for a total of \$1,976.70. He stated that residents have been asking for trash receptacles near the bus stop areas at the North and South clubhouses. He stated that the cost for the two receptacles is \$731.70. Mr. Pond entertained the Board members' questions. The Board decided to table these items and directed Mr. Pond to bring back more options.

Mr. Pond stated that he had a proposal from Welch Tennis Courts to resurface the basketball court at a cost of \$4,500.

On a Motion by Mr. Peters, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved the resurfacing of the basketball court by Welch Tennis Courts (\$4,500) for Sterling Hill Community Development District.

Mr. Pond gave the Board an update on the beeping sound at the vehicular gates. He stated that it can't be adjusted. Mr. Pond stated that the Glenburne exit gate was hit and he is working with the driver's insurance company for payment of the repairs.

Mr. Pond stated that he coordinated the quarterly mowing with the HOA of the vacant lot easements in Covey Run and Brightstone.

Ms. Manuele stated that the manhole covers are very moldy. A brief discussion ensued regarding the maintenance of the sidewalks and the manhole covers. Mr. Brizendine stated that a proposal could be obtained to clean the manholes if the Board chooses. Mr. Pond stated that staff could pressure wash them.

E. District Manager

Mr. Brizendine provided a brief overview of the District's financial status report dated March 31, 2014. There were no questions.

Mr. Brizendine presented the audited financial statements for fiscal year ended September 30, 2014. He entertained the Board members' questions.

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors accepted the audited financial statements for fiscal year ended September 30, 2014 and authorized District staff to submit the audit to the State Auditor General for Sterling Hill Community Development District.

Mr. Brizendine announced that per the Supervisor of Elections there were 1,858 registered voters residing in the District as of April 15, 2014.

Mr. Brizendine stated that the qualifying period for the general election commences at noon on June 16th and closes at noon on June 20th. He stated that three seats were up for election as follows:

Seat #1 – Sandra Manuele

Seat #2 – Christina Miller

Seat #3 – John Blakley

NINTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

Audience

The Board entertained audience comments regarding the lighting of the palms on the center median of Amersham Isles, the "No CDD Debt" signage on the DR Horton property, the basketball court attendant, and the RV/Boat storage area.

Supervisors

Mr. Peters stated that he was approached by a homeowner that is interested in starting an after school program for the children of the community. He stated that the resident wanted to know if he charged a fee if he would be allowed to use the clubhouse facilities. Mr. Peters stated that he could have the resident attend a meeting and give the Board some more details.

TENTH 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 7:40 p.m. for Sterling Hill Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman