

## 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, August 12, 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	<b>Board Supervisor, Chairman</b>
Sandra Manuele	<b>Board Supervisor, Vice Chairman</b>
John Blakley	<b>Board Supervisor, Assistant Secretary</b>
Frances Krause	<b>Board Supervisor, Assistant Secretary</b>
Louis Peters	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Scott Brizendine	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
John Vericker	<b>District Counsel, Straley &amp; Robin</b> <i>(via conference call)</i>
Tonja Stewart	<b>District Engineer, Stantec Consulting Services</b>
Jason Pond	<b>Club Manager</b>
John Toborg	<b>Operations Manager</b>
John Amarosa	<b>Representative, ValleyCrest Landscape</b>

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. There were none.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Meeting held on July 17, 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 July 17, 2014 as presented for Sterling Hill Community Development District.

**FOURTH ORDER OF BUSINESS**

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

There were no questions.

On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors accepted the operation and maintenance expenditures for July 2014 totaling \$99,107.20 as presented for Sterling Hill Community Development District.

**FIFTH ORDER OF BUSINESS**

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

Ms. Stewart gave the Board an update regarding the RV/Boat Storage Area. She reviewed the new layout with the Board. Ms. Stewart stated that it was revised to allow for turning movements of recreational vehicles. She stated that she has a couple of County applications to be signed and she has a check made out to SWFWMD in the amount of \$1,500 and one for Hernando County Development Department in the amount of \$1,275. Ms. Stewart stated that she is approximately a month away from submitting the actual construction plans. She stated that she expects a couple of residents that are opposed to the RV/Boat storage area to be at the hearing today. Ms. Stewart stated that she thinks the buffer will be sufficient and landscaping won't be necessary. She entertained the Board members' questions. Mr. Peters requested a color rendering as he thought it would be helpful. Ms. Stewart stated that she would email something over to Mr. Pond for distribution.

*(Ms. Stewart left the meeting in progress)*

**SIXTH ORDER OF BUSINESS**

**Public Hearing on Facility Rates**

Mr. Brizendine asked for a motion to open the public hearing on facility rates.

On a Motion by Ms. Krause, seconded by Mr. Blakley, with all in favor, the Board of Supervisors opened the Public Hearing on Facility Rates for Sterling Hill Community Development District.

Mr. Brizendine stated that the public hearing had been duly noticed in a local paper. He stated that there were a couple members of the general audience present.

Mr. Brizendine stated that the Board had previously discussed making some adjustments to the District's facility rates. He stated that the only changes the Board had been looking at were increasing the reservation fees to \$60.00 and the deposit to \$100.00. Mr. Brizendine informed the Board that he also adjusted the non-resident reservation fee as it was his understanding that the Board wanted to double whatever the residents would be paying. He specified that the non-resident reservation fee would now be \$120.00 with a \$100.00 cleaning deposit.

Mr. Pond stated that the number of guests in the "Terms and Conditions" of the rental agreement should be changed from 36 to 40.

Mr. Brizendine explained to the audience members why the Board was making the adjustment in the facility rates. There were no comments or questions from the audience members. There were no comments or questions from the Board.

Mr. Brizendine asked for a motion to close the public hearing on facility rates.

On a Motion by Mr. Peters, seconded by Mr. Blakley, with all in favor, the Board of Supervisors closed the Public Hearing on Facility Rates for Sterling Hill Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2014-05,  
Adopting Facility Rates**

Mr. Brizendine presented and reviewed Resolution 2014-05, Adopting Facility Rates.

On a Motion by Mr. Blakley, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved Resolution 2014-05, Adopting Facility Rates as amended for Sterling Hill Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Public Hearing on Fiscal Year 2014/2015  
Final Operating Budget**

Mr. Brizendine presented the fiscal year 2014/2015 final operating budget. He stated that the actuals had been updated to June 30<sup>th</sup> which had some minor impact on some of the projected budget amounts for next fiscal year. Mr. Brizendine stated that the total amount of the budget hasn't change from the proposed budget that was approved by the Board in June. He clarified that the total amount of the budget was \$1,322,673 with an administrative subtotal of \$163,168 and a field operations subtotal of \$1,159,505. Mr. Brizendine stated that it is an increase from last fiscal year's budget in the amount of \$79,000. He stated that the District would be using some excess revenue that has been carrying forward from previous years in the amount of \$91,000 so there will not be an increase in the assessments for the residents.

Mr. Brizendine reviewed the debt service budget for the Board. He stated that the total principal and interest payment for the bonds for next fiscal year is \$923,385.56. Mr. Brizendine briefly reviewed the road reserve budget, the assessment table, and the assessment comparisons. The Board members had no questions.

Mr. Brizendine asked for a motion to open the public hearing on fiscal year 2014/2015 final operating budget.

On a Motion by Mr. Peters, seconded by Mr. Blakley, with all in favor, the Board of Supervisors opened the Public Hearing on Fiscal Year 2014/2015 Final Operating Budget for Sterling Hill Community Development District.

Mr. Brizendine stated that the public hearing had been duly noticed in a local paper. He stated that there was a member of the general audience present. There were no questions from the audience member.

Mr. Brizendine asked for a motion to close the public hearing on fiscal year 2014/2015 final operating budget.

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors closed the Public Hearing on Fiscal Year 2014/2015 Final Operating Budget for Sterling Hill Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2014-06,  
Adopting Fiscal Year 2014/2015 Final  
Budget**

Mr. Brizendine presented and reviewed Resolution 2014-06, Adopting Fiscal Year 2014/2015 Final Budget.

On a Motion by Mr. Blakley, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved Resolution 2014-06, Adopting Fiscal Year 2014/2015 Final Budget (\$1,322,673) as presented for Sterling Hill Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2014-07,  
Imposing Special Assessments and  
Certifying an Assessment Roll**

Mr. Brizendine presented and reviewed Resolution 2014-07, Imposing Special Assessments and Certifying an Assessment Roll.

On a Motion by Mr. Blakley, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved Resolution 2014-07, Imposing Special Assessments and Certifying an Assessment Roll as presented for Sterling Hill Community Development District.

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**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel

Mr. Vericker stated that he has kept in communication with Trustee's counsel but didn't have an update on the foreclosure status at this time.

B. District Engineer

Ms. Stewart left the meeting in progress after her update on the RV/Boat storage area.

C. Field Operations Manager

Mr. Toborg presented his field inspection report dated July 18<sup>th</sup>. He reviewed the landscape replacements to be done by ValleyCrest. Ms. Miller addressed Mr. Amarosa regarding numerous items that were included in Mr. Toborg's report. She expressed her frustration at the landscaping being overgrown.

Ms. Miller asked what happened to the install that was supposed to be done across from the North clubhouse to block the path that the kids were using. Mr. Toborg stated that the price on the Walter's Viburnum has gone way up. Mr. Toborg stated that the irrigation and the fertilization were increased in the area. Discussion ensued regarding other options. Mr. Pond stated that he could obtain proposals for fencing and wall to block off the area for the Board's review at their next meeting.

Mr. Amarosa reviewed ValleyCrest Landscape's protocols at Mr. Blakley's request.

D. Amenity Management

Mr. Pond presented his lighting analysis. He stated that at the last meeting the Board had discussed different lighting options Mr. Pond reviewed the design and cost of the LED lights. He reviewed the benefits of the new LED lighting. Mr. Pond stated that the lights come with a three year warranty. He suggested starting with the light replacements at the main intersection of Sterling Hill and Elgin Blvd. Mr. Pond entertained the Board members' questions. Discussion ensued regarding replacing the lights at both entrances.

<p>On a Motion by Ms. Krause, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the replacement of 60 lights with LED lights at a cost \$3,960 for Sterling Hill Community Development District.</p>
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Mr. Pond gave the Board an update on the sidewalk area that was replaced by Brightstone. He stated that there was a question whether it should be truncated. Mr. Pond clarified that that the truncated domes are only required at main intersections.

Mr. Pond stated that at the last meeting there were some residents who expressed concern regarding speeding cars in the community. He stated that he was asked to look into obtaining a radar sign.

Mr. Pond stated that he contacted the Sheriff's office and they are checking to see if they are allowed to place them in a gated community. He stated that he was told that the Sheriff's office only has one radar sign for the whole County. Mr. Pond stated that he is still trying to see if he can get the radar sign and rotate it through each of the villages for a short amount of time.

Mr. Pond presented and reviewed a proposal from ValleyCrest for landscape enhancement at the North clubhouse.

On a Motion by Ms. Manuele, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved ValleyCrest Landscape's proposal for landscape enhancement in front of the North Clubhouse (\$617.50) for Sterling Hill Community Development District.

Mr. Pond presented and reviewed the proposal from EC Electrical Contractors for the surge protectors for the electrical panels at the two clubhouses. He stated that the cost would be \$1,200 per clubhouse. Mr. Pond informed the Board that Withlacoochee River Electric can also provide the surge protectors at a cost of \$40 per clubhouse with a monthly cost of \$19.95 per clubhouse. He entertained the Board members' questions. Discussion ensued. Ms. Manuele asked if anyone had checked to make sure that the building is grounded. The Board instructed Mr. Pond to check with District engineer to see if she had the building plans to check if the clubhouses are grounded. Mr. Toborg stated that he would also check and see if he had the plans. The Board asked Mr. Pond to also find out what warranty the surge protectors have. Mr. Brizendine stated that he would contact Ms. Stewart for her recommendation.

Mr. Pond stated that the awnings on both of the clubhouses are deteriorating. He reviewed the cost to replace the awnings at the North clubhouse which are torn. Mr. Pond also reviewed the cost to clean the awnings at the South clubhouse. He entertained the Board members' questions. The Board okayed the cleaning of the South clubhouse awnings as a maintenance item.

On a Motion by Mr. Blakley, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved the replacement of the six awnings at the North clubhouse (not-to-exceed \$8,550 for six awnings with a ten year warranty) for Sterling Hill Community Development District.

E. District Manager

Mr. Brizendine provided a brief overview of the District's financial status report dated June 30, 2014. He entertained the Board members' questions.

Mr. Toborg presented and reviewed a proposal from ValleyCrest for OTC injections for 8 Medjool Palms.

On a Motion by Mr. Peters, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved ValleyCrest Landscape's proposal for OTC Injections for 8 Medjool Palms (\$960.00 per year) for Sterling Hill Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

**Audience**

The Board entertained an audience comment regarding school starting next week and concern with parents parking along the roadway, warranty for surge protectors, and a large shrub that needs to be trimmed on Sterling Hill Boulevard across from the South clubhouse.

**Supervisors**

Ms. Manuele asked for clarification on Resolution 2014-07. Mr. Brizendine answered her questions. Ms. Miller asked for an update on the surface material at the playground at the South clubhouse. Mr. Brizendine stated that Ms. Stewart agrees that the sand needs to be replaced with a more ADA compliant material.

Ms. Miller asked if the North clubhouse would be a polling place for just the Sterling Hill residents or if it would be for the whole precinct. Mr. Brizendine stated that he would have to contact the Supervisor of Elections office to obtain that information.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors adjourned the meeting at 9:20 p.m. for Sterling Hill Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman