

**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, September 9, 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> <i>(via conference call)</i>
Jason Pond	<b>Club Manager</b>
John Toborg	<b>Operations Manager</b> <i>(joined the meeting in progress)</i>
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 August 12, 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 August 12, 2014 as presented for Sterling Hill Community Development District.

**FOURTH ORDER OF BUSINESS**

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

There were no questions.

On a Motion by Ms. Krause, seconded by Mr. Peters, with all in favor, the Board of Supervisors accepted the operation and maintenance expenditures for August 2014 totaling \$79,795.70 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 stated that the rezoning was approved by the County. Ms. Stewart stated that the plans are 90% complete and she will be submitting them to SWFWMD and Hernando County.

**SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2014-08, Setting the Meeting Schedule for Fiscal Year 2014/2015**

Mr. Brizendine presented and reviewed Resolution 2014-08, Setting the Meeting Schedule for Fiscal Year 2014/2015. Discussion ensued regarding changing the meeting schedule. The Board decided to meet on the second Thursday of the month at 8:00 a.m. and to hold the night meetings the last month of each quarter at 6:00 p.m.

On a Motion by Mr. Peters, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved Resolution 2014-08, Setting the Meeting Schedule for Fiscal Year 2014/2015 as discussed for Sterling Hill Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Proposals for Playground Surface at South Clubhouse**

Mr. Brizendine stated that the proposals for the playground surface hadn't been obtained yet and that he would work with Mr. Pond on obtaining these for the Board's next meeting.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel

Mr. Vericker gave the Board an update on the foreclosure status. He stated that Brown Investments has filed for bankruptcy.

*(Mr. Toborg joined the meeting in progress)*

B. District Engineer

No report.

C. Field Operations Manager

Mr. Toborg presented his report after Mr. Pond's report. He provided the landscaper's response to the Board members. Mr. Toborg stated that he has addressed Ms. Miller's concerns with ValleyCrest. Mr. Peters suggested inviting ValleyCrest to attend next month's meeting.

D. Amenity Management

Mr. Pond presented his monthly report. There were no questions.

Mr. Pond presented and reviewed the proposals to block the path from the North clubhouse to the Amersham monument. He stated that the space is 772 linear feet. Mr. Pond stated that the proposal from T&R Painting was for a precast wall at a cost of \$57,514. He stated that the proposal from Big Dog Fence was for an aluminum picket fence and included two options. Mr. Pond stated that the cost for Option A was \$19,900 and the cost for Option B was \$24,500. He entertained the Board members' questions. Discussion ensued. Mr. Peters suggested installing more landscaping in the area as an alternative instead of fencing. Mr. Toborg stated that he would provide proposals for the next meeting.

Mr. Pond stated that he had obtained three quotes to replace the truck. Discussion ensued. The Board decided to use the existing truck as a trade-in on the purchase of the new truck in lieu of selling it to a private individual. Mr. Brizendine reminded the Board that they budgeted \$15,000 in their Asset Replacement Reserve for the purchase of a new truck this year.

On a Motion by Ms. Manuele, seconded by Mr. Blakley, with all in favor, the Board of Supervisors approved the purchase of the Dodge Ram (\$16,255) for Sterling Hill Community Development District.

Mr. Pond stated that he would have the Lease Agreement draft for the RV/Boat Storage area for the Board's review at their next meeting.

Mr. Pond stated that UPS would like to use their pods in both parking lots October 15<sup>th</sup> through January 15<sup>th</sup>. He stated that they will pay the District \$250 a pod.

Mr. Pond stated that there was lightning damage at the clubhouse and he contacted a couple of electric companies for suppressors and surge protectors. He stated that the clubhouses are grounded. Mr. Pond stated that Withlacoochee River Electric has been contacted to confirm that their meter is grounded.

Mr. Pond stated that he has been having periodic issues with the gates that could be lightning related. He stated that Haverhill and Brightstone's gates are currently opened for repairs.

Mr. Pond stated that Murphy's Sod was contacted for sod replacement in Amersham Isles per Mr. Toborg's landscape inspection report. He stated that the proposal was for four pallets of Bahia sod at a cost of \$1,200.

On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved Murphy's Sod's proposal for four pallets of Bahia sod for Amersham Isles (\$1,200) for Sterling Hill Community Development District.

Mr. Pond stated that he received another proposal from Murphy's Sod for an area in Amersham Isles off of Larkenheath Dr. for an erosion area. He stated that the cost was \$1,485 for 3,300 square feet.

On a Motion by Mr. Peters, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved Murphy's Sod's proposal for the erosion area off of Larkenheath Dr. (\$1,485 for 3,300 sf) for Sterling Hill Community Development District.

Mr. Pond stated that T&R Painting is uncomfortable making some of the lightning damage repairs on the walls. He stated that T&R Painting is recommending the replacement of 15 columns at a cost of \$1,500 per column for a total cost of \$19,500. Ms. Stewart suggested contacting a structural or an electrical engineer to look at alternative solutions. Mr. Peters asked about obtaining an insurance rider. Mr. Brizendine stated that he would check into it.

E. District Manager

Mr. Brizendine provided a brief overview of the District's financial status report dated July 31, 2014. He entertained the Board members' questions.

Mr. Brizendine reviewed the proposals he had received for the District's insurance. He stated that Egis Insurance's quote came in at \$26,111.00 but he has not received their auto insurance quote yet. Mr. Brizendine stated that Stahl & Associate's quote came in at \$33,531.08. He stated that the Board budgeted \$38,870.00 for the insurance.

On a Motion by Mr. Blakley, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved Egis Insurance's proposal for the District's insurance (not-to-exceed \$2,000 for auto insurance) for Sterling Hill Community Development District.

Mr. Brizendine informed the Board that he would bring a contract for landscape maintenance inspection services for the Board to review at their next meeting. He reminded them that they approved the expenditure in their budget for Fiscal Year 2015.

**NINTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

**Audience**

There were no audience comments.

**Supervisors**

There were no Supervisor requests.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Manuele, seconded by Mr. Blakley, with all in favor, the Board of Supervisors adjourned the meeting at 9:15 p.m. for Sterling Hill Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman