All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 933-5571. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.
June 12, 2019

Board of Supervisors
Sterling Hill Community
Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Sterling Hill Community Development District will be held on **Thursday, June 20, 2019 at 8:30 a.m.** at the North Sterling Hill Clubhouse located at 4411 Sterling Hill Boulevard, Spring Hill, FL 34609. The following is the tentative agenda for this meeting:

1. **CALL TO ORDER/ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **AUDIENCE COMMENTS ON AGENDA ITEMS**
4. **STAFF REPORTS**
   A. District Counsel
   B. District Engineer
      1. Update on Pavement Project
      2. Update on Splash Pad
   C. Field Operations Manager
      1. Review of Field Inspection Report Tab 1
      2. Review of CLM’s Landscape Report Tab 2
      3. Consideration of CLM’s Proposals Tab 3
   D. Amenity Management
      1. Review of Monthly Report Tab 4
      2. Consideration of Proposal for Fitness Equipment Tab 5
      3. Consideration of Proposal for Pavilion Roof Tab 6
   E. District Manager
      1. Review of Financial Statements Tab 7
5. **BUSINESS ADMINISTRATION**
   A. Consideration of Minutes of the Board of Supervisors’ Meeting held on May 16, 2019 Tab 8
   B. Consideration of Operation and Maintenance Expenditures for May 2019 Tab 9
6. **BUSINESS ITEMS**
   A. Consideration of Proposals for ADA Website Compliance Tab 10
   B. Consideration of Resolution 2019-03, Statewide Mutual Aid Agreement Tab 11
   C. Discussion Regarding Outside Construction Litigation Counsel
7. **AUDIENCE COMMENTS ON OTHER ITEMS**
8. **SUPERVISOR REQUESTS**
9. **ADJOURNMENT**
I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,

Angel Montagna
Angel Montagna
District Manager

cc: John Vericker, Straley & Robin, PA
    Stephen Brletic, JMT Engineering
Tab 1
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, May 16, 2019 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
Louis Peters  
Board Supervisor, Assistant Secretary
Richard Massa  
Board Supervisor, Assistant Secretary

Also present were:

Angel Montagna  
District Manager, Rizzetta & Company, Inc.
Kristen Schalter  
District Counsel, Straley Robin & Vericker
Stephen Brletic  
District Engineer, JMT Engineering
John Toborg  
Field Services Manager
Jason Pond  
Clubhouse Manager
George Woods  
Representative, Capital Land Management
Jason Chambrot  
Representative, Capital Land Management

Audience

FIRST ORDER OF BUSINESS  
Call to Order

Ms. Montagna called the meeting to order and performed roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS  
Audience Comments on Agenda Items

Ms. Montagna asked if there were any audience comments. There were none.

THIRD ORDER OF BUSINESS  
Staff Reports

A. District Counsel

Ms. Schalter gave the Board an update on the demand letters regarding the pavement project. She also gave the Board an update on the legislative session. A discussion ensued regarding progress on updates from Jonathon Ellis regarding litigation.
B. District Engineer  
Mr. Brletic reviewed his Engineer’s Report. He gave the Board an update on the Pavement Project and the Splash Pad.

C. Field Services Manager  
Mr. Toborg reviewed his report dated April 29, 2019. He reviewed the proposals from Capital Land Management to clean up the District’s property and repair irrigation. A discussion ensued.

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved Capital Land Management’s proposal for irrigation repairs ($10,665.52) for Sterling Hill Community Development District.

A discussion ensued regarding the proposal for property cleanup.

D. Amenity Management  
Mr. Pond presented and reviewed his report for April 2019. He gave the Board an update on the pavers.

E. District Management  
Ms. Montagna presented the financial statements dated March 31, 2019.

Ms. Montagna reminded the Board that their next meeting was scheduled for June 20, 2019 at 8:30 a.m.

Ms. Montagna announced that there were 2,490 registered voters in the District as of April 15, 2019.

FOURTH ORDER OF BUSINESS  
Consideration of Minutes of the Board of Supervisors’ Meeting on April 18, 2019  
Ms. Montagna presented the minutes of the Board of Supervisors’ meeting held on March 18, 2019. There were no changes to the meeting minutes.

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors’ meeting held on April 18, 2019 as presented for Sterling Hill Community Development District.

FIFTH ORDER OF BUSINESS  
Consideration of Operation and Maintenance Expenditures for April 2019
Ms. Montagna presented the Operation and Maintenance Expenditures for April 2019.

On a Motion by Ms. Manuele, seconded by Mr. Massa, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for April 2019 ($73,018.74) for Sterling Hill Community Development District.

SIXTH ORDER OF BUSINESS

Discussion Regarding ADA Website Requirements

Ms. Montagna gave the Board an update on the ADA Website Compliance and stated that she would be obtaining proposals for the Board’s review at their next meeting.

SEVENTH ORDER OF BUSINESS

Update Regarding Investigation by John Ellis

Ms. Manuele gave the Board an update on the progress of the investigation. The Board authorized staff to provide Ms. Manuele with some additional litigation attorneys so she can set up a consultation. No money was authorized for these consultations.

EIGHTH ORDER OF BUSINESS

Presentation of Fiscal Year 2019/2020 Proposed Budget

Ms. Montagna presented the fiscal year 2019/2020 proposed budget. She reviewed the line items of the budget. A discussion ensued regarding various items.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2019-04, Approving Fiscal Year 2019/2020 Proposed Budget and Setting the Public Hearing on the Final Budget


On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved Resolution 2019-04, Approving Fiscal Year 2019/2020 Proposed Budget ($1,458,081.52) and Setting the Public Hearing on the Final Budget (July 18, 2019 at 8:30 a.m. at the North Sterling Hill Clubhouse, 4411 Sterling Hill Blvd., Spring Hill, FL 34609) for Sterling Hill Community Development District.

TENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

Ms. Montagna asked if there were any Audience comments. There were none put forth. Ms. Manuele spoke regarding refinancing the bonds.
ELEVENTH ORDER OF BUSINESS

Adjournment

Ms. Montagna stated that if there was no further business to come before the Board than a motion to adjourn would be in order.

On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors adjourned the meeting at 7:31 p.m. for Sterling Hill Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman
Exhibit A
Date: 05/03/2019

PROPERTY: Sterling Hill CDD (Irrigation Turnover Inspection)  Proposal # 4

SCOPE OF WORK:

Repairs due to inspection on 4/1/2019 - 4/30/2019

Clock A- Arboglades

Zone 8-(1) 6in. hunter pop-up spray head, (1) nozzle
Zone 9- needs to be located and diagnosed
Zone 10- (1) adjustment
Zone 12-(1) 6in. Hunter pop-up spray head, (1) nozzle
Zone 13-(4) 4in. Pop-up spray heads, (4) nozzles
Zone 16- needs to be located and diagnosed
Zone 17-(1) nozzle
Zone 18-(1) nozzle
Zone 19- needs to be located and diagnosed
Zone 21-(1) drip break
Zone 22- needs to be located and diagnosed
Zone 23- needs to be located and diagnosed
Zone 24-needs to be located and diagnosed

Total material-$52.20
Total labor-$450.00
Total cost-$502.20
Total to locate and diagnose missing zones-$1800
PROPOSAL

Clock B- Brightstone

Zone 5-(1) Rainbird rotor
Zone 9- needs to be located and diagnosed
Zone 10- needs to be located and diagnosed
Zone 12-(5) micro jet nozzles, (3) drip breaks
Zone 17-(2) lateral lines
Zone 20-(1) bubbler, (1) drip break
Zone 21- needs to be located and diagnosed
Zone 22-needs to be located and diagnosed
Zone 23-(9) micro jet nozzles, (3) micro jet stands

Total material-$116.28
Total labor-$750.00
Total cost-$866.28
Total to locate and diagnose missing zones-$900

Clock C- North clubhouse

Zone 1-(1) Hunter pgp rotors
Zone 2-(2) nozzles, (1) drip break

Total material-$32.24
Total labor-$150.00
Total cost-$182.24
Clock D- East side of Elgin Blvd.

Zone 3-(3) Hunter pgp rotors
Zone 5-(2) nozzles, (2) 6in. Hunter pop-up spray heads
Zone 7-(1) nozzle
Zone 8- needs to be located and diagnosed
Zone 15- (1) lateral line
Zone 21 needs to be located and diagnosed
Zone 22- needs to be located and diagnosed

Total material-$119.18
Total labor-$450.00
Total cost-$569.18
Total to locate and diagnose missing zones-$900

Clock E- West side of Elgin Blvd.

Zone 4-(1) adjustment
Zone 7-(1) lateral line
Zone 8-(1) nozzle
Zone 9-(15) drip breaks
Zone 19- needs to be located and diagnosed
Zone 28- needs to be located and diagnosed

Total material-$41.62
Total labor-$375.00
Total cost-$416.62
Total to locate and diagnose missing zones-$600
PROPOSAL

Clock F- Covey Run

Zone 3-(2) drip breaks
Zone 7-(1) drip break
Zone 9-(2) Hunter pgp rotors
Zone 10-(1) Hunter pgp rotor
Zone 11- needs to be located and diagnosed
Zone 16-(1) Hunter pgp rotor
Zone 17- needs to be located and diagnosed
Zone 24- needs to be located and diagnosed

Total material-$111.00
Total labor-$450.00
Total cost-$561.00
Total cost to locate and diagnose missing zones-$900

Clock G- South clubhouse

Zone 10-(4) drip breaks

Total material-$20.00
Total labor-$150.00
Total cost-$170.00

Clock H- Windance

Zone 3- locate and diagnose
Zone 7-(1) Hunter pgp rotor
Zone 8-(1) Hunter pgp rotor

Continued next page
Zone 9- needs to be located and diagnosed
Zone 11- needs to be located and diagnosed
Zone 14- needs to be located and diagnosed
Zone 16- needs to be located and diagnosed
Zone 19- needs to be located and diagnosed
Zone 20- needs to be located and diagnosed
Zone 23- needs to be located and diagnosed
Zone 24- needs to be located and diagnosed

Total material-$48.00
Total labor-$150.00
Total cost-$198.00
Total to locate and diagnose missing zones-$2100.00

Total for all material-$540.52
Total for all labor-$2925.00
Total to locate and diagnose all missing zones-$7200.00

Grand Total: $10,665.52

Payment due within 15 days of completion of the above proposed work.
If there are any questions, please contact me at your earliest convenience.
An acceptance of this proposal within 30 days shall constitute a contract between
us. Beyond 30 days the above prices are subject to review.

Date of Acceptance ____________  Estimated By: George Woods

______________________________  ______________________________
Signature                  Signature
PROPOSAL #2

Date: 4/22/2019

PROPERTY: Sterling Hill CDD (Property Clean Up)

SCOPE OF WORK:

Come in with a 4 man detail crew for 8 days and blitz the property bringing it back to a maintainable level. This will include trimming (scaling and delineation) and weed spraying and large weed removal.

4 Man detail crew will include (labor, chemical cost and dumping fees)

Grand Total $ 14,400

Payment due within 15 days of completion of the above proposed work. If there are any questions, please contact me at your earliest convenience. An acceptance of this proposal within 30 days shall constitute a contract between us. Beyond 30 days the above prices are subject to review.

Date of Acceptance ________________

Signature

Estimated By: George Woods

Signature:

9830 Yawn Road
Dade City, FL 33525

WWW.CAPITALLAND.NET
Place on the website for KBar Ranch

From: Frank Morales <fmorapres@aol.com>
Sent: Wednesday, April 24, 2019 12:50 PM
To: Angel Montagna <AMontagna@rizetta.com>
Subject: See attached CDD Communication

Hi Angel,

FYI - Attached is the homeowner's survey I sent out to the CDD Community

Frank Morales
K-Bar Ranch CDD
Board of Supervisor #3
(714) 349-1753