Sterling Hill
Community Development District

Board of Supervisors’ Meeting
September 19, 2019

District Office:
5844 Old Pasco Road, Suite 100
Pasco, Florida 33544
813.933.5571

www.sterlinghillcdd.org
STERLING HILL
COMMUNITY DEVELOPMENT DISTRICT

Sterling Hill North Clubhouse, 4411 Sterling Hill Blvd., Spring Hill, FL 34609

Board of Supervisors
Christina Miller  Chairman
Sandra Manuele  Vice Chairman
Michael Dimos  Assistant Secretary
Louis Peters  Assistant Secretary
Rich Massa  Assistant Secretary

District Manager
Angel Montagna  Rizzetta & Company, Inc.

District Counsel
Kristen Schalter  Straley Robin & Vericker

District Engineer
Stephen Brletic  JMT Engineering

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.
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, September 19, 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 (under separate cover)
   D. Amenity Management
      1. Review of Monthly Report.................................Tab 1
   E. District Manager
      1. Review of Financial Statements............................Tab 2
5. **BUSINESS ADMINISTRATION**
   A. Consideration of Minutes of the Board of Supervisors’ Meeting held on August 15, 2019...............................................Tab 3
   B. Consideration of Operation and Maintenance Expenditures for August 2019.................................................................Tab 4
6. **BUSINESS ITEMS**
   A. Update Regarding Outside Construction Litigation Counsel.........Tab 5
   B. Consideration of Proposal for Insurance Renewal
   C. Discussion Regarding Pond Repairs
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: Kristen Schalter, 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, August 15, 2019 at 6:31 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
Michael Dimos       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  
                      (via conference call)
Jason Pond          Clubhouse Manager
Representative       Capitol 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 no audience comments put forth at this time.

THIRD ORDER OF BUSINESS  Staff Reports

A. District Counsel

Ms. Schalter gave the Board an update on the letter sent to the resident regarding damages to the pavement. She stated that she gave them a September deadline.
On a Motion by Mr. Peters, seconded by Mr. Dimos, with all in favor, the Board of Supervisors authorized District Counsel to send another demand letter to the resident who damaged the pavement for Sterling Hill Community Development District.

**B. District Engineer**

Mr. Brletic reviewed his Engineer’s Report. He gave the Board an update on the Pavement Project. He stated that he still has not received a schedule date of next week. Mr. Brletic stated that he had met with Jim Defurio. A discussion ensued regarding a course of action and core samples to be taken. The Board would like to schedule a workshop.

On a Motion by Mr. Massa, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved a 1st Phase proposal ($1,200.00) for Sterling Hill Community Development District.

Mr. Brletic gave the Board an update on the Splash Pad. He stated that he is waiting on Rick Funk to get back with him on getting a final punch list completed per the Health Department.

**C. Field Services Manager**

Ms. Montagna reviewed his report dated August 8, 2019. Attached as (Exhibit “A”).

The Capital Land Management representative spoke to the Board regarding the roses at the Brackenwood entrance. He also stated that CLM had completed everything on the July Field Inspection Report.

The Board decided to table Capital Land Management’s proposals until their October meeting.

**D. Amenity Management**

Mr. Pond presented and reviewed his report for July 2019. He stated that he would be meeting with Mr. Brletic regarding some washouts. He stated that he also met with patrol for the bus stops.

Mr. Pond presented and reviewed a proposal to repair dirt patches and wash out at the Dog Park. The Board tabled this proposal until their October meeting.

On a Motion by Mr. Massa, seconded by Mr. Louis, with all in favor, the Board of Supervisors approved Murphy’s Sod & Landscaping proposal for the repairs at the Dog Park ($2,040.00) for Sterling Hill Community Development District.

**E. District Management**

Ms. Montagna presented the financial statements dated June 30, 2019.
Ms. Montagna reminded the Board that their next meeting was scheduled for September 19, 2019 at 8:30 a.m.

Ms. Montagna stated that she will obtain a date for the requested workshop.

FOURTH ORDER OF BUSINESS Consideration of Minutes of the Board of Supervisors’ Meeting on July 18, 2019

Ms. Montagna presented the minutes of the Board of Supervisors’ meeting held on July 18, 2019. There were no changes to the meeting minutes.

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

FIFTH ORDER OF BUSINESS Consideration of Operation and Maintenance Expenditures for July 2019

Ms. Montagna presented the Operation and Maintenance Expenditures for July 2019.

On a Motion by Ms. Manuele, seconded by Mr. Dimos, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for July 2019 ($72,852.66) for Sterling Hill Community Development District.

SIXTH ORDER OF BUSINESS Update Regarding Outside Construction Litigation Counsel

This topic will be discussed at the workshop.

SEVENTH ORDER OF BUSINESS Consideration of Contract for Professional Technology Services

Ms. Montagna presented and reviewed the contract for Professional Technology Services.

On a Motion by Mr. Massa, seconded by Mr. Dimos, with three in favor and one opposed (Sandra Manuele), the Board of Supervisors approved the contract for Professional Technology Services for Sterling Hill Community Development District.

EIGHTH ORDER OF BUSINESS Consideration of Campus Suite’s Agreement

Ms. Montagna presented Campus Suite’s Agreement for ADA Website Compliance Services.
On a Motion by Mr. Massa, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved Campus Suite’s Agreement for ADA Website Compliance Services for Sterling Hill Community Development District.

NINTH ORDER OF BUSINESS
Supervisor Requests and Audience Comments

Ms. Montagna asked if there were any audience comments. A resident spoke about obtaining attorney fees through a judgement.

Ms. Montagna asked if there were any Supervisor request. There were none.

TENTH 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 Mr. Massa, seconded by Ms. Manuele, with all in favor, the Board of Supervisors adjourned the meeting at 7:26 p.m. for Sterling Hill Community Development District.

Secretary/Assistant Secretary
Chairman/Vice Chairman
Exhibit A
Summary, North Park

General Updates, Recent & Upcoming Maintenance Events

- In the month of August, all Bahia turf shall receive an application of Fe/Micro Mix to assist in greening up the turf during the heavy rainy season when Nitrogen gets leached out of the soil.

The following are action items for Capital Land Management (CLM) to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. Red text indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. Green text indicates a proposal has been requested. **Blue** indicates irrigation. **Orange** is for staff. **Bold & underlined** is info. Or questions for the BOS.

1. CLM needs to make sure they are keeping up on their trimming. Although the totiot hedges were trimmed nicely at North Park, many other hedges are being allowed to grow too tall. Also dead Gold Mound needs to be removed from around the flagpole. (Pic 1)

2. I'd like CLM to take a look at a couple Crape Myrtles surrounding the flagpole and address the dieback. This is a relatively new condition and I would like to halt its development. Remove suckers from these Crape.

3. Vines are invading the Juniper and a large patch of Nutsedge has infested the Lilyturf. (Pic 3>)

4. As mentioned earlier, shrubs in front of the clubhouse at North Park are being allowed to grow too tall. (Pic 4>)

5. Tennis court hedges need to be trimmed and vines removed.

6. What is the status of the seed pod removal?
7. Silverthorn on the back side of the pool deck is getting out of hand. In fact, all beds on the back side of the pool deck require detailing. (Pic 7)

8. I pulled out an old rotor head on the back side of the gym. CLM to make sure irrigation is fully operable here.

9. All trees in the parking lot need to be lifted and the Var. Confederate Jasmine needs to be trimmed.

10. The Silverthorn is getting overgrown on the side of the parking lot facing Edgemere. It is actually starting to grow into the Oaks.

11. I have received information from CLM that the dumpster is scheduled to be pulled. (Pic 11)

12. Leaving North Park, the Dw. Firebush on the SH Blvd. median to the left is overgrown. These situations must always be kept low for visibility issues. Hand remove weeds in the plants surrounding the Firebush. (Pic 12)

13. Mentioned in last month’s report, trees on the medians (including Crape Myrtles) are hanging too low. There are broken Crape limbs lying on the asphalt from vehicles hitting them.

14. Firstly, the Feijoa and Loropetalum at South Park clubhouse is too tall, but I’ve also requested it be maintained “terraced”. (Pic 14)

15. There are also a tremendous amount of climbing vines covering the Loropetalum in front of the South Park clubhouse. (Pic 15a & b)
16. Inspect drip irrigation in the bed between the new splash pad and the parking lot in South Park. There are broken pieces.

17. All plantings near the picnic shelters of South Park are also way overgrown.

18. Dw. Firebush is too tall around the South Park playground.

19. Edge the bed around the dog park.

20. Delineate ALL plants (including trees) around the South Park sign wall.

21. Dwarf Firebush are still overgrown in the median to the right exiting South Park.

22. Leaving South Park and travelling north on SHBlvd., there is a dead Fakahatchee grass on the medina under a grouping of three Palms. Inspect this and make sure we do not have the beginnings of a Spider Mite infestation. Treat accordingly … drench and cut to a low mound.

23. Remove vines from the Silverthorn between South Park and Dunwoody.

24. All Loropetalum leading to Dunwoody from the south are way overgrown. Also the low wall in front of Dunwoody as being covered with Jasmine and weeds. Delineate all plantings at Dunwoody.

25. Fakahatchee Grasses on both sides of Dunwoody are all now brown. These have been reported more than once and I think CLM needs to replace at their expense. As I've said before, CLM allows these to remain brown for far too long negatively affecting the aesthetics of Sterling Hill before doing anything about the problem. This is unacceptable and not fair to the residents who have to look at them daily coming and going. (Pic 25)

26. The Crape Myrtles at Dunwoody are still loaded with Spanish and Ball Mosses.
27. Most of the hedges along the Dunwoody wall northbound are not at a bad height, but they are becoming covered with vines.

28. What is causing the Abelia along the Dunwoody wall to become defoliated? Diagnose and treat accordingly. Is it irrigation related? (Pic 28)

29. There is also still a completely dead Red-Tip Photinia directly next to a Sweet Gum tree along the Dunwoody wall along SHBlvd.

30. Cut back grasses at the Dunwoody corner of the north intersection.

31. Hand remove weeds form the plant beds along the Dunwoody wall along Elgin.

32. Crape Myrtles along this same wall are still loaded with Ball Moss.

33. Plants were trimmed along the back side of the 3-rail at the SE corner of the property however, clippings were left behind.

34. It appears the SE DRA along Elgin was missed at mowing.

35. CLM is not lifting the back sides of the trees.

36. Our main entrance features are still not being maintained in what I consider to be an acceptable condition. (Pic 36+)

37. The Golden Dewdrop approaching the Arborglades entrance needs to be pruned back into shape.

38. Scraggly plant material on the inbound side of Arborglades entrance needs to be removed. Remove grassy weeds form the outbound side of the Arborglades median.

39. In the same location where we’ve lost a lot of Redtip Photinia on the angled wall on the inbound side of Arborglades, the Oak is also not doing well. Is this connected? Is irrigation working properly here? Do we have a fungal issue? Delineate Jasmine from Hawthorn.

40. The first bed of Sandankwa Viburnum leaving Arborglades and heading toward Edgemere is becoming overrun with Torpedograss.

41. What is the ETA of the Anise replacement along the Arborglades/Edgemere wall? The condition of this Anise continues to worsen but the bed is also becoming weed-infested.

42. Remove suckers from Crape Myrtles approaching Edgemere. Delineate Jasmine from Hawthorn at Edgemere.

43. There are still some dead Knockout Roses at the Edgemere entrance.
44. There are two beds of Fakahatchee Grasses that resemble this one in the property. All of a sudden, those in the middle of the run appear to be suffering and dwarfed. What is causing this? This is taken on the median between Edgemere and North Park. (Pic 44)

45. Silverthorn between Edgemere and North Park is becoming overgrown as well as overrun with Stinkvine.

46. Clean up the Hawthorn bed beneath the Crapes outside North Park on the median approaching Brightstone Place.

47. Hand remove enormous Nutsedge at the front of the Brightstone Place sign wall. Gold Mound needs trimmed here.

48. Do not allow Redtip Photinia to encroach onto sidewalk between Brightstone Place & Brackenwood.

49. Viburnum on the outbound wall of the Brackenwood entrance still need to be replaced by CLM. Line trim the entire bedlines at Brackenwood entrance and remove weeds. (Pic 49>)

50. Remove all palm saplings from the back side of the rear median island at the Brackenwood gates.

51. Why will crews not mow farther to the tree line at the Autumnwind cul-de-sac? This extends all the way back to the Sterling Hill Blvd. wall and down the 3-rail toward Brightstone Place. (Pic 51)

52. The Silverthorn on the back side of the aluminum fencing along SHBlvd. on the Brackenwood corner of the north intersection is still not being maintained at a consistent height. Most plantings on this back side are still covered with Virginia Creeper. (Pic 52>)

53. As mentioned in Item 44 above, Fakahatchee Grasses on the SHBlvd. median outside Amersham Isles and Brackenwood are doing the same thing.
54. The scraggly Walter's Viburnum are still in place on the SHBlvd. median between Brackenwood and the north intersection. These are under a Shumard Oak and need to be removed.

55. The Leyland Cypress need to be completely off the sidewalk leading to the north intersection form Brackenwood.

56. Dwarf Asian Jasmine is still climbing our sign walls and rear walls at all main sign monuments.

57. Virginia Creeper is still a major issue at the north intersection on the Brackenwood corner.

58. The builder signs are still in place behind the Amersham corner main monument at the north intersection. What is the large black hose in this same area?

59. Maintain a straight bed line along the Dw. Firebush hedge on the back side of the 3-rail in the AI triangular yard at the north intersection.

60. Remove weeds from large Walter's Viburnum hedge on the median between north intersection and Amersham Isles.

61. Remove Drake Elm saplings from Jasmine beds at Amersham Isles (AI) entrance.

62. Trim DAJ off the rear median walls and behind the curb at AI medians.

63. The Carissa Hollies on the AI median near the call box died during the herbicide overspray. These were to have been replaced by 8-5. They have not been.

64. Hand remove sprayed, dead weeds in front of the outbound sign wall of AI. Also remove dead growth in the Flax Lily.

65. Trees still need to be lifted on CDD property approaching the first home westbound on Leybourne Way from Larkenheath Dr. When mowing the DRA shown below, mowers need to get closer to the rear yards.

66. Why are the Dw. Firebush along the 3-rail leaving AI and heading toward North Park not thriving as well as most others on the property? Are these getting sufficient water?

67. Remove vines form the plants along the 3-rail along the back side of AI across from North Park. Also eradicate weeds in the bed directly across from Edgemere.

68. Trim Silverthorn along the back side of AI wall from Edgemere southward. Lift trees.

69. Remove dead limbs from the bed of large Crape Myrtles rounding the curve on the back side of AI heading towards Arboglades.
70. Stink Vine is completely covering up shrubs on the back side of the 3-rail directly across from Arborglades.

71. The last two trees approaching the south intersection on the Al side need to be lifted.

72. Why did these Loropetalum die at the south intersection? Is irrigation working here? (Pic 72)

73. Item 36 showed the Arborglades corner of the south intersection, this photo shows the Amersham Isles corner of the south intersection. These need to improve drastically. Jasmine is still covering the low wall behind monument. (Pic 73)

74. Remove Virginia Creeper form a Palm trunk at the sign monument shown above.

75. There are still Crape Myrtles along the Elgin wall covered with Spanish and Ball Moss.

76. There are new Thryallis at the Elgin alcove area, however, it is in moderate wilt. Was irrigation not enhanced here?

77. The raised planter at the rear of the alcove area is still extremely weedy.

78. Approaching the north intersection, the specimen Walter’s Viburnum are not being kept off the sidewalk.

79. The entire bed of Hawthorn and grasses approaching the Al corner 3-rail along Elgin is a complete mess and needs to be cleaned up. (Pic 79)

80. Remove tree limbs from hanging on the top of the wall along Brackenwood/Elgin. Remove Virginia Creeper from the wall.

81. The bottoms of the trees along the Brackenwood wall along Elgin ALL need to be cleaned up.

82. Eradicate weeds along the 3-rail at the very northern-most portion of Glenburne along Elgin.

83. There is an entire bed of Fakahatchee Grasses beneath Palms along Glenburne/Elgin that are brown. (Pic 83+)
84. A couple hundred feet before getting to the Glenburne corner of the north intersection, there is a bed of Dwarf India Hawthorn completely overtaken with Torpedograss. Trim Redtips in same bed. (Pic 84)

85. Closer to the Glenburne corner, it seems trimming had stopped as the Loropetalum and Firebush remain tall.

86. Eradicate dollarweed and grassy weeds in front of the Glenburne corner main sign monument.

87. Medjool on Glenburne corner needs to be trimmed.

88. Remove single grasses along both sides of Glenburne by the pedestrian gates and clean up both sides of the rear median. Lift tree.

89. Remove Palm saplings from Glenburne entrance and all other locations.

90. Tighten up the Var. Confederate Jasmine on the SHBlvd. median outside Glenburne.

91. Dead head all Agapanthus on the property.

92. Remove dead fronds from Sabal Palms throughout the property.

93. Why does the Walter’s Viburnum increase in height as it nears the Mandalay Place (MP) entrance?

94. Clip back Confederate Jasmine at MP entrance.

95. There are a LOT of Drake Elm volunteers throughout the community. These all need to be removed.

96. Loropetalum at MP sign walls is too tall.

97. Remove sloughing Crape Myrtle bark from the ground below.

98. Why will crews NOT remove this fallen limb in the southern portion of Beaumont Loop in MP? I have even pointed this out to Acct. Managers. I’ve also requested mowers go between these two tree groups. (Pic 98)
99. Detail the beds along the wall between MP and Haverhill.

100. Eradicate all weeds at Haverhill entrance. Remove all dead growth in these plants here. (Pic 100)

101. So far the south DRA's have all looked excellent.

102. More grasses outside Haverhill are completely brown. These, too, will need to be replaced by CLM. (Pic 102)

103. Remove dead plant material from the median as it curves toward the entrance of Windance.

104. Remove extremely tall grasses from the Privet leading up to Windance entrance.

105. Tip the Hawthorn at the Windance entrance. Remove weeds from the Windance median and treat and cut back Roses.

106. Trim the palms at Windance.

107. Remove volunteer Medjool palm from the base of an existing Medjool on the outbound lanes of Windance. Remove Tree Ligustrum suckers. (Pic 107)

108. Treat and trim the Knockout Roses at Windance. Eradicate weeds form the Shore Juniper at Windance (DO NOT OVERSPRAY)

109. All shrub types along the Windance wall past the entrance are being maintained at the same height. They should vary.

110. The last SHBlvd. median past Windance looks like no one's ever been there.

111. Silverthorn at the southern end of the northbound SHBlvd. lanes is out of control. (Pic 111>)

112. It appears another bed of grasses along the 3-rail leading up to Covey Run from the south has been cut, but new growth is already brown. Why? Were these drenched before they were cut? (Pic 112>
113. Hand remove a large quantity of vines from the Loropetalum at Covey Run (CR).

114. Remove Palm saplings from the beds and the Dwarf Asian Jasmine from the walls at CR.

115. Both the Anise and Loropetalum need to be lowered at Covey Run. You can't even see the walls.

116. There's some turf that needs to be replaced at the STOP sign at Covey Run. Rake out and lay some new Bahia. (Pic 116>)

117. There is an enormous amount of vines covering the Jasmine and Hawthorn in the median closest to the South Park from Covey Run.
1. Staff to use their vendor to remove remaining Leyland Cypress behind the sign monument on the Dunwoody corner of the north intersection.

2. CLM to provide a proposal to eradicate the plantings between the street and sidewalk on either side of the entrances of Arborglades, Brightstone Place & Edgemere and install new Bahia turf. Any irrigation changes (drip to spray?) must be included in the proposal.

3. Did staff solicit a proposal to remove dead Pines behind the Al 3-rail approaching the south intersection? No. 4 in last month’s proposal section.