



Rizzetta & Company

Sterling Hill Community Development District

**Board of Supervisors' Meeting
August 20, 2020**

**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 Sandra Manuele Michael Dimos Rich Massa Nancy Feliu	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Matthew Huber	Rizzetta & Company, Inc.
District Counsel	Vivek Babbar	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.

STERLING HILL COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 5844 OLD PASCO ROAD • SUITE 11 • WESLEY CHAPEL, FL 33544
www.sterlinghillcdd.org

August 12, 2020

**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, August 20, 2020 at 6:30 p.m.** to be held via conference call pursuant to Governor DeSantis' Executive Order 20-150 as extended by Executive Order 20-179. The following is the 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
 - C. Field Operations Manager
 1. Review of Field Inspection Report (under separate cover)
 2. Consideration of CLM's Proposals..... Tab 1
 - D. Amenity Management
 1. Review of Monthly Report Tab 2
 - E. District Manager
 1. Review of Financial Statements..... Tab 3
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting held on July 16, 2020..... Tab 4
 - B. Consideration of Operation and Maintenance Expenditures for June 2020..... Tab 5
- 6. BUSINESS ITEMS**
 - A. Public Hearing on Fiscal Year 2020/2021 Final Budget..... Tab 6
 1. Consideration of Resolution 2020-06, Adopting Fiscal Year 2020/2021 Final Budget..... Tab 7
 - B. Public Hearing on Fiscal Year 2020/2021 Special Assessments
 1. Consideration of Resolution 2020-07, Imposing Special Assessments and Certifying an Assessment Roll..... Tab 8
 - C. Consideration of Resolution 2020-08, Setting the Meeting Schedule for Fiscal Year 2020/2021..... Tab 9
- 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,

Matthew Huber

Matthew Huber
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, July 16, 2020 at 9:06 a.m.** via conference call pursuant to Governor DeSantis' Executive Order 20-69 as extended by Executive Order 20-112.

Present via teleconference call and constituting a quorum:

Christina Miller	Board Supervisor, Chairman
Sandra Manuele	Board Supervisor, Vice Chairman <i>(joined the meeting in progress)</i>
Michael Dimos	Board Supervisor, Assistant Secretary
Nancy Feliu	Board Supervisor, Assistant Secretary
Richard Massa	Board Supervisor, Assistant Secretary

Also present via conference call were:

Matthew Huber	District Manager, Rizzetta & Company, Inc.
Vivek Babbar	District Counsel, Straley Robin & Vericker
Stephen Brletic	District Engineer, JMT Engineering
John Toborg	Field Service Manager, Rizzetta & Company, Inc.
Jason Pond	Clubhouse Manager
Craig Bramlett	Representative, Capitol Land Management
Anne Mize	Representative, DR Horton

Audience

FIRST ORDER OF BUSINESS

Call to Order

Mr. Huber called the meeting to order and performed roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

**Audience Comments on Agenda
Items**

Mr. Huber asked if there were any audience comments. Ms. Knox requested an update on an amenity trespass against her daughters.

47 Mr. Pond explained the situation and history for the Board and staff. He
48 explained that time has passed, and they should be allowed a second chance. Ms.
49 Miller asked if there was any damage done to the billiard room. Mr. Pond stated that
50 there was not any damage. The daughters responded to the Board's questions
51 about the incident.
52

On a Motion by Ms. Feliu, seconded by Ms. Miller, with all in favor, the Board of Supervisors approved the amenity trespass being removed and the Ms. Knox's two daughters be re-instated for Sterling Hill Community Development District.

53
54 Mr. Knox asked if guests were not allowed to use the amenities after 4:00 p.m.
55 Mr. Pond stated that the Board had previously approved that no guests may be on
56 the basketball courts after 4:00 p.m. Mr. Pond stated that a family guest can speak
57 to the onsite manager to request an exemption to this rule but with COVID 19 there
58 are no guests allowed at any of the amenities at this time. Mr. Know thanked the
59 Board for giving his daughters a second chance.
60

61 **THIRD ORDER OF BUSINESS**

Staff Reports

62
63 **A. District Counsel**

64 Mr. Babbar gave updates on the perpetual utility easement. He stated that it is
65 pending review by the County. The utility easement has language that District
66 Counsel wants modified prior to approval.
67

On a Motion by Ms. Dimos, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the Utility Easement in substantial form for Sterling Hill Community Development District.

68
69 Mr. Babbar gave an update regarding the special warranty deed. He said that the
70 special warranty deed conveys tracts A, B, C, D, E and G to the District.
71

On a Motion by Ms. Manuele, seconded by Ms. Feliu, with all in favor, the Board of Supervisors approved the conveyance of common area tracts to the District (subject to review of these tracts by District Engineer) for Sterling Hill Community Development District.

72
73 District Engineer has an onsite meeting on July 23rd at 2:30 p.m.
74

On a Motion by Ms. Miller, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the DR Horton temporary signage map of locations for Sterling Hill Community Development District.

75
76 Ms. Miller stated that the District wants to be informed about any changes in
77 signs and the total number as well as getting signs after all sales are completed
78 in Phase 4/Barrington Hills.

79 She stated that the joinder of consent was for Barrington HOA and not needed.

80

81 Ms. Manuele asked if there would be a sub-association for Phase 4/Barrington
82 Hills. Ms. Mize stated that there would be.

83

84 Ms. Feliu asked if the developer will change the gates to match the existing
85 gates. Mr. Huber will follow up on this item.

86

87 **B. District Engineer**

88 Mr. Brletic stated that he did not have any updates on the HA5 paving project at this
89 time. He stated that it should be ready by September or October. Ms. Miller stated
90 that she will join Mr. Brletic at the Phase 4 walk-thru and meet at the South
91 Clubhouse. Mr. Toborg stated that there is some erosion on the embankment in
92 Glenburn.

93

94 **C. Field Services Manager**

95 Mr. Toborg presented and reviewed the Field Inspection Report dated June 26,
96 2020. He gave the Board updates on the landscape maintenance. Mr. Toborg
97 stated that he had some concerns regarding some of the irrigation not working,
98 he stated that he needs CLM to provide recommendations of new irrigation as
99 the drips and sprays need to be replaced due to their age. A discussion was held
100 regarding future irrigation repairs.

101

102 Mr. Huber presented CLM's proposals #300512, #300513 and #300578 to the
103 Board. The Board approved the following proposals:

104

On a Motion by Ms. Manuele, seconded by Ms. Feliu, with all in favor, the Board of Supervisors approved CLM's proposals for #300512 for September Annuals (\$800.00), #300513 for Annuals and #300392 for December Annuals (\$800.00), and #300578 for Irrigation Repairs (\$636.00) for Sterling Hill Community Development District.

105

106 **D. Amenity Management**

107 Mr. Pond presented and reviewed his report for June 2020.

108

109 Mr. Pond stated that pads and overlays are in for the bus stop along the
110 Boulevard.

111

112 Mr. Massa requested that Mr. Pond keep an eye on the pool due to drone
113 activity.

114

115 Mr. Dimos inquired about the warning signage on the Boulevard.

116

On a Motion by Mr. Dimos, seconded by Ms. Manuele, with all in favor, the Board of Supervisors authorized Mr. Pond to remove the 4 Neighborhood Watch Signs along the Boulevard for Sterling Hill Community Development District.

117 **E. District Management**

118 Mr. Huber presented the financial statements dated May 31, 2020.

119
120 Mr. Huber reminded the Board that their next meeting was scheduled for August
121 20, 2020 at 6:30 p.m. and the Board would be adopting their final budget at this
122 meeting.

123
124 **FOURTH ORDER OF BUSINESS**

**Consideration of Minutes of the
Board of Supervisors' Emergency
Meeting held on May 18, 2020, the
Special Meeting held on June 8, 2020
and the Regular meeting held on
June 18, 2020**

125
126
127
128
129
130
131 Mr. Huber presented the minutes of the Board of Supervisors' emergency
132 meeting held on May 18, 2020, the special meeting held on June 8, 2020 and the
133 regular meeting held on June 18, 2020. District Counsel requested a change be made
134 to the June 18th meeting minutes.
135

On a Motion by Mr. Miller, seconded by Mr. Massa, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' emergency meeting held on May 18, 2020 as presented, the June 8, 2020 special meeting minutes as presented and the June 18, 2020 regular meeting minutes as amended for Sterling Hill Community Development District.

136
137 **FIFTH ORDER OF BUSINESS**

**Consideration of Operation and
Maintenance Expenditures for May
2020**

138
139
140
141 Mr. Huber presented the Operation and Maintenance Expenditures for May 2020.
142 A discussion ensued regarding the Spectrum invoices and Southern Automated Access.
143 Ms. Feliu asked about an emergency button for the splash pad. Mr. Pond stated that it
144 should be installed today.
145

On a Motion by Mr. Dimos, seconded by Ms. Feliu, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for May 2020 (\$90,960.87) for Sterling Hill Community Development District.

146
147 **SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-05,
Re-Designating an Assistant
Secretary**

148
149
150
151 Mr. Huber presented Resolution 2020-05, Re-Designating an Assistant
152 Secretary. He stated that the resolution would appoint him as an Assistant Secretary for
153 signature purposes.
154

On a Motion by Ms. Manuele, seconded by Mr. Dimos, with all in favor, the Board of Supervisors approved Resolution 2020-05, Re-Designating an Assistant Secretary (Matthew Huber) for Sterling Hill Community Development District.

155
156 **SEVENTH ORDER OF BUSINESS** **Supervisor Requests and Audience**
157 **Comments**
158

159 Mr. Huber asked if there were any audience comments. There were no audience
160 comments put forth at this time.

161
162 Mr. Huber asked if there were any Supervisor Requests. There were no
163 Supervisor comments.

164
165 **EIGHTH ORDER OF BUSINESS** **Adjournment**
166

167 Mr. Huber stated that if there was no further business to come before the Board
168 than a motion to adjourn would be in order.

169

On a Motion by Ms. Manuele, seconded by Ms. Feliu, with all in favor, the Board of Supervisors adjourned the meeting at 10:20 a.m. for Sterling Hill Community Development District.

170
171
172
173 _____
174 Secretary/Assistant Secretary Chairman/Vice Chairman

Tab 2

STERLING HILL COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

Operation and Maintenance Expenditures June 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2020 through June 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$87,785.91**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2020 Through June 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Apex Floor & Furniture Care	006157	5294	North & South Clubhouse Carpet Cleaning Services 06/20	\$ 160.00
Beach Lake Sprinkler Corp	006166	1052-F042637	Annual Backflow & Fire Hydrant Inspections 03/20	\$ 375.00
Bright House Networks	006158	051149801060320	North Clubhouse Cable 06/20	\$ 224.44
Bright House Networks	006158	051150701060320	South Clubhouse Cable 06/20	\$ 232.43
Bright House Networks	006152	065067801052820	4411 Sterling Hill Blvd Office 06/20	\$ 241.09
Capital Land Management	6167	208407	General Landscape Maintenance 06/20	\$ 14,500.00
Capital Land Management	006167	208499	Fertilization Applied 06/20	\$ 5,490.00
Christina Miller	006163	CM060820	Board Of Supervisors Meeting 06/08/20	\$ 200.00
DCSI Inc.	006168	27209	Quarterly Monitoring Fitness Center 06/20	\$ 128.97
Florida Department of Health in Hernando County	006153	27-BID-4633813	Annual Permit Ph 1 Pool 135K Gallons 06/20	\$ 250.00
Florida Department of Health in Hernando County	006153	27-BID-4633814	Annual Permit South Park Pool 83K Gallons 06/20	\$ 250.00
Florida Department of Revenue	006160	37-8015579013-3 05/20	Sales & Use Tax 05/20	\$ 2.14

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2020 Through June 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Hernando County Tax Collector	006174	4689II 05/20	2010 Tript Trailer Tag Registration Renewal 05/20	\$ 53.50
Hernando County Utilities	006144	SS00001-00 05/20	North Clubhouse Water Bill 05/20	\$ 497.59
Hernando County Utilities	006144	SS00013-00 05/20	South Clubhouse Water Bill 05/20	\$ 155.56
Michael Dimos, Jr.	006159	MD060820	Board Of Supervisors Meeting 06/08/20	\$ 200.00
Nancy E Feliu	006164	NF060820	Board Of Supervisors Meeting 06/08/20	\$ 200.00
Outsmart Pest Management, Inc.	006169	27121	Pest Control Treatment North Clubhouse 06/20	\$ 75.00
Outsmart Pest Management, Inc.	006169	27122	Pest Control Treatment South Clubhouse 06/20	\$ 75.00
Richard P. Massa Jr.	006162	RM060820	Board Of Supervisors Meeting 06/08/20	\$ 200.00
Rios Company International Inc	006170	3203	Covid-19 Signs 06/20	\$ 340.00
Rizzetta & Company, Inc.	006145	INV0000050177	District Management Fees 06/20	\$ 6,405.84
Rizzetta Amenity Services, Inc.	006165	INV00000000007461	Amenity Management Services 05/20	\$ 11,047.00
Rizzetta Amenity Services, Inc.	006154	INV00000000007554	Amenity Management Services Payroll 05/20	\$ 10,121.58

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2020 Through June 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta Amenity Services, Inc.	006165	INV00000000007586	Out Of Pocket Expenses 05/20	\$ 50.00
Rizzetta Amenity Services, Inc.	006165	INV00000000007615	Amenity Management Services 06/20	\$ 11,987.61
Rizzetta Technology Services	006146	INV0000005922	Website Hosting Services 06/20	\$ 100.00
Robert Saliva	006147	7939	Gate Repairs - Glenburne 05/20	\$ 95.00
Robert Saliva	006155	7950	Gate Repairs - Amersham Isles 06/20	\$ 450.00
Robert Saliva	006172	8003	Gate Repairs - Windance 06/20	\$ 95.00
Robert Saliva	006147	Southern Phone Summary 05/20	Southern Phone Summary 05/20	\$ 439.45
Sandra Manuele	006161	SM060820	Board Of Supervisors Meeting 06/08/20	\$ 200.00
Shore Commercial Services, Inc	006171	211628	Pool Maintenance North Clubhouse 06/20	\$ 2,185.00
Shore Commercial Services, Inc	006171	212293	Installed & Tested Push/Pull Valve 06/20	\$ 648.00
Sterling Hill CDD	CD525	CD525	Debit Card Replenishment	\$ 2,363.33
Sterling Hill CDD	CD526	CD526	Debit Card Replenishment	\$ 1,927.32

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2020 Through June 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Straley Robin Vericker	006148	18327	Legal Services 5/20	\$ 2,151.20
Straley Robin Vericker	006173	18452	General Legal Services 06/20	\$ 3,241.95
Times Publishing Company	006149	0000081556 05/20/20	Acct # 107011 Legal Advertising 05/20	\$ 56.70
Times Publishing Company	006149	0000084297 05/20/20	Acct # 107011 Legal Advertising 05/20	\$ 49.90
Times Publishing Company	006156	0000085655 05/27/20	Acct # 107011 Legal Advertising 05/20	\$ 61.80
Waste Management Inc. of Florida	006150	0536470-1568-3	Waste Disposal Services South Clubhouse 06/20	\$ 321.92
Waste Management Inc. of Florida	006150	0536616-1568-1	Waste Disposal Services North Clubhouse 06/20	\$ 265.38
Withlacoochee River Electric Cooperative, Inc.	006151	Electric Summary Billing 05/20	Withlacoochee Electric Summary Billing 05/20	<u>\$ 9,671.21</u>
Report Total				<u>\$ 87,785.91</u>

Tab 3



Rizzetta & Company

Sterling Hill Community Development District

sterlinghillcdd.org

Proposed Budget for Fiscal Year 2020-2021

Presented by: Rizzetta & Company, Inc.

**5844 Old Pasco Road
Suite 100
Wesley Chapel, Florida 33544
Phone: 813-994-1001**

rizzetta.com

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Rizzetta & Company

GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Streetlights: The District may have expenditures relating to streetlights throughout the community. These may be restricted to main arterial roads or in some cases to all streetlights within the District's boundaries.

Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.

Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.

Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.

Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events: Expenses related to functions such as holiday events for the public enjoyment

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.

RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.

DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.

Proposed Budget
Sterling Hill Community Development District
General Fund
Fiscal Year 2020/2021

	Chart of Accounts Classification	Actual YTD through 06/30/20	Projected Annual Totals 2019/2020	Annual Budget for 2019/2020	Projected Budget variance for 2019/2020	Budget for 2020/2021	Budget Increase (Decrease) vs 2019/2020	Comments
1								
2	REVENUES							
3	Interest Earnings							
4	Interest Earnings	\$ 1,110	\$ 1,480	\$ -	\$ 1,480	\$ -	\$ -	
5	Special Assessments							
6	Tax Roll*	\$ 1,215,053	\$ 1,215,053	\$ 1,192,045	\$ 23,008	\$ 1,171,984	\$ (20,061)	
7	Off Roll*	\$ 99,203	\$ 132,271	\$ 21,413	\$ 110,858	\$ 109,112	\$ 87,699	Per 2020 Tax Roll
8	Other Miscellaneous Revenues							
9	Miscellaneous Revenues	\$ 16,227	\$ 21,636	\$ 15,000	\$ 6,636	\$ -	\$ (15,000)	
10	RV & Boat Storage Rental	\$ 19,501	\$ 26,001	\$ 20,000	\$ 6,001	\$ 20,000	\$ -	
11								
12	TOTAL REVENUES	\$ 1,351,095	\$ 1,396,441	\$ 1,248,458	\$ 147,983	\$ 1,301,096	\$ 52,638	
13								
14	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
15								
16	TOTAL REVENUES AND BALANCE	\$ 1,351,095	\$ 1,396,441	\$ 1,248,458	\$ 147,983	\$ 1,301,096	\$ 52,638	
17								
18	*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.							
19								
20	EXPENDITURES - ADMINISTRATIVE							
21								
22	Legislative							
23	Supervisor Fees	\$ 8,400	\$ 11,200	\$ 13,000	\$ 1,800	\$ 13,000	\$ -	
24	Financial & Administrative							
25	Administrative Services	\$ 6,615	\$ 8,820	\$ 8,820	\$ -	\$ 8,997	\$ 177	2% increase - 4 years
26	District Management	\$ 26,250	\$ 35,000	\$ 35,000	\$ -	\$ 35,700	\$ 700	2% increase - 4 years
27	District Engineer	\$ 6,223	\$ 8,297	\$ 10,000	\$ 1,703	\$ 10,000	\$ -	
28	Disclosure Report	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	\$ -	
29	Trustees Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
30	Assessment Roll	\$ 5,250	\$ 5,250	\$ 5,250	\$ -	\$ 5,250	\$ -	
31	Financial & Revenue Collections	\$ 3,938	\$ 5,250	\$ 5,250	\$ -	\$ 5,250	\$ -	
32	Accounting Services	\$ 15,000	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	\$ -	
33	Auditing Services	\$ 4,400	\$ 4,400	\$ 4,400	\$ -	\$ 4,500	\$ 100	per agreement
34	Arbitrage Rebate Calculation	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	
35	Public Officials Liability Insurance	\$ 3,331	\$ 3,331	\$ 3,413	\$ 82	\$ 3,664	\$ 251	EGIS
36	Legal Advertising	\$ 567	\$ 756	\$ 750	\$ (6)	\$ 750	\$ -	
37	Dues, Licenses & Fees	\$ 3,279	\$ 3,279	\$ 2,000	\$ (1,279)	\$ 750	\$ (1,250)	DCA, Pool permits, trailer tag
38	Tax Collector /Property Appraiser Fees	\$ -	\$ -	\$ -	\$ -	\$ 2,750	\$ 2,750	Fire/Rescue Hernando Co. Tax Collector
39	Website Hosting, Maintenance, Backup (and	\$ 4,763	\$ 6,351	\$ 10,000	\$ 3,649	\$ 3,500	\$ (6,500)	Contract plus extra for pages
40	Legal Counsel							
41	District Counsel	\$ 17,300	\$ 23,067	\$ 20,000	\$ (3,067)	\$ 20,000	\$ -	
42	Special Legal Services							
43	Litigation Services	\$ 856	\$ 1,141	\$ 20,000	\$ 18,859	\$ 18,500	\$ (1,500)	
44								
45	Administrative Subtotal	\$ 109,172	\$ 139,142	\$ 160,883	\$ 21,741	\$ 155,611	\$ (5,272)	
46								
47	EXPENDITURES - FIELD OPERATIONS							
48								
49	Law Enforcement							
50	Deputy	\$ 19,470	\$ 25,960	\$ 40,000	\$ 14,040	\$ 34,300	\$ (5,700)	
51	Security Operations							
52	Security Monitoring & Maintenance	\$ 10,233	\$ 13,644	\$ 15,000	\$ 1,356	\$ 15,000	\$ -	
53	Electric Utility Services							
54	Utility Services	\$ 30,185	\$ 40,247	\$ 55,000	\$ 14,753	\$ 55,000	\$ -	
55	Street Lights	\$ 45,251	\$ 60,335	\$ 62,000	\$ 1,665	\$ 67,500	\$ 5,500	Add't lights in Phase 4
56	Garbage/Solid Waste Control Services							
57	Garbage - Recreation Facility	\$ 5,829	\$ 7,772	\$ 6,000	\$ (1,772)	\$ 6,500	\$ 500	
58	Water-Sewer Combination Services							
59	Utility Services	\$ 5,050	\$ 6,733	\$ 5,000	\$ (1,733)	\$ 5,000	\$ -	
60	Stormwater Control							
61	Dry Retention Pond Repair	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	
62	Other Physical Environment							
63	General Liability Insurance	\$ 3,844	\$ 3,844	\$ 4,830	\$ 986	\$ 5,187	\$ 357	EGIS
64	Property Insurance	\$ 22,922	\$ 22,922	\$ 22,403	\$ (519)	\$ 23,706	\$ 1,303	EGIS
65	Entry & Walls Maintenance	\$ 6,050	\$ 8,067	\$ 25,000	\$ 16,933	\$ 13,500	\$ (11,500)	
66	Landscape Maintenance	\$ 136,540	\$ 182,053	\$ 180,000	\$ (2,053)	\$ 222,960	\$ 42,960	contract CLM/inc. fertilizer/pest
67	Holiday Decorations	\$ 2,134	\$ 2,134	\$ 1,500	\$ (634)	\$ 2,250	\$ 750	
68	Irrigation Repairs	\$ 22,260	\$ 29,680	\$ 50,000	\$ 20,320	\$ 50,000	\$ -	
69	Landscape - Mulch	\$ 49,430	\$ 65,907	\$ 85,100	\$ 19,193	\$ 63,250	\$ (21,850)	NTE in contract
70	Landscape Fertilizer	\$ 19,270	\$ 25,693	\$ 22,860	\$ (2,833)	\$ -	\$ (22,860)	included in general landscape
71	Landscape Replacement Plants, Shrubs,	\$ 17,568	\$ 23,424	\$ 20,000	\$ (3,424)	\$ 20,000	\$ -	
72	Annuals	\$ 1,600	\$ 2,133	\$ 2,400	\$ 267	\$ 2,400	\$ -	NTE in contract
73	Sod Replacement	\$ 9,230	\$ 12,307	\$ 3,000	\$ (9,307)	\$ 6,000	\$ 3,000	
74	Field Services	\$ 5,850	\$ 7,800	\$ 7,800	\$ -	\$ 8,400	\$ 600	
75	Landscape Pest Control	\$ 3,450	\$ 4,600	\$ 2,100	\$ (2,500)	\$ -	\$ (2,100)	in general landscape
76	Fire Ant Treatment	\$ 855	\$ 1,140	\$ 3,000	\$ 1,860	\$ 2,500	\$ (500)	
77	Road & Street Facilities							
78	Gate Phone	\$ 4,104	\$ 5,472	\$ 6,000	\$ 528	\$ 6,000	\$ -	
79	Pressure Washing Curbings & Sidewalk	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	

STERLING HILL COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2020/2021 ROAD RESERVE ASSESSMENT SCHEDULE

TOTAL ROAD RESERVE BUDGET		\$95,382.00
COLLECTION COST @	4.0%	\$4,147.04
EARLY PAYMENT DISCOUNT @	4.0%	\$4,147.04
TOTAL ROAD RESERVE ASSESSMENT		<u>\$103,676.09</u>

ROAD RESERVE ASSESSMENT

<u>VILLAGE</u>	<u>PARCEL</u>	<u>LOT SIZE</u>	<u>PHASE</u>	<u>BLOCK</u>	<u># LOTS</u>	<u>RR BUDGET</u>	<u>TOTAL PER LOT ⁽¹⁾</u>
Covey Run	A	60	2A	1-3	109	\$7,868.84	\$72.19
Haverhill	B	60	2A	4-6	92	\$7,293.12	\$79.27
Mandalay Place	C	60	1A	7-9	123	\$11,131.60	\$90.50
Dunwoody	D	65	1A	10-11	102	\$7,485.00	\$73.38
Glenburne	E	60	1A	12-17	150	\$8,444.64	\$56.30
Brackenwood	F	80	1B	18-26	115	\$14,199.71	\$123.48
Brightstone Place	G	80	2B	27-31	124	\$12,858.84	\$103.70
Edgemere	H	70	2B	32-34	96	\$7,868.84	\$81.97
Arboglades	I	65	2B	35-37	169	\$11,899.27	\$70.41
Amersham Isles	J	70	1B	38-42	169	\$8,444.64	\$49.97
Windance		V / 70	3 & 4		72	\$6,181.09	\$85.85
					<u>1321</u>	<u>\$103,675.58</u>	

⁽¹⁾ Annual assessment that will appear on November 2020 Hernando County property tax bill in addition to Debt Service and Operations & Maintenance. Amount shown includes all applicable collection costs (4%) and early payment discounts (up to 4% if paid early).

Budget Template
Sterling Hill Community Development District
Debt Service
Fiscal Year 2020/2021

Chart of Accounts Classification	Series 2003A	Budget for 2020/2021
REVENUES		
Special Assessments		
Net Special Assessments ⁽¹⁾	\$790,519.07	\$790,519.07
TOTAL REVENUES	\$790,519.07	\$790,519.07
EXPENDITURES		
Administrative		
Financial & Administrative		
Debt Service Obligation	\$790,519.07	\$790,519.07
Administrative Subtotal	\$790,519.07	\$790,519.07
TOTAL EXPENDITURES	\$790,519.07	\$790,519.07
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Hernando County Collection Costs (4%) and Early Payment Discounts (4%): 8.0%

Gross assessments **\$859,259.86**

Notes:

Tax Roll Collection Costs (4%) and Early Payment Discounts (4%) are a total 8.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

⁽¹⁾ Maximum Annual Debt Service less Prepaid Assessments received

STERLING HILL COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2020/2021 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2020/2021 O&M Budget		\$1,409,070.00
Collection Costs @ 4%		\$61,263.91
Early Payment Discount @ 4%		\$61,263.91
2020/2021 Total:		\$1,531,597.83

2019/2020 O&M Budget		\$1,341,435.00
2020/2021 O&M Budget		\$1,409,070.00
Total Difference:		\$67,635.00

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2019/2020	2020/2021	\$	%
2003A Debt Service - SF 60 - Covey Run	\$716.29	\$716.29	\$0.00	0.00%
Operations/Maintenance - SF 60 - Covey Run	\$1,079.86	\$1,064.40	-\$15.46	-1.43%
Total	\$1,796.15	\$1,780.69	-\$15.46	-0.86%
2003A Debt Service - SF 60 - Glenburne	\$716.29	\$716.29	\$0.00	0.00%
Operations/Maintenance - SF 60 - Glenburne	\$1,063.97	\$1,048.51	-\$15.46	-1.45%
Total	\$1,780.26	\$1,764.80	-\$15.46	-0.87%
2003A Debt Service - SF 60 - Haverhill	\$716.29	\$716.29	\$0.00	0.00%
Operations/Maintenance - SF 60 - Haverhill	\$1,086.94	\$1,071.48	-\$15.46	-1.42%
Total	\$1,803.23	\$1,787.77	-\$15.46	-0.86%
2003A Debt Service - SF 60 - Mandalay Place	\$716.29	\$716.29	\$0.00	0.00%
Operations/Maintenance - SF 60 - Mandalay Place	\$1,098.17	\$1,082.71	-\$15.46	-1.41%
Total	\$1,814.46	\$1,799.00	-\$15.46	-0.85%
2003A Debt Service - SF 65 - Arborglades	\$773.59	\$773.59	\$0.00	0.00%
Operations/Maintenance - SF 65 - Arborglades	\$1,078.08	\$1,062.62	-\$15.46	-1.43%
Total	\$1,851.67	\$1,836.21	-\$15.46	-0.83%
2003A Debt Service - SF 65 - Dunwoody	\$773.59	\$773.59	\$0.00	0.00%
Operations/Maintenance - SF 65 - Dunwoody	\$1,081.05	\$1,065.59	-\$15.46	-1.43%
Total	\$1,854.64	\$1,839.18	-\$15.46	-0.83%
2003A Debt Service - SF 70 - Amersham Isles	\$838.06	\$838.06	\$0.00	0.00%
Operations/Maintenance - SF 70 - Amersham Isles	\$1,057.64	\$1,042.18	-\$15.46	-1.46%
Total	\$1,895.70	\$1,880.24	-\$15.46	-0.82%
2003A Debt Service - SF 70 - Edgemere	\$838.06	\$838.06	\$0.00	0.00%
Operations/Maintenance - SF 70 - Edgemere	\$1,089.64	\$1,074.18	-\$15.46	-1.42%
Total	\$1,927.70	\$1,912.24	-\$15.46	-0.80%
2003A Debt Service - SF 80 - Brackenwood	\$952.66	\$952.66	\$0.00	0.00%
Operations/Maintenance - SF 80 - Brackenwood	\$1,131.15	\$1,115.69	-\$15.46	-1.37%
Total	\$2,083.81	\$2,068.35	-\$15.46	-0.74%
2003A Debt Service - SF 80 - Brightstone Place	\$952.66	\$952.66	\$0.00	0.00%
Operations/Maintenance - SF 80 - Brightstone Place	\$1,111.37	\$1,095.91	-\$15.46	-1.39%
Total	\$2,064.03	\$2,048.57	-\$15.46	-0.75%
Operations/Maintenance - Villas - Windance	\$1,093.52	\$1,078.06	-\$15.46	-1.41%
Total	\$1,093.52	\$1,078.06	-\$15.46	-1.41%
Operations/Maintenance - SF 70 - Windance	\$1,093.52	\$1,078.06	-\$15.46	-1.41%
Total	\$1,093.52	\$1,078.06	-\$15.46	-1.41%
Operations/Maintenance - SF 50 - Barrington	\$88.05	\$992.21	\$904.16	1026.87%
Total	\$88.05	\$992.21	\$904.16	1026.87%
Operations/Maintenance - SF 60 - Barrington	\$88.05	\$992.21	\$904.16	1026.87%
Total	\$88.05	\$992.21	\$904.16	1026.87%
Operations/Maintenance - SF 50 - Barrington (Unplatted)	\$88.05	\$109.48	\$21.43	24.34%
Total	\$88.05	\$109.48	\$21.43	24.34%

Operations/Maintenance - SF 60 - Barrington (Unplatted)	\$88.05	\$109.48	\$21.43	24.34%
Total	\$88.05	\$109.48	\$21.43	24.34%

Notes: Series 2006AB bonds canceled which were previously levied in Phases 3 & 4.

STERLING HILL COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2020/2021 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

Administrative Budget		\$155,611.00	Field Budget		\$1,158,077.00	Road Reserve Budget		\$95,382.00
Collection Cost @ 4%		\$6,765.70	Collection Cost @ 4%		\$50,351.17	Collection Cost @ 4%		\$4,147.04
Early Payment Discount @ 4%		\$6,765.70	Early Payment Discount @ 4%		\$50,351.17	Early Payment Discount @ 4%		\$4,147.04
Total Admin Assessment		\$169,142.39	Total Field Assessment		\$1,258,779.35	Total Road Reserves		\$103,676.09

UNITS ASSESSED

LOT SIZE / Subdivision	SERIES 2003A			ALLOCATION OF ADMIN O&M ASSESSMENT				ALLOCATION OF FIELD O&M ASSESSMENT				ALLOCATION OF ROAD RESERVE ASSESSMENT			PER LOT ANNUAL ASSESSMENT 2003 DEBT			
	O&M	DEBT SERVICE ⁽¹⁾	EAL FACTOR	TOTAL	% TOTAL	ADMIN O/M	ADMIN O/M	TOTAL	% TOTAL	FIELD O/M	FIELD O/M	TOTAL	ROAD RESERVE	ROAD RESERVE	O&M	RESERVES	SERVICE ⁽³⁾	TOTAL ⁽⁴⁾
				EAU's	EAU's	PER PARCEL	PER LOT	EAU's	EAU's	PER PARCEL	PER LOT	UNITS	PER PARCEL	PER UNIT				
Single Family 60 - Covey Run	109	27	1.00	109.00	7.06%	\$11,933.02	\$109.48	109.00	7.64%	\$96,218.06	\$882.73	109.00	\$7,868.84	\$72.19	\$992.21	\$72.19	\$716.29	\$1,780.69
Single Family 60 - Glenburne	150	150	1.00	150.00	9.71%	\$16,421.59	\$109.48	150.00	10.52%	\$132,410.17	\$882.73	150.00	\$8,444.64	\$56.30	\$992.21	\$56.30	\$716.29	\$1,764.80
Single Family 60 - Haverhill	92	86	1.00	92.00	5.95%	\$10,071.91	\$109.48	92.00	6.45%	\$81,211.57	\$882.73	92.00	\$7,293.12	\$79.27	\$992.21	\$79.27	\$716.29	\$1,787.77
Single Family 60 - Mandalay Place	123	119	1.00	123.00	7.96%	\$13,465.70	\$109.48	123.00	8.63%	\$108,576.34	\$882.73	123.00	\$11,131.60	\$90.50	\$992.21	\$90.50	\$716.29	\$1,799.00
Single Family 65 - Arborglades	169	168	1.00	169.00	10.94%	\$18,501.66	\$109.48	169.00	11.85%	\$149,182.12	\$882.73	169.00	\$11,899.27	\$70.41	\$992.21	\$70.41	\$773.59	\$1,836.21
Single Family 65 - Dunwoody	102	96	1.00	102.00	6.60%	\$11,166.68	\$109.48	102.00	7.15%	\$90,038.92	\$882.73	102.00	\$7,485.00	\$73.38	\$992.21	\$73.38	\$773.59	\$1,839.18
Single Family 70 - Amersham Isles	169	168	1.00	169.00	10.94%	\$18,501.66	\$109.48	169.00	11.85%	\$149,182.12	\$882.73	169.00	\$8,444.64	\$49.97	\$992.21	\$49.97	\$838.06	\$1,880.24
Single Family 70 - Edgemere	96	95	1.00	96.00	6.21%	\$10,509.82	\$109.48	96.00	6.73%	\$84,742.51	\$882.73	96.00	\$7,868.84	\$81.97	\$992.21	\$81.97	\$838.06	\$1,912.24
Single Family 80 - Brackenwood	115	112	1.00	115.00	7.44%	\$12,589.89	\$109.48	115.00	8.06%	\$101,514.46	\$882.73	115.00	\$14,199.71	\$123.48	\$992.21	\$123.48	\$952.66	\$2,068.57
Single Family 80 - Brightstone Place	124	57	1.00	124.00	8.03%	\$13,575.18	\$109.48	124.00	8.70%	\$109,459.07	\$882.73	124.00	\$12,858.84	\$103.70	\$992.21	\$103.70	\$952.66	\$2,048.57
Villas - Windance	8		1.00	8.00	0.52%	\$875.82	\$109.48	8.00	0.56%	\$7,061.88	\$882.73	8.00	\$686.79	\$85.85	\$992.21	\$85.85		\$1,078.06
Single Family 70 - Windance	64		1.00	64.00	4.14%	\$7,006.55	\$109.48	64.00	4.49%	\$56,495.01	\$882.73	64.00	\$5,494.30	\$85.85	\$992.21	\$85.85		\$1,078.06
Single Family 50 - Barrington	55		1.00	55.00	3.56%	\$6,021.25	\$109.48	55.00	3.86%	\$48,550.40	\$882.73	0.00	\$0.00	\$0.00	\$992.21			\$992.21
Single Family 60 - Barrington	50		1.00	50.00	3.24%	\$5,473.86	\$109.48	50.00	3.51%	\$44,136.72	\$882.73	0.00	\$0.00	\$0.00	\$992.21			\$992.21
Single Family 50 - Barrington (Unplatted)	55		1.00	55.00	3.56%	\$6,021.25	\$109.48	0.00	0.00%	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$109.48			\$109.48
Single Family 60 - Barrington (Unplatted)	64		1.00	64.00	4.14%	\$7,006.55	\$109.48	0.00	0.00%	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$109.48			\$109.48
TOTAL	1545	1078		1545.00	100.00%	\$169,142.39		1426.00	100.00%	\$1,258,779.35		1321.00	\$103,675.58					
LESS: Hernando County Collection Costs (4%) and Early Payment Discounts (4%):						(\$13,531.39)				(\$100,702.35)			(\$8,294.05)					
Net Revenue to be Collected:						\$155,611.00				\$1,158,077.00			\$95,381.53					

(1) Reflects nine (9) Series 2003A prepayments.

(2) Reflects the number of total lots with Series 2003A debt outstanding.

(3) Annual debt service assessment per lot adopted in connection with the Series 2003A bond issue. Annual assessment includes principal, interest, Hernando County collection costs and early payment discounts.

(4) Annual assessment that will appear on November 2020 Hernando County property tax bill. Amount shown includes all applicable collection costs (4%) and early payment discounts (up to 4% if paid early).

Tab 4

RESOLUTION 2020-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE STERLING HILL COMMUNITY DEVELOPMENT DISTRICT ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager submitted, prior to June 15th, to the Board of Supervisors (“**Board**”) of the Sterling Hill Community Development District (“**District**”) a proposed budget for the next ensuing budget year (“**Proposed Budget**”), along with an explanatory and complete financial plan for each fund, pursuant to the provisions of Sections 189.016(3) and 190.008(2)(a), Florida Statutes;

WHEREAS, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District at least 60 days prior to the adoption of the Proposed Budget pursuant to the provisions of Section 190.008(2)(b), Florida Statutes;

WHEREAS, the Board held a duly noticed public hearing pursuant to Section 190.008(2)(a), Florida Statutes;

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least 2 days before the public hearing pursuant to Section 189.016(4), Florida Statutes;

WHEREAS, the Board is required to adopt a resolution approving a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year pursuant to Section 190.008(2)(a), Florida Statutes; and

WHEREAS, the Proposed Budget projects the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Section 1. Budget

- a.** That the Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s records office, and hereby approves certain amendments thereto, as shown below.
- b.** That the Proposed Budget as amended by the Board attached hereto as **Exhibit A**, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2019-2020 and/or revised projections for fiscal year 2020-2021.
- c.** That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District’s records office and identified as “The Budget for the

Sterling Hill Community Development District for the Fiscal Year Beginning October 1, 2020, and Ending September 30, 2021”.

- d. The final adopted budget shall be posted by the District Manager on the District’s website within 30 days after adoption pursuant to Section 189.016(4), Florida Statutes.

Section 2. Appropriations. There is hereby appropriated out of the revenues of the District (the sources of the revenues will be provided for in a separate resolution), for the fiscal year beginning October 1, 2020, and ending September 30, 2021, the sum of \$_____, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

Total General Fund	\$_____
Total Reserve Fund	\$_____
Total Debt Service Funds	\$_____
Total All Funds*	\$_____

*Not inclusive of any collection costs or early payment discounts.

Section 3. Budget Amendments. Pursuant to Section 189.016(6), Florida Statutes, the District at any time within the fiscal year or within 60 days following the end of the fiscal year may amend its budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.
- c. Any other budget amendments shall be adopted by resolution and be consistent with Florida law. This includes increasing any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and making the corresponding change to appropriations or the unappropriated balance.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this section and Section 189.016, Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraphs c. above are posted on the District’s website within 5 days after adoption pursuant to Section 189.016(7), Florida Statutes.

Section 4. Effective Date. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Passed and Adopted on August 20, 2020.

Attested By:

**Sterling Hill
Community Development District**

Secretary/Assistant Secretary

Christina Miller
Chair of the Board of Supervisors

Exhibit A: FY 2020-2021 Adopted Budget

Tab 5

RESOLUTION 2020-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE STERLING HILL COMMUNITY DEVELOPMENT DISTRICT IMPOSING ANNUALLY RECURRING OPERATIONS AND MAINTENANCE NON-AD VALOREM SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF ALL DISTRICT SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING FOR CHALLENGES AND PROCEDURAL IRREGULARITIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Sterling Hill Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, preserving, operating, and maintaining infrastructure improvements, facilities, and services to the lands within the District;

WHEREAS, the District is located in Hernando County, Florida (“**County**”);

WHEREAS, the Board of Supervisors of the District (“**Board**”) hereby determines to undertake various activities described in the District’s adopted budget for fiscal year 2020-2021 attached hereto as **Exhibit A (“FY 2020-2021 Budget”)** and incorporated as a material part of this Resolution by this reference;

WHEREAS, the District must obtain sufficient funds to provide for the activities described in the FY 2020-2021 Budget;

WHEREAS, the provision of the activities described in the FY 2020-2021 Budget is a benefit to lands within the District;

WHEREAS, the District may impose non-ad valorem special assessments on benefited lands within the District pursuant to Chapter 190, Florida Statutes;

WHEREAS, such special assessments may be placed on the County tax roll and collected by the local Tax Collector (“**Uniform Method**”) pursuant to Chapters 190 and 197, Florida Statutes;

WHEREAS, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method;

WHEREAS, the District has approved an agreement with the County Property Appraiser (“**Property Appraiser**”) and County Tax Collector (“**Tax Collector**”) to provide for the collection of special assessments under the Uniform Method;

WHEREAS, it is in the best interests of the District to proceed with the imposition, levy, and collection of the annually recurring operations and maintenance non-ad valorem special assessments on all assessable lands in the amount contained for each parcel’s portion of the FY 2020-2021 Budget (“**O&M Assessments**”);

WHEREAS, the Board desires to collect the annual installment for the previously levied debt service non-ad valorem special assessments (“**Debt Assessments**”) in the amounts shown in the FY 2020-2021 Budget;

WHEREAS, the District adopted an assessment roll as maintained in the office of the District Manager, available for review, and incorporated as a material part of this Resolution by this reference (“**Assessment Roll**”);

WHEREAS, it is in the best interests of the District to certify the Assessment Roll to the Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, including the property certified to the Tax Collector by this Resolution, as the Property Appraiser updates the property roll, for such time as authorized by Florida law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Section 1. Benefit from Activities and O&M Assessments. The provision of the activities described in the FY 2020-2021 Budget confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the O&M Assessments allocated to such lands. The allocation of the expenses of the activities to the specially benefited lands is shown in the FY 2020-2021 Budget and in the Assessment Roll.

Section 2. O&M Assessments Imposition. Pursuant to Chapter 190, Florida Statutes and procedures authorized by Florida law for the levy and collection of special assessments, the O&M Assessments are hereby imposed and levied on benefited lands within the District in accordance with the FY 2020-2021 Budget and Assessment Roll. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.

Section 3. Collection and Enforcement of District Assessments.

- a. **Uniform Method for all Debt Assessments and all O&M Assessments.** The collection of all Debt Assessments and all O&M Assessments for all lands within the District, shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in the Assessment Roll. All assessments collected by the Tax Collector shall be due, payable, and enforced pursuant to Chapter 197, Florida Statutes.
- b. **Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

Section 4. Certification of Assessment Roll. The Assessment Roll is hereby certified and authorized to be transmitted to the Tax Collector.

Section 5. Assessment Roll Amendment. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

Section 6. Assessment Challenges. The adoption of this Resolution shall be the final determination of all issues related to the O&M Assessments as it relates to property owners whose benefited property is subject to the O&M Assessments (including, but not limited to, the determination of special benefit and fair apportionment to the assessed property, the method of apportionment, the maximum rate of the O&M Assessments, and the levy, collection, and lien of the O&M Assessments), unless proper steps shall be initiated in a court of competent jurisdiction to secure relief within 30 days from adoption date of this Resolution.

Section 7. Procedural Irregularities. Any informality or irregularity in the proceedings in connection with the levy of the O&M Assessments shall not affect the validity of the same after the adoption of this Resolution, and any O&M Assessments as finally approved shall be competent and sufficient evidence that such O&M Assessment was duly levied, that the O&M Assessment was duly made and adopted, and that all other proceedings adequate to such O&M Assessment were duly had, taken, and performed as required.

Section 8. Severability. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

Section 9. Effective Date. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Passed and Adopted on August 20, 2020.

Attested By:

**Sterling Hill
Community Development District**

Secretary/Assistant Secretary

Christina Miller
Chair of the Board of Supervisors

Exhibit A: FY 2020-2021 Budget

Tab 6

RESOLUTION 2020-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF STERLING HILL COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR THE FISCAL YEAR 2020/2021, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Sterling Hill Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hernando County, Florida; and

WHEREAS, the District’s Board of Supervisors (“**Board**”) is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Community Affairs, a schedule of its regular meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF STERLING HILL COMMUNITY DEVELOPMENT DISTRICT:

Section 1. Regular meetings of the Board of Supervisors of the District shall be held as provided on the schedule attached as Exhibit “A”.

Section 2. In accordance with Section 189.015(1), Florida Statutes, the District’s Secretary is hereby directed to file annually, with Hernando County, a schedule of the District’s regular meetings.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2020.

ATTEST:

STERLING HILL COMMUNITY DEVELOPMENT DISTRICT

Secretary / Assistant Secretary

By:_____

Its:_____

EXHIBIT “A”
BOARD OF SUPERVISORS MEETING DATES
STERLING HILL COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2020/2021

October 15, 2020

November 19, 2020 *

December 17, 2020

January 21, 2021 *

February 18, 2021

March 18, 2021

April 15, 2021

May 20, 2021 *

June 17, 2021

July 15, 2021

August 19, 2021 *

September 16, 2021

The meetings will convene at 9:00 a.m. (* except for the months of November, January, May, and August when they will commence at 6:30 p.m.) at the Sterling Hill North Clubhouse, located at 4411 Sterling Hill Boulevard, Spring Hill, FL 34609.

**Please note that because of the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, such meetings may be held telephonically, virtually, or at another location in the event the above location is not available. Please check the District’s website for the latest information: <https://www.sterlinghill.org/>.*