



Rizzetta & Company

Sterling Hill Community Development District

**Board of Supervisors' Meeting
December 9, 2025**

**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 |
| | Nancy Felio | Assistant Secretary |
| | Michael Gebala | Assistant Secretary |
| | Darrin Bagnuolo | Assistant Secretary |
| District Manager | Daryl Adams | Rizzetta & Company, Inc. |
| District Counsel | Lauren Gentry | Kilinski/Van Wyk |
| District Engineer | Stephen Brletic | BDI 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 – Wesley Chapel, Florida (813) 994-1001
Mailing Address – 3434 Colwell Ave, Suite 200, Tampa, Florida 33614
www.sterlinghillcdd.org

**Board of Supervisors
Sterling Hill Community
Development District**

December 2, 2025

Final Agenda

Dear Board Members:

The regular meeting of the Board of Supervisors of the Sterling Hill Community Development District will be held on **Tuesday, December 9, 2025, at 10:00 a.m.** at the Sterling Hill North 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 Engineer
 - B. Landscape Report
 1. Review of Landscape Inspection Report (*Under Separate Cover*)
 - C. District Counsel
 - D. Amenity Management Report..... Tab 1
 1. Consideration of Linear Card Reader Systems Proposals Tab 2
 - E. District Manager
 1. Review of District Manager Report and Monthly Financials Tab 3
- 5. BUSINESS ITEMS**
 - A. Consideration of Resolution 2026-03; Setting Public Hearing on Amended Rules of Procedures Tab 4
 - B. Consideration of Resolution 2026-04; Re-Setting Public Hearing on Parking and Towing Policies Tab 5
- 6. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of Board of Supervisors' Meeting held on November 11, 2025..... Tab 6
 - B. Consideration of Operations & Maintenance Expenditures for October 2025 Tab 7
- 7. AUDIENCE COMMENTS**
- 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) 994-1001.

Sincerely,
Darryl Adams
District Manager

Tab 1

Operations Report – November 2025

Sterling Hill CDD

Phone: 352-686-5161 • Email: sterlinghillclub@live.com

Clubhouse Manager: Jason Pond



Clubhouse Maintenance and Improvements

- Monthly carpet and floor cleaning by Apex.
- Pickleball court / dog park project more than half way done. All concrete, asphalt , and sod laid.
- Installed new LED lighting at the tennis courts.
- Pressure washed south clubhouse pavilion.
- Replaced two sections of sidewalk at north clubhouse.
- Installed eight new parking space in the south clubhouse parking lot.

Gate Report

- Greased all main village gates.
- Replaced entrance loop detector at Brightstone village.
- Installed new lighted key pad at Haverhill callbox.
- Replaced island backup batteries at Barrington gate.
- Installed new circuit board at Dunwoody village.
- Installed new cellular circuit board at Arborglades village.

Private Event Rentals

North Clubhouse:

11/15/25 – Baby Shower
11/22/25 – Birthday party
11/29/25 – Baby Shower

South Clubhouse:

11/01/25 – Baby Shower
11/08/25 – Birthday Party
11/16/25 – Baby Shower
11/22/25 – Birthday Party
11/23/25 – Bridal Shower

Field Maintenance

- Trash clean-up in the DRA's, wooded areas, and trash and debris clean up along Sterling Hill Blvd.
- Continued painting of barrier walls outside of Arborglades and Brackenwood villages.
- Installed Christmas decorations at clubhouses and village gates.
- Removed dead trees throughout Sterling Hill.



Rizzetta & Company



Job Name: S.H. Stop Bar/Stop Signs
Address: Sterling Hill Blvd
 Spring Hill, FL 34609
Contact Info: Jason Pond
November 2, 2025

Job Estimate

| <u>Description</u> | <u>Cost</u> |
|---|-------------------|
| Black out current stop bars & paint white stop bars in the correct location (both clubhouses) | \$575 |
| Optional painting of 1 white crosswalk at North club house (both clubhouse entrances) | \$250 |
| Removal of 2 stop signs and poles, includes disposal | \$0 |
| Installation of 2 brand new poles and reflective stop signs (both stop signs are for clubhouse entrances) | \$400 |
| | |
| | |
| | |
| | |
| | |
| Total: | \$1,225.00 |

Notes Payment is due upon completion. Both signs will be installed in concrete. Work will take approximately 1 day, weather permitting.

customer Signature: _____ **Date:** _____

Estimate is valid for 30 days from date listed above



Job Name: S.H. S. Clubhouse Restripe
Address: Sterling Hill Blvd
 Spring Hill, FL 34609
Contact Info: Jason Pond
November 2, 2025

Job Estimate

| <u>Description</u> | <u>Cost</u> |
|------------------------------------|-------------------|
| Restripe entire South clubhouse | |
| • 55 white car stalls | |
| • Restripe all directional arrows | |
| • Paint all handicap sections blue | |
| • 2 crosswalks | |
| • one safety zone white/yellow | |
| • 1 stop bar | |
| | |
| | |
| | |
| Total: | \$2,555.00 |

Notes Payment is due upon completion. Heavy duty commercial traffic paint will be used. Work will take approximately 1 day, weather permitting. Price does not include striping new portion of parking lot. If CDD wishes to also sealcoat the clubhouse at the same time, an additional price of \$5,650.00 will be added to the total. Pricing reflects us doing the parking lot at the same time. Parking lot will need to be closed for one morning.

customer Signature: _____ **Date:** _____
 Estimate is valid for 30 days from date listed above

Tab 2



11302 N Nebraska Ave Tampa, FL 33612

Phone – 813-885-2777, Toll Free - 800-683-0134, Fax – 813-885-2444

dhadley@bravofence.com

www.bravofence.com

Security Fencing Vehicle Gates Access Control & Telephone Entry Cameras & Video Intercom

Linear Access Control System for the Clubhouse Amenity

- Two (2) Linear: eMerge series, 8-door Access Control Panels.
 - Royce Bravo will provide access control software and software training to the management team.
 - These new panels will be situated in the IT/Data Room of each clubhouse, and they will provide access control to all existing doors with card readers, along with the additional locations needing security equipment.
 - Tennis Court, Basketball Court, Pickleball Court, and the Bathroom Door.
 - [Browser-Based Access Control | Nice/Linear](#)
- Four (4) Linear: Multi-Function Prox. Readers for the bathroom door, the tennis court, the basketball court, and the pickleball court.
 - Each location will receive a door/gate specific weatherized electronic lock and pneumatic push-to-exit device.
[Access Control Card Readers | Nice/Linear](#)
- Four (4) Sure-Fi: wiegand access control kits to provide wireless communication between the four locations listed above and the access control panels.
 - [Compact Door Kit | Sure-Fi](#)
- Three (3) Locinox: MAG3000 series, Surface-mounted Electromagnetic Chain Link Gate Lock with Integrated Pull/Push Handles.
 - This device will be used at the tennis court, basketball court, and pickleball court.
 - [Locinox USA](#)
- Three (3) Aluminum Gooseneck Mounting Pedestals for the tennis court, basketball court, and pickleball court.
 - Each gooseneck pedestal is needed to support the card reader, push-to-exit device, and the wireless equipment enclosure.
 - Each pedestal includes a concrete foundation and paint coloring to match chain link fence.





11302 N Nebraska Ave Tampa, FL 33612

Phone – 813-885-2777, Toll Free - 800-683-0134, Fax – 813-885-2444

dhadley@bravofence.com

www.bravofence.com

Security Fencing Vehicle Gates Access Control & Telephone Entry Cameras & Video Intercom

- **The Following existing equipment will be used:**

- High speed internet at each clubhouse.
- Chain Link Gates & Gate Hinges.
- Bathroom Door.
- Resident handheld access control devices.

- **Customer to provide the following:**

- High Voltage Electrical Power to the bathroom door and each chain link gate.
- An adequate computer with high-speed internet for the access control software.
- Uploading resident cardholder information into the new software database (this work to be completed in the software at the office computer prior to upgrading of the hardware).

TOTAL PRICE: \$41,140.60 {equipment taxes are included}.

Payment Terms: 50% Deposit; Remainder through progress billing w/ approved schedule of values.



DCSI, Inc. "Security & Sound"
P.O. Box 265
Lutz, FL 33548
+9496500
info@dcsisecurity.com
http://DCSIsecurity.com

Estimate

ADDRESS

Sterling Hill CDD
3434 Colwell Ave. Suite 200
Tampa, FL 33614

| ESTIMATE # | DATE | EXPIRATION DATE |
|------------|------------|-----------------|
| 12377 | 11/06/2025 | 01/31/2026 |

SALES REP
DC

| DATE | ACTIVITY | QTY | RATE | AMOUNT |
|------|---|-----|-----------|-----------|
| | <p>This estimate is to install a Linear E-merge E3 state-of-the-art access control system controllers and readers to the 12 (Twelve) existing doors and gates (6-North CH and 6-South CH) and also to add the Tennis and Basketball Court gates on the North CH, also a pavilion bathroom and new gate that will enter the Dog park/Pickle Ball area at the South CH for a total of sixteen (16) access-controlled Doors/Gates. This system is expandable to control any future doors/gates in the community and will be pre-programmed to allow the use of existing access cards to access the facilities.</p> <p>Included:</p> <p>Access System</p> <ul style="list-style-type: none"> (2) EL36-4M- eMerge Elite-36 4-Door Access Control Platform (2) ACM2D- 2-Door ACM Module (2) EXN-2C- 2-Door Expansion Node (4) HID Slimline readers (4) 1200lbs Maglocks (1) Indoor Z-Bracket (3) Chain-link Gate Mounting Brackets (3) Chain Link Gate Closers (6) Request to Exit Aluminum Post (4) Request to exit weatherproof buttons (2) 24V AC power supplies (2) 24V DC power supplies (4) 5 Port Gigabit Switches (1) 18x16x08 Fiberglass Reinf Polyester FRP Weatherproof Outdoor IP24 NEMA 3R Enclosure (1) Internet PTP receiver (2) AL600ULACMCB- Access Power Controllers (2) TL-OMNI1500- 1500VA UPS Battery Backup AVR (2) UPS wall mount brackets (2) 7amp 12V batteries <p>Trenching, Conduit, Wire, Installation and Training Included. *NO ADDITIONAL MONTHLY FEES **Three Year manufacture warranty on readers and door controllers</p> | 1 | 39,889.00 | 39,889.00 |

Thank you for your time and this opportunity to do business with you!
*ALL SYSTEMS COME WITH 90 DAYS WARRANTY ON LABOR AND
ONE YEAR WARRANTY ON PARTS, UNLESS OTHERWISE NOTED.

SUBTOTAL 39,889.00
TAX (6.5%) 0.00
TOTAL

\$39,889.00

Accepted By

Accepted Date

Tab 3



Rizzetta & Company

UPCOMING DATES TO REMEMBER

- **Next Meeting:** January 13, 2026, at 10:00 am
- **FY 2024-2025 Audit Completion Deadline:** June 30, 2026

District Manager's Report

December 9

2025

District Manager Updates

| <u>FINANCIAL SUMMARY</u> | | <u>10/31/2025</u> |
|--|--|--------------------|
| General Fund Cash & Investment Balance: | | \$685,261 |
| Reserve Fund Cash & Investment Balance: | | \$1,494,207 |
| Debt Service Fund & Investment Balance: | | <u>\$718,144</u> |
| Total Cash and Investment Balances: | | \$2,897,612 |
| General Fund Expense | | Over |
| Variance: \$76,163 | | Budget |

S
T
E
R
L
I
N
G

H
I
L
L



Rizzetta & Company

Sterling Hill Community Development District

**Financial Statements
(Unaudited)**

October 31, 2025

Prepared by: Rizzetta & Company, Inc.

sterlinghillcdd.org
rizzetta.com

Sterling Hill Community Development District

Balance Sheet

As of 10/31/2025

(In Whole Numbers)

| | General Fund | Reserve Fund | Debt Service Fund | Total Gvmnt Fund | Fixed Assets Group | Long-Term Debt |
|--|------------------|------------------|--------------------|--------------------|--------------------|-------------------|
| Assets | | | | | | |
| Cash In Bank | 63,979 | 0 | 0 | 63,979 | 0 | 0 |
| Investments | 621,282 | 1,494,207 | 718,144 | 2,833,632 | 0 | 0 |
| Accounts Receivable | 1,734,511 | 95,382 | 785,521 | 2,615,415 | 0 | 0 |
| Refundable Deposits | 30,663 | 0 | 0 | 30,663 | 0 | 0 |
| Due From Other | 223 | 0 | 0 | 223 | 0 | 0 |
| Fixed Assets | 0 | 0 | 0 | 0 | 27,288,872 | 0 |
| Amount To Be Provided Debt Service | 0 | 0 | 0 | 0 | 0 | 13,630,000 |
| Total Assets | 2,450,658 | 1,589,589 | 1,503,665 | 5,543,912 | 27,288,872 | 13,630,000 |
| Liabilities | | | | | | |
| Accounts Payable | 90,849 | 0 | 0 | 90,849 | 0 | 0 |
| Deferred Revenue | 1,427 | 0 | 0 | 1,427 | 0 | 0 |
| Due To Other | 15,420 | 0 | 0 | 15,420 | 0 | 0 |
| Debt Service Obligations-Current | 0 | 0 | 7,270,000 | 7,270,000 | 0 | 0 |
| Revenue Bonds Payable-Long Term | 0 | 0 | 0 | 0 | 0 | 13,630,000 |
| Total Liabilities | 107,696 | 0 | 7,270,000 | 7,377,696 | 0 | 13,630,000 |
| Fund Equity & Other Credits | | | | | | |
| Beginning Fund Balance | 957,410 | 1,490,256 | (6,554,180) | (4,106,514) | 0 | 0 |
| Investment In General Fixed Assets | 0 | 0 | 0 | 0 | 27,288,872 | 0 |
| Net Change in Fund Balance | 1,385,552 | 99,333 | 787,845 | 2,272,730 | 0 | 0 |
| Total Fund Equity & Other Credits | 2,342,962 | 1,589,589 | (5,766,335) | (1,833,784) | 27,288,872 | 0 |
| Total Liabilities & Fund Equity | 2,450,658 | 1,589,589 | 1,503,665 | 5,543,912 | 27,288,872 | 13,630,000 |

See Notes to Unaudited Financial Statements

Sterling Hill Community Development District

Statement of Revenues and Expenditures

As of 10/31/2025

(In Whole Numbers)

| | Year Ending 09/30/2026 Annual Budget | Through 10/31/2025 YTD Budget | Year To Date 10/31/2025 YTD Actual | YTD Variance |
|---|--|-------------------------------------|--|-----------------|
| Revenues | | | | |
| Interest Earnings | | | | |
| Interest Earnings | 0 | 0 | 2,259 | 2,259 |
| Special Assessments | | | | |
| Tax Roll | 1,651,330 | 1,651,330 | 1,734,511 | 83,181 |
| Other Misc. Revenues | | | | |
| Miscellaneous Revenue | 0 | 0 | 920 | 920 |
| RV & Boat Storage Fees | 20,000 | 20,000 | 17,222 | (2,778) |
| Total Revenues | 1,671,330 | 1,671,330 | 1,754,912 | 83,582 |
| Expenditures | | | | |
| Legislative | | | | |
| Supervisor Fees | 14,000 | 1,167 | 1,000 | 167 |
| Total Legislative | 14,000 | 1,167 | 1,000 | 167 |
| Financial & Administrative | | | | |
| Accounting Services | 19,400 | 1,616 | 3,233 | (1,617) |
| Administrative Services | 6,109 | 509 | 1,019 | (509) |
| Arbitrage Rebate Calculation | 1,000 | 0 | 0 | 0 |
| Assessment Roll | 5,093 | 5,093 | 5,093 | 0 |
| Auditing Services | 3,985 | 0 | 0 | 0 |
| Disclosure Report | 2,000 | 167 | 333 | (167) |
| District Engineer | 18,000 | 1,500 | 2,875 | (1,375) |
| District Management | 24,240 | 2,020 | 4,040 | (2,020) |
| Dues, Licenses & Fees | 1,500 | 1,500 | 175 | 1,325 |
| Financial & Revenue Collections | 5,093 | 425 | 849 | (424) |
| Legal Advertising | 1,500 | 125 | 0 | 125 |
| Miscellaneous Mailings | 2,500 | 208 | 0 | 208 |
| Public Officials Liability Insurance | 4,919 | 4,919 | 5,290 | (371) |
| Tax Collector/Property Appraiser Fees | 83,471 | 83,471 | 83,470 | 0 |
| Website Hosting, Maintenance, Backup & E | 2,858 | 238 | 200 | 38 |
| Total Financial & Administrative | 181,668 | 101,791 | 106,577 | (4,787) |
| Legal Counsel | | | | |
| District Counsel | 23,000 | 1,916 | 0 | 1,917 |
| Total Legal Counsel | 23,000 | 1,916 | 0 | 1,917 |
| Law Enforcement | | | | |
| Off Duty Deputy | 20,000 | 1,667 | 0 | 1,667 |
| Total Law Enforcement | 20,000 | 1,667 | 0 | 1,667 |
| Security Operations | | | | |
| Security System Monitoring Services & Ma | 12,000 | 1,000 | 17,795 | (16,795) |
| Total Security Operations | 12,000 | 1,000 | 17,795 | (16,795) |
| Electric Utility Services | | | | |
| Utility - Street Lights | 79,150 | 6,596 | 6,904 | (308) |
| Utility Services | 56,000 | 4,667 | 5,531 | (865) |

See Notes to Unaudited Financial Statements

Sterling Hill Community Development District

Statement of Revenues and Expenditures

As of 10/31/2025

(In Whole Numbers)

| | Year Ending 09/30/2026 Annual Budget | Through 10/31/2025 YTD Budget | Year To Date 10/31/2025 YTD Actual | YTD Variance |
|---|--|-------------------------------------|--|--------------|
| Total Electric Utility Services | 135,150 | 11,263 | 12,435 | (1,173) |
| Garbage/Solid Waste Control Services | | | | |
| Garbage - Recreation Facility | 10,203 | 850 | 332 | 519 |
| Total Garbage/Solid Waste Control Services | 10,203 | 850 | 332 | 519 |
| Water-Sewer Combination Services | | | | |
| Utility Services | 9,585 | 799 | 1,371 | (573) |
| Total Water-Sewer Combination Services | 9,585 | 799 | 1,371 | (573) |
| Stormwater Control | | | | |
| Lake/Pond Bank Maintenance & Repair | 3,000 | 250 | 0 | 250 |
| Total Stormwater Control | 3,000 | 250 | 0 | 250 |
| Other Physical Environment | | | | |
| Entry & Walls Maintenance & Repair | 20,000 | 1,666 | 0 | 1,667 |
| General Liability Insurance | 7,623 | 7,623 | 7,231 | 392 |
| Holiday Decorations | 1,500 | 750 | 0 | 750 |
| Irrigation Repair | 50,000 | 4,167 | 32,164 | (27,997) |
| Landscape - Annuals/Flowers | 3,600 | 300 | 0 | 300 |
| Landscape - Fertilizer | 22,860 | 1,905 | 0 | 1,905 |
| Landscape - Mulch | 60,000 | 5,000 | 0 | 5,000 |
| Landscape - Pest Control | 2,100 | 175 | 0 | 175 |
| Landscape Inspection Services | 11,400 | 950 | 1,900 | (950) |
| Landscape Maintenance | 275,000 | 22,917 | 20,705 | 2,212 |
| Landscape Replacement Plants, Shrubs, Tr | 40,000 | 3,333 | 5,000 | (1,667) |
| Property Insurance | 57,382 | 57,382 | 52,205 | 5,177 |
| Seed & Sod Maintenance | 25,000 | 2,083 | 0 | 2,083 |
| Well Maintenance | 3,500 | 292 | 0 | 292 |
| Total Other Physical Environment | 579,965 | 108,543 | 119,205 | (10,661) |
| Road & Street Facilities | | | | |
| Gate Maintenance & Repair | 43,700 | 3,642 | 7,009 | (3,368) |
| Gate Phone | 7,100 | 591 | 599 | (6) |
| Pressure Washing | 8,000 | 667 | 0 | 666 |
| Sidewalk Maintenance & Repair | 25,000 | 2,083 | 0 | 2,084 |
| Street Light/Decorative Light Maintenance | 1,500 | 125 | 0 | 125 |
| Street Sign Repair & Replacement | 1,500 | 125 | 0 | 125 |
| Total Road & Street Facilities | 86,800 | 7,233 | 7,608 | (374) |
| Parks & Recreation | | | | |
| Athletic Court/Field/Playground Maintenance | 1,000 | 84 | 0 | 83 |
| Clubhouse Miscellaneous Expense | 10,081 | 840 | 2,788 | (1,949) |
| Contracted Employee Salaries | 400,000 | 33,333 | 33,218 | 116 |
| Fitness Equipment Maintenance & Repair | 8,200 | 683 | 1,184 | (501) |
| Furniture Repair & Replacement | 4,000 | 334 | 0 | 333 |
| Maintenance & Repairs | 30,000 | 2,500 | 4,243 | (1,742) |
| Management Contract | 23,000 | 1,916 | 1,917 | 0 |

See Notes to Unaudited Financial Statements

Sterling Hill Community Development District

Statement of Revenues and Expenditures

As of 10/31/2025

(In Whole Numbers)

| | Year Ending 09/30/2026 | Through 10/31/2025 | Year To Date 10/31/2025 | |
|---|---------------------------|-----------------------|----------------------------|--------------|
| | Annual Budget | YTD Budget | YTD Actual | YTD Variance |
| Office Supplies | 4,000 | 334 | 694 | (361) |
| Pest Control | 2,940 | 245 | 435 | (190) |
| Playground Equipment & Maintenance | 2,500 | 208 | 0 | 208 |
| Pool Furniture Replacement | 5,000 | 417 | 0 | 417 |
| Pool Service Contract & Chemicals | 40,000 | 3,333 | 4,486 | (1,153) |
| Telephone, Internet, Cable | 8,000 | 667 | 1,031 | (365) |
| Vehicle Maintenance | 7,736 | 644 | 497 | 148 |
| Wildlife Management Services | 1,000 | 84 | 0 | 84 |
| Total Parks & Recreation | 547,457 | 45,622 | 50,493 | (4,872) |
| Special Events | | | | |
| Special Events | 11,000 | 916 | 2,063 | (1,147) |
| Total Special Events | 11,000 | 916 | 2,063 | (1,147) |
| Contingency | | | | |
| Capital Outlay | 122,155 | 10,180 | 50,481 | (40,301) |
| Total Contingency | 122,155 | 10,180 | 50,481 | (40,301) |
| Total Expenditures | 1,755,983 | 293,197 | 369,360 | (76,163) |
| Total Excess of Revenues Over(Under) Expenditures | (84,653) | 1,378,133 | 1,385,552 | 7,419 |
| Total Other Financing Sources(Uses) | | | | |
| Carry Forward Fund Balance | | | | |
| Carry Forward Fund Balance | 87,304 | 87,304 | 0 | (87,304) |
| Total Other Financing Sources(Uses) | 87,304 | 87,304 | 0 | (87,304) |
| Fund Balance, Beginning of Period | 0 | 0 | 957,410 | 957,410 |
| Total Fund Balance, End of Period | 2,651 | 1,465,437 | 2,342,962 | 877,525 |

Sterling Hill Community Development District

Statement of Revenues and Expenditures

As of 10/31/2025

(In Whole Numbers)

| | Year Ending 09/30/2026 Annual Budget | Through 10/31/2025 YTD Budget | Year To Date 10/31/2025 YTD Actual | YTD Variance |
|---|--|-------------------------------------|--|------------------|
| Revenues | | | | |
| Interest Earnings | | | | |
| Interest Earnings | 0 | 0 | 3,951 | 3,951 |
| Special Assessments | | | | |
| Tax Roll | 178,562 | 178,562 | 95,382 | (83,180) |
| Total Revenues | <u>178,562</u> | <u>178,562</u> | <u>99,333</u> | <u>(79,229)</u> |
| Expenditures | | | | |
| Contingency | | | | |
| Capital Reserve - Asset Replacement | 83,180 | 83,180 | 0 | 83,180 |
| Capital Reserve - Road | 95,382 | 95,382 | 0 | 95,382 |
| Total Contingency | 178,562 | 178,562 | 0 | 178,562 |
| Total Expenditures | <u>178,562</u> | <u>178,562</u> | <u>0</u> | <u>178,562</u> |
| Total Excess of Revenues Over(Under) Ex- | <u>0</u> | <u>0</u> | <u>99,333</u> | <u>99,333</u> |
| penditures | | | | |
| Fund Balance, Beginning of Period | 0 | 0 | 1,490,256 | 1,490,256 |
| Total Fund Balance, End of Period | <u>0</u> | <u>0</u> | <u>1,589,589</u> | <u>1,589,589</u> |

Sterling Hill Community Development District

Statement of Revenues and Expenditures

As of 10/31/2025

(In Whole Numbers)

| | Year Ending 09/30/2026 Annual Budget | Through 10/31/2025 YTD Budget | Year To Date 10/31/2025 YTD Actual | YTD Variance |
|---|--|-------------------------------------|--|--------------------|
| Revenues | | | | |
| Interest Earnings | | | | |
| Interest Earnings | 0 | 0 | 2,324 | 2,324 |
| Special Assessments | | | | |
| Tax Roll | 785,522 | 785,522 | 785,521 | 0 |
| Total Revenues | <u>785,522</u> | <u>785,522</u> | <u>787,845</u> | <u>2,324</u> |
| Expenditures | | | | |
| Debt Service | | | | |
| Interest | 305,522 | 305,522 | 0 | 305,521 |
| Principal | 480,000 | 480,000 | 0 | 480,000 |
| Total Debt Service | <u>785,522</u> | <u>785,522</u> | <u>0</u> | <u>785,521</u> |
| Total Expenditures | <u>785,522</u> | <u>785,522</u> | <u>0</u> | <u>785,521</u> |
| Total Excess of Revenues Over(Under) Expenditures | <u>0</u> | <u>0</u> | <u>787,845</u> | <u>787,845</u> |
| Fund Balance, Beginning of Period | <u>0</u> | <u>0</u> | <u>(6,554,180)</u> | <u>(6,554,180)</u> |
| Total Fund Balance, End of Period | <u>0</u> | <u>0</u> | <u>(5,766,335)</u> | <u>(5,766,335)</u> |

**Sterling Hill CDD
Investment Summary
October 31, 2025**

| <u>Account</u> | | Balance as of October 31, 2025 |
|--|--|---|
| Valley National Bank | Governmental Checking/ICS | \$ 621,282 |
| Total General Fund Investments | | \$ 621,282 |
| Valley National Bank Asset Replacement Reserve | Governmental Checking/ICS | \$ 646,275 |
| Valley National Bank Road Reserve | Governmental Checking/ICS | 580,114 |
| Subtotal | | 1,226,389 |
| Hancock Whitney Bank CD Reserve | 2.53% 12 Month Term - Maturity Date 04/03/26 | \$ 267,818 |
| Subtotal | | 267,818 |
| Total Reserve Fund Investments | | \$ 1,494,207 |
| US Bank Series 2003 Revenue | US Bank Money Market Account-Managed | \$ 474,223 |
| US Bank Series 2003 Reserve A | US Bank Money Market Account-Managed | 147,061 |
| US Bank Series 2003 Reserve B | US Bank Money Market Account-Managed | 790 |
| US Bank Series 2003 Interest B | US Bank Money Market Account-Managed | 80 |
| US Bank Series 2003 Prepayment A | US Bank Money Market Account-Managed | 95,986 |
| US Bank Series 2003 Prepayment B | US Bank Money Market Account-Managed | 4 |
| Total Debt Service Fund Investments | | \$ 718,144 |

FirstService Financial, an affiliate by ownership to your management company Rizzetta & Company, provides banking solutions exclusively to clients of Rizzetta & Company. FirstService Financial receives a monthly administration fee from partner financial institutions for our assistance with the development, placement, service, and maintenance of our banking programs without impacting the interest our clients earn on their funds. The monthly administration fee varies as it is negotiated with each participating financial institution.

Sterling Hill Community Development District
Summary A/R Ledger
From 10/01/2025 to 10/31/2025

| | Fund_ID | Fund Name | Customer | Invoice Number | AR Account | Date | Balance Due |
|--------------------------|----------------|--------------------------------|----------------------------------|-----------------------|-------------------|-------------|---------------------|
| 655, 2639 | | | | | | | |
| | 655-001 | 655 General Fund | Hernando County Tax Collector | AR00002889 | 12110 | 10/01/2025 | 1,734,510.94 |
| Sum for 655, 2639 | | | | | | | 1,734,510.94 |
| 655, 2640 | | | | | | | |
| | 655-005 | 655 Reserve Fund | Hernando County Tax Collector | AR00002889 | 12110 | 10/01/2025 | 95,382.60 |
| Sum for 655, 2640 | | | | | | | 95,382.60 |
| 655, 2641 | | | | | | | |
| | 655-200 | 655 Debt Service Fund S2003 | Hernando County Tax Collector | AR00002889 | 12110 | 10/01/2025 | 785,521.58 |
| Sum for 655, 2641 | | | | | | | 785,521.58 |
| Sum for 655 | | | | | | | 2,615,415.12 |
| Sum Total | | | | | | | 2,615,415.12 |

See Notes to Unaudited Financial Statements

Sterling Hill Community Development District
Summary A/P Ledger
From 10/01/2025 to 10/31/2025

| | Fund Name | GL posting date | Vendor name | Document number | Description | Balance Due |
|--------------------------|------------------|-----------------|--|-------------------------------|--|------------------|
| 655, 2639 | | | | | | |
| | 655 General Fund | 10/31/2025 | Brletic Dvorak, Inc. | 2181 | Engineering Services 10/25 | 2,875.00 |
| | 655 General Fund | 10/01/2025 | Florida Department of Revenue | 111825-37801557901 33 ACH | Sales & Use Tax 10/25 | 222.77 |
| | 655 General Fund | 10/24/2025 | Hernando County Utilities | SS00001-00 10/25 | North Clubhouse Water Bill 10/25 | 418.14 |
| | 655 General Fund | 10/24/2025 | Hernando County Utilities | SS00013-00 10/25 | South Clubhouse Water Bill 10/25 | 953.06 |
| | 655 General Fund | 10/30/2025 | Juniper Landscaping of Florida, LLC | 364252 | Irrigation Repair 10/25 | 4,177.43 |
| | 655 General Fund | 10/30/2025 | Juniper Landscaping of Florida, LLC | 363756 | Irrigation Repair 10/25 | 1,350.33 |
| | 655 General Fund | 10/30/2025 | Juniper Landscaping of Florida, LLC | 363757 | Irrigation Repair 10/25 | 1,849.78 |
| | 655 General Fund | 10/31/2025 | Juniper Landscaping of Florida, LLC | 367225 | Irrigation Repair 10/25 | 3,591.32 |
| | 655 General Fund | 10/30/2025 | Juniper Landscaping of Florida, LLC | 365234 | Irrigation Repair 10/25 | 2,173.36 |
| | 655 General Fund | 10/30/2025 | Rizzetta & Company, Inc. | INV0000104533 | Accounting Services 11/25 | 509.08 |
| | 655 General Fund | 10/30/2025 | Rizzetta & Company, Inc. | INV0000104533 | Accounting Services 11/25 | 1,616.67 |
| | 655 General Fund | 10/31/2025 | Rizzetta & Company, Inc. | INV0000104778 | Cell Phone 10/25 | 50.00 |
| | 655 General Fund | 10/30/2025 | Rizzetta & Company, Inc. | INV0000104533 | Accounting Services 11/25 | 166.67 |
| | 655 General Fund | 10/30/2025 | Rizzetta & Company, Inc. | INV0000104533 | Accounting Services 11/25 | 100.00 |
| | 655 General Fund | 10/30/2025 | Rizzetta & Company, Inc. | INV0000104533 | Accounting Services 11/25 | 2,020.00 |
| | 655 General Fund | 10/30/2025 | Rizzetta & Company, Inc. | INV0000104533 | Accounting Services 11/25 | 950.00 |
| | 655 General Fund | 10/30/2025 | Rizzetta & Company, Inc. | INV0000104533 | Accounting Services 11/25 | 424.42 |
| | 655 General Fund | 10/30/2025 | Shore Pool Services | 4014 | Pool Maintenance 10/25 | 790.00 |
| | 655 General Fund | 10/30/2025 | Southern Automated Access Services, LLC | 17241 | Service Call 11/25 | 295.00 |
| | 655 General Fund | 10/06/2025 | Superior Sealers, LLC | INV101 | Additional 50% Deposit / Install 500LF of 4Conduit 10/25 | 14,463.40 |
| | 655 General Fund | 10/23/2025 | Superior Sealers, LLC | INV-103 | 25% for Halfway Completion / Install 500LF of 4Conduit 10/25 | 36,017.50 |
| | 655 General Fund | 10/30/2025 | Talamesi Folasa | 000145 | Gate Repairs 10/25 | 1,900.00 |
| | 655 General Fund | 10/30/2025 | Talamesi Folasa | 000151 | Maintenance & Repairs 11/25 | 1,500.00 |
| | 655 General Fund | 10/23/2025 | Withlacoochee River Electric Cooperative, Inc. | Monthly Summary 10/25 ACH 655 | Electric Services 10/25 | 5,531.61 |
| | 655 General Fund | 10/23/2025 | Withlacoochee River Electric Cooperative, Inc. | Monthly Summary 10/25 ACH 655 | Electric Services 10/25 | 6,903.28 |
| Sum for 655, 2639 | | | | | | 90,848.82 |
| Sum for 655 | | | | | | 90,848.82 |
| Sum Total | | | | | | 90,848.82 |

Sterling Hill Community Development District
Notes to Unaudited Financial Statements
October 31, 2025

Balance Sheet

1. Trust statement activity has been recorded through 10/31/25.
2. See EMMA (Electronic Municipal Market Access) at <https://emma.msrb.org> for Municipal Disclosures and Market Data.
3. For presentation purposes, the Reserves are shown in a separate fund titled Reserve Fund.

Summary A/R Ledger

4. Payment terms for landowner assessments are (a) defined in the FY25-26 Assessment Resolution adopted by the Board of Supervisors, (b) pursuant to Florida Statutes, Chapter 197 for assessments levied via the county tax roll.

Summary A/R Ledger - Subsequent Collections

5. General Fund – Payment for invoice #AR00002889 in the amount of \$20,757.71 was received in November 2025.
6. Debt Service Fund 200 - Payment for invoice #AR00002889 in the amount of \$8,910.70 was received in November 2025.

Tab 4

RESOLUTION 2026-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
STERLING HILL COMMUNITY DEVELOPMENT DISTRICT TO
DESIGNATE DATE, TIME AND PLACE OF PUBLIC HEARING
AND AUTHORIZATION TO PUBLISH NOTICE OF SUCH
HEARING FOR THE PURPOSE OF ADOPTING AMENDED AND
RESTATED RULES OF PROCEDURE; AND PROVIDING AN
EFFECTIVE DATE**

WHEREAS, Sterling Hill Community Development District (the “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 Board of Supervisors of the District (the “Board”) is authorized by Section 190.011(5), *Florida Statutes*, to adopt rules and orders pursuant to Chapter 120, *Florida Statutes*; and

WHEREAS, the Board previously adopted *Rules of Procedure* to govern the operation and administration of the District and now wishes to set a public hearing to consider amendments thereto.

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

SECTION 1. A Public Hearing will be held to adopt the District’s Amended and Restated Rules of Procedure on **January 13, 2026, at 10:00 a.m. at 6:00 p.m. at Sterling Hill North Clubhouse, 4411 Sterling Hill Blvd., Spring Hill, Florida 34609.**

SECTION 2. The District Secretary is directed to publish notice of the hearing in accordance with Section 120.54, *Florida Statutes*.

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

PASSED AND ADOPTED this 11th day of November, 2025.

ATTEST:

**STERLING HILL COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Proposed Amended and Restated Rules of Procedure

Exhibit A

Proposed Amended and Restated Rules of Procedure

**RULES OF PROCEDURE
STERLING HILL COMMUNITY DEVELOPMENT DISTRICT**

EFFECTIVE AS OF _____

TABLE OF CONTENTS

| | | |
|------------------|---|----|
| <u>Rule 1.0</u> | <u>General</u> | 2 |
| <u>Rule 1.1</u> | <u>Board of Supervisors; Officers and Voting</u> | 3 |
| <u>Rule 1.2</u> | <u>District Offices; Public Information and Inspection of Records; Policies; Service Contract Requirements; Financial Disclosure Coordination</u> | 7 |
| <u>Rule 1.3</u> | <u>Public Meetings, Hearings, and Workshops</u> | 10 |
| <u>Rule 1.4</u> | <u>Internal Controls to Prevent Fraud, Waste and Abuse</u> | 15 |
| <u>Rule 2.0</u> | <u>Rulemaking Proceedings</u> | 16 |
| <u>Rule 3.0</u> | <u>Competitive Purchase</u> | 22 |
| <u>Rule 3.1</u> | <u>Procedure Under the Consultants' Competitive Negotiations Act</u> | 27 |
| <u>Rule 3.2</u> | <u>Procedure Regarding Auditor Selection</u> | 31 |
| <u>Rule 3.3</u> | <u>Purchase of Insurance</u> | 35 |
| <u>Rule 3.4</u> | <u>Pre-qualification</u> | 37 |
| <u>Rule 3.5</u> | <u>Construction Contracts, Not Design-Build</u> | 43 |
| <u>Rule 3.6</u> | <u>Construction Contracts, Design-Build</u> | 47 |
| <u>Rule 3.7</u> | <u>Payment and Performance Bonds</u> | 52 |
| <u>Rule 3.8</u> | <u>Goods, Supplies, and Materials</u> | 53 |
| <u>Rule 3.9</u> | <u>Maintenance Services</u> | 57 |
| <u>Rule 3.10</u> | <u>Contractual Services</u> | 60 |
| <u>Rule 3.11</u> | <u>Protests with Respect to Proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9</u> | 61 |
| <u>Rule 4.0</u> | <u>Effective Date</u> | 64 |

Rule 1.0 General.

- (1) Sterling Hill Community Development District (“District”) was created pursuant to the provisions of Chapter 190 of the Florida Statutes, and was established to provide for the ownership, operation, maintenance, and provision of various capital facilities and services within its jurisdiction. The purpose of these rules (“Rules”) is to describe the general operations of the District.
- (2) Definitions located within any section of these Rules shall be applicable within all other sections, unless specifically stated to the contrary.
- (3) Unless specifically permitted by a written agreement with the District, the District does not accept documents filed by electronic mail or facsimile transmission. Filings are only accepted during normal business hours, which are 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding holidays.
- (4) A Rule of the District shall be effective upon adoption by affirmative vote of the District Board. After a Rule becomes effective, it may be repealed or amended only through the rulemaking procedures specified in these Rules. Notwithstanding, the District may immediately suspend the application of a Rule if the District determines that the Rule conflicts with Florida law. In the event that a Rule conflicts with Florida law and its application has not been suspended by the District, such Rule should be interpreted in the manner that best effectuates the intent of the Rule while also complying with Florida law. If the intent of the Rule absolutely cannot be effectuated while complying with Florida law, the Rule shall be automatically suspended.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

Rule 1.1 Board of Supervisors; Officers and Voting.

- (1) Board of Supervisors. The Board of Supervisors of the District (“Board”) shall consist of five (5) members. Members of the Board (“Supervisors”) appointed by ordinance or rule or elected by landowners must be citizens of the United States of America and residents of the State of Florida. Supervisors elected or appointed by the Board to elector seats must be citizens of the United States of America, residents of the State of Florida and of the District and registered to vote with the Supervisor of Elections of the county in which the District is located and for those elected, shall also be qualified to run by the Supervisor of Elections. The Board shall exercise the powers granted to the District under Florida law.
 - (a) Supervisors shall hold office for the term specified by Section 190.006 of the Florida Statutes. If, during the term of office, any Board member(s) vacates their office, the remaining member(s) of the Board shall fill the vacancies by appointment for the remainder of the term(s). If three or more vacancies exist at the same time, a quorum, as defined herein, shall not be required to appoint replacement Board members.
 - (b) Three (3) members of the Board shall constitute a quorum for the purposes of conducting business, exercising powers and all other purposes. A Board member shall be counted toward the quorum if physically present at the meeting, regardless of whether such Board member is prohibited from, or abstains from, participating in discussion or voting on a particular item.
 - (c) Action taken by the Board shall be upon a majority vote of the members present, unless otherwise provided in the Rules or required by law. Subject to Rule 1.3(10), a Board member participating in the Board meeting by teleconference or videoconference shall be entitled to vote and take all other action as though physically present.
 - (d) Unless otherwise provided for by an act of the Board, any one Board member may attend a mediation session on behalf of the Board. Any agreement resulting from such mediation session must be approved pursuant to subsection (1)(c) of this Rule.
- (2) Officers. At the first Board meeting held after each election where the newly elected members take office, the Board shall select a Chairperson, Vice-Chairperson, Secretary, Assistant Secretary, and Treasurer.
 - (a) The Chairperson must be a member of the Board. If the Chairperson resigns from that office or ceases to be a member of the Board, the Board shall select a Chairperson. The Chairperson serves at the pleasure of the Board. The Chairperson shall be authorized to execute resolutions and contracts on the District’s behalf. The Chairperson shall convene and conduct all meetings of the Board. In the event the Chairperson is unable to attend a

meeting, the Vice-Chairperson shall convene and conduct the meeting. The Chairperson or Vice-Chairperson may delegate the responsibility of conducting the meeting to the District's manager ("District Manager") or District Counsel, in whole or in part.

- (b) The Vice-Chairperson shall be a member of the Board and shall have such duties and responsibilities as specifically designated by the Board from time to time. The Vice-Chairperson has the authority to execute resolutions and contracts on the District's behalf in the absence of the Chairperson. If the Vice-Chairperson resigns from office or ceases to be a member of the Board, the Board shall select a Vice-Chairperson. The Vice-Chairperson serves at the pleasure of the Board.
- (c) The Secretary of the Board serves at the pleasure of the Board and need not be a member of the Board. The Secretary shall be responsible for maintaining the minutes of Board meetings and may have other duties assigned by the Board from time to time. An employee of the District Manager may serve as Secretary. The Secretary shall be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (d) The Treasurer need not be a member of the Board but must be a resident of the State of Florida. The Treasurer shall perform duties described in Section 190.007(2) and (3) of the Florida Statutes, as well as those assigned by the Board from time to time. The Treasurer shall serve at the pleasure of the Board. The Treasurer shall either be bonded by a reputable and qualified bonding company in at least the amount of one million dollars (\$1,000,000), or have in place a fidelity bond, employee theft insurance policy, or a comparable product in at least the amount of one million dollars (\$1,000,000) that names the District as an additional insured.
- (e) In the event that both the Chairperson and Vice-Chairperson are absent from a Board meeting and a quorum is present, the Board may designate one of its members or a member of District staff to convene and conduct the meeting. In such circumstances, any of the Board members present are authorized to execute agreements, resolutions, and other documents approved by the Board at such meeting. In the event that the Chairperson and Vice-Chairperson are both unavailable to execute a document previously approved by the Board, the Secretary or any Assistant Secretary may execute such document.
- (f) The Board may assign additional duties to District officers from time to time, which include, but are not limited to, executing documents on behalf of the District.

- (g) The Chairperson, Vice-Chairperson, and any other person authorized by District Resolution may sign checks and warrants for the District, countersigned by the Treasurer or other persons authorized by the Board.
- (3) Committees. The Board may establish committees of the Board, either on a permanent or temporary basis, to perform specifically designated functions. Committees may include individuals who are not members of the Board. Such functions may include, but are not limited to, review of bids, proposals, and qualifications, contract negotiations, personnel matters, and budget preparation. Florida Open Meetings Laws apply to such Committees.
- (4) Record Book. The Board shall keep a permanent record book entitled "Record of Proceedings," in which shall be recorded minutes of all meetings, resolutions, proceedings, certificates, and corporate acts. The Records of Proceedings shall be located at a District office and shall be available for inspection by the public.
- (5) Meetings. For each fiscal year, the Board shall establish a schedule of regular meetings, which shall be published in a newspaper of general circulation in the county in which the District is located and filed with the local general-purpose governments within whose boundaries the District is located. All meetings of the Board and Committees serving an advisory function shall be open to the public in accordance with the provisions of Chapter 286 of the Florida Statutes.
- (6) Voting Conflict of Interest. The Board shall comply with Section 112.3143 of the Florida Statutes, so as to ensure the proper disclosure of conflicts of interest on matters coming before the Board for a vote. For the purposes of this section, "voting conflict of interest" shall be governed by the Florida Constitution and Chapters 112 and 190 of the Florida Statutes, as amended from time to time. Generally, a voting conflict exists when a Board member is called upon to vote on an item which would inure to the Board member's special private gain or loss or the Board member knows would inure to the special private gain or loss of a principal by whom the Board member is retained, the parent organization or subsidiary of a corporate principal, a business associate, or a relative including only a father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law.
 - (a) When a Board member knows the member has a conflict of interest on a matter coming before the Board, the member should notify the Board's Secretary prior to participating in any discussion with the Board on the matter. The Board member shall publicly announce the conflict of interest at the meeting. This announcement shall appear in the minutes.

If the Board member was elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, the Board member may vote or abstain from voting on the matter at issue. If the Board

member was elected by electors residing within the District, the Board member is prohibited from voting on the matter at issue. In the event that the Board member intends to abstain or is prohibited from voting, such Board member shall not participate in the discussion on the item subject to the vote.

The Board's Secretary shall prepare a Memorandum of Voting Conflict (Form 8B) which shall then be signed by the Board member, filed with the Board's Secretary, and provided for attachment to the minutes of the meeting within fifteen (15) days of the meeting.

- (b) If a Board member inadvertently votes on a matter and later learns he or she has a conflict on the matter, the member shall immediately notify the Board's Secretary. Within fifteen (15) days of the notification, the member shall file the appropriate Memorandum of Voting Conflict, which will be attached to the minutes of the Board meeting during which the vote on the matter occurred. The Memorandum of Voting Conflict shall immediately be provided to other Board members and shall be read publicly at the next meeting held subsequent to the filing of the Memorandum of Voting Conflict. The Board member's vote is unaffected by this filing.
- (c) It is not a conflict of interest for a Board member, the District Manager, or an employee of the District to be a stockholder, officer or employee of a landowner or of an entity affiliated with a landowner.
- (d) In the event that a Board member elected at a landowner's election or appointed to fill a vacancy of a seat last filled at a landowner's election, has a continuing conflict of interest, such Board member is permitted to file a Memorandum of Voting Conflict at any time in which it shall state the nature of the continuing conflict. Only one such continuing Memorandum of Voting Conflict shall be required to be filed for each term the Board member is in office.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 112.3143, 190.006, 190.007, Fla. Stat.

Rule 1.2 District Offices; Public Information and Inspection of Records; Policies; Service Contract Requirements; Financial Disclosure Coordination.

- (1) District Offices. Unless otherwise designated by the Board, the official District office shall be the District Manager's office identified by the District Manager. If the District Manager's office is not located within the county in which the District is located, the Board shall designate a local records office within such county which shall at a minimum contain, but not be limited to, the following documents:
- (a) Agenda packages for prior twenty-four (24) months and next meeting;
 - (b) Official minutes of meetings, including adopted resolutions of the Board;
 - (c) Names and addresses of current Board members and District Manager, unless such addresses are protected from disclosure by law;
 - (d) Adopted engineer's reports;
 - (e) Adopted assessment methodologies/reports;
 - (f) Adopted disclosure of public financing;
 - (g) Limited Offering Memorandum for each financing undertaken by the District;
 - (h) Proceedings, certificates, bonds given by all employees, and any and all corporate acts;
 - (i) District policies and rules;
 - (j) Fiscal year end audits; and
 - (k) Adopted budget for the current fiscal year.

The District Manager shall ensure that each District records office contains the documents required by Florida law.

- (2) Public Records. District public records include, but are not limited to, all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received in connection with the transaction of official business of the District. All District public records not otherwise restricted by law may be copied or inspected at the District Manager's office during regular business hours. Certain District records can also be inspected and copied at the District's local records office during regular business hours. All written public records requests shall be directed to the Secretary who by these rules

is appointed as the District's records custodian. Regardless of the form of the request, any Board member or staff member who receives a public records request shall immediately forward or communicate such request to the Secretary for coordination of a prompt response. The Secretary, after consulting with District Counsel as to the applicability of any exceptions under the public records laws, shall be responsible for responding to the public records request. At no time can the District be required to create records or summaries of records, or prepare opinions regarding District policies, in response to a public records request.

- (3) Service Contracts. Any contract for services, regardless of cost, shall include provisions required by law that require the contractor to comply with public records laws. The District Manager shall be responsible for initially enforcing all contract provisions related to a contractor's duty to comply with public records laws.
- (4) Fees; Copies. Copies of public records shall be made available to the requesting person at a charge of \$0.15 per page for one-sided copies and \$0.20 per page for two-sided copies if not more than 8 ½ by 14 inches. For copies of public records in excess of the sizes listed in this section and for outside duplication services, the charge shall be equal to the actual cost of reproduction. Certified copies of public records shall be made available at a charge of one dollar (\$1.00) per page. If the nature or volume of records requested requires extensive use of information technology resources or extensive clerical or supervisory assistance, the District may charge, in addition to the duplication charge, a special service charge that is based on the cost the District incurs to produce the records requested. This charge may include, but is not limited to, the cost of information technology resource, employee labor, and fees charged to the District by consultants employed in fulfilling the request. In cases where the special service charge is based in whole or in part on the costs incurred by the District due to employee labor, consultant fees, or other forms of labor, those portions of the charge shall be calculated based on the lowest labor cost of the individual(s) who is/are qualified to perform the labor, taking into account the nature and volume of the public records to be inspected or copied. The charge may include the labor costs of supervisory and/or clerical staff whose assistance is required to complete the records request, in accordance with Florida law. For purposes of this Rule, the word "extensive" shall mean that it will take more than 15 minutes to locate, review for confidential information, copy and re-file the requested material. In cases where extensive personnel time is determined by the District to be necessary to safeguard original records being inspected, the special service charge provided for in this section shall apply. If the total fees, including but not limited to special service charges, are anticipated to exceed twenty-five dollars (\$25.00), then, prior to commencing work on the request, the District will inform the person making the public records request of the estimated cost, with the understanding that the final cost may vary from that estimate. If the person making the public records request decides to proceed with the request, payment of the estimated cost is required in advance. Should the person fail to pay the estimate, the District is under no duty to produce the requested records. After the request has been fulfilled, additional payments or credits may be

due. The District is under no duty to produce records in response to future records requests if the person making the request owes the District for past unpaid duplication charges, special service charges, or other required payments or credits.

- (5) Records Retention. The Secretary of the District shall be responsible for retaining the District's records in accordance with applicable Florida law.
- (6) Policies. The Board may adopt policies related to the conduct of its business and the provision of services either by resolution or motion.
- (7) Financial Disclosure Coordination. Unless specifically designated by Board resolution otherwise, the Secretary shall serve as the Financial Disclosure Coordinator ("Coordinator") for the District as required by the Florida Commission on Ethics ("Commission"). The Coordinator shall create, maintain and update a list of the names, e-mail addresses, physical addresses, and names of the agency of, and the office or position held by, all Supervisors and other persons required by Florida law to file a statement of financial interest due to their affiliation with the District ("Reporting Individual"). The Coordinator shall provide this list to the Commission by February 1 of each year, which list shall be current as of December 31 of the prior year. Each Supervisor and Reporting Individual shall promptly notify the Coordinator in writing if there are any changes to such person's name, e-mail address, or physical address. Each Supervisor and Reporting Individual shall promptly notify the Commission in the manner prescribed by the Commission if there are any changes to such person's e-mail address.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 112.31446(3), 112.3145(8)(a)1., 119.07, 119.0701, 190.006, Fla. Stat.

Rule 1.3 Public Meetings, Hearings, and Workshops.

- (1) Notice. Except in emergencies, or as otherwise required by statute or these Rules, at least seven (7) days' public notice shall be given of any public meeting, hearing or workshop of the Board. Public notice shall be given by publication in a newspaper of general circulation in the District and in the county in which the District is located. "General circulation" means a publication that is printed and published at least once a week for the preceding year, offering at least 25% of its words in the English language, qualifies as a periodicals material for postal purposes in the county in which the District is located, is for sale to the public generally, is available to the public generally for the publication of official or other notices, and is customarily containing information of a public character or of interest or of value to the residents or owners of property in the county where published, or of interest or of value to the general public. The annual meeting notice required to be published by Section 189.015 of the Florida Statutes, shall be published in a newspaper not of limited subject matter, which is published at least five days a week, unless the only newspaper in the county is published less than five days a week, and shall satisfy the requirement to give at least seven (7) days' public notice stated herein. Each Notice shall state, as applicable:
 - (a) The date, time and place of the meeting, hearing or workshop;
 - (b) A brief description of the nature, subjects, and purposes of the meeting, hearing, or workshop;
 - (c) The District office address for the submission of requests for copies of the agenda, as well as a contact name and telephone number for verbal requests for copies of the agenda; and
 - (d) The following or substantially similar language: "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 three (3) business days before the meeting/hearing/workshop by contacting the District Manager at Darryl Adams, darryla@rizzetta.com , Rizzetta & Company, Inc., 5844 Old Pasco Road, Suite 100, Pasco, FL 33544 (813) 933-5571. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770 or 1 (800) 955-8771, who can aid you in contacting the District Office."
 - (e) The following or substantially similar language: "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."

- (f) The following or substantially similar language: “The meeting [or hearing or workshop] may be continued in progress without additional notice to a time, date, and location stated on the record.”

The date, time, and place of each meeting, hearing, or workshop of the Board shall additionally be posted on the District’s website at least seven (7) days before each meeting, hearing, or workshop.

- (2) Mistake. In the event that a meeting is held under the incorrect assumption that notice required by law and these Rules has been given, the Board at its next properly noticed meeting shall cure such defect by considering the agenda items from the prior meeting individually and anew.
- (3) Agenda. The District Manager, under the guidance of District Counsel and the Chairperson or Vice-Chairperson, shall prepare an agenda of the meeting/hearing/workshop. The agenda and any meeting materials available in an electronic format, excluding any confidential and any confidential and exempt information, shall be available to the public at least seven days before the meeting/hearing/workshop, except in an emergency. Meeting materials shall be defined as, and limited to, the agenda, meeting minutes, resolutions, and agreements of the District that District staff deems necessary for Board approval (“Meeting Materials”). Inclusion of additional materials for Board consideration other than those defined herein as “meeting materials” shall not convert such materials into Meeting Materials. For good cause, which includes but is not limited to emergency situations, time-sensitive matters, or newly discovered information essential for Board consideration, the agenda may be changed after it is first made available for distribution, and additional materials may be added or provided under separate cover at the meeting. The requirement of good cause shall be liberally construed to allow the District to efficiently conduct business and to avoid the expenses associated with special meetings.

The District may, but is not required to, use the following format, or similar format, in preparing its agenda for its regular meetings:

- Call to order
- Roll call
- Public comment
- Organizational matters
- Review of minutes
- Specific items of old business
- Specific items of new business
- Staff reports
 - (a) District Counsel
 - (b) District Engineer
 - (c) District Manager

1. Financial Report
2. Approval of Expenditures
Supervisor's requests and comments
Public comment
Adjournment

- (4) Minutes. The Secretary shall be responsible for preparing and keeping the minutes of each meeting of the Board. Minutes shall be corrected and approved by the Board at a subsequent meeting. The Secretary may work with other staff members in preparing draft minutes for the Board's consideration.
- (5) Special Requests. Persons wishing to receive, by mail, notices or agendas of meetings, may so advise the District Manager or Secretary at the District Office. Such persons shall furnish a mailing address in writing and shall be required to pre-pay the cost of the copying and postage.
- (6) Emergency Meetings. The Chairperson, or Vice-Chairperson if the Chairperson is unavailable, upon consultation with the District Manager and District Counsel, if available, may convene an emergency meeting of the Board without first having complied with sections (1) and (3) of this Rule, to act on emergency matters that may affect the public health, safety, or welfare. Whenever possible, the District Manager shall make reasonable efforts to provide public notice and notify all Board members of an emergency meeting twenty-four (24) hours in advance. Reasonable efforts may include telephone notification. Notice of the emergency meeting must be provided both before and after the meeting on the District's website, including the specific reasons for the emergency meeting. Whenever an emergency meeting is called, the District Manager shall be responsible for notifying at least one newspaper of general circulation in the District. After an emergency meeting, the Board shall publish in a newspaper of general circulation in the District, the time, date and place of the emergency meeting, the reasons why an emergency meeting was necessary, and a description of the action taken. Actions taken at an emergency meeting may be ratified by the Board at a regularly noticed meeting subsequently held.
- (7) Public Comment. The Board shall set aside three (3) minutes per person, unless extended or reduced by the Chairperson based on the number of speakers and meeting agenda and other reasonable factors, at each meeting for public comment and members of the public shall be permitted to provide comment on any proposition before the Board. The portion of the meeting generally reserved for public comment shall be identified in the agenda. Policies governing public comment may be adopted by the Board in accordance with Florida law.
- (8) Budget Hearing. Notice of hearing on the annual budget(s) shall be in accord with Section 190.008 of the Florida Statutes. Once adopted in accord with Section 190.008 of the Florida Statutes, the annual budget(s) may be amended from time to time by action of the Board. Approval of invoices by the Board in excess of the

funds allocated to a particular budgeted line item shall serve to amend the budgeted line item.

- (9) Public Hearings. Notice of required public hearings shall contain the information required by applicable Florida law and by these Rules applicable to meeting notices and shall be mailed and published as required by Florida law. The District Manager shall ensure that all such notices, whether mailed or published, contain the information required by Florida law and these Rules and are mailed and published as required by Florida law. Public hearings may be held during Board meetings when the agenda includes such public hearing.
- (10) Participation by Teleconference/Videoconference. District staff may participate in Board meetings by teleconference or videoconference. Board members may also participate in Board meetings by teleconference or videoconference if in the good judgment of the Board extraordinary circumstances exist; provided however, at least three Board members must be physically present at the meeting location to establish a quorum. Such extraordinary circumstances shall be presumed when a Board member participates by teleconference or videoconference, unless a majority of the Board members physically present determines that extraordinary circumstances do not exist. Extraordinary circumstances may include, but are not limited to, illness, family emergencies, or other significant schedule conflicts which prevent in-person meeting attendance.
- (11) Board Authorization. The District has not adopted Robert's Rules of Order. For each agenda item, there shall be discussion permitted among the Board members during the meeting. Unless such procedure is waived by the Board, approval or disapproval of resolutions and other proposed Board actions shall be in the form of a motion by one Board member, a second by another Board member, an opportunity for final board discussion and an affirmative vote by the majority of the Board members present. Any Board member, including the Chairperson, can make or second a motion.
- (12) Continuances. Any meeting or public hearing of the Board may be continued without re-notice or re-advertising provided that:
 - (a) The Board identifies on the record at the original meeting a reasonable need for a continuance;
 - (b) The continuance is to a specified date, time, and location publicly announced at the original meeting; and
 - (c) The public notice for the original meeting states that the meeting may be continued to a date and time and states that the date, time, and location of any continuance shall be publicly announced at the original meeting and posted at the District Office immediately following the original meeting.

- (13) Attorney-Client Sessions. An Attorney-Client Session is permitted when the District's attorneys deem it necessary to meet in private with the Board to discuss pending litigation to which the District is a party before a court or administrative agency or as may be authorized by law. The District's attorney must request such session at a public meeting. Prior to holding the Attorney-Client Session, the District must give reasonable public notice of the time and date of the session and the names of the persons anticipated to attend the session. The session must commence at an open meeting in which the Chairperson or Vice-Chairperson announces the commencement of the session, the estimated length of the session, and the names of the persons who will be attending the session. The discussion during the session is confined to settlement negotiations or strategy related to litigation expenses or as may be authorized by law. Only the Board, the District's attorneys (including outside counsel), the District Manager, and the court reporter may attend an Attorney-Client Session. During the session, no votes may be taken and no final decisions concerning settlement can be made. Upon the conclusion of the session, the public meeting is reopened, and the Chairperson or Vice-Chairperson must announce that the session has concluded. The session must be transcribed by a court-reporter and the transcript of the session filed with the District Secretary within a reasonable time after the session. The transcript shall not be available for public inspection until after the conclusion of the litigation.
- (14) Security and Fire safety Board Discussions. Portions of a meeting which relate to or would reveal a security or fire safety system plan or portion thereof made confidential and exempt by section 119.071(3)(a), Florida Statutes, are exempt from the public meeting requirements and other requirements of section 286.011, *Florida Statutes*, and section 24(b), Article 1 of the State Constitution. Should the Board wish to discuss such matters, members of the public shall be required to leave the meeting room during such discussion. Any records of the Board's discussion of such matters, including recordings or minutes, shall be maintained as confidential and exempt records in accordance with Florida law.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 189.069(2)(a)16, 190.006, 190.007, 190.008, 286.0105, 286.011, 286.0113, 286.0114, Fla. Stat.

Rule 1.4 Internal Controls to Prevent Fraud, Waste and Abuse

- (1) Internal Controls. The District shall establish and maintain internal controls designed to:
- (a) Prevent and detect “fraud,” “waste” and “abuse” as those terms are defined in section 11.45(1), *Florida Statutes*; and
 - (b) Promote and encourage compliance with applicable laws, rules contracts, grant agreements, and best practices; and
 - (c) Support economical and efficient operations; and
 - (d) Ensure reliability of financial records and reports; and
 - (e) Safeguard assets.
- (2) Adoption. The internal controls to prevent fraud, waste and abuse shall be adopted and amended by the District in the same manner as District policies.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: § 218.33(3), Fla. Stat.

Rule 2.0 Rulemaking Proceedings.

- (1) Commencement of Proceedings. Proceedings held for adoption, amendment, or repeal of a District rule shall be conducted according to these Rules. Rulemaking proceedings shall be deemed to have been initiated upon publication of notice by the District. A “rule” is a District statement of general applicability that implements, interprets, or prescribes law or policy, or describes the procedure or practice requirements of the District (“Rule”). Nothing herein shall be construed as requiring the District to consider or adopt rules unless required by Chapter 190 of the Florida Statutes. Policies adopted by the District which do not consist of rates, fees, rentals or other monetary charges may be, but are not required to be, implemented through rulemaking proceedings.
- (2) Notice of Rule Development.
 - (a) Except when the intended action is the repeal of a Rule, the District shall provide notice of the development of a proposed rule by publication of a Notice of Rule Development in a newspaper of general circulation in the District before providing notice of a proposed rule as required by section (3) of this Rule. Consequently, the Notice of Rule Development shall be published at least seven (7) days before the notice of rulemaking described in Section 2.0(3), *infra.*, and at least thirty-five (35) days prior to the public hearing on the proposed rule. The Notice of Rule Development shall indicate the subject area to be addressed by rule development, provide a short, plain explanation of the purpose and effect of the proposed rule, cite the grant of rulemaking authority for the proposed rule and law being implemented, include the proposed rule number, and include a statement of how a person may promptly obtain, without cost, a copy of any preliminary draft, if available.
 - (b) All rules as drafted shall be consistent with Sections 120.54(1)(g) and 120.54(2)(b) of the Florida Statutes.
- (3) Notice of Proceedings and Proposed Rules.
 - (a) Prior to the adoption, amendment, or repeal of any rule other than an emergency rule, the District shall give notice of its intended action, including: a short, plain explanation of the purpose and effect of the proposed action, the proposed rule number (if applicable), a reference to the specific rulemaking authority pursuant to which the rule is adopted, a reference to the section or subsection of the Florida Statutes being implemented, interpreted, or made specific, and the name, e-mail address, and telephone number of the staff member who may be contacted regarding the intended action. The notice shall include a summary of the District’s statement of estimated regulatory costs and the website address where the complete statement of estimated regulatory costs may be viewed, if such a

statement has been prepared pursuant to Section 120.541(2), *Florida Statutes*, and a statement that any person who wishes to provide the District with a lower cost regulatory alternative as provided by Section 120.541(1), must do so in writing within twenty-one (21) days after publication of the notice. The notice shall additionally include a statement that any affected person may request a public hearing by submitting a written request within twenty-one (21) days after the date of publication of the notice. Except when intended action is the repeal of a rule, the notice shall include a reference to both the date on which and the place where the Notice of Rule Development required by section (2) of this Rule appeared.

- (b) The notice shall be published in a newspaper of general circulation in the District and each county in which the District is located not less than twenty-eight (28) days prior to the intended action. The proposed rule and any material proposed to be incorporated by reference shall be available for inspection and copying by the public at the time of the publication of notice.
 - (c) The notice shall be mailed, delivered electronically to all persons named in the proposed rule and to all persons who, at least fourteen (14) days prior to publication of the notice, have made requests of the District for advance notice of its rulemaking proceedings. Any person may file a written request with the District Manager to receive notice by mail of District proceedings to adopt, amend, or repeal a rule. Such persons must furnish a mailing address and may be required to pay the cost of copying and mailing.
- (4) Rule Development Workshops. Whenever requested in writing by any affected person, the District must either conduct a rule development workshop prior to proposing rules for adoption or the Chairperson must explain in writing why a workshop is unnecessary. The District may initiate a rule development workshop but is not required to do so.
 - (5) Petitions to Initiate Rulemaking. All Petitions to Initiate Rulemaking proceedings must contain the name, address, and telephone number of the petitioner, the specific action requested, the specific reason for adoption, amendment, or repeal, the date submitted, the text of the proposed rule, and the facts showing that the petitioner is regulated by the District or has a substantial interest in the rulemaking. Not later than thirty (30) calendar days following the date of filing a petition, the Board shall initiate rulemaking proceedings or deny the petition with a written statement of its reasons for the denial. If the petition is directed to an existing policy that the District has not formally adopted as a rule, the District may, in its discretion, notice and hold a public hearing on the petition to consider the comments of the public directed to the policy, its scope and application, and to consider whether the public interest is served adequately by the application of the policy on a case-by-case basis, as contrasted with its formal adoption as a rule. However, this section shall not be construed as requiring the District to adopt a rule to replace a policy.

- (6) Rulemaking Materials. After the publication of the notice referenced in section (3) of this Rule, the Board shall make available for public inspection and shall provide, upon request and payment of the cost of copies, the following materials:
- (a) The text of the proposed rule, or any amendment or repeal of any existing rules;
 - (b) A detailed written statement of the facts and circumstances justifying the proposed rule;
 - (c) A copy of the statement of estimated regulatory costs if required by Section 120.541 of the Florida Statutes; and
 - (d) The published notice.
- (7) Hearing. The District may, or, upon the written request of any affected person received within twenty-one (21) days after the date of publication of the notice described in section (3) of this Rule, shall, provide a public hearing for the presentation of evidence, argument, and oral statements, within the reasonable conditions and limitations imposed by the District to avoid duplication, irrelevant comments, unnecessary delay, or disruption of the proceedings. The District shall publish notice of the public hearing in a newspaper of general circulation within the District either in the text of the notice described in section (3) of this Rule or in a separate publication at least seven (7) days before the scheduled public hearing. The notice shall specify the date, time, and location of the public hearing, and the name, address, and telephone number of the District contact person who can provide information about the public hearing. Written statements may be submitted by any person prior to or at the public hearing. All timely submitted written statements shall be considered by the District and made part of the rulemaking record.
- (8) Emergency Rule Adoption. The Board may adopt an emergency rule if it finds that it is necessitated by immediate danger to the public health, safety, or welfare which requires immediate action, or if the Legislature authorizes the Board to adopt emergency rules. Prior to the adoption of an emergency rule, the District Manager shall make reasonable efforts to notify a newspaper of general circulation in the District. Notice of the emergency rules together with the Board's findings of immediate danger, necessity, and procedural fairness or a citation to the grant of emergency rulemaking authority shall be published as soon as possible in a newspaper of general circulation in the District. The District may use any procedure which is fair under the circumstances in the adoption of an emergency rule provided that such procedure protects the public interest and complies with applicable law and these provisions.
- (9) Negotiated Rulemaking. The District may use negotiated rulemaking in developing and adopting rules pursuant to Section 120.54(2)(d) of the Florida Statutes, except that any notices required under Section 120.54(2)(d) of the Florida Statutes, may

be published in a newspaper of general circulation in the county in which the District is located.

- (10) Rulemaking Record. In all rulemaking proceedings, the District shall compile and maintain a rulemaking record. The record shall include, if applicable:
- (a) The texts of the proposed rule and the adopted rule;
 - (b) All notices given for a proposed rule;
 - (c) Any statement of estimated regulatory costs for the rule;
 - (d) A written summary of hearings, if any, on the proposed rule;
 - (e) All written comments received by the District and responses to those written comments; and
 - (f) All notices and findings pertaining to an emergency rule.
- (11) Petitions to Challenge Existing Rules.
- (a) Any person substantially affected by a rule may seek an administrative determination of the invalidity of the rule on the ground that the rule is an invalid exercise of the District's authority.
 - (b) The petition seeking an administrative determination must state with particularity the provisions alleged to be invalid with sufficient explanation of the facts or grounds for the alleged invalidity and facts sufficient to show that the person challenging a rule is substantially affected by it.
 - (c) The petition shall be filed with the District. Within ten (10) days after receiving the petition, the Chairperson shall, if the petition complies with the requirements of subsection (b) of this section, designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other qualified person as a hearing officer who shall conduct a hearing within thirty (30) days thereafter, unless the petition is withdrawn or a continuance is granted by agreement of the parties. The failure of the District to follow the applicable rulemaking procedures or requirements in this Rule shall be presumed to be material; however, the District may rebut this presumption by showing that the substantial interests of the petitioner and the fairness of the proceedings have not been impaired.
 - (d) Within thirty (30) days after the hearing, the hearing officer shall render a decision and state the reasons therefor in writing.

- (e) Hearings held under this section shall be de novo in nature. The petitioner has a burden of proving by a preponderance of the evidence that the existing rule is an invalid exercise of District authority as to the objections raised. The hearing officer may:
 - (i) Administer oaths and affirmations;
 - (ii) Rule upon offers of proof and receive relevant evidence;
 - (iii) Regulate the course of the hearing, including any pre-hearing matters;
 - (iv) Enter orders; and
 - (v) Make or receive offers of settlement, stipulation, and adjustment.
 - (f) The petitioner and the District shall be adverse parties. Other substantially affected persons may join the proceedings as intervenors on appropriate terms which shall not unduly delay the proceedings.
- (12) Variances and Waivers. A “variance” means a decision by the District to grant a modification to all or part of the literal requirements of a rule to a person who is subject to the rule. A “waiver” means a decision by the District not to apply all or part of a rule to a person who is subject to the rule. Variances and waivers from District rules may be granted subject to the following:
- (a) Variances and waivers shall be granted when the person subject to the rule demonstrates that the purpose of the underlying statute will be or has been achieved by other means by the person, and when application of the rule would create a substantial hardship or would violate principles of fairness. For purposes of this section, "substantial hardship" means a demonstrated economic, technological, legal, safety-related, or other significant type of hardship to the person requesting the variance or waiver. For purposes of this section, "principles of fairness" are violated when the literal application of a rule affects a particular person in a manner significantly different from the way it affects other similarly situated persons who are subject to the rule.
 - (b) A person who is subject to regulation by a District Rule may file a petition with the District, requesting a variance or waiver from the District’s Rule. Each petition shall specify:
 - (i) The rule from which a variance or waiver is requested;
 - (ii) The type of action requested;

- (iii) The specific facts that would justify a waiver or variance for the petitioner; and
 - (iv) The reason why the variance or the waiver requested would serve the purposes of the underlying statute.
 - (c) The District shall review the petition and may request only that information needed to clarify the petition or to answer new questions raised by or directly related to the petition. If the petitioner asserts that any request for additional information is not authorized by law or by Rule of the District, the District shall proceed, at the petitioner's written request, to process the petition.
 - (d) The Board shall grant or deny a petition for variance or waiver and shall announce such disposition at a publicly held meeting of the Board, within ninety (90) days after receipt of the original petition, the last item of timely requested additional material, or the petitioner's written request to finish processing the petition. The District's statement granting or denying the petition shall contain a statement of the relevant facts and reasons supporting the District's action.
- (13) Rates, Fees, Rentals and Other Charges. All rates, fees, rentals, or other charges shall be subject to rulemaking proceedings. Policies adopted by the District which do not consist of rates, fees, rentals or other charges may be, but are not required to be, implemented through rulemaking proceedings.

Specific Authority: §§ 190.011(5), 190.011(15), 190.035, Fla. Stat.
Law Implemented: §§ 120.54, 190.011(5), 190.035(2), Fla. Stat.

Rule 3.0 Competitive Purchase.

- (1) Purpose and Scope. In order to comply with Sections 190.033(1) through (3), 287.055 and 287.017 of the Florida Statutes, the following provisions shall apply to the purchase of Professional Services, insurance, construction contracts, design-build services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Board Authorization. Except in cases of an Emergency Purchase, a competitive purchase governed by these Rules shall only be undertaken after authorization by the Board.
- (3) Definitions.
 - (a) “Competitive Solicitation” means a formal, advertised procurement process, other than an Invitation to Bid, Request for Proposals, or Invitation to Negotiate, approved by the Board to purchase commodities and/or services which affords vendors fair treatment in the competition for award of a District purchase contract.
 - (b) “Continuing Contract” means a contract for Professional Services entered into in accordance with Section 287.055 of the Florida Statutes, between the District and a firm, whereby the firm provides Professional Services to the District for projects in which the costs do not exceed two million dollars (\$2,000,000), for a study activity when the fee for such Professional Services to the District does not exceed two hundred thousand dollars (\$200,000), or for work of a specified nature as outlined in the contract with the District, with no time limitation except that the contract must provide a termination clause (for example, a contract for general District engineering services). Firms providing Professional Services under Continuing Contracts shall not be required to bid against one another.
 - (c) “Contractual Service” means the rendering by a contractor of its time and effort rather than the furnishing of specific commodities. The term applies only to those services rendered by individuals and firms who are independent contractors. Contractual Services do not include auditing services, Maintenance Services, or Professional Services as defined in Section 287.055(2)(a) of the Florida Statutes, and these Rules. Contractual Services also do not include any contract for the furnishing of labor or materials for the construction, renovation, repair, modification, or demolition of any facility, building, portion of building, utility, park, parking lot, or structure or other improvement to real property entered into pursuant to Chapter 255 of the Florida Statutes, and Rules 3.5 or 3.6.
 - (d) “Design-Build Contract” means a single contract with a Design-Build Firm for the design and construction of a public construction project.

- (e) “Design-Build Firm” means a partnership, corporation or other legal entity that:
 - (i) Is certified under Section 489.119 of the Florida Statutes, to engage in contracting through a certified or registered general contractor or a certified or registered building contractor as the qualifying agent; or
 - (ii) Is certified under Section 471.023 of the Florida Statutes, to practice or to offer to practice engineering; certified under Section 481.219 of the Florida Statutes, to practice or to offer to practice architecture; or certified under Section 481.319 of the Florida Statutes, to practice or to offer to practice landscape architecture.
- (f) “Design Criteria Package” means concise, performance-oriented drawings or specifications for a public construction project. The purpose of the Design Criteria Package is to furnish sufficient information to permit Design-Build Firms to prepare a bid or a response to the District’s Request for Proposals, or to permit the District to enter into a negotiated Design-Build Contract. The Design Criteria Package must specify performance-based criteria for the public construction project, including the legal description of the site, survey information concerning the site, interior space requirements, material quality standards, schematic layouts and conceptual design criteria of the project, cost or budget estimates, design and construction schedules, site development requirements, provisions for utilities, stormwater retention and disposal, and parking requirements applicable to the project. Design Criteria Packages shall require firms to submit information regarding the qualifications, availability, and past work of the firms, including the partners and members thereof.
- (g) “Design Criteria Professional” means a firm who holds a current certificate of registration under Chapter 481 of the Florida Statutes, to practice architecture or landscape architecture, or a firm who holds a current certificate as a registered engineer under Chapter 471 of the Florida Statutes, to practice engineering, and who is employed by or under contract to the District to provide professional architect services, landscape architect services, or engineering services in connection with the preparation of the Design Criteria Package.
- (h) “Emergency Purchase” means a purchase necessitated by a sudden unexpected turn of events (for example, acts of God, riot, fires, floods, hurricanes, accidents, or any circumstances or cause beyond the control of the Board in the normal conduct of its business), where the Board finds that the delay incident to competitive purchase would be detrimental to the interests of the District. This includes, but is not limited to, instances where

the time to competitively award the project will jeopardize the funding for the project, will materially increase the cost of the project, or will create an undue hardship on the public health, safety, or welfare.

- (i) “Invitation to Bid” is a written or electronically posted solicitation for sealed bids with the title, date, and hour of the public bid opening designated specifically and defining the commodity or service involved. It includes printed instructions prescribing conditions for bidding, qualification, evaluation criteria, and provides for a manual signature of an authorized representative. It may include one or more bid alternates.
- (j) “Invitation to Negotiate” means a written or electronically posted solicitation for competitive sealed replies to select one or more vendors with which to commence negotiations for the procurement of commodities or services.
- (k) “Negotiate” means to conduct legitimate, arm’s length discussions and conferences to reach an agreement on a term or price.
- (l) “Professional Services” means those services within the scope of the practice of architecture, professional engineering, landscape architecture, or registered surveying and mapping, as defined by the laws of Florida, or those services performed by any architect, professional engineer, landscape architect, or registered surveyor and mapper, in connection with the firm's or individual's professional employment or practice.
- (m) “Proposal (or Reply or Response) Most Advantageous to the District” means, as determined in the sole discretion of the Board, the proposal, reply, or response that is:
 - (i) Submitted by a person or firm capable and qualified in all respects to perform fully the contract requirements, who has the integrity and reliability to assure good faith performance;
 - (ii) The most responsive to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation as determined by the Board; and
 - (iii) For a cost to the District deemed by the Board to be reasonable.
- (n) “Purchase” means acquisition by sale, rent, lease, lease/purchase, or installment sale. It does not include transfer, sale, or exchange of goods, supplies, or materials between the District and any federal, state, regional or local governmental entity or political subdivision of the State of Florida.

- (o) “Request for Proposals” or “RFP” is a written or electronically posted solicitation for sealed proposals with the title, date, and hour of the public opening designated and requiring the manual signature of an authorized representative. It may provide general information, applicable laws and rules, statement of work, functional or general specifications, qualifications, proposal instructions, work detail analysis, and evaluation criteria as necessary.
- (p) “Responsive and Responsible Bidder” means an entity or individual that has submitted a bid that conforms in all material respects to the Invitation to Bid and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. “Responsive and Responsible Vendor” means an entity or individual that has submitted a proposal, reply, or response that conforms in all material respects to the Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance. In determining whether an entity or individual is a Responsive and Responsible Bidder (or Vendor), the District may consider, in addition to factors described in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the following:
 - (i) The ability and adequacy of the professional personnel employed by the entity/individual;
 - (ii) The past performance of the entity/individual for the District and in other professional employment;
 - (iii) The willingness of the entity/individual to meet time and budget requirements;
 - (iv) The geographic location of the entity’s/individual’s headquarters or office in relation to the project;
 - (v) The recent, current, and projected workloads of the entity/individual;
 - (vi) The volume of work previously awarded to the entity/individual, provided that for a public works project as defined in Section 255.0992, *Florida Statutes*, the District may not penalize a bidder for performing a larger volume of construction work for the District or reward a bidder for performing a smaller volume of construction work for the District;

- (vii) Whether the cost components of the bid or proposal are appropriately balanced; and
- (viii) Whether the entity/individual is a certified minority business enterprise as defined in Section 287.0943, *Florida Statutes*.
- (q) “Responsive Bid,” “Responsive Proposal,” “Responsive Reply,” and “Responsive Response” all mean a bid, proposal, reply, or response which conforms in all material respects to the specifications and conditions in the Invitation to Bid, Request for Proposals, Invitations to Negotiate, or Competitive Solicitation document and these Rules, and the cost components of which, if any, are appropriately balanced. A bid, proposal, reply or response is not responsive if the person or firm submitting it fails to meet any material requirement relating to the qualifications, financial stability, or licensing of the bidder.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.033, 255.0992, 255.20, 287.055, Fla. Stat.

Rule 3.1 Procedure Under the Consultants' Competitive Negotiations Act.

- (1) Scope. The following procedures are adopted for the selection of firms or individuals to provide Professional Services exceeding the thresholds herein described, for the negotiation of such contracts, and to provide for protest of actions of the Board under this Rule. As used in this Rule, “Project” means that fixed capital outlay study or planning activity when basic construction cost is estimated by the District to exceed the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FIVE, or for a planning study activity when the fee for Professional Services is estimated by the District to exceed the threshold amount provided in Section 287.017 for CATEGORY TWO, as such categories may be amended or adjusted from time to time.
- (2) Qualifying Procedures. In order to be eligible to provide Professional Services to the District, a consultant must, at the time of receipt of the firm’s qualification submittal:
 - (a) Hold all required applicable state professional licenses in good standing;
 - (b) Hold all required applicable federal licenses in good standing, if any;
 - (c) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the consultant is a corporation; and
 - (d) Meet any qualification requirements set forth in the District’s Request for Qualifications.

Evidence of compliance with this Rule may be submitted with the qualifications, if requested by the District. In addition, evidence of compliance must be submitted any time requested by the District.

- (3) Public Announcement. Except in cases of valid public emergencies as certified by the Board, the District shall announce each occasion when Professional Services are required for a Project or a Continuing Contract by publishing a notice providing a general description of the Project, or the nature of the Continuing Contract, and the method for interested consultants to apply for consideration. The notice shall appear in at least one (1) newspaper of general circulation in the District and in such other places as the District deems appropriate. The notice must allow at least fourteen (14) days for submittal of qualifications from the date of publication. The District may maintain lists of consultants interested in receiving such notices. These consultants are encouraged to submit annually statements of qualifications and performance data. The District shall make reasonable efforts to provide copies of any notices to such consultants, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process. The Board has the right to reject any and all

qualifications, and such reservation shall be included in the published notice. Consultants not receiving a contract award shall not be entitled to recover from the District any costs of qualification package preparation or submittal.

(4) Competitive Selection.

- (a) The Board shall review and evaluate the data submitted in response to the notice described in section (3) of this Rule regarding qualifications and performance ability, as well as any statements of qualifications on file. The Board shall conduct discussions with, and may require public presentation by consultants regarding their qualifications, approach to the Project, and ability to furnish the required services. The Board shall then select and list the consultants, in order of preference, deemed to be the most highly capable and qualified to perform the required Professional Services, after considering these and other appropriate criteria:
 - (i) The ability and adequacy of the professional personnel employed by each consultant;
 - (ii) Whether a consultant is a certified minority business enterprise;
 - (iii) Each consultant's past performance;
 - (iv) The willingness of each consultant to meet time and budget requirements;
 - (v) The geographic location of each consultant's headquarters, office and personnel in relation to the project;
 - (vi) The recent, current, and projected workloads of each consultant; and
 - (vii) The volume of work previously awarded to each consultant by the District.
- (b) Nothing in these Rules shall prevent the District from evaluating and eventually selecting a consultant if less than three (3) Responsive qualification packages, including packages indicating a desire not to provide Professional Services on a given Project, are received.
- (c) If the selection process is administered by any person or committee other than the full Board, the selection made will be presented to the full Board with a recommendation that competitive negotiations be instituted with the selected firms in order of preference listed.
- (d) Notice of the rankings adopted by the Board, including the rejection of some or all qualification packages, shall be provided in writing to all consultants

by United States Mail, hand delivery, electronic mail, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's ranking decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

(5) Competitive Negotiation.

- (a) After the Board has authorized the beginning of competitive negotiations, the District may begin such negotiations with the firm listed as most qualified to perform the required Professional Services at a rate or amount of compensation which the Board determines is fair, competitive, and reasonable.
- (b) In negotiating a lump-sum or cost-plus-a-fixed-fee professional contract for more than the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, the firm receiving the award shall be required to execute a truth-in-negotiation certificate stating that "wage rates and other factual unit costs supporting the compensation are accurate, complete and current at the time of contracting." In addition, any professional service contract under which such a certificate is required, shall contain a provision that "the original contract price and any additions thereto, shall be adjusted to exclude any significant sums by which the Board determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs."
- (c) Should the District be unable to negotiate a satisfactory agreement with the firm determined to be the most qualified at a price deemed by the District to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the District shall immediately begin negotiations with the second most qualified firm. If a satisfactory agreement with the second firm cannot be reached, those negotiations shall be terminated and negotiations with the third most qualified firm shall be undertaken.
- (d) Should the District be unable to negotiate a satisfactory agreement with one of the top three (3) ranked consultants, additional firms shall be selected by the District, in order of their competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.

(6) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.

- (7) Continuing Contract. Nothing in this Rule shall prohibit a Continuing Contract between a consultant and the District.
- (8) Emergency Purchase. The District may make an Emergency Purchase without complying with these Rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 190.011(3), 190.033, 287.055, Fla. Stat.

Rule 3.2 Procedure Regarding Auditor Selection.

In order to comply with the requirements of Section 218.391 of the Florida Statutes, the following procedures are outlined for selection of firms or individuals to provide Auditing Services and for the negotiation of such contracts. For audits required under Chapter 190 of the Florida Statutes but not meeting the thresholds of Chapter 218 of the Florida Statutes, the District need not follow these procedures but may proceed with the selection of a firm or individual to provide Auditing Services and for the negotiation of such contracts in the manner the Board determines is in the best interests of the District.

(1) Definitions.

- (a) "Auditing Services" means those services within the scope of the practice of a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.
- (b) "Committee" means the auditor selection committee appointed by the Board as described in section (2) of this Rule.

(2) Establishment of Auditor Selection Committee. Prior to a public announcement under section (4) of this Rule that Auditing Services are required, the Board shall establish an auditor selection committee ("Committee"), the primary purpose of which is to assist the Board in selecting an auditor to conduct the annual financial audit required by Section 218.39 of the Florida Statutes. The Committee shall include at least three individuals, at least one of which must also be a member of the Board. The establishment and selection of the Committee must be conducted at a publicly noticed and held meeting of the Board. The Chairperson of the Committee must be a member of the Board. An employee, a chief executive officer, or a chief financial officer of the District may not serve as a member of the Committee; provided however such individual may serve the Committee in an advisory capacity.

(3) Establishment of Minimum Qualifications and Evaluation Criteria. Prior to a public announcement under section (4) of this Rule that Auditing Services are required, the Committee shall meet at a publicly noticed meeting to establish minimum qualifications and factors to use for the evaluation of Auditing Services to be provided by a certified public accounting firm licensed under Chapter 473 of the Florida Statutes, and qualified to conduct audits in accordance with government auditing standards as adopted by the Florida Board of Accountancy.

- (a) Minimum Qualifications. In order to be eligible to submit a proposal, a firm must, at all relevant times including the time of receipt of the proposal by the District:

- (i) Hold all required applicable state professional licenses in good standing;
- (ii) Hold all required applicable federal licenses in good standing, if any;
- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation; and
- (iv) Meet any pre-qualification requirements established by the Committee and set forth in the RFP or other specifications.

If requested in the RFP or other specifications, evidence of compliance with the minimum qualifications as established by the Committee must be submitted with the proposal.

- (b) **Evaluation Criteria.** The factors established for the evaluation of Auditing Services by the Committee shall include, but are not limited to:
 - (i) Ability of personnel;
 - (ii) Experience;
 - (iii) Ability to furnish the required services; and
 - (iv) Such other factors as may be determined by the Committee to be applicable to its particular requirements.

The Committee may also choose to consider compensation as a factor. If the Committee establishes compensation as one of the factors, compensation shall not be the sole or predominant factor used to evaluate proposals.

- (4) **Public Announcement.** After identifying the factors to be used in evaluating the proposals for Auditing Services as set forth in section (3) of this Rule, the Committee shall publicly announce the opportunity to provide Auditing Services. Such public announcement shall include a brief description of the audit and how interested firms can apply for consideration and obtain the RFP. The notice shall appear in at least one (1) newspaper of general circulation in the District and the county in which the District is located. The public announcement shall allow for at least seven (7) days for the submission of proposals.
- (5) **Request for Proposals.** The Committee shall provide interested firms with a Request for Proposals (“RFP”). The RFP shall provide information on how proposals are to be evaluated and such other information the Committee determines is necessary for the firm to prepare a proposal. The RFP shall state the time and

place for submitting proposals.

- (6) Committee's Evaluation of Proposals and Recommendation. The Committee shall meet at a publicly held meeting that is publicly noticed at least seven (7) days in advance of the meeting to evaluate all qualified proposals and may, as part of the evaluation, require that each interested firm provide a public presentation where the Committee may conduct discussions with the firm, and where the firm may present information, regarding the firm's qualifications. At the public meeting, the Committee shall rank and recommend in order of preference no fewer than three firms deemed to be the most highly qualified to perform the required services after considering the factors established pursuant to subsection (3)(b) of this Rule. If fewer than three firms respond to the RFP or if no firms respond to the RFP, the Committee shall recommend such firm as it deems to be the most highly qualified. Notwithstanding the foregoing, the Committee may recommend that any and all proposals be rejected.
- (7) Board Selection of Auditor.
 - (a) Where compensation was not selected as a factor used in evaluating the proposals, the Board shall negotiate with the firm ranked first and inquire of that firm as to the basis of compensation. If the Board is unable to negotiate a satisfactory agreement with the first ranked firm at a price deemed by the Board to be fair, competitive, and reasonable, then negotiations with that firm shall be terminated and the Board shall immediately begin negotiations with the second ranked firm. If a satisfactory agreement with the second ranked firm cannot be reached, those negotiations shall be terminated and negotiations with the third ranked firm shall be undertaken. The Board may reopen formal negotiations with any one of the three top-ranked firms, but it may not negotiate with more than one firm at a time. If the Board is unable to negotiate a satisfactory agreement with any of the selected firms, the Committee shall recommend additional firms in order of the firms' respective competence and qualifications. Negotiations shall continue, beginning with the first-named firm on the list, until an agreement is reached or the list of firms is exhausted.
 - (b) Where compensation was selected as a factor used in evaluating the proposals, the Board shall select the highest-ranked qualified firm or document in its public records the reason for not selecting the highest-ranked qualified firm.
 - (c) In negotiations with firms under this Rule, the Board may allow the District Manager, District Counsel, or other designee to conduct negotiations on its behalf.

- (d) Notwithstanding the foregoing, the Board may reject any or all proposals. The Board shall not consider any proposal, or enter into any contract for Auditing Services, unless the proposed agreed-upon compensation is reasonable to satisfy the requirements of Section 218.39 of the Florida Statutes, and the needs of the District.
- (8) Contract. Any agreement reached under this Rule shall be evidenced by a written contract, which may take the form of an engagement letter signed and executed by both parties. The written contract shall include all provisions and conditions of the procurement of such services and shall include, at a minimum, the following:
 - (a) A provision specifying the services to be provided and fees or other compensation for such services;
 - (b) A provision requiring that invoices for fees or other compensation be submitted in sufficient detail to demonstrate compliance with the terms of the contract;
 - (c) A provision setting forth deadlines for the auditor to submit a preliminary draft audit report to the District for review and to submit a final audit report no later than June 30 of the fiscal year that follows the fiscal year for which the audit is being conducted;
 - (d) A provision specifying the contract period, including renewals, and conditions under which the contract may be terminated or renewed. The maximum contract period including renewals shall be five (5) years. A renewal may be done without the use of the auditor selection procedures provided in this Rule but must be in writing.
 - (e) Provisions required by law that require the auditor to comply with public records laws.
- (9) Notice of Award. Once a negotiated agreement with a firm or individual is reached, or the Board authorizes the execution of an agreement with a firm where compensation was a factor in the evaluation of proposals, notice of the intent to award, including the rejection of some or all proposals, shall be provided in writing to all proposers by United States Mail, hand delivery, electronic mail, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests regarding the award of contracts under this Rule shall be as provided for in Rule 3.11. No proposer shall be entitled to recover any costs of proposal preparation or submittal from the District.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.
Law Implemented: §§ 119.0701, 218.33, 218.391, Fla. Stat.

Rule 3.3 Purchase of Insurance.

- (1) Scope. The purchases of life, health, accident, hospitalization, legal expense, or annuity insurance, or all of any kinds of such insurance for the officers and employees of the District, and for health, accident, hospitalization, and legal expenses upon a group insurance plan by the District, shall be governed by this Rule. This Rule does not apply to the purchase of any other type of insurance by the District, including but not limited to liability insurance, property insurance, and directors and officers insurance. Nothing in this Rule shall require the District to purchase insurance.
- (2) Procedure. For a purchase of insurance within the scope of these Rules, the following procedure shall be followed:
 - (a) The Board shall cause to be prepared a Notice of Invitation to Bid.
 - (b) Notice of the Invitation to Bid shall be advertised at least once in a newspaper of general circulation within the District. The notice shall allow at least fourteen (14) days for submittal of bids.
 - (c) The District may maintain a list of persons interested in receiving notices of Invitations to Bid. The District shall make reasonable efforts to provide copies of any notices to such persons, but the failure to do so shall not give such consultants any bid protest or other rights or otherwise disqualify any otherwise valid procurement process.
 - (d) Bids shall be opened at the time and place noted in the Invitation to Bid.
 - (e) If only one (1) response to an Invitation is received, the District may proceed with the purchase. If no response to an Invitation to Bid is received, the District may take whatever steps are reasonably necessary in order to proceed with the purchase.
 - (f) The Board has the right to reject any and all bids and such reservations shall be included in all solicitations and advertisements.
 - (g) Simultaneously with the review of the submitted bids, the District may undertake negotiations with those companies that have submitted reasonable and timely bids and, in the opinion of the District, are fully qualified and capable of meeting all services and requirements. Bid responses shall be evaluated in accordance with the specifications and criteria contained in the Invitation to Bid; in addition, the total cost to the District, the cost, if any, to the District officers, employees, or their dependents, relevant business presence and capability to service the District's needs, and the ability of the company to guarantee premium stability may be considered. A contract to purchase insurance shall be

awarded to that company whose response to the Invitation to Bid best meets the overall needs of the District, its officers, employees, and/or dependents.

- (h) Notice of the intent to award, including rejection of some or all bids, shall be provided in writing to all bidders by United States Mail, by hand delivery, or by overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of insurance under this Rule shall be in accordance with the procedures set forth in Rule 3.11.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 112.08, Fla. Stat.

Rule 3.4 Pre-qualification

- (1) Scope. In its discretion, the District may undertake a pre-qualification process in accordance with this Rule for vendors to provide construction services, goods, supplies, and materials, Contractual Services, and maintenance services.
- (2) Procedure. When the District seeks to pre-qualify vendors, the following procedures shall apply:
 - (a) The Board shall cause to be prepared a Request for Qualifications.
 - (b) For construction services exceeding the thresholds described in Section 255.20 of the Florida Statutes, the Board must advertise the proposed prequalification criteria and procedures and allow at least seven (7) days' notice of the public hearing for comments on such pre-qualification criteria and procedures. At such public hearing, potential vendors may object to such pre-qualification criteria and procedures. Following such public hearing, the Board shall formally adopt pre-qualification criteria and procedures prior to the advertisement of the Request for Qualifications for construction services.
 - (c) The Request for Qualifications shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall allow at least seven (7) days for submittal of qualifications for goods, supplies and materials, Contractual Services, maintenance services, and construction services under two hundred fifty thousand dollars (\$250,000). The notice shall allow at least twenty-one (21) days for submittal of qualifications for construction services estimated to cost over two hundred fifty thousand dollars (\$250,000) and thirty (30) days for construction services estimated to cost over five hundred thousand dollars (\$500,000).
 - (d) The District may maintain lists of persons interested in receiving notices of Requests for Qualifications. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, or hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any pre-qualification determination or contract awarded in accordance with these Rules and shall not be a basis for a protest of any pre-qualification determination or contract award.
 - (e) If the District has pre-qualified vendors for a particular category of purchase, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies or responses in response to the applicable Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

- (f) In order to be eligible to submit qualifications, a firm or individual must, at the time of receipt of the qualifications:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Request for Qualifications.

Evidence of compliance with these Rules must be submitted with the qualifications if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the qualifications.

- (g) Qualifications shall be presented to the Board, or a committee appointed by the Board, for evaluation in accordance with the Request for Qualifications and this Rule. Minor variations in the qualifications may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature.
- (h) All vendors determined by the District to meet the pre-qualification requirements shall be pre-qualified. To assure full understanding of the responsiveness to the requirements contained in a Request for Qualifications, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion and revision of qualifications. For construction services, any contractor pre-qualified and considered eligible by the Department of Transportation to bid to perform the type of work the project entails shall be presumed to be qualified to perform the project.
- (i) The Board shall have the right to reject all qualifications if there are not enough to be competitive or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of qualification preparation or submittal from the District.
- (j) Notice of intent to pre-qualify, including rejection of some or all qualifications, shall be provided in writing to all vendors by United States Mail, electronic mail, hand delivery, or overnight delivery service. The notice shall

include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's pre-qualification decisions under this Rule shall be in accordance with the procedures set forth in Rule 3.11; provided however, protests related to the pre-qualification criteria and procedures for construction services shall be resolved in accordance with section (2)(b) of this Rule and Section 255.20(1)(b) of the Florida Statutes.

(3) Suspension, Revocation, or Denial of Qualification

(a) The District, for good cause, may deny, suspend, or revoke a prequalified vendor's pre-qualified status. A suspension, revocation, or denial for good cause shall prohibit the vendor from bidding on any District construction contract for which qualification is required, shall constitute a determination of non-responsibility to bid on any other District construction or maintenance contract, and shall prohibit the vendor from acting as a material supplier or subcontractor on any District contract or project during the period of suspension, revocation, or denial. Good cause shall include the following:

- i. One of the circumstances specified under Section 337.16(2), *Florida Statutes*, has occurred.
- ii. Affiliated contractors submitted more than one proposal for the same work. In this event the pre-qualified status of all of the affiliated bidders will be revoked, suspended, or denied. All bids of affiliated bidders will be rejected.
- iii. The vendor made or submitted false, deceptive, or fraudulent statements, certifications, or materials in any claim for payment or any information required by any District contract.
- iv. The vendor or its affiliate defaulted on any contract or a contract surety assumed control of financial responsibility for any contract of the vendor.
- v. The vendor's qualification to bid is suspended, revoked, or denied by any other public or semi-public entity, or the vendor has been the subject of a civil enforcement proceeding or settlement involving a public or semi-public entity.
- vi. The vendor failed to comply with contract or warranty requirements or failed to follow District direction in the performance of a contract.
- vii. The vendor failed to timely furnish all contract documents required by the contract specifications, special provisions, or by any state or federal statutes or regulations. If the vendor fails to furnish any of the subject contract documents by the expiration of the period of suspension, revocation, or denial set forth above, the vendor's pre-qualified status

shall remain suspended, revoked, or denied until the documents are furnished.

- viii. The vendor failed to notify the District within 10 days of the vendor, or any of its affiliates, being declared in default or otherwise not completing work on a contract or being suspended from qualification to bid or denied qualification to bid by any other public or semi-public agency.
 - ix. The vendor did not pay its subcontractors or suppliers in a timely manner or in compliance with contract documents.
 - x. The vendor has demonstrated instances of poor or unsatisfactory performance, deficient management resulting in project delay, poor quality workmanship, a history of payment of liquidated damages, untimely completion of projects, uncooperative attitude, contract litigation, inflated claims or defaults.
 - xi. An affiliate of the vendor has previously been determined by the District to be non-responsible, and the specified period of suspension, revocation, denial, or non-responsibility remains in effect.
 - xii. The vendor or affiliate(s) has been convicted of a contract crime.
 - 1. The term “contract crime” means any violation of state or federal antitrust laws with respect to a public contract or any violation of any state or federal law involving fraud, bribery, collusion, conspiracy, or material misrepresentation with respect to a public contract.
 - 2. The term “convicted” or “conviction” means a finding of guilt or a conviction of a contract crime, with or without an adjudication of guilt, in any federal or state trial court of record as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
 - xiii. Any other circumstance constituting “good cause” under Section 337.16(2), *Florida Statutes*, exists.
- (b) The pre-qualified status of a contractor found delinquent under Section 337.16(1), *Florida Statutes*, shall be denied, suspended, or revoked. A denial, suspension, or revocation shall prohibit the vendor from being a subcontractor on District work during the period of denial, suspension, or revocation, except when a prime contractor’s bid has used prices of a subcontractor who becomes disqualified after the bid, but before the request for authorization to sublet is presented.
- (c) The District shall inform the vendor in writing of its intent to deny, suspend, or

revoke its pre-qualified status and inform the vendor of its right to a hearing, the procedure which must be followed, and the applicable time limits. If a hearing is requested within ten (10) days after the receipt of the notice of intent, the hearing shall be held within thirty (30) days after receipt by the District of the request for the hearing. The decision shall be issued in writing within fifteen (15) business days after the hearing.

- (d) Such suspension or revocation shall not affect the vendor's obligations under any preexisting contract.
- (e) If a contractor's pre-qualified status is revoked, suspended, or denied and the contractor receives an additional period of revocation, suspension, or denial of its pre-qualified status, the time periods will run consecutively.
- (f) In the case of contract crimes, the vendor's pre-qualified status under this Rule shall be revoked indefinitely. For all violations of Rule 3.4(3)(a) other than for the vendor's conviction for contract crimes, the revocation, denial, or suspension of a vendor's pre-qualified status under this Rule shall be for a specific period of time based on the seriousness of the deficiency.

Examples of factors affecting the seriousness of a deficiency are:

- i. Impacts on project schedule, cost, or quality of work;
 - ii. Unsafe conditions allowed to exist;
 - iii. Complaints from the public;
 - iv. Delay or interference with the bidding process;
 - v. The potential for repetition;
 - vi. Integrity of the public contracting process;
 - vii. Effect on the health, safety, and welfare of the public.
- (g) The District shall deny or revoke the pre-qualified status of any contractor and its affiliates for a period of 36 months when it is determined by the District that the contractor has, subsequent to January 1, 1978, been convicted of a contract crime within the jurisdiction of any state or federal court. Any such contractor shall not act as a prime contractor, material supplier, subcontractor, or consultant on any District contract or project during the period of denial or revocation.

(4) Reapplication and Reinstatement

- (a) A contractor whose qualification to bid has been revoked or denied because of contract crime may, at any time after revocation or denial, file a petition for

reapplication or reinstatement. However, a contractor may not petition for reapplication or reinstatement for a period of 24 months after revocation or denial for a subsequent conviction occurring within 10 years of a previous denial or revocation for contract crime.

- (b) If the petition for reapplication or reinstatement is denied, the contractor cannot petition for a subsequent hearing for a period of nine months following the date of the final order of revocation or denial.
- (c) If the petition for reapplication or reinstatement is granted, the contractor must file a current Application for Qualification with the Contracts Administration Office. Reinstatement shall not be effective until issuance of a Certificate of Qualification.

(5) Emergency Suspension and Revocation

- (a) The District may summarily issue an emergency suspension of a contractor's qualification to bid if it finds that imminent danger exists to the public health, safety, or welfare.
- (b) The written notice of emergency suspension shall state the specific facts and reasons for finding an imminent danger to the public health, safety, or welfare exists.
- (c) The District, within 10 days of the emergency suspension, shall initiate formal suspension or revocation proceedings in compliance with Rule 3.4(3), except the 10-day notice requirement shall not be construed to prevent a hearing at the earliest time practicable upon request of the aggrieved party.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.033, 255.0525, 255.20, Fla. Stat.; §§ 14-22.012, 14-22.0121, 14-22.014, Fla. Admin. Code.

Rule 3.5 Construction Contracts, Not Design-Build.

- (1) Scope. All contracts for the construction or improvement of any building, structure, or other public construction works authorized by Chapter 190 of the Florida Statutes, the costs of which are estimated by the District in accordance with generally accepted cost accounting principles to be in excess of the threshold amount for applicability of Section 255.20 of the Florida Statutes, as that amount may be indexed or amended from time to time, shall be let under the terms of these Rules and the procedures of Section 255.20 of the Florida Statutes, as the same may be amended from time to time. A project shall not be divided solely to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of construction services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation in the District and in the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least twenty-one (21) days for submittal of sealed bids, proposals, replies, or responses, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of bids, proposals, replies, or responses. If the Board has previously pre-qualified contractors pursuant to Rule 3.4 and determined that only the contractors that have been pre-qualified will be permitted to submit bids, proposals, replies, and responses, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation need not be published. Instead, the Notice of Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be sent to the pre-qualified contractors by United States Mail, electronic mail, hand delivery, or overnight delivery service.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, or hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.

- (d) If the District has pre-qualified providers of construction services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses to Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations.
- (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;
 - (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the bidder is a corporation; and
 - (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Any contractor that has been found guilty by a court of competent jurisdiction of any violation of federal labor or employment tax laws regarding subjects including but not limited to, reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past five (5) years shall be deemed ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response, if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation and these Rules. Minor variations in the bids,

proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board, provided such corrections do not result in a material change to the bid amount or create an unfair advantage. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.

- (g) The lowest Responsive Bid submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No contractor shall be entitled to recover any costs of bid, proposal, response, or reply preparation or submittal from the District.
- (i) The Board may require potential contractors to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses, shall be provided in writing to all contractors by United States Mail, electronic mail, hand delivery, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of construction services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
- (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase construction services or may reject the

bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of construction services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the construction services without further competitive selection processes.

- (3) Sole Source; Government. Construction services that are only available from a single source are exempt from this Rule. Construction services provided by governmental agencies are exempt from this Rule. This Rule shall not apply to the purchase of construction services, which may include goods, supplies, or materials, that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules. A contract for construction services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
- (4) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (5) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules only when there exists an immediate and serious need for construction services that cannot be met through normal procurement methods and the lack of such services would seriously threaten: (i) the District's ability to perform essential services; (ii) the preservation or protection of property or improvements; or (iii) the health, safety, or welfare of any person. The fact that an Emergency Purchase has occurred or is necessary, along with a detailed description of the basis for the emergency determination, shall be noted in the minutes of the next Board Meeting.
- (6) Exceptions. This Rule is inapplicable when:
 - (a) The project is undertaken as repair or maintenance of an existing public facility;
 - (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
 - (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contract; or
 - (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board

that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.6 Construction Contracts, Design-Build.

- (1) Scope. The District may utilize Design-Build Contracts for any public construction project for which the Board determines that use of such contract is in the best interest of the District. When letting a Design-Build Contract, the District shall use the following procedure:
- (2) Procedure.
 - (a) The District shall utilize a Design Criteria Professional meeting the requirements of Section 287.055(2)(k) of the Florida Statutes, when developing a Design Criteria Package, evaluating the proposals and qualifications submitted by Design-Build Firms, and determining compliance of the project construction with the Design Criteria Package. The Design Criteria Professional may be an employee of the District, may be the District Engineer selected by the District pursuant to Section 287.055 of the Florida Statutes, or may be retained pursuant to Rule 3.1. The Design Criteria Professional is not eligible to render services under a Design-Build Contract executed pursuant to the Design Criteria Package.
 - (b) A Design Criteria Package for the construction project shall be prepared and sealed by the Design Criteria Professional. If the project utilizes existing plans, the Design Criteria Professional shall create a Design Criteria Package by supplementing the plans with project specific requirements, if any.
 - (c) The Board may either choose to award the Design-Build Contract pursuant to the competitive proposal selection process set forth in Section 287.055(9) of the Florida Statutes, or pursuant to the qualifications-based selection process pursuant to Rule 3.1.
 - (i) Qualifications-Based Selection. If the process set forth in Rule 3.1 is utilized, subsequent to competitive negotiations, a guaranteed maximum price and guaranteed completion date shall be established.
 - (ii) Competitive Proposal-Based Selection. If the competitive proposal selection process is utilized, the Board, in consultation with the Design Criteria Professional, shall establish the criteria, standards

and procedures for the evaluation of Design-Build Proposals based on price, technical, and design aspects of the project, weighted for the project. After a Design Criteria Package and the standards and procedures for evaluation of proposals have been developed, competitive proposals from qualified firms shall be solicited pursuant to the design criteria by the following procedure:

1. A Request for Proposals shall be advertised at least once in a newspaper of general circulation in the county in which the District is located. The notice shall allow at least twenty-one (21) days for submittal of sealed proposals, unless the Board, for good cause, determines a shorter period of time is appropriate. Any project projected to cost more than five hundred thousand dollars (\$500,000) must be noticed at least thirty (30) days prior to the date for submittal of proposals.
2. The District may maintain lists of persons interested in receiving notices of Requests for Proposals. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, or hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
3. In order to be eligible to submit a proposal, a firm must, at the time of receipt of the proposals:
 - a. Hold the required applicable state professional licenses in good standing, as defined by Section 287.055(2)(h) of the Florida Statutes;
 - b. Hold all required applicable federal licenses in good standing, if any;
 - c. Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the proposer is a corporation;
 - d. Meet any special pre-qualification requirements set forth in the Request for Proposals and Design Criteria Package.

Any contractor that has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects including but not limited to reemployment assistance, safety, tax withholding, worker's compensation, unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past five (5) years may be considered ineligible by the District to submit a bid, response, or proposal for a District project.

Evidence of compliance with these Rules must be submitted with the proposal if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the proposal.

4. The proposals, or the portions of which that include the price, shall be publicly opened at a meeting noticed in accordance with Rule 1.3, and at which at least one district representative is present. The name of each bidder and the price submitted in the bid shall be announced at such meeting and shall be made available upon request. Minutes should be taken at the meeting and maintained by the District. In consultation with the Design Criteria Professional, the Board shall evaluate the proposals received based on evaluation criteria and procedures established prior to the solicitation of proposals, including but not limited to qualifications, availability, and past work of the firms and the partners and members thereof. The Board shall then select no fewer than three (3) Design-Build Firms as the most qualified.
5. The Board shall have the right to reject all proposals if the proposals are too high, or rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of proposal preparation or submittal from the District.
6. If less than three (3) Responsive Proposals are received, the District may purchase design-build services or may reject the proposals for lack of competitiveness. If no Responsive Proposals are received, the District may proceed with the procurement of design-build services in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the design-build services without further competitive selection processes.

7. Notice of the rankings adopted by the Board, including the rejection of some or all proposals, shall be provided in writing to all consultants by United States Mail, hand delivery, electronic mail, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's rankings under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
8. The Board shall negotiate a contract with the firm ranking the highest based on the evaluation standards and shall establish a price which the Board determines is fair, competitive and reasonable. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the second most qualified firm, based on the ranking by the evaluation standards. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the second most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. The Board shall then undertake negotiations with the third most qualified firm. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be the third most qualified at a price considered by the Board to be fair, competitive, and reasonable, negotiations with that firm must be terminated. Should the Board be unable to negotiate a satisfactory contract with any of the selected firms, the Board shall select additional firms in order of their rankings based on the evaluation standards and continue negotiations until an agreement is reached or the list of firms is exhausted.
9. After the Board contracts with a firm, the firm shall bring to the Board for approval, detailed working drawings of the project.
10. The Design Criteria Professional shall evaluate the compliance of the detailed working drawings and project construction with the Design Criteria Package and shall provide the Board with a report of the same.

- (3) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
- (4) Emergency Purchase. The Board may, in case of public emergency, declare an emergency and immediately proceed with negotiations with the best qualified Design-Build Firm available at the time. The fact that an Emergency Purchase has occurred shall be noted in the minutes of the next Board meeting.
- (5) Exceptions. This Rule is inapplicable when:
 - (a) The project is undertaken as repair or maintenance of an existing public facility;
 - (b) The funding source of the project will be diminished or lost because the time required to competitively award the project after the funds become available exceeds the time within which the funding source must be spent;
 - (c) The District has competitively awarded a project and the contractor has abandoned the project or the District has terminated the contractor; or
 - (d) The District, after public notice, conducts a public meeting under Section 286.011 of the Florida Statutes, and finds by a majority vote of the Board that it is in the public's best interest to perform the project using its own services, employees, and equipment.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 189.053, 190.033, 255.0518, 255.0525, 255.20, 287.055, Fla. Stat.

Rule 3.7 Payment and Performance Bonds.

- (1) Scope. This Rule shall apply to contracts for the construction of a public building, for the prosecution and completion of a public work, or for repairs upon a public building or public work and shall be construed in addition to terms prescribed by any other Rule that may also apply to such contracts.
- (2) Required Bond. Upon entering into a contract for any of the services described in section (1) of this Rule in excess of \$200,000, the Board should require that the contractor, before commencing the work, execute and record a payment and performance bond in an amount equal to the contract price. Notwithstanding the terms of the contract or any other law, the District may not make payment to the contractor until the contractor has provided to the District a certified copy of the recorded bond.
- (3) Discretionary Bond. At the discretion of the Board, upon entering into a contract for any of the services described in section (1) of this Rule for an amount not exceeding \$200,000, the contractor may be exempted from executing a payment and performance bond.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 255.05, Fla. Stat.

Rule 3.8 Goods, Supplies, and Materials.

- (1) Purpose and Scope. All purchases of goods, supplies, or materials exceeding the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR, shall be purchased under the terms of this Rule. Contracts for purchases of “goods, supplies, and materials” do not include printing, insurance, advertising, or legal notices. A contract involving goods, supplies, or materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of goods, supplies, or materials is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, or Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, or hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of goods, supplies, and materials, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, or responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

Any firm or individual whose principal place of business is outside the State of Florida must also submit a written opinion of an attorney at law licensed to practice law in that foreign state, as to the preferences, if any or none, granted by the law of that foreign state to business entities whose principal places of business are in that foreign state, in the letting of any or all public contracts. Failure to submit such a written opinion or submission of a false or misleading written opinion may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and this Rule. Minor variations in the bids, proposals, replies, or responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid, after taking into account the preferences provided for in this subsection, submitted by a Responsive and Responsible Bidder in response to an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be accepted. If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which does not grant a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsible and Responsive Bidder whose principal place of business is in the State of

Florida shall be awarded a preference of five percent (5%). If the lowest Responsive Bid is submitted by a Responsive and Responsible Bidder whose principal place of business is located in a foreign state which grants a preference in competitive purchase to businesses whose principal place of business are in that foreign state, the lowest Responsive and Responsible Bidder whose principal place of business is in the State of Florida shall be awarded a preference equal to the preference granted by such foreign state.

To assure full understanding of the responsiveness to the solicitation requirements contained in an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, and responses.

- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No vendor shall be entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.
- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
- (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all vendors by United States Mail, electronic mail, hand delivery, or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's purchase of goods, supplies, and materials under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
- (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase goods, supplies, or materials, or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of goods, supplies, and materials, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the goods, supplies, and materials without further competitive selection processes.

- (3) Goods, Supplies, and Materials included in a Construction Contract Awarded Pursuant to Rule 3.5 or 3.6. There may be occasions where the District has undergone the competitive purchase of construction services which contract may include the provision of goods, supplies, or materials. In that instance, the District may approve a change order to the contract and directly purchase the goods, supplies, and materials. Such purchase of goods, supplies, and materials deducted from a competitively purchased construction contract shall be exempt from this Rule.
- (4) Exemption. Goods, supplies, and materials that are only available from a single source are exempt from this Rule. Goods, supplies, and materials provided by governmental agencies are exempt from this Rule. A contract for goods, supplies, or materials is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process. This Rule shall not apply to the purchase of goods, supplies or materials that are purchased under a federal, state, or local government contract that has been competitively procured by such federal, state, or local government in a manner consistent with the material procurement requirements of these Rules.
- (5) Renewal. Contracts for the purchase of goods, supplies, and/or materials subject to this Rule may be renewed for a maximum period of five (5) years.
- (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 189.053, 190.033, 287.017, 287.084, Fla. Stat.

Rule 3.9 Maintenance Services.

- (1) Scope. All contracts for maintenance of any District facility or project shall be set under the terms of this Rule if the cost exceeds the amount provided in Section 287.017 of the Florida Statutes, for CATEGORY FOUR. A contract involving goods, supplies, and materials plus maintenance services may, in the discretion of the Board, be treated as a contract for maintenance services. However, a purchase shall not be divided solely in order to avoid the threshold bidding requirements.
- (2) Procedure. When a purchase of maintenance services is within the scope of this Rule, the following procedures shall apply:
 - (a) The Board shall cause to be prepared an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.
 - (b) Notice of the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation shall be advertised at least once in a newspaper of general circulation within the District and within the county in which the District is located. The notice shall also include the amount of the bid bond, if one is required. The notice shall allow at least seven (7) days for submittal of bids, proposals, replies, or responses.
 - (c) The District may maintain lists of persons interested in receiving notices of Invitations to Bid, Requests for Proposals, Invitations to Negotiate, and Competitive Solicitations. The District shall make a good faith effort to provide written notice, by electronic mail, United States Mail, or hand delivery, to persons who provide their name and address to the District Manager for inclusion on the list. However, failure of a person to receive the notice shall not invalidate any contract awarded in accordance with this Rule and shall not be a basis for a protest of any contract award.
 - (d) If the District has pre-qualified suppliers of maintenance services, then, at the option of the District, only those persons who have been pre-qualified will be eligible to submit bids, proposals, replies, and responses.
 - (e) In order to be eligible to submit a bid, proposal, reply, or response, a firm or individual must, at the time of receipt of the bids, proposals, replies, or responses:
 - (i) Hold all required applicable state professional licenses in good standing;
 - (ii) Hold all required applicable federal licenses in good standing, if any;

- (iii) Hold a current and active Florida corporate charter or be authorized to do business in the State of Florida in accordance with Chapter 607 of the Florida Statutes, if the vendor is a corporation; and
- (iv) Meet any special pre-qualification requirements set forth in the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation.

Evidence of compliance with these Rules must be submitted with the bid, proposal, reply, or response if required by the District. Failure to submit evidence of compliance when required may be grounds for rejection of the bid, proposal, reply, or response.

- (f) Bids, proposals, replies, and responses shall be publicly opened at the time and place noted on the Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation. Bids, proposals, replies, and responses shall be evaluated in accordance with the respective Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, and these Rules. Minor variations in the bids, proposals, replies, and responses may be waived by the Board. A variation is minor if waiver of the variation does not create a competitive advantage or disadvantage of a material nature. Mistakes in arithmetic extension of pricing may be corrected by the Board. Bids and proposals may not be modified or supplemented after opening; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications, or supplementations, and as otherwise permitted by Florida law.
- (g) The lowest Responsive Bid submitted in response to an Invitation to Bid by a Responsive and Responsible Bidder shall be accepted. In relation to a Request for Proposals, Invitation to Negotiate or Competitive Solicitation the Board shall select the Responsive Proposal, Reply, or Response submitted by a Responsive and Responsible Vendor which is most advantageous to the District. To assure full understanding of the responsiveness to the solicitation requirements contained in a Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, discussions may be conducted with qualified vendors. Vendors shall be accorded fair treatment prior to the submittal date with respect to any opportunity for discussion, preparation, and revision of bids, proposals, replies, or responses.
- (h) The Board shall have the right to reject all bids, proposals, replies, or responses because they exceed the amount of funds budgeted for the purchase, if there are not enough to be competitive, or if rejection is determined to be in the best interest of the District. No Vendor shall be

entitled to recover any costs of bid, proposal, reply, or response preparation or submittal from the District.

- (i) The Board may require bidders and proposers to furnish bid bonds, performance bonds, and/or other bonds with a responsible surety to be approved by the Board.
 - (j) Notice of intent to award, including rejection of some or all bids, proposals, replies, or responses shall be provided in writing to all vendors by United States Mail, electronic mail, hand delivery, , or overnight delivery service. The notice shall include the following statement: "Failure to file a protest within the time prescribed in Rule 3.11 of the Rules of the District shall constitute a waiver of proceedings under those Rules," or wording to that effect. Protests of the District's procurement of maintenance services under this Rule shall be in accordance with the procedures set forth in Rule 3.11.
 - (k) If less than three (3) Responsive Bids, Proposals, Replies, or Responses are received, the District may purchase the maintenance services or may reject the bids, proposals, replies, or responses for a lack of competitiveness. If no Responsive Bid, Proposal, Reply, or Response is received, the District may proceed with the procurement of maintenance services, in the manner the Board determines is in the best interests of the District, which may include but is not limited to a direct purchase of the maintenance services without further competitive selection processes.
- (3) Exemptions. Maintenance services that are only available from a single source are exempt from this Rule. Maintenance services provided by governmental agencies are exempt from this Rule. A contract for maintenance services is exempt from this Rule if state or federal law prescribes with whom the District must contract or if the rate of payment is established during the appropriation process.
 - (4) Renewal. Contracts for the purchase of maintenance services subject to this Rule may be renewed for a maximum period of five (5) years.
 - (5) Contracts; Public Records. In accordance with Florida law, each contract entered into pursuant to this Rule shall include provisions required by law that require the contractor to comply with public records laws.
 - (6) Emergency Purchases. The District may make an Emergency Purchase without complying with these rules. The fact that an Emergency Purchase has occurred or is necessary shall be noted in the minutes of the next Board meeting.

Specific Authority: §§ 190.011(5), 190.011(15), 190.033, Fla. Stat.
Law Implemented: §§ 119.0701, 190.033, 287.017, Fla. Stat.

Rule 3.10 Contractual Services.

- (1) Exemption from Competitive Purchase. Pursuant to Section 190.033(3) of the Florida Statutes, Contractual Services shall not be subject to competitive purchasing requirements. If an agreement is predominantly for Contractual Services, but also includes maintenance services or the purchase of goods and services, the contract shall not be subject to competitive purchasing requirements. Regardless of whether an advertisement or solicitation for Contractual Services is identified as an Invitation to Bid, Request for Proposals, Invitation to Negotiate, or Competitive Solicitation, no rights or remedies under these Rules, including but not limited to protest rights, are conferred on persons, firms, or vendors proposing to provide Contractual Services to the District.
- (2) Contracts; Public Records. In accordance with Florida law, each contract for Contractual Services shall include provisions required by law that require the contractor to comply with public records laws.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 119.0701, 190.011(3), 190.033, Fla. Stat.

Rule 3.11 Protests with Respect to Proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9.

The resolution of any protests with respect to proceedings under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9 shall be in accordance with this Rule.

(1) Filing.

- (a) With respect to a protest regarding qualifications, specifications, documentation, or other requirements contained in a Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation issued by the District, the notice of protest shall be filed in writing within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after the first advertisement of the Request for Qualifications, Request for Proposals, Invitation to Bid, or Competitive Solicitation. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's intended decision. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (b) Except for those situations covered by subsection (1)(a) of this Rule, any firm or person who is affected adversely by a District's ranking or intended award under Rules 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.8, or 3.9 and desires to contest the District's ranking or intended award, shall file with the District a written notice of protest within seventy-two (72) calendar hours (excluding Saturdays, Sundays, and state holidays) after receipt of the notice of the District's ranking or intended award. A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturdays, Sundays, and state holidays) after the initial notice of protest was filed. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file a notice of protest shall constitute a waiver of all rights to protest the District's ranking or intended award. Failure to file a formal written protest shall constitute an abandonment of the protest proceedings and shall automatically terminate the protest proceedings.
- (c) If the requirement for the posting of a protest bond and the amount of the protest bond, which may be expressed by a percentage of the contract to be awarded or a set amount, is disclosed in the District's competitive solicitation documents for a particular purchase under Rules 3.1, 3.2, 3.3,

3.4, 3.5, 3.6, 3.8, or 3.9, any person who files a notice of protest must post the protest bond. The amount of the protest bond shall be determined by District staff after consultation with the Board and within the limits, if any, imposed by Florida law. In the event the protest is successful, the protest bond shall be refunded to the protestor. In the event the protest is unsuccessful, the protest bond shall be applied towards the District's costs, expenses, and attorney's fees associated with hearing and defending the protest. In the event the protest is settled by mutual agreement of the parties, the protest bond shall be distributed as agreed to by the District and protestor.

- (d) The District does not accept documents filed by electronic mail or facsimile transmission. Filings are only accepted during normal business hours, which are 9:00 a.m. to 5:00 p.m., Monday through Friday, excluding holidays.
- (2) Contract Execution. Upon receipt of a notice of protest which has been timely filed, the District shall not execute the contract under protest until the subject of the protest is resolved. However, if the District sets forth in writing particular facts and circumstances showing that delay incident to protest proceedings will jeopardize the funding for the project, will materially increase the cost of the project, or will create an immediate and serious danger to the public health, safety, or welfare, the contract may be executed.
- (3) Informal Proceeding. If the Board determines a protest does not involve a disputed issue of material fact, the Board may, but is not obligated to, schedule an informal proceeding to consider the protest. Such informal proceeding shall be at a time and place determined by the Board. Notice of such proceeding shall be sent via certified mail, hand delivery, or email with delivery confirmation to the protestor and any substantially affected persons or parties not less than three (3) calendar days prior to such informal proceeding. Within thirty (30) calendar days following the informal proceeding, the Board shall issue a written decision setting forth the factual, legal, and policy grounds for its decision.
- (4) Formal Proceeding. If the Board determines a protest involves disputed issues of material fact or if the Board elects not to use the informal proceeding process provided for in section (3) of this Rule, the District shall schedule a formal hearing to resolve the protest. The Chairperson shall designate any member of the Board (including the Chairperson), District Manager, District Counsel, or other qualified person as a hearing officer to conduct the hearing. The hearing officer may:
 - (a) Administer oaths and affirmations;
 - (b) Rule upon offers of proof and receive relevant evidence;
 - (c) Regulate the course of the hearing, including any pre-hearing matters;

(d) Enter orders; and

(e) Make or receive offers of settlement, stipulation, and adjustment.

The hearing officer shall, within thirty (30) days after the hearing or receipt of the hearing transcript, whichever is later, file a recommended order which shall include a caption, time and place of hearing, appearances entered at the hearing, statement of the issues, findings of fact and conclusions of law, separately stated, and a recommendation for final District action. The District shall allow each party fifteen (15) calendar days from receipt of the recommended order in which to submit written exceptions to the recommended order. The District shall issue a final order within sixty (60) days after the filing of the recommended order.

- (5) Intervenors. Other substantially affected persons may join the proceedings as intervenors by filing a motion to intervene within 10 calendar days of the initial protest filing, on terms that shall not unduly delay the proceedings.
- (6) Rejection of all Qualifications, Bids, Proposals, Replies and Responses after Receipt of Notice of Protest. If the Board determines there was a violation of law, defect, or an irregularity in the competitive solicitation process, the Bids, Proposals, Replies, and Responses are too high, or if the Board determines it is otherwise in the District's best interest, the Board may reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew. If the Board decides to reject all qualifications, bids, proposals, replies, and responses and start the competitive solicitation process anew, any pending protests shall automatically terminate.
- (7) Settlement. Nothing herein shall preclude the settlement of any protest under this Rule at any time.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: § 190.033, Fla. Stat.

Rule 4.0 Effective Date.

These Rules shall be effective _____, 2025, except that no election of officers required by these Rules shall be required until after the next regular election for the Board.

Specific Authority: §§ 190.011(5), 190.011(15), Fla. Stat.

Law Implemented: §§ 190.011(5), 190.011(15), Fla. Stat.

STERLING HILL COMMUNITY DEVELOPMENT DISTRICT
Amenity Policies and Rates

Adopted: February 15, 2024

Amended: September 19, 2024

Amended: October 14, 2025

Table of Contents

| | |
|--|----|
| DEFINITIONS | 3 |
| ACCESS AND USAGE..... | 4 |
| GENERAL POLICIES..... | 5 |
| SMOKING, DRUGS, AND ALCOHOL..... | 7 |
| SERVICE ANIMAL POLICY | 7 |
| CONDUCT CODE | 7 |
| CLUBHOUSES, PARKS, AND RENTALS..... | 8 |
| BASKETBALL COURT..... | 9 |
| BILLIARDS ROOM..... | 9 |
| TENNIS COURT..... | 10 |
| VOLLEYBALL COURT..... | 10 |
| MULTI-PURPOSE FIELD RULES | 11 |
| PICKLEBALL COURT RULES | 11 |
| DOG PARK..... | 12 |
| PLAYGROUND..... | 12 |
| SWIMMING POOL..... | 13 |
| SPLASH PAD | 14 |
| FITNESS CENTER | 15 |
| SUSPENSION AND TERMINATION OF PRIVILEGES | 16 |
| USE AT OWN RISK; INDEMNIFICATION | 17 |
| SOVEREIGN IMMUNITY | 18 |
| SEVERABILITY..... | 18 |
| AMENDMENTS AND WAIVERS | 18 |
| RATES, FEES, AND CHARGES | 19 |
| NATURAL AREAS POLICY | 20 |

DEFINITIONS

“Amenities” or “Amenity Facilities”– shall mean the properties and areas owned by the District and intended for recreational use, together with their appurtenant facilities and areas.

“Amenity Policies” or “Policies” and “Amenity Rates” – shall mean these Amenity Policies and Rates of the Sterling Hill Community Development District, as amended from time to time. The Board of Supervisors reserves the right to amend or modify these Policies, as necessary and convenient, in their sole and absolute discretion, and will notify Patrons of any changes. Patrons may obtain the currently effective Policies from the District Manager’s Office. The Board of Supervisors and District Staff shall have full authority to enforce the Amenity Policies.

“Amenity Manager” – shall mean the District Manager or that person or firm so designated by the District’s Board of Supervisors, including their employees.

“Amenity Rates” – shall mean those rates and fees established by the Board of Supervisors of the Sterling Hill Community Development District as provided in **Exhibit A** attached hereto.

“Access Card” – shall mean an electronic Access Card issued by the District Manager to each Patron (as defined herein) to access the Amenity Facilities.

“Board of Supervisors” or “Board” – shall mean the Board of Supervisors of the Sterling Hill Community Development District.

“District” – shall mean the Sterling Hill Community Development District.

“District Staff” – shall mean the professional management company with which the District has contracted to provide management services to the District, the Clubhouse Manager, and District Counsel.

“Guest” – shall mean any person or persons, other than a Resident or Non-Resident Patron, who are expressly authorized by the District to use the Amenities, or invited for a specific visit by a Patron to use the Amenities.

“Homeowners Association” or “HOA” or “POA” – shall mean an entity or entities, including its/their employees and agents, which may have jurisdiction over lands located within the District, either now or in the future, which may exist to aid in the enforcement of deed restrictions and covenants applicable to lands within the District.

“Household” – shall mean a residential unit or a group of individuals residing within a Resident’s home. ***This does not include visiting friends, guests, relatives or extended family not permanently residing in the home.*** Upon District’s request, proof of residency for individuals over the age of eighteen (18) years may be required by driver’s license or state or federal issued form of identification, including a signed affidavit of residency.

“Non-Resident” – shall mean any person who does not own property within the District.

“Non-Resident Patron” – shall mean any person or Household not owning property in the District who is paying the Annual User Fee to the District for use of all Amenity Facilities.

“Non-Resident User Fee” or “Annual User Fee” – shall mean the fee established by the District for any person that is not a Resident and wishes to become a Non-Resident Patron. The amount of the Annual User Fee is set forth herein, and that amount is subject to change based on Board action.

“Patron” – shall mean Patrons, Non-Resident Patrons and Renters.

“Renter” – shall mean a tenant, occupant or an individual maintaining his or her residence in a home located within the District pursuant to a valid rental or lease agreement. Proof of valid rental or lease agreement shall be required.

“Resident” – shall mean any person or Household owning property within the District, or any Renter who has been approved for issuance of an Access Card.

The words "hereof," "herein," "hereto," "hereby," "hereinafter" and "hereunder" and variations thereof refer to the entire Amenity Policies and Rates.

All words, terms and defined terms herein importing the singular number shall, where the context requires, import the plural number and vice versa.

ACCESS AND USAGE

- (1) **General.** Only Patrons have the right to use the Amenities; provided, however, that certain community programming events may be available to the general public when permitted by the District, and subject to payment of any applicable fees and satisfaction of any other applicable requirements, including adherence to these Amenity Policies and execution of waivers and hold harmless agreements, if any.
- (2) **Use at your Own Risk.** *All persons using the Amenities do so at their own risk and agree to abide by the Amenity Policies. The District shall assume no responsibility and shall not be liable in any incidents, accidents, personal injury or death, or damage to or loss of property arising from the use of the Amenities or from the acts, omissions or negligence of other persons using the Amenities.*
- (3) **Resident Access and Usage.** Patrons are permitted to access and use the Amenities in accordance with the policies and rules set forth herein, and are not responsible for paying the Annual Non-Resident User Fee set forth herein. In order to fund the operation, maintenance and preservation of the facilities, projects and services of the District, the District levies operation and maintenance special assessments payable by property owners within the District, in accordance with the District’s annual budget and assessment resolutions adopted each fiscal year, and may additionally levy debt service assessments payable by property owners to repay debt used to finance public improvements. Patrons shall not be entitled to a refund of any maintenance special assessments or debt service special assessments due to closure of the Amenities or suspension of that Patron’s access privileges.
- (4) **Non-Resident Patron Access and Usage.** A Non-Resident Patron must pay the Annual Non-Resident User Fee to have the right to use the Amenities for one full year, which year begins from the date of receipt of payment by the District. This fee must be paid in full before the Non-Resident may use the Amenities. Each subsequent Annual Non-Resident User Fee shall be paid in full on the anniversary date of application. Annual Non-Resident User Fees may be renewed no more than thirty (30) days in advance of the date of expiration and for no more than one

calendar year. Multi-year memberships are not available. The Annual Non-Resident User Fee is nonrefundable and nontransferable.

- (5) **Guest Access and Usage.** District Staff shall be authorized to verify and enforce the authorized number of Guests permitted at each Amenity Facility. A Patron must always accompany its Guests during its Guests' use of the Amenities and are responsible for all actions, omissions and negligence of such Guests, including Guests' adherence to the Amenity Policies. Violation of these Amenity Policies by a Guest may result in suspension or termination of the Patron's access and usage privileges. ***Exceeding the authorized number of Guests shall be grounds for suspension or termination of a Patron Household's access and usage privileges.***
- (6) **Access Cards.** Access Cards are available for \$15 each from the North Sterling Hill Clubhouse or the South Sterling Hill Clubhouse, which are open 7 days a week from 8 am till 9 pm. Proof of property ownership and/or residency, and a photo ID, are required. All Patrons must use their Access Card for entrance to the Amenities. A maximum of two (2) Access Cards will be issued per Household. All Patrons must use their Access Cards for entrance to the Amenity Facilities. The Access Card system provides a security and safety measure for Patrons and protects the Amenities from non-Patron entry. Under no circumstances shall a Patron provide their Access Card to another person, whether Patron or non-Patron, to allow access to the Amenities, and under no circumstances shall a Patron intentionally leave doors, gates, or other entrance barriers open to allow entry by non-Patrons.

GENERAL POLICIES

The following policies apply to all use of District Amenity Facilities:

- (1) **Registration and Access Cards.** Each Patron must scan in an Access Card in order to access the Amenities and must have his or her assigned Access Card in their possession and available for inspection upon District Staff's request. Access Cards are only to be used by the Patron to whom they are issued. In the case of Guests, Guests must be accompanied by a Patron possessing a valid Access Card at all times.
- (2) **Attire.** With the exception of the pool and wet areas where bathing suits are permitted, Patrons must be properly attired with shirts and shoes to use the Amenities for each facility's intended use. Bathing suits and wet feet are not allowed indoors with the exception of the bathrooms appurtenant to the pool area.
- (3) **Food and Drink.** Food and drink will be limited to designated areas only. No glass containers of any type are permitted at any of the Amenities. All persons using any of the Amenities must keep the area clean by properly disposing of trash or debris.
- (4) **Alcohol.** No alcoholic beverages are allowed on District property at any time. This includes, but is not limited to, the park(s), clubhouse(s) and swimming pool(s).
- (5) **Parking and Vehicles.** Vehicles must be parked in designated areas. Vehicles should not be parked on grass lawns, pond banks, roadsides, or in any way which blocks the normal flow of traffic. During special events, alternative parking arrangements may be authorized but only as directed by District Staff. Motorized off-road bikes/vehicles (including ATVs) are prohibited on all property owned, maintained and operated by the District or at any of the Amenities within District unless they are owned by the District. No overnight parking is permitted at any Amenity Facility unless approved by management.
- (6) **Fireworks/Flames.** Fireworks and open flames of any kind are not permitted anywhere on District-owned property or adjacent areas.

- (7) **Bicycles, Skateboards, Etc.** All bikes must be parked and locked at the bike racks. Please do not leave bikes on playground, pool deck, or other District property. Skateboards and roller blades are not permitted on the sport courts or pool deck.
- (8) **Grills.** Personal barbeque grills are not permitted at the Amenities or on any other District-owned property.
- (9) **Equipment.** All District equipment, furniture and other tangible property must be returned in good condition after use. Patrons are encouraged to notify District Staff if such items need repair, maintenance or cleaning.
- (10) **Littering.** Patrons are responsible for cleaning up after themselves and helping to keep the Amenities clean at all times.
- (11) **Bounce Houses and Other Structures.** The installation and use of bounce houses and similar apparatus is prohibited on District property. NO livestock animals, air-filled amusement tents, live entertainment, or bounce houses are permitted on District property due to liability. No exceptions will be made; provided that the District may have vendors with appropriate insurance and liability insurance.
- (12) **Excessive Noise.** Excessive noise that will disturb other Patrons is not permitted, including but not limited to use of cellular phones and speakers of any kind that amplify sound.
- (13) **Lost or Stolen Property.** The District is not responsible for lost or stolen items. The Amenity Manager is not permitted to hold valuables or bags for Patrons. All found items should be turned in to the Amenity Manager for storage in the lost and found. Items will be stored in the lost and found for two weeks after which District Staff shall dispose of such items in such manner as determined in its sole discretion; provided, however, that District Staff shall not be permitted to keep such items personally or to give such items to a Patron not otherwise claiming ownership.
- (14) **Trespassing / Loitering.** There is no trespassing or loitering allowed at the Amenities. Any individual violating this policy may be reported to the local authorities.
- (15) **Compliance with Laws and District Rules and Policies.** All Patrons shall abide by and comply with all applicable federal, state and local laws, rules, regulations, ordinances and policies, as well as all District and HOA rules and policies, while present at or utilizing the Amenities and all other District property, and shall ensure that any minor for whom they are responsible also complies with the same. Failure to abide by any of the foregoing may be a basis for suspension or termination of the Patron's privileges to use or access the Amenities. The interpretation and enforcement of all rules and policies is solely at the discretion of club staff and management.
- (16) **Courtesy.** Patrons and all users shall treat all staff members and other Patrons and Guests with courtesy and respect. Disrespectful or abusive treatment of District Staff or District contractors may result in suspension or termination of Amenity access and usage privileges. Any unwarranted physical contact (pushing, shoving, grabbing, etc.) shall result in suspension of amenities or law enforcement contact. If District Staff requests that a Patron leave the Amenity Facilities due to failure to comply with these rules and policies, or due to a threat to the health, safety, or welfare, failure to comply may result in immediate suspension or termination of Amenity access and usage privileges.
- (17) **Profanity/Obscenity.** Loud, profane, abusive, or obscene language or behavior is prohibited.
- (18) **Emergencies.** In the event of an injury or other emergency, please contact 911 and alert District Staff immediately.
- (19) **Outside Vendors/Commercial Activity.** Outside vendors and commercial activity are prohibited on District property unless they are invited by the District as part of a District event or program or as authorized by the District in connection with a rental of the Amenity Facilities.

- (20) Organized Activities.** Any organized activities taking place at the Amenity Center must first be approved by the District. This includes, but is not limited to, fitness instruction, special events, etc.

SMOKING, DRUGS, AND ALCOHOL

Smoking, including using any paraphernalia designed to consume tobacco or other substances such as vaping and electric and non-electronic devices, is prohibited anywhere inside or within 15 feet of the Amenity Facilities, including any building, or enclosed or fenced area to the maximum extent of the prohibitions set forth in the Florida Clean Indoor Air Act or other subsequent legislation. Additionally, to the extent not prohibited by law, smoking is discouraged in all other areas of the Amenities and on District owned property. All waste must be disposed of in the appropriate receptacles. Any violation of this policy shall be reported to District Staff.

Possession, use and/or consumption of illegal drugs or alcoholic beverages is prohibited at the Amenities and on all other District owned property. Any person that appears to be under the influence of drugs or alcohol will be asked to leave the Amenities. Violation of this policy may result in suspension or termination of Amenity access and usage privileges and illegal drug use may be punished to the maximum extent allowed by law.

SERVICE ANIMAL POLICY

Prohibitions on pets or animals shall not apply to "Service Animals" as defined by Florida law, which are trained to do work or perform tasks for an individual with a disability, including a physical, sensory, psychiatric, intellectual or other mental disability. A Service Animal must be kept under the control of its handler by leash or harness, unless doing so interferes with the Service Animal's work or tasks or the individual's disability prevents doing so. The District may remove the Service Animal only under the following conditions:

- If the Service Animal is out of control and the handler does not take effective measures to control it;
- If the Service Animal is not housebroken; or,
- If the Service Animal's behavior poses a direct threat to the health and safety of others.

The District is prohibited from asking about the nature or extent of an individual's disability to determine whether an animal is a Service Animal or pet. However, the District may ask whether an animal is a Service Animal required because of a disability and what work or tasks the animal has been trained to perform.

CONDUCT CODE

Improper conduct, obscenities, verbal or physical threats by Patrons and/or Guests will not be tolerated anywhere on District property. Actions by any person of any nature, which may be dangerous, create a health or safety problem, create a hostile environment, or disturb others, are not permitted. This includes noise, intoxication, quarreling, threatening, fighting, offensive or abusive language or behavior. Patrons are responsible for family, guests, and invitees.

All Patrons are expected to conduct themselves properly with due consideration for each other and for fellow Patrons and District staff. Sterling Hill Managers have the authority to discipline any person for conduct, which in their discretion tends to endanger the health, safety, or welfare of District Patrons, guests, and staff, as well as for violations of the specific rules and policies of the District.

District staff has the right to ask any person(s) to cease their conduct and/or leave the premises as a result of conduct, which serves to harass or annoy other persons using or working in the District clubhouses or amenities. If the person(s) causing or participating in inappropriate behavior refuses to cease their activities and/or leave the premises promptly when directed, they will be advised that failure to do so immediately will result in law enforcement being called to have them removed, amenities suspended, and possibly trespassed.

At the discretion of the District staff dealing with the situation, the assistance of the local law enforcement agency may be sought to maintain order. If the person(s) asked to leave refuses to do so and law enforcement is called, the person will be issued a trespassing warrant from the facility. Any trespassing order issued at the request of District Staff may be appealed in person or in writing to the District's Board at a monthly district meeting.

Any person who commits a crime, verbally threatens the physical well-being of another person, or who engages in behavior that may be dangerous, create a health or safety problem, create a hostile environment, or otherwise disturbs others and causes them to fear for their physical well-being will be reported to the local law enforcement agency.

Anyone who observes a violation of the District's rules or policies shall bring the matter to the attention of any staff on duty. Patrons are discouraged from trying to enforce rules on their own.

Staff and fellow Patrons/Guests are to be treated in a courteous and considerate manner. No associate shall be disrespected or harassed in any way. All complaints regarding services rendered by and staff member must be made to the Clubhouse Manager or District Manager.

Patrons shall not engage or direct Staff on any private business, nor shall any Staff member be used for the individual benefit of the Patron, nor shall any Patron direct, supervise, or in any manner attempt to assert control over any such Staff member.

CLUBHOUSES, PARKS, AND RENTALS

- (1)** Sterling Hill CDD clubhouse hours are 8:00am to 9:00pm Monday-Sunday. No loitering after park/clubhouse hours.
- (2)** Animals are prohibited inside the clubhouse buildings.
- (3)** All children 12 years and under must be accompanied by an adult when visiting the park.
- (4)** Clubhouses close for New Years Eve, Thanksgiving and Christmas. If clubhouse is closed for other reasons, notices will be posted. We are closed at 4pm on the day before and after Thanksgiving and Christmas.
- (5)** The activities room is available to rent for residents for \$75, and non-residents for \$150 (during operating hours) and there is a \$100 refundable deposit required due at time of booking. The room can only be reserved with a completed room rental agreement along with the rental fee and deposit paid in full. Please check with clubhouse staff for availability and reservation forms. All rentals must comply with the rules, requirements, and terms and conditions set forth on the rental forms. Maximum capacity is 40 persons.

BASKETBALL COURT

For all emergencies call 911. To report a problem or for any inquiries please see the North Clubhouse park attendant or call (352) 686-5161.

- (1) Basketball courts are open from 8 am - 9 pm.
- (2) Use of basketball court is at your own risk.
- (3) Basketball court is for Patrons only.
- (4) No guests after 4pm. Before 4pm each Patron may have up to (2) guests. Each Patron is responsible for their guest's behavior.
- (5) You must sign in, and provide either your Access Card or photo ID for access to the basketball courts.
- (6) Children under the age of 12 must be accompanied by an adult.
- (7) Court is for basketball use only.
- (8) No profanity, obscene language, loud noises, or loud stereos.
- (9) No bicycles, rollerblades, or skates allowed.
- (10) No food, glass containers or alcoholic beverages allowed on court.
- (11) No smoking or vaping on the basketball courts.
- (12) Proper attire and shoes must be worn at all times.
- (13) No pets are allowed on court area.
- (14) Courts are used on a first come, first serve basis.
- (15) If someone is waiting to use the court, games are limited to 30 minutes.

BILLIARDS ROOM

For all emergencies call 911. To report a problem or for any inquiries please see the North Clubhouse park attendant or call (352)686-5161.

- (1) Billiards room is open from 8am – 9pm, 7 days a week.
- (2) Access Card is required to gain entrance.
- (3) No one under the age of 10 years old may use the Billiards Room. Patrons between the ages of 10 and 16 must be supervised by a parent or legal guardian at all times. Patrons 16 years of age or older may use the Billiard Room independently. (ID may be requested).
- (4) Billiards room is for Patrons and guests only. Each Patron may bring in two (2) guests.
- (5) There is a 30-minute time limit if another Patron is waiting to play.
- (6) No food or drink is allowed. Only bottled water is permitted.
- (7) Do not place anything on the billiard table.
- (8) No sitting on the billiard table.
- (9) No sitting or lying on the floor.
- (10) Music can only be played through device ear buds or headphones.
- (11) There will be no removal of, or addition to, any existing equipment in the billiard room.
- (12) You are permitted to bring your own cue stick.
- (13) When you are done playing please clean off the chalk from the billiard table with brush provided, and return cue sticks to their proper location.
- (14) Should any Patron encounter a problem with the pool table or other equipment, please notify the staff immediately.

- (15) Patrons will be held responsible for any property damage caused by themselves or their guest.
- (16) Profanity or foul language is prohibited.
- (17) Gambling is prohibited at the facility.
- (18) NO smoking, vaping or electronic cigarettes.
- (19) Animals are prohibited in the Billiards Room.

TENNIS COURT

For all emergencies, call 911. To report a problem or for any inquiries please see the North Clubhouse park attendant or call (352) 686-5161.

- (1) The courts are designated for Patrons only.
- (2) The tennis courts are open from 8 am to 9 pm, 7 days a week.
- (3) There is to be NO offensive or foul language.
- (4) There are NO reservations; the courts are first come, first serve.
- (5) If there are people waiting for a tennis court, there is a 90-minute maximum playing time.
- (6) Tennis court are to be used for tennis playing only. Roller blades, skate boards, bikes, etc. are prohibited.
- (7) You must have your driver's license or Access Card available for staff if necessary.
- (8) If a Patron brings a guest, the Patron must be present the entire time.
- (9) Guests are required to adhere to the same policies and regulations as the Patron.
- (10) Proper footwear is required.
- (11) Animals are prohibited on the tennis courts.

VOLLEYBALL COURT

For all emergencies, call 911. To report a problem or for any inquiries please see the South Clubhouse park attendant or call (352) 684-0160.

- (1) Volleyball court hours of Operation 8 am – Dusk
- (2) Volleyball court is for Patrons and guests only.
- (3) All guests must be accompanied by a Patron at all times. The Patron is fully responsible for their guests' behavior.
- (4) Children under the age of 12 must be supervised by someone 18 years of age or older.
- (5) Sand court is for volleyball play only.
- (6) Pets are prohibited on sand court.
- (7) No picking up and throwing sand.
- (8) Do not pull or hang on volleyball net.
- (9) The use of profanity or disruptive behavior is prohibited.
- (10) Please clean up any trash brought to the volleyball court. Glass containers are prohibited.
- (11) If anything is wrong with the sand court or the volleyball net please report to clubhouse staff immediately.
- (12) In case of an emergency call 911 and report to club staff immediately.

MULTI-PURPOSE FIELD RULES

For all emergencies, call 911. To report a problem or for any inquiries please see the South Clubhouse park attendant or call (352) 684-0160.

- (1) The courts are designated for Patrons only. If a Patron brings a guest, the Patron must be present the entire time.
- (2) The multi-purpose field is open from 8 am to Dusk (time set by staff), 7 days a week. Staff reserves the right to close field down for safety concerns, repairs, holidays, and inclement weather.
- (3) There is to be NO offensive or foul language.
- (4) There are NO reservations; the field is first come, first serve.
- (5) If there are people waiting for the multi-purpose field, there is a 90-minute maximum play time.
- (6) No motorized vehicles permitted.
- (7) You must have your driver's license or Access Card available for staff if necessary. Staff may ask for proof of residency of Sterling Hill or Non-Resident Patron status.
- (8) Guests are required to adhere to the same policies and regulations as Patrons.
- (9) Proper athletic footwear is required.
- (10) No dogs or other animals are permitted on the multi-purpose field.
- (11) No amplified music on the multi-purpose field.
- (12) No glass containers permitted. Please dispose of any trash brought to the field.
- (13) Use of the multi-purpose field or any amenity on Sterling Hill property is "Play At Your Own Risk".
- (14) Staff reserves the right to ask any users to leave if rules and regulations are not being followed.

PICKLEBALL COURT RULES

For all emergencies, call 911. To report a problem or for any inquiries please see the South Clubhouse park attendant or call (352) 684-0160.

- (1) The courts are designated for Patrons only. If a Patron brings a guest the Patron must be present at the courts the entire time.
- (2) The pickleball courts are open from 8 am to dusk (time set by staff), 7 days a week. Staff reserves the right to close courts down for safety concerns, repairs, holidays, and inclement weather.
- (3) There is to be NO offensive or foul language.
- (4) There are NO reservations; the courts are first come, first serve.
- (5) If there are people waiting for a pickleball court, there is a 60-minute maximum playing time.
- (6) Pickleball courts are to be used for pickleball playing only. Roller blades, skate boards, bikes, hover boards, scooters and e-bikes are prohibited.
- (7) You must have your driver's license or Access Card available for staff if necessary. Staff may ask for proof of residency of Sterling Hill or Non-Resident Patron status.
- (8) Guests are required to adhere to the same policies and regulations as Patrons.
- (9) Proper athletic footwear is required.
- (10) Dogs and other animals are prohibited on the pickleball courts.
- (11) No amplified music on the pickleball courts.

- (12) No glass containers permitted on the pickleball courts. Please dispose of any trash brought to the pickleball courts.
- (13) No smoking, vaping, or tobacco products allowed on pickleball courts.
- (14) Use of the pickleball courts or any amenity on Sterling Hill property is "Play At Your Own Risk".
- (15) Staff reserves the right to ask any users to leave if rules and regulations are not followed.

DOG PARK

For all emergencies, call 911. To report a problem or for any inquiries please see the South Clubhouse park attendant or call (352) 684-0160.

- (1) Dog Park Hours of Operation: 8 am – Dusk
- (2) No children under the age of 16 are permitted unless accompanied by an adult 18 years of age or older.
- (3) The Sterling Hill dog park is available for use by Patrons and their guests.
- (4) All persons entering the dog park assume any and all risk to their own safety and that of their dogs.
- (5) Dog owners are responsible for the actions and behavior of their dogs at all times.
- (6) All dogs must be properly licensed and have their current vaccinations to enter dog park.
- (7) All dogs must have owner ID tags on at all times.
- (8) No dog may be left unattended at any time.
- (9) Female dogs in heat and puppies younger than 4 months old are prohibited at all times.
- (10) Limit of 3 dogs per person.
- (11) All dogs must be on a leash when entering and leaving the park.
- (12) No spiked, pronged, or choke collars allowed.
- (13) Dogs must be removed from the park at the first sign of aggression.
- (14) Dogs that have attacked or bitten any person or another person's pet shall be prohibited.
- (15) Dog owner / handler is responsible for picking up and disposing of their dog's waste in an appropriate outdoor receptacles.
- (16) No dog or human food allowed, and no glass containers permitted.
- (17) Dog owners must immediately stop their dog from digging, and fill in any holes dug by their dog, immediately.
- (18) Dogs are the only animals permitted within the dog park.
- (19) Dogs must be under voice command at all times.
- (20) Smoking is prohibited.

PLAYGROUND

For all emergencies, call 911.

- (1) Playground Hours of Operation: 8 am - 9 pm
- (2) Patrons and their guests may utilize the Playground at their own risk.
- (3) For the safety of all children and adults, only children between the age of 2 years old and 12 years of age may use the equipment.
- (4) Children under the age of 12 must be supervised by someone age 18 or older.
- (5) Patrons and their guests are responsible for the behavior of their children.
- (6) Proper footwear is required. NO loose clothing, especially with strings, should be worn.
- (7) Pets are prohibited in the playground area (with the exception of service animals).
- (8) Roughhousing is prohibited.

- (9) Throwing sand, mulch, sticks, or any other like item is prohibited.
- (10) Hard balls (baseball, basketball, tennis, etc.) are prohibited on the playground.
- (11) Playground equipment is for all children. They shall take turns and share the equipment.
- (12) All children are expected to play cooperatively with others.
- (13) No jumping off from any high climbing bars, platforms, or playground equipment.
- (14) Improper use of the equipment will not be tolerated. Use traditional methods when going up and down slides.
- (15) Persons using the playground must clean up any trash brought to the playground. Glass containers are prohibited.
- (16) The use of profanity, horseplay, or disruptive behavior is prohibited.
- (17) Please call 911 for all emergencies. If anything is wrong with the equipment or someone gets hurt, notify clubhouse staff immediately.

SWIMMING POOL

For all emergencies, call 911.

- (1) The swimming pool facilities are open from 10:00am to dusk (dusk time is set by staff's discretion). If the pool or deck is closed for maintenance, signs will be posted.
- (2) There is no lifeguard on duty, and all swimmers must enter through the building. Pool and splash pad rules are posted on pool and splash pad deck.
- (3) You must shower before entering pool.
- (4) You must have an Access Card to gain access to the pool. Proof of residency and ID must be verified if you do not have your Access Card.
- (5) Each household may bring up to five (5) guests for use of the pool facilities but must accompany their guests at all times.
- (6) No Lifeguard on Duty! Persons using the pool or clubhouse facilities do so at their own risk.
- (7) Children under the age of 16 must be accompanied by an adult 18 years of age or older at all times while using the pool facilities.
- (8) Infants and toddlers who are still in diapers MUST wear an approved swim diaper or rubber swim pants. Diapers are not permitted in the pool.
- (9) All persons using the pool facilities shall obey the capacity requirements as defined by Hernando County.
- (10) Proper swimming attire must be worn while using the pool facilities. (Bathing suits only, no sagging basketball/athletic shorts, jeans, sports bras, Brazil-French cut, thong style, and/or translucent swimwear). Attire must be suitable for a family environment.
- (11) No running or horseplay is allowed in the pool facilities.
- (12) No diving or flipping is allowed.
- (13) Flotation devices are allowed in the pool; however they must not interfere with the enjoyment of other guests using the pool.
- (14) No balls allowed, and toys should not be thrown within the pool or pool area.
- (15) No rough housing or chicken fighting is allowed in the swimming pool.
- (16) No smoking, vaping, or electronic cigarettes are permitted.
- (17) No animals are allowed in the pool facilities.
- (18) No food or drinks are allowed within 6 feet of the pool.
- (19) Coolers will be checked by staff. No glass containers or alcohol are allowed in pool area.
- (20) Radios and other music devices are prohibited; unless they are used with personal headphones.
- (21) Pool furniture shall not be removed from the pool deck area or placed into the swimming pool.
- (22) No cursing, offensive language or offensive gestures are allowed.

- (23) The swimming pool and pool deck will be cleared by staff if lightning is within an 8-mile radius (determined by lightning detection device). The pool will re-open no sooner than 30 minutes after the last sound of thunder (determined by staff).
- (24) If the pool is contaminated it will be shut down and cleaned as per Center of Disease Control and Prevention (Chapter 64E-9 Florida Admin Code).
- (25) Belongings left in the pool facilities after dusk shall be placed in the clubhouse's "Lost & Found" for a period of one week. If the item(s) are not claimed, they will be discarded.

SPLASH PAD

For all emergencies, call 911. To report a problem or for any inquiries please see the South Clubhouse park attendant or call (352) 684-0160.

- (1) Hours of operation are 10:00 AM to Dusk (varies by time of year).
- (2) All persons using the splash pad do so at their own risk. No lifeguard on duty.
- (3) You must have an Access Card to gain access to the splash pad. Proof of residency and/or ID will be required if you do not have your Access Card.
- (4) Each household may bring up to five (5) guests for use of the splash pad facilities but must accompany their guests at all times.
- (5) Facility staff has the authority to deny access and/or usage of Splash Pad at any time if maximum bathing load is reached, as defined by Hernando County. (Max bathing load 11)
- (6) Splash pad may be closed at any time due to inclement weather, unforeseen circumstances, certain seasons of the year, or for maintenance.
- (7) The splash pad area cannot be reserved, as it is not a rentable area. Splash Pad use is on a first-come, first serve basis until facility reaches maximum bathing load (11), as defined by Hernando County.
- (8) Children under the age of 12 must be accompanied by an adult eighteen (18) years or older. Proof of age may be required.
- (9) Children who are not toilet trained must wear approved swim diapers, regular diapers are not permitted. No changing of diapers at splash pad.
- (10) Proper swim attire is required.
- (11) Persons experiencing diarrhea must not use the splash pad.
- (12) Persons with open cuts, sores, blisters, infections or diseases that may be transmitted by water are prohibited.
- (13) If splash pad is contaminated it will be shut down and cleaned as per Center of Disease Control and Prevention (Chapter 64E-9 Florida Admin Code).
- (14) No alcoholic beverages allowed.
- (15) No smoking, vaping, or tobacco products permitted.
- (16) Patrons are responsible for their guests and their behavior. Parents are responsible for their children's behavior.
- (17) No running, flipping, rough housing, or hanging on any of the equipment.
- (18) Do not drink or swallow the water, it is re-circulated chlorinated water system.
- (19) All participants should conduct themselves in a courteous, safe, and family-oriented manner. No cursing, offensive language, or offensive gestures are allowed.
- (20) Do not place any pool furniture on the splash pad.
- (21) No food or drink is permitted within 12' of splash pad, paver area only. No glass. No gum.
- (22) No animals are permitted on the splash pad.

- (23) No one is permitted to play music which is audible to others, headphones or earbuds only.
- (24) Do not cover any water fixtures or drains.
- (25) The District and/or facility staff are not responsible for any lost or stolen items.

FITNESS CENTER

For all emergencies, call 911.

- (1) Fitness Center Hours are 5:00 AM – 10:00 PM; 7 days a week. Interior lights will shut off automatically at 10pm, and alarm will activate. Staff will post when closed for holidays and maintenance.
- (2) Fitness center is for Patrons only, unless special permission is granted for guests.
- (3) Age Requirements:
 - o Users must be 16 years of age or older to use fitness center without parent or legal guardian.
 - o Children ages 13-15 must be accompanied by a parent or legal guardian who remains present at all times.
 - o No one under the age of 13 is permitted in the fitness center. No exceptions!
 - o Patrons age 18 or older may request one-day approval for guests from manager.
 - o Age verification in the form of picture ID or birth certificate may be required any time by staff.
- (4) The facilities are under video surveillance. All activities are being recorded 24 hours a day.
- (5) In case of an emergency dial 911
- (6) You must have your Access Card to gain access.
- (7) No Tailgating - You may not open the fitness center doors for someone without an Access Card. If you do so you may be asked to leave, have your access suspended, or access terminated completely.
- (8) There is a 25-minute time limit on the fitness equipment when others are waiting.
- (9) All concerns, equipment malfunctions, damaged equipment and/or maintenance should be reported to clubhouse staff.
- (10) Use of the facility is at your own risk. Please use caution when exercising.
- (11) No dropping weights, emotional outbursts, or loud grunting while working out. Respect others.
- (12) No loud or offensive language or behavior.
- (13) No radio or music from cell phones or other devices. Headphones or ear buds are permitted.
- (14) All personal items must be kept off the workout floor.
- (15) Keep the facility clean. Put weights back where they belong, and pick up after yourself.
- (16) Fitness machines and equipment must be wiped down after each use with wipes or spray provided.
- (17) No loitering, drug use, smoking, electronic smoking devices, or alcohol of any kind is permitted in the fitness center facility.
- (18) Do not deface or destroy any property within the fitness center to include walls, floors, equipment, and restrooms. You will be responsible for the cost of repair.
- (19) Proper workout attire is mandatory. Closed toe athletic shoes, athletic shorts or pants, and shirt required. No sandals, flip-flops, boots, dress shoes, jeans or street clothes permitted.
- (20) Proper hygiene is required. You must wear clean clothes and avoid inappropriate body odor, strong perfumes, or cologne.
- (21) Please use all fitness equipment properly and in a safe manner.

- (22) Water or other sports drinks must be contained in non-breakable spill proof containers.
- (23) No outside food is permitted.
- (24) Animals are prohibited in the fitness center.

SUSPENSION AND TERMINATION OF PRIVILEGES

General Policy. All persons using the Amenities and entering District property shall comply with the Amenity Policies established for the safe operations and maintenance of the District's Amenities. To protect the rights and privileges of rule-abiding Patrons, inappropriate behavior by Patrons will not be tolerated.

- (1) **Suspension of Access and Use Privileges.** The District, through its Board, District Manager, Amenity Manager and District Counsel shall have the right to restrict, suspend or terminate the Amenity privileges of any person to use the Amenities for any of the following behavior:

- (a) Submits false information on any application for use of the Amenities;
- (b) Permits the unauthorized use of an Access Card;
- (c) Exhibits unsatisfactory behavior, deportment or appearance;
- (d) Fails to pay amounts owed to the District in a proper and timely manner;
- (e) Fails to abide by any District rules or policies (e.g., Amenity Policies);
- (f) Treats the District's supervisors, staff, general/amenity management, contractors or other representatives, or other Patrons, in an unreasonable or abusive manner;
- (g) Damages or destroys District property; or
- (h) Engages in conduct that is improper or likely to endanger the health, safety, or welfare of the District, or its supervisors, staff, amenities management, contractors or other representatives, or other residents or guests.

- (2) **Authority of District Staff.**

- (a) District Staff or their designee(s) may immediately remove any person from one or all Amenities if any of the above-referenced behaviors are exhibited or actions committed or if in his/her reasonable discretion it is the District's best interests to do so. District Staff may at any time restrict or suspend for cause or causes, including but not limited to those described above, any person's privileges to use any or all of the Amenities.
- (b) Anyone asked to leave by clubhouse staff for continued violations must gather their belongs and leave property in a timely manner. Refusal to leave the property may result in a further suspension of amenity privileges or possible trespass warrant if law enforcement is called for noncompliance.
- (c) Fighting, physical or verbal abuse of staff or other users of the Amenities, intentionally damage of District property, or illegal drugs or paraphernalia will be grounds for immediate removal, suspension, and/or trespass warrant.

- (3) Process for Suspension or Termination of Access and Use Privileges.** Subject to the rights of District Staff set forth in Paragraph (3) above, the following process shall govern suspension and termination of privileges:
- (a)** Offenses:
 - (a)** First Offense: Verbal warning by District Staff.
 - (b)** Second Offense: Depending on the severity of the offense, Staff may issue a second warning or ask the individual to leave immediately for the remainder of that day.
 - (c)** Third Offense: Suspension of all Amenity privileges for up to one (1) year, in the discretion of District staff. Such suspension shall run to the next regular meeting of the Board of Supervisors. At said meeting, the record of all previous offenses will be presented to the Board for recommendation of termination of the offender(s') privileges for up to one (1) calendar year. The length of the suspension is in the discretion of the Board and may be for less than one (1) year.
 - (b)** Notwithstanding the foregoing, any time a user of the Amenity is arrested for an act committed, or allegedly committed, while on the premises of the Amenity, or violates these Policies in a manner that, in the discretion of the District Staff upon consultation with one Board member, justifies suspension beyond the guidelines set forth above, such offender shall have all amenity privileges immediately suspended.
 - (c)** Any suspension or termination of Amenity privileges may be appealed to the Board of Supervisors for reversal or reduction. The Board's decision on appeal shall be final and binding.
- (4) Legal Action; Criminal Prosecution.** If any person is found to have committed any of the infractions noted herein, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature.

USE AT OWN RISK; INDEMNIFICATION

Any Patron, Guest, or other person who participates in the Activities (as defined below), shall do so at his or her own risk, and shall indemnify, defend, release, hold harmless, and forever discharge the District and its contractors, and the present, former, and future supervisors, staff, officers, employees, representatives, agents, and contractors of each (together, "Indemnitees"), for any and all liability, claims, lawsuits, actions, suits or demands, whether known or unknown, in law or equity, by any individual of any age, or any corporation or other entity, for any and all loss, injury, damage, theft, real or personal property damage, expenses (including attorney's fees, costs and other expenses for investigation and defense and in connection with, among other proceedings, alternative dispute resolution, trial court, and appellate proceedings), and harm of any kind or nature arising out of, or in connection with, the participation in the Activities, by said Patron, Guest, or other person, and any of his or her Guests and any members of his or her Household.

Should any Patron, Guest, or other person bring suit against the Indemnitees in connection with the Activities or relating in any way to the Amenities, and fail to obtain judgment therein against the Indemnitees, said Patron, Guest, or other person shall be liable to the District for all attorney's fees, costs, and other expenses for investigation and defense and in connection with, among other proceedings, alternative dispute resolution, trial court, and appellate proceedings.

The waiver of liability contained herein does not apply to any act of intentional, willful or wanton misconduct by the Indemnitees.

For purposes of this section, the term "Activities" shall mean the use of or acceptance of the use of the Amenities, or engagement in any contest, game, function, exercise, competition, sport, event, or other activity operated, organized, arranged or sponsored by the District, its contractors or third parties authorized by the District.

SOVEREIGN IMMUNITY

Nothing herein shall constitute or be construed as a waiver of the District's sovereign immunity or limitations on liability contained in Section 768.28, F.S., or other statutes or law.

SEVERABILITY

The invalidity or unenforceability of any one or more provisions of these policies shall not affect the validity or enforceability of the remaining provisions, or any part of the policies not held to be invalid or unenforceable.

AMENDMENTS AND WAIVERS

The Board in its sole discretion may amend these Amenity Policies from time to time. The Board by vote at a public meeting or the District Manager may elect in its/their sole discretion at any time to grant waivers to any of the provisions of these Amenity Policies, provided however that the Board is informed within a reasonable time of any such waivers.

Exhibit A: Rates, Fees, and Charges

EXHIBIT A

STERLING HILL COMMUNITY DEVELOPMENT DISTRICT

RATES, FEES, AND CHARGES

As Amended February 15, 2024

| Item | Rate |
|--|----------------------------|
| Activity/Party Room Rental (Patron) (6 hours) | \$75 |
| Activity/Party Room Rental (Non-Patron) (6 hours) | \$150 |
| Cleaning Deposit – Activity/Party Room Rental (Refundable) | \$100 |
| Boat/RV Storage | \$62.50/month (\$750/year) |
| Access Card Fee | \$15 |
| Annual Non-Resident Membership Fee | \$2500 |

NATURAL AREAS POLICY
Adopted September 19, 2024

1. **Purpose:** The following is the policy statement of the Sterling Hill Community Development District as it regards the natural buffer or environmentally sensitive areas that are scattered in large numbers throughout the community. This policy statement is consistent with the policies of other governments including Hernando County and the State of Florida regarding natural upland and wetland conservation/preservation areas.
2. **Natural Areas:** Certain natural areas are not intended to be maintained, and maintenance activities may be restricted by applicable permits and regulations. These areas are to be left untouched to allow for nature to take its normal course. Vegetation that dies or is damaged by storms or other “acts of God”, including but not limited to trees, are left to fulfill their role in nature’s process.
3. **No Trespassing:** There is no trespassing allowed in any designated wetland conservation areas, mitigation areas, DRAs, or other natural areas located on District property which are marked with “No Trespassing” signs. This includes regular pedestrian use, motorized vehicles, non-motorized vehicles, and all other unauthorized access, by residents of the District and otherwise. Trespassers will be reported to the local authorities.
4. **Unauthorized Clearing:** Should anyone remove, cut back, or damage District property in natural areas, except as specifically authorized by the District or this policy, they will be subject to reimbursement to the District for all costs associated with restoring the area in accordance with District, Hernando County, Southwest Florida Water Management District (SWFWMD) and any other regulatory agency standards and regulations.
5. **Property Owner Encroachments:** No one can encroach into the natural areas or other District property for any reason, including but not limited to maintenance, dumping, or placement of personal property of any kind. Should a property owner encroach onto District property, they will be asked to remove any items they have placed on the property and may be subject to further legal action to recover costs of removal.
6. **Threatening Trees:** Trees within or immediately adjacent to natural areas on District Property that have died and appear to pose a threat of falling and damaging an abutting property owner’s property may be addressed as follows:
 - a. The owner of the abutting property must initially contact the Hernando County Development Review Division or the SWFMD to assess the threat. If the tree is determined to pose a hazard, the abutting property owner shall provide the results of the Development Review Division’s or SWFMD’s review to the District, and any subsequent trimming and/or removal, if approved/permitted by the appropriate governing entity, shall be performed by the District.

- b. If it is determined that the tree does not pose a hazard, the property owner may elect to cut or remove the tree at their own expense, if approved/permitted by the appropriate governing entity. Such abutting property owner must secure permission from the District and shall then be responsible for any needed permitting or review by Hernando County and SWFWMD.
 - c. The goal of permitted trimming and/or removal, where approved, is to minimize disturbance to these areas.
- 7. **Fallen and Encroaching Trees:** If a tree does fall onto another's property, or if limbs grow over onto the property owner's property, that property owner may cut back or "limb" the tree as necessary to their property line. The rest of the tree is to be left as-is.
- 8. **Amendment:** This policy may be amended by the Board of Supervisors of the Sterling Hill Community Development District as the Board deems necessary.

Tab 5

RESOLUTION 2026-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE STERLING HILL COMMUNITY DEVELOPMENT DISTRICT TO DESIGNATE THE DATE, TIME AND PLACE OF A PUBLIC HEARING AND AUTHORIZATION TO PUBLISH NOTICE OF SUCH HEARING FOR THE PURPOSE OF ADOPTING RULES RELATING TO PARKING AND PARKING ENFORCEMENT.

WHEREAS, the Sterling Hill Community Development District (the “**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 Board of Supervisors of the District (the “**Board**”) is authorized by Sections 190.011(5) and 190.035, *Florida Statutes*, to adopt rules, orders, rates, fees and charges pursuant to Chapter 120, Florida Statutes; and

WHEREAS, the Board previously set a hearing on its proposed *Rules Relating to Parking and Parking Enforcement* (the “**Policy**”) and now desires to reschedule said hearing.

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

SECTION 1. The Board intends to adopt *Rules Relating to Parking and Parking*, a proposed copy of which is attached hereto as **Exhibit A**. The District will hold a public hearing on such Policy at a meeting of the Board to be held on **February 10, 2026, at 10:00 a.m. at the Sterling Hill North Clubhouse, 4411 Sterling Hill Blvd., Spring Hill, FL 34609**.

SECTION 2. The District Secretary is directed to publish notice of the hearing in accordance with Section 120.54, *Florida Statutes* and all prior actions taken for the purpose of publishing notice are hereby ratified.

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

PASSED AND ADOPTED this 9th day of December 2025.

ATTEST:

**STERLING HILL COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Proposed Rules Relating to Parking and Parking Enforcement

Exhibit A

Proposed Rules Relating to Parking and Parking Enforcement

[Begins on following page.]

STERLING HILL COMMUNITY DEVELOPMENT DISTRICT
POLICY FOR PARKING AND PARKING ENFORCEMENT

On _____, 2026, at a duly noticed public meeting, the Board of Supervisors of the Sterling Hill Community Development District (“District”) adopted the following policies to govern parking and parking enforcement. This policy repeals and supersedes all prior District rules or policies governing the same subject matter.

SECTION 1. INTRODUCTION AND APPLICATION. The District finds that Vehicles and Vessels (hereinafter defined) Parked (hereinafter defined) on certain grounds of the District causes hazards and danger to the health, safety and welfare of District residents, paid users and the public, and damages District property. This Policy is intended to provide a means by which the District may tow such improperly Parked Vehicles and Vessels, subject to certain exceptions.

SECTION 2. DEFINITIONS.

- A. *Abandoned.* Any Vehicle or Vessel that is not operational or has not been moved for a period of two (2) weeks shall be deemed abandoned.
- B. *Vehicle.* Any mobile item which normally uses wheels.
- C. *Vessel.* Every description of watercraft, barge, or airboat used or capable of being used as a means of transportation on water.
- D. *Park.* To leave a Vehicle or Vessel unattended by its owner or user.
- E. *Tow-Away Zone.* District property in which parking is prohibited and in which the District is authorized to initiate a towing and/or removal action, as identified at **Exhibit A**.

SECTION 3. PARKING ALLOWED ON LIMITED BASIS; PROHIBITION; EXCEPTIONS.

- A. *Designated Areas Only; Tow-Away Zones.* Vehicles and Vessels may park on District property only when such property has been designated for Parking by the District, whether by markings or signage on site, identification in this policy, or special permission granted on a case-by-case basis. Vehicles and Vessels may not Park on other grounds of the District, including but not limited to grassy areas near the ponds or bordering the roadways, at any time, unless an exception is granted by the District. Parking is not permitted in the areas identified at **Exhibit A**, and such areas are hereby designated as tow-away zones.
- B. *Abandoned Vehicles and Vessels.* Abandoned Vehicles and Vessels are not permitted to be Parked on District property at any time and are subject to towing at the owner’s expense.
- C. *Manner of Parking.* Vehicles and Vessels may not be Parked such that they utilize additional spaces, block access to District property, prevent the safe and orderly flow of

traffic, obstruct the ability of emergency vehicles to access roadways or property, cause damage to the District's property, restrict the normal operation of the District's business, or otherwise poses a danger to the District, its residents and guests, the general public, or the property of same.

D. *Exceptions.*

- a. Special Circumstances. The District Manager, Community Director, or Operations Director may issue a Parking permit to authorize an exception to this Policy for special events or as necessitated by special circumstances, in which case the Parking permit shall be for a limited time, and shall be posted in the windshield of the Vehicle or Vessel.
- b. Vendors and Food Trucks. Food Trucks invited to special District events and District vendors performing District business are exempt from this Policy, provided that such Food Trucks and vendors may not Park in a manner which threatens the health, safety, and welfare of District residents and guests or causes property damage, and are subject to special instructions issued by the District for their Parking.
- c. Delivery Vehicles and Governmental Vehicles. Delivery Vehicles, including but not limited to, U.S.P.S., U.P.S., Fed Ex, moving company Vehicles, and lawn maintenance vendors may Park on District property while actively engaged in the operation of such businesses. Vehicles owned and operated by any governmental unit may also Park on District property while carrying out official duties.

SECTION 4. ENFORCEMENT.

- A. *Towing.* Vehicles or Vessels Parked in violation of this Policy may be towed in the District's sole discretion and in accordance with the requirements and procedures set forth at Section 5 herein.
- B. *Amenity Suspension.* The District may, in its discretion, suspend the amenity privileges of the owner or operator of any Vehicle or Vessel Parked in violation of this Policy, in accordance with the District's adopted *Suspension and Termination of Access Rule*.

SECTION 5. TOWING/REMOVAL PROCEDURES.

- A. **SIGNAGE AND LANGUAGE REQUIREMENTS.** Signage providing notice shall be approved by the District's Board of Supervisors and shall be posted on District property in conspicuous locations and in a manner consistent with the requirements of section 715.07, *Florida Statutes*.
- B. **TOWING/REMOVAL AUTHORITY.** To effect towing/removal of a vehicle or vessel, the District Manager, Operations Director, or Community Director, or his/her designee must verify that the subject Vehicle or Vessel was not authorized to Park under this Policy and then must contact a firm authorized by Florida law to tow/remove Vehicles and Vessels

for the removal of such unauthorized Vehicle or Vessel at the owner's expense. The Vehicle or Vessel shall be towed/removed by the firm in accordance with Florida law, specifically the provisions set forth in section 715.07, *Florida Statutes*.

- C. AGREEMENT WITH AUTHORIZED TOWING SERVICE.** The District's Board of Supervisors is hereby authorized to enter into and maintain an agreement with a firm authorized by Florida law to tow/remove unauthorized vehicles and in accordance with Florida law and with the policies set forth herein.

SECTION 6. PARKING AT YOUR OWN RISK. Any permitted Parking pursuant to this Policy is at the driver's own risk. The District assumes no liability for any theft, vandalism and/or damage that might occur to personal property and/or Vehicles or Vessels. Parking is subject to all applicable Hernando County ordinances and regulations, and law enforcement may take action to enforce all such laws and ordinances.

SECTION 7. AMENDMENTS. Designated Amenity Parking areas may be added to or removed from this Policy without a formal hearing by motion of the District's Board of Supervisors, subject to installation of proper signage, adoption of a new map, and compliance with all other requirements of Florida law. Requirements of this Policy may be suspended by the District's Board of Supervisors or by the District Manager for good cause.

Exhibit A: Parking Map

Specific Authority: §§ 190.011(5), and 190.041, *Fla. Stat.*

Effective date: xxx

EXHIBIT A

[TO BE ADDED AFTER BOARD DISCUSSION]

Draft

Tab 6

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 **Tuesday, November 11, 2025, at 10:00 a.m.** at the Sterling Hill North Clubhouse located at 4411 Sterling Hill Boulevard, Spring Hill, Florida, 34609.

Present and constituting a quorum:

| | |
|------------------|--|
| Christina Miller | Board Supervisor, Chairman |
| Darrin Bagnuolo | Board Supervisor, Assistant Secretary |
| Nancy Feliu | Board Supervisor, Assistant Secretary |
| Michael Gebala | Board Supervisor, Assistant Secretary |

Also present were:

| | |
|-------------------|---|
| Darryl Adams | District Manager, Rizzetta |
| Sandra Manuele | Board Supervisor, Vice Chairman (via conference call) |
| Lauren Gentry | District Counsel, Kilinski/Van Wyk (via conference call) |
| Stephen Brietic | District Engineer, JMT Engineering |
| Jason Pond | Clubhouse Manager |
| Connie Mastroni | Clubhouse Manager |
| Jorge Ledesma | Account Manager, Juniper |
| Lindsey Maczynski | District Counsel, Kilinski/Van Wyk |
| John Toborg | Landscape Inspection Manager, Rizzetta |

| | |
|----------|-------------|
| Audience | None |
|----------|-------------|

FIRST ORDER OF BUSINESS**Call to Order**

Mr. Adams called the meeting to order at 10:00 a.m.

SECOND ORDER OF BUSINESS**Pledge of Allegiance**

Those in attendance recited the Pledge of Allegiance.

THIRD ORDER OF BUSINESS**Audience Comments on Agenda
Items**

There were no audience comments put forward.

FOURTH ORDER OF BUSINESS**BUSINESS ITEMS****A. Consideration of the Vending Machine License Agreement**

On a motion from Ms. Miller, seconded by Ms. Gebala, with all in favor, the Board of Supervisors approved the Vending Machine License Agreement, as presented, for the Sterling Hill Community Development District.

B. Consideration of the Amenity Policies and Rate

The District Counsel reviewed the amenity policies. The Board noted that the southside was not included in the policy. The District Counsel will revise the agreement accordingly.

C. Consideration of Resolution 2026-02; Setting Public Hearing on Parking and Towing Policies

The District Counsel will revise the document and add it to next month's agenda. The Board decided the public hearing will be held on January 13.

On a motion from Ms. Feliu, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the Resolution 2026-02; Setting Public Hearing on Parking and Towing Policies, as presented, for the Sterling Hill Community Development District.

FIFTH ORDER OF BUSINESS**Staff Reports****A. District Engineer**

Mr. Brletic provided feedback on the pickleball court.

On a motion from Ms. Miller, seconded by Ms. Bagnuolo, with all in favor, the Board of Supervisors approved proceeding with the project, not to exceed \$12,500, provided there is a guarantee that no additional damage will occur. Any damage caused must be repaired within 30 days, for the Sterling Hill Community Development District.

B. Landscape Inspection**1. Review of Landscape Inspection Report**

Mr. Toborg reviewed the Landscape Inspection Report

C. District Counsel

Ms. Gentry presented her report.

D. Amenity Management**1. Review of Amenity Report**

Mr. Pond reviewed his report. The Board requested that the DCSI Access Control Proposal be included with his report for next month.

E. District Manager**1. Review of District Manager Report and Monthly Financials**

Mr. Adams reviewed the District Manager Report and Monthly Financials. Also, he reminded the Board that the next meeting is scheduled for December 9, 2025, at 10:00 a.m.

2. Review of 3rd Quarter Website Report

Mr. Adams reviewed the 3rd Quarter Website Report

SIXTH ORDER OF BUSINESS**BUSINESS ADMINISTRATION****A. Consideration of Minutes of Board of Supervisors' Meeting held on October 14, 2025**

The Board requested edits on the following lines:

- Line 29 – Lindsey has a conference
- Line 36 – missing Ms. Eli
- Line 41 – Lynn Hayes was the District Manager in September and BDI for Engineering

On a motion from Mr. Bagnuolo, seconded by Ms. Miller, with all in favor, the Board of Supervisors approved the minutes of the regular meeting held on October 14, 2025, as amended, for the Sterling Hill Community Development District.

B. Ratification of Operations & Maintenance Expenditures for September 2025

On a motion from Ms. Gebala, seconded by Ms. Feliu, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenses for September 2025 (\$169,858.65), as discussed, for the Sterling Hill Community Development District.

SEVENTH ORDER OF BUSINESS**Audience Comments**

No comments presented at this time.

EIGHTH ORDER OF BUSINESS**Supervisor Requests**

There were no Supervisor requests put forward.

NINTH ORDER OF BUSINESS**Adjournment**

On a motion from Mr. Bagnuolo, seconded by Ms. Gebala, with all in favor, the Board of Supervisors adjourned the meeting at 12:32 a.m. for the Sterling Hill Community Development District.

Assistant Secretary

Chairman/Vice Chairman

Tab 7

STERLING HILL COMMUNITY DEVELOPMENT DISTRICT

District Office · Wesley Chapel, Florida · 813-994-1001

Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa Florida 33614

www.sterlinghillcdd.org

Operation and Maintenance Expenditures October 2025 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2025 through October 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented: **\$ 321,871.84**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2025 Through October 31, 2025

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|------------------------------|--------------|----------------|---|----------------|
| Brletic Dvorak, Inc. | 300246 | 2148 | Engineering Services 09/25 | \$ 320.00 |
| Christina Miller | 20251020-4 | CM101425-655 | Board of Supervisor Meeting 10/14/25 | \$ 200.00 |
| Darrin Bagnuolo | 20251020-3 | DB101425-655 | Board of Supervisor Meeting 10/14/25 | \$ 200.00 |
| DCSI, Inc. | 300252 | 34173 | Cloud Music Service Installations 09/25 | \$ 498.00 |
| DCSI, Inc. | 300252 | 34201 | Cloud Music Service Installations - South Clubhouse 09/25 | \$ 498.00 |
| DCSI, Inc. | 300252 | 34202 | North & South Clubhouse Cloud Music Subscription 09/25 | \$ 99.96 |
| DCSI, Inc. | 300247 | 34205 | Quarterly Monitoring Fitness Center -South Clubhouse 10/25 | \$ 128.97 |
| DCSI, Inc. | 300247 | 34206 | Quarterly Monitoring - North Clubhouse 10/25 | \$ 128.97 |
| DCSI, Inc. | 300260 | 34278 | Gate CCTV Upgrades 10/25 | \$ 17,537.00 |
| DCSI, Inc. | 300264 | 34281 | Cloud Cover Music Subscription - North & South Clubhouse 10/25 | \$ 99.96 |
| Egis Insurance Advisors, LLC | 300239 655 | 29595 REV | Policy# 100125639 10/01/2025 - 10/01/2026 Florida Insurance Alliance | \$ 64,326.00 |

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2025 Through October 31, 2025

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|--|--------------|------------------------------|---|----------------|
| FitRev, Inc. | 300253 | 36042 | Quarterly Preventative Maintenance 09/25 | \$ 235.00 |
| FitRev, Inc. | 300248 | 36336 | Fitness Maintenance 10/25 | \$ 509.00 |
| FitRev, Inc. | 300248 | 36419 | Fitness Maintenance 10/25 | \$ 181.00 |
| FitRev, Inc. | 300267 | 36567 | Fitness Maintenance 10/25 | \$ 95.00 |
| Florida Department of Commerce | 20251024 | 92778 ACH | Special District Fee for FY25-26 | \$ 175.00 |
| Florida Department of Revenue | 20251020 | 37-8015579013-3 09/25 ACH | 37-8015579013-3 Sales & Use Tax 09/25 | \$ 151.36 |
| Hernando County Utilities | 20251015-1 | SS00001-00 09/25 | North Clubhouse Water Bill 09/25 | \$ 405.13 |
| Hernando County Utilities | 20251015-2 | SS00013-00 09/25 | South Clubhouse Water Bill 09/25 | \$ 560.13 |
| Hernando Property Appraiser | 300265 | 101725 Hernando | Non Ad Valorem Assessment Roll Fees FY 25/26 | \$ 83,470.70 |
| In Line Fencing LLC | 300261 | INV0913 | Vinyl Fence Replacement 10/25 | \$ 1,263.32 |
| Juniper Landscaping of Florida, LLC | 300240 | 358504 | Fertilizer, Insect and Disease Control 09/25 | \$ 1,972.27 |

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2025 Through October 31, 2025

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|-------------------------------------|--------------|----------------|-------------------------------------|----------------|
| Juniper Landscaping of Florida, LLC | 300262 | 360108 | General Landscape Maintenance 10/25 | \$ 20,705.15 |
| Juniper Landscaping of Florida, LLC | 300249 | 360420 | Annual Rotation 09/25 | \$ 900.00 |
| Juniper Landscaping of Florida, LLC | 300254 | 361853 | Irrigation Repair 09/25 | \$ 4,220.62 |
| Juniper Landscaping of Florida, LLC | 300254 | 361854 | Irrigation Repair 10/25 | \$ 4,000.00 |
| Juniper Landscaping of Florida, LLC | 300254 | 361855 | Irrigation Repair 10/25 | \$ 2,322.78 |
| Juniper Landscaping of Florida, LLC | 300254 | 362490 | Irrigation Repairs 10/25 | \$ 4,551.51 |
| Juniper Landscaping of Florida, LLC | 300268 | 363063 | Irrigation Repairs 10/25 | \$ 919.53 |
| Juniper Landscaping of Florida, LLC | 300268 | 363064 | Irrigation Repairs 10/25 | \$ 1,514.11 |
| Juniper Landscaping of Florida, LLC | 300268 | 363065 | Irrigation Repairs 10/25 | \$ 4,002.54 |
| Juniper Landscaping of Florida, LLC | 300268 | 363114 | Irrigation Repair 10/25 | \$ 710.94 |
| Juniper Landscaping of Florida, LLC | 300272 | 363533 | Irrigation Repair 10/25 | \$ 1,000.00 |
| Kilinski Van Wyk, PLLC | 300255 | 13404 | Legal Services 09/25 | \$ 3,387.37 |

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2025 Through October 31, 2025

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|--------------------------------|--------------|----------------|---|----------------|
| Michael William Gebala | 20251020-1 | MG101425-655 | Board of Supervisor Meeting 10/14/25 | \$ 200.00 |
| Nancy E Feliu | 20251020-2 | NF101425-655 | Board of Supervisor Meeting 10/14/25 | \$ 200.00 |
| Outsmart Pest Management, Inc. | 300256 | 46098 | Pest Control Treatment North Clubhouse 10/25 | \$ 75.00 |
| Outsmart Pest Management, Inc. | 300256 | 46099 | Pest Control Treatment South Clubhouse 10/25 | \$ 75.00 |
| Outsmart Pest Management, Inc. | 300256 | 46100 | Bi-Annual Fire Ant Treatment South Clubhouse 10/25 | \$ 285.00 |
| Panzner's Tree Service, Inc. | 300263 | 4210 | Tree Removal Services 10/25 | \$ 5,000.00 |
| Rizzetta & Company, Inc. | 300238 | INV0000103513 | Personnel Reimbursement 09/25 | \$ 14,187.15 |
| Rizzetta & Company, Inc. | 300242 | INV0000103621 | District Management Fees 10/25 | \$ 5,786.84 |
| Rizzetta & Company, Inc. | 300243 | INV0000103730 | Assessment Roll FY25/26 | \$ 5,093.00 |
| Rizzetta & Company, Inc. | 300245 | INV0000103768 | Personnel Reimbursement, Amenity Management & Oversight 10/25 | \$ 18,321.17 |
| Rizzetta & Company, Inc. | 300270 | INV0000103857 | EE Recruiting & Cell Phone 09/25 | \$ 117.33 |
| Rizzetta & Company, Inc. | 300271 | INV0000104423 | Personnel Reimbursement 10/25 | \$ 16,762.65 |

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2025 Through October 31, 2025

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|---|--------------|---------------------------|---|----------------|
| Ronald J. & Jackie C. Wood | 300257 | 6305 | North & South Clubhouse Floor Cleaning 10/25 | \$ 180.00 |
| Sandra Manuele | 300258 | SM101425-655 | Board of Supervisor Meeting 10/14/25 | \$ 200.00 |
| School Now | 300250 | INV-SN-993 | CDD Website Services Annual Services 10/25 to 09/26 | \$ 1,537.50 |
| Shore Pool Services | 300259 | 3935 | Pool Maintenance North Clubhouse 10/25 | \$ 2,622.00 |
| Shore Pool Services | 300259 | 3986 | Pool Maintenance 10/25 | \$ 750.00 |
| Shore Pool Services | 300266 | 4002 | Pool Maintenance 10/25 | \$ 79.00 |
| Shore Pool Services | 300266 | 4007 | Pool Maintenance 10/25 | \$ 245.00 |
| Southern Automated Access Services, LLC | 300251 | 17064 | Service Call - Dunwoody 10/25 | \$ 208.00 |
| Southern Automated Access Services, LLC | 300251 | 17081 | CCTV Evaluation 10/25 | \$ 345.00 |
| Southern Automated Access Services, LLC | 300251 | 17092 | Service Call - Storage Lot 10/25 | \$ 183.00 |
| Southern Automated Access Services, LLC | 300273 | 17177 | Service Call - Brightstone 10/25 | \$ 115.00 |
| Southern Automated Access Services, LLC | 300269 | Monthly Summary 10/25 655 | Southern Phone Summary 10/25 | \$ 598.35 |

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2025 Through October 31, 2025

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|--|--------------|-------------------------------|---|-----------------------------|
| Talamesi Folasa | 300244 | 000133 | Gate Repairs 09/25 | \$ 1,680.00 |
| Talamesi Folasa | 300244 | 000134 | Gate Repairs 09/25 | \$ 2,600.00 |
| Talamesi Folasa | 300244 | 000137 | Gate Repairs 10/25 | \$ 2,700.00 |
| Valley National Bank | 20251028 | CC093025-655 ACH | Credit Card Expenses 09/25 | \$ 7,534.80 |
| Valley National Bank | 20251028-1 | CC093025-655-01 ACH | Credit Card Expenses 09/25 | \$ 372.75 |
| Waste Management Inc. of Florida | 20251021-2 | 1125449-1568-2 ACH | 14-49138-12001 Waste Disposal South Clubhouse 10/25 | \$ 165.82 |
| Waste Management Inc. of Florida | 20251021-1 | 1125540-1568-8 ACH | 15-19762-63003 Waste Disposal North Clubhouse 10/25 | \$ 165.82 |
| Withlacoochee River Electric Cooperative, Inc. | 20251010 | Monthly Summary 09/25 ACH 655 | Electric Services 09/25 | <u>\$ 12,197.34</u> |
| Report Total | | | | <u>\$ 321,871.84</u> |

Brletic Dvorak Inc
536 4th Ave South Unit 4
Saint Petersburg, FL 33701 US
(813) 361-1466
sbrletic@bdiengineers.com



INVOICE

BILL TO
Sterling Hill CDD
Rizzetta & Company
3434 Colwell Avenue
Suite 200
Tampa, Florida 33614
United States

INVOICE 2148
DATE 09/30/2025
TERMS Net 30
DUE DATE 10/30/2025

PROJECT NAME
Sterling Hill CDD

| | DESCRIPTION | QTY | RATE | AMOUNT |
|-----------|-------------------------------|------|-------|--------|
| Inspector | [September 04 - September 10] | 4:00 | 80.00 | 320.00 |

BALANCE DUE **\$320.00**

Pay invoice

RECEIVED
10-07-2025

Sterling Hill COMMUNITY DEVELOPMENT DISTRICT
Sep-25

| | <u>HOURS</u> | <u>RATE</u> | <u>PERSON</u> | <u>TOTAL</u> |
|--|--------------|-------------------------|---------------------------------------|----------------------------|
| <u>CDD Activities</u> | | | | |
| Board Meeting Prep, Attendance, Follow up Engineer's Reports/Invoicing | | \$210 | S. Brletic | \$0.00 |
| South Clubhouse Dog Park Redevelopment - Plans, Permitting, Site Visits | | \$210 \$150 \$120 | S. Brletic S. Brletic K. Wagner | \$0.00 \$0.00 \$0.00 |
| Barrington Road Reserve Review | 4.00 | \$80 | S. Ferguson | \$320.00 |
| INVOICE TOTAL | 4.00 | | | \$320.00 |

Sterling Hill CDD Meeting
Meeting Date: October 14, 2025

SUPERVISOR PAY REQUEST

RECEIVED
10-14-2025

| <u>Name of Board Supervisor</u> | <u>Check if paid</u> |
|---------------------------------|----------------------|
| Christina Miller | Yes |
| Sandra Manuele | Yes |
| Nancy Feliu | Yes |
| Michael Gebala | Yes |
| Darrin Bagnuolo | Yes |

NOTE: Supervisors are only paid if checked.

EXTENDED MEETING TIMECARD

| | |
|---------------------|-------------|
| Meeting Start Time: | 10:00am |
| Meeting End Time: | 11:56 am |
| Total Meeting Time: | 1 hr 56 min |

| | |
|---------------------------|----|
| Time Over <u>3</u> Hours: | no |
|---------------------------|----|

| | |
|--------------------------|--|
| Total at \$175 per Hour: | |
|--------------------------|--|

ADDITIONAL OR CONTINUED MEETING TIMECARD

| | |
|----------------------------------|----------|
| Meeting Date: | 10/14/25 |
| Additional or Continued Meeting? | |
| Total Meeting Time: | |
| Total at \$175 per Hour: | \$0.00 |

| | |
|-----------------------------|---------|
| Business Mileage Round Trip | |
| IRS Rate per Mile | \$0.700 |
| Mileage to Charge | \$0.00 |

DM Signature: _____

[Signature]



DCSI, Inc. "Security & Sound"
P.O. Box 265
Lutz, FL 33548
+9496500
info@dcsisecurity.com
http://DCSIsecurity.com

Invoice

BILL TO

Sterling Hill CDD
3434 Colwell Ave. Suite 200
Tampa, FL 33614

SHIP TO

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

| INVOICE # | DATE | TOTAL DUE | DUE DATE | TERMS | ENCLOSED |
|-----------|------------|-----------|------------|--------|----------|
| 34173 | 09/24/2025 | \$498.00 | 10/09/2025 | Net 15 | |

SALES REP
DC

| DATE | ACTIVITY | QTY | RATE | AMOUNT |
|------|---|-----|--------|--------|
| | This invoice is for the installation and setup of (2) commercial free music servers for Sterling Hill North. Cloud Cover Music Server Cloud Cover Music is a service that offers clean, commercial free, public performance license, remote control over the internet, and music mixes and scheduling. Cloud Cover Music Server \$249 includes installation and setup \$24.99 month per server / No contract | 2 | 249.00 | 498.00 |

Thank you for choosing DCSI, Inc as your "Security & Sound" company!

*ALL SYSTEMS COME WITH 90 DAYS WARRANTY ON LABOR AND ONE YEAR WARRANTY ON PARTS, UNLESS OTHERWISE NOTED.

**Returned Checks will receive \$25 NSF Fee.

***Late Fees are 1.5% per month

SUBTOTAL 498.00
TAX (6.5%) 0.00
TOTAL 498.00
BALANCE DUE

\$498.00

Pay invoice

RECEIVED
10-15-2025



DCSI, Inc. "Security & Sound"
P.O. Box 265
Lutz, FL 33548
+9496500
info@dcsisecurity.com
http://DCSIsecurity.com

Invoice

BILL TO

Sterling Hill CDD
3434 Colwell Ave. Suite 200
Tampa, FL 33614

SHIP TO

Sterling Hill CDD
South Clubhouse
4250 Sterling Hill Blvd.
Spring Hill, FL 34609

| INVOICE # | DATE | TOTAL DUE | DUE DATE | TERMS | ENCLOSED |
|-----------|------------|-----------|------------|--------|----------|
| 34201 | 09/24/2025 | \$498.00 | 10/09/2025 | Net 15 | |

SALES REP
DC

| DATE | ACTIVITY | QTY | RATE | AMOUNT |
|------|---|-----|--------|--------|
| | This invoice is for the installation and setup of (2) commercial free music servers for Sterling Hill South. Cloud Cover Music Server Cloud Cover Music is a service that offers clean, commercial free, public performance license, remote control over the internet, and music mixes and scheduling. Cloud Cover Music Server \$249 includes installation and setup \$24.99 month per server / No contract | 2 | 249.00 | 498.00 |

Thank you for choosing DCSI, Inc as your "Security & Sound" company!

*ALL SYSTEMS COME WITH 90 DAYS WARRANTY ON LABOR AND ONE YEAR WARRANTY ON PARTS, UNLESS OTHERWISE NOTED.

**Returned Checks will receive \$25 NSF Fee.

***Late Fees are 1.5% per month

SUBTOTAL 498.00
TAX (6.5%) 0.00
TOTAL 498.00
BALANCE DUE

\$498.00

Pay invoice

RECEIVED
10-16-2025



DCSI, Inc. "Security & Sound"
P.O. Box 265
Lutz, FL 33548
+9496500
info@dcsisecurity.com
http://DCSIsecurity.com

Invoice

BILL TO

Sterling Hill CDD
3434 Colwell Ave. Suite 200
Tampa, FL 33614

SHIP TO

Sterling Hill CDD
North & South Clubhouse
4411 & 4250 Sterling Hill Blvd.
Spring Hill, FL 34609

| INVOICE # | DATE | TOTAL DUE | DUE DATE | TERMS | ENCLOSED |
|-----------|------------|-----------|------------|--------|----------|
| 34202 | 09/24/2025 | \$99.96 | 10/09/2025 | Net 15 | |

P.O. NUMBER

Install Date:9/17/25

SALES REP

DC

| DATE | ACTIVITY | QTY | RATE | AMOUNT |
|------|--|-----|-------|--------|
| | Cloud Cover Music Server Subscription STERLING HILL NORTH: Cloud Cover Music is a service that offers clean, commercial free, public performance license, remote control over the internet, and music mixes and scheduling. \$24.99 month per server X 2 = \$49.98 / No contract | 2 | 24.99 | 49.98 |
| | Cloud Cover Music Server Subscription STERLING HILL SOUTH: Cloud Cover Music is a service that offers clean, commercial free, public performance license, remote control over the internet, and music mixes and scheduling. \$24.99 month per server X 2 = \$49.98 / No contract | 2 | 24.99 | 49.98 |

Thank you for choosing DCSI, Inc as your "Security & Sound" company!

*ALL SYSTEMS COME WITH 90 DAYS WARRANTY ON LABOR AND ONE YEAR WARRANTY ON PARTS, UNLESS OTHERWISE NOTED.

**Returned Checks will receive \$25 NSF Fee.

***Late Fees are 1.5% per month

| | |
|-------------|----------------|
| SUBTOTAL | 99.96 |
| TAX (6.5%) | 0.00 |
| TOTAL | 99.96 |
| BALANCE DUE | \$99.96 |

Pay invoice

RECEIVED
10-15-2025



DCSI, Inc. "Security & Sound"
P.O. Box 265
Lutz, FL 33548
+9496500
info@dcsisecurity.com
http://DCSIsecurity.com

Invoice

BILL TO

Sterling Hill CDD
3434 Colwell Ave. Suite 200
Tampa, FL 33614

SHIP TO

Sterling Hill CDD
South Clubhouse
4250 Sterling Hill Blvd.
Spring Hill, FL 34609

| INVOICE # | DATE | TOTAL DUE | DUE DATE | TERMS | ENCLOSED |
|-----------|------------|-----------|------------|--------|----------|
| 34205 | 10/02/2025 | \$128.97 | 10/17/2025 | Net 15 | |

P.O. NUMBER
01/11/22-XX-03i

SALES REP
Daniel Ciccarello

ACCT#/LOT/BLK
AN46226 - South Clubhouse

| DATE | ACTIVITY | QTY | RATE | AMOUNT |
|------|---|-----|--------|--------|
| | Alarm Monitoring Service:RR-C-429903i 24 HR ALARM MONITORING AND CELLULAR BACKUP SERVICE QUARTERLY INVOICING | 1 | 128.97 | 128.97 |

Thank you for choosing DCSI, Inc as your "Security & Sound" company!

*ALL SYSTEMS COME WITH 90 DAYS WARRANTY ON LABOR AND
ONE YEAR WARRANTY ON PARTS, UNLESS OTHERWISE NOTED.

**Returned Checks will receive \$25 NSF Fee.

***Late Fees are 1.5% per month

BALANCE DUE

\$128.97

RECEIVED
10-02-2025

Pay invoice



DCSI, Inc. "Security & Sound"
P.O. Box 265
Lutz, FL 33548
+9496500
info@dcsisecurity.com
http://DCSIsecurity.com

Invoice

BILL TO

Sterling Hill CDD
3434 Colwell Ave. Suite 200
Tampa, FL 33614

SHIP TO

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

| INVOICE # | DATE | TOTAL DUE | DUE DATE | TERMS | ENCLOSED |
|-----------|------------|-----------|------------|--------|----------|
| 34206 | 10/02/2025 | \$128.97 | 10/17/2025 | Net 15 | |

P.O. NUMBER
01/11/21-XX-03i

SALES REP
Daniel Ciccarello

ACCT#/LOT/BLK
AN46224 - North Clubhouse

| DATE | ACTIVITY | QTY | RATE | AMOUNT |
|------|---|-----|--------|--------|
| | Alarm Monitoring Service:RR-C-429903i 24 HR ALARM MONITORING AND CELLULAR BACKUP SERVICE QUARTERLY INVOICING | 1 | 128.97 | 128.97 |

Thank you for choosing DCSI, Inc as your "Security & Sound" company!

*ALL SYSTEMS COME WITH 90 DAYS WARRANTY ON LABOR AND
ONE YEAR WARRANTY ON PARTS, UNLESS OTHERWISE NOTED.

**Returned Checks will receive \$25 NSF Fee.

***Late Fees are 1.5% per month

BALANCE DUE

\$128.97

RECEIVED
10-02-2025

Pay invoice



DCSI, Inc. "Security & Sound"
P.O. Box 265
Lutz, FL 33548
+9496500
info@dcsisecurity.com
http://DCSIsecurity.com

Invoice

BILL TO

Sterling Hill CDD
3434 Colwell Ave. Suite 200
Tampa, FL 33614

| INVOICE # | DATE | TOTAL DUE | DUE DATE | TERMS | ENCLOSED |
|-----------|------------|-------------|------------|--------|----------|
| 34278 | 10/16/2025 | \$17,537.00 | 10/31/2025 | Net 15 | |

SALES REP
DC

ACCT#/LOT/BLK
Gate CCTV upgrades

| DATE | ACTIVITY | QTY | RATE | AMOUNT |
|------------|--|-----|----------|-----------|
| 10/03/2025 | Camera System (1) MD8- 8ch 4K hybrid recorder with advanced AI for license plates (1) 4TB surveillance hard drive (2) IP5TRVG- 5MP AI OCR LPR turret camera with 2.8-12mm lens Black (2) BBSB- Outdoor back boxes Black (1) TPE-S50 6 Port PoE+ switch Wire, conduit, installation, and programming Included. | 9 | 1,899.00 | 17,091.00 |
| 10/03/2025 | Camera System Parts (3) TP-Link AC1200 WiFi router (Brackenwood, Haverhill, Glenburne) (1) H5TRF- 5MP analog Colormax camera with 3.6mm lens (Glenburne) Installation and Programming included. This invoice is for upgrading the nine gates listed below to Advanced Optical Character Recognition LPR recorders with hard drives and two Optical Character Recognition LPR cameras per gate. (9) Villages Included: Arboglades, Edgemere, Brightstone Place, Brackenwood, Amersham Isle, Glenburne, Mandalay Place, Dunwoody, Haverhill | 1 | 446.00 | 446.00 |

Thank you for choosing DCSI, Inc as your "Security & Sound" company!

*ALL SYSTEMS COME WITH 90 DAYS WARRANTY ON LABOR AND ONE YEAR WARRANTY ON PARTS, UNLESS OTHERWISE NOTED.

**Returned Checks will receive \$25 NSF Fee.

***Late Fees are 1.5% per month

| | |
|-------------|--------------------|
| SUBTOTAL | 17,537.00 |
| TAX (6.5%) | 0.00 |
| TOTAL | 17,537.00 |
| BALANCE DUE | \$17,537.00 |

RECEIVED
10-17-2025



DCSI, Inc. "Security & Sound"
P.O. Box 265
Lutz, FL 33548
+9496500
info@dcsisecurity.com
http://DCSIsecurity.com

Invoice

BILL TO

Sterling Hill CDD
3434 Colwell Ave. Suite 200
Tampa, FL 33614

SHIP TO

Sterling Hill CDD
North & South Clubhouse
4411 & 4250 Sterling Hill Blvd.
Spring Hill, FL 34609

| INVOICE # | DATE | TOTAL DUE | DUE DATE | TERMS | ENCLOSED |
|-----------|------------|-----------|------------|--------|----------|
| 34281 | 10/17/2025 | \$99.96 | 11/01/2025 | Net 15 | |

P.O. NUMBER

Install Date:9/17/25

SALES REP

DC

| DATE | ACTIVITY | QTY | RATE | AMOUNT |
|------|--|-----|-------|--------|
| | Cloud Cover Music Server Subscription STERLING HILL NORTH: Cloud Cover Music is a service that offers clean, commercial free, public performance license, remote control over the internet, and music mixes and scheduling. \$24.99 month per server X 2 = \$49.98 / No contract | 2 | 24.99 | 49.98 |
| | Cloud Cover Music Server Subscription STERLING HILL SOUTH: Cloud Cover Music is a service that offers clean, commercial free, public performance license, remote control over the internet, and music mixes and scheduling. \$24.99 month per server X 2 = \$49.98 / No contract | 2 | 24.99 | 49.98 |

Thank you for choosing DCSI, Inc as your "Security & Sound" company!

*ALL SYSTEMS COME WITH 90 DAYS WARRANTY ON LABOR AND ONE YEAR WARRANTY ON PARTS, UNLESS OTHERWISE NOTED.

**Returned Checks will receive \$25 NSF Fee.

***Late Fees are 1.5% per month

SUBTOTAL 99.96

TAX (6.5%) 0.00

TOTAL 99.96

BALANCE DUE **\$99.96**

Pay invoice

RECEIVED
10-17-2025



Sterling Hill Community Development District
c/o Rizzetta & Company
3434 Colwell Ave., Ste 200
Tampa, FL 33614

INVOICE

| | |
|-------------------------|--|
| Customer | Sterling Hill Community Development District |
| Acct # | 513 |
| Date | 09/18/2025 |
| Customer Service | Yvette Nunez |
| Page | 1 of 1 |

| Payment Information | |
|------------------------|--------------------|
| Invoice Summary | \$ 64,326.00 |
| Payment Amount | \$64,326.00 |
| Payment for: | Invoice#29595 |
| 100125639 | |

Thank You

Please detach and return with payment



Customer: Sterling Hill Community Development District

| Invoice | Effective | Transaction | Description | Amount |
|---------|------------|--------------|--|-----------|
| 29595 | 10/01/2025 | Renew policy | Policy #100125639 10/01/2025-10/01/2026 Florida Insurance Alliance Package - Renew policy Due Date: 9/18/2025 General Liability \$5,970.00 Property \$53,722.00 Public Officials Liability \$4,634.00 | 64,326.00 |

Please Remit Payment To:
 Egis Insurance and Risk Advisors
 P.O. Box 748555

RECEIVED
 09-30-2025

Total

\$ 64,326.00

Thank You

Remit Payment To: Egis Insurance Advisors

P.O. Box 748555
 Atlanta, GA 30374-8555

(321)233-9939

accounting@egisadvisors.com

Date

09/18/2025



7823 N Dale Mabry Hwy., STE 107
Tampa, FL 33614
Ofc: 813-870-2966
Fax: 813-870-2896

Invoice

| | |
|-----------|-----------|
| Date | Invoice # |
| 9/12/2025 | 36042 |

| |
|--|
| Bill To |
| Sterling Hills CDD 3434 Colwell Ave Suite 200 Tampa, Fl 33614 |

| |
|---|
| Ship To |
| Sterling Hills Jason Pond 4411 Sterling Hill Blvd. Spring Hill, FL 34609 |

| | | | |
|----------|----------|----------------|-----|
| S.O. No. | P.O. No. | Terms | Rep |
| | | Due on receipt | ZH |

| Item | Description | Ordered | Prev. Invoi... | Invoiced | Rate | Amount |
|--------------|---|---------|----------------|----------|--------|--------|
| PM Quarterly | Preventative Maintenance - adjusted, tightened, tested, lubricated and cleaned Fitness Equipment as needed | | | | 235.00 | 235.00 |

RECEIVED
10-13-2025

| | |
|------------------|----------|
| Subtotal | \$235.00 |
| Sales Tax (0.0%) | \$0.00 |
| Total | \$235.00 |
| Payments/Credits | \$0.00 |
| Balance Due | \$235.00 |

Invoices are considered delinquent thirty (30) days from the invoice date.
Interest shall accrue on all past due invoices at the rate of 1.5% per month, or
the maximum rate allowable by law, and the client agrees to be liable for all
costs related to collection of delinquent invoices, including court costs and
attorney's fees.



7823 N Dale Mabry Hwy,
STE 107
Tampa, FL 33614
Ofc: 813-870-2966
Fax: 813-870-2896

Invoice

| Date | Invoice # |
|-----------|-----------|
| 10/3/2025 | 36336 |

| Bill To |
|--|
| Sterling Hills CDD 3434 Colwell Ave Suite 200 Tampa, Fl 33614 |

| Ship To |
|---|
| Sterling Hills Jason Pond 4411 Sterling Hill Blvd. Spring Hill, FL 34609 |

| P.O. No. | Terms | Rep |
|----------|----------------|-----|
| | Due on receipt | ZH |

| Item | Description | Qty | Rate | Amount |
|---------------------|---|-----|--------|--------|
| Parts | Inflight functional trainer CABLE ASSEMBLY | 1 | 175.00 | 175.00 |
| Parts | Precor EFX BOOK HOLDER | 0 | 81.00 | 0.00 |
| Parts | Precor biceps/ triceps ARM PAD | 1 | 125.00 | 125.00 |
| Parts | Precor RBK SN HR GRIP | 2 | 12.00 | 24.00 |
| Labor | Labor | 2 | 80.00 | 160.00 |
| Freight Sales (INV) | Freight Charges are subject to change | 1 | 25.00 | 25.00 |

RECEIVED
10-03-2025

Subtotal \$509.00

Sales Tax (0.0%) \$0.00

Total \$509.00

Payments/Credits \$0.00

Balance Due \$509.00

Thank you for your order. We look forward to working with you in the future. If you have any questions or needs feel free to call us at 888-826-7867.

Invoices are considered delinquent thirty (30) days from the invoice date. Interest shall accrue on all past due invoices at the rate of 1.5% per month, or the maximum rate allowable by law, and the client agrees to be liable for all costs related to collection of delinquent invoices, including court costs and attorney's fees.



7823 N Dale Mabry Hwy,
STE 107
Tampa, FL 33614
Ofc: 813-870-2966
Fax: 813-870-2896

Invoice

| Date | Invoice # |
|-----------|-----------|
| 10/9/2025 | 36419 |

| Bill To |
|--|
| Sterling Hills CDD 3434 Colwell Ave Suite 200 Tampa, Fl 33614 |

| Ship To |
|---|
| Sterling Hills Jason Pond 4411 Sterling Hill Blvd. Spring Hill, FL 34609 |

| P.O. No. | Terms | Rep |
|----------|----------------|-----|
| | Due on receipt | ZH |

| Item | Description | Qty | Rate | Amount |
|---------------------|---|-----|--------|--------|
| Parts | Inflight functional trainer CABLE ASSEMBLY | 0 | 175.00 | 0.00 |
| Parts | Precor EFX BOOK HOLDER | 1 | 81.00 | 81.00 |
| Parts | Precor biceps/ triceps ARM PAD | 0 | 125.00 | 0.00 |
| Parts | Precor RBK SN HR GRIP | 0 | 12.00 | 0.00 |
| Labor | Labor | 1 | 80.00 | 80.00 |
| Freight Sales (INV) | Freight Charges are subject to change | 1 | 20.00 | 20.00 |

RECEIVED
10-09-2025

Subtotal \$181.00

Sales Tax (0.0%) \$0.00

Total \$181.00

Payments/Credits \$0.00

Balance Due \$181.00

Thank you for your order. We look forward to working with you in the future. If you have any questions or needs feel free to call us at 888-826-7867.

Invoices are considered delinquent thirty (30) days from the invoice date. Interest shall accrue on all past due invoices at the rate of 1.5% per month, or the maximum rate allowable by law, and the client agrees to be liable for all costs related to collection of delinquent invoices, including court costs and attorney's fees.



7823 N Dale Mabry Hwy,
STE 107
Tampa, FL 33614
Ofc: 813-870-2966
Fax: 813-870-2896

Invoice

| Date | Invoice # |
|------------|-----------|
| 10/23/2025 | 36567 |

| Bill To |
|--|
| Sterling Hills CDD 3434 Colwell Ave Suite 200 Tampa, Fl 33614 |

| Ship To |
|---|
| Sterling Hills Jason Pond 4411 Sterling Hill Blvd. Spring Hill, FL 34609 |

| P.O. No. | Terms | Rep |
|----------|----------------|-----|
| | Due on receipt | CJ |

| Item | Description | Qty | Rate | Amount |
|---------|---|-----|-------|--------|
| Service | Inflight Fitness FT1000 Functional Trainer S/N 32817 a screw of the assembly that brings the pulley up and down on the right column came loose. Tightened the screw and fixed the issue. In my tests at the moment, it looked like the screw will not come loose again. The machine is safe to use now. However, I recommend monitoring it for the screws coming loose again. | 1 | 95.00 | 95.00 |

RECEIVED
10-23-2025

| | | |
|---|-------------------------|---------|
| Thank you for your order. We look forward to working with you in the future. If you have any questions or needs feel free to call us at 888-826-7867. Invoices are considered delinquent thirty (30) days from the invoice date. Interest shall accrue on all past due invoices at the rate of 1.5% per month, or the maximum rate allowable by law, and the client agrees to be liable for all costs related to collection of delinquent invoices, including court costs and attorney's fees. | Subtotal | \$95.00 |
| | Sales Tax (0.0%) | \$0.00 |
| | Total | \$95.00 |
| | Payments/Credits | \$0.00 |
| | Balance Due | \$95.00 |

Fiscal Year 2025 - 2026 Special District State Fee Invoice and Profile Update

Required by sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

| | | | | |
|---------------------------|----------------------|----------------------|------------------|--|
| Date Invoiced: 10/01/2025 | | | | Invoice No: 92778 |
| Annual Fee: \$175.00 | 1st Late Fee: \$0.00 | 2nd Late Fee: \$0.00 | Received: \$0.00 | Total Due, Postmarked by 12/02/2025: \$175.00 |

STEP 1: Review the following profile and make any needed changes.

1. Special District's Name, Registered Agent's Name and Registered Office Address:

Sterling Hill Community Development District

Mr. William Rizzetta
3434 Colwell Ave, Suite 200
Tampa, Florida 33614



2. Telephone: 813-514-0400 Ext:
3. Fax: 813-514-0401
4. Email: brizzetta@rizzetta.com
5. Status: Independent
6. Governing Body: Elected
7. Website Address: sterlinghillcdd.org
8. County(ies): Hernando
9. Special Purpose(s): Community Development
10. Boundary Map on File: 05/29/2003
11. Creation Document on File: 05/29/2003
12. Date Established: 03/12/2003
13. Creation Method: Local Ordinance
14. Local Governing Authority: Hernando County
15. Creation Document(s): County Ordinance 2003-04
16. Statutory Authority: Chapter 190, Florida Statutes
17. Authority to Issue Bonds: Yes
18. Revenue Source(s): Assessments

STEP 2: Sign and date to certify accuracy and completeness.

By signing and dating below, I do hereby certify that the profile above (changes noted if necessary) is accurate and complete:

Registered Agent's Signature: William A. Rizzetta Date OCT 17 2025

STEP 3: Pay the annual state fee or certify eligibility for zero annual fee.

a. Pay the Annual Fee: Pay the annual fee by following the instructions at www.FloridaJobs.org/SpecialDistrictFee.

b. Or, Certify Eligibility for the Zero Fee: By initialing both of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, **BOTH** of the following statements and those on any submissions to the Department are true, correct, complete, and made in good faith. I understand that any information I give may be verified.

I, This special district is not a component unit of a general purpose local government as determined by the special district and its Certified Public Accountant; and,

I, This special district is in compliance with its Fiscal Year 2023 - 2024 Annual Financial Report (AFR) filing requirement with the Florida Department of Financial Services (DFS) and that AFR reflects \$3,000 or less in annual revenues or, is a special district not required to file a Fiscal Year 2023 - 2024 AFR with DFS and has included an income statement with this document verifying \$3,000 or less in revenues for the current fiscal year.

Department Use Only: Approved: Denied: Reason:

STEP 4: Make a copy of this document for your records.

STEP 5: Email this document to SpecialDistricts@Commerce.fl.gov or mail it to FloridaCommerce, Bureau of Budget Management, 107 East Madison Street, MSC #120, Tallahassee, FL 32399-4124. Direct questions to 850.717.8430.



State of Florida
Department of Revenue

[DOR Home](#) [e-Services Home](#) [Print Page](#) [Contacts](#) [Logout](#)
[Sales Tax](#) - [Click for Help](#) NODE: 4

Original Return

FOR YOUR RECORDS ONLY - DO NOT MAIL

Cancellations must be done before 5:00 p.m. ET on the submission date. If the submission is completed after 5:00 p.m. ET on the submission date, weekend, or holiday the cancellation must be done before 5:00 p.m. ET the next business day. All cancellations are permanently deleted from our database.

Access Source: 37-8015579013-3

Confirmation Number: 251017769554

DR15-EZ

Certificate Number Collection Period Confirm Date and Time

37-8015579013-3 09/2025 10/17/2025 2:10:11 PM ET

Location Address

4411 STERLING HILL BLVD
SPRING HILL, FL 34609-0866

STERLING HILL COMMUNITY
DEVELOPMENT DIST
3434 COLWELL AVE STE 200
TAMPA, FL 33614-8390

Contact Information

| | |
|-------|-----------------------|
| Name | Tracy Preston |
| Phone | (813) 533 - 2950 |
| Email | tpreston@rizzetta.com |

Debit Date: 10/20/2025
Amount for Check: \$151.36
Bank Routing Number:
Bank Account Number:
Bank Account Type: Checking
Corporate/Personal: Corporate
Name on Bank Account: STERLING HILL
COMMUNITY
DEVELOPMENT DIST

Due to federal security requirements, we can not process international ACH transactions. If any portion of the money used in the payment you may be making today came from a financial institution located outside of the US or its territories for the purpose of funding this payment, please do not proceed and contact the Florida Department of Revenue at 850-488-6800 to make other payment arrangements. By continuing, you are confirming that this payment is not an international ACH transaction. If you are unsure, please contact your financial institution.

I hereby authorize the Department of Revenue to process this ACH transaction and to debit the checking account identified above. I understand there may be service charges assessed on any transactions not honored by my bank.

Signature: Tracy Preston
Phone Number: 813-533-2950
Email Address: tpreston@rizzetta.com

- Gross Sales
(Do not include tax) 2328.64
- Exempt Sales
(Include these in Gross Sales, Line 1) 0.00
- Taxable Sales/Purchases
(Include Internet/Out-of-State Purchases) 2328.64

| Discretionary Sales Surtax Information | | | |
|--|---|----|------|
| Taxable Sales and | | | |
| A. | Purchases Not Subject to Discretionary Sales Surtax | \$ | 0.00 |
| B. | Total Discretionary Sales Surtax Due | \$ | 0.76 |

- Total Tax Due
(Include Discretionary Sales Surtax from Line B) \$ 151.36
- Less Lawful Deductions \$ 0.00
- Less DOR Credit Memo \$ 0.00
- Net Tax Due \$ 151.36
- a. Less (-) Collection Allowance; or if Late, \$ 0.00
- b. Plus (+) Penalty and Interest \$ 0.00
- Amount Due With Return \$ 151.36

You have chosen not to donate your collection allowance to education.

Payment you have authorized

151.36



MAIL PAYMENT TO:
HERNANDO COUNTY UTILITIES
P.O. BOX 30384
TAMPA, FL 33630-3384
(352) 754-4037 "AT YOUR SERVICE"
EMAIL: hcudcs@co.hernando.fl.us
www.hernandocounty.us

Statement Date
Account Number

09/24/25
SS00001-00

SHCDD NORTH PARK REC CTR
3434 COLWELL AVE STE 200
TAMPA FL 33614

Current Charges 405.13
Current Charges Due Date 10/14/25
Total Due 405.13

SS0000100 9 000040513 7 0



PLEASE FOLD AND TEAR THE TOP PORTION OF STATEMENT & RETURN WITH YOUR PAYMENT MADE PAYABLE TO HERNANDO COUNTY UTILITIES DEPARTMENT IN US FUNDS.
PLEASE DO NOT FOLD, CLIP OR STAPLE PAYMENT STUB. INCLUDE ACCOUNT NUMBER ON PAYMENT.

IMPORTANT MESSAGES

Effective October 1st, 2025 - New rates are in effect. Please visit <https://www.hernandocounty.us/departments/departments-n-z/utilities/> for more information.

ACCOUNT NUMBER

SS00001-00

ACCOUNT NAME

SHCDD NORTH PARK REC CTR

SERVICE ADDRESS

4411 STERLING HILL BLVD

TRANSPONDER ID

1830522390

RECEIVED
09-25-2025

| METER ID | METER SIZE/UNITS | METER READ | PREVIOUS READ | BILL FROM | BILL TO | DAYS IN READ | |
|-------------------|------------------|----------------------|------------------|--------------------------|-------------------------------|--------------------------|----|
| 60658034 | 1 1/2" | 5.0000 | 09/15/2025 | 08/14/2025 | 08/22/2025 | 09/24/2025 | 32 |
| AVG MONTHLY USAGE | | AVG USAGE LAST MONTH | | AVG SAME MONTH LAST YEAR | | 3 YR RESIDENTIAL AVERAGE | |
| 29300 | | 29700 | | 33100 | | | |
| CURRENT READ | PREVIOUS READ | CONSUMPTION | IRR CURRENT READ | IRR PREVIOUS READ | CONSUMPTION - AVG CONSUMPTION | | |
| 5565300 | 5537100 | 28200 | | | | | |

| Water Account | | | |
|---------------|---------|-------------------|-------|
| 1 | \$2.00 | 0 - 50,000 | 56.40 |
| 2 | \$3.20 | 50,001 - 100,000 | N/A |
| 3 | \$4.80 | 100,001 - 150,000 | N/A |
| 4 | \$6.90 | 150,001 - 250,000 | N/A |
| 5 | \$9.80 | 250,001 - 375,000 | N/A |
| 6 | \$13.50 | 375,001 - and up | N/A |

PREVIOUS BALANCE 512.12
PAYMENTS RECEIVED 512.12 CR
BALANCE FORWARD 0.00

Any Past Due Balance Must Be Paid Immediately to Avoid Interruption in Service

CURRENT ACTIVITY

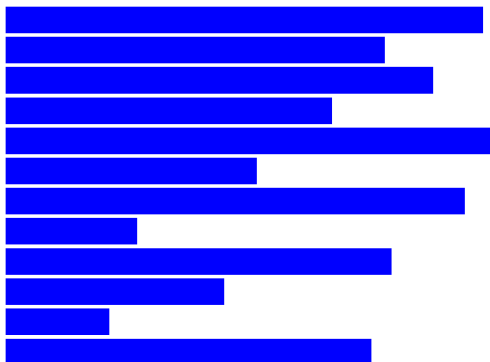
WATER USAGE 56.40
WATER BASE CHG 49.25

SEWER USAGE 169.48
SEWER USAGE - Billed at \$6.01/1,000 gallons
based on meter units
SEWER BASE CHG 130.00

TOTAL CURRENT CHARGES 405.13

TOTAL DUE 405.13

| HISTORY (GAL) | |
|---------------|-------|
| AUG | 42400 |
| JUL | 33700 |
| JUN | 38000 |
| MAY | 29000 |
| APR | 43600 |
| MAR | 22300 |
| FEB | 40800 |
| JAN | 11700 |
| DEC | 34300 |
| NOV | 19400 |
| OCT | 9200 |
| SEP | 32500 |



SS00001-00



MAIL PAYMENT TO:
HERNANDO COUNTY UTILITIES
P.O. BOX 30384
TAMPA, FL 33630-3384
(352) 754-4037 "AT YOUR SERVICE"
EMAIL: hcudcs@co.hernando.fl.us
www.hernandocounty.us

Statement Date
Account Number

09/24/25
SS00013-00

STERLING HILL COMM DEV COMM
3434 COLWELL AVE STE 200
TAMPA FL 33614

Current Charges 560.13
Current Charges Due Date 10/14/25
Total Due 560.13

SS0001300 6 000056013 5 0



PLEASE FOLD AND TEAR THE TOP PORTION OF STATEMENT & RETURN WITH YOUR PAYMENT MADE PAYABLE TO HERNANDO COUNTY UTILITIES DEPARTMENT IN US FUNDS.
PLEASE DO NOT FOLD, CLIP OR STAPLE PAYMENT STUB. INCLUDE ACCOUNT NUMBER ON PAYMENT.

IMPORTANT MESSAGES

Effective October 1st, 2025 - New rates are in effect. Please visit <https://www.hernandocounty.us/departments/departments-n-z/utilities/> for more information.

ACCOUNT NUMBER

SS00013-00

ACCOUNT NAME

STERLING HILL COMM DEV COMM

SERVICE ADDRESS

4250 STERLING HILL BLVD

TRANSPONDER ID

1564795098

RECEIVED
09-25-2025

| METER ID | METER SIZE/UNITS | METER READ | PREVIOUS READ | BILL FROM | BILL TO | DAYS IN READ |
|-------------------|------------------|----------------------|------------------|--------------------------|-------------------------------|--------------------------|
| 54750392 | 1" | 2.5000 | 09/15/2025 | 08/14/2025 | 08/22/2025 | 09/24/2025 32 |
| AVG MONTHLY USAGE | | AVG USAGE LAST MONTH | | AVG SAME MONTH LAST YEAR | | 3 YR RESIDENTIAL AVERAGE |
| 38900 | | 36200 | | 30100 | | |
| CURRENT READ | PREVIOUS READ | CONSUMPTION | IRR CURRENT READ | IRR PREVIOUS READ | CONSUMPTION - AVG CONSUMPTION | |
| 1850500 | 1796800 | 53700 | | | | |

| Water Account | | | |
|---------------|---------|-------------------|-------|
| 1 | \$2.00 | 0 - 25,000 | 50.00 |
| 2 | \$3.20 | 25,001 - 50,000 | 80.00 |
| 3 | \$4.80 | 50,001 - 75,000 | 17.76 |
| 4 | \$6.90 | 75,001 - 125,000 | N/A |
| 5 | \$9.80 | 125,001 - 187,500 | N/A |
| 6 | \$13.50 | 187,501 - and up | N/A |

PREVIOUS BALANCE 556.78
PAYMENTS RECEIVED 556.78 CR
BALANCE FORWARD 0.00

Any Past Due Balance Must Be Paid Immediately to Avoid Interruption in Service

CURRENT ACTIVITY

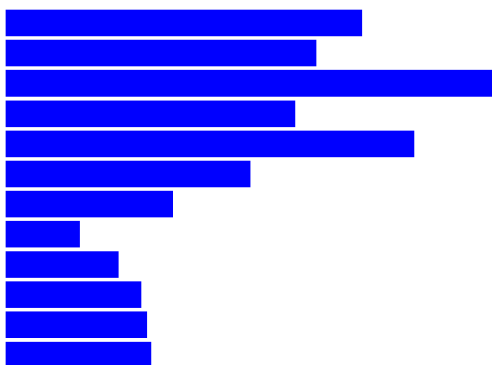
WATER USAGE 147.76
WATER BASE CHG 24.63

SEWER USAGE 322.74
SEWER USAGE - Billed at \$6.01/1,000 gallons
based on meter units
SEWER BASE CHG 65.00

TOTAL CURRENT CHARGES 560.13

TOTAL DUE 560.13

| HISTORY (GAL) | |
|---------------|-------|
| AUG | 53900 |
| JUL | 47000 |
| JUN | 74200 |
| MAY | 43800 |
| APR | 61800 |
| MAR | 37000 |
| FEB | 25300 |
| JAN | 11200 |
| DEC | 17100 |
| NOV | 20500 |
| OCT | 21400 |
| SEP | 22000 |



SS00013-00

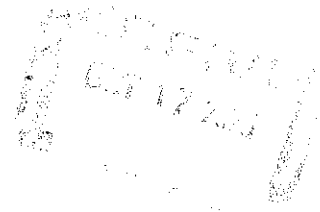
RANDY MAZOUREK
HERNANDO COUNTY PROPERTY APPRAISER
PHONE: (352) 754-4190
WEBSITE: WWW.HERNANDOPA-FL.US

◆ **BROOKSVILLE OFFICE** ◆
201 Howell Avenue, Suite 300
Brooksville, FL 34601-2042



◆ **WESTSIDE OFFICE** ◆
7525 Forest Oaks Blvd.
Spring Hill, FL 34606-2400

Rizzetta & Co.
3434 Colwell Avenue
Suite 200
Tampa, FL 33614



Re: Sterling Hill Community Development District

This notice serves as a reminder of fees due to the Hernando County Property Appraiser's Office that pertain to an inter-local agreement for the Sterling Hill Community Development District (CDD) Non Ad Valorem Assessment Roll for Fiscal Year 2025-2026:

Total value of the certified Non Ad Valorem Assessment Roll: \$2,782,356.51

Amount Due By January 14, 2026: \$83,470.70

(Fee: 3% of certified Non Ad Valorem Assessment Roll)

655-001 51300-3113

Checks should be made payable directly to the Hernando County Property Appraiser at 201 Howell Ave., Suite 300, Brooksville, FL 34601-2042.

Sincerely,

A large, stylized handwritten signature in black ink, appearing to read "Randy Mazourek".

Randy Mazourek
Hernando County Property Appraiser

CERTIFICATE
TO
NON-AD VALOREM ASSESSMENT ROLL

I, the undersigned, hereby certify that I am the Chairman of the Board, or authorized agent of Sterling Hill Community Development District

(name of local government)

located in Hernando County, Florida; as such I have satisfied myself that all property included or includable on the Non-Ad Valorem Assessment Roll for the aforesaid county is properly assessed so far as I have been able to ascertain; and that all required extensions on the above described roll to show the non-ad valorem assessments attributable to the property listed therein have been made pursuant to law.

I further certify that upon completion of this certificate and the attachment of same to the herein described Non-Ad Valorem Assessment Roll as a part thereof that said Non-Ad Valorem Assessment Roll will be delivered to the Tax Collector of this county.

In witness whereof, I have subscribed this certificate and caused the same to be attached to and made a part of the above described Non-Ad Valorem Assessment Roll this 27th day of August, 2025.

Total Record Count

1619

Zeroed Item Count

74

Assessment Record Count

1545

Total Assessment

\$ 2,782,356.51

Kayla Connell

(Chairman of the Board or Authorized Agent)

of Sterling Hill Community Development District

(Name of Local Government)

Hernando County, Florida

2,782,356.51
0.035
13 470 3955004



In Line Fencing LLC

Lic#CBC1262852
254 Garfield Ave
Brooksville, FL
8133821510
<https://www.inlinefencingllc.com>
inlinefencing727@gmail.com

INVOICE
INV0913

DATE
Oct 8, 2025

DUE
On Receipt

BALANCE DUE
USD \$1,263.32

BILL TO

Sterling Hill CDD

4411 Sterling Hill Blvd
Spring Hill, FL 34609
sterlinghillclub@live.com

| DESCRIPTION | RATE | QTY | AMOUNT |
|-----------------------|----------|-----|----------|
| White vinyl picket | \$3.99 | 44 | \$175.56 |
| Post Stiffener | \$43.00 | 12 | \$516.00 |
| 80lb concrete | \$5.98 | 12 | \$71.76 |
| Install labor minimum | \$500.00 | 1 | \$500.00 |

Payment Info

Scan this code to pay online



BY CHECK

In Line Fencing LLC

Please leave a rating/review on
https://search.google.com/local/writereview?placeid=ChIJO4o9c5KhwogRVwKhWYsa_NQ&source=g.page.m.id._

Please sign and return to lock-in install date.

Install date subject to change due to material shortages. Customer will be updated of any changes within 48hrs of install date.

If deposit is required for special order magerial it will be collected at time of invoice signing.

Invoice total due within 24hrs of job completion after final walkthrough.

5 year labor warranty, covers and defects cause by improper installation.

Limited lifetime material warranty, covers material defects by manufacturer.

| | |
|----------------|------------|
| SUBTOTAL | \$1,263.32 |
| TAX (6.5%) | \$0.00 |
| <hr/> | |
| TOTAL | \$1,263.32 |
| <hr/> | |
| BALANCE DUE | |
| USD \$1,263.32 | |
| <hr/> | |

RECEIVED
10-09-2025

Please Remit Payment to:

Juniper Landscaping of Florida, LLC
PO Box 628395
Orlando FL 32862-8395



Invoice 358504

| Bill To |
|--|
| Sterling Hill CDD c/o Rizzetta and Company 3434 Colwell Ave STE 200 Tampa , FL 33614 |

| Date | Due Date |
|----------------------|------------|
| 09/29/25 | 10/29/2025 |
| Account Owner | PO# |
| CHARLES HEMELGARN | |

| Item | Amount |
|--|----------|
| #348417 - Sterling Hill 2026-2026 Single Ticket Maintenance Renewal | |
| <i>Palm Fertilization SEPTEMBER - 09/25/2025</i> | \$630.65 |
| <i>Ornamentals Fertilization SEPTEMBER - 09/25/2025</i> | \$945.98 |
| <i>Insect and Disease Control - 09/25/2025</i> | \$395.64 |



Grand Total \$1,972.27

| 1-30 Days | 31-60 Days (Past Due) | 61-90 Days (Past Due) | 91-120 Days (Past Due) | 121+ Days (Past Due) |
|-------------|--------------------------|--------------------------|---------------------------|-------------------------|
| \$25,897.15 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

**Aging displayed on invoice only refers to balances after 1/1/18 for this property.

***This invoice is governed by, and specifically incorporates, the terms and conditions agreed to by the parties in the Proposal/Contract referenced above.

Thank you for allowing us to serve you.

JuniperLandscaping.com
(239) 561-5980

Please Remit Payment to:

Juniper Landscaping of Florida, LLC
PO Box 628395
Orlando FL 32862-8395



Invoice 360108

| Bill To |
|--|
| Sterling Hill CDD c/o Rizzetta and Company 3434 Colwell Ave STE 200 Tampa , FL 33614 |

| Date | Due Date |
|---------------|------------|
| 10/01/25 | 10/31/2025 |
| Account Owner | PO# |
| JORGE LEDESMA | |

| Item | Amount |
|---|-------------|
| #348417 - Sterling Hill 2025-2026 Single Ticket Maintenance Renewal October 2025 | \$20,705.15 |

RECEIVED
10-01-2025

Grand Total \$20,705.15

| 1-30 Days | 31-60 Days (Past Due) | 61-90 Days (Past Due) | 91-120 Days (Past Due) | 121+ Days (Past Due) |
|-------------|--------------------------|--------------------------|---------------------------|-------------------------|
| \$22,677.42 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

**Aging displayed on invoice only refers to balances after 1/1/18 for this property.

***This invoice is governed by, and specifically incorporates, the terms and conditions agreed to by the parties in the Proposal/Contract referenced above.

Thank you for allowing us to serve you.

JuniperLandscaping.com
(239) 561-5980

Please Remit Payment to:

Juniper Landscaping of Florida, LLC
PO Box 628395
Orlando FL 32862-8395



Invoice 360420

| Bill To |
|--|
| Sterling Hill CDD c/o Rizzetta and Company 3434 Colwell Ave STE 200 Tampa , FL 33614 |

| Date | Due Date |
|---------------|------------|
| 10/01/25 | 10/31/2025 |
| Account Owner | PO# |
| JORGE LEDESMA | |

| Item | Qty/UOM | Rate | Ext. Price | Amount |
|---|-----------|---------|------------|----------|
| #357929 - Sterling Hill September flower rotation | | | | \$900.00 |
| <i>Landscape Material - 09/05/2025</i> | | | | |
| Enhancement Labor | 8.00HR | \$56.25 | \$450.00 | |
| Seasonal Annuals - 04" | 300.0004" | \$1.50 | \$450.00 | |



Grand Total \$900.00

| 1-30 Days | 31-60 Days (Past Due) | 61-90 Days (Past Due) | 91-120 Days (Past Due) | 121+ Days (Past Due) |
|-------------|--------------------------|--------------------------|---------------------------|-------------------------|
| \$23,577.42 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

**Aging displayed on invoice only refers to balances after 1/1/18 for this property.

***This invoice is governed by, and specifically incorporates, the terms and conditions agreed to by the parties in the Proposal/Contract referenced above.

Thank you for allowing us to serve you.

JuniperLandscaping.com
(239) 561-5980

Please Remit Payment to:

Juniper Landscaping of Florida, LLC
PO Box 628395
Orlando FL 32862-8395



Invoice 361853

| Bill To |
|--|
| Sterling Hill CDD c/o Rizzetta and Company 3434 Colwell Ave STE 200 Tampa , FL 33614 |

| Date | Due Date |
|---------------|------------|
| 10/13/25 | 11/12/2025 |
| Account Owner | PO# |
| JORGE LEDESMA | |

| Item | Qty/UOM | Rate | Ext. Price | Amount |
|--|---------|----------|------------|------------|
| #363557 - Irrigation Repairs - Clock F Repairs | | | | \$4,220.62 |
| <i>Control Components - 09/22/2025</i> | | | | |
| Irrigation Technician Labor | 37.00HR | \$75.00 | \$2,775.00 | |
| Small King Nut Installed | 32.00EA | \$16.76 | \$536.28 | |
| DBRY Gel Cap Installed | 26.00EA | \$19.69 | \$511.97 | |
| Valve Box 12" Rectangle Deep Installed | 1.00EA | \$123.00 | \$123.00 | |
| Valve Box Jumbo Installed | 1.00EA | \$237.41 | \$237.41 | |
| Rainbird 12 GU Maxi Wire per ft. | 28.00FT | \$1.32 | \$36.96 | |

RECEIVED
10-13-2025**Grand Total** \$4,220.62

| 1-30 Days | 31-60 Days (Past Due) | 61-90 Days (Past Due) | 91-120 Days (Past Due) | 121+ Days (Past Due) |
|-------------|--------------------------|--------------------------|---------------------------|-------------------------|
| \$32,148.55 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

**Aging displayed on invoice only refers to balances after 1/1/18 for this property.

***This invoice is governed by, and specifically incorporates, the terms and conditions agreed to by the parties in the Proposal/Contract referenced above.

Thank you for allowing us to serve you.

JuniperLandscaping.com
(239) 561-5980

Please Remit Payment to:

Juniper Landscaping of Florida, LLC
PO Box 628395
Orlando FL 32862-8395



Invoice 361854

| Bill To |
|--|
| Sterling Hill CDD c/o Rizzetta and Company 3434 Colwell Ave STE 200 Tampa , FL 33614 |

| Date | Due Date |
|---------------|------------|
| 10/13/25 | 11/12/2025 |
| Account Owner | PO# |
| JORGE LEDESMA | |

| Item | Qty/UOM | Rate | Ext. Price | Amount |
|--|---------|----------|------------|------------|
| #363563 - Irrigation Repairs - Clock B and D Repairs | | | | \$4,000.00 |
| <i>Control Components - 10/01/2025</i> | | | | |
| Irrigation Diagnostic Labor | 40.00HR | \$100.00 | \$4,000.00 | |

RECEIVED
10-13-2025

Grand Total \$4,000.00

| 1-30 Days | 31-60 Days (Past Due) | 61-90 Days (Past Due) | 91-120 Days (Past Due) | 121+ Days (Past Due) |
|-------------|--------------------------|--------------------------|---------------------------|-------------------------|
| \$32,148.55 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

**Aging displayed on invoice only refers to balances after 1/1/18 for this property.

***This invoice is governed by, and specifically incorporates, the terms and conditions agreed to by the parties in the Proposal/Contract referenced above.

Thank you for allowing us to serve you.

JuniperLandscaping.com
(239) 561-5980

Please Remit Payment to:

Juniper Landscaping of Florida, LLC
PO Box 628395
Orlando FL 32862-8395



Invoice 361855

| Bill To |
|--|
| Sterling Hill CDD c/o Rizzetta and Company 3434 Colwell Ave STE 200 Tampa , FL 33614 |

| Date | Due Date |
|---------------|------------|
| 10/13/25 | 11/12/2025 |
| Account Owner | PO# |
| JORGE LEDESMA | |

| Item | Qty/UOM | Rate | Ext. Price | Amount |
|--|---------|------|------------|------------|
| #363566 - Irrigation Repairs - Clock F and H Repairs | | | | \$2,322.78 |

Control Components - 10/01/2025

| | | | |
|----------------------------------|----------|----------|------------|
| Irrigation Tech Labor | 10.00HR | \$75.00 | \$750.00 |
| Irrigation Diagnostic Labor | 10.00HR | \$100.00 | \$1,000.00 |
| Solenoids | 1.00EA | \$40.52 | \$40.52 |
| Small King Nut | 1.00EA | \$4.26 | \$4.26 |
| Rainbird 12 GU Maxi Wire per ft. | 400.00FT | \$1.32 | \$528.00 |

RECEIVED
10-13-2025

Grand Total \$2,322.78

| 1-30 Days | 31-60 Days (Past Due) | 61-90 Days (Past Due) | 91-120 Days (Past Due) | 121+ Days (Past Due) |
|-------------|--------------------------|--------------------------|---------------------------|-------------------------|
| \$32,148.55 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

**Aging displayed on invoice only refers to balances after 1/1/18 for this property.

***This invoice is governed by, and specifically incorporates, the terms and conditions agreed to by the parties in the Proposal/Contract referenced above.

Thank you for allowing us to serve you.

JuniperLandscaping.com
(239) 561-5980

Please Remit Payment to:

Juniper Landscaping of Florida, LLC
PO Box 628395
Orlando FL 32862-8395



Invoice 362490

| Bill To |
|--|
| Sterling Hill CDD c/o Rizzetta and Company 3434 Colwell Ave STE 200 Tampa , FL 33614 |

| Date | Due Date |
|---------------|------------|
| 10/16/25 | 11/15/2025 |
| Account Owner | PO# |
| JORGE LEDESMA | |

| Item | Qty/UOM | Rate | Ext. Price | Amount |
|--|---------|------|------------|------------|
| #363575 - Irrigation Repairs - Clock F Repairs Continued | | | | \$4,551.51 |

Control Components - 10/09/2025

| | | | |
|--|----------|----------|------------|
| Irrigation Diagnostic Labor | 38.00HR | \$100.00 | \$3,800.00 |
| UF Wire Red 14 Gauge 1 Conductor 2500 ft. (Sold per ft.) | 120.00FT | \$0.26 | \$31.20 |
| DBRY Gel Cap Installed | 20.00EA | \$19.69 | \$393.82 |
| Valve Box 10" installed | 1.00EA | \$60.69 | \$60.69 |
| Valve Box 12" Rectangle Deep Installed | 2.00EA | \$123.00 | \$246.00 |
| Hunter 12 GU Two Wire per ft. | 15.00FT | \$1.32 | \$19.80 |

RECEIVED
10-16-2025

Grand Total \$4,551.51

| 1-30 Days | 31-60 Days (Past Due) | 61-90 Days (Past Due) | 91-120 Days (Past Due) | 121+ Days (Past Due) |
|-------------|--------------------------|--------------------------|---------------------------|-------------------------|
| \$36,700.06 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

**Aging displayed on invoice only refers to balances after 1/1/18 for this property.

***This invoice is governed by, and specifically incorporates, the terms and conditions agreed to by the parties in the Proposal/Contract referenced above.

Thank you for allowing us to serve you.

JuniperLandscaping.com
(239) 561-5980

Please Remit Payment to:

Juniper Landscaping of Florida, LLC
PO Box 628395
Orlando FL 32862-8395



Invoice 363063

| Bill To |
|--|
| Sterling Hill CDD c/o Rizzetta and Company 3434 Colwell Ave STE 200 Tampa , FL 33614 |

| Date | Due Date |
|---------------|------------|
| 10/23/25 | 11/22/2025 |
| Account Owner | PO# |
| JORGE LEDESMA | |

| Item | Qty/UOM | Rate | Ext. Price | Amount |
|---|---------|---------|------------|----------|
| #360490 - Irrigation Repair - Clock F Pipe Repair | | | | \$919.53 |
| <i>Lateral Components - 10/08/2025</i> | | | | |
| Irrigation Tech Labor | 10.00HR | \$75.00 | \$750.00 | |
| 2" - 2.5" Misc Fittings | 4.00EA | \$22.26 | \$89.02 | |
| Expansion Coupling 2" | 1.00EA | \$66.14 | \$66.14 | |
| PVC Pipe 2" - 2.5" - sch 40 by the foot | 6.00FT | \$2.40 | \$14.37 | |

At clock F, pipe is broken at a 2" T fitting.



RECEIVED
10-23-2025

Grand Total \$919.53

Thank you for allowing us to serve you.

JuniperLandscaping.com
(239) 561-5980

Please Remit Payment to:

Juniper Landscaping of Florida, LLC
PO Box 628395
Orlando FL 32862-8395



Invoice 363064

| Bill To |
|--|
| Sterling Hill CDD c/o Rizzetta and Company 3434 Colwell Ave STE 200 Tampa , FL 33614 |

| Date | Due Date |
|---------------|------------|
| 10/23/25 | 11/22/2025 |
| Account Owner | PO# |
| JORGE LEDESMA | |

| Item | Qty/UOM | Rate | Ext. Price | Amount |
|--|---------|------|------------|------------|
| #360885 - Controller D zone 19 replace valve and repair 2" Main Line on valve for zone 29 for Middle Island. | | | | \$1,514.11 |

Lateral Components - 10/08/2025

| | | | |
|-------------------------|---------|----------|------------|
| Irrigation Tech Labor | 15.00HR | \$75.00 | \$1,125.00 |
| 2" - 2.5" Misc Fittings | 2.00EA | \$22.26 | \$44.51 |
| 2" Valve | 1.00EA | \$278.46 | \$278.46 |
| Expansion Coupling 2" | 1.00EA | \$66.14 | \$66.14 |

RECEIVED
10-23-2025

Grand Total \$1,514.11

| 1-30 Days | 31-60 Days (Past Due) | 61-90 Days (Past Due) | 91-120 Days (Past Due) | 121+ Days (Past Due) |
|-------------|--------------------------|--------------------------|---------------------------|-------------------------|
| \$42,236.24 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

**Aging displayed on invoice only refers to balances after 1/1/18 for this property.

***This invoice is governed by, and specifically incorporates, the terms and conditions agreed to by the parties in the Proposal/Contract referenced above.

Thank you for allowing us to serve you.

JuniperLandscaping.com
(239) 561-5980

Please Remit Payment to:

Juniper Landscaping of Florida, LLC
 PO Box 628395
 Orlando FL 32862-8395



Invoice 363065

| Bill To |
|--|
| Sterling Hill CDD c/o Rizzetta and Company 3434 Colwell Ave STE 200 Tampa , FL 33614 |

| Date | Due Date |
|---------------|------------|
| 10/23/25 | 11/22/2025 |
| Account Owner | PO# |
| JORGE LEDESMA | |

| Item | Qty/UOM | Rate | Ext. Price | Amount |
|---|---------|----------|------------|-------------------|
| #367988 - Completed Irrigation Repairs - Clock B | | | | \$4,002.54 |
| <i>Control Components - 10/02/2025</i> | | | | |
| Irrigation Diagnostic Labor | 40.00HR | \$100.00 | \$4,000.00 | |
| King DryConn GTSR Direct Bury Splice Kit with Yellow Nut (Bag of 25) | 2.00EA | \$1.27 | \$2.54 | |

Update Clock B 9-10-25 From email: Clock B- zones down are still 17,18,20,21,22,25,27 Both sprays zone for middle island outside of Brightstone entrance . " 21 and 22 was found and working electronically" by Eli. But never seen them running. The following are my notes on 7-30-25: Upon completion of reconnect of all wires, tracked 24,25 and 28 are extra wires at junction box = not connected Completed an ohm test and the following responded: 1 thru 19 ,21 thru 23,26,27 Non responsive: 24,25 & 28= these wires are removed as are extra in the clock. Per IM, he wants me to go back to clock D and locate 6 zones that ohmed good and identify what is needed for them to work. Update Clock D 9-10-25 Upon reconnecting all field wires and clock wires, completed ohm test. Results: Failed: 21,25,31,32. Removed 21 & 25 and brought all down. 21 & 25 are on 29 and 30 Total zones are 28 now. Upon completion of wires corrected, please see below Legend created today. Those marked "not seen" are ohm at clock correctly but either have a bad valve or flow control is closed. Per Josh, Mark can choose to leave zones as is or put in chronological order. Update Clock D 9-12-25 Continue on clock D: Found at Junction box at NE corners of Elgin and SHB 2nd entry clock side, 6 zone wires plus 1 common crossing from NW side corners of Elgin and SHB 2nd entry. The 6 wires are from the 3 valves on NW side of Elgin Frontage valves and the 3 NW side valves on SHB where the lateral break was at. There are no extra wires I can use to use to replace so 4 choices to choose from to get property to 100%: 1-I will need 3 Add on devices to connect to operate from clock 2- Install new wire from NW side corner of Elgin and SHB to NE side corner of Elgin and SHB. This will require either Bore and Jackie or cut a piece of the walkway. 3- Convert to 2-wire 4- Install 6 BOC (Battery Operated Clock)

RECEIVED
 10-23-2025

Grand Total \$4,002.54

Thank you for allowing us to serve you.

JuniperLandscaping.com
 (239) 561-5980

Please Remit Payment to:

Juniper Landscaping of Florida, LLC
PO Box 628395
Orlando FL 32862-8395



Invoice 363114

| Bill To |
|--|
| Sterling Hill CDD c/o Rizzetta and Company 3434 Colwell Ave STE 200 Tampa , FL 33614 |

| Date | Due Date |
|---------------|------------|
| 10/24/25 | 11/23/2025 |
| Account Owner | PO# |
| JORGE LEDESMA | |

| Item | Amount |
|--|----------|
| #348417 - Sterling Hill 2025-2026 Single Ticket Maintenance Renewal | |
| <i>Specialty Plants Fertilize Loropetalum/Ixora OCTOBER - 10/22/2025</i> | \$315.30 |
| <i>Insect and Disease Control - 10/22/2025</i> | \$395.64 |



Grand Total \$710.94

| 1-30 Days | 31-60 Days (Past Due) | 61-90 Days (Past Due) | 91-120 Days (Past Due) | 121+ Days (Past Due) |
|-------------|--------------------------|--------------------------|---------------------------|-------------------------|
| \$27,852.27 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

**Aging displayed on invoice only refers to balances after 1/1/18 for this property.

***This invoice is governed by, and specifically incorporates, the terms and conditions agreed to by the parties in the Proposal/Contract referenced above.

Thank you for allowing us to serve you.

JuniperLandscaping.com
(239) 561-5980

Please Remit Payment to:

Juniper Landscaping of Florida, LLC
PO Box 628395
Orlando FL 32862-8395



Invoice 363533

| Bill To |
|--|
| Sterling Hill CDD c/o Rizzetta and Company 3434 Colwell Ave STE 200 Tampa , FL 33614 |

| Date | Due Date |
|---------------|------------|
| 10/28/25 | 11/27/2025 |
| Account Owner | PO# |
| JORGE LEDESMA | |

| Item | Qty/UOM | Rate | Ext. Price | Amount |
|--|---------|----------|------------|------------|
| #363571 - Irrigation Repairs - Clock B Repairs | | | | \$1,000.00 |
| <i>Control Components - 10/22/2025</i> | | | | |
| Irrigation Diagnostic Labor | 10.00HR | \$100.00 | \$1,000.00 | |

Grand Total \$1,000.00



| 1-30 Days | 31-60 Days (Past Due) | 61-90 Days (Past Due) | 91-120 Days (Past Due) | 121+ Days (Past Due) |
|------------|--------------------------|--------------------------|---------------------------|-------------------------|
| \$8,147.12 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

**Aging displayed on invoice only refers to balances after 1/1/18 for this property.

***This invoice is governed by, and specifically incorporates, the terms and conditions agreed to by the parties in the Proposal/Contract referenced above.

Thank you for allowing us to serve you.

JuniperLandscaping.com
(239) 561-5980

Irrigation Repair

Job Details

Date:

07/30/2025

Time:

05:20 PM

Account Owner Name: CHARLES HEMELGARN

Property Name:

Sterling Hill CDD

Are Repairs Billable:

Yes

New Customer:

Location and Details

Irrigation Repair

| Location of Repair | Parts | Qty | Repairs Completed | Additional Repairs Required |
|--------------------|-------|-----|-------------------|-----------------------------|
|--------------------|-------|-----|-------------------|-----------------------------|

Irrigation Repair

Update Clock B 7-28-25 At clubhouse parking lot, zone running constant. Per Mark he said was zone 8. Upon tracking zone 8 at clock B, took me to zone 27 on SHB. Asked Mark what clock that zone is on he said clock C. Informed Josh of mis-information. He left it for Crescencio. Continued on clock D at unburied valve boxes by Mark. Front of bus stop valve tones to clock as 12. This zone was already working correctly Will check other 2 valves there. Other 2 valves are 8 and 7= good Continued with 5: have to track from clock as Mark was under the assumption that 27 was valve 5 Continued with zone 2- zone wire good/ common wire makes it across the island to junction box 4. Need to track common from there to valve 1. Will Continue tomorrow. Update Clock B 7-29-25 Continued on clock B Found common wire from junction box 4 to valve 19 at entrance side of Edgemere disconnected: re- attached Tracked zone 5 from clock and was able to locate valve in between entrance side clubhouse and valve 27. Dug up and found with dry DBYR wire nuts. Checked solenoid and valve= good Began to rain: Will continue tomorrow. What is left: A-Locate 25 & 26 B-Reconnect all wires at Junction box in front of clock. C-Reconnect common at junction box 3. Update Clock B 7-30-25 Upon completion of reconnect of all wires, tracked 24 and 25 and are extra wires at junction box = not connected Completed an ohm test and the following responded: 1 thru 19 ,21 thru 23,26,27 Non responsive: 24,25 & 28 Empty 20, 29 thru 32 Turned on 5 with clock and responded but was unable to turn on anymore as maintenance was cutting. Went to clock D to finish. Update Clock B 9-2-25 Respliced wires at junction box on entrance side of Brightstone place. Re-toned red wire from BOC- broken under road. Toned blue wire and found at junction box. Connected to 26. Valve 26 runs Micro jets on island tip exit side Brightstone and Drip on east sidewalk between

Yes

No

Irrigation Repair

Amersham to across Brightstone. Completed an ohm test and the following responded: 1 thru 19 ,21 thru 23,26,27 Non responsive: 24,25 & 28 Empty 20, 29 thru 32 Clock B - completed 100% Update 7-30-25 Clock H Ohm Test : All tested good Per Mark there are 2 BOC at 2 valves after Barrington exit side on S.SHB heading to Windage entrance. Both of those valves need to be dug up to underneath Mainline to locate wires from clock. Once opened I can Track, Trace and tone to see which wire activated it. Please let me know when excavated. Went to clock F

Technician Name: Elias Torres

Job Stop Time: 03:09 PM

Supervisor Name: Elias J Avila



Kilinski | Van Wyk PLLC

P.O. Box 6386
Tallahassee, Florida 32314

Sterling Hill CDD
5844 Old Pasco Rd. Suite 100
Wesley Chapel, FL 33544

INVOICE

Invoice # 13404
Date: 10/06/2025
Due On: 11/05/2025

Statement of Account

| Outstanding Balance | New Charges | Payments Received | Total Amount Outstanding |
|---------------------|--------------|-------------------|--------------------------|
| (\$0.00 | + \$3,387.37 |) - (\$0.00 |) = \$3,387.37 |

STHCDD-01

Sterling Hill CDD - General

| Type | Attorney | Date | Notes | Quantity | Rate | Discount | Total |
|---------|----------|------------|---|----------|----------|----------|----------|
| Service | LG | 09/02/2025 | Confer with district manager regarding agenda items and meeting preparation. | 0.20 | \$365.00 | - | \$73.00 |
| Service | SD | 09/03/2025 | Analyze communications regarding legislative updates to Rules of Procedure; Research District website; Prepare Resolution Adopting Amended Rules of Procedure, Notice of Rulemaking and Notice of Rules Development for Amended Rules, Resolution Setting Public Hearing on Amended Rules, and Amended Rules of Procedure with 2025 Legislative Update. | 1.10 | \$190.00 | - | \$209.00 |
| Service | AR | 09/03/2025 | Review agenda for September 9 Board meeting. | 2.30 | \$285.00 | 75.0% | \$163.87 |

| | | | | | | | |
|---------|----|------------|---|------|----------|---|----------|
| Service | LG | 09/05/2025 | Confer with Bagnuolo regarding status of pickleball cancellation and vending machine agreement; confer with Pond regarding pickleball project bids and staff recommendation; review agenda and prepare for board meeting. | 1.10 | \$365.00 | - | \$401.50 |
| Service | LG | 09/07/2025 | Review agenda and prepare for board meeting. | 0.60 | \$365.00 | - | \$219.00 |
| Service | LG | 09/09/2025 | Send ethics training reminder; attend Board meeting. | 1.70 | \$365.00 | - | \$620.50 |
| Service | AR | 09/09/2025 | Revise amenity rules; confer with District staff regarding same. | 0.50 | \$285.00 | - | \$142.50 |
| Service | LG | 09/10/2025 | Prepare letter to HOAs regarding parking enforcement on CDD property. | 0.40 | \$365.00 | - | \$146.00 |
| Service | LG | 09/11/2025 | Review updates to amenity rules and provide direction regarding same; review and revise draft pickleball court rules and multi-purpose field rules; prepare amendment to pickleball contract. | 1.60 | \$365.00 | - | \$584.00 |
| Service | AR | 09/11/2025 | Finalize amended Amenity Policies; confer with District staff regarding same. | 0.20 | \$285.00 | - | \$57.00 |
| Service | LG | 09/12/2025 | Follow up on updates to traffic enforcement agreement. | 0.20 | \$365.00 | - | \$73.00 |
| Service | AR | 09/15/2025 | Draft resolution regarding amendment to amenity rules. | 0.20 | \$285.00 | - | \$57.00 |
| Service | LG | 09/19/2025 | Finalize amenity policy resolution and send for agenda. | 0.20 | \$365.00 | - | \$73.00 |
| Service | LG | 09/19/2025 | Receive executed contract amendment and construction bonds; | 0.30 | \$365.00 | - | \$109.50 |

| | | | | | | | |
|-----------------------------|----|------------|---|------|----------|---|------------|
| | | | correspond with contractor regarding same. | | | | |
| Service | JK | 09/22/2025 | Research and prepare memorandum regarding Florida open carry law changes and impact to District operations and transmit same. | 0.20 | \$365.00 | - | \$73.00 |
| Service | LG | 09/23/2025 | Research legal impact of new open carry firearm decision. | 0.30 | \$365.00 | - | \$109.50 |
| Service | LG | 09/25/2025 | Receive signed bond for pickleball project; update files regarding same. | 0.20 | \$365.00 | - | \$73.00 |
| Service | LG | 09/29/2025 | Review status of traffic enforcement agreement and pickleball court construction. | 0.20 | \$365.00 | - | \$73.00 |
| Service | LM | 09/29/2025 | Confer with District Staff re: status of pickleball courts, possible agenda items, etc. | 0.20 | \$285.00 | - | \$57.00 |
| Service | LG | 09/30/2025 | Review tentative agenda and status of legal action items. | 0.20 | \$365.00 | - | \$73.00 |
| Line Item Discount Subtotal | | | | | | | -\$491.63 |
| Total | | | | | | | \$3,387.37 |

Please make all amounts payable to: Kilinski | Van Wyk PLLC

Please pay within 30 days.

RECEIVED
10-10-2025



Outsmart Pest Management
4814 Parkway Blvd
Land O Lakes, FL 34639

Service Slip/Invoice

INVOICE: 46098
DATE: 10/14/2025
ORDER: 46098

Bill To: [1178]
Sterling Hill, C.D.D.
3434 Colwell Ave
Suite 200
Tampa, FL 33614-8390

Work Location: [1178] 352-686-5161
Sterling Hill, C.D.D. North
4411 Sterling Hill Blvd
Springhill, FL 34609-0750

| Work Date | Time | Target Pest | Technician | Time In |
|----------------|----------|--------------|------------|----------|
| 10/14/2025 | 12:00 AM | | | |
| Purchase Order | Terms | Last Service | Map Code | Time Out |
| | NET 30 | 10/14/2025 | | |

| Service | Description | Price |
|--------------|-------------------------------|---------------------------|
| MONTHLY PEST | Monthly Pest & Rodent Control | \$75.00 |
| | | SUBTOTAL \$75.00 |
| | | TAX \$0.00 |
| | | AMT. PAID \$0.00 |
| | | TOTAL \$75.00 |
| | | PRIOR BAL \$0.00 |
| | | AMOUNT DUE \$75.00 |

RECEIVED
10-15-2025

* Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law.
Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE



Outsmart Pest Management
4814 Parkway Blvd
Land O Lakes, FL 34639

Service Slip/Invoice

INVOICE: 46099
DATE: 10/14/2025
ORDER: 46099

Bill To: [1314]
Sterling Hill, C.D.D.
5844 Old Pasc3434 Colwell Ave
Suite 200
Tampa, FL 33614

Work Location: [1314] 352-684-0160
Sterling Hill, C.D.D. South
4250 Sterling Hill Blvd
Springhill, FL 34609-0745

| Work Date | Time | Target Pest | Technician | Time In |
|----------------|----------|--------------|------------|----------|
| 10/14/2025 | 12:00 AM | | | |
| Purchase Order | Terms | Last Service | Map Code | Time Out |
| | NET 30 | 10/14/2025 | | |

| Service | Description | Price |
|--------------|-------------------------------|---------------------------------------|
| MONTHLY PEST | Monthly Pest & Rodent Control | \$75.00 |
| | | SUBTOTAL \$75.00 |
| | | TAX \$0.00 |
| | | AMT. PAID \$0.00 |
| | | TOTAL \$75.00 |
| | | PRIOR BAL \$285.00 |
| | | AMOUNT DUE \$360.00 |

RECEIVED
10-15-2025

* Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law.
Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE



Outsmart Pest Management
4814 Parkway Blvd
Land O Lakes, FL 34639

Service Slip/Invoice

INVOICE: 46100
DATE: 10/14/2025
ORDER: 46100

Bill To: [1314]
Sterling Hill, C.D.D.
5844 Old Pasc3434 Colwell Ave
Suite 200
Tampa, FL 33614

Work Location: [1314] 352-684-0160
Sterling Hill, C.D.D. South
4250 Sterling Hill Blvd
Springhill, FL 34609-0745

| Work Date | Time | Target Pest | Technician | Time In |
|----------------|----------|--------------|------------|----------|
| 10/14/2025 | 12:00 AM | | | |
| Purchase Order | Terms | Last Service | Map Code | Time Out |
| | NET 30 | 10/14/2025 | | |

| Service | Description | Price |
|-------------|--------------------------|---------------------------------------|
| 6 MONTH ANT | 6 Month Fire Ant Control | \$285.00 |
| | | SUBTOTAL \$285.00 |
| | | TAX \$0.00 |
| | | AMT. PAID \$0.00 |
| | | TOTAL \$285.00 |
| | | PRIOR BAL \$75.00 |
| | | AMOUNT DUE \$360.00 |

RECEIVED
10-15-2025

* Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law.
Customer agrees to pay accrued expenses in the event of collection.

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

PLEASE PAY FROM THIS INVOICE



PANZNER'S TREE SERVICE, INC.

FREE ESTIMATES
COMMERCIAL & RESIDENTIAL
LICENSED & INSURED

Manny Oliveira (352) 596-3867
1-800-553-1183

2840 W. Edison Pl.
Citrus Springs, FL 34433

- STUMPS
- TRIMMING
- REMOVAL
- DEMOSSING
- FIREWOOD

INVOICE

4210



10-9-25

352 PHONE 686-5161
NAME Sterling Hill CDD
ADDRESS 4411 Sterling Hill Blvd
CITY Spring Hill STATE FL ZIP 34609

DESCRIPTION

Remove dead Elm across from school
Remove dead Pine in median between
Edgemere & No. Clubhouse
Remove dead palm by Barrington mail boxes
Remove dead pine to left of 3568 Windham
Remove dead pine between So. Club ent & Bus stop
Remove large dead Pine LS of So. Ct. Dr
Remove Red Oak by So. Ct. Parking lot
Remove dead ~~Red~~ Oak Back of volley ct
Remove dead Pine LS volley ct
Remove 2 dead Pines by Pool

INVOICE COPY

THANK YOU!

Remove 4 Pines (dead)
RS Rest Rooms

SUB TOTAL

TAX

TOTAL

5000-
0-
5000-

TECHNICIAN Manny CUSTOMER SIGNATURE [Signature]

DATE OF ESTIMATE _____ DATE OF SERVICE 10-9-25

W Not Pd

RECEIVED
10-16-2025

Rizzetta & Company, Inc.
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

| Date | Invoice # |
|-----------|---------------|
| 9/26/2025 | INV0000103513 |

Bill To:

| |
|---|
| Sterling Hill CDD 3434 Colwell Avenue Suite 200 Tampa FL 33614 |
|---|

| Services for the month of | Terms | Client Number |
|---------------------------|--------------|---------------|
| September | Upon Receipt | 00009 |

| Description | Qty | Rate | Amount |
|-------------------------|------|-------------|-------------|
| Personnel Reimbursement | 1.00 | \$14,187.15 | \$14,187.15 |
| Subtotal | | | \$14,187.15 |
| Total | | | \$14,187.15 |

RECEIVED
09-29-2025

Rizzetta & Company, Inc.
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

| Date | Invoice # |
|-----------|---------------|
| 10/2/2025 | INV0000103621 |

Bill To:

STERLING HILL CDD
3434 Colwell Avenue, Suite 200
Tampa FL 33614

| Services for the month of | Terms | Client Number |
|---------------------------|--------------|---------------|
| October | Upon Receipt | 00655 |

| Description | Qty | Rate | Amount |
|---------------------------------|------|------------|------------|
| Accounting Services | 1.00 | \$1,616.67 | \$1,616.67 |
| Administrative Services | 1.00 | \$509.08 | \$509.08 |
| Dissemination Services | 1.00 | \$166.67 | \$166.67 |
| Financial & Revenue Collections | 1.00 | \$424.42 | \$424.42 |
| Landscape Consulting Services | 1.00 | \$950.00 | \$950.00 |
| Management Services | 1.00 | \$2,020.00 | \$2,020.00 |
| Website Compliance & Management | 1.00 | \$100.00 | \$100.00 |
| | | Subtotal | \$5,786.84 |
| | | Total | \$5,786.84 |

RECEIVED
09-29-2025

Rizzetta & Company, Inc.
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

| Date | Invoice # |
|-----------|---------------|
| 10/3/2025 | INV0000103730 |

Bill To:

STERLING HILL CDD
3434 Colwell Avenue, Suite 200
Tampa FL 33614

| Services for the month of | Terms | Client Number |
|---------------------------|--------------|---------------|
| October | Upon Receipt | 00655 |

| Description | Qty | Rate | Amount |
|--------------------------|------|------------|------------|
| Assessment Roll (Annual) | 1.00 | \$5,093.00 | \$5,093.00 |
| Subtotal | | | \$5,093.00 |
| Total | | | \$5,093.00 |

RECEIVED
09-29-2025

Rizzetta & Company, Inc.
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

| Date | Invoice # |
|------------|---------------|
| 10/10/2025 | INV0000103768 |

Bill To:

Sterling Hill CDD
3434 Colwell Avenue
Suite 200
Tampa FL 33614

| Services for the month of | Terms | Client Number |
|---------------------------|--------------|---------------|
| October | Upon Receipt | 00009 |

[illegible]

Rizzetta & Company, Inc.
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

| Date | Invoice # |
|-----------|---------------|
| 10/1/2025 | INV0000103857 |

Bill To:

Sterling Hill CDD
3434 Colwell Avenue
Suite 200
Tampa FL 33614

| | | |
|----------------------------------|--------------|----------------------|
| Services for the month of | Terms | Client Number |
| September | Upon Receipt | 00009 |

[illegible]

Rizzetta & Company, Inc.
3434 Colwell Avenue
Suite 200
Tampa FL 33614

Invoice

| Date | Invoice # |
|------------|---------------|
| 10/24/2025 | INV0000104423 |

Bill To:

Sterling Hill CDD
3434 Colwell Avenue
Suite 200
Tampa FL 33614

| | | |
|----------------------------------|--------------|----------------------|
| Services for the month of | Terms | Client Number |
| October | Upon Receipt | 00009 |

| Description | Qty | Rate | Amount |
|---|----------|-------------|-------------|
| Personnel Reimbursement | 1.00 | \$16,762.65 | \$16,762.65 |
| <div>RECEIVED</div> <div>10-27-2025</div> | Subtotal | | \$16,762.65 |
| | Total | | \$16,762.65 |

Apex Floor & Furniture Care
 5236 Commercial Way Ste A
 Spring Hill, FL 346061995 US
 +13525564012
 jackie@apexffc.com
 http://www.ApexFFC.com

Invoice



BILL TO

Sterling Hills CDD
 3434 Colwell Ave
 Ste 200
 Tampa, FL 33614

| INVOICE # | DATE | TOTAL DUE | DUE DATE | TERMS | ENCLOSED |
|-----------|------------|-----------|------------|-------------------|----------|
| 6305 | 10/13/2025 | \$180.00 | 10/13/2025 | Due On Completion | |

| ACTIVITY | DESCRIPTION | AMOUNT |
|------------------------------------|---|--------|
| | Services below are for 4411 & 4250 Sterling Hills Blvd, Spring Hill, FL 34609 | 0.00 |
| Carpet Maintenance Cleaning | Carpet Maintenance Bonnet Clnng (Monthly) for North & South clubhouses | 60.00 |
| Vinyl Tile Buffing | for North clubhouse (Monthly) | 60.00 |
| Vinyl Tile Buffing | for South clubhouse (Monthly) | 60.00 |

PLEASE NOTE payments made with a credit card will have a 3.5% convenience fee added to total.

BALANCE DUE

\$180.00

Apex is certified in cleaning and restoration for
 All Hard Surface Floors -- Carpets -- Odor Removal
 Upholstery -- Leather -- And More -- Ask us for a quote!

RECEIVED
 10-13-2025

Thank you for allowing us to serve you!



INVOICE

Sterling Hill CDD
5844 Old Pasco Road
Wesley Chapel FL 33544
United States

Invoice # INV-SN-993
Invoice Date: 9/25/2025
Due Date: 10/25/2025
PO#:

| Item | Description | AMOUNT |
|-----------------------|---|----------|
| SchoolNow CDD ADA-PDF | | \$937.50 |
| SchoolNow CDD | Community Development District (CDD) governmental unit management company ADA-compliant website | \$600.00 |

Subscription start: 10/1/2025
Subscription end: 9/30/2026

Subtotal: \$1,537.50
Tax Total:
Total: \$1,537.50
Amount Paid: \$0.00

Direct Deposit Instruction:

Amount Due: \$1,537.50

RECEIVED
09-30-2025

[Click Here to pay with Credit Card](#)

Check Remittance:

Innersync Studios Ltd
P.O. Box 771470
St. Louis, MO 63177-9816
United States

INVOICE

Shore Pool Pros
PO Box 13067
Tampa, FL 33681

ian@shorepoolpros.com
+1 (813) 450-4642



Bill to
Sterling Hill CDD
4411 STERLING HILL BLVD
SPRING HILL, FL 34609

Invoice details
Invoice no.: 3935
Terms: Net 30
Invoice date: 10/01/2025
Due date: 10/31/2025

| Date | Product or service | Description | Qty | Rate | Amount |
|-------|-----------------------------|-----------------------------|-----|------------|------------|
| | Commercial Pool Maintenance | Commercial Pool Maintenance | 1 | \$2,622.00 | \$2,622.00 |
| Total | | | | | \$2,622.00 |

Thank you for your business. If you have any questions about payment please email ian@shorepoolpros.com. Checks can be sent to:

Shore Pool Pros
PO Box 13067
Tampa, FL 33681

RECEIVED
10-01-2025

INVOICE

Shore Pool Pros
PO Box 13067
Tampa, FL 33681

ian@shorepoolpros.com
+1 (813) 450-4642



Bill to
Sterling Hill CDD
4411 STERLING HILL BLVD
SPRING HILL, FL 34609

Invoice details
Invoice no.: 3986
Terms: Net 30
Invoice date: 10/08/2025
Due date: 11/07/2025

| Product or service | Description | Qty | Rate | Amount |
|----------------------------|--|-----|----------|----------|
| Suction Outlet Drain Cover | Replaced 2 Main Drain Covers in South Pool. Filed Paperwork with the Health Dept | 2 | \$375.00 | \$750.00 |

Total \$750.00

Ways to pay

BANK

Thank you for your business. If you have any questions about payment please email ian@shorepoolpros.com. Checks can be sent to:

Shore Pool Pros
PO Box 13067
Tampa, FL 33681

RECEIVED
10-10-2025

View and pay

INVOICE

Shore Pool Pros
PO Box 13067
Tampa, FL 33681

ian@shorepoolpros.com
+1 (813) 450-4642



Bill to
Sterling Hill CDD
4411 STERLING HILL BLVD
SPRING HILL, FL 34609

Invoice details

Invoice no.: 4002
Terms: Net 30
Invoice date: 10/20/2025
Due date: 11/19/2025

| Product or service | Description | Qty | Rate | Amount |
|--------------------|--|-----|---------|---------|
| Life Hook Assembly | Life Hook, Hardware (Required by Health Inspector) | 1 | \$79.00 | \$79.00 |

Total \$79.00

Ways to pay

BANK

Thank you for your business. If you have any questions about payment please email ian@shorepoolpros.com. Checks can be sent to:

Shore Pool Pros
PO Box 13067
Tampa, FL 33681

RECEIVED
10-20-2025

View and pay

INVOICE

Shore Pool Pros
PO Box 13067
Tampa, FL 33681

ian@shorepoolpros.com
+1 (813) 450-4642



Bill to
Sterling Hill CDD
4411 STERLING HILL BLVD
SPRING HILL, FL 34609

Invoice details
Invoice no.: 4007
Terms: Net 30
Invoice date: 10/22/2025
Due date: 11/21/2025

| Date | Product or service | Description | Qty | Rate | Amount |
|------------|--------------------|--|-----|----------|----------|
| 10/22/2025 | Flow Meter | Flow Meter Installed (Splash Pad per Health Dept.) | 1 | \$245.00 | \$245.00 |

Total \$245.00

Ways to pay

BANK

Thank you for your business. If you have any questions about payment please email ian@shorepoolpros.com. Checks can be sent to:

Shore Pool Pros
PO Box 13067
Tampa, FL 33681

RECEIVED
10-22-2025

View and pay



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|-----------|-----------|
| 10/1/2025 | 17064 |

Bill To

Sterling Hill CDD
3434 Colwell Ave
Suite 200
Tampa, FL 33614

| Job Name | Terms |
|----------|----------------|
| DUNWOODY | Due on receipt |

| Quantity | Description | Rate | Serviced | Amount |
|----------|---|--------|----------|--------|
| | Siren Sensor would not work when tested. Found that the operator's circuit board was not putting out voltage due to batteries being depleted. Replaced batteries and power cycled the circuit board. Siren sensor resumed normal operation. | | | |
| 2 | 12 Volt 7 AH battery | 46.50 | | 93.00 |
| 1 | Hourly Tech Charge | 115.00 | | 115.00 |

RECEIVED
10-01-2025

Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days

Total \$208.00

Southern Automated Access Services, Inc. is not responsible for any of the following:
Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc.
Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles.
Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.

Payments/Credits \$0.00

Balance Due \$208.00



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|-----------|-----------|
| 10/1/2025 | 17081 |

Bill To

Sterling Hill CDD
3434 Colwell Ave
Suite 200
Tampa, FL 33614

| | | | Job Name | Terms |
|--|--|------|-------------------------|----------------|
| | | | CCTV EVAL. | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| | <p>Evaluated cameras at 12 gated entrances. I have detailed the findings below. Overall, All of the DVR's are working. It appears that upgrades have been performed or are in the process of being performed. The old license plate cameras that are bad are being replaced at the gate walls with an IP camera that can be utilized as a license plate camera in both the entrance and exit lanes. A network switch is then used to integrate the IP cameras with the analog DVR's. I use the same manufacturer as the products installed currently.</p> <p>BARRINGTON All performing properly IP cameras, 2 License Plate cameras and three overview.</p> <p>DUNWOODY Analog cameras, two at the gate wall and one License Plate camera at the call box. All functioning.</p> <p>COVEY RUN Old License plate camera not working at the call box, however there have been two IP cameras added at the wall in addition to the old cameras that can be used as a License plate camera up to 30'.</p> <p>WINDANCE Old License plate camera not working at the call box, however there have been two IP cameras added at the</p> | | | |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total | |
| | | | Payments/Credits | |
| | | | Balance Due | |



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|-----------|-----------|
| 10/1/2025 | 17081 |

Bill To

Sterling Hill CDD
3434 Colwell Ave
Suite 200
Tampa, FL 33614

| | | | Job Name | Terms |
|--|---|------|-------------------------|----------------|
| | | | CCTV EVAL. | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| | wall in addition to the old cameras that can be used as a License plate camera up to 30'. HAVERHILL Cameras at the gates are good. License plate camera not good. MANDALAY Both gate cameras are good. The License Plate camera is bad. GLENBURNE Entrance camera is good. Exit and License Plate camera is bad. AMERSHAM Exit and entrance cameras are good. License plate camera is bad. BRACKENWOOD Exit camera is good, the others are bad. There are back boxes installed recently in preparation of adding the two additional cameras as License plate cameras. I would imagine the vendor will be replacing the entrance camera as well. BRIGHTSTONE Exit camera is good. Entrance and License Plate cameras are bad. New cameras installed but not connected. EDGEMERE Gate cameras are good, License Plate camera is not. The additional two cameras have been installed but not | | | |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total | |
| | | | Payments/Credits | |
| | | | Balance Due | |



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|-----------|-----------|
| 10/1/2025 | 17081 |

| Bill To |
|---|
| Sterling Hill CDD 3434 Colwell Ave Suite 200 Tampa, FL 33614 |

| | | | Job Name | Terms |
|---|--|--------|--------------------------------|----------------|
| | | | CCTV EVAL. | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| 3 | wired connected yet. ARBORGLADES Gate cameras are good. License plate camera is not. The additional two cameras have been installed but not wired connected yet. Hourly Tech Charge | 115.00 | | 345.00 |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total \$345.00 | |
| <p>Southern Automated Access Services, Inc. is not responsible for any of the following: Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc. Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles. Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.</p> | | | Payments/Credits \$0.00 | |
| | | | Balance Due \$345.00 | |

RECEIVED
10-01-2025



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|-----------|-----------|
| 10/7/2025 | 17092 |

Bill To

Sterling Hill CDD
3434 Colwell Ave
Suite 200
Tampa, FL 33614

| | | | Job Name | Terms |
|---|---|--------|--------------------------------|----------------|
| | | | STORAGE LOT | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| | Replaced broken belt. Lubricated chain. All performing properly at this time. | | | |
| 1 | CSL24VDC BELT | 68.00 | | 68.00 |
| 1 | Hourly Tech Charge | 115.00 | | 115.00 |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total \$183.00 | |
| <p>Southern Automated Access Services, Inc. is not responsible for any of the following: Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc. Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles. Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.</p> | | | Payments/Credits \$0.00 | |
| | | | Balance Due \$183.00 | |

RECEIVED
10-07-2025



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|------------|-----------|
| 10/28/2025 | 17177 |

Bill To

Sterling Hill CDD
3434 Colwell Ave
Suite 200
Tampa, FL 33614

| | | | Job Name | Terms |
|---|---|--------|--------------------------------|----------------|
| | | | BRIGHTSTONE | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| 1 | Report that no one could get into or out of the gates. Upon arrival, the exit gates were in service, the entrance gates were locked open. Found that both entrance circuit boards were locked up. Power cycled both and they resumed normal operation. Tested all functions successfully. Hourly Tech Charge | 115.00 | | 115.00 |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total \$115.00 | |
| <p>Southern Automated Access Services, Inc. is not responsible for any of the following: Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc. Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles. Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.</p> | | | Payments/Credits \$0.00 | |
| | | | Balance Due \$115.00 | |

RECEIVED
10-28-2025

| Southern Automated Access Services | | | | | | |
|------------------------------------|-----------------|-----------|----------------|--------------|---------|-------------|
| for Sterling Hill CDD | | | | | | |
| Summary Gate Phones 10/25 | | | | | | |
| Inv # | Amount | Bill Date | Location | Phone | GL Code | Object Code |
| 17130 | \$45.95 | 10/21/25 | Windance | 352-606-8291 | 54100 | 4102 |
| 17131 | \$45.95 | 10/21/25 | Glenburne | 352-293-5649 | 54100 | 4102 |
| 17134 | \$57.95 | 10/21/25 | Barrington | 352-200-0045 | 54100 | 4102 |
| 17138 | \$57.95 | 10/21/25 | Brightstone | 352-200-9243 | 54100 | 4102 |
| 17139 | \$33.95 | 10/21/25 | Amersham Isles | 352-515-8644 | 54100 | 4102 |
| 17140 | \$45.95 | 10/21/25 | Mandalay | 352-200-0606 | 54100 | 4102 |
| 17141 | \$45.95 | 10/21/25 | Dunwoody | 352-200-9285 | 54100 | 4102 |
| 17142 | \$45.95 | 10/21/25 | Haverhill | 352-488-8717 | 54100 | 4102 |
| 17143 | \$45.95 | 10/21/25 | Arborglades | 352-403-6878 | 54100 | 4102 |
| 17147 | \$45.95 | 10/21/25 | Covey Run | 352-403-6824 | 54100 | 4102 |
| 17151 | \$45.95 | 10/21/25 | Brackenwood | 813-527-1521 | 54100 | 4102 |
| 17153 | \$34.95 | 10/21/25 | Storage Lot | 352-238-5488 | 54100 | 4102 |
| 17154 | \$45.95 | 10/21/25 | Edgemere | 813-503-0957 | 54100 | 4102 |
| Total | \$598.35 | | | | | |

Grand Total **\$598.35**

RECEIVED
10-21-2025



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|------------|-----------|
| 10/21/2025 | 17130 |

| Bill To |
|---|
| Sterling Hill CDD 3434 Colwell Ave Suite 200 Tampa, FL 33614 |

| | | | Job Name | Terms |
|---|---------------------------|-------|-------------------------|----------------|
| | | | WINDANCE | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| | Phone number 352 606-8291 | 45.95 | | 45.95 |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total | \$45.95 |
| <p>Southern Automated Access Services, Inc. is not responsible for any of the following: Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc. Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles. Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.</p> | | | Payments/Credits | \$0.00 |
| | | | Balance Due | \$45.95 |



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|------------|-----------|
| 10/21/2025 | 17131 |

Bill To

Sterling Hill CDD
3434 Colwell Ave
Suite 200
Tampa, FL 33614

| | | | Job Name | Terms |
|---|---------------------------|-------|-------------------------|----------------|
| | | | GLENBURNE | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| | Phone number 352 293-5649 | 45.95 | | 45.95 |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total | \$45.95 |
| <p>Southern Automated Access Services, Inc. is not responsible for any of the following: Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc. Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles. Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.</p> | | | Payments/Credits | \$0.00 |
| | | | Balance Due | \$45.95 |



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|------------|-----------|
| 10/21/2025 | 17134 |

Bill To

Sterling Hill CDD
3434 Colwell Ave
Suite 200
Tampa, FL 33614

| | | | Job Name | Terms |
|---|---------------------------|-------|-------------------------|----------------|
| | | | BARRINGTON | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| | Phone number 352 200 0045 | 57.95 | | 57.95 |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total | \$57.95 |
| <p>Southern Automated Access Services, Inc. is not responsible for any of the following: Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc. Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles. Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.</p> | | | Payments/Credits | \$0.00 |
| | | | Balance Due | \$57.95 |



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|------------|-----------|
| 10/21/2025 | 17138 |

| Bill To |
|---|
| Sterling Hill CDD 3434 Colwell Ave Suite 200 Tampa, FL 33614 |

| | | | Job Name | Terms |
|---|---------------------------|-------|-------------------------|----------------|
| | | | BRIGHTSTONE | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| | Phone number 352 200 9243 | 57.95 | | 57.95 |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total | \$57.95 |
| <p>Southern Automated Access Services, Inc. is not responsible for any of the following: Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc. Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles. Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.</p> | | | Payments/Credits | \$0.00 |
| | | | Balance Due | \$57.95 |



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|------------|-----------|
| 10/21/2025 | 17139 |

Bill To

Sterling Hill CDD
3434 Colwell Ave
Suite 200
Tampa, FL 33614

| Job Name | Terms |
|----------------|----------------|
| AMERSHAM ISLES | Due on receipt |

| Quantity | Description | Rate | Serviced | Amount |
|----------|---|-------|----------|----------------|
| | Phone number 352 515 8644 | 45.95 | | 45.95 |
| | Per email received 09/29/25 from Robert Saliva, a credit of \$12.00 was to be applied to this invoice due to over payment on invoice 16982 in September. | | | |
| | | | | \$33.95 |

Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days

Total ~~\$45.95~~

Southern Automated Access Services, Inc. is not responsible for any of the following:
Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc.

Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles.

Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.

Payments/Credits \$0.00

Balance Due ~~\$45.95~~



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|------------|-----------|
| 10/21/2025 | 17140 |

Bill To

Sterling Hill CDD
3434 Colwell Ave
Suite 200
Tampa, FL 33614

| | | | Job Name | Terms |
|---|---------------------------|-------|-------------------------|----------------|
| | | | MANDALAY | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| | Phone number 352 200 0606 | 45.95 | | 45.95 |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total | \$45.95 |
| <p>Southern Automated Access Services, Inc. is not responsible for any of the following: Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc. Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles. Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.</p> | | | Payments/Credits | \$0.00 |
| | | | Balance Due | \$45.95 |



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|------------|-----------|
| 10/21/2025 | 17141 |

Bill To

Sterling Hill CDD
3434 Colwell Ave
Suite 200
Tampa, FL 33614

| | | | Job Name | Terms |
|---|---------------------------|-------|-------------------------|----------------|
| | | | DUNWOODY | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| | Phone number 352 200 9285 | 45.95 | | 45.95 |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total | \$45.95 |
| <p>Southern Automated Access Services, Inc. is not responsible for any of the following: Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc. Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles. Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.</p> | | | Payments/Credits | \$0.00 |
| | | | Balance Due | \$45.95 |



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|------------|-----------|
| 10/21/2025 | 17142 |

Bill To

Sterling Hill CDD
3434 Colwell Ave
Suite 200
Tampa, FL 33614

| | | | Job Name | Terms |
|---|---|-------|-------------------------|----------------|
| | | | HAVERHILL | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| | Cellular usage Phone number 352 488 8717 | 45.95 | | 45.95 |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total | \$45.95 |
| <p>Southern Automated Access Services, Inc. is not responsible for any of the following: Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc. Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles. Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.</p> | | | Payments/Credits | \$0.00 |
| | | | Balance Due | \$45.95 |



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|------------|-----------|
| 10/21/2025 | 17143 |

Bill To

Sterling Hill CDD
3434 Colwell Ave
Suite 200
Tampa, FL 33614

| Job Name | Terms |
|-------------|----------------|
| ARBORGLADES | Due on receipt |

| Quantity | Description | Rate | Serviced | Amount |
|----------|---------------------------|-------|----------|--------|
| | Phone number 352 403 6878 | 45.95 | | 45.95 |

Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days

Total \$45.95

Southern Automated Access Services, Inc. is not responsible for any of the following:
Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc.

Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles.

Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.

Payments/Credits \$0.00

Balance Due \$45.95



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|------------|-----------|
| 10/21/2025 | 17147 |

Bill To

Sterling Hill CDD
3434 Colwell Ave
Suite 200
Tampa, FL 33614

| | | | Job Name | Terms |
|---|---------------------------|-------|-------------------------|----------------|
| | | | COVEY RUN | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| | Phone number 352 403 6824 | 45.95 | | 45.95 |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total | \$45.95 |
| <p>Southern Automated Access Services, Inc. is not responsible for any of the following: Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc. Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles. Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.</p> | | | Payments/Credits | \$0.00 |
| | | | Balance Due | \$45.95 |



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|------------|-----------|
| 10/21/2025 | 17151 |

Bill To

Sterling Hill CDD
3434 Colwell Ave
Suite 200
Tampa, FL 33614

| | | | Job Name | Terms |
|---|---------------------------|-------|-------------------------|----------------|
| | | | BRACKENWOOD | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| | Phone number 813-527-1521 | 45.95 | | 45.95 |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total | \$45.95 |
| <p>Southern Automated Access Services, Inc. is not responsible for any of the following: Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc. Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles. Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.</p> | | | Payments/Credits | \$0.00 |
| | | | Balance Due | \$45.95 |



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|------------|-----------|
| 10/21/2025 | 17153 |

Bill To

Sterling Hill CDD
3434 Colwell Ave
Suite 200
Tampa, FL 33614

| | | | Job Name | Terms |
|---|---------------------------|-------|-------------------------|----------------|
| | | | STORAGE LOT | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| | Phone number 352-238-5488 | 34.95 | | 34.95 |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total | \$34.95 |
| <p>Southern Automated Access Services, Inc. is not responsible for any of the following: Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc. Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles. Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made.</p> | | | Payments/Credits | \$0.00 |
| | | | Balance Due | \$34.95 |



Southern Automated Access Services, Inc

P.O. Box 46535
Tampa, FL 33646

Invoice

| Date | Invoice # |
|------------|-----------|
| 10/21/2025 | 17154 |

| Bill To |
|---|
| Sterling Hill CDD 3434 Colwell Ave Suite 200 Tampa, FL 33614 |

| | | | Job Name | Terms |
|---|---------------------------|-------|-------------------------|----------------|
| | | | EDGEMERE | Due on receipt |
| Quantity | Description | Rate | Serviced | Amount |
| | Phone number 813-503-0957 | 45.95 | | 45.95 |
| Thank you for your business. Past due payments are subject to \$25 per month finance fee after 30 days | | | Total | \$45.95 |
| Southern Automated Access Services, Inc. is not responsible for any of the following: Damages caused by vandalism, lightning/power surges or other natural causes such as water/flood, etc. Damages to drive gates or pedestrian gates caused by others. Gate closures on pedestrians, animals, and/or vehicles. Delayed or prevented access through drive gates or pedestrian gates for any vehicles, persons or animals including emergency vehicles or personel due to mechanical failure. All material remains the property of SAAS, Inc, until final payment is made. | | | Payments/Credits | \$0.00 |
| | | | Balance Due | \$45.95 |



MASI, LLC.

METAL FAB, CONCRETE,
FRAMING, HANDYMAN, DEMO

INVOICE

CHECKS PAYABLE TO :
TALAMESI FOLASA
14678 BENSBROOK DR.
SPRING HILL, FL. 34609

Date : 09/29/2025

Invoice No : 000133

TOTAL DUE :

\$ 1,680.00

| DESCRIPTION | UNIT PRICE | QTY | TOTAL |
|---|------------|-----|----------|
| Welding repair of Covey Run exit pedestrian gate and lockbox. | | 1 | \$420.00 |
| Welding repair of Amersham Isle exit island side main gate. | | 1 | \$890.00 |
| Repaired both damaged pedestrian gate pickets at Arborglades village. | | 1 | \$370.00 |
| Tax Exempt | | 1 | \$0.00 |

Gate Repairs

SUBTOTAL

\$1,680.00

Bill To:

Sterling Hill CDD
4411 Sterling Hill Blvd.
Spring Hill, Fl. 34609
(352)686-5161

RECEIVED
10-06-2025

TOTAL \$1,680.00

Get in touch:

(808)469-2569
helenafolasa@yahoo.com



MASI, LLC.



MASI, LLC.

METAL FAB, CONCRETE,
FRAMING, HANDYMAN, DEMO

INVOICE

CHECKS PAYABLE TO :
TALAMESI FOLASA
14678 BENS BROOK DR.
SPRING HILL, FL. 34609

Date : 09/29/2025

Invoice No : 000134

TOTAL DUE :

\$ 2,600.00

| DESCRIPTION | UNIT PRICE | QTY | TOTAL |
|---|------------|-----|------------|
| Vehicle damage to Glenburne exit gate caused by wrong way vehicle on 9/27/25. | | 1 | \$0.00 |
| Gate to be removed for repair / fabrication. | | 1 | \$1,600.00 |
| Saddle Brackets / Gate Arm | | 1 | \$400.00 |
| Powder Coat Gate | | 1 | \$600.00 |
| Tax Exempt | | | \$0.00 |

Gate Repairs

SUBTOTAL

\$2,600.00

Bill To:

Sterling Hill CDD
4411 Sterling Hill Blvd.
Spring Hill, Fl. 34609
(352)686-5161

RECEIVED
10-06-2025

TOTAL \$2,600.00

Get in touch:

(808)469-2569

helenafolasa@yahoo.com



MASI, LLC.



MASI, LLC.

METAL FAB, CONCRETE,
FRAMING, HANDYMAN, DEMO

INVOICE

CHECKS PAYABLE TO :
TALAMESI FOLASA
14678 BENS BROOK DR.
SPRING HILL, FL. 34609

Date : 10/03/2025

Invoice No : 000137

TOTAL DUE :

\$ 2,700.00

| DESCRIPTION | UNIT PRICE | QTY | TOTAL |
|--|------------|-----|------------|
| Vehicle damage to Barrington exit gate caused by vehicle ramming the gate on 10/1/25 | | 1 | \$0.00 |
| Gate to be removed for repair / fabrication. | | 1 | \$1,700.00 |
| Saddle Brackets / Gate Arm | | 1 | \$400.00 |
| Powder Coat Gate | | 1 | \$600.00 |
| Tax Exempt | | | \$0.00 |

Gate Repairs

SUBTOTAL

\$2,700.00

Bill To:
Sterling Hill CDD
4411 Sterling Hill Blvd.
Spring Hill, Fl. 34609
(352)686-5161

RECEIVED
10-06-2025

TOTAL \$2,700.00

Get in touch:

(808)469-2569
helenafolasa@yahoo.com



MASI, LLC.



CC093025-655

0 0

ACCOUNT SUMMARY

Credit Limit \$30,000.00
Credit Available \$22,196.00
Statement Closing Date September 30, 2025
Days in Billing Cycle 30
Previous Balance \$0.00
Payments & Credits \$5,238.85
Purchases & Other Charges \$12,773.65
Balance Transfer \$0.00
FEES CHARGED \$0.00
INTEREST CHARGED \$0.00
New Balance \$7,534.80
Questions? Call Customer Service
Toll Free - 1-844-626-6581
International Collect - 1-301-665-4442
TTY 1-301-665-4443

PAYMENT INFORMATION

New Balance \$7,534.80
Minimum Payment Due \$7,534.80
Payment Due Date October 27, 2025

Notice: SEE REVERSE SIDE FOR MORE IMPORTANT INFORMATION

TRANSACTIONS

| Tran Date | Post Date | Reference Number | Transaction Description | Amount |
|-----------|-----------|-----------------------|--|-----------|
| | | | \$0.00 | |
| 09/04 | 09/04 | 00000000000ATNEWA | BALANCE TRANSFER 5334 1100 0138 5429 | 4,550.79 |
| 09/25 | 09/25 | F1515008C00CHGDDA | AUTOMATIC PAYMENT - THANK YOU | 4,550.79- |
| | | MICHELLE WHITE | \$0.00 | |
| | | JASON POND | \$7,534.80 | |
| 09/02 | 09/02 | 55432867M5W82DP6J | AMAZON MKTPL*N42VF8GH3 AMZN.COM/BILL WA MCC: 5942 MERCHANT ZIP: | 688.06 |
| 09/03 | 09/03 | 55432867N5WD9Q6PG | AMAZON MKTPL*GS5GA4Z83 AMZN.COM/BILL WA MCC: 5942 MERCHANT ZIP: | 127.57 |
| 09/06 | 09/06 | 55432867T5SK3Q19L | AMAZON.COM*J265X6KN3 AMZN.COM/BILL WA MCC: 5942 MERCHANT ZIP: | 41.79 |
| 09/07 | 09/07 | 55432867S5V2L0N7L | SPECTRUM 855-707-7328 MO MCC: 4899 MERCHANT ZIP: 06902 | 169.97 |
| 09/09 | 09/09 | 82117557XEHM6ZFKL | BESTCLEANERSANDLAUNDRY SPRING HILL FL MCC: 7216 MERCHANT ZIP: | 34.02 |
| 09/10 | 09/10 | 55432867X5W3ZZ68N | ATT*BILL PAYMENT 800-288-2020 TX | 225.65 |

Transactions continued on next page

Please detach bottom portion and submit with payment using enclosed envelope



Valley Bank
Commercial Services
180 Fountain Parkway N
St Petersburg FL 33716

PAYMENT INFORMATION

Payment Due Date October 27, 2025
New Balance \$7,534.80
Minimum Payment Due \$7,534.80
Past Due Amount \$0.00

Make Check
Payable to:

Amount Enclosed:

\$

0 0

STERLING HILL COMMUNITY DEVELOPMEN
3434 COLWELL AVE SUITE 200
TAMPA FL 33614

Valley Bank
PLEASE DO NOT MAIL CHECKS
St Petersburg FL 33716

TRANSACTIONS (continued)

| Tran Date | Post Date | Reference Number | Transaction Description | Amount |
|-----------|-----------|-------------------|--|----------|
| 09/11 | 09/11 | 55432867Y5WQD00EB | MCC: 4899 MERCHANT ZIP: 33614 SPI*DIRECTV SERVICE 800-531-5000 CA | 342.00 |
| 09/11 | 09/11 | 55432867Y5WQK4J50 | MCC: 4899 MERCHANT ZIP: AMAZON MKTPL*7I1UD11J3 AMZN.COM/BILL WA | 89.92 |
| 09/11 | 09/11 | 55432867Z5WFQJ83E | MCC: 5942 MERCHANT ZIP: CIRCLE K 05992 SPRING HILL FL | 59.50 |
| 09/11 | 09/11 | 55432867Z5WFQJ836 | MCC: 5542 MERCHANT ZIP: CIRCLE K 05992 SPRING HILL FL | 88.32 |
| 09/11 | 09/11 | 55310207Z89YZB8DR | MCC: 5542 MERCHANT ZIP: PICKETT'S ACE HDWE BROOKSVILLE FL | 82.22 |
| 09/11 | 09/11 | 82711167YEHN48Z1N | MCC: 5251 MERCHANT ZIP: 34601 COMFORT CONTROL SPECIA SPRING HILL FL | 277.00 |
| 09/12 | 09/12 | 55432867Z5WNRGWAL | MCC: 1711 MERCHANT ZIP: SPI*DIRECTV SERVICE 800-531-5000 CA | 294.00 |
| 09/12 | 09/12 | 12302027Z023BP04V | MCC: 4899 MERCHANT ZIP: SHERWIN-WILLIAMS702246 BROOKSVILLE FL | 377.32 |
| 09/15 | 09/15 | 5543286825XMX832V | MCC: 5231 MERCHANT ZIP: SQ *1ST CHOICE PLUMBIN SPRING HILL FL | 1,133.33 |
| 09/15 | 09/15 | 5545370831BLT79P2 | MCC: 8999 MERCHANT ZIP: 34609 ADVANCE AUTO PARTS #95 SPRING HILL FL | 268.89 |
| 09/16 | 09/16 | 5543286835XX6V6Z5 | MCC: 5533 MERCHANT ZIP: 34609 AMAZON.COM*6V9746SP3 AMZN.COM/BILL WA | 127.57 |
| 09/16 | 09/16 | 5543286835XX8APFS | MCC: 5942 MERCHANT ZIP: AMAZON.COM*I35AU1QE3 AMZN.COM/BILL WA | 83.99 |
| 09/17 | 09/17 | 5543286845Y8LVKRA | MCC: 5942 MERCHANT ZIP: AMAZON.COM*QO2F64Z83 AMZN.COM/BILL WA | 35.19 |
| 09/18 | 09/18 | 5543286855YH5N83M | MCC: 5942 MERCHANT ZIP: AMAZON MKTPL*Z27FU1UA3 AMZN.COM/BILL WA | 59.57 |
| 09/19 | 09/19 | 5543286865YN6HW3M | MCC: 5942 MERCHANT ZIP: BRIMAR INDUSTRIES 973-340-7889 NJ | 243.32 |
| 09/19 | 09/19 | 5543286865YPZJXQ6 | MCC: 5099 MERCHANT ZIP: AMAZON MKTPL*N5P68VY3 AMZN.COM/BILL WA | 186.98 |
| 09/22 | 09/22 | 5543286895ZVQPML3 | MCC: 5942 MERCHANT ZIP: AMAZON MKTPLACE PMTS AMZN.COM/BIL CREDIT | 688.06- |
| 09/24 | 09/24 | 55483828Q0DV5W7WV | MCC: 5942 MERCHANT ZIP: SAMS CLUB RENEWAL 888-746-7726 AR | 110.00 |
| 09/25 | 09/25 | 55432868Q60R90Z42 | MCC: 5300 MERCHANT ZIP: 72712 AMAZON MKTPL*5M90D1CC3 AMZN.COM/BILL WA | 365.03 |
| 09/25 | 09/25 | 55432868Q60S7ZY9K | MCC: 5942 MERCHANT ZIP: AMAZON PRIME*NJ2C93MY0 AMZN.COM/BILL WA | 139.00 |
| 09/25 | 09/25 | 55432868Q60VJZ775 | MCC: 5968 MERCHANT ZIP: LOWES #01605* SPRING HILL FL | 283.35 |
| 09/25 | 09/25 | 55432868Q60WE029H | MCC: 5200 MERCHANT ZIP: 346061925 IN *PRINT SHACK OF THE BROOKSVILLE FL | 716.84 |
| 09/25 | 09/25 | 05436848DBLJ3VA5Z | MCC: 2741 MERCHANT ZIP: SAMS CLUB #4818 BROOKSVILLE FL | 316.46 |
| 09/25 | 09/25 | 02305378DEHZ1D60B | MCC: 5300 MERCHANT ZIP: 34613 OFFICE DEPOT #2162 BROOKSVILLE FL | 347.54 |
| 09/25 | 09/25 | 55639958D0F861AR8 | MCC: 5943 MERCHANT ZIP: 34613 EXXON FAST LANE EXPRES SPRING HILL FL | 80.00 |
| 09/26 | 09/26 | 82708978FWGN92BZT | MCC: 5542 MERCHANT ZIP: 34609 SPRING HILL OUTDOOR PO SPRING HILL FL | 194.63 |
| | | | MCC: 5599 MERCHANT ZIP: | |

Transactions continued on next page

TRANSACTIONS (continued)

| Tran Date | Post Date | Reference Number | Transaction Description | Amount |
|-----------|-----------|-------------------|--|--------|
| 09/26 | 09/26 | 55432868D60ZS8J6Z | AMAZON MKTPL*GG3XI4TM3 AMZN.COM/BILL WA MCC: 5942 MERCHANT ZIP: | 79.99 |
| 09/26 | 09/26 | 55432868D610GDBQ4 | AMAZON MKTPL*X11I058H3 AMZN.COM/BILL WA MCC: 5942 MERCHANT ZIP: | 78.54 |
| 09/26 | 09/26 | 55432868D6150SAB9 | AMAZON MKTPL*NJ1UQ6600 AMZN.COM/BILL WA MCC: 5942 MERCHANT ZIP: | 41.36 |
| 09/27 | 09/27 | 55432868E61FVXB80 | AMAZON MKTPL*NJ2885KA0 AMZN.COM/BILL WA MCC: 5942 MERCHANT ZIP: | 33.98 |
| 09/29 | 09/29 | 55432868G61ZLRA3B | AMAZON MKTPL*NJ8QD0031 AMZN.COM/BILL WA MCC: 5942 MERCHANT ZIP: | 399.96 |

IMPORTANT ACCOUNT INFORMATION

\$0 - \$7,534.80 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 10/27/25. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

REWARDS SUMMARY

| | | |
|--------------------------------|----------|---------------------------------------|
| Previous Cashback Balance | \$39.46 | THE MORE YOU SPEND, THE MORE YOU EARN |
| Cashback Earned this Statement | \$18.84 | \$0-\$500,000 = 0.25% |
| New Cashback Balance | \$58.30 | \$500,001-\$1,500,000 = 0.60% |
| Your cashback will be award on | Feb 2026 | \$1,500,00-\$4,000,000 = 0.75% |
| | | \$4,000,001-\$12,500,000 = 0.90% |
| | | \$12,500,001+ = 1.00% |

INTEREST CHARGE CALCULATION

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

| Type of Balance | ANNUAL PERCENTAGE RATE (APR) | Balance Subject to Interest Rate | Days in Billing Cycle | Interest Charge |
|-----------------|------------------------------|----------------------------------|-----------------------|-----------------|
| Purchases | 14.25% (v) | \$0.00 | 30 | \$0.00 |

(v) = variable (f) = fixed

Paying Interest and Your Grace Period: We will not charge you any interest on your purchase balance on this statement if you pay your new balance amount in full by your payment due date.

Beginning August 1, 2019, the cash reward tiers on your Valley OneCard will be changing. See the table below:

| <i>Tiers</i> | <i>Cashback %</i> |
|-----------------------------------|-------------------|
| <i>\$0 - \$500,000</i> | <i>0.25</i> |
| <i>\$500,001 - \$1,500,000</i> | <i>0.60</i> |
| <i>\$1,500,001 - \$4,000,000</i> | <i>0.75</i> |
| <i>\$4,000,001 - \$12,500,000</i> | <i>0.90</i> |
| <i>\$12,500,001 +</i> | <i>1.00</i> |

Your accumulated rewards will not change, however beginning August 1, rewards on additional spend will be calculated using the percentages above.

This change will not impact the timing of your rewards credit (i.e. if you were due to receive your rewards in September, you will still receive them in September).

INFORMATION ABOUT YOUR VALLEY ONECARD ACCOUNT

As used below, *you* and *your* refer to the accountholder (i.e., the corporate customer) and *we*, *our* and *us* refer to Valley National Bank. Your Valley OneCard is issued and credit is extended by Valley National Bank.

MAKING PAYMENTS

You will pay us the total amount shown as due on each Billing Statement on or before the Payment Due Date shown on that Billing Statement. If you do not make payment in full by the payment due date, in addition to our other rights under your Agreement, we may, at our option, assess a late fee and finance charge in accordance with your Agreement. There is no right to defer any payment due on an Account. In addition, you will pay us the amount of all fees and charges according to the schedule of charges currently in effect. All charges are subject to change upon 30 days prior notice, except that any increase in charges to offset any increase in fees charged to us by any supplier for services used in delivering the services covered by your Agreement may become effective in less than 30 days.

Payments will be automatically deducted from the Valley Bank [business checking account] that you have designated. Should payment not be received for any reason, you may incur additional fees and finance charges. All credits for payments to your Account are subject to final payment by the institution on which the item of payment was drawn. Payments on your Account will be applied in the following order: finance charges, fees, your Account balance.

BALANCE COMPUTATION METHOD

[We calculate the average daily balance on your Account in two categories: (1) Purchases and (2) Cash Advances. To get the "average daily balance" for each category, we take the beginning balance of your Account for that category each day. We then add any new transactions in that category, which may include Fees and Interest. We then subtract any new payments or credits. This gives us the daily balance for each category. We then add up all the daily balances for each category for the billing cycle. We then divide the total by the number of days in the billing cycle. This gives us the Average Daily Balance for Purchases and the Average Daily Balance for Cash Advances.]

INTEREST

In the event you do not pay your balance(s) in full by the due date, your balance(s) may be subject to an interest rate or interest charges, as further described in your Agreement. Your due date is the 25th of each month. If the 25th falls on a weekend or holiday, your payment will be due the business day before the weekend/holiday. We will not charge you interest if you pay your balance(s) in full by the due date each month.

CREDIT BALANCE

Any credit balance on your Account] is money we owe you. You can make charges against this amount or request a full refund of the amount by calling us at the Contact Us number on the front of this statement.

NOTICE TO PAST-DUE CUSTOMERS:

If there is a message on this statement that your account is past due, this is an attempt to collect a debt; any information we obtain will be used for that purpose.

WHAT TO DO IF YOU THINK YOU FIND A MISTAKE ON YOUR STATEMENT

If you or a Cardholder think there is an error on your statement, call us at (844) 626-6581 international (301) 665-4442. or write to us at: PO Box 2988 Omaha, NE 68103-2988 .

You must contact us within 60 days after the error appeared on your statement. Please provide us with the following information:

- *Account information:* Your name and account number.
- *Dollar amount:* The dollar amount of the suspected error.
- *Description of Problem:* Describe what you believe is wrong and why you believe it is a mistake.

While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

YOUR RIGHTS IF YOU ARE DISSATISFIED WITH YOUR VALLEY ONECARD PURCHASES

If you are dissatisfied with the goods or services that you have purchased with your Valley OneCard, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase. To use this right, all of the following must be true:

1. The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50.
2. You must have used your Valley OneCard for the purchase. Purchases made with cash advances do not qualify.
3. You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us *in writing* at PO Box 2988 Omaha, NE 68103-2988 or call us at (844) 626-6581 international (301) 665-444.

While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

TELEPHONE MONITORING AND RECORDING.

You acknowledge that telephone calls and other communications you provide to us may be monitored and recorded for training and quality control purposes. You agree that we may, and you authorize us to, monitor, record, retain and reproduce your telephone calls and any other communications you provide to us, regardless of how transmitted to us, as evidence of your authorization to act in connection with any Transaction, your Account or other service contemplated by this Agreement. We will not be liable for any losses or damages that are incurred as a result of these actions. We are not, however, under any obligation to monitor, record, retain or reproduce such items, unless required to do so by Applicable Law.

Sterling Hill CDD
Clubhouse Credit Card
09/01/25-09/30/25

| | | | | Maintenance & Repair | Office Supplies | Fitness Equipment Maintenance & Repair | Vehicle Maintenance | Special Events | Clubhouse Misc. Expenses | Telephone, Internet, Cable |
|----------|----------------------------------|--|------------|----------------------|-----------------|--|---------------------|----------------|--------------------------|----------------------------|
| | | | | 57200-4647 | 57200-5101 | 57200-4914 | 57200-4660 | 57400-4775 | 57200-4733 | 57200-4103 |
| Date | Vendor Name | Reason for Expenditure | Amount | | | | | | | |
| 08/28/25 | Amazon | (2) Dining Tables for North Activities Room | (688.06) | | | | | | (688.06) | |
| 09/02/25 | Amazon | Ink for South Printer & Spray Bottles | (127.57) | | | | | | (127.57) | |
| 08/29/25 | Amazon | Dog Food Subscription (To be Reimbursed by Jason Pond, Clubhouse Manager. Purchase made in error, he thought used personal credit card in in-app wallet) | (41.79) | | | | | | (41.79) | |
| 09/07/25 | Spectrum | Internet & Phone for South Clubhouse | (169.97) | | | | | | | (169.97) |
| 09/09/25 | Best Cleaners | Wash, Dry, Fold Rags | (34.02) | | | | | (34.02) | | |
| 09/10/25 | AT&T | Internet & Phone for North Clubhouse | (225.65) | | | | | | | (225.65) |
| 09/11/25 | Direct TV | Direct TV Service for North Clubhouse (Aug & Sept) | (342.00) | | | | | | | (342.00) |
| 09/11/25 | Amazon | Air Filters | (89.92) | | (89.92) | | | | | |
| 09/11/25 | Circle K | Gas for Work Truck | (59.50) | | | | (59.50) | | | |
| 09/11/25 | Circle K | Gas for Mules, Pressure Washer, Blowers | (88.32) | | | | (88.32) | | | |
| 09/11/25 | Pickett's Ace Hardware | Saw Blades & Nuts | (82.22) | (82.22) | | | | | | |
| 09/11/25 | Comfort Cool | North Clubhouse AC Diagnosis & Repair | (277.00) | (277.00) | | | | | | |
| 09/12/25 | Direct TV | Direct TV Service for South Clubhouse (Aug & Sept) | (294.00) | | | | | | | (294.00) |
| 09/12/25 | Sherwin Williams | (2) Five Gallon Buckets of Paint | (377.32) | (377.32) | | | | | | |
| 09/15/25 | 1st Choice Plumbing | New Backflow Installed at North Clubhouse | (1,133.33) | (1,133.33) | | | | | | |
| 9/15/25 | Advanced Auto Parts | New Battery & Terminal Protectors for Work Truck | (268.89) | | | | (268.89) | | | |
| 09/16/25 | Amazon | Printer Ink | (127.57) | | (127.57) | | | | | |
| 09/16/25 | Amazon | Battery Back Up & Surge Protector | (83.99) | (83.99) | | | | | | |
| 09/16/25 | Amazon | Printer Ink | (35.19) | | (35.19) | | | | | |
| 09/18/25 | Amazon | Duster Heads & American Flags | (59.57) | | (59.57) | | | | | |
| 09/18/25 | Safetysign.com/Brimar Industries | No Smoking Signs | (243.32) | | | | | | (243.32) | |
| 09/19/25 | Amazon | Light Ballast/Replacement Power Adapter | (186.98) | | | | | | (186.98) | |
| 09/22/25 | Amazon | (2) Dining Tables for North Activities Room - RETURN | 688.06 | | | | | | 688.06 | |
| 09/24/25 | Sams Club | Renewal | (110.00) | | | | | | (110.00) | |
| 09/25/25 | Amazon | Spray Bottles, Gym Wipes, Latex Gloves | (365.03) | | | | | | (365.03) | |
| 09/25/25 | Amazon Prime | Renewal | (139.00) | | | | | | (139.00) | |
| 09/25/25 | Lowes | Pledge, Round Up, Gas Can | (283.35) | | | | | | (283.35) | |
| 09/25/25 | Print Shack | Work Shirts & Hats | (716.84) | | | | | | (716.84) | |
| 09/25/25 | Sams Club | Janitorial Supplies | (316.46) | | | | | | (316.46) | |
| 09/25/25 | Office Depot | Office Supplies | (347.54) | | (347.54) | | | | | |
| 09/25/25 | Exxon Mobile | Gas for Side By Side, Blowers, Pressue Washer | (80.00) | | | | (80.00) | | | |
| 09/26/25 | Spring Hill Outdoor | Service for Pressure Washer | (194.63) | (194.63) | | | | | | |
| 09/26/25 | Amazon | Latex Gloves | (79.99) | | | | | | (79.99) | |
| 09/26/25 | Amazon | Signs | (78.54) | | | | | | (78.54) | |
| 09/26/25 | Amazon | Corrosion Protection Spray | (41.36) | (41.36) | | | | | | |
| 09/27/25 | Amazon | Duster Head Brushes | (33.98) | | (33.98) | | | | | |
| 09/29/25 | Amazon | Weight Benches for North Fitness Center | (399.96) | | | (399.96) | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | TOTAL | 001-10102 | (7,534.80) | (2,189.85) | (693.77) | (399.96) | (496.71) | (34.02) | (2,688.87) | (1,031.62) |

Order Summary

Order placed August 28, 2025 Order # 113-3085148-9920262

| Ship to | Payment method | Order Summary | |
|---|--|--------------------------------|-----------------|
| Sterling Hill CDD 4411 STERLING HILL BLVD SPRING HILL, FL 34609-0866 United States | Mastercard ending in 1615 View related transactions | Item(s) Subtotal: | \$688.06 |
| | | Shipping & Handling: | \$0.00 |
| | | Total before tax: | \$688.06 |
| | | Estimated tax to be collected: | \$0.00 |
| | | Grand Total: | \$688.06 |

Arriving September 11 - September 12



Poundex Dining Tables Multicolor

Sold by: Manhattan Lane

Supplied by: Other

\$344.03

2

Order Summary

Order placed September 2, 2025 Order # 113-9084411-5015455

| Ship to | Payment method | Order Summary | |
|---|--|--------------------------------|-----------------|
| Sterling Hill CDD 4411 STERLING HILL BLVD SPRING HILL, FL 34609-0866 United States | Mastercard ending in 1615 View related transactions | Item(s) Subtotal: | \$127.57 |
| | | Shipping & Handling: | \$2.99 |
| | | Free Shipping: | -\$2.99 |
| | | Total before tax: | \$127.57 |
| | | Estimated tax to be collected: | \$0.00 |
| | | Grand Total: | \$127.57 |

Arriving tomorrow 10 AM – 3 PM



2

EPSON 222 Claria Ink Standard Capacity Black & Color Cartridge Combo Pack (T222120-BCS) Works with WorkForce WF-2960, Expression XP-5200

Sold by: Amazon.com

Supplied by: Other

\$53.29

Arriving tomorrow 10 AM – 3 PM



Veco Spray Bottle (5 Pack, 32 Oz) with Measurements and Adjustable Nozzle(Mist & Stream Mode), HDPE Plastic Spray Bottles for Cleaning Solution, Household/Commercial/Industrial Use, No Leak and Clog

Sold by: Yuanfeng USA

Supplied by: Other

\$20.99

Order Summary

Order placed August 8, 2025 Order # 112-1157797-9185067

Ship to

Jason Pond
1461 Breezy Way
Spring Hill, Florida 34608
United States

Payment method

Mastercard ending in 1615
[View related transactions](#)

Order Summary

| | |
|--------------------------------|----------------|
| Item(s) Subtotal: | \$43.99 |
| Shipping & Handling: | \$0.00 |
| Subscribe & Save: | -\$2.20 |
| Total before tax: | \$41.79 |
| Estimated tax to be collected: | \$0.00 |
| Grand Total: | \$41.79 |

Order Summary

Order placed August 29, 2025 Order # 114-8806725-5737017

Ship to

Jason Pond
1461 Breezy Way
Spring Hill, Florida 34608
United States

Payment method

Mastercard ending in 1615
[View related transactions](#)

Order Summary

| | |
|--------------------------------|----------------|
| Item(s) Subtotal: | \$43.99 |
| Shipping & Handling: | \$0.00 |
| Subscribe & Save: | -\$2.20 |
| Total before tax: | \$41.79 |
| Estimated tax to be collected: | \$0.00 |
| Grand Total: | \$41.79 |

Arriving Saturday



DIAMOND NATURALS Skin & Coat Real Meat Recipe Dry Dog Food with Wild Caught Salmon 30 Pound (Pack of 1)
Sold by: Amazon.com
Shipped by: Other
\$45.99
Auto-delivered Every 3 weeks

Amazon.com

Dog Food Subscription (To be Reimbursed by Jason Pond, Clubhouse Manager. Purchase made in error, should have used personal credit card)



Outlook

Your Spectrum Business Statement is Ready

From Spectrum Business <MyAccount@spectrumemails.com>

Date Wed 8/20/2025 5:50 PM

To sterlinghillclub@live.com <sterlinghillclub@live.com>

[View in Browser](#) [En español](#)



Your Spectrum Business Statement is Ready

Dear Valued Customer,

Your most recent Spectrum Business bill is available online. If you've already made this payment, no further action is required.



Your Account at a Glance

Account Number:

Ending in 4730

Statement Amount:

\$169.97

Auto Pay Date:

September 3, 2025

Service Address:

4250 Sterling Hill Blvd

Sb

Spring Hill, FL 34609



**Choose Your Auto
Pay Date**



Go Paperless

BEST

Cleaners & Laundry



**Next Day - BC
R2 - 6**

Wed 09/10/25 5pm

Hills, Sterling

4411 Sterling Hills Blvd
Spring Hill, FL 34609
(352) 650-7402

25251-553-A



1 Piece 1/1

| Item | Price |
|--------------------------|-------|
| Commercial Laundry - | 34.02 |
| Comm LDY - Wash Dry Fold | |
| grp | |
| 18 Units | |
| Fold All | |
| Subtotal | 34.02 |
| Total | 34.02 |

Fold All

Best Cleaners & Laundry

352-666-2378

4315 LAMSON AVE

SPRING HILL, FL 34608-3323

Tue 09/09/25 9:26am by Levi H

9/11/2025 12:11:5

Order Number: 2024802

Circle K 2705992

14195 Elgin Blvd

Spring Hill FL 34609

(352) 684-8057

Term: 102

Appr : 011024

UNL-REG

PUMP No. 13

Gallons 29.848

PRICE/G \$2.959

TOTAL FUEL \$88.32

TOTAL SALE \$88.32

SALE

Master Card

Card Num : (R)

XXXXXXXXXXXX1615

Contactless

USD\$ 88.32

Mastercard

AID: A0000000041010

TUR: 0000008001

IAD:

XXXXXXXXXXXXXXXXXXXX

XXXXXXXXXXXXXXXXXXXX

TSI: E800

ARC: 00

ARQC:

476ED30AFD903273

09/11/2025 12:05:39

I agree to pay the
above Total Amount
according to Card
Issuer Agreement.

THANK YOU
HAVE A NICE DAY



STERLING HILL CDD
4411 STERLING HILL BLVD
SPRING HILL FL 34609-0866

Page: 1 of 3
Issue Date: Sep 02, 2025
Account Number: 328726901



Managing your AT&T bills, products, and services on the go? It's a snap with myAT&T. Go to att.com/myatt to sign in or sign up.



Account summary

| | |
|------------------------------|-----------|
| Your last bill | \$225.65 |
| Payment, Aug 08 - Thank you! | -\$225.65 |
| Remaining balance | \$0.00 |

Service summary

| | | |
|--|--------|----------|
|  Internet | Page 2 | \$171.20 |
|  Phone | Page 2 | \$54.45 |
| Total services | | \$225.65 |

Total due \$225.65

AutoPay is scheduled to charge your card on Sep 10, 2025

Ways to pay and manage your account:



iPhone and Android



att.com/pay



800.321.2000
TTY: 800.651.5111

Scan to pay



STERLING HILL CDD
4411 STERLING HILL BLVD
SPRING HILL FL 34609-0866

**AutoPay of \$225.65 is scheduled for
Sep 10, 2025**

Account number: 328726901

AT&T
PO BOX 5014
CAROL STREAM, IL 60197-5014

410040560003287269011000000022565000000022565000001



[View online](#)

CARD PAYMENT CONFIRMATION

Hello Sterling Hill Cdd,

Thank you for your recent payment. It's been successfully processed and will be applied to your **DIRECTV FOR BUSINESS®** account.

Here are the details:

DIRECTV account ending in: 7992

Confirmation: 560482509

Received: 2025-09-11

Amount: \$342

Card ending in: 1615

Thank you.

DIRECTV Team



[Help Center](#) | [Terms of Use](#) | [Privacy Policy](#)

Replies to this email address cannot be answered. [Click here](#) to contact us for support.

©2025 DIRECTV. DIRECTV and all other DIRECTV marks are trademarks of DIRECTV, LLC. All other marks are the property of their respective owners.

DIRECTV, LLC., 2260 E. Imperial Highway, El Segundo, CA 90245

338223

Order Summary

Order placed September 11, 2025 Order # 113-4477890-3129855

| Ship to | Payment method | Order Summary | |
|---|--|--------------------------------|----------------|
| Sterling Hill CDD 4411 STERLING HILL BLVD SPRING HILL, FL 34609-0866 United States | Mastercard ending in 1615 View related transactions | Item(s) Subtotal: | \$89.92 |
| | | Shipping & Handling: | \$0.00 |
| | | Total before tax: | \$89.92 |
| | | Estimated tax to be collected: | \$0.00 |
| | | Grand Total: | \$89.92 |

Arriving tomorrow

2

Filterbuy 22x24x1 Air Filter MERV 8 Dust Defense (4-Pack), Pleated HVAC AC Furnace Air Filters Replacement (Actual Size: 21.50 x 23.50 x 0.75 Inches)

Sold by: [Filterbuy](#)

Supplied by: Other

\$44.96

9/11/2025 12:15:1
Order Number: 2024811
Circle K 2705992
14195 Elgin Blvd
Spring Hill FL 34609
(352) 684-8057

Term: 102
Appr : 011857
UNL-REG
PUMP No. 13
Gallons 20.109
PRICE/G \$2.959
TOTAL FUEL \$59.50
TOTAL SALE \$59.50

SALE
Master Card
Card Num : (R)
XXXXXXXXXXXX1615
Contactless

USD\$ 59.50

Mastercard
AID: A00000000041010
TUR: 0000008001
IAD:
XXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX
TSI: E800
ARC: 00
ARQC:
3FFED8E5CD336A57

09/11/2025 12:12:33

I agree to pay the
above Total Amount
according to Card
Issuer Agreement.

THANK YOU
HAVE A NICE DAY

Store # 15750
PICKETT'S Ace Hardware
800 West Jefferson St.
Brooksville, FL 34601
(352) 796-9479

NO RETURNS ON 75% OFF MERCHANDISE
09/11/25 11:15AM JG 303 SALE

ROT4796 2 EA \$2.99 EA
GUIDE BAR NUT STIHL \$5.98
3695 005 0068 2 EA \$35.61 EA
23RM3 PRO 68 \$71.22

SUB-TOTAL: \$ 77.20 TAX: \$ 5.02
TOTAL: \$ 82.22
BC AMT: \$ 82.22

BK CARD#: XXXXXXXXXXXX1615
MID: *****2886 TID: ***1918
AUTH: 011689 AMT: \$ 82.22
Host reference #: 217205 Bat#

Authorizing Network: MASTERCARD

Contactless
CARD TYPE: MASTERCARD EXPR: XXXX
AID : A00000000041010
TUR : 0000008001
IAD : 0110A040012200000000000000000000
TSI :
ARC : 00
MODE : Issuer
CVM :
Name : Mastercard
ATC : 0011
AC : 634EC722BD904D0B
TxnID/ValCode: 133409

Bank card USD\$ 82.22

Total Items: 4



=>> JRNL# C17205/i
CUST NO: *36284
Today's Clerk JOLEA

Acct: JASON POND

Customer Copy

SCAN HERE
FOR OUR MONTHLY SALE ITEMS



Sterling Hills
4411 Sterling Hill Blvd
Spring Hill, FL 34609

(352) 650-7402
sterlinghillclub@live.com

| | |
|---------------|---------------|
| JOB | #31643 |
| SERVICE DATE | Sep 04, 2025 |
| INVOICE DATE | Sep 04, 2025 |
| PAYMENT TERMS | Upon receipt |
| DUE DATE | Sep 04, 2025 |
| AMOUNT DUE | \$0.00 |

CONTACT US

5121 Caribbean Dr
Spring Hill, FL 34606

(352) 293-3316
info@comfortcontrolspecialists.com

Service completed by: David Masters

INVOICE

| Services | qty | unit price | amount |
|--|-----|------------|-----------------|
| Air Conditioner - Diagnostic Service Fee - Commercial | 1.0 | \$119.00 | \$119.00 |
| Expert Troubleshooting & Diagnosis | | | |
| AH water all over the floor | | | |
| Tech Findings: Billards room Found water dripping off EVAP coil. *Coil was cleaned 6/2025* EVAP coil is getting dirty again. Found incorrect size filter in system. Filter is getting sucked up into coil. This will cause filter to touch EVAP coil and water will run down and off filter. Insulation on panel coming off and touching EVAP coil. Insulation is wet. Taped Insulation to panel. Chemically cleaned drain line. | | | |
| *Filter size 23.5 x 22 x 1* | | | |
| Clean Drain Line - Commercial/STD Rate | 1.0 | \$158.00 | \$158.00 |
| Flush and/or vacuum drain line and drain pan for commercial unit functionality. Taped Insulation back onto panel | | | |

| | |
|-------------------|-----------------|
| Subtotal | \$277.00 |
| Total Tax | \$0.00 |
| None (0%) | \$0.00 |
| Job Total | \$277.00 |
| Amount Due | \$0.00 |



SHERWIN-WILLIAMS.

BROOKSVILLE-HERNANDO Store 702246

7228 GROVE RD
BROOKSVILLE FL 34613 6061
(352)799-7226
Fax (352) 799-7408
www.sherwin-williams.com

SALE 1:21pm
Tran # 0928-6 09/12/25
E60/13067 10
PETE PO# EXTERIOR WALL CAPS

STERLING HILL COMMUNITY
Account XXXX-4186-8
Job 1 STERLING HILL COMMUNITY
Tax Record Card 257303

6512-21525 AB2W00353 5 GAL AB2W353
A100 EX SA DB
No Tax 5.00 @ 35.95 179.75
Color: Custom STERLING HILL DARK GRAY

| CCE*Color Cost | 02 | 32 | 64 | 128 |
|----------------|----|----|----|-----|
| U1 White | 2 | 7 | - | - |
| B1 Black | 24 | 8 | - | 1 |
| R2 Maroon | 2 | 10 | - | 1 |
| V3 Deep Gold | 6 | 38 | 1 | 1 |

Custom Manual Formula Match

6512-21525 AB2W00353 5 GAL AB2W353
A100 EX SA DB
No Tax 5.00 @ 35.95 179.75
Color: Custom STERLING HILL LIGHT GRAY

| CCE*Color Cost | 02 | 32 | 64 | 128 |
|----------------|----|----|----|-----|
| U1 White | 2 | 27 | 1 | - |
| B1 Black | 8 | 48 | - | - |
| R2 Maroon | - | 24 | 1 | - |
| V3 Deep Gold | 2 | 60 | - | 1 |

Custom Manual Formula Match

6509-35562 3200-CC EACH
HANDY PRO PAIL
No Tax 1.00 @ 13.99 13.99
Discount (% 15.00) -2.10
975-9465 82130 EACH
EZ POUR SPOUT
No Tax 2.00 @ 3.49 6.98
Discount (% 15.00) -1.05

Order # OE0260155A702246
SUBTOTAL BEFORE TAX 377.32
6.500% SALES TAX:1-103461300 0.00
TOTAL \$377.32

=====

MASTER CARD (Mastercard) -377.32
C/C# XXXXXXXXXXXX1615
Auth # 012730
Contactless
No PIN
RID:0000000041010
=====

STORE HOURS
SUNDAY 10:00 AM - 2:00 PM
MONDAY 8:00 AM - 5:00 PM
TUESDAY 8:00 AM - 5:00 PM
WEDNESDAY 8:00 AM - 5:00 PM
THURSDAY 8:00 AM - 5:00 PM
FRIDAY 8:00 AM - 5:00 PM
SATURDAY 8:00 AM - 5:00 PM

Receipt from 1st Choice Plumbing #7J2Q

From 1st Choice Plumbing <messenger@messaging.squareup.com>

Date Mon 9/15/2025 2:02 PM

To sterlinghillclub@live.com <sterlinghillclub@live.com>

Square automatically sends receipts to the email address you used at any Square seller. [Learn more](#)

New 1.5" Backflow installed @ north clubhouse.

1-year warranty

1st Choice Plumbing



Let 1st Choice Plumbing know how
your experience was

\$1,133.33

| | |
|---------------|------------|
| Custom Amount | \$1,133.33 |
|---------------|------------|

| | |
|--------------|-------------------|
| Total | \$1,133.33 |
|--------------|-------------------|





Store # 09529
4269 MARINER BLVD.
SPRINGHILL FL 34609 (352) 688-0416
09/15/25 15:03 REG 05 TRN# 2342 Coll Barri
os L

| ITEM | QTY | PRICE | TOTAL |
|---------------------------------|-----|----------|----------|
| ===== | | | |
| BTRY-PLATINUM AGM 1 EA 10210826 | | | |
| H7AGM | 1 | \$259.99 | \$259.99 |
| 48 MO.FREE REPL 0 MO.PRORATED | | | |
| Discount Amount: | | | \$-13.00 |
| Item %: | | | 5.00% |
| BATTERY FEE | | | |
| | 1 | \$1.50 | \$1.50 |
| CORE BTRY-PLATINUM AGM 10210827 | | | |
| H7AGM | 1 | \$22.00 | \$22.00 |
| CORE BTRY-PLATINUM AGM 10210827 | | | |
| H7AGM | -1 | \$22.00 | \$-22.00 |

Reason:Core Return
TERMINAL PROTECTORS 1 E 12250724
45100 1 \$3.99 \$3.99
Sub Total \$252.48
T1 Tax @ 6.5000% \$16.41
Total \$268.89

\$268.89 PURCHASE @ 3:04 PM
MC *****1615 CHIP CONTACTLESS
AUTH 015111 APPROVED REF 952905231201
ENV CARD 1 MERCH 313227 1 TERM 5
Issuer ARQC 38873D7D1A5AEC42
AID A0000000041010

SP Acct Name:
Your Speed Perks Account As of 09/14/25
Current Member Level: Club
Join Speed Perks Text Alerts Today!
Receive your rewards & special offers
instantly to your mobile device.
Text JOIN to 77333 to subscribe
Message and data rates may apply.
CUSTOMER: Pond, Jason

Z2RK51FDMC14CN



ENTER TO WIN A \$200 GAS CARD!

Complete a brief survey
about your visit

advanceautoparts.com/survey

Enter code: 952905 02342 5258

Sweepstakes ends 12/31/2025

Order Summary

Order placed September 16, 2025 Order # 113-0047373-2359455

| Ship to | Payment method | Order Summary | |
|---|--|--------------------------------|-----------------|
| Sterling Hill CDD 4411 STERLING HILL BLVD SPRING HILL, FL 34609-0866 United States | Mastercard ending in 1615 View related transactions | Item(s) Subtotal: | \$127.57 |
| | | Shipping & Handling: | \$2.99 |
| | | Free Shipping: | -\$2.99 |
| | | Total before tax: | \$127.57 |
| | | Estimated tax to be collected: | \$0.00 |
| | | Grand Total: | \$127.57 |

| Arriving today 10 AM – 3 PM | |
|--|---|
| A small image of a magenta ink cartridge in its packaging. | <p>EPSON 812 DURABrite Ultra Ink High Capacity Magenta Cartridge (T812XL320-S) Works with WorkForce Pro WF-7310, WF-7820, WF-7840, WorkForce EC-C7000 Sold by: Amazon.com Supplied by: Other \$35.19</p> |
| A small image of a black ink cartridge in its packaging. <div>2</div> | <p>EPSON 812 DURABrite Ultra Ink High Capacity Black Cartridge (T812XL120-S) Works with WorkForce Pro WF-7310, WF-7820, WF-7840, WorkForce EC-C7000 Sold by: Amazon.com Supplied by: Other \$46.19</p> |

Order Summary

Order placed September 16, 2025 Order # 113-6928868-0269040

| Ship to | Payment method | Order Summary | |
|---|--|--------------------------------|----------------|
| Sterling Hill CDD 4411 STERLING HILL BLVD SPRING HILL, FL 34609-0866 United States | Mastercard ending in 1615 View related transactions | Item(s) Subtotal: | \$83.99 |
| | | Shipping & Handling: | \$2.99 |
| | | Free Shipping: | -\$2.99 |
| | | Total before tax: | \$83.99 |
| | | Estimated tax to be collected: | \$0.00 |
| | | Grand Total: | \$83.99 |

Arriving today 10 AM – 3 PM



APC UPS Battery Backup and Surge Protector, 600VA/330 Watts Backup Battery
Power Supply, BE600M1 Back-UPS with USB Charger Port
Sold by: Amazon.com
Supplied by: Other
\$83.99

Order Summary

Order placed September 16, 2025 Order # 113-5241665-5393835

| Ship to | Payment method | Order Summary | |
|---|--|--------------------------------|----------------|
| Sterling Hill CDD 4411 STERLING HILL BLVD SPRING HILL, FL 34609-0866 United States | Mastercard ending in 1615 View related transactions | Item(s) Subtotal: | \$35.19 |
| | | Shipping & Handling: | \$0.00 |
| | | Total before tax: | \$35.19 |
| | | Estimated tax to be collected: | \$0.00 |
| | | Grand Total: | \$35.19 |

Arriving Thursday



Epson 812 DURABrite Ultra Ink High Capacity Yellow Cartridge (T812XL420-S)

Works with Workforce Pro WF-7310, WF-7820, WF-7840, Workforce EC-C7000

Sold by: Amazon.com

Supplied by: Other

\$35.19

Order Summary

Order placed September 11, 2025 Order # 113-2299343-6986634

| Ship to | Payment method | Order Summary | |
|---|--|--------------------------------|----------------|
| Sterling Hill CDD 4411 STERLING HILL BLVD SPRING HILL, FL 34609-0866 United States | Mastercard ending in 1615 View related transactions | Item(s) Subtotal: | \$59.57 |
| | | Shipping & Handling: | \$0.00 |
| | | Total before tax: | \$59.57 |
| | | Estimated tax to be collected: | \$0.00 |
| | | Grand Total: | \$59.57 |

Arriving September 17 - September 21



VITEVER Twist-On Cobweb Duster Head Brush, Fits Standard 3/4 inch Threaded Poles, Attachment Spider Web Duster Brush for Outdoor & Indoor Cleaning

Sold by: [VITEVER](#)

Supplied by: Other

\$19.99

Arriving tomorrow



American Flag for Outside Heavy-Duty US Flag with Embroidered Stars Reinforced Material USA Flag Built for Outdoors Sewn Stripes UV Protection Brass Grommets (3x5 ft)

Sold by: [Flags Direct](#)

Supplied by: Other

\$19.79



Phone: 800-274-5271 toll-free • 973-405-2672
Fax: 800-279-6897 toll-free • 973-340-7809

Address: 64 Outwater Lane, Garfield, NJ 07026
Email: sales@safetysign.com • support@safetysign.com

SafetySign.com / Order Invoice

Thank you! Your order has been placed.




Your total after deducting sales tax will be \$243.32. We'll apply this adjustment after verifying your tax exemption certificate.

You must provide your tax exemption certificate via email (salestax@safetysign.com) or fax (800-279-6897) by September 18, 2025 if you have not already done so. Please include your order number (SS334379299) in the subject line of your email or the cover letter of your fax. Failing to provide your tax exemption certificate will result in your order being processed with sales tax.

Order # SS334379299

Your order invoice will be emailed to sterlinghillclub@live.com.

Item Summary

| Item Description | Quantity | Price |
|---|----------|---------------------------------|
|  Custom Sign with Colored Border, Text, and Image Item #: C0047-FB-2HV ^ Full Product Details Size: 7 × 10" Material: .040" Rust-Free Aluminum Laminate: None Mounting: Two 7/32" holes (one at top, one at bottom) Packaging: Sold Individually Printing: Design will be printed as shown after minor | Qty: 3 | Each: \$17.26 \$51.78 |

Ordered

September 16, 2025

Status

Processing

Est. Delivery Date

September 23, 2025

Shipping Method

3 Day — FedEx

Shipped To

Jason Pond
Sterling Hill CDD
4411 Sterling Hill Boulevard
Spring Hill, FL 34609
3526507402

Payment Method

Mastercard
*****1615

Billed To

Jason Pond

GET 10% OFF

Backgrounds
Gray 430 C Striped Border

Sign Layout
Text + 1 Image on Bottom

Header Text
No Vaping

Footer Text
Courts

Text 2
Within 15 Feet of

Text 1
No Smoking



Custom Sign with Colored Border, Text, and Image

Qty: 3

Each: \$17.26
\$51.78

Item #: C0047-FB-2HV

^ Full Product Details

Size: 7 × 10"

Material: .040" Rust-Free
Aluminum

Laminate: None

Mounting: Two 7/32" holes
(one at top, one at bottom)

Packaging: Sold Individually

Printing: Design will be
printed as shown after minor
touch-ups.

Backgrounds
Gray 430 C Striped Border

Sign Layout
Text + 1 Image on Bottom

Header Text

Sterling Hill CDD
3434 Colwell Ave.
Suite 200
Tampa, FL 33614
13526865161

Subtotal \$224.38

Shipping \$18.94

Sales Tax \$15.82

Order Total \$259.14

Your total after deducting
sales tax will be **\$243.32.**

We'll apply this adjustment
after verifying your tax
exemption certificate. You
must provide your tax
exemption certificate via
email

(salestax@safetysign.com)
or fax (800-279-6897) by
September 18, 2025 if you
have not already done so.
Please include your order
number (SS334379299) in
the subject line of your
email or the cover letter of
your fax. Failing to provide
your tax exemption
certificate will cause your
invoice to include sales tax.

Order Summary

Order placed September 18, 2025 Order # 113-5387924-4217844

| Ship to | Payment method | Order Summary | |
|---|--|--------------------------------|-----------------|
| Sterling Hill CDD 4411 STERLING HILL BLVD SPRING HILL, FL 34609-0866 United States | Mastercard ending in 1615 View related transactions | Item(s) Subtotal: | \$186.98 |
| | | Shipping & Handling: | \$0.00 |
| | | Total before tax: | \$186.98 |
| | | Estimated tax to be collected: | \$0.00 |
| | | Grand Total: | \$186.98 |

Arriving tomorrow



10 Pack - Replacement for ICN-2P32-SC 1 & 2 Lamp T8 Fluorescent Electronic Ballast - 120-277 Volt - Instant Start - UL Approved
Sold by: [Lighting N Beyond LLC](#)
Supplied by: Other
\$136.99



Govee Adapter Permanent Outdoor Lights 2, Parts Only for 50ft H705D, 100ft H705E, 150ft H705F, White Version
Sold by: [Govee US](#)
Supplied by: Other
\$49.99

Refund on order 113-3085148-9920262

From Amazon.com <payments-messages@amazon.com>

Date Mon 9/22/2025 12:41 PM

To sterlinghillclub@live.com <sterlinghillclub@live.com>



Hello,

We're writing to let you know we processed your refund of \$688.06 for your Order 113-3085148-9920262 from Manhattan Lane.

This refund is for the following item(s):

Item: Poundex Dining Tables Multicolor

Quantity: 2

ASIN: B017GL9PYM

Reason for refund: Item not received

Here's the breakdown of your refund for this item:

Item Refund: \$688.06

We'll apply your refund to the following payment method(s):

MasterCard Credit Card [expiring on 5/2027]: \$688.06

We've processed a refund for the above order in the amount of \$688.06. The refund should appear on your account in 2-3 days if issued to a credit card.

Refunds issued to a bank account typically take 7-10 days to reflect on the account balance.



Sep 24, 2025
Order 10348663244



Digital delivery items(2)

| | | |
|-------------------------|-------|---------|
| Club Membership Renewal | Qty 1 | \$50.00 |
|-------------------------|-------|---------|

| | | |
|-------------------------|-------|---------|
| Plus Membership Renewal | Qty 1 | \$60.00 |
|-------------------------|-------|---------|

| | | |
|-----------------|--|----------|
| Subtotal | | \$110.00 |
|-----------------|--|----------|

| | | |
|------------------|--|--------|
| Sales tax | | \$0.00 |
|------------------|--|--------|

| | | |
|--------------|--|-----------------|
| Total | | \$110.00 |
|--------------|--|-----------------|

| | | |
|-------|--|----------|
| *1615 | | \$110.00 |
|-------|--|----------|

Credit cards aren't charged until your order ships or you pick it up at the club. If you see a pending charge before this, it's an authorization hold to ensure the funds are available

Order Summary

Order placed September 24, 2025 Order # 113-9572619-1978631

| Ship to | Payment method | Order Summary | |
|---|--|--------------------------------|-----------------|
| Sterling Hill CDD 4411 STERLING HILL BLVD SPRING HILL, FL 34609-0866 United States | Mastercard ending in 1615 View related transactions | Item(s) Subtotal: | \$365.03 |
| | | Shipping & Handling: | \$2.99 |
| | | Free Shipping: | -\$2.99 |
| | | Total before tax: | \$365.03 |
| | | Estimated tax to be collected: | \$0.00 |
| | | Grand Total: | \$365.03 |

Arriving tomorrow 10 AM – 3 PM



2

Uineko Plastic Spray Bottle (4 Pack, 24 Oz, All-Purpose) Heavy Duty Spraying Bottles Leak Proof Mist Empty Water Bottle for Cleaning Solution Planting Pet with Adjustable Nozzle and Measurements

Sold by: Uineko
Supplied by: Other

\$12.57



2

Zogics Antibacterial Wipes – Disinfecting Wipes for Sanitizing and Cleaning Surfaces and Equipment, EPA Registered Antibacterial Cleaning Wipes (3,200 Count – 4 Rolls of 800 Wipes)

Sold by: Zogics, LLC
Supplied by: Other

\$129.95

Arriving tomorrow 10 AM – 3 PM



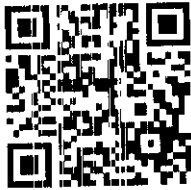
1

Schneider Nitrile Exam Gloves, 4mil, Blue, Medium - 1000-ct Case, Disposable, Latex-Free, Powder-Free, Non-Sterile, Medical & Cleaning Gloves, Food Safe for Cooking & Prep

Sold by: A2eshop
Supplied by: Other

\$79.99

[Conditions of Use](#) [Privacy Notice](#) [Consumer Health Data Privacy Disclosure](#) [Your Ads Privacy Choices](#)
© 1996-2025, Amazon.com, Inc., or its affiliates



LEARN MORE AT LOWES.COM/NYLOVESREWARDS

LOWE'S HOME CENTERS, LLC
4780 COMMERCIAL WAY
SPRING HILL, FL 34605 (352) 592-0176

SALE

SALES#: FSTLW04 3049831 TRNS#: 234533903 09-25-25

| | |
|------------------------------------|--------|
| 5183509 PS 6000 4-IN FLAT | 32.07 |
| 11.08 DISCOUNT | -1.19 |
| 3 @ 10.55 | |
| 63942 OH 4 IN REFLECTIVE NAIL-O | 2.41 |
| 63936 HM 4 IN REFLECTIVE NAIL-O | 2.93 |
| 63933 HM 4 IN REFLECTIVE NAIL-O | 2.93 |
| 63935 HM 4 IN REFLECTIVE NAIL-O | 7.44 |
| 4 @ 2.48 | |
| 63932 HM 4 IN REFLECTIVE NAIL-O | 4.95 |
| 2 @ 2.48 | |
| 235010 WHIZZ 4 IN MINI-ROLLER FR | 3.63 |
| 1051377 SCEPTOR PLAT GAS TAN CARB | 21.93 |
| 5201162 ROUNDUP JOH ACTION VARD | 26.93 |
| 5201159 ROUNDUP JOH ACTION VARD | 117.92 |
| 4 @ 29.48 | |
| 1460443 14.2 OZ PISTOL 4 LENGTH 18 | 59.66 |
| 5 @ 9.46 | |
| SUBTOTAL: | 283.35 |
| TOTAL TAX: | 0.00 |
| INVOICE 94653 TOTAL: | 283.35 |
| AMT: | 283.35 |

TOTAL SAVINGS THIS TRIP: \$3.57

MC: XXXXXXXXXXXX1615 AMOUNT: 283.35 AUTHCD: 025419
TAP REFID:16053156122 09/25/25 14:04:35
CUSTOMER CODE: HA
TNR : 0000108001
ATD : 3000010041010

STORE: 1605 TERMINAL: 38 09/25/25 14:04:45
OF ITEMS PURCHASED: 24
EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



Office DEPOT OfficeMax

BROOKSVILLE - (352) 592-7966

09/25/2025 1:08 PM



VTVT994PY45XE48W8

SALE 2162-3-8258-1079012-24.8.1
9735109 PRNTR,WF-3820, 153.99 SS
212365 BDR,OD,VW,2",W
3 @ 8.70 26.10

| You Pay | 26.10SS |
|------------------------|---------|
| 217117 BDR,OD,VW,2",N | 8.70 SS |
| 1396693 ODEvrBnd 1 BND | 8.20 SS |
| 1396801 ODEvrBnd 1 BND | 8.20 SS |
| 1396702 ODEvrBnd 1 BND | 8.20 SS |
| 291809 MAG, MINIBRITE | 8.50 SS |
| 593412 PIN,PUSH,60P,A | 2.20 SS |
| 756131 TCKT,ROLL,SNGL | 5.56 SS |
| 756151 TCKT,RL,DBL,AS | 8.40 SS |
| 271289 LEGALPAD,5X8,W | |
| 2 @ 9.89 | 19.78 |

| You Pay | 19.78SS |
|------------------------|----------|
| 5580337 PLNR,RY26,M,LG | 14.32 SS |
| 8155091 PLNR,RY26,M,LG | 14.32 SS |
| 548999 POST-IT,MIAMI, | 15.89 |

| You Pay | 16.89SS |
|-----------------------|----------|
| 297954 CASE,NOTEBOOK, | 37.24 SS |
| 548999 POST-IT,MIAMI, | 15.89 |
| Promotion | -7.95 |

| You Pay | 7.94SS |
|-----------------|--------|
| Subtotal: | 347.54 |
| Total: | 347.54 |
| MasterCard 1615 | 347.54 |

AUTH CODE 025083
IDS Contactless
AID A0000000041010 Mastercard
TVR 0000008001
CVS No Signature Required

Tax Exemption Number 55857930

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

Total Savings:
\$7.95

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

WE WANT TO HEAR FROM YOU!
Visit survey.officedepot.com
and enter the survey code below
D75T OKB4 SFJC
or scan the below QR code





sam's club

352-592-4737

09/25/25 12:23 2399 04818 090 9890

JASON 101-**** *+*+ *+*+ *178 9

| | |
|-----------------------|---------|
| 3 @ 26.83 | |
| 662368 PUM TISSUE | 80.49 0 |
| 2 @ 33.98 | |
| 46374 TOWEL | 67.96 0 |
| 990304472 55 GAL BARS | 24.98 0 |
| 2 @ 16.98 | |
| 980143634 136 IRSH FR | 33.96 0 |
| 3 @ 10.98 | |
| 990285551 FABUOUSU | 32.94 0 |
| 980006565 VINDEK | 8.81 0 |
| 165779 SIMPLE GRPE | 10.34 0 |
| 980238935 EYSOL TOWEL | 11.48 0 |
| 990285505 NR CLR ENSR | 14.78 0 |
| 24199 TAPE 6 PACK | 9.98 0 |
| 980136015 6IC WITE DU | 6.76 0 |
| 418833 PACKING TAP | 13.98 0 |

SUBTOTAL 316.46

TOTAL 316.46

MCARD TEND 316.46

CHANGE DUE 0.00

MASTERCARD 1615 1 1 APP#025556

316.46 TOTAL PURCHASE

REF # 526806122138

AID A0000000041010

TERMINAL # 50451389

No Signature Required

09/25/25 12:23:07

ITEMS SOLD 18

IC# 2790 6473 2447 9136 0803 9



Yay! You earned \$6.35 Sam's Cash with
Plus. Check all earnings and savings
at SamsClub.com/Account

WELCOME
TO MOBIL
FASTLANE
13045SPRINGHILLDR
SPRINGHILL FL
34609

DATE 9/25/25 7:19
TRAN#9029924
PUMP# 02
SERVICE LEVEL: SELF
PRODUCT: UNLD1
GALLONS: 25.816
PRICE/G: \$3.099
FUEL SALE \$80.00
CREDIT \$80.00

USD\$80.00

*****1615

Entry: Chip Read

AppName: Mastercard

AuthNet: MASTERC

MODE: Issuer

AID: A0000000041010

Auth #: 025217

Resp Code: 000

Stan: 08013943867

Invoice #: 737666

Shift #: 2

Store # 9947581

Verified By PIN

No Signature Needed

THANK YOU
HAVE A NICE DAY

**PRINT SHACK OF THE NATURE COAST INC.**

13045 CORTEZ BLVD

BROOKSVILLE, FL 34613

+13527992972

BILL TO

Jason Pond

Sterling Hill CDD

4411 Sterling Hill Blvd.

Spring Hill, FL 34609

352-686-5161

INVOICE 618571**DATE** 09/25/2025 **TERMS** Due on receipt**REP**

Rachel

| PRODUCT # | DESCRIPTION | QTY | RATE | AMOUNT |
|-------------------|--|-----|-------|---------|
| PC54 | Port & Company 5.4-oz 100% Cotton T-shirt Coral L-7 XL-7 Lime L-7 XL-7 | 28 | 5.50 | 154.00T |
| ST350LS | Sport-Tek Long Sleeve Competitor Tee Lime Shock L-4 XL-2 | 6 | 10.25 | 61.50T |
| SSHT | Silk Screen Transfer Sheets L/C - White Ink | 34 | 4.65 | 158.10T |
| SS-SU | Silk Screen Set Up - 1 Color 1 Placement | 1 | 15.00 | 15.00 |
| 112 | Richardson Snapback Trucker Cap Charcoal/Neon Pink - 7 | 7 | 13.00 | 91.00T |
| E-HAT | Embroidered Hat Front - Match Mesh - Neon Pink | 7 | 10.00 | 70.00T |
| Thread Changeover | Thread Changeover Fee | 1 | 5.00 | 5.00T |
| 112 | Richardson Snapback Trucker Cap Charcoal/Neon Green - 6 | 6 | 13.00 | 78.00T |
| E-HAT | Embroidered Hat Front - Match Mesh - Neon Green | 6 | 10.00 | 60.00T |

~FOR INTERNAL USE ONLY~

Order Checked In _____

After Printing _____

Customer Notified _____

| PRODUCT # | DESCRIPTION | QTY | RATE | AMOUNT |
|-----------|---|-----|-------|------------------|
| | | | | Subtotal: 692.60 |
| CCCF | Electronic Payment /Credit Card Convenience Fee | 1 | 24.24 | 24.24 |
| SUBTOTAL | | | | 716.84 |
| TAX | | | | 0.00 |
| TOTAL | | | | 716.84 |
| PAYMENT | | | | 716.84 |
| TOTAL DUE | | | | \$0.00 |

~FOR INTERNAL USE ONLY~
Order Checked In_____
After Printing_____

Customer Notified_____

SPRING HILL OUTDOOR POWER EQUIPMENT

Repair Order # 15725

13132 Spring Hill Dr
Spring Hill FL, 34609
(352) 683-2482



SPRING HILL OUTDOOR P.E.

13132 SPRING HILL DRIVE
SPRING HILL, FL 346095065
3526832482

Cashier: Jamie M.
26 Sep 2025 11:49:23A

Transaction **202062**

1 Custom Item \$188.96

Subtotal \$188.96

Credit Card Fee 3% \$5.67

Total \$194.63

CREDIT CARD SALE \$194.63

MASTERCARD 1615

Retain this copy for statement
validation

26 Sep 2025 11:49:32A
\$194.63 | Method: CONTACTLESS
Mastercard XXXXXXXXXXXX1615
Reference ID: 526900520588
Auth ID: 026989
MID: *****6595
AID: A0000000041010
SIGNATURE

Clover ID: 96MQXMVXY1050
Payment VMBJ57EN206FM

Clover Privacy Policy
<https://clover.com/privacy>

| | | | | |
|---|-------------|--------|-------------|---------------|
| SERVICE WRITER | SERIAL # | | HOURS 1 OUT | HOURS 2 OUT |
| - | W441223U613 | | 0 | 0 |
| SALES TYPE | TAG NUMBER | PERMIT | TERMS | CUSTOMER PG |
| Regular or Over the Counter | | | CC | - |
| YEAR / MAKE / MODEL | | | TAX CODE | PROMISED DATE |
| 0 / WESTINGHOUSE / WPX4400 | | | NT | 9/24/2025 |
| TAG # / KEY NO. / ENGINE NO. / FRAME / DISPLACEMENT / FUEL TYPE | | | | |
| N/A / N/A / N/A / N/A / N/A / N/A | | | | |

| m | Description | Bin | Your Price | Amount W | Stat |
|-------------|--------------------------------------|-----|------------|----------|------|
| W50 | MOTOR OIL | | 13.99 | 13.99 | N P |
| 210-ZE3-505 | ELEMENT, AIR CLEANER | | 28.99 | 28.99 | N P |
| BOR1 | GENERAL LABOR AT SHOP RATE (SMALL) | | 90.00 | 135.00 | N |
| 5.99 | SHIPPING | | 5.99 | 5.99 | N |
| SC. | ADD ON FROM DEPOSIT TAKEN BY MISTAKE | | 35.00 | 35.00 | N |

Totals

| | |
|----------------------|---------------|
| Item | 42.98 |
| Fee | 40.99 |
| Unit | 0.00 |
| Labor | 135.00 |
| Kit | 0.00 |
| Misc | 0.00 |
| Subtotal | 218.97 |
| Shop Fees | 4.99 |
| Ship By DEFAULT | 0.00 |
| Sales Tax | 0.00 |
| S/O & Payment Fees | 5.67 |
| Total Invoice | 229.63 |
| Total Paid | 229.63 |
| Change | 0.00 |

Tracking No. _____

Payment Details

| Amount | Type | Amount | Payment |
|--------|-------------|--------|-----------|
| | Debit Card | 35.00 | 9/24/2025 |
| | Credit Card | 194.63 | 9/26/2025 |

Misc Charges

| Name | Amount | Tax |
|------------------------|-------------|-------------|
| Hazardous Disposal Fee | 0.00 | 0.00 |
| Shop Fees | 4.99 | 0.00 |
| Sublet | 0.00 | 0.00 |
| Misc. Fees | 0.00 | 0.00 |
| Total | 4.99 | 0.00 |

Service Requested

(NO HOSE/WAND)

RUST IN THE GAS TANK

LOOK OVER

DEPOSIT 35.00

Repair Order Recommendation

TECH--THERE IS NO RUST IN GAS TANK--DID SEE SOME SAND PARTICLES IN TANK--WILL NEED TO REMOVE SAND FROM TANK. DOES RUN. WAS FLOODED--COULD HAVE BEEN CAUSED FROM THE TRIP TO SHOP. AIR FILTER IS RUSTY. HAS GOTTEN WET--SHOULD REPLACE. OIL IS A LITTLE LOW AND DARK IN COLOR. BW
9/25/25@11:28AM LVM ESTIMATE IS READY. REQ RETURN CALL. RC
9/25/25@11:33AM SPOKE WITH JASON POND. APPROVED ESTIMATE. RC
JASON ALSO REQUESTED THAT WE CREDIT BACK THE \$35 TO SILAS DAVIDSON VIA HIS DEBIT CARD(REVERSE THE DEPOSIT) JASON WILL PAY FULL COST OF REPAIR. RC

Order Summary

Order placed September 24, 2025 Order # 113-1848987-6137825

| Ship to | Payment method | Order Summary | |
|---|--|--------------------------------|----------------|
| Sterling Hill CDD 4411 STERLING HILL BLVD SPRING HILL, FL 34609-0866 United States | Mastercard ending in 1615 View related transactions | Item(s) Subtotal: | \$79.99 |
| | | Shipping & Handling: | \$0.00 |
| | | Total before tax: | \$79.99 |
| | | Estimated tax to be collected: | \$0.00 |
| | | Grand Total: | \$79.99 |



Arriving Friday

Schneider Nitrile Exam Gloves, 4mil, Blue, XL - 1000-ct Case, Latex-Free, Powder-Free, Non-Sterile, Medical & Cleaning Gloves, Food Safe for Cooking & Prep



Sold by: A2eshop
Supplied by: Other

\$79.99

Order Summary

Order placed September 24, 2025 Order # 113-0349749-2309808

| Ship to | Payment method | Order Summary | |
|---|--|--------------------------------|----------------|
| Sterling Hill CDD 4411 STERLING HILL BLVD SPRING HILL, FL 34609-0866 United States | Mastercard ending in 1615 View related transactions | Item(s) Subtotal: | \$78.54 |
| | | Shipping & Handling: | \$0.00 |
| | | Total before tax: | \$78.54 |
| | | Estimated tax to be collected: | \$0.00 |
| | | Grand Total: | \$78.54 |

| Arriving October 1 - October 2 | |
|---|--|
|  | <p>Meuey Lyot U-Channel Sign Post Bolt 304 Stainless Steel Mark mounting Hardware Traffic Sign Hardware Accessories Sign Post mounting Bolts and Nuts - 8-Sets</p> <p>Sold by: Meuey Lyot Supplied by: Other</p> <p>4 \$9.99</p> |
| Arriving Friday | |
|  | <p>WD-40 Specialist Penetrant with SMART STRAW SPRAYS 2 WAYS, 11 OZ [6-Pack]</p> <p>Sold by: Amazon.com Supplied by: Other</p> <p>\$38.58</p> |

Order Summary

Order placed September 26, 2025 Order # 113-5791989-5216231

Ship to

Sterling Hill CDD
4411 STERLING HILL BLVD
SPRING HILL, FL 34609-0866
United States

Payment method

Mastercard ending in 1615
[View related transactions](#)

Order Summary

| | |
|--------------------------------|----------------|
| Item(s) Subtotal: | \$41.36 |
| Shipping & Handling: | \$0.00 |
| Total before tax: | \$41.36 |
| Estimated tax to be collected: | \$0.00 |
| Grand Total: | \$41.36 |

Arriving October 10



YAMAHA Original OEM Yamalube ACC-YAMSH-LD-00 Rust and Corrosion Protection
Waterproof Lubricant Yamalube OEM - (2) 12 oz Spray Cans...

Sold by: TWL POWERSPORTS

Supplied by: Other

2
\$20.68

Order Summary

Order placed September 26, 2025 Order # 113-7074658-0617869

| Ship to | Payment method | Order Summary | |
|---|--|--------------------------------|----------------|
| Sterling Hill CDD 4411 STERLING HILL BLVD SPRING HILL, FL 34609-0866 United States | Mastercard ending in 1615 View related transactions | Item(s) Subtotal: | \$33.98 |
| | | Shipping & Handling: | \$0.00 |
| | | Total before tax: | \$33.98 |
| | | Estimated tax to be collected: | \$0.00 |
| | | Grand Total: | \$33.98 |

Arriving Monday



2

\$16.99

VITEVER Twist-On Cobweb Duster Head Brush, Fits Standard 3/4 inch Threaded Poles, Attachment Spider Web Duster Brush for Outdoor & Indoor Cleaning

Sold by: VITEVER

Supplied by: Other

Order Summary

Order placed September 26, 2025 Order # 113-9481622-8905842

| Ship to | Payment method | Order Summary | |
|---|--|--------------------------------|-----------------|
| Sterling Hill CDD 4411 STERLING HILL BLVD SPRING HILL, FL 34609-0866 United States | Mastercard ending in 1615 View related transactions | Item(s) Subtotal: | \$399.96 |
| | | Shipping & Handling: | \$0.00 |
| | | Total before tax: | \$399.96 |
| | | Estimated tax to be collected: | \$0.00 |
| | | Grand Total: | \$399.96 |

Arriving October 8 - October 9



2

\$199.98

Major Fitness Weight Bench - 1300LBS Weight Capacity and 36 Adjustable Positions
Strength Training Bench for Garage and Home Gym Workouts (Black)

Sold by: MAJOR FITNESS
Supplied by: Other



CC093025-655-01

0 0

ACCOUNT SUMMARY

Credit Limit \$10,000.00
Credit Available \$0.00
Statement Closing Date September 30, 2025
Days in Billing Cycle 30
Previous Balance \$0.00
Payments & Credits \$0.00
Purchases & Other Charges \$372.75
Balance Transfer \$0.00
FEES CHARGED \$0.00
INTEREST CHARGED \$0.00
New Balance \$372.75
Questions? Call Customer Service
Toll Free - 1-844-626-6581
International Collect - 1-301-665-4442
TTY 1-301-665-4443

PAYMENT INFORMATION

New Balance \$372.75
Minimum Payment Due \$372.75
Payment Due Date October 27, 2025

Notice: SEE REVERSE SIDE FOR MORE IMPORTANT INFORMATION

TRANSACTIONS

| Tran Date | Post Date | Reference Number | Transaction Description | Amount |
|-----------|-----------|-------------------|--|--------|
| 09/03 | 09/03 | 55432867N5WGPZH2V | SQ *1ST CHOICE PLUMBIN SPRING HILL FL MCC: 8999 MERCHANT ZIP: 34609 | 372.75 |

IMPORTANT ACCOUNT INFORMATION

\$0 - \$372.75 WILL BE DEDUCTED FROM YOUR ACCOUNT AND
CREDITED AS YOUR AUTOMATIC PAYMENT ON 10/27/25. THE
AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS
POSTED ON OR BEFORE THIS DATE.

Please detach bottom portion and submit with payment using enclosed envelope



Valley Bank
Commercial Services
180 Fountain Parkway N
St Petersburg FL 33716

PAYMENT INFORMATION

Payment Due Date October 27, 2025
New Balance \$372.75
Minimum Payment Due \$372.75
Past Due Amount \$0.00

Amount Enclosed:

\$

Make Check
Payable to:

0 0

STERLING HILL COMMUNITY DEVELOPMEN
3434 COLWELL AVE SUITE 200
TAMPA FL 33614

Valley Bank
PLEASE DO NOT MAIL CHECKS
St Petersburg FL 33716

INTEREST CHARGE CALCULATION

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

| Type of Balance | ANNUAL PERCENTAGE RATE (APR) | Balance Subject to Interest Rate | Days in Billing Cycle | Interest Charge |
|-----------------|------------------------------|----------------------------------|-----------------------|-----------------|
| Purchases | 14.25% (v) | \$0.00 | 30 | \$0.00 |

(v) = variable (f) = fixed

Paying Interest and Your Grace Period: We will not charge you any interest on your purchase balance on this statement if you pay your new balance amount in full by your payment due date.

Beginning August 1, 2019, the cash reward tiers on your Valley OneCard will be changing. See the table below:

| <i>Tiers</i> | <i>Cashback %</i> |
|-----------------------------------|-------------------|
| <i>\$0 - \$500,000</i> | <i>0.25</i> |
| <i>\$500,001 - \$1,500,000</i> | <i>0.60</i> |
| <i>\$1,500,001 - \$4,000,000</i> | <i>0.75</i> |
| <i>\$4,000,001 - \$12,500,000</i> | <i>0.90</i> |
| <i>\$12,500,001 +</i> | <i>1.00</i> |

Your accumulated rewards will not change, however beginning August 1, rewards on additional spend will be calculated using the percentages above.

This change will not impact the timing of your rewards credit (i.e. if you were due to receive your rewards in September, you will still receive them in September).

INFORMATION ABOUT YOUR VALLEY ONECARD ACCOUNT

As used below, *you* and *your* refer to the accountholder (i.e., the corporate customer) and *we*, *our* and *us* refer to Valley National Bank. Your Valley OneCard is issued and credit is extended by Valley National Bank.

MAKING PAYMENTS

You will pay us the total amount shown as due on each Billing Statement on or before the Payment Due Date shown on that Billing Statement. If you do not make payment in full by the payment due date, in addition to our other rights under your Agreement, we may, at our option, assess a late fee and finance charge in accordance with your Agreement. There is no right to defer any payment due on an Account. In addition, you will pay us the amount of all fees and charges according to the schedule of charges currently in effect. All charges are subject to change upon 30 days prior notice, except that any increase in charges to offset any increase in fees charged to us by any supplier for services used in delivering the services covered by your Agreement may become effective in less than 30 days.

Payments will be automatically deducted from the Valley Bank [business checking account] that you have designated. Should payment not be received for any reason, you may incur additional fees and finance charges. All credits for payments to your Account are subject to final payment by the institution on which the item of payment was drawn. Payments on your Account will be applied in the following order: finance charges, fees, your Account balance.

BALANCE COMPUTATION METHOD

[We calculate the average daily balance on your Account in two categories: (1) Purchases and (2) Cash Advances. To get the "average daily balance" for each category, we take the beginning balance of your Account for that category each day. We then add any new transactions in that category, which may include Fees and Interest. We then subtract any new payments or credits. This gives us the daily balance for each category. We then add up all the daily balances for each category for the billing cycle. We then divide the total by the number of days in the billing cycle. This gives us the Average Daily Balance for Purchases and the Average Daily Balance for Cash Advances.]

INTEREST

In the event you do not pay your balance(s) in full by the due date, your balance(s) may be subject to an interest rate or interest charges, as further described in your Agreement. Your due date is the 25th of each month. If the 25th falls on a weekend or holiday, your payment will be due the business day before the weekend/holiday. We will not charge you interest if you pay your balance(s) in full by the due date each month.

CREDIT BALANCE

Any credit balance on your Account] is money we owe you. You can make charges against this amount or request a full refund of the amount by calling us at the Contact Us number on the front of this statement.

NOTICE TO PAST-DUE CUSTOMERS:

If there is a message on this statement that your account is past due, this is an attempt to collect a debt; any information we obtain will be used for that purpose.

WHAT TO DO IF YOU THINK YOU FIND A MISTAKE ON YOUR STATEMENT

If you or a Cardholder think there is an error on your statement, call us at (844) 626-6581 international (301) 665-4442. or write to us at: PO Box 2988 Omaha, NE 68103-2988 .

You must contact us within 60 days after the error appeared on your statement. Please provide us with the following information:

- *Account information:* Your name and account number.
- *Dollar amount:* The dollar amount of the suspected error.
- *Description of Problem:* Describe what you believe is wrong and why you believe it is a mistake.

While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

YOUR RIGHTS IF YOU ARE DISSATISFIED WITH YOUR VALLEY ONECARD PURCHASES

If you are dissatisfied with the goods or services that you have purchased with your Valley OneCard, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase. To use this right, all of the following must be true:

1. The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50.
2. You must have used your Valley OneCard for the purchase. Purchases made with cash advances do not qualify.
3. You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us *in writing* at PO Box 2988 Omaha, NE 68103-2988 or call us at (844) 626-6581 international (301) 665-444.

While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

TELEPHONE MONITORING AND RECORDING.

You acknowledge that telephone calls and other communications you provide to us may be monitored and recorded for training and quality control purposes. You agree that we may, and you authorize us to, monitor, record, retain and reproduce your telephone calls and any other communications you provide to us, regardless of how transmitted to us, as evidence of your authorization to act in connection with any Transaction, your Account or other service contemplated by this Agreement. We will not be liable for any losses or damages that are incurred as a result of these actions. We are not, however, under any obligation to monitor, record, retain or reproduce such items, unless required to do so by Applicable Law.

Sterling Hill CDD
Clubhouse Credit Card
09/01/25-09/30/25

| | | | | |
|----------|---------------------|----------------------------|----------|----------------------|
| | | | | Maintenance & Repair |
| | | | | 57200-4647 |
| Date | Vendor Name | Reason for Expenditure | Amount | |
| 09/03/25 | 1st Choice Plumbing | PVC Repair North Clubhouse | (372.75) | (372.75) |
| | | | | |
| | TOTAL | 001-10102 | (372.75) | (372.75) |

Receipt from 1st Choice Plumbing

From 1st Choice Plumbing <messenger@messaging.squareup.com>

Date Wed 9/3/2025 11:48 AM

To sterlinghillclub@live.com <sterlinghillclub@live.com>

Square automatically sends receipts to the email address you used at any Square seller. [Learn more](#)

Dug 3'x2'x2' deep hole to repair 3/4" pvc ball valve that failed. 1 Year warranty. North clubhouse near maintenance building.

1st Choice Plumbing



Let 1st Choice Plumbing know how
your experience was

\$372.75

| | |
|---------------|----------|
| Custom Amount | \$372.75 |
|---------------|----------|

| | |
|--------------|-----------------|
| Total | \$372.75 |
|--------------|-----------------|





INVOICE

Customer ID:**14-49138-12001**

Customer Name:

STERLING HILL CDD

Service Period:

10/01/25-10/31/25

Invoice Date:

09/30/2025

Invoice Number:

1125449-1568-2

How to Contact Us**Visit wm.com/MyWM**

Create a My WM profile for easy access to your pickup schedule, service alerts and online tools for billing and more. Have a question? Check our support center or start a chat.

**Customer Service: (800) 255-7172****Your Payment is Due****Oct 30, 2025**

If full payment of the invoiced amount is not received within your contractual terms, you may be charged a monthly late charge of 2.5% of the unpaid amount, with a minimum monthly charge of \$5, or such late charge allowed under applicable law, regulation or contract.

Your Total Due**\$165.82**

If payment is received after
10/30/2025: **\$ 170.82**

RECEIVED
10-01-2025**Previous Balance**

71.93

+

Payments

(71.93)

+

Adjustments

0.00

+

**Current Invoice
Charges**

165.82

=

**Total Account
Balance Due****165.82****IMPORTANT MESSAGES**

***WM only sells services online through our own website at wm.com. WM does not sell any services through other on-line marketplaces. To arrange services for your business or home, visit wm.com directly.



----- Please detach and send the lower portion with payment ----- (no cash or staples) -----



WASTE MANAGEMENT INC. OF FLORIDA
WM OF PASCO COUNTY
PO BOX 3020
MONROE, WI 53566-8320
(800) 255-7172

| Invoice Date | Invoice Number | Customer ID (Include with your payment) |
|------------------------------|----------------|--|
| 09/30/2025 | 1125449-1568-2 | 14-49138-12001 |
| Payment Terms | Total Due | Amount |
| Total Due by 10/30/2025 | \$165.82 | |
| If Received after 10/30/2025 | \$170.82 | |

*** DO NOT PAY-AUTOMATIC PAYMENT WILL BE PROCESSED ***
Your bank account will be drafted \$165.82.

1568000144913812001011254490000001658200000016582 7

I0290C92

STERLING HILL CDD
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

Remit To: **WM CORPORATE SERVICES, INC.**
AS PAYMENT AGENT
PO BOX 4648
CAROL STREAM, IL 60197-4648

DETAILS OF SERVICE

Details for Service Location:
Sterling Hill Cdd, 4250 Sterling Hill Blvd, Spring Hill FL 34609-0745

Customer ID: 14-49138-12001

| Description | Date | Ticket | Quantity | Amount |
|------------------------------|----------|--------|----------|---------------|
| 6 Yard Dumpster 1X Week | 10/01/25 | | 1.00 | 143.58 |
| Energy Surcharge | | | | 22.24 |
| Total Current Charges | | | | 165.82 |

GREENER WAYS TO PAY

Please choose one of these sustainable payment options:



AutoPay

Set up recurring payments with us at wm.com/myaccount



Online

Use wm.com for quick and easy payments



By Phone

Pay 24/7 by calling 866-964-2729

HOW TO READ YOUR INVOICE

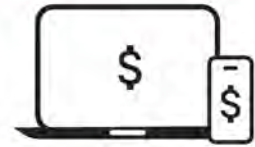
| Previous Balance | | Payments | | Adjustments | | Current Invoice Charges | | Total Account Balance Due | |
|------------------|---|------------|---|-------------|---|-------------------------|---|---------------------------|--|
| \$123.45 | + | (\$123.45) | + | 0.00 | + | \$123.45 | = | \$123.45 | |

| | |
|--------------------------------|--|
| Description | |
| SS-Cation Total | |
| WM STATE SOLID WASTE TAX 2.75% | |
| COUNTY ENVIRONMENTAL CHARGE | |

- 1** Your Total Due is the total amount of current charges and any previous unpaid Balances combined. This also states the date payment is due to WM, anything beyond that date may incur additional charges.
- 2** Previous balance is the total due from your previous invoice. We subtract any Payments Received/Adjustments and add your Current Charges from this billing cycle to get a Total Due on this invoice. If you have not paid all or a portion of your previous balance, please pay the entire Total Due to avoid a late charge or service interruption.
- 3** Service location details the total current charges of this invoice.

New Payment Platform

Here are more details about our enhanced online bill-pay system. Powered by Paymentus, the platform will provide more options and flexibility when managing and paying your bills.



Expanded payment options.

Pay with PayPal, Apple Pay, or Google Pay; via secure direct debit from a bank account; or by credit or debit card.

Anytime, anywhere payments.

Same great 24/7 availability so you can make payments when convenient or set it and forget it with AutoPay.

Complete Hub for account activity.

Continue to view and manage your bills directly from **My WM** (wm.com/mywm).

If your service is suspended for non-payment, you may be charged a Resume charge to restart your service. For each returned check, a charge will be assessed on your next invoice equal to the maximum amount permitted by applicable state law.

☐ Check Here to Change Contact Info

List your new billing information below. For a change of service address, please contact **WM**.

| | |
|------------|--|
| Address 1 | |
| Address 2 | |
| City | |
| State | |
| Zip | |
| Email | |
| Date Valid | |

☐ Check Here to Sign Up for Automatic Payment Enrollment

If I enroll in Automatic Payment services, I authorize **WM** to pay my invoice by electronically deducting money from my bank account. I can cancel authorization by notifying **WM** at wm.com or by calling the customer service number listed on my invoice. Your enrollment could take 1-2 billing cycles for Automatic Payments to take effect. Continue to submit payment until page one of your invoice reflects that your payment will be deducted.

| | |
|-------------------------------|--|
| Email | |
| Date | |
| Bank Account Holder Signature | |

NOTICE: By sending your check, you are authorizing the Company to use information on your check to make a one-time electronic debit to your account at the financial institution indicated on your check. The electronic debit will be for the amount of your check and may occur as soon as the same day we receive your check.

In order for us to service your account or to collect any amounts you may owe (for non-marketing or solicitation purposes), we may contact you by telephone at any telephone number that you provided in connection with your account, including wireless telephone numbers, which could result in charges to you. Methods of contact may include text messages and using pre-recorded/artificial voice messages and/or use of an automatic dialing device, as applicable. We may also contact you by email or other methods as provided in our contract.

Please send all bankruptcy correspondence to RMCbankruptcy@wm.com or PO Box 43290 Phoenix, AZ 85080. Using the email option will expedite your request. (this language is in compliance with 11 USC 342(c)(2) of the Bankruptcy Code)



INVOICE

Customer ID:**15-19762-63003**

Customer Name:

STERLING HILL CDD

Service Period:

10/01/25-10/31/25

Invoice Date:

09/30/2025

Invoice Number:

1125540-1568-8

How to Contact Us**Visit wm.com/MyWM**

Create a My WM profile for easy access to your pickup schedule, service alerts and online tools for billing and more. Have a question? Check our support center or start a chat.

**Customer Service: (800) 255-7172****Your Payment is Due****Oct 30, 2025**

If full payment of the invoiced amount is not received within your contractual terms, you may be charged a monthly late charge of 2.5% of the unpaid amount, with a minimum monthly charge of \$5, or such late charge allowed under applicable law, regulation or contract.

Your Total Due**\$165.82**

If payment is received after
10/30/2025: **\$ 170.82**

RECEIVED
10-01-2025**Previous Balance**

165.58

+

Payments

(165.58)

+

Adjustments

0.00

+

**Current Invoice
Charges**

165.82

=

**Total Account
Balance Due****165.82****IMPORTANT MESSAGES**

***WM only sells services online through our own website at wm.com. WM does not sell any services through other on-line marketplaces. To arrange services for your business or home, visit wm.com directly.



----- Please detach and send the lower portion with payment ----- (no cash or staples) -----



WASTE MANAGEMENT INC. OF FLORIDA
WM OF PASCO COUNTY
PO BOX 3020
MONROE, WI 53566-8320
(800) 255-7172

| Invoice Date | Invoice Number | Customer ID (Include with your payment) |
|------------------------------|----------------|--|
| 09/30/2025 | 1125540-1568-8 | 15-19762-63003 |
| Payment Terms | Total Due | Amount |
| Total Due by 10/30/2025 | \$165.82 | |
| If Received after 10/30/2025 | \$170.82 | |

*** DO NOT PAY-AUTOMATIC PAYMENT WILL BE PROCESSED ***
Your bank account will be drafted \$165.82.

1568000151976263003011255400000001658200000016582 0

I0290C92

STERLING HILL CDD
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390


Remit To: **WM CORPORATE SERVICES, INC.**
AS PAYMENT AGENT
PO BOX 4648
CAROL STREAM, IL 60197-4648

| DETAILS OF SERVICE | | | | |
|--|----------|--------|------------------------------------|---------------|
| Details for Service Location: Sterling Hill Cdd, 4411 Sterling Hill Blvd, Spring Hill FL 34609-0866 | | | Customer ID: 15-19762-63003 | |
| Description | Date | Ticket | Quantity | Amount |
| 6 Yard Dumpster 1X Week | 10/01/25 | | 1.00 | 143.58 |
| Energy Surcharge | | | | 22.24 |
| Total Current Charges | | | | 165.82 |

GREENER WAYS TO PAY

Please choose one of these sustainable payment options:

 **AutoPay**
Set up recurring payments with us at wm.com/myaccount

 **Online**
Use wm.com for quick and easy payments

 **By Phone**
Pay 24/7 by calling 866-964-2729

HOW TO READ YOUR INVOICE

| Previous Balance | | Payments | | Adjustments | | Current Invoice Charges | | Total Account Balance Due | |
|------------------|--|------------|--|-------------|--|-------------------------|--|---------------------------|--|
| \$123.45 | | (\$123.45) | | 0.00 | | \$123.45 | | \$123.45 | |

| | |
|--|--|
| Description | |
| WM Solid Waste Tax & 75% County Environmental Charge | |

1 Your Total Due is the total amount of current charges and any previous unpaid Balances combined. This also states the date payment is due to WM, anything beyond that date may incur additional charges.

2 Previous balance is the total due from your previous invoice. We subtract any Payments Received/Adjustments and add your Current Charges from this billing cycle to get a Total Due on this invoice. If you have not paid all or a portion of your previous balance, please pay the entire Total Due to avoid a late charge or service interruption.

3 Service location details the total current charges of this invoice.



New Payment Platform

Here are more details about our enhanced online bill-pay system. Powered by Paymentus, the platform will provide more options and flexibility when managing and paying your bills.

Expanded payment options.
Pay with PayPal, Apple Pay, or Google Pay; via secure direct debit from a bank account; or by credit or debit card.

Anytime, anywhere payments.
Same great 24/7 availability so you can make payments when convenient or set it and forget it with AutoPay.

Complete Hub for account activity.
Continue to view and manage your bills directly from **My WM** (wm.com/mywm).

If your service is suspended for non-payment, you may be charged a Resume charge to restart your service. For each returned check, a charge will be assessed on your next invoice equal to the maximum amount permitted by applicable state law.

| | | | |
|--|--|--|--|
| <input type="checkbox"/> Check Here to Change Contact Info | | <input type="checkbox"/> Check Here to Sign Up for Automatic Payment Enrollment | |
| List your new billing information below. For a change of service address, please contact WM . | | If I enroll in Automatic Payment services, I authorize WM to pay my invoice by electronically deducting money from my bank account. I can cancel authorization by notifying WM at wm.com or by calling the customer service number listed on my invoice. Your enrollment could take 1-2 billing cycles for Automatic Payments to take effect. Continue to submit payment until page one of your invoice reflects that your payment will be deducted. | |
| Address 1 | | Email | |
| Address 2 | | | |
| City | | Date | |
| State | | | |
| Zip | | Bank Account Holder Signature | |
| Email | | | |
| Date Valid | | | |

NOTICE: By sending your check, you are authorizing the Company to use information on your check to make a one-time electronic debit to your account at the financial institution indicated on your check. The electronic debit will be for the amount of your check and may occur as soon as the same day we receive your check.

In order for us to service your account or to collect any amounts you may owe (for non-marketing or solicitation purposes), we may contact you by telephone at any telephone number that you provided in connection with your account, including wireless telephone numbers, which could result in charges to you. Methods of contact may include text messages and using pre-recorded/artificial voice messages and/or use of an automatic dialing device, as applicable. We may also contact you by email or other methods as provided in our contract.

Please send all bankruptcy correspondence to RMCbankruptcy@wm.com or PO Box 43290 Phoenix, AZ 85080. Using the email option will expedite your request. (this language is in compliance with 11 USC 342(c)(2) of the Bankruptcy Code)

| WREC | | | | | |
|--|--------------------|------------------|----------------------------------|----------------|--------------------|
| for Sterling Hill CDD | | | | | |
| Summary Electric 09/25 | | | | | |
| Service Dates 08/19/25 - 09/18/2025 | | | | | |
| Acct# | Amount | Bill Date | Address | GL Code | Object Code |
| 1415069 | \$342.59 | 09/23/25 | 4200 STERLING HILL BLVD | 53100 | 4301 |
| 1415070 | \$194.55 | 09/23/25 | 4500 STERLING HILL BLVD | 53100 | 4301 |
| 1415071 | \$264.92 | 09/23/25 | 4341 STERLING HILL BLVD | 53100 | 4301 |
| 1415072 | \$104.50 | 09/23/25 | 4360 STERLING HILL BLVD | 53100 | 4301 |
| 1415073 | \$6,131.09 | 09/23/25 | Street Lights | 53100 | 4307 |
| 1415074 | \$1,050.88 | 09/23/25 | 4411 STERLING HILL BLVD | 53100 | 4301 |
| 1415075 | \$52.64 | 09/23/25 | BRACKENWOOD DR | 53100 | 4301 |
| 1415076 | \$52.43 | 09/23/25 | GLENBURNE DR | 53100 | 4301 |
| 1415077 | \$52.43 | 09/23/25 | 13700 MANDALAY PL | 53100 | 4301 |
| 1415078 | \$56.31 | 09/23/25 | AMERSHAM WAY | 53100 | 4301 |
| 1415079 | \$627.82 | 09/23/25 | 4405 STERLING HILL BLVD | 53100 | 4301 |
| 1415080 | \$556.16 | 09/23/25 | 4244 STERLING HILL BLVD | 53100 | 4301 |
| 1415081 | \$58.55 | 09/23/25 | 13370 DUNWOODY DR | 53100 | 4301 |
| 1415082 | \$54.69 | 09/23/25 | 14304 ARBORGLADES DR | 53100 | 4301 |
| 1415083 | \$55.00 | 09/23/25 | 4084 BRIGHTSTONE PL | 53100 | 4301 |
| 1415084 | \$55.33 | 09/23/25 | 13584 COVEY RUN PL | 53100 | 4301 |
| 1415085 | \$53.18 | 09/23/25 | 14504 EDGEMERE DR | 53100 | 4301 |
| 1415086 | \$53.51 | 09/23/25 | 13574 HAVERHILL DR | 53100 | 4301 |
| 1415087 | \$46.84 | 09/23/25 | 4595 STERLING HILL BLVD | 53100 | 4301 |
| 1415088 | \$48.34 | 09/23/25 | 4594 STERLING HILL BLVD | 53100 | 4301 |
| 1415089 | \$78.99 | 09/23/25 | 3920 STERLING HILL BLVD | 53100 | 4301 |
| 1415090 | \$52.32 | 09/23/25 | 8335 WINDANCE AVE | 53100 | 4301 |
| 1415091 | \$972.89 | 09/23/25 | 4250 STERLING HILL BLVD | 53100 | 4301 |
| 1415092 | \$208.22 | 09/23/25 | 4411 STERLING HILL BLVD | 53100 | 4301 |
| 2118959 | \$782.33 | 09/23/25 | Public Ligthting | 53100 | 4307 |
| 2161145 | \$135.28 | 09/23/25 | 3750 STERLING HILL BLVD | 53100 | 4301 |
| 2161146 | \$55.55 | 09/23/25 | 13043 GOLDEN LINE AVE | 53100 | 4301 |
| Total | \$12,197.34 | | *DUE DATE 10/16/25* / ACH | | |

Total By Code 4301 \$ 5,283.92
 4307 \$ 6,913.42

Grand Total **12,197.34** *Autopay Amount*

RECEIVED
 09-24-2025



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415069** Cycle **15**
Meter Number **57151971**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **342.59**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address **4200 STERLING HILL BLVD**
Service Classification **General Service Non-Demand**

See Reverse Side For More Information

ELECTRIC SERVICE

| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
|-------|---------|-------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | | | | |
| 08/19 | 2859 | 09/18 | 5670 | | | | 2811 |

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 94 |
| Aug 2025 | 33 | 99 |
| Sep 2024 | 29 | 94 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance **392.19**
Payment **392.19CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 2,811 KWH @ 0.06090 **171.19**
Fuel Adjustment 2,811 KWH @ 0.04400 **123.68**
FL Gross Receipts Tax **8.56**

Total Current Charges **342.59**
Total Due **E.F.T. 342.59**

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

1415069 WH15
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 342.59 |
| DO NOT PAY |

000141506900003425900003425902



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415070** Cycle **15**
Meter Number **59783786**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **194.55**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

See Reverse Side For More Information

Service Address **4500 STERLING HILL BLVD**
Service Description **LIFT STATION**
Service Classification **General Service Non-Demand**

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 48 |
| Aug 2025 | 33 | 53 |
| Sep 2024 | 29 | 41 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

| ELECTRIC SERVICE | | | | | | | |
|------------------|---------|-------|---------|------------|--------------|-----------|----------|
| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
| Date | Reading | Date | Reading | | | | |
| 08/19 | 6030 | 09/18 | 7465 | | | | 1435 |

Previous Balance **227.27**
Payment **227.27CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 1,435 KWH @ 0.06090 **87.39**
Fuel Adjustment 1,435 KWH @ 0.04400 **63.14**
FL Gross Receipts Tax **4.86**

Total Current Charges **194.55**
Total Due **E.F.T. 194.55**

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

1415070 **WH15**
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 194.55 |
| DO NOT PAY |

000141507000001945500001945505



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415071** Cycle **15**
Meter Number **59783763**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **264.92**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

See Reverse Side For More Information

Service Address **4341 STERLING HILL BLVD**
Service Description **WELL#1**
Service Classification **General Service Non-Demand**

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 70 |
| Aug 2025 | 33 | 72 |
| Sep 2024 | 29 | 26 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

| ELECTRIC SERVICE | | | | | | | |
|------------------|---------|-------|---------|------------|--------------|-----------|----------|
| From | To | | | | | | |
| Date | Reading | Date | Reading | Multiplier | Dem. Reading | KW Demand | kWh Used |
| 08/19 | 85494 | 09/18 | 87583 | | | | 2089 |

Previous Balance **294.93**
Payment **294.93CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 2,089 KWH @ 0.06090 **127.22**
Fuel Adjustment 2,089 KWH @ 0.04400 **91.92**
FL Gross Receipts Tax **6.62**

Total Current Charges **264.92**
Total Due **E.F.T. 264.92**

DO NOT PAY
Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

1415071 **WH15**
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 264.92 |
| DO NOT PAY |

000141507100002649200002649202



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415072** Cycle **15**
Meter Number **59783732**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **104.50**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

See Reverse Side For More Information

Service Address 4360 STERLING HILL BLVD
Service Description WELL#2
Service Classification General Service Non-Demand

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 20 |
| Aug 2025 | 33 | 37 |
| Sep 2024 | 29 | 36 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

| ELECTRIC SERVICE | | | | | | | |
|------------------|---------|-------|---------|------------|--------------|-----------|----------|
| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
| Date | Reading | Date | Reading | | | | |
| 08/19 | 93213 | 09/18 | 93811 | | | | 598 |

Previous Balance 170.03
Payment 170.03CR
Balance Forward 0.00

Customer Charge 39.16
Energy Charge 598 KWH @ 0.06090 36.42
Fuel Adjustment 598 KWH @ 0.04400 26.31
FL Gross Receipts Tax 2.61

Total Current Charges 104.50
Total Due E.F.T. 104.50

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

1415072 WH15
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| | |
|---------------------------------------|------------|
| Electronic Funds Transfer on or after | 10/10/2025 |
| TOTAL CHARGES DUE | 104.50 |
| DO NOT PAY | |

000141507200001045000001045006



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415073** Cycle **15**
Meter Number
Customer Number 10251085
Customer Name STERLING HILL COMMUNITY DEVELOPMENT

Bill Date **09/23/2025**
Amount Due **6,131.09**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address PUBLIC LIGHTING
Service Classification Public Lighting

See Reverse Side For More Information

ELECTRIC SERVICE

| From | To | | | | | | |
|------|---------|------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | Multiplier | Dem. Reading | KW Demand | kWh Used |

Comparative Usage Information

Average kWh

| Period | Days | Per Day |
|--------|------|---------|
|--------|------|---------|

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

| | |
|------------------|------------|
| Previous Balance | 6,116.20 |
| Payment | 6,116.20CR |
| Balance Forward | 0.00 |

| | |
|-------------------------------------|----------|
| Light Energy Charge | 607.39 |
| Light Support Charge | 504.82 |
| Light Maintenance Charge | 784.10 |
| Light Fixture Charge | 932.34 |
| Light Fuel Adj 20,806 KWH @ 0.04400 | 915.47 |
| Poles (QTY 467) | 2,335.00 |
| FL Gross Receipts Tax | 51.97 |

| | |
|-----------------------|-----------------|
| Total Current Charges | 6,131.09 |
| Total Due | E.F.T. 6,131.09 |

| Lights/Poles | Type/Qty | Type/Qty | Type/Qty |
|--------------|----------|----------|----------|
| | 105 425 | 205 48 | 910 467 |

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

1415073 WH15
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| | |
|---------------------------------------|------------|
| Electronic Funds Transfer on or after | 10/10/2025 |
| TOTAL CHARGES DUE | 6,131.09 |
| DO NOT PAY | |

000141507300061310900061310902



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415074** Cycle **15**
Meter Number **60682106**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **1,050.88**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address **4411 STERLING HILL BLVD**
Service Classification **General Service Demand**

See Reverse Side For More Information

ELECTRIC SERVICE

| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
|-------|---------|-------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | | | | |
| 08/19 | 66514 | 09/18 | 76929 | | 27.25 | 27 | 10415 |

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 347 |
| Aug 2025 | 33 | 420 |
| Sep 2024 | 29 | 363 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance **1,343.22**
Payment **1,343.22CR**
Balance Forward **0.00**

Customer Charge **44.16**
Demand Charge 27 KW @ 6.65000 **179.55**
Energy Charge 10,415 KWH @ 0.03290 **342.65**
Fuel Adjustment 10,415 KWH @ 0.04400 **458.26**
FL Gross Receipts Tax **26.26**

Total Current Charges **1,050.88**
Total Due **E.F.T. 1,050.88**

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

1415074 **WH15**
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| | |
|---------------------------------------|-------------------|
| Electronic Funds Transfer on or after | 10/10/2025 |
| TOTAL CHARGES DUE | 1,050.88 |
| DO NOT PAY | |

000141507400010508800010508807



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415075** Cycle **15**
Meter Number **40578962**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **52.64**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

See Reverse Side For More Information

Service Address **BRACKENWOOD DR**
Service Description **GATE**
Service Classification **General Service Non-Demand**

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 4 |
| Aug 2025 | 33 | 4 |
| Sep 2024 | 29 | 4 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

| ELECTRIC SERVICE | | | | | | | |
|------------------|---------|-------|---------|------------|--------------|-----------|----------|
| From | To | | | | | | |
| Date | Reading | Date | Reading | Multiplier | Dem. Reading | KW Demand | kWh Used |
| 08/19 | 38799 | 09/18 | 38915 | | | | 116 |

Previous Balance **53.61**
Payment **53.61CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 116 KWH @ 0.06090 **7.06**
Fuel Adjustment 116 KWH @ 0.04400 **5.10**
FL Gross Receipts Tax **1.32**

Total Current Charges **52.64**
Total Due **E.F.T. 52.64**

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: **09/23/2025**

District: WH15

1415075 **WH15**
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 52.64 |
| DO NOT PAY |

000141507500000526400000526401



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415076** Cycle **15**
Meter Number **40571791**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **52.43**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address **GLENBURNE DR**
Service Description **GATE**
Service Classification **General Service Non-Demand**

See Reverse Side For More Information

ELECTRIC SERVICE

| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
|-------|---------|-------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | | | | |
| 08/19 | 48412 | 09/18 | 48526 | | | | 114 |

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 4 |
| Aug 2025 | 33 | 4 |
| Sep 2024 | 29 | 4 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarhub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance **53.18**
Payment **53.18CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 114 KWH @ 0.06090 **6.94**
Fuel Adjustment 114 KWH @ 0.04400 **5.02**
FL Gross Receipts Tax **1.31**

Total Current Charges **52.43**
Total Due **E.F.T. 52.43**

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

1415076 WH15
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 52.43 |
| DO NOT PAY |

000141507600000524300000524303



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415077** Cycle **15**
Meter Number **71526631**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **52.43**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address 13700 MANDALAY PL
Service Description GATE
Service Classification General Service Non-Demand

See Reverse Side For More Information

ELECTRIC SERVICE

| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
|-------|---------|-------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | | | | |
| 08/19 | 1496 | 09/18 | 1610 | | | | 114 |

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 4 |
| Aug 2025 | 33 | 4 |
| Sep 2024 | 29 | 3 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance 53.18
Payment 53.18CR
Balance Forward 0.00

Customer Charge 39.16
Energy Charge 114 KWH @ 0.06090 6.94
Fuel Adjustment 114 KWH @ 0.04400 5.02
FL Gross Receipts Tax 1.31

Total Current Charges 52.43
Total Due E.F.T. 52.43

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

1415077 WH15
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| | |
|---------------------------------------|------------|
| Electronic Funds Transfer on or after | 10/10/2025 |
| TOTAL CHARGES DUE | 52.43 |
| DO NOT PAY | |

000141507700000524300000524300



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415078** Cycle **15**
Meter Number **40580781**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **56.31**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

See Reverse Side For More Information

Service Address **AMERSHAM WAY**
Service Description **GATE**
Service Classification **General Service Non-Demand**

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 5 |
| Aug 2025 | 33 | 5 |
| Sep 2024 | 29 | 5 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

| ELECTRIC SERVICE | | | | | | | |
|------------------|---------|-------|---------|------------|--------------|-----------|----------|
| From | To | | | | | | |
| Date | Reading | Date | Reading | Multiplier | Dem. Reading | KW Demand | kWh Used |
| 08/19 | 44203 | 09/18 | 44353 | | | | 150 |

Previous Balance **57.81**
Payment **57.81CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 150 KWH @ 0.06090 **9.14**
Fuel Adjustment 150 KWH @ 0.04400 **6.60**
FL Gross Receipts Tax **1.41**

Total Current Charges **56.31**
Total Due **E.F.T. 56.31**

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: **09/23/2025**

District: WH15

1415078 **WH15**
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 56.31 |
| DO NOT PAY |

000141507800000563100000563106



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415079** Cycle **15**
Meter Number **59783761**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **627.82**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address **4405 STERLING HILL BLVD**
Service Description **PUMP#3**
Service Classification **General Service Non-Demand**

See Reverse Side For More Information

ELECTRIC SERVICE

| From | To | | | | | | |
|-------|---------|-------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | Multiplier | Dem. Reading | KW Demand | kWh Used |
| 08/19 | 42944 | 09/18 | 48406 | | | | 5462 |

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 182 |
| Aug 2025 | 33 | 29 |
| Sep 2024 | 29 | 63 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance **142.05**
Payment **142.05CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 5,462 KWH @ 0.06090 **332.64**
Fuel Adjustment 5,462 KWH @ 0.04400 **240.33**
FL Gross Receipts Tax **15.69**

Total Current Charges **627.82**
Total Due **E.F.T. 627.82**

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

1415079 WH15
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 627.82 |
| DO NOT PAY |

000141507900006278200006278208



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415080** Cycle **15**
Meter Number **59783762**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **556.16**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address 4244 STERLING HILL BLVD
Service Description WELL
Service Classification General Service Non-Demand

See Reverse Side For More Information

ELECTRIC SERVICE

| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
|-------|---------|-------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | | | | |
| 08/19 | 14766 | 09/18 | 19562 | | | | 4796 |

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 160 |
| Aug 2025 | 33 | 3 |
| Sep 2024 | 29 | 1 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance 49.85
Payment 49.85CR
Balance Forward 0.00

Customer Charge 39.16
Energy Charge 4,796 KWH @ 0.06090 292.08
Fuel Adjustment 4,796 KWH @ 0.04400 211.02
FL Gross Receipts Tax 13.90

Total Current Charges 556.16
Total Due E.F.T. 556.16

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

1415080 WH15
STERLING HILL COMMUNITY DEVELOPMENT
PUMP & WELL 4
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

Electronic Funds Transfer on or after 10/10/2025
TOTAL CHARGES DUE 556.16
DO NOT PAY

000141508000005561600005561606



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415081** Cycle **15**
Meter Number **40574906**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **58.55**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address **13370 DUNWOODY DR**
Service Description **GATE**
Service Classification **General Service Non-Demand**

See Reverse Side For More Information

ELECTRIC SERVICE

| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
|-------|---------|-------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | | | | |
| 08/19 | 50750 | 09/18 | 50921 | | | | 171 |

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 6 |
| Aug 2025 | 33 | 6 |
| Sep 2024 | 29 | 5 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance **61.04**
Payment **61.04CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 171 KWH @ 0.06090 **10.41**
Fuel Adjustment 171 KWH @ 0.04400 **7.52**
FL Gross Receipts Tax **1.46**

Total Current Charges **58.55**
Total Due **E.F.T. 58.55**

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

1415081 **WH15**
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 58.55 |
| DO NOT PAY |

000141508100000585500000585505



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415082** Cycle **15**
Meter Number **40571369**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **54.69**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

See Reverse Side For More Information

Service Address **14304 ARBORGLADES DR**
Service Description **GATE**
Service Classification **General Service Non-Demand**

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 5 |
| Aug 2025 | 33 | 4 |
| Sep 2024 | 29 | 5 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

| ELECTRIC SERVICE | | | | | | | |
|------------------|---------|-------|---------|------------|--------------|-----------|----------|
| From | To | | | | | | |
| Date | Reading | Date | Reading | Multiplier | Dem. Reading | KW Demand | kWh Used |
| 08/19 | 35419 | 09/18 | 35554 | | | | 135 |

Previous Balance **54.58**
Payment **54.58CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 135 KWH @ 0.06090 **8.22**
Fuel Adjustment 135 KWH @ 0.04400 **5.94**
FL Gross Receipts Tax **1.37**

Total Current Charges **54.69**
Total Due **E.F.T. 54.69**

DO NOT PAY
Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

1415082 **WH15**
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

Electronic Funds Transfer on or after **10/10/2025**
TOTAL CHARGES DUE 54.69
DO NOT PAY

000141508200000546900000546903



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415083** Cycle **15**
Meter Number **40571368**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **55.00**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

See Reverse Side For More Information

Service Address **4084 BRIGHTSTONE PL**
Service Description **GATE**
Service Classification **General Service Non-Demand**

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 5 |
| Aug 2025 | 33 | 4 |
| Sep 2024 | 29 | 5 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

| ELECTRIC SERVICE | | | | | | | |
|------------------|---------|-------|---------|------------|--------------|-----------|----------|
| From | To | | | | | | |
| Date | Reading | Date | Reading | Multiplier | Dem. Reading | KW Demand | kWh Used |
| 08/19 | 28232 | 09/18 | 28370 | | | | 138 |

Previous Balance **55.98**
Payment **55.98CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 138 KWH @ 0.06090 **8.40**
Fuel Adjustment 138 KWH @ 0.04400 **6.07**
FL Gross Receipts Tax **1.37**

Total Current Charges **55.00**
Total Due **E.F.T. 55.00**

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: **09/23/2025**

District: WH15

1415083 **WH15**
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 55.00 |
| DO NOT PAY |

000141508300000550000000550007



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415084** Cycle **15**
Meter Number **40571458**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **55.33**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address 13584 COVEY RUN PL
Service Description GATE
Service Classification General Service Non-Demand

See Reverse Side For More Information

ELECTRIC SERVICE

| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
|-------|---------|-------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | | | | |
| 08/19 | 28067 | 09/18 | 28208 | | | | 141 |

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 5 |
| Aug 2025 | 33 | 4 |
| Sep 2024 | 29 | 4 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance 54.79
Payment 54.79CR
Balance Forward 0.00

Customer Charge 39.16
Energy Charge 141 KWH @ 0.06090 8.59
Fuel Adjustment 141 KWH @ 0.04400 6.20
FL Gross Receipts Tax 1.38

Total Current Charges 55.33
Total Due E.F.T. 55.33

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

1415084 WH15
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| | |
|---------------------------------------|------------|
| Electronic Funds Transfer on or after | 10/10/2025 |
| TOTAL CHARGES DUE | 55.33 |
| DO NOT PAY | |

000141508400000553300000553308



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415085** Cycle **15**
Meter Number **40571367**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **53.18**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address **14504 EDGEMERE DR**
Service Description **GATE**
Service Classification **General Service Non-Demand**

See Reverse Side For More Information

ELECTRIC SERVICE

| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
|-------|---------|-------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | | | | |
| 08/19 | 30599 | 09/18 | 30720 | | | | 121 |

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 4 |
| Aug 2025 | 33 | 4 |
| Sep 2024 | 29 | 4 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance **53.83**
Payment **53.83CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 121 KWH @ 0.06090 **7.37**
Fuel Adjustment 121 KWH @ 0.04400 **5.32**
FL Gross Receipts Tax **1.33**

Total Current Charges **53.18**
Total Due **E.F.T. 53.18**

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

1415085 **WH15**
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 53.18 |
| DO NOT PAY |

000141508500000531800000531806



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415086** Cycle **15**
Meter Number **40571459**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **53.51**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address **13574 HAVERHILL DR**
Service Description **GATE**
Service Classification **General Service Non-Demand**

See Reverse Side For More Information

ELECTRIC SERVICE

| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
|-------|---------|-------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | | | | |
| 08/19 | 29272 | 09/18 | 29396 | | | | 124 |

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 4 |
| Aug 2025 | 33 | 4 |
| Sep 2024 | 29 | 4 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance **54.47**
Payment **54.47CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 124 KWH @ 0.06090 **7.55**
Fuel Adjustment 124 KWH @ 0.04400 **5.46**
FL Gross Receipts Tax **1.34**

Total Current Charges **53.51**
Total Due **E.F.T. 53.51**

DO NOT PAY
Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

1415086 **WH15**
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 53.51 |
| DO NOT PAY |

000141508600000535100000535102



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415087** Cycle **15**
Meter Number **24309402**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **46.84**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

See Reverse Side For More Information

Service Address 4595 STERLING HILL BLVD
Service Description GATE
Service Classification General Service Non-Demand

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 2 |
| Aug 2025 | 33 | 2 |
| Sep 2024 | 29 | 3 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarhub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

| ELECTRIC SERVICE | | | | | | | |
|------------------|---------|-------|---------|------------|--------------|-----------|----------|
| From | To | | | | | | |
| Date | Reading | Date | Reading | Multiplier | Dem. Reading | KW Demand | kWh Used |
| 08/19 | 22734 | 09/18 | 22796 | | | | 62 |

Previous Balance 47.79
Payment 47.79CR
Balance Forward 0.00

Customer Charge 39.16
Energy Charge 62 KWH @ 0.06090 3.78
Fuel Adjustment 62 KWH @ 0.04400 2.73
FL Gross Receipts Tax 1.17

Total Current Charges 46.84
Total Due E.F.T. 46.84

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

1415087 WH15
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| | |
|---------------------------------------|------------|
| Electronic Funds Transfer on or after | 10/10/2025 |
| TOTAL CHARGES DUE | 46.84 |
| DO NOT PAY | |

000141508700000468400000468405



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415088** Cycle **15**
Meter Number **24309403**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **48.34**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address **4594 STERLING HILL BLVD**
Service Description **NE ENTRANCE**
Service Classification **General Service Non-Demand**

See Reverse Side For More Information

ELECTRIC SERVICE

| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
|-------|---------|-------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | | | | |
| 08/19 | 24606 | 09/18 | 24682 | | | | 76 |

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 3 |
| Aug 2025 | 33 | 2 |
| Sep 2024 | 29 | 3 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance **48.87**
Payment **48.87CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 76 KWH @ 0.06090 **4.63**
Fuel Adjustment 76 KWH @ 0.04400 **3.34**
FL Gross Receipts Tax **1.21**

Total Current Charges **48.34**
Total Due **E.F.T. 48.34**

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

1415088 **WH15**
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 48.34 |
| DO NOT PAY |

000141508800000483400000483403



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415089** Cycle **15**
Meter Number **59783733**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **78.99**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

See Reverse Side For More Information

Service Address 3920 STERLING HILL BLVD
Service Description LIFT STATION
Service Classification General Service Non-Demand

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 12 |
| Aug 2025 | 33 | 11 |
| Sep 2024 | 29 | 12 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

| ELECTRIC SERVICE | | | | | | | |
|------------------|---------|-------|---------|------------|--------------|-----------|----------|
| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
| Date | Reading | Date | Reading | | | | |
| 08/19 | 13704 | 09/18 | 14065 | | | | 361 |

Previous Balance 77.71
Payment 77.71CR
Balance Forward 0.00

Customer Charge 39.16
Energy Charge 361 KWH @ 0.06090 21.98
Fuel Adjustment 361 KWH @ 0.04400 15.88
FL Gross Receipts Tax 1.97

Total Current Charges 78.99
Total Due E.F.T. 78.99

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

1415089 WH15
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| | |
|---------------------------------------|------------|
| Electronic Funds Transfer on or after | 10/10/2025 |
| TOTAL CHARGES DUE | 78.99 |
| DO NOT PAY | |

000141508900000789900000789905



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415090** Cycle **15**
Meter Number **40601978**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **52.32**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address **8335 WINDANCE AVE**
Service Classification **General Service Non-Demand**

See Reverse Side For More Information

ELECTRIC SERVICE

| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
|-------|---------|-------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | | | | |
| 08/19 | 23544 | 09/18 | 23657 | | | | 113 |

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 4 |
| Aug 2025 | 33 | 4 |
| Sep 2024 | 29 | 4 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance **53.18**
Payment **53.18CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 113 KWH @ 0.06090 **6.88**
Fuel Adjustment 113 KWH @ 0.04400 **4.97**
FL Gross Receipts Tax **1.31**

Total Current Charges **52.32**
Total Due **E.F.T. 52.32**

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

1415090 WH15
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 52.32 |
| DO NOT PAY |

000141509000000523200000523209



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415091** Cycle **15**
Meter Number **59444902**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **972.89**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address **4250 STERLING HILL BLVD**
Service Description **CLUBHOUSE**
Service Classification **General Service Demand**

See Reverse Side For More Information

ELECTRIC SERVICE

| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
|-------|---------|-------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | | | | |
| 08/19 | 59013 | 09/18 | 68612 | | 25.39 | 25 | 9599 |

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 320 |
| Aug 2025 | 33 | 326 |
| Sep 2024 | 29 | 292 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance **1,064.92**
Payment **1,064.92CR**
Balance Forward **0.00**

Customer Charge **44.16**
Demand Charge 25 KW @ 6.65000 **166.25**
Energy Charge 9,599 KWH @ 0.03290 **315.81**
Fuel Adjustment 9,599 KWH @ 0.04400 **422.36**
FL Gross Receipts Tax **24.31**

Total Current Charges **972.89**
Total Due **972.89** E.F.T.

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

1415091 **WH15**
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 972.89 |
| DO NOT PAY |

000141509100009728900009728906



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **1415092** Cycle **15**
Meter Number **85107185**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **208.22**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

See Reverse Side For More Information

Service Address **4411 STERLING HILL BLVD**
Service Description **LIGHTS**
Service Classification **General Service Non-Demand**

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 52 |
| Aug 2025 | 33 | 52 |
| Sep 2024 | 29 | 32 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

| ELECTRIC SERVICE | | | | | | | |
|------------------|---------|-------|---------|------------|--------------|-----------|----------|
| From | To | | | | | | |
| Date | Reading | Date | Reading | Multiplier | Dem. Reading | KW Demand | kWh Used |
| 08/19 | 10312 | 09/18 | 11874 | | | | 1562 |

Previous Balance **225.12**
Payment **225.12CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 1,562 KWH @ 0.06090 **95.13**
Fuel Adjustment 1,562 KWH @ 0.04400 **68.73**
FL Gross Receipts Tax **5.20**

Total Current Charges **208.22**
Total Due **E.F.T. 208.22**

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

1415092 **WH15**
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 208.22 |
| DO NOT PAY |

000141509200002082200002082206



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **2118959** Cycle **15**
Meter Number
Customer Number 10251085
Customer Name STERLING HILL COMMUNITY DEVELOPMENT

Bill Date **09/23/2025**
Amount Due **782.33**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address PUBLIC LIGHTING
Service Classification Public Lighting

See Reverse Side For More Information

ELECTRIC SERVICE

| From | To | | | | | | |
|------|---------|------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | Multiplier | Dem. Reading | KW Demand | kWh Used |

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|--------|------|---------|
|--------|------|---------|

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

| | |
|------------------|----------|
| Previous Balance | 782.33 |
| Payment | 782.33CR |
| Balance Forward | 0.00 |

| | |
|----------------------------------|--------|
| Light Energy Charge | 9.12 |
| Light Support Charge | 21.12 |
| Light Maintenance Charge | 190.08 |
| Light Fixture Charge | 228.00 |
| Light Fuel Adj 864 KWH @ 0.04400 | 38.02 |
| Poles (QTY 48) | 240.00 |
| FL Gross Receipts Tax | 1.75 |
| State Tax | 50.60 |
| Hernando County Tax | 3.64 |

| | |
|-----------------------|---------------|
| Total Current Charges | 782.33 |
| Total Due | E.F.T. 782.33 |

| Lights/Poles | Type/Qty | Type/Qty |
|--------------|----------|----------|
| | 205 48 | 910 48 |

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

2118959 WH15
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| | |
|---------------------------------------|------------|
| Electronic Funds Transfer on or after | 10/10/2025 |
| TOTAL CHARGES DUE | 782.33 |
| DO NOT PAY | |

000211895900007823300007823300



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **2161145** Cycle **15**
Meter Number **85106909**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **135.28**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

Service Address **3750 STERLING HILL BLVD**
Service Description **B WELL**
Service Classification **General Service Non-Demand**

See Reverse Side For More Information

ELECTRIC SERVICE

| From | | To | | Multiplier | Dem. Reading | KW Demand | kWh Used |
|-------|---------|-------|---------|------------|--------------|-----------|----------|
| Date | Reading | Date | Reading | | | | |
| 08/19 | 37239 | 09/18 | 38123 | | | | 884 |

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 29 |
| Aug 2025 | 33 | 8 |
| Sep 2024 | 29 | 3 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

Previous Balance **68.68**
Payment **68.68CR**
Balance Forward **0.00**

Customer Charge **39.16**
Energy Charge 884 KWH @ 0.06090 **53.84**
Fuel Adjustment 884 KWH @ 0.04400 **38.90**
FL Gross Receipts Tax **3.38**

Total Current Charges **135.28**
Total Due **E.F.T. 135.28**

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

Use above space for address change ONLY.

2161145 WH15
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

| |
|---|
| Electronic Funds Transfer on or after 10/10/2025 |
| TOTAL CHARGES DUE 135.28 |
| DO NOT PAY |

000216114500001352800001352800



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Account Number **2161146** Cycle **15**
Meter Number **335824005**
Customer Number **10251085**
Customer Name **STERLING HILL COMMUNITY DEVELOPMENT**

Bill Date **09/23/2025**
Amount Due **55.55**
Current Charges Due **10/16/2025**

District Office Serving You
West Hernando

See Reverse Side For More Information

Service Address 13043 GOLDEN LINE AVE
Service Description GATE
Service Classification General Service Non-Demand

Comparative Usage Information
Average kWh

| Period | Days | Per Day |
|----------|------|---------|
| Sep 2025 | 30 | 5 |
| Aug 2025 | 33 | 5 |
| Sep 2024 | 29 | 5 |

BILLS ARE DUE
WHEN RENDERED
A 1.5 percent, but not
less than \$5, late charge
will apply to unpaid
balances as of 5:00 p.m.
on the due date shown
on this bill.



1 0 2 5 1 0 8 5

You have 24-hour access to manage your account on-line through Smarthub at www.wrec.net. If you would like to make a payment using your credit card, please call 855-938-3431. This number is WREC's Secure Pay-By-Phone system.

| ELECTRIC SERVICE | | | | | | | |
|------------------|---------|-------|---------|------------|--------------|-----------|----------|
| From | To | | | | | | |
| Date | Reading | Date | Reading | Multiplier | Dem. Reading | KW Demand | kWh Used |
| 08/19 | 5496 | 09/18 | 5639 | | | | 143 |

Previous Balance 56.84
Payment 56.84CR
Balance Forward 0.00

Customer Charge 39.16
Energy Charge 143 KWH @ 0.06090 8.71
Fuel Adjustment 143 KWH @ 0.04400 6.29
FL Gross Receipts Tax 1.39

Total Current Charges 55.55
Total Due E.F.T. 55.55

DO NOT PAY

Total amount will be electronically transferred on or after 10/10/2025.



Your Touchstone Energy® Cooperative
P.O. Box 278 • Dade City, Florida 33526-0278

Please **Detach and Return** This Portion With
Your Payment To Ensure Accurate Posting.

See Reverse Side For Mailing Instructions

Bill Date: 09/23/2025

District: WH15

2161146 WH15
STERLING HILL COMMUNITY DEVELOPMENT
3434 COLWELL AVE STE 200
TAMPA FL 33614-8390

Electronic Funds Transfer on or after **10/10/2025**
TOTAL CHARGES DUE 55.55
DO NOT PAY

000216114600000555500000555506