

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**STERLING HILL
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Sterling Hill Community Development District was held on **Thursday, November 19, 2015 at 6:35 p.m.** at the Sterling Hill North Clubhouse located at 4411 Sterling Hill Boulevard, Spring Hill, Florida, 34609.

Present and constituting a quorum:

Christina Miller	Board Supervisor, Chairman
Louis Peters	Board Supervisor, Assistant Secretary
Sandra Manuele	Board Supervisor, Vice Chairman
Frances Krause	Board Supervisor, Assistant Secretary
Cassi Harbuck	Board Supervisor, Assistant Secretary

(via speakerphone and then in person at 6:40 p.m.)

Also present were:

Clif Fischer	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley & Robin
	<i>(via speakerphone)</i>
Tonja Stewart	District Engineer, Stantec Consulting Services
	<i>(via speakerphone)</i>
Jason Pond	Amenity Management
Audience	

FIRST ORDER OF BUSINESS

Call to Order and Pledge of Allegiance

Mr. Fischer called the meeting to order and performed the roll call confirming a quorum for the meeting. He asked all those in attendance to stand and recite the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience comments put forward at this time.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting on October 22, 2015

<p>On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meetings held on October 22, 2015, as presented, for Sterling Hill Community Development District.</p>

FOURTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for October 2015

On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors accepted the operation and maintenance expenditures for October (\$68,051.84), as presented, for Sterling Hill Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Audit committee recommendations

Mr. Fischer stated that the Audit Committee met just prior to the onset of this meeting and is recommending that the Board approve the audit proposal instructions as presented, as well as the evaluation criteria that utilizes pricing as one of five equal criteria.

On a Motion by Ms. Krause, seconded by Ms. Miller, with all in favor, the Board of Supervisors accepted the recommendation of the Audit Committee, approving the proposed audit proposal instructions and evaluation criteria using pricing as one of five equal criteria each valued at 20 points for Sterling Hill Community Development District.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Vericker presented two Written Action documents pertaining to authorizing Mr. Williams, Mr. Rizzetta, and Ms. Miller to execute documents on behalf of the SPE (Sterling Hills Holdings, LLC) in conjunction with the sale of the lots to DR Horton.

B. District Engineer

No report.

C. Field Operations Manager

No report

D. Amenity Management

Mr. Pond touched briefly on his report and asked if there were ^{any} ~~pay~~ questions. There were none.

E. District Manager

Mr. Fischer informed the Board that letters will be sent out to residents who are encroaching onto District property.

Mr. Fischer presented the invoice from RASI to cover the management services payroll in advance of paying employees rather than after the employees have been paid. He stated that this request does not change the contract total.

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved payment of the invoice from RASI in the amount of \$21,025.61 as a deposit on the amenity management services payroll for Sterling Hill Community Development District.

TWELFTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

The Board entertained audience comments regarding concerns with the number of children in the streets that were trick or treating and walking on the grass and a truck that has been observed driving around the neighborhood possibly casing houses. A request was made for the pool to be heated and the Board explained that it was too cost prohibitive.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Krause, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors adjourned the meeting at 7:22 p.m. for Sterling Hill Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman