

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, February 25, 2016 at 8:30 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
Sandra Manuele	Board Supervisor, Vice Chairman
Frances Krause	Board Supervisor, Assistant Secretary
Cassi Harbuck	Board Supervisor, Assistant Secretary
Louis Peters	Board Supervisor, Assistant Secretary

Also present were:

Clif Fischer	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley & Robin <i>(via speakerphone)</i>
John Toborg	Field Operations Manager, RASI
Jason Pond	Amenity Management
Representatives	Sunrise Landscape
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 January 28, 2016

On a Motion by Ms. Miller, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meetings held on January 29, 2016, as presented, for Sterling Hill Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for January
2016**

On a Motion by Ms. Manuele, seconded by Ms. Krause, with all in favor, the Board of Supervisors accepted the operation and maintenance expenditures for January (\$120,243.22), as presented, for Sterling Hill Community Development District.

FIFTH ORDER OF BUSINESS

**Further Discussion Regarding Cost
Savings Possibilities for Pool
Maintenance**

Mr. Pond recommended that Staff not handle pool maintenance and reviewed additional proposals for this service. Following a brief discussion on the topic, it was decided to table any action until next month to allow Staff the opportunity to provide references for the pool vendors.

SIXTH ORDER OF BUSINESS

Consideration of Proposal for Pool Tables

Mr. Pond reviewed the proposal for a commercial grade seven foot pool table and ping pong table at a cost of \$7,300 and a brief discussion ensued. The possibility of going with an eight foot table and not purchasing a ping pong table was put forward. Mr. Fischer recommended that some type of service contract be obtained as part of the agreement. The Board tabled action on this purchase until the District is one month out from completion of the new Fitness Center.

SEVENTH ORDER OF BUSINESS

**Consideration of Consideration of
Proposal for Sign Replacement**

Mr. Pond stated that he has contacted the County to determine if they would cover the cost of the street signs, but he does not believe that they will. A Board member offered to send Staff contact information for another vendor. The following Board action was taken.

On a Motion by Mr. Peters, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved a not-to-exceed amount of \$2,708.78 for the replacement of street signs for Sterling Hill Community Development District.

A request was made that the County be asked to replace the street sign that is misspelled.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Amenity Management

Mr. Pond touched briefly on his monthly report and asked if there were any questions. There were none.

Mr. Pond informed the Board of an upcoming community pool party that he would like to schedule for either May 22nd or May 29th. The Board indicated that they would be fine with either date.

B. Field Operations Manager

Mr. Toborg introduced key personnel from Sunrise Landscape to the Board and noted that the monthly inspections would be commencing next week. He stated that he would be working with Sunrise to complete the March annual plantings and mulch install. The representatives spoke regarding their experience and credentials, emphasizing that they are a locally owned and operated company. They emphasized their commitment to provide premiere service.

C. District Counsel

Mr. Vericker confirmed that the sale of the property has closed and the County should be sending the associated assessments collected as part of the sale to the District within the next few months.

D. District Engineer

Not present.

E. District Manager

Mr. Fischer stated that Management is still working on the revised contract to address increasing payroll for the District's Staff. He stated that he anticipates that it will be ready by next month and all pay raises approved by the Board will be retroactive to March 1, 2016. A brief discussion ensued regarding the fact that Clubhouse Staff are actually Rizzetta employees and therefore actual salaries will not be disclosed.

A brief discussion was held regarding items from the financial statement and the budget status for the current fiscal year.

Mr. Fischer reminded the Board that the next regular meeting is scheduled for March 24, 2016 at 6:30 p.m.

NINTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

Audience Comments were entertained regarding the timing for posting minutes on the website and how Windance residents obtain Community information, along with a few maintenance related requests being made.

Mr. Pond responded to questions regarding his role in the community and the purpose of the pool party.

A brief discussion was held regarding continued issues with the Basketball court and the following Board action taken.

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors authorized Staff to install a fence on the Basketball Court at a cost of \$1,845 (D & J Fence) for Sterling Hill Community Development District.

TENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Krause, seconded by Ms. Manuele, with all in favor, the Board of Supervisors adjourned the meeting at 9:40 a.m. for Sterling Hill Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman