

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, March 24, 2016 at 6:30 p.m.** at the Sterling Hill North Clubhouse located at 4411 Sterling Hill Boulevard, Spring Hill, Florida, 34609.

Present and constituting a quorum:

Christina Miller	Board Supervisor, Chairman
Sandra Manuele	Board Supervisor, Vice Chairman
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.
Scott Smith	Business Consultant Manager, Rizzetta & Company, Inc.
John Toborg	Field Operations Manager, RASI
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 February 25,
2016**

On a Motion by Ms. Krause, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meetings held on February 25, 2016, as presented, for Sterling Hill Community Development District.

FOURTH ORDER OF BUSINESS

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

The Board sought and received confirmation that all of the old Luke Brother's invoices have been processed.

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors accepted the operation and maintenance expenditures for February (\$100,395.00), as presented, for Sterling Hill Community Development District.

FIFTH ORDER OF BUSINESS

**Further Discussion Regarding Pool
Maintenance Options**

Mr. Pond reviewed the additional proposals and the references for the firms submitting proposals, as requested by the Board last month. He also apprised the Board of a pool leak that is being addressed this week. He confirmed that he is in the process of requesting a credit for the sewer portion of the invoice associated with the leak. A brief discussion ensued with following Board action being taken:

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the proposal from Shore Commercial Pools with a not-to-exceed amount of \$20,400 per year for Sterling Hill Community Development District.

It was stated that the termination notice to Suncoast Pools should be sent after the pool leak is repaired.

SIXTH ORDER OF BUSINESS

Consideration of Proposal for Pool Table

Mr. Pond presented the revised proposal for an eight foot pool table totaling \$7,000. It was decided to hold off on installing any lighting at this time.

On a Motion by Mr. Peters, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors approved the proposal from Billiards and Darts Supply, LLC for an eight foot pool table in the amount of \$7,000 for Sterling Hill Community Development District.

SEVENTH ORDER OF BUSINESS

**Review of Amenity Management
Contract**

Mr. Smith presented the proposal for Amenity Services that incorporates the provision to allow the Board to have some control over the pay scale and adjusts the amount of the contract based on additional hours that have been put in place over the past two years. The new agreement will include a personnel budget (that is billed as used) and a flat fee for oversight. He reviewed the fee schedules and responded to Board questions. A final contract will be presented to the Board next month if the Board is agreeable to the changes.

On a Motion by Mr. Peters, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors approved the proposal from Amenity Services and authorized the Chairman to execute the contract once finalized for Sterling Hill Community Development District.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Fischer presented the legislative update that was provided by District Counsel, explaining that Mr. Vericker will review them once they have been signed off on by the Governor.

B. District Engineer

Not present.

C. Field Operations Manager

Mr. Toborg reviewed his report emphasizing the need to address the issues with the Leland Cypress, which are not doing well in direct sunlight. He recommended that the Board consider removing them now that the Oak trees are maturing. He also noted an area that he would like to have Ms. Stewart research near the RV Lot.

A brief discussion ensued regarding the annual plant install, and the proposal to address the items noted in the required irrigation inspection. Mr. Fischer stated that both items fall under his limit to sign off on, but he did want the Board to be aware of them.

Discussion was also held regarding mosquito control.

D. Amenity Management

Mr. Pond reviewed his report and informed the Board that he did research other firms for the signage and verified the pricing from Accuform Signs was the best available. He stated that the signs have been ordered at a cost of \$2,022 or a savings of approximately \$900.

Mr. Pond spoke regarding the signs posted by DR Horton and a request made to leave the gate in Covey Run open during construction business hours. A brief discussion ensued. Mr. Pond noted that this is the last week that the Windance gates will be open due to construction as they are completely built out.

Mr. Pond presented a proposal from Admiral Outdoor Furniture to replace 10 chaise lounges and to re-strap some of the chairs at a cost of \$3,189.

On a Motion by Mr. Peters, seconded by Ms. Krause, with all in favor, the Board of Supervisors authorized the Chairman to approve the signage from DR Horton providing the proper documentation for Sterling Hill Community Development District.

On a Motion by Mr. Peters, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved keeping the gates open in Covey Run from 7:00 a.m. to 6:00 pm during construction of the DR Horton lots for Sterling Hill Community Development District.

On a Motion by Ms. Harbuck, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved a not-to-exceed amount of \$3,189 to repair and/or replace pool furniture for Sterling Hill Community Development District.

E. District Manager

Mr. Fischer spoke briefly on the February financial statement and reminded the Board that the next meeting is scheduled for April 28, 2016 at 8:30 a.m.

NINTH ORDER OF BUSINESS

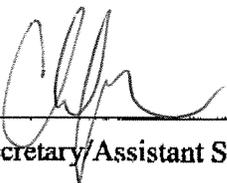
Supervisor Requests and Audience Comments

There were no audience comments or Supervisor of request put forward.

TENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Peters, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors adjourned the meeting at 7:25 p.m. for Sterling Hill Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman