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**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, April 28, 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	<b>Board Supervisor, Chairman</b>
Sandra Manuele	<b>Board Supervisor, Vice Chairman</b>
Frances Krause	<b>Board Supervisor, Assistant Secretary</b>
Cassi Harbuck	<b>Board Supervisor, Assistant Secretary</b>
Louis Peters	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Clif Fischer	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
John Vericker	<b>District Counsel, Straley &amp; Robin</b>
John Toborg	<b>Operations Manager, Rizzetta &amp; Co.</b> <i>(via speakerphone)</i>
Jason Pond	<b>Amenity Management</b>
Emily Flores	<b>Clubhouse Asst. Manager</b>

**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**

It was noted that there were no members of the general audience in attendance.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Meeting on March 24, 2016**

<p>On a Motion by Mr. Peters, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meetings held on March 24, 2016, as presented, for Sterling Hill Community Development District.</p>
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**FOURTH ORDER OF BUSINESS**

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

On a Motion by Ms. Harbuck, seconded by Ms. Miller, with all in favor, the Board of Supervisors accepted the operation and maintenance expenditures for March (\$63,103.68), as presented, for Sterling Hill Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Amenity Management  
Agreement**

Mr. Fischer stated that the agreement encompasses all of the things discussed at last month's meeting.

On a Motion by Mr. Peters, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors approved the Amenity Management Agreement with Rizzetta & Co., Inc. for Sterling Hill Community Development District.

**SIXTH ORDER OF BUSINESS**

**Acceptance of Fiscal Year 2014/2015  
Financial Audit**

A brief discussion was held regarding the audit.

On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors accepted the Fiscal Year 2014/2015 Financial audit and authorized Staff to file with the appropriate governmental agencies for Sterling Hill Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Proposal for Sidewalk  
Repairs**

Mr. Ponds presented the proposal from Lakewood Concrete Const., Inc. to repair sidewalks deemed as needing repairs throughout the community. A brief discussion ensued regarding funding for the project and it was decided to take the money for the DRA.

On a Motion by Ms. Manuele, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved the proposal from Lakewood Concrete Construction, Inc. in the amount of \$8,400 for sidewalk repairs for Sterling Hill Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Preliminary Budget Discussion**

A lengthy discussion was held regarding the Fiscal Year 2016/2017 budget with Mr. Fischer reviewing individual line items and explaining the justification for the increases/decreases. The Board asked that a budget workshop be held on May 19<sup>th</sup> at 5:00 p.m. and for Mr. Fischer to provide the revised numbers to them prior to the workshop.

On a Motion by Mr. Peters, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors authorized Staff to submit the required notice to hold a budget workshop on May 19, 2016 at 5:00 p.m. at the South Clubhouse, located at 4250 Sterling Hill Boulevard, Spring Hill, FL 34609 for Sterling Hill Community Development District.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel

No report.

B. District Engineer

Not present.

C. Field Operations Manager

Mr. Toborg spoke regarding his report and looked for alternatives to replacing the viburnum in the area where residents are continually cutting through hedges on their way to the clubhouse, etc. A brief discussion ensued on the topic. Mr. Toborg will obtain proposals to replace the viburnum with a thorny plant that can be installed behind the viburnum. He opined that if the entire hedge is not done the issue will just move ten feet done the line.

D. Amenity Management

Mr. Pond reviewed his report, noting that plans for the Pool Party on May 29<sup>th</sup> are well under way.

Mr. Pond sought authorization to work with Mr. Toborg and Sunrise to finalize the proposals to refurbish the plants throughout the community at a cost of \$16,517.

On a Motion by Ms., seconded by Mr. Peters, with all in favor, the Board of Supervisors approved the proposals from Sunrise at a cost of \$16,517 for Sterling Hill Community Development District.

E. District Manager

Mr. Fischer announced that as of April 15<sup>th</sup> there were 2076 registered voters residing in Sterling Hill.

Mr. Fischer reminded the board that the next regular meeting is scheduled for May 26, 2016 at 8:30 a.m. and that a workshop was added for May 19<sup>th</sup> at 5:00 p.m. at the South Clubhouse.

Mr. Fischer spoke regarding an ongoing with encroachment issue, where bamboo and other exotic plants have been planted on District Property. He explained that he and Mr. Pond have been working with the residents adjacent to the area, who claim not to be responsible for the plantings. Following a brief discussion the Board authorized the removal of the bamboo at a not-to-exceed cost of \$1,200.

On a Motion by Mr. Peters, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors set a not-to-exceed amount of \$1,200 for the removal of the bamboo plants planted on District property for Sterling Hill Community Development District.

**TENTH ORDER OF BUSINESS**

**Supervisor Requests and Audience Comments**

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

**ELEVENTH 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 10:09 a.m. for Sterling Hill Community Development District.

  
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Secretary/Assistant Secretary  
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Chairman/Vice Chairman