

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, August 25, 2016, 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
Frances Krause	Board Supervisor, Assistant Secretary
Cassi Harbuck	Board Supervisor, Assistant Secretary
Louis Peters	Board Supervisor, Assistant Secretary
Sandra Manuele	Board Supervisor, Chairman <i>(joined the meeting in Progress)</i>

Also present were:

Clif Fischer	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley, Robin, & Vericker
John Toborg	Field Services Manager, Rizzetta & Co.
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 July 28, 2016

<p>On a Motion by Ms. Miller, seconded by Ms. Krause, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meetings held on July 28 2016, as presented, for Sterling Hill Community Development District.</p>

FOURTH ORDER OF BUSINESS

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

On a Motion by Ms. Miller, seconded by Mr. Peters, with all in favor, the Board of Supervisors accepted the operation and maintenance expenditures for July (\$81,432.36) for Sterling Hill Community Development District.

FIFTH ORDER OF BUSINESS

**Discussion Regarding Installation of
Bacci Ball or Shuffle Board Court**

A brief discussion was held regarding a request to install a Bacci Ball or Shuffle Board Court, with no Board action being taken at this time.

SIXTH ORDER OF BUSINESS

**Public Hearing on Fiscal Year 2016/2017
Final Budget**

On a Motion by Mr. Peters, seconded by Ms. Krause, with all in favor, the Board of Supervisors opened the public hearing of Fiscal Year 2016/2017 budget for Sterling Hill Community Development District.

The Board discussed various line items in the budget but ultimately made no revisions.

On a Motion by Mr. Peters, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors closed the public hearing of Fiscal Year 2016/2017 budget 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 Resolution 2016-02, adopting Fiscal year 2016/2017 final budget totaling \$2,303,600.97 (\$1,296,204-O&M, \$126,661-Reserves, and \$880,735.97-Debt Service) for Sterling Hill Community Development District.

On a Motion by Mr. Peters, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors approved Resolution 2016-03, imposing assessments to fund Fiscal Year 2016/2017 final budgets for Sterling Hill Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2016-04,
Adopting Meeting Schedule for Fiscal
Year 2016/2017**

The Board indicated that they would like to continue meeting on the fourth Thursday of each month.

On a Motion by Ms. Krause, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors approved Resolution 2016-04, setting the meeting schedule for Fiscal Year 2016/2017 as the fourth Thursday of each month at 8:30 a.m. (with the exception of November, February, May, and August when they will commence at 6:30 p.m.) at the Sterling Hill North Clubhouse located at 4411 Sterling Hill Boulevard, Spring Hill, Florida, 34609 for Sterling Hill Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2016-05,
Declaring A Vacancy**

Mr. Vericker reviewed Resolution 2016-05 stating that since no-one qualified to run for seat 5 on the Board it is necessary for the Board to appoint someone to fill the vacancy that will be effective two weeks after the general election. A brief discussion ensued.

On a Motion by Mr. Krause, seconded by Ms. Miller, with all in favor, the Board of Supervisors approved Resolution 2016-05, declaring a vacancy for seat 5 on the Board following the general elections for Sterling Hill Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2016-06,
Designating a Secretary**

Mr. Fischer explained that with Mr. Williams' pending retirement, Rizzetta & Company, Inc. has reorganized some of its management positions. The next few resolutions address the internal changes at the district level. Rizzetta is recommending that Eric Dailey be appointed as Secretary.

On a Motion by Mr. Peters, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors approved Resolution 2016-06, appointing Eric Dailey as Secretary for Sterling Hill Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of resolution 2016-07,
Designating a Treasurer**

Rizzetta is recommending that Joe Kennedy be appointed as Treasurer.

On a Motion by Ms. Krause, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved Resolution 2016-07, appointing Joe Kennedy as Treasurer for Sterling Hill Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of resolution 2016-08,
Designating an Assistant Treasurer**

Rizzetta is recommending that Shawn Wildermuth be appointed as Assistant Treasurer.

On a Motion by Mr. Peters, seconded by Ms. Harbuck, with all in favor, the Board of Supervisors Resolution 2016-08, appointing Shawn Wildermuth as Assistant Treasurer for Sterling Hill Community Development District.

TWELFTH ORDER OF BUSINESS

Consideration of Proposal to have Tile and Grout Cleaned and Sealed at both Clubhouses

Mr. Pond presented the proposal from Apex Floor and Furniture Care to clean and seal the tile and grout at both clubhouses at a cost of \$1,170.00

On a Motion by Ms. Harbuck, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved the proposal from Apex Floor and Furniture Care to clean and seal the tile and grout at both clubhouses at a cost of \$1,170.00 for Sterling Hill Community Development District.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Vericker stated that the foreclosure sale is still on track to occur September 6, 2016.

B. District Engineer

Not present.

C. Field Services Manager

Mr. Toborg provided a brief overview of his latest report and the Board expressed concern with the lack of detail work that is being provided. They asked that Mr. Toborg press the landscapers on this matter.

D. Amenity Management

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

E. District Manager

Mr. Fischer reminded the Board that the next regular meeting is scheduled for September 22, 2016 at 6:30 p.m.

Mr. Fischer presented the proposal from EGIS Insurance for the District's coverage for Fiscal Year 2016/217 in the amount of \$27,883. He confirmed that it covers the property liability, auto and officers liability insurance.

On a Motion by Ms. Manuele, seconded by Ms. Krause, with all in favor, the Board of Supervisors the proposal from Egis Insurance in the amount of \$27,883 for Sterling Hill Community Development District.

FOURTEENTH ORDER OF BUSINESS

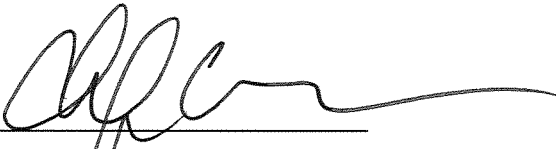
**Supervisor Requests and Audience
Comments**

Audience comments were entertained regarding how the amenity services are paid for, whether the empty lots are charged CDD fees, concern with the use of golf carts in the community, whether the landscapers post signs when they treat for pesticides, and whether the District uses off-duty officers.

FIFTEENTH 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 9:27 a.m. for Sterling Hill Community Development District.



Secretary/Assistant Secretary

Chairman/Vice Chairman