

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 Tuesday, August 24, 2017 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
Louis Peters	Board Supervisor, Assistant Secretary
Michael Dimos	Board Supervisor, Assistant Secretary

Also present were:

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

FIRST ORDER OF BUSINESS

Call to Order and Pledge of Allegiance

Mr. Fischer called the meeting to order and performed 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 Filling Seat 3 on the Board

A brief Discussion was held regarding the resumes obtained from residents interested in filling the Board vacancy with each candidate speaking briefly.

On a Motion by Mr. Peters, seconded by Mr. Dimos, with all in favor, the Board of Supervisors Appointed Richard Massa as Board Supervisor (Seat 3) for Sterling Hill Community Development District.
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Mr. Vericker reviewed of the Ethics requirements for the board. Mr. Fischer a notary in the State of Florida administered the oath of office and explains ability to accept compensation of \$200.00 for attending meetings. Mr. Massa states he would like to receive compensation for his position on the Board.

FOURTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting on July 27, 2017

On a Motion by Ms. Manuele, seconded by Mr. Dimos, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on July 27, 2017, as amended, for Sterling Hill Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for July 2017

On a Motion by Mr. Dimos, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for July 2017 (\$81,634.29) for Sterling Hill Community Development District.

SIXTH ORDER OF BUSINESS

Pavement Management Presentation

Ms. Stewart gave a summary and introduced the Whitaker contracting team. They discussed the introduction of a new pavement process to save the CDD money over time. Mr. Peters suggested that we need to figure out the scope of what needs to be done first and then bring that back to the next meeting. He also stated that since there are not really any other products like this on the market there may not be a need to utilize a bidding process.

SEVENTH ORDER OF BUSINESS

Public Hearing on the Fiscal Year 2017/2018 Final Budget Assessments

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors motioned to open the Public Hearing on the Fiscal year 2017/2018 Final budget totaling \$2,158,251.84 (general Fund-\$1,230,871.00, reserve fund- \$127,120.00, and debt service-\$1,115,699.16) for Sterling Hill Community Development District.

Mr. Fischer reviewed the final budget assessments and opened the floor for comments, there were none

On a Motion by Mr. Peters, seconded by Mr. Dimos, with all in favor, the Board of Supervisors motioned to close the Public Hearing on the Fiscal year 2017/2018 Final budget for Sterling Hill Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2017-06,
Adopting Fiscal Year 2017/2018 Final
Budget**

On a Motion by Mr. Dimos, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved Resolution 2017-06 adopting the fiscal year 2017/2018 final budget for Sterling Hill Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2017-07,
Levying Assessments to fund Fiscal Year
2017/2018 Budget and Certifying
Assessment Roll**

On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved Resolution 2017-07, Levying Assessments to fund Fiscal Year 2017/2018 Budget and Certifying Assessment Roll for Sterling Hill Community Development District.

TENTH ORDER OF BUSINESS

Public Hearing on Conduct Policy

On a Motion by Ms. Manuele, seconded by Mr. Dimos, with all in favor, the Board of Supervisors approved the motion to open the public hearing on the Conduct Policy for Sterling Hill Community Development District.

Mr. Fischer reviewed the policy and opened the floor for comments, there were none.

On a Motion by Mr. Dimos, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the motion to close the public hearing on the Conduct Policy for Sterling Hill Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-08,
Adopting a code on Conduct at District
Amenities**

On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved Resolution 2017-08, Adopting a Code on Conduct at District Amenities for Sterling Hill Community Development District.

TWELFTH ORDER OF BUSINESS

**Consideration of Resolution 2017-09,
Setting the Fiscal Year 2017/2018 Meeting
Schedule**

On a Motion by Mr. Dimos, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved Resolution 2017-09, Setting the Fiscal Year 2017/2018 Meeting Schedule. They agreed to meet on the fourth Thursday of every month at 8:30 a.m. except

for Four meeting at 6:30 p.m. (November –which will be on the 5th Thursday due to Thanksgiving, January, May and August) for Sterling Hill Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-10,
Adopting an Alternative Investment
Policy**

Mr. Vericker summarized the statutory requirements for the supervisors

On a Motion by Mr. Dimos, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved Resolution 2017-10, Adopting an Alternative Investment Policy for Sterling Hill Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Consideration of Proposals to Re-Stripe
RV/Boat Parking Lot**

Mr. Pond presented his report and another proposal for this project. The costs would be \$2,260 for remilling and 3,000.00 to restripe.

On a Motion by Mr. Dimos, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the proposal from Sunrise ~~landscaping~~ in the amount of \$5,260.00 to Re-Stripe RV/Boat Parking Lot for Sterling Hill Community Development District.



FIFTHTEENTH ORDER OF BUSINESS

**Acceptance of Series 2016 A&B Arbitrage
rebate report**

On a Motion by Mr. Peters, seconded by Mr. Dimos, with all in favor, the Board of Supervisors accepted the Series 2016 A&B Arbitrage rebate report for Sterling Hill Community Development District.

SIXTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

No report.

B. District Engineer

Ms. Stewart stated that we made repairs to a man hole and that the drains are in good shape.

C. Field Operations Manager

A brief discussion was held regarding the monthly report and ongoing concerns with the lack of detail. The Board directed management to send sunrise landscaping a 30- day written notice should things not improve they would consider going through a bid process for a new firm.

D. Amenity Management

Mr. Pond gave his report and fielded questions. Mr. Pond then presented multiple proposals from companies regarding various repairs to the Board. Mr. Pond Brought a Proposal to repair a fence/wall and will attempt to collect the insurance from the driver that hit the wall. Mr. Massa will contact the county commissioner to discuss the issue.

On a Motion by Mr. Peters, seconded by Mr. Dimos, with all in favor, the Board of Supervisors approved the proposal from Lakewood Concrete to repair the sidewalk within a driveway area in the amount of \$540.00 for Sterling Hill Community Development District.

On a Motion by Mr. Dimos, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the proposal from Sunrise Landscape, for a irrigation surge Protector in the amount of \$1,834.00 for Sterling Hill Community Development District.

On a Motion by Mr. Peters, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the proposal from T&R Painting to repair two wall columns on the south side in the amount of \$950.00 for Sterling Hill Community Development District.

E. District Management

Mr. Fischer reminded the Board that the next meeting is scheduled for September 28, 2017 at 8:30 a.m.

There were no questions on the Financial Statement.

On a Motion by Mr. Peters, seconded by Mr. Dimos, with all in favor, the Board of Supervisors approved the July Financial statement under the condition that they approve to authorize Windance HOA to purchase a sign and have District Counsel draft an agreement to allow them to utilize district property and for district management and club house management to have final approval of sign material and location from for Sterling Hill Community Development District.

SEVENTEENTH ORDER OF BUSINESS

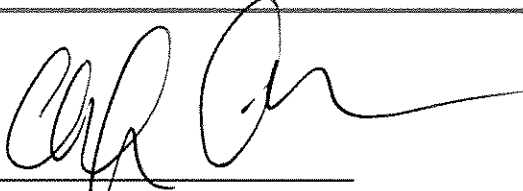
Supervisor Requests and Audience Comments

Audience comments were entertained regarding sidewalks needing repairs and Landscaping concerns.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Dimos, seconded by Ms. Manuele, with all in favor, the Board of Supervisors continued the meeting until Tuesday, September 19, 2017 at 5:30 p.m. at the north clubhouse located at 4411 Sterling Hill Boulevard, Spring Hill, Florida, 34609.



Secretary/Assistant Secretary

Chairman/Vice Chairman