

**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 22, 2018 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	<b>Board Supervisor, Chairman</b>
Sandra Manuele	<b>Board Supervisor, Vice Chairman</b>
Louis Peters	<b>Board Supervisor, Assistant Secretary</b>
Michael Dimos	<b>Board Supervisor, Assistant Secretary</b>
Richard Massa	<b>Board Supervisor, Assistant Secretary</b>

**Also present were:**

Clifton Fischer	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
John Vericker	<b>District Counsel, Straley &amp; Robin</b> <i>Speaker Phone</i>
Tonja Stewart	<b>District Engineer, Stantec Consulting</b>
Jason Pond	<b>Clubhouse Manager</b>
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

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Meeting on February 22<sup>th</sup>, 2018**

On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on February 22, 2018, for Sterling Hill Community Development District.
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45 **FOURTH ORDER OF BUSINESS**

**Consideration of Operation and  
Maintenance Expenditures for February  
2018**

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On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for February 2018 (\$72,676.13) for Sterling Hill Community Development District.

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50 **FIFTH ORDER OF BUSINESS**

**Discussion on Meeting Minutes**

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52 Ms. Miller discussed that she wanted additional information in the meeting minutes. Ms. Miller  
53 wants the meeting minutes to be more detailed and would like dollar amounts to be included in  
54 proposal motions. The Board also expressed that they would like more detail in supervisor  
55 requests and discussions. The Board would like it to be noted when there is a lengthy discussion  
56 that takes place during the meeting and would like it summarized. They would like the minutes  
57 to be similar to Highlands CDD meeting minutes and Bainbridge CDD meeting minutes.  
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59 **FOURTH ORDER OF BUSINESS**

**Consideration of the Pavement Services  
Agreement with Whitaker**

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61 No changes to the contract  
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63 **FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-02  
Piggybacking of a Public Contract**

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66 On a Motion by Ms. Manuele, seconded by Mr. Peters, with all in favor, the Board of Supervisors approved Resolution 2018-02 piggy backing of a public contract for Sterling Hill Community Development District.

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68 On a Motion by Mr. Peters, seconded by Mr. Massa, with all in favor, the Board of Supervisors approved the Contract from Whitaker Contracting in the amount of 495,108.00 and authorized the chair to sign for Sterling Hill Community Development District.  
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70 **SIXTH ORDER OF BUSINESS**

**Staff Reports**

71 **A. District Counsel**

72 There was no report  
73

74 **B. District Engineer**

75 Ms. Stewart gave an update on the splash pad and a discussion ensued. Ms. Stewart will  
76 have a report for the Board once things start to move forward. Ms. Stewart will email the  
77 plans she has to the members of the Board. Ms. Stewart handed out copies of the updated  
78 pavement management Services Agreement that was approved in the previous motion.

79 **C. Field Operations Manager**

80 The Board discussed the field services report. The turf grass on the backside on the  
81 sidewalk on the north clubhouse needs to be replaced due to frost damage. The stump on

82 Haverhill will be removed soon. Ms. Miller expressed that she would like to see the plant  
83 self and alcove across from the school weeded up. The Board discussed the irrigation  
84 along Elgin is over watering the street.

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86 **D. Amenity Management**

87 Southern automated presented a new product for gate operators. The manufacturer will  
88 offer a demo interface for one of the gates. A discussion ensued. Mr. Pond would like to  
89 start swim lessons again this summer. Mr. Massa would like to check the lights in the  
90 fitness facility due to the time changes. Ms. Manuele wants to know if the basketball  
91 court is still monitored and locked. A discussion ensued about the monitoring of the  
92 basket ball and tennis courts. The Board discussed possibly hiring a seasonal employee  
93 for the summer as a recreational monitor. Mr. Pond will look into it the costs.

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95 **E. District Management**

96 Mr. Fischer reviewed the financial statement with the Board.

97 There was a discussion on alternative meeting dates. The Board would like to move the  
98 meetings from the fourth Thursday of each month to the third Thursday each month.  
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On a Motion by Mr. Massa, seconded by Mr. Dimos, with all in favor, the Board of Supervisors approved to advertise the 3<sup>rd</sup> Thursday of each month for the remaining Board of Supervisor meetings for Sterling Hill Community Development District.

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101 Mr. Fischer reminded the Board that the next meeting is scheduled for April 19, 2018 at  
102 8:30 a.m. The proposed budget meeting is May 17<sup>th</sup> at 6:30 p.m.

On a Motion by Mr. Massa, seconded by Mr. Dimos, with all in favor, the Board of Supervisors approved to advertise for a budget workshop on May 2<sup>nd</sup> at 5:30 p.m. for Sterling Hill Community Development District.

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106 **SEVENTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

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109 Mr. Peters would like additional garbage cans for the community. There was a direction  
110 from the Board to have Mr. Pond to bring proposals to the District Manager and the District  
111 Manager will authorize a purchase.

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113 **EIGHTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Massa, seconded by Mr. Dimos, with all in favor, the Board of Supervisors adjourned the meeting at 10:05 p.m. at the north clubhouse located at 4411 Sterling Hill Boulevard, Spring Hill, Florida, 34609.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman