

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, July 19, 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	Board Supervisor, Chairman
Sandra Manuele	Board Supervisor, Vice Chairman
Louis Peters	Board Supervisor, Assistant Secretary
Michael Dimos	Board Supervisor, Assistant Secretary
Richard Massa	Board Supervisor, Assistant Secretary

Also present were:

Clifton Fischer	District Manager, Rizzetta & Company, Inc.
Angel Montagna	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley & Robin
Tonja Stewart	District Engineer, Stantec Consulting
Jason Pond	Clubhouse Manager

Audience

FIRST ORDER OF BUSINESS

Call to Order

Mr. Fischer called the meeting to order and performed roll call confirming a quorum for the meeting.

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 June 21, 2018

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 June 21, 2018 for Sterling Hill Community Development District.

45 **FOURTH ORDER OF BUSINESS** **Consideration of Minutes of the Audit**
46 **Committee Meeting on June 21, 2018**
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On a Motion by Mr. Peters, seconded by Mr. Massa, with all in favor, the Board of Supervisors approved the minutes of the Audit Committee meeting held on June 21, 2018 for Sterling Hill Community Development District.

48 **FIFTH ORDER OF BUSINESS** **Consideration of Minutes of the Board of**
49 **Supervisors' Meeting on May 17, 2018**
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On a Motion by Mr. Dimos, seconded by Ms. Manuele, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on May 17, 2018 for Sterling Hill Community Development District.

52 **SIXTH ORDER OF BUSINESS** **Consideration of Operation and**
53 **Maintenance Expenditures for June 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 June 2018 (\$95,961.85) for Sterling Hill Community Development District.

56 **SEVENTH ORDER OF BUSINESS** **Ratification of Fiscal Year 2016/2017**
57 **Financial Audit**
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On a Motion by Mr. Massa, seconded by Mr. Dimos, with all in favor, the Board of Supervisors ratified the financial audit for the fiscal year 2016/2017 for Sterling Hill Community Development District.

60 **EIGHTH ORDER OF BUSINESS** **Review of RFQ Engineering Services**
61 **Proposals**
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The vendors who submitted RFQ proposals for engineering services introduced themselves to the Board. The vendors answered questions from the Board regarding pavement management. The score sheets were tallied and the District Manager read the final tally. JMT scored a 409 and Johnson scored a 380.

On a Motion by Ms. Manuele, seconded by Mr. Dimos, the Board of Supervisors authorized staff to build a contract for engineering services with JMT and authorized the chair to sign for Sterling Hill Community Development District.

69 **NINTH ORDER OF BUSINESS** **Staff Reports**
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A. District Counsel
There was a discussion on website ADA compliance.

B. District Engineer

The District engineer laid out the current status of the splash pad. Ms. Stewart advised the Board on concerns of the site issues. There were two proposals brought to the Board for stripping. The Board would like final proposals to discuss at next months meeting.

C. Field Operations Manager

The Board expressed their frustration with the lack of detail and missing areas of grass near the DRA's. The Board would like to get a representative from OLM to explain the process at the September meeting.

On a Motion by Mr. Peters, seconded by Mr. Massa, the Board of Supervisors authorized staff to put Sunrise Landscaping on 30 days notice for Sterling Hill Community Development District.

D. Amenity Management

Mr. Pond gave his report to the Board. Mr. Pond explained that the exterior wall damage has met the requirement to make a claim to the insurance company.

E. District Management

Mr. Fischer reviewed the monthly financial statement to the Board.

Mr. Fischer reminded the Board the next regular meeting is scheduled for August 16, 2018 at 6:30 p.m. and at this meeting the Board will approve the final budget for fiscal year 2018/2019.

TENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

There were no supervisor requests or comments from the audience.

ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Manuele, seconded by Mr. Dimos, with all in favor, the Board of Supervisors adjourned the meeting at 9:44 a.m. at the north clubhouse located at 4411 Sterling Hill Boulevard, Spring Hill, Florida, 34609.

Secretary/Assistant Secretary

Chairman/Vice Chairman