

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, February 14, 2012 at 9:02 a.m.** at the Sterling Hill North Clubhouse located at 4411 Sterling Hill Boulevard, Spring Hill, Florida, 34609.

Present and constituting a quorum:

Mark Sifford	Board Supervisor, Chairman
Ken Jones	Board Supervisor, Vice Chairman
John Blakley	Board Supervisor, Assistant Secretary
Christina Miller	Board Supervisor, Assistant Secretary
Sandra Manuele	Board Supervisor, Assistant Secretary

Also present were:

Greg Cox	District Manager; Rizzetta & Company, Inc.
Mark Straley	District Counsel; Straley & Robin (<i>via speakerphone</i>)
Tonja Stewart	District Engineer; Stantec, Inc. (<i>via speakerphone</i>)
Jason Pond	Clubhouse Manager; Rizzetta Amenity Services

Audience

FIRST ORDER OF BUSINESS

Call to Order and Pledge of Allegiance

Mr. Sifford called the meeting to order and asked Mr. Cox to read the roll call. All those in attendance then stood to recite the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting Held January 10, 2012

Mr. Sifford presented the minutes of the Board of Supervisors' meeting held on January 10, 2012 to the Board for consideration. Ms. Miller noted simply that in the third order of business, her name and Ms. Manuele's name should be swapped.

<p>On a Motion by Mr. Blakley, seconded by Mr. Jones, with all in favor, the Board approved the minutes of the Board of Supervisors' Meeting held on January 10, 2012 as amended for Sterling Hill Community Development District.</p>
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THIRD ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for January
2012**

Mr. Cox presented the operation and maintenance expenditures for January 2012 totaling \$61,162.92 to the Board for consideration. Ms. Miller inquired about an 8-minute international call for \$45.84 shown on the AT&T billing. Mr. Pond stated people use the phone often and was not aware of it. Mr. Cox will contact AT&T to see about having the charge reversed and about having international calling capability blocked altogether.

On a Motion by Ms. Manuele, seconded by Ms. Miller, with all in favor, the Board approved the Operation and Maintenance expenditures for January 2012 totaling \$61,162.92 for Sterling Hill Community Development District.

FOURTH ORDER OF BUSINESS

Landscape & Irrigation Services Update

Mr. Cox presented the January 13, 2012 landscape and irrigation services report from Operations Manager Nils Hallberg to the Board for consideration. Mr. Cox asked Ms. Stewart about a cracked sidewalk; she will follow up with the County about ownership, evaluation and repairs.

Mr. Cox then discussed an ATV track that was constructed near a pond on Winddance, which is not part of the homeowners association. He stated that there is strong evidence of a homeowner's tenant involved, and that signs are not deterring them and law enforcement has been unable to catch them. Mr. Cox will be sending letters to both the homeowner and the tenant advising them to cease and desist.

Ms. Manuele asked about the first picture in the report of a declining hedge, stating that a light pole could possibly be causing issues. Mr. Cox spoke briefly about freeze damage and cutting back the landscaping.

FIFTH ORDER OF BUSINESS

**Presentation of District Unaudited
Financial Summary**

Mr. Cox presented the latest District unaudited financial summary to the Board and reviewed it for them.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel
No report given.

B. District Engineer
Ms. Stewart updated the Board on ADA 2010 compliance issues and presented proposals for replacing the sand with ADA-compliant engineered wood mulch at the North Clubhouse (\$34,890.00) and the South Clubhouse (\$26,950.00).

Mr. Straley commented on a memo from the Department of Justice regarding ADA 2010 compliance, stating that for financial reasons the District can delay this modification to one of its playgrounds. Discussion ensued.

On a Motion by Mr. Sifford, seconded by Mr. Jones, with all in favor, the Board approved the proposal for mulching at the North Clubhouse playground for an amount not to exceed \$35,000.00 for Sterling Hill Community Development District.

C. Amenities Management

Mr. Pond reviewed the January 2012 amenities management report, giving an update on recent improvements. He presented proposals for ceramic tile floor cleaning (Exhibit A) to the Board for consideration.

On a Motion by Mr. Blakley, seconded by Ms. Manuele, with all in favor, the Board approved the proposal from Apex Floor and Furniture Care for ceramic floor tile cleaning for Sterling Hill Community Development District.

Mr. Pond then presented and reviewed a landscape plantings proposal (Exhibit B) to the Board for consideration.

On a Motion by Ms. Manuele, seconded by Ms. Miller, with all in favor, the Board approved the landscape plantings proposal from Cardinal Landscaping for an amount not to exceed \$12,265.00 for Sterling Hill Community Development District.

Ms. Manuele commented on the deputies' report, stating that the deputies are not asking kids to leave when caught trespassing in deed restricted areas.

D. District Manager

Mr. Cox presented a second landscaping quote (Exhibit C) that Mr. Hallberg procured from Cardinal, for spring planting of annuals at the six entrances for \$1,045.00.

On a Motion by Ms. Miller, seconded by Mr. Jones, with all in favor, the Board approved the proposal from Cardinal Landscaping for spring planting of annuals at the entrances in the amount of \$1,045.00 for Sterling Hill Community Development District.

Mr. Cox then presented and explained a proposal from Grau & Associates for an audit services rate increase to the Board for consideration.

On a Motion by Mr. Blakley, seconded by Mr. Jones, with all in favor, the Board approved the proposal from Grau & Associates for an auditing services rate increase in the amount of \$1,500.00 per year for Sterling Hill Community Development District.

Finally, Mr. Cox discussed a wooded “conservation” area near the south side entrance, stating he has received numerous complaints from one homeowner asking that it be cleaned up and maintained due to animal activity. The same homeowner also complained that the generator for the lift station across the street is too loud.

Mr. Pond noted that the generator runs as needed, only about once a month, and that the homeowner had asked him to rake out all the leaves by the entrance. Mr. Cox confirmed that the lift station belongs to the County and therefore the District has no say-so in its operation, and also advised the Board that they have a resolution in place to leave the wooded areas in their natural state. The Board agreed and concluded the homeowner’s complaints are duly noted and no formal action would be taken.

SEVENTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

Audience

One resident commented on the mulch, questioning the compaction factor of the material (wheelchair travel versus child safety).

Another resident voiced her concerns regarding vehicles being parked on the street facing the wrong way.

A third resident spoke about youths trespassing, requesting that the deputies ask for their names, phone numbers, etc. and make the parents aware of their kids’ activities.

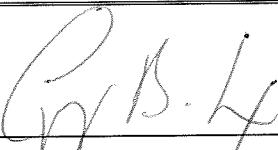
Supervisors

Mr. Sifford advised he had spoken with his County contacts about street sign installation along Sterling Hill Boulevard and along Elgin.

EIGHTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Manuele, seconded by Ms. Miller, with all in favor, the Board of Supervisors adjourned the meeting at 10:07 a.m. for Sterling Hill Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

Exhibit A



3320 Dolin Avenue

Spring Hill, FL 34606

(352) 556-4012

info@apex-carpetcleaning.com

www.apex-carpetcleaning.com

THE CARPET REPAIR DOCTOR

PROPOSAL

Page 1 of 1

Name: Sterling Hills, Attention: Jason Pond		Service At: Sterling Hills Community Centers (S & N)				
Address: 4411 Sterling Hills Blvd.		Address: (N) 4411 & (S) 4250 Sterling Hills Blvd.				
City, State, Zip: Spring Hill, FL 34609		City, State, Zip: Spring Hill, FL 34609				
Mobile No: 352-650-7402		E-mail: sterlinghillclub@live.com				
Order #	Department	Consultant	When Service	Terms	On Lo/In Plant	Date
	Vinyl Tile	JCW	TBD	On completion	X /	8 / 19 / 11
Description				Strip	Scrub	Buff
1) Professional **stripping, scrubbing and finishing plus monthly buffing of Vinyl tile floors for North & South clubhouses (prices below are for each Clubhouse.) It is best to start with a stripping and then follow with monthly Buffing, then scrub as needed. However, if chosen, a one time stripping can Be done without additional maintenance. Either way, Apex highly Recommends placing felt tabs on all legs of tables and chairs to protect the Investment of the floors and to help the floors look better for a longer period Of time.						
a) Areas with table and chairs (these prices are per each clubhouse)				\$612	\$326	\$40
b) Workout area (these prices are per each clubhouse)				\$265	\$140	\$15
TOTAL for both a & b above				\$877	\$466	\$55
NOTES:						
a) **Apex puts 4 coats of floor finish down at 25% solids, making it 100% solids for a Better hold, stronger and more durable floor & to help extend the life of the floors.						
b) Stripping includes 4 coats of finish applied, scrubbing removes only two coats of Finish with two new coats of finish reapplied. Apex provides high speed buffing - Burnishing the finish for a smooth, shiny, solid look and to strengthen the finish.						
c) Customer to move all items from floors prior to above services being performed.						



All material and service is guaranteed to be as specified above, and the above work will be performed in accordance to the Institute of Inspection, Cleaning Restoration Certification (IICRC) Standards and completed in a substantial workmanlike manner for the sum of:

_____ Dollars (\$ _____)
 (plus sales tax as required by law & fuel surcharge of \$ 0 /trip) (WE ACCEPT: Cash - Check - Visa - M/C)



with payments to be as follows: on completion

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon accidents, or delays beyond our control.

Respectfully submitted Jackie C. Wood

Per Jackie C. Wood

Note - This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. Apex is authorized to do the work as specified. Payments will be made as outlined above. I understand there is a \$50 charge for any returned checks or bad credit card processes.

Signature _____

Date _____

Signature _____

Exhibit B

Cardinal Landscaping Services of Tampa

817 E. Okaloosa Ave.
Tampa, FL 33604

Estimate

Date	Estimate #
2/13/2012	10417

Name / Address
Sterling Hill c/o Jason Pond

Property Served
Sterling Hill CDD Spring Hill, FL

Item	Description	Qty	Rate	Total
			0.00	
Azalea	3g. Installed	100	10.50	1,050.00
Loropetalum- Plum	3g. Installed	100	10.50	1,050.00
Indian Hawthorne	3g. Installed	50	10.00	500.00
Cord Grass	3g. Installed	100	10.50	1,050.00
Agapanthus	3g. Installed	140	10.00	1,400.00
Irrigation Repair	Adjust and add irrigation		450.00	450.00
Live Oak	45g. Installed	1	250.00	250.00
Site prep-work	Site Prep Work		550.00	550.00
	South-side Boulevard			
Agapanthus	3g. Installed	20	10.00	200.00
Indian Hawthorne	3g. Installed	30	10.00	300.00
Red tip	7 gal. Installed	15	35.00	525.00
Cord Grass	3g. Installed	280	10.50	2,940.00
Juniper	3g. Installed	30	10.00	300.00
Walter Viburnum	3g. Installed	30	10.00	300.00
Irrigation Repair	Adjust and add irrigation		850.00	850.00
Site prep-work	Site Prep Work		550.00	550.00
Total				\$12,265.00

Web Site
www.cardinallandscape.com

Exhibit C

Cardinal Landscaping Services of Tampa

817 E. Okaloosa Ave.
Tampa, FL 33604

Estimate

Date	Estimate #
2/13/2012	10416

Name / Address
Sterling Hill c/o Mr. Nils Hallberg 3434 Colwell Ave. Suite 200 Tampa, FL 33614

Property Served
Sterling Hill CDD Spring Hill, FL

Item	Description	Qty	Rate	Total
Annuals	4 " Annuals Installed @ 6 entrances	300	1.65	495.00
Irrigation Adjustm...	Add misters heads so that all new plant material is properly watered.	1	550.00	550.00
			Total	\$1,045.00

Web Site
www.cardinallandscape.com