

**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, March 13, 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	<b>Board Supervisor, Chairman</b>
Ken Jones	<b>Board Supervisor, Vice Chairman</b>
John Blakley	<b>Board Supervisor, Assistant Secretary</b>
Christina Miller	<b>Board Supervisor, Assistant Secretary</b>
Sandra Manuele	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

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

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 February 14, 2012**

Mr. Sifford presented the minutes of the Board of Supervisors' meeting held on February 14, 2012 to the Board for consideration.

<p>On a Motion by Ms. Miller, seconded by Ms. Manuele, with all in favor, the Board approved the minutes of the Board of Supervisors' Meeting held on February 14, 2012 as presented for Sterling Hill Community Development District.</p>
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**THIRD ORDER OF BUSINESS**

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

Mr. Cox presented the operation and maintenance expenditures for February 2012 totaling \$64,357.54 to the Board for consideration.

On a Motion by Ms. Manuele, seconded by Ms. Miller, with all in favor, the Board approved the Operation and Maintenance expenditures for February 2012 totaling \$64,357.54 for Sterling Hill Community Development District.

**FOURTH ORDER OF BUSINESS**

**Landscape & Irrigation Services Update**

Mr. Cox presented the February 2012 landscape and irrigation services report from Operations Manager Nils Hallberg to the Board.

**FIFTH ORDER OF BUSINESS**

**Presentation of District Unaudited  
Financial Summary**

Mr. Cox presented the January 2012 District unaudited financial summary to the Board and reviewed it for them. Brief discussion ensued.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel

No report given.

B. District Engineer

Ms. Stewart gave a brief update on ADA 2010 compliance issues, discussing quotes for ADA-compliant engineered wood mulch; she also confirmed that no changes are needed to the playground equipment itself. Ms. Manuele inquired about speed-calming measures at a certain intersection. Ms. Stewart replied if she is given more specific location information she can investigate solutions.

C. Amenities Management

Mr. Pond reviewed the February 2012 amenities management report, giving an update on recent improvements. He discussed sidewalk damage along Elgin Boulevard and presented a proposal (Exhibit A) for repairs to the Board for consideration.

On a Motion by Ms. Manuele, seconded by Ms. Miller, with all in favor, the Board approved the proposal from Lakewood Concrete for sidewalk repairs on Elgin Boulevard in an amount not to exceed \$2,132.00 for Sterling Hill Community Development District.

Mr. Pond then discussed maintenance repairs in process for several items including the pedestrian gates, the floors and the street signs. Ms. Manuele had questions about items on the deputies' report.

D. District Manager

Mr. Cox advised the next regular meeting is scheduled to be held April 10, 2012 at 9:00 a.m.

**SEVENTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

**Audience**

Roger Clark stated that the cul-de-sac median landscaping on Amersham Isles is in disrepair. Mr. Pond advised that that area is not irrigated and should only have grass there but a resident apparently planted items; Mr. Cox will have Mr. Hallberg examine the area to determine if any actions should be considered.

Ms. Elmina (sic?) advised of an overgrown common area with snakes, etc. The Board replied the area is designated as a natural space and is not to be manicured or maintained.

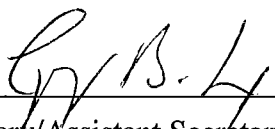
**Supervisors**

Ms. Miller asked about scheduled night meetings. Mr. Cox advised there are two, June 12<sup>th</sup> and July 10<sup>th</sup>, to be held at 6:30 p.m.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Jones, seconded by Mr. Blakley, with all in favor, the Board of Supervisors adjourned the meeting at 9:25 a.m. for Sterling Hill Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman

# **Exhibit A**

CELEBRATING 32 YEARS OF SERVICE  
ESTABLISHED 1978

ESTIMATE AND  
ACCEPTANCE

**LAKWOOD CONCRETE CONST, INC**

16744 KERRY HILLS LN  
BROOKSVILLE FL 34610

OFFICE (727) 863-4457 FAX (727) 868-5821

LICENSE NUMBER CBC057026

LICENSED BONDED INSURED

EMAIL: LAKEWOOD\_CONCRETE@EXCITE.COM

ATTN: JASON POND  
MARCH 7, 2012

<b>CUSTOMER:</b> STERLING HILL CDD	<b>PHONE:</b> 352-686-5161
<b>STREET:</b> 4411 STERLING HILLS BLVD	<b>FAX:</b> 352-686-5209
<b>CITY, STATE:</b> SPRING HILL, FL 34609	<b>ADDRESS:</b>
<b>EMAIL:</b>	

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

REMOVE, FORM AND POUR SIDEWALKS:

REMOVAL: HAUL AWAY DEBRIS

- 4'X16' ELGIN BLVD
- 4'X10' ELGIN BLVD CLOSE TO STERLING HILLS INTERSECTION
- 4'X10' CLOSE TO END OF STERLING HILLS
- 4'X5' SECTION (CHIPPED) HEEL CATCHER
- 4'X4' SECTION (CHIPPED) HEEL CATCHER
- 4'X10' @ LIGHTPOLE CLOSE TO INTERSECTION

- > 3000 P.S.I CONCRETE
- > REINFORCED WITH WIREMESH
- > DRILL AND DOWEL PIN INTO REMAINING WALKWAYS 6" IN 6" OUT INTO NEW
- > EXPANSION JOINTS @ EACH END
- > TAMP IN SUBGRADE FOR COMPACTION

NOTE: INSURANCE DOCUMENTS ISSUED UPON ACCEPTANCE OF CONTRACT.

WE PROPOSE hereby to furnish materials and labor. Complete in accordance with above specifications. For the sum  
PAYMENT TO BE MADE AS FOLLOWS:

UPON JOB COMPLETION	TAX ON MATERIALS INCLUDED
PRICE VALID 30 DAYS	TOTAL 2,132.00

All workmanship is guaranteed to be as specified. All work to be completed in a workman like manner, according to standard practices. Any alterations or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Cannot guarantee concrete against cracking and discoloration.

*Mark H. [Signature]* Sterling Hill CDD Chairman

ACCEPTANCE OF PROPOSAL THE ABOVE PRICES,  
SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY  
ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED.  
PAYMENT WILL BE MADE AS OUTLINED ABOVE.  
DATE OF ACCEPTANCE 3-13-12  
BUYERS ACCEPTANCE \_\_\_\_\_