



Rizzetta & Company

Sterling Hill Community Development District

Board of Supervisors' Regular Meeting May 20, 2021

**District Office:
5844 Old Pasco Road, Suite 100
Pasco, Florida 33544
813.933.5571**

www.sterlinghillcdd.org

STERLING HILL COMMUNITY DEVELOPMENT DISTRICT

Sterling Hill North Clubhouse, 4411 Sterling Hill Blvd., Spring Hill, FL 34609

Board of Supervisors	Christina Miller	Chairman
	Sandra Manuele	Vice Chairman
	Michael Dimos	Assistant Secretary
	Rich Massa	Assistant Secretary
	Nancy Feliu	Assistant Secretary
District Manager	Aimee Brandon	Rizzetta & Company, Inc.
District Counsel	Vivek Babbar	Straley Robin & Vericker
District Engineer	Stephen Brletic	JMT Engineering

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 933-5571. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

STERLING HILL COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 5844 OLD PASCO ROAD • SUITE 100 • WESLEY CHAPEL, FL 33544
www.sterlinghillcdd.org

May 13, 2021

**Board of Supervisors
Sterling Hill Community
Development District**

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Sterling Hill Community Development District will be held on **Thursday, May 20, 2021 at 6:30 p.m.** at the Sterling Hill North Clubhouse, located at 4411 Sterling Hill Boulevard, Spring Hill, FL 34609. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 1. Update on Barrington/Phase 4
 - C. Field Operations Manager
 1. Reply to March Field Inspection and Review of April Field Inspection Report.....Tab 1
 - D. Amenity Management
 1. Review of Monthly Report.....Tab 2
 - E. District Manager
 1. Announcement of Registered Voters.....Tab 3
- 4. BUSINESS ITEMS**
 - A. Consideration of RASI Contract Second Addendum.....Tab 4
 - B. Consideration of FY 2021-2022 Proposed Budget (under separate cover)
 - C. Consideration of Resolution 2021-03, Approving Proposed Budget & Setting Public Hearing Date.....Tab 5
 - D. Consideration of CLM Proposals.....Tab 6
 - E. Consideration of Super Sealers Proposal for Paving of the RV/Boat Storage Lot.....Tab 7
 - F. Consideration of Berger, Toombs, Elam, Gaines & Frank Engagement letter for Audit Services for FY 2021-2025.....Tab 8
 - G. Discussion of Open Seat
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors Regular Meeting held on April 15, 2021.....Tab 9
 - B. Consideration of Minutes of the Board of Supervisors' 2nd Audit Committee Meeting held on April 15, 2021.....Tab 10

- C. Consideration of Operation and Maintenance
Expenditures for April 2021.....Tab 11
- 6. **AUDIENCE COMMENTS**
- 7. **SUPERVISOR REQUESTS**
- 8. **ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,
Aimee Brandon
Aimee Brand
District Manager

Tab 1

Reply to March Field Inspection Report

STERLING HILL

FIELD INSPECTION REPORT



March 25, 2021
Rizzetta & Company
John R Toborg – Manager, Field Services




Rizzetta & Company
Professionals in Community Management


Summary, North Park, Brackenwood

General Updates, Recent & Upcoming Maintenance Events


- During the month of April, Bahia turf shall receive an application of 21-0-0/0-0-52 fertilizer. (1,452 lbs./ (29) 50 lb. bags). I ask that CLM notify me and clubhouse staff at least five days prior to each application and check into the clubhouse so on-site staff can verify quantities and type.
- The District must consider increasing this year's budget to begin the upgrade of the property-wide irrigation system. We could break the District up into sections and plan to perform the upgrade a section or sections at a time over a period of years.
- Pink, white and red Begonias were installed the week of March 15th.


The following are action items for Capital Land Management (CLM) to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Orange** is for staff. **Bold & underlined is info. Or questions for the BOS.**


1. Top the Florida Privet surrounding the tennis courts. Make sure non has grown through the nce.


2. I've asked CLM to flush cut 2-3 failing Drake Elms along the Elgin/Arboglades wall. These trees are small and near other trees and do not need to be replaced.

3. Trim all Blue Daze and apply a light fertilizer.

4. CLM to rejuve cut all Aztec Grass to the ground for a spring re-flush. Water needs to be increased.


5. Apply extra fertilizer more often to all the Variegated Confederate Jasmine throughout he property. It appears this plant took a hit in the winter and more fertilizer will encourage more top growth.


6. Hand pull sand vetch and other grassy weeds from the Hawthorn between North Park and rightstone Place.

7. What is occurring with the Jack Frost Ligustrum on the Brackenwood median? It seems to be declining – even since the last

inspection. Irrigation reportedly has been increased so we will continue to monitor. Oaks are a competition. If necessary, add drip lines if pressure allows. (Pic 7)



8. CLM needs to replace several Feijoa installed along the SHBlvd. wall on the outbound side of Brackenwood. Those recently installed are not thriving. These should be under warranty. **Was irrigation increased here?** (Pic 8>)

9. Make sure all Jasmine, whether it be Dwarf Asian or Confederate, is trimmed behind the curbing.

SHBlvd. Behind Amersham Isles, South Intersection, Elgin

10. Palm trimming was not completed by the anticipated date of March 5th. When will this be completed?

11. Remove four ornamental grasses from beneath two Sabal Palms as SHBlvd. curves toward Arborglades behind Amersham Isles.

12. Remove volunteers (Saltbush?) from the Feijoa along the rear wall surrounding Amersham Isles.

13. There is no change to the condition of the Dw. India Hawthorn across SHBlvd. from the Arborglades entrance. This was to have been cut back and treated. I think these should now be removed and replaced. (Pic 13)



14. Make sure all plant material behind the 3-rail on the Amersham side between Arborglades and the south intersection is being maintained. Heights are inconsistent and overgrown.

15. Remove Aztec Grasses in front of the three beds of Red-Tip Photinia from the Lift Station to the south intersection. If CLM thinks the Aztec Grass can transplant easily, they can relocate it to the final bed of Aztec Grass closest to the south intersection where there are no Red-Tip Photinia.

16. Reduce Star Jasmine along Elgin from the south intersection northward by 8"-10".

17. I observed this Sabal across from the northern entrance of the school on Elgin. The spear leaf looks okay, but the lower fronds are senescing in an unusual pattern. It could be cold damage, but Sabals are very hardy and it's the only one showing these symptoms. We will have another look next month. However, the fronds are also curling which sometimes is a symptom of a "minors" nutrient deficiency such as Boron. I ask CLM to apply 8-0-12+4Mg fertilizer more frequently to this palm. There may be another one a little further north toward the north intersection. (Pic 17)



18. We need to take the Jatropha down to approximately waist high property-wide.

Mandalay Place, Barrington, Covey Run, Sterling Hill Blvd.

19. Clean up all Flax Lily at Mandalay Place.

20. Delineate between the beds in front of the Mandalay Place signs.

21. Has the new Barrington turf been fertilized yet? It is off-color.

22. Documenting the Petite Salmon Oleander are still tip damaged from the winter freezes in Barrington. I think it is safe for these to be pruned. (Pic 22)



23. Hand pull dead, brown grassy weeds that have been sprayed and have died in the Barrington beds.

24. Remove live grassy weeds from the base of the Ribbon Palm on the back side of the rear median at Barrington.

25. Treat dollar weed and all other weeds in the turf at Barrington behind the gate.

26. I don't think this palm in Barrington will last through the grow season and will be replaced by the installing contractor under warranty. Also, the turf in this area appears very dry. (Pic 26>)

27. I think the Variegated Confederate Jasmine needs to be tipped at Barrington median.

28. Dead Dw. India Hawthorn still needs to be removed from the SHBlvd. south median as well as between the sidewalk and the 3-rail on the east side.

29. Flush cut a small dead tree between a cluster of Pines near the lift station and Covey Run.


(Pic 29)




30. Just north of the picture taken above there is a section of failed Juniper near Sandankwa Liburnum behind the sidewalk that needs to be removed. Cut several more plants to the ground between the sidewalk and the 3-rail approaching Covey Run from the south.



South Park, Dunwoody

31. Inspect the yellowing Feijoa on the north side of the sand volleyball courts. Diagnose and  eat accordingly. Typically, this is followed by a near complete defoliation.

32. Remove climbing vines on the 3-rail plants between South Park and Dunwoody. 

33. Treat all Knockout Roses with organic matter. 



Proposals

1. CLM to provide a proposal to remove any remaining Red-Tip Photinia along the Elgin/Arboglades across approximately four sections and replace with 3 Gal., FULL Sweet Viburnum on 36" centers. Sweet Viburnum need to be planted at least 36" away from wall. Flush cut Drake Elms. North of this area, there is another bare area where the same thing can be done. Include that area in this proposal. (Pic 1)



2. CLM to provide a proposal to fill in all bare areas of "Blue My Mind" Blue Daze using 1 Gal., FULL plants and existing spacing.
3. CLM to provide a proposal to remove remaining Juniper on the outbound side tip of the Arboglades median and install 3 Gal., FULL Knockout Roses to balance the other side of the median. (Pic 3)



4. CLM to provide a proposal to flush cut the first Leyland Cypress leaving Brackenwood heading to the north intersection. It is a smaller one that is not thriving and leaning outward.
5. CLM to provide a proposal to remove what Plumbago remains between the Dw. Firebush and Variegated Confederate Jasmine on the SH Blvd. median between the north intersection and the Amersham Isles/Brackenwood entrance and replace with 3 Gal., FULL Dw. Firebush – existing spacing.
6. Staff can work with their sod installation company to perform required hand grading and install new Bahia sod in two areas in the DRA surrounded by Larkenheath Dr. & Copper Hill Dr. inside Amersham Isles. (see below & Pic 6)



Proposals

7. CLM to provide a proposal to remove the failing Arboricola on the SHBlvd. median in front of Glenburne closest to Elgin and replace with 3 Gal., FULL Pringles Podocarpus, 24" oc.
8. CLM to provide a proposal to fill in the areas under the groups of Sabal Palms on the Mandalay Place median with beds of 3 Gal., FULL White Fountain Grass on 24" centers. Also install a non-named variety of Dark Pink Pentas, 1 Gal., FULL on 18" centers at each tip of the median.
9. Leaving Mandalay Place, install 1 Gal., FULL Society Garlic on the northern tip of the southern median and fill in the southern tip of the northern median so they match. Plants should be planted on 12"- 8" centers. Ensure 100% coverage in irrigation.
10. CLM to provide a proposal to change out the Bulbine at Dunwoody to 1 Gal., FULL Society Garlic on both medians.



Blank

STERLING HILL

FIELD INSPECTION REPORT



April 29, 2021

Rizzetta & Company

Jason Liggett – Field Service Manager

Reviewed by John R. Toborg – Manager, Field
Services



Rizzetta & Company
Professionals in Community Management

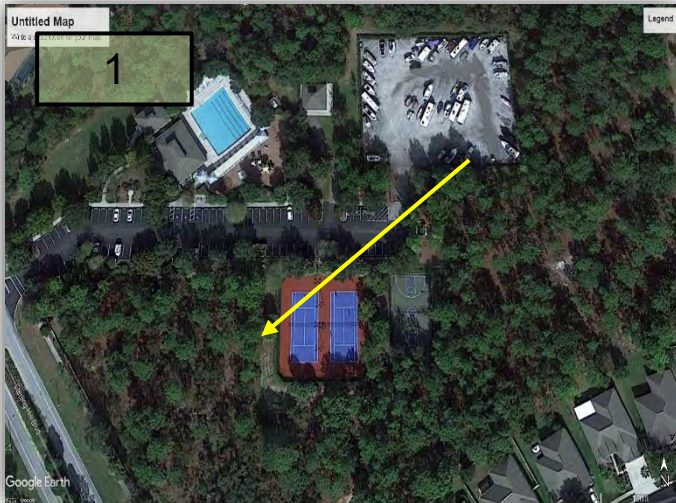
Summary, North Park, Elgin Boulevard, Arborglades, Edgemere

General Updates, Recent & Upcoming Maintenance Events

- Continue to improve detail at noted monument signs from the inspection.
- Really work on the plant separation at the Main entrance to Sterling hill Item Number 11 on the Report.
- Mowing of common areas is in good shape, continue to make sure we are staying on schedule.

The following are action items for Capital Land Management (CLM) to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Orange** is for staff. **Bold & underlined is info. Or questions for the BOS.**

1. On the west side of the tennis court, we have some sabals that need to be trimmed. It looks like we trimmed the ones at the entry gate but not these. (Pic 1)



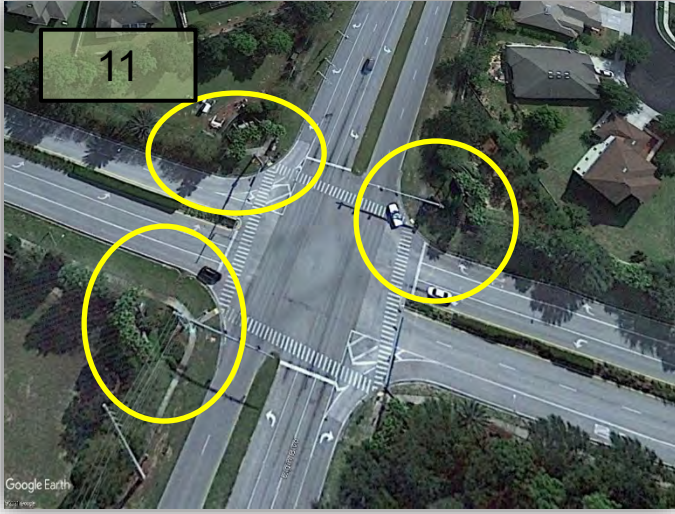
5. On Elgin Parkway east side, it looks like a homeowner has thrown a dead tree over the fence. CLM to remove the debris and document this to Amenity Center Staff.
6. Remove weeds from the Arborglades center island beds.
7. Remove tall nutsedge coming up through Indian Hawthorne at the Arborglades exit side ROW.
8. Edge Jasmine at the Edgemere entry center island. It is currently overgrowing on to the pavement. (Pic 8)



2. Treat the dollar weed with a selective herbicide throughout the frontage of the north clubhouse.
3. Prune dead Arboricola stocks at the front of the exercise center.
4. Remove vines and tall weeds from the entrance to the north clubhouse in the Loropetalum on Sterling Hill Boulevard.

North Park, Brackenwood, Covey Run, Barrington, Amersham Isles

9. Remove vines from the Odo. Viburnum across from the North Clubhouse on Sterling Hill Boulevard.
10. Remove tall weeds from the Brackenwood Jasmine Minima stands. We need to use selective herbicides in these areas.
11. Improve the detail at the entry beds to Sterling Hill on Elgin Boulevard. Improve plant separation and hand pull weeds.(Pic 11)



12. Trim back Jasmine Minima from roadway at the Covey Run and Haverhill center island sections.
13. Improve vigor in the Barrington turf stands. The color is off for this time of year.
14. Remove vine from the parking area Parsoni Juniper at the South Clubhouse
15. Improve the detail at the Amersham Isles main entrance. Noticed quite a few weeds and debris in beds at this entrance.

Tab 2

Operations Report – April 2021

Sterling Hill CDD

Phone: 352-686-5161 • Email: sterlinghillclub@live.com

Clubhouse Manager: Jason Pond



Clubhouse Maintenance and Improvements

- Monthly carpet and floor cleaning by Apex.
- Pressure washed south clubhouse sidewalk leading to bus stop and bike rack area.
- Repainted north pool concrete pillars.
- Added new sidewalk section for bus stop area in north clubhouse parking lot.
- Had clubhouse tile and grout professionally cleaned by Apex.
- Patched and textured section of wall in north clubhouse men's bathroom.

Gate Report

- Installed new PRWR receiver for Barrington call box.

Private Event Rentals

South Clubhouse:

No party rentals due to Covid-19

North Clubhouse:

No party rentals due to Covid-19

Field Maintenance

- Trash clean-up in the DRA's, wooded areas, and trash and debris clean up along Sterling Hill Blvd.
- Installed new community street signs where needed.
- Pressure washed common area sidewalks within Windance, Amersham Isle, and Covey Run.
- Fixed some damaged monument village signs and sections of wall along Sterling Hill Blvd. south side.
- Replaces sections of sidewalk throughout Sterling Hill that were uneven.
- Removed honey bee hive at corner of Sterling Hill Blvd and Elgin.



Rizzetta & Company

Tab 3



SHIRLEY ANDERSON

HERNANDO COUNTY SUPERVISOR OF ELECTIONS

20 N. Main St. • Rm. 165
Brooksville, FL 34601
P: 352.754.4125 • F: 352.754.4425

April 15, 2021

Sterling Hill
Community Development District
3434 Colwell Ave. Suite 200
Tampa, FL 33544

Dear Ms. Brandon:

As of April 15, 2021 there were 2,782 registered voters within the Sterling Hill Community Development District.

If I can be of further assistance, please let me know.

Sincerely,

Claudia Billotte
Candidate Specialist

Enclosure

Date 4/15/2021
Time 10:40 AM

Hernando County, FL

Shirley Anderson
Supervisor of Elections
Active Voters by District/Precinct

STERLING HILL CDD

44 Springstead High School
STERLING HILL CDD

<u>Dem</u>	<u>Rep</u>	<u>NPA</u>	<u>Other</u>	<u>Total</u>	<u>White</u>	<u>Black</u>	<u>Hispanic</u>	<u>Other</u>	<u>Male</u>	<u>Female</u>	<u>Other</u>
901	1,078	745	58	2,782	1,797	351	412	222	1,312	1,411	59
901	1,078	745	58	2,782	1,797	351	412	222	1,312	1,411	59

Tab 4

SECOND ADDENDUM TO THE CONTRACT FOR PROFESSIONAL AMENITY SERVICES

This Second Addendum to the Contract for Professional Amenity Services (this **"Second Addendum"**), is made and entered into as of the 1st day of March 2021 (the **"Effective Date"**), by and between Sterling Hill Community Development District, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in the Hernando County, Florida (the **"District"**), and Rizzetta Amenity Services, Inc., a Florida corporation (the **"Consultant"**).

RECITALS

WHEREAS, the District and the Consultant entered into the Contract for Professional Amenity Services dated April 1, 2016 (the **"Contract"**), incorporated by reference herein; and

WHEREAS, the District and the Consultant desire to amend Exhibit B of the Fees and Expenses section of the Contract as further described in this Addendum; and

WHEREAS, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to Exhibit B attached.

The amended Exhibit B is hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF the undersigned have executed this Second Addendum as of the Effective Date.

Rizzetta & Company, Inc.

By: _____
William J. Rizzetta, President

**Sterling Hill
Community Development District**

By: _____
Chairman of the Board of Supervisors



Rizzetta & Company

Rev. 2017-03-13 – WJR/ED

**EXHIBIT B
SCHEDULE OF FEES**

AMENITY MANAGEMENT SERVICES:

Services will be billed bi-weekly, payable in advance of each bi-week pursuant to the following schedule for the period of **March 1, 2021 to September 30, 2021.**

PERSONNEL:

Full Time Personnel (40 hours per week)

- Director of Operations
- Assistant Clubhouse Manager
- General Facility Maintenance Supervisor

Part Time Personnel (Totaling 190 hours per week)

- Maintenance Staff
- Clubhouse Attendants

		ANNUAL
Budgeted Personnel Total ⁽¹⁾	\$	183,823.
General Management and Oversight ⁽²⁾	\$	14,000.
Total Services Cost:	\$	197,823.

(1). Budgeted Personnel: These budgeted costs reflect full personnel levels required to perform the services outlined in this contract. Personnel costs includes: All direct costs related to the personnel for wages, Full-Time benefits, applicable payroll-related taxes, workers' compensation, and payroll administration and processing.

(2). General Management and Oversight: The costs associated with Rizzetta Amenity Services, Inc.'s expertise and time in the implementation of the day to day scope of services, management oversight, hiring, and training of staff.



Rizzetta & Company

Rev. 2017-03-13 – WJR/ED

SCHEDULE OF FEES

AMENITY MANAGEMENT SERVICES:

Services will be billed bi-weekly, payable in advance of each bi-week pursuant to the following schedule for the period of **October 1, 2021 to September 30, 2022.**

PERSONNEL:

Full Time Personnel (40 hours per week)

- Director of Operations
- Assistant Clubhouse Manager
- General Facility Maintenance Supervisor

Part Time Personnel (Totaling 190 hours per week)

- Maintenance Staff
- Clubhouse Attendants

	ANNUAL
Budgeted Personnel Total ⁽¹⁾	\$ 322,491.
General Management and Oversight ⁽²⁾	\$ 24,000.
Total Annual Cost:	\$ 346,491.

(1). Budgeted Personnel: These budgeted costs reflect full personnel levels required to perform the services outlined in this contract. Personnel costs includes: All direct costs related to the personnel for wages, Full-Time benefits, applicable payroll-related taxes, workers' compensation, and payroll administration and processing.

(2). General Management and Oversight: The costs associated with Rizzetta Amenity Services, Inc.'s expertise and time in the implementation of the day to day scope of services, management oversight, hiring, and training of staff.



Rizzetta & Company

Rev. 2017-03-13 – WJR/ED

Tab 5

RESOLUTION 2021-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE STERLING HILL COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED OPERATION AND MAINTENANCE BUDGET FOR FISCAL YEAR 2021/2022; SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING, AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Sterling Hill Community Development District (“**District**”) prior to June 15, 2021 a proposed operation and maintenance budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022 (“**Proposed Budget**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to approve the Proposed Budget and set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE STERLING HILL COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget, including any modifications made by the Board, attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** The public hearing on said Proposed Budget is hereby declared and set for the following date, hour, and location:

DATE: August 19, 2021

HOUR: 6:30 p.m.

LOCATION: North Sterling Hill Clubhouse
4411 Sterling Hill Blvd.
Spring Hill, Florida 34609

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Hernando County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, Florida Statutes, the District’s Secretary is further directed to post the Proposed Budget on the District’s website at least 2 days before the budget hearing date and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed by Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED ON MAY 20, 2021.

Attest:

**Sterling Hill Community
Development District**

Print Name: _____
Secretary / Assistant Secretary

Print Name: _____
Chair/Vice Chair of the Board of Supervisors

Exhibit A: Proposed Budget for Fiscal Year 2021/2022

Tab 6



Capital Land Management Corporation
P.O.Box 130
Matlacha, Florida 33993

Proposal #302138
Created: 04/14/2021
Date: 05/03/2021
From: Craig Bramblett

Proposal For

Rizzetta - Sterling Hill CDD

Sterling Hill CDD
5844 Old Pasco Road, Ste. 100
Wesley Chapel, FL 33544

main: 813-944-1001
jtoborg@rizzetta.com

Location

Glenburne Median
Spring Hill, FL 34609

Sterling Hill V/O: Remove existing plant materials in marked areas and install new V/S

Terms
Net 15

ITEM DESCRIPTION	QUANTITY	AMOUNT
1) VIBURNUM ODORATISSIMUM - 3G	107 ea	\$ 1,529.03
2) Mobilization Equipment Transportation, Supply pick Up and/or Delivery Fees	1 ea	\$ 150.00
3) Disposal Fee Dump/Disposal Fee for Removals	1 ea	\$ 32.00
4) Installation Labor Labor used for Installation and plant removal	1 ea	\$ 40.00

Client Notes

This proposal is #1 on the March Inspection report as requested to fill in bare sections along Elgin Blvd south end.



Capital Land Management Corporation
P.O.Box 130
Matlacha, Florida 33993

Proposal #302138
Created: 04/14/2021
Date: 05/03/2021
From: Craig Bramblett

All work will be completed as proposed and/or in accordance with plan design unless change orders are agreed upon in writing. All Trees, Palms, Plants and Turf are warranted for thirty (30) days once installed. It is neither implied nor understood that any plant that is transplanted shall be warranted or survival guaranteed. Theft and Vandalism is not warranted. No warranty applies to events caused by Mother Nature such as but not limited to, freeze, drought, flood, winds, natural disasters, etc. No warranty applies to mechanical failure such as but not limited to irrigation systems, wells, or other sources of water unless Contractor is found negligent. Grass weeds in turf such as, but not limited to Torpedo, Carpet, Crab, Goose, Bermuda, etc. cannot be warranted to be fully prevented. Balances not paid by the due date are subject to late fees.

SUBTOTAL	\$ 1,751.03
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TOTAL	\$ 1,751.03
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DUE DATE	05/18/2021
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Signature

x

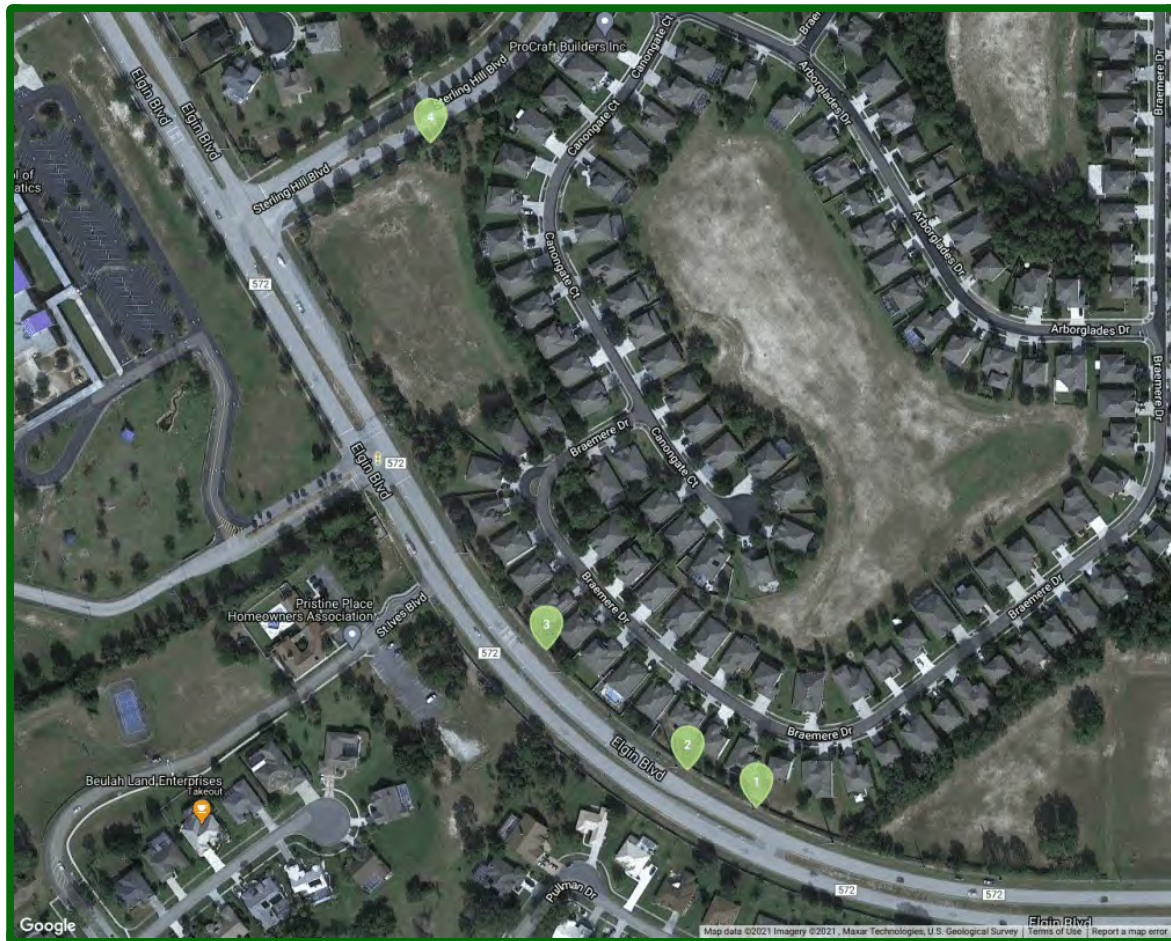
Date:

Please sign here to accept the terms and conditions

Photos

1) VIBURNUM ODORATISSIMUM - 3G





ID	DESCRIPTION	COLOR
1	1st section @ light sign	
2	second section @School entrance sign	
3	3rd section @ School crossing sign	



Capital Land Management Corporation

P.O.Box 130

Matlacha, Florida 33993

Proposal #302138

Created: 04/14/2021

Date: 05/03/2021

From: Craig Bramblett

4

4th section @ three rail fence just before Arborglades .

Blank



Capital Land Management Corporation
P.O.Box 130
Matlacha, Florida 33993

Proposal #302139
Created: 04/14/2021
From: Craig Bramblett

Proposal For

Rizzetta - Sterling Hill CDD

Sterling Hill CDD
5844 Old Pasco Road, Ste. 100
Wesley Chapel, FL 33544

main: 813-944-1001
jtoborg@rizzetta.com

Location

Glenburne Median
Spring Hill, FL 34609

Terms
Net 15

Sterling Hill Blue daze: Fill in blue daze bare areas in beds of existing throughout community .

ITEM DESCRIPTION	QUANTITY	AMOUNT
1) BLUE DAZE - 1G	115 ea	\$ 684.25
2) Installation Labor Labor used for Installation	1 ea	\$ 40.00
3) Mobilization Equipment Transportation, Supply pick Up and/or Delivery Fees	1 ea	\$ 150.00

Client Notes

Tis proposal is to fill in the blue daze beds throughout community . # 2 on inspection report as requested .

All work will be completed as proposed and/or in accordance with plan design unless change orders are agreed upon in writing. All Trees, Palms, Plants and Turf are warranted for thirty (30) days once installed. It is neither implied nor understood that any plant that is transplanted shall be warranted or survival guaranteed. Theft and Vandalism is not warranted. No warranty applies to events caused by Mother Nature such as but not limited to, freeze, drought, flood, winds, natural disasters, etc. No warranty applies to mechanical failure such as but not limited to irrigation systems, wells, or other sources of water unless Contractor is found negligent. Grass weeds in turf such as, but not limited to Torpedo, Carpet, Crab, Goose, Bermuda, etc. cannot be warranted to be fully prevented. Balances not paid by the due date are subject to late fees.

SUBTOTAL	\$ 874.25
TOTAL	\$ 874.25

Signature

x

Date:

Please sign here to accept the terms and conditions

Blank



Capital Land Management Corporation
P.O.Box 130
Matlacha, Florida 33993

Proposal #302140
Created: 04/14/2021
From: Craig Bramblett

Proposal For

Rizzetta - Sterling Hill CDD

Sterling Hill CDD
5844 Old Pasco Road, Ste. 100
Wesley Chapel, FL 33544

main: 813-944-1001
jtoborg@rizzetta.com

Location

Arboreglades median
Spring Hill, FL 34609

Terms

Sterling Hill knockout Roses : Fill in bare area at Arboreglades median with Knockout Roses
. Remove small patch of Juniper

Net 15

ITEM DESCRIPTION	QUANTITY	AMOUNT
1) KNOCK OUT ROSES - 3G	7 ea	\$ 183.33
2) Installation Labor Labor used for Installation	1 ea	\$ 40.00
3) Mobilization Equipment Transportation, Supply pick Up and/or Delivery Fees	1 ea	\$ 150.00

Client Notes

This proposal is to fill in the bare area at the Arboreglades median .

All work will be completed as proposed and/or in accordance with plan design unless change orders are agreed upon in writing. All Trees, Palms, Plants and Turf are warranted for thirty (30) days once installed. It is neither implied nor understood that any plant that is transplanted shall be warranted or survival guaranteed. Theft and Vandalism is not warranted. No warranty applies to events caused by Mother Nature such as but not limited to, freeze, drought, flood, winds, natural disasters, etc. No warranty applies to mechanical failure such as but not limited to irrigation systems, wells, or other sources of water unless Contractor is found negligent. Grass weeds in turf such as, but not limited to Torpedo, Carpet, Crab, Goose, Bermuda, etc. cannot be warranted to be fully prevented. Balances not paid by the due date are subject to late fees.

SUBTOTAL	\$ 373.33
TOTAL	\$ 373.33

Signature

x

Date:

Please sign here to accept the terms and conditions



ID	DESCRIPTION	COLOR
1	Rose location .	

Blank



Capital Land Management Corporation
P.O.Box 130
Matlacha, Florida 33993

Proposal #302142
Created: 04/14/2021
From: Craig Bramblett

Proposal For

Rizzetta - Sterling Hill CDD

Sterling Hill CDD
5844 Old Pasco Road, Ste. 100
Wesley Chapel, FL 33544

main: 813-944-1001
jtoborg@rizzetta.com

Location

Spring Hill, FL 34609

Sterling Hill Flush cut : Flush cut Leyland Cypress just past Brackenwood , 1st tree

Terms
Net 15

ITEM DESCRIPTION	QUANTITY	AMOUNT
1) Tree Removal removal of Leyland Cypress	1 ea	\$ 36.36
2) Disposal Fee Dump/Disposal Fee for Removals	1 ea	\$ 35.00

Client Notes

This is as requested to flush cut leaning Leyland Cypress Just past Brackenwood .

All work will be completed as proposed and/or in accordance with plan design unless change orders are agreed upon in writing. All Trees, Palms, Plants and Turf are warranted for thirty (30) days once installed. It is neither implied nor understood that any plant that is transplanted shall be warranted or survival guaranteed. Theft and Vandalism is not warranted. No warranty applies to events caused by Mother Nature such as but not limited to, freeze, drought, flood, winds, natural disasters, etc. No warranty applies to mechanical failure such as but not limited to irrigation systems, wells, or other sources of water unless Contractor is found negligent. Grass weeds in turf such as, but not limited to Torpedo, Carpet, Crab, Goose, Bermuda, etc. cannot be warranted to be fully prevented. Balances not paid by the due date are subject to late fees.

SUBTOTAL	\$ 71.36
TOTAL	\$ 71.36

Signature

x

Date:

Please sign here to accept the terms and conditions



ID	DESCRIPTION	COLOR
-----	1st leaning cypress .	

Blank



Capital Land Management Corporation
P.O.Box 130
Matlacha, Florida 33993

Proposal #302143
Created: 04/14/2021
From: Craig Bramblett

Proposal For

Rizzetta - Sterling Hill CDD

Sterling Hill CDD
5844 Old Pasco Road, Ste. 100
Wesley Chapel, FL 33544

main: 813-944-1001
jtoborg@rizzetta.com

Location

Spring Hill, FL 34609

Terms

Sterling Hill Firebush : Remove existing plumbago and install 13 3 gallon Firebush . Median Net 15
between Amersham and Brackenwood as pinned .

ITEM DESCRIPTION	QUANTITY	AMOUNT
1) FIREBUSH DWARF - 3G	13 ea	\$ 170.30
2) Prep and Removal Labor Preparation and Removal of Landscape Beds.	2 Hour	\$ 80.00
3) Installation Labor Labor used for Installation	2 ea	\$ 80.00
4) Mobilization Equipment Transportation, Supply pick Up and/or Delivery Fees	1 ea	\$ 150.00

Client Notes

As requested this is proposal # 5 on the March inspection report to replace declining plumbago with Firebush .



Capital Land Management Corporation
P.O.Box 130
Matlacha, Florida 33993

Proposal #302143
Created: 04/14/2021
From: Craig Bramblett

All work will be completed as proposed and/or in accordance with plan design unless change orders are agreed upon in writing. All Trees, Palms, Plants and Turf are warranted for thirty (30) days once installed. It is neither implied nor understood that any plant that is transplanted shall be warranted or survival guaranteed. Theft and Vandalism is not warranted. No warranty applies to events caused by Mother Nature such as but not limited to, freeze, drought, flood, winds, natural disasters, etc. No warranty applies to mechanical failure such as but not limited to irrigation systems, wells, or other sources of water unless Contractor is found negligent. Grass weeds in turf such as, but not limited to Torpedo, Carpet, Crab, Goose, Bermuda, etc. cannot be warranted to be fully prevented. Balances not paid by the due date are subject to late fees.

SUBTOTAL	\$ 480.30
TOTAL	\$ 480.30

Signature

x

Date:

Please sign here to accept the terms and conditions



ID	DESCRIPTION	COLOR
1	Bed removal of Plumbago install Fire Bush	

Blank



Capital Land Management Corporation
P.O.Box 130
Matlacha, Florida 33993

Proposal #302144
Created: 04/14/2021
From: Craig Bramblett

Proposal For

Rizzetta - Sterling Hill CDD

Sterling Hill CDD
5844 Old Pasco Road, Ste. 100
Wesley Chapel, FL 33544

main: 813-944-1001
jtoborg@rizzetta.com

Location

Spring Hill, FL 34609

Terms

Sterling Hill garlic : Install garlic in Pinned areas with amount of # plants at pine , may need to remove bulbine . Net 15

ITEM DESCRIPTION	QUANTITY	AMOUNT
1) SOCIETY GARLIC - 1G	77 ea	\$ 366.52
2) Prep and Removal Labor Preparation and Removal of Landscape Beds.	3 Hour	\$ 120.00
3) Installation Labor Labor used for Installation	4 ea	\$ 160.00
4) Mobilization Equipment Transportation, Supply pick Up and/or Delivery Fees	1 ea	\$ 150.00

Client Notes

This is a combination of item # 9 and 10 On the March inspection report to install Garlic in bare areas and replace declining Bulbine .



Capital Land Management Corporation
P.O.Box 130
Matlacha, Florida 33993

Proposal #302144
Created: 04/14/2021
From: Craig Bramblett

All work will be completed as proposed and/or in accordance with plan design unless change orders are agreed upon in writing. All Trees, Palms, Plants and Turf are warranted for thirty (30) days once installed. It is neither implied nor understood that any plant that is transplanted shall be warranted or survival guaranteed. Theft and Vandalism is not warranted. No warranty applies to events caused by Mother Nature such as but not limited to, freeze, drought, flood, winds, natural disasters, etc. No warranty applies to mechanical failure such as but not limited to irrigation systems, wells, or other sources of water unless Contractor is found negligent. Grass weeds in turf such as, but not limited to Torpedo, Carpet, Crab, Goose, Bermuda, etc. cannot be warranted to be fully prevented. Balances not paid by the due date are subject to late fees.

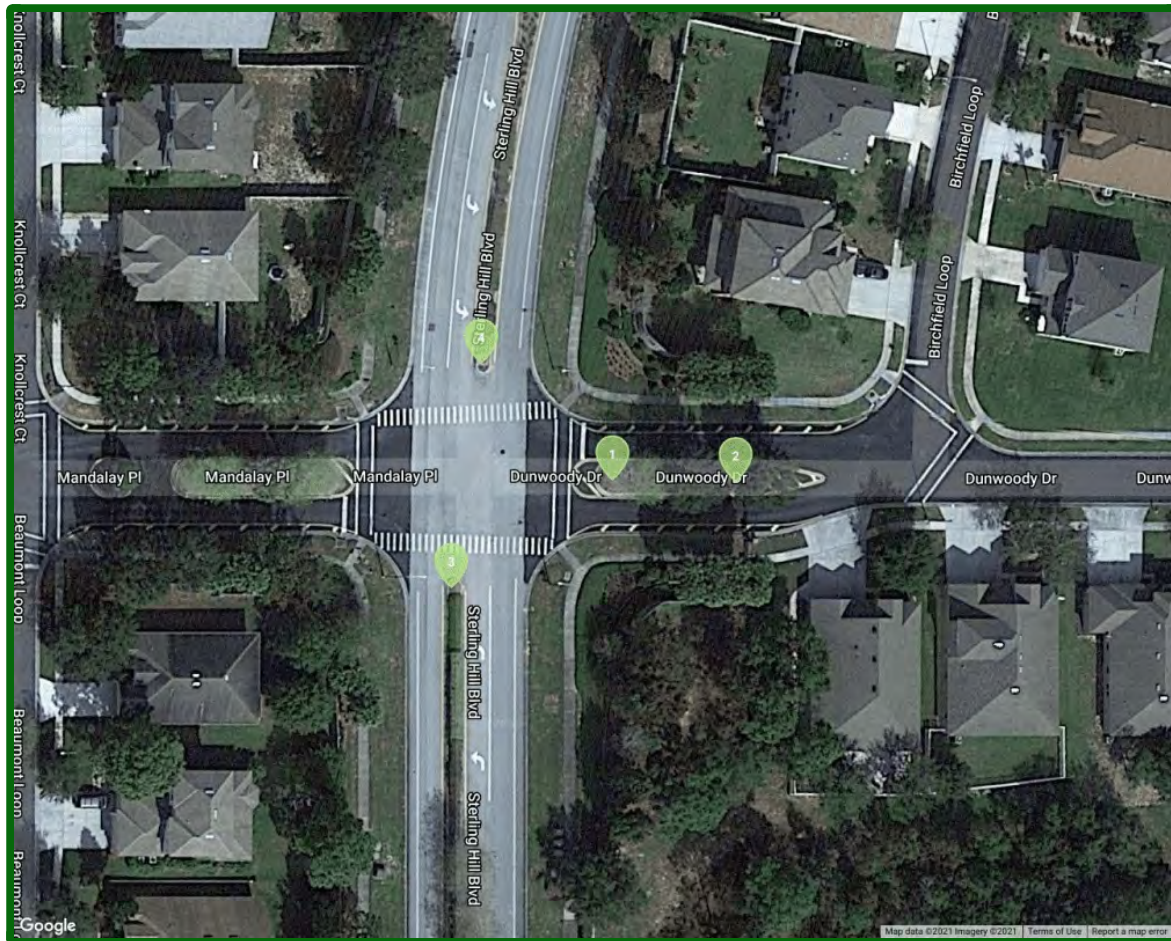
SUBTOTAL	\$ 796.52
TOTAL	\$ 796.52

Signature

x

Date:

Please sign here to accept the terms and conditions



ID	DESCRIPTION	COLOR
1	30 Garlic	
2	17 Garlic	
3	15 Garlic	



Capital Land Management Corporation
P.O.Box 130
Matlacha, Florida 33993

Proposal #302144
Created: 04/14/2021
From: Craig Bramblett

4 15 Garlic

Blank



Capital Land Management Corporation
P.O.Box 130
Matlacha, Florida 33993

Proposal #302146
Created: 04/14/2021
From: Craig Bramblett

Proposal For

Rizzetta - Sterling Hill CDD

Sterling Hill CDD
5844 Old Pasco Road, Ste. 100
Wesley Chapel, FL 33544

main: 813-944-1001
jtoborg@rizzetta.com

Location

Spring Hill, FL 34609

Terms

Net 15

Sterling Hill Mandalay median : Install @ mandalay median . Install Penta at tips and Fountain Grass in middle under Crape . 20 pentas at each tip .

ITEM DESCRIPTION	QUANTITY	AMOUNT
1) FOUNTAIN GRASS, WHITE - 3G Fountain grass middle section	18 ea	\$ 257.22
2) Pentas 1 gal 1 gal 20 at each tip (PINK)	40 ea	\$ 238.00
3) PINE BARK MINI NUGGETS MULCH to dress new plants	2 YARD	\$ 130.00
4) Installation Labor Labor used for Installation	4 ea	\$ 160.00
5) Mobilization Equipment Transportation, Supply pick Up and/or Delivery Fees	1 ea	\$ 150.00

Client Notes

This is to install Pentas at bed tips and fountain grass under Crape as requested in March inspection report item #8.



Capital Land Management Corporation
P.O.Box 130
Matlacha, Florida 33993

Proposal #302146
Created: 04/14/2021
From: Craig Bramblett

All work will be completed as proposed and/or in accordance with plan design unless change orders are agreed upon in writing. All Trees, Palms, Plants and Turf are warranted for thirty (30) days once installed. It is neither implied nor understood that any plant that is transplanted shall be warranted or survival guaranteed. Theft and Vandalism is not warranted. No warranty applies to events caused by Mother Nature such as but not limited to, freeze, drought, flood, winds, natural disasters, etc. No warranty applies to mechanical failure such as but not limited to irrigation systems, wells, or other sources of water unless Contractor is found negligent. Grass weeds in turf such as, but not limited to Torpedo, Carpet, Crab, Goose, Bermuda, etc. cannot be warranted to be fully prevented. Balances not paid by the due date are subject to late fees.

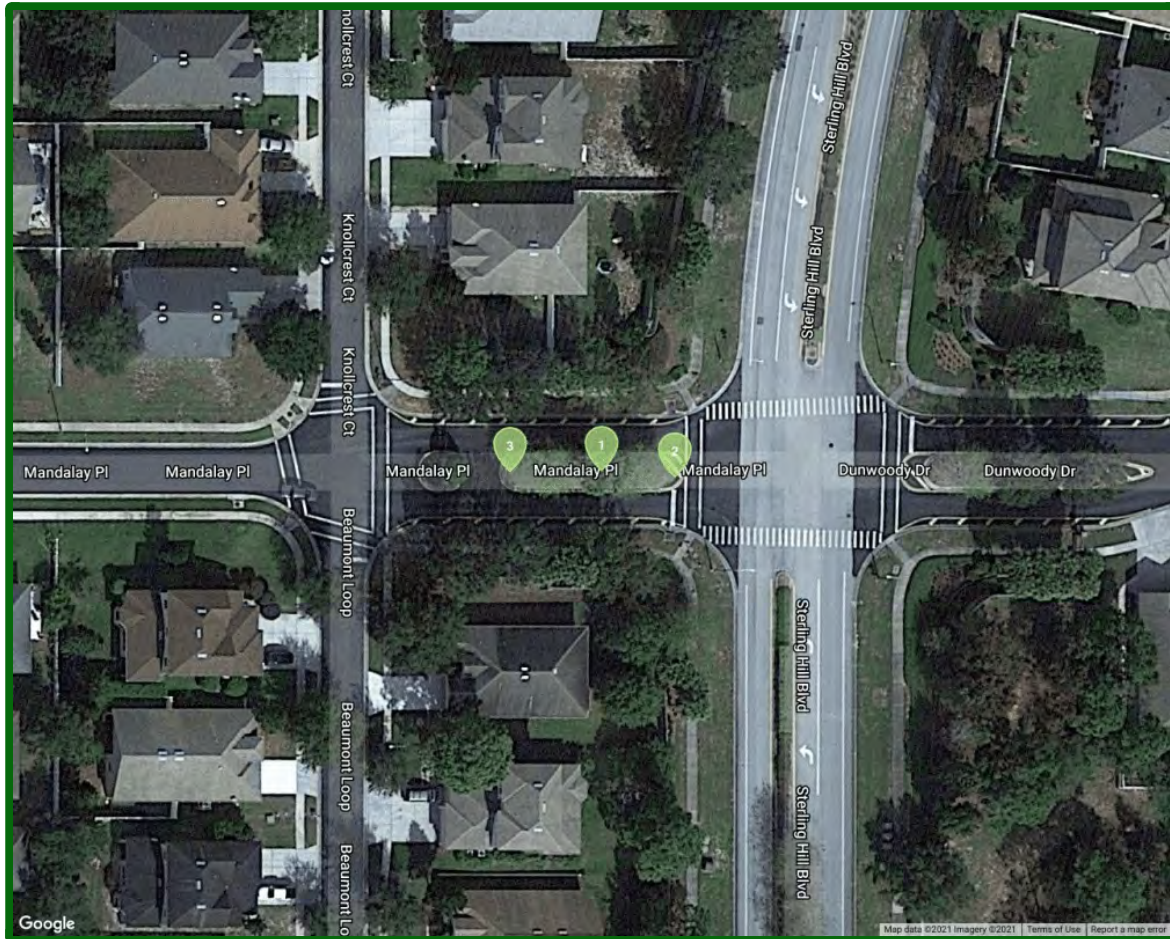
SUBTOTAL	\$ 935.22
TOTAL	\$ 935.22

Signature

x

Date:

Please sign here to accept the terms and conditions



ID	DESCRIPTION	COLOR
1	Fountain grass	
2	Penta	
3	Penta	

Blank



Capital Land Management Corporation
P.O.Box 130
Matlacha, Florida 33993

Proposal #302147
Created: 04/14/2021
From: Craig Bramblett

Proposal For

Rizzetta - Sterling Hill CDD

Sterling Hill CDD
5844 Old Pasco Road, Ste. 100
Wesley Chapel, FL 33544

main: 813-944-1001
jtoborg@rizzetta.com

Location

Spring Hill, FL 34609

Sterling Hill Phodo : remove declining Arboricola and install Pringles Podocarpus .

Terms
Net 15

ITEM DESCRIPTION	QUANTITY	AMOUNT
1) PODOCARPUS PRINGELS - 3G	8 ea	\$ 114.32
2) Installation Labor Labor used for Installation	1 ea	\$ 40.00
3) Mobilization Equipment Transportation, Supply pick Up and/or Delivery Fees	1 ea	\$ 150.00

All work will be completed as proposed and/or in accordance with plan design unless change orders are agreed upon in writing. All Trees, Palms, Plants and Turf are warranted for thirty (30) days once installed. It is neither implied nor understood that any plant that is transplanted shall be warranted or survival guaranteed. Theft and Vandalism is not warranted. No warranty applies to events caused by Mother Nature such as but not limited to, freeze, drought, flood, winds, natural disasters, etc. No warranty applies to mechanical failure such as but not limited to irrigation systems, wells, or other sources of water unless Contractor is found negligent. Grass weeds in turf such as, but not limited to Torpedo, Carpet, Crab, Goose, Bermuda, etc. cannot be warranted to be fully prevented. Balances not paid by the due date are subject to late fees.

SUBTOTAL	\$ 304.32
TOTAL	\$ 304.32

Signature

x

Date:

Please sign here to accept the terms and conditions



ID	DESCRIPTION	COLOR
1	Arboricola to replace with Podocarpus .	

Tab 7



Job Name: Sterling Hill RV/Boat Lot
Address: 4411 Sterling Hill Blvd.
 Spring Hill, FL 34609
Contact Info: Jason Pond

Job Estimate

<u>Description</u>	<u>Cost</u>
Clean entire RV/Boat Lot	
Tack/prime entire lot	
Pave entire RV lot at 1.5" thick, including entrance ramp & blend to existing parking lot	
Restriping of lot	
Milling around each drain	
Total	\$49,860.00

Notes: Lot must be closed/empty for 4 days, beginning the day before project commencement. Work cannot start if lot is not empty; work will last 3 days, weather permitting. All work comes with a full 1 year warranty for surface work. Superior Sealers, LLC is not responsible for any existing sub base issues. A 50% deposit is required one week prior to job commencement. Remaining balance is due upon completion of work.

Customer Signature: _____ **Date:** _____
 This estimate is valid for 90 days from the date listed above.

Tab 8



Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

April 15, 2021

Sterling Hill Community Development District
Rizzetta & Company, Inc.
5844 Old Pasco Road, Suite 100
Wesley Chapel, FL 33544

The Objective and Scope of the Audit of the Financial Statements

You have requested that we audit the financial statements of Sterling Hill Community Development District, which comprise governmental activities and each major fund for the General Fund as of and for the year ended September 30, 2021, 2022, 2023, 2024, and 2025 which collectively comprise the basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter for the year ending September 30, 2021, 2022, 2023, 2024, and 2025.

Our audit will be conducted with the objective of our expressing an opinion on the financial statements.

The Responsibilities of the Auditor

We will conduct the audit in accordance with auditing standards generally accepted in the United States of America and "Government Auditing Standards" issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with generally accepted auditing standards. Also, an audit is not designed to detect errors or fraud that are immaterial to the financial statements.

Fort Pierce / Stuart

Member AICPA

Member AICPA Division for CPA Firms
Private Companies practice Section

Member FICPA



Sterling Hill Community Development District

April 15, 2021

Page 2

In making our risk assessments, we consider internal control relevant to Sterling Hill Community Development District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

We will also communicate to the Board any fraud involving senior management and fraud that causes a material misstatement of the financial statements that becomes known to us during the audit, and any instances of noncompliance with laws and regulations that we become aware of during the audit.

The funds that you have told us are maintained by Sterling Hill Community Development District and that are to be included as part of our audit are listed below:

1. General Fund
2. Reserve Fund
3. Debt Service Fund



Sterling Hill Community Development District
April 15, 2021
Page 3

The Responsibilities of Management and Identification of the Applicable Financial Reporting Framework

Our audit will be conducted on the basis that management acknowledges and understands that it has responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. To evaluate subsequent events through the date the financial statements are issued or available to be issued, and to disclose the date through which subsequent events were evaluated in the financial statements. Management also agrees that it will not evaluate subsequent events earlier than the date of the management representation letter referred to below;
3. For the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; and
4. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters;
 - b. Additional information that we may request from management for the purpose of the audit; and
 - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit including among other items:

1. That management has fulfilled its responsibilities as set out in the terms of this letter; and;
2. That it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.



Sterling Hill Community Development District
April 15, 2021
Page 4

Management is responsible for identifying and ensuring that Sterling Hill Community Development District complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the entity involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements. Management is also responsible for informing us of its knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, analysts, regulators, or others.

The Board is responsible for informing us of its views about the risks of fraud within the entity, and its knowledge of any fraud or suspected fraud affecting the entity.

Sterling Hill Community Development District agrees that it will not associate us with any public or private securities offering without first obtaining our consent. Therefore, Sterling Hill Community Development District agrees to contact us before it includes our reports or otherwise makes reference to us, in any public or private securities offering.

Because Berger, Toombs, Elam, Gaines & Frank will rely on Sterling Hill Community Development District and its management and Board of Supervisors to discharge the foregoing responsibilities, Sterling Hill Community Development District holds harmless and releases Berger, Toombs, Elam, Gaines & Frank, its partners, and employees from all claims, liabilities, losses and costs arising in circumstances where there has been a known misrepresentation by a member of Sterling Hill Community Development District's management, which has caused, in any respect, Berger, Toombs, Elam, Gaines & Frank's breach of contract or negligence. This provision shall survive the termination of this arrangement for services.

Records and Assistance

If circumstances arise relating to the condition of the Sterling Hill Community Development District's records, the availability of appropriate audit evidence, or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment, prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including declining to express an opinion, issuing a report, or withdrawing from the engagement.

During the course of our engagement, we may accumulate records containing data that should be reflected in the Sterling Hill Community Development District books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.



Sterling Hill Community Development District
April 15, 2021
Page 5

The assistance to be supplied, including the preparation of schedules and analyses of accounts, has been discussed and coordinated with Aimee Brandon. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

Other Relevant Information

In accordance with Government Auditing Standards, a copy of our most recent peer review report has been provided to you, for your information.

Either party may unilaterally terminate this agreement, with or without cause, upon sixty (60) days written notice subject to the condition that the District will pay all invoices for services rendered prior to the date of termination.

Fees, Costs and Access to Workpapers

Our fees for the services described above are based upon the value of the services performed and the time required by the individuals assigned to the engagement, plus direct expenses. Invoices for fees will be submitted in sufficient detail to demonstrate compliance with the terms of this engagement. Billings are due upon submission. Our fee for the services described in this letter for the years ending September 30, 2021 and 2022 will not exceed \$3,865, and the fee for the years ending September 30, 2023, 2024, and 2025 will not exceed \$3,985, unless the scope of the engagement is changed, the assistance which Sterling Hill Community Development District has agreed to furnish is not provided, or unexpected conditions are encountered, in which case we will discuss the situation with you before proceeding. All other provisions of this letter will survive any fee adjustment.

In the event we are requested or authorized by Sterling Hill Community Development District or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagement for Sterling Hill Community Development District, Sterling Hill Community Development District will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

The audit documentation for this engagement is the property of Berger, Toombs, Elam, Gaines, & Frank and constitutes confidential information. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit documentation upon their request and that we shall maintain the audit documentation for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency.

Access to requested documentation will be provided under the supervision of Berger, Toombs, Elam, Gaines, & Frank audit personnel and at a location designated by our Firm.

Information Security – Miscellaneous Terms

Berger, Toombs, Elam, Gaines & Frank is committed to the safe and confidential treatment of Sterling Hill Community Development District's proprietary information. Berger, Toombs, Elam, Gaines & Frank is required to maintain the confidential treatment of client information in accordance with relevant industry professional standards which govern the provision of services described herein. Sterling Hill Community Development District agrees that it will not provide Berger, Toombs, Elam, Gaines & Frank with any unencrypted electronic confidential or proprietary information, and the parties agree to utilize commercially reasonable measures to maintain the confidentiality of Sterling Hill Community Development District's information, including the use of collaborate sites to ensure the safe transfer of data between the parties.

If any term or provision of this arrangement letter is determined to be invalid or unenforceable, such term or provision will be deemed stricken and all other terms and provisions will remain in full force and effect.

Reporting

We will issue a written report upon completion of our audit of Sterling Hill Community Development District's financial statements. Our report will be addressed to the Board of Sterling Hill Community Development District. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In addition to our report on Sterling Hill Community Development District's financial statements, we will also issue the following types of reports:

- Reports on internal control and compliance with laws, regulations, and the provisions of contracts or grant agreements. We will report on any internal control findings and/or noncompliance which could have a material effect on the financial statements;
- Management letter required by the Auditor General, State of Florida; and
- Attestation reports required by the Auditor General, State of Florida.

This letter constitutes the complete and exclusive statement of agreement between Berger, Toombs, Elam, Gaines, & Frank and Sterling Hill Community Development District, superseding all proposals, oral or written, and all other communications, with respect to the terms of the engagement between the parties.

Sterling Hill Community Development District
April 15, 2021
Page 7

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

Sincerely,

A handwritten signature in cursive script that reads "Berger Toombs Elam" on the top line and "Gaines & Frank" on the bottom line.

BERGER, TOOMBS, ELAM, GAINES & FRANK
J. W. Gaines, CPA

Confirmed on behalf of the addressee:



Judson B. Baggett
MBA, CPA, CVA, Partner
Marci Reutimann
CPA, Partner

6815 Dairy Road
Zephyrhills, FL 33542
(813) 788-2155
(813) 782-8606

Report on the Firm's System of Quality Control

To the Partners

October 30, 2019

Berger, Toombs, Elam, Gaines & Frank, CPAs, PL
and the Peer Review Committee of the Florida Institute of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, (the firm), in effect for the year ended May 31, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control, and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, in effect for the year ended May 31, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Berger, Toombs, Elam, Gaines & Frank, CPAs, PL has received a peer review rating of *pass*.

Baggett, Reutimann & Associates, CPAs, PA
BAGGETT, REUTIMANN & ASSOCIATES, CPAs, PA
Signed Electronically by Baggett, Reutimann & Associates, CPAs, PA. U.S. 18161 email: jbaggett@brap.com

**ADDENDUM TO ENGAGEMENT LETTER
STERLING HILL COMMUNITY DEVELOPMENT DISTRICT
DATED APRIL 15, 2021**

Public Records. Auditor shall, pursuant to and in accordance with Section 119.0701, Florida Statutes, comply with the public records laws of the State of Florida, and specifically shall:

- a. Keep and maintain public records required by the District to perform the services or work set forth in this Agreement; and
- b. Upon the request of the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law; and
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement if the Auditor does not transfer the records to the District; and
- d. Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Auditor or keep and maintain public records required by the District to perform the service or work provided for in this Agreement. If the Auditor transfers all public records to the District upon completion of the Agreement, the Auditor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Auditor keeps and maintains public records upon completion of the Agreement, the Auditor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Auditor acknowledges that any requests to inspect or copy public records relating to this Agreement must be made directly to the District pursuant to Section 119.0701(3), Florida Statutes. If notified by the District of a public records request for records not in the possession of the District but in possession of the Auditor, the Auditor shall provide such records to the District or allow the records to be inspected or copied within a reasonable time. Auditor acknowledges that should Auditor fail to provide the public records to the District within a reasonable time, Auditor may be subject to penalties pursuant to Section 119.10, Florida Statutes.

IF THE AUDITOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE AUDITOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT/CONTRACT, THE AUDITOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR THE DISTRICT AT:

**RIZZETTA & COMPANY
5844 OLD PASCO ROAD, SUITE 100
WESLEY CHAPEL, FL 33544
PHONE: 813.933.5571**

Auditor:  _____

Title: Director

Date: April 15, 2021

**District: Sterling Hill Community
Development District**

By: _____

Title: _____

Date: _____

Tab 9

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, April 15, 2021 at 9:06 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
Nancy Feliu	Board Supervisor, Assistant Secretary
Rich Massa	Board Supervisor, Assistant Secretary

Also present were:

Aimee Brandon	District Manager, Rizzetta & Company, Inc.
Vivek Babbar	District Counsel, Straley Robin & Vericker
John Toborg	Field Services Manager, Rizzetta
Jason Pond	Clubhouse Manager
Craig Bramlett	Representative, CLM

Audience	Not Present
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FIRST ORDER OF BUSINESS

Call to Order

The Board opened the regular CDD meeting at 9:06 a.m. and Ms. Aimee Brandon noted that there were no audience members in attendance.

SECOND ORDER OF BUSINESS

**Audience Comments on Agenda
Items**

There were no audience members in attendance.

THIRD ORDER OF BUSINESS

**Consideration of Audit Committee's
Recommendation for Audit Services
and Award Contract**

The Board received the consideration of the Audit Committee's Recommendation for Audit Services and Award of Contract.

On a motion from Ms. Miller, seconded by Ms. Manuele, the Board approved the FY 2019-2020 Audit Report for Sterling Hill Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of FY 2019-2020 Audit
Report**

The Board received the FY 2019-2020 Audit Report.

On a motion from Ms. Manuele, seconded by Ms. Nancy Feliu, the Board approved and awarded the contract to Berger, Toombs, Elam, Gaines & Frank for Sterling Hill Community Development District.

FIFTH ORDER OF BUSINESS

**Public Hearing on Boat/RV Storage
Rentals & Fees**

On a motion from Ms. Manuele, seconded by Ms. Miller, the Board agreed to open the Public Hearing on Boat/RV Storage Rentals and Fees for Sterling Hill Community Development District.

1. Consideration of Resolution 2021-02, Boat/RV Storage Rental Fees.

The Board received the Consideration of Resolution 2021-02, Boat/RV Storage Rental Fees. The Board discussed increasing the fees to \$50.00 a month to be paid annually upon renewal. The Board agreed to have the Boat/RV Storage Rental Space Agreement updated to reflect the new fee of \$50.00 monthly to be paid annually upon renewal or new agreement.

On a motion from Ms. Manuele, seconded by Ms. Feliu, the Board adopted Resolution 2021-02, Boat/RV Storage Rental Fee for Sterling Hill Community Development District.

2. Consideration of Quit Claim Deed from CDD to County

The Board received the Consideration of Quit Claim Deed from CDD to the County. Mr. Vivek Babbar mentioned that the purpose was to correct a small typo of a legal term.

On a motion from Ms. Miller, seconded by Ms. Feliu, the Board approved the Quit Claim Deed from CDD to the County for Sterling Hill Community Development District.

On a motion from Ms. Miller, seconded by Ms. Manuele, the Board agreed to close the Public Hearing for Sterling Hill Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Series 2003A and Series 2003B Engagement Letter

The Board received the Consideration of Series 2003A and Series 2003B Engagement Letter from LLS Tax Solutions Inc.

On a motion from Ms. Miller, seconded by Ms. Manuele, the Board approved the Series 2003A and Series 2003B Engagement Letter for LLS Tax Solutions Inc for Sterling Hill Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Sod Proposals

The Board received the Consideration of Sod Proposals. The Board agreed to choose Quality Sod in the amount of \$15,600.00.

On a motion from Ms. Feliu, seconded by Ms. Manuele, the Board approved the Sod Proposal from Quality Sod in the amount of \$15,600.00 for Sterling Hill Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Pond Repair Proposal

The Board received and discussed the Consideration of Pond Repair Proposal from LaRocca in the amount of \$12,020.00. The Board discussed coding the pond repair cost to the Capital Expense line item.

On a motion from Ms. Manuele, seconded by Ms. Feliu, the Board approved the Pond Repair Proposal for LaRocca in the amount of \$12,020.00 for Sterling Hill Community Development District.

NINTH ORDER OF BUSINESS

**Discussion of Renting out the
Clubhouse**

The Board discussed the Renting out the Clubhouse.

The Board discussed allowing rentals to resume June 1st, 2021 for residents only. The Board agreed that they would resume with the same capacity procedures that were in place prior to Covid-19. The Board also agreed that they would encourage residents to wear a mask while indoors.

On a motion from Ms. Manuele, seconded by Ms. Feliu, the Board agreed to reopen the clubhouse for rentals to residents only beginning on June 1st, 2021 with the recommendation that masks be worn while indoors for Sterling Hill Community Development District.

TENTH ORDER OF BUSINESS

Field Inspection Report

The Board moved Mr. John Toborg up in the agenda for Field Inspection report.

Mr. Toborg mentioned to the Board that he would be including several CLM proposals that were previously requested in May's agenda.

Ms. Miller mentioned that the foliage on the monuments need to be cut back from the lights.

The Board discussed limiting the amount of plant species in the community to potentially aid with limiting the amount of expense that is needed to maintain the plants.

Mr. Toborg recommended that the Board consider increasing their budget for irrigation for future replacement of old and outdated irrigation.

ELEVENTH ORDER OF BUSINESS

**Consideration of Barrington
Landscaping**

The Board discussed the Barrington Landscaping.

Ms. Manuele asked about the Oleander plants and if they could be changed out for another species of plants.

Mr. Toborg explained that there was nothing wrong with the plants currently and that the warranty would not apply.

The Board discussed changing out the plants in Barrington to species that are recommended by Mr. Toborg. Mr. Toborg agreed to put together a few options for the Board to consider at the next meeting in May.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

The Board received the District Counsel Report from Mr. Vivek Babbar.

B. District Engineer Report

The District Engineer was not present for the meeting.

C. Amenity Management

The Board received the Amenity Management Report from Mr. Jason Pond.

D. District Management

The Board received the District Manager Report from Ms. Brandon.

Ms. Brandon reminded the Board of their next regular meeting to be held on May 20th, 2021 at 6:30 p.m.

Ms. Brandon reminded the Board of their scheduled Budget Workshop meeting to be held on May 4th, 2021 at 4:30 p.m.

Ms. Brandon provided the Board with an update on their financials for February 2021.

THIRTEENTH ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Meeting held
on February 18, 2021**

The Board discussed the Minutes of the Board of Supervisors' Meeting held on February 18th, 2021. The Board provided Ms. Brandon with some corrections.

On a motion from Ms. Manuele, seconded by Ms. Miller, the Board approved the Minutes of the Board of Supervisors' Meeting that was held on February 18, 2021, as amended, for Sterling Hill Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' 1st Audit
Meeting held on March 25, 2021**

The Board received the Consideration of the 1st Audit Committee Minutes of the Board of Supervisors' Meeting held on March 25th, 2021.

On a motion from Ms. Manuele, seconded by Ms. Miller, the Board approved the 1st Audit Committee Minutes of the Board of Supervisors' Meeting held on March 25th, 2021 for Sterling Hill Community Development District.

FIFTEENTH ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Meeting held
on March 25, 2021**

The Board received the Minutes of the Board of Supervisors' Meeting that was held on March 25th, 2021.

On a motion from Ms. Manuele, seconded by Ms. Miller, the Board approved the Minutes of the Board of Supervisors' Meeting that was held on March 25th, 2021, as amended, for Sterling Hill Community Development District.

SIXTEENTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for
February and March 2021**

The Board received the Operation and Maintenance Expenditures for February 2021 in the amount of \$96,762.48 and March 2021 in the amount of \$96,762.48.

On a motion from Ms. Miller, seconded by Ms. Manuele, the Board approved to ratify the invoices from the O&M Expenditures for February 2021 in the amount of \$96,762.48 and March 2021 in the amount of \$102,104.75 for Sterling Hill Community Development District.

SEVENTEENTH ORDER OF BUSINESS

**Supervisor Requests and Audience
Comments**

During Supervisor Request the Board discussed the following:

Ms. Miller requested that Ms. Brandon confirm that the District letter head has the correct Supervisors listed.

Mr. Pond discussed the need to replace the pedestrian gate in Barrington. Ms. Miller mentioned that was part of the original punch list items for RIPA. Ms. Brandon asked for Mr. Pond to send the proposal to her so that she can notify RIPA that the gate was never replaced.

Ms. Feliu asked for an update on the dog park and playground status and requested that the CDD website be updated to reflect the change to clubhouse rentals.

EIGHTEENTH ORDER OF BUSINESS

Adjournment

On a motion from Ms. Miller, seconded by Ms. Manuele, the Board approved to adjourn the meeting at 10:25 a.m. for Sterling Hill Community Development District.

Assistant Secretary

Chairman/Vice Chairman

Tab 10

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 2nd Audit Committee meeting of the Board of Supervisors of Sterling Hill Community Development District was held on **Thursday, April 15, 2021 at 9:04 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	Committee Member
Sandra Manuele	Committee Member
Nancy Feliu	Committee Member
Rich Massa	Committee Member

Also present were:

Aimee Brandon	District Manager, Rizzetta & Company, Inc.
Vivek Babbar	District Counsel, Straley Robin & Vericker
Jason Pond	Clubhouse Manager
John Toborg	Field Services Manager, Rizzetta & Company, Inc.
Craig Bramlett	Representative, CLM

Audience	Present
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FIRST ORDER OF BUSINESS **Call to Order**

Ms. Aimee Brandon called the 2nd Audit meeting to order and performed roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS **Ranking of Proposals Received for Audit Services**

The Board discussed the ranking of proposals received for the Audit Services.

The Audit committee provided Ms. Brandon with their individual score sheets.

Ms. Brandon tallied the scores and determined that Berger, Toombs, Elam, Gaines & Frank ranked number one.

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The Board agreed to adjourn the Audit Committee meeting at 9:06 a.m.

Assistant Secretary

Chairman/Vice Chairman

DRAFT

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STERLING HILL COMMUNITY DEVELOPMENT DISTRICT

District Office · Wesley Chapel, Florida · 813-994-1001

Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa Florida 33614

www.sterlinghillcdd.org

Operation and Maintenance Expenditures April 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2021 through April 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$130,393.63**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Apex Floor & Furniture Care	006596	5499	North & South Clubhouse Ceramic Tile & Grout Maintenance 04/21	\$ 1,240.00
Apex Floor & Furniture Care	006596	5501	North & South Clubhouse Carpet Cleaning Services 04/21	\$ 160.00
Brett F. Croft	006562	67194	Off Duty Patrol 03/21	\$ 90.00
Brett F. Croft	006583	67301	Off Duty Patrol 04/21	\$ 90.00
Bright House Networks	006572	09026930132121	4411 Sterling Hill Blvd AHMS 03/21	\$ 626.95
Capital Land Management	006561	210774	Irrigation Repairs 03/21	\$ 310.00
Capital Land Management	006597	210821	General Landscape Maintenance 04/21	\$ 16,500.00
Capital Land Management	006597	210847	Fertilization Applied 04/21	\$ 3,605.00
Capital Land Management	006597	210854	Addendum Landscape Maintenance - Barrington 04/21	\$ 1,370.00
Chris Croft	006563	67215	Off Duty Patrol 03/21	\$ 90.00
Chris Croft	006584	67352	Off Duty Patrol 04/21	\$ 90.00
Christina Miller	006588	CM041521	Board Of Supervisors Meeting 04/15/21	\$ 200.00

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Christopher Morito	006579	67245	Off Duty Patrol 04/21	\$ 90.00
Cory Hauenstein	006602	67385	Off Duty Patrol 04/21	\$ 90.00
DCSI Inc.	006585	28381	Monitoring & Cellular Backup - South Clubhouse 04/21	\$ 128.97
DCSI Inc.	006585	28382	Monitoring & Cellular Backup - North Clubhouse 04/21	\$ 128.97
DCSI Inc.	006585	28407	Service Call 03/21	\$ 460.00
DCSI Inc.	006585	28435	CCTV Gate Warranty 04/21	\$ 406.89
DCSI Inc.	006598	28447	OE-Clam PK 26bit Clamshell Access Cards 04/20	\$ 738.00
Derek Origon	006590	67318	Off Duty Patrol 04/21	\$ 90.00
Edward Brandhuber	006581	67349	Off Duty Patrol 04/21	\$ 90.00
Fitrev, Inc.	006600	23002	Repairs & Parts 04/21	\$ 284.10
Fitrev, Inc.	006600	23003	Repairs & Parts 04/21	\$ 698.58
Florida Department of Revenue	006573	37-8015579013-3 03/21	Sales & Use Tax 03/21	\$ 133.78

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Hernando County Clerk of the Court	006574	040721	Driveway Improvement Agreement Fee 04/21	\$ 61.00
Hernando County Utilities	006565	SS00001-00 03/21	North Clubhouse Water Bill 03/21	\$ 330.42
Hernando County Utilities	006565	SS00013-00 03/21	South Clubhouse Water Bill 03/21	\$ 134.91
Hoopers Concrete & Block	006575	1755	Sidewalk Repair 04/21	\$ 37,360.00
Jack Evans	006599	67377	Off Duty Patrol 04/21	\$ 90.00
Jesse Fletcher	006564	67197	Off Duty Patrol 03/21	\$ 90.00
Johnson, Mirmiran, & Thompson, Inc.	006576	29-170887	Engineering Services 02/21	\$ 1,017.50
Johnson, Mirmiran, & Thompson, Inc.	006603	30-171975	Engineering Services 03/21	\$ 185.00
Joshua Mitro	006578	67280	Off Duty Patrol 04/21	\$ 90.00
Joshua Mitro	006578	67281	Off Duty Patrol 04/21	\$ 90.00
Katelyn Mascitelli	006577	67243	Off Duty Patrol 04/21	\$ 90.00
Katelyn Mascitelli	006604	67395	Off Duty Patrol 04/21	\$ 90.00

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Nancy E Feliu	006589	NF041521	Board Of Supervisors Meeting 04/15/21	\$ 200.00
Outsmart Pest Management, Inc.	006591	29781	Pest Control Treatment North Clubhouse 04/21	\$ 75.00
Outsmart Pest Management, Inc.	006591	29782	Pest Control Treatment South Clubhouse 04/21	\$ 75.00
Outsmart Pest Management, Inc.	006591	29783	Bi-Annual Fire Ant Treatment South Clubhouse 04/21	\$ 285.00
Pye-Barker Fire & Safety, Inc.	006592	PSI318772	Maintenance Inspection Service Call 09/20	\$ 375.00
Richard P. Massa Jr.	006587	RM041521	Board Of Supervisors Meeting 04/15/21	\$ 200.00
Rizzetta & Company, Inc.	006566	INV0000057628	District Management Fees 04/21	\$ 6,478.92
Rizzetta Amenity Services, Inc.	006593	INV0000000008575	Amenity Management Services 03/21	\$ 11,735.69
Rizzetta Amenity Services, Inc.	006580	INV0000000008658	Amenity Management Services 04/21	\$ 11,658.08
Rizzetta Amenity Services, Inc.	006580	INV0000000008686	Out Of Pocket Expenses 03/21	\$ 50.00
Rizzetta Amenity Services, Inc.	006605	INV0000000008711	Amenity Management Services 04/21	\$ 9,330.32
Rizzetta Technology Services	006567	INV0000007418	Website Hosting Services 04/21	\$ 100.00

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Robert Saliva	006568	9216	Gate Repairs - Remotes 03/21	\$ 1,925.00
Robert Saliva	006568	9219	Gate Repairs - Mandalay 03/21	\$ 95.00
Robert Saliva	006607	9334	Gate Repairs - Harrington 04/21	\$ 210.00
Robert Saliva	006607	9337	New Gate - Mandalay 04/21	\$ 4,826.00
Robert Saliva	006607	Southern Phone Summary 03/21	Southern Phone Summary 03/21	\$ 513.40
Sandra Manuele	006586	SM041521	Board Of Supervisors Meeting 04/15/21	\$ 200.00
Shumaker, Loop & Kendrick. LLP	006606	000753540	General Legal Services 09/20	\$ 59.00
Shumaker, Loop & Kendrick. LLP	006606	000775700	General Legal Services for the Hagwood Case 01/20	\$ 287.00
Shumaker, Loop & Kendrick. LLP	006606	000834594	General Legal Services 03/21	\$ 279.50
Signature Privacy Walls of Florida, Inc.	006594	922	Repair Stones, Walls & Entry Ways 04/21	\$ 1,750.00
Sterling Hill CDD	CD545	CD545	Debit Replenishment	\$ 2,061.14
Thomas Castiglione	006582	TC033121	Off Duty Patrol 03/21	\$ 480.00

Sterling Hill Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2021 Through April 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Times Publishing Company	006569	0000148996 03/21/21	Acct # 107011 Legal Advertising 03/21	\$ 94.00
Times Publishing Company	006595	0000151480 04/04/21	Acct # 107011 Legal Advertising 04/21	\$ 130.00
Times Publishing Company	006595	0000151527 04/07/21	Acct # 107011 Legal Advertising 04/21	\$ 89.00
Tommy Harris	006601	67396	Off Duty Patrol 04/21	\$ 90.00
Waste Management Inc. of Florida	006570	0634532-1568-1	Waste Disposal Services South Clubhouse 04/21	\$ 230.40
Waste Management Inc. of Florida	006570	0634670-1568-9	Waste Disposal Services North Clubhouse 04/21	\$ 196.24
Withlacoochee River Electric Cooperative, Inc.	006571	2118959 03/21	Public Lighting & Poles 03/21	\$ 372.26
Withlacoochee River Electric Cooperative, Inc.	006571	Electric Summary Billing 03/21	Withlacoochee Electric Summary Billing 03/21	<u>\$ 8,602.61</u>
Report Total				<u>\$ 130,393.63</u>