Sterling Hill
Community Development District

Board of Supervisors’
Regular Meeting
August 19, 2021

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

www.sterlinghillcdd.org
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.
August 12, 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, August 19, 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. PLEDGE OF ALLEGIANCE  
3. AUDIENCE COMMENTS ON AGENDA ITEMS  
4. STAFF REPORTS  
   A. District Counsel  
   B. District Engineer  
      1. Update on Barrington/Phase 4  
      2. Discussion on HA5 Project  
   C. Field Operations Manager  
      1. Review of Field Inspection Report for June & July 2021………………………………………………Tab 1  
   D. Amenity Management  
      1. Review of June & July Amenity Report…………………………Tab 2  
   E. District Manager  
      1. Presentation of June Financial Statement……………………Tab 3  
5. BUSINESS ITEMS  
   A. Public Hearing on Fiscal Year 2021/2022 Final Budget  
      1. Consideration of Resolution 2021-04, Adopting Fiscal Year 2021/2022 Final Budget…………………………Tab 4  
   B. Public Hearing on Fiscal Year 2021/2022 Special Assessments  
      1. Consideration of Resolution 2021-05, Imposing Special Assessments and Certifying an Assessment Roll…………Tab 5  
   C. Consideration of Resolution 2021-06, Setting the Meeting Schedule for Fiscal Year 2021/2022…………………………Tab 6  
   D. Consideration of RASI 2nd Addendum to Amenity Contract…..Tab 7  
   E. Consideration of CLM Proposal to Install a Hedge Across from Barrington…………………………………Tab 8  
   F. Consideration of CLM Proposal for Irrigation Repair………..Tab 9
G. Consideration of CES Proposal for Yearly Maintenance of the Splash Pad UV System……………….Tab 10
H. Consideration of LaRocca Proposals for Pickleball Court and Landscape Improvements to Splash Pad Area…………Tab 11
I. Consideration of Resume for Open Seat……………………….Tab 12

6. BUSINESS ADMINISTRATION
A. Consideration of Minutes of the Board of Supervisors Regular Meeting held on June 17, 2021……………………Tab 13
B. Consideration of Operation and Maintenance Expenditures for June 2021……………………………Tab 14

7. AUDIENCE COMMENTS
8. SUPERVISOR REQUESTS
9. 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,

Matthew Huber
Matthew Huber
District Manager
Tab 3
Tab 4
RESOLUTION 2021-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE STERLING HILL COMMUNITY DEVELOPMENT DISTRICT ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager submitted, prior to June 15th, to the Board of Supervisors ("Board") of the Sterling Hill Community Development District ("District") a proposed budget for the next ensuing budget year ("Proposed Budget"), along with an explanatory and complete financial plan for each fund, pursuant to the provisions of Sections 189.016(3) and 190.008(2)(a), Florida Statutes;

WHEREAS, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District at least 60 days prior to the adoption of the Proposed Budget pursuant to the provisions of Section 190.008(2(b), Florida Statutes;

WHEREAS, the Board held a duly noticed public hearing pursuant to Section 190.008(2)(a), Florida Statutes;

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least 2 days before the public hearing pursuant to Section 189.016(4), Florida Statutes;

WHEREAS, the Board is required to adopt a resolution approving a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year pursuant to Section 190.008(2)(a), Florida Statutes; and

WHEREAS, the Proposed Budget projects the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Section 1. Budget

a. That the Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s records office, and hereby approves certain amendments thereto, as shown below.

b. That the Proposed Budget as amended by the Board attached hereto as Exhibit A, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2020-2021 and/or revised projections for fiscal year 2021-2022.

c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District’s records office and identified as “The Budget for the
Sterling Hill Community Development District for the Fiscal Year Beginning October 1, 2021, and Ending September 30, 2022”.

d. The final adopted budget shall be posted by the District Manager on the District’s website within 30 days after adoption pursuant to Section 189.016(4), Florida Statutes.

Section 2. Appropriations. There is hereby appropriated out of the revenues of the District (the sources of the revenues will be provided for in a separate resolution), for the fiscal year beginning October 1, 2021, and ending September 30, 2022, the sum of $_________________, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total General Fund</td>
<td>$_________</td>
</tr>
<tr>
<td>Total Reserve Fund</td>
<td>$_________</td>
</tr>
<tr>
<td>Total Debt Service Funds</td>
<td>$_________</td>
</tr>
<tr>
<td><strong>Total All Funds</strong></td>
<td>$_________</td>
</tr>
</tbody>
</table>

*Not inclusive of any collection costs or early payment discounts.

Section 3. Budget Amendments. Pursuant to Section 189.016(6), Florida Statutes, the District at any time within the fiscal year or within 60 days following the end of the fiscal year may amend its budget for that fiscal year as follows:

a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.

b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed $10,000 or 10% of the original appropriation.

c. Any other budget amendments shall be adopted by resolution and be consistent with Florida law. This includes increasing any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and making the corresponding change to appropriations or the unappropriated balance.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this section and Section 189.016, Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraph c. above are posted on the District’s website within 5 days after adoption pursuant to Section 189.016(7), Florida Statutes.
Section 4. Effective Date. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Passed and Adopted on August 19, 2021.

Attested By:                          Sterling Hill
                                          Community Development District

Print Name:__________________________  Print Name:__________________________
Secretary/Assistant Secretary         Chair/Vice Chair of the Board of Supervisors

Exhibit A: FY 2021-2022 Adopted Budget
Exhibit A
Tab 5
RESOLUTION 2021-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE STERLING HILL COMMUNITY DEVELOPMENT DISTRICT IMPOSING ANNUALLY RECURRING OPERATIONS AND MAINTENANCE NON-AD VALOREM SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF ALL DISTRICT SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING FOR CHALLENGES AND PROCEDURAL IRREGULARITIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Sterling Hill Community Development District ("District") is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, preserving, operating, and maintaining infrastructure improvements, facilities, and services to the lands within the District;

WHEREAS, the District is located in Hernando County, Florida ("County");

WHEREAS, the Board of Supervisors of the District ("Board") hereby determines to undertake various activities described in the District’s adopted budget for fiscal year 2021-2022 attached hereto as Exhibit A ("FY 2021-2022 Budget") and incorporated as a material part of this Resolution by this reference;

WHEREAS, the District must obtain sufficient funds to provide for the activities described in the FY 2021-2022 Budget;

WHEREAS, the provision of the activities described in the FY 2021-2022 Budget is a benefit to lands within the District;

WHEREAS, the District may impose non-ad valorem special assessments on benefited lands within the District pursuant to Chapter 190, Florida Statutes;

WHEREAS, such special assessments may be placed on the County tax roll and collected by the local Tax Collector ("Uniform Method") pursuant to Chapters 190 and 197, Florida Statutes;

WHEREAS, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method;

WHEREAS, the District has approved an agreement with the County Property Appraiser ("Property Appraiser") and County Tax Collector ("Tax Collector") to provide for the collection of special assessments under the Uniform Method;

WHEREAS, it is in the best interests of the District to proceed with the imposition, levy, and collection of the annually recurring operations and maintenance non-ad valorem special assessments on all assessable lands in the amount contained for each parcel’s portion of the FY 2021-2022 Budget ("O&M Assessments");

{00100778.DOC/}
WHEREAS, the Board desires to collect the annual installment for the previously levied debt service non-ad valorem special assessments ("Debt Assessments") in the amounts shown in the FY 2021-2022 Budget;

WHEREAS, the District adopted an assessment roll as maintained in the office of the District Manager, available for review, and incorporated as a material part of this Resolution by this reference ("Assessment Roll");

WHEREAS, it is in the best interests of the District to certify a portion of the Assessment Roll on the parcels designated in the Assessment Roll to the Tax Collector pursuant to the Uniform Method and to directly collect a portion of the Assessment Roll on the parcels designated in the Assessment Roll through the direct collection method pursuant to Chapter 190, Florida Statutes; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, including the property certified to the Tax Collector by this Resolution, as the Property Appraiser updates the property roll, for such time as authorized by Florida law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Section 1. Benefit from Activities and O&M Assessments. The provision of the activities described in the FY 2021-2022 Budget confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the O&M Assessments allocated to such lands. The allocation of the expenses of the activities to the specially benefited lands is shown in the FY 2021-2022 Budget and in the Assessment Roll.

Section 2. O&M Assessments Imposition. Pursuant to Chapter 190, Florida Statutes and procedures authorized by Florida law for the levy and collection of special assessments, the O&M Assessments are hereby imposed and levied on benefited lands within the District in accordance with the FY 2021-2022 Budget and Assessment Roll. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.

Section 3. Collection and Enforcement of District Assessments.

   a. Uniform Method for certain Debt Assessments and certain O&M Assessments. The collection of the Debt Assessments and O&M Assessments on certain lands designated for collection using the Uniform Method as described in the Assessment Roll, shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method. All assessments collected by the Tax Collector shall be due, payable, and enforced pursuant to Chapter 197, Florida Statutes.

   b. Direct Bill for Certain Debt Assessments.
      i. The Debt Assessments on undeveloped and unplatted lands will be collected directly by the District in accordance with Florida law, as set forth in the Assessment Roll.
      ii. Debt Assessments directly collected by the District are due in full on December 1, 2021; provided, however, that, to the extent permitted by law, the Debt
Assessments due may be paid in several partial, deferred payments and according to the following schedule:

1. 50% due no later than December 1, 2021
2. 25% due no later than February 1, 2022
3. 25% due no later than May 1, 2022

iii. In the event that a Debt Assessment payment is not made in accordance with the schedule stated above, the whole Debt Assessment – including any remaining partial or deferred payments for Fiscal Year 2021-2022 as well as any future installments of the Debt Assessment – shall immediately become due and payable. Such Debt Assessment shall accrue interest (at the applicable rate of any bonds or other debt instruments secured by the Debt Assessment), statutory penalties in the amount of 1% per month, and all costs of collection and enforcement. Such Debt Assessment shall either be enforced pursuant to a foreclosure action, or, at the District’s sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement.

iv. In the event a Debt Assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170, Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

c. **Direct Bill for Certain O&M Assessments.**

i. The O&M Assessments on certain lands (as designated for direct collection in the Assessment Roll) will be collected directly by the District in accordance with Florida law, as set forth in the Assessment Roll.

ii. O&M Assessments directly collected by the District are due in full on December 1, 2021; provided, however, that, to the extent permitted by law, the O&M Assessments due may be paid in several partial, deferred payments and according to the following schedule:

1. 50% due no later than December 1, 2021
2. 25% due no later than February 1, 2022
3. 25% due no later than April 1, 2022

iii. In the event that an O&M Assessment payment is not made in accordance with the schedule stated above, the whole O&M Assessment may immediately become due and payable. Such O&M Assessment shall accrue statutory penalties in the amount of 1% per month and all costs of collection and enforcement. Such O&M Assessment shall either be enforced pursuant to a foreclosure action, or, at the District’s sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties and costs of collection and enforcement.

d. **Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.
Section 4. Certification of Assessment Roll. The Assessment Roll is hereby certified and authorized to be transmitted to the Tax Collector.

Section 5. Assessment Roll Amendment. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

Section 6. Assessment Challenges. The adoption of this Resolution shall be the final determination of all issues related to the O&M Assessments as it relates to property owners whose benefited property is subject to the O&M Assessments (including, but not limited to, the determination of special benefit and fair apportionment to the assessed property, the method of apportionment, the maximum rate of the O&M Assessments, and the levy, collection, and lien of the O&M Assessments), unless proper steps shall be initiated in a court of competent jurisdiction to secure relief within 30 days from adoption date of this Resolution.

Section 7. Procedural Irregularities. Any informality or irregularity in the proceedings in connection with the levy of the O&M Assessments shall not affect the validity of the same after the adoption of this Resolution, and any O&M Assessments as finally approved shall be competent and sufficient evidence that such O&M Assessment was duly levied, that the O&M Assessment was duly made and adopted, and that all other proceedings adequate to such O&M Assessment were duly had, taken, and performed as required.

Section 8. Severability. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforecability of the remaining portions of this Resolution, or any part thereof.

Section 9. Effective Date. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Passed and Adopted on August 19, 2021.

Attested By: Sterling Hill
Community Development District

Print Name:__________________________ Print Name:__________________________
Secretary/Assistant Secretary Chair/Vice Chair of the Board of Supervisors

Exhibit A: FY 2021-2022 Budget
Exhibit A
Tab 6
RESOLUTION 2021-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF STERLING HILL COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR THE FISCAL YEAR 2021/2022, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Sterling Hill Community Development District (“District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hernando County, Florida; and

WHEREAS, the District’s Board of Supervisors (“Board”) is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Community Affairs, a schedule of its regular meetings.

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

Section 1. Regular meetings of the Board of Supervisors of the District shall be held as provided on the schedule attached as Exhibit “A”.

Section 2. In accordance with Section 189.015(1), Florida Statutes, the District’s Secretary is hereby directed to file annually, with Hernando County, a schedule of the District’s regular meetings.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 19th DAY OF AUGUST 2021.

ATTEST: STERLING HILL COMMUNITY DEVELOPMENT DISTRICT

__________________________________________  By: ________________________________
Assistant Secretary Its: Chairman
EXHIBIT “A”
BOARD OF SUPERVISORS MEETING DATES
STERLING HILL COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2021/2022

October 21, 2021
November 18, 2021 *
December 16, 2021
January 20, 2022 *
February 17, 2022
March 17, 2022
April 21, 2022
May 19, 2022*
June 16, 2022
July 21, 2022
August 18, 2022 *
September 15, 2022

The meetings will convene at 9:00 a.m. (* except for the months of November, January, May, and August when they will commence at 6:30 p.m.) at the Sterling Hill North Clubhouse, located at 4411 Sterling Hill Boulevard, Spring Hill, FL 34609.

*Please note that because of the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, such meetings may be held telephonically, virtually, or at another location in the event the above location is not available. Please check the District’s website for the latest information:  https://www.sterlinghill.org/.
Tab 7
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 October 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
# 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 **October 1, 2021 to September 30, 2022**.

### PERSONNEL:

<table>
<thead>
<tr>
<th>Full Time Personnel (40 hours per week)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>- Director of Operations</td>
<td></td>
</tr>
<tr>
<td>- Assistant Clubhouse Manager</td>
<td></td>
</tr>
<tr>
<td>- General Facility Maintenance Supervisor</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Part Time Personnel (Totaling 190 hours per week)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>- Maintenance Staff</td>
<td></td>
</tr>
<tr>
<td>- Clubhouse Attendants</td>
<td></td>
</tr>
</tbody>
</table>

### 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.
Tab 8
Proposal #371

Date: 6/22/2021

Customer:
John Toborg
Rizzetta
9428 Camden Field Parkway
Riverview, FL 33578

Property:
Sterling Hill CDD
4411 Sterling Hill Blvd
Spring Hill, FL 34609

Sterling Hill Wall Hedge

Hedge install across from Barrington.

Services Billed Upon Completion

<table>
<thead>
<tr>
<th>Description of Services</th>
<th>Frequency</th>
<th>Cost per Occ.</th>
<th>Annual Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plant/Palm/Tree Installation</td>
<td></td>
<td>$1,842.29</td>
<td>$1,842.29</td>
</tr>
</tbody>
</table>

By
Craig Bramlett
6/22/2021

By
Sterling Hill CDD

Capital Land Management

Page 1/3
Plant/Palm/Tree Installation
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, ect. 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. Grassy weeds in turf such as, but not limited to Torpedo, Carpet, Crab, Goose, Bermuda, ect. cannot be warranted or fully prevented. Balances not paid by the due date are subject to late fees.
Tab 9
Clock A BC 1 - Wire loses signal after it crosses Sterling Hills Blvd. Dig up the wire where the signal is lost after it crosses the road from the valve. Locate wire in the junction box on the exit side of Arbor Glades entrance using one of the open wires in the clock. Run 1000 ft of 14 gauge wire between them going under one sidewalk. Replace Hunter Solenoid and rewire at the valve. 1000 ft 14 gauge wire, Hunter Solenoid, 4 Drycons BC 2 - Wire loses signal after it crosses Sterling Hills Blvd. Dig up the wire where the signal is lost after it crosses the road from the valve. Locate wire in the junction box on the exit side of Arbor Glades entrance using one of the open wires in the clock. Run 1200 ft of 14 gauge wire between them going under one sidewalk. Replace Hunter Solenoid and rewire at the valve. 1200 ft 14 gauge wire, Hunter Solenoid, 4 Drycons Clock C Needs a new Hunter Pro C. 12 Zones. Zone 8 - new Hunter solenoid Clock D BC 1 - on zone 28, now works. BC 2 - on zone 27, now works. BC 3 - on zone 17, needs new irritrol solenoid. BC 4 - on zone 26, needs new irritrol solenoid BC 5 - on clock C Wire goes bad before the valve at brightstone pl on the exit side. Dig up the wire near the road before the signal is lost. Dig up the wire after the valve in this area where signal is lost before the entrance between the sidewalk and road. Replace wire going between these two areas and locate the wire at the clock. Repair junction in island near sewer access. Repair solenoid junctions. 50 ft of red 14 gauge wire, 5 drycons BC 6 - Need to replace wire and Hunter solenoid. Find where the wire loses signal before going underneath sterling hills blvd to the clock. Replace wire from there across the road to the round junction box between the road and sidewalk. Find the wire for one of the unused wires inside of the clock at the junction to use. Requires bore to get across the road. 150 ft 14 gauge wire, Hunter Solenoid, 4 drycons Clock E The pump is not working properly. Only running at 19 PSI. After checking this pump I found it was not running at all. Informed Craig and the property management is aware. Zone 12 - rebuild 2” irritrol valve and replace solenoid Zone 16 - replace 90 ft of wire Replace wire from the valve to the
junction box across Sterling Hills Blvd. Requires bore across Sterling Hills Blvd. 90 ft 14 gauge wire, 3 Drycons Zone 20 - new irritrol solenoid Zone 22 - new irritrol solenoid Zone 35 - worked on arrival Clock F Zone 7 - Solenoid wire cut, replaced and now works. Zone 12 - Wire is bad from a junction box to the clock. Need to replace 350 ft 14 gauge blue wire from the junction box south of the south clubhouse entrance to the clock. Repair junction across Sterling Hills Blvd from zone 12. Rewire solenoid at the valve. Requires bore across the south clubhouse entrance. 350 ft 14 gauge wire Clock G Needs to be replaced with Hunter Pro C. 14 Zones. Clock H BC 1 - on zone 16 and needs a new hunter solenoid BC 2 - on zone 22 and needs a new hunter solenoid BC 3 - on zone 15, rewired solenoid and now runs. BC 4 - on zone 20, rewired solenoid and now runs. BC 5 - on zone 14 and needs a new hunter solenoid BC 6 - on zone 23 and needs a new hunter solenoid The zone next to battery clock 6 was not wired. After rewiring the solenoid the zone now runs. Clock I Zone 7 - Pump does not run while the zone is on. Located the valve and when it is manually turned on it doesn’t run anything. Zone is no longer needed.

**Irrigation Repair**

<table>
<thead>
<tr>
<th>Items</th>
<th>Quantity</th>
<th>Unit</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Strand 14 Gauge Wire</td>
<td>2,840.00</td>
<td>ft</td>
<td>$7,573.26</td>
</tr>
<tr>
<td>Hunter I-Core 600 Metal Expandable to 42 Station</td>
<td>1.00</td>
<td>ea</td>
<td>$1,869.98</td>
</tr>
<tr>
<td>Hunter I-Core Module 6 Station</td>
<td>6.00</td>
<td>ea</td>
<td>$1,497.39</td>
</tr>
<tr>
<td>2 Wire Gel Caps</td>
<td>3.00</td>
<td>ea</td>
<td>$10.00</td>
</tr>
<tr>
<td>Glue/Primer/Teflon/Shop Supplies</td>
<td>1.00</td>
<td>ea</td>
<td>$200.00</td>
</tr>
<tr>
<td>Valve Irritrol 2 Inch 200B</td>
<td>2.00</td>
<td>ea</td>
<td>$1,025.06</td>
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<tr>
<td>Solenoid Irritrol</td>
<td>2.00</td>
<td>ea</td>
<td>$147.07</td>
</tr>
<tr>
<td>Labor - Irrigation Services</td>
<td>40.00</td>
<td>Hr</td>
<td>$2,800.00</td>
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<tr>
<td>S - Directional Bore</td>
<td>3.00</td>
<td>ea</td>
<td>$9,684.90</td>
</tr>
</tbody>
</table>

**Irrigation Repair:** $24,807.66

**PROJECT TOTAL:** $24,807.66
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, ect. 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. Grassy weeds in turf such as, but not limited to Torpedo, Carpet, Crab, Goose, Bermuda, ect. cannot be warranted or fully prevented. Balances not paid by the due date are subject to late fees.

By ____________________________
Craig Bramblett
Date 7/15/2021

By ____________________________
Capital Land Management

Date ____________________________
Sterling Hill CDD
Proposed To
Connie Mastroni
Sterling Hills
4411 Sterling Hill Blvd
Spring Hill, FL 34609

Ship To
South Clubhouse
4250 Sterling Hill Blvd
Spring Hill, FL 34609

Date 07/27/21
Consultant Peter M Buro
WQA Matthew D Villandry

Fax #
Billing Terms Net 30

Order Description
SAG Ultra-Violet Preventive Maintenance Program includes:
- All parts and labor necessary to replace factory-identified wearable parts.
- Service includes One comprehensive site visit per year.
- Chamber and component cleaning of sensors.
- Inspection, testing, electronic components, and sensors.
- Lamps and Quartz Sleeves are included
Manufacture anticipates replacement of lamps and sleeves every 12 months.

***These agreements will automatically renew for successive one (1) year terms thereafter (each Renewal Term). They can be canceled with a written Thirty (30) day notice prior to the end of the Term.

Order Items

<table>
<thead>
<tr>
<th>Line Item Code</th>
<th>Description</th>
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<th>Item Total</th>
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<tr>
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<td>SAG 120-APVC UV Annual PM Program</td>
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<td>685.00</td>
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<td>SAG 480-APVC UV Annual PM Program</td>
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</table>

Commercial Energy Specialists • 952 Jupiter Park Lane • Suite 1 • Jupiter, FL 33458 • PH 800-940-1557 • F 561-746-5898 • www.CESWaterQuality.com
CES provides specific Preventive Maintenance programs which can be combined and configured to meet your individual site needs. All plans are administered by factory certified technicians that receive on-going training and certification.

Annual contracts are available on a monthly, quarterly, semi-annual, or annual basis depending on the type of equipment and/or manufacturer guidelines. Monthly budget billing programs are flexible and affordable.

These agreements will automatically renew for successive one (1) year terms thereafter (each Renewal Term). They can be canceled with a written Thirty (30) day notice prior to the end of the Term.

Additional Information

These agreements will automatically renew for successive one (1) year terms thereafter (each Renewal Term). They can be canceled with a written Thirty (30) day notice prior to the end of the Term.

Subtotal 2,450.00
Adjustment 0.00
Total 2,450.00
Shipping 0.00
Tax 0.00
Grand Total 2,450.00
Payments 0.00

We are pleased to submit the above quotation for your consideration.
1. This estimate is valid for 30 days from the above date after which the estimate may be subject to change.
2. Freight charges are estimates only and the actual may be different at time of shipping.
3. You may incur restocking fees if you choose to return any items included in this package to CES. Restocking fees vary per manufacturer.
4. Any changes to this order must be made in writing to CES.
5. Your signature above is considered your acceptance of this proposal and is subject to all terms and conditions of your credit arrangement with CES.

THANK YOU!

Page 2 of 2
Tab 11
Sold to: Sterling Hills CDD  
Address: 4411 Sterling Hill Blvd  
Spring Hill, FL 34609  
ATTN: Jason Pond (Sterlinghillclub@live.com)  
Phone: 352-650-7402  
Fax:  

Project: Sterling Hills Pickle Ball Courts  
Address: 4411 Sterling Hill Blvd  
Spring Hill, FL  
County: Hernando  
Sales Contact: Daniel LaRocca  
Phone: 352-650-2737  

Thank you for your interest in our quality products and services! Our team of experienced professionals are ready to service your project. If you have any questions, please call your sales representative shown above or our home office (352) 650-2737 for immediate assistance or email us at Daniel@LaRoccaContracting.com  

This is a lump sum contract.  

At no time will any order be started or scheduled for production or field work prior to credit approval by LaRocca Contracting credit department.

**BASE PRICE:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Units</th>
<th>Unit Price</th>
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<tr>
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<td>LS</td>
<td>$3,480.00</td>
<td>$3,480.00</td>
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</table>

Includes: All Labor & Fees to Submit for Permits  
All Drafting / Drawings Related to the Construction of Pickle Ball Courts Only  

Notes: Owner to provide Survey / Site Plans of Area for LCS use / Permitting  
*All Final Designs to be Approved by Owner Prior to Submittals

**2a**  
Construction of Pickle Ball Courts (Approx. 50’ x 85’ - Creating 3 Courts)

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Units</th>
<th>Unit Price</th>
<th>Total Price</th>
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<tr>
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<td>LS</td>
<td>$78,250.00</td>
<td>$78,250.00</td>
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</table>

Includes: All Labor, Equipment, and Materials to Complete Work  
*Includes All Mobilization of Equipment and Crew To/From Project Site  
*Dumpsters / Fees for Any Debris / Cleanup (As Needed)  
*Removal of Existing Volley Ball Courts  
*Sand / Netting / Poles  
*Removal of Shrubs / Landscaping in Build Zone (As Needed)  
*Grade out Project & Compact (Prep for New Concrete Pads)  
*Includes Forming and Pouring Concrete Pickle Ball Court  
*Approx. 50’x85’ of Concrete (3000 PSI)  
*Welded Wire Mesh in Slab  
*Thickened Edge Footing  
*Smooth Trowel Slab Finish  
*Includes Pumping Concrete Mix from Parking Lot  
*Includes Pouring a Side Walk 5’ Wide to the New Pickle Ball Court from Existing Sidewalk  
*Includes 1’ Mulch Perimeter Around the Courts in the Chain Link Fence Area  
*Applied Painted Finish to Pickle Ball Court (3 Courts Painted)  
*Each Pickle Ball Court is Approx. 20’x44’  
*Green Perimeter Base Coat  
*Blue Field of Paint Coat  
*White Perimeter Lines  
*All Labor to Install the Allowances Listed Below  
*Free Standing Metal Benches (4 Each)  
*Core Drilled In Place Pickle Ball Nets (3 Sets)

Excludes: Sod Replacement in Finished Yards (St Augustine) - Final Location TBD for approved access.  
Irrigation Repairs (If Required)  
Landscaping Replacement / Repairs Due to Access Requirements.

**2b**  
Allowances - Direct Cost to Owners  
Includes: Direct Purchase Items - TBD based on final design and selections. Budget Placeholders

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Units</th>
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<tr>
<td>Free Standing Metal Benches</td>
<td>4.00</td>
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<td>$700.00</td>
<td>$2,800.00</td>
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<td>3.00</td>
<td>EA</td>
<td>$2,000.00</td>
<td>$6,000.00</td>
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</table>

**3a**  
Electrical Allowance - Run Power to Lights on Property  
Includes: All Labor, Equipment, and Materials to Complete Work  
*Tie Into Existing Power at Walk Way Canopy by Pool / Splash Pad  
*Assumes Proper Breaker / Wire (TBD)  
*Includes all CODE Compliant Wiring  
*Trench Power to New Pickle Ball Courts  
*Install LED Lighting on Dusk Timer  
*Installation of 10’ Poles for LED Lighting (Approx. 6 Each)  
*See Below for Lighting Allowance (TBD On Owner Selections)

**3b**  
Allowances - Direct Cost to Owners  
Includes: Direct Purchase Items - TBD based on final design and selections. Budget Placeholders

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Units</th>
<th>Unit Price</th>
<th>Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>LED Lights for Courts (Pole Mounted)</td>
<td>6.00</td>
<td>EA</td>
<td>$400.00</td>
<td>$2,400.00</td>
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</table>
4. **6' Black Vinyl Chainlink Fence - Installed (Approx. 262 LF)**  
Includes:  
- All Labor, Equipment, and Materials to Complete Work.  
- *Perimeter of Pickle Ball Courts (Outside of Concrete Slab) - Excludes Core Drilling*  
- *Top Rail & Bottom Rail System*  
- *Includes (1) Pedestrian Door for Court Access @ Sidewalk Location*  
- *Includes all Concrete Foundations*  

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
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</table>

**Contract Total**  
$109,400.00

**Notes:**  
1. Mobilization Per Mutually Approved Schedules  
2. Pricing Includes All Applicable Sales Taxes. If Buyer has "Tax Exemption", All Applicable Documents Shall be Submitted Prior to Contract.  
3. LCS warrants work for up to (1) year from Completion of Work.  
4. Owner Must Provide Access for Tools / Trailers / Equipment  
5. Selected Finishes Are Subject to Industry Availability and Lead Times to Complete Work in a Timely Manner.  
6. Proposal Pricing Excludes Repairs Outside Listed Scope of Work. Any Unforeseen / Uncovered Deficiencies will be brough to Owners Attention for Coordination of Repair & Change Order.

This proposal is based on the Current FBC 2017 Codes / ASCE 7-10 Code: If there is any documentation that states otherwise, then LaRocca Contracting will need copy(s) for review.

**DUMPSTERS and CONCRETE WASHOUTS to be paid for and supplied by:**

**LaRocca Contracting Services**

**PERMITS BY:**

**LaRocca Contracting Services**

**STANDARD TERMS AND CONDITIONS:**

If Buyer Issues Agreement, this Proposal including our Terms and Conditions must be attached as an addendum.

This is a lump sum contract. Using US Department of Labor Producer Price Index for materials and components for construction at time of contract as base, price of any job started after 180 days from contract will be increased by like percentage; not to exceed 5%. An interest rate of 1.5% / month prorated will be applied to billings past-due.

By signing below, I certify that I have read and agree to all specifications, terms, and conditions detailed on pps.1 of this Proposal.

**Terms:**

50% Deposits Due at Time of Contract; Remainder is Due Upon Completion.  
This proposal must be executed and attached as an addendum to any additional contract for this work. This Proposal's Terms and Conditions Supercede or Override any other contractual verbiage associated with this Project. This Proposal May Be Withdrawn by Us if Not Accepted Within (30) Days of Proposal Date.

At no time will any order be started or scheduled for production or field work prior to credit approval by LaRocca Contracting Credit Dept.

**Seller:**

LaRocca Contracting Services, Inc  
**Buyer:**

Sterling Hills CDD

________________________________________
Daniel B. LaRocca - Owner

________________________________________
(Signature and Title)

________________________________________
DATE

Phone: (352) 650-2737 / Email: Daniel@LaRoccaContracting.com  
3633 Commercial Way, Spring Hill, FL 34607

________________________________________
DATE
This is a lump sum contract.

At no time will any order be started or scheduled for production or field work prior to credit approval by LaRocca Contracting credit department.

**BASE PRICE:**

<table>
<thead>
<tr>
<th>Item: Splash Pad - Landscape Improvements</th>
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<td>1.00</td>
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<td>$2,928.00</td>
<td>$2,928.00</td>
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Includes:
- All Labor, Equipment, and Materials to Complete Work.
- Includes All Mobilization of Equipment and Crew To/From Project Site
- Dumpsters / Fees for Any Debris / Cleanup (As Needed)
- Removal of (1) Azalea Bush by Side Door
- Removal of Bark Mulch from behind Reclaim Tanks
- Reuse around other landscape areas near tanks for filler
- Add Erosion Control Fabrics to slopes for washout
- Install #57 Stone Washed Rock in removed sections / behind Reclaim Tanks
- Add Rock by Reclaim tanks (Lower Level) - Fill in where light
- Approx. 4 Yard Rock +/-
- Add 35LF of Curb Stones / Cap Stones going out towards parking lot from Tanks
- Help Mitigate pine bark / erosion (Due to Steep Incline)
- Approx. 2 Courses Tall - Block / Cap

Excludes:
- Sod Replacement in Finished Yards (St Augustine) - Final Location TBD for approved access.
- Irrigation Repairs (if Required)
- Landscaping Replacement / Repairs Due to Access Requirements.

Thank you for your interest in our quality products and services! Our team of experienced professionals are ready to service your project. If you have any questions, please call your sales representative shown above or our home office (352) 650-2737 for immediate assistance or email us at Daniel@LaRoccaContracting.com

**Contract Total** $2,928.00
Notes:
1. Mobilization Per Mutually Approved Schedules
2. Pricing Includes All Applicable Sales Taxes. If Buyer has "Tax Exemption", All Applicable Documents Shall be Submitted Prior to Contract.
3. LCS warrants work for up to (1) year from Completion of Work.
4. Owner Must Provide Access for Tools / Trailers / Equipment
5. Selected Finishes Are Subject to Industry Availability and Lead Times to Complete Work in a Timely Manner.
6. Proposal Pricing Excludes Repairs Outside Listed Scope of Work. Any Unforeseen / Uncovered Deficiencies will be brough to Owners Attention for Coordination of Repair & Change Order.

This proposal is based on the Current FBC 2017 Codes / ASCE 7-10 Code: If there is any documentation that states otherwise, then LaRocca Contracting will need copy(s) for review.

DUMPSTERS and CONCRETE WASHOUTS to be paid for and supplied by: LaRocca Contracting Services
PERMITS BY: N/A
STANDARD TERMS AND CONDITIONS:
If Buyer issues Agreement, this Proposal including our Terms and Conditions must be attached as an addendum.
This is a lump sum contract.
Using US Department of Labor Producer Price Index for materials and components for construction at time of contract as base, price of any job started after 180 days from contract will be increased by like percentage; not to exceed 5%. An interest rate of 1.5% / month prorated will be applied to billings past-due.

By signing below, I certify that I have read and agree to all specifications, terms, and conditions detailed on pps.1 of this Proposal.

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This proposal must be executed and attached as an addendum to any additional contract for this work. This Proposal's Terms and Conditions Supercede or Override any other contractual verbiage associated with this Project. This Proposal May Be Withdrawn by Us if Not Accepted Within (30) Days of Proposal Date.

At no time will any order be started or scheduled for production or field work prior to credit approval by LaRocca Contracting Credit Dept.

Seller: LaRocca Contracting Services, Inc
Buyer: Sterling Hills CDD

Daniel B. LaRocca - Owner (Signature and Title)
Professional Summary
Self-motivated, driven and problem solver offering excellent interpersonal communication, relationship management, and customer services. Demonstrate ability to organize and prioritize to accomplish task and goals.

Skills
- Execution of Sales/Transactions
- Strategic Planning
- Technology and Microsoft Office knowledge
- Financial/Accounting Planning
- Customers and Vendors Relation
- Strong Organization Skills
- Analytical and Creative Problem Solving
- Leadership

Work History
Office Support/Administrative Assistant, 08/2020 – Present
Sentry Management – New Port Richey, FL
  - Providing support for Community Managers with monthly financial reports and budgets
  - Successfully providing assistance to Homeowner and Condo Association boards and homeowners with their compliance and account solutions.
  - Building vendors relation rapport to obtain priority service for Communities and negotiate for better terms

Licensed Real Estate Broker Associates, 09/2014 – 01/2021
Jimmy H Lee, P.A. – Spring Hill, FL
  - Effectively negotiate terms with all parties and marketing for rentals and sales
  - Analyze market trends for investors, landlords, sellers and buyers
  - Manages AP & AR accounts for monthly reconcile statements

Management Trainee, 06/2013 – 04/2014
Enterprise Car Rental – Brooksville, FL
  - Provided high quality customer service; exceeded Corporate National Standard 84% Enterprise Service Quality Index (ESQI)
  - Marketing and Sales – finding new accounts and maintaining relationship with key decision makers

Route Sales Representative, 06/2012-06/2013
Frito Lays – Brooksville, FL
  - Able to meet and/or exceed weekly sales plans and effectively decreasing unsalable plan
  - Developed account relationships, promoted sales through special displays to increase sales
  - Executed sales, ordering, inventory control, and merchandising

Facility & Water Quality Manager, 03/1994 – 03/2009
Splish Splash Waterpark – Riverhead, NY
  - Implemented continuous improvement plan to increase workflow, productivity, park safety standards, and guest experience result park attendances increasingly yearly
  - Responsible for purchasing and learning new technology to improve facility and water quality to ensure public safety, resulting “exceeding expectations” from the Department of Heath Inspectors (locally and state) yearly
  - Responsible managing financial budget and inventory control, and reduce operation costs that save on average about 1.5%

Education
Johnson and Wales University – Providence, RI
  - B.S. Business Management, 03/2001
  - A.S. Business Administration, 05/1999
DEAN’S List GPA 3.77/4.0 (MAGNA CUM LAUDE)

Licenses
- Real Estate Broker Associate
- Community Association Manager

Licenses
Tab 13
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, June 17, 2021 at 9:03 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:

- Matthew Huber: Regional District Manager, Rizzetta & Company, Inc.
- Daryl Adams: District Manager, Rizzetta & Company, Inc.
- Vivek Babbar: District Counsel, Straley Robin & Vericker (via conference call)
- John Toborg: Field Services Manager, Rizzetta
- Scott Brizendine: Vice President of Operations, Rizzetta & Company, Inc.
- Jason Pond: Clubhouse Manager
- Craig Bramlett: Representative, CLM
- Kelly Klukowski: RASI
- Deneen Klenke: RASI
- Gregg Gruhl: RASI

Audience: Not Present

FIRST ORDER OF BUSINESS

Call to Order

The Board opened the regular CDD meeting at 9:03 a.m. and Mr. Matthew Huber noted that there were no audience members in attendance.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience members present.
THIRD ORDER OF BUSINESS  Consideration of RASI Contract – Second Addendum

The RASI Team presented the RASI Second Addendum to the Board of Supervisors. The Board had a lengthy discussion and decided that more information was needed before any action was taken on this addendum. This item has been tabled to the July 15, 2021 meeting.

THIRD ORDER OF BUSINESS  Staff Reports

A. District Counsel
District Counsel had no follow up items at this time.

B. District Engineer Report
The District Engineer was not present for the meeting.

Ms. Christina Miller mentioned that they were still waiting on the final grating and pond inspection from RASI before signing over the deed for Barrington Phase 4. Ms. Miller requested Mr. Huber to follow up on that and to follow up on the pedestrian gates to make sure they have the right locks on them.

Ms. Feliu asked if there was a punch list for the HA-5 project and mentioned that some of the communities have streets that look awful while others look perfect. The Board volunteered Ms. Manuele to be the liaison for this project. Mr. Huber will set up a meeting with Ms. Manuele and Mr. Brletic.

C. Field Operations Manager
The Board received the Field Operations Report from Mr. John Toborg.

Mr. Toborg went over the proposal he will be putting together to remove all plant materials in the medians with Bahia Turf.

The Board would like to see quotes from District Engineer or the County on getting a stop sign at Brackenwood Drive and Ambersham Way.

Mr. Toborg let the Board know that the Annuals with be complete at the end of the month.

Jason has received several complaints from an angry homeowner on Winddnace. The complaints are not CDD responsibility they are all edges of natural areas.

Mr. Massa gave direction to CLM staff to not hesitate in taking legal action if the complaints from this resident continues. Mr. Huber suggested that CLM document these incidents moving forward and if necessary, District Counsel will send a letter to the resident.
Mr. Bramblett discussed lighting damage to the irrigation clocks on the Southside and suggests that this should be made a priority so the damage can be controlled.

D. Amenity Management

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

Mr. Pond notified the Board that the Boating and RV Paving project is set to begin July 6th though the 9th. Notices have been sent to residents notifying them of this project.

Mr. Pond gave an update on the Dog Park and informed the Board that all of the materials are in stock and work will start by the end of next week and gave an update on the Playground Equipment, letting the Board know that it has been further delayed due to Covid-19.

Mr. Pond discussed the possibility of having a Community Pool Party soon and asked for the Board’s opinion. The Board had a brief discussion and agreed to allow a Community Pool Party on August 29, 2021 from 11 a.m. to 2 p.m.

Mr. Pond brought up the option to update the Rules for Clubhouse/Pool Attire. The Board agreed to change the verbiage for these rules. Mr. Huber suggested following County Guidelines at their public pools/parks.

Mr. Massa mentioned that residents have been inquiring about Pickleball. A brief discussion ensued and it was determined that the Board would like to see proposals at a future meeting.

E. District Management

The Board received the District Manager Report from Mr. Huber.

Mr. Huber reminded the Board of their next regular meeting will be held on July 15, 2021 at 9:00 a.m. He also reminded them that the August 19th meeting will be a public hearing meeting and will be held at 6:30 p.m.

Mr. Huber gave an update on the April Financial Statement. The Board had no questions.

FOURTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors’ Budget Workshop Meeting held on May 4, 2021 and Minutes for the Regular Meeting held on May 20, 2021
The Board reviewed the Minutes of the Board of Supervisors’ Budget Workshop Meeting held on May 4, 2021 and the Minutes for Regular Meeting held on May 20, 2021.

On a motion from Ms. Miller, seconded by Ms. Manuele, the Board approved the Minutes of the Board of Supervisors’ Budget Workshop Meeting held on May 4, 2021 and the Minutes for Regular Meeting held on May 20, 2021 for Sterling Hill Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance Expenditures for May 2021**

The Board received the Operation and Maintenance Expenditures for May 2021 in the amount of $94,363.35.

On a motion from Ms. Feliu, seconded by Mr. Massa, the Board approved to ratify the invoices from the O&M Expenditures for May 2021 in the amount of $94,363.35 for Sterling Hill Community Development District.

**SIXTH ORDER OF BUSINESS**

**Supervisor Requests**

Ms. Feliu requested to have a discussion of changing the Website Host company.

Ms. Miller is still waiting for documentation for Streetlight Bonds. Mr. Huber will follow up with EGIS.

Ms. Manuele asked Mr. Pond if the pool company had mentioned anything about a shortage in powder or chemicals.

Mr. Huber mentioned to the Board the possibility of promoting the on-site staff member to a general manager position. There will be future discussion on this matter at a later date.

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

On a motion from Mr. Massa, seconded by Ms. Manuele, the Board approved to adjourn the meeting at 10:30 a.m. for Sterling Hill Community Development District.
Tab 14
Operation and Maintenance Expenditures
June 2021
For Board Approval

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

The total items being presented: $164,020.74

Approval of Expenditures:

__________________________________
______ Chairperson

______ Vice Chairperson

______ Assistant Secretary
Sterling Hill Community Development District
Paid Operation & Maintenance Expenditures
June 1, 2021 Through June 30, 2021

<table>
<thead>
<tr>
<th>Vendor Name</th>
<th>Check Number</th>
<th>Invoice Number</th>
<th>Invoice Description</th>
<th>Invoice Amount</th>
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<tbody>
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<td>6689</td>
<td>5542</td>
<td>North &amp; South Clubhouse Carpet &amp; Tile Cleaning Services 06/21</td>
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<tr>
<td>Apex Floor &amp; Furniture Care</td>
<td>6675</td>
<td>5549</td>
<td>Extract &amp; Flush Out Coke from Carpet - North Clubhouse 06/21</td>
<td>$50.00</td>
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<tr>
<td>Austin Velez</td>
<td>6683</td>
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<tr>
<td>Brett F. Croft</td>
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<tr>
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## Sterling Hill Community Development District

**Paid Operation & Maintenance Expenditures**

**June 1, 2021 Through June 30, 2021**

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<th>Vendor Name</th>
<th>Check Number</th>
<th>Invoice Number</th>
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# Sterling Hill Community Development District

## Paid Operation & Maintenance Expenditures

### June 1, 2021 Through June 30, 2021

<table>
<thead>
<tr>
<th>Vendor Name</th>
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<th>Invoice Number</th>
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## Sterling Hill Community Development District

**Paid Operation & Maintenance Expenditures**

*June 1, 2021 Through June 30, 2021*

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**Report Total**

$ 164,020.74