

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 Contract Review Workshop for the Board of Supervisors of Sterling Hill Community Development District was held on **Thursday, January 3, 2013 at 9:00 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
Frances Krause	Board Supervisor, Assistant Secretary
Jo-Ann Polletta	Board Supervisor, Assistant Secretary

Also present were:

Scott Brizendine	District Manager; Rizzetta & Company, Inc.
Kelly Evans	Representative; Rizzetta Amenity Services

FIRST ORDER OF BUSINESS

Review of Contracts

Mr. Brizendine called the workshop to order and explained that he compiled the contracts in alphabetical order. He informed the Board that the advertisement for landscape services has run in the paper and copies provided to various firms that Rizzetta would like to see bid on the project—three of which are based in Hernando County.

Mr. Brizendine reviewed the various contracts, providing a brief overview of the scope of service, fees and terms of the contracts and where applicable any requirements that exist mandating that the District have the work performed.

A brief discussion was held regarding the possibility of restructuring the bonds, with Mr. Brizendine reviewing the process and advantages of doing so should the opportunity arise. He explained that Prager Sealy is now MBS Capital Markets and if the Board wants to explore a restructuring it would need to enter into a new contract with them as the contract goes with the bond issuance. A request was made that this matter be addressed at the next Board meeting so formal direction can be provided by management.

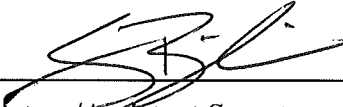
Ms. Evans provided an in depth review of the services provided by Rizzetta Amenity Services and the qualifications of the current Clubhouse Staff. She responded to questions from the Board regarding the fees. A request was made that an updated contract be provided with current pricing that breaks down total employee expenses, maintenance costs, and the portion of the fees paid to Rizzetta.

Mr. Brizendine reviewed the District Management contract, explaining that the while he is the key contact person, there are a number of other individuals who work on various aspects of managing the District from sending out monthly agenda packets and doing minutes, to processing invoices and preparing financial statements, to submitting the tax roll to the County and responding to bond payoff requests, oversight of field operations and preparing bid specs, filing all of the required annual forms, as well as the services that he provides. Mr. Brizendine stated that the contract is approved annually during the budget process just as the Amenity contract is. The Board asked that an updated contract be provided with current pricing as there have been increases since the contract was first approved.

Mr. Brizendine provided a brief history of the transitions made relative to the District Counsel and District Engineer contracts due to company splits and or buy outs. He reviewed the experience and unique qualifications of both firms. A brief discussion ensued regarding the possibility of saving legal costs by utilizing John Vericker as point of contact for Straley and Robin. A request was made that Mr. Brizendine explore this option. Requests were also made for updated contracts with current pricing for both services.

Mr. Brizendine responded to questions regarding the website, street lighting and waste services contracts. He noted that the District is not charged the monthly fee that is mentioned in the original website contract. He stated that he would bring the link to the Supervisor of Elections website that is not functioning to the website administrator's attention and would obtain a copy of the map mentioned with the street lighting contract for the Board.

A brief discussion ensued regarding the Sunshine Law requirements and the fact the DR Horton will be building in Windance and what that means for the community.


Secretary/Assistant Secretary


Chairman/Vice Chairman