
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.

**ENCORE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Encore Community Development District was held on **Thursday, December 3, 2015 at 4:20 p.m.** at the Tampa Housing Authority, located at 5301 W. Cypress Street, Tampa, Florida, 33607.

Present and constituting a quorum:

Dr. Hazel Harvey	Board Supervisor, Chairman
Brenda Dohring Hicks	Board Supervisor, Vice Chairman
David Iloanya	Board Supervisor, Assistant Secretary
Christine Burdick	Board Supervisor, Assistant Secretary

Also present were:

Sandy Oram	District Manager; Rizzetta & Company, Inc.
Jennifer Kilinski	District Counsel; Hopping, Green & Sams, P.A. <i>(via conference call)</i>
Greg Woodcock	District Engineer; Cardno TBE <i>(via conference call)</i>
Jon Souers	Representative, Austin Outdoor
Brett Perez	Representative, Austin Outdoor
Josette Chack-On	Developer Counsel
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Dr. Harvey called the meeting to order and Ms. Oram performed roll call.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience comments.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Meeting held on October 1,
2015**

On a Motion by Dr. Harvey, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Meeting held on October 1, 2015 as presented for Encore Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for September and October 2015

On a Motion by Ms. Burdick, seconded by Ms. Dohring-Hicks, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for September 2015 (\$9,994.70) for Encore Community Development District.

On a Motion by Ms. Burdick, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors approved the Chiller Expenditures for September 2015 (\$50,224.81) for Encore Community Development District.

On a Motion by Ms. Burdick, seconded by Dr. Harvey, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for October 2015 (\$42,273.40) for Encore Community Development District.

On a Motion by Ms. Burdick, seconded by Dr. Harvey, with all in favor, the Board of Supervisors approved the Chiller Expenditures for October 2015 (\$63,337.04) for Encore Community Development District.

FIFTH ORDER OF BUSINESS

Update: Chiller Plant Rate Study

Ms. Oram informed the Board that the second chiller was up and running as of October. She stated that a new rate study will be prepared some time in March or April after enough time has passed to accumulate sufficient data for a comprehensive report.

SIXTH ORDER OF BUSINESS

Consideration of Proposals for Landscape Maintenance Services

Austin Outdoor presented their proposal for landscape maintenance services to the Board. The Board members also reviewed proposals presented by Ms. Oram. Upon review of all of the proposals and discussion by the Board, the Board unanimously voted to terminate Sunrise Landscaping's contract effective December 3, 2015.

On a Motion by Mr. Iloanya, seconded by Ms. Dohring-Hicks, with all in favor, the Board of Supervisors approved the termination of Sunrise Landscaping's contract for Landscape Maintenance Services effective December 3, 2015 for Encore Community Development District.

On a Motion by Mr. Iloanya, seconded by Ms. Dohring-Hicks, with all in favor, the Board of Supervisors approved Austin Outdoor's proposal for Landscape Maintenance Services and authorized District Counsel to draft a contract effective January 2016 for Encore Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of General Indemnity Agreement

Ms. Oram presented the General Indemnity Agreement. Discussion ensued regarding the bond amount. The Board decided to table this item pending further review of the bond amount.

On a Motion by Ms. Dohring-Hicks, seconded by Dr. Harvey, with all in favor, the Board of Supervisors authorized Mr. Iloanya to work with Pete Williams to see if they can get the bond amount reduced and the decision will be based on their findings for Encore Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Recommendation from Audit Committee Regarding Audit Proposal Instructions and Evaluation Criteria

Ms. Oram stated that the audit committee met just prior to the onset of the Board of Supervisors' meeting and made their recommendations for the Board.

On a Motion by Mr. Alvarez, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors accepted the Audit Committee's recommendation for the Audit Proposal Instructions and Audit Evaluation Criteria for Encore Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Service Contract from Trane for Newly Added Chiller Equipment

Ms. Oram presented the service contract from Trane for the newly added chiller equipment. Discussion ensued.

On a Motion by Ms. Dohring-Hicks, seconded by Dr. Harvey, with all in favor, the Board of Supervisors approved the service contract from Trane for the new chiller equipment for Encore Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Proposal from AquaAir
for the Closed Chilled Water Loop**

Ms. Oram presented the proposal from AquaAir for the closed chilled water loop. She explained that the charge from AquaAir for the closed chilled water loop was due to a break in the line resulting in the loss of thousands of gallons of water. Ms. Oram stated that additional chemicals were needed to bring the levels back up to the appropriate levels for optimum performance. She clarified that this was strictly due to the break and not related to the normal maintenance cost.

On a Motion by Ms. Dohring-Hicks, seconded by Mr. Iloanya, with all in favor, the Board approved AquaAir's proposal for the closed chilled water loop for Encore Community Development District.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

No report

B. District Engineer

No report.

C. District Manager

1. Monthly Energy Analysis Reports

Ms. Oram presented the monthly Energy Analysis Reports for the Board's review.

2. EnerNoc Report

Ms. Oram presented the EnerNoc Report for the Board's review. She explained what service EnerNoc performed for the District.

Ms. Oram stated that the next meeting was scheduled for February 4, 2016 at 4:00 p.m.

TWELFTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Iloanya, seconded by Dr. Harvey, with all in favor, the Board of Supervisors adjourned the meeting at 5:34 p.m. for Encore Community Development District.


Secretary / Assistant Secretary


Chairman / Vice Chairman