

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, February 4, 2016 at 4:23 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
David Iloanya	Board Supervisor, Assistant Secretary
Christine Burdick	Board Supervisor, Assistant Secretary
Manny Alvarez	Board Supervisor, Assistant Secretary

Also present were:

Brenda Dohring Hicks	Board Supervisor, Vice Chairman <i>(via conference call)</i>
Sandy Oram	District Manager; Rizzetta & Company, Inc.
Josette Chack-On	Developer Counsel
Lorenzo Reed	Representative, Tampa Housing Authority
Leroy Moore	Representative, Tampa Housing Authority

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

Presentation of the Minutes of the Audit Committee Meeting held on December 3, 2015

On a Motion by Ms. Burdick, seconded by Mr. Alvarez, with all in favor, the Board of Supervisors accepted the Minutes of the Audit Committee Meeting held on December 3, 2015 as presented for Encore Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting held on December 3, 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 December 3, 2015 as presented for Encore Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for November and December 2015

On a Motion by Mr. Iloayna, seconded by Dr. Harvey with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for November 2015 (\$18,044.48) for Encore Community Development District.

On a Motion by Mr. Iloayna, seconded by Ms. Burdick, with all in favor, the Board of Supervisors approved the Chiller Expenditures for November 2015 (\$39,050.38) for Encore Community Development District.

On a Motion by Mr. Alvarez, seconded by Ms. Burdick, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for December 2015 (\$37,609.83) for Encore Community Development District.

On a Motion by Mr. Alvarez, seconded by Dr. Harvey, with all in favor, the Board of Supervisors approved the Chiller Expenditures for December 2015 (\$44,515.67) for Encore Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Recommendation from Audit Committee for Auditing Services

Ms. Oram stated that the audit committee met prior to the onset of the Board of Supervisors' meeting and ranked the proposals as follows; McDirmit Davis (160 points), Berger, Toombs, Elam & Frank (266 points), and Grau & Associates (286 points). She stated that the committee recommended that the Board enter into contract with Grau & Associates, as the highest ranked bidder, to provide auditing services for the Fiscal Years 2015 – 2017.

On a Motion by Mr. Iloanya, seconded by Mr. Alvarez, with all in favor, the Board of Supervisors approved the Audit Committee's recommendation and authorized District staff to obtain an engagement letter form Grau & Associates for Auditing Services for the Fiscal Years 2015 - 2017 for Encore Community Development District.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Not present.

B. District Engineer

Not present.

Lorenzo Reed gave the Board an update on several items. He stated that a meeting was held with District Management, the District landscaper, JMG managers, and Ameriscape (JMG's landscapers) regarding the irrigation timer and system. Mr. Reed stated that JMG will probably be installing their own clock/timer and shut-off valves between the District's property and the individual buildings. This will simplify their maintenance of the irrigation systems and the billing of such.

Mr. Reed also discussed the power outage at the buildings that happened over the weekend. He stated that he attempted to reset the breakers without success. Mr. Reed mentioned that several of the receptacles had broken covers which could have resulted in the breakers shutting off due to the rain earlier in the week. He stated that he had discussed this issue with Ms. Oram and she contacted Electrical Contractors and they were to be on site on February 5th to look into the problem and make any necessary repairs.

C. District Manager

1. Monthly Energy Analysis Reports

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

2. Trane Analytical Report for Chiller #1

Ms. Oram presented and reviewed the Trane Report with the Board. Ms. Oram stated that she would request that a representative from Trane attend the next meeting to explain in more detail the reports and the workings of the chiller and its impact on the savings it brings to the District.

Ms. Oram stated that the next meeting was scheduled for May 5, 2016 at 4:00 p.m. and she would be presenting the proposed budget at this meeting.

Ms. Oram requested an events calendar to ensure that the property was in optimum condition before and after any events. Mr. Moore agreed to supply her with the calendar.

Ms. Oram discussed holding a special workshop that would allow the Supervisors to tour the chiller plant and property as a group. Dr. Harvey requested that Ms. Oram try to set up a workshop sometime in June for this purpose. Ms. Oram stated that she would obtain some dates and present them to the Board at their next meeting.

EIGHTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests.

NINTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Burdick, seconded by Mr. Alvarez, with all in favor, the Board of Supervisors adjourned the meeting at 5:09 p.m. for Encore Community Development District.


Secretary / Assistant Secretary
Chairman / Vice Chairman