

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, May 5, 2016 at 4:00 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.
Janis Dowell	Senior Accountant, Rizzetta & Company, Inc.
Jennifer Kilinski	District Counsel, Hopping, Green & Sams (via conference call)
Josette Chack-On	Developer Counsel
Jeffrey Watson	Representative, Tampa Bay Trane

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 members present.

THIRD ORDER OF BUSINESS

**Presentation of the Minutes of the Audit
Committee Meeting held on February 4,
2016**

Ms. Dohring-Hicks stated that she would like it added to the meeting minutes that she was present at this meeting.

On a Motion by Dr. Hazel Harvey, seconded by Ms. Burdick, with all in favor, the Board of Supervisors accepted the Minutes of the Audit Committee Meeting held on February 4, 2016 as amended for Encore Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting held on February 4, 2016

Ms. Dohring-Hicks stated that she would like it added to the meeting minutes that she was present at this meeting.

On a Motion by Ms. Dohring-Hicks, seconded by Dr. Harvey, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Meeting held on February 4, 2016 as amended for Encore Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for January through March 2016

On a Motion by Dr. Harvey, seconded by Ms. Burdick with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for January 2016 (\$9,105.93) for Encore Community Development District.

On a Motion by Dr. Hazel Harvey, seconded by Ms. Burdick, with all in favor, the Board of Supervisors approved the Chiller Expenditures for January 2016 (\$49,517.23) for Encore Community Development District.

On a Motion by Dr. Hazel Harvey, seconded by Ms. Burdick, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for February 2016 (\$17,491.91) for Encore Community Development District.

On a Motion by Dr. Hazel Harvey, seconded by Ms. Dohring-Hicks, with all in favor, the Board of Supervisors approved the Chiller Expenditures for February 2016 (\$24,028.31) 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 March 2016 (\$28,812.59) for Encore Community Development District.

On a Motion by Dr. Hazel Harvey, seconded by Ms. Dohring-Hicks, with all in favor, the Board of Supervisors approved the Chiller Expenditures for March 2016 (\$28,711.78) for Encore Community Development District.

SIXTH ORDER OF BUSINESS

Discussion Regarding Dates for Chiller Plant Workshop

Jeffrey Watson, Senior Account Executive Services and Contracting with Tampa Bay Trane addressed the Board. He reviewed the Encore Energy Report that he provides in the Board's meeting packages. He entertained the Board members' questions. The Board decided that a chiller plant workshop was not needed.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals for Landscape Enhancements

Ms. Oram presented and reviewed two proposals from Yellowstone Landscape for landscape enhancements.

On a Motion by Mr. Iloanya, seconded by Ms. Dohring-Hicks, with all in favor, the Board of Supervisors approved Yellowstone Landscape's proposal for an end Cap Install (\$5,203.10) and the round-a-bout installation (\$14,819.01) for Encore Community Development District.

EIGHTH ORDER OF BUSINESS

Presentation of Fiscal Year 2016/2017 Proposed Budget

Ms. Oram presented the fiscal year 2016/2017 proposed budget. Ms. Oram and Ms. Dowell reviewed the general fund budget and the chiller budget with the Board. The Board made one change to the chiller budget. Ms. Oram stated that she would implement this change and provide it in the final budget format at the public hearing to be held on August 4, 2016.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2016-01, Approving Fiscal Year 2016/2017 Proposed Budget and Setting the Public Hearing on the Final Budget

Ms. Oram presented resolution 2016-01, Approving Fiscal Year 2016/2017 Proposed Budget and Setting the Public Hearing on the Final Budget.

On a Motion by Ms. Dohring-Hicks, seconded by Dr. Hazel Harvey, with all in favor, the Board of Supervisors approved Resolution 2016-01, Approving Fiscal Year 2016/2017 Proposed Budget and Setting the Public Hearing on the Final Budget (August 4, 2016 at 4:00 p.m. at the office of the Tampa Housing Authority, 5301 W. Cypress Street, Tampa, Florida 33607) for Encore Community Development District.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

No report.

B. District Engineer

Not present.

C. Operations Manager

Ms. Oram presented the Field Inspection Report dated February 12, 2016.

D. District Manager

1. Monthly Energy Analysis Reports

Mr. Watson reviewed the monthly Energy Analysis Reports earlier in the meeting.

2. Trane Analytical Report for Chiller #1

Mr. Watson presented and reviewed the Trane Report earlier in the meeting.

Ms. Oram stated that the next meeting was scheduled for August 4, 2016 at 4:00 p.m. and the Board would be holding a public hearing on the fiscal year 2016/2017 final budget.

Ms. Oram requested a motion from the Board to authorize the Vice Chairman to accept the audit for fiscal year ended September 30, 2015 and authorize the submittal of the audit since the Board wouldn't be meeting again until August.

On a Motion by Ms. Burdick, seconded by Ms. Dohring-Hicks, with all in favor, the Board of Supervisors authorized Ms. Dohring-Hicks to accept the audit for fiscal year ended 9-30-15 and authorized the submittal of the audit for Encore Community Development District.

Ms. Oram announced that there were 414 registered voters in the District as of April 15, 2016. She stated that the Board will have two seats up for the general election as this is their 6th year after establishment and the District has over 250 registered voters.

Ms. Oram informed the Board that the qualifying period for the general election would commence at noon on June 20, 2016 and close at noon on June 24, 2016. She stated that the seats up for the general election were #2 – Benda Dohring-Hicks and #4 – Christine Burdick. Ms. Oram informed the Board that there was more information available on the Hillsborough County Supervisor of elections website. She also let the Board know that there is one landowner seat up for election, seat #3 – Manny Alvarez and the Board would need to hold a landowner election in November.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests.

TWELFTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Burdick, seconded by Dr. Hazel Harvey, with all in favor, the Board of Supervisors adjourned the meeting at 5:43 p.m. for Encore Community Development District.


Secretary / Assistant Secretary


Chairman / Vice Chairman