

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, August 4, 2016 at 4:50 p.m.** at the Tampa Housing Authority, located at 5301 W. Cypress Street, Tampa, Florida, 33607.

Present and constituting a quorum:

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

Also present were:

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| Christine Burdick | Board Supervisor, Assistant Secretary <i>(via conference call)</i> |
| Sandy Oram | District Manager; Rizzetta & Company, Inc. |
| Lindsay Whelan | District Counsel, Hopping, Green & Sams <i>(via conference call)</i> |
| Leroy Moore | Developer |
| Susi Begazo-McGourty | Representative, Tampa Housing Authority |
| Jozette Chack-On | Developer Counsel |
| Jeffrey Watson | Representative, Tampa Bay Trane |
| Tim Bowers | Representative, Yellowstone Landscape |
| Kevin Oleava | Representative, Yellowstone Landscape |
| Jack Simmons | Representative, Yellowstone Landscape |
| Tim Gay | Representative, Illuminations Holiday Lighting |

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 May 5, 2016

There were no changes to the meeting minutes.

On a Motion by Ms. Burdick, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Meeting held on May 5, 2016 as amended for Encore Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Operation & Maintenance Expenditures for April through June 2016

The ratification of the operation and maintenance expenditures for April through June 2016 were tabled until the next meeting due to time constraints.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2016-02, Declaring Vacancy on the Board

Ms. Oram presented Resolution 2016-02, Declaring a Vacancy on the Board. She stated that no one qualified for the general election for Seat #2 and it would become vacant after the election.

On a Motion by Dr. Hazel Harvey, seconded by Ms. Burdick, with all in favor, the Board of Supervisors approved Resolution 2016-02, Declaring Vacancy on the Board (Seat #2) for Encore Community Development District.

SIXTH ORDER OF BUSINESS

Public Hearing on Fiscal Year 2016/2017 Final Budget

Ms. Oram asked for a motion to open the public hearing on the fiscal year 2016/2017 final budget.

On a Motion by Mr. Iloanya, seconded by Dr. Hazel Harvey, with all in favor, the Board of Supervisors opened the Public Hearing on the Fiscal Year 2016/2017 Final Budget for Encore Community Development District.

Ms. Oram presented and reviewed the fiscal year 2016/2017 final budget. Discussion ensued. Ms. Oram stated that she made the requested reduction of the line item for consulting services from \$20,000 to \$10,000 and then moved the \$10,000 to miscellaneous contingency.

Ms. Oram asked for a motion to close the public hearing on the fiscal year 2016/2017 final budget.

On a Motion by Ms. Dohring-Hicks, seconded by Dr. Hazel Harvey, with all in favor, the Board of Supervisors closed the Public Hearing on the Fiscal Year 2016/2017 Final Budget for Encore Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2016-03,
Adopting Fiscal Year 2016/2017 Final
Budget**

Ms. Oram presented and reviewed the Resolution 2016-03, Adopting Fiscal Year 2016/2017 Final Budget.

On a Motion by Mr. Iloanya, seconded by Ms. Dohring-Hicks, with all in favor, the Board of Supervisors approved Resolution 2016-03, Adopting Fiscal Year 2016/2017 Final Budget as presented for Encore Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2016-04,
Imposing Special Assessments and
Certifying an Assessment Roll**

Ms. Oram presented and reviewed the Resolution 2016-04, Imposing Special Assessments and Certifying an Assessment Roll.

On a Motion by Ms. Burdick, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors approved Resolution 2016-04, Imposing Special Assessments and Certifying an Assessment Roll as presented for Encore Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2016-05,
Setting the Meeting Schedule for Fiscal
Year 2016/2017**

Ms. Oram presented and reviewed the Resolution 2016-05, Setting the Meeting Schedule for Fiscal Year 2016/2017. Discussion ensued. The Board decided to advertise a full fiscal year meeting schedule and cancel meetings that aren't needed.

On a Motion by Ms. Burdick, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors approved Resolution 2016-05, Setting the Meeting Schedule for Fiscal Year 2016/2017 as revised for Encore Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Yellowstone's Proposals
for Landscape Enhancements**

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

On a Motion by Ms. Dohring-Hicks, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors approved Yellowstone Landscape's proposal for the installation of five Bismark Palms (\$18,219.17) for Encore Community Development District.

On a Motion by Mr. Iloanya, seconded by Ms. Burdick, with all in favor, the Board of Supervisors approved Yellowstone Landscape's proposal for tree removal and stump grind (\$475.00) for Encore Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Proposal from
Illuminations Holiday Lighting**

Mr. Gay presented his proposal for the District's holiday lighting. Discussion ensued.

On a Motion by Ms. Dohring-Hicks, seconded by Dr. Hazel Harvey, with all in favor, the Board of Supervisors approved Illumination Holiday Lighting's proposal for holiday lighting and decorations (\$41,325.00 annually for three years) for Encore Community Development District.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Whelan presented and reviewed Resolution 2016-06, Setting the Landowner Election for November 3, 2016 at 4:30 p.m. She stated that Seat #3 is up for the landowner election and Seats #2 and 4 are up for the general election.

On a Motion by Ms. Dohring-Hicks, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors approved Resolution 2016-06, Setting the Landowner Election for November 3, 2016 at 4:30 p.m. for Encore Community Development District.

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

Ms. Oram reviewed the monthly Energy Analysis Reports for the Board.

2. Presentation of Audit for Year Ended 9-30-15

Ms. Oram stated that the Board had made a motion at their May meeting approving the submittal of the audit for the year ended September 30, 2015 to the Auditor General of the State of Florida. Ms. Oram stated that the District had received the audit and presented it to the Board.

On a Motion by Mr. Iloayna, seconded by Ms. Dohring-Hicks, with all in favor, the Board of Supervisors accepted the Audit for Year Ended September 30, 2015 for Encore Community Development District.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Dr. Hazel Harvey, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors adjourned the meeting at 5:39 p.m. for Encore Community Development District.


Secretary / Assistant Secretary


Chairman / Vice Chairman