

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 1, 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:

Christina Lange	District Manager; Rizzetta & Company, Inc.
Greg Cox	District Manager, Rizzetta & Company, Inc.
Jennifer Kilinski	District Counsel, Hopping, Green & Sams <i>(via conference call)</i>
Greg Woodcock	District Engineer, Cardno TBE <i>(via conference call)</i>
John Crawford	Field Services Manager, Rizzetta & Company
Leroy Moore	Developer
Susi Begazo-McGourty	Representative, Tampa Housing Authority
Jozette Chack-On	Developer Counsel
Jeffrey Watson	Representative, Tampa Bay Trane
Tim Bowersox	Representative, Yellowstone Landscaping

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cox called the meeting to order and performed roll call.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience members present.

THIRD ORDER OF BUSINESS

Administer Oath of Office to Newly Elected Supervisors (Christine Burdick and Billi Johnson-Griffith)

Mr. Cox, a Notary Public in the State of Florida administered the oath of office to Christine Burdick. Ms. Burdick swore and affirmed to the oath and executed the oath. The oath of office will be administered to Ms. Johnson-Griffith at the next meeting as she wasn't in attendance.

FOURTH ORDER OF BUSINESS

Review of Form 1 and Sunshine Law Requirements

Mr. Cox distributed the new supervisor package and Ms. Kilinski briefly reviewed the Form 1 and Sunshine Law Requirements for Ms. Burdick.

FIFTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting held on October 6, 2016

It was noted that Susi Begazo-McGourty was listed as being in attendance twice.

On a Motion by Ms. Burdick, seconded by Dr. Hazel Harvey, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors' Meeting held on October 6, 2016 as amended for Encore Community Development District.

SIXTH ORDER OF BUSINESS

Presentation of Minutes of the Landowners' Meeting held on November 3, 2016

On a Motion by Ms. Dohring-Hicks, seconded by Dr. Hazel Harvey, with all in favor, the Board of Supervisors accepted the Minutes of the Landowners' Meeting held on November 3, 2016 as presented for Encore Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Operations & Maintenance Expenditures for September and October 2016

On a Motion by Dr. Hazel Harvey, seconded by Ms. Dohring-Hicks with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for September (\$42,974.87) and October 2016 (\$15,112.98) and the Chiller Fund Expenditures for September (\$31,498.85) and October 2016 (\$56,885.26) for Encore Community Development District.

The Board took the agenda out of order and decided to address Staff Reports at this time.

Mr. Woodcock presented fencing proposals for Lot 5. He reviewed the three options for the Board (attached as Exhibit "A").

On a Motion by Ms. Dohring-Hicks, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors approved Florida State's proposal for a fence (\$4,180.00) for Encore Community Development District.

Mr. Crawford gave the Board an update on the landscape maintenance (attached as Exhibit "B"). He will make a determination on whether the water truck needs to come back out to the District. Mr. Crawford stated that the pruning of the Palms is scheduled for December.

Mr. Watson from Trane presented and reviewed AquaAir's proposal for the Chiller Plant Closed Loop Recharge (attached as Exhibit "C").

On a Motion by Ms. Dohring-Hicks, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors approved AquaAir's proposal for the Chiller Plant Closed Loop Recharge (at a not-to-exceed cost of \$6,050.00) for Encore Community Development District.

EIGHTH ORDER OF BUSINESS

Presentation of a Landscape Plan Renovation by Yellowstone Landscape

Mr. Bowersox presented and reviewed a landscape plan renovation for Technology Park for the Board. He stated that the Palms are starting to decline and the Yellowstone is trying to save them. Mr. Iloanya will inform the residents that the Board is working on the improvement of the Palms.

NINTH ORDER OF BUSINESS

Consideration of a Board Supervisor Replacement for Seat #2 (Brenda Dohring-Hicks)

Ms. Kilinski stated that no one qualified in the general election for Seat #2. She stated that Ms. Dohring-Hicks could remain on the Board for up to 90 days until a replacement is found. Ms. Kilinski stated that the open seat must be filled by a resident of the community.

On a Motion by Ms. Dohring-Hicks, seconded by Mr. Alvarez, with all in favor, the Board of Supervisors appointed Brenda Dohring-Hicks to Seat #2 on the Board of Supervisors for Encore Community Development District.

TENTH ORDER OF BUSINESS

Administer Oath of Office

This item was tabled until a new supervisor is appointed to the Board.

ELEVENTH ORDER OF BUSINESS

Review of Form 1 and Sunshine Law Requirements

This item was tabled until a new supervisor is appointed to the Board.

TWELFTH ORDER OF BUSINESS

Consideration of Resolution 2017-05, Canvassing and Certifying the Election Results

Mr. Cox presented and reviewed Resolution 2017-05, Canvassing and Certifying the Election Results. He stated that Christine Burdick was elected to the Seat 3 on the Board with a 4-year term.

On a Motion by Ms. Burdick, seconded by Dr. Hazel Harvey, with all in favor, the Board of Supervisors approved Resolution 2017-05, Canvassing and Certifying the Election Results as presented for Encore Community Development District.

THIRTEENTH ORDER OF BUSINESS

Consideration of Resolution 2017-06, Designating Officers of the District

Mr. Cox presented and reviewed Resolution 2017-06, Designating Officers of the District.

On a Motion by Ms. Dohring-Hicks, seconded by Ms. Burdick, with all in favor, the Board of Supervisors approved Resolution 2017-06, Designating Officers of the District as follows: Dr. Hazel Harvey as Chairman, David Iloanya as Vice Chairman, Christine Burdick, Billi Johnson-Griffin, Christina Lange and Greg Cox as Assistant Secretaries for Encore Community Development District.

FOURTEENTH ORDER OF BUSINESS

Ratification of Approval for Well Pump Repair

Mr. Crawford stated that this item was regarding the well pump that was not switching from, reclaimed to the well as it should, while trying to do so it was tripping the breakers and shutting itself off. He stated that she received approval from the Chairman to move forward with the Fourqurean Well Drilling Proposal. Mr. Crawford stated that he had a revised proposal to present to regarding additional services due to a few items that were found instead of seeking ratification of the approval of the prior proposal. He stated that the total for the repair was \$7,047.80. Mr. Crawford stated that Fourqurean mentioned that the motor stopped working due to lightning damage. Ms. Lange is going to work with the insurance company to see if the repair would be covered under the District's insurance. Mr. Crawford stated that Fourqurean had found some additional issues regarding the well. He stated that the depth of the well is not enough for the well pump to work correctly. Mr. Crawford stated that the cost to make this repair would be between \$2,000 and \$2,500 which would include the additional drop pipe and sub cable to lower the pump.

On a Motion by Ms. Burdick, seconded by Ms. Dohring-Hicks, with all in favor, the Board of Supervisors approved approval of the Well Pump Repair (\$7,047.80 and the additional repair cost of \$2,500.00) for Encore Community Development District.

FIFTEENTH ORDER OF BUSINESS

**Update Regarding Request for Proposals
for Chiller Plant Services (District
Counsel)**

Ms. Kilinski gave the Board an update on the Chiller System Operation & Maintenance Services and the request for proposals. She stated that the Board did not need to take any action at this time. There were no questions.

SIXTEENTH ORDER OF BUSINESS

Staff Reports

A. **District Counsel**
No report.

B. **District Engineer**
Mr. Woodcock gave his report earlier in the meeting.

C. **Operations Manager**
Mr. Crawford gave his report earlier in the meeting.

D. **District Manager**
1. **Monthly Energy Analysis Reports**
Mr. Watson reviewed the monthly Energy Analysis Reports for the Board.

Mr. Cox stated that the next meeting was scheduled for January 5, 2017 at 4:00 p.m.

SEVENTEENTH ORDER OF BUSINESS

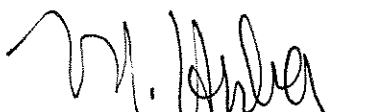
Supervisor Requests


Mr. Cox asked if there were any Supervisor requests. There were none.

EIGHTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Iloanya, seconded by Ms. Dohring-Hicks, with all in favor, the Board of Supervisors adjourned the meeting at 5:18 p.m. for Encore Community Development District.


Secretary / Assistant Secretary


Chairman / Vice Chairman