

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 3, 2017 at 4:00 p.m.** at the office of Tampa Housing Authority, located at 5301 W. Cypress Street, Tampa, Florida, 33607.

Present and constituting a quorum were:

Dr. Hazel Harvey	Board Supervisor, Chairman
David Iloanya	Board Supervisor, Vice Chairman
Billi Johnson-Griffin	Board Supervisor, Assistant Secretary

Also present were:

Christine Perkins	District Manager, Rizzetta & Company, Inc.
Jennifer Kilinski	District Counsel, Hopping, Green & Sams (via phone)
Greg Woodcock	District Engineer, Cardno TBE (via phone)
John Crawford	Field Services Manager, Rizzetta & Company, Inc.
Jozette Chack-On	Developer Counsel, Saxon Gilmore
Tim Bowersox	Yellowstone Landscape
Brett Perez	Yellowstone Landscape
Leroy Moore	COO, Tampa Housing Authority

FIRST ORDER OF BUSINESS

Call to Order

Ms. Perkins called the meeting to order and read the 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' Regular Meeting Held on June 1, 2017

On a Motion by Dr. Harvey, seconded by Ms. Johnson-Griffin, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' Regular meeting held on June 1, 2017 as presented for the Encore Community Development District.
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FOURTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for May 2017 & June 2017

On a Motion by Mr. Iloanya, seconded by Dr. Harvey, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for May 2017 (\$20,229.23) & June 2017 (\$21,776.02) as presented for the Encore Community Development District.
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FIFTH ORDER OF BUSINESS

**Consideration of Chiller Fund Operation and
Maintenance Expenditures for May 2017 & June 2017**

On a Motion by Mr. Iloanya, seconded by Ms. Johnson-Griffin, with all in favor, the Board of Supervisors approved the Chiller Fund Operation and Maintenance Expenditures for May 2017 (\$35,655.69) & June 2017 (\$54,903.08) as presented for the Encore Community Development District.

SIXTH ORDER OF BUSINESS

Public Hearing on Fiscal Year 2017-2018 Final Budget

On a Motion by Dr. Harvey, seconded by Ms. Johnson-Griffin, with all in favor, the Board of Supervisors opened the Public Hearing on the Fiscal Year 2017/2018 Final Budget for the Encore Community Development District.

SEVENTH ORDER OF BUSINESS

Presentation of Fiscal Year 2017-2018 Final Budget

Ms. Perkins presented the FY 2017-2018 final budget to the Board and communicated that there had been no modifications made from the approved proposed budget.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2017-11, Adopting Fiscal
Year 2017-2018 Budget**

On a Motion by Ms. Johnson-Griffin, seconded by Dr. Harvey, with all in favor, the Board of Supervisors approved Resolution 2017-11, Adopting Fiscal Year 2017/2018 Final Budget for the Encore Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2017-12, Imposing Special
Assessments & Certifying Assessment Roll**

On a Motion by Ms. Johnson-Griffin, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors approved Resolution 2017-12, Imposing Special Assessments & Certifying Assessment Roll for the Encore Community Development District.

On a Motion by Dr. Harvey, seconded by Ms. Johnson-Griffin, with all in favor, the Board of Supervisors closed the Public Hearing on the Fiscal Year 2017/2018 Final Budget for the Encore Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-13, Adopting
Meeting Schedule for Fiscal Year 2017-2018**

On a Motion by Dr. Harvey, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors approved the Resolution 2017-13, Adopting Meeting Schedule for Fiscal Year 2017-2018 for the Encore Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-14, Investment
Guidelines Policy**

On a Motion by Ms. Johnson-Griffin, seconded by Dr. Harvey, with all in favor, the Board of Supervisors approved the Resolution 2017-14, Investment Guidelines Policy for the Encore Community Development District.

TWELFTH ORDER OF BUSINESS**Consideration of Resolution 2017-15, Designating Primary Administrative Office & Principal Headquarters of the District**

On a Motion by Mr. Iloanya, seconded by Ms. Johnson-Griffin, with all in favor, the Board of Supervisors approved the Resolution 2017-15, Designating Primary Administrative Office & Principal Headquarters of the District for the Encore Community Development District.

THIRTEENTH ORDER OF BUSINESS**Acceptance of Fiscal Year 2015/2016 Audit Report**

On a Motion by Mr. Iloanya, seconded by Ms. Johnson-Griffin, with all in favor, the Board of Supervisors accepted the Fiscal Year 2015/2016 Audit Report for the Encore Community Development District.

FOURTEENTH ORDER OF BUSINESS**Administer Oath of Office**

Ms. Perkins communicated that she had received interest from resident Ms. Julia Jackson in regard to the current vacant seat, and she had been invited to the meeting. (*Ms. Jackson later joined the meeting in progress*).

On a Motion by Ms. Johnson-Griffin, seconded by Dr. Harvey, with all in favor, the Board of Supervisors approved Ms. Julia Jackson to Vacant Seat #2 for the Encore Community Development District.

FIFTEENTH ORDER OF BUSINESS**Staff Reports****A. Field Services Manager**

Discussion ensued regarding the current Yellowstone Landscape agreement with the District, as Ms. Perkins communicated that staff was currently working on modifying the current agreement to a contract and scope that is more defined and based on other templates consistent with other Rizzetta contracts. Mr. Iloanya expressed his concerns over the quality of work that the district is receiving based upon what the district is currently paying. Mr. Perez and Mr. Bowersox clarified several items for the Board, and discussion ensued regarding having a back-up plan in place if wells or pumps fail. Ms. Johnson-Griffin expressed concern over pruning the dead prawns from palm trees, as well as issues pertaining to pest control. Mr. Crawford also presented his field service inspection report for July 2017.

B. District Counsel

Ms. Kilinski was present via phone but had no report.

C. District Engineer

Mr. Woodcock communicated that the Public Facilities Report is in QC and final modifications, and will be made available for the Board's review within the next agenda. Mr. Woodcock also discussed maintenance of traffic signage that will be added to the fence at lot #5 that will make pedestrians aware that the sidewalk is closed. A proposal for the signage will be provided to the Board for review at the next meeting.

D. Chiller System Manager – Trane

Mr. Watson was not present. Mr. Iloanya inquired about the Chiller Plant's efficiency history and performance. Ms. Perkins expressed that she would take his questions back to Mr. Watson for feedback and clarification.

E. District Manager

Ms. Perkins noted that the next regularly scheduled Board of Supervisors meeting will be held on September 7, 2017 at 4:00 p.m. at the office of Tampa Housing Authority, located at 5301 W. Cypress Street, Tampa, Florida 33607.

SIXTEENTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Johnson-Griffin, seconded by Dr. Harvey, with all in favor, the Board of Supervisors adjourned the meeting at 4:53 p.m. for the Encore Community Development District.


Secretary / Assistant Secretary


Chairman / Vice Chairman