

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, November 2, 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
Christine Burdick	Board Supervisor, Assistant Secretary
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
Jozette Chack-On	Developer Counsel, Saxon Gilmore
Tim Bowersox	Yellowstone Landscape
Susi Begazo-McGourty	CFO, Tampa Housing Authority
Derek Carter	Trane
Brian Stortz	Trane

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 August 3, 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 August 3, 2017 as presented for the Encore Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for July 2017 through September 2017

On a Motion by Ms. Johnson-Griffin, seconded by Dr. Harvey, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for July 2017 (\$22,193.08), August 2017 (\$19,999.52), and September 2017 (\$19,316.05) as presented for the Encore Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Chiller Fund Operation and
Maintenance Expenditures for July 2017 through
September 2017**

On a Motion by Ms. Johnson-Griffin, seconded by Dr. Harvey, with all in favor, the Board of Supervisors approved the Chiller Fund Operation and Maintenance Expenditures for July 2017 (\$35,020.51), August 2017 (\$1,532.32), and September 2017 (\$91,547.44) as presented for the Encore Community Development District.

SIXTH ORDER OF BUSINESS

**Ratification of Fiscal Year 2017-2018 Insurance
Proposal**

On a Motion by Ms. Burdick, seconded by Ms. Johnson-Griffin, with all in favor, the Board of Supervisors ratified the Fiscal Year 2017-2018 Insurance Proposal for the Encore Community Development District.

SEVENTH ORDER OF BUSINESS

**Ratification of Second Amendment to the Declaration
of Covenants, Restrictions, and Easements for Encore
Tampa**

Ms. Chack-On communicated that Encore is the process of converting units to RAD, which does not impact the district.

On a Motion by MR. Iloanya, seconded by Ms. Johnson-Griffin, with all in favor, the Board of Supervisors ratified the Second Amendment to the Declaration of Covenants, Restrictions, and Easements for the Encore Community Development District.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Field Services Manager

Mr. Bowersox updated the Board on several items pertaining to the district's landscaping, including that new turf replacements in several priority areas were taking place this week. Ms. Griffin expressed her concerns regarding broken irrigation valves, as well as blocked sight-lines for a stop sign that is located on Governor St. Mr. Bowersox communicated that he would address any issues regarding irrigation with his team, as well as immediately take care of trimming trees that are blocking directional signage. Discussion also ensued regarding replacing the current dead Sylvester palms with Bismarck's after the holiday season.

B. District Counsel

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

C. District Engineer

Mr. Woodcock presented the draft of the Encore Public Facilities Report for the Board and provided a summary of the district's infrastructure.

On a Motion by Mr. Iloanya, seconded by Dr. Harvey, with all in favor, the Board of Supervisors accepted the Public Facilities Report for the Encore Community Development District.

Mr. Woodcock also communicated the need to install "Sidewalk Closed" signage on the fencing that stems from Lot 5 Streets 1A & 1B. The approximate cost of production and installation of the signage is \$800. Mr. Woodcock mentioned that he would send a proposal to Ms. Perkins directly and coordinate the install.

On a Motion by Mr. Iloanya, seconded by Dr. Harvey, with all in favor, the Board of Supervisors approved installing "Sidewalk Closed" signage on the construction fencing stemming from Lot 5 on Streets 1A & 1B for the Encore Community Development District.

D. Chiller System Manager – Trane

Mr. Carter & Mr. Stortz reviewed the September 2017 Energy Analysis Report, and entertained the Board's questions regarding efficiency, Chiller capacity, and current vs. future load.

E. District Manager

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

Ms. Perkins communicated that she had received several inquiries in regards to replacing the "Tobacco Free Community" banners that are attached to the street poles that were originally provided to the Tampa Housing Authority through a grant with the Hillsborough County Health Department. Ms. Perkins mentioned that upon further review with discussions with District Staff and Counsel, that these banners are not under the purview of the District to replace or maintain. Therefore, it was recommended that the Tampa Housing Authority perhaps seek out another grant opportunity for replacements, as all sixteen banners would cost approximately \$5,000.

NINTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests.

TENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Iloanya, seconded by Dr. Harvey, with all in favor, the Board of Supervisors adjourned the meeting at 4:43 p.m. for the Encore Community Development District.


Secretary / Assistant Secretary


Chairman, Vice Chairman