

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, April 5, 2018 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
Julia Jackson	Board Supervisor, Assistant Secretary

Also present were:

Christine Perkins	District Manager, Rizzetta & Company, Inc.
John Toborg	Field Service Manager; Rizzetta & Company, Inc.
Jennifer Kilinski	District Counsel, Hopping, Green & Sams (via phone)
Greg Woodcock	District Engineer; Cardno (via phone)
Leroy Moore	COO; Tampa Housing Authority
Jozette Chack-On	Developer Counsel, Saxon Gilmore
Derek Carter	Trane
Corey Dowlar	Trane

Audience

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' 1st Audit Committee Meeting held on March 1, 2018

<p>On a Motion by Dr. Harvey, seconded by Ms. Johnson-Griffin, with all in favor, the Board of Supervisors approved the minutes of the 1st Audit Committee meeting held on March 1, 2018 as presented for the Encore Community Development District.</p>

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on March 1, 2018

On a Motion by Ms. Johnson-Griffin, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' Regular meeting held on March 1, 2018 as presented for the Encore Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for February 2018

On a Motion by Dr. Harvey, seconded by Ms. Johnson-Griffin, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for February 2018 (\$21,747.45) as presented for the Encore Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Chiller Fund Operation and Maintenance Expenditures for February 2018

On a Motion by Mr. Iloanya, seconded by Dr. Harvey, with all in favor, the Board of Supervisors approved the Chiller Fund Operation and Maintenance Expenditures for February 2018 (\$27,209.71) as presented for the Encore Community Development District.

SEVENTH ORDER OF BUSINESS

Business Items

There were no Business Items.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Field Services Manager

1. Presentation of the March 2018 Field Inspection Report

Mr. Toborg presented the March 2018 Field Services Report to the Board, providing a summary of the new palms that were installed, irrigation repairs that were completed, chinch bug damage that was identified, as well as recommended removal of a dead sabal palm. Discussion ensued pertaining to the difference in pricing amongst types of palms, as well as the timeline of original installation. Mr. Iloanya inquired about the GFCI outlet covers that have gone missing, to which Ms. Perkins communicated any missing covers would be replaced.

2. Presentation of the Yellowstone response to the March 2018 Field Inspection Report

Ms. Perkins distributed the Yellowstone response to the March 2018 Field Inspection Report.

3. Consideration of Proposal for Straighten and Strake Two Oaks

Mr. Toborg communicated that the trees were put in approximately three years ago, and provided some information about the type of methods used to re-stake the trees, as well as the length of time that would be needed to see a correction (two years).

On a Motion by Mr. Iloanya, seconded by Dr. Harvey, with all in favor, the Board of Supervisors approved the Proposal from Yellowstone for Straighten and Strake Two Oaks in the amount of (\$423.38) as presented for the Encore Community Development District.

4. Consideration of Proposal for Removal and Replacement of Sabal Palm

Discussion ensued regarding the location, aesthetic pattern, and life cycle of sabal palms vs. other species of palm trees. The consensus of the Board was to remove the palm tree vs. installing the same replacement.

On a Motion by Mr. Iloanya, seconded by Dr. Harvey, with all in favor, the Board of Supervisors approved the Proposal from Yellowstone for Removal of the Sabal Palm at a not-to-exceed price of (\$150.00) for the Encore Community Development District.

B. District Counsel

Ms. Kilinski had no report.

C. District Engineer

Mr. Woodcock provided background of the Team Development Corporation proposal for inspection and maintenance of the Stormwater management system to replace the sand filter. Discussion ensued regarding the approximate size of the filter, the methods of cleaning utilized, pricing, and approximate time of completion.

On a Motion by Ms. Johnson-Griffin, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors approved the Proposal from Team Development Corporation for the Stormwater Vault Sand Filter Maintenance in the amount of (\$5,850.00) for the Encore Community Development District.

D. Chiller System Manager – Trane

Mr. Stortz presented the February 2018 Energy Analysis Report for the Board's review, remarking that the Chiller Plant overall was running well. Mr. Iloanya inquired about the dip in plant load around January 18th, to which Mr. Storz communicated that the colder weather was a factor. Mr. Carter introduced engineer Mr. Dowlar, who would be taking over for Mr. Stortz, who was relocating.

E. District Manager

Ms. Perkins noted that the next regularly scheduled Board of Supervisors meeting will be held on May 3, 2018 at 4:00 p.m. at which they will discuss the Proposed Budget and also, the 2nd Audit Committee Meeting will be immediately prior, where they will evaluate the audit proposals and select an auditor at the office of Tampa Housing Authority, located at 5301 W. Cypress Street, Tampa, Florida 33607.

NINTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor Requests.

TENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Jackson, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors adjourned the meeting at 4:50 p.m. for the Encore Community Development District.


Secretary / Assistant Secretary


Chairman / Vice Chairman