

**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 the Encore Community Development District was held on **Thursday, May 3, 2018 at 4:13 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	<b>Board Supervisor, Chairman</b>
David Iloanya	<b>Board Supervisor, Vice Chairman</b>
Billi Johnson-Griffin	<b>Board Supervisor, Assistant Secretary</b>
Julia Jackson	<b>Board Supervisor, Assistant Secretary</b>
Christine Burdick	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Christine Perkins	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Jennifer Kilinski	<b>District Counsel, Hopping, Green &amp; Sams (via phone)</b>
Josette Chack-On	<b>Developer Counsel, Saxon Gilmore</b>
Tim Bowersox	<b>Account Manager, Yellowstone</b>
Derek Carter	<b>Trane</b>
Frank Garfi	<b>Trane</b>

**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 members present.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on April 5, 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 Regular meeting held on April 5, 2018 as presented for the Encore Community Development District.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance Expenditures for March 2018**

On a Motion by Mr. Iloanya, seconded by Ms. Jackson, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for March 2018 (\$37,371.27) 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 March 2018**

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 March 2018 (\$36,543.82) as presented for the Encore Community Development District.

**SIXTH ORDER OF BUSINESS**

**Presentation of Proposed Budget for Fiscal Year 2018/2019**

1. Consideration of Resolution 2018-01, Approving Proposed Budget and Setting the Public Hearing

Ms. Perkins presented the fiscal year 2018-2019 proposed budget for the Board and notated several changes from the previous fiscal year. Ms. Perkins communicated that the final budget would not be adopted until the final public hearing in August, and therefore there would be additional opportunity for refinement as desired.

On a Motion by Ms. Burdick, seconded by Dr. Harvey, with all in favor, the Board of Supervisors adopted Resolution 2018-01, Approving Proposed Budget for Fiscal Year 2018/2019 and Setting the Public Hearing for August 2, 2018 for the Encore Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Recommendation from the Audit Review Committee**

On a Motion by Ms. Johnson-Griffin, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors accepted the recommendation from the audit review committee and named Grau & Associates as the auditor for Fiscal Years ending in 2018/2019/2020 for the Encore Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Presentation of Registered Voter Count Letter**

Ms. Perkins presented the registered voter count letter from the Hillsborough County Supervisor of Elections, notating that there were 437 registered electors.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-02, General Election**

Ms. Perkins presented Resolution 2018-02 to the Board, notating that both Dr. Harvey's and Mr. Iloanya's seats would be up for the general election in November. Discussion ensued regarding the election process, qualifying process, and potential challenges to fulfill vacant Board seats.

On a Motion by Mr. Iloanya, seconded by Dr. Harvey, with all in favor, the Board of Supervisors adopted Resolution 2018-02, General Election for the Encore Community Development District.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Field Services Manager**

1. Presentation of the April 2018 Field Inspection Report

Mr. Bowersox presented the April 2018 Field Inspection Report and reviewed several items, including the complexities of oak tree staking, issues with survival rates, general causes of tree-leaning, as well as recommended installing seasonal annual beds to provide some additional color within the District.

Mr. Bowersox communicated that he would bring renderings and a proposal for annual installations to the next meeting.

**B. District Counsel**

Ms. Kilinski had no report.

**C. District Engineer**

Mr. Woodcock was not present.

**D. Chiller System Manager – Trane**

Mr. Carter presented the March 2018 Energy Analysis Report for the Board's review. Mr. Garfi reviewed the ice-making capabilities and load factor of the Chiller Plant.

**E. District Manager**

Ms. Perkins noted that the next regularly scheduled Board of Supervisors meeting will be held on June 7, 2018 at 4:00 p.m. at the Tampa Housing Authority located at 5301 W. Cypress Street, Tampa, Florida 33607.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor Requests**

There were no Supervisor Requests.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Johnson-Griffin, seconded by Mr. Iloanya, with all in favor, the Board of Supervisors adjourned the meeting at 4:46 p.m. for the Encore Community Development District.

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman