



Rizzetta & Company

# **Encore Community Development District**

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## **Board of Supervisors' Meeting August 6, 2020**

**District Office:  
9428 Camden Field Parkway  
Riverview, Florida 33578  
813.533.2950**

**[www.encorecdd.org](http://www.encorecdd.org)**

## **ENCORE COMMUNITY DEVELOPMENT DISTRICT AGENDA**

Tampa Housing Authority located at 5301 West Cypress Street, Tampa, FL 33607.

<b>Board of Supervisors</b>	Dr. Hazel Harvey Christine Burdick Billi Johnson-Griffin Julia Jackson Teresa Morning	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Jennifer Goldyn	Rizzetta & Company, Inc.
<b>District Attorney</b>	Jennifer Kilinski	Hopping Green & Sams, P.A.
<b>District Engineer</b>	Greg Woodcock	Cardno TBE

**All cellular phones must be placed on mute while in the meeting room.**

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting / hearing / workshop by contacting the District Manager at (813) 533-2950. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

**ENCORE COMMUNITY DEVELOPMENT DISTRICT**  
**DISTRICT OFFICE • 9428 CAMDEN FIELD PARKWAY • RIVERVIEW, FL 33578**  
**[www.encorecdd.org](http://www.encorecdd.org)**

**Board of Supervisors**  
**Encore Community**  
**Development District**

July 30, 2020

**FINAL AGENDA**

Dear Board Members:

The Regular meeting of the Board of Supervisors of the Encore Community Development District will be held on **Thursday, August 6, 2020 at 3:00 p.m.** to be conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, and 20-112 issued by the Governor DeSantis on March 9, 2020, March 20, 2020, and April 29, 2020, respectively, and pursuant to Florida Statutes. To access the meeting, please use a telephone to dial 253-215-8782, and enter the ID# 8284309897. If you need assistance participating in the meeting, please contact the District Manager's Office at 813-533-2950. The following is the final agenda for this meeting:

**BOARD OF SUPERVISORS MEETING:**

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of the Board of Supervisors' Regular Meeting held on July 2, 2020 .....Tab 1
  - B. Consideration of Operations & Maintenance Expenditures for June 2020 .....Tab 2
  - C. Consideration of Chiller Fund Operations & Maintenance Expenditures for June 2020.....Tab 3
- 4. BUSINESS ITEMS**
  - A. Public Hearing on FY 2020-2021 Final Budget
    1. Consideration of Resolution 2020-06, Adopting Final Budget.....Tab 4
  - B. Public Hearing on Imposing Assessments
    1. Consideration of Resolution 2020-07, Imposing Special Assessments and Certifying the Roll .....Tab 5
  - C. Consideration of Resolution 2020-08, Setting the Meeting Schedule for Fiscal Year 2020-2021 .....Tab 6
  - D. Consideration of Church landscape .....Tab 7
  - E. Consideration of Holiday Lighting Proposal .....Tab 8
  - F. Consideration of Funding Agreement.....Tab 9
    1. Consideration of Trane Proposal for Lot #12.....Tab 10
- 5. STAFF REPORTS**
  - A. Field Services Manager
    1. Presentation of Field Services Reports.....Tab 11
  - B. District Counsel
  - C. District Engineer
  - D. Chiller System Manager – Trane
    1. Presentation of Central Energy Plant Report .....Tab 12
  - E. District Manager
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions please do not hesitate to call us at (813) 533-2950.

Sincerely,

*Jennifer Goldyn*

Jennifer Goldyn  
District Manager

**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, July 2, 2020 at 4:00 p.m.** by means of communications media technology pursuant to Executive Orders 20-52, 20-69, and 20-112 issued by the Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, and June 23, 2020 respectively, and pursuant to Florida Statutes. The following is the agenda for this meeting.

Present and constituting a quorum were:

<b>Dr. Hazel Harvey</b>	<b>Board Supervisor Chairman,</b>
<b>Julia Jackson</b>	<b>Board Supervisor, Vice Chairman</b>
<b>Teresa Morning</b>	<b>Board Supervisor, Assistant Secretary</b>
<b>Billi Johnson-Griffin</b>	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

<b>Justin Croom</b>	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
<b>Jennifer Goldyn</b>	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
<b>Lauren Gentry</b>	<b>District Counsel, Hopping Green &amp; Sams</b>
<b>Derek Carter</b>	<b>Trane</b>
<b>Janine Pate</b>	<b>Trane</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Croom called the meeting to order and read the roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

No audience comments

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on May 7, 2020**

On a Motion by Dr. Harvey, seconded by Ms. Johnson-Griffin, with all in favor, the Board of Supervisors approved the minutes of the Regular meeting held on May 7, 2020, as presented, for the Encore Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance Expenditures for April 2020 and May 2020**

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Jackson the Board of Supervisors approved the Operation and Maintenance Expenditures for April 2020 (\$14,721.96) and May 2020 (\$18,366.56), as presented, for the Encore Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Chiller Fund Operation and Maintenance Expenditures for April 2020 and May 2020**

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Morning, the Board of Supervisors approved the Chiller Fund Operation and Maintenance Expenditures for April 2020 (\$47,738.47) and May 2020 (\$36,769.63), as presented, for the Encore Community Development District.

**SIXTH ORDER OF BUSINESS**

**Presentation of Resolution 2020-07, Designating Assistant Secretary**

Mr. Croom presented Resolution 2020-07, Designating Assistant Secretary, which will designate the new District Manager, Jennifer Goldyn, as an assistant secretary of the District.

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Jackson, the Board of Supervisors adopted Resolution 2020-07, Designating Assistant Secretary, for the Encore Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Chiller Plant Closed Loop Recharge Proposal**

On a Motion by Dr. Harvey, seconded by Ms. Jackson, the Board of Supervisors approved the Chiller Plant Closed Loop Recharge Proposal at an amount of \$3,213.75 for the Encore Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Trane Contract  
Renewal**

The Board reviewed the Trane Contract Renewal.

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Morning, the Board of Supervisors approved the Trane Contract Renewal, for the Encore Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Street Lighting Proposal**

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Jackson, the Board of Supervisors approved the proposal from Owen's Electric at a cost of \$12,810.00, for the Encore Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-08,  
Setting Public Hearing on Rates, Fees  
and Charges related to the Chiller  
Facilities**

Mr. Croom presented Resolution 2020-08, Setting Public Hearing on Rates, Fees and Charges related to the Chiller Facilities, which will set a date for the upcoming public hearing on rates and charges related to the Chiller Facilities.

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Morning, the Board of Supervisors adopted Resolution 2020-08, Setting Public Hearing on Rates, Fees and Charges related to the Chiller Facilities, for the Encore Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2020-09,  
Declaring Vacancy in Seat 2 & 3**

Mr. Croom presented Resolution 2020-09, Declaring Vacancy in Seat 2 & 3 of the Board of Supervisors for the upcoming November election.

On a Motion by Ms. Morning, seconded by Dr. Harvey, the Board of Supervisors adopted Resolution 2020-09, Declaring Vacancy in Seats 2 & 3, for the Encore Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Staff Reports**

**A. Field Service Manager**

**1. Presentation of Field Inspection Report**

The Board reviewed the May 2020 field service report. Lorenzo discussed the caution signs on Jefferson and Harrison.

**B. District Counsel**

Ms. Gentry informed the Board of the new Executive Order extending the meeting requirements through July 31, 2020.

**C. District Engineer**

Not present and no report.

**D. Chiller System Manager**

The Board reviewed the Century Energy Plant Reports.

**E. District Manager**

Mr. Croom noted that the next regularly scheduled Board of Supervisors meeting will be held on August 6, 2020 at 3:00 p.m. at the Tampa Housing Authority located at 5301 W. Cypress Street, Tampa, Florida 33607. He informed the Board of the possibility that the meeting will need to be held via zoom because of the current coronavirus restrictions.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisor Request**

There was no supervisor request.

**FOURTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Jackson with all in favor, the Board of Supervisors adjourned the meeting at 3:47 p.m., for the Encore Community Development District.

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairman / Vice Chairman



# ENCORE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

## **Operation and Maintenance Expenditures June 2020 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2020 through June 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$7,129.63**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Encore Community Development District

### Paid Operation & Maintenance Expenditures

June 1, 2020 Through June 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	001646	INV0000050102	District Management Fees 06/20	\$ 3,695.42
Rizzetta Technology Services	001647	INV0000005857	Website Hosting Service 06/20	\$ 100.00
TECO	001649	Summary 05/20	Electric Summary 05/20	\$ 785.21
Times Publishing Company	001648	0000085185 05/24/20	Legal Advertising 05/20	\$ 389.00
Yellowstone Landscape	001650	TM 115700	Winter Annual Rotation 05/20	\$ 1,080.00
Yellowstone Landscape	001650	TM 115701	Spring Annual Rotation 05/20	<u>\$ 1,080.00</u>
<b>Report Total</b>				<u><u>\$ 7,129.63</u></u>

# ENCORE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 9428 CAMDEN FIELD PARKWAY · RIVERVIEW, FLORIDA 33578

**Operation and Maintenance Expenditures  
June 2020  
For Board Approval  
Chiller Fund**

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2020 through June 30, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$48,153.06**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Encore Community Development District Chiller Fund

### Paid Operation & Maintenance Expenditures

June 1, 2020 Through June 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Cardno, Inc.	001387	526709	Engineering Services Through 06/05/2020	\$ 2,921.15
City of Tampa Utilities	001388	2175375 05/20	1237 E Harrison St 05/20	\$ 630.45
Frontier Florida LLC	001383	813-223-7101-092412-5 06/20	Acct 813-223-7101-092412-5 06/20	\$ 292.85
Raftelis Financial Consultants, inc.	001384	15432	Chilled Water Rate Study 04/01/20-05/31/20	\$ 285.00
Rizzetta & Company, Inc.	001381	INV0000050102	District Management Fees 06/20	\$ 833.33
Tampa Bay Trane	001382	247150	Service Call 03/20	\$ 2,630.92
Tampa Bay Trane	001385	252898	Condenser Water Leak Repair 06/20	\$ 3,199.00
Tampa Bay Trane	001385	253414	Select Quarterly/Bill Qtrly Contract From 06/01/2020	\$ 14,000.00
TECO	001386	211006277308 05/20	1200 Nebraska Av N 05/20	\$ 14,264.47
TECO	001386	211006278348 05/20	1004 Nebraska Ave N C 05/20	<u>\$ 9,095.89</u>
<b>Report Total</b>				<b><u>\$ 48,153.06</u></b>

## RESOLUTION 2020-06

### THE ANNUAL APPROPRIATION RESOLUTION OF THE ENCORE COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGETS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2020, submitted to the Board of Supervisors ("**Board**") of the Encore Community Development District ("**District**") proposed budgets ("**Proposed Budget**") for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("**Fiscal Year 2020/2021**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

**WHEREAS**, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District's website at least two days before the public hearing; and

**WHEREAS**, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1<sup>st</sup> of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ENCORE COMMUNITY DEVELOPMENT DISTRICT:**

#### **SECTION 1. BUDGET**

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Encore Community Development District for the Fiscal Year Ending September 30, 2021."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

## **SECTION 2. APPROPRIATIONS**

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2020/2021, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
401 - CHILLER OPERATIONS	\$ _____
405 – CHILLER RESERVE FUND	\$ _____
TOTAL ALL FUNDS	\$ _____

## **SECTION 3. BUDGET AMENDMENTS**

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2020/2021 or within 60 days following the end of the Fiscal Year 2020/2021 may amend its Adopted Budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.

- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.
- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption and remain on the website for at least 2 years.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 6TH DAY OF AUGUST, 2020.**

ATTEST:

**ENCORE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

By:\_\_\_\_\_

Its:\_\_\_\_\_

**Exhibit A:** Budget



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# **Encore Community Development District**

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**Approved Proposed Budget for Fiscal Year  
2020/2021**

**Presented by: Rizzetta & Company, Inc.**

**9428 Camden Field Parkway  
Riverview, Florida 33578  
Phone: 813-533-2950**

[rizzetta.com](http://rizzetta.com)



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## GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

### REVENUES:

**Interest Earnings:** The District may earn interest on its monies in the various operating accounts.

**Tax Roll:** The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

**Off Roll:** For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

**Developer Contributions:** The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

**Event Rental:** The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

**Miscellaneous Revenues:** The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

**Facilities Rentals:** The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

### EXPENDITURES – ADMINISTRATIVE:

**Supervisor Fees:** The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.



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**Administrative Services:** The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

**District Management:** The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These services include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

**District Engineer:** The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

**Disclosure Report:** The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

**Trustee's Fees:** The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

**Assessment Roll:** The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

**Financial & Revenue Collections:** Services include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

**Accounting Services:** Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.



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**Auditing Services:** The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

**Arbitrage Rebate Calculation:** The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

**Travel:** Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

**Public Officials Liability Insurance:** The District will incur expenditures for public officials' liability insurance for the Board and Staff.

**Legal Advertising:** The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

**Bank Fees:** The District will incur bank service charges during the year.

**Dues, Licenses & Fees:** The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

**Miscellaneous Fees:** The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

**Website Hosting, Maintenance and Email:** The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

**District Counsel:** The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

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### **EXPENDITURES - FIELD OPERATIONS:**

**Deputy Services:** The District may wish to contract with the local police agency to provide security for the District.



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**Security Services and Patrols:** The District may wish to contract with a private company to provide security for the District.

**Electric Utility Services:** The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

**Streetlights:** The District may have expenditures relating to streetlights throughout the community. These may be restricted to main arterial roads or in some cases to all streetlights within the District's boundaries.

**Utility - Recreation Facility:** The District may budget separately for its recreation and or amenity electric separately.

**Gas Utility Services:** The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

**Garbage - Recreation Facility:** The District will incur expenditures related to the removal of garbage and solid waste.

**Solid Waste Assessment Fee:** The District may have an assessment levied by another local government for solid waste, etc.

**Water-Sewer Utility Services:** The District will incur water/sewer utility expenditures related to district operations.

**Utility - Reclaimed:** The District may incur expenses related to the use of reclaimed water for irrigation.

**Aquatic Maintenance:** Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

**Fountain Service Repairs & Maintenance:** The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

**Lake/Pond Bank Maintenance:** The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

**Wetland Monitoring & Maintenance:** The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

**Mitigation Area Monitoring & Maintenance:** The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.



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**Aquatic Plant Replacement:** The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

**General Liability Insurance:** The District will incur fees to insure items owned by the District for its general liability needs

**Property Insurance:** The District will incur fees to insure items owned by the District for its property needs

**Entry and Walls Maintenance:** The District will incur expenditures to maintain the entry monuments and the fencing.

**Landscape Maintenance:** The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

**Irrigation Maintenance:** The District will incur expenditures related to the maintenance of the irrigation systems.

**Irrigation Repairs:** The District will incur expenditures related to repairs of the irrigation systems.

**Landscape Replacement:** Expenditures related to replacement of turf, trees, shrubs etc.

**Field Services:** The District may contract for field management services to provide landscape maintenance oversight.

**Miscellaneous Fees:** The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

**Gate Phone:** The District will incur telephone expenses if the District has gates that are to be opened and closed.

**Street/Parking Lot Sweeping:** The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

**Gate Facility Maintenance:** Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

**Sidewalk Repair & Maintenance:** Expenses related to sidewalks located in the right of way of streets the District may own if any.

**Roadway Repair & Maintenance:** Expenses related to the repair and maintenance of roadways owned by the District if any.



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**Employees - Salaries:** The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

**Employees - P/R Taxes:** This is the employer's portion of employment taxes such as FICA etc.

**Employee - Workers' Comp:** Fees related to obtaining workers compensation insurance.

**Management Contract:** The District may contract with a firm to provide for the oversight of its recreation facilities.

**Maintenance & Repair:** The District may incur expenses to maintain its recreation facilities.

**Facility Supplies:** The District may have facilities that required various supplies to operate.

**Gate Maintenance & Repairs:** Any ongoing gate repairs and maintenance would be included in this line item.

**Telephone, Fax, Internet:** The District may incur telephone, fax and internet expenses related to the recreational facilities.

**Office Supplies:** The District may have an office in its facilities which require various office related supplies.

**Clubhouse - Facility Janitorial Service:** Expenses related to the cleaning of the facility and related supplies.

**Pool Service Contract:** Expenses related to the maintenance of swimming pools and other water features.

**Pool Repairs:** Expenses related to the repair of swimming pools and other water features.

**Security System Monitoring & Maintenance:** The District may wish to install a security system for the clubhouse

**Clubhouse Miscellaneous Expense:** Expenses which may not fit into a defined category in this section of the budget

**Athletic/Park Court/Field Repairs:** Expense related to any facilities such as tennis, basketball etc.

**Trail/Bike Path Maintenance:** Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.



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**Special Events:** Expenses related to functions such as holiday events for the public enjoyment

**Miscellaneous Fees:** Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

**Miscellaneous Contingency:** Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

**Capital Outlay:** Monies collected and allocated for various projects as they relate to public improvements.



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## RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

### REVENUES:

**Tax Roll:** The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

**Off Roll:** For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

**Developer Contributions:** The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

**Miscellaneous Revenues:** The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

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### EXPENDITURES:

**Capital Reserve:** Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

**Capital Outlay:** Monies collected and allocated for various projects as they relate to public improvements.



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## DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

### REVENUES:

**Special Assessments:** The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

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### EXPENDITURES – ADMINISTRATIVE:

**Bank Fees:** The District may incur bank service charges during the year.

**Debt Service Obligation:** This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



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**Approved Proposed Budget  
Encore Community Development District  
General Fund  
Fiscal Year 2020/2021**

	Chart of Accounts Classification	Actual YTD through 06/30/20	Projected Annual Totals 2019/2020	Annual Budget for 2019/2020	Projected Budget variance for 2019/2020	Budget for 2020/2021	Budget Increase (Decrease) vs 2019/2020
1							
2	<b>REVENUES</b>						
3							
4	Special Assessments						
5	Tax Roll*	\$ 102,030	\$ 102,030	\$ 100,790	\$ 1,240	\$ 100,790	\$ -
6	Off Roll*	\$ 199,516	\$ 266,021	\$ 199,516	\$ 66,505	\$ 199,516	\$ -
7							
8	<b>TOTAL REVENUES</b>	<b>\$ 301,546</b>	<b>\$ 368,051</b>	<b>\$ 300,306</b>	<b>\$ 67,745</b>	<b>\$ 300,306</b>	<b>\$ -</b>
9							
10	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11							
12	<b>TOTAL REVENUES AND BALANCE FORWARD</b>	<b>\$ 301,546</b>	<b>\$ 368,051</b>	<b>\$ 300,306</b>	<b>\$ 67,745</b>	<b>\$ 300,306</b>	<b>\$ -</b>
13							
14	<b>*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.</b>						
15							
16	<b>EXPENDITURES - ADMINISTRATIVE</b>						
17							
18	Legislative						
19	Supervisor Fees	\$ 3,600	\$ 4,800	\$ 6,000	\$ 1,200	\$ 12,000	\$ 6,000
20	Financial & Administrative						
21	Administrative Services	\$ 2,550	\$ 3,400	\$ 3,400	\$ (0)	\$ 3,502	\$ 102
22	District Management	\$ 20,659	\$ 27,545	\$ 27,545	\$ (0)	\$ 28,372	\$ 827
23	District Engineer	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ -
24	Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,150	\$ 150
25	Accounting Services	\$ 3,750	\$ 5,000	\$ 5,000	\$ -	\$ 5,150	\$ 150
26	Auditing Services	\$ 500	\$ 4,100	\$ 4,600	\$ 500	\$ 4,600	\$ -
27	Miscellaneous Mailings	\$ 1,218	\$ 1,624	\$ 1,500	\$ (124)	\$ 3,000	\$ 1,500
28	Public Officials Liability Insurance	\$ 2,819	\$ 2,750	\$ 2,888	\$ 138	\$ 3,101	\$ 213
29	Legal Advertising	\$ 2,389	\$ 3,185	\$ 1,800	\$ (1,385)	\$ 1,800	\$ -
30	Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -
31	Website Hosting, Maintenance, Backup (and Email)	\$ 4,763	\$ 6,351	\$ 6,000	\$ (351)	\$ 4,000	\$ (2,000)
32	Legal Counsel						
33	District Counsel	\$ 21,437	\$ 28,583	\$ 10,000	\$ (18,583)	\$ 10,000	\$ -
34							
35	<b>Administrative Subtotal</b>	<b>\$ 68,860</b>	<b>\$ 92,513</b>	<b>\$ 83,908</b>	<b>\$ (8,605)</b>	<b>\$ 90,850</b>	<b>\$ 6,942</b>
36							
37	<b>EXPENDITURES - FIELD OPERATIONS</b>						
38							
39	Electric Utility Services						
40	Utility Services	\$ 9,405	\$ 12,540	\$ 14,000	\$ 1,460	\$ 14,000	\$ -
41	Street Lights	\$ 403	\$ 537	\$ 1,000	\$ 463	\$ 1,000	\$ -
42	Solar Energy						
43	Solar System Maintenance	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	\$ -
44	Stormwater Control						
45	Stormwater System Maintenance	\$ 17,700	\$ 23,600	\$ 31,250	\$ 7,650	\$ 31,250	\$ -
46	Other Physical Environment						
47	General Liability Insurance	\$ 3,075	\$ 3,075	\$ 3,150	\$ 75	\$ 3,383	\$ 233
48	Property Insurance	\$ 3,254	\$ 3,254	\$ -	\$ (3,254)	\$ -	\$ -
49	Landscape Maintenance	\$ 43,117	\$ 57,489	\$ 57,489	\$ (0)	\$ 61,500	\$ 4,011
50	Holiday Decorations	\$ 41,325	\$ 41,325	\$ 41,325	\$ -	\$ 30,000	\$ (11,325)

**Approved Proposed Budget  
Encore Community Development District  
General Fund  
Fiscal Year 2020/2021**

	<b>Chart of Accounts Classification</b>	<b>Actual YTD through 06/30/20</b>	<b>Projected Annual Totals 2019/2020</b>	<b>Annual Budget for 2019/2020</b>	<b>Projected Budget variance for 2019/2020</b>	<b>Budget for 2020/2021</b>	<b>Budget Increase (Decrease) vs 2019/2020</b>
51	Irrigation Maintenance	\$ 1,996	\$ 2,661	\$ 2,661	\$ (0)	\$ 2,991	\$ 330
52	Irrigation Repairs	\$ 1,644	\$ 2,192	\$ 5,000	\$ 2,808	\$ 5,000	\$ -
53	Landscape - Mulch	\$ -	\$ -	\$ 12,258	\$ 12,258	\$ 12,258	\$ -
54	Landscape Replacement Plants, Shrubs, Trees	\$ 2,937	\$ 3,916	\$ 15,000	\$ 11,084	\$ 15,000	\$ -
55	Field Services	\$ 6,300	\$ 8,400	\$ 7,200	\$ (1,200)	\$ 7,200	\$ -
56	Palm Tree Injection Treatment	\$ 1,724	\$ 2,299	\$ 2,298	\$ (1)	\$ 2,298	\$ -
57	Shade Structure & Monument Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
58	Road & Street Facilities						
59	Electrical Maintenance	\$ 2,390	\$ 3,187	\$ 10,000	\$ 6,813	\$ 10,000	\$ -
60	Street Sign Repair & Replacement	\$ 1,925	\$ 2,567	\$ 1,500	\$ (1,067)	\$ 1,500	\$ -
61	Contingency						
62	Miscellaneous Contingency	\$ 20,779	\$ 27,705	\$ 10,767	\$ (16,938)	\$ 5,576	\$ (5,191)
63							
64	<b>Field Operations Subtotal</b>	<b>\$ 157,974</b>	<b>\$ 194,747</b>	<b>\$ 216,398</b>	<b>\$ 21,651</b>	<b>\$ 209,456</b>	<b>\$ (6,942)</b>
65							
66	<b>Contingency for County TRIM Notice</b>						
67							
68	<b>TOTAL EXPENDITURES</b>	<b>\$ 226,834</b>	<b>\$ 287,260</b>	<b>\$ 300,306</b>	<b>\$ 13,045</b>	<b>\$ 300,306</b>	<b>\$ -</b>
69							
70	<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ 74,712</b>	<b>\$ 80,791</b>	<b>\$ -</b>	<b>\$ 80,791</b>	<b>\$ -</b>	<b>\$ -</b>
71							

**Approved Proposed Budget**  
**Encore Community Development District**  
**Chiller Fund**  
**Fiscal Year 2020/2021**

	Chart of Accounts Classification	Actual YTD through 06/30/20	Projected Annual Totals 2019/2020	Annual Budget for 2019/2020	Projected Budget variance for 2019/2020	Budget for 2020/2021	Budget Increase (Decrease) vs 2019/2020
1							
2	<b>REVENUES</b>						
3							
4	Charges for Services						
5	Usage Rate Collections	\$ 371,533	\$ 495,377	\$ 450,000	\$ 45,377	\$ 450,000	\$ -
6	Contributions & Donations from Private Sources						
7	Developer Contributions	\$ 56,060	\$ 74,747	\$ 201,541	\$ (126,794)	\$ 201,541	\$ -
8	EnerNOC Program	\$ 14,445	\$ 19,260	\$ -	\$ 19,260	\$ -	\$ -
9							
10	<b>TOTAL REVENUES</b>	<b>\$ 442,038</b>	<b>\$ 589,384</b>	<b>\$ 651,541</b>	<b>\$ (62,157)</b>	<b>\$ 651,541</b>	<b>\$ -</b>
11							
12	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13							
14	<b>TOTAL REVENUES AND BALANCE FORWARD</b>	<b>\$ 442,038</b>	<b>\$ 589,384</b>	<b>\$ 651,541</b>	<b>\$ (62,157)</b>	<b>\$ 651,541</b>	<b>\$ -</b>
15							
16	<b>*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.</b>						
17							
18	<b>EXPENDITURES - ADMINISTRATIVE</b>						
19							
20	Financial & Administrative						
21	District Engineer	\$ 13,470	\$ 17,960	\$ 2,400	\$ (15,560)	\$ 10,000	\$ 7,600
22	Rate Consulting Services	\$ 11,689	\$ 11,689	\$ 15,000	\$ 3,311	\$ -	\$ (15,000)
23	Accounting Services	\$ 7,500	\$ 10,000	\$ 10,000	\$ -	\$ 10,300	\$ 300
24	Legal Counsel						
25	District Counsel	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
26							
27	<b>Administrative Subtotal</b>	<b>\$ 32,659</b>	<b>\$ 39,649</b>	<b>\$ 32,400</b>	<b>\$ (7,249)</b>	<b>\$ 25,300</b>	<b>\$ (7,100)</b>
28							
29	<b>EXPENDITURES - FIELD OPERATIONS</b>						
30							
31	Electric Utility Services						
32	Utility Services	\$ 190,517	\$ 254,023	\$ 380,000	\$ 125,977	\$ 372,000	\$ (8,000)
33	Water-Sewer Combination Services						
34	Utility Services	\$ 5,499	\$ 7,332	\$ 15,000	\$ 7,668	\$ 15,000	\$ -
35	Other Physical Environment						
36	Property Insurance	\$ 39,708	\$ 38,846	\$ 40,788	\$ 1,942	\$ 43,679	\$ 2,891
37	Parks & Recreation						
38	Telephone Fax, Internet	\$ 2,650	\$ 3,533	3490	\$ (43)	\$ 3,600	\$ 110
39	Maintenance & Monitoring Contracts	\$ 144,061	\$ 192,081	\$ 173,040	\$ (19,041)	\$ 181,562	\$ 8,522
40	Contingency						
41	Miscellaneous Contingency	\$ 4,920	\$ 6,560	\$ 6,823	\$ 263	\$ 10,400	\$ 3,577
43							
44	<b>Field Operations Subtotal</b>	<b>\$ 387,355</b>	<b>\$ 502,375</b>	<b>\$ 619,141</b>	<b>\$ 116,766</b>	<b>\$ 626,241</b>	<b>\$ 7,100</b>
45							
46	<b>Contingency for County TRIM Notice</b>						
47							
48	<b>TOTAL EXPENDITURES</b>	<b>\$ 420,014</b>	<b>\$ 542,024</b>	<b>\$ 651,541</b>	<b>\$ 109,517</b>	<b>\$ 651,541</b>	<b>\$ -</b>
49							
50	<b>EXCESS OF REVENUES OVER</b>	<b>\$ 22,024</b>	<b>\$ 47,360</b>	<b>\$ -</b>	<b>\$ 47,360</b>	<b>\$ -</b>	<b>\$ -</b>
51							

**Approved Proposed Budget  
Encore Community Development District  
Chiller Reserve Fund  
Fiscal Year 2020/2021**

	Chart of Accounts Classification	Actual YTD through 06/30/20	Projected Annual Totals 2019/2020	Annual Budget for 2019/2020	Projected Budget variance for 2019/2020	Budget for 2020/2021	Budget Increase (Decrease) vs 2019/2020
1							
2	<b>REVENUES</b>						
3							
4	Contributions & Donations from Private Sources						
5	Developer Contributions	\$ 210,000	\$ 280,000	\$ 280,000	\$ -	\$ 280,000	\$ -
6	Other Miscellaneous Revenues						
7	Interest Earnings	\$ 8,206	\$ 10,941	\$ -	\$ 10,941	\$ -	\$ -
8							
9	<b>TOTAL REVENUES</b>	<b>\$ 218,206</b>	<b>\$ 290,941</b>	<b>\$ 280,000</b>	<b>\$ 10,941</b>	<b>\$ 280,000</b>	<b>\$ -</b>
10							
11	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12							
13	<b>TOTAL REVENUES AND BALANCE</b>	<b>\$ 218,206</b>	<b>\$ 290,941</b>	<b>\$ 280,000</b>	<b>\$ 10,941</b>	<b>\$ 280,000</b>	<b>\$ -</b>
14							
15	<b>*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.</b>						
16							
17	<b>EXPENDITURES</b>						
18							
19	Contingency						
20	Capital Reserve/Plant	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ -
21	Capital Reserves/Pipe	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
22							
23	<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 280,000</b>	<b>\$ 280,000</b>	<b>\$ 280,000</b>	<b>\$ -</b>
24							
25	<b>EXCESS OF REVENUES OVER</b>	<b>\$ 218,206</b>	<b>\$ 290,941</b>	<b>\$ -</b>	<b>\$ 290,941</b>	<b>\$ -</b>	<b>\$ -</b>
26							

**Encore Community Development District**

**FISCAL YEAR 2020/2021 O&M ASSESSMENT SCHEDULE**

2020/2021 O&M Budget		\$300,306.00
County Collection Cost @	2%	\$6,389.49
Early Payment Discount @	4%	\$12,778.98
2020/2021 Total:		<u>\$319,474.47</u>

2019/2020 O&M Budget	\$300,306.00
2020/2021 O&M Budget	\$300,306.00
Total Difference:	<u><u>\$0.00</u></u>

<u>Land Use Category</u>	<u>PER UNIT ANNUAL ASSESSMENT</u> <sup>(1) (2)</sup>		<u>Proposed Increase / Decrease</u>	
	<u>2019/2020</u>	<u>2020/2021</u>	<u>\$</u>	<u>%</u>
Affordable MF Rental(AFR)	\$146.63	\$146.63	\$0.00	0%
Market Rate MF Rental(MRKR)	\$183.28	\$183.28	\$0.00	0%
Affordable MF Condo(AFC)	\$219.94	\$219.94	\$0.00	0%
Market Rate MF Condo(MRKC)	\$256.60	\$256.60	\$0.00	0%
Hotel	\$256.60	\$256.60	\$0.00	0%
Museum	\$0.18	\$0.18	\$0.00	0%
Retail-Grocery	\$0.37	\$0.37	\$0.00	0%
Other Retail	\$0.29	\$0.29	\$0.00	0%
Office	\$0.24	\$0.24	\$0.00	0%

<sup>(1)</sup> Annual assessment includes Hillsborough County collection costs and early payment discount costs. Property owner is eligible for a discount of up to 4% if paid early.

<sup>(2)</sup> The District will be Direct Billing the Undeveloped parcels, therefore there will be no costs related to the County for use of the County Tax Roll.

**ENCORE COMMUNITY DEVELOPMENT DISTRICT****FISCAL YEAR 2020/2021 O&M ASSESSMENT SCHEDULE**

<b>TOTAL O&amp;M BUDGET</b>		<b>\$300,306.00</b>
<b>COLLECTION COSTS @</b>	<b>2.0%</b>	<b>\$6,389.49</b>
<b>EARLY PAYMENT DISCOUNT @</b>	<b>4.0%</b>	<b>\$12,778.98</b>
<b>TOTAL O&amp;M ASSESSMENT</b>		<b><u>\$319,474.47</u></b>

<b><u>ALLOCATION OF O&amp;M ASSESSMENT</u></b>							<b>ANNUAL O&amp;M ASSESSMENT / UNIT (1)</b>
<b><u>Land Use Category</u></b>	<b><u>Unit Count</u></b>	<b><u>Unit Type</u></b>	<b><u>EAU FACTOR</u></b>	<b><u>TOTAL EAU's</u></b>	<b><u>% TOTAL EAU's</u></b>	<b><u>TOTAL O&amp;M BUDGET</u></b>	
Affordable MF Rental(AFR)	545	Residence	0.40	218.00	25.01%	\$79,911.69	<b>\$146.63</b>
Market Rate MF Rental(MRKR)	225	Residence	0.50	112.50	12.91%	\$41,238.83	<b>\$183.28</b>
Affordable MF Condo(AFC)	30	Residence	0.60	18.00	2.07%	\$6,598.21	<b>\$219.94</b>
Market Rate MF Condo(MRKC)	270	Residence	0.70	189.00	21.69%	\$69,281.23	<b>\$256.60</b>
Hotel	200	Room	0.70	140.00	16.06%	\$51,319.43	<b>\$256.60</b>
	<u>1,270</u>						
Museum	3,900	Sq Foot	2000.00	1.95	0.22%	\$714.81	<b>\$0.18</b>
Retail-Grocery	36,000	Sq Foot	1000.00	36.00	4.13%	\$13,196.43	<b>\$0.37</b>
Other Retail	45,100	Sq Foot	1250.00	36.08	4.14%	\$13,225.75	<b>\$0.29</b>
Office	180,000	Sq Foot	1500.00	120.00	13.77%	\$43,988.09	<b>\$0.24</b>
	<u>265,000</u>						
	<u>266,270</u>			<u>871.53</u>	<u>100.00%</u>	<b><u>\$319,474.47</u></b>	
LESS: Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%):						<b><u>(\$19,168.47)</u></b>	
<b>Net Revenue to be Collected</b>						<b><u>\$300,306.00</u></b>	

(1) Annual assessment that will appear on November 2020 Hillsborough County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.



<b>Assessment Roll 2020/2021 Budget</b>
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			Developed	Undeveloped
<b>TOTAL O&amp;M BUDGET</b>		<b>\$300,306.00</b>	<b>\$100,789.72</b>	<b>\$199,516.28</b>
Collection Cost	2%	\$6,389.49	\$2,144.46	\$0.00
Early Payment Discount	4%	\$12,778.98	\$4,288.92	\$0.00
<b>TOTAL O&amp;M ASSESSMENT</b>		<b>\$319,474.47</b>	<b>\$107,223.11</b>	<b>\$199,516.28</b>

**Developed Parcels**

Parcel Folio Number	Product	Number	EAU	Total EAUs	Total Assessment
183341.0134	AFR	160.00	0.4	64.00	\$23,460.80
183341.0132	Retail Sq Ft	5,000.00	1,250	4.00	\$1,466.50
<b>Total Ella Building</b>				68.00	<b>\$24,927.30</b>
183341.0114	AFR	85.00	0.4	34.00	\$12,463.55
	MRKR	56.00	0.5	28.00	\$10,263.68
183341.0112	Retail Sq Ft	5,000.00	1,250	4.00	\$1,466.50
<b>Total Trio Building</b>				66.00	<b>\$24,193.73</b>
183341.0144	AFR	158.00	0.4	63.20	\$23,167.54
183341.0142	Retail Sq Ft	5,000.00	1,250	4.00	\$1,466.50
<b>Total Reed Building</b>				67.20	<b>\$24,634.04</b>
183341.0072	AFR	142.00	0.40	56.80	\$20,821.46
	MRKR	61.00	0.50	30.50	\$11,180.08
	Retail Sq Ft	5,000.00	1,250.00	4.00	\$1,466.50
<b>Total Tempo Building</b>				91.30	<b>\$33,468.04</b>
<b>Grand Total</b>				<b>292.50</b>	<b>\$107,223.11</b>

Parcel Folio Number	Size in Sq Ft	Number of Acres	% of Acreage	Total Assessment
183341.0078	43,124.40	0.99	8.3%	16,460.09
183341.0080	3,920.40	0.09	0.8%	1,496.37
183341.0084	84,942.00	1.95	16.3%	32,421.39
183341.0086	94,525.20	2.17	18.1%	36,079.19
183341.0088	84,070.80	1.93	16.1%	32,088.87
183341.0090	83,199.60	1.91	15.9%	31,756.34
183341.0092	57,934.80	1.33	11.1%	22,113.05
183341.0098	22,651.20	0.52	4.3%	8,645.71
183341.0100	47,916.00	1.10	9.2%	18,288.99
183341.0124	435.60	0.01	0.1%	166.26
<b>TOTALS</b>	<b>522,720.00</b>	<b>12.00</b>	<b>100.0%</b>	<b>199,516.28</b>
<b>Per Acre Annual Cost</b>	<b>16,626.36</b>			

<b>Total Assessments</b>	<b>306,739.39</b>
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**NOTE: THE DISTRICT WILL BE DIRECT BILLING THE UNDEVELOPED PARCEL AND THEREFORE THERE WILL BE NO COLLECTION COSTS RELATED TO THE COUNTY FOR USE OF THE COUNTY TAX ROLL.**

## RESOLUTION 2020-07

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ENCORE COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2020/2021; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Encore Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, the District is located in Hillsborough County, Florida ("**County**"); and

**WHEREAS**, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

**WHEREAS**, the Board of Supervisors ("**Board**") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**") for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("**Fiscal Year 2020/2021**"), attached hereto as **Exhibit "A,"** and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

**WHEREAS**, the provision of such services, facilities, and operations is a benefit to lands within the District; and

**WHEREAS**, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

**WHEREAS**, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector ("**Uniform Method**"), and the District has previously authorized the use of

the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

**WHEREAS**, it is in the best interests of the District to adopt the assessment roll ("**Assessment Roll**") attached to this Resolution as **Exhibit "B,"** and to certify the portion of the Assessment Roll related to certain developed property ("**Tax Roll Property**") to the County Tax Collector pursuant to the Uniform Method and to directly collect the portion of the Assessment Roll relating to the remaining property ("**Direct Collect Property**"), all as set forth in **Exhibit "B";** and

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ENCORE COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. BENEFIT & ALLOCATION FINDINGS.** The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit "A"** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits "A" and "B,"** is hereby found to be fair and reasonable.

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District and in accordance with **Exhibits "A" and "B."** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for operation and maintenance assessments.

**SECTION 3. COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.**

A. **Tax Roll Assessments.** The operations and maintenance special assessments imposed on the Tax Roll Property shall be collected at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in **Exhibits "A" and "B."**

B. **Direct Bill Assessments.** The operations and maintenance special assessments imposed on the Direct Collect Property will be collected directly by the District in accordance with Florida law, as set forth in **Exhibits "A" and "B."** Assessments directly collected by the District are due in full on December 1, 2020; provided, however, that, to the extent permitted by law, the

assessments due may be paid in several partial, deferred payments and according to the following schedule: 50% due no later than November 1, 2020, 25% due no later than February 1, 2021 and 25% due no later than May 1, 2021. In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2020/2021, shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District's sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the rate of any bonds secured by the assessments, or at the statutory prejudgment interest rate, as applicable. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170, *Florida Statutes*, or other applicable law to collect and enforce the whole assessment, as set forth herein.

- C. **Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

**SECTION 4. ASSESSMENT ROLL.** The Assessment Roll, attached to this Resolution as **Exhibit “B,”** is hereby certified for collection. The proceeds therefrom shall be paid to the District.

**SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

**SECTION 6. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

**PASSED AND ADOPTED** this 6th day of August, 2020.

ATTEST:

**ENCORE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_

By: \_\_\_\_\_

Secretary / Assistant Secretary

Its: \_\_\_\_\_

**Exhibit A:** Budget

**Exhibit B:** Assessment Roll (Tax Roll Property)

Assessment Roll (Direct Collect Property)

# **Exhibit B**

## **Assessment Roll**

Assessment Roll is maintained in the District's official records and is available upon request. Certain exempt information may be redacted prior to release in compliance with Chapter 119, FL Statutes.

**RESOLUTION 2020-08**

**A RESOLUTION OF THE ENCORE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING TIME AND DATE FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, FOR FISCAL YEAR 2020/2021, AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Encore Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within Hillsborough County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority or authorities a schedule of its regular meetings; and

WHEREAS, the District is required by Florida law to prepare an annual schedule of its regular public meetings which designates the date, time and location of the District's meetings.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ENCORE COMMUNITY DEVELOPMENT DISTRICT:**

1. The Fiscal Year 2020/2021 annual public meeting schedule attached hereto and incorporated by reference herein as Exhibit A is hereby approved and will be published and filed in accordance with Section 189.015(1), Florida Statutes.
2. This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS \_\_\_\_ DAY OF AUGUST, 2020.**

**ATTEST:**

**ENCORE COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary / Assistant Secretary

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Chairman / Vice Chairman

**EXHIBIT "A"**  
**BOARD OF SUPERVISORS MEETING DATES**  
**ENCORE COMMUNITY DEVELOPMENT DISTRICT**  
**FISCAL YEAR 2020/2021**

October 1, 2020  
November 5, 2020  
December 3, 2020  
January 7, 2021  
February 4, 2021  
March 4, 2021  
April 1, 2021  
May 6, 2021  
June 3, 2021  
July 1, 2021  
August 5, 2021  
September 2, 2021

The meetings will convene at 4:00 p.m. at the office of Tampa Housing Authority, located at 5301 West Cypress Street, Tampa, Florida 33607.

*\*Please note that because of the COVID-19 public health emergency and to protect the public and follow the CDC guidance regarding social distancing, such meetings may be held telephonically, virtually, or at another location in the event the above location is not available. Please check the District's website for the latest information:*  
<https://www.encorecdd.org/>