



Rizzetta & Company

Encore Community Development District

**Board of Supervisors' Meeting
September 8, 2022**

**The Trio at Encore
1101 Ray Charles Blvd
Tampa, Florida 33602
813.533.2950**

www.encorecdd.org

ENCORE COMMUNITY DEVELOPMENT DISTRICT AGENDA

Rizzetta & Company, 9428 Camden Field Parkway, Riverview, FL 33578

Board of Supervisors	Billi Johnson-Griffin Teresa Moring Dr. Hazel Harvey Julia Jackson Mae Walker	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Christina Newsome	Rizzetta & Company, Inc.
District Attorney	Sarah Sandy	Kutak Rock
District Engineer	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 – Riverview FL – 813-533-2950
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, FL 33614
www.encorecdd.org

Board of Supervisors
Encore Community
Development District

August 31, 2022

AGENDA

Dear Board Members:

The Regular meeting of the Board of Supervisors of the Encore Community Development District will be held on **Thursday, September 8, 2022, at 3:00 p.m.** at The Trio at Encore, located at 1101 Ray Charles Blvd. Tampa, Florida 33602. The following is the agenda for the meeting:

BOARD OF SUPERVISORS MEETING:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS**
 - A. Landscape Inspection Report
 1. Presentation of Landscape Inspection Report..... Tab 1
 - B. District Counsel
 - C. District Engineer
 - D. Chiller System Manager
 1. Presentation of Central Energy Plant Reports – Trane..... Tab 2
 - E. Tampa Housing Authority Update
 - F. District Manager
 1. Review of Manager's Report..... Tab 3
- 4. BUSINESS ITEMS**
 - A. Consideration of Resolution 2022-10, Approving the Annual Assessment for Fiscal Year 2022-2023 Tab 4
 - B. Consideration of Campus Suite Addendum Tab 5
 - C. Review of Holiday Lighting Presentations Tab 6
 - D. Consideration of Third Addendum for Professional Services... Tab 7
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Regular Meeting held on August 4, 2022,Tab 8
 - B. Consideration of Operations & Maintenance Expenditures for July 2022Tab 9
 - C. Consideration of Chiller Fund Operations & Maintenance Expenditures for July 2022.....Tab 10
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, or to obtain a copy of the full agenda, please do not hesitate to contact me at (813) 533-2950, cnewsome@rizzetta.com, or Crystal Yem at cyem@rizzetta.com.

Sincerely,
Christina Newsome
Christina Newsome
District Manager

Tab 1

ENCORE

LANDSCAPE INSPECTION REPORT



August 26, 2022
Rizzetta & Company
John Toborg – Division Manager
Landscape Inspection Services



Rizzetta & Company
Professionals in Community Management

Nebraska, Harrison, Blanche Armwood

UPDATES, SUMMARY, CURRENT EVENTS:

- The East Palatka Holly that Cross point accidentally planted on the west side of the Legacy has been transplanted to its correct location on the south side of the Reed.
- **Palm saplings are increasing throughout most landscape beds in the community.**

The following are action items for Yellowstone Landscape to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Underlined bold** is info. or questions for the BOS. **Orange** is for Staff.

1. Lift some of the limbs from the preserved trees along the west side of Nebraska in the raised planters, remove landscape debris and weeds.
2. As mentioned in the summary, palm saplings remain an issue throughout the property including here on the north ROW of Harrison between Blanche Armwood & Nebraska. (Pic 2)



5. When will this ROW on the east side of the Legacy be re-mulched. Even if it is an Install & Invoice, this area needs to have mulch installed after post-construction activities. (Pic 5)



3. The east ROW of Blanche Armwood between Harrison & Ray Charles is completely overrun with weeds and saplings. (Pic 3>)
4. Inspect some patchy turf and rutting on the eastern-most Ray Charles promenade. Diagnose and treat accordingly.



Blanche Armwood, Roundabout, Chiller Park, Navara

6. The sidewalk east of the east ROW of Blanche Armwood between Harrison and Ray Charles also needs to be detailed. Tall weeds are present in expansion joints and pavers.
7. Remove palm fruit and stalks from the community palms including many Bismarck Palms.
8. The Copperleaf Plants, although beautiful, are still quite tall. We need to be cautious of visibility at this major intersection.
9. Inspect some patchy turf around 5 o'clock (S to SE corner) of the roundabout. Treat accordingly. (Pic 9)



10. Keep the Dw. Firebush on the triangular island on the south side of the roundabout at about mid-thigh high for visibility purposes.
11. **Someone has dumped some construction soil debris? in the Chiller Park Meadow. Can Yellowstone haul this away and invoice for labor and time? There is also new graffiti on the silver barrel. (Pic 11>)**
12. Trash can in Chiller Park is overflowing.
13. Can someone from the city come and remove ROAD CLOSED signage from the ROW planters along Governor between Scott and Harrison. We have Jasmine in these beds.

14. We need to make sure that all street signs are visible and that all tree limbs are cut away and not blocking them. Unfortunately, a couple around Navara are within 2'-3' of a palm canopy. Trimming that much off a palm canopy will be detrimental to the health of the palm.
15. Prune off a broken limb from the second Oak south of Ray Charles on the east side of Governor.
16. Eradicate all weeds in the ROW planters along both east and west sides of the Trio as well as the east ROW of Governor south of Harrison. There are areas of completely no mulch. This area should be beveled prior to mulching.
17. **Tree grates have been installed at the Legacy and Navara. Palms on the south side of the Legacy still do not have tree grated, though.**

18. **Some palm saplings have been let go for far too long and now are going to be very difficult to remove without damaging the trees they are beneath – Crape Myrtles along both sides of Harrison between Governor and Hank Ballard. (Pic 18>)**



19. Make sure the newly transplanted East Palatka Holly on the south side of the Reed is getting at least 30 gallons of water daily throughout the grow-in period.
20. Monitor smallish brown spots of turf on the north side of the Reed promenade. Diagnose and treat accordingly.
21. Eradicate Torpedograss in the Hawthorn and Arboricola on the Reed promenade.
22. This area on the SW corner of the Reed promenade shows questionable turf and **two cut driplines in the irrigation**. Diagnose and treat the turf and **make repairs to the dripline**. (Pic 22>)
23. Since I have had these areas of turf in several reports over the past months, I feel Yellowstone should diagnose the cause of decline, treat accordingly and replace with new St. Augustine. This is the south side of the Reed promenade. (Pic 23>)



24. A few doggy stations were also overflowing. (Pic 24>)



25. As mentioned earlier, Bismarck Palm fruit needs to be removed. This is on the Ella promenade. (Pic 25>)



Ella Promenade, Legacy, Church

26. Eradicate a Purslane-looking weed in the west end of the Ella promenade.

27. Another area of previously reported poor turf, this area on the south side of the Ella promenade, I feel, should first be treated for what is making the turf fail and then cut out and replaced at Yellowstone's expense. (Pic 27)



28. Lift the Oaks on the north side of the Legacy.

29. This is odd, but it appears the Flax Lily in the western-most Ray Charles promenade is all "leaning" to the SE. Could this be a result of a heavy windstorm, or could it be a wilt condition for lack of irrigation? Ensure irrigation is working 100% here. (Pic 29>)



30. Inspect and treat accordingly the turf on the west side of the church. Eradicate weeds. This has also been reported prior. (Pic 30)



31. Lift Crape Myrtles on the north side of the Trio. They are lying on Vans and SUVs.



Tab 2

ENCORE

Central Energy Plant Report

July 2022



Account Engineer: Frank Garfi, 813-610-7569 (c), frank.garfi@trane.com

Customer

Encore – Central Energy Plant
1237 E Harrison St | Tampa, FL



Customer Contacts

Donald Haggerty, 813-341-9101

Donald.Haggerty@thafl.com

Vanessa Smith, 813-533-2950

VSmith@rizzetta.com

Jennifer Goldyn, 813-533-2950

JGoldyn@rizzetta.com

SECTION 1: Energy Use

SECTION 2: Key Performance Trends

SECTION 3: Chiller Predictive Maintenance

SECTION 4: Utility Rates



SECTION 1: Energy Use

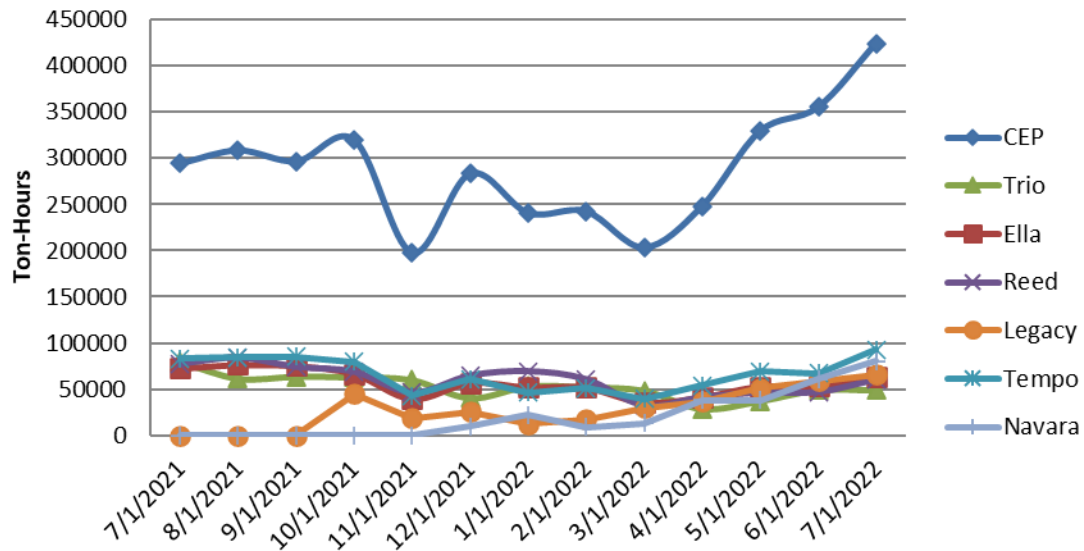
- CEP total kWh consumption increased 32%, and the total cooling degree days increased 9% from the previous month.
- The performance metrics (page 3) indicate a CEP efficiency of .57 kW/ton.
- Ton-Hour consumption increased 19% from the previous month.

The following chart shows the savings or loss month to month compared to last year. A red negative number indicates an increase in usage or cost from the previous year and a green plus value indicates a savings in usage or cost from the previous year.

CEP						
Month	2021 KWH	2021 Cost	2022 KWH	2022 Cost	KWH Difference	Cost Savings
January	84,142	\$9,346.21	102,153	\$8,628.54	-18,011	\$717.67
February	113,039	\$11,407.84	113,722	\$10,171.48	-683	\$1,236.36
March	106,868	\$10,030.52	87,784	\$8,856.09	19,084	\$1,174.43
April	128,594	\$11,802.32	106,996	\$12,017.24	21,598	-\$214.92
May	220,136	\$17,834.87	118,025	\$10,980.91	102,111	\$6,853.96
June	277,266	\$25,771.21	182,555	\$17,783.76	94,711	\$7,987.45
July	262,658	\$24,103.31	241,213	\$20,641.53	21,445	\$3,461.78
August	231,974	\$21,793.12				
September	230,823	\$21,869.37				
October	144,809	\$15,934.95				
November	119,416	\$11,578.97				
December	132,175	\$15,670.05				
Totals	2,051,900	\$197,142.74	952,448	\$89,079.55	240,255	\$21,216.73

Row Labels	Average CHWR Temp	Average CHWS Temp	Average Delta T	Average System Flow	System Tons	Ton/Hrs	kWh	kW/Ton	CDD
2021									
Jan	38.8	37.0	1.8	1,137	262,143	65,536	84,142	1.28	51
Feb	43.1	40.2	2.9	1,226	403,844	100,961	113,039	1.12	133
Mar	45.0	40.4	4.6	1,007	570,504	142,626	106,868	0.75	206
Apr	46.2	39.8	6.4	836	641,280	160,320	128,594	0.80	277
May	46.4	41.4	5.1	1,665	897,292	224,323	220,136	0.98	474
Jun	45.0	40.7	4.4	2,048	1,072,272	268,068	277,266	1.03	527
Jul	45.9	41.2	4.7	2,020	1,177,741	294,435	262,658	0.89	590
Aug	46.3	41.3	5.1	1,962	1,233,906	308,477	231,974	0.75	586
Sep	46.4	41.1	5.3	1,911	1,186,983	296,746	230,823	0.78	519
Oct	46.3	40.7	5.5	1,859	1,279,256	319,814	144,809	0.45	457
Nov	43.6	40.6	3.0	2,200	789,742	197,435	119,416	0.60	144
Dec	44.6	40.6	4.0	2,264	1,133,218	283,304	132,175	0.47	204
2022									
Jan	44.1	40.5	3.6	2,161	962,736	240,684	102,153	0.42	81
Feb	44.5	40.6	3.9	2,248	969,727	242,432	113,722	0.47	149
Mar	44.3	40.6	3.7	1,816	812,952	203,238	87,784	0.43	277
Apr	44.7	40.4	4.3	1,922	992,030	248,008	106,996	0.43	332
May	44.9	40.4	4.5	2,420	1,317,299	329,325	118,025	0.36	500
Jun	43.7	40.4	3.4	3,573	1,421,737	355,434	182,555	0.51	582
Jul	43.4	40.0	3.4	4,061	1,698,141	424,535	241,213	0.57	633

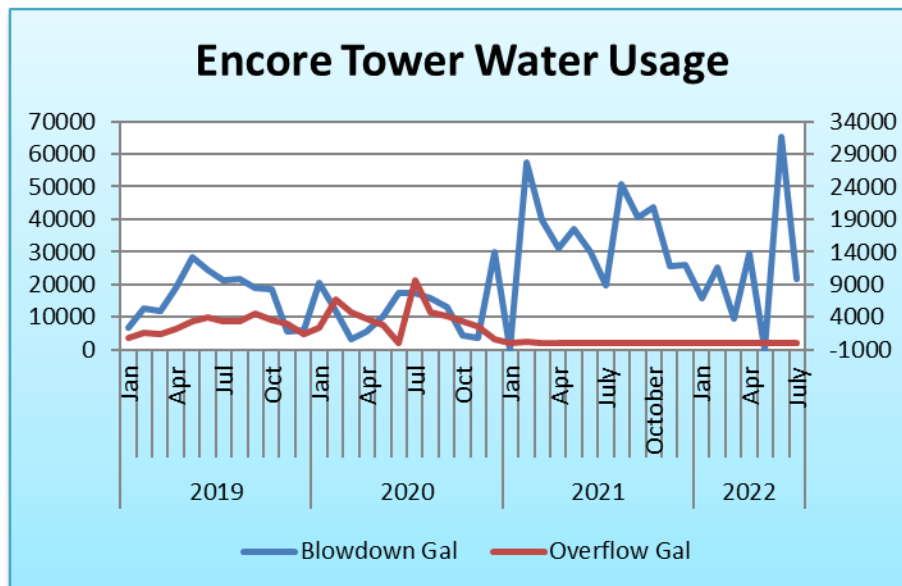
Encore Ton-Hours Consumption History



July Ton-Hour Consumption		CEP Metrics	
CEP	424,535	kWh	241,213
Trio	70,500		
Ella	62,712	Total Tons	1,698,141
Reed	60,262		
Legacy	65,761	Ton-Hours	424,535
Tempo	92,992		
Navara	72,308	kW per Ton	0.57

SECTION 2: Key Performance Trends

	This Period	Year-to-date	Comments
Plant Efficiency (kW/ton)	.57	Avg: .46	This period was above average efficiency.
Days Failed to Make Ice	31	212	Chiller #1 down for repair
Minimum Ice Level	.2%	9.3%	Ice making begins after ice level has been below 20% for 15 minutes and tank glycol temperature is above 33°F.
Average Days on Ice Tanks	0	0	On average, the plant can run about 50% of the day on the ice tanks.
Maximum Days on Ice Tanks	0	0	Longer cycles between ice regeneration occurs during cooler months.
Maximum Hours on Ice	0	0	The one hour this period is a false reading
Tower Conductivity Blow Down Gallons	21,753	151,523	See graph of water usage below
Tower Overflow/softener Blow Down Gallons	0	0	See graph of water usage below
Average CHW Supply Temperature	40.0	40.4	Distribution Setpoint = 39.0 degrees.



SECTION 3: Chiller Predictive Maintenance and Performance Information

Chiller 1	Average Cond Pressure	Average Cond Temperature	Average Cond Approach Temp	Average Evap Pressure	Average Evap Temperature	Average Evap Approach Temp	Average Oil Diff Pressure	Average Oil Temperature	Run Hours
2022									
Jan	--	--	--	--	--	--	--	--	0
Feb	--	--	--	--	--	--	--	--	0
Mar	--	--	--	--	--	--	--	--	0
Apr	--	--	--	--	--	--	--	--	0
May	--	--	--	--	--	--	--	--	0
Jun	--	--	--	--	--	--	--	--	0
Jul	--	--	--	--	--	--	--	--	0

Chiller 2	Average Cond Pressure	Average Cond Temperature	Average Cond Approach Temp	Average Evap Pressure	Average Evap Temperature	Average Evap Approach Temp	Average Oil Diff Pressure	Average Oil Temperature	Run Hours
2022									
Jan	-3.8	67.0	-0.06	-9.1	38.6	1.44	23.0	101.0	743
Feb	-3.3	69.2	-0.05	-9.1	38.5	1.47	6.0	102.3	655
Mar	-2.3	73.1	0.03	-9.1	38.4	1.60	23.1	104.0	720
Apr	-1.4	76.5	0.13	-9.1	38.3	1.69	22.9	106.1	719
May	1.0	85.0	4.01	-9.1	38.4	1.60	22.2	109.9	744
Jun	0.4	83.1	-3.10	-9.1	38.4	1.61	22.0	116.3	720
Jul	2.6	89.4	1.1	-9.1	38.0	2.0	21.9	119.0	744

Chiller #1

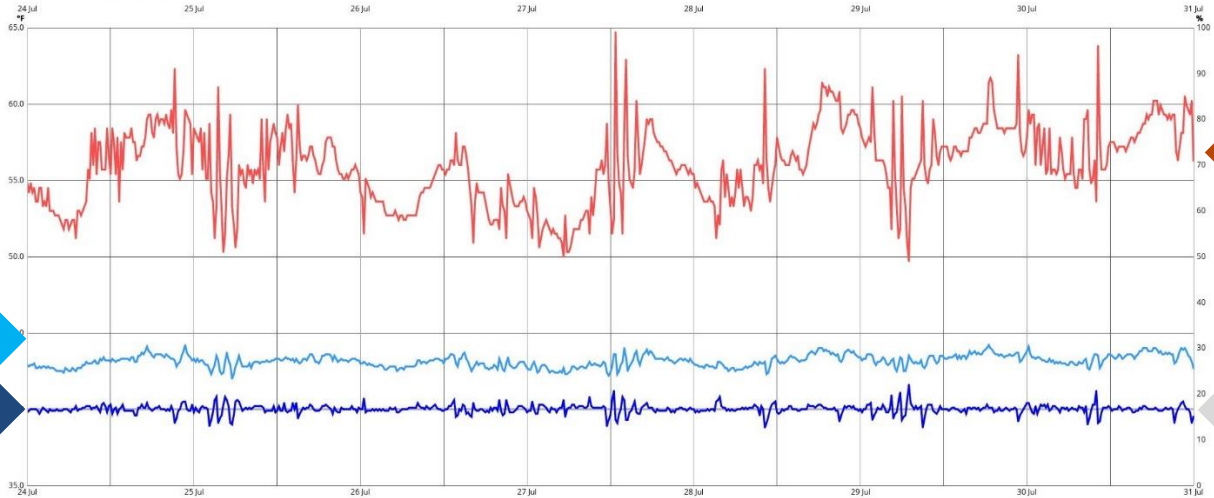
Chiller #1 had 0 operating hours for July.

Chiller 1	Average Chilled Water Entering	Average Chilled Water Leaving	Average Chilled Water Delta T	Average Condenser Water Entering	Average Condenser Water Leaving	Average Condenser Water Delta T	Average %RLA	Run Hours
2022								
Jan	--	--	--	--	--	--	--	0
Feb	--	--	--	--	--	--	--	0
Mar	--	--	--	--	--	--	--	0
Apr	--	--	--	--	--	--	--	0
May	--	--	--	--	--	--	--	0
Jun	--	--	--	--	--	--	--	0
Jul	--	--	--	--	--	--	--	0

Chiller #2

Good control with the chiller operating at an average 68.0% RLA with an average 3.2-degree delta T. Run hours are approximate.

CH-2
ENCORE CEP - Tampa, Florida, 33602
Chilled Water Temperature Control
July 24, 2022 12:00 AM - July 31, 2022 12:00 AM



Chiller 2	Average Chilled Water Entering	Average Chilled Water Leaving	Average Chilled Water Delta T	Average Condenser Water Entering	Average Condenser Water Leaving	Average Condenser Water Delta T	Average %RLA	Run Hours
2022								
Jan	41.8	40.0	1.7	63.9	67.0	3.2	25.3	743
Feb	42.2	40.0	2.2	65.6	69.2	3.6	27.9	655
Mar	44.0	40.0	4.0	68.3	73.1	4.8	34.5	720
Apr	44.6	40.0	4.6	70.9	76.4	5.4	40.6	719
May	44.7	40.0	4.7	74.8	81.0	6.2	51.2	744
Jun	43.6	40.0	3.6	79.0	86.2	7.2	62.7	720
Jul	43.2	40.0	3.2	80.5	88.3	7.8	68.0	744

SECTION 4: Time of Use Electric Rates

Tampa Electric Power Rate Structure	Summer – April thru October		Winter – November thru March			
	ON Peak	OFF Peak	ON Peak	OFF Peak	ON Peak	OFF Peak
	Noon to 9 pm	9 pm to Noon	6 am to 10 am	10 am to 6 pm	6 pm to 10 pm	10 pm to 6 am
Usage Charge	¢6.38/kWh	¢4.02/kWh	¢6.38/kWh	¢4.02/kWh	¢6.38/kWh	¢4.02/kWh
Demand Charge	\$7.31/ kW	\$3.71/kW	\$7.31/ kW	\$3.71/kW	\$7.31/ kW	\$3.71/kW
Future Ice Schedule	Melt	Make	Melt	Make	Melt	Make

Tab 3



Rizzetta & Company

September 8

District Manager's Report

2022

UPCOMING DATES TO REMEMBER

- **Next Meeting:** September 15, 2022
- **Election News:** This year, Seat 1, currently held by Dr. Hazel Harvey and Seat 5, currently held by Teresa Morning are subject to election by landowners in November 2022.

<u>FINANCIAL SUMMARY</u>	<u>7/31/2022</u>
General Fund Cash & Investment Balance:	\$207,427
Chiller Operation Cash & Investment Balance:	\$417,289
Chiller Reserve Fund Investment Balance:	\$2,174,620
Total Cash and Investment Balances:	\$2,799,336
 General Fund Expense Variance:	 Over Budget
	\$10,069

****Over budget due to increased Landscape Replacement and Electrical Maintenance****

RASI Reports rasireports@rizzetta.com • CDD Finance Team CDDFinTeam@rizzetta.com

Professionals in Community Management

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Rizzetta & Company

UPDATES:

- Follow-up for holiday lighting – All vendors have been asked to send a presentation for the board to review.
- Encore Streetlighting Update, to date Mandy's Electric has repaired/replaced 62 lights in the District.
- There are two areas that have no power due to construction destroying the lines. Proposals have already been requested from Mandy's Electric and staff has been meeting on-site to review and discuss what needs to be done.

Tab 4

RESOLUTION 2022-10

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 2022/2023; 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, 2022 and ending September 30, 2023 ("**Fiscal Year 2022/2023**"), 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, including that portion certified to the County Tax Collector by this Resolution, 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 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 is shown in **Exhibits "A" and "B,"** and is hereby found to be fair and reasonable.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapters 170, 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 on the Direct Collect Property shall 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, 2022; 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, 2022, 25% due no later than February 1, 2023 and 25% due no later than May 1, 2023. 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 2022/2023, 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. That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. 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 8th day of September 2022.

ATTEST:

**ENCORE COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Budget

Exhibit B: Assessment Roll (Uniform Method)
Assessment Roll (Direct Collect)

Exhibit A



Rizzetta & Company

Encore Community Development District

www.encorecdd.org

Adopted Budget Fiscal Year 2022/2023

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Rizzetta & Company

**Adopted Budget
Encore Community Development District
General Fund
Fiscal Year 2022/2023**

1

	Chart of Accounts Classification	Budget for 2022/2023
1		
2	REVENUES	
3		
4	Special Assessments	
5	Tax Roll*	\$189,822.27
6	Off Roll*	\$131,749.23
7		
8	TOTAL REVENUES	\$321,571.50
9		
10	Balance Forward from Prior Year	\$0.00
11		
12	TOTAL REVENUES AND BALANCE FORWARD	\$321,571.50
13		
16	EXPENDITURES - ADMINISTRATIVE	
17		
18	Legislative	
19	Supervisor Fees	\$12,000.00
20	Financial & Administrative	
21	Administrative Services	\$3,642.00
22	District Management	\$29,507.00
23	District Engineer	\$10,000.00
24	Assessment Roll	\$5,356.00
25	Accounting Services	\$5,356.00
26	Auditing Services	\$4,900.00
27	Public Officials Liability Insurance	\$3,730.00
28	Legal Advertising	\$4,000.00
29	Miscellaneous Mailings	\$2,500.00
30	Dues, Licenses & Fees	\$175.00
31	Website Hosting, Maintenance, Backup (and	\$4,000.00
32	Legal Counsel	
33	District Counsel	\$10,000.00
34		
35	Administrative Subtotal	\$95,166.00
36		
37	EXPENDITURES - FIELD OPERATIONS	
38		
39	Electric Utility Services	
40	Utility Services	\$18,000.00
41	Street Lights	\$2,000.00
42	Solar Energy	
43	Solar System Maintenance	\$1,500.00

**Adopted Budget
Encore Community Development District
General Fund
Fiscal Year 2022/2023**

2

	Chart of Accounts Classification	Budget for 2022/2023
44	Stormwater Control	
45	Stormwater System Maintenance	\$29,267.00
46	Other Physical Environment	
47	General Liability Insurance	\$4,068.00
48	Property Insurance	\$394.00
49	Landscape Maintenance	\$53,000.00
	Landscape Maintenance (Meadow)	\$5,100.00
50	Irrigation Repairs	\$10,000.00
51	Irrigation Maintenance	\$2,661.00
52	Landscape Replacement Plants, Shrubs, Trees	\$15,000.00
53	Palm Tree Injection Treatment	\$1,404.00
54	Landscape - Mulch	\$12,261.50
55	Landscape Inspection Services	\$8,400.00
56	Holiday Decorations	\$35,000.00
	Miscellaneous Expense	\$5,096.00
57	Road & Street Facilities	
58	Street Sign Repair & Replacement	\$1,500.00
59	Electrical Maintenance	\$20,000.00
60	Contingency	
61	Miscellaneous Contingency	\$1,754.00
62		
63	Field Operations Subtotal	\$226,405.50
64		
67	TOTAL EXPENDITURES	\$321,571.50
68		
69	EXCESS OF REVENUES OVER	\$0.00
70		

**Adopted Budget
Encore Community Development District
Chiller Fund
Fiscal Year 2022/2023**

3

	Chart of Accounts Classification	Budget for 2022/2023
1		
2	REVENUES	
3		
4	Charges for Services	
5	Usage Rate Collections	\$800,000.00
6	Contributions & Donations from Private Sources	
7	Developer Contributions	\$100,000.00
8	EnerNOC Program	\$0.00
9		
10	TOTAL REVENUES	\$900,000.00
11		
12	Balance Forward from Prior Year	\$0.00
13		
14	TOTAL REVENUES AND BALANCE	\$900,000.00
15		
17		
18	EXPENDITURES - ADMINISTRATIVE	
19		
20	Financial & Administrative	
21	District Engineer	\$20,000.00
22	Rate Consulting Services	\$0.00
23	Accounting Services	\$10,712.00
24	Legal Counsel	
25	District Counsel	\$15,000.00
26		
27	Administrative Subtotal	\$45,712.00
28		
29	EXPENDITURES - FIELD OPERATIONS	
30		
31	Electric Utility Services	
32	Utility Services	\$360,000.00
33	Water-Sewer Combination Services	
34	Utility Services	\$20,000.00
35	Other Physical Environment	
36	Property Insurance	\$55,037.00
37	Parks & Recreation	
38	Telephone Fax, Internet	\$4,500.00
39	Maintenance & Monitoring Contracts	\$240,000.00

**Adopted Budget
Encore Community Development District
Chiller Fund
Fiscal Year 2022/2023**

4

	Chart of Accounts Classification	Budget for 2022/2023
40	Maintenance & Repairs	\$ 100,000.00
41	Contingency	
42	Miscellaneous Contingency	\$74,751.00
44		
45	Field Operations Subtotal	\$854,288.00
46		
48		
49	TOTAL EXPENDITURES	\$900,000.00
50		
51	EXCESS OF REVENUES OVER	\$0.00
52		

**Adopted Budget
Encore Community Development District
Chiller Reserve Fund
Fiscal Year 2022/2023**

Chart of Accounts Classification	Budget for 2022/2023
REVENUES	
Other Miscellaneous Revenues	
Interest Earnings	\$0.00
Contributions & Donations from Private Sources	
Developer Contributions	\$280,000.00
TOTAL REVENUES	\$280,000.00
Balance Forward from Prior Year	\$0.00
TOTAL REVENUES AND BALANCE	\$280,000.00
EXPENDITURES	
Contingency	
Capital Reserve/Plant	\$250,000.00
Capital Reserves/Pipe	\$30,000.00
TOTAL EXPENDITURES	\$280,000.00
EXCESS OF REVENUES OVER	\$0.00

Encore Community Development District

FISCAL YEAR 2022/2023 O&M ASSESSMENT SCHEDULE

2022/2023 O&M Budget		\$321,571.50
County Collection Cost @	2%	\$6,841.95
Early Payment Discount @	4%	\$13,683.89
2022/2023 Total		<u>\$342,097.34</u>
2021/2022 O&M Budget		\$300,306.00
2022/2023 O&M Budget		\$321,571.50
Total Difference		<u><u>\$21,265.50</u></u>

<u>Land Use Category</u>	<u>PER UNIT ANNUAL ASSESSMENT ^{(1) (2)}</u>		<u>Proposed Increase / Decrease</u>	
	<u>2021/2022</u>	<u>2022/2023</u>	<u>\$</u>	<u>%</u>
Affordable MF Rental(AFR)	\$146.63	\$157.01	\$10.38	7%
Market Rate MF Rental(MRKR)	\$183.28	\$196.26	\$12.98	7%
Affordable MF Condo(AFC)	\$219.94	\$235.52	\$15.58	7%
Market Rate MF Condo(MRKC)	\$256.60	\$274.77	\$18.17	7%
Hotel	\$256.60	\$274.77	\$18.17	7%
Museum	\$0.18	\$0.20	\$0.02	0%
Retail-Grocery	\$0.37	\$0.39	\$0.02	0%
Other Retail	\$0.29	\$0.31	\$0.02	0%
Office	\$0.24	\$0.26	\$0.02	0%

⁽¹⁾ 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.

⁽²⁾ 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

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FISCAL YEAR 2022/2023 O&M ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$321,571.50
COLLECTION COSTS @	2.0%	\$6,841.95
EARLY PAYMENT DISCOUNT @	4.0%	\$13,683.89
TOTAL O&M ASSESSMENT		<u>\$342,097.34</u>

ALLOCATION OF O&M ASSESSMENT							ANNUAL O&M ASSESSMENT / UNIT ⁽¹⁾
<u>Land Use Category</u>	<u>Unit Count</u>	<u>Unit Type</u>	<u>EAU FACTOR</u>	<u>TOTAL EAU's</u>	<u>% TOTAL EAU's</u>	<u>TOTAL O&M BUDGET</u>	
Affordable MF Rental(AFR)	545	Residence	0.40	218.00	25.01%	\$85,570.46	\$157.01
Market Rate MF Rental(MRKR)	225	Residence	0.50	112.50	12.91%	\$44,159.07	\$196.26
Affordable MF Condo(AFC)	30	Residence	0.60	18.00	2.07%	\$7,065.45	\$235.52
Market Rate MF Condo(MRKC)	270	Residence	0.70	189.00	21.69%	\$74,187.23	\$274.77
Hotel	200	Room	0.70	140.00	16.06%	\$54,953.50	\$274.77
	<u>1,270</u>						
Museum	3,900	Sq Foot	2000.00	1.95	0.22%	\$765.42	\$0.20
Retail-Grocery	36,000	Sq Foot	1000.00	36.00	4.13%	\$14,130.90	\$0.39
Other Retail	45,100	Sq Foot	1250.00	36.08	4.14%	\$14,162.30	\$0.31
Office	180,000	Sq Foot	1500.00	120.00	13.77%	\$47,103.00	\$0.26
	<u>265,000</u>						
	<u>266,270</u>			<u>871.53</u>	<u>100.00%</u>	<u>\$342,097.34</u>	

LESS: Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%):

(\$20,525.84)

Net Revenue to be Collected:

\$321,571.50

⁽¹⁾ Annual assessment that will appear on November 2022 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.

ASSESSMENT ROLL 2022/2023 BUDGET				
			Developed	Undeveloped
TOTAL O&M BUDGET		\$321,571.50	\$107,924.10	\$213,647.40
Collection Cost @	2%	\$6,841.95	\$2,296.26	\$0.00
Early Payment Discount @	4%	\$13,683.89	\$4,592.51	\$0.00
TOTAL O&M ASSESSMENT		\$342,097.34	\$114,812.87	\$213,647.40

Developed Parcels

Parcel Folio Number	Product	Number	EAU	Total EAUs	Total Assessment
183341.0134	AFR	160.00	0.4	64.00	\$25,121.60
183341.0132	Retail Sq Ft	5,000.00	1,250	4.00	\$1,570.00
Total Ella Building				68.00	\$26,691.60
183341.0114	AFR	85.00	0.4	34.00	\$13,345.85
	MRKR	56.00	0.5	28.00	\$10,990.56
183341.0112	Retail Sq Ft	5,000.00	1,250	4.00	\$1,570.00
Total Trio Building				66.00	\$25,906.41
183341.0144	AFR	158.00	0.4	63.20	\$24,807.58
183341.0142	Retail Sq Ft	5,000.00	1,250	4.00	\$1,570.00
Total Reed Building				67.20	\$26,377.58
183341.0072	AFR	142.00	0.40	56.80	\$22,295.42
	MRKR	61.00	0.50	30.50	\$11,971.86
	Retail Sq Ft	5,000.00	1,250.00	4.00	\$1,570.00
Total Tempo Building				91.30	\$35,837.28
Grand Total				292.50	\$114,812.87

Parcel Folio Number	Size in Sq Ft	Number of Acres	% of Acreage	Total Assessment
183341.0078	43,124.40	0.99	8.3%	17,625.91
183341.0080	3,920.40	0.09	0.8%	1,602.36
183341.0084	84,942.00	1.95	16.3%	34,717.70
183341.0086	94,525.20	2.17	18.1%	38,634.57
183341.0088	84,070.80	1.93	16.1%	34,361.62
183341.0090	83,199.60	1.91	15.9%	34,005.54
183341.0092	57,934.80	1.33	11.1%	23,679.25
183341.0098	22,651.20	0.52	4.3%	9,258.05
183341.0100	47,916.00	1.10	9.2%	19,584.35
183341.0124	435.60	0.01	0.1%	178.04
TOTALS	522,720.00	12.00	100.0%	213,647.40
Per Acre Annual Cost	17,803.95			

Total Assessments	328,460.27
-------------------	------------

Non-Assessable School Site and Teco Parcels				
192856.0010	92,490.00	2.13	100.00%	0.00
	92,490.00	2.13	100.00%	0.00

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.

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.

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 service 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 prepare, maintain and certify the assessment roll(s) and annually levy a non-ad valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent 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. The Collection Agent also maintains and updates the District's lien book(s) annually and 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.

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.

EXPENDITURES - FIELD OPERATIONS:

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

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.

Street Lights: The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights 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.

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.

Landscape Inspection 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.

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.

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.

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.

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.

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.

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.

Tab 5

Addendum

Addendum A to Campus Suite Contract:

Contract effective date: 1/1/2022

Statement of Work

2. Maintenance and Management of the Website.

2. Remediate in an ADA compliant format new documents uploaded by the District Manager to the document portal; *

*If certain PDFs are not able to be fully remediated, Contractor shall work with the District to create a summary of the content in the PDF and provide contact information if anyone needs reasonable accommodations to access the full content within that PDF.

Website Creation and Management Agreement

B. Maintenance.

ii. Remediate new documents on an unlimited basis; for any agenda packages, Contractor shall turn around the remediated version within two (2) business days; any updates or fixes needed to the agenda requiring remediation shall be remediated within 48 hours of the District Manager's submission for such request.

Section 3. Compensation.

B. Maintenance. For performance of the Services as provided in Section 2(B) of this Agreement, starting October 1, 2019, the District shall pay Contractor (\$1,537.50) per year, payable in one annual installment for Ongoing PDF Accessibility Compliance Service and Website Services. Parties understands and acknowledges that this includes (i) the annual fee for the domain name for the District's Website, which Contractor shall pay, at its sole expense, on behalf of the District; and (ii) document remediation pursuant to Section 2(B)(iii).

PROVIDER: Innersync Studio, Ltd.

By: _____ Date: _____

Authorized Representative

Innersync Studio, LLC

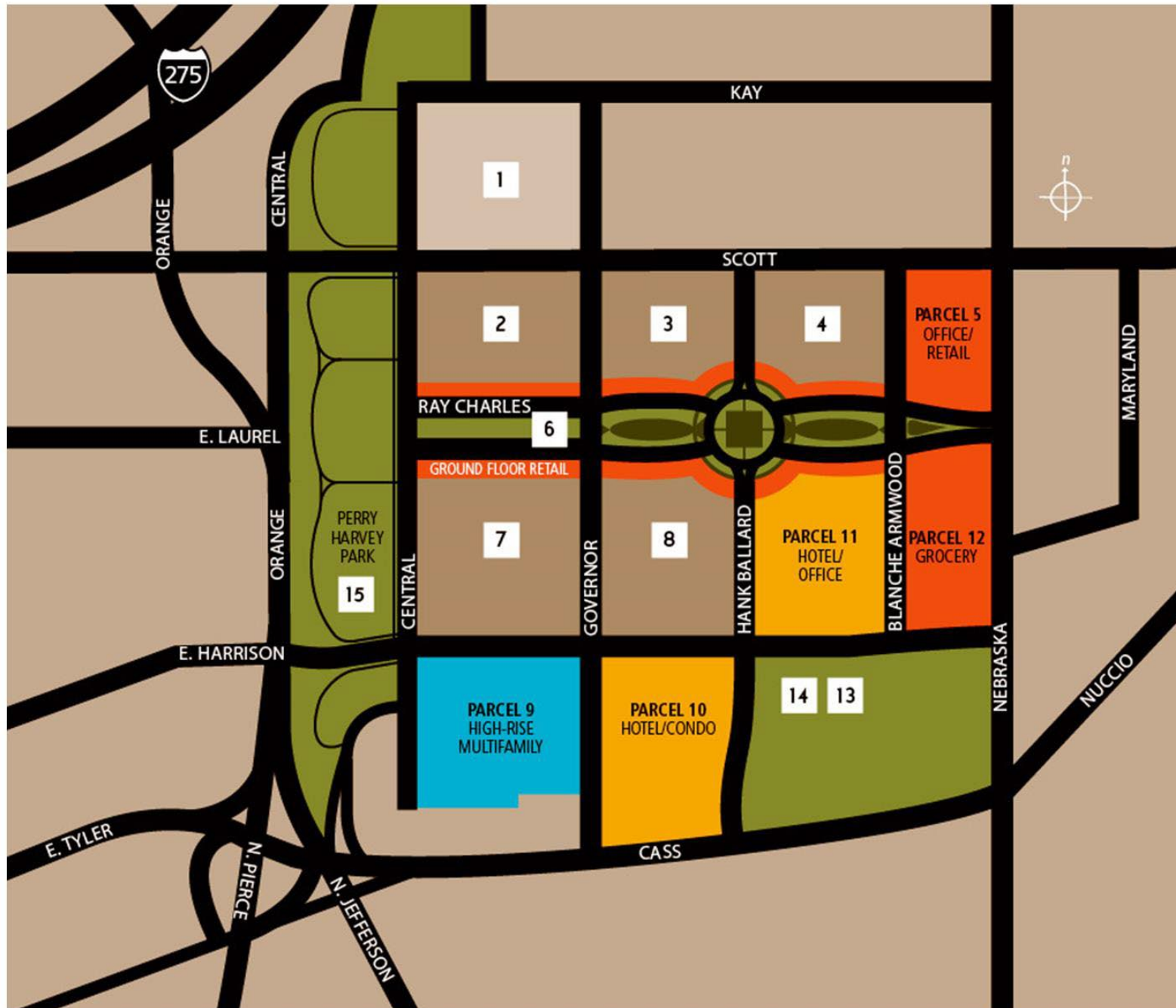
USER: Encore Community Development District

By: _____ Date: _____

Print name: _____

Tab 6

Events Done Bright
Brad Sloan
Since 2007



6 trees



12 trees total





















Tab 7

THIRD ADDENDUM TO THE CONTRACT FOR PROFESSIONAL DISTRICT SERVICES

This Third Addendum to the Contract for Professional District Services (this “**Addendum**”), is made and entered into as of the 1st day of October, 2022 (the “**Effective Date**”), by and between **Encore Community Development District**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in Hillsborough County, Florida (the “**District**”), and **Rizzetta & Company, Inc.**, a Florida corporation (the “**Consultant**”).

RECITALS

WHEREAS, the District and the Consultant entered into the Contract for Professional District Services dated October 1, 2018 (the “**Contract**”), incorporated by reference herein; and

WHEREAS, the District and the Consultant desire to amend **Exhibit B** - Schedule of Fees of the Fees and Expenses, section of the Contract as further described in this Addendum; and

WHEREAS, the District and the Consultant each has the authority to execute this Addendum and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Addendum so that this Addendum constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which is hereby acknowledged, the District and the Consultant agree to the changes to amend **Exhibit B** - Schedule of Fees attached.

The amended **Exhibit B** - Schedule of Fees are hereby ratified and confirmed. All other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF the undersigned have executed this Addendum as of the Effective Date.

(Remainder of this page is left blank intentionally)

Therefore, the Consultant and the District each intend to enter this Addendum, understand the terms set forth herein, and hereby agree to those terms.

ACCEPTED BY:

RIZZETTA & COMPANY, INC.

BY: _____

PRINTED NAME: William J. Rizzetta

TITLE: President

DATE: _____

ENCORE COMMUNITY DEVELOPMENT DISTRICT

BY: _____

PRINTED NAME: _____

TITLE: Chairman/Vice Chairman

DATE: _____

ATTEST:

Vice Chairman/Assistant Secretary
Board of Supervisors

Print Name

Exhibit B – Schedule of Fees

EXHIBIT B
Schedule of Fees

STANDARD ON-GOING SERVICES:		
Standard On-Going Services will be billed in advance monthly pursuant to the following schedule:		
	MONTHLY	ANNUALLY
Management:	\$2,458.92	\$29,507
Administrative:	\$303.50	\$3,642
Accounting (General Fund):	\$446.33	\$5,356
Accounting (Chiller Fund):	\$892.67	\$10,712
Assessment Roll ⁽¹⁾		\$5,356
Total Standard On-Going Services:	\$4,101.42	\$54,573

(1) Assessment Roll is paid in one lump-sum after the roll is completed (October).

ADDITIONAL SERVICES:	FREQUENCY	RATE
Extended and Continued Meetings	Hourly	\$ 180.25
Additional Meetings (includes meeting prep, attendance and drafting of minutes)	Hourly	\$ 180.25
Estoppel Requests (billed to requestor):		
One Lot (on tax roll)	Per Occurrence	\$ 100
Two+ Lots (on tax roll)	Per Occurrence	\$ 125
One Lot (direct billed by the District)	Per Occurrence	\$ 100
Two–Five Lots (direct billed by the District)	Per Occurrence	\$ 150
Six-Nine Lots (direct billed by the District)	Per Occurrence	\$ 200
Ten+ Lots (direct billed by the District)	Per Occurrence	\$ 250
Long Term Bond Debt Payoff Requests	Per Occurrence	\$ 100/Lot
Two+ Lots	Per Occurrence	Upon Request
Short Term Bond Debt Payoff Requests &		
Long Term Bond Debt Partial Payoff Requests		
One Lot	Per Occurrence	\$ 125
Two – Five Lots	Per Occurrence	\$ 200
Six – Ten Lots	Per Occurrence	\$ 300
Eleven – Fifteen Lots	Per Occurrence	\$ 400
Sixteen+ Lots	Per Occurrence	\$ 500
Special Assessment Allocation Report	Per Occurrence	Upon Request
True-Up Analysis/Report	Per Occurrence	Upon Request
Re-Financing Analysis	Per Occurrence	Upon Request
Bond Validation Testimony	Per Occurrence	Upon Request
Bond Issue Certifications/Closing Documents	Per Occurrence	Upon Request
Electronic communications/E-blasts	Per Occurrence	Upon Request
Special Information Requests	Hourly	Upon Request
Amendment to District Boundary	Hourly	Upon Request
Grant Applications	Hourly	Upon Request
Escrow Agent	Hourly	Upon Request
Continuing Disclosure/Representative/Agent	Annually	Upon Request
Community Mailings	Per Occurrence	Upon Request
Response to Extensive Public Records Requests	Hourly	Upon Request
Litigation Support Services	Hourly	Upon Request

PUBLIC RECORDS REQUESTS FEES:

Public Records Requests will be billed hourly to the District pursuant to the current hourly rates shown below:

JOB TITLE:	HOURLY RATE:
Senior Manager	\$ 52.00
District Manager	\$ 40.00
Accounting & Finance Staff	\$ 28.00
Administrative Support Staff	\$ 21.00

Tab 8

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 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, August 4, 2022, at 3:06 p.m.** at The Trio at Encore, located at 1101 Ray Charles Blvd. Tampa, Florida 33602.

Present and constituting a quorum:

Billi Johnson-Griffin	Board Supervisor, Chairman
Teresa Morning	Board Supervisor, Vice Chairman
Mae Walker	Board Supervisor, Assistant Secretary

Also present were:

Christina Newsome	District Manager, Rizzetta & Company, Inc.
John Toborg	Field Service Manager, Rizzetta & Co, Inc. (via Phone)
Jeff Watson	Representative, Trane
Jozette Chack-On	Developer Counsel, Saxon Gilmore Callway (via Phone)
Michelle Rigoni	District Counsel, Kutak Rock (via Phone)
Lorenzo Reed	Development Project Manager (via Phone)
Leroy Moore	Tampa Housing Authority (via Phone)
Greg Woodcock	Cardno Engineering (via Phone)
David Ilonya	Tampa Housing Authority (via Phone)
Tim Bowersox	Representative; Yellowstone (via Phone)
Layla Hartz	

Audience	No audience
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FIRST ORDER OF BUSINESS

Call to Order

Ms. Newsome called the meeting to order at 3:06p.m. and conducted roll call.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience present at the meeting, no comments were given at the time.

THIRD ORDER OF BUSINESS

Staff Reports

A. Landscape Inspection Report

1. Presentation of Landscape Inspection Report

Annuals will be rotated in September.

B. District Counsel

Ms. Rigoni was present via phone. She informed the Board that RFPs are out for Lot 12 and Chiller Plant. The Board will have a special meeting on September 15th to review requests for proposals.

C. District Engineer

Greg Woodcock was present via phone; however, there were no updates at the time.

D. Chiller System Manager

1. Presentation of Central Energy Plant Report- Trane

Mr. Watson was present in person. Jeff will reach out to the building managers to start including chiller information in the newsletters.

E. Tampa Housing Authority

Leroy Moore was present via phone; however, there was no update for the Board at the time.

F. District Manager

The next regularly scheduled meeting will be held on Thursday, September 8, 2022, at 3:00 p.m. at Trio.

1. Review of District Manager Report

There will be two meetings in September. One on September 8th and 15th.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2022-07, Adopting the Final Budget for Fiscal Year 2022-2023 and Appropriating Funds

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Morning with all in favor, the Board of Supervisors of Encore CDD motion to open a public hearing on the final budget for fiscal year 20222-2023. for the Encore Community Development District.

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Morning with all in favor, the Board of Supervisors of Encore CDD approved the final budget for fiscal year 2022-2023, for the Encore Community Development District.

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Morning with all in favor, the Board of Supervisors of Encore CDD motion to close a public hearing on the final budget for fiscal year 2022-2023, for the Encore Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2022-08, Resetting the Assessment Hearing

The Public Hearing on the annual assessment for fiscal year 2022-2023 has been tabled to the September 8th meeting.

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Morning with all in favor, the Board of Supervisors of Encore CDD accepted to reset the public hearing on the annual assessment to the September 8th meeting, for the Encore Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2022-09, Adopting the Fiscal Year 2022-2023 Meeting Schedule

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Morning with all in favor, the Board of Supervisors of Encore CDD adopted the fiscal year 2022-2023 meeting schedule, for the Encore Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Proposal from Events Done Bright House Lighting

Ms. Newsome will create a bid form to present at the next CDD meeting on September 8th, 2022.

EIGHTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Regular Meeting held on July 7, 2022

On a Motion by Ms. Morning, seconded by Ms. Billi Johnson-Griffin with all in favor, the Board of Supervisors of Encore CDD approved the minutes of the Board of Supervisors' regular meeting held on June 2, 2022, for the Encore Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Operations & Maintenance Expenditures for June 2022

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Morning with all in favor, the Board of Supervisors of Encore CDD approved the Operations & Maintenance Expenditures for June 2022 for the Encore Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Chiller Fund
Operations & Maintenance
Expenditures for June 2022**

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Walker with all in favor, the Board of Supervisors of Encore CDD approved the Chiller Fund Operations & Maintenance Expenditures for June 2022 for the Encore Community Development District.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

No supervisor requests were given at the time.

TWELFTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Morning, the Board unanimously approved to adjourn the meeting at 4:34p.m., for the Encore Community Development District.

Assistant Secretary

Chairman/Vice Chairman

Tab 9

ENCORE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures July 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2022 through July 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$22,099.21**

Approval of Expenditures:

_____Chairperson

_____Vice Chairperson

_____Assistant Secretary

Encore Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2022 Through July 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Billi J. Griffin	001938	BG070722	Board of Supervisors Meeting 07/07/2022	\$ 200.00
Innersync Studio Ltd	001932	20507	Quarterly Services 07/22	\$ 384.38
Julia Jackson	001939	JJ070722	Board of Supervisors Meeting 07/07/2022	\$ 200.00
Kutak Rock, LLP	001933	3066559	General/Monthly Legal Services 05/22	\$ 388.98
Mae Walker	001941	MW070722	Board of Supervisors Meeting 07/07/2022	\$ 200.00
Rizzetta & Company, Inc.	001934	INV0000069296	District Management Fees 07/22	\$ 3,885.33
Springer Environmental Services, Inc.	001935	12409	Cleanup 06/22	\$ 825.60
TECO	20220731-1	Summary 06/22	Electric Summary 06/22	\$ 996.52
Teresa Morning	001940	TM070722	Board of Supervisors Meeting 07/07/2022	\$ 200.00
Times Publishing Company	001937	0000232899 06/29/2022	Legal Advertising 06/22	\$ 316.50
Times Publishing Company	001942	0000234792	Legal Advertising 07/22	\$ 3,164.72
Yellowstone Landscape	001943	TM 387759	Monthly Landscape Maintenance 06/22	\$ 4,869.58
Yellowstone Landscape	001936	TM 389175	Irrigation Repairs 06/22	\$ 338.02

Encore Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2022 Through July 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Yellowstone Landscape	001936	TM 389176	Annual Rotation 06/22	\$ 1,260.00
Yellowstone Landscape	001943	TM 390412	Monthly Landscape Maintenance 07/22	<u>\$ 4,869.58</u>
Report Total				<u>\$ 22,099.21</u>

Tab 10

ENCORE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

**Operation and Maintenance Expenditures
July 2022
For Board Approval
Chiller Fund**

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2022 through July 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$49,652.05**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Encore Community Development District Chiller Fund

Paid Operation & Maintenance Expenditures

July 1, 2022 Through July 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
City of Tampa Utilities	20220731-2	2175375 07/22	1237 E Harrison St 07/22	\$ 1,526.80
Frontier Florida LLC	001557	813-223-7101-092412-5 07/22	Acct 813-223-7101-092412-5 07/22	\$ 309.74
Kutak Rock, LLP	001555	3066559	General/Monthly Legal Services 05/22	\$ 5,668.07
Rizzetta & Company, Inc.	001556	INV0000069296	District Management Fees 07/22	\$ 858.33
TECO	20220731-1	211006277308 06/22	1200 Nebraska Av N 06/22	\$ 17,783.76
TECO	20220731-1	211006278348 06/22	1004 Nebraska Ave N C 06/22	<u>\$ 23,505.35</u>
Report Total				<u>\$ 49,652.05</u>