



Rizzetta & Company

Encore Community Development District

Board of Supervisors' Meeting October 6, 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, 2700 S. Falkenburg Road, Suite 2745, 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 Jennifer Goldyn | Rizzetta & Company, Inc. 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

September 27, 2022

AGENDA

Dear Board Members:

The Regular meeting of the Board of Supervisors of the Encore Community Development District will be held on **Thursday, October 6, 2022, at 4:00 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.....USC
 - B. District Counsel
 - C. District Engineer
 - D. Chiller System Manager
 1. Presentation of Central Energy Plant Reports – Trane.....Tab 1
 - E. Tampa Housing Authority Update
 - F. District Manager
 1. Review of Manager's Report..... Tab 2
- 4. BUSINESS ITEMS**
 - A. Consideration of Agreement for Chiller System O&M Services with Trane US, Inc. USC
 - B. Consideration of Agreement for Chiller Plant Lot 12 Piping Upgrade Construction Services with Trane US, Inc. USC
- 5. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Regular Meeting held on September 8, 2022.....Tab 3
 - B. Consideration of Minutes of the Board of Supervisors' Special Meeting held on September 15, 2022..... Tab 4
- 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

IS Central Energy Plant Report

August 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@thafi.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

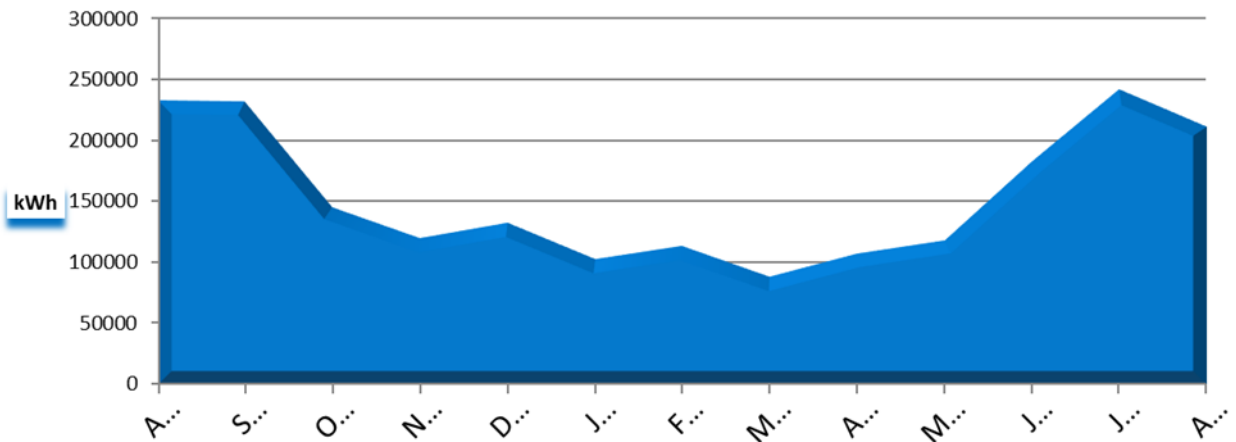
SECTION 3: Utility Rates



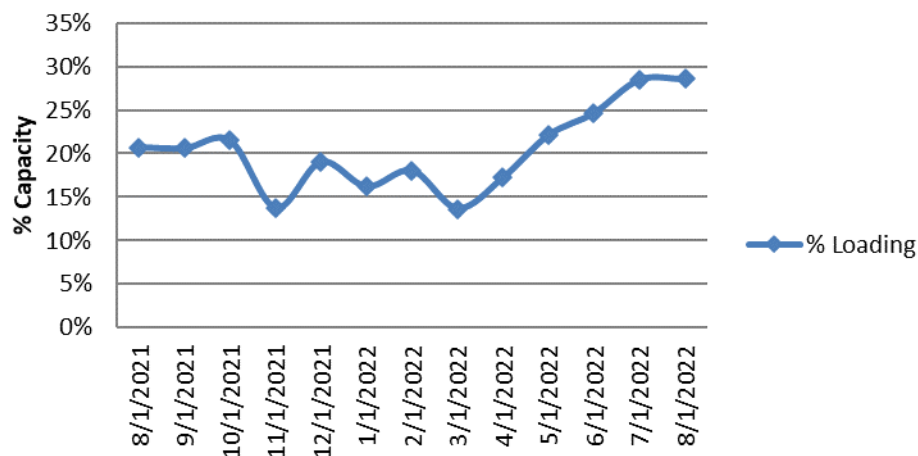
SECTION 1: Energy Use

- CEP total kWh consumption decreased 13%, and the total cooling degree days decreased 5% from the previous month.
- The performance metrics below indicate a CEP efficiency of .49 kW/ton.
- Ton-Hour consumption increased .31% from the previous month.

Encore CEP Energy Trend



Encore Plant Loading



- Current month Plant Loading of 29% remained the same as last month due to only a small change in Ton-Hour consumption.

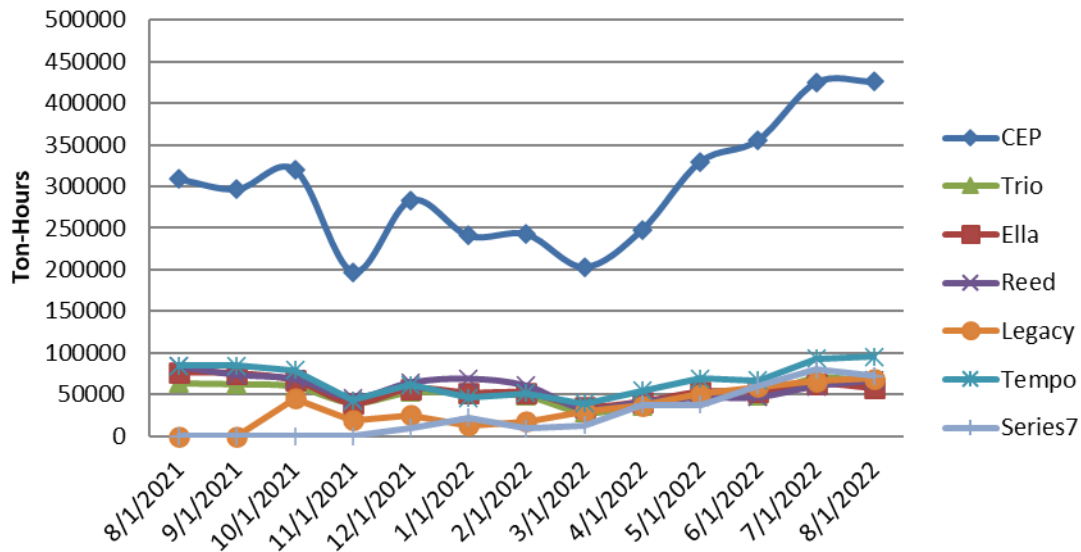


| Row Labels | Average CHWR Temp | Average CHWS Temp | Average Delta T | Average System Flow | System Tons | Ton/Hrs | kWh | kW/Ton | CDD |
|------------|----------------------|----------------------|--------------------|------------------------|-------------|---------|---------|--------|-----|
| 2021 | | | | | | | | | |
| 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 |
| Aug | 43.4 | 40.0 | 3.5 | 3,978 | 1,703,347 | 425,837 | 210,233 | 0.49 | 601 |

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 | 210,233 | \$19,059.48 | 21,741 | \$2,733.64 |
| 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 | 1,162,681 | \$108,139.03 | 261,996 | \$23,950.37 |

Encore Ton-Hours Consumption History

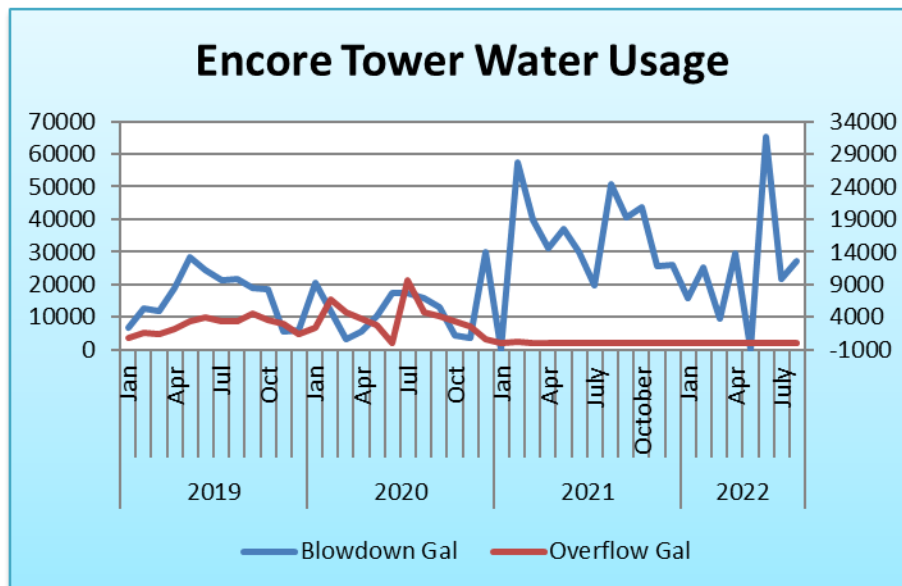


| July Ton-Hour Consumption | | CEP Metrics | |
|---------------------------|---------|-------------|-----------|
| CEP | 424,535 | kWh | 241,213 |
| Trio | 70,500 | Total Tons | 1,698,141 |
| Ella | 62,712 | | |
| Reed | 60,262 | Ton-Hours | 424,535 |
| Legacy | 65,761 | | |
| Tempo | 92,992 | kW per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

| August Ton-Hour Consumption | | CEP Metrics | |
|-----------------------------|---------|-------------|-----------|
| CEP | 425,837 | kWh | 210,233 |
| Trio | 66,008 | Total Tons | 1,703,347 |
| Ella | 57,420 | | |
| Reed | 67,098 | Ton-Hours | 425,837 |
| Legacy | 69,097 | | |
| Tempo | 95,387 | kW per Ton | 0.49 |
| Navara | 70,827 | | |

SECTION 2: Key Performance Trends

| | This Period | Year-to-date | Comments |
|---|-------------|--------------|--|
| Plant Efficiency (kW/ton) | .49 | Avg: .46 | This period was above average efficiency. |
| Days Failed to Make Ice | 31 | 243 | Chiller #1 down for repair |
| Minimum Ice Level | .4% | 8.2% | 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 | .3 | The one hour this period is a false reading |
| Tower Conductivity Blow Down Gallons | 27,305 | 194,516 | 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: Time of Use Electric Rates

Tampa Electric Monthly Charges

| | |
|---|---------------|
| Daily Basic Service Charge (based on number of days in the month) | \$1.08000 |
| Billing Demand Charge (based on demand) | \$4.44000/kW |
| Peak Demand Charge (based on peak demand) | \$9.06000/kW |
| Capacity Charge (based on demand) | \$0.017000/kW |
| Storm protection Charge (based on demand) | \$0.59000/kW |
| Energy Conservation Charge (based on demand) | \$0.81000/kW |
| Environmental Cost Recovery (based on kWh used) | \$0.00130/kWh |
| Clean Energy Transition Mechanism (based on demand) | \$1.10000/Kw |
| Florida Gross Receipt tax | |
| Franchise Fee | |
| State Tax | |

| Tampa Electric 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 |
| Energy Charge | \$0.01193/kWh | \$0.00571/kWh | \$0.01183/kWh | \$0.00566/kWh | \$0.01183/kWh | \$0.00566/kWh |
| Fuel Charge | \$0.04480/kWh | \$0.03974/kWh | \$0.04480/kWh | \$0.03974/kWh | \$0.04480/kWh | \$0.03974/kWh |
| Future Ice Schedule | Melt | Make | Melt | Make | Melt | Make |

Tab 2



Rizzetta & Company

October 6

District Manager's Report

2022

UPCOMING DATES TO REMEMBER

- **Next Meeting:** November 3, 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****

****August Financials are running late**

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

Professionals in Community Management

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Rizzetta & Company

UPDATES:

- Staff met on-site with Mandy's Electr
- here 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 3

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, September 8, 2022, at 3:05 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 |
| Julia Jackson | Board Supervisor, Assistant Secretary |
| Mae Walker | Board Supervisor, Assistant Secretary |

Also present were:

| | |
|-------------------|---|
| Jennifer Goldyn | District Manager, Rizzetta & Company, Inc. |
| Christina Newsome | District Manager, Rizzetta & Company, Inc. |
| John Toborg | Field Service Manager, Rizzetta & Co, Inc. (via Phone) |
| Jeff Watson | Representative, Trane |
| Sarah Sandy | District Counsel, Kutak Rock (via Phone) |
| Lorenzo Reed | Development Project Manager (via Phone) |
| Greg Woodcock | Cardno Engineering (via Phone) |
| David Ilonya | Representative; THA (via Phone) |
| Tim Bowersox | Representative; Yellowstone (via Phone) |
| Layla Hartz | Representative; THA (via Phone) |
| Dawn Wolter | Representative; THA (via Phone) |

| | |
|----------|-------------------------|
| Audience | Audience Present |
|----------|-------------------------|

FIRST ORDER OF BUSINESS

Call to Order

Ms. Newsome called the meeting to order at 3:05p.m. and conducted roll call.

SECOND ORDER OF BUSINESS

Audience Comments

There were an 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

Mr. Toborg and Mr. Bowersox were present. Mr. Reed requests that Lot 8 is mowed. The Staff will work on specimen exhibits to label the meadow. Landscape was instructed to spray for weeds in pavers. The annuals will be rotated in a couple weeks and the palms will be trimmed.

B. District Counsel

Ms. Sandy was present via phone. There was no report given at the time.

C. District Engineer

Greg Woodcock was present via phone; however, there were no updates at the time. He was informed that the bids were due on September 9th, 2022. The sign located on Governor and Ray Charles needs to be repaired.

D. Chiller System Manager

1. Presentation of Central Energy Plant Report- Trane

Mr. Watson was present in person.

E. Tampa Housing Authority

Mr. Reed was present via phone. He spoke with the city regarding lighting on Scott Street and progress is being made.

F. District Manager

The next regularly scheduled meeting will be held on Thursday, October 6, 2022, at 3:00 p.m. at Trio.

1. Review of District Manager Report

Ms. Newsome presented the district manager report.

FOURTH ORDER OF BUSINESS

**Public Hearing on the Annual
Assessment for Fiscal Year 2022-
2023**

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

**A. Consideration of Resolution 2022-10, Approving the Annual Assessment for
Fiscal Year 2022-2023**

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

FIFTH ORDER OF BUSINESS

Consideration of Campus Suite Addendum

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Jackson with all in favor, the Board of Supervisors accepted the Campus Suite Addendum, for the Encore Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Review of Holiday Lighting Presentations

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Jackson with all in favor, the Board of Supervisors accepted the proposal from Events Done Bright, not to exceed the budget amount of \$35k, for the Encore Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Third Addendum for Professional District Services

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Morning with all in favor, the Board of Supervisors accepted the contract for professional district services, for the Encore Community Development District.

EIGHTH ORDER OF BUSINESS

EGIS Insurance Renewal Proposal

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Jackson with all in favor, the Board of Supervisors accepted the EGIS insurance renewal proposal, for the Encore Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Regular Meeting held on August 4, 2022

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Morning with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' regular meeting held on August 4, 2022, for the Encore Community Development District.

TENTH ORDER OF BUSINESS

Consideration of Operations &

**Maintenance Expenditures
for July 2022**

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

ELEVENTH ORDER OF BUSINESS

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

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

TWELFTH ORDER OF BUSINESS

Supervisor Requests

No supervisor requests were given at the time.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Jackson, the Board unanimously approved to adjourn the meeting at 4:58p.m., for the Encore Community Development District.

Assistant Secretary

Chairman/Vice Chairman

Tab 4

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 Special meeting of the Board of Supervisors of the Encore Community Development District was held on **Thursday, September 15, 2022, at 3:02 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 |
| Julia Jackson | Board Supervisor, Assistant Secretary |
| Mae Walker | Board Supervisor, Assistant Secretary |

Also present were:

| | |
|-------------------|---|
| Christina Newsome | District Manager, Rizzetta & Company, Inc. |
| Jeff Watson | Representative, Trane |
| Sarah Sandy | District Counsel, Kutak Rock (via Phone) |
| Lorenzo Reed | Development Project Manager (via Phone) |
| Greg Woodcock | Cardno Engineering (via Phone) |
| Leroy Moore | Representative; THA (via Phone) |

| | |
|----------|--------------------|
| Audience | Not Present |
|----------|--------------------|

FIRST ORDER OF BUSINESS

Call to Order

Ms. Newsome called the meeting to order at 3:02p.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

B. District Counsel

C. District Engineer

D. Chiller System Manager

E. Tampa Housing Authority

F. District Manager

FOURTH ORDER OF BUSINESS

**Consideration of RFPs for Chiller
Plat System for Lot 12
Piping Upgrade Project**

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Jackson with all in favor, the Board of Supervisors motion to allocate plants as shown and to accept Trane's proposal as most responsive bid, with direction from the district staff to enter into an agreement to the project, subject to receiving updates to proposal, for the Encore Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of RFPs for Chiller
System Operations
and Maintenance Services**

On a Motion by Ms. Jackson, seconded by Ms. Morning with all in favor, the Board of Supervisors motion to allocate points as shown on the evaluation criteria sheet and to accept Trane's proposal as the most responsive bid with direction of the district Staff to prepare an agreement, for the Encore Community Development District.

SIXTH ORDER OF BUSINESS

Supervisor Requests

No supervisor requests were given at the time.

SEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Jackson, the Board unanimously approved to adjourn the meeting at 3:39 p.m., for the Encore Community Development District.

Assistant Secretary

Chairman/Vice Chairman