



Rizzetta & Company

Encore Community Development District

Board of Supervisors' Meeting February 2, 2023

**The Ella at Encore
1210 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 Julia Jackson Mae Walker	Chairman Vice Chairman 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

January 25, 2023

REVISED AGENDA

Dear Board Members:

The Regular meeting of the Board of Supervisors of the Encore Community Development District will be held on **Thursday, February 2, 2023, at 4:00 p.m.** at The Ella at Encore, located at 1210 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 Notice of Commencement..... Tab 4
- 5. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of the Board of Supervisors' Regular Meeting held on January 5, 2023..... Tab 5
- 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



January 23, 2023
Rizzetta & Company
John Toborg – Division Manager
Landscape Inspection Services



Rizzetta & Company
Professionals in Community Management

Blanche Armwood, Reed, Ray Charles, Church

UPDATES, SUMMARY, CURRENT EVENTS:

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. The east ROW of Blanche Armwood east of the Legacy still requires detail work. (Pic 1)



8. **Yellowstone will be replacing several areas of declined turf once weather permits. I recommend waiting until after the first week of March. This area at the Reed is one that will be included.** (Pic 8>)

9. Also make sure to keep the turf on both sides of the church in your radar. There continue to be expanding spots of thin turf. (Pic 9>)



2. Either replace or remove the flapping tree straps from the trees surrounding the Legacy.
3. Is Yellowstone inspecting and treating the defoliating Dwarf India Hawthorn on many of the promenades? They continue to thin. Is this Entomosporium? If so, this is treatable.
4. **Flax Lily beds are not looking any different. Most are full of dead material.** (Pic 4>)
5. Crews need to be sure to remove and dispose of all palm boots. These were left piled up on the Reed promenade. (Pic 5>)
6. Hand pull weeds from the eastern tip of the church promenade.
7. Trim an Oak on the south side of Ray Charles between Governor and Hank Ballard that is blocking a ROUNDABOUT street sign.



Chiller Park



10. As discussed at last month's board meeting, the Chiller Park meadow has been mowed. Come spring, these plants will begin pushing out new growth. (Pic 10)



11. The middle part of the meadow was not mowed as this area was designed and planted by another entity. I will make sure they are also aware they have weeds to eradicate, mostly Spanish Needle. (Pic 11)



12. Treat all active fire ant mounds in the park and return once the mound is dead and rake out soil to re-expose turf or mulch.

13. Yellowstone needs to spray all weeds in the paver joints in Chiller Park. (Pic 13)



14. A question for Springer Environmental ... Are these the areas where more aggressive, undesirable plants were pulled and Black-Eyed Susan seeds will be planted? (Pic 14>)

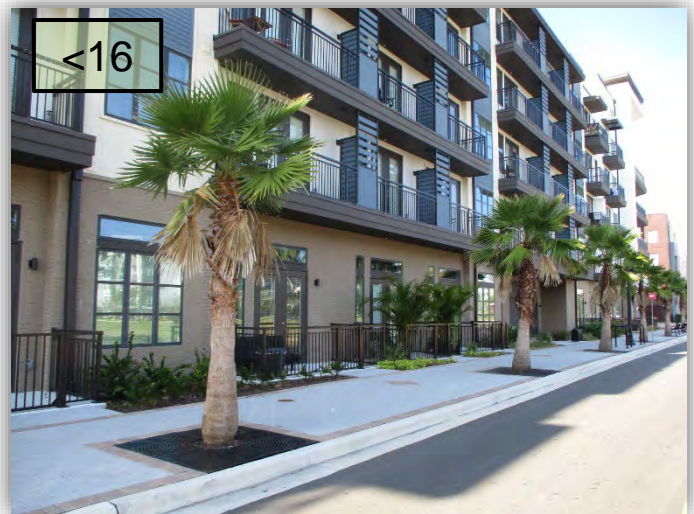


Chiller Park, Navara, Trio

15. Is this sliced drip line on the east side of Chiller Park part of an active zone? If so, it needs to be repaired. (Pic 15)



16. Dead fronds have still not been removed from the Washington Palms surrounding the Navara. Yellowstone needs to provide a date. (Pic 16>)



17. Beds on the east ROW of Governor between Zack and Harrison are weedy.

18. Beds on the south ROW of the Trio are weedy.



Proposals

1. After removal of the remaining root balls, Yellowstone to provide a proposal to replace two Oaks that were blown over during Ian on the east side of Blanche Armwood east of the Legacy and the Reed. The proposal should also include the complete removal and replacement of the first Oak north of Ray Charles on the east ROW of Blanche Armwood. Replacements should be 3" cal., Live Oak, 12'-14' OAH. (Pics 1a, b> & c>)



2. Yellowstone to provide a proposal to eradicate what is remaining of the Dwarf Asian Jasmine on the triangular island north of the roundabout as well as the median on Hank Ballard north of the roundabout and replace with 3 Gal., Full Variegated Confederate Jasmine on 24" centers. Prior to any installation, irrigation MUST be inspected to ensure there is 100% coverage. (Pic 2)



Tab 2

ENCORE

IS Energy Management Report

December 2022



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

Customer

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



SECTION 1: System Ton-Hour Usage

SECTION 2: CEP Key Performance Trends

SECTION 3: Building Efficiency Analysis

SECTION 4: Energy Trends and Usage

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 5: Time of Use Electric Rates

SECTION 6: Operations, Maintenance & Repairs

SECTION 7: Lot Management Activities

SECTION 8: Project Management Activities



SECTION 1: System Ton-Hour Usage

- CEP total kWh consumption decreased 6%, and the total cooling degree days decreased 55% from the previous month.
- The performance metrics below indicate a CEP efficiency of .99 kW/ton.
- Ton-Hour consumption decreased 30% from the previous month.

November Ton-Hour Consumption		CEP Metrics	
CEP	249,678	kWh	184,527
Trio	33,100		
Ella	29,322	Total Tons	998,713
Reed	34,914		
Legacy	49,875	Ton-Hours	249,678
Tempo	56,608		
Navara	45,860	kW per Ton	0.74

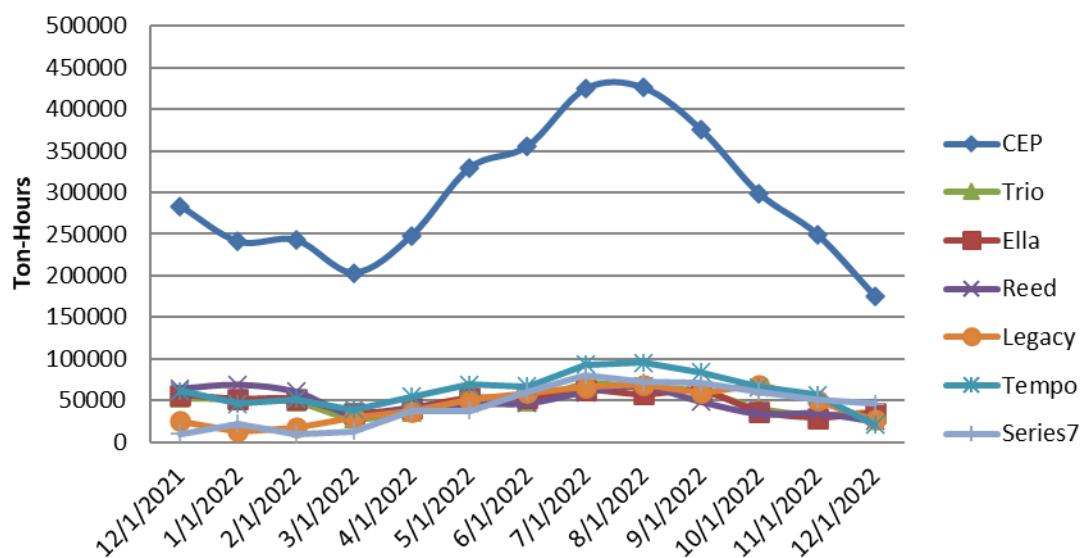
Ella, Trio, Reed, Tempo - Adjusted

December Ton-Hour Consumption		CEP Metrics	
CEP	178,328	kWh	173,121
Trio	25,979		
Ella	24,861	Total Tons	701,310
Reed	18,011		
Legacy	26,981	Ton-Hours	178,328
Tempo	14,652		
Navara	30,654	kW per Ton	0.99

Ella, Trio, Reed, Tempo - Non-adjusted

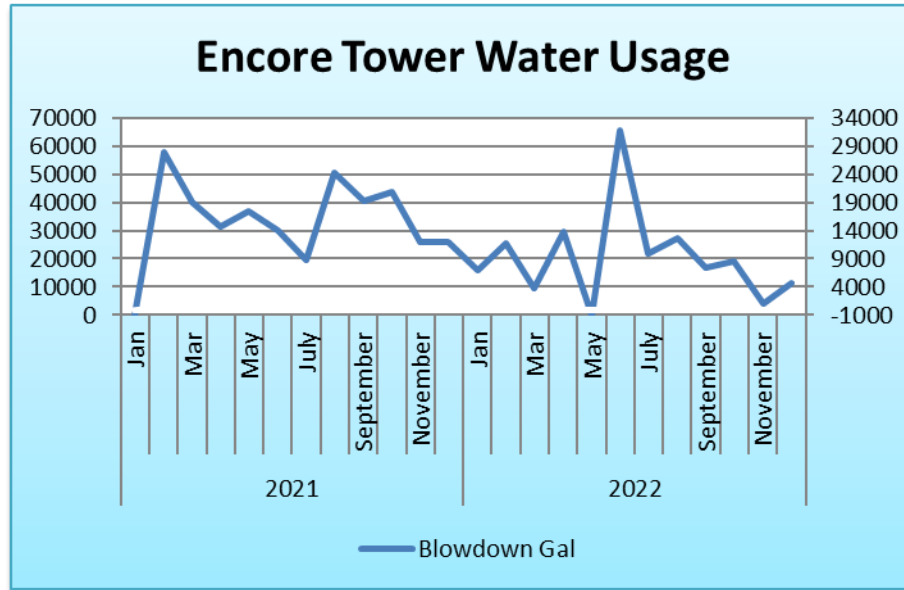
December Ton-Hour Consumption		CEP Metrics	
CEP	178,328	kWh	173,121
Trio	36,617		
Ella	35,040	Total Tons	701,310
Reed	25,385		
Legacy	26,981	Ton-Hours	178,328
Tempo	20,651		
Navara	30,654	kW per Ton	0.99

Encore Ton-Hours Consumption History



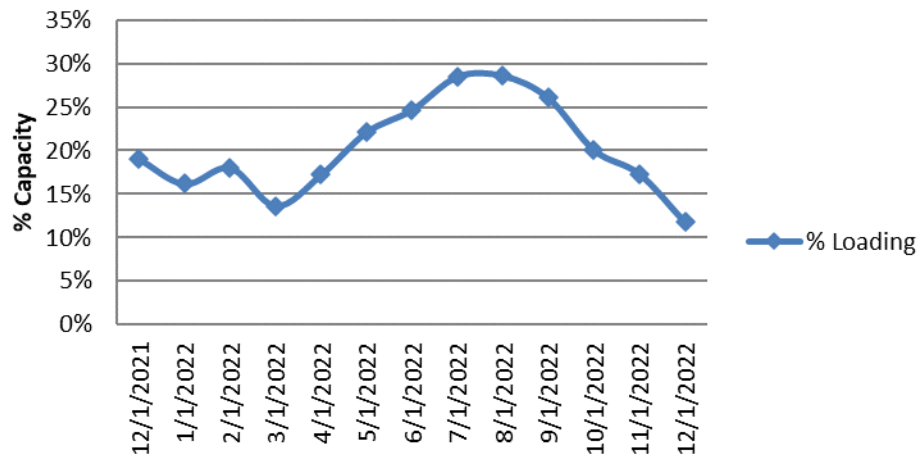
SECTION 2: CEP Key Performance Trends

	This Period	Last Period	Year-to-date	Comments
Plant Efficiency (kW/ton)	.99	.74	Avg: .55	This period was below average efficiency.
Days Failed to Make Ice	31	30	365	Chiller #1 down for repair
Minimum Ice Level	.5%	-2.1%	5.1%	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	0	On average, the plant can run about 50% of the day on the ice tanks.
Maximum Days on Ice Tanks	0	0	0	Longer cycles between ice regeneration occurs during cooler months.
Maximum Hours on Ice	0	0	0.4	The one hour this period is a false reading
Tower Conductivity Blow Down Gallons	11,165	3,944	245,547	See graph of water usage below
Domestic Water	83	22	1,174	
Average CHW Supply Temperature	40.3	40.3	40.4	Distribution Setpoint = 39.0 degrees.



Date	Usage Gallons	Date	Usage Gallons
2021		2022	
Jan	0	Jan	15688
Feb	57619	Feb	25337
Mar	39848	Mar	9417
Apr	31264	Apr	29527
May	36897	May	0
June	29825	June	65489
July	19732	July	21753
August	50702	August	27305
September	40591	September	17017
October	43640	October	18905
November	25804	November	3944
December	25996	December	11165
Total	401918	Total	245547

Encore Plant Loading



- Current month Plant Loading of 12% was slightly lower than last month due to a decrease in Ton-Hour consumption.

Central Plant System Information

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
Sep	42.0	39.1	3.0	4,181	1,501,460	375,365	243,346	0.65	484
Oct	43.5	40.3	3.2	2,997	1,195,120	298,780	170,485	0.57	328
Nov	43.4	40.3	3.1	2,782	998,713	249,678	184,527	0.74	233
Dec	42.2	40.3	1.9	2,879	701,310	175,328	173,121	0.99	105

SECTION 3: Building Efficiency Analysis

Navara - Plant and Building Side Heat Exchanger Information

Navara Plant Side HX	Average Return Temp	Average Supply Temp	Average Flow (GPM)	Total Tons	Average Delta T	Average Delta T Setpoint	Average Mixing Valve Signal
2022	46.6	40.3	279	631,341	6.3	8.0	21.9
⊕ Sep	49.1	41.4	242	140,586	7.9	8.0	0.0
⊕ Oct	44.8	40.1	464	205,126	4.7	8.0	14.1
⊕ Nov	46.7	40.1	261	171,041	6.6	8.0	26.8
⊕ Dec	46.7	40.1	132	114,588	6.6	8.0	24.8

Navara Bldg Side HX	Average CHW Return Temp	Average CHW Supply Temp	Average Delta T	Average CHW Return Flow	Average CHW Setpoint	Total Bldg Tons	Average System CHW Diff Pressure
2022	48.3	41.9	6.4	229	42	564,094	2.3
⊕ Oct	48.6	40.5	8.0	255	42	257,030	2.3
⊕ Nov	48.9	42.7	6.2	243	42	184,040	2.3
⊕ Dec	47.5	42.5	5.0	191	42	123,024	2.3

Legacy - Plant and Building Side Heat Exchanger Information

Legacy Plant Side HX	Average Return Temp	Average Supply Temp	Average Flow (GPM)	Total Tons	Average Delta T	Average Delta T Setpoint	Average Mixing Valve Signal
2022	51.0	40.4	124	593,628	10.6	10.0	53.2
⊕ Sep	52.3	41.6	172	124,856	11.1	10.2	73.3
⊕ Oct	52.0	40.2	135	200,015	11.8	10.0	75.7
⊕ Nov	51.5	40.2	117	160,688	11.3	10.0	35.7
⊕ Dec	48.8	40.3	96	108,069	8.6	10.0	36.6

Legacy Bldg Side HX	Average Return Temp	Average Supply Temp	Average Flow (GPM)	Total Tons	Average Delta T	Average Delta T Setpoint	Average CHW Delta T Setpoint
2022	51.6	43.0	121	474,345	8.7	9	42
⊕ Sep	53.3	43.7	167	108,373	9.6	10	--
⊕ Oct	52.7	43.2	131	156,832	9.5	10	--
⊕ Nov	52.0	43.3	113	120,774	8.8	10	--
⊕ Dec	49.2	42.1	92	88,367	7.2	5	42

Ella - Building Side Heat Exchanger Information

Ella Plant Side HX	Average Plant Return Temp	Average Plant Supply Temp	Average Plant Delta T
2022	50.3	41.6	8.8
⊕ Nov	50.9	41.6	9.3
⊕ Dec	50.0	41.6	8.4

Ella Bldg Side HX	Average CHW Return Temp	Average CHW Supply Temp	Average Delta T	Average CHW Return Flow	Average CHW Setpoint	Total Bldg Tons
2022	53.9	41.8	12.2	138	42	426,408
⊕ Nov	55.0	42.0	12.9	160	42	253,568
⊕ Dec	53.0	41.6	11.4	118	42	172,840

Reed - Building Side Heat Exchanger Information

Reed Plant Side HX	Average Plant Return Temp	Average Plant Supply Temp	Average Plant Delta T
2022	50.1	40.3	9.8
⊕ Sep	52.3	41.6	10.7
⊕ Oct	52.0	40.2	11.8
⊕ Nov	51.5	40.2	11.3
⊕ Dec	45.7	39.9	5.8

Reed Bldg Side HX	Average CHW Return Temp	Average CHW Supply Temp	Average CHW Delta T	Average CHW Return Flow	Average CHW Setpoint	Total Bldg Tons	Average CHW Diff Pressure
2022	53.4	42.3	11.1	119	44	319,137	19.8
⊕ Nov	53.5	42.6	10.9	141	44	182,145	19.9
⊕ Dec	53.3	42.0	11.3	98	44	136,992	19.6

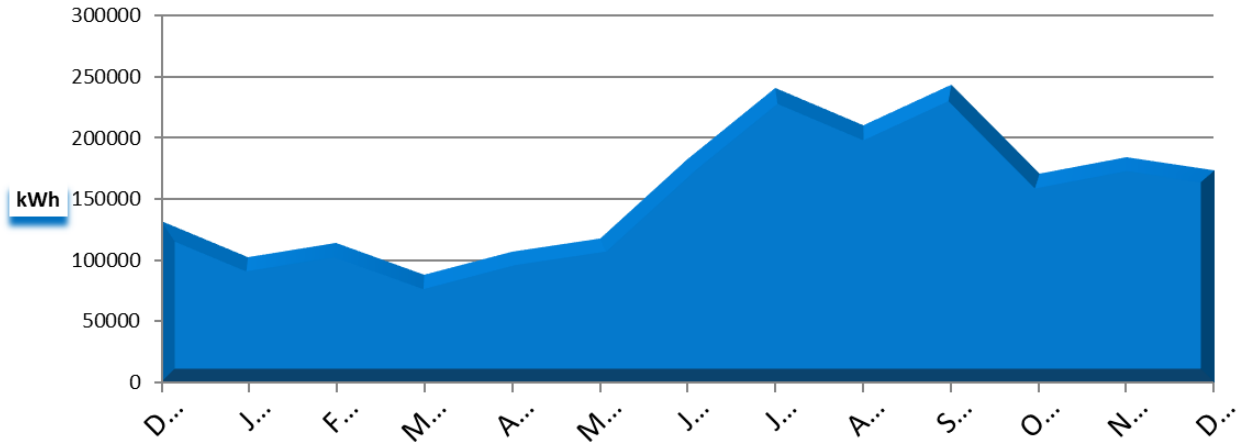
Trio - Building Side Heat Exchanger Information

Trio Plant Side HX	Average Plant Return Temp	Average Plant Supply Temp	Average Plant Delta T
2022	45.5	39.6	5.8
⊕ Nov	46.6	39.7	6.9
⊕ Dec	44.7	39.6	5.1

Trio Bldg Side HX	Average CHW Return Temp	Average CHW Supply Temp	Average CHW Return Flow	Average CHW Delta T	Average Bldg Tons	Average DP Setpoint	Average CHW Diff Pressure	Average Bypass Valve (%)
2022	54.8	50.2	1892	4.6	328	17.5	17.5	0
⊕ Nov	55.3	51.1	2104	4.2	346	17.5	17.5	--
⊕ Dec	54.3	49.4	1687	5.0	311	17.5	17.5	0

SECTION 4: Energy Trends and Usage

Encore CEP Energy Trend



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	243,346	\$20,873.35	-12,523	\$996.02
October	144,809	\$15,934.95	170,485	\$16,532.82	-25,676	-\$597.87
November	119,416	\$11,578.97	184,527	\$15,869.78	-65,111	-\$4,290.81
December	132,175	\$15,670.05	173,121	\$16,587.74	-40,946	-\$917.69
Totals	2,051,900	\$197,142.74	1,934,160	\$178,002.72	117,740	\$19,140.02



SECTION 5: 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



SECTION 6: Operations, Maintenance, and Repair Status

SECTION 7: Lot Management Activities

SECTION 8: Project Management Activities

Tab 3



Rizzetta & Company

February 2

District Manager's Report

2023

UPCOMING DATES TO REMEMBER

- **Next Meeting:** March 2, 2023

FINANCIAL SUMMARY

12/31/2022

General Fund Cash & Investment Balance:	\$265,755
Chiller Operation Cash & Investment Balance:	\$592,712
Chiller Reserve Fund Investment Balance:	\$2,322,581
Total Cash and Investment Balances:	\$3,181,048
 General Fund Expense Variance:	 Under Budget \$1,990

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



Rizzetta & Company

UPDATES:

- Awaiting agreement for streetlight maintenance from Mandy's Electric.
- Able to find a new location for future meetings.
- Concrete pour over irrigation main leak had been completed.

Tab 4

This instrument was prepared by and
upon recording should be returned to:

Sarah R. Sandy, Esq.
Kutak Rock LLP
107 West College Avenue
Tallahassee, FL 32301

NOTICE OF COMMENCEMENT

Permit Nos: BLD-22-0493934; Contact Contractor for additional details

Parcel I.D. Nos: See **Exhibit A** for further details

State of Florida
County of Collier

THE UNDERSIGNED hereby gives notice that improvements will be made to certain real property in Hillsborough County, Florida. The following information is provided in this Notice of Commencement.

1. Description of property (***legal description*** of property and address if available):
See legal description attached hereto as **Exhibit A**.
2. General description of improvements: Upgrading the chilled water system's ("Chiller") existing piping connection between the Chiller and Lot 12
3. Owner information:
 - a) Name and address: Encore Community Development District
2700 S. Falkenburg Road, Suite 2745
Riverview, Florida 33578
Attn: District Manager
 - b) Interest in property: Easements
 - c) Name and address of fee simple titleholder (if other than owner):
City of Tampa (Harrison Street)

Housing Authority of the City of Tampa, Florida (Parcel IDs: A-13-29-18-9ZN-000000-0002B.0; A-13-29-18-9ZN-000000-00012.0)
5301 W CYPRESS ST STE 100
TAMPA, FL 33607-1734
4. Contractor:
 - a) Name and Address: Trane US, Inc., 902 N. Himes Avenue, Tampa, Florida 33609
5. Surety:
 - a) Name and address: Federal Insurance Company, 202B Halls Mill Road, Whitehouse Station, NJ 08889-3454
 - b) Amount of Bond: \$796,495.00
6. Lender (name and address): N/A
7. Person within the State of Florida designated by Owner upon whom notices or other documents may be served:
Name and address: Rizzetta & Co., Inc. c/o Jennifer Goldyn

2700 S. Falkenburg Road, Suite 2745
Riverview, Florida 33578

8. In addition to him or herself, Owner designates:

Sarah R. Sandy, Esq.
Kutak Rock LLP
107 West College Avenue
Tallahassee, FL 32301, to receive a copy of the Notice.

9. Expiration date of notice of commencement _____ (the expiration date is one year from the date of recording unless a different date is specified).

The foregoing information and execution of this notice is being provided solely for the purpose of providing notice. The Owner is a local unit of special-purpose government and not an "Owner" as defined in section 713.01(23), Florida Statutes. Therefore, there are no lien rights available to any person providing materials or services for improvements upon the above described real property. The payment bond executed in connection herewith is attached hereto as Exhibit B.

Witnesses:

**ENCORE COMMUNITY DEVELOPMENT
DISTRICT**

Name: _____

Chairperson, Board of Supervisors

Name: _____

STATE OF FLORIDA
COUNTY OF _____

The following instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 2022, by _____, as Chairperson of the Board of Supervisors of the Encore Community Development District, on behalf of the District, who is ☐ personally known to me or ☐ has produced _____ as identification

(Official Notary Signature)

Name: _____

EXHIBIT A: Legal Description
EXHIBIT B: Payment Bond

3

EXHIBIT B
PAYMENT BOND

Tab 5

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, January 5, 2023, at 4:17 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. (via Phone)
Christina Newsome	District Manager, Rizzetta & Company, Inc.
John Toborg	Landscape Specialist, Rizzetta & Company, Inc.
Jeff Watson	Representative, Trane
Sarah Sandy	District Counsel, Kutak Rock (via Phone)
Leroy Moore	Representative; THA (via Phone)
Greg Woodcock	Cardno Engineering (via Phone)
David Ilonya	Representative; THA (via Phone)
Tim Bowersox	Representative; Yellowstone
Audience	Not Present

FIRST ORDER OF BUSINESS

Call to Order

Ms. Newsome called the meeting to order at 4:17 p.m. and conducted roll call.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience members present.

THIRD ORDER OF BUSINESS

Staff Reports

A. Landscape Inspection Report

1. Presentation of Landscape Inspection Report

Mr. Toborg was present and presented the Landscape Inspection Report to the Board. He informed the Board that the OTJ injections are scheduled for the week of January 9, 2023. The concrete slab that has an irrigation leak has also been scheduled for repairs. Mr. Toborg also told the Board that the leaking spigot has stopped leaking.

B. District Counsel

1. Presentation of Boundary Amendment Update

Ms. Sandy was present. She informed the Board that the Boundary Amendment is still in progress.

C. District Engineer

Greg Woodcock was present, however; no report was given.

D. Chiller System Manager

1. Presentation of Central Energy Plant Report- Trane

Jeff Watson was present; he presented the Trane report to the Board. He also informed the Board that the annual cleaning and brushing of the tubes will be cleared prior to the planting.

E. Tampa Housing Authority

David Ilonya and Leroy Moore were present, however; no report was given. Ms. Newsome was asked to find a new venue to hold future Encore CDD meetings.

F. District Manager

1. Review of District Manager Report

The next regularly scheduled meeting will be held on Thursday, February 2, 2023, at 4:00 p.m. at the new location to be determined by Ms. Newsome.

Ms. Newsome presented the District Manager Report to the Board. The Board asked Ms. Newsome to get proposals for quarterly streetlight maintenance from Mandy's Electric.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-01, Declaring Board Vacancies

On a Motion by Ms. Jackson, seconded by Ms. Johnson-Griffin with all in favor, the Board of Supervisors adopted Resolution 2023-01, Declaring Board Vacancies, for the Encore Community Development District.

On a Motion by Ms. Jackson, seconded by Ms. Walker with all in favor, the Board of Supervisors appointed Teresa Morning to retain her Seat for Seat #5, for the Encore Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Lot 12
Pipe Extension Post
Design Services Proposal**

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Jackson with all in favor, the Board of Supervisors adopted the Lot 12 Pipe Extension Post Design Services Proposal with Cardno subject to receiving a meeting breakdown from Cardno subconsultant Voltair, for the Encore Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of
Temporary
Construction Easement for Lot 12
Chiller Pipe Improvements**

On a Motion by Ms. Johnson-Griffin, seconded by Ms. Morning with all in favor, the Board of Supervisors approved the Temporary Construction Easement Agreement in substantial form subject to finalization by District Counsel and THA's counsel, for the Encore Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Minutes of
the Board of Supervisors Regular
Meeting held on November 3, 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 November 3, 2022, for the Encore Community Development District.

TENTH ORDER OF BUSINESS

Supervisor Requests

There was a supervisor request asking Ms. Newsome to speak with the holiday lighting vendor.

ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Walker, seconded by Ms. Johnson-Griffin, the Board unanimously approved to adjourn the meeting at 5:06p.m., for the Encore Community Development District.

Assistant Secretary

Chairman/Vice Chairman