



Rizzetta & Company

Encore Community Development District

**Board of Supervisors' Meeting
July 2, 2020**

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

www.encorecdd.org

ENCORE COMMUNITY DEVELOPMENT DISTRICT AGENDA

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

Board of Supervisors	Dr. Hazel Harvey Christine Burdick Billi Johnson-Griffin Julia Jackson Teresa Morning	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Justin Croom	Rizzetta & Company, Inc.
District Attorney	Jennifer Kilinski	Hopping Green & Sams, P.A.
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.

Board of Supervisors
Encore Community
Development District

June 25, 2020

REVISED AGENDA

Dear Board Members:

The Regular meeting of the Board of Supervisors of the Encore Community Development District will be held on **Thursday, July 2, 2020 at 3:00 p.m.** to be conducted by means of communications media technology pursuant to Executive Orders 20-52, 20-69, 20-112, and 20-123 issued by the Governor DeSantis on March 9, 2020, March 20, 2020, April 29, 2020, and May 18, 2020, respectively, and pursuant to Florida Statutes. To access the meeting, please use a telephone to dial 253-215-8782, and enter the ID# 8284309897. If you need assistance participating in the meeting, please contact the District Manager's Office at 813-533-2950. The following is the agenda for this meeting:

BOARD OF SUPERVISORS MEETING:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Regular Meeting held on May 7, 2020..... Tab 1
 - B. Consideration of Operations & Maintenance Expenditures for April 2020 & May 2020 Tab 2
 - C. Consideration of Chiller Fund Operations & Maintenance Expenditures for April 2020 & May 2020 Tab 3
- 4. BUSINESS ITEMS**
 - A. Consideration of Resolution 2020-07, Designating Assistant Secretary Tab 4
 - B. Consideration of Chiller Plant Closed Loop Recharge Proposal..... Tab 5
 - C. Consideration of Trane Contract Renewal..... Tab 6
 - D. Consideration of Street Lighting Proposal Tab 7
 - E. Consideration of Resolution 2020-08, Setting Public Hearing on Rates, Fees, and Charges Related to the Chiller Facilities Tab 8
 - F. Consent for Continuation of Agreement with Tampa Bay Trane for Chiller System Operation and Maintenance Services Tab 9
 - G. Consideration of Resolution 2020-09, Declaring Vacancy in Seats 2 & 3 Tab 10
- 5. STAFF REPORTS**
 - A. Field Services Manager
 1. Presentation of Field Services Reports Tab 11
 - B. District Counsel
 - C. District Engineer
 - D. Chiller System Manager – Trane
 1. Presentation of Central Energy Plant Reports Tab 12
 - E. District Manager
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

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

Sincerely,

Justin Croom

Justin Croom

District Manager

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

ENCORE
COMMUNITY DEVELOPMENT DISTRICT

The Regular meeting of the Board of Supervisors of the Encore Community Development District was held on **Thursday, May 7, 2020 at 4:06 p.m.** by means of communications media technology pursuant to Executive Orders 20-52, 20-69, and 20-112 issued by the Governor DeSantis on March 9, 2020, March 20, 2020, and April 29, 2020, respectively, and pursuant to Florida Statutes. The following is the agenda for this meeting.

Present and constituting a quorum were:

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

Also present were:

Justin Croom	District Manager, Rizzetta & Company, Inc.
Lauren Gentry	District Counsel, Hopping Green & Sams
Derek Carter	Trane
Bridget Murphy	Administrative Assistant, Rizzetta & Company

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

No audience comments

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on March 5, 2020

On a Motion by Dr. Harvey, seconded by Ms. Morning, with all in favor, the Board of Supervisors approved the minutes of the Regular meeting held on March 5, 2020, as presented for the Encore Community Development District.

47 **FOURTH ORDER OF BUSINESS** **Consideration of Operation and**
48 **Maintenance Expenditures for February**
49 **2020 & March 2020**
50

On a Motion by Dr. Harvey, seconded by Ms. Morning the Board of Supervisors approved the Operation and Maintenance Expenditures for February 2020 (\$19,559.291) and March 2020 (\$17,610.42) as presented for the Encore Community Development District.

51
52 **FIFTH ORDER OF BUSINESS** **Consideration of Chiller Fund Operation**
53 **and Maintenance Expenditures for**
54 **February 2020 & March 2020**
55

On a Motion by Ms. Morning, seconded by Ms. Jackson, the Board of Supervisors approved the Chiller Fund Operation and Maintenance Expenditures for February 2020 (\$55,434.64) and March 2020 (\$32,968.95) as presented for the Encore Community Development District.

56
57 **SIXTH ORDER OF BUSINESS** **Presentation of Proposed Budget for**
58 **Fiscal Year 2020-2021**
59

60 Mr. Croom reviewed the Budget for the fiscal Year 2020-2021 with the Board. There
61 were no issues w the budget.
62

63 **1. Consideration of Resolution 2020-05, Approving Proposed Budget**
64 **and Setting Public Hearing**
65

66 Mr. Croom Presented Resolution 2020-05 to the Board, which will approve the proposed
67 Budget and set the public hearing for August 6th, 2020 at 03:00 p.m.
68

On a Motion by Mr. Harvey, seconded by Ms. Johnson-Griffin, the Board of Supervisors adopted Resolution 2020-05 for the Encore Community Development District.

69
70 **SEVENTH ORDER OF BUSINESS** **Consideration of Landscape Maintenance**
71 **Addendum**
72

On a Motion by Ms. Morning, seconded by Ms. Jackson, the Board of Supervisors approved the addendum from Yellowstone for landscape maintenance at an annual cost of \$4,101.00 for the Encore Community Development District.

73
74 **EIGHTH ORDER OF BUSINESS** **Consideration of Resolution 2020-06, Re-**
75 **designated Secretary**
76

77 Mr. Croom presented Resolution 2020-06 to the Board which will designate Bob Schleifer as
78 Secretary.
79

On a Motion by Ms. Morning, seconded by Dr. Harvey, the Board of Supervisors adopted Resolution 2020-06 for the Encore Community Development District.

80 **NINTH ORDER OF BUSINESS**

**Consideration of Maintenance Service
and Repair Proposal**

81
82
On a Motion by Mr. Johnson-Griffin, seconded by Ms. Morning, the Board of Supervisors approved the proposal from Trane for the Maintenance & Service repair at a total cost of \$1,764.21 for the Encore Community Development District.

83
84 **TENTH ORDER OF BUSINESS**

Staff Reports

85
86 **A. Field Service Manager**

- 87
88 1. Presentation of Field Inspection Report

89
90 The Board reviewed the April 2020 field service report.

91
92 **B. District Counsel**

93
94 Ms. Gentry explained the remote meeting and quorum requirements because of
95 the corona virus.

96
97 **C. District Engineer**

98
99 Mr. Woodcock had nothing new to report. Mr. Croom answered a question
100 regarding the light pole that was hit.

101
102 **D. Chiller System Manager**

103
104 Mr. Carter reviewed the report with the Board and answered general questions
105 from the Board.

106
107 **E. District Manager**

108
109 Mr. Croom noted that the next regularly scheduled Board of Supervisors
110 meeting will be held on June 4, 2020 at 3:00 p.m. at the Tampa Housing
111 Authority located at 5301 W. Cypress Street, Tampa, Florida 33607. He
112 informed the Board of the possibility that the meeting will need to be held via
113 zoom because of the current coronavirus restrictions. The Board would like to
114 move the meetings to 3:00 p.m. going forward.

115
116
117
118 **ELEVENTH ORDER OF BUSINESS**

Supervisor Request

119
120 There was no supervisor request.

121
122
123
124
125

126 **TWELFTH ORDER OF BUSINESS**

Adjournment

127

On a Motion by Dr. Harvey, seconded by Ms. Jackson with all in favor, the Board of Supervisors adjourned the meeting at 4:35 p.m. for the Encore Community Development District.

128

129

130

131

Secretary / Assistant Secretary

Chairman / Vice Chairman

DRAFT

ENCORE COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures April 2020 For Board Approval

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

The total items being presented: **\$14,721.96**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Encore Community Development District

Paid Operation & Maintenance Expenditures

April 1, 2020 Through April 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Hopping Green & Sams	001627	113595	General/Monthly Legal Services 02/20	\$ 2,244.90
Hopping Green & Sams	001632	114061	General/Monthly Legal Services 03/20	\$ 1,788.50
RB Owens Electric Inc	001628	20201575	Remove & Replace Damaged In-Use Covers 03/20	\$ 630.00
Rizzetta & Company, Inc.	001629	INV0000048075	District Management Fees 04/20	\$ 3,653.75
Rizzetta Technology Services	001630	INV0000005654	Website Hosting Service 04/20	\$ 100.00
TECO	001631	Summary 03/20	Electric Summary 03/20	\$ 1,100.81
Yellowstone Landscape	001633	TM 102814	Monthly Landscape Maint 04/20	<u>\$ 5,204.00</u>
Report Total				<u>\$ 14,721.96</u>

ENCORE COMMUNITY DEVELOPMENT DISTRICT

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

Operation and Maintenance Expenditures May 2020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from May 1, 2020 through May 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$18,366.56**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Encore Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2020 Through May 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Advanced Drainage & Hydro Inc.	001637	05072020	Inspection & Maint of Stormwater Mangement Sys Quart 2/2020	\$ 5,900.00
Billi J. Griffin	001638	BG050720	Board of Supervisors Meeting 05/07/2020	\$ 200.00
Hazel S. Harvey	001639	HH050720	Board of Supervisors Meeting 05/07/2020	\$ 200.00
Hopping Green & Sams	001640	114628	General/Monthly Legal Services 04/20	\$ 787.00
Julia Jackson	001641	JJ050720	Board of Supervisors Meeting 05/07/2020	\$ 200.00
Office Dynamics	001643	00031097	Bind & Ship 5 Agenda Booklets 05/20	\$ 230.60
Rizzetta & Company, Inc.	001634	INV0000049219	District Management Fees 05/20	\$ 3,695.42
Rizzetta Technology Services	001635	INV0000005756	Website Hosting Service 05/20	\$ 100.00
TECO	001644	Summary 04/20	Electric Summary 04/20	\$ 1,031.54
Teresa Morning	001642	TM050720	Board of Supervisors Meeting 05/07/2020	\$ 200.00
Times Publishing Company	001636	0000080017 04/26/20	Legal Advertising 04/20	\$ 618.00
Yellowstone Landscape	001645	TM 106285	Monthly Landscape Maint 05/20	<u>\$ 5,204.00</u>
Report Total				<u>\$ 18,366.56</u>

ENCORE COMMUNITY DEVELOPMENT DISTRICT

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

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

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

The total items being presented: **\$47,738.47**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Encore Community Development District Chiller Fund

Paid Operation & Maintenance Expenditures

April 1, 2020 Through April 30, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
City of Tampa Utilities	001372	2175375 03/20	1237 E Harrison St 03/20	\$ 785.65
Frontier Florida LLC	001373	813-223-7101-092412-5 04/20	Acct 813-223-7101-092412-5 04/20	\$ 292.85
Rizzetta & Company, Inc.	001370	INV0000048075	District Management Fees 04/20	\$ 875.00
Tampa Bay Trane	001371	247107	Service Call 03/20	\$ 4,397.00
Tampa Bay Trane	001371	247550	Service Call 03/20	\$ 7,587.00
Tampa Bay Trane	001374	248563	Select Quarterly/Bill Qtrly Contract From 04/01/2020	\$ 14,000.00
TECO	001375	211006277308 03/20	1200 Nebraska Av N 03/20	\$ 13,390.06
TECO	001375	211006278348 03/20	1004 Nebraska Ave N C 03/20	\$ <u>6,410.91</u>
Report Total				\$ <u>47,738.47</u>

ENCORE COMMUNITY DEVELOPMENT DISTRICT

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

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

Attached please find the check register listing the Operation and Maintenance expenditures paid from May 1, 2020 through May 31, 2020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$36,769.63**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Encore Community Development District Chiller Fund

Paid Operation & Maintenance Expenditures

May 1, 2020 Through May 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
City of Tampa Utilities	001380	2175375 04/20	1237 E Harrison St 04/20	\$ 397.60
Frontier Florida LLC	001377	813-223-7101-092412-5 05/20	Acct 813-223-7101-092412-5 05/20	\$ 292.85
Rizzetta & Company, Inc.	001376	INV0000049219	District Management Fees 05/20	\$ 833.33
Tampa Bay Trane	001378	250894	Select Quarterly/Bill Qtrly Contract From 05/01/2020	\$ 14,000.00
TECO	001379	211006277308 04/20	1200 Nebraska Av N 04/20	\$ 12,699.42
TECO	001379	211006278348 04/20	1004 Nebraska Ave N C 04/20	\$ <u>8,546.43</u>
Report Total				\$ <u>36,769.63</u>

RESOLUTION 2020-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF ENCORE COMMUNITY DEVELOPMENT DISTRICT APPOINTING AN ASSISTANT SECRETARY OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Encore Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the Board of Supervisors (hereinafter the "Board") previously designated Justin Croom as an Assistant Secretary pursuant to Resolution 2019-03; and

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

Section 1. Jennifer Goldyn is appointed as an Assistant Secretary.

Section 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 2nd DAY OF July, 2020.

**ENCORE COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

SECRETARY/ASST. SECRETARY

RESOLUTION 2020-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ENCORE COMMUNITY DEVELOPMENT DISTRICT REGARDING CHILLED WATER UTILITY SERVICES; SETTING A DATE, TIME, AND PLACE FOR A PUBLIC HEARING ON A RULE SETTING RATES, FEES AND CHARGES FOR USE OF SUCH FACILITIES AND SERVICES; FOR MISCELLANEOUS OPERATION, ADMINISTRATION, AND BILLING FOR SUCH FACILITIES; AND FOR CONNECTION OF LOTS TO SUCH FACILITIES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Encore Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Tampa, Hillsborough County, Florida; and

WHEREAS, pursuant to Section 190.035, *Florida Statutes*, the District is authorized to prescribe, fix, establish and collect rates, fees, rentals or other charges, for the facilities and services furnished by the District, including for the utilities and services furnished by the District, and to recover the costs of making connection with any District facility or system; and

WHEREAS, the Board finds it is in the District’s best interest to set a public hearing to adopt the rates, fees and charges set forth in **Exhibit A**.

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

SECTION 1. A Public Hearing will be held to adopt rates, fees and charges of the District on _____, **2020, at 3:00 p.m.** at the offices of the Tampa Housing Authority, 5301 West Cypress Street, Tampa, Florida 33607.

At the time of adoption of this Resolution there are currently in place federal, state, and local emergency declarations and orders (“**Declarations**”). In the event that current Declarations are extended or future declarations so authorize, the hearing may be conducted remotely, using communications media technology. Information regarding participation in any remote hearing may be obtained by contacting the District Manager at 813-533-2950, or by accessing the District’s website, at <https://www.encorecdd.org/>.

SECTION 2. The District Secretary is directed to publish notice of the hearing in accordance with Section 120.54 and 190.035, *Florida Statutes*.

SECTION 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 2nd day of July, 2020.

ATTEST:

**ENCORE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

Chairman, Board of Supervisors

EXHIBIT A

**RATE SCHEDULE – CHILLED WATER
ENCORE CDD**

SECTION 1: CHILLED WATER RATE SCHEDULE (“CHILLED WATER RATES”)

Base Charges						
Product Type	Unit	FY 2019/2020	FY 2020/2021	FY 2021/2022	FY 2022/2023	FY 2023/2024*
Residential	Per dwelling unit	\$15.54	\$17.75	\$20.28	\$20.79	\$21.31
Retail/Office	Per square foot	\$0.05	\$0.057	\$0.065	\$0.067	\$0.069

Usage Charge						
Product Type	Unit	FY 2019/2020	FY 2020/2021	FY 2021/2022	FY 2022/2023	FY 2023/2024*
All	Per Ton/Hour	\$0.221	\$0.252	\$0.288	\$0.295	\$0.302

Meter Charge						
Product Type	Unit	FY 2019/2020	FY 2020/2021	FY 2021/2022	FY 2022/2023	FY 2023/2024*
All	Per Meter	\$35.00	\$39.99	\$45.69	\$46.83	\$48.00

**Each fiscal year starts on October 1 and ends on September 30 of the following year. Effective October 1, 2024, and annually on the same day thereafter, the above rates shall be adjusted by the annual change in the Consumer Price Index as published by the U.S. Department of Labor.*

SECTION 2: ADOPTION OF ANNUAL INDEX

The District hereby adopts the Consumer Price Index (“CPI”) such that beginning October 1, 2024, the Chilled Water Rates for all product types shall be adjusted in accordance with the annual CPI as published by the U.S. Department of Labor as of September 1 and adjusted annually on the same day thereafter. The adjustment may be either an increase or a decrease to each product type’s Chilled Water Rates, and will remain in effect until the next CPI adjustment.

EXHIBIT A

SECTION 3: MISCELLANEOUS FEES AND CHARGES

Returned Check Fee:	\$30.00
Application Fee:	\$30.00
Late Payment Fee:	1.5% of unpaid balance
Reconnection after Disconnection:	\$50.00
<u>Security Deposit</u>	
<i>Residential Building</i>	One month estimated bill
<i>Non-Residential Building</i>	Two months estimated bill

SECTION 4: CONNECTION OF NEW LOT

When new structures are constructed on lots within the District, the developer/owner of such lot shall be responsible for coordinating connection to the chilled water facilities through the District, which connection shall be made by the District through its contractor ("Contractor"). Upon request of the developer/owner, the Contractor shall provide an estimate of the Connection Cost to the requestor and prior to commencement of the connection.

The cost of such connection shall be remitted to the District upon closing. The methodology for determining the cost of the connection shall be calculated based on (a) the Contractor's actual construction costs to complete the connection ("Cost"), plus (b) Contractor's overhead in an amount not to exceed 15% of the Cost, together with (c) a fee not to exceed 10% of the Cost (altogether, the "Connection Cost"). The Connection Cost is estimated to be in the range of \$250,000 to \$500,000 but may be more or less depending on the nature of the building and connection required.

Labor for project management and supervision shall be billed according to the following schedule*:

Project Executive	\$125/hr
Project Manager	\$100/hr
Project Superintendent	\$85/hr
Project Administration	\$75/hr

**The rates are subject to a yearly increase of 3-10%*

EXHIBIT A

RESOLUTION 2020-09

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ENCORE COMMUNITY DEVELOPMENT DISTRICT DECLARING A VACANCY IN SEATS 2 AND 3 OF THE BOARD OF SUPERVISORS PURSUANT TO SECTION 190.006(3)(b), FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Encore Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, on November 3, 2020, three (3) members of the Board of Supervisors ("**Board**") are to be elected by "**Qualified Electors**," as that term is defined in Section 190.003, *Florida Statutes*; and

WHEREAS, the District published a notice of qualifying period set by the Supervisor of Elections at least two (2) weeks prior to the start of said qualifying period; and

WHEREAS, at the close of the qualifying period, no one qualified to run for Seats 2 and 3; and

WHEREAS, pursuant to Section 190.006(3)(b), *Florida Statutes*, the Board shall declare these seats vacant, effective the second Tuesday following the general election; and

WHEREAS, Qualified Electors are to be appointed to the vacant seats within 90 days thereafter; and

WHEREAS, the Board finds that it is in the best interests of the District to adopt this Resolution declaring the seats available for election as vacant.

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

SECTION 1. The following seats are hereby declared vacant effective as of November 17, 2020:

- Seat #2 (currently held by Julie Jackson)
- Seat #3 (currently held by Christine Burdick)

SECTION 2. Until such time as the District Board nominates Qualified Electors to fill the vacancies declared in Section 1 above, the incumbent Board Supervisors of those respective seats shall remain in office.

SECTION 3. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 2nd day of July, 2020.

ATTEST:

**ENCORE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

Chairman, Board of Supervisors