



Rizzetta & Company

Town of Kindred Community Development District

Landowner Election & Board of Supervisors' Special Meeting November 10, 2020

**District Office:
8529 South Park Circle, Suite 330
Orlando, Florida 32819
407.472.2471**

www.townofkindredcdd.org

**TOWN OF KINDRED
COMMUNITY DEVELOPMENT DISTRICT**

Rizzetta & Company, Inc., 8529 South Park Circle, Suite 330, Orlando, FL 32819

Board of Supervisors	John Valantasis John Auld Louis Avelli Bradley Kingsley Matthew Stolz	Board Supervisor Board Supervisor Board Supervisor Board Supervisor Board Supervisor
District Manager	Belinda Blandon	Rizzetta & Company, Inc.
District Counsel	Roy Van Wyk	Hopping Green & Sams
District Engineer	Xabier Guerricagoitia	Boyd Civil Engineering

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 (407) 472-2471. 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.

TOWN OF KINDRED COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE · 8529 South Park Circle – Suite 330 – Orlando, FL 32819

November 3, 2020

**Board of Supervisors
Town of Kindred Community
Development District**

AGENDA

Dear Board Members:

The **landowner election and special** meeting of the Board of Supervisors of the Town of Kindred Community Development District will be held on **Tuesday, November 10, 2020 at 10:30 a.m.**, at the at the Town of Kindred Clubhouse located at 1450 Diamond Loop Drive, Kissimmee, Florida 34744. The following is the agenda for the meeting:

LANDOWNERS' MEETING:

1. **CALL TO ORDER**
2. **ELECTION OF CHAIRMAN FOR PURPOSE OF CONDUCTING LANDOWNERS' ELECTION**
3. **DETERMINATION OF NUMBER OF VOTING UNITS REPRESENTED**
4. **NOMINATIONS FOR POSITIONS OF SUPERVISORS**
5. **CASTING OF BALLOTS**
6. **TABULATION OF BALLOTS**
7. **LANDOWNERS' QUESTIONS AND COMMENTS**
8. **ADJOURNMENT**

BOARD OF SUPERVISORS MEETING:

1. **CALL TO ORDER/ROLL CALL**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ADMINISTRATION**
 - A. Oath of Office for Newly Elected Supervisors.....Tab 1
 - B. Consideration of Resolution 2021-01, Canvassing and Certifying Election Results.....Tab 2
 - C. Consideration of Resolution 2021-02, Designating Officers...Tab 3
 - D. Consideration of the Minutes of the Board of Supervisors' Meeting held on August 11, 2020.....Tab 4
 - E. Consideration of the Minutes of the Continued Board of Supervisors' Meeting held on August 18, 2020.....Tab 5
 - F. Consideration of Operation and Maintenance Expenditures July - September 2020.....Tab 6
4. **BUSINESS ITEMS**
 - A. Establishment of Audit Committee
 - B. Consideration of Preventative Maintenance Plan Proposal – Commercial Fitness Products.....Tab 7
5. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
6. **SUPERVISOR REQUESTS**
7. **ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call me at (407) 472-2471.

Very truly yours,

Belinda Blandon

Belinda Blandon
District Manager

Landowner Election

Board of Supervisors' Meeting

TAB 1

**TOWN OF KINDRED COMMUNITY
DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
OATH OF OFFICE**

I, _____, A CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF THE TOWN OF KINDRED COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND OF THE STATE OF FLORIDA.

Board Supervisor

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA
COUNTY OF OSCEOLA

The foregoing oath was administered before me by means of ☐ physical presence or ☐ online notarization this _____ day of _____, 2020, by _____, who personally appeared before me, and is personally known to me or has produced _____ as identification, and is the person described in and who took the aforementioned oath as a Member of the Board of Supervisors of the Town of Kindred Community Development District and acknowledged to and before me that he/she took said oath for the purposes therein expressed.

(NOTARY SEAL)

Notary Public, State of Florida

Print Name: _____

Commission No.: _____ Expires: _____

TAB 2

RESOLUTION 2021-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWN OF KINDRED
COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE
RESULTS OF THE LANDOWNERS ELECTION OF SUPERVISORS HELD PURSUANT TO
SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE
DATE**

WHEREAS, the Town of Kindred 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 Osceola County, Florida; and

WHEREAS, pursuant to Section 190.006(2), Florida Statutes, a landowners meeting is required to be held within 90 days of the District's creation and every two years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners meeting was held on November 10, 2020, the Minutes of which are attached hereto as Exhibit A, and at which the below recited persons were duly elected by virtue of the votes cast in his/her favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvas the votes and declare and certify the results of said election.

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

SECTION 1. The following person is found, certified, and declared to have been duly elected as Supervisor of and for the District, having been elected by the votes cast in their favor as shown:

_____	Seat 1	Votes _____
_____	Seat 2	Votes _____
_____	Seat 5	Votes _____

SECTION 2. In accordance with Section 190.006(2), Florida Statutes, and by virtue of the number of votes cast for the Supervisor, the above-named person is declared to have been elected for the following term of office:

_____	4 Year Term
_____	4 Year Term
_____	2 Year Term

[Continued on following page]

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

PASSED AND ADOPTED this 10th day of November, 2020.

ATTEST:

**TOWN OF KINDRED COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman, Board of Supervisors

TAB 3

RESOLUTION 2021-02

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWN OF KINDRED
COMMUNITY DEVELOPMENT DISTRICT REDESIGNATING CERTAIN OFFICERS OF
THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Town of Kindred 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 Osceola County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to re-designate certain Officers of the District.

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

SECTION 1. _____ is appointed Chairman.

SECTION 2. _____ is appointed Vice Chairman.

SECTION 3. _____ is appointed Secretary
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.
_____ is appointed Assistant Secretary.

SECTION 4. This Resolution supersedes any prior appointments made by the Board for Chairman and Vice-Chairman, Secretary and Assistant Secretaries; however, prior appointments by the Board for Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.

SECTION 5. This Resolution shall become effective immediately upon its adoption.

APPROVED AND ADOPTED this 10th day of November, 2020.

ATTEST:

**TOWN OF KINDRED COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman, Board of Supervisors

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 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.

**TOWN OF KINDRED
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the **Town of Kindred Community Development District** was held on **Tuesday, August 11, 2020 at 10:34 a.m.** by phone teleconference at **1-929-205-6099; Meeting ID 933 7102 6092.**

Present and constituting a quorum:

John Valantasis	Board Supervisor, Chairman
Lou Avelli	Board Supervisor, Assistant Secretary
Matthew Stolz	Board Supervisor, Assistant Secretary

Also present were:

Anthony Jeancola	District Manager, Rizzetta & Company, Inc.
Michelle Rigoni	Attorney, Hopping Green & Sams
Roy Van Wyk	Attorney, Hopping Green & Sams
Xabier Guerricagoitia	Boyd Civil Engineering, Inc.
Jo Thacker	Developer Counsel, Nelson Mullins
Audience Members	Present

FIRST ORDER OF BUSINESS

Call to Order

Prior to the meeting, Mr. Jeancola addressed that the today's meeting and public hearings are being held via communications media technology pursuant Executive Orders 20-179 issued by Governor DeSantis.

Mr. Jeancola called the meeting to order and read the roll.

SECOND ORDER OF BUSINESS

Audience Comments on the Agenda Items

There were no audience comments at this time.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the Board of
Supervisors' Meeting held on June 9, 2020**

The Board reviewed the June 9, 2020 meeting minutes. Mr. Jeancola advised minor clarifying language would need to be added as follows:

- Page 2, Line 58 (motion box), after "Mr. Valantasis" add "as Chairman", and after "District" add "and approved the same" before the period
- Page 4, Line 129, after "a.m.." add "or by communications media technology, as may be authorized"
- Page 5, Line 152, change "Ms. Wilson" to "Ms. Rigoni"
- Page 4, Line 171, after the County building address, add "or by communications media technology, as may be authorized"

On Motion by Mr. Valantasis, seconded by Mr. Stolz, with all in favor, the Board of Supervisors' approved the minutes of the Board of Supervisors' Meeting held on June 9, 2020, with noted changes, for the Town of Kindred Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of the Operation & Maintenance
Expenditures for May and June 2020**

Mr. Jeancola presented the operation & maintenance expenditures for May and June 2020.

On Motion by Mr. Avelli, seconded by Mr. Stolz, with all in favor, the Board of Supervisors' ratified the Operation & Maintenance Expenditures for May 2020 in the amount of \$112,157.82 and June 2020 in the amount of \$46,244.61, as presented for the Town of Kindred Community Development District.

FIFTH ORDER OF BUSINESS

**Public Hearing on Fiscal Year 2020/2021
Final Budget**

On a motion by Mr. Avelli, seconded by Mr. Stolz, with all in favor, the Board agreed to open the public hearing on Fiscal Year 2020-2021 Final Budget for the Town of Kindred Community Development District.

Mr. Jeancola presented and reviewed Fiscal Year 2020/2021 Budget and Assessments. The budget proposes to maintain the assessments at the same level as fiscal year 2019-2020. The total O&M budget is proposed at \$873,647.00, which is comprised of \$105,648.00 in admin expense and \$767,999.00 in field expense. The assessments inclusive of the O&M and debt service assessment maintains an annual assessment of \$795.19 for townhome lots and \$1,822.97 for single family lots.

Members of public were invited to provide any public commentary pertaining to the budget and assessments. During discussion, an audience member advised they were unable to view the agenda on the website. Upon review, it was determined the agenda packet was not publicly viewable.

Mrs. Rigoni advised that the public hearing should be continued to a later date and time certain to ensure compliance with statutory requirements.

On a motion by Mr. Avelli, seconded by Mr. Stolz, with all in favor, the Board agreed to continue the public hearing on Fiscal Year 2020-2021 Final Budget for the Town of Kindred Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2020-07,
Adopting Fiscal Year 2020/2021 Final Budget**

Tabled and to be considered at the meeting continuation.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2020-08,
Imposing Special Assessments and
Certifying an Assessment Roll**

Tabled and to be considered at the meeting continuation.

EIGHTH ORDER OF BUSINESS

**Consideration of Resolution 2020-09, Setting
the Fiscal Year 2020-2021 Meeting Schedule**

Mr. Jeancola presented and reviewed Resolution 2020-09, Setting the Meeting Schedule for Fiscal Year 2020/2021. The Board agreed to meet on the following dates at the same location at the same time:

October	13, 2020
November	10, 2020
December	08, 2020
February	09, 2021
April	13, 2021
June	08, 2021
August	10, 2021

On Motion by Mr. Stolz, seconded by Mr. Avelli, with all in favor, the Board accepted the Resolution 2020-09, Setting the Fiscal Year 2020/2021 Meeting Schedule for the Town of Kindred Community Development District.

NINTH ORDER OF BUSINESS

**Ratification of Acceptance of Fiscal year
2019 Audit**

Mr. Jeancola noted that the audit has been filed with the State as required. The audit was clean and there were no adverse findings.

On Motion by Mr. Aveli, seconded by Mr. Stolz, with all in favor, the Board accepted the Fiscal Year 2019 Audit, for the Town of Kindred Community Development District.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel
No report.

B. District Engineer
No report.

C. District Manager
Mr. Jeancola inquired with the Board and Staff regarding the preferred time for the continued meeting. It was determined the meeting will be continued on August 18, 2020 at 9:30 a.m.

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

No requests at this time.

A resident inquired about roadway concerns. Mr. Stolz advised they are performing geotechnical tests to see what may be attributable to deteriorating the roadway base. Mr. Stolz noted preliminary finding reflect there is a high-water table in the area, which causes water to come through the road. They are working with the county and the engineer on how best to address.

Discussion was had regarding the security services. A resident advised that there have been reports of a security guard being rude. Management advised the on-site manager and vendor will be addressed regarding this concern. Additionally, a suggestion was made to perhaps have an off-duty office in lieu of the security officer. It was advised that the hourly cost of off-duty officers are significantly more than a security and there is not a guarantee that off-duty officers will sign up for all required time slots.

TWELFTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Stolz, seconded by Mr. Aveli, with all in favor, the Board of Supervisors' continued the meeting and public hearing on August 18, 2020 at 9:30 a.m., for Town of Kindred Community Development District.

Assistant Secretary

Chairman/Vice Chairman

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 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.

**TOWN OF KINDRED
COMMUNITY DEVELOPMENT DISTRICT**

The continued meeting of the Board of Supervisors of the **Town of Kindred Community Development District** was held on **Tuesday, August 18, 2020 at 9:35 a.m.** by phone teleconference at **1-929-205-6099; Meeting ID 933 7102 6092.**

Present and constituting a quorum:

John Valantasis	Board Supervisor, Chairman
Lou Avelli	Board Supervisor, Assistant Secretary
Bradley Kingsley	Board Supervisor, Assistant Secretary
Matt Stolz	Board Supervisor, Assistant Secretary (<i>in progress</i>)

Also present were:

Anthony Jeancola	District Manager, Rizzetta & Company, Inc.
Michelle Rigoni	Attorney, Hopping Green & Sams
Roy Van Wyk	Attorney, Hopping Green & Sams
Xabier Guerricagoitia	Boyd Civil Engineering, Inc.
Jo Thacker	Developer Counsel, Nelson Mullins
Melissa Dotson	DR Horton
Audience Members	Present

FIRST ORDER OF BUSINESS

Call to Order

Prior to the meeting, Mr. Jeancola addressed that the today's meeting and public hearings are being held via communications media technology pursuant Executive Orders 20-179 issued by Governor DeSantis.

Mr. Jeancola called the meeting to order and read the roll.

SECOND ORDER OF BUSINESS

**Public Hearing on Fiscal Year 2020/2021
Final Budget**

On a motion by Mr. Valantasis, seconded by Mr. Kingsley, with all in favor, the Board agreed to open the continued public hearing on Fiscal Year 2020-2021 Final Budget for the Town of Kindred Community Development District.

Mr. Jeancola presented and reviewed Fiscal Year 2020/2021 Budget and Assessments. The intent was to maintain the assessments at the same level as the current fiscal year. The total O&M budget is proposed at \$873,647.00, which is comprised of \$105,648.00 in admin expense and \$767,999.00 in field expense. Management reminded everyone that the Debt Service assessments remain the same at \$330.00 per townhome lot annually and \$660.00 per single-family lot annually. The assessments inclusive of the O&M and debt service assessment maintains an annual assessment of \$795.19 for townhome lots and \$1,822.97 for single family lots.

There was no public commentary.

Mrs. Rigoni requested confirmation the agenda and budget were posted on the District's website. Management confirmed.

On a motion by Mr. Valantasis, seconded by Mr. Kingsley, with all in favor, the Board agreed to close the continued public hearing on Fiscal Year 2020-2021 Final Budget for the Town of Kindred Community Development District.

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2020-07,
Adopting Fiscal Year 2020/2021 Final Budget**

Mr. Jeancola review the resolution with the Board. The resolution formally adopts the budget and provides for the appropriation of the District's funds.

On a motion by Mr. Valantasis, seconded by Mr. Kingsley, with all in favor, the Board approved Resolution 2020-07, Adopting Fiscal Year 2020/2021 Final Budget for the Town of Kindred Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2020-08,
Imposing Special Assessments and
Certifying an Assessment Roll**

Mr. Jeancola review the resolution with the Board. The resolution provides for the manner in which assessments are to be collected as well as certifies the assessments roll.

On a motion by Mr. Avelli, seconded by Mr. Kingsley, with all in favor, the Board approved Resolution 2020-08, Imposing Special Assessments and Certifying an Assessment Roll for the Town of Kindred Community Development District.

SIXTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
No report.
- B. District Engineer
No report.
- C. District Manager
No report.

SEVENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Avelli, seconded by Mr. Kingsley, with all in favor, the Board of Supervisors' continued the meeting and public hearing on August 18, 2020 at 9:43 a.m., for Town of Kindred Community Development District.

Assistant Secretary

Chairman/Vice Chairman

TAB 6

TOWN OF KINDRED COMMUNITY DEVELOPMENT DISTRICT

District Office · 8529 South Park Circle · Suite 330 · Orlando, FL 32819

Operation and Maintenance Expenditures July 2020 For Board Approval

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

The total items being presented: **\$53,501.61**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Town of Kindred Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2020 Through July 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Aquatic Weed Control, Inc.	001874	11927	Monthly Maintenance on 6 Ponds 06/20	\$ 550.00
Artemis Lifestyle Services, Inc.	001875	7858	July 2020 Payroll	\$ 5,333.00
Dallos Services, Inc.	001864	2825	Clubhouse Janitorial Supplies 06/20	\$ 275.00
Dallos Services, Inc.	001869	2831	Clubhouse Janitorial Supplies 06/20	\$ 275.00
Down to Earth Opco LLC	001865	67375	Monthly Landscape Service 06/20	\$ 18,852.00
Imperial PFS Corporation	001873	GAA-945286 Pymt 9	Gen Liab/POL Insurance FY19/20 Pymt 9 of 10	\$ 1,652.28
Imperial PFS Corporation	001880	GAA-945286 Pymt 10	Gen Liab/POL Insurance FY19/20 Pymt 10 of 10	\$ 1,652.28
Innersync Studio, Ltd. dba Campus Suite	001870	18683	Website & Compliance Services - Q4 FY19/20	\$ 384.38
Kissimmee Utility Authority	001878	Electric Summary 07/20	Electric Summary 07/20	\$ 10,981.31
Rizzetta & Company, Inc.	001866	INV0000050699	District Management Fees 07/20	\$ 4,300.00
Rizzetta Technology Services	001867	INV0000005949	Email & Website Hosting Service 07/20	\$ 175.00
Spectrum Business	001876	0749905010626	1450 Diamond Loop Dr - TV and Voice - 06/20	\$ 280.21
Toho Water Authority	001871	Water Summary I 06/20	Water Summary I 06/20	\$ 1,526.47
Toho Water Authority	001879	Water Summary II 06/20	Water Summary II 06/20	\$ 6,956.07

Town of Kindred Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2020 Through July 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Truly Nolen of America, Inc.	001877	711114207	Pest Monthly Commercial 07/20	\$ 64.00
Truly Nolen of America, Inc.	001877	711114208	Mosquito Commercial Monthly 07/20	\$ 71.00
Waste Connections of Florida	001872	1282956	Waste Removal 07/20	<u>\$ 173.61</u>
Report Total				<u>\$ 53,501.61</u>

TOWN OF KINDRED COMMUNITY DEVELOPMENT DISTRICT

District Office · 8529 South Park Circle · Suite 330 · Orlando, FL 32819

Operation and Maintenance Expenditures August 2020 For Board Approval

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

The total items being presented: **\$24,136.68**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Town of Kindred Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Amazon Capital Services, Inc.	001881	1HTD-Q79J-NXFD	Key Tags and Karaoke Machine 07/20	\$ 215.98
Boyd Civil Engineering, Inc	001882	02683	Engineering Services 06/20	\$ 100.00
Chem-Right Pool Service LLC	001883	1037	Monthly Pool and Fountain Cleaning Service 06/20	\$ 3,400.00
Chem-Right Pool Service LLC	001891	1038	Monthly Pool and Fountain Cleaning Service 07/20	\$ 400.00
Chem-Right Pool Service LLC	001891	1039	Monthly Pool and Fountain Cleaning Service 07/20	\$ 400.00
Chem-Right Pool Service LLC	001891	1040	Replaced Broken impeller 07/20	\$ 950.00
Dallos Services, Inc.	001884	2836	Clubhouse Janitorial Supplies 07/20	\$ 275.00
Kissimmee Utility Authority	001892	Electric Summary 08/20	Electric Summary 08/20	\$ 10,312.84
Orlando Sentinel	001893	023192448000	Acct #CU00517632 Legal Advertising 07/12/2020	\$ 399.98
Rizzetta & Company, Inc.	001885	INV0000051710	District Management Fees 08/20	\$ 4,300.00
Rizzetta Technology Services	001886	INV0000006050	Email & Website Hosting Service 08/20	\$ 175.00
Security And Investigation, Inc.	001887	273N	Night Patrol Services 06/12/20 - 6/25/20	\$ 592.00
Security And Investigation, Inc.	001887	274	Patrol Services 06/19/20 - 06/25/20	\$ 264.00
Spectrum Business	001888	0749905010626 20 07/20	1450 Diamond Loop Dr - TV and Voice - 07/20	\$ 280.21

Town of Kindred Community Development District

Paid Operation & Maintenance Expenditures

August 1, 2020 Through August 31, 2020

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Toho Water Authority	001889	Water Summary I 07/20	Water Summary I 07/20	\$ 1,898.06
Waste Connections of Florida	001894	1287695	Waste Removal 07/20	<u>\$ 173.61</u>
Report Total				<u>\$ 24,136.68</u>

TOWN OF KINDRED COMMUNITY DEVELOPMENT DISTRICT

District Office · 8529 South Park Circle · Suite 330 · Orlando, FL 32819

Operation and Maintenance Expenditures 09/30/020 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2020 through 09/30/020. This does not include expenditures previously approved by the Board.

The total items being presented: **\$3,526.17**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Town of Kindred Community Development District

Paid Operation & Maintenance Expenditures

September 1, 2020 Through 09/30/2020

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Orlando Sentinel	001896	022000454000	Acct #CU00517632 Legal Advertising 06/20	\$ 417.51
Security And Investigation, Inc.	001900	275N	Night Patrol Services 06/26/2020 - 07/09/2020	\$ 592.00
Security And Investigation, Inc.	001900	276	Patrol Services 06/20	\$ 132.00
Security And Investigation, Inc.	001900	277N	Night Patrol Services 07/10/2020 - 07/23/2020	\$ 592.00
Security And Investigation, Inc.	001900	278N	Night Patrol Services 07/24/2020 - 08/06/2020	\$ 592.00
Security And Investigation, Inc.	001900	279N	Night Patrol Services 08/07/2020 - 08/20/2020	\$ 592.00
Spectrum Business	001897	0749905010626	1450 Diamond Loop Dr - TV and Voice - 08/20	\$ 283.56
Truly Nolen of America, Inc.	001898	711115666	Pest Monthly Commercial 08/20	\$ 64.00
Truly Nolen of America, Inc.	001898	711115667	Mosquito Commercial Monthly 08/20	\$ 71.00
Waste Connections of Florida	001899	1292480	Waste Removal 09/20	\$ 190.10
Report Total				<u>\$ 3,526.17</u>

TAB 7



PREVENTATIVE MAINTENANCE PLAN

Under the following Terms and Conditions, Commercial Fitness Products ("Servicer") agrees for the stated fees to perform Preventative Maintenance Service for one (1) year for the effective date for the

Town of Kindred CDD c/o Rizzetta & Company ("Customer") on the equipment listed by type, model and serial number.

This custom plan has been specifically designed to fit the needs of the Customer. The equipment covered under this agreement will be routinely maintained in accordance with manufacturers' recommendations. The maintenance provided will focus on increasing the life of Customer's equipment, decreasing or eliminating downtime, and maintaining the equipment at peak performance.

1. Upon the first PM Visit under this Agreement, an initial inspection will be performed. A detailed Estimate of equipment in need of repair will be submitted for Customer's approval. This estimate is provided at no charge. It is the Customer's responsibility for equipment under contract to be brought up to proper working specifications. Customer warrants the listed equipment is in proper working order on the effective date of this Agreement.
2. Each regularly scheduled preventative maintenance call shall include a complete function and safety inspection. Additionally, cleaning, lubrication, and mechanical adjustments determined as due by Servicer will be performed. Cost of routine supply items required for preventative maintenance service is included herein.
3. All service covered by this Agreement will be performed during Servicer's regular hours of 9:00 AM and 5:00 PM weekdays, excluding holidays. If emergency service is requested outside such regular hours, the Servicer's Non-PM Plan Standard Hourly Rates prevail. (Standard hourly rates = \$65.00 plus Service Charge = \$65.00).
4. If repair is needed, the Customer can call during regular hours to speak to a Service Representative. The Customer will be given a course of action to resolve the problem or Customer will be scheduled for a service call. The response time will be within 2 Business Days. All efforts will be made to repair the equipment as timely as possible.
5. Any necessary repairs (non-PM related service) during regular working hours will be billed at the following Discounted Rate for the term of this Agreement:
Labor - \$55.00 per hour (1 Hour Minimum)
Service Charge - \$55.00 Service (per trip)

In the event a Technician is on site performing routine Preventative Maintenance and a repair service is required, the Discounted Labor Rate (\$55.00/Hour) will apply, but the \$55.00 Service Charge will not be charged. All repairs, including Diagnostic Service Calls, are billed with a one hour minimum charge. After the initial first hour, labor will be billed in half (1/2) hour increments. All repair labor and service charges shall be invoiced as Due Upon Receipt.

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6. Service Requests must be made in writing by the individual Property Manager. Service Request Forms will be provided in a format that can be faxed or emailed to CFP's Service Manager. Each form must contain essential information required for timely repair.

7. Repairs necessitated by casualty, acts of God (unforeseen, naturally occurring events that were unavoidable), voltage aberrations (high or low spikes in electricity to the product), abuse (misuse of product, vandalism, or any act which harms the product in any way), or negligence, are not covered by this agreement but will be provided at Servicer's hourly rate(s) plus parts.

Repair calls requested as a result of User Error, in which no actual repair is required, will be billed at the Servicer's hourly rate plus Service Charge.

8. All repair service done by Servicer will be warranted for thirty (30) days from service date and will cover specific parts and repairs written on service invoice.

9. All required Parts not covered by CFP's warranty will be billed at CFP's current Preferred Customer discounted price plus shipping charges.

10. A written Estimate will be presented for each billable part, and must be approved by Customer prior to ordering.

11. This agreement may not be amended except in writing, agreed to and signed by both parties. The agreement will automatically be renewed at the end of each term unless otherwise notified by the Customer.

12. This Agreement shall be construed in accordance with the laws of the State of Florida. In the event there shall be any litigation between parties, the prevailing party shall be entitled to recover from the other party its reasonable attorney fees, including any associated fees and court costs.

13. All unpaid balances under this agreement shall bear interest at the rate of 1.5% per month, simple interest, in the event that such invoice is not paid within thirty (30) days from date service is rendered.

14. Either party may cancel at any time for any reason provided a written notice has been received thirty (30) days prior to the next scheduled call. Customer shall render payment on any outstanding invoices within five (5) business days preceding cancellation of services.

It is understood and agreed that under this plan, CFP will be performing routine Preventative Maintenance procedures only, and CFP, its Directors, Officers, Employees, and Agents shall have no liability arising out of, or in connection with personal injury or property damage resulting from the use of the equipment by any person on the premises in which the equipment is located. This Agreement shall not be construed as an assumption by CFP of any risk of loss or liability due to the undersigned's failure to routinely inspect (or negligent inspection of) the equipment by its own staff.

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Agreement Total: \$1,110.00/Year (\$185.00/Visit) Plus Sales Tax; Total # of PM Visits:6 (Six)Per Year

Property Name: Town of Kindred CDD c/o Rizzetta & Company

Property Address: 1450 Diamond Loop Drive, Kissimmee, FL 34744

Contact: Gnanam Namasivayam

Email: GNamasivavam@Rizzetta.com

Signature:

Title:

Customer Contact expressly warrants and represents that he/she has the authority and right to enter into this Agreement.

Contact Phone: 407-760-8340

Fax:

Terms: Prepayment Prior To 1st PM Visit

Effective Date:

Ending Date:

CFP Approval Signature: Casey Barnes

Date: 10/27/2020

Explanation of Services:

During each preventative maintenance visit, ALL equipment covered under this agreement will be: Inspected for safety, thoroughly cleaned on interior as well as exterior, lubricated and adjusted in accordance to manufacturers' specifications and quoted for repairs if needed.

Equipment Covered:

QTY	BRAND	DESCRIPTION	MODEL #	SERIAL #
3	Matrix	Treadmills	T1x	
2	Matrix	Ellipticals	E1x	
1	Matrix	Recumbent Bike	R1x	
1	Matrix	Rower	ROWER-02	
1	Matrix	Spin Bike	MX-IC2	
6	Inflight Fitness	Strength Units	CT Line	

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Initial _____

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Scheduled Maintenance (Frequency: 6/Year)

MAY	NOVEMBER
JUNE	DECEMBER
JULY	JANUARY
AUGUST	FEBRUARY
SEPTEMBER	MARCH
OCTOBER	APRIL

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