

**TOWN OF KINDRED
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS'
MEETING
JULY 19, 2016**

**TOWN OF KINDRED
COMMUNITY DEVELOPMENT DISTRICT
AGENDA**

July 19, 2016 at 10:30 a.m.

**Osceola County Building,
1 Courthouse Square, Suite 4700,
(BCC Shared Conference Room #4702)
Kissimmee, Florida 34741**

District Board of Supervisors	Ben Shoemaker John Auld Yasmin Moreno Bill Carlisle Chris Wrenn	Board Supervisor, Chairman Board Supervisor, Vice Chairman Board Supervisor, Assistant Secretary Board Supervisor, Assistant Secretary Board Supervisor, Assistant Secretary
District Manager	Anthony Jeancola	Rizzetta & Company, Inc.
District Counsel	Roy Van Wyk	Hopping Green & Sams
District Engineer	Xabier Guericigoitia	Boyd Civil Engineering

All Cellular phones and pagers must be turned off while in the meeting room.

The District Agenda is comprised of five different sections:

The meeting will begin promptly at **10:30 a.m.** with the first section which is called **Audience Comments**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called **Staff Reports**. This section allows the District Manager, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The third section is called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The fourth section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (407) 472-2471 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (407) 472-2471, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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

July 11, 2016

Board of Supervisors
Town of Kindred Community
Development District

Dear Board Members:

The audit committee meeting and the regular meeting of the Board of Supervisors of the Town of Kindred Community Development District will be held on **Tuesday, July 19, 2016 at 10:30 a.m.**, at the Osceola County Building, located at 1 Courthouse Square, Suite 4700 (BCC Shared Conference Room #4702), Kissimmee, Florida 34741. The following is the agenda for the meeting.

AUDIT COMMITTEE MEETING:

- 1. CALL TO ORDER/ROLL CALL**
- 2. BUSINESS ADMINISTRATION**
 - A. Review of Proposals for Auditing Services (under separate cover)
 - B. Ranking of Auditor Proposals
- 3. ADJOURNMENT**

BOARD OF SUPERVISORS MEETING:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on June 14, 2016.....Tab 1
 - B. Consideration of Operation and Maintenance Expenditures for May 2016.....Tab 2
- 4. BUSINESS ITEMS**
 - A. Update Regarding Acquisition of Infrastructure
 - B. Consideration of Recommendation from Audit Committee for Auditing Services
- 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,

Anthony Jeancola

Anthony Jeancola
District Manager

Tab 1

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** will be held on **Tuesday, June 14, 2016 at 10:39 a.m.**, at the Osceola County Building, 1 Courthouse Square, Suite 4700 (BCC Shared Conference Room #4702), Kissimmee, Florida 34741.

Present and constituting a quorum:

Christopher Wrenn	Board Supervisor, Assistant Secretary
Yasmin Moreno	Board Supervisor, Assistant Secretary
William Carlisle	Board Supervisor, Assistant Secretary

Also present were:

Anthony Jeancola	District Manager, Rizzetta & Company, Inc.
Grant Phillips	District Manager, Rizzetta & Company, Inc.
Roy Van Wyk	District Counsel, Hopping Green & Sams
Steve Boyd	Boyd Civil Engineering, Inc.
Kate Stangle	Developer Counsel, Broad and Cassel
Megan Meazer	Representative, D.R. Horton

FIRST ORDER OF BUSINESS

Call to Order

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 on agenda items.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on April 12, 2016

It was noted that the minutes were reviewed by District Counsel. There were no comments to the meeting minutes.

On Motion by Mr. Wrenn, seconded by Mr. Carlisle, with all in favor, the Board of Supervisors' approved the minutes of the Board of Supervisors' Regular Meeting held on April 12, 2016 as presented for Town of Kindred Community Development District.

FOURTH ORDER OF BUSINESS

Ratification of the Operation & Maintenance Expenditures for April 2016

Mr. Jeancola presented the operation & maintenance expenditures for April 2016.

On Motion by Mr. Wrenn, seconded by Mr. Carlisle, with all in favor, the Board of Supervisors' ratified the Operation & Maintenance Expenditures for April 2016 (\$30,944.34) as presented for Town of Kindred Community Development District.

FIFTH ORDER OF BUSINESS

Presentation of Fiscal Year 2016/2017 Proposed Budget

Mr. Jeancola presented the fiscal year 2016/2017 proposed budget. He reviewed the line items of the budget. Mr. Jeancola entertained the Board members' questions. The Board discussed if they desired to maintain or increase the operations and maintenance assessment levels. It was noted by the Board the amenities would not be completed until the Fall of 2017. Upon discussion and review, the Board desired to maintain the rate of assessments as proposed.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2016-33, Approving Fiscal Year 2016/2017 Proposed Budget and Setting the Public Hearing on the Final Budget

Mr. Jeancola presented and reviewed Resolution 2016-33, Approving Fiscal Year 2016/2017 Proposed Budget and Setting the Public Hearing on the Final Budget. Mr. Jeancola stated that the Board would not be able to hold their public hearing on the final budget at their August 9th meeting as this would not allow for the 60 day requirement between the approval of the proposed budget and the adoption of the final budget. The Board decided to hold their public hearing on the final budget at their September meeting.

On Motion by Ms. Moreno, seconded by Mr. Wrenn, with all in favor, the Board of Supervisors' approved Resolution 2016-33, Approving Fiscal Year 2016/2017 Proposed Budget and Setting the Public Hearing on the Final Budget (September 13, 2016 at 10:30 a.m. at the Osceola Courthouse, 1 Courthouse Square, Suite 4700 (BCC Shared Conference Room #4702), Kissimmee, FL 34741 for Town of Kindred Community Development District.

SEVENTH ORDER OF BUSINESS

**Discussion Regarding Acquisition of
Infrastructure**

Mr. Van Wyk gave the Board an update regarding the acquisition of the infrastructure. He stated that prior to the bond issuance he would meet with District Engineer to put together a list and it should be ready by the Board's next meeting.

EIGHTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
No report.
- B. District Engineer
Mr. Boyd stated that he would be working with Mr. Van Wyk on acquisition of the infrastructure.
- C. District Manager
Mr. Jeancola entertained the Board members' questions regarding various items.

Mr. Jeancola stated that the next meeting was scheduled for Tuesday, July 12, 2016 at 10:30 a.m. at the Osceola County Building, 1 Courthouse Square, Suite 4700 (BCC Shared Conference Room #4702), Kissimmee, Florida 34741. The Board decided to move this meeting to July 19th at 10:30 a.m. to avoid an issue obtaining a quorum.

On Motion by Mr. Wrenn, seconded by Ms. Moreno, with all in favor, the Board of Supervisors' authorized District staff to advertise the Board meeting date change from July 12th to July 19th at 10:30 a.m. for Town of Kindred Community Development District.

NINTH ORDER OF BUSINESS

Supervisor Requests

Mr. Jeancola asked if there were any Supervisor request. There were none.

TENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Wrenn, seconded by Ms. Moreno, with all in favor, the Board of Supervisors' adjourned the meeting at 11:15 a.m. for Town of Kindred Community Development District.

Assistant Secretary

Chairman/Vice Chairman

Tab 2

TOWN OF KINDRED COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 8529 SOUTH PARK CIRCLE · SUITE 330 · ORLANDO, FLORIDA 32819

Operation and Maintenance Expenditures May 2016 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from May 1, 2016 through May 31, 2016. This does not include expenditures previously approved by the Board.

The total items being presented: **\$8,063.05**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Town of Kindred Community Development District
Paid Operation & Maintenance Expenditures
May 1, 2016 Through May 31, 2016

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Hopping Green & Sams	001008	87399	Legal Services 03/16	\$ 4,674.55
Orlando Sentinel	001010	002683433	Acct #CU00517632 Legal Advertising 05/16	\$ 113.50
Rizzetta & Company, Inc.	001009	3147	District Management Fees 05/16	<u>\$ 3,275.00</u>
Report Total				<u>\$ 8,063.05</u>

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

===== STATEMENT =====

April 21, 2016

Town of Kindred CDD
3434 Colwell Avenue
Suite 200
Tampa, FL 33614

Bill Number 87399
Billed through 03/31/2016

General Counsel
KINCDD 00001 RVW

FOR PROFESSIONAL SERVICES RENDERED

03/02/16	ACW	Review and revise notice of budget hearing, notice of rule development, notice of rulemaking, and uniform method of collection; confer with Thacker regarding budget funding agreement and bond finance team funding agreement; review and revise draft agendas for landowner election, audit committee meeting, and regular board meeting; confer with Ashraf regarding same.	1.80 hrs
03/02/16	AHJ	Prepare resolution levying special assessments; prepare revisions to funding agreements.	0.70 hrs
03/04/16	ACW	Confer with Ashraf regarding meeting agendas.	0.10 hrs
03/08/16	ACW	Prepare 170.08 resolution levying assessments and resolution ratifying actions of appointed board members; confer with Ashraf regarding board meeting agenda; confer with Thacker and Shoemaker regarding landowners' election.	2.30 hrs
03/09/16	RVW	Review and edit assessment resolution; confer with district manager regarding same.	0.40 hrs
03/10/16	ACW	Confer with Jeancola regarding meeting agendas.	0.10 hrs
03/14/16	ACW	Confer with Thacker and Shoemaker regarding landowner's election proxy and designation of authorized signatory; confer with Jeancola regarding landowner's election and board meeting.	2.40 hrs
03/15/16	RVW	Attend board election and board meeting.	7.20 hrs
03/15/16	ACW	Confer with Thacker regarding landowners' election proxy; review same.	0.30 hrs
03/25/16	RVW	Review and edit meeting minutes and hearings; provide comments regarding same; confer with Jeancola.	1.20 hrs
03/30/16	AHJ	Prepare budget resolution, resolution adopting rules of procedure, and resolution adopting uniform method.	0.80 hrs
03/31/16	ACW	Prepare agenda; prepare resolutions adopting budget, rules of procedure and uniform method.	0.40 hrs
03/31/16	AHJ	Confer with Jeancola regarding agenda package.	0.20 hrs

Total fees for this matter \$4,341.50

DISBURSEMENTS

Copying Charges 1.75
Long Distance 0.21
Travel 292.32
Travel - Meals 38.77

Total disbursements for this matter \$333.05

MATTER SUMMARY

Willson, Alyssa C. 7.40 hrs 225 /hr \$1,665.00
Jaskolski, Amy H. - Paralegal 1.70 hrs 125 /hr \$212.50
Van Wyk, Roy 8.80 hrs 280 /hr \$2,464.00

TOTAL FEES \$4,341.50
TOTAL DISBURSEMENTS \$333.05

TOTAL CHARGES FOR THIS MATTER \$4,674.55

BILLING SUMMARY

Willson, Alyssa C. 7.40 hrs 225 /hr \$1,665.00
Jaskolski, Amy H. - Paralegal 1.70 hrs 125 /hr \$212.50
Van Wyk, Roy 8.80 hrs 280 /hr \$2,464.00

TOTAL FEES \$4,341.50
TOTAL DISBURSEMENTS \$333.05

TOTAL CHARGES FOR THIS BILL \$4,674.55

Please include the bill number on your check.



Date Rec'd Rizzetta & Co., Inc.
D/M approval [Signature] Date
Date entered 4/27/16
Fund 001 GL 51400 OC 3107
Check#



Orlando Sentinel

MEDIA GROUP

PO Box 100608 Atlanta, GA 30384-0608
adbilling@tribune.com 844-348-2445

Legal Invoice and Summary

Billed Account # CU00517632
Client Account #
Invoice # 002683433
Client Name

Billing Period 04/25/16 - 05/01/16
Due Date 05/31/16

3.1.360 1 MB 0.416 47170D11.p01 870779 1-1 6



TOWN OF KINDRED-COMMUNITY DEVELOPMENT DISTRICT
C/O RIZZETTA & COMPANY INC
2806 N 5TH ST STE 403
SAINT AUGUSTINE FL 32084-1904

TOTAL AMOUNT DUE 113.50

00051763200051763203002683433 00011350 00011350 7

To ensure proper credit, please detach and return with remittance.

Detail

Date	Tribune Reference #	Description	Ad Size/ Units	Rate	Gross Amount	Net Amount
		Balance Forward				1,189.82
05/01/16		Payment Received:Ref# 0000000000001007				1,189.82 CR
		Current Activity				
05/01/16	OSCM221294	Classified Listings, Online NOTICE OF PUBLIC MEETING DATES 4123471			113.50	113.50
		Total Current Advertising				113.50

RECEIVED
MAY - 9 2016

Date Rec'd Rizzetta & Co., Inc. _____
D/M approval A. V. [Signature] Date _____
Date entered 5/13/16
Fund 001 GL 51300 OC 4801
Check# _____

Current	1-30	31-60	61-90	91+	Unapplied Amount	Total Due:
113.50	0.00	0.00	0.00	0.00	0.00	113.50

Billed Period 04/25/16-05/01/16 Billed Account # CU00517632 Billed Account Name TOWN OF KINDRED-COMMUNITY DEVELOPMENT DISTRICT Client Account # Client Account Name




RIZZETTA & COMPANY, INC.
 5020 W Linebaugh Avenue
 Suite 200
 Tampa, FL 33624

DATE	INVOICE NO.
5/1/2016	3147

BILL TO
Town of Kindred CDD 3434 Colwell Ave. Suite 200 Tampa, FL 33614

TERMS	PROJECT
Due Upon Rec't	157 - CDD

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
	PROFESSIONAL FEES:			
DM	District Management Services		1,675.00	1,675.00
ADMIN	Administrative Services		300.00	300.00
ACTG	Accounting Services		1,000.00	1,000.00
FC	Financial & Revenue Collections		300.00	300.00
	Services for the period May 1, 2016 through May 31, 2016			
	<div style="text-align: center;">  </div> Date Rec'd Rizzetta & Co., Inc. _____ D/M approval <u>A. J. [signature]</u> Date _____ Date entered <u>4/27/16</u> Fund <u>001</u> GI <u>51300</u> OC <u>See above</u> Check# _____			

3101
 3100
 3201
 3111

Total	\$3,275.00
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