

**MINUTES OF MEETING  
KNIGHTSBRIDGE  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Knightsbridge Community Development District was held Monday, October 3, 2022 at 2:00 p.m. at the Oasis Club at ChampionsGate at 1520 Oasis Club Blvd., ChampionsGate, Florida.

Present and constituting a quorum were:

|                                 |                     |
|---------------------------------|---------------------|
| Adam Morgan                     | Chairman            |
| Rob Bonin                       | Vice Chairman       |
| Logan Lantrip                   | Assistant Secretary |
| Steve Greene                    | Assistant Secretary |
| Harry Kaplan <i>joined late</i> | Assistant Secretary |

Also present were:

|                |                  |
|----------------|------------------|
| George Flint   | District Manager |
| Kristen Trucco | District Counsel |
| Amanda Udstad  | Interim Engineer |

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Flint called the meeting to order and called the roll. Four Board members were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: There are no members of the public here to provide comment.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Administration of Oaths of Office to Newly Elected Supervisors**

Mr. Flint: Just prior to the Board meeting we had a landowner election. At this time we need to administer oaths to the newly elected Supervisors. As citizens of the State of Florida and of the United States of America and as an officer of Knightsbridge Community Development District and a recipient of public funds as such officer, do you hereby solemnly swear or affirm that you will support the Constitution of the United States and of the State of Florida.

Mr. Bonin: I do.

Mr. Morgan: I do.

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Mr. Lantrip: I do.

Mr. Greene: I do.

Mr. Flint: Steve, since you are already on a Board, you have already filed the Form 1 financial disclosure form. So, when you get that next June, you will get an update every year. You will just want to write in Knightsbridge on that form.

Mr. Greene: Do I need to give you the copy that I turned it in?

Mr. Flint: No, I don't need it. As long as you file it with the Supervisor of Elections within 30 days of the last meeting.

**B. Consideration of Resolution 2023-01 Canvassing and Certifying the Results of Landowner's Election**

Mr. Flint: The Board sits as the canvassing Board for purposes of certifying the elections. You have Resolution 2023-01 in your agenda. We will insert into that resolution and the blanks, Rob Bonin with 20 votes, Adam Morgan with 20 votes, Logan Lantrip with 19 votes, Harry Kaplan with 19 votes, and Steve Greene with 19 votes. Any questions on the resolution? If not, is there a motion to approve it?

Mr. Morgan: I will make a motion.

On MOTION by Mr. Morgan, seconded by Mr. Bonin, with all in favor, Resolution 2023-01 Canvassing and Certifying the Results of Landowner's Election, was approved.

*\*Mr. Harry Kaplan joined the meeting in person at this time.*

Mr. Flint: I need to do the oath of office for you Mr. Kaplan. As a citizen of the State of Florida and of the United States of America and as an officer of Knightsbridge Community Development District and a recipient of public funds as such officer, do you hereby solemnly swear or affirm that you will support the Constitution of the United States and of the State of Florida.

Mr. Kaplan: Yes, I do.

Mr. Flint: Did you get the disclosure forms at the last meeting?

Mr. Kaplan: I was not at the last meeting.

Ms. Trucco: Have you ever served on a CDD Board?

Mr. Kaplan: No, this is my first one.

Ms. Trucco: You are considered a locally elected government official under the Florida law, which means that you are subject to the Sunshine Law, Public Records Law, and Ethics Law.

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The Sunshine Law, you can't discuss any item that could foreseeably become before this Board or CDD business with another Board of Supervisor outside one of these publicly noticed meetings. My office will be sending you an e-mail with an informational packet. If you have any questions, reach out to me or George. I will chat with you more after the meeting about specifics.

Mr. Flint: I will go over that with you after the meeting. There are some forms that must be filled out.

**C. Election of Officers**

**D. Consideration of Resolution 2023-02 Electing Officers**

Mr. Flint: You have Resolution 2023-02 in your agenda. Currently Mr. Morgan is Chair, Mr. Bonin is Vice Chair, and the other three Board members are Assistant Secretaries. I am Secretary, Ms. Jill Burns is Treasurer, and Katie Costa is Assistant Treasurer.

Mr. Morgan: I will make a motion to accept.

On MOTION by Mr. Morgan, seconded by Mr. Greene, with all in favor, Resolution 2023-02 Electing Officers as slated above, was approved.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the August 1, 2022 Meeting**

Mr. Flint: Next you have approval of the minutes from the August 1, 2022 meeting. Did the Board have any comments or corrections to those?

Mr. Morgan: They all look correct. I will make a motion to accept.

On MOTION by Mr. Morgan, seconded by Mr. Lantrip, with all in favor, the Minutes of the August 1, 2022 Meeting, were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Public Hearings**

**A. Rules of Procedure**

**i. Consideration of Resolution 2023-03 Adopting the District's Rules of Procedure**

Mr. Flint: Next we have some public hearings. The first one is to consider the District's rules of procedure. We will go ahead and open the public hearing for the rules of procedure. At your organizational meeting the Board authorized us to advertise a rule hearing. We provided 29- and 28-day notices required by the statutes. In your agenda you've got the proposed rules of procedure. Those are pretty much standard in what you would see in your other Community

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Development District's. For the record, there are no members of the public here to provide comment or testimony, so we will bring it back to the Board. Are there any questions on the proposed rules or the resolution? Hearing none,

Mr. Morgan: I will make a motion to approve.

On MOTION by Mr. Morgan, seconded by Mr. Bonin, with all in favor, Resolution 2023-03 Adopting the District's Rules of Procedure, was approved.

Mr. Flint: We will close the rule hearing and we will open the hearing to consider the uniform method of collection.

**B. Uniform Method of Collection**

**i. Consideration of Resolution 2023-04 Expressing the District's Intent to Utilize the Uniform Method of Collection**

Mr. Flint: Next you have Resolution 2023-04, which expresses the District's intent to utilize the uniform method of collection. Under Chapter 197, we are required to hold a public hearing on the uniform collection method. There were four consecutive notices that were placed in the paper weekly. This allows us to use the tax bill as the collection method for the O&M and debt assessments. For the record, there are no members of the public here to provide comment or testimony. We will bring it back to the Board. Are there any questions or comments on the resolution? Hearing none,

On MOTION by Mr. Morgan, seconded by Mr. Greene, with all in favor, Resolution 2023-04 Expressing the District's Intent to Utilize the Uniform Method of Collection, was approved.

**C. Fiscal Year 2022 & Fiscal Year 2023 Budgets**

**i. Consideration of Resolution 2022-35 Adopting the Fiscal Years 2022 & 2023 Budgets and Relating to the Annual Appropriations**

Mr. Flint: We will close the uniform public hearing and we will open the public hearing to consider the adoption of the Fiscal Year 2022 and the Fiscal Year 2023 budgets. At the organizational meeting, you approved proposed budgets and set today as the public hearing to consider the final adoption of the budgets. Attached to the resolution is the proposed budget and it covers both fiscal years. For FY2022, we have prorated the expenses based on from August to September. It also includes a one-time cost for creation of the District's ADA compliant website.

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For FY2023 budget and these are both administrative budgets and contemplate that the District would enter in to funding agreements with the developer in lieu of assessing.

Mr. Morgan: I will make a motion to approve.

Mr. Flint: For the record, there are no members of the public here.

On MOTION by Mr. Morgan, seconded by Mr. Greene, with all in favor, Resolution 2022-35 Adopting the Fiscal Years 2022 & 2023 Budgets and Relating to the Annual Appropriations, was approved.

Mr. Flint: We will close the budget hearings and we will move on to financing matters.

**SIXTH ORDER OF BUSINESS**

**Financing Matters**

**A. Consideration of Engineer's Report**

Mr. Flint: We have the engineer's report dated August 1, 2022. This report defines and describes the types of improvements and estimated cost of public improvements that could be financed by the District. This engineer's report describes the proposed development program, the categories of infrastructure that the District is eligible to finance. We've got on table 2 the estimated cost of improvements by phase totaling \$24,889,529. Table 3 describes the infrastructure, who would finance it, who would maintain it, and who would own it and then there are some exhibits. We would ask the Board to approve the engineer's report subject to legal descriptions being incorporated separately for Phase 1 and Phase 2. Right now, the legal description in the report is for the entire boundaries of the District. The assessment process that we are proposing to go through would only be on Phase 1 because that is all that Lennar owns right now.

Mr. Morgan: You just need a motion to approve this?

Mr. Flint: A motion to approve the report subject to revision of the legal descriptions and any other minor changes that are necessary.

Mr. Morgan: I will make a motion to approve.

On MOTION by Mr. Morgan, seconded by Mr. Bonin, with all in favor, Engineer's Report Subject to Revision of the Legal Descriptions and Other Minor Changes Necessary, was approved.

Mr. Flint: We will have the date of the report changed to today. When we send that report out, it will be dated October 3<sup>rd</sup>.

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**B. Consideration of Master Assessment Methodology Report**

Mr. Flint: The assessment methodology right now is prepared assuming that we were going to place a master lien over the entire project. I would ask that it be approved subject to it only covering Phase 1 improvements and then the legal description for Phase 1 would be attached to this.

Mr. Morgan: We are going to do a separate assessment methodology for Phase 1 and Phase 2?

Mr. Flint: Right.

Mr. Morgan: That means there will be two separate bond issuances?

Mr. Flint: No, there will be one. Right now, we are only placing a lien on what Lennar owns and that is Phase 1. When they take down Phase 2 next year, we will do another assessment process. We plan to just do one bond issue that covers both assessment areas.

Mr. Morgan: The bond issuance will be done after we own Phase 2?

Mr. Flint: Right, that is the plan.

Mr. Morgan: I am good with that. I will make a motion to approve.

On MOTION by Mr. Morgan, seconded by Mr. Bonin, with all in favor, the Master Assessment Methodology Report, was approved.

Mr. Flint: This methodology will be revised to only cover Phase 1 and the date will stay the same October 3<sup>rd</sup>.

**C. Consideration of Resolution 2023-06 Declaring Special Assessments**

Mr. Flint: Next you have two resolutions. The first resolution declares the District's intent to levy assessments. The engineer's report and the methodology would be attachments to this, and we would fill the blanks in on the resolution accordingly. The next resolution sets the public hearing where you would actually levy assessments. It needs to be at least 30 days out. Our recommendation would be that you do it at your December meeting to allow us the time to do the mailed notice and that would be December 5<sup>th</sup>. Let's take Resolution 2023-06 first, did the Board have any questions on that resolution?

Mr. Morgan: No, I will make a motion to accept.

On MOTION by Mr. Morgan, seconded by Mr. Bonin, with all in favor, Resolution 2023-06 Declaring Special Assessments, was approved.

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**D. Consideration of Resolution 2023-07 Setting a Public Hearing for Special Assessments**

Mr. Flint: Resolution 2023-07 would set the hearing for December 5<sup>th</sup> at 2:00 p.m. in this location. Is there a motion to approve that resolution?

Mr. Morgan: I will make a motion.

On MOTION by Mr. Morgan, seconded by Mr. Greene, with all in favor, Resolution 2023-07 Setting a Public Hearing for Special Assessments on December 5, 2022 at 2:00 p.m., was approved.

Mr. Flint: We will do the 30-day mailed notice, the 21- and 14-day ads, and hold the public hearing at your December 5<sup>th</sup> meeting.

**SEVENTH ORDER OF BUSINESS**

**Authorization to Re-Issue Engineering RFQ**

Mr. Flint: Item seven is reissuing the engineering RFQ. At the organizational meeting, you authorized us to issue the RFQ for engineering services. Unfortunately we received no responses, so we are asking the Board to authorize us to go ahead and re-issue.

Mr. Morgan: I will make a motion.

On MOTION by Mr. Morgan, seconded by Mr. Bonin, with all in favor, Authorization to Re-Issue Engineering RFQ, was approved.

**EIGHTH ORDER OF BUSINESS**

**Discussion of Pending Plat Conveyances**

Mr. Flint: Pending plats and conveyances, anything Kristen?

Ms. Trucco: Not that I am aware of.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Flint: Staff reports, anything?

Ms. Trucco: No updates from me, thank you.

**B. Engineer**

Mr. Flint: Engineer's report, anything Amanda?

Ms. Udstad: Nothing other than I will revise the report.

**C. District Manager's Report**

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Mr. Flint: I don't have anything additional to report. We are waiting on funding to be able to open the bank account. We don't have any financials at this point.

**TENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor's Requests**

There being none, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

Mr. Flint: Is there a motion to adjourn?

Mr. Morgan: I will make a motion.

On MOTION by Mr. Morgan, seconded by Mr. Greene, with all in favor, the meeting was adjourned.

*George Flint*

Secretary/Assistant Secretary

*Adam Morgan*

Chairman/Vice Chairman