

**MINUTES OF MEETING
KNIGHTSBRIDGE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Knightsbridge Community Development District was held Monday, November 7, 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
Steve Greene	Assistant Secretary
Harry Kaplan	Assistant Secretary
Nicole Henley	Assistant Secretary

Also present were:

George Flint	District Manager
Kristen Trucco	District Counsel
Amanda Udstad	Hamilton Engineering & Surveying
Michelle Barr	Lennar Homes

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: There are no members of the public other than Board members and staff here.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Board Member and Appointment of Individual to Fulfill the Board Vacancy

Mr. Flint: We did receive a resignation from Logan Lantrip just prior to the meeting. Is there a motion to accept his resignation?

On MOTION by Mr. Morgan, seconded by Mr. Kaplan, with all in favor, Accepting the Resignation of Logan Lantrip, was approved.

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Mr. Flint: Anytime a vacancy is created on the Board during term of office, the remaining Board members appoint the replacement. Are there any nominations at this time to fill that vacancy?

Mr. Morgan: I would like to nominate Nicole Henley.

On MOTION by Mr. Morgan, seconded by Mr. Greene, with all in favor, Appointing Nicole Henley to the Board of Supervisors, was approved.

B. Administration of Oath of Office to Newly Elected Supervisor

Mr. Flint: Nicole, I will provide you with the oath of office form. Nicole, as a citizen to the State of Florida and of the United States of America, and as an officer of the Knightsbridge Community Development District, do you hereby solemnly swear and affirm that you will support the Constitution of the United States and the State of Florida?

Ms. Henley: I do.

Mr. Flint: If you would print your name and sign where it says Board Supervisor. I can notarize that for you.

Mr. Morgan: Kristen, have you spoken with her?

Ms. Trucco: We discussed before the meeting started a little about the role of Board of Supervisors, but just for the record, the Board of Supervisor is considered a locally elected government official that is under the Florida Law. Nicole, do you understand that you are subject to the Sunshine Law and Public Records Law?

Ms. Henley: I do.

Ms. Trucco: Great. My firm will send you a packet that goes over the basics of the Board of Supervisors proceedings in general. If you have any questions, you can reach out to myself, George, or Jan.

Mr. Morgan: The most important thing is Board members can't discuss Board business outside of meetings.

Ms. Henley: Well aware.

Mr. Morgan: Okay, good, that is what gets us in trouble.

Ms. Henley: Totally understood.

Mr. Morgan: Okay.

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C. Consideration of Resolution 2023-08 Electing an Assistant Secretary

Mr. Flint: We have Resolution 2023-08 Electing Nicole as an Assistant Secretary. If you want to designate her the same as Logan.

Mr. Morgan: Same seat and position, yes.

Mr. Flint: Okay, is there a motion to approve the resolution?

Mr. Morgan: I will make a motion.

On MOTION by Mr. Morgan, seconded by Mr. Greene, with all in favor, Resolution 2023-02 Electing Nicole Henley as an Assistant Secretary, was approved.

Mr. Morgan: Welcome to the Board.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the October 3, 2022 Board of Supervisors Meeting and Acceptance of Minutes of the October 3, 2022 Landowners' Meeting

Mr. Flint: Next you have approval of the October 3, 2022 minutes and acceptance of the October 3, 2022 Landowners' meeting minutes. There was a correction at the top of page three. It said eval and it should have said email provided by counsel. Any other comments of corrections?

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

On MOTION by Mr. Morgan, seconded by Mr. Greene, with all in favor, the Minutes of the October 3, 2022 Board of Supervisors Meeting and Accepting of the Minutes of the October 3, 2022 Landowners' Meeting, were approved as amended.

FIFTH ORDER OF BUSINESS

Appointment of Audit Committee and Chairman

Mr. Flint: The District, as a government entity, is required to have an annual independent audit and the statutes provide for the process that we have to use to select an independent auditor and that involves appointing an audit committee and designating a Chair. We would recommend the Board appoint themselves as the Audit Committee and then one of the Board members is the Chair of that. Although, you don't have to do that. You could add non-Board members to the Audit Committee. But for ease of administration of the process, if you appointed yourself, that would make the most sense.

Mr. Morgan: I will make a motion to appoint the Board.

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On MOTION by Mr. Morgan, seconded by Ms. Henley, with all in favor, Appointing the Board of Supervisors as the Audit Committee, was approved.

Mr. Flint: How about designating who the Chair is for the Audit Committee. Is there a motion to designate?

Mr. Morgan: I will be Chair.

On MOTION by Mr. Morgan, seconded by Ms. Henley, with all in favor, Appointing Adam Morgan as Chairman of the Audit Committee, was approved.

SIXTH ORDER OF BUSINESS

Discussion of Pending Plat Conveyances

Mr. Flint: Any pending plats and conveyances that we need to discuss for Knightsbridge?

Ms. Trucco: Not that I am aware of.

Mr. Morgan: Are we good, Rob?

Mr. Bonin: Where would the lift station be in the process? Do you know?

Ms. Trucco: I don't know, but I can find out.

Mr. Bonin: I know we are getting close.

Ms. Trucco: Okay.

Mr. Bonin: I was just talking to Pat; the plat should be getting approved by the city council by the 15th of November.

Ms. Trucco: Okay, do you want to get that open?

Mr. Bonin: Yes, as soon as the plat is recorded. It will be recorded a week later. The lift station is not quite ready to survey yet, with the fence and all the pumps, etc.

Ms. Trucco: Okay.

Mr. Bonin: Probably 30 or 60 days away from that, but I don't know if the city extending these in the conveyance process is any more difficult. Even though it is through the City of Kissimmee, it is Toho's infrastructure so that it suits Toho's process.

Ms. Trucco: Okay, is the CDD going to be requisitioning Lennar for the construction of the lift station?

Mr. Bonin: Yes.

Ms. Trucco: Okay.

Mr. Bonin: It will be another Toho conveyance.

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Ms. Trucco: Okay.

Mr. Bonin: In this case, let's have this meeting with them before this one and before Tract X to kind of streamline that we got to have a better process for these next two than the last two.

Ms. Trucco: Yes, that sounds good.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Flint: Staff reports, anything else Kristen?

Ms. Trucco: The only updates since the last Board meeting is the engineer's report was finalized reflecting the new site plan. We will be looking for the soonest available hearing date. We will keep you posted on that.

B. Engineer

Mr. Flint: Any engineer's report?

Ms. Udstad: No, just about the RFQ that I spoke to you about. I need to email that.

C. District Manager's Report

i. Balance Sheet and Income Statement

Mr. Flint: Balance sheet and income statement is provided to you in your agenda package through the end of September. Are there any comments or questions? Hearing none, the next item followed.

ii. Ratification of Funding Request #2

Mr. Flint: The CDD is operating under a Funding Agreement in lieu of imposing assessments. This funds the insurance, the annual fee to the state that is required for special Districts to pay, Board meeting attendance for Board members, and then the management fee. Any questions on the funding request?

Mr. Morgan: I will make a motion.

On MOTION by Mr. Morgan, seconded by Mr. Kaplan, with all in favor, Funding Request #2, was ratified.

EIGHTH ORDER OF BUSINESS

Other Business

Mr. Flint: Any other business or Supervisor's requests? Hearing none, the next item followed.

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NINTH ORDER OF BUSINESS

Supervisor's Requests

There being none, the next item followed.

TENTH 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