

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 18, 2024, at 10:00 a.m. at the Oasis Club at Champions Gate at 1520 Oasis Club Blvd., Champions Gate, Florida.

Present and constituting a quorum were:

Adam Morgan	Chairman
Rob Bonin	Vice Chairman
Steve Greene	Assistant Secretary
Josmin Martinez	Assistant Secretary
Michelle Dudley	Assistant Secretary

Also present were:

George Flint	District Manager
Kristen Trucco	District Counsel
Dave Reid <i>by phone</i>	District Engineer
Alan Scheerer	Field Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. Flint: Next is the public comment period, there are only Board members and staff here.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Administration of Oaths of Office to Newly Elected Board Members**

**B. Consideration of Resolution 2025-01 Canvassing and Certifying the Results of the Landowners' Election**

Mr. Flint: Back on the first Tuesday in November, we had the landowner election for Bridgewalk and the Board is sitting as the canvassing Board for purposes of certifying the results of the election. Resolution 2025-01 is in the agenda canvassing and certifying the results of the November 5<sup>th</sup> landowner election. As you can see, Ms. Dudley received 57 votes, Ms. Martinez

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57, and Mr. Greene 56. Ms. Dudley and Ms. Martinez will serve 4-year terms and Mr. Greene a 2-year term.

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, Resolution 2025-01 Canvassing and Certifying the Results of the Landowner's Election, was approved.

### **C. Electing Officers**

Mr. Flint: Statutes require each time there is an election, you consider officers.

### **D. Consideration of Resolution 2025-02 Electing Officers**

Mr. Flint: This is a resolution selecting a Chair, Vice Chair, Secretary, Assistant Secretary, Treasurer and Assistant Treasurer. We can handle each office individually or if a Board Member wants to make a motion to elect a slate of officers, you can do it in one motion.

Mr. Morgan: We will do it in one motion. We will do Adam Morgan as Chair, Rob Bonin as Vice Chair and Steve Greene, Josmin Martinez, and Michelle Dudley as Assistant Secretaries.

Mr. Flint: Myself as Secretary, Jill Burns as Treasurer, Katie Costa Assistant Treasurer and Darrin Mossing, Sr. Assistant Treasurer.

Mr. Morgan: Correct.

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, Resolution 2025-02 Electing Officers as slated above, was approved.

## **FOURTH ORDER OF BUSINESS**

### **Approval of Minutes of the October 21, 2024 Meeting**

Mr. Flint: Item four is approval of your October 21, 2024 minutes. Were there any comments or corrections on the minutes?

Mr. Morgan: Anybody have any comments?

Ms. Dudley: No.

Mr. Morgan: Make a motion to accept.

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, the Minutes of the October 21, 2024 Meeting, were approved, as presented.

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**FIFTH ORDER OF BUSINESS****Ratification of Revised Proposal from Trace Air to Provide Drone Flyovers, Data Processing and Cloud Software Subscription Services**

Mr. Flint: This is intended to be funded out of the construction account during the construction period. District Counsel is preparing a front-end agreement for this that will go with their proposal.

Mr. Morgan: We have funds in the construction fund for that don't we?

Mr. Flint: Right.

Mr. Morgan: What do we need today?

Mr. Flint: A motion to ratify the agreement with Trace Air and approve in substantial form the agreement prepared by Counsel.

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, the Revised Proposal from Trace Air to Provide Drone Flyovers, Data Processing and Cloud Software Subscriptions Services in substantial form, was ratified.

**SIXTH ORDER OF BUSINESS****Consideration of Agreement with DiBartolomeo, McBee, Hartley & Barnes to Provide Auditing Services for the Fiscal Year 2024**

Mr. Flint: This is the agreement with your independent auditor, DiBartolomeo, McBee, Hartley & Barnes to provide auditing services for FY24. You previously selected them as your independent auditor and entered into an annual agreement with them.

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, the Agreement with DiBartolomeo, McBee, Harley & Barnes to Provide Auditing Services for Fiscal Year 2024, was approved.

**SEVENTH ORDER OF BUSINESS****Staff Reports****A. Attorney**

Mr. Flint: Staff reports, Kristen.

Ms. Trucco: The only updates since the last Board meeting is we are still working on correcting a deed that was for Golden Knight Blvd to the city of Kissimmee. There was a surveyor error in the legal description. The Sabeti's have signed the deed for the piece that they own and that is going to go to the city of Kissimmee. The city attorney is requiring title work to be provided

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so just waiting for that. There was an issue with the first draft that was sent to me so I sent it back to the title company and they are working on revising that. That is moving forward. We have gotten the deed back from the Sabeti's. Supervisor Greene assisted us and thank you for your help. That is all the updates that I have.

**B. Engineer**

**i. Discussion of Pending Plat Conveyances**

**ii. Status of Permit Transfers**

Mr. Flint: Dave, anything?

Mr. Reid: No nothing new. I will submit that transfer form once I get it today.

Mr. Morgan: I just got Rob to sign it. I will send it to you in about an hour.

Mr. Reid: Alrighty, sounds good.

**C. District Manager's Report**

**i. Approval of Check Register**

Mr. Flint: You have approval of the check register from October 8<sup>th</sup> through November 4<sup>th</sup> for \$8,377.11. Are there any questions?

Mr. Morgan: Michelle, are you good?

Ms. Dudley: I am good.

Mr. Flint: Is there a motion to approve it?

On MOTION by Mr. Morgan, seconded by Mr. Greene, with all in favor, the Check Register, was approved.
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**ii. Balance Sheet and Income Statement**

Mr. Flint: You have the unaudited financials through October 31<sup>st</sup>. There is no action required. If you have questions, we can discuss those.

Ms. Dudley: The landscape maintenance under field expenditures, there are no actuals in there.

Mr. Morgan: This is the first month of the new fiscal year so the bill hasn't come in yet.

Ms. Dudley: Okay.

Mr. Scheerer: Trust me, he is billing us.

**D. Field Manager's Report**

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Mr. Scheerer: I don't have a lot to report. Things are looking pretty good out there. We are monitoring the new signal that is in and just normal vehicle traffic. Landscaping is in pretty good shape and just impressed by the amount of Earth you are moving in that next phase. I drove a majority of that last Monday and will be out there again this week if you all have any problems or questions, let me know.

Mr. Bonin: We are close to done with that dirt. It should be wrapping up next week.

Mr. Morgan: It looked like Phase 1 made it through the hurricane pretty well.

Mr. Scheerer: Yes, we did pretty well with the second hurricane. We did have some trees down. I can say the same thing on all four Districts today. We had a lot of trees and a lot of the contractor's kind of stopped the service process in order to do the hurricane work. I give them a lot of credit and thank him and all the other contractors we have working for you folks. They all did pretty much the same thing.

Mr. Bonin: What is holding up the CO at the amenity?

Ms. Dudley: At Knightsbridge? A curb.

Mr. Bonin: A curb, what does that mean?

Ms. Dudley: There are concerns about an ADA ramp in the curb sitting low so there is water holding and still issues with the actual ADA ramp.

Mr. Bonin: Who is working on this?

Ms. Dudley: We sent it over to Jimmy and he sent us back a response.

Mr. Bonin: I heard this second hand I think Friday. I need to be on whatever emails and resolution that is happening on this.

## **EIGHTH ORDER OF BUSINESS**

### **Other Business**

Mr. Flint: Anything else for the Board? There being no comments, the next item followed.

## **NINTH ORDER OF BUSINESS**

### **Supervisor's Requests**

Mr. Flint: Any Supervisors requests? There being no comments, the next item followed.

## **TENTH ORDER OF BUSINESS**

### **Adjournment**

Mr. Morgan: I make a motion to adjourn.

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

DocuSigned by:

*George Flint*

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Secretary/Assistant Secretary

DocuSigned by:

*Adam Morgan*

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Chairman/Vice Chairman