

MINUTES OF MEETING
KNIGHTSBRIDGE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Knightsbridge Community Development District was held Monday, August 18, 2025, 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
Josmin Martinez	Assistant Secretary
Michelle Dudley	Assistant Secretary
Logan Lantrip	Appointed as 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. Four Board members were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Flint: Are there any members of the public that would like to provide comments at this time? Hearing no comments, we will move on to the next item.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Steve Greene and Appointment of Individual to Fulfill the Board Vacancy with a Term Ending November 2026

Mr. Flint: We received a resignation from Mr. Steve Greene. Is there a motion to accept that?

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

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On MOTION by Mr. Morgan, seconded by Mr. Martinez, with all in favor, Accepting the Resignation of Steve Greene and Appointment of an Individual to Fulfill the Board Vacancy with a Term Ending November 2026, was approved.

B. Appointment of Individual to Fill Board Vacancy

Mr. Flint: That creates a vacancy with a term ending in November 2026.

Mr. Morgan: I make a motion to nominate Mr. Logan Lantrip for the seat.

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, the Appointment of Logan Lantrip to Fill Board Vacancy was approved.

C. Administration of Oath of Office to Newly Appointed Board Member

Mr. Flint: Logan, as a citizen of the State of Florida and of the United States of America and as an officer in the Knightsbridge Community Development District and a recipient of public funds as such officer, do you hereby solemnly swear to support the Constitution of the United States and the State of Florida.

Mr. Lantrip: Yes, I do.

Mr. Flint: Let the record reflect that Mr. Lantrip has been appointed to the Board and sworn in.

D. Consideration of Resolution 2025-04 Electing Assistant Secretary

Mr. Flint: We have Resolution 2025-4 which would elect Logan as an Assistant Secretary.

Mr. Morgan: I make a motion to approve that resolution.

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, Resolution 2025-04 Electing Logan Lantrip as an Assistant Secretary, was approved.

FOURTH ORDER OF BUSINESS

**Approval of Minutes of the
May 19, 2025, Meeting**

Mr. Flint: Item four is approval of the minutes of May 19, 2025. Does the Board have any comments or corrections to those?

Mr. Morgan: No changes. I'll make a motion to approve the minutes.

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On MOTION by Mr. Morgan, seconded by Mr. Greene, with all in favor, the Minutes of the May 19, 2025 Meeting, were approved, as presented.

FIFTH ORDER OF BUSINESS**Public Hearing to Adopt the 2026 Budget**

Mr. Flint: Item five is the public hearing to adopt the 2026 budget. Is there a motion to open the hearing?

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, the Public Hearing was opened.

Mr. Flint: The public hearing is open. For the record, we don't have any members of the public here other than the Board and staff, so we'll bring it back to the Board for discussion.

A. Consideration of Resolution 2025-05 Adopting the Fiscal Year 2026 Budget and Relating to the Annual Appropriations

Mr. Flint: You have Resolution 2025-05. Exhibit A attached to that is the budget for next year. We do have an increase here, and that increase is related to some additional areas that were assigned to the CDD that were previously supposed to be HOA. When we presented the proposed budget to you we reflected that increase. We did a mailed notice to all the landowners. We don't have any here. We don't believe we received any phone calls, but the per unit assessment amounts are going up from \$1,271 to \$1,429 a year. The budget reflects the line items that are affected. They're primarily maintenance.

Mr. Morgan: I'll make a motion to approve the budget.

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, Resolution 2025-05 Adopting the Fiscal Year 2026 Budget and Relating to the Annual Appropriations, was approved.

B. Consideration of Resolution 2025-06 Imposing Special Assessments and Certifying and Assessment Roll

Mr. Flint: Part of the public hearings is the assessment resolution, Resolution 2025-06. This will include Exhibit A as the budget and Exhibit B is the assessment roll. The assessment roll reflects the increased assessment.

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On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, Resolution 2025-06 Imposing Special Assessments and Certifying and Assessment Roll was approved.

Mr. Flint: Is there a motion to close the public hearings?

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, the Public Hearing was approved closed.

SIXTH ORDER OF BUSINESS

Consideration of Maintenance Agreements

A. Pond Maintenance Agreement with Applied Aquatic Management, Inc.

Mr. Flint: Item 6 is consideration of maintenance agreements, Alan?

Mr. Scheerer: The first one is with Applied Aquatic. It covers all the retention ponds in Phase 1 & Phase 2, and the dollar amounts have been accounted for in your budget.

B. Landscape Maintenance Agreements (2) with Frank Polly Sod Inc.

Mr. Scheerer: Frank Polly Sod, there are two agreements in there. One is for Phase 1, that agreement would start October 1, 2025, through September 30, 2026. The dollar amount for Phase 1 is also in the budget. There is one change in the Phase 2 agreement, which is going to be the start time. I'm being told that all of Phase 2 landscaping is ready now. This is originally supposed to go into effect October 1, 2025, but we would probably need to change that date to September 1, 2025, so it'll be 30 days earlier. That way we can get the landscaper paid for doing the job. I'm meeting with them either the end of this week or the first of next week to turn over the rest of the phases.

Ms. Dudley: They are finishing up that back pond.

Mr. Scheerer: That's probably why we're waiting to do the turnover.

Mr. Morgan: So, as far as the trees and plants and all the landscaping, we're all done? Irrigation is installed?

Mr. Scheerer: Yes irrigation is done, and all the hardscape, as far as I know.

Mr. Morgan: Pathways are completed?

Mr. Scheerer: Yeah, we're going to need to do a separate walk for the pathways.

Mr. Morgan: They were in rough shape last time I was out there.

Mr. Scheerer: Yeah, so this would just be the landscape only. Karly and I met and we walked a couple of different times in the earlier portions of Phase 2. We will have to walk the last two areas to make sure everything is good with drainage concerns.

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Ms. Dudley: Yeah, right now we just hope to have sod down in the next two weeks. The drainage concerns have been brought up on DJ. Hopefully we'll get a resolution, and where they are supposed to pull up the areas that are holding drainage consistently, is flowing water consistently, so it's in progress.

Mr. Scheerer: Sounds good, all the numbers that are in these agreements are reflected in your budget.

Mr. Flint: Great, thank you.

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, the Maintenance Agreements with Applied Aquatic Management, Inc. and Frank Polly Sod, Inc. (2), were approved.

SEVENTH ORDER OF BUSINESS

Consideration of Proposal from TraceAir Technologies for Drone Flyovers

Mr. Flint: Item #7 is a proposal from TraceAir for drone flyovers.

Mr. Morgan: These people are dodgy. They want to keep flying it for whatever reason, but TraceAir will not sit down and talk to me about why the pricing varies so much from one job to job to the other. This is the highest that we're paying of all of them. Mark wants to know why we haven't had any recent flights, so let's go ahead and approve it.

Mr. Flint: There's no money in the construction fund.

Mr. Morgan: I thought we kept some in there for the flights.

Mr. Flint: There's \$5,288 left.

Mr. Morgan: Let's hold off on approving this. This is technically something that doesn't need full Board approval, does it?

Mr. Flint: It can be ratified. The Board could delegate authority to you.

Mr. Morgan: I want to negotiate for maybe two more flights and not a whole year contract. We don't need a whole year contract out there, and we don't have the money to pay for it anyway.

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, Authorizing the Chairman to Negotiate Contract with TraceAir Technologies subject to final staff signoff, was approved.

EIGHTH ORDER OF BUSINESS

Review and Acceptance of Fiscal Year 2024 Audit Report

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Mr. Flint: Next is review and acceptance of the 2024 audit. The audit report is in your agenda. It's DiBartolomeo, McBee, Hartley & Barnes. The management letter is the last two pages. There are no findings or recommendations. It is a clean audit. If the Board has any questions, we can discuss those.

On MOTION by Mr. Morgan, seconded by Ms. Dudley, all in favor, Acceptance of Fiscal Year 2024 Audit Report, was approved.

NINTH ORDER OF BUSINESS**Ratification of Series 2024 Requisition #9**

Mr. Flint: The next item is ratification of Series 2024 Requisition #9.

Mr. Flint: This is for \$5,163 for TraceAir signed by the Chair and the District Engineer. Are there any questions?

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, the Series 2024 Requisitions #9, was ratified.

TENTH ORDER OF BUSINESS**District Goals & Objectives****A. Adoption of Fiscal Year 2026 Goals and Objectives**

Mr. Flint: Your Fiscal Year 2026 District Goals and Objectives are consistent with your current Goals and Objectives. Are there any questions on them?

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, the Fiscal Year 2026 Goals & Objectives, were Adopted.

B. Presentation of Fiscal Year 2025 Goals and Objectives and Authorization to the Chairman to Execute

Mr. Flint: Next is a motion to delegate authority to the Chair to execute the final report for the current year Goals and Objectives.

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, Accepting the Fiscal Year 2025 Goals and Objectives and Authorization to the Chairman to Execute, was approved.

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

Mr. Flint: Staff reports, attorney?

Ms. Trucco: We're working on finalizing the convenience of the tracks in Phase 2 that are planning to come to the CDD, but otherwise, there's no new business.

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B. Engineer

- i. Discussion of Pending Plat Conveyances**
- ii. Status of Permit Transfers**
- iii. Status of Construction Funds & Requisitions**

Mr. Flint: Dave, are you on? Any reports for the Board?

Mr. Reid: The permit transfer Steve was discussing in the last Storey Creek meeting, the District is making us modify the permits before we can transfer working with the City to send me on that.

Mr. Flint: Okay.

Mr. Reid: I'll have that wrapped up by the next meeting.

Mr. Morgan: What modifications are we talking about?

Mr. Reid: They're going to maintain Golden Knight Blvd. but they were not on the original permit, so they have to be added before it can be transferred to them and the CDD. If the names aren't mentioned in the permit then you're putting somebody new on it, you have to modify the permit.

Mr. Morgan: That makes sense, okay.

C. District Manager's Report

- i. Approval of Check Register**

Mr. Flint: You have approval of the check register from May 6th through June 2nd for \$12,594. You have June 3rd through July 7th for \$14,973. You have a third check register from June 8th through August 4th for \$24,546.97. Are there any questions on the three?

Mr. Morgan: Were there no checks cut for Board compensation during that period, I don't see any.

Mr. Flint: I don't think we had meetings.

Mr. Morgan: You're right. We didn't have any meetings.

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, the Check Register, May 6, 2025, through June 2, 2025, for \$12,594, June 3, 2025, through July 7, 2025, for \$14,973, June 8, 2025, through August 4, 2025, for \$24,546.97, was approved.

ii. Balance Sheet and Income Statement

Mr. Flint: These were unaudited. If the Board has any questions, we can discuss those.

Questions from the Board?

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iii. Approval of Fiscal Year 2026 Meeting Schedule

Mr. Flint: The next item is approval of your meeting schedule for 2026. I believe we want to modify the starting time to 10:30 a.m. Any other changes to that? If not, is there a motion to approve the schedule with a 10:30 a.m. start time?

On MOTION by Mr. Morgan, seconded by Ms. Dudley, with all in favor, the Fiscal Year 2026 Meeting Schedule with a start time of 10:30 a.m., at the Oasis Club at ChampionsGate was approved.

Mr. Morgan: Going back to the previous agenda item, we didn't have any meetings to approve the initial budget and to set the hearing date?

Mr. Flint: The last meeting was May 19th.

Mr. Morgan: We did that way back in May?

Mr. Flint: I'll double check it.

D. Field Manager's Report

Mr. Scheerer: Just a couple of things. We went through and audited all the hardscape and Phase 2, put together a document, got the SOV's from you folks and sent it over to insurance so all the pergolas and assets over there that have been installed are now covered under insurance. That's good news and probably the bigger part of the news is the damaged fence on Golden Knight Blvd. we were finally able to get with somebody, a lady by the name of Luz Phillips with the City of Kissimmee. I sent her the interlocal agreement that I had. I sent her photos of the damaged fence on August 11th, she sent me an email confirming that the City will be repairing that section of fence that was damaged, and they hired a contractor and it'll be two to three weeks before materials are delivered.

Mr. Morgan: Did we ever figure out who wrecked it?

Mr. Scheerer: I have checked with FHP, Kissimmee Police Department, Osceola County Sheriff's Office. There's no traffic incident report filed with any of those agencies.

Mr. Morgan: I can't believe they didn't go in the ponds.

Mr. Scheerer: I'm shocked that there wasn't a vehicle or something on the other side of that retaining wall, but I thought that was great news.

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Mr. Bonin: I talked to Kirkland, his camera that's angled at Phase 2 was angled so if you were leaving one or two you were captured, but apparently he moved it to the left like the week before this happened.

Mr. Morgan: Got it.

Mr. Scheerer: But anyway, good news, no funding out of the District's pocket.

Mr. Bonin: One other thing on acceptance. So we haven't fully accepted ponds and pathways correct?

Mr. Scheerer: Correct. We're doing just the landscape around the ponds and like I said, I've been working with Karly and I know that you guys were working on some of the repairs on the back where the sod was missing. We had some erosion issues and we're going to continue that into the last two. I think in Phase 2 and we're going to do a landscape walk with the landscaper for mowing and maintenance and then a hard another walk with Lennar, Karly, and her team to just make sure that all the pathways aren't holding water because we had gouging on the asphalt. We had pathways holding water, the water couldn't get out and we had some pond bank concerns with respect to that. We're going to identify those.

Mr. Bonin: Make a good list and whatever needs to be corrected by our site contractor.

Mr. Scheerer: Yes, Karly's been helping me out quite a bit. Her and I are walking that together so we will get that done.

TWELFTH ORDER OF BUSINESS

Other Business

Mr. Flint: Is there any other business or Supervisor requests?

THIRTEENTH ORDER OF BUSINESS

Supervisor's Requests

There being no comments, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Adjournment

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