

MINUTES OF MEETING
BANNON LAKES COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bannon Lakes Community Development District was held on Wednesday, April 18, 2018 at 12:00 p.m. at the Offices of GMS, 475 West Town Place, Suite 114, St. Augustine, FL 32092.

Present and constituting a quorum were:

Art Lancaster	Chairman
John Dodson	Vice Chairman
Sandra Powell	Supervisor
Wes Hinton	Supervisor
Karelyn Travieso	Supervisor (by phone)

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
George Katsaras	District Engineer (by phone)
Brian Stephens	RMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 12:00 p.m.

SECOND ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Minutes from February 21, 2018 Meeting

Mr. Oliver stated included in your agenda package is a copy of the minutes from the February 21, 2018 meeting. Are there any additions, corrections or deletions?

On MOTION by Mr. Lancaster seconded by Mr. Hinton with all in favor the Minutes of the February 21, 2018 Meeting were approved.

FOURTH ORDER OF BUSINESS

Ratification of Proposal for Additional Security Camera Installation with Security Engineering & Design Inc.

Mr. Oliver stated included in your agenda package is a proposal for the purchase and installation of a security camera with Security Engineering & Design Inc.

On MOTION by Ms. Powell seconded by Mr. Dodson with all in favor the Proposal for Additional Security Camera Installation with Security Engineering & Design Inc. was ratified.

FIFTH ORDER OF BUSINESS

Other Business

Mr. Oliver stated at the next meeting, we will bring a proposed budget for Fiscal Year 2019.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being none, the next item followed.

B. District Engineer – Ratification of Requisition No. 105

Mr. Katsaras stated included in your agenda package is Requisition No. 105 totaling \$6,102.20 for Landcare Group.

On MOTION by Ms. Powell seconded by Mr. Dodson with all in favor Requisition No. 105 was ratified.

C. District Manager

There being none, the next item followed.

D. Field Services – Operations Memorandum

Mr. Stephens presented the operations memorandum. The air conditioner was repaired under warranty. Lockable covers have been installed over the thermostats in both the fitness center and social room.

SEVENTH ORDER OF BUSINESS

Supervisor’s Request and Audience Comments

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of February 28, 2018 and Statement of Revenues & Expenditures

Mr. Oliver stated included in your agenda package is the balance sheet and income statement as of February 28, 2018.

B. Assessment Receipt Schedule

Mr. Oliver stated included in your agenda package is a copy of the assessment receipt schedule.

C. Approval of Check Register

Mr. Oliver stated included in your agenda package is the check register.

On MOTION by Mr. Lancaster seconded by Ms. Powell with all in favor the Check Register was approved.

D. Approval of Funding Request Nos. 15 & 16

Mr. Oliver stated included in your agenda package are Funding Request Nos. 15 and 16.

On MOTION by Mr. Lancaster seconded by Mr. Hinton with all in favor Funding Request Nos. 15 & 16 were approved.

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – May 16, 2018 at 12:00 p.m. at the Offices of GMS

Mr. Oliver stated the next scheduled meeting is May 16, 2018 at 12:00 p.m. at the Offices of GMS.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Hinton seconded by Mr. Lancaster with all in favor the Meeting was adjourned.


Secretary / Assistant Secretary


Chairperson / Vice Chairperson